

**San Gabriel County Water District
Regular Meeting of the Board of Directors
8366 Grand Ave.
Rosemead, CA 91770**

July 9, 2019

4:00 P.M.

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 on June 25, 2019

Motion:

Second:

Action:

6. List of Demands on General Account

a. June 2019 Invoices

Motion:

Second:

Action:

**Regular Meeting of the Board of Directors
July 9, 2019
Page -2-**

- 7. District Counsel**
- 8. Action Item**
- 9. Miscellaneous Information Items**
 - a. Receive and File 2018 Audited Financial Statement and 2019 Approved Budget**
- 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 JUNE 25, 2019**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, June 25, 2019, at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m.
- ROLL CALL** President Taylor; Directors Cammarano, Chan, Cici, and DeLaTorre; General Manager Prior; Assistant General Manager Feilen; Finance and Administration Manager Corona; and District Counsel Colin O'Neill were present.
- 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 June 25, 2019.
- PUBLIC COMMENT** Ms. Cici provided a summary of the San Gabriel Women's Foundation awards ceremony.
- MINUTES** Upon motion by Director Chan, and seconded by Director DeLaTorre, the Board voted unanimously to approve the minutes of the regular meeting of the board of directors held on June 11, 2019.
- DEMANDS** Upon motion by Director Chan, and seconded by Director Cammarano, the Board voted unanimously to approve the payment of check number 20218 from the General Account in the amount of \$62,256.46 for the Revolving Account reimbursement..
- DISTRICT COUNSEL** District counsel provided a brief status report on the City of San Gabriel tax issue.
- ACTION** N/A.
- INFORMATION** The May, 2019 Banking and Investment Report was received and filed.
The January, 2019 Monthly Revenue and Expenditure Report was received and filed.
The February, 2019 Monthly Revenue and Expenditure Report was received and filed.
The March, 2019 Monthly Revenue and Expenditure Report was received and filed.
The April, 2019 Monthly Revenue and Expenditure Report was received and filed.
The May, 2019 Monthly Revenue and Expenditure Report was received and filed.

**GENERAL
MANAGER
COMMENTS**

The General Manager reported on his recent communication with the San Gabriel City Manager concerning the resolution of the tax issue.

The General Manager provided details regarding the contemplated ACWA /JPIA Employee Assistance Program, advising that the cost would be \$2.35 per person, per month, for a total cost of \$47.00 per month to the District.

The General Manager reported that, going forward, he recommended that the district no longer issue a paper check for the Revolving Account reimbursement, suggesting that an electronic transfer would be preferable. The Board concurred.

The General Manager reported that the Directors' audit books would be available at the next meeting.

The General Manager provided an update on the implementation of the new financial software, adding that he felt it would be a significant improvement.

The General Manager reported on a recent PWAG emergency/crisis training session, offering that it was very helpful and illuminating.

**FUTURE
AGENDA
ITEMS**

Consideration of implementation of ACWA / JPIA Employee Assistance Program.

**DIRECTOR
COMMENTS**

Director Cammarano reported that she received positive feedback concerning the District's participation in the recent San Gabriel public works day. She strongly encouraged a similar presence at the upcoming National Night Out event.

Director Cammarano shared a Sierra Club flyer demonstrating the amount of water required to produce certain foods, suggesting that the information might be worthwhile to share with District customers through the newsletter.

Director Cici inquired about the District's new truck, and the General Manager informed that it was a big help.

Director Chan inquired about the Carrum surgery insurance coverage mentioned at the last meeting, asking about the advantages and disadvantages. Finance and Administration Manager Corona advised that does not increase the cost to the District, and that it simply an extension of the existing ACWA /JPIA coverage.

Director Taylor inquired as to the District's fire hydrant maintenance program and the General Manager provided an overview.

Director Chan inquired about a residential fire sprinkler inspection fee he had heard about in the City of Pasadena. Staff was not certain, but speculated that it might be the result of a remodel, or perhaps related to a backflow prevention device.

ADJOURNMENT

Upon motion by Director Cammarano, and seconded by Director Chan, the Board voted unanimously to adjourn the meeting.

President

Secretary

[SEAL]

Report Criteria:

Vendor.Vendor number = 12031
Invoice.Created by = "mpena"

06/30/2019				
12031 Revolving Reimbursement	Invoice	Board Payroll Reimbursement	06/25/2019	445.90
6/25/19 BOARD PR				
12031 Revolving Reimbursement	Invoice	Payroll Reimbursement	06/26/2019	61,387.82
6/26/19 PR				
Total 06/30/2019:				61,833.72
	2			
Grand Totals:				61,833.72
	2			

Report GL Period Summary

Vendor number hash: 0
Vendor number hash - split: 0
Total number of invoices: 0
Total number of transactions: 0

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

Bank.Bank number = {=} 3

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
06/19	06/25/2019	11782	10030	Waikiki Property LLC	102000	9,892.19- V
06/19	06/11/2019	11861	13529	Eric Chan	102000	92.35
06/19	06/12/2019	11862	11940	Lincoln National Life Insurance Co.	102000	3,075.00
06/19	06/14/2019	11863	12674	U.S. Bank	102000	3,893.13
06/19	06/17/2019	11864	10080	Hung Bao Diep	102000	1,926.00
06/19	06/17/2019	11865	10243	American Water Works Association	102000	277.00
06/19	06/17/2019	11866	13300	Brian W. Snaer, DDS	102000	307.00
06/19	06/17/2019	11867	13528	Charles N. Delatorre	102000	1,500.00
06/19	06/17/2019	11868	13752	Frederick Johnson, DDS	102000	699.00
06/19	06/17/2019	11869	13337	Kevin J. Snaer, DDS	102000	386.00
06/19	06/17/2019	11870	10083	Matthew Tsai or Lili Che	102000	188.00
06/19	06/17/2019	11871	12209	Paul M. Reischl, DDS	102000	492.00
06/19	06/17/2019	11872	10082	Ramirez Pediatric Dental Corp.	102000	389.00
06/19	06/17/2019	11873	13709	Roger W.K. Joe, DDS	102000	1,415.00
06/19	06/18/2019	11874	10084	CareEd Health	102000	900.00
06/19	06/25/2019	11875	13300	Brian W. Snaer, DDS	102000	307.00
06/19	06/25/2019	11876	10087	Howard Rambach	102000	42.29
06/19	06/25/2019	11877	12296	John K. Sudick, DDS	102000	178.00
06/19	06/25/2019	11878	13494	Roy H. Chang, DDS	102000	155.00
06/19	06/25/2019	11879	10030	Waikiki Property LLC	102000	9,892.19
06/19	06/25/2019	11880	13529	Eric Chan	102000	92.35
06/19	06/26/2019	11881	11940	Lincoln National Life Insurance Co.	102000	3,075.00
06/19	06/26/2019	11882	13206	Stephen W. Bower, DMD	102000	511.75
06/19	06/27/2019	11883	13765	Master Meter	102000	1,500.00
06/19	06/28/2019	11884	10103	Linh Lynn Wong	102000	771.50
06/19	06/28/2019	11885	10106	Phong Tran	102000	682.75
06/19	06/28/2019	11886	10102	Trung Tran	102000	790.67
Grand Totals:						23,645.79