



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
February 9, 2016 - 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 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
Dan Horan, Three Valleys Municipal Water District
Harry Peterson, 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

Resident, Harry Peterson, complimented the District on the updates made to the District website. He also asked for clarification on the Pathfinder pipeline. General Manager, Tom Coleman, answered his question and provided additional information which Mr. Peterson appreciated receiving.

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 12, 2015

1.2

Approval of the Minutes of Special Board Meeting Held on January 26, 2015

1.3

Demands on General Fund Account for December 2015

1.4

Investment Report for December 2015

1.5

Water Purchases for December 2015

Next Special Board Meeting February 23, 2016, 5:00 p.m.
Next Regular Board Meeting March 8, 2016, 6:00 p.m.

Tab 2 - ACTION ITEMS

2.1

Approve Directors’ Meeting Reimbursements for January 2016

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

Review and Approve Revised “Board Vision and Procedures”

After discussion and upon motion by Director Lewis, seconded by Director Lima, the revised “Board Vision and Procedures” was unanimously approved as presented.

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

2.3

Review and Approve Updated “Ethics Guidelines”

After discussion and upon motion by Director Lewis, seconded by Director Lima, the updated “Ethics Guidelines” were unanimously approved as presented.

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

2.4

Review and Approve Updated “Emergency Media Protocol”

After discussion and upon motion by Director Lewis, seconded by Director Lima, the updated “Emergency Media Protocol” was unanimously approved as presented.

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

2.5

Receive and File Rowland Water District’s Statement of Operations for Period Covering July 1, 2015 through December 31, 2015

Mr. Henry provided a Power Point presentation and explained the report covering the period July 1, 2015 through December 31, 2015, in detail and noted that due to the mandatory conservation measures in effect, potable water sales are down, which directly affects the decrease in revenue; however, District reserves have increased.

Mr. Henry answered questions posed by members of the Board and after discussion, a motion was made by Director Lewis, seconded by Director Lima, and unanimously carried, to receive and file the Statement of Operations as presented.

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

2.6

Receive and File Rowland Water District’s Quarterly Investment Review as of December 31, 2015

Mr. Henry presented a Power Point presentation and reviewed each slide, summarizing the report for the Board and noted the balances as of December 31, 2015. He also indicated that interest rates are slowly increasing.

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

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

2.7

Public Relations (Rose Perea)

Mrs. Perea reported that two teachers, one from Santa High School and one from Jellick Elementary, went on the MWD Colorado River Tour in January. The Second Solar Cup Technical Workshop (Mandatory) was held at Chapman University on January 30, 2016. The MWD Traveling Art Show will be displayed here at the District Office from March 8 through March 15, 2016.

Communications Outreach (CV Strategies)

Erin La Combe Gilhuly, CV Strategies, reported that the Education Brochure is near completion. CV Strategies has also completed and translated the “Shut Off” Notice into the required six languages. She called the Board’s attention to the article included in the Board packet which appeared in the San Gabriel Valley Tribune, “Rowland Water District Offers Tips to Prevent El Nino Water Damage” which appeared on January 29, 2016. She is also in the process of submitting the District’s latest Strategic Plan to ACWA, AWWA, CAPIO and The Strategic Planning Association for awards.

Education Update

No comments.

2.8

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

- **Three Valleys Municipal Water District Leadership Breakfast, February 18, 2016, 7:30 a.m., Sheraton Fairplex Suites, Pomona, CA**
Staff was asked to make reservations for the attendance of Directors Lewis, Lima and Bellah at the Leadership Breakfast.
- **2016 ACWA Legislative Symposium, March 9, 2016, Sacramento, CA**
Upon motion by Director Bellah, seconded by Director Rios, the attendance at the Legislative Symposium by Director Lewis was unanimously approved.

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

Noes: None

Abstain: None

Absent: None

Tab 3 LEGISLATIVE INFORMATION

3.1

Updates on Legislative Issues

General Manager, Tom Coleman, provided an update on SB20 regarding the Public Goods Charge for water. A two-thirds vote is required for the bill to pass. The District is taking a position of opposition to this Bill.

Tab 4 REVIEW OF CORRESPONDENCE

Mr. Coleman reviewed the Memorandum distributed to the Directors at the meeting regarding the Filing of the Form 700 and the reporting requirements of the MWD Educational Tours.

Tab 5 COMMITTEE REPORTS

5.1

Three Valleys Municipal Water District

Director Lima reported on the January 20, 2016 Board meeting. President Lu-Yang reported on her attendance at the February 3, 2016 Board meeting and the new parking area which has been completed at the 3-Valleys site. She also advised that MWD anticipated 2017-2018 increases in rates were discussed. The 3-Valleys Strategic Plan was revised with respect to capital projects.

5.2

Joint Powers Insurance Authority

Mr. Coleman reported on his attendance at the February 8, 2016 JPIA Property Program Committee meeting. He advised that the Program is performing very well and that no rate increases were applied and that some enhancements of coverage were made.

5.3

Association of California Water Agencies

Nothing to report.

5.4

Puente Basin Water Agency

Director Lima advised that the next meeting is scheduled for February 11, 2016 at Walnut Valley Water District.

5.5

Project Ad-Hoc Committee

Nothing to report.

5.6

Regional Chamber of Commerce

Nothing to report.

5.7

PWR Joint Water Line Commission

The next meeting will be held on February 18, 2016.

5.8

Sheriff's Community Advisory Council

Nothing to report.

Tab 6 OTHER REPORTS, INFORMATION ITEMS AND COMMENTS

6.1

Finance Report

Finance Officer, Sean Henry's report was included in the Statement of Operations and the Quarterly Investment Report previously presented.

6.2

Operations Report

Director of Operations, Dave Warren, reported on the status of the water supply allocation and advised that the cumulative total was at 15.2%. He also reported on the status of the Pressure Reducing Station and the Cal Domestic pipeline with an anticipated tie-in date of February 15, 2016. The OPARC Program is underway and the painting of the fire hydrants is moving along at a faster pace than anticipated.

6.3

Personnel Report

Mr. Coleman reported that the new interns will commence their employment with the District on February 16, 2016.

Tab 7 ATTORNEY'S REPORT

Nothing to report.

Tab 8 CLOSED SESSION

Legal Counsel, Joe Byrne, adjourned the meeting to closed session at 7:29 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.

Public Employee Performance Evaluation Pursuant to Government Code Section 54957

Performance Review of General Manager. This matter may be discussed in open session.

The closed session was adjourned and the Board resumed the meeting in open session at 8:19 p.m. Legal Counsel, Joe Byrne, reported in open session that no reportable action was taken.

Tab9

Consider Amendment to Employment Agreement for General Manager

No action on this matter was taken; to be discussed at a future meeting.

Directors' and General Manager's Comments

Future Agenda Items

- Consider Amendment to Employment Agreement for General Manager

Late Business

None.

A motion was made by Director Lima, seconded by Director Lewis, and unanimously carried to adjourn the meeting. The meeting was adjourned at 8:22p.m.

SZU PEI LU-YANG
Board President

Attest: _____
TOM COLEMAN
Board Secretary