

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

August 13, 2019

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 on July 23, 2019

Motion:
Second:
Action:

6. List of Demands on General Account

a. July 2019 Invoices

Motion:
Second:
Action:

Regular Meeting of the Board of Directors

August 13, 2019

Page -2-

7. District Counsel

8. Action Item

a. Approve JPIA's Employee Assistance Program for District employees

Motion:

Second:

Action:

b. San Gabriel County Water District Mainline Replacement Phase 2

Motion:

Second:

Action:

9. Miscellaneous Information Items

a. Water Well 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 JULY 23, 2019**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, July 23, 2019, 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 were present, with and District Counsel Colin O'Neill joining the meeting after it had begun.
- AGENDA** Upon motion by Director DeLaTorre, and seconded by Director Cici, the Board voted unanimously to adopt the agenda for this regular meeting of the Board of Directors held on July 23, 2019.
- PUBLIC COMMENT** Ms. Cici provided information regarding 2 upcoming events in San Gabriel Fairview Con August 1, 2019 and National Night Out August 6, 2019.
- 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 July 9, 2019.
- DEMANDS** Upon motion by Director Chan, and seconded by Director Cammarano, the Board voted unanimously to approve the payment, by way of electronic transfer from the General Account to the Revolving Account an amount of \$62,674.68 for Revolving Reimbursement.
- DISTRICT COUNSEL** District counsel reported regarding status of San Gabriel city tax issue.
- ACTION** None.
- INFORMATION** The June 2019 Banking and Investment Report was received and filed.
The June, 2019 Monthly Revenue and Expenditure Report was received and filed.
The Board conducted a line-item mid-year budget review.
- GENERAL MANAGER COMMENTS** The General Manager reported that coyotes that have taken up residence at the Longden Reservoir site were going to be dealt with.
The General Manger reported that CV Strategies was offering a service he thought would be beneficial for the District: a crisis communication plan, instructing staff how to handle media and public inquiries in the event of a

crisis. The Board agreed and the item will be taken up as an action item at a future meeting.

The General Manager revisited the issue a District internship, and District Counsel advised that he would look into the matter.

**FUTURE
AGENDA
ITEMS**

- Ethics training at next meeting.
- Consideration of authorizing purchase of CV Strategies' crisis communication program.

**DIRECTOR
COMMENTS**

Director Cammarano reported that she had been invited to attend a meeting concerning the hotel under construction, which is to be called "The Jordan," and will be part of the Hilton Group. She found it very informative, in particular the fact that in addition to the hotel, there will also be 85 individual condominium units included in the project.

Director Taylor inquired about the District's valve maintenance program, and the General Manager provided a summary. Director Taylor shared a recent article on the subject with the General Manager.

ADJOURNMENT

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

President

Secretary

[SEAL]

EFT-From the General Account for the Revolving Reimbursement

	Date Paid	Amount Paid
Board of Director's Payroll	7/23/2019	\$445.90
Payroll	7/24/2019	\$62,654.15
Revolving Reimbursement	7/31/2019	\$27,324.44
	Total Amount to be Reimbursed:	\$90,424.49

Report Criteria:

Report type: Summary

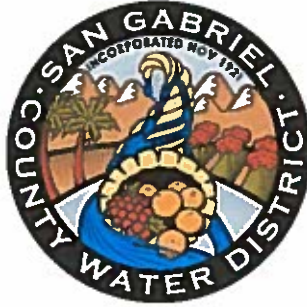
Check.Type = {<>} "Adjustment"

Bank.Bank number = {=} 3

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/19	07/09/2019	11887	13529	Eric Chan	102000	92.35
07/19	07/09/2019	11888	10122	ACWA / JPIA	102000	6,866.97
07/19	07/09/2019	11889	13300	Brian W. Snaer, DDS	102000	230.00
07/19	07/09/2019	11890	13296	Jeffrey C. Murphy, DDS	102000	100.00
07/19	07/09/2019	11891	13911	Kaxport Cleaning Service, Inc.	102000	120.00
07/19	07/09/2019	11892	13487	Kenneth R. Stroud, DDS	102000	756.00
07/19	07/09/2019	11893	13337	Kevin J. Snaer, DDS	102000	153.00
07/19	07/09/2019	11894	13546	Maria Melissa Francisco, DDS	102000	1,077.00
07/19	07/09/2019	11895	13376	Martinez & Zermeno, APDC	102000	1,500.00
07/19	07/10/2019	11896	11940	Lincoln National Life Insurance Co.	102000	3,075.00
07/19	07/12/2019	11897	12674	U.S. Bank	102000	1,172.27
07/19	07/17/2019	11898	10068	Arlen Vartanian D.D.S., Inc.	102000	516.00
07/19	07/17/2019	11899	13206	Stephen W. Bowen, DMD	102000	140.00
07/19	07/23/2019	11900	12984	County of Los Angeles	102000	2,873.27
07/19	07/23/2019	11901	12492	Lagerlof, Senecal, Gosney	102000	1,497.56
07/19	07/23/2019	11902	13529	Eric Chan	102000	92.35
07/19	07/24/2019	11903	11940	Lincoln National Life Insurance Co.	102000	3,075.00
07/19	07/31/2019	11904	10107	Ever-Leading Int'l Inc.	102000	1,424.64
07/19	07/31/2019	11905	10109	Lisa Le Nghi Fung	102000	866.46
07/19	07/31/2019	11906	10110	Utility Systems Science & Soft, Inc.	102000	1,500.00
07/19	07/31/2019	11907	10108	Yuanbo Feng	102000	196.57

Grand Totals:

27,324.44



August 13, 2019

To: Board of Directors

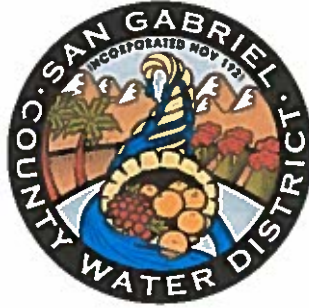
From: General Manager *[Signature]*

Subject: JPIA Employee Assistance Program

On June 25, 2019 staff brought literature regarding JPIA's EAP (Employee Assistance Program) to the Board meeting which is a program that offers different services for employees, such as Legal/financial counseling, ID theft assistance, dependent care assistance, marriage, stress and substance abuse concerns. For employers you get management consultations, critical incident response and eight hours of group training each year. The cost would be \$2.35 per employee and Board member per month. Which is \$47.00 a month and \$564.00 annually.

Recommendation:

It is staff's recommendation to participate in this program through JPIA.



August 13, 2019

To: Board of Directors

From: General Manager 

Subject: San Gabriel County Water District Mainline Replacement Phase 2

Each year, during budget planning, the District's mainlines are evaluated based on age and location for purposes of replacement. We would like to replace 758 feet on Frandsen St., between Charlotte Ave. and Pondosa Ave. The main we are replacing is 4" cast iron installed in 1940. The District sent out bids proposals on July 15, 2019 and were due back on August 6, 2019 at 3 pm. The Contractors below were given bid packages. Bids were opened at the District office on August 6, 2019 at 3:05 pm.

District Personnel Present: James Prior, Anthony Piscopo and Anthony Agobian.

Contractors Present: None

Brkich Const	\$172,000.00
Doty Bros	\$202,820.00
Frajjo Bros Inc.	\$142,693.55
McKinney Const	\$149,080.00

Recommendation:

It is staff's recommendation that we choose Frajjo Bros Inc . to install The San Gabriel County Water District Mainline Replacement Phase 2.



Water Levels as of July 30, 2019

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>July 2018</u>	<u>July 2019</u>
Baldwin Park Key Well	176.7	197.5

Reservoir Storage in the San Gabriel Canyon:

Cogswell Reservoir	10,438 acre-feet
San Gabriel Reservoir	44,106 acre-feet
Morris Reservoir	<u>29,944 acre-feet</u>
Total Storage Capacity	84,488 acre-feet
As of July 30, combined storage was 38.953 acre-feet (47 percent of capacity)	

San Gabriel County Water District

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

	<u>2018</u>	<u>2018</u>	<u>2019</u>	<u>2019</u>	
	STATIC	PUMPING	STATIC	PUMPING	PUMP DEPTH
<u>Raymond Basin</u>					
Well #16	298	378	299	378	423
<u>Main San Gabriel Basin</u>					
Well #9	311	396	NM	395	462
Well #11	247	offline	230	262	460
Well #12	239.5	262	230.5	254	360
Well #14	206	288.5	200	286	360
Well#15	389	430	380	421	660