



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
November 14, 2017 - 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:

Lutfi Kharuf, 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
Teri Malkin, 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, 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 October 10, 2017

1.2

Approval of the Minutes of Special Board Meeting Held on October 17, 2017

1.3

Demands on General Fund Account for September 2017

1.4

Investment Report for September 2017

1.5

Water Purchases for September 2017

Next Special Board Meeting November 28, 2017, 6:00 p.m.
Next Regular Board Meeting December 12, 2017, 6:00 p.m.

Tab 2 - ACTION ITEMS

2.1

Review and Approve Directors’ Meeting Reimbursements for October 2017

Upon motion by Director Lima, seconded by Director Lewis, the Directors’ Meeting Reimbursements were unanimously approved.

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

2.2

Receive and File PWR Joint Water Line Commission Audit Report for Fiscal Year 2016-2017 Prepared by White Nelson Diehl Evans LLP

General Manager, Tom Coleman, advised that the Audit Report was presented and approved by the Commission at the last meeting held on October 19, 2017.

A motion was made by Director Lima, seconded by Director Lewis, to receive and file the PWR Joint Water Line Commission Audit Report for Fiscal Year 2016-2017. The motion was unanimously carried.

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

2.3

Consider Nomination of LAFCO Representative and Alternate Representative

No Nominations were made.

2.4

Select Voting Delegate to Vote at the ACWA Fall Conference for ACWA President and Vice President for the 2018-2019 Term

After discussion by members of the Board, upon motion made by Director Lima, seconded by Director Bellah, and unanimously carried, the Board selected Director Robert W. Lewis as the voting delegate at the ACWA Fall Conference to vote for the offices of President and Vice President for the 2018-19 Term.

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

2.5

Public Relations (Rose Perea)

Mrs. Perea advised that the Project Wet Teachers Workshop was held on October 17, 2017 at Three Valleys. There were five (5) teachers participating from the District's service area: Three (3) from Blandford Elementary, one (1) from Jellick Elementary and one (1) from Bixby Elementary. The teacher from Bixby Elementary advised that the National Theatre for Children had just performed at their school and that it was a huge success with the children and staff. The National Theatre for Children performed at Telesis Academy of Science and Math on October 24, 2017, at Rorimer Elementary on October 25, 2017, at Wedgeworth Elementary on November 6, 2017 and at Jellick Elementary on November 9, 2017. General Manager, Directors and Members of Staff attended the ForUs Foundation State of the Schools Breakfast on October 20, 2017 and Staff and their families, as well as the Directors participated in the Buckboard Days Parade on October 21, 2017. There were a total of 56 participants on the float.

Communications Outreach (CV Strategies)

Erin La Combe Gilhuly, CV Strategies, reported that they are working with Customer Service on analyzing and engaging social medial tools and have prepared a handout containing useful information on leaks for field staff to provide to customers. They are redesigning the District's electronic newsletter the "Rowland Quarterly" and will prepare a press release to accompany the launching of the newsletter. Ms. Gilhuly advised the Board that the District is a finalist for the Best in Blue Award and that the winner will be announced at the ACWA Conference on November 29, 2017. A Press Release was distributed on October 27, 2017. She provided staff and members of the Board with a copy of the "Municipal Water Leader" magazine, October issue, which contained the article *Make Yourself Heard: Communication Strategies for Successful Rates Outreach*, featuring the District. The November-December issue will feature the District's OPARC Program. Press Releases will accompany the magazine publications.

Education Update

No comments.

2.6

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

Nothing to report.

Tab 4 REVIEW OF CORRESPONDENCE

4.1

- **OPARC Thank You Letter**
- **Letter from Steven E. LaMar, Irvine Ranch Water District**
For information purposes only.

Tab 5 COMMITTEE REPORTS

5.1

Three Valleys Municipal Water District

Director Lu-Yang reported on her attendance at the October 18, 2017 Board meeting and advised that they are developing a template for mileage from home to the destination so that the mileage calculations are consistent. He advised that Director Kuhn discussed the Water Bond which will be on the November 2018 ballot. Director Lima discussed his attendance at the November 1, 2017 meeting and advised that Cathy Cole, MWD Executive Legislative Representative, provided a detailed report on several Bills and Legislation which will be brought back for consideration in January 2018.

5.2

Joint Powers Insurance Authority

Director Lewis advised that he will be attending the JPIA meeting to be held at the ACWA Conference in November. General Manager, Tom Coleman, advised that the JPIA Property Committee had called a special meeting on October 31, 2017, in Sacramento, which he attended. The purpose of the meeting was to discuss a new underwriter for the property program which would provide a more robust policy and better coverage. Alliant is the proposed new underwriter who will be able to meet existing pricing with no increase in the premium. A decision will be made in January 2018.

5.3

Association of California Water Agencies

Director Lewis advised that he will be receiving a full briefing at the Fall Conference which he will report on at the next Board meeting. He noted that there is great interest in getting the Delta Fix underway before the current administration leaves office.

5.4

Puente Basin Water Agency

Mr. Lima reported on his attendance at the meeting held on November 9, 2017, and advised that the Old Baldy Agreement is moving forward and that an update on the Cal Domestic and Whittier projects was provided. The Pathfinder Pipeline will be completed in 2019-2020. The Agency is working with CV Strategies on Strategic Planning and Branding. The website went live on November 9, 2017 and contains valuable information on the Agency and on joint projects. CV Strategies is working on describing the identity of the two agencies (Walnut and Rowland) as they have combined their efforts to form a Joint Powers Authority (JPA) to accomplish major projects more effectively and with a greater cost-sharing benefit. They are in the process of finalizing a tri-fold information brochure on the Agency.

5.5

Project Ad-Hoc Committee

Nothing to report.

5.6

Regional Chamber of Commerce

Director Lewis advised that Rowland Water District hosted the November luncheon and that General Manager, Tom Coleman, provided information on the District and played the video on the history of the District which was well received.

5.7

PWR Joint Water Line Commission

Director Lima reported on his attendance at the meeting held on October 19, 2017, and advised that the Commission approved the 2016-2017 Fiscal Year Audit.

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 November 13, 2017 meeting and advised that the Council is continuing in their efforts to ban the retail sale of marijuana in Rowland Heights.

Tab 6 OTHER REPORTS, INFORMATION ITEMS AND COMMENTS

6.1

Finance Report

Finance Officer, Sean Henry, presented a Revenue Summary and advised that potable water sales had increased in the last three months and that District Reserve levels for the past three months have remained stable without having to draw extra monies to cover expenses.

6.2

Operations Report

Director of Operations, Dave Warren, reported that the second round of interviews for the position of Maintenance Worker in the Operations Department had been completed. The District is continuing to operate the Cal Domestic pipeline at approximately 2500 gallons per minute and is expecting to receive water continuously throughout the winter.

6.3

Personnel Report

Nothing to report.

Tab 7 ATTORNEY’S REPORT

Nothing to report.

Tab 8 CLOSED SESSION

Legal Counsel, Lutfi Kharuf, adjourned the meeting to closed session at 6:52 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.

**CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:
(One Case)**

The closed session was adjourned and the Board resumed the meeting in open session at 7:02 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

General Manager, Tom Coleman, briefed the Board on items to be discussed at the upcoming Special Meeting on November 28, 2017.

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 7:12 p.m.

SZU PEI LU-YANG
Board President

Attest: _____
TOM COLEMAN
Board Secretary