

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

February 13, 2024

4:00 P.M.

AGENDA

Call to Order

1. Pledge of Allegiance

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

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 January 23, 2024

Motion:
Second:
Action:

6. List of Demands on General Account

a. January 2024 Invoices

Motion:
Second:
Action:

7. District Counsel

8. Action Item

a. Consideration and Action on hiring Professional Property Management Services

Motion:

Second:

Action:

9. Miscellaneous Information Items

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 JANUARY 23, 2024**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was called to order on Tuesday, January 23, 2024, at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m.
- ROLL CALL** Present at the meeting were General Manager Jim Prior, Finance and Administration Manager Carmen Corona, Assistant General Manager Casey Feilen, Directors Cammarano, Taylor, DeLaTorre, Saucedo and Mamdapurkar and District Counsel Koczanowicz.
- AGENDA** Upon motion by Director Taylor and seconded by Director Saucedo, the Board voted unanimously to adopt the agenda as presented.
- PUBLIC COMMENT** None provided, Mr. Nick Frias, a property manager proposer was present.
- MINUTES** Upon motion by Director Taylor and seconded by Director Mamdapurkar, the Board voted to approve the minutes for the meeting of the Board of Directors held on January 9, 2024. Motion passed 5-0.
- DEMANDS** Director DeLaTorre motioned to authorize an electronic funds transfer from the general account to the revolving account in the amount of \$171,225.04 The motion was seconded by Director Saucedo. No questions were asked by the Board. Motion passed on a 5-0 vote.
- DISTRICT COUNSEL REPORT** District Counsel briefed the Board on an appellate decision dealing with the manner that Courts interpret statutes and legislative intent.
- ACTION ITEMS**
- PROPERTY MANAGEMENT SERVICES** District Counsel introduced Nick Frias, who was one of the proposers for the management of District rentals at 8351-5 Grand Ave. Mr. Frias provided a brief introduction and experience. Board also received a written proposal from Village Property Management. The item was continued to the next Board meeting for further deliberation.
- SALE OF TRUCK#126** General Manager briefly advised the Board that a surplus vehicle was proposed to be sold to CarMax for \$13,000, which was a FMV price and recommended for approval. Director Saucedo moved to approve, with Director Taylor's second. Motion passed unanimously.

**RESOLUTION NO.
02-24-525 SETTING
A NEW FEE
SCHEDULE**

General Manager provided the Board with a staff report on the Resolution to update the District's fees. Director DeLaTorre moved to open discussion and Director Mamdapurkar seconded. Board discussed the proposed fee schedule and staff answered questions to the Board's satisfaction. Director Taylor moved to adopt the Resolution, Director Saucedo seconded, and motion passed unanimously.

**MISC
INFORMATION**

Receive and File:
December 2023 Banking and Investment Report

Director Taylor noted that water sales were down by \$600K. Director Cammarano was pleased with the high 3.9% LAIF rate.

**GENERAL
MANAGER
COMMENTS**

The General Manager reported that a safety meeting was held on trip and falls; that the landscaping and sign will be finished by the next Board meeting. Director Taylor noted the need for pruning the roses. Mr. Prior also answered questions about the Educational Center renovation from Director Mamdapurkar and informed the Board about the meeting regarding multi-jurisdictional safety mitigation plan formation necessary to be eligible for FEMA funds.

**FUTURE
AGENDA
ITEMS**

Consideration of selection of Property Management firm at the next meeting

**DIRECTOR
COMMENTS**

Director Cammarano was pleased with the fact that the Mission tours are in full swing and that school kids get to see the restored Mission.

ADJOURNMENT

Upon motion by Director Taylor, seconded by Director DeLaTorre the Board voted unanimously to adjourn the meeting at 4:52 p.m.

President

Secretary

[SEAL]

EFT-From the General Account for the Revolving Reimbursement

	Date Paid	Amount Paid
Board of Director's Payroll	1/23/2024	\$ 353.55
Payroll	1/31/2024	\$ 85,514.99
Revolving Reimbursement	1/31/2024	\$ 38,733.09
	Total Amount to be Reimbursed:	\$ 124,601.63

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
01/24	01/03/2024	13545	12435	George Atilano	102000	197.05
01/24	01/03/2024	13546	11940	Lincoln National Life Insurance Co.	102000	3,770.00
01/24	01/03/2024	13547	13745	Monica Pena	102000	140.43
01/24	01/08/2024	13548	10243	American Water Works Association	102000	120.00
01/24	01/08/2024	13549	10578	Brandon V. Cuccia, D.D.S.	102000	1,535.00
01/24	01/08/2024	13550	13754	Cohen, Sedgh, Manavi & Pakravan Dental	102000	1,146.00
01/24	01/08/2024	13551	10286	Rhett Y. Szu D.D.S.	102000	560.00
01/24	01/08/2024	13552	10363	Staples Business Credit	102000	732.45
01/24	01/09/2024	13553	10122	ACWA / JPIA	102000	6,947.42
01/24	01/09/2024	13554	12674	U.S. Bank	102000	2,365.68
01/24	01/09/2024	13555	10544	Anagh Mamdapurkar	102000	92.35
01/24	01/09/2024	13556	10350	Domingo Saucedo	102000	92.35
01/24	01/09/2024	13557	10098	Petty Cash Reimbursement	102000	149.24
01/24	01/10/2024	13558	13605	Jim Jenkins	102000	4,000.00
01/24	01/16/2024	13559	11940	Lincoln National Life Insurance Co.	102000	4,020.00
01/24	01/16/2024	13560	10162	USC Foundation	102000	419.00
01/24	01/18/2024	13561	10405	Elham Khajavi DDS, Inc.	102000	1,199.00
01/24	01/23/2024	13562	10544	Anagh Mamdapurkar	102000	92.35
01/24	01/23/2024	13563	10350	Domingo Saucedo	102000	92.35
01/24	01/29/2024	13564	10184	Dental Spa of West Covina	102000	872.00
01/24	01/29/2024	13565	10405	Elham Khajavi DDS, Inc.	102000	213.00
01/24	01/29/2024	13566	13296	Jeffrey C. Murphy, DDS	102000	27.00
01/24	01/29/2024	13567	11940	Lincoln National Life Insurance Co.	102000	4,170.00
01/24	01/29/2024	13568	10698	Linneke Puspasari	102000	34.39
01/24	01/29/2024	13569	13546	Maria Melissa Francisco, DDS	102000	255.00
01/24	01/29/2024	13570	10082	Ramirez Pediatric Dental Corp.	102000	968.00
01/24	01/29/2024	13571	13785	Thomas C. Nelson, DDS	102000	0.00 - V
01/24	01/29/2024	13572	10688	Yazhen Lei	102000	38.15
01/24	01/29/2024	13573	13785	Thomas C. Nelson, DDS	102000	163.00
01/24	01/30/2024	13574	10690	Jonathan Martinez or Robert Jimenez	102000	44.90
01/24	01/30/2024	13575	10689	Lee Wa Yeung	102000	5.42
01/24	01/30/2024	13576	10687	SC-SOCAL-31 LLC	102000	30.43
01/24	01/30/2024	13577	10453	T-Mobile	102000	340.16
01/24	01/30/2024	13578	10685	Tsung-Che Lee	102000	100.00
01/24	01/30/2024	13579	10693	Yesica Espeleta	102000	15.36

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/24	01/31/2024	13580	10693	Carne & Asada LLC	102000	86.38
01/24	01/31/2024	13581	10701	Graciela Sandoval	102000	132.70
01/24	01/31/2024	13582	10704	Jiahe Qiu	102000	17.06
01/24	01/31/2024	13583	10233	Pasadena Periodontics	102000	57.40
01/24	01/31/2024	13584	10691	Phung Duong	102000	70.89
01/24	01/31/2024	13585	10703	Ping-Hsien Lee	102000	8.26
01/24	01/31/2024	13586	10699	Shu-Wei Chan	102000	187.07
01/24	01/31/2024	13587	10697	SMX Development Inc.	102000	331.56
01/24	01/31/2024	13588	10379	SWRCB-DWCCP	102000	90.00
01/24	01/31/2024	13589	10692	Taylor Quan	102000	5.24
01/24	01/31/2024	13590	10700	Tony Truong	102000	1145.65
01/24	01/31/2024	13591	10705	Vinh Duc Ha	102000	23.58
01/24	01/31/2024	13592	10696	Xiao Cai	102000	1585.72
01/24	01/31/2024	13593	10702	Zhen Zhang	102000	44.10

Grand Totals:

38,733.09

Report Criteria:

Report type: Summary

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