

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

August 23, 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 August 9, 2016

Motion:
Second:
Action:

6. List of Demands on the General Account

a. Revolving/Payroll Account Reimbursement

Motion:
Second:
Action:

7. District Counsel

8. Action Items

- a. Approve vesting plan to 12 years**

Motion:

Second:

Action:

9. Miscellaneous Information Items

- a. Receive and File: July 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 AUGUST 9, 2016**

CALL TO ORDER	A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, August 9, 2016, at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m.
ROLL CALL	President Taylor; Directors Cammarano, Chan, and Cici; 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 Cici, and seconded by Director Chan, the Board voted 4-0 to adopt the agenda for this regular meeting of the Board of Directors held on August 9, 2016.
MINUTES	Upon motion by Director Chan and seconded by Director Cammarano, the Board voted unanimously to approve the minutes of the regular meeting of the Board of Directors held on July 26, 2016.
DEMANDS	Upon motion by Director Taylor, and seconded by Director DeLaTorre, the Board voted 4-0 to approve the payment of check numbers 10822 through 18277 in the aggregate amount of \$42,919.21 from the revolving account and check numbers 18278 through 18331, in the aggregate amount of \$358,749.62 from the general account for July, 2016 invoices.
EXPENSES	None.
PUBLIC COMMENT	None.
DISTRICT COUNSEL	None.
ACTION	None.
INFORMATION	The July, 2016 Banking and Investment Report was received and filed. The Water Well Report was received and filed.
GENERAL MANAGER COMMENTS	General Manager reported that the City of San Gabriel is changing work hours for contractors to 9am to 3pm, which may impact the District's projects in the future. The General Manager shared a recent article from the Midvalley News on Dr. Fellows.

The General Manager reported that Well No. 15 is now online, and that Well No. 16 is complete, the site was surveyed last week and a bid package for equipping the well will be put out next week.

Assistant General Manager Feilen reported on a disaster preparedness presentation he recently attended, explaining that it was extremely useful in reinforcing that staff must be vigilant in reviewing District policies and planning for continued service in the event of a disaster. Director Taylor inquired as to the District's current emergency preparedness plan, and the General Manager advised that the plan is reviewed every year. Director Cammarano asked whether the plan included a public information officer, and the General Manager replied that it did.

The General Manager provided an invoice for recently purchased promotional items, and the directors examined some of the promotional items bought by the General Manager.

**FUTURE
AGENDA
ITEMS**

Confirming the discussion from the July 26, 2016 meeting, an action item regarding the increase of the vesting period for employee health benefits will be on the agenda for the August 23, 2016 meeting.

**DIRECTOR
COMMENTS**

Director Cammarano expressed her concern that District employees have a safe place to go in the event of a disaster or terrorist action.

Director Cammarano reported that the Mission Lodge has closed, and the owner is now proposing a new, state-of-the-art 165-bed convalescent facility, which is currently before the City Planning Department.

Director Taylor asked staff whether there was any update on the search for new dental insurance coverage, and he was told there was nothing new since the last report.

ADJOURNMENT

Upon motion by Director Cammarano, and seconded by Director Cici, the Board voted 4-0 to adjourn the meeting.

President

Secretary

[SEAL]

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

Check Date: 8/23/2016

Check No.	Date	Status	Vendor ID	Payee Name	Amount
BANK ID: 13100B - GENERAL ACCOUNT					13100
18332	08/23/16	P	12031	REVOLVING REIMBURSEMENT	\$45,012.16
BANK 13100B REGISTER TOTAL:					\$45,012.16
GRAND TOTAL :					<u>\$45,012.16</u>

* 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 July

Projected YTD Percent - 58%

Description	Budget	Receipts and Expenditures For The Month	Total Year to Date	Balance	YTD %
Total Revenue	7,221,982	674,689	4,273,767	2,948,215	59%
Production	1,652,108	102,098	1,121,326	530,782	68%
Transmission & Distribution	478,165	26,247	215,748	262,417	45%
Customer Service	322,766	20,760	180,592	142,174	56%
General & Administrative	3,214,331	221,864	1,905,470	1,308,862	59%
Payment on Long Term Debt	0	0	0	0	0%
GASB 45	420,000	(450)	420,000	0	100%
ACE Project	50,000	0	4,368	45,633	9%
Total Operational Expense	6,137,370	370,518	3,847,503	2,289,867	63%
Revenue Total	7,221,982	674,689	4,273,767	2,948,215	59%
Less Operational Expense	6,137,370	370,518	3,847,503	2,289,867	63%
Gain/Loss	1,084,612	304,171	426,264	658,348	39%
Capital Expenditures	2,160,500	(5,618)	1,118,141	1,042,359	52%
Overall Gain/Loss	(1,075,888)	309,789	(691,876)	(384,012)	64%

Use of funds

Fund Balance Start of Month	3,070,258
Add Back Depreciation	83,755
Overall Gain/Loss	309,789
Total	3,463,802