

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

**July 23, 2019**

**4:00 P.M.**

**AGENDA**

**Call to Order**

**1. Pledge of Allegiance**

- 2. Roll Call**
- |                           |       |
|---------------------------|-------|
| <b>Director Taylor</b>    | _____ |
| <b>Director Chan</b>      | _____ |
| <b>Director Cammarano</b> | _____ |
| <b>Director Cici</b>      | _____ |
| <b>Director DeLaTorre</b> | _____ |

**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 9, 2019**

**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**
- 9. Miscellaneous Information Items**
  - a. Receive and File June 2019 Banking and Investment Report**
  - b. Receive and File June 2019 Monthly Revenue & Expenditure Report**
  - c. Mid – Year Budget Review**
- 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 9, 2019**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, July 9, 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; and District Counsel Colin O’Neill were present.
- 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 9, 2019.
- PUBLIC COMMENT** Director Chan introduced an acquaintance who was present, Mr. Herz. Mr Hertz offered that he owned and operated a credit card processing company, summarized his business approach, and added that he would like the opportunity to consult with staff to see if he might be able to serve any current needs in this area.
- Ms. Cici wished Director Taylor a belated happy birthday.
- 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 June 25, 2019.
- DEMANDS** Upon motion by Director Chan, and seconded by Director Cici, the Board voted unanimously to approve the payment of check numbers 20219 through 20261 from the General Account in the aggregate amount of \$391,031.01, and check numbers 11782 through 11886 in the aggregate amount of \$23,645.79 from the Revolving Account for the June, 2019 invoices.
- DISTRICT COUNSEL** District counsel reported regarding the rescheduling of the ethics presentation.
- ACTION** None.
- INFORMATION** The 2018 Audited Financial Statement and 2019 Approved Budget were received and filed.
- GENERAL MANAGER COMMENTS** The General Manager reported that in the wake of the recent earthquakes, District staff examined the reservoirs and well sites, and that no District facilities were damaged. Additionally, The District’s emergency plan is in place should a similar event in the future require local response.

The General Manager reminded the Board that the mid-year budget review would take place at the next meeting, July 23.

The General Manager reported that the owner/developer of the Hilton Curio project continues to resist the District's requirements that each unit of the project be separately metered, and has hired a lawyer to challenge the requirement.

The General Manager reported that plans have been made for an employee outing to an upcoming Dodgers v. Angels baseball game.

The General Manager reported that he would be away from the office for approximately one week attending to some personal matters.

**FUTURE  
AGENDA  
ITEMS**

- Mid-year budget review (7/23)
- Consideral approval of the ACWA / JPIA Employee Assistance Program (8/13)
- Ethics training (8/13)

**DIRECTOR  
COMMENTS**

Director Cici inquired about the possible enlarging of the Board room, and the General Manager replied that as the time to establish a new budget approached, the District would consult with an architect in order to determine the potential cost of such a project.

Director Chan inquired if any other Directors received correspondence from the County Recorder's office concerning an error in completing the Form 700, and no other Directors had received anything.

Director Chan asked Finance and Administration Manager Corona for clarification concerning bank statements, and Ms. Corona replied that she would begin providing separate statements for the District's accounts.

Director Chan asked Finance and Administration Manager Corona to book hotel rooms for all the Directors for the next ACWA conference, and she replied that she would do so, depending on the cancellation policies of the various hotels.

**ADJOURNMENT**

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

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President

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Secretary

[SEAL]

**EFT-From the General Account for the Revolving Reimbursement**

	<b>Date Paid</b>	<b>Amount Paid</b>
Board of Director's Payroll	7/9/2019	\$445.90
Payroll	7/10/2019	\$62,228.78
	<b>Total Amount to be Reimbursed</b>	<b>\$62,674.68</b>



**SAN GABRIEL COUNTY WATER DISTRICT**  
Bank Account June 30, 2019

Banking & Investment Report  
Transactions through Citizens Bank, Sacramento, CA

Time Value Investment	\$1,537,848.04
Amount of LAIF Investment	\$9,543,291.05
LAIF Interest Rate	2.39%
Citizens Bank - General Account	\$2,441,638.85

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

Date: 07/23/19

\_\_\_\_\_  
 Treasurer

<u>June 2018</u>	<u>YTD June 2018</u>	<u>June 2019</u>	<u>YTD June 2019</u>
<u>Cash Receipts</u>			
\$839,562.51	\$4,661,885.81	\$856,408.71	\$4,600,956.38
<u>Disbursements</u>			
\$497,019.39	\$3,475,621.66	\$361,311.33	\$3,978,682.21
<u>Water Sales</u>			
\$763,140.54	\$4,213,564.57	\$800,364.04	\$4,284,365.37
		Meter Chrg \$272,485.38	
		Water Chrg \$527,878.66	
		\$800,364.04	

**SAN GABRIEL COUNTY WATER DISTRICT**  
**REVENUE AND EXPENDITURE DISTRIBUTION**  
**June 2019**  
**YEAR TO DATE Percent**  
**50%**

Description	Budget	Receipts & Expenditures Jun-19	Total YTD	Balance	YTD %
<b>Total Revenues</b>	\$ 9,575,221	\$ 842,159	\$ 4,549,860	\$ (5,025,361)	48%
<b>Operational Expense</b>					
Production & Supply	2,852,454	68,997	1,156,978	(1,695,476)	41%
Transmission & Distribution	566,254	37,018	296,207	(270,047)	52%
Customer Service	355,890	24,137	156,028	(199,862)	44%
General & Administrative	3,710,207	427,552	1,723,323	(1,986,884)	46%
GASB 45	550,000	-	550,000	-	100%
<b>Total Operational Expense</b>	<b>8,034,805</b>	<b>557,703</b>	<b>3,882,536</b>	<b>(4,152,269)</b>	<b>48%</b>
<b>Gain/(Loss) before Capital</b>	<b>1,540,416</b>	<b>284,455</b>	<b>667,324</b>	<b>(873,092)</b>	<b>43%</b>
Capital Expenditures	1,500,000	-	262,785	(1,237,215)	18%
<b>Gain/(Loss)</b>	<b>\$ 3,040,416</b>	<b>\$ 284,455</b>	<b>\$ 930,109</b>	<b>\$ (2,110,307)</b>	<b>31%</b>

	Use of Funds
<b>Fund Balance Start of Year</b>	\$ 9,742,373
Add Back YTD Depreciation	550,000
YTD Gain/(Loss)	930,109
<b>Ending Fund Balance</b>	<b>\$ 11,222,482</b>