



Minutes of the Regular Meeting
of the Board of Directors of the Rowland Water District
November 8, 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:

Ruben Duran, Legal Counsel, Best Best & Krieger
Erin LaCombe Gilhuly, CV Strategies
Joe Ruzicka, Three Valleys Municipal Water District
Dan Horan, Three Valleys Municipal Water District
Kirk Howie, Three Valleys Municipal Water District
Teri Malkin, Resident
Robert Callanan, White Nelson Diehl Evans LLP

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

General Manager, Tom Coleman, requested that the next Special Board meeting to be held on November 29, 2016, at 6:00 p.m. be added to the Consent Calendar and Director Lewis requested that the October 11, 2016 Minutes reflect that Director Lewis and Director Rios were excused from the October 11, 2016 meeting due to their attendance at the CSDA Conference which was held October 11-13, 2016. Upon motion by Director Lima, seconded by Director Lewis, the Consent Calendar was approved as amended.

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 11, 2016

1.2

Approval of the Minutes of Special Board Meeting Held on October 25, 2016

1.3

Demands on General Fund Account for September 2016

1.4

Investment Report for September 2016

1.5

Water Purchases for September 2016

Next Special Board Meeting November 29, 2016, 6:00 p.m.
Next Regular Board Meeting December 13, 2016, 6:00 p.m.

Tab 2 - ACTION ITEMS

2.1

Approve Directors’ Meeting Reimbursements for October 2016

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

Review and Approve “Draft” Financial Audit Report for Fiscal Year 2015-2016 Prepared by White Nelson Diehl Evans LLP

Robert Callanan, representing the firm of White Nelson Diehl Evans LLP reviewed the documents contained in the “Draft” Financial Audit Report and answered questions posed by the Directors. He noted that no difficulties were encountered in completing the audit. Management provided a representative letter to the auditors. No significant transactions unusual in nature

were observed. Finance Officer, Sean Henry, highlighted areas of the Audit Report for review and discussion with the Board.

General Manager, Tom Coleman, indicated that the draft report was presented for information and discussion only. The final document will be presented at the December 13, 2016, Board meeting for approval.

2.3

Approve/Decline Claim for Damages Submitted by Schneider & Associates Claim Service on Behalf of Long's Directional Boring, Inc.

After discussion and a description of the claim filed against the District by Schneider & Associates on behalf of Long's Directional Boring, Inc., it was staff's recommendation that the Board deny the claim. A motion was made by Director Lewis, seconded by Director Lima, and unanimously carried, to deny the claim for damages filed by Schneider & Associates. Staff was instructed to forward the appropriate Notice of Rejection of Claim to Schneider & Associates 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

2.4

Public Relations

Mrs. Perea reported that the District's Landscape Class scheduled for November 9, 2016 was cancelled due to lack of participation. The MWD invitations for the Student Artist recognition luncheon scheduled for December 8, 2016, 10:00 a.m. to 1:00 p.m., had been received and sent out to District winners from Blandford Elementary and Jellick Elementary. The Solar Cup boat building was held at Three Valleys MWD on November 5 and 6, 2016. Mr. Schlarman from Santana High School attended with his students to commence the boat building. The National Theatre for Children had two presentations at Wedgeworth Elementary on October 28, 2016, approximately 409 students were in attendance. The next scheduled presentations will be on November 16, 2016 at Rorimer Elementary. The deadline for the WEWAC EduBucks program was Friday, November 4, 2016. The District has two entries for consideration by the committee. The WEWAC Broadcast Media Contest and Water Scholar Program Scholarship applications were mailed out. The Water Scholar application due date is January 26, 2017 and the Media Contest application due date is March 19, 2017.

Communications Outreach (CV Strategies)

Erin La Combe Gilhuly advised that they are in the process of completing the Proposition 218 Notice in connection with the increase in District water rates and fees. She is also working with Brittne on the preparation of press releases in connection with OPARC and Solar Cup. CV Strategies is also creating a video on the history of the District and recently interviewed John Rowland, V, former President of the Board. Mr. Rowland was on the District Board of Directors for 42 years and very much involved with the community and the growth of the District.

Education Update

For information only. No comments.

2.5

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

- **2016 ACWA Fall Conference, November 29, 2016 – December 2, 2016, Anaheim Marriott Hotel, Anaheim, CA**
Staff was asked to make a reservation for Director Lewis' attendance at the conference.

Tab 3 LEGISLATIVE INFORMATION

3.1

Updates on Legislative Issues

General Manager, Tom Coleman, discussed Senate Bill 415 in connection with the consolidation of Board elections, pursuant to Elections Code 10404. He noted that LA County is approaching consolidations on a case-by-case basis. In accordance with the Elections Code, a request for consolidation must be submitted to the County 240 days before the next scheduled election. If the District wishes to consolidate its 2017 election to 2018, a request letter and Resolution for consolidation must be received by the County no later than March 12, 2017. Once the Resolution is received it takes 45 days to get the matter on the Board of Supervisors' Agenda for approval.

Tab 4

REVIEW OF CORRESPONDENCE

None.

Tab 5

COMMITTEE REPORTS

5.1

Three Valleys Municipal Water District

Director's Lu-Yang and Lima reported on their attendance at the October 19 and November 2, 2016 meetings and advised that at the October 19 meeting approval of Three Valleys' Well No. 3 was deferred to a later date and staff advised that water sales production had increased. OPEB and Pension Funding were discussed at the November 2, 2016. The next scheduled meeting is set for December 7, 2016, the December 21, 2016 meeting has been cancelled.

5.2

Joint Powers Insurance Authority

Director Lewis advised that the ACWA/JPIA Benefits Committee meeting will be held on November 28, 2016 at the ACWA Fall Conference.

5.3

Association of California Water Agencies

Nothing to report.

5.4

Puente Basin Water Agency

Director Lima reported that the next Puente Basin Water Agency meetings will be held on November 10, 2016, 7:00 a.m. at Rowland Water District.

5.5

Project Ad-Hoc Committee

Nothing to report.

5.6

Regional Chamber of Commerce

Director Lewis reported that at the October 10, 2016 meeting a presentation was made on the Homeless Program in San Gabriel Valley.

5.7

PWR Joint Water Line Commission

Director Lima reported on the meeting held on October 20, 2016 and advised that a financial report was provided and that the Commission approved the final Audit Report for Fiscal Year 2015-2016 prepared by White Nelson Diehl Evans, LLP.

5.8

Sheriff's Community Advisory Council

Nothing to report.

Tab 6 OTHER REPORTS, INFORMATION ITEMS AND COMMENTS

6.1

Finance Report

Sean Henry, Finance Officer, shared a promotional video created by Caselle, the District's Billing Service provider, which featured the Rowland Water District.

6.2

Operations Report

Nothing to report.

6.3

Personnel Report

Mr. Coleman advised the Board that new hire, Monica Ulloa, Sr. Customer Service Representative, will begin her employment with the District on November 16, 2016.

Tab 7 ATTORNEY'S REPORT.

Nothing to report.

Directors' and General Manager's Comments

Director Lewis provided the Board with a Summary Report of the CSDA Annual Conference held on October 11-13, 2016. Director Rios thanked the District for giving her the opportunity to attend the Conference which she found very valuable and informative.

Future Agenda Items

- Discuss Senate Bill 415 in connection with the consolidation of Board elections.

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 7:20 p.m.

SZU PEI LU-YANG
Board President

Attest: _____
TOM COLEMAN
Board Secretary