

SPECIAL NOTICE

Teleconference Accessibility

Pursuant to Executive Order N-29-20 issued by Governor Newsom in response to the COVID-19 outbreak and as a precaution to protect both staff, our constituents, and elected officials, the San Gabriel County Water District will hold its meeting via teleconference or the most rapid means of communication available at the time. The public may participate in the teleconference by calling the number below and entering the passcode.

1(669)900-9128 US (San Jose)

Meeting ID: 845 5084 944

Passcode: 274119

Public comments may be made through teleconference when prompted by the Chair during the public comment period. Public comments may also be provided by emailing: carmen@sgcwd.com in advance of or during the meeting. Please indicate "PUBLIC COMMENT" in the subject line.

If you have difficulty connecting to the teleconference line, please call (626) 287-0341, or email carmen@sgcwd.com

**San Gabriel County Water District
Regular Meeting of the Board of Directors
April 27, 2021
4:00 P.M.**

VIA TELECONFERENCE

**Or the most rapid means of communication available at the time
1(669)900-9128 US (San Jose) ID: 845 5084 944 Passcode: 274119**

AGENDA

Call to Order

1. Pledge of Allegiance

- 2. Roll Call**
- | | |
|---------------------------|-------|
| Director Taylor | _____ |
| Director DeLaTorre | _____ |
| Director Cammarano | _____ |
| Director Cici | _____ |
| Director Chan | _____ |

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 April 13, 2021

Motion:
Second:
Action:

6. List of Demands on the General Account

a. Revolving/Payroll Account Reimbursement

Motion:
Second:
Action:

7. District Counsel

8. Action Items

a. San Gabriel County Water District Mainline Replacement Phase 1

**Motion:
Second:
Action:**

9. Miscellaneous Information Items

a. Receive and File: March 2021 Banking & Investment 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 APRIL 13, 2021**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, April 13, 2021, at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m., available to the public via teleconference.
- ROLL CALL** The Board of Directors of the San Gabriel County Water District convened a regular meeting on April 13, 2021.
- Present at the District office were General Manager Jim Prior, Casey Feilen, Carmen Corona and Director Taylor. On the phone were Directors DeLaTorre, Cammarano, Chan, and Cici. Also, present, District Counsel O’Neill, and member of the public Cookie Cici.
- 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 March 23, 2021; passed 5-0.
- PUBLIC COMMENT** Cookie Cici hoped that everyone had a nice Easter holiday.
- MINUTES** Upon motion by Director Chan (Director Chan noted two corrections to the minutes regarding AB 1195 and the Banking and Investment Report), and seconded by Director Cici, the Board voted unanimously to approve the amended minutes of the regular meeting of the Board of Directors held on March 23, 2021. Motion passed 5-0.
- DEMANDS** Director DeLaTorre motioned for authorization of check numbers 21279 to 21331 from the general account in the aggregate amount of \$1,337,861.10, and to authorize an electronic funds transfer in the amount of \$102,430.46 with check numbers 12384 to 12414 to the revolving account. The Motion was seconded by Chan and passed 5-0.
- Director DeLaTorre had questions about construction costs and truck repairs and Director Chan had questions about check no. 12388 concerning a district credit card.
- DISTRICT COUNSEL** District counsel reported on status of Assembly Bill 1195, COVID related return to office policies, a recent Public Records Act request and discussions with Cal Am Water concerning well drilling.
- ACTION** None

**MISC
INFORMATION**

The Board received and filed the Water Well report.

**GENERAL
MANAGER
COMMENTS**

The General Manager reported that 70% of the AMI meters are installed, and that office construction is near completion and is awaiting final inspection. The General Manager also reported on phishing emails and a meeting with Raymond Basin concerning water supply and conservation.

**FUTURE
AGENDA
ITEMS**

No future agenda items were requested by the Board.

**DIRECTOR
COMMENTS**

Director Cici requested a copy of the District's Personnel Manual.

Director Cammarano commented on the legal updates received from OMLO.

Director Chan inquired about the health of the employees and asked to be registered for the upcoming Spring ACWA conference.

ADJOURNMENT

Upon motion by Director Taylor and seconded by Director DeLaTorre, the Board voted unanimously to adjourn the meeting at 4:40 p.m.

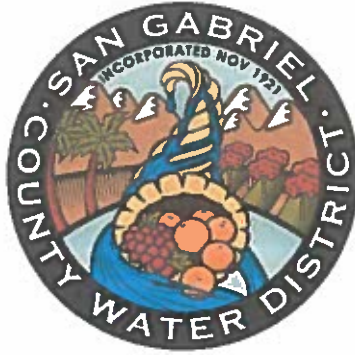
President

Secretary

[SEAL]

EFT-From the General Account for the Revolving Reimbursement

	Date Paid	Amount Paid
Director's Payroll	4/13/2021	\$ 445.90
Payroll	4/14/2021	\$ 67,118.94
	Total Amount to be Reimbursed:	\$ 67,564.84



April 27, 2021

To: Board of Directors
From: General Manager 
Subject: San Gabriel County Water District Mainline Phase 1

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 300' of 4" cast iron pipe on Allanreed St. from Hellman Ave. to the end of the cul de sac along with 41-1" services. We will be replacing the main with 8" ductile iron pipe. The District sent out bid proposals on April 1, 2021 and were due back on April 19, 2021 at 3pm. The contractors below were given bid packages. Bids were opened at the District office on April 20, 2021 at 7:15 am.

Present for the bid opening were James Prior, Carlos Cardona, Anthony Agobian and Anthony Piscopo.

Brkich Const.	\$213,200.00
Doty Bros	\$144,725.00
Fraijo Bros	\$187,075.00

Recommendation:

It is staff's recommendation that we choose Doty Bros. to install the San Gabriel County Water District Mainline Replacement Phase 1.



SAN GABRIEL COUNTY WATER DISTRICT
BANKING & INVESTMENT REPORT
March 2021

Cash & Investments	
LAIF Investment	\$ 13,724,260
<i>LAIF Interest Rate</i>	0.357%
Time-Value Investment	\$ 762,185
Citizens Bank - General	\$ 3,434,807
Citizens Bank - Revolving	\$ 97,570
Citizens-Bank - Safety Lunches	\$ 28,071
Xpress Bill Pay Holding (Online)	\$ 136,047
Citizens Bank - General/Revolving & Other	<u>\$ 3,696,495</u>

**I hereby certify that the forgoing is true and correct and in accordance with the District's Investment Policy.*

Date: 4/27/2021

 Treasurer

	<u>Mar-20</u>	<u>YTD Mar-20</u>	<u>Mar-21</u>	<u>YTD Mar-21</u>
Cash Receipts	\$ 793,947	\$ 2,398,004	\$ 955,608	\$ 2,588,631
Disbursements	\$ 549,538	\$ 1,390,762	\$ 1,228,118	\$ 2,553,252
Water Sales	\$ 706,319	\$ 2,176,194	\$ 668,974	\$ 2,081,525
		<i>Meter Charges</i>	\$ 271,820	
		<i>Water Charges</i>	\$ 397,154	
		<i>Total</i>	<u>\$ 668,974</u>	