



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
December 8, 2015 - 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

ABSENT:

Director Teresa P. Rios, Left the meeting at 6:30 p.m.

OTHERS PRESENT:

Joseph Byrne, Legal Counsel, Best Best & Krieger
Erin La Combe Gilhuly, CV Strategies
Joe Ruzicka, Three Valleys Municipal Water District
Kirk Howie, Three Valleys Municipal Water District
Teri Malkin, Resident
Daphne Muñoz, White Nelson Diehl Evans LLP

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.

President Lu-Yang re-ordered the Agenda moving Tab 2.2 before the Consent Calendar and Tab 2.10 after Tab 2.3

2.2

Administer Oaths of Office to Teresa Pauline Rios, Division 1, and Anthony John Lima, Division 2

Legal Counsel, Joseph Byrne, administered the Oaths of Office to Directors Rios and Lima.

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 Adjourned Regular Board Meeting Held on November 17, 2015

1.2

Demands on General Fund Account for October 2015

1.3

Investment Report for October 2015

1.4

Water Purchases for October 2015

Next Regular Board Meeting January 12, 2015, 6:00 p.m.
Next Special Board Meeting January 26, 2015, 5:00 p.m.

Tab 2 - ACTION ITEMS

2.1

Approve Directors' Meeting Reimbursements for November 2015

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

2.3

Approve Executive Officer Positions of the Board of Directors for 2016

The Board Rotation Policy was discussed by the Board. Upon motion made by Director Lewis, seconded by Director Lima, the Board unanimously approved Director Szu Pei Lu-Yang's re-election to serve as President for calendar years 2016 and 2017, and Director Robert W. Lewis' re-election to serve as Vice President for the calendar years 2016 and 2017.

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

2.10

Approve “Draft” Financial Audit Report for Fiscal Year 2014-2015 Prepared by White Nelson Diehl Evans LLP

Daphne Muñoz, representing the firm of White Nelson Diehl Evans LLP reviewed the documents contained in the “Draft” Financial Audit Report and answered questions posed by the Directors. She noted that no difficulties were encountered in completing the audit. Management provided a representative letter to the auditors. No significant transactions unusual in nature were observed. Finance Officer, Sean Henry, highlighted areas of the Audit Report for review and discussion with the Board.

General Manager, Tom Coleman, indicated that the draft report was presented for information and discussion only. The final document will be presented at the January 12, 2016, Board meeting for approval.

2.4

Review and Approve Board of Directors Committee Assignments for 2016

All Committee assignments for the 2016 calendar year were discussed. A motion was made by Director Lima, seconded by Director Lewis, 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	Removed

The motion was approved with a 4-0 vote, Director Rios having left the meeting.

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

2.5

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

A motion was made by Director Lima, seconded by Director Lewis, 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 approved with a 4-0 vote, Director Rios having left the meeting.

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

2.6

Review and Approve Resolution 12-2015 of the Board of Directors Appointing Representatives to the Puente Basin Water Agency

A motion was made by Director Lewis, seconded by Director Lima, to approve Resolution No. 12-2015 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 and Bellah
Noes: None
Abstain: None
Absent: Rios

Motion was passed by a vote of 4-0.

2.7

Approve/Confirm Appointment of Director 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.

The motion was approved with a 4-0 vote, Director Rios having left the meeting.

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

2.8

Review and Approve District Investment Policy

General Manager, Tom Coleman, reported that legal counsel had reviewed the provisions of the Government Code governing investment of District funds and advised that no changes were needed to the District's Investment Policy. Upon motion made by Director Lewis, seconded by Director Lima, the Board approved the motion to ratify and confirm the Investment Policy as adopted by Resolution No. 2.1-2006 with a 4-0 vote, Director Rios having left the meeting.

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

2.9

Review and Approve Resolution No. 12.1-2015 Re-Appointing the District Treasurer and Delegating Authority for the Investment of Surplus Funds of the District to the General Manager/Treasurer

A motion was made by Director Lima, seconded by Director Lewis, to approve Resolution No. 12.1-2015 as presented. The motion was approved by the following roll-call vote:

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

Motion was passed by a vote of 4-0.

2.11

Public Relations (Rose Perea)

Mrs. Perea reported that the Rowland Unified School District Winter Break will be from December 21, 2015 through January 8, 2015 and the Hacienda-La Puente Unified School District Winter Break will be from December 21, 2015 through January 4, 2015.

Nogales High School teacher in charge of Solar Cup, Ron Hill, attended the workshop held at MWD headquarters on Saturday, November 21, 2015, and found it very helpful since it has been 6 years since he participated by assisting Mr. Chavez. Three Valleys has advised us that they spoke with MWD regarding the status of the Nogales boat, i.e., "rookie" vs. "veteran", and MWD has agreed that in connection with the sponsorship, they will receive the rookie amount of \$4,000 versus \$2,500 for veteran teams, since they more than likely do not have much, if any, of the fittings left from prior boats; however, they will compete in the veteran category since there is enough knowledge base to compete. The District will be paying \$2,000 which is 50% of the sponsorship amount for Nogales. Santana High School will receive \$2,500 as a veteran team and the District will pay \$1,250 towards the sponsorship. We enlarged and laminated the "Solar Cup 2016 Timeline" and provided a copy to Nogales and one to Santana so that they can be displayed in their classrooms and referred in order that deadlines are not missed.

The "WEWAC Broadcast Media and Digital Art Contest" information has been distributed to intermediate and high schools within the District boundaries. The entries must be postmarked or delivered no later than 5:00 p.m., March 10, 2016. "Digital Art" submissions are developed to

be displayed as static or graphical content, i.e., digital boards, movie theaters, or sports stadium board, internet, etc.). “Broadcast Media” submissions are developed to facilitate wireless distribution of audio and video content. The awards presented will be: First Place, \$300; Second Place, \$200; and Third Place, \$100. One Hundred Dollars for a pizza party will be awarded to the first place winner’s class.

Public Relations Representative, Brittnie Van De Car, attended the MWD Student Art luncheon and celebration held at MWD Headquarters on November 18, 2015. District winner, Ethan Chen, his parents and teacher also attended. Mr. Chen sent Brittnie a very kind e-mail thanking her for attending and for posting the pictures on our website Facebook. He said her attendance was very encouraging to Ethan and that he can’t wait to come into the office to view the Traveling Art Show when we have the artwork on display.

Communications Outreach (CV Strategies)

Erin La Combe Gilhuly, CV Strategies, reported that the Opinion Piece (Op-Ed) was published in the San Gabriel Valley Tribune in November. The Op-Ed highlights District efforts and industry innovation in water savings, banking, etc. CV Strategies is in the process of drafting a press release on the District internship program and one on the OPARC Program which will be submitted for publication in December. The press release on the Board member retention has been prepared and will also be distributed for publication in December. General Manager, Tom Coleman, thanked Ms. Gilhuly and her staff for their collaboration on the Op-Ed and reported that he had been contacted directly by the Staff Writer at the Tribune and has received very positive feedback on the piece.

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)

Nothing to report.

Tab 3 LEGISLATIVE INFORMATION

3.1

Updates on Legislative Issues

Mr. Coleman reported on his attendance at the State Water Resources Control Board workshop which was held in Sacramento on December 7, 2015.

Tab 4 REVIEW OF CORRESPONDENCE

Mr. Coleman discussed the State Water Resources Control Board’s “Notice of Violation for Failure to Meet Water Conservation Standard and Order for Additional Information” which was received by the District on December 7, 2015. The response to their request for additional information is due by December 18, 2015. Staff is working diligently to provide detailed information in response to their “Information Order”.

Tab 5 COMMITTEE REPORTS

5.1

Three Valleys Municipal Water District

Director Lima reported on his attendance at the November 18, 2015 Board meeting. A “Water Fix” presentation was made on the Delta.

5.2

Joint Powers Insurance Authority

Director Lewis distributed a summary report on his attendance at the JPIA and ACWA Conference held November 30, 2015 through December 4, 2015. General Manager, Tom Coleman, commented that the District had received the *President’s Special Recognition Award* Certificates for the Liability Program, Property Program and Workers’ Compensation Program which equates to a significant savings on the annual premium for these programs.

5.3

Association of California Water Agencies

Mr. Lewis reported on his attendance at the ACWA Fall Conference in Indian Wells held on December 1 through 4, 2015, and that he had voted in accordance with Board direction, voting for Kathy Tiegs for President for the 2015-2016 term.

5.4

Puente Basin Water Agency

Director Lewis reported that the next meeting will be held on December 10, 2015.

5.5

Project Ad-Hoc Committee

Nothing to report.

5.6

Regional Chamber of Commerce

Nothing to report. The next meeting is scheduled for January 12, 2016.

5.7

PWR Joint Water Line Commission

Nothing to report.

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

Nothing to report.

6.3

Personnel Report

Nothing to report.

Tab 7 ATTORNEY’S REPORT

Nothing to report.

Directors’ and General Manager’s Comments

Director Bellah provided information on the historical review of rainfall patterns and shared his view on the causes of the drought.

Future Agenda Items

- **ACWA Spring Conference in May 3-6, 2016**

Late Business

None.

A motion was made by Director Lima, seconded by President Lu-Yang, and unanimously carried to adjourn the meeting. The meeting was adjourned at 7:30 p.m.

SZU PEI LU-YANG
Board President

Attest: _____
TOM COLEMAN
Board Secretary