



Minutes of the Regular Meeting  
of the Board of Directors of the Rowland Water District

August 14, 2012 - 6:00 p.m.

Location: District Office

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**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF DIRECTORS**

President Anthony J. Lima  
Vice President Szu Pei Lu-Yang  
Director Robert W. Lewis  
Director John Bellah  
Director Teresa P. Rios

**ABSENT:**

None

**OTHERS PRESENT:**

Janet Morningstar, Legal Counsel  
Dan Horan, Three Valleys Municipal Water District  
Joe Ruzicka, Three Valleys Municipal Water District  
Kirk Howie, Three Valleys Municipal Water District  
Alex Altman, CV Strategies  
David Malkin, Rowland Heights Resident  
Teri Malkin, Rowland Heights Resident

**ROWLAND WATER DISTRICT STAFF:**

Ken Deck, General Manager  
Ted Carrera, Assistant General Manager  
Sean Henry, Finance Officer  
Rose Perea, Director of Administrative Services

**ADDITION(S) TO AGENDA**

None

**PUBLIC COMMENT ON AGENDA ITEMS**

None.

**Tab 1 - CONSENT CALENDAR**

Upon motion by Director Lewis, seconded by Vice President Lu-Yang, the Consent Calendar was approved as presented. The motion was unanimously carried.

The approval of the Consent Calendar included:

**1.1**

Approval of the Minutes of Regular Board Meeting Held on July 10, 2012

**1.2**

Demands on General Fund Account for July, 2012

**1.3**

Investment Report for July, 2012

**1.4**

Water Purchases for June, 2012

**1.5**

Calendar of events for August and September 2012

**Special Board Meeting:**

**August 21, 2012**

**Adjourned Board Meeting:**

**September 18, 2012**

**Special Board Meeting:**

**September 29, 2012**

**Tab 2 - ACTION ITEMS**

**2.1**

**Approve Directors' Meeting Reimbursements for July 2012**

Upon motion by Director Lewis, seconded by Director Rios, the Directors' Meeting Reimbursement Report was approved as presented. The motion was unanimously carried.

**2.2**

**Approve Public Affairs Representative Position**

General Manager, Ken Deck, reported that the District has an opportunity to hire a public affairs representative who has recently been an intern for Cucamonga Valley Water District and has a passion for water. He provided the Board with a general description of the duties and responsibilities for this position, indicating that the prospective employee had developed a business plan for how she would develop the position. General Manager, Deck, stated that, if hired, she would come in at the Customer Service II level for which there is an unfilled position. Members of the Board and staff discussed the need to increase the District's involvement in the schools and the community.

Upon motion by Director Lewis, seconded by Vice President Lu-Yang, and unanimously approved, the position of Public Affairs Representative was approved.

### 2.3

#### **Review and Approve Resolution No. 8-2012 Establishing Policy for Use of District Provided Computer Tablet Devices**

Legal counsel, Janet Morningstar, discussed how the proposed policy addresses the issues with respect to the Public Records Act, the Brown Act and the use of District provided property, with respect to District-provided computer tablet devices. After discussion and upon motion by Vice President Lu-Yang, seconded by Director Lewis, Resolution No. 8-2012 was unanimously adopted by the following roll call vote:

Roll call vote.

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

Motion was passed by a vote of 5-0.

### 2.4

#### **Review and Approve Interim Agreement Between City of Industry and Rowland Water District in connection with the Nogales Grade Separation (ACE)**

Mr. Deck provided information and discussed the provisions of the Interim Agreement, allowing the District to proceed with relocation of its pipeline in connection with the Nogales Grade Separation and San Jose Avenue widening, prior to obtaining an easement. Legal counsel, Janet Morningstar, advised the Board that ACE had accepted the language in the interim agreement obligating them to provide an easement with terms acceptable to the District. It was the consensus of the Board that the District approve the Agreement and upon motion made by Vice President Lu-Yang, seconded by Director Rios, and unanimously carried, the Interim Agreement was approved. Staff was instructed to execute and submit the Agreement.

### 2.5

#### **Review and Discuss Directors' and Employees' Post-Retirement Health Care Benefits**

General Manager Deck explained the concern with respect to post-retirement health benefits provided to Directors and employees who do not qualify for District-paid premiums. The current policy allows those former Directors and employees to remain on the District's plans provided they pay the premiums to the District. Since the District may not advance the cost of their coverage, staff would recommend that those retired Directors and employees who are subject to this policy be asked to sign an acknowledgement that if they do not pay the premiums their coverage may be cancelled and the District will not be responsible. This item was discussed and provided for information purposes only.

## **2.6**

### **Water Rate and Service Charge Increase – Discuss Proposition 218 Notice Requirements**

General Manager, Ken Deck, referred to the Board Workshop regarding the Proposition 218 process which is scheduled for August 21, 2012, and advised that further information would be provided at that time.

## **2.7**

### **Review and Discuss Expense Reporting Procedures**

Staff reviewed expense reporting procedures in an effort to establish consistency and transparency when submitting receipts for travel and expense reimbursement.

## **2.8**

### **Communications and Public Outreach Strategic Plan Update**

Alex Altman, from CV Strategies, provided an update on the District's public outreach strategic plan which included an update on the Proposition 218 Notice to be mailed out by August 20, 2012. He also provided an overview of Media, General Outreach, Community Service, Customer Service and a continuing update on the administrative deliverable plan in conjunction with the District's progress with its Communications Strategic Plan.

## **2.9**

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

- 2012 CSDA Annual Conference, September 24-27, 2012, San Diego, CA  
Directors Bellah and Lewis confirmed their attendance at this conference. Vice President Lu-Yang requested that staff register her for the conference.
- Kiwanis Club Annual Installation Dinner, Saturday, September 29, 2012, Seasons (STC Center) Place, 18558 E. Gale Avenue, City of Industry, CA  
Mr. and Mrs. Malkin, Rowland Heights residents, provided background on the networking of the organization and how the funds would be utilized to benefit children in our community. After discussion, and upon motion made by Director Rios, seconded by Vice President Lu-Yang, and unanimously carried, it was the consensus of the Board that the District sponsor a table of eight in the amount of \$140.00.
- ACWA 2012 CLE for Water Professionals, October 4-5, 2012, Napa, CA  
Upon motion by Director Lewis, seconded by Director Rios, and unanimously carried, the Board approved Vice President Lu-Yang's attendance at the conference.

## **Tab 3 LEGISLATIVE INFORMATION**

### **3.1**

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

Nothing to report.

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

Mr. Deck provided information on correspondence between the District and its customer, Holly Guirguis, regarding water usage/billing which was questioned by the customer and which necessitated meter testing and data logging to substantiate the accuracy of the meter. The process ultimately detected a substantial leak on the property and the matter was resolved to the satisfaction of the customer.

#### **Tab 5 COMMITTEE REPORTS**

##### **5.1**

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

President Lima reported on the meeting held on July 18, 2012, and advised that Tony Zampielo, Interim Watermaster for the Main San Gabriel Basin, made a presentation on the recently court approved amendments to the Main San Gabriel Basin Judgment.

##### **5.2**

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

- JPIA Liability, Property and Workers' Compensation Risk Assessment  
Mr. Deck reviewed the JPIA assessment contained in the Board packet. Director Lewis commended the District on the favorable report it received.

##### **5.3**

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

Nothing to report.

##### **5.4**

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

President Lima advised that the next meeting would be held on August 17, 2012.

##### **5.5**

##### **Regional Chamber of Commerce**

Vice President Lu-Yang reported on the Regional Chamber of Commerce Green Conference which was held on August 14, 2012 and advised that it was well attended. Director Lewis attended the Conference and commented that he felt the Chamber accomplished a successful conference overall. Vice President Lu-Yang announced that the Chamber Golf Tournament will be held on September 24, 2012; the HR Forums are held on the second Thursday of each month; and the Power Lunches will be held on the second Wednesday of each month.

Director Lewis reported on his attendance at the Chamber Government Affairs Committee and advised that the District's representative, Mr. Ted Carrera, was also in attendance.

##### **5.6**

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

Nothing to report.

## **5.7**

### **Puente Basin Water Agency**

President Lima reported that the August meeting had been cancelled and that the next meeting will be held at the Rowland Water District on September 20, 2012.

## **5.8**

### **Sheriff's Community Advisory Council**

Vice President Lu-Yang reported that no meeting was held last month.

## **5.9**

### **Rowland Heights Community Coordinating Council**

Director Bellah reported that Mr. Jay Chen made a presentation on the proposed health care plan. Mr. and Mrs. Malkin reported that there has been a steady increase in purse-snatching crimes in parking lots and in the super markets and advised that ladies should be cautious when shopping in the area.

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

### **6.1**

#### **Public Relations**

Mrs. Perea reported on the “National Night Out” held at Carolyn Rosas Park on August 7, 2012. Dusty Moisiso and Teresa Ryan represented the District at the event. Mrs. Perea reported that this is an annual event designed to strengthen our communities by encouraging neighborhoods to engage in stronger relationships with each other and with their local law enforcement partners. Los Angeles County Sheriff’s Youth Foundation provided prizes; Target donated 2 bikes for the raffle; Los Angeles County Parks and Recreation provided a “bounce house” and face painting; State Farm Insurance provided martial arts demonstrations. Also in attendance was Dickie Simmons from Supervisor Don Knabe’s office. The event was well attended – approximately 100 people.

### **6.2**

#### **Personnel Report**

Nothing to report.

### **6.3**

#### **Engineer’s Report**

Mr. Carrera updated the Board on the progress of the construction of the Walnut Creek Energy Park plant in Industry and presented photographs of the vaults that will house the District’s meters and pipes. He also commented that although the Colima and Larkvane water main break necessitated the replacement of Approximately 200 feet of water main and associated valves within the intersection, there was minimal interruption to the District’s customers.

## **Tab 7 ATTORNEY’S REPORT (Ms. Morningstar)**

Nothing to report.

**Tab 8 CLOSED SESSION**

- a. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8**  
Property: Purchase of Water Rights in the Central and Main San Gabriel Basins  
District Negotiator: Ken Deck, General Manager  
Negotiating Parties: Hawks Bay  
Under Negotiation: Price and Terms
- b. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8**  
Property: Lease of Water Rights in the Main San Gabriel Basin  
District Negotiator: Ken Deck, General Manager  
Negotiating Parties: Covina Irrigating Company  
Under Negotiation: Price and Terms
- c. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8**  
Property: Lease of Water Rights in the Main San Gabriel Basin  
District Negotiator: Ken Deck, General Manager  
Negotiating Parties: Sierra Water Group  
Under Negotiation: Price and Terms
- d. Conference with Real Property Negotiator Pursuant to Government Code Sec. 54956.8**  
Property: A Portion of the Parcel at 1015 Nogales Street, Rowland Heights, Ca APN# 8264-021-028  
Negotiating Parties: John A. Rowland, Jr., Trustee  
District Negotiator: Ken Deck, General Manager  
Under Negotiation: Price and Terms of Sale

There was nothing to report in connection with any of the foregoing real property negotiations, therefore, a closed session was not necessary and the meeting continued without interruption.

**Directors' and General Manager's Comments**

Vice President Lu-Yang thanked the District for sponsoring the Regional Chamber of Commerce Green Conference held on August 14, 2012.

**Future Agenda Items**

None.

**Late Business**

None.

*Special Meeting of the Board of Directors:*

*August 21, 2012*

*Adjourned Meeting of the Board of Directors:*

*September 18, 2012*

*Special Meeting of the Board of Directors:*

*September 29, 2012*

A motion was made by Director Rios, seconded by Vice President Lu-Yang, and unanimously carried to adjourn the meeting. The meeting was adjourned at 7:50 p.m.

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ANTHONY J. LIMA  
Board President

Attest: \_\_\_\_\_  
KEN DECK  
Board Secretary