



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
June 12, 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 (By Conference Call)
Erin La Combe Gilhuly, CV Strategies
Tara Bravo, CV Strategies
Matt Litchfield, Three Valleys Municipal Water District
Joe Ruzicka, Three Valleys Municipal Water District
Kirk Howie, Three Valleys Municipal Water District
David and Teri Malkin, Residents
Denise Jackman, Resident

ROWLAND WATER DISTRICT STAFF

Tom Coleman, General Manager
Rose Perea, Director of Administrative Services
Sean Henry, Finance Officer

ADDITION(S) TO THE AGENDA

None.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Resident, Teri Malkin, acknowledged Brittne Van De Car's valuable contributions to the Buckboard Days Committee and thanked the District for allowing her to participate at the committee meetings. She also advised the Board that the Rowland Heights Community Coordinating Council's annual BBQ will be held on June 30, 2018, 1:00p.m.-4:30p.m. at Pathfinder Park.

Tab 1 - CONSENT CALENDAR

Upon motion by Director Lewis, seconded by Director Lima, 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 1, 2018

1.2

Approval of the Minutes of Special Board Meeting Held on May 22, 2018

1.3

Demands on General Fund Account for April 2018

1.4

Investment Report for April 2018

1.5

Water Purchases for April 2018

Next Special Board Meeting June 26, 2018, 6:00 p.m.
Next Regular Board Meeting July 10, 2018, 6:00 p.m.

Tab 2 - ACTION ITEMS

2.1

Review and Approve Directors’ Meeting Reimbursements for May 2018

Upon motion by Director Lima, seconded by Director Lewis, the Directors’ Meeting Reimbursement Report was unanimously approved.

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

2.2

Review and Approve 2.7% Cost of Living Increase for all Employees Based on Merit

After discussion and upon motion by Director Lima, seconded by Director Lewis, the 2.7% Cost of Living Increase for 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 2018-2019

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 2018-2019 was unanimously approved.

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

2.4

Review and Approve 2018-2019 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 Bellah, seconded by Director Lima, the 2018-2019 Salary Schedule was unanimously approved.

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

2.5

Receive and File Rowland Water District’s Quarterly Investment Review as of March 31, 2018

Mr. Henry provided a Power Point presentation to the Board to graphically illustrate and compare the District’s investments as of March 31, 2018. He noted that the short term interest rates are increasing reflecting a higher yield on the District’s investments. Mr. Henry provided clarification and answers to questions posed by members of the Board.

After discussion, a motion was made by Director Lewis, seconded by Director Lima, to receive and file the Quarterly Investment Report as presented. The motion was unanimously approved.

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

2.6

Receive and File Rowland Water District’s Statement of Operations for Period Covering January 1, 2017 through March 31, 2018

Mr. Henry reviewed line items contained in the Power Point presentation covering the period January 1, 2018 through March 31, 2018, 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 Lima, seconded by Director Rios, to receive and file the Statement of Operations as presented. The motion was unanimously approved.

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

2.7

Review and Approve Resolution No. 6-2018 Oppose Unless Amended – SB 623 and Budget Trailer Bill

General Manager, Tom Coleman, provided background information on SB 623 and answered questions posed by members of the Board. After discussion, a motion was made by Director Lewis and seconded by Director Bellah, to approve the Resolution as presented.

The motion was approved with the following 5-0 roll-call vote:

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

2.8

Review and Approve Agreement for Personnel Sharing Between Bellflower-Somerset Mutual Water Company and Rowland Water District

General Manager, Tom Coleman, discussed the purpose of the Agreement and the advantages to be realized by the District. After discussion and upon motion by Director Lewis, seconded by Director Lima, the Agreement was unanimously approved as presented.

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

2.9

Receive and File Puente Basin Water Agency (PBWA) Budget for FY 2018-2019

After discussion a motion was made by Director Lima, seconded by Director Lewis, to receive and file the Puente Basin Water Agency Budget for FY 2018-2019 as presented. The motion was unanimously approved.

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

2.10

Public Relations (Rose Perea)

Mrs. Perea reported that the last day of school for Rowland Unified School District will be June 7, 2018; school starts August 13, 2018. The Hacienda-La Puente Unified School District's last day of school was May 24, 2018. The 2018-2019 School Year begins August 8, 2018.

Communications Outreach (CV Strategies)

Erin La Combe Gilhuly, CV Strategies, advised that they have prepared five press releases for distribution on the following: SB623, the MWD Poster Contest, the Transparency Award, the 2018-2019 Budget and the CCR. She distributed samples of the CCR which will be printed and kept in house as well as the CCR post cards which will be mailed to District customers prior to July 1, 2018. She also advised that CV Strategies is working with Rowland staff on the Buckboard Days float and banners. The District's theme this year is "Rowland's Water Journey to the Tap".

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)

- None.

Tab 3 LEGISLATIVE INFORMATION

3.1

Updates on Legislative Issues

General Manager, Tom Coleman, advised the Board that SB606 and AB1668 passed and were signed by Governor Brown on May 31, 2018. These two bills establish an indoor, per person water use goal of 55 gallons per day until 2025, 52.5 gallons from 2025 to 2030 and 50 gallons beginning in 2030. They create incentives for recycled water and require both urban and agricultural water suppliers to set annual water budgets and prepare for drought.

Tab 4 REVIEW OF CORRESPONDENCE

- Thank you letter from Superintendent of Rowland Unified School District
- ACWA/JPIA letter

Provided for information purposes only.

Tab 5 COMMITTEE REPORTS

5.1

Three Valleys Municipal Water District

Director Lima reported on his attendance at the June 6, 2018 Board meeting and advised that the standby charge was increased from \$18.51 to \$18.79. President Lu-Yang reported that the elections were discussed. Three Valleys' Assistant General Manager, Matt Litchfield, thanked General Manager, Tom Coleman, and staff for taking the time to meet with him. He found the information provided on the Rowland Water District very helpful and informative.

5.2

Joint Powers Insurance Authority

General Manager, Tom Coleman, advised the Board that the District had received the Workers' Compensation renewal for next year.

5.3

Association of California Water Agencies

Nothing to report.

5.4

Puente Basin Water Agency

Director Lewis reported on his attendance at the June 7, 2018 meeting which was held at Rowland Water District. The Third Quarter Financial Statements were reviewed and the annual measurement of the Puente Narrows subsurface flow was discussed. Updates were provided on the Regional Water Supply Reliability Program in connection with the California Domestic Water Company project and the Pathfinder Road 20-inch Water Main Line installation. Mr. Coleman reported that the Lease Agreement with the City of La Verne for the old Baldy Well facility had been signed and that a 12" line from the Old Baldy well site to the Durward Well site at the Fairplex would include the installation of a 36" Cla-Val valve. Director Lima reported that a verbal update was provided on the Proposition 1 Integrated Regional Water Management Grant.

5.5

Project Ad-Hoc Committee

Nothing to report.

5.6

Regional Chamber of Commerce

Director Lewis reported that a presentation was made by the Fairplex Community Foundation and that the next meeting will be held on July 9, 2018.

5.7

PWR Joint Water Line Commission

Nothing to report. The next meeting will be held on June 21, 2018.

5.8

Sheriff's Community Advisory Council

Nothing to report.

5.9

Rowland Heights Community Coordinating Council

President Lu-Yang reported on her attendance at the meeting held on June 11, 2018 and advised that Board elections were held and that the June 30, 2018 annual BBQ to be held at Pathfinder Park was discussed. The development at Paso Real and Colima Road, at the former site of the Arco service station, was also discussed. Director Bellah advised that commencing in July Sheriff Officers will be required to complete a six-page incident report per person which will be placed in a data base.

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 had made an offer to fill the General Services Worker position and that the individual is currently undergoing a background check.

Tab 7 ATTORNEY’S REPORT

Nothing to report.

Tab 8 CLOSED SESSION

Legal Counsel, Joseph P. Byrne, adjourned the meeting to closed session at 7:27 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 7:46 p.m.

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

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 7:48 p.m.

SZU PEI LU-YANG
Board President

Attest: _____
TOM COLEMAN
Board Secretary