

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
Special Meeting of the Board of Directors**

August 25, 2020

3:00 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 August 11, 2020

Motion:

Second:

Action:

6. List of Demands on the General Account

a. Revolving/Payroll Account Reimbursement

Motion:

Second:

Action:

**Special Meeting of the Board of Directors
August 25, 2020
Page -2-**

7. District Counsel

8. Action Items

- a. Lease 120 Acre-feet of production rights from East Pasadena Water Company for \$24,000.00**

**Motion:
Second:
Action:**

9. Miscellaneous Information Items

- a. Receive and File: July 2020 Banking and Investment Report**
b. Receive and File: July Monthly Revenue & Expenditure Report
c. Mid – Year Budget Review

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 AUGUST 11, 2020**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, August 11, 2020, 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 met in closed session at a regular meeting on August 11, 2020. Present at the District office were Carmen Corona, Casey Feilen, General Manager Jim Prior, and Director Taylor. On the phone were Directors Cammarano, DeLaTorre. Chan, and Cici; District Counsel Steven O'Neill; and member of the public Cookie Cici.
- AGENDA** Upon motion by Director Chan, and seconded by Director DeLaTorre, the Board voted unanimously to adopt the agenda for this regular meeting of the Board of Directors held on July 28, 2020. Passed 5-0.
- PUBLIC COMMENT** Cookie Cici stated she misses seeing all the Board members and attending the meetings and sending her best wishes to the Board and staff.
- 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 Birectors held on July 28, 2020.
- DEMANDS** Upon motion by Director DeLaTorre seconded by Director Cici, the Board unanimously approved paying demands with check numbers 20874 through 20927, in the amount of \$265,254.23, and an electronic funds transfer from general account to revolving account with check numbers 11979,voided and 12162 through 12188 in the amount of \$27,982.06.
- Director Chan asked about payments to Doty Bros for leak repairs, LA County Fire Inspection costs, payments to Brkich Construction for meter installation, and Wondries Auto for a truck purchase.
- Director Cammarano questioned a payment on District's monthly landscaping bill.
- Motion passed unanimously.
- DISTRICT COUNSEL** District counsel Steven O'Neill reported status of legislation concerning Central Basin Water District.

ACTION

- A. On motion of Director Chan; seconded by Director Cici, the Board unanimously approved retaining Stetson Engineers to draft the District's Urban Water Management Plan.
- B. On motion of Director Cammarano; seconded by Director DeLaTorre, the Board declared two District vehicles as surplus and authorized the General Manager to dispose of the vehicles. Motion passed 5-0.
- C. On motion of Director Cammarano; seconded by Director Cici, discussed an appointment to the Independent Special District alternate seat on LA County LAFCO Board. After discussion the Board unanimously voted to approve Mel Matthews to serve on the Board.

INFORMATION

The Board reviewed the staff's report on water well levels.

**GENERAL
MANAGER
COMMENTS**

General Manager reported 120 water bills are currently unpaid, dating back to February 2020. He noted that he will be giving the delinquent accounts the option to enter into a payment plan.

The General Manager also reported: a tour of District's System by LA County Health Department; the distribution of tax checks to District's residents; the upcoming budget review; and virtual ACWA Conference.

**FUTURE
AGENDA
ITEMS**

The Board discussed performing budget review at next Special Board meeting.

**DIRECTOR
COMMENTS**

Director Cammarano reported on the virtual ACWA conference and thanked District staff for their hard work during the pandemic.

ADJOURNMENT

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

President

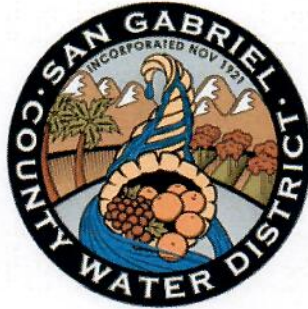
Secretary

[SEAL]

EFT-From the General Account for the Revolving Reimbursement

	Date Paid	Amount Paid
Payroll	8/5/2020	\$ 65,594.30
Board of Director's Payroll	8/11/2020	\$ 445.90
Payroll	8/19/2020	\$ 64,945.97

Total Amount to be Reimbursed: \$ 130,986.17



August 25, 2020

To: Board of Directors
From: General Manager
Subject: Lease Water Rights

East Pasadena Water Company has 120 acre-feet of production rights that are available for lease. The cost would be \$24,000.00. That is \$200.00 an acre foot compared to \$858.00 an acre foot out of the Main Basin. It is cheaper to run our Raymond Basin well than to run our Main Basin wells. This may be the last chance we have at getting this inexpensive water since Cal-Am is in the process of buying East Pasadena Water Company.

Recommendation:

It is staff's recommendation that we lease 120 acre-feet of production rights from East Pasadena Water Company.



**SAN GABRIEL COUNTY WATER DISTRICT
BANKING & INVESTMENT REPORT
July 2020**

Cash & Investments

LAIF Investment	\$ 11,321,168
<i>LAIF Interest Rate</i>	<i>0.92%</i>
Time-Value Investment	\$ 1,605,993
Citizens Bank - General	\$ 3,435,453
Citizens Bank - Revolving	\$ 172,018
Citizens-Bank - Safety Lunches	\$ 40,910
Xpress Bill Pay Holding (Online)	\$ 65,346
Citizens Bank - General/Revolving & Other	\$ 3,713,727

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

Date: 8/25/2020

Treasurer

	<u>Jul-19</u>	<u>YTD Jul-19</u>	<u>Jul-20</u>	<u>YTD Jul-20</u>
Cash Receipts	\$ 889,801	\$ 5,490,758	\$ 905,695	\$ 5,700,276
Disbursements	\$ 539,185	\$ 4,517,867	\$ 896,602	\$ 929,418
Water Sales	\$ 841,196	\$ 5,125,561	\$ 880,531	\$ 5,059,279
		<i>Meter Charges</i>	\$ 270,584	
		<i>Water Charges</i>	\$ 609,947	
		<i>Total</i>	\$ 880,531	

**SAN GABRIEL COUNTY WATER DISTRICT
REVENUE AND EXPENDITURE DISTRIBUTION**

July 2020
Year-To-Date Percent
58%

Description	Budget	Receipts & Expenditures Jul-20	Total YTD	Balance	YTD %
Total Revenues	\$ 9,379,869	\$ 902,231	\$ 5,268,349	\$ (4,111,520)	56%
Operational Expense					
Production & Supply	2,890,180	76,133	1,034,542	(1,855,638)	36%
Transmission & Distribution	598,815	39,368	298,527	(300,288)	50%
Customer Service	374,646	19,843	187,497	(187,149)	50%
General & Administrative	3,944,301	171,181	1,431,781	(2,512,520)	36%
GASB 45	420,000	-	420,000	-	100%
Total Operational Expense	8,227,942	306,526	3,372,347	(4,855,595)	41%
Gain/(Loss) before Capital	1,151,927	595,705	1,896,002	744,075	165%
Capital Expenditures	1,148,000	37,716	290,533	(857,467)	25%
Gain/(Loss)	\$ 3,927	\$ 557,989	\$ 1,605,469	\$ 1,601,542	
Use of Funds					
Fund Balance Start of Year	\$ 16,468,998				
Add Back YTD Depreciation	-				
YTD Gain/(Loss)	1,605,469				
Ending Fund Balance	\$ 18,074,467				