

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

October 23, 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 09, 2018

Motion:
Second:
Action:

6. List of Demands on the General Account

a. Revolving/Payroll Account Reimbursement

Motion:
Second:
Action:

7. District Counsel

Regular Meeting of the Board of Directors

October 09, 2018

Page -2-

8. Action Items

- a. Discussion, Consideration and Action on replacement of 37 services on Bilton Way**

Motion:

Second:

Action:

9. Miscellaneous Information Items

- a. Receive and File: August 2018 Monthly Revenue and 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 OCTOBER 9, 2018**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, October 9, 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; 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 Chan, the Board voted unanimously to adopt the agenda for this regular meeting of the Board of Directors held on October 9, 2018.
- MINUTES** Upon motion by Director Cammarano and seconded by Director Cici, the Board voted unanimously to approve the minutes of the regular meeting of the Board of Directors held on September 25, 2018.
- DEMANDS** Upon motion by Director Chan, and seconded by Director DeLaTorre, the Board voted unanimously to approve the payment of check numbers 19729 through 19784 from the General Account in the aggregate amount of \$1,169,710.23, and check numbers 11631 through 11652 from the Revolving Account in the aggregate amount of \$16,937.82 for the September, 2018 invoices.
- EXPENSES** None.
- PUBLIC COMMENT** None.
- DISTRICT COUNSEL** District counsel reported regarding the legality of requiring customers' social security numbers as a condition of service.
- ACTION** Upon motion by Director Chan, and seconded by Director Cammarano, the Board voted unanimously to invest \$500,000 into 2-year Time Value instruments with Morgan Stanley at a 2.9% interest rate.
- INFORMATION** The September, 2018 Banking and Investment Report was received and filed.
- The September, 2018 Water Well Report was received and filed.
- GENERAL MANAGER COMMENTS** The General Manager reported that the recent MWD Weymouth facility tour was informative and remarked that it is an impressive operation.
- The General Manager reported that the District's new software provider, Casell, had encountered a delay. Casell informed the District

that the system cannot be implemented until the District provides certain material, a requirement not previously disclosed by Casell. The system is not expected to be implemented until January, 2019, but Casell has agreed to pay for the District's continued use of its existing system until the new one is in place.

The General Manger reported that Assistant General Manager Feilen will be conducting the next meeting in the General Manager's absence.

The General Manager reported that the cost of water to the District is increasing to \$800 per acre-foot, and will certainly reach \$1,000 per acre-foot in the not too distant future. The Board agreed that District customers should be made aware of these developments, and the general manager noted some of those efforts. The Board also asked for a report on how much traffic the District's website receives to determine how useful a vehicle it might be for providing information to customers.

**FUTURE
AGENDA
ITEMS**

Possible consideration of award of contract for the upgrade of service connections in connection with a City project, depending on notice from the City.

**DIRECTOR
COMMENTS**

Director Chan reported that he was very appreciative of the opportunity to tour the MWD Weymouth facility and recounted various aspects with which he was impressed. Director Chan shared his thoughts on recent and pending legislation, noting that he appreciates ACWA's efforts on that front.

Director DeLaTorre also reported that he was glad to have taken the Weymouth tour, remarking that he was impressed by the length of tenure of employees at the facility.

Director Taylor recommended and made available an article on workforce training strategies.

Director Taylor inquired as to the status of an item recently discussed by the Board concerning customers' use of credit cards to pay their bills. Staff reminded that the various problems identified might be solved by the new software, and that the matter had been tabled until the new software is implemented.

ADJOURNMENT

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

President

Secretary

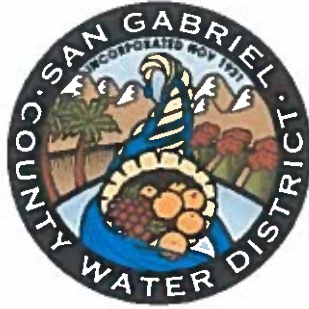
[SEAL]

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

Check Date: 10/23/2018

Check No.	Date	Status	Vendor ID	Payee Name	Amount
BANK ID: 13100B - GENERAL ACCOUNT					13100
19785	10/23/18	P	12031	REVOLVING REIMBURSEMENT	\$123,180.32
BANK 13100B REGISTER TOTAL:					\$123,180.32
GRAND TOTAL :					\$123,180.32

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



October 23, 2018

To: Board of Directors
From: General Manager
Subject: Replacement of 37 Services on Bilton Way

The City of San Gabriel informed San Gabriel County Water District that they will be doing paving on Bilton Way at the end of this year or very beginning of 2019. We would like to replace 37 services on Bilton Way, between Fairview Ave. and Orange St. These services are galvanized and were installed in 1946. The District sent out bids proposals on October 11, 2018 and were due back on October 19, 2018 at 12 pm. The Contractors below were given bid packages. Bids were opened at the District office on October 19, 2018 at 12:10 pm. Present for the bid opening were Carlos Cardona, Casey Feilen, and Anthony Agobian.

Brkich Const	\$75,000.00
Doty Bros	\$44,580.00
Frajjo Bros Inc.	\$67,735.00
McKinney Const	No Bid

Recommendation:

It is staff's recommendation that we choose Doty Brothers Construction to install the 37 Services on Bilton Way.

REVENUE AND EXPENDITURE DISTRIBUTION

Calendar Year 2018

Month of September

Projected YTD Percent - 74%

Description	Budget	Receipts and Expenditures For The Month	Total Year to Date	Balance	YTD %
Total Revenue	8,412,054	864,680	7,270,948	1,141,106	86%
Production	1,788,934	66,526	1,269,277	519,657	71%
Transmission & Distribution	566,772	33,792	326,389	240,383	58%
Customer Service	342,960	24,650	226,176	116,784	66%
General & Administrative	3,449,290	267,279	2,600,643	848,647	75%
GASB 45	420,000	0	420,000	0	100%
Total Operational Expense	6,567,956	392,247	4,842,485	1,725,471	74%
Revenue Total	8,412,054	864,680	7,270,948	1,141,106	86%
Less Operational Expense	6,567,956	392,247	4,842,485	1,725,471	74%
Gain/Loss	1,844,098	472,434	2,428,463	(584,365)	132%
Capital Expenditures	2,085,500	523,855	1,284,421	801,079	62%
		(51,421)	1,144,042		
		Use of Funds			
Fund Balance Start of Month		10,231,554			
Add Back Depreciation		95,113			
Overall Gain/Loss		(51,421)			
Total		10,275,246			