



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
December 11, 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:

Joseph P. 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
Teri Malkin, Resident
Denise Jackman, 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 Lewis, seconded by Director Lima, 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 13, 2018

1.2

Approval of the Minutes of Special Board Meeting Held on November 20, 2018

1.3

Demands on General Fund Account for October 2018

1.4

Investment Report for October 2018

1.5

Water Purchases for October 2018

Next Regular Board Meeting January 8, 2019, 6:00 p.m.
Next Special Board Meeting January 22, 2019, 5:00 p.m.

Tab 2 - ACTION ITEMS

2.1

Review and Approve Directors' Meeting Reimbursements for November 2018

Upon motion by Director Lima, seconded by Director Rios, 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

Administer Oaths of Office to John Bellah, Division 3, Robert W. Lewis, Division 4, and Szu Pei Lu-Yang, Division 5

Legal counsel, Joseph Byrne, administered the Oaths of Office to Directors Bellah, Lewis and Lu-Yang.

2.3

Approve Executive Officer Positions of the Board of Directors for 2019

After discussion, upon motion by Director Lima, seconded by Director Bellah, the Board unanimously approved Director Robert W. Lewis' election to serve as President for calendar years 2019 and 2020, and Director Teresa Rios' election to serve as Vice President for calendar years 2019 and 2020.

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

2.4

Review and Approve Board of Directors' Committee Assignments for 2019

All Committee assignments for the 2019 calendar year were discussed. A motion was made by Director Lima, seconded by Director Rios, and unanimously approved, to confirm the following committee assignments for the 2019 calendar year:

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

2.5

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

A motion was made by Director Lu-Yang, seconded by Director Rios, and unanimously carried 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.

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

2.6

Review and Approve Resolution No. 12-2018 of the Board of Directors Appointing Representatives to the Puente Basin Water Agency

A motion was made by Director Lima, seconded by Director Rios, to approve Resolution No. 12-2018 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.

2.7

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 Rios, 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

2.8

Review and Approve Resolution No. 12.1-2018 Establishing the Rowland Water District Investment Policy

After discussion, a motion was made by Director Lewis, seconded by Director Lima, to approve Resolution No. 12.1-2018 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.

2.9

Review and Approve Resolution No. 12.2-2018 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 Lewis, seconded by Director Lima, to approve Resolution No. 12.2-2018 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.

2.10

Public Relations (Rose Perea)

Mrs. Perea reported that the District had one winner in the MWD 2019 *Water is Life* Poster Contest: Fiona Chen, Sixth Grade, from Blandford Elementary. The Student Recognition, Presentation and Luncheon took place on December 4, 2018, at the MWD headquarters.

Edu Bucks in the amount of \$4,000.00 (\$800.00 each) were awarded to four schools in the District's service area: Blandford Elementary (2), Rowland Elementary (1), and Jellick Elementary (2).

The Scholarship Applications were distributed to Wilson, Nogales and Santana High Schools. Four (4), \$1,500 scholarships will be awarded. The essay theme is: "Water Crisis: How would you solve a local/national water crisis that has occurred in the last five years?" The essays are due on or before January 24, 2019.

The Broadcast Media and Digital Art 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 February 14, 2019. The awards are: First Place, \$400, Second Place \$300 and Third Place \$150 in each category, totaling \$1,700.

Communications Outreach (CV Strategies)

Erin LaCombe Gilhuly, CV Strategies, reported that they are working on the customer survey presentation to be made to the Board at the January 22, 2019 meeting. Ms. Gilhuly highlighted several of the responses received and advised that more detail will be provided on January 22, 2019. Press Releases on the administration of the Oaths of Office to the three Directors and the Poster Contest winners will be prepared. CV Strategies is working with District staff formulate direct community outreach in connection with SB606 and AB1668.

Education Update

No comments.

2.11

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 27, 2019 to March 1, 2019, Hilton Palm Springs Hotel, Palm Springs, CA**

Staff was asked to make reservations for Director Bellah's attendance at the Conference.

Upon motion by Director Lima, seconded by Director Rios, and unanimously carried, the Board approved the payment of *per diem* compensation to Directors for their attendance at the Conference.

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

Tab 3 LEGISLATIVE INFORMATION

3.1

Updates on Legislative Issues

General Manager, Tom Coleman, advised the Board that staff from both Rowland Water District and Walnut Valley Water District have requested that the Commissioners of Puente Basin Water Agency consider adding Lobbyist services to Puente Basin Water Agency and further add the authority for Puente Basin Water Agency to allow for other agencies to join in this coalition.

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 December 5, 2019, Board meeting and advised that oaths of office were administered to Directors in Division 1, 3 and 5 for their new four-year term commencing December 7, 2018 through December 9, 2022. The Main San Gabriel Basin levels were also discussed. The January 2, 2019 Board meeting was cancelled. General Manager, Tom Coleman, advised the Board that a special Board meeting had been scheduled for December 12, 2018 for the purpose of accepting Director Dan Horan's resignation as Director and commencing the process to fill the vacancy which will exist through November 2020.

5.2

Joint Powers Insurance Authority

Director Lewis reported on his attendance at the JPIA segment of the ACWA Conference and advised that all premiums on the JPIA programs will remain the same. The JPIA voted to create a Captive Insurance Company which will allow the JPIA a greater return on their investments which in turn will help with rate stabilization.

5.3

Association of California Water Agencies

Mr. Lewis reported on his attendance at the ACWA Fall Conference in San Diego held November 27, 2018 through November 30, 2018.

5.4

Puente Basin Water Agency

Director Lima reported on his attendance at the meeting held on December 6, 2018 and advised that the Audited Financial Statements prepared by Davis Farr were discussed by teleconference and approved to receive and file. Project updates were provided and the 2019 meeting schedule was approved.

5.5

Project Ad-Hoc Committee

Nothing to report.

5.6

Regional Chamber of Commerce

The Government Affairs Committee will be dark in December.

5.7

PWR Joint Water Line Commission

Nothing to report. The next meeting will be held on February 14, 2019.

5.8

Sheriff's Community Advisory Council

Nothing to report.

5.9

Rowland Heights Community Coordinating Council

Director Bellah reported on his attendance at the December 10, 2018 meeting and advised that the Sheriff's Department and the California Highway Patrol representatives provided their reports and advised of the new reporting requirements.

Tab 6 OTHER REPORTS, INFORMATION ITEMS AND COMMENTS

6.1

Finance Report

Finance Officer, Sean Henry, advised that the District Audit will be presented at the January Board meeting.

6.2

Operations Report

Director of Operations, Dave Warren, displayed the valve which was replaced at the Granby Booster Station as part of the District's proactive commitment to identify valves that require changing out in an effort to avoid any unexpected breaks.

6.3

Personnel Report

General Manager, Tom Coleman, advised that the Maintenance II position was filled with an in-house candidate after interviewing 15 candidates, both in-house and outside of the District. A Maintenance I vacancy now exists which the District hopes to fill with an in-house candidate.

Tab 7 ATTORNEY’S REPORT

Nothing to report.

Tab 8 CLOSED SESSION

Legal Counsel, Joseph Byrne, adjourned the meeting to closed session at 7:10 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.

- a. **CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
Paragraph (1) of subdivision (d) of Section 54956.9: Name of Case: Rowland Water District vs. La Habra Heights County Water District, Case No. KC070088**
- b. **Personnel; Public Employee Performance Evaluation; Cross Connection Control Specialist, Pursuant to Government Code Section 54957**

The closed session was adjourned and the Board resumed the meeting in open session at 7:27 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

Director Bellah advised that he was very impressed with the ACWA Conference presentations and provided comments on several of the sessions he attended.

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 7:52 p.m.

SZU PEI LU-YANG
Board President

Attest: _____
TOM COLEMAN
Board Secretary