



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
December 13, 2016 - 6:00 p.m.
Location: District Office

PLEDGE OF ALLEGIANCE

ROLL CALL OF DIRECTORS

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

ABSENT:

None.

OTHERS PRESENT:

Reuben Duran, Legal Counsel, Best Best & Krieger
Cara Van Dijk, CV Strategies
Joe Ruzicka, Three Valleys Municipal Water District
Dan Horan, Three Valleys Municipal Water District
Kirk Howie, Three Valleys Municipal Water District
Teri Malkin, Resident

ROWLAND WATER DISTRICT STAFF

Tom Coleman, General Manager
Rose Perea, Director of Administrative Services
Dave Warren, Director of Operations
Sean Henry, Finance Officer

ADDITION(S) TO THE AGENDA

None.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

Tab 1 - CONSENT CALENDAR

Upon motion by Director Lima, seconded by Director Rios, the Consent Calendar was unanimously approved.

Ayes: Directors Lu-Yang, Bellah, Lima, Lewis and Rios
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 November 8, 2016

1.2

Approval of the Minutes of Special Board Meeting Held on November 29, 2016

1.3

Demands on General Fund Account for October 2016

1.3

Investment Report for October 2016

1.4

Water Purchases for October 2016

Next Regular Board Meeting January 10, 2017, 6:00 p.m.
Next Special Board Meeting January 24, 2017, 5:00 p.m.

Tab 2 - ACTION ITEMS

2.1

Review and Approve Directors’ Meeting Reimbursements for November 2016

Upon motion by Director Lewis, seconded by Director Lima, the Directors’ Meeting Reimbursement Report was unanimously approved as presented.

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

2.2

Approve Executive Officer Positions of the Board of Directors for 2017

It was the consensus of the Board to approved Director Lu-Yang’s re-election to serve as President for calendar year 2017, and Director Lewis’s re-election to serve as Vice President for the calendar year 2017.

2.3

Review and Approve Board of Directors Committee Assignments for 2017

After discussion, a motion was made by Director Lewis, seconded by Director Lima, and unanimously carried to reinstate the Rowland Heights Community Coordinating Council as a committee assignment.

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

All Committee assignments for the 2017 calendar year were discussed. A motion was made by Director Lima, seconded by Director Lewis, and unanimously approved, to confirm the following committee assignments:

Puente Basin Water Agency	Director Lewis Director Lima Tom Coleman, Alternate
PWR Joint Water Line Commission	Director Lima Director Rios, Alternate
Three Valleys Municipal Water District	Director Lima Director Lu-Yang
Association of California Water Agencies	Director Bellah Director Lewis
Joint Powers Insurance Authority	Director Lewis Tom Coleman, Alternate
San Gabriel Valley Regional Chamber of Commerce-Government Affairs Committee	Director Lewis, Voting Member Director Bellah, Alternate
Los Angeles County Sheriff's Department Advisory Council	Director Lu-Yang Director Rios
Project Ad-Hoc Committee	Director Lima Director Lu-Yang
Rowland Heights Community Coordinating Council	Director Bellah Director Lu-Yang

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

2.4

Approve/Confirm Appointment of Directors to Serve on the Puente Basin Water Agency

A motion was made by Director Rios, seconded by Director Bellah, to confirm the appointment of Director Lima and Director Lewis as Commissioners of the Puente Basin Water Agency and General Manager, Tom Coleman, as Alternate Commissioner. The motion was unanimously carried.

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

2.5

Review and Approve Resolution 12-2016 of the Board of Directors Appointing Representatives to the Puente Basin Water Agency

A motion was made by Director Rios, seconded by Director Bellah, to approve Resolution No. 12-2016 appointing Director Lima and Director Lewis as Commissioners of the Puente Basin Water Agency and General Manager, Tom Coleman, as Alternate Commissioner to represent the District. The motion was approved by the following roll-call vote:

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

Motion was passed by a vote of 5-0.

2.6

Approve/Confirm Appointment of Directors to Serve on the Pomona-Walnut-Rowland Joint Water Line Commission

A motion made by Director Lewis, seconded by Director Lima, for the appointment of Director Lima as Commissioner, and Director Rios as alternate, to serve on the Pomona-Walnut-Rowland Joint Water Line Commission. The motion was unanimously carried.

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

2.7

Review and Approve Resolution 12.1-2016 Establishing the Rowland Water District Investment Policy

After discussion, a motion was made by Director Lima, seconded by Director Bellah, to approve Resolution No. 12.1-2016 Establishing the Rowland Water District Investment Policy. The motion was approved by the following roll-call vote:

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

Motion was passed by a vote of 5-0.

2.8

Review and Approve Resolution No. 12.2-2016 Re-Appointing the District Treasurer and Delegating Authority for the Investment of Surplus Funds of the District to the General Manager/Treasurer

After discussion, a motion was made by Director Lima, seconded by Director Rios, to approve Resolution No. 12.2-2016 Re-Appointing the District Treasurer and Delegating Authority for the Investment of Surplus Funds of the District to the General Manager.

The motion was approved by the following roll-call vote:

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

Motion was passed by a vote of 5-0.

2.9

Receive and File Rowland Water District’s Quarterly Investment Report as of September 30, 2016

Mr. Henry summarized the report for the Board and reviewed the balances as of September 30, 2016. Mr. Henry and Mr. Coleman answered questions posed by members of the Board and after discussion, a motion was made by Director Lima, seconded by Director Rios, to receive and file the quarterly investment report as presented. The motion was unanimously carried.

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

2.10

Receive and File Rowland Water District’s Statement of Operations for Period Ending September 30, 2016

Mr. Henry explained the report covering the period July 1, 2016 through September 30, 2016, in detail and then responded to questions from the Board. Mr. Henry advised that revenue and expenses are and noted that income and expenses for the first quarter of the year were in line with the budgeted amounts.

A motion was made by Director Lima, seconded by Director Lewis, to receive and file the Statement of Operations as presented. The motion was unanimously carried.

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

2.11

Approve Financial Audit Report for Fiscal Year 2015-2016 Prepared by White Nelson Diehl Evans LLP

Finance Officer, Sean Henry, noted that no changes were made to the “Draft” previously presented for approval. Upon motion by Director Lewis, seconded by Director Rios, the final Report was approved as presented. The motion was unanimously carried.

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

2.12

Receive and File PWR Joint Water Line Commission Audit Report for Fiscal Year 2015-2016 Prepared by White Nelson Diehl Evans LLP

General Manager, Tom Coleman, advised that the Audit Report was presented and approved by the Commission at the last meeting held on October 20, 2016.

A motion was made by Director Lewis, seconded by Director Lima, to receive and file the PWR Joint Water Line Commission Audit Report for Fiscal Year 2015-2016. The motion was unanimously carried.

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

2.13

Discuss Senate Bill 415 in Connection with the Consolidation of Board Elections Pursuant to Elections Code 10404

General Manager, Tom Coleman, reviewed the provisions of Senate Bill 415 and answered questions posed by members of the Board. After discussion, it was the consensus of the Board to consolidate elections for District Board members with the state wide general elections. Staff was instructed to prepare the appropriate Resolution for adoption at the next Board meeting to be sent to the Board of Supervisors for approval.

2.14

Approve/Decline Claim for Damages Submitted by In-N-Out Burger In the amount of \$5,796.39

After discussion and a description of the claim filed against the District by In-N-Out Burger, it was staff’s recommendation that the Board deny the claim. A motion was made by Director Lima, seconded by Director Lewis, and unanimously carried, to deny the claim for damages filed by In-N-Out Burger in the amount of \$5,796.39. Staff was instructed to forward the appropriate Notice of Rejection of Claim to In-N-Out Burger and to provide a copy of the Notice to the District insurance carrier, ACWA/JPIA. The motion was unanimously approved.

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

2.15

Review and Approve Addition of New Position: “Cross-Connection Control Specialist”

After discussion and a description of the new position, upon motion by Director Bellah, seconded by Director Rios, and unanimously carried, the Board approved the addition of the new position.

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

2.16

Public Relations (Rose Perea)

Mrs. Perea reported that the Project Wet Teachers’ Workshop was hosted at Three Valleys MWD on November 17, 2016. A total of thirty-six (36) teachers attended. One teacher from Telesis Academy in the RWD service area attended. This program is usually attended by a greater number of first and third grade teachers, however, this year these grade levels were signed up for a school field trip on the day of the workshop.

The Solar Cup Technical Workshop was held on December 3, 2016, from 8:30-12:30 at MWD Headquarters. It is a mandatory workshop for rookie teams and optional for veteran teams. Santana High School was not required to attend.

Edu Bucks in the amount of \$600.00 were awarded to three schools in the District’s service area: Blandford and Jellick Elementary Schools and Santana High School.

The Scholarship Applications were distributed to Wilson, Nogales and Santana High Schools. Two, \$1,000 scholarships will be awarded. The essays on water are due on or before January 29, 2017.

The Media contest flyers were distributed to Nogales, Wilson and Santana High Schools, as well as Telesis Academy and Alvarado Intermediate School. The entries are due on March 9, 2017. The awards are: First Place, \$400, Second Place \$300 and Third Place \$150.

Brittnie and I met with the Principal at Yorbita Elementary in La Puente in an attempt to develop a relationship with the school since they have not participated in any of the District’s education programs for several years. The principal and vice principal were very receptive and appeared very excited to be able to take advantage of these programs next year since this year’s programs are winding down.

Brittnie has been working closely with CV Strategies on a pamphlet containing all of the programs available to the schools in the District service area for over a year. It has finally been completed and printed.

Communications Outreach (CV Strategies)

Cara VanDijk, CV Strategies, reported that CV Strategies is finalizing the 218 Notice for distribution to District customers. The District’s Strategic Plan goal of being recognized as a best in class water agency was highlighted by its recognition in the Opflow Magazine and the Caselle Corporate video. The District was also featured in the ACWA “Next Gen” video produced by CV Strategies. The video on the History of the District is also underway.

Education Update

No comments.

2.17

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

- **Urban Water Institute Spring Water Conference, February 8-10, 2017, Hilton Palm Springs Hotel, Palm Springs, CA**

Staff was asked to make reservations for Directors Lima, Rios, Bellah and Lu-Yang for their attendance at the conference.

Tab 3 LEGISLATIVE INFORMATION

3.1

Updates on Legislative Issues

General Manager, Tom Coleman, discussed the WRDA Bill which has been renamed “WRDA-WIIN” and advised that the WRDA-WIIN Act passed both houses with overwhelming bipartisan support. The bill provides important amendments to past national water policies; notably the California drought section provides for both short term and long term drought relief. He also discussed SB918 which addresses direct reuse of recycled water for potable purposes. Executive Order B-37-16 was signed by Governor Brown on May 9, 2016 setting forth continuing restrictions on water use in California. This Executive Order required the State Water Resources Control Board, the Department of Water Resources, the Public Utilities Commission, The California Energy Commission and the Department of Food and Agriculture to jointly develop a framework entitled “Making Water Conservation a California Way of Life” (Framework) to satisfy and implement the Executive Order. The draft Framework was issued on November 30, 2016 and the State Water Board will receive comments on the draft framework through December 19, 2016. Staff informed the Board that the District will be submitting a comment letter to the State Water Board on the draft Framework individually and jointly as a member of the Public Water Agency Group.

Tab 4 REVIEW OF CORRESPONDENCE

None.

Tab 5 COMMITTEE REPORTS

5.1

Three Valleys Municipal Water District

President Lu-Yang and Director Lima reported on their attendance at the December 7, 2016 Board meeting and advised that new Director, John Mendoza, had been sworn in. He replaced Director Lance on the Board. The Three Valleys Board adopted a resolution to create a trust with PARS to manage investments for their unfunded liabilities of their PERS Pension Plan. Three Valleys will be reconciling records and re-reporting holiday pay to employees and how it is reported to PERS back to 2001. MWD allocation from the State Water Project is 20%.

5.2

Joint Powers Insurance Authority

Director Lewis reported on his attendance at the ACWA conference. General Manager, Tom Coleman, advised the Board that the District had been recognized for having a loss ratio of 20%

or less in the Liability, Property and Workers' Compensation programs. The District received "President's Special Recognition Award" certificates for each program.

5.3

Association of California Water Agencies

Mr. Lewis reported on his attendance at the ACWA Fall Conference in Anaheim held on November 30, 2016 through December 2, 2016. He also provided positive feedback on the District being highlighted in the ACWA Next Gen video.

5.4

Puente Basin Water Agency

Directors Lewis and Lima reported on their attendance at the meeting held on December 8, 2016. The 2015-16 audited financial statements were presented and approved. The First Addendum to professional services agreement for strategic consulting for LA Solutions for Engineering Solutions (LASER) was approved. Regional Water Supply Reliability Program updates were discussed in connection with the California Domestic Water Company Project, Pomona Basin Regional Groundwater Project and the Puente Valley Operable Unit Project. The next meeting is scheduled for February 7, 2017.

5.5

Project Ad-Hoc Committee

Nothing to report.

5.6

Regional Chamber of Commerce

Director Lewis reported that the Government Affairs Committee met on November 12, 2016. The committee will be dark in December.

5.7

PWR Joint Water Line Commission

Nothing to report. The next meeting will be held in February, 2017.

5.8

Sheriff's Community Advisory Council

Nothing to report.

Tab 6 OTHER REPORTS, INFORMATION ITEMS AND COMMENTS

6.1

Finance Report

Nothing to report.

6.2

Operations Report

Director of Operations, Dave Warren, presented pictures of the 24-inch recycled water valve replacement which took place on Arenth in the City of Industry. The replacement took three days to complete.

6.3

Personnel Report

Nothing to report.

Tab 7 ATTORNEY’S REPORT

Legal counsel, Reuben Duran, reported on the State Supreme Court’s decision in connection with the City of San Jose and the Public Records Act indicating that the Supreme Court may overturn its previous decision and now make private devices (i.e. cell phones, tablets and laptops) used by public employees to carry out their public agency’s business subject to the Public Records Act.

Directors’ and General Manager’s Comments

Director Bellah commended District employee, Andrew Antunez, on his customer service and general knowledge after having encountered him on a District project.

Future Agenda Items

- ACWA Legislative Symposium, March 8, 2017
- CSDA Special Districts legislative Days, May 16-17, 2017

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 8:31 p.m.

SZU PEI LU-YANG
Board President

Attest: _____
TOM COLEMAN
Board Secretary