


SAN GABRIEL COUNTY WATER DISTRICT

Tuesday, June 28, 2016

4:00 O'CLOCK P.M.

There being no quorum present, this meeting of the Board of Directors of the San Gabriel County Water District is canceled. The meeting of the Board of Directors will be Tuesday, June 28, 2016 at 6:00 p.m. in the San Gabriel Library 500 Del Mar Ave San Gabriel, CA 91776


Carmen I. Corona
Treasurer

**San Gabriel County Water District
Special Meeting of the Board of Directors**

**To be held at:
San Gabriel Public Library
500 Del Mar Ave
San Gabriel, CA 91776**

Tuesday, June 28, 2016

6:00 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 June 14, 2016

Motion:
Second:
Action:

6. List of Demands on the General Account

a. Revolving/Payroll Account Reimbursement

Motion:
Second:
Action:

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7. District Counsel

8. Action Items

- a. A resolution of the Board of Directors of San Gabriel Water District adopting an urban Water Management Plan**

Motion:

Second:

Action:

9. Miscellaneous Information Items

- a. Receive and File: April and May 2016 Monthly 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 JUNE 14, 2016**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, June 14, 2016, at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m.
- ROLL CALL** President Taylor; Directors Cammarano, Chan, Cici, and DeLaTorre; 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 June 14, 2016.
- MINUTES** Upon motion by Director Chan and seconded by Director DeLaTorre, the Board voted unanimously to approve the minutes of the regular meeting of the Board of Directors held on May 24, 2016.
- DEMANDS** Upon motion by Director Chan, and seconded by Director Cici, the Board voted unanimously to approve the payment of check numbers 18155 through 18221 in the aggregate amount of \$1,309,778.49 for the May, 2016, invoices.
- EXPENSES** None.
- PUBLIC COMMENT** Mrs. Cici wished everyone present a happy Father's Day.

Director Chavez of the Upper San Gabriel Municipal Water District remarked on what he felt was a very positive election day.
- DISTRICT COUNSEL** District counsel reported regarding the Brown Act provisions relative to the special meeting to be held on June 28, 2016, and the cancellation of the regular meeting scheduled for the same day.

District counsel reported on the background, developments, status and possible repercussions of the pending matter of *Yorba Linda Taxpayers' Association v. Yorba Linda Water District*.
- ACTION** Upon motion by Director Cammarano, and seconded by Director Cici, the Board voted unanimously to add Assistant General Manager Casey Feilen as an authorized check signer, and to retain Finance & Administration Manager Carmen Corona as an authorized check signer only in the event of an emergency.

INFORMATION

The May, 2016, Banking and Investment Report was received and filed.
The May, 2016, Water Well Report was received and filed.

**GENERAL
MANAGER
REPORT**

General Manager reported that trees in the vicinity of Well # 8 had been removed.

General Manager reported that the special meeting on June 28 regarding the adoption of the Urban Water Management Plan will be held at 6:00 p.m. at the San Gabriel Public Library.

Finance & Administration Manager Corona reported that she is receiving quotes from various providers for dental coverage, but she will not have them until sometime the following week.

General Manager reported that the outside consultant advised that District’s unfunded liability could be significantly reduced by increasing the time period for employees’ benefits vesting from the current five years to fifteen years.

General Manager reported that the drilling rig for Well # 16 was demobilized earlier that day.

General Manager presented a draft report on the cumulative effect of the rate increase.

**FUTURE
AGENDA
ITEMS**

Director DeLaTorre inquired as to the feasibility of paperless billing, and the general manager reported that he is actively investigating its feasibility.

**DIRECTOR
COMMENTS**

Director Cammarano inquired whether the city’s current street rehabilitation project would affect District facilities, and was informed that it might affect a meter, but no water mains.

Director Chan inquired as to the budget for giveaways, and that he might have an alternative source, depending on costs. General Manager to follow up.

ADJOURNMENT

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

President

Secretary

[SEAL]

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

Check Date: 6/28/2016

Check No.	Date	Status	Vendor ID	Payee Name	Amount
BANK ID: 13100B - GENERAL ACCOUNT					13100
18222	06/28/16	P	12031	REVOLVING REIMBURSEMENT	\$88,060.25
BANK 13100B REGISTER TOTAL:					\$88,060.25
GRAND TOTAL :					\$88,060.25

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

REVENUE AND EXPENDITURE DISTRIBUTION

Calendar Year 2016

Month of April

Projected YTD Percent - 32%

Description	Budget	Receipts and Expenditures For The Month	Total Year to Date	Balance	YTD %
Total Revenue	7,221,982	657,715	2,270,722	4,951,260	31%
Production	1,652,108	713,273	881,895	770,213	53%
Transmission & Distribution	478,165	37,733	127,342	350,823	27%
Customer Service	322,766	16,981	99,960	222,806	31%
General & Administrative	3,214,331	180,573	1,005,199	2,209,132	31%
Payment on Long Term Debt	0	0	0	0	
GASB 45	420,000	0	0	420,000	0%
ACE Project	50,000	0	4,368	45,633	9%
Total Operational Expense	6,137,370	948,561	2,118,764	4,018,606	35%
Revenue Total	7,221,982	657,715	2,270,722	4,951,260	31%
Less Operational Expense	6,137,370	948,561	2,118,764	4,018,606	35%
Gain/Loss	1,084,612	(290,846)	151,958	932,654	14%
Capital Expenditures	2,160,500	297,183	385,292	1,775,208	18%
Overall Gain/Loss	(1,075,888)	(588,029)	(233,334)	(842,554)	22%

Use of funds

Fund Balance Start of Month	4,169,735
Add Back Depreciation	83,588
Overall Gain/Loss	(588,029)
Total	3,665,295

REVENUE AND EXPENDITURE DISTRIBUTION

Calendar Year 2016

Month of May

Projected YTD Percent - 40%

Description	Budget	Receipts and Expenditures For The Month	Total Year to Date	Balance	YTD %
Total Revenue	7,221,982	689,426	2,960,147	4,261,835	41%
Production	1,652,108	56,411	938,306	713,802	57%
Transmission & Distribution	478,165	29,406	156,748	321,417	33%
Customer Service	322,766	26,457	126,417	196,349	39%
General & Administrative	3,214,331	335,501	1,340,700	1,873,631	42%
Payment on Long Term Debt	0	0	0	0	0%
GASB 45	420,000	421,300	421,300	(1,300)	100%
ACE Project	50,000	0	4,368	45,633	9%
Total Operational Expense	6,137,370	869,075	2,987,838	3,149,532	49%
Revenue Total	7,221,982	689,426	2,960,147	4,261,835	41%
Less Operational Expense	6,137,370	869,075	2,987,838	3,149,532	49%
Gain/Loss	1,084,612	(179,649)	(27,691)	1,112,303	-3%
Capital Expenditures	2,160,500	594,395	978,086	1,182,414	45%
Overall Gain/Loss	(1,075,888)	(774,043)	(1,005,777)	(70,111)	93%

Use of funds

Fund Balance Start of Month	3,665,295
Add Back Depreciation	83,751
Overall Gain/Loss	(774,043)
Total	2,975,003

RESOLUTION NO. 06-16-489

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
SAN GABRIEL COUNTY WATER DISTRICT
ADOPTING AN URBAN WATER MANAGEMENT PLAN**

WHEREAS, the California Legislature enacted Assembly Bill 797 (Water Code Section 10610 Et seq., known as the Urban Water Management Planning Act) during the 1983-84 Regular Session, and as amended subsequently, which mandated that every supplier providing water for municipal purposes to more than 3,000 customers or supplying more than 3,000 acre feet of water annually, prepare an Urban Water Management Plan, (Plan) the primary objective of which is to plan for the conservation and efficient use of water; and use of water; and

WHEREAS, the San Gabriel County Water District (District) is an urban supplier of water providing water to a population of approximately 45,000, and;

WHEREAS, the Plan must be adopted by June 30, 2016, after public review and hearing, and filed with the California Department of Water Resources within thirty day of adoption; and

WHEREAS, the District has therefore, prepared and circulated for public review a draft Urban Water Management Plan, and a properly noticed public hearing regarding said Plan was held by the Board of Directors on June 28, 2016;

WHEREAS, the District did prepare and shall file said Plan with the California Department of Water Resources by June 30, 2016;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of San Gabriel County Water District the Urban Water Management Plan dated June 2016 is hereby approved and adopted;

PASSED, APPROVED AND ADOPTED this 28th day of June 2016.

President, Board of Directors

ATTEST:

Secretary