



Minutes of the Adjourned Meeting  
of the Board of Directors of the Rowland Water District  
May 16, 2017 - 6:00 p.m.  
Location: District Office

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**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF DIRECTORS**

President Szu Pei Lu-Yang  
Director Anthony J. Lima  
Director John Bellah

**ABSENT:**

Vice President Robert W. Lewis (Excused)  
Director Teresa P. Rios

**OTHERS PRESENT:**

Joseph P. Byrne, Legal Counsel, Best Best & Krieger  
Erin La Combe Gilhuly, CV Strategies  
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 Bellah, the Consent Calendar was approved with a 3-0 vote.

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

**The approval of the Consent Calendar included:**

**1.1**

**Approval of the Minutes of Regular Board Meeting Held on April 3, 2017**

**1.2**

**Approval of the Minutes of Special Board Meeting Held on April 25, 2017**

**1.3**

**Demands on General Fund Account for March 2017**

**1.4**

**Investment Report for March 2017**

**1.5**

**Water Purchases for March 2017**

Next Special Board Meeting

May 23, 2017, 5:00 p.m.

Next Regular Board Meeting

June 13, 2017, 6:00 p.m.

**Tab 2 - ACTION ITEMS**

**2.1**

**Review and Approve Directors’ Meeting Reimbursements for April 2017**

Upon motion by Director Lima, seconded by Director Bellah, the Directors’ Meeting Reimbursements were approved with a 3-0 vote.

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

**2.2**

**Public Hearing to Review Increase to Miscellaneous Fees and Penalties**

President Lu-Yang opened the Public Hearing at 6:01 p.m.

There were no members of the public to provide comments.

President Lu-Yang closed the Public Hearing at 6:03 p.m.

**2.3**

**Receive and File Capacity Fee Study and Construction Rate Analysis Prepared by District Consultants, NBS**

A motion was made by Director Lima, seconded by Director Bellah, to receive and file the Fee Capacity Study and Construction Rate Analysis. The motion was passed with a 3-0 vote.

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

**2.4**

**Review and Approve Resolution 5-2017 of the Board of Directors Adopting Miscellaneous Fees and Penalties**

After discussion by the Board, a motion was made by Director Lima, seconded by Director Bellah, to approve Resolution No. 5-2017 Adopting Miscellaneous Fees and Penalties. The motion was approved with the following roll-call vote:

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

Motion was passed by a vote of 3-0.

**2.5**

**Review and Approve Resolution 5.1-2017 of the Board of Directors Adopting Rates for a Potable Water Capacity Fee and Taking Certain Other Actions Relating Thereto**

After discussion by the Board, a motion was made by Director Lima, seconded by Director Bellah, to approve Resolution No. 5.1-2017 Adopting Rates for a Potable Water Capacity Fee and Taking Certain Other Actions Relating Thereto. The motion was approved with the following roll-call vote:

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

Motion was passed by a vote of 3-0.

**2.6**

**Review and Approve Resolution 5.2-2017 of the Board of Directors Commending Rick Hansen for Forty Years of Service**

After discussion by the Board, a motion was made by Director Bellah, seconded by Director Lima, to approve Resolution No. 5.2-2017 Commending Rick Hansen. The motion was approved with the following roll-call vote:

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

Motion was passed by a vote of 3-0.

**2.7**

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

Mr. Henry provided a Power Point presentation to the Board to graphically illustrate and compare the District’s investments contained in the report and noted that the balances as of March 31, 2017, still indicated a very low interest rate environment, however, short term rates and interest rates are slowly increasing. Mr. Henry provided clarification and answers to questions posed by members of the Board.

After discussion, a motion was made by Director Lima, seconded by Director Bellah, to receive and file the Quarterly Investment Report as presented. The motion was approved with a 3-0 vote.

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

**2.8**

**Receive and File Rowland Water District’s Statement of Operations for Period Covering July 1, 2016 through March 31, 2017**

Mr. Henry reviewed line items contained in the Power Point presentation covering the period January 1, 2017 through March 31, 2017, in detail and explained the variances in several categories and answered questions posed by members of the Board. After discussion a motion was made by Director Bellah, seconded by Director Lima, to receive and file the Statement of Operations as presented. The motion was approved with a 3-0 vote.

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

## 2.9

### **Receive and File Puente Basin Water Agency (PBWA) Budget for FY 2017-2018**

After discussion a motion was made by Director Bellah, seconded by Director Lima, to receive and file the Puente Basin Water Agency Budget for FY 2017-2018 as presented. The motion was approved with a 3-0 vote.

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

## 2.10

### **Public Relations (Rose Perea)**

Mrs. Perea advised the Board all of our school programs are now completed. The Metropolitan Water District Poster Contest is underway. The District received 500 posters from schools within the District. Due to the large number of posters, Brittne has put together a judging sheet for the Directors' use in judging this year's posters. The District's banner was displayed at the Kiwanis Ribfest which was held on May 6, 2017. Brittne will be working on updating all of the school programs for next year as well as updating the website.

### **Communications Outreach (CV Strategies)**

Erin La Combe Gilhuly, CV Strategies, reported that the Annual Consumer Confidence Report (CCR) is in process. The General Manager's statement will be completed within the next two weeks. They will also prepare the postcard that will be mailed to all customers as well as the copy of the CCR which will be placed on the website. The District video has been completed. The final version was viewed by the Board and staff

### **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)**

- Three Valleys MWD, Leadership Breakfast, June 8, 2017, Sheraton Fairplex, Pomona  
Staff was asked to make reservations for Directors Lima, Bellah, Lu-Yang and Lewis.

## **Tab 3 LEGISLATIVE INFORMATION**

### **3.1**

#### **Updates on Legislative Issues**

None.

## **Tab 4 REVIEW OF CORRESPONDENCE**

### **4.1**

Letter from the Board of Supervisors provided for information purposes only.

## **Tab 5 COMMITTEE REPORTS**

### **5.1**

#### **Three Valleys Municipal Water District**

President Lu-Yang reported on her attendance at the April 19, 2017 Board meetings and advised that the “Stand-by” charge had decreased. Deborah Mann, MWD Director of Operations is retiring. At the May 3, 2017 meeting, the Public Records Act was discussed and the San Gabriel Valley Economic Partnership made a presentation.

### **5.2**

#### **Joint Powers Insurance Authority**

General Manager, Tom Coleman reported on his attendance at the JPIA session at the ACWA Conference. He advised that ACWA President, Kathy Tiegs was elected to the Executive Board. Two new members were added to the JPIA as it continues to grow.

### **5.3**

#### **Association of California Water Agencies**

President Lu-Yang reported on her attendance at the ACWA Conference and advised that information on the Groundwater Sustainability Act was provided. Director Bellah advised that positive information on the Oroville Dam incident was also provided.

### **5.4**

#### **Puente Basin Water Agency**

Director Lima reported on his attendance at the Strategic Planning Workshop which was held on May 2, 2017 at Rowland Water District. CV Strategies has been engaged to develop an Agency logo and a microsite which will reflect the Agency’s purpose, specific functions and identity. The microsite will enable Walnut and Rowland to provide resources which will further set forth the Agency’s identity.

### **5.5**

#### **Project Ad-Hoc Committee**

The Committee met to review and discuss the salary survey.

### **5.6**

#### **Regional Chamber of Commerce**

Nothing to report.

### **5.7**

#### **PWR Joint Water Line Commission**

Next meeting June 15, 2017.

### **5.8**

#### **Sheriff's Community Advisory Council**

Nothing to report.

### **5.9**

#### **Rowland Heights Community Coordinating Council**

General Manager, Tom Coleman, advised the Board that he had received an e-mail from resident, Teri Malkin, commending Director Bellah on his response to questions on the District’s rate increase posed by members of the public in attendance at the meeting.

**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 report.

**Directors’ and General Manager’s Comments**

General Manager, Tom Coleman, advised the Board that the President’s Dinner will be held on July 25, 2017, at 6:00 p.m. Sexual Harassment training will be held on September 19, 2017 and Ethics Training will be held on October 17, 2017.

Director Bellah asked that although he was absent to vote on Resolution No. 4-2017 in Support of the ACWA Policy Statement on Bay-Delta Flow Requirements, he would like the Minutes to reflect that he is in support of the Resolution.

**Future Agenda Items**

None.

**Late Business**

None.

A motion was made by Director Lima, seconded by Director Bellah, and unanimously carried to adjourn the meeting. The meeting was adjourned at 7:40 p.m.

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SZU PEI LU-YANG  
Board President

Attest: \_\_\_\_\_  
TOM COLEMAN  
Board Secretary