



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
March 9, 2021 – 5:00 p.m.
Location: District Office

PLEDGE OF ALLEGIANCE

ROLL CALL OF DIRECTORS

President Anthony J. Lima
Vice President Szu Pei Lu-Yang
Director John Bellah
Director Robert W. Lewis

ABSENT:

None.

OTHERS PRESENT:

Joseph P. Byrne, Legal Counsel, Best Best & Krieger
Erin Gilhuly, CV Strategies
Matt Litchfield, General Manager, Three Valleys Municipal Water District
Bob Kuhn, Director, Three Valleys Municipal Water District
Ed Chavez, Director, Upper San Gabriel Valley Municipal Water District
Jody Roberto, Director, Three Valleys Municipal Water District
Mike Ti, Director, Three Valleys Municipal Water District
Denise Jackman, Resident

ROWLAND WATER DISTRICT STAFF

Tom Coleman, General Manager
Dave Warren, Assistant General Manager
Rose Perea, Director of Administrative Services
Dusty Moisio, Director of Operations
Myra Malner, Director of Finance
John Poehler, Project Manager

ADDITION(S) TO THE AGENDA

None.

PUBLIC COMMENT ON NON-AGENDA ITEM

None.

TAB 1 – CONSENT CALENDAR

Upon motion by Director Lu-Yang, seconded by Director Lewis, the Consent Calendar was approved as follows:

Ayes: Directors Lima, Lu-Yang, Bellah and Lewis
Noes: None
Abstain: None
Absent: None

The approval of the Consent Calendar included:

1.1

Approval of the Minutes of Regular Board Meeting Held on February 9, 2021

1.2

Approval of the Minutes of Special Board Meeting Held on March 2, 2021

1.3

Demands on General Fund Account for January 2021

1.4

Investment Report for January 2021

1.5

Water Purchases for January 2021

Next Special Board Meeting

March 23, 2021, 5:00 p.m.

Next Regular Board Meeting

April 13, 2021, 5:00 p.m.

Tab 2 – ACTION ITEMS

2.1

Review and Approve Directors’ Meeting Reimbursements for February 2021

Upon motion by Director Lu-Yang, seconded by Director Lewis, the Directors’ Meeting Reimbursement Report was approved as follows:

Ayes: Directors Lima, Lu-Yang, Bellah and Lewis
Noes: None
Abstain: None
Absent: None

2.2

Administer Oath of Office to Vanessa Hsu, Division 1 Director

General Manager/Board Secretary, Tom Coleman, administered the Oath of Office to Director Vanessa Hsu.

2.3

Adopt Resolution No. 3-2021 Appointing Vanessa Hsu to Fill Vacancy in the Office of Director Division I

A motion was made by Director Lu-Yang, seconded by Director Lewis, to approve Resolution No. 3-2021 appointing Vanessa Hsu as Director, Division 1. The motion was approved by the following roll-call vote:

Ayes: Directors Lima, Lu-Yang, Bellah, Lewis and Hsu
Noes: None
Abstain: None
Absent: None

Motion passed by a vote of 5-0.

2.4

Review and Approve Final RWD Financial Audit Report for Fiscal Year 2019-2020 Prepared by Nigro & Nigro, PC, Professional Accountancy Corporation

After discussion, upon motion by Director Bellah, seconded by Director Lewis, the Final RWD Financial Audit Report for Fiscal Year 2019-2020 was approved as follows:

Ayes: Directors Lima, Lu-Yang, Bellah and Lewis
Noes: None
Abstain: Director Hsu
Absent: None

2.5

Discuss and approve additional funds in connection with the AMI Conversion Project.

After discussion, upon motion by Director Lu-Yang, seconded by Director Bellah, additional funds in connection with the AMI Conversion Project in the amount of \$1.6 million were approved as follows:

Ayes: Directors Lima, Lu-Yang, Bellah and Lewis
Noes: None
Abstain: Director Hsu
Absent: None

2.6

Discuss AB 703 Teleconferencing Support Letter

After discussion, upon motion by Director Lewis, seconded by Director Bellah, the Board approved the motion to send the AB 703 Letter of Support to the assembly members included in the letter.

Ayes: Directors Lima, Lu-Yang, Bellah, Lewis and Hsu
Noes: None
Abstain: None
Absent: None

Tab 3 – PUBLIC RELATIONS

Mrs. Perea provided the following report:

- The “Landscape Series” classes hosted by Green Media Relations will be offered to all District customers, via Zoom, free of charge on a first-come, first-served basis. The first class was held on February 17, 2021 - “Edible Gardening” with 16 attendees. Future classes will be held as follows:
March 18, 2021 “Leak Detection” during Fix-A-Leak week
April 22, 2021 “Composting for a Healthy Garden” on Earth Day
May 26, 2021 “Landscaping Tips for Fire Prevention”
- Classroom presentations via Zoom will be presented on March 15, 2021 and March 22, 2021 at Blandford Elementary reaching 97 First Grade students
- Mini Science Challenge – Two of the challenges “Filtration” and “At-Home Water Audit” have been completed. Four schools (Jellick, Northam, Telesis and Rowland Elementary) participated reaching 504 students
- Poster Contest flyers have been e-mailed to teachers in the District service area and the Contest has also been marketed on the District website and through social media platforms

3.1

Communications Outreach (CV Strategies)

Erin Gilhuly, CV Strategies, presented the Board Report in a new, more concise format:

- Customer Communications and District Outreach included the “Rate Relief” bill insert, the Career Forum and the Notice of the Board vacancy
- Website Enhancements included Careers in the water industry, Construction Updates, Chinese New Year and a Virtual Scavenger Hunt
- Press Releases on the Career Forum (2/1/21), EduBucks Program (2/3/21), Director Committee Assignments (2/26/21) and the Annual Audit (3/1/21) have been prepared for circulation
- Industry Press: Articles on the District Risk and Resiliency Plan, the passing of Director Rios and the Career Forum were included in the ACWA News
- Video Projects include: Career Forum – Staff Interviews; Career Forum – Event Video; and the AMI Conversion project – Ease of Use.
- PFAS – Anticipated changes to PFAS water regulations in California were listed. CV Strategies will continue to follow this news and update the Board as needed.

3.2

Education Update

Provided for information purposes only.

Tab 4 – DISCUSSION OF UPCOMING CONFERENCES, WORKSHOPS, OR EVENTS (INCLUDING ITEMS THAT MAY HAVE ARISEN AFTER THE POSTING OF THE AGENDA)

None.

Tab 5 – LEGISLATIVE INFORMATION

5.1

Updates on Legislative Issues

General Manager, Tom Coleman, advised the Board that the Los Angeles County Board of Supervisors at their March 9, 2021 Board meeting voted to support special districts' efforts to access COVID-19 relief funds for local governments. The County will officially support the *Special Districts Provide Essential Services Act (HR 535/S 91)*, a federal bill that would require states to allocate 5 percent of its future COVID relief funds to special districts. The District sent their letter of support for HR 535/S 91 to be included in the public comment in support of this agenda item.

TAB 6 - REVIEW OF CORRESPONDENCE

General Manager, Tom Coleman, advised the Board that the District had received a notification letter from La Habra Heights County Water District confirming that quarterly results above the required notification levels for perfluorooctanoic (PFOA) and perfluorooctaniessulfonic acid (PFOS) in the groundwater had been detected.

TAB 7 - COMMITTEE REPORTS

7.1

Joint Powers Insurance Authority

General Manager, Tom Coleman, advised the Board that the JPIA Property Schedules had been reviewed by staff and the accuracy confirmed. The Property Schedule Review form was returned to ACWA/JPIA Member Services.

7.2

Three Valleys Municipal Water District

Director Lima reported on his virtual attendance at the February 17, 2021 meeting and advised that the YTD District Status Report was provided; Assembly Bill 703 relating to enhancing teleconferencing in a public setting was discussed. A study to review divisional District boundaries was discussed.

Director Lima also reported in his virtual attendance at the March 3, 2021 meeting and advised that the RTS Charge will increase to \$21.99. The Agreement for Operation and Maintenance of the Miramar Water Treatment Plant, Water Transmission and Hydroelectric Generating Facilities was presented for approval; the FY 2021-22 Strategic Plan was presented for approval.

7.3

Association of California Water Agencies

Nothing to report.

7.4

Puente Basin Water Agency

Nothing to report. The next meeting will be held on April 1, 2021.

7.5

Project Ad-Hoc Committee

Nothing to report.

7.6

Regional Chamber of Commerce

Director Bellah reported on his virtual attendance at the March 8, 2021 Government Affairs meeting and advised that the Delta single tunnel project with a reported preliminary cost of \$15.9 billion was discussed.

7.7

PWR Joint Waterline Commission

Director Lima reported on his virtual attendance at the February 11, 2021 meeting and advised that Myra Malner was appointed as PWR Treasurer; the contract for encasement of the PWR water line where it crosses the proposed new Gold Line Foothill Extension was awarded to Doty Bros. Construction. The creation of a PWR website was discussed. It was agreed that a link to information on the Pomona-Walnut-Rowland Joint Waterline Commission will be included on the Walnut Valley Water District website. The next meeting will be held on June 10, 2021.

7.8

Sheriff's Community Advisory Council

Nothing to report.

7.9

Rowland Heights Community Coordinating Council (RHCCC)

Resident, Denise Jackman, provided information on the meeting held on March 8, 2021. The San Gabriel Valley Council of Governments (SGVCOG) provided an update on procurement and bringing a new contractor on board for the Fullerton Road Grade Separation. The anticipated completion date is end of 2024.

7.10

City of Industry Council Meeting

Nothing to report.

TAB 8 OTHER REPORTS, INFORMATION ITEMS AND COMMENTS

8.1

Finance Report

Director of Finance, Myra Malner presented a year-to-date Financial Dashboard containing comparative graphs of Revenue and Expense by Category and Consumption by Class through January 2021. General Manager, Tom Coleman, and Ms. Malner answered questions posed by members of the Board.

8.2

Operations Report

Director of Operations, Dusty Moisiso, provided the following updates:

- Recycled Water Future 3 Project: Provided the Board with pictures of the construction, and the plans recently submitted to Los Angeles County Department of Public Health for the onsite retrofits.
 - Update on final pipeline details: 7,705 feet of pipe installed; 10 system valves installed; and 26 new recycled water service connections installed.

- Scada Towers Project: Provided the board with pictures of the construction, and a construction schedule update.
- AMI update: 10,016 meters have been converted to AMI, with a reading accuracy of 98%.
- Field Operations Completed Tasks- Provided the Board with the following tasks completed for the month of February:
 - Water Samples – 146
 - Site Inspections - 79
 - Service Orders Completed - 232
 - Meters Replaced - 181
 - Modules Replaced - 268
 - Dig Alerts – 300
 - Service Lines Repaired- 2
 - System Valves Replaced- 23

8.3

Personnel Report

General Manager, Tom Coleman, advised the Board that two new employees will join the District on March 16, 2021 as Meter Readers. The candidate previously accepting the position of Engineering and Compliance Manager advised the District that she decided to remain with her employer. The District will continue with the recruitment for this position.

TAB 9 - ATTORNEY’S REPORT

Legal counsel, Joseph Byrne, provided information on the funding for the Delta single tunnel project.

TAB 10 **CLOSED SESSION**

Legal Counsel, Joseph Byrne, adjourned the meeting to closed session at 7:06 p.m. and announced that the purpose of the closed session, and the provisions of the Brown Act authorizing the closed session were listed in the agenda.

a. **CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION**

Pursuant to paragraph (1) of subdivision (d) of Government Code Section 54956.9.

Name of Case: Rowland Water District vs. La Habra Heights County Water District, Case No. KC070088

b. **Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8**

Property: Portion of Property Located at
804 S. Azusa Ave., City of Industry, CA

District Negotiator: Tom Coleman, General Manager

Negotiating Parties: City of Industry

Under Negotiation: Price and Terms

The closed session was adjourned, and the Board resumed the meeting in open session at 7:24 p.m.

Upon returning to open session, legal counsel reported that the Board took no reportable action in closed session in connection with these matters.

General Manager’s and Directors’ Comments

The General Manager and members of the Board welcomed new Director Vanessa Hsu.

Future Agenda Item

None.

Late Business

None.

A motion was made by Director Lima, seconded by Director Lu-Yang, and unanimously carried to adjourn the meeting. The meeting was adjourned at 7:32 p.m.

ANTHONY J. LIMA
Board President

Attest: _____
TOM COLEMAN
Board Secretary