

## **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: 853 4805 6286**

**Passcode: 966414**

*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](mailto: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](mailto:carmen@sgcwd.com)*

**San Gabriel County Water District  
Regular Meeting of the Board of Directors**

**October 26, 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: 853 4805 6286 Passcode: 966414**

**AGENDA**

**Call to Order**

**1. Pledge of Allegiance**

- 2. Roll Call**
- |                           |       |
|---------------------------|-------|
| <b>Director Taylor</b>    | _____ |
| <b>Director DeLaTorre</b> | _____ |
| <b>Director Cammarano</b> | _____ |
| <b>Director Chan</b>      | _____ |

**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 12, 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. Resolution No. 10-21-515**

**Consideration and appointment of a Director to the vacancy on the District Board by the regrettable passing of Director Sabino Cici.**

**Motion:**

**Second:**

**Action:**

**9. Miscellaneous Information Items**

**a. Receive and File: September 2021 Banking & Investment Report**

**b. Receive and File: September 2021 Monthly Revenue & 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 12, 2021**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was called to order on Tuesday, October 12, 2021, at 8366 Grand Avenue, Rosemead, California at the hour of 4:02 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 October 12, 2021. Present at the District office were General Manager Jim Prior, Carmen Corona, Casey Feilen, Directors Taylor, Cammarano, DeLaTorre and Chan and District Counsel Koczanowicz.
- AGENDA** Upon motion by Director DeLaTorre and seconded by Director Chan, the Board voted to adopt the agenda as presented; passed 4 - 0.
- PUBLIC COMMENT** Board Interviewed Domingo Saucedo and George Carney, two candidates for the vacant Director seat. Both were present in person. Mr. Saucedo is a retired code enforcement manager for housing program in City of Los Angeles. Mr. Carney is a retired math teacher and currently works as an energy/utilities delivery manager for the school district on part time basis. He also serves on the San Gabriel Civil Service Commission. Each provided brief responses to questions regarding their experience with management, budgeting and contact with City Councilmembers. They were advised by Director Taylor that an appointment would be made by the Board at the next Board meeting.
- MINUTES** Upon motion by Director Chan and seconded by Director DeLaTorre, the Board voted to approve the minutes for the meeting of the Board of Directors held on September 28, 2021. Motion passed 4-0.
- DEMANDS** Director DeLaTorre motioned to authorize an electronic funds transfer with check numbers 12549-12576 from the general account to the revolving account in the amount of \$106,509.97 and a payment from General Account in the amount of \$301,257.05 which includes a voided check 21589 and 21593-21640. The motion was seconded by Director Cammarano. Director Chen asked about several check entries, including a voided check and payments for AWIA, water audit preparation, roof replacement and painting of Water Well 14 as well as EFT payments for various items. Director Cammarano asked about water tax payments to the City. Staff answered the questions to the Board's satisfaction. Motion passed on a 4-0 vote.

**DISTRICT  
COUNSEL  
REPORT**

District Counsel reported that there has been no response to the Estrada claim rejection letter.

**ACTION ITEMS**

Board considered the award of a contract for installation of Mainline Replacement Phase II to the lowest bidder Fraijo Brothers. For the replacement of 400 feet of 6-inch steel mainline on Roses Rd. Between Del Mar Ave and Gerona Ave in the amount of \$116,000. Motion to approve by Director DeLaTorre, seconded by Director Cammarano passed on 4-0 vote.

**MISC  
INFORMATION**

Water Well report was provided to the Board. Director Taylor questioned the inconsistent depth readings in Well 16. Staff confirmed that the readings were erratic and could be caused by faulty sensor. New transducer was just installed.

**GENERAL  
MANAGER  
COMMENTS**

The General Manager circulated photos taken by Casey Feilen showing San Gabriel & Morris reservoir. Drought discussion and possibility of Stage 2 conservation was discussed.

General Manager reported that an informational meeting with MWD and Upper District to discuss drought and MWD connections will take place on October 21, 2021. He also reported that Well 15 is back on line and working; that Civil Tech renewed the contract with the District at the same rate; that "safety" gift-cards will be ordered; that Holiday Lunch is still on schedule for December 12<sup>th</sup> at the Hilton and that only 3 of the District's employees have not received their Covid-19 vaccines.

**FUTURE  
AGENDA  
ITEMS**

1. October 26<sup>th</sup> meeting: Board will vote to appoint someone to fill the vacancy

**DIRECTOR  
COMMENTS**

Director Chan inquired about the health of the staff. Director Cammarano expressed her satisfaction with the outcome of the Bills vs. Chiefs NFL game.

**ADJOURNMENT**

Upon motion by Director Taylor, seconded by Director Cammarano the Board voted unanimously to adjourn the meeting at 4:47 p.m.

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President

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Secretary

[SEAL]

**EFT-From the General Account for the Revolving Reimbursement**

	<b>Date Paid</b>	<b>Amount Paid</b>
Director's Payroll	10/12/2021	\$ 338.25
Payroll	10/13/2021	\$ 69,212.86
	<b>Total Amount to be Reimbursed:</b>	<b>\$ 69,551.11</b>

**RESOLUTION NO. 10-21-515**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN GABRIEL COUNTY WATER DISTRICT APPOINTING  
\_\_\_\_\_ AS A MEMBER OF THE BOARD OF  
DIRECTORS OF SAID DISTRICT TO FILL THE  
UNEXPIRED TERM OF FORMER DIRECTOR  
SABINO CICI**

**WHEREAS**, a vacancy was created on the Board of Directors of this District by the regrettable passing of former Director SABINO CICI; and

**WHEREAS**, the term of office of said SABINO CICI would expire on December 6, 2022; and

**WHEREAS**, pursuant to Water Code Sections 30504 and 30505, vacancies occurring in the office of Director shall be filled by appointment by the remaining Directors elected and an appointment to fill vacancy in the office of Director shall be for the unexpired term of the office for which the vacancy exists;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN GABRIEL COUNTY WATER DISTRICT** that the vacancy on this Board of Directors created by the passing of former Director Sabino Cici, which said term of office expires on December 6, 2022 be filled by the appointment hereby of \_\_\_\_\_.

**BE IT FURTHER RESOLVED** that said appointment of \_\_\_\_\_ shall take immediate effect for said office after taking and subscribing the official oath on October 27, 2021, and filing same with the Secretary of the District which shall be accomplished entering upon the duties of her office.



**AND BE IT FURTHER RESOLVED** that a certified copy of this Resolution be transmitted to  
said \_\_\_\_\_.

**Dated this 26 day of October, 2021.**

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

(SEAL)



**SAN GABRIEL COUNTY WATER DISTRICT  
BANKING & INVESTMENT REPORT  
September 2021**

<b>Cash &amp; Investments</b>	
LAIF Investment	\$ 13,735,465
<i>LAIF Interest Rate</i>	0.206%
Time-Value Investment	\$ 762,455
Citizens Bank - General	\$ 3,185,480
Citizens Bank - Revolving	\$ 93,490
Citizens-Bank - Safety Lunches	\$ 32,685
Xpress Bill Pay Holding (Online)	\$ 88,046
Citizens Bank - General/Revolving & Other	<u>\$ 3,399,701</u>

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

**Date: 10/26/2021**

*Carmen J. [Signature]*  
\_\_\_\_\_  
Treasurer

	<u>Sep-20</u>	<u>YTD Sep-20</u>	<u>Sep-21</u>	<u>YTD Sep-21</u>
<b>Cash Receipts</b>	\$ 977,279	\$ 7,706,964	\$ 1,220,235	\$ 8,003,109
<b>Disbursements</b>	\$ 1,156,428	\$ 5,735,375	\$ 1,587,273	\$ 8,233,145
<b>Water Sales</b>	\$ 930,228	\$ 6,813,152	\$ 945,682	\$ 7,003,436
<b>Water Payments</b>	1,013,089			
<b>A/R Payments</b>	205,221	<i>Meter Charges</i>	\$ 273,764	
<b>LAIF Interest</b>	-	<i>Water Charges</i>	<u>\$ 671,917</u>	
<b>Time Value</b>	1,925	<i>Total billed in September</i>	\$ 945,682	
<b>Safety Lunches</b>	-			
	<u>\$ 1,220,235</u>			

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

**September 2021  
Year-To-Date Percent  
75%**

<b>Acct. #</b>	<b>Description</b>	<b>Budget</b>	<b>Receipts &amp; Expenditures Sep-21</b>	<b>Total YTD</b>	<b>Balance</b>	<b>YTD %</b>
	<b>Total Revenues</b>	<b>\$ 9,408,071</b>	<b>\$ 966,101</b>	<b>\$ 7,308,069</b>	<b>\$ (2,100,002)</b>	<b>78%</b>
	<b>Operational Expense</b>					
	Production & Supply	2,212,206	110,161	1,719,448	(492,758)	78%
	Transmission & Distribution	613,323	54,437	384,264	(229,059)	63%
	Customer Service	365,478	35,848	259,274	(106,204)	71%
	General & Administrative	3,248,428	238,695	2,597,531	(650,897)	80%
	<b>Total Operational Expense</b>	<b>6,439,435</b>	<b>439,141</b>	<b>4,960,516</b>	<b>(1,478,919)</b>	<b>77%</b>
	<b>Gain/(Loss) before Capital</b>	<b>2,968,636</b>	<b>526,960</b>	<b>2,347,552</b>	<b>(621,084)</b>	<b>79%</b>
	Capital Expenditures	2,915,000	80,089	2,396,086	(518,914)	82%
	<b>Gain/(Loss)</b>	<b>\$ 53,636</b>	<b>\$ 446,870</b>	<b>\$ (48,533)</b>	<b>\$ (102,169)</b>	