

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.

(866)691-4340 Access Code 6372794244

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 28, 2020

4:00 P.M

VIA TELECONFERENCE

Or the most rapid means of communication available at the time.

(866) 691-4340 Access Code # 6372794244

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 April 14, 2020

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

April 28, 2020

Page -2-

7. District Counsel

8. Action Items

9. Miscellaneous Information Items

a. Receive and File: March 2020 Banking and 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 14, 2020**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, April 14, 2020, at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m., available to the public via teleconference.
- ROLL CALL** President Taylor was physically present at the District's office; Directors Cammarano, Chan, Cici, and DeLaTorre each appeared via teleconference; General Manager Prior; Assistant General Manager Feilen; Finance and Administration Manager Corona were physically present at the District's office. District Counsel, Colin O'Neill, appeared via teleconference.
- 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 April 14, 2020.
- PUBLIC COMMENT** Ms Cici, participating telephonically, conveyed well wishes to the Board and Staff, urging all to remain safe. These sentiments were echoed by the President of the Board of Directors of the Upper San Gabriel Valley Municipal Water District, Ed Chavez, who also participated via teleconference.
- MINUTES** Upon motion by Director Chan, and seconded by Director Cici, the Board voted unanimously to approve the minutes of the regular meeting of the Board of Directors held on March 24, 2020.
- DEMANDS** Upon motion by Director Chan, and seconded by Director DeLaTorre, the Board voted unanimously to approve the payments of check numbers 20670 through 20719 from the General Account in aggregate amount of \$161,339.32 for the March 2020 invoices, as well an electronic funds transfer from the General Account to the Revolving Account in the amount of \$21,024.26, including check numbers 12100 through 12115.
- DISTRICT COUNSEL** District Counsel reported on the recent Executive Order No. N-42-20, issued April 2, 2020, temporarily suspending purveyors of residential water service from terminating such service for non-payment.
- ACTION** Upon motion by Director Chan, and seconded by Director Cammarano, the Board voted unanimously to re-invest the District's recently matured Time Value investment funds for a period of two years at a rate of 1.35% per annum.
- Upon motion by Director Cammarano and seconded by Director Chan, the Board voted unanimously to approve the lease of the rights to 300 acre-feet of water from Azusa Valley Water Company for \$236,808, which represents a cost of 92% of the normal cost from Upper San Gabriel Valley Municipal Water District.
- INFORMATION** The March 2020 Water Well Report was received and filed.

**GENERAL
MANAGER
COMMENTS**

The General Manager reported that he had recently toured the reservoirs in the San Gabriel Mountains and that the water supply appeared to be plentiful.

The General Manager reported on the recently issued stay-at-home order, revising to May 15, 2020, and informed staff will remain on a 50/50 schedule until such time as the restriction is lifted.

The General Manager reported on the District's precautionary measures concerning the coronavirus: office closed to walk-in customers; staff maintaining six-foot distance; masks

The General Manager reported that customer refund check will soon begin to be issued and sent out.

The General Manager reported that the District's auditor has all pertinent documents.

**FUTURE
AGENDA
ITEMS**

None.

**DIRECTOR
COMMENTS**

Director Cammarano inquired whether the District's teleconferencing for recent and future meetings is compliant with the law, and she was informed that it is.

Director Taylor inquired as to the status of identification badges approved by the Board, and the General Manager advised that they had been ordered.

Director Chan inquired as to the other Directors' interest in attending a WRD event on May 9th, acknowledging that it would likely be postponed.

ADJOURNMENT

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

President

Secretary

[SEAL]

EFT-From the General Account for the Revolving Reimbursement

	Date Paid	Amount Paid
Payroll	4/1/2020	\$ 64,593.09
Board of Director's Payroll	4/14/2020	\$ 445.90
Payroll	4/15/2020	\$ 64,271.18
	Total Amount to be Reimbursed:	\$ 129,310.17



SAN GABRIEL COUNTY WATER DISTRICT
BANKING & INVESTMENT REPORT
March 2020

Cash & Investments	
LAIIF Investment	\$ 11,225,336
<i>LAIIF Interest Rate</i>	<i>1.79%</i>
Time-Value Investment	\$ 1,571,057
Citizens Bank - General	\$ 3,200,068
Citizens Bank - Revolving	\$ 178,976
Citizens-Bank - Safety Lunches	\$ 18,096
Xpress Bill Pay Holding (Online)	\$ 36,541
Citizens Bank - General/Revolving & Other	<u>\$ 3,433,682</u>

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

Date: 4/28/2020

Treasurer

	<u>Mar-19</u>	<u>YTD Mar-19</u>	<u>Mar-20</u>	<u>YTD Mar-20</u>
<i>Cash Receipts</i>	\$ 733,219	\$ 2,201,188	\$ 793,947	\$ 2,398,004
<i>Disbursements</i>	\$ 403,897	\$ 1,605,204	\$ 549,538	\$ 1,390,762
<i>Water Sales</i>	\$ 614,820	\$ 1,995,681	\$ 706,319	\$ 2,176,194
		<i>Meter Charges</i>	\$ 269,037	
		<i>Water Charges</i>	<u>\$ 437,283</u>	
		<i>Total</i>	<u>\$ 706,319</u>	