



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
August 10, 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
Tara Bravo, CV Strategies
Matt Litchfield, General Manager, 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
Rose Perea, Director of Administrative Services
Dusty Moisio, Director of Operations
Myra Malner, Director of Finance
John Poehler, Project Manager
Brittanie Van De Car, Education and Community Outreach Coordinator

ADDITION(S) TO THE AGENDA

PUBLIC COMMENT ON NON-AGENDA ITEM

None.

TAB 1 – CONSENT CALENDAR

Upon motion by Director Lewis, seconded by Director Bellah, the Consent Calendar was approved 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 Regular Board Meeting Held on July 13, 2021

1.2

Approval of the Minutes of Special Board Meeting Held on July 27, 2021

1.3

Demands on General Fund Account for June 2021

1.3

Investment Report for June 2021

1.4

Water Purchases for June 2021

Next Special Board Meeting

August 24, 2021, 5:00 p.m.

Next Regular Board Meeting

September 14, 2021, 5:00 p.m.

TAB 2 – ACTION ITEMS

2.1

Review and Approve Directors' Meeting Reimbursements for July 2021

Upon motion by Director Hsu, seconded by Director Lu-Yang, the Directors unanimously approved the Directors' Meeting Reimbursement Report as presented, as follows:

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

2.2

Review and Discuss ACWA Region 8 Board Elections Ballot for the 2022-2023 Term

After Discussion, and upon motion by Director Lu-Yang, seconded by Director Bellah, and unanimously carried, staff was asked to complete the ACWA Board of Directors 2022-23 Election Ballot, Concurring with the Region 8 Nominating Committee's recommended slate. The motion was approved as follows:

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

2.3

Review and Approve AT&T Second Amendment to California Lease and Memorandum of Second Amendment to California Lease Agreement

After Discussion a motion was made by Director Lewis, seconded by Director Lu-Yang, and unanimously carried approving the AT&T Second Amendment and Memorandum of Second Amendment as presented. The motion was approved as follows:

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

TAB 3 – PUBLIC RELATIONS (Rose Perea)

Nothing to report.

3.1

Communications Outreach (CV Strategies)

Erin Kaiman, CV Strategies, reported that CV Strategies has created customer service outreach materials to relay information to customers regarding utility rate relief. They are finalizing the Proposition 218 Notice and are in the process of preparing a four-part Drought Op-Ed series focused on State, Region, District and Customer.

3.2

Education Update

Brittnie Van De Car, Education and Community Outreach Coordinator, provided the following report to the Board:

- The District will be holding a two-day pumpkin carving event at the District office and will provide the pumpkins, carving tools and the Wendy and Wally stencils. There will be winners on each day.
- The Mini Solar Challenge will not be held this school year because field trips and on-campus presentations are not allowed until further notice.
- The Mini Science Challenge will be broken up between 4th, 5th and 6th graders with each grade competing against grade level students throughout the District service area. Each grade will have a different prompt and challenges.
- The Summer Newsletter is being provided to customers during the current billing cycle which ends September 8, 2021.
- The Fall Newsletter is in the process of being created and CV Strategies is assisting with the content.
- The Sprinkler and Drip Irrigation Class will be held on August 11, 2021, from 5-6pm. This is one of the classes in the District's Summer Landscape Series. The District has experienced a great turn out with the classes.
- The Buckboard Days Parade has been cancelled. To take its place there will be a scavenger hunt on October 16, 2021, from 10am-2pm with 10 different historical sites and points of interest on the scavenger hunt list. The Buckboard Days Committee enlisted the services of CV Strategies to assist with the event.
- 13 employees will be presenting the check to *Shoes That Fit* on August 19, 2021, and will get a tour of the warehouse.

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 that Assembly Bill 148 (*California Tenant Protection Act*) containing statutory provisions for water and wastewater arrearages has been signed by the Governor. Mr. Coleman provided information on Senate Bill 222 (Water Rate Assistance Program).

TAB 6 - REVIEW OF CORRESPONDENCE

- Letter from La Habra Heights County Water District – “Notification of PFOA/PFOS”
Provided for information purposes only.

TAB 7 - COMMITTEE REPORTS

7.1

Joint Powers Insurance Authority

Nothing to report.

7.2

Three Valleys Municipal Water District

Director Lima advised the Board that Three Valleys cancelled all Board meetings through September 1, 2021. The next regular Board meeting will be held on September 15, 2021, at 8:00 a.m.

7.3

Association of California Water Agencies

Nothing to report.

7.4

Puente Basin Water Agency

Directors Lewis and Lima reported on their virtual attendance at the Commissioners’ Meeting held on August 5, 2021, and advised that updates were provided on the Regional Water Supply Reliability Program which includes the California Domestic Water Company Project, the Pathfinder Road-Colima Interties Project and the Pomona Basin Regional Groundwater Project. The status of Proposition 1 and Proposition 84 was discussed. The next meeting will be held on October 7, 2021.

7.5

Project Ad-Hoc Committee

Nothing to report.

7.6

Regional Chamber of Commerce

Directors Lewis and Bellah reported on their virtual attendance at the August 9, 2021, Government Affairs Committee meeting.

7.7

PWR Joint Waterline Commission

Director Bellah advised that the next Board meeting will be held in October, 2021.

7.8

Sheriff's Community Advisory Council

Nothing to report.

7.9

Rowland Heights Community Coordinating Council (RHCCC)

Director Lu-Yang reported on her virtual attendance at the meeting held on August 9, 2021, and advised that community updates were provided by the Walnut-Diamond Bar Sheriff and California Highway Patrol and the offices of Congress Member Young Kim, Senator Josh Newman, Assembly Member Phillip Chen and Supervisor Janice Hahn.

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 June 30, 2021. General Manager, Tom Coleman, and Ms. Malner answered questions posed by members of the Board.

8.2

Operations Report

Director of Operations, Dusty Moio, provided the Board with the following updates:

- Pictures were provided from the Reservoir 8 RCS Building project and from the valve replacement project.
- AMI update: 13,158 meters have been converted to AMI, with a reception accuracy of 99%. The District is now 96% AMI meters.
- Field Operations Completed Tasks- Provided the Board with the following tasks completed for the month of July:
 - Water Samples – 168
 - Site Inspections - 79
 - Service Orders Completed - 214
 - Meters Replaced - 67
 - Modules Replaced - 640
 - Dig Alerts – 320
 - Service Lines Repaired- 22
 - System Valves Replaced- 17
 - Air Releases Inspections- 21
 - Recycled Water Inspections: 10

8.3

Personnel Report

General Manager, Tom Coleman, provided an update on the following recruitments currently underway at the District:

- Executive Assistant
100 applications were received. The interviews were held, and a selection has been made. A job offer letter has been sent to the successful candidate pending a positive health and background check. The anticipated start date is September 16, 2021.
- Customer Service Representative
Approximately 200 applications were received. The interviews for the finalists will be held on August 18, 2021.
- Engineering and Compliance Manager
The recruitment is on-going.

TAB 9 - ATTORNEY'S REPORT

Legal counsel, Joseph Byrne, provided updates on the regional drought state of emergency and State-level drought emergency notices.

TAB 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

General Manager, Tom Coleman, advised the Board that Three Valleys MWD General Manager, Matt Litchfield, reported that Metropolitan Water District is moving forward with a request that its member agencies voluntarily cut back on water consumption by fifteen percent (15%) as drought conditions worsen and temperatures continue to rise.

In connection with the District's Bond Refunding, Mr. Coleman reported that the Interview with Standard & Poor's to determine the District's bond rating was held on August 4, 2021. Mr. Coleman advised that a verbal bond rating from Standard & Poor's is expected on August 11, 2021.

Future Agenda Item(s)

- Director Bellah requested that the District obtain a copy of the Video on Diamond Valley Lake for viewing at a future Board meeting.

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 6:12 p.m.

ANTHONY J. LIMA
Board President

Attest: _____
TOM COLEMAN
Board Secretary