

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.

(866)691-4340 Access Code 6372794244

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 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

**San Gabriel County Water District
Regular Meeting of the Board of Directors**

July 14, 2020

4:00 P.M

VIA TELECONFERENCE

Or the most rapid means of communication available at the time

(866)691-4340 Access Code 6372794244

AGENDA

Call to Order

1. Pledge of Allegiance

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

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 23, 2020

Motion:

Second:

Action:

6. List of Demands on General Account

a. June 2020 Invoices

Motion:

Second:

Action:

Regular Meeting of the Board of Directors

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7. District Counsel

8. Action Item

a. Consider removal and replacement of Vice President of the Board of Directors

Motion:

Second:

Action:

b. Resolution 07-20-510 for Louise Dirian

Motion:

Second:

Action:

9. Miscellaneous Information Items

a. Receive and File 2019 Audited Financial Statement

**b. Receive and File: January Monthly Revenue & Expenditure Report
February Monthly Revenue & Expenditure Report**

c. Water Well 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 JUNE 23, 2020**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was held on Tuesday, June 23, 2020, at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m., available to the public via teleconference.
- ROLL CALL** President Taylor was physically present at the District's office; Directors Chan, Cammarano, Cici, and DeLaTorre each appeared via teleconference; General Manager Prior; Assistant General Manager Feilen; Finance and Administration Manager Corona were physically present at the District's office. District Counsel, Steven O'Neill, appeared via teleconference.
- AGENDA** Upon motion by Director DeLaTorre, and seconded by Director Cici, the Board voted unanimously to adopt the agenda for this regular meeting of the Board of Directors held on June 23, 2020.
- PUBLIC COMMENT** Ms. Cici, participating telephonically, conveyed Happy Father's Day and Happy 4th of July.
- MINUTES** Upon motion by Director Chan, and seconded by Director Cici, the Board voted unanimously to approve the minutes of the regular meeting of the Board of Directors held on June 9, 2020.
- DEMANDS** Upon motion by Director Chan, seconded by Director DeLaTorre, the Board unanimously approved electronic funds transfer from general account to revolving account in amount of \$64,786.90.
- Upon Motion by Director Chan, seconded by Director Cici, the Board considered and unanimously approved a letter to customers regarding reimbursement of overcharges due to clerical error.
- DISTRICT COUNSEL** District Counsel reported on AB 625 and PRA request.
- ACTION** None.
- INFORMATION** Board received and filed May 2020 Banking and Investment report. Director Taylor noted significant decrease in water sales for last month, but that overall the District was up 7%. Director Chan noted expenditures down to reduction in capital projects.
- GENERAL MANAGER COMMENTS** The General Manager reported on the audit books will be delivered on the next Board meeting; new truck delivered; in process of getting Rosemead permits for ADA improvements; noted retirement of Louise Dirian, long time District billing clerk.

**FUTURE
AGENDA
ITEMS**

N/A

**DIRECTOR
COMMENTS**

Director Cammarano reported that she noticed serious flooding on W. Broadway; Assistant General Manager Feilen responded it was a break in a Cal Water line; the board discussed status of Father Serra Statue at the Mission. Director Cici inquired about District Counsel Colin O'Neill

ADJOURNMENT

Upon motion by Director Taylor, and seconded by Director Cammarano, the Board voted unanimously to adjourn the meeting.

President

Secretary

[SEAL]

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
06/20	06/30/2020	11905	10109	Lisa Le Nghi Fung	102000	866.46- V
06/20	06/04/2020	12146	10098	Petty Cash Reimbursement	102000	228.29
06/20	06/09/2020	12147	13529	Eric Chan	102000	92.35
06/20	06/10/2020	12148	10184	Dental Spa of West Covina	102000	220.00
06/20	06/10/2020	12149	11940	Lincoln National Life Insurance Co.	102000	3,480.00
06/20	06/10/2020	12150	10112	Purchase Power	102000	150.00
06/20	06/15/2020	12151	12674	U.S. Bank	102000	806.54
06/20	06/16/2020	12152	13300	Brian W. Snaer, DDS	102000	363.00
06/20	06/16/2020	12153	13350	L. Andrew Mutch, DDS	102000	119.00
06/20	06/16/2020	12154	13237	Philip B. Maldonado, DDS	102000	99.00
06/20	06/16/2020	12155	13366	Anthony Agobian	102000	1,530.00
06/20	06/23/2020	12156	13529	Eric Chan	102000	92.35
06/20	06/24/2020	12157	11940	Lincoln National Life Insurance Co.	102000	3,180.00
06/20	06/24/2020	12158	11940	Lincoln National Life Insurance Co.	102000	650.00
06/20	06/30/2020	12159	10185	George Tran	102000	157.69
06/20	06/30/2020	12160	10186	ZK Investments LLC	102000	118.27
06/20	06/30/2020	12161	10109	Lisa Le Nghi Fung	102000	866.46
Grand Totals:						11,286.49

EFT-From the General Account for the Revolving Reimbursement

	Date Paid	Amount Paid
Board of Director's Payroll	6/23/2020	\$ 445.90
Louise Dirian's Final Payroll	6/23/2020	\$ 3,078.20
Payroll	6/24/2020	\$ 64,309.10
Revolving Reimbursement	6/30/2020	\$ 11,286.49
	Total Amount to be Reimbursed:	\$ 79,119.69

RESOLUTION NO. 07-20-510

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
SAN GABRIEL COUNTY WATER DISTRICT
RECOGNIZING THE GOOD AND LOYAL SERVICE OF
LOUISE DIRIAN
UPON THE OCCASION OF HER RETIREMENT**

WHEREAS, LOUISE DIRIAN has been a dedicated employee of the San Gabriel County Water District; and

WHEREAS, Louise began her career on March 10, 2014 as Billing Clerk, in 2020 she concluded her career; and

WHEREAS, Louise continually served the District's customers with loyalty, caring helpfulness, consideration and courtesy; and

WHEREAS, Louise regarded her position with San Gabriel County Water District with respect, seriousness, earnestness and determination. Louise has been a faithful and loyal employee of San Gabriel County Water District; and

WHEREAS, Louise retired from her position with San Gabriel County Water District on June 23, 2020; and

WHEREAS, San Gabriel County Water District desires to recognize and honor her service with the San Gabriel County Water District;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SAN GABRIEL COUNTY WATER DISTRICT as follows:

That the loyal and dedicated service of LOUISE DIRIAN to this District for the past 6 years is hereby recognized and gratefully acknowledged, upon the occasion of Louise's retirement from San Gabriel County Water District service.

RESOLVED FURTHER: That a duplicate original copy of this resolution be embossed and delivered to Louise as a memento of esteem and best wishes for a long and happy retirement.

Dated this 14th day of July, 2020.

President

ATTEST:

Secretary

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

**January 2020
Year-To-Date Percent
8%**

Description	Budget	Receipts & Expenditures Jan-20	Total YTD	Balance	YTD %
Total Revenues	\$ 9,379,869	\$ 736,931	\$ 736,931	\$ (8,642,938)	8%
Operational Expense					
Production & Supply	2,890,180	53,016	53,016	(2,837,164)	2%
Transmission & Distribution	598,815	38,503	38,503	(560,312)	6%
Customer Service	374,646	26,003	26,003	(348,643)	7%
General & Administrative	3,944,301	162,425	162,425	(3,781,876)	4%
GASB 45	420,000	-	-	(420,000)	0%
Total Operational Expense	8,227,942	279,947	279,947	(7,947,995)	3%
Gain/(Loss) before Capital	1,151,927	456,984	456,984	(694,943)	40%
Capital Expenditures	1,148,000	22,597	22,597	(1,125,403)	2%
Gain/(Loss)	\$ 3,927	\$ 434,387	\$ 434,387	\$ 430,460	

	<u>Use of Funds</u>
Fund Balance Start of Year	\$ 16,468,998
Add Back YTD Depreciation	-
YTD Gain/(Loss)	434,387
Ending Fund Balance	\$ 16,903,385

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

**February 2020
Year-To-Date Percent
17%**

Description	Budget	Receipts & Expenditures Feb-20	Total YTD	Balance	YTD %
Total Revenues	\$ 9,379,869	\$ 781,859	\$ 1,518,790	\$ (7,861,079)	16%
Operational Expense					
Production & Supply	2,890,180	286,963	339,979	(2,550,201)	12%
Transmission & Distribution	598,815	49,698	88,201	(510,614)	15%
Customer Service	374,646	24,960	50,963	(323,683)	14%
General & Administrative	3,944,301	156,960	319,385	(3,624,916)	8%
GASB 45	420,000	-	-	(420,000)	0%
Total Operational Expense	8,227,942	518,580	798,528	(7,429,414)	10%
Gain/(Loss) before Capital	1,151,927	263,279	720,263	(431,664)	63%
Capital Expenditures	1,148,000	9,507	32,104	(1,115,896)	3%
Gain/(Loss)	\$ 3,927	\$ 253,772	\$ 688,159	\$ 684,232	

	<u>Use of Funds</u>
Fund Balance Start of Year	\$ 16,468,998
Add Back YTD Depreciation	-
YTD Gain/(Loss)	688,159
Ending Fund Balance	\$ 17,157,157



Water Levels as of June 30, 2020

Listed below are the water levels in the Baldwin Park Key Well and Wells owned and operated by San Gabriel County Water District.

The Baldwin Park Key Well is located in the central portion of the San Gabriel Valley within the City of Baldwin Park and is used by the Main San Gabriel Basin Watermaster to monitor changes in the groundwater supply for the Basin. Each vertical foot is equivalent to about 8,000 acre-feet of groundwater in the Main Basin. The Key Well elevation is measured at sea level.

	<u>JUNE 2019</u>	<u>JUNE 2020</u>
Baldwin Park Key Well	196.9	203.0

Reservoir Storage in the San Gabriel Canyon:

Cogswell Reservoir	11,136 acre-feet
San Gabriel Reservoir	43,646 acre-feet
Morris Reservoir	28,696 acre-feet
Total Storage Capacity	83,478 acre-feet

As of June 23, 2020, combined storage was 64,717 acre-feet (78 percent of capacity)

San Gabriel County Water District

Listed below are water levels measured at static and pumping and also pump depth.

	<u>2019</u>	<u>2019</u>	<u>2020</u>	<u>2020</u>	
	STATIC	PUMPING	STATIC	PUMPING	PUMP DEPTH
<u>Raymond Basin</u>					
Well #16	303	376	298	374	423
<u>Main San Gabriel Basin</u>					
Well #9	NM	400	NM	424.5	471
Well #11	225	262	233	NM	483
Well #12	227.5	252	228	253	380
Well #14	195	281.5	190	283	381
Well #15	379	417	378	415	650