



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
July 10, 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
Erin La Combe Gilhuly, 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
Dave Warren, Director of Operations
Sean Henry, Finance Officer

ADDITION(S) TO THE AGENDA

None.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Resident, David Malkin, provided information on the "Taste of the Heights" event to be held at Pathfinder Park, Rowland Heights, on August 2, 2018.

Tab 1 - CONSENT CALENDAR

Staff noted that the Agenda erroneously listed the date of the next regularly scheduled Board meeting as August 10, 2018. The date of the next regular Board meeting is August 14, 2018. 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 June 12, 2018

1.2

Demands on General Fund Account for May 2018

1.3

Investment Report for May 2018

1.4

Water Purchases for May 2018

Next Special Board Meeting July 24, 2018, 6:00 p.m.
Next Regular Board Meeting August 14, 2018, 6:00 p.m.

Tab 2 - ACTION ITEMS

2.1

Review and Approve Directors’ Meeting Reimbursements for June 2018

Upon motion by Director Lima, seconded by Director Rios, 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 Ordinance No. 0-7-2018 Establishing a Water Conservation and Water Shortage Contingency Plan

After discussion by the Board, a motion was made by Director Lima, seconded by Director Rios, to approve Ordinance No. 0-7-20178 Establishing a Water Conservation and Water Shortage Contingency Plan. The motion was approved with the following roll-call vote:

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

Motion was passed by a vote of 4-0.

2.3

Receive and File Pomona-Walnut-Rowland (PWR) Joint Waterline Commission Budget – Fiscal Year 2018-2019

After discussion, a motion was made by Director Lewis, seconded by Director Rios, to receive and file the PWR Budget for Fiscal year 2018-2019 as presented. The motion was unanimously approved.

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

2.4

Authorize District Sponsorship of *The Buckboard Days Parade* in the amount of \$500.00

After discussion, a motion was made by Director Lima, seconded by Director Rios, and unanimously carried, to sponsor the Buckboard Days Parade in the amount of \$500.00.

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

2.5

Approve the Surplus of 2007 Ford F-150 Truck, VIN 1FTRF12297KB61701, License No. 1203036

General Manager, Tom Coleman, advised the Board that the 2007 Ford F-150 truck had been replaced and requested that the Board approve the surplus of the truck. After discussion, and upon motion by Director Rios, seconded by Director Lima, and unanimously carried, the Board approved the surplus of the 2007 Ford F-150 truck.

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

2.6

Review and Discuss 2018 CSDA Board Elections Ballot

After Discussion, and upon motion by Director Lewis, seconded by Director Lima, and unanimously carried, Mr. Coleman, as the Designated Contact for CSDA, was instructed to complete the CSDA Board of Directors 2018 Election Ballot, Southern Network, Seat A, and vote for Jo MacKenzie.

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

2.7

Public Relations (Rose Perea)

Mrs. Perea reported that Brittanie will be working with a Fifth Grade Teacher at Rowland Elementary during the summer to create a “Mini” Solar Cup Challenge which meets all of the S.T.E.A.M. standards and will include fourth through sixth grade students. They will coordinate the process with engineering students from MT SAC and Cal Poly Pomona. This will be a classroom project in which the students will build solar powered model boats which can be raced using the high school pools. Once the cost has been established, they will determine the number of boats which will be allowed from each school within our district. They will apply for an MWD CPP grant from which they could possibly receive \$2,000. The District will be working with CV Strategies on a Customer Survey. Participants will be eligible for a landscape controller if their name is drawn. We are still gathering information on cost, timing, etc. and will advise the Board once this program has been finalized.

Communications Outreach (CV Strategies)

Erin La Combe Gilhuly, CV Strategies, advised that the CCR has been completed and printed. They are currently working on all of the collateral for the Buckboard Days Parade, i.e., banners, program ad and T-shirt design. They have prepared press releases on the Budget, the Transparency Award and the Water Conservation Ordinance. They have also sent the Chinese translation of the informational flyer on the proposed State Water Tax, SB623, to the Chinese Press for publication. Ms. Gilhuly also advised the Board that the District, along with Vallecitos Water District, had been featured in an article in the California Water News Daily, commending them on the California Special District Leadership Foundation Transparency Award they received.

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)

- None.

Tab 3 LEGISLATIVE INFORMATION

3.1

Updates on Legislative Issues

Mr. Coleman provided general information on the status of Senate Bill 623, Water Tax; Senate Bill 998 Discontinuance of Residential Water Service; and Assembly Bill 3206 setting accuracy and performance standards for water meters installed by water purveyors. He advised the Board that Walnut Valley Water District will partner with Rowland in its lobbying efforts in connection with these bills.

Tab 4 REVIEW OF CORRESPONDENCE

None.

Tab 5 COMMITTEE REPORTS

5.1

Three Valleys Municipal Water District

Directors Lu-Yang and Lima reported on their attendance at the June 20, 2018 Board meeting and advised that a presentation of the Transparency Certificate of Excellence was made to Three Valleys by the California Special Districts Association/Special District Leadership Foundation. A Public Hearing was held to approve the increase in the Standby Charge to \$18.79 for FY 2018-2019 and the Financial Reports and Investment Update were also approved. A legislative update was presented and the letter in opposition to SB562—Healthy California Act—was discussed. The Board approved a modified Board Meeting calendar to cancel all meetings for July and August 2018 and to reconvene on September 5, 2018.

5.2

Joint Powers Insurance Authority

Nothing to report.

5.3

Association of California Water Agencies

Nothing to report.

5.4

Puente Basin Water Agency

Nothing to report. Next meeting is scheduled for August 9, 2018.

5.5

Project Ad-Hoc Committee

Nothing to report.

5.6

Regional Chamber of Commerce-Government Affairs Committee

Director Lewis reported on his attendance at the meeting held on July 9, 2018, and advised that the Government Affairs Committee discussed the twelve (12) Propositions which will be included on the November Ballot and the position they will consider in connection with each Proposition.

5.7

PWR Joint Water Line Commission

Director Lima advised that the Budget for FY 2018-2019 was approved at the June 21, 2018 meeting. The \$150,000 which Pomona, Walnut and Rowland each contributed, totaling \$450,000, will be held in a reserve account for future projects. Mr. Coleman added that the capacity transfer to Golden State Water Company (GSWC) was approved by the Commissioners. Walnut and Rowland will each transfer 3cfs, of their capacity in the Joint Water Line for a total of 6cfs, to GSWC to take water into the San Dimas system. The transfer of capacity in the Joint Water Line to GSWC was done in lieu of financial compensation for the leasing of GSWC's Durward Well site.

5.8

Sheriff's Community Advisory Council

Director Rios reported on her attendance at the meeting held on June 28, 2018. She advised that the meeting was combined with a Neighborhood Watch meeting and primarily discussed the increase in crimes in the area.

5.9

Rowland Heights Community Coordinating Council

Directors Lu-Yang and Bellah reported on their attendance at the July 9, 2018 meeting. A presentation was made by Mi Kim, Senior Planner, Los Angeles County Regional Planning, on the East San Gabriel Valley Area Plan, which is a long-range policy document being developed to guide the long-term growth of the Plan area. The Plan will cover 13 unincorporated communities and 13 cities. The meeting was an outreach effort to urge people to get involved. General Manager, Tom Coleman, advised the Board that he has been asked to make a presentation at the August 13, 2018 meeting.

Tab 6 OTHER REPORTS, INFORMATION ITEMS AND COMMENTS

6.1

Finance Report

Finance officer, Sean Henry, made a power point presentation displaying an increase in potable water revenue due to the warm weather and an increase in the District Reserves since July 2017, which aligns directly with the projections in the Water Rate Study.

6.2

Operations Report

Director of Operations, Dave Warren, advised that the re-coating of Reservoir 6 has been completed and the reservoir was placed back on line in mid-June. The Native Pipeline rehabilitation has been completed, water is being tested and once that has been completed, the pipeline will be connected. The canopy at the entrance to the District office is near completion.

6.3

Personnel Report

General Manager, Tom Coleman, advised that a new Intern and a new General Services Worker have been hired and they will commence their employment with the District on July 16, 2018. The two prior District interns were hired by Monte Vista Water District and the City of La Habra, after working at the District for only two months.

Tab 7 ATTORNEY'S REPORT

Nothing to report.

Tab 8 CLOSED SESSION

Legal Counsel, Joseph P. Byrne, adjourned the meeting to closed session at 7:22 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 7:43 p.m.

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

Directors' and General Manager's Comments

Director Rios commended Accounting/Customer Service Manager, Crystal Rodriguez, on the exceptional customer service she provided in explaining water related issues and conservation practices she can utilize which will assist her in decreasing her water usage in the home.

Future Agenda Items

- **CSDA Annual Conference, September 24-27, 2018, Indian Wells, CA**

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 7:51 p.m.

SZU PEI LU-YANG
Board President

Attest: _____
TOM COLEMAN
Board Secretary