

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

June 25, 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 June 11, 2024

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: May 2024 Banking & Investment Report

b. Receive and File: 2023 Audited Financial Statement

**c. Receive and File: January Monthly Revenue & Expenditure Report
February Monthly Revenue & Expenditure Report
March Monthly Revenue & Expenditure Report
April Monthly Revenue & Expenditure Report
May Monthly Revenue & Expenditure Report**

10. General Manager Report

11. Future Agenda Items

12. Director Comments

13. Adjournment to Closed Session

**a. Conference with Legal Counsel Potential Litigation Gov Code Section 54956.9(b)
one case**

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 JUNE 11, 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, June 11th, 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 Taylor, Mamdapurkar, DeLaTorre, Saucedo and District Counsel Koczanowicz. Director Cammarano was absent.

AGENDA District Counsel requested that Items 13 &14 on the agenda be removed as there was no longer a need for a closed session. Upon motion by Director Taylor and seconded by Director Saucedo, the Board voted unanimously to adopt the agenda as revised.

PUBLIC COMMENT None

MINUTES Upon motion by Director Saucedo, seconded by Director Mamdapurkar, the Board voted to approve the minutes for the regular meeting held on May 28, 2024. Motion passed 4-0.

DEMANDS Director Taylor motioned to authorize payments from the General Account in the amount of \$245,733.91 (chk#23214-23254) and an Electronic Funds Transfer from the General to the Revolving Account in the amount of \$32,060.19 (chk#13733-13777, including a voided check #13735). The motion was seconded by Director Mamdapurkar. Staff responded to questions from the Board regarding expenditures for Postage Meter, Engineering firm for the freeway crossing and treatment plant projects, accountant and screens for the reservoir. Motion carried on a 4-0 vote.

DISTRICT COUNSEL REPORT District Counsel reported that he was successful in obtaining a dismissal in the Torrez matter, as the accident that gave rise to the lawsuit did not occur within District's jurisdictional area. He also briefed the Board on a Court of Appeals decision in DOES v. UC Regents and LA Times that upheld a denial of an injunction that would prevent the release of an investigative report regarding workplace policy violations by three professors at UCLA. Court found that public interest in disclosure outweighed the privacy rights of the professors, as the allegations were sustained.

ACTION ITEMS None

**MISC
INFORMATION**

Board received and filed a Water Well Report. Director Taylor observed that the numbers were identical to the last month report. Staff distributed a corrected report. Director Taylor observed that the key well was looking good.

**GENERAL
MANAGER
COMMENTS**

The General Manager reported that staff is dealing with some issues at 8351 Grand; he also reported that the Reservoir rehabilitation project is almost finished, and the Reservoir will be back in service as soon as the end of this week. Mr. Prior also advised the Board that an Audit report will be presented at the next meeting and the budget update and review would take place at the second meeting in August; he commented on the police canine training at the District parcel and reported that discussions with a rate study experts have begun in preparation for rate evaluation. Lastly, he reported about a PRA request that staff handled regarding former Director Chan.

**FUTURE
AGENDA
ITEMS**

August second meeting will have Mid-Year budget review item

**DIRECTOR
COMMENTS**

Director Saucedo commented on the MWD Pure Water project tour that he attended. He found it to be very informative

ADJOURNMENT

Upon motion by Director Taylor, seconded by Director Saucedo the Board voted unanimously to adjourn the meeting at 4:42 p.m.

President

Secretary

[SEAL]

EFT-From the General Account for the Revolving Reimbursement

	Date Paid	Amount Paid
Payroll	6/5/2024	\$ 85,211.68
Director's Payroll	6/11/2024	\$ 245.90
Payroll	6/19/2024	\$ 85,328.05
	Total Amount to be Reimbursed:	\$ 170,785.63



BANKING & INVESTMENT REPORT

May 2024

Cash & Investments

LAIF Investment	\$	10,628,704
Capital Emergency Fund	\$	<u>5,000,000</u>
LAIF TOTAL	\$	15,628,704
LAIF Interest Rate	4.332%	
Time-Value Investment	\$	1,520,564
Citizens Bank - General	\$	2,328,075
Citizens Bank - Revolving	\$	167,940
Citizens-Bank - Safety Lunches	\$	23,550
Xpress Bill Pay Holding (Online)	\$	<u>37,949</u>
Citizens Bank - General/Revolving & Other	\$	2,557,514

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

Date: 6/25/2024

 Treasurer

	<u>May-23</u>	YTD <u>May-23</u>	<u>May-24</u>	YTD <u>May-24</u>
Cash Receipts	\$ 807,604	\$ 4,467,321	\$ 812,626	\$ 4,241,816
Disbursements	\$ 449,474	\$ 3,237,295	\$ 720,421	\$ 3,923,615
Water Sales	\$ 662,968	\$ 3,126,497	\$ 651,868	\$ 3,296,137
Water Payments	743,441			
A/R Payments	66,622	Meter Charges	\$ 276,730	
LAIF Interest	-	Water Charges	\$ 375,138	
Time Value Interest	2,658	<u>Total Billed</u>	<u>\$ 651,868</u>	
Safety Lunches	(95)			
	<u>\$ 812,626</u>			

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

**January 2024
Year-To-Date Percent
8%**

Acct. #	Description	Budget	Receipts & Expenditures Jan-24	Total YTD	Balance	YTD %
	Total Revenues	\$ 9,356,253	\$ 711,926	\$ 711,926	\$ (8,644,327)	8%
	Operational Expense					
	Production & Supply	2,282,778	193,735	193,735	(2,089,043)	8%
	Transmission & Distribution	713,872	63,603	63,603	(650,269)	9%
	Customer Service	385,895	39,291	39,291	(346,604)	10%
	General & Administrative	3,889,054	351,000	351,000	(3,538,054)	9%
	Total Operational Expense	7,271,599	647,628	647,628	(6,623,971)	9%
	Gain/(Loss) before Capital	2,084,654	64,298	64,298	(2,020,356)	3%
	Capital Expenditures	2,084,677	13,948	13,948	(2,070,729)	1%
	Gain/(Loss)	\$ (23)	\$ 50,350	\$ 50,350	\$ 50,373	

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

**February 2024
Year-To-Date Percent
17%**

Acct. #	Description	Budget	Receipts & Expenditures Feb-24	Total YTD	Balance	YTD %
	Total Revenues	\$ 9,356,253	\$ 700,164	\$ 1,412,090	\$ (7,944,163)	15%
	Operational Expense					
	Production & Supply	2,282,778	303,958	497,693	(1,785,085)	22%
	Transmission & Distribution	713,872	43,147	106,750	(607,122)	15%
	Customer Service	385,895	29,402	68,693	(317,202)	18%
	General & Administrative	3,889,054	233,036	584,036	(3,305,018)	15%
	Total Operational Expense	7,271,599	609,543	1,257,171	(6,014,428)	17%
	Gain/(Loss) before Capital	2,084,654	90,621	154,919	(1,929,735)	7%
	Capital Expenditures	2,084,677	13,152	27,100	(2,057,577)	1%
	Gain/(Loss)	\$ (23)	\$ 77,469	\$ 127,819	\$ 127,842	

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

**March 2024
Year-To-Date Percent
25%**

Acct. #	Description	Budget	Receipts & Expenditures Mar-24	Total YTD	Balance	YTD %
	Total Revenues	\$ 9,356,253	\$ 747,704	\$ 2,159,794	\$ (7,196,459)	23%
	Operational Expense					
	Production & Supply	2,282,778	369,455	867,148	(1,415,630)	38%
	Transmission & Distribution	713,872	40,117	146,867	(567,005)	21%
	Customer Service	385,895	36,608	105,301	(280,594)	27%
	General & Administrative	3,889,054	274,746	858,782	(3,030,272)	22%
	Total Operational Expense	7,271,599	720,926	1,978,097	(5,293,502)	27%
	Gain/(Loss) before Capital	2,084,654	26,777	181,697	(1,902,957)	9%
	Capital Expenditures	2,084,677	47,299	74,399	(2,010,278)	4%
	Gain/(Loss)	\$ (23)	\$ (20,521)	\$ 107,298	\$ 107,321	

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

April 2024
Year-To-Date Percent
33%

Acct. #	Description	Budget	Receipts & Expenditures Apr-24	Total YTD	Balance	YTD %
	Total Revenues	\$ 9,356,253	\$ 749,170	\$ 2,908,964	\$ (6,447,289)	31%
	Operational Expense					
	Production & Supply	2,282,778	268,988	1,136,136	(1,146,642)	50%
	Transmission & Distribution	713,872	60,793	207,659	(506,213)	29%
	Customer Service	385,895	30,797	136,098	(249,797)	35%
	General & Administrative	3,889,054	256,971	1,115,753	(2,773,301)	29%
	Total Operational Expense	7,271,599	617,549	2,595,646	(4,675,953)	36%
	Gain/(Loss) before Capital	2,084,654	131,621	313,318	(1,771,336)	15%
	Capital Expenditures	2,084,677	34,198	108,597	(1,976,080)	5%
	Gain/(Loss)	\$ (23)	\$ 97,423	\$ 204,721	\$ 204,744	

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

**May 2024
Year-To-Date Percent
42%**

Acct. #	Description	Budget	Receipts & Expenditures May-24	Total YTD	Balance	YTD %
	Total Revenues	\$ 9,356,253	\$ 700,889	\$ 3,609,854	\$ (5,746,399)	39%
	Operational Expense					
	Production & Supply	2,282,778	94,147	1,230,283	(1,052,495)	54%
	Transmission & Distribution	713,872	39,433	247,093	(466,779)	35%
	Customer Service	385,895	30,409	166,507	(219,388)	43%
	General & Administrative	3,889,054	185,707	1,301,460	(2,587,594)	33%
	Total Operational Expense	7,271,599	349,696	2,945,342	(4,326,257)	41%
	Gain/(Loss) before Capital	2,084,654	351,193	664,511	(1,420,143)	32%
	Capital Expenditures	2,084,677	110,156	218,753	(1,865,924)	10%
	Gain/(Loss)	\$ (23)	\$ 241,037	\$ 445,758	\$ 445,781	