



Minutes of the Regular Meeting  
of the Board of Directors of the Rowland Water District  
October 9, 2018 - 6:00 p.m.  
Location: District Office

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**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  
Joe Ruzicka, Three Valleys Municipal Water District  
Kirk Howie, Three Valleys Municipal Water District  
David Malkin, Resident  
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, thanked the District for its sponsorship of the State of the Schools Breakfast (FORUS) to be held on October 19, 2018, and for its participation in the Buckboard Days Parade to be held on October 20, 2018.



### 2.3

#### **Review and Approve Mutual Response Agreement (Public Water Agencies Group – PWAG)**

After discussion, upon motion by Director Lewis, seconded by Director Bellah, the Agreement was unanimously approved as presented.

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

### 2.4

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

Mrs. Perea reported that Nogales High School's name was drawn to participate in this year's Solar Cup event at Lake Skinner. District Directors and staff will attend the "Friends of Rowland Unified Schools" (FOR US) Breakfast on October 19, 2018 as well as the Buckboard Days Parade on October 20, 2018. All of the collateral for the parade has been created by CV Strategies, the t-shirts have been ordered and field staff will build the float for the parade.

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

Erin La Combe Gilhuly, CV Strategies, reported that the "Draft" Strategic Plan document is nearly complete and will be e-mailed to Board members prior to the workshop on October 23, 2018. The Customer Survey questions have been developed and will be completed within the next two weeks. The article on the dedication of the Marcos Aspeitia building was published in the ACWA News.

#### **Education Update**

No update provided.

### 2.5

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

- **Three Valleys MWD Leadership Breakfast, October 31, 2018, 7:30 a.m., Sheraton Fairplex Hotel, Pomona, CA**  
Staff was asked to make reservations for the attendance of Directors Lu-Yang, Lewis, Lima, Rios and Bellah at the breakfast.
- **ACWA Conference, November 27-30, 2018, San Diego, CA**  
Staff was asked to make reservations for the following Directors' attendance at the Conference: Directors Rios, Lu-Yang, Lewis and Bellah.
- **Solar Cup, May 17-19, 2019, Temecula, CA** – To be brought back next month.

### **Tab 3 LEGISLATIVE INFORMATION**

#### **3.1**

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

General Manager, Tom Coleman, advised the Board that Senate Bill 998 containing provisions regarding the discontinuance of water service to certain types of residences for nonpayment will require the District to post, on an annual basis to the District's website, a list of the customers whose water service has been discontinued. He also reminded the Board that these requirements do not go into effect until 2020.

### **Tab 4 REVIEW OF CORRESPONDENCE**

- S&P Global Bond Rating Letter
- Thank You Letter from OPARC

*For information purposes only.*

### **Tab 5 COMMITTEE REPORTS**

#### **5.1**

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

- **TVMWD – “District News” – Press Release “Three Valleys Municipal Water District General Manager Announces Retirement”**

*For information purposes only.*

Directors Lima and Lu-Yang reported on their attendance at the September 19, 2018 meeting. Director Lima reported that project updates were provided and that General Manager, Rick Hansen, announced that his retirement would be effective as of December 28, 2018. Interim General Manager, Matt Litchfield, was given an 18-month contract to serve as General Manager, effective January 2, 2019. President Lu-Yang reported that California Proposition 3, Water Infrastructure and Watershed Conservation Bond Initiative, would be included in the November ballot and that a Resolution in favor of the Bond initiative would be presented to the Board for approval. Interim General Manager, Matt Litchfield, discussed the three-year on-call contracts.

#### **5.2**

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

- **JPIA Letter – Workers’ Compensation, Liability and Property Risk Assessment**

*For information purposes only.*

#### **5.3**

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

Nothing to report.

#### **5.4**

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

Director Lima reported on his attendance at the October 4, 2018 meeting. Project updates were provided. The Central Basin Well project was discussed and it was noted that the Cal Domestic water delivery for the month of September was interrupted.

## **5.5**

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

President, Lu-Yang, advised that the Ad Hoc Committee met and discussed modifications to the Tuition Reimbursement Policy and to the Group Life Insurance benefits. A Board workshop will be scheduled to discuss these proposed modifications in more detail.

## **5.6**

### **Regional Chamber of Commerce-Government Affairs Committee**

Director Lewis reported on the meeting of the Government Affairs Committee which was held on October 8, 2018. He also provided a written "Summary Report San Gabriel Valley Water Forum September 18, 2018 and Regional San Gabriel Valley Power Lunch September 21, 2018."

## **5.7**

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

Director Lima advised that the next quarterly meeting will be held on October 25, 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 October 8, 2018, meeting and advised that a presentation was made by the developer of the proposed car wash to be constructed at 18220 Colima Road, Rowland Heights, CA. The developer provided information on the site plan, the design of the facility and how cars would flow through it and the impact on traffic on Fullerton Road. Director Bellah advised that the California Highway Patrol provided statistics on accidents which have occurred in the Rowland Heights area.

## **Tab 6 OTHER REPORTS, INFORMATION ITEMS AND COMMENTS**

## **6.1**

### **Finance Report**

Finance officer, Sean Henry, made a power point presentation which reflected potable water revenue consistent for the months of July and August. He also presented slides that indicated that there was no change to District Reserves during the months of July and August.

## **6.2**

### **Operations Report**

Director of Operations, Dave Warren, reported that Senate Bill 555 requiring urban retail water suppliers to submit a complete and validated water loss audit report on or before October 1, 2018 for the previous calendar year had been completed by the District and that it was validated and approved by the Department of Water Resources.

## **6.3**

### **Personnel Report**

General Manager, Tom Coleman, advised the Board that a new employee would be starting with the District on October 16, 2018, in the position of Water Systems Operator I. This individual was a former Intern with the District.

**Tab 7 ATTORNEY’S REPORT**

Nothing to report.

**Tab 8 CLOSED SESSION**

Legal Counsel, Joe Byrne, adjourned the meeting to closed session at 6:59 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 7:08 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**

General Manager, Tom Coleman, reminded the Board of the upcoming Buckboard Days Parade to be held on October 20, 2018, he also reviewed the 2019 Workday Calendar with the Board. Directors Lewis and Bellah reported on their attendance at the CSDA Conference which was held on September 24-27, 2018, in Indian Wells, CA.

**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 7:27 p.m.

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SZU PEI LU-YANG  
Board President

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