

## **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: 850 4814 7938**

**Passcode: 109321**

*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**

**November 23, 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: 850 4814 7938 Passcode: 109321**

**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>      | _____ |
| <b>Director Saucedo</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 November 9, 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. 10-21-516 of San Gabriel County Water District Board of Directors to support. Orange County Water District first Vice President Cathy Green for the office of ACWA Vice President.**

**Motion:**

**Second:**

**Action:**

**9. Miscellaneous Information Items**

- a. Receive and File:           October 2021 Banking & Investment Report**
- b. Receive and File:           October 2021 Monthly Revenue & Expenditure Report**

**10. General Manager Report**

- a.     Cancel December 28, 2021 Board Meeting**

**11. Future Agenda Items**

**12. Director Comments**

**13. Adjournment to Closed Session**

- a. Public Employee Performance Review (§5497)  
Title: General Manager**

**14. Reconvene in Open Session**

- a. Report of Action, if any, Taken in Closed Session**

**15. 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 NOVEMBER 9, 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, November 9, 2021, 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 November 9, 2021. Present at the District office were General Manager Jim Prior, Carmen Corona, Casey Feilen, Directors Taylor, Cammarano, DeLaTorre, Chan, Saucedo and District Counsel Koczanowicz.
- AGENDA** Upon motion by Director DeLaTorre and seconded by Director Cammarano, the Board voted to adopt the agenda as presented; passed 5 - 0.
- PUBLIC COMMENT** None
- MINUTES** Upon motion by Director Chan and seconded by Director DeLaTorre, the Board unanimously voted to approve the minutes for the meeting of the Board of Directors held on October 26, 2021. Motion passed 5-0
- DEMANDS** Director DeLaTorre motioned to approved of payment of demands on General Account in the amount of \$414,684.83 includes checks numbered 21641-21676 and an electronic funds transfer from the general account to the revolving account in the amount of \$91,157.70 includes checks numbered 12577-12617. The motion was seconded by Director Chan. Director Chan asked several questions pertaining to various payments and quality of work completed and received satisfactory answers from staff. Motion passed on a 5-0 vote.
- DISTRICT COUNSEL REPORT** District Counsel did not have anything specific to report but did confirm that no suit was filed in the Estrada matter.
- ACTION ITEMS** Directors received the 2022 Proposed Budget document, and a discussion was held among the Directors and staff regarding the projected decreases in water sales revenue and effects of the drought. Director Cammarano requested that the preliminary budget projections include a 4% salary increase scenario along with the 5% proposed. Additional discussion was held regarding that issue. On a motion by Director Chan and a second by Director Saucedo a 2022 Budget Workshop was scheduled for a special Board meeting that will take place on November 23, 2021 at 3:00 pm.

**MISC  
INFORMATION**

Water Well Report was distributed to the Board. President Taylor asked about the fluctuations in readings in Well 16 and others and staff provided some possible reasons.

**GENERAL  
MANAGER  
COMMENTS**

General Manager informed the Board that he expected Curio Hotel and 400 Valley projects to pay approximately \$500K in connection fees before the end of the year. He also confirmed that Board did not wish to renegotiate the contract with American Tower. He informed the Board that Well 14 motor is being repaired with the expected down time of 4-5 weeks. Lastly, he advised the Board that his evaluation will be scheduled for closed session at the next Board meeting and provided salary survey materials to the Board in preparation for that session.

**FUTURE  
AGENDA  
ITEMS**

Director Cammarano requested that discussion of cancellation of the second meeting in December be put on the next agenda.

**DIRECTOR  
COMMENTS**

Director Chan inquired about the health of the staff. Director Cammarano expressed her appreciation for the conservation flier that staff sent out to all water customers and for the Holiday Lunch Invitation, both of which she thought were well designed. Director Saucedo asked about possibility of grant funding or other state subsidy available to the District. General Manager responded that due to the demographics in the District, it does not qualify as a Disadvantaged Community area. General Manager further explained that there are no issues with water quality in the District. Director Saucedo also asked for an opportunity to review the accounts and other operational details to get up to speed. Staff will provide that opportunity and take Director Saucedo on a tour of the District and its various facilities.

**ADJOURNMENT**

Upon motion by Director DeLaTorre, seconded by Director Cammarano the Board voted unanimously to adjourn the meeting at 4:40 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	11/9/2021	\$ 353.55
Payroll	11/10/2021	\$ 67,858.61
	<b>Total Amount to be Reimbursed:</b>	<b>\$ 68,212.16</b>

## **RESOLUTION NO. 10-21-516**

### **RESOLUTION OF SAN GABRIEL COUNTY WATER DISTRICT BOARD OF DIRECTORS TO SUPPORT ORANGE COUNTY WATER DISTRICT (OCWD) FIRST VICE PRESIDENT CATHY GREEN AS A CANDIDATE FOR THE OFFICE OF ACWA VICE PRESIDENT**

WHEREAS, the Association of California Water Agencies (ACWA) has announced that a Nominating Committee has been formed to develop a slate for the ACWA election of its statewide lead officer positions of President and Vice President; and,

WHEREAS, the individual who fills the ACWA Vice President position needs to possess a working knowledge of water industry issues and concerns, connections with water professionals throughout the state, strength of character and leadership capabilities, and experience in matters related to the performance of the duties of the office; and,

WHEREAS, this person must be able to provide the dedication of time and energy to effectively serve in this capacity; and,

WHEREAS, San Gabriel County Water District recognizes that Director Green has served on the ACWA Board since 2016, and on the ACWA Board Executive Committee since 2020; and,

WHEREAS, Director Green has served as ACWA Region 10 Chair (2018-19) and is now serving her second term as ACWA Region 10 Vice Chair (2016-17, 2020-current), and she has served as ACWA Region 10 Board member since 2012; and,

WHEREAS, Director Green has serves on the ACWA Water Quality Committee (2012-current) and the ACWA Energy Committee (2019-current), and she previously served on the ACWA State Legislative Committee (2012-15); and,

WHEREAS, Director Green has served in a leadership role at Orange County Water District. She was elected to the OCWD Board of Directors (OCWD Board) in November 2010 and was re-elected in 2012, 2016 and 2020. She was selected by the OCWD Board to serve as its 2015 and 2016 President. She currently serves as First Vice President, a position she previously held in 2013, 2014, and since 2019; and,

WHEREAS, Director Green currently serves as the Chair of the Water Advisory Committee of Orange County (WACO), Chair of the OCWD Water Issues Committee, and Vice Chair of the OCWD Communications and Legislative Liaison Committee; and,

WHEREAS, prior to her service on OCWD's Board, Director Green was elected to two consecutive terms on the Huntington Beach City Council (2002-2010) where she served two terms as Mayor (2003, 2009). Director Green has been involved as a council liaison and active community member on many city boards, commissions, and committees; and,

WHEREAS, it is the opinion of San Gabriel County Water District Board of Directors that Director Green possesses all of the qualities needed to fulfill the duties of the office of ACWA Vice President; and,



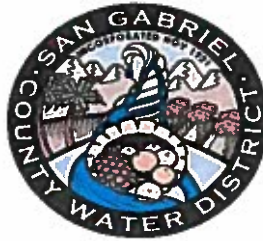
NOW, THEREFORE, BE IT RESOLVED, that San Gabriel County Water District Board of Directors does hereby endorse Orange County Water District First Vice President Cathy Green as a candidate for Vice President of the Association of California Water Agencies.

PASSED AND ADOPTED by San Gabriel County Water District Board of Directors at a regular meeting of said Board held on November 23, 2021.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary



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

<b>Cash &amp; Investments</b>	
LAIF Investment	\$ 13,260,829
<i>LAIF Interest Rate</i>	0.203%
Time-Value Investment	\$ 1,244,526
Citizens Bank - General	\$ 3,510,944
Citizens Bank - Revolving	\$ 108,932
Citizens-Bank - Safety Lunches	\$ 32,497
Xpress Bill Pay Holding (Online)	\$ 107,370
Citizens Bank - General/Revolving & Other	<u>\$ 3,759,743</u>

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

Date: 11/23/2021

  
 \_\_\_\_\_  
 Treasurer

	<u>Oct-20</u>	<u>YTD Oct-20</u>	<u>Oct-21</u>	<u>YTD Oct-21</u>
<b>Cash Receipts</b>	\$ 1,110,526	\$ 8,817,490	\$ 888,003	\$ 8,886,501
<b>Disbursements</b>	\$ 679,445	\$ 6,414,820	\$ 520,619	\$ 8,749,274
<b>Water Sales</b>	\$ 831,389	\$ 7,644,103	\$ 796,763	\$ 7,799,743
<i>Water Payments</i>	839,930			
<i>A/R Payments</i>	40,826	<i>Meter Charges</i>	\$ 274,969	
<i>LAIF Interest</i>	8,364	<i>Water Charges</i>	<u>\$ 521,794</u>	
<i>Time Value Interest</i>	( 929)	<i>Total billed in September</i>	\$ 796,763	
<i>Safety Lunches</i>	(188)			
	<u>\$ 888,003</u>			

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

**October 2021  
Year-To-Date Percent  
83%**

Acct. #	Description	Budget	Receipts & Expenditures Oct-21	Total YTD	Balance	YTD %
	<b>Total Revenues</b>	\$ 9,408,071	\$ 828,942	\$ 8,136,522	\$ (1,271,549)	86%
	<b>Operational Expense</b>					
	Production & Supply	2,212,206	137,633	1,857,081	(355,125)	84%
	Transmission & Distribution	613,323	41,975	439,784	(173,539)	72%
	Customer Service	365,478	25,179	284,453	(81,025)	78%
	General & Administrative	3,248,428	238,087	2,835,617	(412,811)	87%
	<b>Total Operational Expense</b>	<b>6,439,435</b>	<b>442,873</b>	<b>5,416,935</b>	<b>(1,022,500)</b>	<b>84%</b>
	<b>Gain/(Loss) before Capital</b>	<b>2,968,636</b>	<b>386,070</b>	<b>2,719,587</b>	<b>(249,049)</b>	<b>92%</b>
	Capital Expenditures	2,915,000	327,417	2,678,112	(236,888)	92%
	<b>Gain/(Loss)</b>	<b>\$ 53,636</b>	<b>\$ 58,653</b>	<b>\$ 41,476</b>	<b>\$ (12,160)</b>	