



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
February 13, 2018 - 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:

Joe Byrne, Legal Counsel, Best Best & Krieger
Erin LaCombe Gilhuly, CV Strategies
Joe Ruzicka, Three Valleys Municipal Water District
Kirk Howie, Three Valleys Municipal Water District
David and Teri Malkin, Residents
Beatrice Musacchia, 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 January 9, 2018

1.2

Approval of the Minutes of Special Board Meeting Held on January 23, 2018

1.3

Demands on General Fund Account for December 2017

1.4

Investment Report for December 2017

1.5

Water Purchases for December 2017

Next Special Board Meeting February 27, 2018, 5:00 p.m.

Tab 2 - ACTION ITEMS

2.1

Review and Approve Directors’ Meeting Reimbursements for January 2018

Upon motion by Director Lima, seconded by Director Lewis, 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 Change of Meeting Date from March 13, 2018 to March 6, 2018

After Discussion by the Board a motion was made by Director Lewis, seconded by Director Rios, and unanimously carried, to change the Regular Board Meeting date to March 6, 2018.

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

2.3

Review and Approve Ordinance No. 0-2-2018 of the Board of Directors Increasing Directors’ Compensation

After Discussion, a motion was made by Director Lima, seconded by Director Lewis, to approve Ordinance No. 0-2-2018 Increasing Directors’ Compensation. 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.

2.4

Receive and File Rowland Water District’s Statement of Operations for Period Covering July 1, 2017 through December 31, 2017

After discussion by the Board, a motion was made by Director Lewis, seconded by Director Lima, and unanimously carried, to receive and file the District’s Statement of Operations for the period covering July 1, 2017 through December 31, 2017, as presented.

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

2.5

Receive and File Rowland Water District’s Quarterly Investment Review as of December 31, 2017

After discussion by the Board, a motion was made by Director Lima, seconded by Director Rios, and unanimously carried, to receive and file the District’s Quarterly Investment Review as of December 31, 2017, as presented.

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

2.6

Authorize Presiding Officer to Vote for Special District LAFCO Representative and LAFCO Alternate for Term Expiring May 2018

After discussion, and upon motion by Director Lewis, seconded by Director Bellah, the presiding officer was authorized to cast her ballot vote on behalf of the District for E. G. “Jerry” Gladbach, as the Special District LAFCO Representative, and for Joseph T. Ruzicka, as the Alternate Special District LAFCO Representative. The motion was unanimously carried.

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

2.7

Discuss AMI Meter Conversions

General Manager, Tom Coleman, provided general information on the District's upcoming conversion from Automatic Meter Reading (AMR) to Advanced Metering Infrastructure (AMI) and advised that an in depth workshop on the metering system will be held at a future date.

2.8

Public Relations (Rose Perea)

Mrs. Perea reported that the "Water Scholar Program" Essays were due January 26, 2018. There were two submissions from high schools in the District. The Metropolitan Water District (MWD) "Water is Life" poster contest applications were distributed to District schools during the week of February 5. The due date for poster submissions to the District is April 26, 2018. The final submissions are due to MWD no later than June 5, 2018. The Traveling Art Show showcasing last year's winners will be here at the District office from March 13 to March 23, 2018. The District will be celebrating "Fix-A-Leak Week" during the week of March 19-23, 2018. Customers coming in to the office will be given a "goodie bag" and a questionnaire on how well they understand where their water comes from, how they are billed, how many units per month they use, etc. Two questionnaires will be selected randomly from those returned and the winners will be awarded a Smart Irrigation Controller. The District will have the new filling station set up in front of the office and customers will be given a collapsible water bottle to fill from the station. The Rowland Unified School District Spring Break will be March 26-30, 2018.

Communications Outreach (CV Strategies)

Erin LaCombe Gilhuly, CV Strategies, reported that the multi-fold pocket guide which offers customers quick tips and advice on how to find leaks, along with additional information on leak responsibility on either side of the meter, is awaiting final approval and will then be printed and provided to customer service and field staff for distribution to customers as needed. CV Strategies is working on the Consumer Confidence Report (CCR) and on the update of the Strategic Planning document. Once the Annual Audit is approved, CV Strategies will prepare a press release for circulation.

Education Update

No comments.

2.9

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

- **Regional Chamber of Commerce "Salute to Heroes Prayer Breakfast", March 1, 2018, 8:30-10:00 a.m. Diamond Bar Center**

Staff was asked to make reservations for the attendance of Directors Lewis and Bellah.

- **2018 ACWA Legislative Symposium, March 14, 2018, 9:00 am -1:00 pm, Sacramento Convention Center**

After Discussion and upon motion by Director Rios, seconded by Director Lima, the Board unanimously approved Director Lewis' attendance at the Legislative Symposium and authorized the payment of *per diem compensation*. Staff was asked to make reservations for Director Lewis' attendance.

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

Noes: None

Abstain: None

Absent: None

- **Best Best & Krieger, “The Bill is Due Now What? Infrastructure, Pensions and the Environment”, April 24, 2018, Richard Nixon Presidential Library and Museum, Yorba Linda, CA**
Staff was asked to make reservations for Director Lewis’ attendance

Tab 3 LEGISLATIVE INFORMATION

3.1

Updates on Legislative Issues

General Manager, Tom Coleman, advised the Board that he will be providing in depth information on current legislative issues at the upcoming workshop currently scheduled for February 27, 2018.

Tab 4 REVIEW OF CORRESPONDENCE

None.

Tab 5 COMMITTEE REPORTS

5.1

Three Valleys Municipal Water District

Director Lima reported on his attendance at the January 17, 2018 Board meeting and advised that legislative updates were provided. Reorganization and succession planning were discussed in anticipation of General Manager, Rick Hansen’s, eventual retirement. The Colorado River line will be down for scheduled maintenance February through March. Water sales were also discussed.

5.2

Joint Powers Insurance Authority

General Manager, Tom Coleman, reported on his attendance at the JPIA Property Committee meeting in Sacramento. He advised that it has been the single greatest year for property and liability loss for insurance carriers. As a whole, insurance industry rates will be increasing. ACWA/JPIA is looking into a new carrier called “Allied” which provided pricing estimates at members’ current cost. ACWA/JPIA is considering reducing the RDA amount currently refunded to members which would allow ACWA/JPIA to reduce property rates by ten percent (10%).

5.3

Association of California Water Agencies

Nothing to report.

5.4

Puente Basin Water Agency

Director Lima reported on the meeting held February 8, 2018, and advised that he will be the Chairman for the upcoming year. The Cal Domestic line is still running. The contract for the Pathfinder 20” transmission main was awarded to Doty Bros. Construction. A CEQA-Negative Declaration will be completed in connection with this project. The Old Baldy Well Agreement with the City of La Verne was approved by the La Verne City Council.

5.5

Project Ad-Hoc Committee

Nothing to report.

5.6

Regional Chamber of Commerce

Director Lewis reported on his attendance at the February 12, 2018 meeting and advised that the Chamber sent an opposition letter to SB 460. A legislative review of what to expect next year was provided. Discussion on the Storm Water Parcel Tax will be brought back next month. Director Bellah provided Department of Motor Vehicles statistics on the number of people with a driver's license and/or ID card and the total number of driver licenses issued.

5.7

PWR Joint Water Line Commission

Nothing to report. The next meeting will be held on February 19, 2018.

5.8

Sheriff's Community Advisory Council

Resident, Teri Malkin, advised that Deputy Denver has been focusing on protection from terrorism and has developed brochures aimed at specific businesses/industries advising them of their vulnerabilities. Deputy Denver is soliciting the assistance of volunteers in the Rowland Heights area to help with the distribution of these brochures.

5.9

Rowland Heights Community Coordinating Council

President Lu Yang reported on her attendance at the February 12, 2018 meeting. She advised that Code enforcement was discussed at length as well as development standards, noting that there is only a minimum definition for a "single family residence" and not a maximum. Large parcels on Desire Avenue are being purchased with the intention to build "mega mansions" consisting of 21 bedrooms, 16 bathrooms, 5-car garages all within the interpretation of a single family residence.

Tab 6 OTHER REPORTS, INFORMATION ITEMS AND COMMENTS

6.1

Finance Report

Nothing to report.

6.2

Operations Report

Nothing to report.

6.3

Personnel Report

General Manager, Tom Coleman, advised the Board that the District is continuing with their recruitment process to hire an individual to fill the Water System Operation I position.

Tab 7 ATTORNEY’S REPORT

Nothing to report.

Tab 8 CLOSED SESSION

Legal Counsel, Joe Byrne, adjourned the meeting to closed session at 7:37 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.

**CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:
(One Case)**

The closed session was adjourned and the Board resumed the meeting in open session at 8:09 p.m.

Upon returning to open session, Legal Counsel reported that the Board took no reportable action in connection with this matter.

Directors’ and General Manager’s Comments

None.

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 8:16 p.m.

SZU PEI LU-YANG
Board President

Attest: _____
TOM COLEMAN
Board Secretary