

**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]