



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
January 18, 2022 – 5:00 p.m.
Meeting Conducted Via Zoom at: <https://us02web.zoom.us/j/8759899861>

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 Byrne, Legal Counsel, Best & Krieger
Todd Leishman, Legal Counsel, Best & Krieger
Erin Kaiman, CV Strategies
Paul J. Kaymark, CPA, Nigro & Nigro PC
Kirk Howie, Chief Administrative Officer, TVMWD
Mike Ti, Director, TVMWD

ROWLAND WATER DISTRICT STAFF

Tom Coleman, General Manager
Myra Malner, Director of Finance
John Poehler, Project Manager
Gabby Sanchez, Executive Assistant
Brittnie Van De Car, Education and Community Outreach Coordinator
Dusty Moisia, Assistant General Manager (Meeting Host)

ADDITION(S) TO THE AGENDA

PUBLIC COMMENT ON NON-AGENDA ITEM

None.

1. CONSENT CALENDAR

Upon motion by Director Lu-Yang, seconded by Director Bellah, the Consent Calendar was unanimously approved (5-0) by the following roll call vote:

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

Abstain: None

Absent: None

Motion pass (5-0)

The approval of the Consent Calendar included:

- 1.1** Reaffirm Resolution No. 10-2021 Authorizing Virtual Board and Committee Meetings Pursuant to AB 361
- 1.2** Approval of the Minutes of Regular Board Meeting Held on December 14, 2021
- 1.3** Approval of the Minutes of Special Board Meeting Held on December 15, 2021
- 1.4** Demands on General Fund Account for November 2021
- 1.5** Investment Report for November 2021
- 1.6** Water Purchases for November 2021

Next Special Board Meeting: January 25, 2022, 5:00 p.m.

Next Regular Board Meeting: February 8, 2022, 5:00 p.m.

2. ACTION ITEMS

2.1 Review and Approve Directors' Meeting Reimbursements for December 2021

Upon motion by Director Lu-Yang, seconded by Director Bellah, the Directors unanimously approved (5-0) the Directors' Meeting Reimbursement Report as presented, by the following roll call vote:

Ayes: Directors Lima, Lu-Yang, Bellah, Lewis and Hsu

Noes: None

Abstain: None

Absent: None

Motion pass (5-0)

2.2 Receive and Approve "Draft" Rowland Water District Financial Audit Report for Fiscal-Year 2020-2021 Prepared by Nigro & Nigro, PC, a Professional Accountancy Corporation

The Board received a presentation by Mr. Paul Kaymark, CPA, of Nigro & Nigro, PC, a Professional Accountancy Corporation, highlighting elements of the "draft" 2020-2021 RWD Audited Financial Statements. Mr. Kaymark advised that in the firm's opinion, the financial statements presented fairly, in all material respects, the financial position of the District as of June 30, 2021, and the respective changes in financial position and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States. As a result, an unmodified opinion was provided.

Upon motion by Director Lewis, seconded by Director Hsu, the Directors unanimously approved (5-0) the "draft" RWD Financial Statements and Independent Auditor's Report for Fiscal Year ended June 30, 2021, by the following roll call vote:

Ayes: Directors Lima, Lu-Yang, Bellah, Lewis and Hsu

Noes: None

Abstain: None

Absent: None

Motion pass (5-0)

2.3 Redistricting of Agency Division Boundaries – Presentation of Draft Division Maps Prepared by Best & Krieger

Mr. Todd Leishman of Best & Krieger (BB&K) provided an overview of the District’s redistricting process and presented, for Board input, two (2) draft division boundary maps developed in accordance with Election Code Section 220 et seq. Following review of the proposed maps and respective demographic analysis, Board members provided input to Mr. Leishman on preferences and recommended additional boundary adjustments. Mr. Leishman noted that a public hearing has been scheduled for February 8, 2022, to receive testimony and comments regarding the District’s division boundaries. Contingent upon testimony received, the Board will also consider adoption of a resolution approving division boundaries at that meeting. As this was an informational item only, no Board action was taken.

2.4 Receive and File the Puente Basin Water Agency Audit Report for Fiscal Year 2020-2021 Prepared by Fedak & Brown LLP

After Discussion, upon motion by Director Lewis, seconded by Director Lu-Yang, the Board unanimously received and filed the Puente Basin Water Agency Audit Report for Fiscal Year 2020-2021. The motion was approved as follows:

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

Motion pass (5-0)

2.5 Approve Changes in IRS Mileage Rate from 56 to 58.5 cents effective January 1, 2022

A motion was made by Director Lu-Yang, seconded by Director Hsu, and unanimously carried to approve changes in the IRS mileage rate from 56 to 58.5 cents effective January 1, 2022. The motion was approved by the following roll call vote:

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

Motion pass (5-0)

2.6 Consider Additional Funds for Seminar and Training Expenses

Upon discussion regarding anticipated employee and Board member seminar and training expenses, a motion made by Director Lu-Yang, seconded by Director Lewis, to authorize the allocation of an additional \$80,000 for seminar and training expenses proposed for the remainder of fiscal year 2021-2022. The motion was approved by the following roll call vote:

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

Motion pass (5-0)

2.7 Local Agency Formation Commission (LAFCO) Nomination of Independent Special District Voting Member

The Board received and discussed the LAFCO information included in the Board packet concerning upcoming elections for Independent Special District voting members. However, no Board action was taken to nominate a member of its own.

3. PUBLIC RELATIONS

3.1 Communications Outreach (CV Strategies)

Erin Kaiman reported on communication and outreach activities included in the outreach report. She then touched on the District’s invitation to speak at the upcoming 2022 WaterReuse Symposium to highlight the Future 3 Recycled Water Project, a presentation to be facilitated by Mr. Moisio.

3.2 Education Update

Brittanie Van De Car, Water Education Coordinator, provided the following report to the Board:

- K-3rd graders activity books, created in conjunction with CV Strategies, have been printed and will be delivered to schools soon.
- The installation of water bottle filling stations at Jellick and Northam Elementary Schools is complete. She further entertained discussion regarding previous installations projects.
- Advised that RWD fully awarded four EduBucks submission applications totaling \$3,900.
- Lastly, Ms. Van De Car highlighted a Jellick Elementary School student’s artwork that was selected to be featured in the 2022 MWD ‘Water is Life’ calendar.

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

None.

5. LEGISLATIVE INFORMATION

5.1 Updates on Legislative Issues

General Manager, Tom Coleman, advised that the Public Water Agencies Group (PWAG), on behalf of its member agencies, has reached out to ACWA, CSDA, and other associations requesting they advocate at the state level for funding to assist community water systems with the reimbursement of COVID-19-related customer arrearages for the period of June 16, 2021 – December 31, 2021. He will continue to apprise the Board as details progress.

Provided for information purposes only.

6. REVIEW OF CORRESPONDENCE

6.1 The Board received a “President’s Special Recognition Award” certificate from the ACWA/JPIA for demonstrating Loss Ratio of 20% or less in the Liability Program for the period of 10/01/2017-9/30/2020.

Provided for information purposes only.

7. COMMITTEE REPORTS

7.1 Joint Powers Insurance Authority

No update was provided.

7.2 Three Valleys Municipal Water District

Director Lu-Yang and Lima reported on the December 1 and 15, 2021, TVMWD Board meeting activities.

7.3 Association of California Water Agencies

Mr. Lewis noted that an ACWA Region 8 meeting has been scheduled for February 11, 2022.

7.4 Puente Basin Water Agency

Mr. Lima spoke on business matters discussed during the January 6, 2022, PBWA Special meeting.

7.5 Project Ad-Hoc Committee

Nothing to report.

7.6 Regional Chamber of Commerce

Mr. Lewis reported on his attendance, on behalf of the Government Affairs Committee (GAC), at a groundbreaking ceremony for Century Plaza.

7.7 PWR Joint Waterline Commission

The next PWR Joint Water Line Commission meeting is scheduled for February 10, 2022.

7.8 Sheriff's Community Advisory Council

Nothing to report.

7.9 Rowland Heights Community Coordinating Council (RHCCC)

Ms. Lu-Yang reported on meeting activities.

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 December 31, 2021.

8.2 Operations Report

Assistant General Manager, Dusty Moisio, provided the Board with the following updates:

- AMI update: 13,807 meters have been converted to AMI, with a reception accuracy of 99.5%. The District is now 99.9% AMI meters.
- Field Operations Completed Tasks- Provided the Board with the following tasks completed for the month of December:
 - Water Samples – 158
 - Site Inspections - 78
 - Service Orders Completed - 210

- Meters Replaced - 64
 - Modules Replaced - 3
 - Dig Alerts – 263
 - Service Lines Repaired- 4
 - System Valves Replaced- 0
 - Air Releases Inspections - 76
 - Recycled Water Inspections - 22
- Included in the presentation as well were the totals of tasks completed for the 2021 calendar year.

8.3 Personnel Report

Mr. Coleman spoke on the success rate of the District’s internship program and advised that an intern was recently hired by a local water agency. As a result, the District will commence recruitment for another intern.

9. ATTORNEY’S REPORT

Legal counsel, Joseph Byrne, had nothing to report.

10. CLOSED SESSION

A closed session was not held in connection with the item listed below:

a. 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

General Manager’s and Directors’ Comments

Future Agenda Item(s)

- None.

Late Business

None.

A motion was made by Director Hsu, seconded by Director Lima, and unanimously carried to adjourn the meeting. The meeting was adjourned at 6:58 p.m.

ANTHONY J. LIMA
Board President

Attest: _____
TOM COLEMAN
Board Secretary