



Minutes of the Regular Meeting  
of the Board of Directors of the Rowland Water District  
November 13, 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:**

Christopher Pisano, 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  
Matt Litchfield, 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**

Resident, Teri Malkin, thanked the District for its participation in the Buckboard Days Parade.

**Tab 1 - CONSENT CALENDAR**

Upon motion by Director Lima, seconded by Director Rios, 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 9, 2018**

**1.2**

**Approval of the Minutes of Special Board Meeting Held on October 23, 2018**

**1.3**

**Demands on General Fund Account for September 2018**

**1.4**

**Investment Report for September 2018**

**1.5**

**Water Purchases for September 2018**

Next Special Board Meeting November 20, 2018, 6:00 p.m.  
Next Regular Board Meeting December 11, 2018, 6:00 p.m.

**Tab 2 - ACTION ITEMS**

**2.1**

**Review and Approve Directors’ Meeting Reimbursements for October 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**

**Receive and File PWR Joint Water Line Commission Audit Report for Fiscal Year 2017-2018 Prepared by White Nelson Diehl Evans LLP**

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

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

### **2.3**

#### **Receive and File Rowland Water District’s Statement of Operations For Period Ending September 30, 2018**

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, Lewis, Lima, Bellah and Rios  
Noes: None  
Abstain: None  
Absent: None

### **2.4**

#### **Receive and File Rowland Water District’s Quarterly Investment Report as of September 30, 2018**

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

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

### **2.5**

#### **Review and Approval final Draft of District 2018 Strategic Plan Document**

After discussion, a motion was made by Director Lima, seconded by Director Rios, and unanimously carried, to approve the final draft of the 2018 Strategic Plan document as presented.

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

### **2.6**

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

District Directors and staff attended the “Friends of Rowland Unified Schools” (FOR US) Breakfast on October 19, 2018 as well as the Buckboard Days Parade on October 20, 2018. EduBucks applications were due November 1, 2018. The District had five (5) applications submitted: Rowland Elementary, Jellick Elementary (2) and Blandford Elementary (2). A determination will be made at the December WEWAC meeting. The Project WET Teachers’ Workshop was cancelled due to lack of interest in participating. It will be re-scheduled in February or March, 2019. The Scholar Program and Media Contest applications have been delivered to the schools in the District’s service area. The Solar Cup boat building was held at Three Valleys MWD on November 3, 2018.

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

Erin La Combe Gilhuly, CV Strategies, reported that the final Strategic Plan document will be printed and a Press Release will be issued and posted to the District website. The Customer Survey has been completed which included 15 Spanish and 12 Chinese surveys. The findings will be presented at the January 2019 Board meeting.

#### **Education Update**

For information purposes only.

## 2.7

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

- **Solar Cup, May 17-19, 2019, Temecula, CA**

Upon motion by Director Lewis, seconded by Director Lima, and unanimously carried, the Board authorized the payment of *per diem* compensation for those Directors attending the Solar Cup event.

Staff was asked to make reservations for Directors Lu-Yang's and Rios' attendance at Solar Cup.

### **Tab 3 LEGISLATIVE INFORMATION**

#### **3.1**

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

Nothing to report.

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

None.

### **Tab 5 COMMITTEE REPORTS**

#### **5.1**

Directors Lima and Lu-Yang reported on their attendance at the October 17, 2018 meeting. They reported that Three Valleys MWD's General Manager, Rick Hansen, formally announced his retirement effective December 28, 2018, at which time the Interim General Manager, Matt Litchfield, will assume the position of General Manager. Directors Lima and Lu-Yang also reported on their attendance at the November 7, 2018 Board meeting and advised that Director Carlos Goytia was re-elected to the Board. Joe Ruzicka advised that LAFCO had officially dissolved the Sativa Water District and that Los Angeles County Public Works has taken over the management of the District. They advised that forty (40) schools attended the Solar Cup boat building held at their facility on November 3, 2018.

#### **5.2**

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

General Manager, Tom Coleman, advised that he will attend the JPIA meeting to be held on November 26, 2018 in San Diego at the ACWA Fall Conference. Creating a "Captive Insurance Company" will be discussed at the Executive Committee meeting in the morning. A vote will be held at the November 26, 2018 Board of Directors' meeting to create its own Captive Insurance Company which will be housed in Utah.

#### **5.3**

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

Nothing to report.

#### **5.4**

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

Director Lima reported on his attendance at the November 8, 2018 meeting. A status report was provided on all current projects and a review of the financial statements for the first Quarter FY 2018-19 was provided.

## **5.5**

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

Nothing to report.

## **5.6**

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

Director Lewis reported on the meeting of the Government Affairs Committee which was held on November 13, 2018 here at the Rowland Water District. This was an end-of-year meeting and reports on the election were discussed.

## **5.7**

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

Director Lima reported on his attendance at the meeting held on October 25, 2018. The Treasurer's Report and Statement of Income were provided and discussed. The commission approved the Financial Audit and a review of the Biennial Conflict of Interest Code was discussed indicating no changes.

## **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 12, 2018, meeting and advised that Budget questions were discussed. The building of 22-bedroom structures on Desire was discussed. A presentation was provided by Adrienne Ng, Planner, Los Angeles County Department of Public Health, on a new traffic safety initiative the County is developing.

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

### **6.1**

#### **Finance Report**

Finance Officer, Sean Henry, advised that the Audit will be presented at the January Board meeting.

### **6.2**

#### **Operations Report**

Director of Operations, Dave Warren, advised that as part of the District's proactive commitment to identify valves that require changing out, staff replaced a valve at the Granby Booster Station which avoided major disruption had the valve not been identified prior an incident occurring.

### **6.3**

#### **Personnel Report**

Nothing to report.

**Tab 7 ATTORNEY’S REPORT**

Nothing to report.

**Tab 8 CLOSED SESSION**

Legal Counsel, Christopher Pisano, adjourned the meeting to closed session at 7:19 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 7:52 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, advised that the proposed date for the dedication of the Marcos Aspetia building is Saturday, February 23, 2019, 10:00-11:00 a.m.

**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 7:59 p.m.

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SZU PEI LU-YANG  
Board President

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