

**San Gabriel County Water District
Regular Meeting of the Board of Directors
8366 Grand Ave.
Rosemead, CA 91770**

February 9, 2016

4:00 P.M.

AGENDA

Call to Order

1. Pledge of Allegiance

- 2. Roll Call**
- | | |
|--------------------|-------|
| Director Taylor | _____ |
| Director Chan | _____ |
| Director Cammarano | _____ |
| Director Cici | _____ |
| Director DeLaTorre | _____ |

3. Additions, Re-order and Adoption of the Agenda:

Motion:
Second:
Action:

4. Public Comment on Agenda and Non-Agenda items

Anyone wishing to discuss items on and not on the agenda may do so at this time

5. Minutes of a regular meeting of the Board of Directors held January 26, 2016

Motion:
Second:
Action:

6. List of Demands on General Account

a. January 2016 Invoices

Motion:
Second:
Action:

7. District Counsel

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8. Action Item

a. 2015 Urban Water Management Plan

Motion:

Second:

Action:

b. Consider Contract Award for drilling, construction, development and testing of Well 16 and to destroy Well 3

Motion:

Second:

Action:

9. Miscellaneous Information Items

a. Receive and File the January 2016 Banking and Investment Report

b. Water Well Report

c. December 2015 Revenue and Expenditure Report

10. General Manager Report

11. Future Agenda Items

12. Director Comments

13. Adjournment

Motion:

Second:

Action:

Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the District office, located at 8366 Grand Ave., Rosemead, CA 91770.

If you have special needs because of a disability which make it difficult for you to access or participate in the meeting, please contact the District Finance & Administration Manager, (626) 287-0341, by at least noon on the Monday preceding the meeting. The District will attempt to make arrangements to accommodate your attendance.

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF
SAN GABRIEL COUNTY WATER DISTRICT
HELD ON JANUARY 26, 2016**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, January 26, 2016, at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m.
- ROLL CALL** President Taylor; Directors Chan, Cici, DeLaTorre, and Cammarano; General Manager Prior; Assistant General Manager Feilen; Finance and Administration Manager Corona; and District Counsel Colin O'Neill were present.
- AGENDA** Upon motion by Director DeLaTorre, and seconded by Director Chan, the Board voted unanimously to adopt the agenda for this regular meeting of the Board of Directors held on January 26, 2016.
- MINUTES** Upon motion by Director Cici and seconded by Director DeLaTorre, the Board voted unanimously to approve the minutes of the regular meeting of the board of directors held on January 12, 2016.
- DEMANDS** Upon motion by Director Chan, and seconded by Director Cici, the Board voted unanimously to approve the payment of check number 17947 in the amount of \$42,448.17 for the Revolving/Payroll Account Reimbursement.
- EXPENSES** None.
- PUBLIC COMMENT** None.
- DISTRICT COUNSEL** District counsel reported regarding Brown Act requirements for voting procedures.
- ACTION** Director Cammarano moved to award the contract for drilling and constructing Well No. 16 to Hydro Resources, and Director Cici seconded the motion. Following discussion of the item, Director Cammarano withdrew her motion, and Director Cici withdrew his second.
- INFORMATION** The General Manager circulated a sign-up sheet for the Directors to choose what times they will work the District booth at the San Gabriel Lunar New Year Festival.
- GENERAL MANAGER COMMENTS** General Manager reported that Tony Zampiello of the Raymond Basin Management Board is trying to figure out when he will be able to give the Directors a canyon tour. Additionally, Mr. Zampiello has offered to give the Directors a presentation about the basins.
- General Manager reported that the El Nino forecast is changing somewhat.

General Manager reported on the MWD recharge project, with input from Director Urias of Upper San Gabriel Valley Municipal Water District, who was present in the audience.

**FUTURE
AGENDA
ITEMS**

None.

**DIRECTOR
COMMENTS**

Director DeLaTorre asked the General Manager about the status of the hiring of District's new employee and the General Manager responded briefly that it was still in progress.

ADJOURNMENT

Upon motion by Director Cici, and seconded by Director DeLaTorre, the Board voted unanimously to adjourn the meeting.

President

Secretary

[SEAL]

San Gabriel County Water District
Invoice Register (By Invoice Number)

Invoice Number / Line Description	Vendor Name / Expense Account	Invoice Date	Posting Date	Terms Code	Purchase Order / Job	Amount
01/27/16PR.&.BOARD	12031 REVOLVING REIMBURSEMENT 13200 - CITIZENS BANK - REVOLVING AC	01/27/16	01/27/16		INVOICE 01/27/16PR.&.BOARD TOTAL:	\$42,333.87
					REPORT TOTAL:	<u>\$42,333.87</u>

San Gabriel County Water District
AP Check Register (Current by Bank)

Check Dates: 1/1/2016 to 1/31/2016

Check No.	Date	Status	Vendor ID	Payee Name	Amount
BANK ID: 13200 - REVOLVING ACCOUNT					13200
23838	01/07/16	M	13161	CASEY FEILEN	\$81.74
23839	01/07/16	M	13478	L.A. PHONES	\$150.00
23840	01/13/16	M	10072	EMPLOYMENT DEVELOPMENT DEPT. -	\$1,633.54
23841	01/13/16	M	11940	LINCOLN NATIONAL LIFE INS. CO.	\$1,880.00
23842	01/13/16	M	10017	PUBLIC EMPLOYEES RETIREMENT SY	\$8,423.60
23843	01/13/16	M	10017	PUBLIC EMPLOYEES RETIREMENT SY	\$309.05
23844	01/13/16	M	11860	SAN GABRIEL VALLEY WATER ASSOC	\$3,666.97
23845	01/13/16	M	13538	HIGHROAD INFORMATION TECHNOLOG	\$1,125.00
23846	01/13/16	M	13691	JOHN C. WHITLEY, D.D.S.	\$955.00
23847	01/13/16	M	13505	MEGAN PRIOR-PFEIFER	\$200.00
23848	01/15/16	M	10072	EMPLOYMENT DEVELOPMENT DEPT. -	\$286.59
23849	01/19/16	M	12248	ACWA - MISCELEANOUS	\$11,663.78
23850	01/19/16	M	10426	FOUNDATION FOR CROSS-CONNECTIO	\$419.00
23851	01/19/16	M	13264	LOS ANGELES COUNTY FIRE DEPT	\$1,045.00
23852	01/19/16	M	13354	DLT SOLUTIONS, INC.	\$517.80
23853	01/19/16	M	13691	JOHN C. WHITLEY, D.D.S.	\$1,500.00
23854	01/19/16	M	13692	PAWLEY ORTHODONTICS	\$1,500.00
23855	01/19/16	M	10335	ROGER W. ANDERSON, DDS	\$1,400.00
23856	01/19/16	M	13680	ROBERT ANDERSON, DDS	\$1,300.00
23857	01/19/16	M	13594	LAWRENCE PERKINS, D.D.S.	\$1,075.00
23858	01/19/16	M	13604	ALICE R.F. SHEN, D.D.S., M.S.	\$170.00
23859	01/19/16	M	10122	ACWA / JPIA	\$30.00
23860	01/20/16	M	10122	ACWA / JPIA	\$7,989.00
23861	01/20/16	M	13429	MATT PEARSON	\$150.00
23862	01/21/16	M	10423	SCWUA - % BRIAN BOWCOCK	\$75.00
23863	01/25/16	M	13239	THREE VALLEYS MUNICIPAL WD	\$40.00
23864	01/25/16	M	13694	CALIFORNIA AMERICAN WATER	\$381.69
23865	01/25/16	M	13487	KENNETH R. STROUD, D.D.S.	\$167.00
23866	01/25/16	M	13693	MEHRTAJ DABIRI, D.D.S.	\$1,500.00
23867	01/25/16	M	13322	VICKEN MARGANIAN, D.D.S.	\$1,102.00
23868	01/25/16	M	1	VOIDED CHECKS NOT USED	
23868	01/25/16	V	1/25/16	1	VOIDED CHECKS NOT USED
23869	01/27/16	M	11940	LINCOLN NATIONAL LIFE INS. CO.	\$1,880.00
23870	01/27/16	M	10072	EMPLOYMENT DEVELOPMENT DEPT. -	\$1,574.86
23871	01/27/16	M	10017	PUBLIC EMPLOYEES RETIREMENT SY	\$8,423.60
23872	01/27/16	M	10017	PUBLIC EMPLOYEES RETIREMENT SY	\$309.05
23873	01/27/16	M	10076	BLUE SHIELD OF CALIFORNIA	\$2,859.00
23874	01/27/16	M	13387	GEORGINA BABOL-BANEZ, DMD	\$299.00
23875	01/27/16	M	13458	VANESSA HO, D.D.S.	\$99.00
23876	01/27/16	M	13163	CARLOS CARDONA	\$150.00
23877	01/28/16	M	11860	SAN GABRIEL VALLEY WATER ASSOC	\$50.00
23878	01/28/16	M	12480	SMART & FINAL	\$248.67
23879	01/31/16	M	13696	CT&T CONCRETE PAVING	\$1,483.40
23880	01/31/16	M	13693	MEHRTAJ DABIRI, D.D.S.	\$2,500.00
23881	01/31/16	M	13507	RAMJI H. BARAIYA, D.D.S.	\$1,500.00
23882	01/31/16	M	13697	CLAY ASSOCIATES LLC	\$1,644.63
23883	01/31/16	M	13698	JAMES CHEUNG	\$47.71
23884	01/31/16	M	13699	CN SOUTHERN PROPERTIES	\$47.71
23885	01/31/16	M	13700	KATHY M. TAKAHATA	\$19.15
BANK 13200 REGISTER TOTAL:					\$73,872.54
GRAND TOTAL :					\$73,872.54

* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void (Void Date) ; "A" - Application ; "E" - EFT
** Denotes broken check sequence.



February 9, 2016

To: The Board of Directors
From: James Prior
Subject: 2015 Urban Water Management Plan

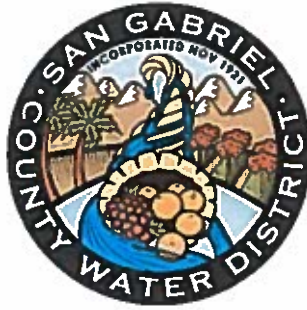
In December the board approved the 2016 budget and included in that budget was money to update the District's Urban Water Management Plan. This plan needs to be prepared and delivered to Department of Water Resources no later than July 1, 2016. I have received two bids for this plan.

The results are listed below.

<u>Urban Water Management Plan</u>		<u>Budget</u>
Civiltec Engineering	<u>\$27,500.00</u>	
Stetson Engineers	<u>\$26,500.00</u>	<u>\$30,000.00</u>

RECOMMENDATION:

It is my recommendation to award Stetson Engineers the contract to update our Urban Water Management Plan.



February 9, 2016

To: Board of Directors

From: General Manager

Subject: Consider Contract Award for drilling, construction, development and testing of Well 16 and to destroy Well 3

The first phase of the Well 16 project is to select a contractor to drill, construct, develop and test the well prior to equipping and to destroy the existing Well No. 3.

Bid requests were sent out to eight drilling contractors. The bids were due on January 7, 2016 at 1:30pm. A public bid opening was conducted. The following were in attendance.

District representatives present:

James Prior General Manager
Casey Feilen, Assistant General Manager
Carlos Cardona, Operations Superintendent

Drilling Contractors present:

Pacific Coast Well Drilling
South West Pump & Drilling
Hydro-Resources-West, Inc

The bid results are listed below.

Weber Water Resources	\$1,022,573
Hydro Resources	\$1,036,150
South West Pump & Drilling	\$1,223,730
Layne Christensen	No bid
Pacific Coast	\$1,139,995
Bakersfield Well & Pump	No bid
Best Drilling & Pump	No bid
Stewart Bros. Drilling	No bid

Recommendation:

The Board of Directors award the contract to Weber Water Resources for the drilling, construction, development and testing of Well 16 and to destroy the existing Well 3.




SAN GABRIEL COUNTY WATER DISTRICT
Bank Account January 31, 2016

State of California Local Agency Investment Fund
Transactions through Citizens Bank, Sacramento, CA

Amount of Investment	\$6,474,570.73
LAIF Interest Rate	.45%
Citizens Bank - General Account	\$1,083,598.48

I hereby certify that the foregoing is true and correct and in accord with the District's Investment Policy.

Date: 2/9/16 
Treasurer

<u>January 2015</u>	<u>YTD January 2015</u>	<u>January 2016</u>	<u>YTD January 2016</u>
<u>Cash Receipts</u>			
\$489,944.99	\$489,944.99	\$910,744.90	\$8,621,318.87
<u>Disbursements</u>			
\$703,802.44	\$703,802.44	\$1,068,565.65	\$8,778,979.46
<u>Water Sales</u>			
\$389,642.80	\$389,642.80	\$431,207.27	\$5,601,126.24



Water Levels as of January 31, 2016

Listed below are the water levels in the Baldwin Park Key Well and Wells owned and operated by San Gabriel County Water District.

The Baldwin Park Key Well is located in the central portion of the San Gabriel Valley within the City of Baldwin Park and is used by the Main San Gabriel Basin Watermaster to monitor changes in the groundwater supply for the Basin. Each vertical foot is equivalent to about 8,000 acre-feet of groundwater in the Main Basin. The Key Well elevation is measured at sea level.

	<u>January 2015</u>	<u>January 2016</u>
Baldwin Park Key Well	180.2	179.0

Reservoir Storage in the San Gabriel Canyon:

Cogswell Reservoir	11,136 acre-feet
San Gabriel Reservoir	43,646 acre-feet
Morris Reservoir	<u>28,696 acre-feet</u>
Total Storage Capacity	83,478 acre-feet

As of January 25, 2016 combined storage was 11,968 acre-feet (14 percent of capacity)

San Gabriel County Water District

Listed below are water levels measured at static and pumping and also pump depth.

	<u>2015</u>	<u>2015</u>	<u>2016</u>	<u>2016</u>	
	STATIC	PUMPING	STATIC	PUMPING	PUMP DEPTH
<u>Raymond Basin</u>					
Well #3	259	290	270	301	325
<u>Main San Gabriel Basin</u>					
Well #9	297	421	299	426	462
Well #11	213	323	215	offline	460
Well #12	224.5	249	226	247	360
Well #14	192	274	194	266.5	360
Well#15	384	422	374	offline	660

REVENUE AND EXPENDITURE DISTRIBUTION

Calendar Year 2015

Month of December

Projected YTD Percent - 100%

Description	Budget	Receipts and Expenditures For The Month	Total Year to Date	Balance	YTD %
Total Revenue	6,534,812	616,621	7,270,411	(735,599)	111%
Production	2,302,615	104,285	2,207,024	95,592	96%
Transmission & Distribution	390,960	92,953	425,246	(34,286)	109%
Customer Service	349,074	40,210	347,432	1,642	100%
General & Administrative	3,010,400	308,239	2,995,520	14,880	100%
Payment on Long Term Debt	590,000	0	590,000	0	0%
GASB 45	440,074	0	0	440,074	0%
ACE Project	1,250,000	82,983	526,373	723,627	
Total Operational Expense	8,333,123	545,686	6,565,221	1,767,902	79%
Revenue Total	6,534,812	616,621	7,270,411	(735,599)	111%
Less Operational Expense	8,333,123	545,686	6,565,221	1,767,902	79%
Gain/Loss	(1,798,311)	70,934	705,190	(2,503,501)	-39%
Capital Expenditures	996,500	377,634	1,389,757	(393,257)	139%
Overall Gain/Loss	(2,794,811)	(306,700)	(684,567)	(2,110,244)	24%

Use of funds

Fund Balance Start of Month	6,723,790
Add Back Depreciation	83,866
Overall Gain/Loss	(306,700)
Total	6,500,957