



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
September 8, 2020 – 5:00 p.m.
Location: District Office

PLEDGE OF ALLEGIANCE

ROLL CALL OF DIRECTORS

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

ABSENT:

None.

OTHERS PRESENT:

Joseph P. Byrne, Legal Counsel, Best Best & Krieger
Erin Gilhuly, CV Strategies
Denise Jackman, Director, Three Valleys Municipal Water District
Matt Litchfield, Three Valleys Municipal Water District
Jody Roberto, Director, Three Valleys Municipal Water District

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

ADDITION(S) TO THE AGENDA

None.

PUBLIC COMMENT ON NON-AGENDA ITEM

None.

TAB 1 – CONSENT CALENDAR

Upon motion by Director Lima, seconded by Director Rios, the Consent Calendar was approved as follows:

Ayes: Directors Lewis, Rios, Lima, Lu-Yang and Bellah
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 August 11, 2020

1.2

Demands on General Fund Account for July 2020

1.3

Investment Report for July 2020

1.4

Water Purchases for July 2020

Next Regular Board Meeting

October 13, 2020, 5:00 p.m.

Tab 2 – ACTION ITEMS

2.1

Review and Approve Directors’ Meeting Reimbursements for August 2020

Upon motion by Director Lima seconded by Director Rios, the Directors’ Meeting Reimbursement Report was approved as follows:

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

2.2

Authorize Presiding Officer to Vote for LAFCO Independent Special District Alternate Representative for Term Expiring May 2022

After discussion, and upon motion by Director Bellah, seconded by Director Lu-Yang, the General Manager/Board Secretary was authorized to cast the ballot vote on behalf of the District for Robert W. Lewis, as the LAFCO Independent Special District Alternate Representative. The motion was unanimously carried.

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

2.3

Review and Approve Resolution No. 9-2020 Requesting Appointment In Lieu of Election for the Office of Member, Board of Directors, Divisions 1 and 2

After discussion, a motion was made by Director Lewis and seconded by Director Lu-Yang to approve the Resolution as presented.

The motion was unanimously approved with the following 5-0 roll-call vote:

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

2.4

Authorize Budget Carryover of Office Furniture Purchases

After Discussion, upon motion by Director Lu-Yang seconded by Director Lima, the Directors unanimously authorized the budget carryover of office furniture purchases in an amount of \$145,000.00, as follows:

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

2.5

Authorize General Manager to Upgrade Network Wiring in Server Room

Upon motion by Director Lima seconded by Director Bellah, the Directors unanimously authorized the General Manager to upgrade the network wiring in the server room in an amount not-to-exceed \$100,000.00, as follows:

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

2.6

Public Relations (Rose Perea)

Mrs. Perea reported that MWD in partnership with the Green Gardens Group is offering free virtual workshops for residents in the District’s service area on both California Native Landscaping and Turf Removal. A NEW Mini Solar Challenge will be offered to 4-6th Graders, 15 classrooms in our service area. The program will start in November and end in March. Each month will have a new science challenge. Water Bottle Filling Station flyers and letters went out to the principals in the 8 remaining schools in the District. Two Schools will be selected using a lottery drawing. Water bottles for all students, teachers and administrative staff were delivered to both Rowland Elementary and Blandford Elementary, last year’s recipients of the water bottle filling stations. The first virtual scavenger hunt will be held on September 10, 2020 at 3:00 p.m. These will be offered throughout the year. The Buckboard Days Parade has been cancelled and will resume in 2021. The virtual Treatment Plant Tour video was shot at 3-Valleys MWD on August 26, 2020. CV Strategies is producing the video that will be offered to Fourth through Sixth graders.

Communications Outreach (CV Strategies)

Erin Gilhuly, CV Strategies, advised the Board that the “What’s in Your Water Bottle” District conservation campaign was included in the CSDA magazine (summer/fall issue) in the innovative ideas in water conservation/public engagement section. This article will be repurposed throughout the Rowland Unified School District. They are in the process of finalizing the 3-Valleys Water Treatment Plant video to support virtual programs. They are also working on a Buckboard Days video encouraging virtual participation. Press releases on the hiring of a new Director of Finance, the Water Quality Report and the annual budget have also been submitted for publication.

Education Update

Provided for information purposes only.

2.7

Discussion of Upcoming Conferences, Workshops, or Events (Including Items that May Have Arisen after the Posting of the Agenda)

- None.

TAB 3 LEGISLATIVE INFORMATION

3.1

Updates on Legislative Issues

General Manager, Tom Coleman, advised the Board that many of the Bills that the District lobbyist has been monitoring have died this year; Bill counts were limited.

TAB 4 REVIEW OF CORRESPONDENCE

None.

TAB 5 COMMITTEE REPORTS

5.1

Joint Powers Insurance Authority

General Manager, Tom Coleman, advised the Board that the Property Program schedules had been received from the JPIA and values reflected an approximate 10% increase. The schedules were reviewed by staff, additions and corrections were made and the schedules were re-submitted to the JPIA for final review.

5.2

Three Valleys Municipal Water District

Director Lima reported on his attendance at the September 2, 2020 meeting and advised that members of the public appeared in connection with the Cadiz project. Jayson Schmitt, Chandler Asset Management, provided the Board with an economic and investment portfolio update. A summary of the Employee Health Care premiums for the upcoming year was provided. An update on the Grand Avenue and Miramar wells was provided.

5.3

Association of California Water Agencies

Director Lewis advised that information on the December ACWA conference will be provided in late October or early November.

5.4

Puente Basin Water Agency

Nothing to report. The next Commission meeting is scheduled for October 1, 2020.

5.5

Project Ad-Hoc Committee

Nothing to report.

5.6

Regional Chamber of Commerce

Director Lewis reported that the September 7, 2020 Government Affairs Committee meeting had been rescheduled to September 14, 2020.

5.7

PWR Joint Waterline Commission

Nothing to report. The next meeting will be held on October 8, 2020.

5.8

Sheriff's Community Advisory Council

Nothing to report. Director Lu-Yang advised that no meeting was held.

5.9

Rowland Heights Community Coordinating Council (RHCCC)

Director Lu-Yang reported that the September 7, 2020 meeting had been moved to September 14, 2020.

5.10

Hacienda Heights Improvement Association

Nothing to report.

TAB 6 OTHER REPORTS, INFORMATION ITEMS AND COMMENTS

6.1

Finance Report

Director of Finance, Myra Malner presented a year-to-date Revenue and Expense Report by Category and Consumption by Class through July 2020. General Manager, Tom Coleman, advised the Board that the District had received a compliance review acceptance letter from CalPERS in connection with their recent audit.

6.2

Operations Report

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

- Recycled Water Future 3 Project: Pictures of the construction and an update on the 2700 feet of pipe installed, which included two connections to the District recycled system, was provided.
- AMI Meter Update: 6702 meters have been converted to AMI.
- Scada Tower Project: A bid opening was held on August 19, 2020, and the project was awarded to Lyons Construction. The estimated construction start date is September 21, 2020

6.3

Personnel Report

General Manager, Tom Coleman, advised the Board that due to the recent retirement of a long-time employee, the District conducted an in-house recruitment for the Maintenance II position. There were 3 applicants and the employee holding the position at Maintenance I was promoted into this position. A recruitment for the Maintenance I position will be held to fill the vacancy. Dave Shubin, employee with the District for 34 years, is retiring as Distribution Superintendent on October 2, 2020. A recruitment for this position with enhanced responsibilities and a title change to “Project Manager” was conducted and the job was offered to an individual with considerable experience in the area of project management. The new Project Manager will start with the District on September 16, 2020.

TAB 7 ATTORNEY’S REPORT

Legal counsel, Joe Byrne, reported that litigation concerning the Delta and the tunnel project and state level permits is ongoing.

TAB 8 CLOSED SESSION

Legal Counsel, Joseph Byrne, adjourned the meeting to closed session at 6:27 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: 18938 Granby Place, Rowland Heights, CA 91748
District Negotiator: Tom Coleman, General Manager
Negotiating Parties: Mark I. Chen Revocable Living Trust dated 9-8-17
Under Negotiation: Price and Terms

c. 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 6:40 p.m.

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

General Manager’s and Directors’ Comments

General Manager, Tom Coleman, provided information on a current project with a developer and the discussion in connection with capacity fees charged.

Future Agenda Items

None.

Late Business

None.

A motion was made by Director Lima, seconded by Director Rios, and unanimously carried to adjourn the meeting. The meeting was adjourned at 6:54 p.m.

ROBERT W. LEWIS
Board President

Attest: _____
TOM COLEMAN
Board Secretary