



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
March 8, 2022 – 5:01 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 (arrived at 5:07 p.m.)

ABSENT:

Director Vanessa Hsu

OTHERS PRESENT:

Joseph Byrne, Legal Counsel, Best, Best & Krieger
Erin Kaiman, CV Strategies
Tara Bravo, CV Strategies
Mike Ti, Director, TVMWD
Jody Roberto, Director, TVMWD
Matt Litchfield, TVMWD

ROWLAND WATER DISTRICT STAFF

Tom Coleman, General Manager
Myra Malner, Director of Finance
John Poehler, Project Manager
Gabby Sanchez, Executive Assistant
Elisabeth Mendez, Compliance and Safety Coordinator
Allen Davidson, Field Operations Supervisor
Brittnie Van De Car, Education and Community Outreach Coordinator (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 (3-0) by the following roll call vote:

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

Absent: Directors Lewis and Hsu

Motion pass (3-0)

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 February 8, 2022
- 1.3 Approval of the Minutes of Special Board Meeting Held on February 22, 2022
- 1.4 Demands on General Fund Account for January 2022
- 1.5 Investment Report for January 2022
- 1.6 Water Purchases for January 2022

Next Special Board Meeting: March 22, 2022, 5:00 p.m.

Next Regular Board Meeting: April 12, 2022, 5:00 p.m.

2. ACTION ITEMS

2.1 Review and Approve Directors' Meeting Reimbursements for February 2022

Upon motion by Director Lu Yang, seconded by Director Bellah, the Directors unanimously approved (3-0) the Directors' Meeting Reimbursement Report as corrected by President Lima, by the following roll call vote:

Ayes: Directors Lima, Lu-Yang, and Bellah

Noes: None

Abstain: None

Absent: Directors Lewis and Hsu

Motion pass (3-0)

Arrival of Director Lewis was noted at this moment (5:07 p.m.)

2.2 Consider Adoption of Rowland Water District Strategic Plan

The Board received a presentation by Ms. Erin Kaiman, President of CV Strategies, on the Fourth Edition of the Rowland Water District's Strategic Plan – Effective Action for Sustainable Progress. Roundtable discussion ensued regarding concept, strategic goals, and solutions.

Upon motion by Director Lu Yang, seconded by Director Lewis and unanimously carried (4-0) by the roll call vote noted below, the Board adopted the Fourth Edition of the Rowland Water District's Strategic Plan – Effective Action for Sustainable Progress:

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

Noes: None

Abstain: None

Absent: Director Hsu

Motion pass (4-0)

2.3 Consider Adoption of RWD Resolution No. 3-2022, Adopting the Cal/OSHA Inspection Policy

After discussion by the Board and staff, a motion was made by Director Lewis, seconded by Director Lu Yang, to adopt RWD Resolution No. 3-2022, Adopting the Cal/OSHA Inspection Policy by the following roll call vote:

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

Motion pass (4-0)

2.4 Consider Approval of Funds for Fullerton Grade Separation Project

After discussion, a motion was made by Director Lu Yang, seconded by Director Bellah, to approve the allocation of \$729,000 for the fiscal year 2021-22 for the Fullerton Grade Separation Project by the following roll call vote:

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

Motion pass (4-0)

2.5 Consider Approval of Additional Funds for Generator Connection Upgrades

After discussion, a motion was made by Director Lewis, seconded by Director Lu Yang, to approve the allocation of \$70,000 for the upgrade of generator connections located at various District facilities by the following roll call vote:

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

Motion pass (4-0)

2.6 LAFCO Special District Representative Ballot – Voting Member and Alternate Member

Upon motion by Director Lu Yang, seconded by Director Bellah, the Board unanimously provided direction to Board President Lima on casting the District's vote for candidate "Jerry" Gladbach to fill the Special District LAFCO Voting Member position, and candidate Mel Matthews to fill the Alternate Member position by the following roll call vote:

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

Motion pass (4-0)

3. PUBLIC RELATIONS

3.1 Communications Outreach (CV Strategies)

Erin Kaiman reported on communication and outreach activities performed by CV Strategies on behalf of the District. In particular, she highlighted the collaborative work between CV Strategies and RWD staff involving recycled water presentations, the HOA outreach presentation, and the design of District tailgate wraps. She also provided a brief update on the design for the Little Library project.

3.2 Education Update

A report on educational and outreach activities was provided by Brittnie Van De Car, Education and Community Outreach Coordinator, as noted below:

- Art supply classroom sets were provided to ten classrooms based on a lottery-system.
- She advised the Board of the upcoming March 14-20 Fix-A-Leak Week.
- She noted District staff's participation in Rowland Unified School District's 'Principal for a Day' event held at Rowland Elementary School.
- Mini Science Challenge is underway with 529 students participating from 26 classrooms and 5 schools.
- Ms. Van De Car continues to attend PWAG CET bi-monthly meetings and MWD education meetings.

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

- 4.1** Upon motion by Director Lewis, seconded by Director Lu Yang, the Board designated the CSDA Special District Leadership Academy conference as a Board compensable educational conference, thus approving the payment of per diem, registration, and travel expense reimbursement, by the following roll call vote:

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

Motion pass (4-0)

- 4.2** As a matter of possible interest, the Board received registration information for ACWA's May 2022 Spring Conference. Board members were asked to advise Ms. Sanchez of their interest in attending the conference.

5. LEGISLATIVE INFORMATION

- 5.1** As a matter of information only, the Board received a report on Metropolitan Water District (MWD) infrastructure projects approved to be incorporated into its Capital Investment Plan.

6. REVIEW OF CORRESPONDENCE

- 6.1** Mr. Coleman reported on a Notification of PFOA/PFOS letter received from La Habra Heights County Water District. As this was an information item only, no Board action was taken.

7. COMMITTEE REPORTS

7.1 Joint Powers Insurance Authority - No update was provided.

7.2 Three Valleys Municipal Water District - Directors Lima and Lu Yang reported on the Board's attendance at TVMWD Leadership Breakfast. Furthermore, Mr. Lima discussed business matters from the March 2, 2022 TVMWD Regular Board meeting such as the review of TVMWD Personnel Manual, review of TVMWD salary schedule, and state water supply allocation.

7.3 Association of California Water Agencies – Director Lewis stated that he will participate in the March 10, 2022, ACWA Virtual Legislative Symposium.

7.4 Puente Basin Water Agency – The next PBWA meeting is scheduled for April 7, 2022.

7.5 Project Ad-Hoc Committee - Nothing to report.

7.6 Regional Chamber of Commerce - Nothing to report.

7.7 PWR Joint Waterline Commission – Director Lima reported on February 10, 2022, PWR JWL Commission business matters, noting in particular the rotation in Commission officers and approval of TVMWD Pumpback Agreement.

7.8 Sheriff's Community Advisory Council - Nothing to report.

7.9 Rowland Heights Community Coordinating Council (RHCCC) - Nothing to report.

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 31, 2022.

8.2 Operations Report

Projects Manager, John Poehler, provided the Board with the following updates:

- AMI update: 13,810 meters have been converted to AMI, with a reception accuracy of 99.4%. The District is now 99.9% AMI meters.
- Field Operations Completed Tasks- Provided the Board with the following tasks completed for the month of January:
 - Water Samples – 90
 - Site Inspections - 46
 - Service Orders Completed - 186
 - Meters Replaced - 152
 - Modules Replaced - 1
 - Dig Alerts – 390
 - Service Lines Repaired- 10

- System Valves Replaced- 0
- Air Releases Inspections - 0
- Recycled Water Inspections - 9
- Mr. Poehler provided an update on the Joint Line Cla-Valve Replacement Project.

8.3 Personnel Report

Noting to report.

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

Director Lu Yang requested that the Board consider changing the meeting time of regular Board meetings from 5:00 p.m. to 6:00 p.m. Upon discussion, it was decided that further discussion will be held at the upcoming Board workshop.

Future Agenda Item(s)

- Assembly Bill No. 361 to examine the steps necessary to return to in-person Board meetings.

Late Business

None.

A motion was made by Director Bellah, seconded by Director Lu Yang, and unanimously carried to adjourn the meeting. The meeting was adjourned at 7:29 p.m.

/s/Anthony J. Lima
ANTHONY J. LIMA
Board President

Attest: /s/Tom Coleman
TOM COLEMAN
Board Secretary