

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

Meeting ID: 886 2092 8029

Passcode: 184751

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**

October 27, 2020

4:00 P.M

VIA TELECONFERENCE

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

1(669)900-9128 ID: 886 2092 8029 Passcode: 184751

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 13, 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
October 27, 2020
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7. District Counsel

8. Action Items

- a. Authorize General Manager to hire P.H. Roofing to replace the Warehouse roof. Estimated amount of \$32,700**

**Motion:
Second:
Action:**

- b. Authorize General Manager to transfer \$741,000 back to the LAIF Account**

**Motion:
Second:
Action:**

9. Miscellaneous Information Items

- a. Receive and File: September 2020 Banking and Investment Report**
b. Receive and File: September 2020 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 13, 2020**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, October 13, 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 convened a regular meeting on October 13, 2020. Present at the District office were Carmen Corona, Casey Feilen, General Manager Jim Prior and Director DeLaTorre. Directors Cammarano, Chan, and Cici; and District Counsel Steven O'Neill attended telephonically. Director Taylor was not present.
- AGENDA** Upon motion by Director Chan, and seconded by Director Cici, the Board voted unanimously to adopt the agenda for this regular meeting of the Board of Directors held on October 13, 2020. The motion passed 4-0.
- PUBLIC COMMENT** Cookie Cici – Director DeLaTorre is doing a great job as chair; looking forward to seeing each other again.
- MINUTES** Upon motion by Director Cammarano, and seconded by Director Chan, the Board voted unanimously to approve the minutes of the regular meeting of the Board of Directors held on September 22, 2020.
- DEMANDS** Upon motion by Director DeLaTorre seconded by Director Cammarano, the Board unanimously moved to make payments from the General Account, with checks numbered 20977-21023 in the amount of \$540,443.03, and to execute an electronic funds transfer from the revolving account with checks numbered 12215-12241 in amount of \$86,083.16.
- DISTRICT COUNSEL** District counsel Steven O'Neill reported on AB 992.
- ACTION** No action item on the agenda.
- MISCELLANEOUS INFORMATION** Water Well Report
- GENERAL MANAGER COMMENTS** The General Manager reported on good well conditions, with levels staying over 200 feet through the summer; reimbursement checks going out to San Gabriel and Rosemead residents; the status of well 16; plans for replacing warehouse roof; and status of time value investments.
- FUTURE** The General Manager identified the potential roof repair and time value

**AGENDA
ITEMS**

investment opportunities as potential future agenda items.

**DIRECTOR
COMMENTS**

Director Cammarano commented on health benefits enrollment; Director DeLaTorre commented on the annual employee recognition luncheon.

ADJOURNMENT

Upon motion by Director DeLaTorre and seconded by Director Cammarano the Board voted unanimously to adjourn the meeting at 4:25 pm.

President

Secretary

[SEAL]

EFT-From the General Account for the Revolving Reimbursement

	Date Paid	Amount Paid
Board of Director's Payroll	10/13/2020	\$ 338.25
Payroll	10/14/2020	\$ 66,232.31
	Total Amount to be Reimbursed:	\$ 66,570.56



SAN GABRIEL COUNTY WATER DISTRICT
BANKING & INVESTMENT REPORT
September 2020

Cash & Investments	
LAIF Investment	\$ 12,096,074
<i>LAIF Interest Rate</i>	<i>0.69%</i>
Time-Value Investment	\$ 1,597,809
Citizens Bank - General	\$ 3,001,285
Citizens Bank - Revolving	\$ 113,917
Citizens-Bank - Safety Lunches	\$ 39,470
Xpress Bill Pay Holding (Online)	\$ 143,747
Citizens Bank - General/Revolving & Other	\$ 3,298,419

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

Date: 10/27/2020

Carmen J. [Signature]

 Treasurer

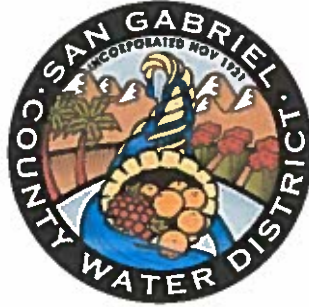
	<u>Sep-19</u>	<u>YTD Sep-19</u>	<u>Sep-20</u>	<u>YTD Sep-20</u>
<i>Cash Receipts</i>	\$ 990,676	\$ 7,518,780	\$ 977,279	\$ 7,706,964
<i>Disbursements</i>	\$ 1,139,084	\$ 6,494,778	\$ 1,156,428	\$ 5,735,375
<i>Water Sales</i>	\$ 873,470	\$ 6,873,845	\$ 930,228	\$ 6,813,152
		<i>Meter Charges</i>	\$ 272,276	
		<i>Water Charges</i>	\$ 657,952	
		<i>Total</i>	\$ 930,228	

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

**September 2020
Year-To-Date Percent
75%**

Description	Budget	Receipts & Expenditures Sep-20	Total YTD	Balance	YTD %
Total Revenues	\$ 9,379,869	\$ 980,596	\$ 7,216,488	\$ (2,163,381)	77%
Operational Expense					
Production & Supply	2,890,180	95,442	1,936,066	(954,114)	67%
Transmission & Distribution	598,815	56,580	397,405	(201,410)	66%
Customer Service	374,646	37,593	250,769	(123,877)	67%
General & Administrative	3,944,301	286,942	1,869,687	(2,074,614)	47%
GASB 45	420,000	-	420,000	-	100%
Total Operational Expense	8,227,942	476,558	4,873,927	(3,354,015)	59%
Gain/(Loss) before Capital	1,151,927	504,038	2,342,561	1,190,634	203%
Capital Expenditures	1,148,000	113,139	478,096	(669,904)	42%
Gain/(Loss)	\$ 3,927	\$ 390,899	\$ 1,864,465	\$ 1,860,538	

	Use of Funds
Fund Balance Start of Year	\$ 16,468,998
Add Back YTD Depreciation	-
YTD Gain/(Loss)	1,864,465
Ending Fund Balance	\$ 18,333,463



October 27, 2020

To: Board of Directors
From: General Manager
Subject: New Warehouse Roof

San Gabriel County Water District needs to replace the roof on the warehouse. The roof is at least twenty years old and leaks. Staff put enough money in this year's budget to have the roof replaced so staff had three contractors come out and give us estimates and we received three proposals.

P.H. Roofing	\$32,700.00
Alpha & Omega Roofing	\$33,650.00
One Faith Roofing	\$42,000.00

Recommendation:

It is staff's recommendation that we choose P.H. Roofing to replace the Warehouse roof.



October 27, 2020

To: Board of Directors
From: General Manager
Time: Time Value Investment

In 2017 the Board approved to invest in CD's with Time Value Investment. Three of these CD's are maturing, at this time LAIF is at .685 and the best CD's that Time Value has to offer .450 for five years, .250 for four years and .250 for three years so at this time I feel it would be in the District's best interest to move the \$741,000.00 back into our LAIF account.

Thank you