

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF
SAN GABRIEL COUNTY WATER DISTRICT
HELD ON OCTOBER 24, 2017**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, October 24, 2017, 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 October 24, 2017.
- MINUTES** Upon motion by Director Cammarano and seconded by Director Cici, the Board voted unanimously to approve the minutes of the regular meeting of the Board of Directors held on October 10, 2017.
- DEMANDS** Upon motion by Director Chan, and seconded by Director Cammarano, the Board voted unanimously to approve the payment of check number 19101 from the General Account in the amount of \$115,929.89 Septmeber, 2017, Revolving/Payroll Account reimbursement.
- EXPENSES** None.
- PUBLIC COMMENT** At the District's invitation, Erin Gilhuly, President of CV Strategies, was in attendance. Ms. Gilhuly outlined what she believed her firm could offer the District in the areas of public relations, branding and outreach. Ms. Gilhuly described a phased approach, beginning with an assessment of District needs. The Board invited Ms. Gilhuly to further define her offered services and present a concrete pricing proposal, which Ms. Gilhuly indicated she would do.
- DISTRICT COUNSEL** District counsel reported regarding his attendance of the City of San Gabriel annual State of the City Address.
- District counsel presented the Directors with a revised Code of Conduct Pledge for their consideration. The Directors expressed a collective willingness to commit to the proposed Pledge.
- ACTION** Upon motion by Director Cammarano, and seconded by Director Chan, the Board voted unanimously not to award a contract for auditing services to Moss, Levy & Hartzheim. The Board directed staff to solicit a proposal from the District's previous auditing firm, Egan & Egan.

INFORMATION

The September, 2017 Revenue and Expenditure Report was received and filed.

**GENERAL
MANAGER
COMMENTS**

The General Manager reported that he had spoken with the staff member at Upper San Gabriel Valley Municipal Water District referred by Upper District Director Chavez concerning their toilet giveaway program. The General Manger learned that the program resulted in Upper District having to absorb between \$120 - \$150 per toilet because of the reimbursement and cost-sharing structure. Additionally, the General Manager reported that Upper District is no longer offering their popular rain barrel giveaway because of potential liability connected to standing water, primarily that of mosquito-borne threats. The Board concurred that, considering the financial commitment of a toilet giveaway, program, it would not be feasible at this time.

The General Manager reported that staff has begun using the new payroll software, and that while it is clear the upgrade will be more efficient, the transition process will result in a late make-up payment to Directors.

The General Manager reported that he received a quote for the fencing of District Headquarters. Given the increasingly pressing circumstances, the vendor provided a quote that contemplates a wrought-iron fence that does not yet entirely surround District Property, but which has strategic emphasis, considering the particular exposure and vulnerability of the site. There remain certain details to be confirmed, but the current model contemplates an eight-foot fence with appropriate cameras & signage. The Board agreed in principal, but directed staff to inquire with ACWA/JPIA as to their recommended position.

The General Manager reported on the latest status and plans for Well No. 16. A packer can be installed for no more than \$73,000, and it could be less, depending on the early results. The General Manager reported that there are available funds in the budget for such an expenditure, and the Board directed staff to bring the issue back to a later Board meeting.

**FUTURE
AGENDA
ITEMS**

The Board directed that several items be addressed at upcoming meetings: (1) award of contract for auditing firm; (2) award of contract to install packer in Well No. 16; and (3) award of contract for fence around district property.

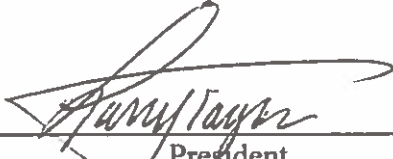
**DIRECTOR
COMMENTS**

Director Cammarano thanked Ms. Gilhuly for her presentation and added that she found it informative.

ADJOURNMENT

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





President



Secretary

[SEAL]



11/15/17
7:54:34 AM

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

Check Date: 10/24/2017

Check No.	Date	Status	Vendor ID	Payee Name	Amount
BANK ID: 13100B - GENERAL ACCOUNT					13100
19101	10/24/17	P	12031	REVOLVING REIMBURSEMENT	\$115,929.89
BANK 13100B REGISTER TOTAL:					\$115,929.89
GRAND TOTAL :					<u>\$115,929.89</u>

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