

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

**June 25, 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 June 11, 2019**

**Motion:**  
**Second:**  
**Action:**

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

**a. Revolving/Payroll Account Reimbursement**

**Motion:**  
**Second:**  
**Action:**

**Regular Meeting of the Board of Directors**

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- 7. District Counsel**
- 8. Action Items**
- 9. Miscellaneous Information Items**
  - a. Receive and File May 2019 Banking and Investment Report**
  - b. Receive and File: January 2019 Monthly Revenue & Expenditure Report  
February 2019 Monthly Revenue & Expenditure Report  
March 2019 Monthly Revenue & Expenditure Report  
April 2019 Monthly Revenue & Expenditure Report  
May 2019 Monthly Revenue & 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 JUNE 11, 2019**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, June 11, 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 June 11, 2019.
- PUBLIC COMMENT** Ms. Cici commented that Director Cici had recently celebrated his 80<sup>th</sup> birthday, and that the family greatly enjoyed the occasion.
- Director Chavez of the Upper San Gabriel Municipal Water District was in attendance, and he reported that the recent Solar Cup contest was a great success, and that Upper District’s sponsored schools performed admirably, garnering several impressive awards.
- Director Chavez further reported that Upper District’s annual “Water is Life” art contest had recently concluded, and he presented the Board with magnetic reproductions of some of the contest’s winners.
- MINUTES** Upon motion by Director Cammarano, and seconded by Director DeLaTorre, the Board voted unanimously to approve the minutes of the regular meeting of the Board of Directors held on May 14, 2019, and those of the regular meeting of the Board of Directors held on May 28, 2019.
- DEMANDS** Upon motion by Director Chan, and seconded by Director Cammarano, the Board voted unanimously to approve the payment of check numbers 20165 through 20217 from the General Account in the aggregate amount of \$299,054.87, and check numbers 11837 through 11860 from the Revolving Account in the aggregate amount of \$15,402.48 for the May, 2019 invoices.
- DISTRICT COUNSEL** None.
- ACTION** None.
- INFORMATION** The May, 2019 Water Well Report was received and filed.

**GENERAL  
MANAGER  
COMMENTS**

The General Manager reported that the District's audit was completed, and that he was expecting the final draft in the near future.

The General Manger reported that the January through May, 2019, financial report would be brought to the Board at the next meeting.

The General Manager reported that the water tax legislation appears to be no longer under consideration by the legislature.

The General Manager reported that work on the mainline would be underway the following week.

The General Manager reported on a new offering by ACWA / JPIA for an employee assistance program focusing on mental health and personal issues. It would require a nominal increase over existing coverage costs, and he advised that he would bring the issue back before the board with more specific information concerning costs.

Finance and Administration Manager Corona reported that ACWA/JPIA was also offering a new service through Carrum Health for surgical procedures, and that she would provide the Board with additional information.

Finance and Administration Manager Corona reported that one of the beneficial features of the new Cassell software was the ability to break down the financial reports into their components for focused review.

**FUTURE  
AGENDA  
ITEMS**

None.

**DIRECTOR  
COMMENTS**

Director Cammarano took the opportunity to wish a happy Fathers Day.

Director Taylor inquired of Director Cammarano about her recent attendance at the California Common Cause voting workshop. Director Cammrano replied by advising of some the new voting rules, adding that a number of issues appeared to remain unresolved in the implementation of the new rules.

Director Chan offered newspaper articles on the demise of the proposed water tax, as well as that of SB 50, concerning high-density housing.

Director Cici inquired whether the District was still being charged credit card fees. Finance and Administration Manager Corona advised that, yes, the District was still paying those fees, but that it was also saving costs overall, and that she would provide financial reports to illustrate.

**ADJOURNMENT**

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

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President

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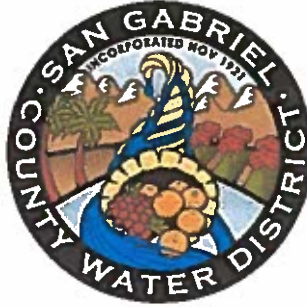
Secretary

[SEAL]

Report Criteria:

Report type: Summary  
Check.Type = {<>} "Adjustment"  
Bank.Bank number = {=} 1

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/19	06/25/2019	20218	12031	Revolving Reimbursement	102000	62,256.46
Grand Totals:						62,256.46



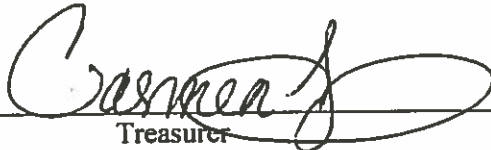
**SAN GABRIEL COUNTY WATER DISTRICT**  
**Bank Account May 31, 2019**

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

Time Value Investment	\$1,530,521.28
Amount of LAIF Investment	\$9,543,291.05
LAIF Interest Rate	2.45%
Citizens Bank - General Account	\$2,074,620.37

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

Date: 06/25/19

  
 \_\_\_\_\_  
 Treasurer

<u>May 2018</u>	<u>YTD May 2018</u>	<u>May 2019</u>	<u>YTD May 2019</u>
<u>Cash Receipts</u>			
\$884,846.72	\$3,822,323.30	\$922,473.97	\$3,744,547.67
<u>Disbursements</u>			
\$769,084.66	\$2,978,602.27	\$1,021,077.39	\$3,617,370.88
<u>Water Sales</u>			
\$704,770.80	\$3,450,424.03	\$759,677.42	\$3,484,001.33
		Meter Chrg \$267,779.08	
		Water Chrg \$491,898.34	

**SAN GABRIEL COUNTY WATER DISTRICT  
REVENUE AND EXPENDITURE DISTRIBUTION  
January 2019  
Projected YTD Percent  
8%**

Description	Budget	Receipts & Expenditures Jan-19	Total YTD	Balance	YTD %
<b>Total Revenues</b>	\$ 9,575,221	\$ 691,531	\$ 691,531	\$ (8,883,690)	7%
<b>Operational Expense</b>					
Production & Supply	2,852,454	245,554	245,554	(2,606,900)	9%
Transmission & Distribution	566,254	57,974	57,974	(508,280)	10%
Customer Service	355,890	26,125	26,125	(329,765)	7%
General & Administrative	3,710,207	267,667	267,667	(3,442,540)	7%
GASB 45	550,000	-	-	(550,000)	0%
<b>Total Operational Expense</b>	<b>8,034,805</b>	<b>597,319</b>	<b>597,319</b>	<b>(7,437,486)</b>	<b>7%</b>
<b>Gain/(Loss) before Capital</b>	<b>1,540,416</b>	<b>94,212</b>	<b>94,212</b>	<b>(1,446,204)</b>	<b>6%</b>
Capital Expenditures	1,500,000	37,739	37,739	(1,462,261)	3%
<b>Gain/(Loss)</b>	<b>\$ 3,040,416</b>	<b>\$ 131,952</b>	<b>\$ 131,952</b>	<b>\$ (2,908,464)</b>	<b>4%</b>

	<u>Use of Funds</u>
<b>Fund Balance Start of Year</b>	<b>\$ 9,742,373</b>
Add Back Depreciation	91,667
Gain/(Loss)	131,952
<b>Ending Fund Balance</b>	<b>\$ 9,965,991</b>



**SAN GABRIEL COUNTY WATER DISTRICT  
REVENUE AND EXPENDITURE DISTRIBUTION  
February 2019  
Projected YTD Percent  
17%**

Description	Budget	Receipts & Expenditures Feb-19	Total YTD	Balance	YTD %
<b>Total Revenues</b>	\$ 9,575,221	\$ 736,257	\$ 1,427,788	\$ (8,147,433)	15%
<b>Operational Expense</b>					
Production & Supply	2,852,454	61,578	307,132	(2,545,322)	11%
Transmission & Distribution	566,254	49,265	107,239	(459,015)	19%
Customer Service	355,890	25,062	51,187	(304,703)	14%
General & Administrative	3,710,207	263,536	531,203	(3,179,004)	14%
GASB 45	550,000	-	-	(550,000)	0%
<b>Total Operational Expense</b>	<b>8,034,805</b>	<b>399,441</b>	<b>996,760</b>	<b>(7,038,045)</b>	<b>12%</b>
<b>Gain/(Loss) before Capital</b>	<b>1,540,416</b>	<b>336,816</b>	<b>431,028</b>	<b>(1,109,388)</b>	<b>28%</b>
Capital Expenditures	1,500,000	24,010	61,749	(1,438,251)	4%
<b>Gain/(Loss)</b>	<b>\$ 3,040,416</b>	<b>\$ 360,825</b>	<b>\$ 492,777</b>	<b>\$ (2,547,639)</b>	<b>16%</b>

	<u>Use of Funds</u>
<b>Fund Balance Start of Year</b>	<b>\$ 9,742,373</b>
Add Back YTD Depreciation	183,333
YTD Gain/(Loss)	492,777
<b>Ending Fund Balance</b>	<b>\$ 10,418,483</b>

**SAN GABRIEL COUNTY WATER DISTRICT  
REVENUE AND EXPENDITURE DISTRIBUTION  
March 2019  
Projected YTD Percent  
25%**

Description	Budget	Receipts & Expenditures Mar-19	Total YTD	Balance	YTD %
<b>Total Revenues</b>	\$ 9,575,221	\$ 621,397	\$ 2,049,186	\$ (7,526,035)	21%
<b>Operational Expense</b>					
Production & Supply	2,852,454	58,416	365,548	(2,486,906)	13%
Transmission & Distribution	566,254	54,310	161,548	(404,706)	29%
Customer Service	355,890	21,270	72,457	(283,433)	20%
General & Administrative	3,710,207	236,160	767,363	(2,942,844)	21%
GASB 45	550,000	550,000	550,000	-	100%
<b>Total Operational Expense</b>	<b>8,034,805</b>	<b>920,156</b>	<b>1,916,916</b>	<b>(6,117,889)</b>	<b>24%</b>
<b>Gain/(Loss) before Capital</b>	<b>1,540,416</b>	<b>(298,759)</b>	<b>132,270</b>	<b>(1,408,146)</b>	<b>9%</b>
Capital Expenditures	1,500,000	119,061	180,810	(1,319,190)	12%
<b>Gain/(Loss)</b>	<b>\$ 3,040,416</b>	<b>\$ (179,698)</b>	<b>\$ 313,080</b>	<b>\$ (2,727,336)</b>	<b>10%</b>

	<u>Use of Funds</u>
<b>Fund Balance Start of Year</b>	\$ 9,742,373
Add Back YTD Depreciation	275,000
YTD Gain/(Loss)	313,080
<b>Ending Fund Balance</b>	<b>\$ 10,330,453</b>

**SAN GABRIEL COUNTY WATER DISTRICT  
REVENUE AND EXPENDITURE DISTRIBUTION  
April 2019  
Projected YTD Percent  
33%**

Description	Budget	Receipts & Expenditures Apr-19	Total YTD	Balance	YTD %
<b>Total Revenues</b>	\$ 9,575,221	\$ 834,621	\$ 2,883,807	\$ (6,691,414)	30%
<b>Operational Expense</b>					
Production & Supply	2,852,454	656,870	1,022,417	(1,830,037)	36%
Transmission & Distribution	566,254	45,684	207,233	(359,021)	37%
Customer Service	355,890	21,740	94,197	(261,693)	26%
General & Administrative	3,710,207	249,714	1,017,077	(2,693,130)	27%
GASB 45	550,000	-	550,000	-	100%
<b>Total Operational Expense</b>	<b>8,034,805</b>	<b>974,009</b>	<b>2,890,925</b>	<b>(5,143,880)</b>	<b>36%</b>
<b>Gain/(Loss) before Capital</b>	<b>1,540,416</b>	<b>(139,387)</b>	<b>(7,118)</b>	<b>(1,547,534)</b>	<b>0%</b>
Capital Expenditures	1,500,000	36,078	216,888	(1,283,112)	14%
<b>Gain/(Loss)</b>	<b>\$ 3,040,416</b>	<b>\$ (103,309)</b>	<b>\$ 209,770</b>	<b>\$ (2,830,646)</b>	<b>7%</b>

	<u>Use of Funds</u>
<b>Fund Balance Start of Year</b>	<b>\$ 9,742,373</b>
Add Back YTD Depreciation	366,667
YTD Gain/(Loss)	209,770
<b>Ending Fund Balance</b>	<b>\$ 10,318,810</b>

**SAN GABRIEL COUNTY WATER DISTRICT  
REVENUE AND EXPENDITURE DISTRIBUTION  
May 2019  
Projected YTD Percent  
42%**

<u>Description</u>	<u>Budget</u>	<u>Receipts &amp; Expenditures May-19</u>	<u>Total YTD</u>	<u>Balance</u>	<u>YTD %</u>
<b>Total Revenues</b>	<b>\$ 9,575,221</b>	<b>\$ 797,099</b>	<b>\$ 3,680,906</b>	<b>\$ (5,894,315)</b>	<b>38%</b>
<b>Operational Expense</b>					
Production & Supply	2,852,454	65,563	1,087,981	(1,764,473)	38%
Transmission & Distribution	566,254	51,956	259,189	(307,065)	46%
Customer Service	355,890	37,694	131,892	(223,998)	37%
General & Administrative	3,710,207	278,694	1,295,771	(2,414,436)	35%
GASB 45	550,000	-	550,000	-	100%
<b>Total Operational Expense</b>	<b>8,034,805</b>	<b>433,908</b>	<b>3,324,833</b>	<b>(4,709,972)</b>	<b>41%</b>
<b>Gain/(Loss) before Capital</b>	<b>1,540,416</b>	<b>363,191</b>	<b>356,073</b>	<b>(1,184,343)</b>	<b>23%</b>
Capital Expenditures	1,500,000	45,897	262,785	(1,237,215)	18%
<b>Gain/(Loss)</b>	<b>\$ 3,040,416</b>	<b>\$ 409,088</b>	<b>\$ 618,858</b>	<b>\$ (2,421,558)</b>	<b>20%</b>

	<u>Use of Funds</u>
<b>Fund Balance Start of Year</b>	<b>\$ 9,742,373</b>
Add Back YTD Depreciation	458,333
YTD Gain/(Loss)	618,858
<b>Ending Fund Balance</b>	<b>\$ 10,819,565</b>