

**MINUTES
BOARD OF DIRECTORS
SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT
REGULAR BOARD MEETING
1402 N. VOSBURG DR. AZUSA, CA 91702
MONDAY, MAY 9, 2022
8:00 A.M.**

<https://meet.goto.com/752862981> or Phone in 1(571) 317-3112

At 8:04 a.m. on May 9, 2022, the Board of Directors held its Regular Meeting via “GoToMeeting”

CALL TO ORDER:

President Wong called the meeting to order.

ROLL CALL:

Directors present at Roll Call: Knoles, Paulson, Placido, Prince, Wong

Directors Absent: None

ALSO PRESENT:

Darin Kasamoto, General Manager; Steve Kiggins, Assistant General Manager; Linda Esquivel, Executive Assistant; Evelyn Reyes, External Affairs Manager; Albert Lu, External Affairs Assistant; Jim Ciampa, Lagerlof LLP; Dave DePinto, DMCI; Kelly Gardner, Main San Gabriel Basin Watermaster; Richard Gonzales, City of Monterey Park; Dennis Ahlen, City of Alhambra; Melissa Barbosa, City of Azusa

PUBLIC COMMENTS ON NON-AGENDA ITEMS

None

UPDATES FROM CITY REPRESENTATIVES

None

CONSENT CALENDAR:

Minutes of the Regular Board Meeting of April 11, 2022
Minutes of the Administrative/Finance Committee Meeting of May 2, 2022
Financial Statements for April 2022
Treasurer’s Investment Report Dated March 31, 2022
Disbursements of the Revolving Fund Dated:
April 21, 2022, Check Nos.12060 – 12064, EFT’s and Wires in the amount of \$47,427.56
May 5, 2022, Check No. 12065 - 12072, EFT and Wires in the amount of \$49,928.17
May 09, 2022, Check Nos. 12073 – 12076, and Wires in the amount of \$4,370.00

Disbursements of the General Fund Dated:

April 15 – 26, 2022, Check Nos. 42852 – 42869, and EFTs in the amount of \$611,628.51

May 04 – 09, 2022, Check Nos. 42870 – 42893 and EFT's, in the amount of \$141,035.71

Future Meeting Attendance Approval:

Resolution No. 05-2022-800 Continuation of Virtual Board Meetings

On motion of Director Paulson, seconded by Director Placido, and unanimously carried 5-0, the Consent Calendar was approved.

Approved by the Board of Directors of the San Gabriel Valley Municipal Water District at their regular meeting held on May 9, 2022, by the following roll call vote:

Ayes: Knoles, Paulson, Placido, Prince, Wong

Noes: None

Absent: None

Abstain: None

ACTION AGENDA ITEM

Director Placido proposed that Agenda Action Item No. 5, Draft Budget 2022 – 2023 be discussed before the agenda items listed for today's Board Meeting that will have a fiscal impact. President Wong permitted the request being there was no objection.

2022 – 2023 DRAFT BUDGET

This was an information only agenda item.

The Administrative/Finance Committee has reviewed San Gabriel Valley Municipal Water District's draft 2022-2023 Budget and that Budget is being presented to the full Board at this meeting for review prior to its formal adoption at the June Board Meeting.

2022-2023 COMMUNICATION PLAN

On motion of Director Placido, seconded by Director Knoles, and unanimously carried 5-0, San Gabriel Valley Municipal Water District's 2022 – 2023 External Affairs Communication Plan was approved.

Approved by the Board of Directors of the San Gabriel Valley Municipal Water District at their regular meeting held on May 9, 2022, by the following roll call vote:

Ayes: Knoles, Paulson, Placido, Prince, Wong

Noes: None

Absent: None

Abstain: None

COST OF LIVING ADJUSTMENT

On motion of Director Knoles, seconded by Director Prince, and unanimously carried 5-0, The Cost-of-Living Adjustment for all employees at 4%, to take effect June 27, 2022, and to be revisited again in 6 months was approved.

Approved , by the Board of Directors of the San Gabriel Valley Municipal Water District at their regular meeting held on May 9, 2022, by the following roll call vote:

Ayes: Knoles, Paulson, Placido, Prince, Wong
Noes: None
Absent: None
Abstain: None

CV STRATEGIES SALARY SURVEY IMPLEMENTATION

The General Manager reported that CV Strategies conducted a salary survey of agencies similar to the District in size and function in the Los Angeles County area. The survey recommended increases for all positions. After review of the data, the Administrative/Finance Committee recommends that salary adjustments of 5% or greater be phased in over three years by adding three additional salary steps. Salary increases of less than 5% will be added immediately to the existing salary scale.

On motion of Director Paulson, seconded by Director Placido, and unanimously carried 5-0, implementation of the CV Strategies survey recommendation was approved.

Approved , by the Board of Directors of the San Gabriel Valley Municipal Water District at their regular meeting held on May 9, 2022, by the following roll call vote:

Ayes: Knoles, Paulson, Placido, Prince, Wong
Noes: None
Absent: None
Abstain: None

MEDICAL REIMBURSEMENT AND DENTAL/VISION REIMBURSEMENT ADJUSTMENTS

No action taken.

The Board asked the General Manager to research costs for out-of-pocket medical and dental/vision coverage and to bring this agenda item back to the next board meeting.

FUTURE MEETINGS, POSSIBLE SPECIAL MEETING IN MAY

The General Manager prompted for a special board meeting for bid approvals and referred to the Assistant General Manager. The Assistant General Manager reported securing the inspection contract with PICA for work on the District's main pipeline is time sensitive and cannot wait until the June Board Meeting.

President Wong called a Special Board Meeting on May 16, 2022, at 8:00 a.m. The General Manager wanted to know if the Board would like to continue with virtual meetings and asked Legal Counsel Ciampa to update the Board with changes on requirements/regulations. Legal Counsel Ciampa reported no relevant changes to the applicable requirements and regulations have been made and AB361 is still in effect.

The Board agreed to keep June's Regular Board Meeting virtual and visit the meeting procedures each month thereafter.

INFORMATION ITEMS

EXTERNAL AFFAIRS

External Affairs Report in Agenda Packet.

Ms. Reyes reported that in her report California Advocates identified a few bills that the State Water Contractors are currently watching which she has added to her watchlist.

The District's annual briefing for legislative staff and council members is scheduled for June 7 at 8:30 a.m. Visits and tours to the City of Monterey Park's Delta Plant and City of Sierra Madre's Water Treatment Facility will take place.

UNFINISHED BUSINESS

REPORT ON BASIN MANAGEMENT

No report. The Watermaster meeting was moved to this week, May 11, 2022.

REPORT OF WQA

Director Paulson reported Water Quality Authority's "Draft Budget for Fiscal Year 2022-2023" was reviewed and there were no increases to the WQA's assessments.

REPORT OF THE ATTORNEY

Legal Counsel Ciampa reported on March 28, 2022, an executive order from Governor Newsom was issued directing the State Water Board with adopting emergency regulations to require Urban Water Suppliers with more than 3,000 connections to move to stage 2 of their water shortage contingency plans. The State Board has not issued those regulations but those regulations will be forth coming shortly.

REPORT OF THE GENERAL MANAGER/ASSISTANT GENERAL MANAGER

The General Manager's written report is in the Agenda Packet.

The General Manager reported the Baldwin Park Key Well was up a bit due to releases from the San Gabriel Canyon Reservoirs.

The approved Letter of Intent for the Regional Recycled Water Project has been sent to Main San Gabriel Basin Watermaster for approval, and once received it will be sent to MWD for their

approval. A follow-up meeting with MWD took place on the next steps and use of SGVMWD existing infrastructure to add flexibility to the project.

The Assistant General Manager's written report is in the Agenda Packet.

The Assistant General Manager reported all water deliveries will cease on May 31st to allow for work on the District's pipeline to take place. The Schedule for Phase 2 of Schedule 1 Condition Assessment has been modified once again due to the SWP allocation reduction combined with the recent suspension of MWD State Water project deliveries via DC-AP. Staff believes it is prudent to install the pipeline WYEs and perform the condition assessment during a single mobilization this summer. The pipeline outage is expected to be from June 13th – September 1st.

REPORT OF THE STATE WATER CONTRACTORS

The General Manager reported nothing has changed and there is no news regarding State Water Project issues.

COMMITTEE MEETING REPORTS

The Administrative/Finance Committee Meeting Minutes of May 2, 2022 are in the agenda packet.

DIRECTOR REPORTS ON EVENTS ATTENDED

None.

DIRECTOR COMMENTS

Director Prince shared that this past weekend he drove by the San Luis Reservoir. The water level was so low; it was a sobering reminder of the difficult work and decisions that lay ahead.

Director Wong commented to AGM Steve Kiggins regarding the District's back-up generators. He would like him to explore non-fossil fuel battery backups.

ADJOURNED at 9:53 A.M.

There being no further business, upon motion made, seconded, and carried unanimously, the meeting was duly adjourned at 9:53 a.m. The next Regular Board Meeting of the San Gabriel Valley Municipal Water District will be on June 13, 2022, at 8:00 a.m.

s/ Thomas Wong _____
President

ATTEST:

s/ Darin J. Kasamoto _____
Secretary (Deputy)