

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

October 25, 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 Regular Meeting of the Board of Directors held October 11, 2022

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

9. Miscellaneous Information Items

a. Receive and File: September 2022 Banking & Investment Report

b. Receive and File: September 2022 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 11, 2022**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was called to order on Tuesday, October 11, 2022 at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m.
- ROLL CALL** Present at the District office were staff General Manager Jim Prior, Casey Feilen, Directors Taylor, Cammarano, DeLaTorre, Chan, Saucedo and District Counsel Koczanowicz.
- AGENDA** Upon motion by Director DeLaTorre and seconded by Director Saucedo, the Board adopted the agenda as presented on a 5 – 0 vote.
- PUBLIC COMMENT** No public comment was received.
- MINUTES** Upon motion by Director Chan, seconded by Director Saucedo with minor corrections, the Board voted to approve the minutes for the meeting of the Board of Directors held on September 27, 2022 with a 4-0-1 vote, Director Cammarano abstaining.
- DEMANDS** Director DeLaTorre motioned to authorize payment of demands on General Account in the amount of \$396,397.82 (Check# 22183-22225 with Check# 22132 being voided) and electronic fund transfer from the General to the Revolving Account in the amount of \$95,256.77(Checks# 12963-13006). Director Chan seconded. Staff satisfactorily responded to questions from the Directors regarding various payments including truck repairs, diesel fuel cleaning, progress payment on Gerona project, credit card membership fee and a meter upgrade on Hermosa. Carmen Corona came in to explain various credits on customer accounts. Motion passed on a 5-0 vote.
- DISTRICT COUNSEL REPORT** District Counsel stated that he was glad to see Director Cammarano back and had nothing further to report.
- ACTION ITEMS** Consideration of action on Time Value Investment
On a motion by Director DeLaTorre, seconded by Director Chan, the Board unanimously approved a one year \$249,000 CD investment at 4.35%.
- MISC INFORMATION ITEMS** Receive and File Water Well Report
Board reviewed the Water Well Report. Director Taylor noted that the numbers were not good. Casey Feilen advised the Board that water was being “spread” at the spreading grounds and in response to Director Taylor’s question, explained that Well 9 was not measured because staff did

not want it turned off to obtain a static measurement. Board received and filed the report.

**GENERAL
MANAGER
REPORT**

General Manager informed the Board that the incoming Board Members will be sworn in at the office on December 1st and that the County will only charge a minimal amount for the election. He stated that the pre-bid meeting for Well 8 went well with 5 bidders attending and that he received an email from Tom Love that work on the MWD connection is 4-6 months out. Board and staff expressed their disappointment with the pace of the progress. Mr. Prior also informed the Board that the budget process will be initiated at the first meeting in November with a special meeting starting at 2:00 pm, as he expected the budget to be somewhat more complicated. Lastly he responded to questions regarding District's hydrant at Las Tunas and Del Mar.

**FUTURE
AGENDA
ITEMS**

2023 Budget for first meeting in November

**DIRECTOR
COMMENTS**

Director Chan inquired about staff's wellbeing. Director Cammarano stated she was happy to be back.

ADJOURNMENT

Upon motion by Director Taylor, seconded by Director DeLaTorre the Board voted unanimously to adjourn the meeting at 4:27 p.m.

President

Secretary

[SEAL]

EFT-From the General Account for the Revolving Reimbursement

| | Date Paid | Amount Paid |
|--------------------|---------------------------------------|---------------------|
| Director's Payroll | 10/11/2022 | \$ 353.55 |
| Payroll | 10/12/2022 | \$ 72,270.12 |
| | Total Amount to be Reimbursed: | \$ 72,623.67 |



**SAN GABRIEL COUNTY WATER DISTRICT
BANKING & INVESTMENT REPORT
September 2022**

| | |
|---|---------------|
| Cash & Investments | |
| LAIF Investment | \$ 16,308,683 |
| <i>LAIF Interest Rate</i> | 1.513% |
| Time-Value Investment | \$ 1,181,611 |
| Citizens Bank - General | \$ 3,466,356 |
| Citizens Bank - Revolving | \$ 104,743 |
| Citizens-Bank - Safety Lunches | \$ 35,536 |
| Xpress Bill Pay Holding (Online) | \$ 38,679 |
| Citizens Bank - General/Revolving & Other | \$ 3,645,314 |

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

Date: 10/25/2022

Treasurer

| | <u>Sep-21</u> | <u>YTD Sep-21</u> | <u>Sep-22</u> | <u>YTD Sep-22</u> |
|----------------------|-------------------|-----------------------|---------------|-----------------------|
| Cash Receipts | \$ 1,220,235 | \$ 8,003,109 | \$ 980,271 | \$ 8,200,831 |
| Disbursements | \$ 1,587,273 | \$ 8,233,145 | \$ 1,392,504 | \$ 6,585,480 |
| Water Sales | \$ 945,682 | \$ 7,003,436 | \$ 881,298 | \$ 6,893,432 |
| Water Payments | 845,308 | | | |
| A/R Payments | 152,725 | Meter Charges | \$ 276,415 | |
| LAIF Interest | - | Water Charges | \$ 604,883 | |
| Time Value Interest | (17,201) | Total Billed | \$ 881,298 | |
| Safety Lunches | (560) | | | |
| | <u>\$ 980,271</u> | | | |

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

**September 2022
Year-To-Date Percent
75%**

| Acct. # | Description | Budget | Receipts & Expenditures Sep-22 | Total YTD | Balance | YTD % |
|---------|-----------------------------------|------------------|--------------------------------------|---------------------|---------------------|------------|
| | Total Revenues | \$ 9,645,853 | \$ 923,835 | \$ 7,648,567 | \$ (1,997,286) | 79% |
| | Operational Expense | | | | | |
| | Production & Supply | 2,103,494 | 93,555 | 1,829,724 | (273,770) | 87% |
| | Transmission & Distribution | 660,916 | 45,267 | 454,490 | (206,426) | 69% |
| | Customer Service | 370,509 | 33,846 | 278,518 | (91,991) | 75% |
| | General & Administrative | 3,421,062 | 175,558 | 2,243,132 | (1,177,930) | 66% |
| | Total Operational Expense | 6,555,981 | 348,226 | 4,805,864 | (1,750,117) | 73% |
| | Gain/(Loss) before Capital | 3,089,872 | 575,609 | 2,842,703 | (247,169) | 92% |
| | Capital Expenditures | 3,075,000 | 205,182 | 1,001,967 | (2,073,033) | 33% |
| | Gain/(Loss) | \$ 14,872 | \$ 370,427 | \$ 1,840,735 | \$ 1,825,863 | |