

**SPECIAL NOTICE**

**Teleconference Accessibility**

*Pursuant to Executive Order N-29-20 issued by Governor Newsom in response to the COVID-19 outbreak and as a precaution to protect both staff, our constituents, and elected officials, the San Gabriel County Water District will hold its meeting via teleconference or the most rapid means of communication available at the time. The public may participate in the teleconference by calling the number below and entering the passcode.*

**1(669)900-9128 US (San Jose)**

**Meeting ID: 822 0418 7332**

**Passcode: 793353**

*Public comments may be made through teleconference when prompted by the Chair during the public comment period. Public comments may also be provided by emailing: [carmen@sgcwd.com](mailto:carmen@sgcwd.com) in advance of or during the meeting. Please indicate "PUBLIC COMMENT" in the subject line.*

*If you have difficulty connecting to the teleconference line, please call (626) 287-0341, or email [carmen@sgcwd.com](mailto:carmen@sgcwd.com)*

**San Gabriel County Water District  
Regular Meeting of the Board of Directors  
July 27, 2021  
4:00 P.M.**

**VIA TELECONFERENCE**

**Or the most rapid means of communication available at the time  
1(669)900-9128 US (San Jose) ID: 822 0418 7332 Passcode: 793353**

**AGENDA**

**Call to Order**

**1. Pledge of Allegiance**

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

**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 July 13, 2021**

**Motion:**  
**Second:**  
**Action:**

**6. List of Demands on the General Account**

**a. Revolving/Payroll Account Reimbursement**

**Motion:**  
**Second:**  
**Action:**

**Regular Meeting of the Board of Directors  
July 27, 2021  
Page -2-**

- 7. District Counsel**
- 8. Action Items**
- 9. Miscellaneous Information Items**
  - a. Receive and File: June 2021 Banking & Investment Report**
  - b. Receive and File: June Monthly Revenue & Report Expenditure**
- 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 JULY 13, 2021**

**CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, July 13, 2021, at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m., available to the public via teleconference.

**ROLL CALL** The Board of Directors of the San Gabriel County Water District convened a regular meeting on July 13, 2021. Present at the District office were General Manager Jim Prior, Carmen Corona, Casey Feilen, Directors Taylor, Cammarano, and Chan, not in attendance Director Cici. Present on the phone was Director DeLaTorre and District Counsel O'Neill.

**AGENDA** Upon motion by Director DeLaTorre and seconded by Director Chan, the Board voted unanimously to adopt the agenda for this regular meeting of the Board of Directors held on July 13, 2021; passed 4- 0.

**PUBLIC COMMENT** None

**MINUTES** Upon motion by Director Cammarano and seconded by Director DeLaTorre, the Board voted unanimously to approve the minutes of a special meeting on June 22, 2021, and a regular meeting of the Board of Directors held on June 22, 2021. Motion passed 4-0.

**DEMANDS** Director DeLaTorre motioned to authorize payment with check numbers 21440-21494 from the general account in the aggregate amount of \$595,368.99, and to authorize an electronic funds transfer in the amount of \$90,594.26 with check numbers 12468-12492. The motion was seconded by Director Cammarano. The Board approved 4-0.

**DISTRICT COUNSEL REPORT** District counsel reported the effective date of September 30, 2021, the regular Brown Act requirements concerning telephone meeting will be in effect which includes posting of an agenda at any remote location along with making such remote locations open to the public.

**ACTION** None.

**MISC INFORMATION** The Board reviewed and filed the audited financial statement, monthly revenue expenditure reporting for January through May 2021, and the Water Well Report.

**GENERAL MANAGER** The General Manager reported on the following items:

**COMMENTS**

1. Final inspection of headquarter repairs and that all improvements passed inspections.
2. Casey Feilen reported on positive bacteria test in Well 12 and motor failure in Well 15.
3. Emergency Response Plan process has to be completed by December 28<sup>th</sup>.
4. The General Manager spoke with Public Works at the City of Rosemead re: Encroachment Permit.
5. Newsletter is in the process of being finished.
6. Water turnoff for non-payment can resume on October 1, 2021.
7. A customer inquiry on new building approved and adequacy of District water supplies.
8. Midyear budget review will be presented in August.

**FUTURE  
AGENDA  
ITEMS**

None.

**DIRECTOR  
COMMENTS**

Director Cammarano reported the status of repairs to San Gabriel Mission.

**ADJOURNMENT**

Upon motion by Director Taylor and seconded by Director Cammarano the Board voted unanimously to adjourn the meeting at 4:45 p.m.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

[SEAL]

**EFT-From the General Account for the Revolving Reimbursement**

	<b>Date Paid</b>	<b>Amount Paid</b>
Payroll	7/7/2021	\$ 66,693.14
Director's Payroll	7/13/2021	\$ 338.25
Payroll	7/21/2021	\$ 68,272.43
	<b>Total Amount to be Reimbursed:</b>	<b>\$ 135,303.82</b>



**SAN GABRIEL COUNTY WATER DISTRICT**  
**BANKING & INVESTMENT REPORT**  
*June 2021*

<b>Cash &amp; Investments</b>	
LAIF Investment	\$ 13,735,465
<i>LAIF Interest Rate</i>	0.262%
Time-Value Investment	\$ 759,842
Citizens Bank - General	\$ 3,043,563
Citizens Bank - Revolving	\$ 109,406
Citizens-Bank - Safety Lunches	\$ 33,335
Xpress Bill Pay Holding (Online)	<u>\$ 102,895</u>
Citizens Bank - General/Revolving & Other	\$ 3,289,199

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

Date: 7/27/2021

*Carmen J. [Signature]*  
 \_\_\_\_\_  
 Treasurer

	<u>Jun-20</u>	<u>YTD Jun-20</u>	<u>Jun-21</u>	<u>YTD Jun-21</u>
<b>Cash Receipts</b>	\$ 678,879	\$ 4,794,581	\$ 904,562	\$ 4,949,875
<b>Disbursements</b>	\$ 1,014,280	\$ 3,281,591	\$ 430,529	\$ 5,293,128
<b>Water Sales</b>	\$ 690,218	\$ 4,181,539	\$ 771,596	\$ 4,326,355
<b>Water Payments</b>	831,787			
<b>A/R Payments</b>	66,254	<i>Meter Charges</i>	\$ 261,904	
<b>LAIF Interest</b>	11,205	<i>Water Charges</i>	<u>\$ 509,692</u>	
<b>Time Value</b>	(2,756)	<i>Total billed in June</i>	\$ 771,596	
<b>Safety Lunches</b>	<u>(1,929)</u>			
	\$ 904,562			

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

**June 2021  
Year-To-Date Percent  
50%**

Acct. #	Description	Budget	Receipts & Expenditures Jun-21	Total YTD	Balance	YTD %
	<b>Total Revenues</b>	\$ 9,408,071	\$ 817,478	\$ 4,557,308	\$ (4,850,763)	48%
	<b>Operational Expense</b>					
	Production & Supply	2,212,206	70,728	494,221	(1,717,985)	22%
	Transmission & Distribution	613,323	41,944	243,485	(369,838)	40%
	Customer Service	365,478	27,566	169,206	(196,272)	46%
	General & Administrative	3,248,428	428,299	2,005,923	(1,242,505)	62%
	<b>Total Operational Expense</b>	<b>6,439,435</b>	<b>568,537</b>	<b>2,912,835</b>	<b>(3,526,600)</b>	<b>45%</b>
	<b>Gain/(Loss) before Capital</b>	<b>2,968,636</b>	<b>248,941</b>	<b>1,644,473</b>	<b>(1,324,163)</b>	<b>55%</b>
	Capital Expenditures	2,915,000	127,635	1,994,069	(920,931)	68%
	<b>Gain/(Loss)</b>	<b>\$ 53,636</b>	<b>\$ 121,306</b>	<b>\$ (349,596)</b>	<b>\$ (403,232)</b>	
		<b>Use of Funds</b>				
	<b>Fund Balance Start of Year</b>	<b>\$ 19,264,800</b>				
	Add Back YTD Depreciation	-				
	YTD Gain/(Loss)	(349,596)				
	<b>Ending Fund Balance</b>	<b>\$ 18,915,204</b>				