

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

November 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 October 23, 2018

Motion:

Second:

Action:

6. List of Demands on General Account

a. October 2018 Invoices

Motion:

Second:

Action:

7. District Counsel

8. Action Item

- a. **Receive the 2019 Proposed Budget and Schedule a Budget Workshop**

Motion:

Second:

Action:

9. Miscellaneous Information Items

- a. **Receive and File the October 2018 Banking and Investment Report**

- b. **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 OCTOBER 23, 2018**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, October 23, 2018, at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m.
- ROLL CALL** President Taylor; Directors Cammarano, Chan, Cici, and DeLaTorre; Assistant General Manager Feilen; Finance and Administration Manager Corona; and District Counsel Colin O'Neill were present.
- AGENDA** Upon motion by Director Cici, and seconded by Director DeLaTorre, the Board voted unanimously to adopt the agenda for this regular meeting of the Board of Directors held on October 23, 2018.
- MINUTES** Upon motion by Director Chan and seconded by Director Cammarano, the Board voted unanimously to approve the minutes of the regular meeting of the Board of Directors held on October 9, 2018.
- DEMANDS** Upon motion by Director Chan, and seconded by Director DeLaTorre, the Board voted unanimously to approve the payment of check number 19785 from the General Account in the amount of \$123,180.32 for the Revolving Reimbursement.
- EXPENSES** None.
- PUBLIC COMMENT** Director Chavez of Upper San Gabriel Valley Municipal Water District was present and commented that the Upper District's annual WaterFest was a successful event, despite the somewhat inclement weather.
- Director Chavez also reported that Upper District Director Urias had decided not to seek reelection and that there were three candidates in the upcoming election seeking his seat.
- DISTRICT COUNSEL** District counsel reported regarding the District's tuition reimbursement program, sharing with the Board examples of other agencies' tuition/education policies for the Boards information.
- ACTION** Upon motion by Director Chan, and seconded by Director Cammarano, the Board voted unanimously to award a contract for the replacement of 37 services on Bilton Way to Doty Brothers Construction in the amount of \$44,580.
- INFORMATION** The September 2018 Monthly Revenue and Expenditure Report was received and filed.

**ASSISTANT
GENERAL
MANAGER
COMMENTS**

The General Manager was absent from the meeting, and the assistant General Manager reported on the following:

- Phase 3 of the Pipeline Replacement project being performed by Brkich Construction was expected to complete its last tie-in in the coming days, leaving only paving work to be done.
- Phase 4 of the Pipeline project, being performed by Doty Brothers, was expected to be fully completed by the end of the week.
- The Assistant General Manager reported that District staff had a telephone call with Casell concerning the timeframe for implementation of the new billing system, and was informed that the current estimated time by which it would be on-line is early January, 2019.
- A report on the amount of traffic received by the District's website would be available at the next Board meeting.
- The Budget would be available for review at the next Board meeting.
- The District's outreach video was nearing completion, with only a few finishing touches left to be completed.

**FUTURE
AGENDA
ITEMS**

None.

**DIRECTOR
COMMENTS**

Director Taylor requested an estimate of the costs of the 37 services to be used in the Bilton Way project. The assistant general manager advised that figure would be forthcoming.

Director Taylor inquired of Finance and Administration Manager Corona concerning her recent attendance at the Casell training seminar. She advised that it was very useful and informative, with classes regarding accounting procedures, running of reports, and generally becoming familiar with the new software soon to be implemented.

ADJOURNMENT

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

President

Secretary

[SEAL]

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

Check Dates: 10/1/2018 to 10/31/2018

Check No.	Date	Status	Vendor ID	Payee Name	Amount
BANK ID: 13200 - REVOLVING ACCOUNT					13200
11653	10/03/18	P	10094	FRANCHISE TAX BOARD	\$50.00
11654	10/03/18	P	10122	ACWA / JPIA	\$5,834.98
11655	10/03/18	P	10130	QUIJU XIAO	\$15.74
11656	10/03/18	P	11940	LINCOLN NATIONAL LIFE INS. CO.	\$2,045.00
11657	10/04/18	P	13465	ANTHONY MAAS	\$293.41
11658	10/04/18	P	12435	GEORGE ATILANO	\$287.01
11659	10/04/18	P	13546	MARIA MELISSA FRANCISCO, D.D.S	\$805.00
11660	10/04/18	P	13237	PHILIP B. MALDONADO, D.D.S.	\$149.00
11661	10/09/18	P	13505	MEGAN PRIOR-PFEIFER	\$300.00
11662	10/09/18	P	13529	ERIC CHAN	\$92.35
11663	10/10/18	P	10129	ROWLAND WATER DISTRICT	\$200.00
11664	10/15/18	P	12674	U.S. BANK	\$4,844.29
11665	10/16/18	P	13239	THREE VALLEYS MUNICIPAL WD	\$60.00
11666	10/16/18	P	13300	BRIAN W. SNAER, D.D.S.	\$211.00
11667	10/16/18	P	13755	DAVID A. TABATA, D.D.S.	\$1,500.00
11668	10/16/18	P	13190	PATRICK ROWLAND	\$100.00
11669	10/16/18	P	13206	STEPHEN W. BOWEN, D.M.D.	\$240.00
11670	10/16/18	P	13785	THOMAS C. NELSON D.D.S.	\$380.00
11671	10/17/18	P	11940	LINCOLN NATIONAL LIFE INS. CO.	\$2,045.00
11672	10/17/18	P	10094	FRANCHISE TAX BOARD	\$50.00
11673	10/17/18	P	10423	SCWUA - % BRIAN BOWCOCK	\$90.00
11674	10/19/18	P	10129	ROWLAND WATER DISTRICT	\$200.00
11675	10/23/18	P	13529	ERIC CHAN	\$92.35
11676	10/25/18	P	13774	GREAT SMILES DENTAL	\$46.00
11677	10/25/18	P	13350	L. ANDREW MUTCH, D.D.S.	\$451.00
11678	10/29/18	P	13285	SWRCB-DWOCF	\$60.00
11679	10/31/18	P	10133	CATHY NGO	\$1,623.43
11680	10/31/18	P	10132	GLORIA WONG	\$11.17
11681	10/31/18	P	11940	LINCOLN NATIONAL LIFE INS. CO.	\$2,045.00
11682	10/31/18	P	10134	NAING AUNG	\$453.74
11683	10/31/18	P	10135	OAKLIN MANAGEMENT, INC.	\$4,071.75
11684	10/31/18	P	13190	PATRICK ROWLAND	\$60.00
11685	10/31/18	P	10131	SAK CONSTRUCTION, LLC	\$1,424.00
11686	10/31/18	P	10067	WALSH CONSTRUCTION COMPANY	\$1,477.60
11687	10/31/18	P	10094	FRANCHISE TAX BOARD	\$50.00
11688	10/31/18	P	13189	CARMEN CORONA	\$1,037.56
11689	10/31/18	P	13701	MARY ANN EBBA, D.M.D.	\$180.00
11690	10/31/18	P	13709	ROGER W.K. JOE, D.D.S.	\$110.00

BANK 13200 REGISTER TOTAL: \$32,986.38

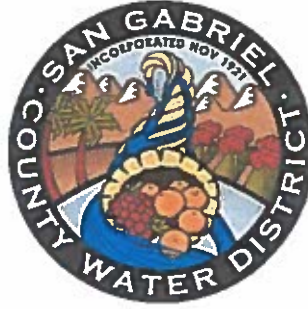
GRAND TOTAL : \$32,986.38

* 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)

11/08/18
8:01:59 AM

Invoice Number / Line Description	Vendor Name / Expense Account	Invoice Date	Posting Date	Terms Code	Purchase Order / Job	Amount
10/23/18.BOARD.PR	12031 REVOLVING REIMBURSEMENT 13200 - CITIZENS BANK - REVOLVING AC	10/23/18	10/23/18		INVOICE 10/23/18.BOARD.PR TOTAL:	\$445.90 \$445.90
10/31/2018.PR	12031 REVOLVING REIMBURSEMENT 13200 - CITIZENS BANK - REVOLVING AC	10/31/18	10/31/18		INVOICE 10/31/2018.PR TOTAL:	\$61,717.73 \$61,717.73



SAN GABRIEL COUNTY WATER DISTRICT
Bank Account October 31, 2018

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

Time Value Investment	\$1,501,620.38
Amount of Investment	\$8,239,907.13
LAIF Interest Rate	2.14%
Citizens Bank - General Account	\$2,511,265.58

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

Date: 11/13/18



Treasurer

<u>October 2017</u>	<u>YTD October 2017</u>	<u>October 2018</u>	<u>YTD October 2018</u>
<u>Cash Receipts</u>			
\$815,005.13	\$7,425,098.21	\$924,853.11	\$8,555,080.82
<u>Disbursements</u>			
\$380,704.09	\$6,628,279.96	\$1,292,890.55	\$6,965,220.89
<u>Water Sales</u>			
\$727,391.75	\$6,656,841.63	\$785,407.91	\$7,521,975.29



Water Levels as of October 26, 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>October 2017</u>	<u>October 2018</u>
Baldwin Park Key Well	183.7	170.4

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 October 26, combined storage was 20,395 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	240	NM	282	373	423
<u>Main San Gabriel Basin</u>					
Well #9	NM	404.5	NM	437	462
Well #11	222	offline	219	N/M	460
Well #12	235.5	257	229.5	262	360
Well #14	201	280	206.5	288	360
Well#15	394	433	393	433	660