



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
June 13, 2017 - 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:

Joseph P. Byrne, Legal Counsel, Best Best & Krieger
Erin La Combe Gilhuly, CV Strategies
Kirk Howie, Three Valleys Municipal Water District
Joe Ruzicka, Three Valleys Municipal Water District
Dan Horan, Three Valleys Municipal Water District

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 Lewis, the Consent Calendar was unanimously approved.

Ayes: Directors Lu-Yang, Lewis, Lima, Bellah 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 May 16, 2017

1.2

Approval of the Minutes of Special Board Meeting Held on May 23, 2017

1.3

Demands on General Fund Account for April 2017

1.4

Investment Report for April 2017

1.5

Water Purchases for April 2017

Next Special Board Meeting June 27, 2017, 5:00 p.m.
Next Regular Board Meeting July 11, 2017, 6:00 p.m.

Tab 2 - ACTION ITEMS

2.1

Review and Approve Directors' Meeting Reimbursements for May 2017

Upon motion by Director Lewis, seconded by Director Bellah, the Directors' Meeting Reimbursements were unanimously approved.

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

2.2

Review and Approve 2% Cost of Living Increase for all Employees Based on Merit

After discussion and upon motion by Director Lewis, seconded by Director Lima, the 2% Cost of Living Increase for all employees based on merit was unanimously approved.

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

2.3

Review and Approve Rowland Water District Budget – Fiscal Year 2017-2018

Finance Officer, Sean Henry, and General Manager, Tom Coleman, reviewed the Budget and answered questions posed by members of the Board.

After discussion and upon motion by Director Lima, seconded by Director Rios, the District Budget for Fiscal Year 2017-2018 was unanimously approved.

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

2.4

Review and Approve 2017-2018 Salary Schedule

Mr. Coleman explained that CalPERS requires its contracting agencies to certify their salary schedule at least once a year for purposes of enabling CalPERS to ensure that compensation is not “spiked” in the last year prior to retirement.

After discussion and upon motion by Director Lewis, seconded by Director Lima, the 2017-2018 Salary Schedule was unanimously approved.

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

2.5

Review and Approve Third Amendment to Agreement for Employment of General Manager

After discussion and upon motion by Director Lima, seconded by Director Rios, the Third Amendment to Agreement for Employment of General Manager was unanimously approved as presented.

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

2.6

Public Relations (Rose Perea)

Mrs. Perea advised the Board that the Rowland Unified School District and Hacienda-La Puente Unified School District are on summer break. Staff is working on updating and enhancing the website.

Communications Outreach (CV Strategies)

Erin La Combe Gilhuly, CV Strategies, reported that they have finalized the CCR postcard and it has been delivered to the printer for printing. The postcard will be delivered to all District customers prior to July 1, 2017. They are in the process of finalizing the CCR which will be available on the District website prior to July 1, 2017. They will finalize the press release on the approval of the 2017-18 Budget. They are also finalizing the tailgate artwork for the District Trucks with the new messaging. The video on the history of the District has been placed on the television in the lobby and customers are taking the time to view it. Staff has received many favorable comments. CV will monitor the website and report back on the number of times people have viewed the video.

Education Update

No comments.

2.7

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

- **Urban Water Institute Annual Conference, August 16-18, 2017, Hilton San Diego Resort and Spa, San Diego, CA**
Staff was asked to make reservations for Director Bellah's attendance at the conference.
- **Regional Chamber of Commerce, "Washington Update", August 15, 2017, Grace Black Auditorium, El Monte, CA**
Staff was asked to make reservations for Director Lewis' attendance at the luncheon.

Tab 3 LEGISLATIVE INFORMATION

3.1

Updates on Legislative Issues

General Manager, Tom Coleman, advised that there are signs that a "public goods charge" or other tax on water bills could emerge in a policy bill or in budget trailer bill form. This measure would generate funding to assist disadvantaged communities that lack safe drinking water and/or have been severely impacted by the ongoing drought.

Tab 4 REVIEW OF CORRESPONDENCE

4.1

Legal counsel, Joe Byrne, advised the Board that the District had received an e-mail from the attorney for the Vantage Pointe Homeowners' Association regarding an access road leading to the District's Reservoir No. 14. Mr. Byrne has advised that he will respond to their attorney and address the concerns raised in the e-mail.

Tab 5 COMMITTEE REPORTS

5.1

Three Valleys Municipal Water District

Director Lima reported on his attendance at the May 17, 2017 Board meeting and advised that Three Valleys' General Manager, Rick Hansen, was recognized for forty years of service to the District and that an update on the San Diego lawsuit was provided. President Lu-Yang reported on her attendance at the June 7, 2017 Board meeting and advised that it was staff's recommendation to move forward with SAS 130 which is an audit of internal control over financial reporting that is integrated with an audit of financial statements. This internal auditing would take place once a month for one year at a cost of \$6,000-\$7,000 per year and would be in addition to the annual audit.

5.2

Joint Powers Insurance Authority

ACWA/JPIA Letter re Confined Space and Lock Out/Tag Out Training was provided for information purposes only.

5.3

Association of California Water Agencies

Director Lewis advised that the "Delta Fix" was discussed and that ACWA is deciding whether to move forward with its support of this improvement to the California water delivery system.

5.4

Puente Basin Water Agency

Director Lima reported on his attendance at the June 1, 2017 meeting and advised that the PBWA Budget for 2017-18 was ratified and Third Quarter Financial Statements were reviewed. Updates on the Regional Water Supply Program were provided and he commented that the Puente Valley Operable Unit (PVOU) project has been most likely awarded to Suburban Water Systems. However, we have not heard back from the PVOU partners officially on their decision.

5.5

Project Ad-Hoc Committee

Nothing to report.

5.6

Regional Chamber of Commerce

Director Lewis reported on his attendance at the June 12, 2017 meeting and advised that a "Community Impact Report" presentation was made by the Fairplex. He also provided information on various luncheon programs being offered by the Chamber. The next meeting is scheduled for July 10, 2017.

5.7

PWR Joint Water Line Commission

Next meeting June 15, 2017 at Walnut Valley Water District.

5.8

Sheriff's Community Advisory Council

President Lu-Yang reported on her attendance at the Council meeting and stated that law enforcement had advised that break-ins during the day in this area have increased and they stressed that if a member of the community sees something unusual, they should report it.

5.9

Rowland Heights Community Coordinating Council

Director Bellah provided information on his attendance at the Council meeting and discussed information contained in “The Ace Report” which was distributed at the meeting.

Tab 6 OTHER REPORTS, INFORMATION ITEMS AND COMMENTS

6.1

Finance Report

Finance Officer, Sean Henry, reported that the new miscellaneous fees and charges went into effect on June 1, 2017.

6.2

Operations Report

Director of Operations, Dave Warren, reported that the District continues to take water through the Cal Domestic Interconnection at an approximate rate of 1,200-1,400 gallons per minute.

6.3

Personnel Report

Nothing to report.

Tab 7 ATTORNEY’S REPORT

Nothing report.

Directors’ and General Manager’s Comments

General Manager, Tom Coleman, provided an update on the La Habra Heights County Water District billing dispute and advised that he and Walnut’s Director of Finance, Brian Teuber, had met with General Manager, Mike Gualtieri, to discuss questions Mr. Gualtieri had in connection with the audit report. Mr. Gualtieri advised that he needed more than thirty days to respond to the audit. Mr. Coleman asked him to provide him with the additional time he was requesting in writing.

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 7:13 p.m.

SZU PEI LU-YANG
Board President

Attest: _____
TOM COLEMAN
Board Secretary