



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
May 11, 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
Director Vanessa Hsu

ABSENT:

None.

OTHERS PRESENT:

Joseph P. Byrne, Legal Counsel, Best Best & Krieger
Erin Kaiman, CV Strategies
Matt Litchfield, Three Valleys Municipal Water District
Mike Ti, Director, Three Valleys Municipal Water District
Jody Roberto, 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 Moasio, 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 Lewis, seconded by Lu-Yang, the Consent Calendar was approved as corrected, as follows:

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

The approval of the Consent Calendar included:

- 1.1 Approval of the Minutes of Special Board Meeting Held on April 13, 2021**
- 1.2 Approval of the Minutes of Regular Board Meeting Held on April 27, 2021**
- 1.3 Demands on General Fund Account for March 2021**
- 1.4 Investment Report for March 2021**
- 1.5 Water Purchases for March 2021**
- 1.6 Remove City of Industry Council Meeting from the Approved Board Committee Assignments**

Next Special Board Meeting	May 25, 2021, 5:00 p.m.
Next Regular Board Meeting	June 8, 2021, 5:00 p.m.

Tab 2 – ACTION ITEMS

- 2.1 Review and Approve Directors’ Meeting Reimbursements for April 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, Lewis and Hsu
Noes: None
Abstain: None
Absent: None

2.2

Receive and File Puente Basin Water Agency (PBWA) Budget for FY 2021-2022

After discussion a motion was made by Director Lewis, seconded by Director Hsu, to receive and file the Puente Basin Water Agency Budget for FY 2021-2022 as presented. The motion was unanimously approved as follows:

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

2.3

Review and Approve final Rowland Water District Budget and Capital Improvement Plan – Fiscal Year 2021-2022

After discussion a motion was made by Director Hsu, seconded by Director Lu-Yang, to approve the final Budget and Capital Improvement Plan for FY 2021-2022 as presented. The motion was unanimously approved as follows:

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

2.4

Review and Approve Schedule of Monthly Salary Ranges Effective 7-1-21

After discussion a motion was made by Director Lewis, seconded by Director Bellah, to approve the schedule of monthly salary ranges effective July 1, 2021, noting that there was a change to the Customer Service Representative salary range. The motion was unanimously approved as follows:

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

Tab 3 – PUBLIC RELATIONS

Mrs. Perea provided the following report:

- WEWAC Water Scholar Program had students from Wilson and Nogales High participate. We are in the process of judging the scholarships and will notify students at the end of this month.
- Celebrating Water Awareness Month during May along with Infrastructure week and Teacher Appreciation Week.
- Mini Science Challenge - All student winners have been notified and each student that participated was given a certificate and a Wendy's Frosty Card. All the awards/certificates/medals etc. were dropped off at the school sites. The students were asked to share a picture with their certificate so that they can be celebrated on the District's social media channels.

- Poster Contest is closed. Only 59 submissions were received due to the program being 100% virtual.
 - The winners have been announced, the teacher art kits were delivered along with student winning certificates and Amazon gift cards. The students and teachers were asked to share a picture so that they can be celebrated on the District’s social media.
 - Yard signs were created to put in front of both Jellick and Blandford to celebrate each winning student.
- Youth Activity League (YAL)
 - Brittnie is working on planning the next field trip to test local watersheds and treatment facilities; no public is allowed at this time.
- Spring Newsletter is running and being sent out with the current billing cycle which ended May 7.

3.1

Communications Outreach (CV Strategies)

Erin Kaiman, CV Strategies, presented the Board Report and advised that they are working on the content of the Consumer Confidence Report (CCR) and should have a draft by the beginning of June. The postcards have been designed and will be provided for District approval. They are working on press releases for the Budget and Capital Improvement Plan, Drinking Water Awareness Week, and the JPIA Insurance Reimbursement. They continue to work on website enhancements.

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, provided information on the Governor’s Plan for Water Infrastructure, Drought Response and Improved Climate Resilience. He noted that the Governor has issued an Emergency Proclamation regarding the drought in Northern California. He also reviewed several water-related assembly and senate bills.

TAB 6 - REVIEW OF CORRESPONDENCE

None.

TAB 7 - COMMITTEE REPORTS

7.1

Joint Powers Insurance Authority

Director Lewis reported on his virtual attendance at the May 10, 2021 JPIA Board of Director’s meeting and advised that there was an election of officers, the 2021-2022 Budget was approved and several JPIA programs were reviewed and discussed.

7.2

Three Valleys Municipal Water District

Directors Lima reported on virtual attendance at the April 21, 2021 meeting and advised that a presentation was made by Mr. Robert Cruz, Public Affairs Manager at Southern California Gas Company, and that he presented an overview of Senate Bill 31 (Cortese). He noted that all vehicles half-ton or under must be electric by 2035.

Director Lu-Yang advised that the May 5, 2021 meeting had been cancelled.

7.3

Association of California Water Agencies

Director Lewis advised that he is registered to attend the 2021 ACWA Virtual Spring Conference on May 12-13, 2021.

7.4

Puente Basin Water Agency

Nothing to report. The next meeting will be held on June 3, 2021.

7.5

Project Ad-Hoc Committee

Nothing to report.

7.6

Regional Chamber of Commerce

Director Bellah reported on his attendance at the Government Affairs meeting held on May 10, 2021.

7.7

PWR Joint Waterline Commission

Nothing to report. 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)

Director Lu-Yang advised that the May 10, 2021 meeting had been cancelled.

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 March 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 Board with the following updates:

AMI update:

- 11,169 meters have been converted to AMI
- Reading accuracy: 99%.

Field Operations Completed Tasks for the month of April:

- Water Samples – 150
- Site Inspections - 85
- Service Orders Completed - 229
- Meters Replaced - 126
- Modules Replaced - 446
- Dig Alerts – 339
- Service Lines Repaired- 3
- System Valves Replaced- 0
- Air Releases Inspections- 13
- Recycled Water Inspections: 17

8.3

Personnel Report

General Manager, Tom Coleman, advised the Board that the recruitment for the Engineering and Compliance Manager had closed on May 10, 2021 and staff is in the process of reviewing the applications. Assistant General Manager, Dave Warren, has submitted his letter of intent to retire as of December 30, 2021, after 34 years with the District.

TAB 9 - ATTORNEY'S REPORT

Nothing to report.

TAB 10 **CLOSED SESSION**

Legal Counsel, Joseph Byrne, adjourned the meeting to closed session at 6:31 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 6:41 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

General Manager, Tom Coleman, provided an overview of the District tour which will take place on Friday, May 14, 2021. He also advised that he is working towards bringing all staff back on the same working schedule soon.

Future Agenda Item

None.

Late Business

None.

A motion was made by Director Hsu, seconded by Director Lu-Yang, and unanimously carried to adjourn the meeting. The meeting was adjourned at 6:47 p.m.

ANTHONY J. LIMA
Board President

Attest: _____
TOM COLEMAN
Board Secretary