



Minutes of the Regular Meeting  
of the Board of Directors of the Rowland Water District  
June 14, 2016 - 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 Byrne, Legal Counsel, Best Best & Krieger  
Erin La Combe Gilhuly, CV Strategies  
Dan Horan, Three Valleys Municipal Water District  
Brenda Ponton, RMC Water and Environment  
Dawn Flores, RMC Water and Environment  
Teri Malkin, Resident  
Roy Humphries, Resident  
Harry Peterson, 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**

None.

**Tab 1 - CONSENT CALENDAR**

Upon motion by Director Lima, seconded by Director Rios, the Consent Calendar was unanimously approved.

Ayes: Directors Lu-Yang, Bellah, Lima, Lewis 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 May 10, 2016**

**1.2**

**Approval of the Minutes of Special Board Meeting Held on May 24, 2016**

**1.3**

**Demands on General Fund Account for April 2016**

**1.4**

**Investment Report for April 2016**

**1.5**

**Water Purchases for April 2016**

Special Board Meeting June 28, 2016, 5:00 p.m.  
Next Regular Board Meeting July 19, 2016, 6:00 p.m.

**Tab 2 - ACTION ITEMS**

**2.1**

**Approve Directors’ Meeting Reimbursements for May 2016**

Upon motion by Director Lima, seconded by Director Lewis, the Directors’ Meeting Reimbursement Report was unanimously approved.

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

**2.2**

**Public Hearing to Adopt 2015 Urban Water Management Plan**

President Lu-Yang opened the Public Hearing at 6:08 p.m. Ms. Dawn Flores and Ms. Brenda Ponton, from RMC Water and Environment, the consulting engineering firm who prepared the Plan, provided an overview of the Plan and made a power point presentation focusing on the changes in the law and the requirements under the Urban Water Management Planning Act as well as supply reliability and contingency planning. Ms. Flores answered questions posed by members of the Board and staff. Mr. Coleman noted that the District had not received any written public comments on the Plan. The public was provided an opportunity to comment on the plan during the hearing and Teri Malkin made some remarks. After the close of the public comment period, Mr. Coleman recommended that the Board approve the Plan as presented. The public hearing was closed at 6:45 p.m.

### 2.3

#### **Review and Approve Resolution No. 6-2016 Adopting Urban Water Management Plan**

A motion was made by Director Lewis, seconded by Director Lima, to approve Resolution No. 6-2016 Adopting the Urban Water Management Plan.

Roll call vote:

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

Motion was passed by a vote of 5-0.

### 2.4

#### **Review and Approve 1% Cost of Living Increase for all Employees Based on Merit**

After discussion, a motion was made by Director Lima, seconded by Director Lewis, and unanimously carried, to approve the 1% Cost of Living increase for all employees.

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

### 2.5

#### **Review and Approve Rowland Water District Budget –Fiscal Year 2016-2017**

Finance Officer, Sean Henry, advised the Board that through oversight the following expenses were omitted from the “draft” Budget discussed during the workshop: OPARC expense and the Maintenance II position have been added to personnel and the chemicals expense for the RCS units has been added to operating expenses, for an additional total of \$130,000.00. Mr. Coleman advised the Board that the 2015-16 Budgeted amount for the upgrade of the Tomich Booster Pump Station had not been expended and requested that the Board approve a \$350,000.00 carry over from the 2015-16 Budget to the 2016-17 Budget. After discussion, a motion was made by Director Lima seconded by Director Lewis, to approve the Rowland Water District Budget for Fiscal Year 2016-2017 with the additional expenses and authorizing the carryover of the \$350,000.00 from last year’s budget. The motion was unanimously carried.

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

## 2.6

### **Review and Approve 2016-2017 Salary Schedule**

Mr. Coleman explained 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 Bellah, to approve the 2016-2017 salary schedule as presented. The motion was unanimously carried.

Ayes: Directors Lu-Yang, Lima, Bellah, Lewis and Rios

Noes: None

Abstain: None

Absent: None

## 2.7

### **Approve/Decline Amended Claim for Damages Submitted by Mark McGee in the amount of \$5,000.00**

After discussion and a description of the amended claim filed against the District by Mark McGee, it was staff’s recommendation that the Board deny the claim. A motion was made by Director Lima, seconded by Director Lewis, and unanimously carried, to deny the claim for damages filed by Mark McGee. Staff was instructed to forward the appropriate Notice of Rejection of Claim to Mr. McGee and to provide a copy of the Notice to the District insurance carrier, ACWA/JPIA. The motion was unanimously approved.

Ayes: Directors Lu-Yang, Bellah, Lima, Lewis and Rios

Noes: None

Abstain: None

Absent: None

## 2.8

### **Public Relations**

Mrs. Perea reported that the three-day Solar Cup competition at Lake Skinner, Temecula, was very successful for Rowland Water District. Nogales and Santana High Schools competed against thirty-eight schools in a 200-meter sprint race and an endurance race. Nogales High School finished in First Place in the endurance race and Second Place in the 200-meter sprint race and ranked fifth overall in the competition ratings. The District has delivered the posters to MWD for judging to be included in the *2017 Water Is Life* MWD calendar. The District will be notified in early September if a poster from the District is selected. Rowland Unified and Hacienda-La Puente School Districts’ last day of school was June 2, 2016.

### **Communications Outreach**

Erin La Combe Gilhuly, CV Strategies, advised that the press releases on the Solar Cup competition, the Urban Water Management Plan and the District’s Transparency Certificate of Excellence have been drafted for release. She provided a sample of the 2015 Consumer Confidence Report which is ready to print pending final approval from District staff. She commended staff on providing the required information in a timely manner which made the whole process run very smoothly.

### **Education Update.**

No comments.

## 2.9

### **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 information on Senate Bill 272 which requires public agencies to have a database of their electronic enterprise systems on line by July 1 and advised that the District will meet that deadline. He also advised that at ACWA's request, the District had submitted a letter in opposition to Senate Bill 163 (Hertzberg) to members of the Assembly Environmental Safety & Toxic Materials Committee. In order to comply with SB 163, water agencies would be required to develop expansive additional distribution and storage infrastructure to prevent water from being discharged to the ocean.

## **Tab 4**

### **REVIEW OF CORRESPONDENCE**

#### **Special District Leadership Foundation – Transparency Certificate**

*For information purposes only.*

## **Tab 5**

### **COMMITTEE REPORTS**

#### **5.1**

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

Director Lima reported on the May 18, 2016 Board meeting and advised that ACWA President, Kathy Tieg, was present at the meeting and provided an overview of her goals as ACWA President. He advised that Three Valleys will be dark during July and return in August.

Mr. Coleman advised that the SWRCB has proposed instituting a new fee structure to provide more consistent revenue. Previously, the Department of Health billed for permits on an hourly basis. Now that the Department of Drinking Water has been transferred to the SWRCB, they are wanting to institute a fee structure based on the number of service connections an agency has.

President Lu-Yang reported on the June 1, 2016 Board meeting and advised that SB272 was discussed. Director Lima advised that Three Valleys reported that the hydroelectric contract with Edison to renovate current turbines was discussed.

#### **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 June 9, 2016 meeting held at Walnut Valley Water District and advised that project updates were provided. The Water Resources Development Act of 2016 (WRDA) was discussed as well as the Pomona Basin Regional Groundwater Project and the PVOU Project.

#### **5.5**

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

Nothing to report.

#### **5.6**

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

Director Lewis reminded the Board that the ACE Dedication Ceremony and ribbon cutting to commemorate the completion of the Nogales Grade Separation Project will be held on Friday, June 17, 2016, at 10:30 a.m.

#### **5.7**

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

Director Lima reported that the next meeting will be held on the June 16, 2016.

#### **5.8**

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

Resident, Teri Malkin, reported that she is working on communication and that Deputy Denver is attempting to expand the Council.

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

#### **6.1**

##### **Finance Report**

Finance Officer, Sean Henry, presented a Power Point presentation which demonstrated the water supply allocation in April at 15.7% and in May at 20%. Revenues decreased in April, similar to last year, and reserves remain consistent.

#### **6.2**

##### **Operations Report**

Director of Operations, Dave Warren, reported that in connection with the Nogales ACE project all pipelines are in; the Whittier Booster Station's final landscaping is going in. The District's current Intern Program is nearing completion in two months at which time the District will be hiring a new intern.

#### **6.3**

##### **Personnel Report**

Mr. Coleman reported that candidates for the Senior Customer Service Representative and the Maintenance I position have been reviewed. The first set of interviews will be conducted by outside oral boards.

**Tab 7 ATTORNEY’S REPORT.**

Legal counsel, Joe Byrne, advised that BB&K is working on updates to the Conflict of Interest Code for the District and working with staff on various other legal issues.

**Directors’ and General Manager’s Comments**

President Lu-Yang advised that during her attendance at Solar Cup she felt there was a good connection made with the new Superintendent for Rowland Unified as well as the Principals for Nogales and Santana High Schools.

**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 7:57 p.m.

\_\_\_\_\_  
SZU PEI LU-YANG  
Board President

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