

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

**March 13, 2018**

**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 February 27, 2018**

**Motion:**

**Second:**

**Action:**

**6. List of Demands on General Account**

**a. February 2018 Invoices**

**Motion:**

**Second:**

**Action:**

**7. District Counsel**

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**8. Action Item**

**9. Miscellaneous Information Items**

**a. Receive and File the February 2018 Banking and Investment Report**

**b. Water Well Report**

**10. General Manager Report**

**a. SGCWD Financial Reserve Policy**

**b. SB 623**

**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 FEBRUARY 27, 2018**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, February 27, 2018, at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m.
- ROLL CALL** President Taylor; Directors Cammarano, Chan, and DeLaTorre; General Manager Prior; Assistant General Manager Feilen; and District Counsel Colin O'Neill were present.
- AGENDA** Upon motion by Director DeLaTorre, and seconded by Director Cammarano, the Board voted unanimously, 4-0, to adopt the agenda for this regular meeting of the Board of Directors held on February 27, 2018.
- MINUTES** Upon motion by Director Cammarano and seconded by Director DeLaTorre, the Board voted unanimously, 4-0, to approve the minutes of the regular meeting of the Board of Directors held on February 13, 2018.
- DEMANDS** Upon motion by Director Chan, and seconded by Director Cammarano, the Board voted unanimously, 4-0, to approve the payment of check number 19352 from the General Account in the amount of \$119,821.91 for the Revolving Account reimbursement
- EXPENSES** None.
- PUBLIC COMMENT** Director Chavez of Upper San Gabriel Valley Municipal Water District was in attendance, and informed the Board that the 25<sup>th</sup> anniversary of the San Gabriel Valley Basin Water Quality Authority was being held March 1, 2018, in West Covina, and encouraged all to attend.
- DISTRICT COUNSEL** District counsel reported regarding ACWA/JPIA's life insurance coverage for sitting Directors.
- ACTION** Upon motion by Director Cammarano, and seconded by Director Chan, the Board voted unanimously, 4-0, to cast the District's vote for LAFCO Representative for E.G. "Jerry" Gladbach, and for Joseph Ruzika as Alternate..
- INFORMATION** The General Manager informed the Board that the 2018 ACWA Spring Conference is taking place in Sacramento May 8 – May 11. Directors Cammarano, Chan and DeLaTorre Said they will be attending, with President Taylor uncertain at this time, pending a previous obligation. President Taylor will advise the General Manager of his availability when it becomes clear.

**GENERAL  
MANAGER  
COMMENTS**

The General Manager reported that staff has been gathering samples from Well No.16, and the process would be completed this week. The samples are good, with all levels below the Maximum Contaminant Levels. Once the samples are submitted to the Health Department, it is usually a 3-4 week turnaround for approval.

The General Manager reported that staff would be installing a system interlock on Well No. 11, so that it will automatically shut down if Well No. 12 shuts down. The blending program between Well Nos. 11 & 12 is performing well, with all levels within the allowable limits.

The General Manager reported that he has an upcoming meeting with CV Strategies to go over, among other things, the District's newsletter. The General Manager advised that he will bring up the issue of storm water capture as a subject for the newsletter.

**FUTURE  
AGENDA  
ITEMS**

Consideration of increasing the District's Emergency Reserves, on a date to be determined.

**DIRECTOR  
COMMENTS**

Director Cammarano inquired as to the status of the new Hilton Hotel being built in the City and whether they had contacted the District concerning its water needs. The General Manager replied that he could only assume, given the status of the project, that they had done the required Water Source Assessment. Staff member A. Agobian confirmed that the Water Source Assessment had been completed several years ago, but that the scope of the project had changed since then, and as recently as a few months ago, it was still unclear exactly what the project would entail. The onus is presently on the Hotel developer to contact the District once it knows what the final scope of the project will be.

Director Cammarano also made the same inquiry concerning the development planned for the San Gabriel Nursery site, and the General Manager informed that he had not been contacted.

President Taylor asked the General Manager to compile a list of planned development projects in the City that will require water service.

**ADJOURNMENT**

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

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President

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Secretary

[SEAL]

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

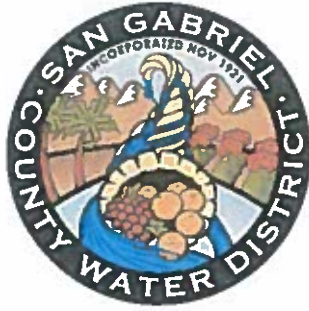
Check Dates: 2/1/2018 to 2/28/2018

Check No.	Date	Status	Vendor ID	Payee Name	Amount
<b>BANK ID: 13200 - REVOLVING ACCOUNT</b>					<b>13200</b>
11449	02/07/18	P	11940	LINCOLN NATIONAL LIFE INS. CO.	\$3,052.71
11450	02/07/18	P	12021	POSTMASTER - SAN GABRIEL	\$1,312.00
11451	02/07/18	P	12674	U.S. BANK	\$2,320.99
11452	02/13/18	P	13529	ERIC CHAN	\$92.35
11453	02/14/18	P	13451	CUEMA	\$1,000.00
11454	02/14/18	P	10074	LAVADA POLLEY	\$2,000.00
11454	02/14/18	V 2/14/18	10074	LAVADA POLLEY	(\$2,000.00)
11455	02/14/18	P	13380	PAMELA SHAW	\$2,000.00
11456	02/14/18	P	13780	ROBERT GIRE	\$308.76
11457	02/15/18	P	13300	BRIAN W. SNAER, D.D.S.	\$150.00
11458	02/15/18	P	13367	KENT W. WILSON, D.D.S.	\$1,200.00
11459	02/21/18	P	13300	BRIAN W. SNAER, D.D.S.	\$211.00
11460	02/21/18	P	13350	L. ANDREW MUTCH, D.D.S.	\$80.00
11461	02/21/18	P	11940	LINCOLN NATIONAL LIFE INS. CO.	\$3,052.71
11462	02/21/18	P	10423	SCWUA - % BRIAN BOWCOCK	\$90.00
11463	02/21/18	P	13754	WEST COAST DENTAL GROUP	\$485.00
11464	02/27/18	P	13529	ERIC CHAN	\$92.35
11465	02/28/18	P	10082	DINH MINH TA	\$3,139.15
11466	02/28/18	P	10084	MARTHA LOPEZ	\$158.64
11467	02/28/18	P	10080	NATIONAL PLANT SERVICES	\$1,336.20
11468	02/28/18	P	10079	OGOPOGO BREWING, LLC	\$1,234.89
11469	02/28/18	P	13494	ROY H. CHANG, D.D.S.	\$279.00
11470	02/28/18	P	10045	SIMON K. CHOYEE D.D.S.	\$1,442.00
11471	02/28/18	P	10083	US LONGTON INC.	\$1,053.62
11472	02/28/18	P	10074	LAVADA POLLEY	\$2,000.00
<b>BANK 13200 REGISTER TOTAL:</b>					<b>\$26,091.37</b>
<b>GRAND TOTAL :</b>					<b>\$26,091.37</b>

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

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
2/27/18BOARDPR	12031 REVOLVING REIMBURSEMENT 13200 - CITIZENS BANK - REVOLVING ACI	02/27/18	02/27/18		INVOICE 2/27/18BOARDPR TOTAL:	\$338.25
					REPORT TOTAL:	<u>\$338.25</u>



SAN GABRIEL COUNTY WATER DISTRICT  
Bank Account February 28, 2018

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

Time Value Investment	\$995,486.72
Amount of Investment	\$7,139,573.10
LAIF Interest Rate	1.38%
Citizens Bank - General Account	\$2,580,864.45

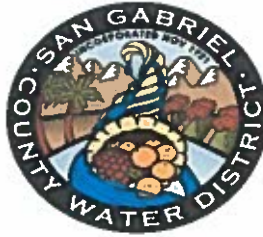
I hereby certify that the foregoing is true and correct and in accord with the District's Investment Policy.

Date: 3/13/18

Treasurer

<u>February 2017</u>	<u>YTD February 2017</u>	<u>February 2018</u>	<u>YTD February 2018</u>
<u>Cash Receipts</u>			
\$587,007.58	\$1,232,968.65	\$755,817.08	\$1,444,087.37
<u>Disbursements</u>			
\$805,607.81	\$1,404,008.49	\$752,239.59	\$1,277,049.47
<u>Water Sales</u>			
\$572,077.93	\$1,119,383.69	\$706,009.00	\$1,406,853.18





Water Levels as of February 28, 2018

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>FEBRUARY 2017</u>	<u>FEBRUARY 2018</u>
Baldwin Park Key Well	181.7	183.6

Reservoir Storage in the San Gabriel Canyon:

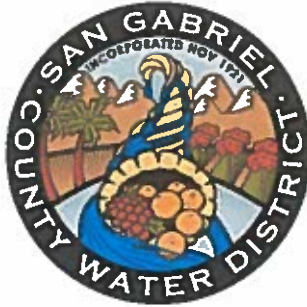
Cogswell Reservoir	11,136 acre-feet
San Gabriel Reservoir	43,646 acre-feet
Morris Reservoir	<u>28,696 acre-feet</u>
Total Storage Capacity	83,478 acre-feet

As of February 26, 2018 combined storage was 20,166 acre-feet (24 percent of capacity)

San Gabriel County Water District

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

	<u>2017</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	
	STATIC	PUMPING	STATIC	PUMPING	PUMP DEPTH
<u>Raymond Basin</u>					
Well #16	N/A	N/A	280	371	423
<u>Main San Gabriel Basin</u>					
Well #9	NM	428.5	NM	402.5	462
Well #11	217	offline	219	offline	460
Well #12	227	250	235.5	259.5	360
Well #14	193	277	205.5	280	360
Well #15	383	424	390	428	660



March 13, 2018

To: Board of Directors  
From: General Manager  
Subject: SGCWD Financial Reserve Policy

At the January 23, 2018 Board meeting staff was asked to look at the District's reserve policy.

The District's current policy in section 9.09 of the Administrative code reads the District should have in sub section (c) that we should have in reserve the cost of purchasing replacement water for water pumped over the 5,395 AF of prescriptive right. Staff feels we should change that to the cost of purchasing replacement water for water pumped over the Districts share of the Operating Safe Yield which could change from year to year and is less than our prescriptive right. In sub section (e) it states we should maintain an emergency reserve of \$1,000,000.00 for unforeseen catastrophic disasters. Staff feels we should increase this to possibly \$4,000,000.00 to cover the cost of a new well and or major pipeline replacement due to failure caused by an unforeseen catastrophic disaster. These changes would have to come forward as an Action Item at a future Board meeting and the reserve policy would have to be changed as a resolution. Attached is a spreadsheet that illustrates what the reserve policy would look like with these changes.

Thank you