



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
June 9, 2015 - 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 Teresa P. Rios

ABSENT:

Director John Bellah

OTHERS PRESENT:

Joseph Byrne, Legal Counsel, Best Best & Krieger
Dan Horan, Three Valleys Municipal Water District
Joe Ruzicka, Three Valleys Municipal Water District
Kirk Howie, Three Valleys Municipal Water District
Mr. and Mrs. Harry Peterson, Residents
David and Teri Malkin, Residents
Erin La Combe Gilhuly, CV Strategies
Alberto Resurreccion, Silang Water District, Republic of the Philippines
Teddy De La Cruz, Silang Water District, Republic of the Philippines

ROWLAND WATER DISTRICT STAFF

Tom Coleman, General Manager
Rose Perea, Director of Administrative Services
Sean Henry, Finance Officer
Dave Warren, Director of Operations
Brittnie Van De Car, Public Relations Representative

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 approved by a 4-0 vote; Director Bellah being absent

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

The approval of the Consent Calendar included:

1.1

Approval of the Minutes of Regular Board Meeting Held on May 12, 2015

1.2

Approval of the Minutes of Special Board Meeting Held on May 26, 2015

1.3

Demands on General Fund Account for April 2015

1.4

Investment Report for April 2015

1.5

Water Purchases for April 2015

Next Special Board Meeting

June 23, 2015, 5:00 p.m.

Next Regular Board Meeting

July 14, 2015, 6:00 p.m.

Tab 2 - ACTION ITEMS

2.1

Approve Directors’ Meeting Reimbursements for May 2015

Upon motion by Director Lima, seconded by Director Lewis, the Directors’ Meeting Reimbursement Report was approved by a 4-0 vote; Director Bellah being absent.

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

2.2

Introduce Delegation from the Republic of the Philippines

General Manager, Tom Coleman, introduced the delegation from the Republic of the Philippines and noted that there were six (6) water districts represented in the delegation. He advised the Board that they had been given a tour of the facilities and that members of staff and the delegation were able to engage in a question and answer session prior to the meeting.

2.3

Presentation by Brittnie Van De Car, Public Relations Representative, on Edu-Grant Award to Telesis Academy of Science and Math

Brittnie Van De Car presented a Power Point presentation high lighting the various outreach programs completed during the past year and, in particular, provided video on the drone which had been purchased with Grant funds by the Telesis Academy. The drone is able to detect areas where over-watering has taken place as it hovers over these areas which can be a valuable tool during the current drought restrictions.

2.4

Receive and File Water Storage and Export Agreement Between Main San Gabriel Basin Watermaster and Puente Basin Water Agency

General Manager, Tom Coleman, advised the Board that the Puente Basin Water Agency had approved the Agreement at its June 4, 2015, meeting.

After discussion, a motion was made by Director Lima, seconded by Director Rios, to receive and file the Agreement as presented. The motion was approved by a 4-0 vote; Director Bellah being absent.

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

2.5

Review and Approve Rowland Water District Budget – Fiscal Year 2015-2016

Mr. Coleman advised the Board that no changes were made to the Budget following the Budget Workshop.

After discussion a motion was made by Director Lima, seconded by Director Rios, to approve the Rowland Water District Budget for Fiscal Year 2015-2016 as presented. The motion was approved by a 4-0 vote; Director Bellah being absent.

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

2.6

Review and Approve 2015-2016 Salary Schedule

Mr. Coleman explained that the Board had already adopted a 1.5% cost of living adjustment for all positions as a part of the budget approval, but that CalPERS requires its contracting agencies to certify their salary schedule at least once a year for purposes of enabling CalPERS to ensure that compensation is not “spiked” in the last year prior to retirement.

After discussion a motion was made by Director Lima, seconded by Director Rios, to approve the 2015-2016 salary schedule as presented. The motion was approved by a 4-0 vote; Director Bellah being absent.

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

2.7

Approve the Surplus of Ricoh 3500 Copier

Mr. Coleman advised the Board that the copier had been donated to the Rowland Unified School District and that he was requesting that the Board approve the surplus of the Ricoh 3500 Copier.

After discussion a motion was made by Director Lewis, seconded by Director Lima, to approve the surplus of the copier. The motion was approved by a 4-0 vote; Director Bellah being absent.

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

2.8

Review and Approve Minimum Paid Sick Leave Policy

Mr. Coleman advised that effective July 1, 2015, any employee not otherwise provided paid leave sufficient to cover at least twenty-four (24) hours of absence on an annual basis (which would affect part-time employees) will be granted 24 hours on July 1, 2015 for use during the remainder of the calendar year. Every year thereafter, on January 1, each covered employee shall receive an annual grant of 24 hours Minimum Paid Sick Leave.

The proposed Minimum Paid Sick Leave Policy places the District in compliance with the requirements of the Healthy Workplaces, Healthy Families Act of 2014 at Labor Code Section 246(e)(2) .

After discussion a motion was made by Director Lima, seconded by Director Rios, to approve the Policy as presented. The motion was approved by a 4-0 vote; Director Bellah being absent.

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

2.9

Public Relations (Rose Perea)

Mrs. Perea advised that staff was preparing for the Home & Garden Expo to be held on June 27, 2015. Along with the conservation materials they usually provide at community events, they are planning to have more rebate information as well as rebate items on display so that customers can actually see what the items look like.

Communications Outreach (CV Strategies)

Erin La Combe Gilhuly, CV Strategies, reported that the Consumer Confidence Report (CCR) had been completed and had been sent to the printer for printing and that the postcards to be mailed to all customers had also been delivered for printing. She also advised that a “draft” Strategic Plan is in the process of being completed for review at the Strategic Planning Workshop.

Education Update

For information purposes.

2.10

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

- **2015 Home & Garden Expo, June 27, 2015, 10:00 a.m. to 9:00 p.m., Four Seasons Plaza, City of Industry, CA**
- **Approve the payment of a meeting stipend to President Lu-Yang for her speaking engagement at the 2015 Home & Garden Expo, June 27, 2015, 10:00 a.m. to 9:00 p.m., City of Industry, CA**

After discussion, and upon motion made by Director Lima, seconded by Director Lewis, the Board approved the payment of a meeting stipend to President Lu-Yang for her speaking engagement at the Home & Garden Expo event by a 4-0 vote; Director Bellah being absent.

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

- **Three Valleys MWD 65th Anniversary Celebration, July 15, 2015, 8:00-11:00 a.m., 1021 Miramar Avenue, Claremont, CA**
Directors Lu-Yang, Lewis, Rios and Lima requested that staff RSVP to the invitation on their behalf.
- **2015 California Special Districts Association Conference, September 21-24, 2015, Monterey, CA**
The Board requested that this event be included on the July Agenda.

Tab 3 LEGISLATIVE INFORMATION

3.1

Updates on Legislative Issues

None.

Tab 4 REVIEW OF CORRESPONDENCE

None.

Tab 5 COMMITTEE REPORTS

5.1

Three Valleys Municipal Water District

Director Lima reported on his attendance at the May 20, 2015 Board meeting and advised that various financial reports were discussed and approved and that the General Manager's evaluation had been conducted in closed session. Approval of the General Manager's Agreement was deferred until the June 3, 2015 meeting.

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

Director Lima reported on the meeting held on June 4, 2015, and advised that the Cal Domestic Water Company and Pomona Basin Regional Groundwater Projects had been discussed as well as an update given on Federal Funding and the Proposition 84 Grant.

5.5

Project Ad-Hoc Committee

Nothing to report.

5.6

Regional Chamber of Commerce

Director Lewis reported on his attendance at the Government Affairs Committee meeting held on June 8, 2015.

5.7

PWR Joint Water Line Commission

Nothing to report. Next meeting, June 18, 2015. At 3:30 p.m.

5.8

Sheriff's Community Advisory Council

Nothing to report.

Tab 6 OTHER REPORTS, INFORMATION ITEMS AND COMMENTS

6.1

Finance Report

Nothing to report.

6.2

Personnel Report

Mr. Coleman advised that the two new employees hired by the District would be starting on June 16, 2015.

6.3

Engineer's Report

Director of Operations, Dave Warren, reported that construction on the Cal Domestic Pressure Reducing Station had been halted until further determination of the pipeline alignment could be established.

Tab 7 ATTORNEY'S REPORT

Nothing to report.

Directors' and General Manager's Comments

None.

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 7:17 p.m.

SZU PEI LU-YANG
Board President

Attest: _____
TOM COLEMAN
Board Secretary