

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

September 13, 2022

4:00 P.M.

AGENDA

Call to Order

1. Pledge of Allegiance

- 2. Roll Call**
- | | |
|---------------------------|-------|
| Director Taylor | _____ |
| Director DeLaTorre | _____ |
| Director Cammarano | _____ |
| Director Chan | _____ |
| Director Saucedo | _____ |

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 Special Meeting of the Board of Directors held August 23, 2022

Motion:
Second:
Action:

6. List of Demands on General Account

a. August 2022 Invoices

Motion:
Second:
Action:

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7. District Counsel

8. Action Item

9. Miscellaneous Information Items

a. Water Well 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 SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF
SAN GABRIEL COUNTY WATER DISTRICT
HELD ON AUGUST 23, 2022**

- CALL TO ORDER** A special meeting of the Board of Directors of the San Gabriel County Water District was called to order on Tuesday, August 23, 2022 at 8366 Grand Avenue, Rosemead, California at the hour of 3:00 p.m by Director Taylor.
- ROLL CALL** Present at the District office were General Manager Jim Prior, Casey Feilen, Carmen Corona, Directors Taylor, Cammarano, Chan, DeLaTorre, Saucedo and District Counsel Koczanowicz.
- AGENDA** Upon motion by Director DeLaTorre seconded by Director Cammarano, the Board adopted the agenda as presented on a 5-0 vote.
- PUBLIC COMMENT** One member of the public was present, but no public comment was received.
- MINUTES** Upon motion by Director Chan, seconded by Director Saucedo, the Board on a 5-0 vote approved the minutes for the meeting of the Board of Directors held on August 9, 2022.
- DEMANDS** Director DeLaTorre moved to authorize EFT transfer from the General into the Revolving Account in the amount of \$149,840.32. Motion was seconded by Director Cammarano and passed on a 5-0 vote without any further discussion.
- DISTRICT COUNSEL REPORT** District Counsel reported that things on the legal front were quiet and no news was good news. He also mentioned that City of Pasadena was going to once a week watering starting in September.
- ACTION ITEMS** None
- MISC INFORMATION ITEMS**
- a. Receive and File July 2022 Banking and Investment Report
Board received July 2022 Report. Director Chan was glad that safety lunches are continuing; Director Taylor went over the various categories and noted that they are fluctuating.
 - b. Receive and File July 2022 Monthly Revenue and Expenditure Report
Board received the July 2022 Report. Director Chan commented that production and supply numbers for YTD are low. General Manager stated that he expected them to go up next month.
 - c. Mid-Year Budget Review
General Manager presented the Mid-Year Budget Review and went through the various accounts fielding comments and questions from the Directors along with some recommendations for 2022/2023 Budget projections. These included:

Revenue: discussion of projected increases in late fees and shut off charges; system connection fees, development fees and insurance reimbursement.

Production and Supply: discussion of water sampling costs, emergency funding for reservoir expense and current year expenditures in SCADA and Master Water Bill line items.

Transmission and Distribution: discussion regarding lowering of overtime projections, and explanation of inventory adjustments and increases in conservation and education expenses.

Customer Service and Meter Reading: GM responded to questions regarding building supplies line item

Administration: questions were answered regarding possible travel expense budget decreases, increases in alarm services attributable to new office building, YTD outside consultant fees, dues and memberships line item which will be spent before the end of the fiscal year and potential membership in CSDA for following year. There were also questions regarding election expenses which will not be in the next year budget.

Capitol Improvement account: Director Taylor noted that the Service Replacement line item will go over budget this year and Director Cammarano noted that the water meter expenditure was less than anticipated.

**GENERAL
MANAGER
REPORT**

General Manager reported that Gerona mainline project will start on Monday; that acquisition of a new electric truck can be discussed by the Board, but GM was concerned about the high cost and that one of the employees was leaving the District for SCE after 5years of service and will need to be replaced.

**FUTURE
AGENDA
ITEMS**

Director Cammarano requested an item for discussion of election process choices since only 3 candidates are running for 3 seats, with a Brown Act refresher for the Board.

**DIRECTOR
COMMENTS**

Director Cammarano stated that she will miss the first meeting in September, Director Chan inquired about staff's health and stated he was glad to see Director Taylor back to health.

ADJOURNMENT

Upon motion by Director Taylor, seconded by Director Cammarano the Board voted unanimously to adjourn the meeting at 3:47 p.m.

President

Secretary

[SEAL]

Revolving Account

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
08/22	08/17/2022	12906	10473	Dorothy Reed Lindquist	102000	29.66- V
08/22	08/10/3/2022	12923	11940	Lincoln National Life Insurance Co.	102000	3,295.00
08/22	08/10/3/2022	12924	12965	Regal Medical Group	102000	767.85
08/22	08/10/3/2022	12925	10363	Staples Business Credit	102000	811.32
08/22	08/10/3/2022	12926	12674	U.S. Bank	102000	5,572.17
08/22	08/04/2022	12927	10122	ACWA / JPIA	102000	2,542.70
08/22	08/04/2022	12928	10483	Shanshan Ma or Art Fu Poun	102000	37.82
08/22	08/05/2022	12929	13206	Stephen W. Bowen, DMD	102000	62.00
08/22	08/09/2022	12930	13529	Eric Chan	102000	92.35
08/22	08/09/2022	12931	10350	Domingo Saucedo	102000	92.35
08/22	08/10/2022	12932	10485	Clere Real LLC	102000	72.53
08/22	08/10/2022	12933	10184	Dental Spa of West Covina	102000	722.00
08/22	08/10/2022	12934	10233	Pasadena Periodontics	102000	19.80
08/22	08/10/2022	12935	10098	Petty Cash Reimbursement	102000	133.74
08/22	08/17/2022	12936	10486	Gardens Inc	102000	3,000.00
08/22	08/17/2022	12937	11940	Lincoln National Life Insurance Co.	102000	3,295.00
08/22	08/17/2022	12938	13621	Peter Lam, DDS	102000	1,195.50
08/22	08/17/2022	12939	10335	Roger W. Anderson, DDS	102000	135.00
08/22	08/22/2022	12940	10487	Christina Kirkinzou Roumellotis or	102000	45.52
08/22	08/22/2022	12941	12435	George Atlano	102000	61.82
08/22	08/22/2022	12942	10271	Kaitlin McClure, D.D.S.	102000	85.00
08/22	08/22/2022	12943	13337	Kevin J. Snaer, DDS	102000	42.00
08/22	08/22/2022	12944	13190	Patrick Rowland	102000	238.24
08/22	08/23/2022	12945	13529	Eric Chan	102000	92.35
08/22	08/23/2022	12945	10350	Domingo Saucedo	102000	.00 V
08/22	08/23/2022	12946	10350	Domingo Saucedo	102000	92.35
08/22	08/25/2022	12947	10489	Abby Herrera	102000	66.94
08/22	08/25/2022	12948	13300	Brian W. Snaer, DDS	102000	333.00
08/22	08/25/2022	12949	10488	Fengxia Wang	102000	48.62
08/22	08/25/2022	12950	10492	Long Bach Trinh	102000	19,260.64
08/22	08/25/2022	12951	13494	Roy H. Chang, DDS	102000	330.00
08/22	08/25/2022	12952	10063	San Gabriel Valley Tribune	102000	253.64
08/22	08/25/2022	12953	10490	Tony Chin	102000	68.74
08/22	08/31/2022	12954	10494	Cui Chang Cao	102000	54.71
08/22	08/31/2022	12955	10495	David Imperioli	102000	59.69

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
08/22	08/31/2022	12956	11940	Lincoln National Life Insurance Co.	102000	3,295.00
08/22	08/31/2022	12957	10372	Wendy Kwan	102000	41.29
08/22	08/31/2022	12958	10500	860 E & A LLC	102000	7,580.68
08/22	08/31/2022	12959	10498	Asphalt Fabric & Engineering, Inc.	102000	1,476.00
08/22	08/31/2022	12960	10499	California Paving & Grading Co. Inc.	102000	1,500.00
08/22	08/31/2022	12961	10501	Michael Lee	102000	200.34
08/22	08/31/2022	12962	10497	Raze Demolition Services	102000	1,484.00

Grand Totals:

58,528.04

Report Criteria:

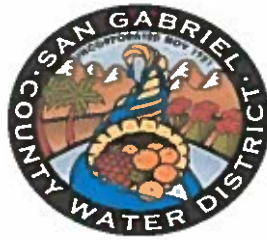
Report type: Summary

Check.Type = {<>} "Adjustment"

Bank.Bank number = (=) 3

EFT-From the General Account for the Revolving Reimbursement

	Date Paid	Amount Paid
Board of Director's Payroll	8/23/2022	\$ 353.55
Payroll	8/31/2022	\$ 71,956.33
Revolving Reimbursement	7/31/2022	\$ 58,528.04
	Total Amount to be Reimbursed:	\$ 130,837.92



Water Levels as of August 31, 2022

Listed below are the water levels in the Baldwin Park Key Well and Wells owned and operated by San Gabriel County Water District.

The Baldwin Park Key Well is located in the central portion of the San Gabriel Valley within the City of Baldwin Park and is used by the Main San Gabriel Basin Watermaster to monitor changes in the groundwater supply for the Basin. Each vertical foot is equivalent to about 8,000 acre-feet of groundwater in the Main Basin. The Key Well elevation is measured at sea level.

	<u>AUGUST 2021</u>	<u>AUGUST 2022</u>
Baldwin Park Key Well	188.0	179.8

Reservoir Storage in the San Gabriel Canyon:

Cogswell Reservoir	11,136 acre-feet
San Gabriel Reservoir	43,646 acre-feet
Morris Reservoir	28,696 acre-feet
Total Storage Capacity	83,478 acre-feet

As of August 30, 2022 combined storage was 14,816 acre-feet (18 percent of capacity)

San Gabriel County Water District

Listed below are water levels measured at static and pumping and also pump depth.

	<u>2021</u>	<u>2021</u>	<u>2022</u>	<u>2022</u>	
	STATIC	PUMPING	STATIC	PUMPING	PUMP DEPTH
<u>Raymond Basin</u>					
Well #16	301	375	286.5	383	423
<u>Main San Gabriel Basin</u>					
Well #9	304	378.5	311	405	471
Well #11	238	349	241	353	483
Well #12	229	254.5	232.5	256	380
Well #14	203	291	199.5	274	381
Well #15	382	420	381	421	650