

**BOARD OF DIRECTORS
SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT
REGULAR MEETING
1402 N. VOSBURG DR. AZUSA, CA 91702
MONDAY, DECEMBER 11, 2023
8:00 AM – 10:00 AM (PDT)**

This meeting will be held in person at the District office, located at 1402 North Vosburg Drive, Azusa, California. While the Boardroom is open for public attendance, you are strongly encouraged to participate in the meeting virtually through the remote Zoom link provided below. If you attend the Board meeting in person, please maintain appropriate social distancing to the extent feasible (i.e., maintain a six-foot distance between yourself and other individuals). Face coverings are encouraged but not required for attendees. Lastly, if you are experiencing any COVID-19 symptoms, including fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting or diarrhea, please do not attend the meeting in person.

Join Zoom Meeting

<https://us02web.zoom.us/j/89013306120?pwd=SUZJRzFFSDRXUVVVTY0NhOXQ0c1I6QT09>

Meeting ID: 890 1330 6120

Passcode: 512838

Dial by your location

+1 669 444 9171 US

PLEDGE OF ALLEGIANCE

ROLL CALL: Eng, Knoles, Paulson, Placido, Prince

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

UPDATES FROM CITY REPRESENTATIVES

CONSENT CALENDAR: The following matters are expected to be routine and will be acted upon by a single motion with little discussion unless any Director or citizen requests a separate action:

Minutes of the Regular Board Meeting of November 13, 2023

Financial Statements of November 2023

Disbursements of the Revolving Fund Dated November 16, 2023, Check Nos. 12405 - 12408, EFT and Wires

Disbursements of the Revolving Fund Dated November 30, 2023, Check Nos. 12409 – 12416, EFT, and Wires

Disbursements of the Revolving Fund Dated December 11, 2023, Check Nos. 12417 – 12420, and Wires

Disbursements of the General Fund Dated November 15 - 27, 2023, Check Nos. 44072 – 44100, and EFTs

Disbursements of the General Fund Dated December 01 - 11, 2023, Check Nos. 44101 – 44136, and EFTs

Future Meeting Attendance Approval: All Cities Holiday Reception – Dec. 13, Los Angeles

ACTION ITEMS

1. Approve the Annual Agreement with California Advocates
2. Approve Agreement with Lagerlof, LLP
3. Discuss Strategic Planning Format
4. General Manager Request For Alternative Work Schedule

INFORMATION ITEMS

External Affairs Update

UNFINISHED BUSINESS

1. Report on Basin Management
2. Report of WQA
3. Report of the Attorney
4. Report of General Manager/Assistant Manager
5. Report of the State Water Contractors

COMMITTEE MEETING REPORTS

DIRECTOR REPORTS ON EVENTS ATTENDED

DIRECTORS COMMENTS

ADJOURNMENT

THIS AGENDA WAS POSTED ON DECEMBER 7, 2023 AT SGVMWD.
THE NEXT REGULAR BOARD MEETING WILL BE ON JANUARY 8, 2024.

**MINUTES
BOARD OF DIRECTORS
SAN GABRIEL VALLEY MUNICIPAL
WATER DISTRICT
REGULAR BOARD MEETING
1402 N. VOSBURG DR. AZUSA, CA 91702
MONDAY, NOVEMBER 13, 2023
8:00 A.M.**

At 8:00 a.m. on November 13, 2023, the Board of Directors meeting was held in person at the District office, located at 1402 North Vosburg Drive, Azusa, California. While the Boardroom was open for public attendance, the District strongly encouraged attendees wanting to attend the meeting to participate in the meeting virtually through the remote Zoom link provided below. Attendees in person were asked to please maintain appropriate social distancing to the extent feasible (i.e., maintain a six-foot distance between yourself and other individuals). Face coverings were encouraged but not required for attendees.

<https://us02web.zoom.us/j/89013306120?pwd=SUZJRzFFSDRXUVVTY0NhOXQ0c1I6QT09>

Meeting ID: 890 1330 6120

Passcode: 512838

Dial by your location

+1 669 444 9171 US

PLEDGE OF ALLEGIANCE

CALL TO ORDER:

President Paulson called the meeting to order at 8:00 a.m.

ROLL CALL:

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

ALSO PRESENT:

Steve Kiggins, Assistant General Manager; Linda Esquivel, Executive Assistant; Evelyn Reyes, External Affairs Manager; Albert Lu, External Affairs Specialist; Jim Ciampa, Lagerlof LLP; Dave DePinto, DMCI; Briana Lyon, California Wild Gardens

Via telephone/Zoom: Dennis Ahlen, City of Alhambra; Kelly Gardner, Main San Gabriel Basin Watermaster; Steve McGhee, James Carlson, and Grace Jinhanli, City of Sierra Madre; Diana Reyes Williams

PUBLIC COMMENTS ON NON-AGENDA ITEMS

None.

UPDATES FROM THE CITY REPRESENTATIVE

None.

CONSENT CALENDAR:

Minutes of the Regular Board Meeting of October 9, 2023

Financial Statements for October 2023

Disbursements of the Revolving Fund Dated:

Treasurer's Investment Report Dated September 30, 2023

October 19, 2023, Check Nos. 12384 – 12391, EFTs, and Wires in the amount of \$62,430.50

November 2, 2023, Check Nos. 12392 – 12400, EFT, and Wires in the amount of \$60,609.59

November 13, 2023, Check Nos. 12401 – 12404, and Wires in the amount of \$5,601.00

Disbursements of the General Fund Dated:

October 11 & 23, 2023, Check Nos. 43995 – 44031, and EFTs in the amount of \$764,907.48

November 3 - 13, 2023, Check Nos. 44032 – 44071, and EFTs in the amount of \$220,667.00

Future Meeting Attendance Approval: None

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

ACTION AGENDA ITEM

PRESENTATION ON THE CITY OF SIERRA MADRE'S GREENER YARDS PROGRAM

Last fiscal year, the District provided a \$50,000 grant to the City of Sierra Madre to develop the Sierra Madre Greener Yards Program. Landscape designer Briana Lyon from California Wild Gardens and Interim Deputy Public Works for Sierra Madre, Grace Jinhanli provided a presentation to the Board of the first phase of the Greener Yards Program that was funded by the District.

CIVILTEC PROPOSAL AND GENERATOR REPLACEMENT STUDY

Civiltec Engineering, Inc. was asked to evaluate standby power options at six District facilities. Five of the existing standby generators are at the end of life and require replacement.

On motion of Director Placido, and seconded by Director Eng, and unanimously carried 5-0, Civiltec Proposal No. PU23035, dated October 31, 2023, regarding the Generator Replacement Project Bid Documents and Construction Phase Services in an amount not to exceed \$79,295.00 was approved.

DECLARE SURPLUS INVENTORY

On motion of Director Eng, seconded by Director Knoles, and unanimously carried 5-0, the disposal of surplus inventory, as identified in the proposal provided to the Board, was approved.

INFORMATION ITEMS

EXTERNAL AFFAIRS

External Affairs Report in Agenda Packet.

Ms. Reyes thanked Director Eng and Director Placido for attending the Alhambra High School Debate Tournament. Ms. Reyes also gave special recognition to External Affairs Specialist Albert Lu for coming up with water conservation and water policy-related questions for the debate.

UNFINISHED BUSINESS

REPORT ON BASIN MANAGEMENT

The Assistant General Manager reported there are no changes to the 2024 Watermaster Board. SGVMWD and USGVMWD appointees from 2023 will remain the same for the calendar year 2024. The 5-Year Annual Water Quality and Supply Plan was received and the comment period was set from November 1, 2023 through January 3, 2024, with the hearing on the plan scheduled for January 3, 2024. He also reported that the Engineer of the Basin Management reported that as of October 24, the total capacity among the two reservoirs in the canyon is 13,493 acre feet which is about 16% of capacity. The inflow into the reservoir is 30 – 32 cfs.

REPORT OF WQA

No report.

REPORT OF THE ATTORNEY

General Counsel Ciampa reported on AB557 and SB411.

REPORT OF THE GENERAL MANAGER/ASSISTANT GENERAL MANAGER

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

Director Eng left the Board Meeting at 8:42 A.M.

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

The Assistant General Manager reported a correction was warranted from his earlier report on the Basin Management. Kelly Gardner informed him that Melissa Barbosa replaced David De Jesus on the Watermaster Board.

DCAP SCH 1 Pipeline Continuity Bonding, Corrosion Assessment Validation and Cathodic System Design project update: Operation staff began dewatering Schedule 1 on November 6th. Surveying should take place the week of November 13th and construction is scheduled for November 29th – March 4th.

REPORT OF THE STATE WATER CONTRACTORS

The General Manager’s written report on State Water Project matters is in the Agenda Packet.

COMMITTEE MEETING REPORTS

None.

DIRECTOR REPORTS ON EVENTS ATTENDED

None.

DIRECTOR COMMENTS

Director Placido commented that Albert Lu did a great job coming up with the idea of a water-related debate for the OWL Grant that was awarded to Alhambra High School.

ADJOURNED at 8:47 A.M.

There being no further business, upon motion made, seconded, and carried unanimously, the meeting was duly adjourned at 8:47 a.m. The next Regular Board Meeting of the San Gabriel Valley Municipal Water District will be on December 11, 2023, at 8:00 a.m.

ATTEST:

President

Secretary

San Gabriel Valley Municipal Water District
Balance Sheet
As of November 30, 2023

	Nov 30, 23
ASSETS	
Current Assets	
Checking/Savings	
1001 · General Fund Bank of America	3,120,600.68
1002 · SWP Fund Account	5,473,981.26
1005 · Revolving Cash Fund	90,034.48
1008 · Petty Cash	442.00
1009 · LAIF	10,628,355.92
1009.01 · LAIF FMV Adjustment	-315,660.03
1011 · UBS Resource Management Account	
1012 · Cash with Broker	29,187.25
1013 · Certificates of Deposit	9,732,905.06
Total 1011 · UBS Resource Management Account	9,762,092.31
1014 · UBS Accrued Interest	-45,533.56
Total Checking/Savings	28,714,313.06
Accounts Receivable	
1603 · Accounts Receivable	11,757.76
Total Accounts Receivable	11,757.76
Other Current Assets	
1605 · Taxes Receivable	-0.34
1606 · Interest Receivable	45,533.56
1620 · Prepaid Expenses	237,274.88
1660 · Water Inventory	3,204,374.88
Total Other Current Assets	3,487,182.98
Total Current Assets	32,213,253.80
Fixed Assets	
1924.2 · Accum Depr Hydro Elect San D	14,470.49
1924.1 · Accum Depr Hydro Elect	27,729.14
1923 · Hydroelectric Facility San Dima	1,190,903.68
1701 · State Water Project Engineering	156,789.28
1702 · State Water Prj Wtr Cntrct Pmts	5,627,376.00
1703 · Accum Ammort - State Water Proj	-4,667,502.00
1801 · Pipeline	26,881,938.46
1830 · Accum Depreciation - Pipeline	-17,112,240.31
1840 · SCADA Telemetry	48,442.01
1841 · Accum Depreciation -SCADA	-11,106.18
1750 · SCADA 2013	884,531.22
1851 · Accum Depreciaton - SCADA 13	-805,185.28
1901 · Land	735,931.46
1902 · Buildings	2,322,562.42
1903 · Accum Depr - Buildings	-2,313,921.01
1904 · Furniture and Fixtures	183,877.53
1905 · Accum Depr - Furn and Fixtures	-167,459.90
1907 · Vehicles	257,156.24
1908 · Accum Depr - Vehicles	-176,088.41
1910 · Pipeline Misc Equipment	223,817.49
1911 · Accum Depr - Pipeline Misc Equi	-75,764.70
1920 · Construction in Process	
1920.02 · CIP - Scada	11,157.83
1920.05 · HydroElectric Facility San Dima	1,455.40
Total 1920 · Construction in Process	12,613.23
1921 · Capital Expenditures	
1921.01 · Isolation Valve San Dimas/Hydro	120,144.60
1921.03 · Roof	58,390.47
1921.04 · Repaving	3,950.00
1921.05 · Computer	6,198.90
1921.07 · SanDimas Hydro Deflec Batteries	35,595.25

San Gabriel Valley Municipal Water District
Balance Sheet
As of November 30, 2023

	Nov 30, 23
1921.10 · SGFCS PRATT 30" Ball Valve	97,505.10
Total 1921 · Capital Expenditures	321,784.32
1916 · A/D Computers	-4,986.91
1917 · A/D Paving	-1,098.83
1918 · A/D San Dimas Hydro	-13,359.04
1922 · A/D Roof	-21,645.08
Total Fixed Assets	13,519,565.32
Other Assets	
1998.99 · Deferred Outflows -OPEB	755,039.00
1999.99 · 1999.Deferred Outflows of Res	1,325,016.00
1931 · City Of Monterey Park Loan 2021	4,000,000.00
1932 · City Of Sierra Madre 2020 Loan	2,499,937.00
Total Other Assets	8,579,992.00
TOTAL ASSETS	54,312,811.12
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2001 · Accounts Payable	916,181.96
Total Accounts Payable	916,181.96
Other Current Liabilities	
2010 · Accrued Payroll - V&SL	450,676.52
24000 · Payroll Liabilities	53.89
Total Other Current Liabilities	450,730.41
Total Current Liabilities	1,366,912.37
Long Term Liabilities	
1698.99 · Deferred Inflows- OPEB	1,242,581.00
2219.99 · Net Pension Liability	824,291.00
1699.99 · Deferred Inflow of Resources	1,069,338.00
2209 · Other Post-Employment Benefits	5,088,646.61
Total Long Term Liabilities	8,224,856.61
Total Liabilities	9,591,768.98
Equity	
2301 · Fund Balance	4,422,025.73
2302 · San Bernardino Contribution	1,781,730.83
2970 · Retained Earnings	40,369,115.23
2973 · Contribution Aid Capital	1,280,323.11
Net Income	-3,132,152.76
Total Equity	44,721,042.14
TOTAL LIABILITIES & EQUITY	54,312,811.12

San Gabriel Valley Municipal Water District
Income Statement - Actual vs. Budget
November 2023

	Nov 23	Budget	Jul - Nov 23	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
General Operations					
3002 · Property Tax Revenue	85,712.29	433,333.00	85,712.29	2,166,665.00	5,200,000.00
3003 · Water Sales	17,624.20	372,083.00	2,050,621.20	1,860,415.00	4,465,000.00
3004 · Interest Income	0.00	35,417.00	273,629.04	177,085.00	425,000.00
3005 · Ready to Serve Revenue	990.00	990.00	4,950.00	4,950.00	11,880.00
3006 · RDA Prop Tax Trust Fund Alloc	0.00	75,000.00	573,843.77	375,000.00	900,000.00
3008 · SBVMWD Pipeline Maintenance Rev	0.00	2,500.00	0.00	12,500.00	30,000.00
3016 · Unrealized Gain (Loss) on Inves	0.00	0.00	67,345.25	0.00	0.00
Total General Operations	104,326.49	919,323.00	3,056,101.55	4,596,615.00	11,031,880.00
Power Revenue Sales					
3210 · Hydro Power Sales	22,330.81	4,167.00	86,137.75	20,835.00	50,000.00
Total Power Revenue Sales	22,330.81	4,167.00	86,137.75	20,835.00	50,000.00
Restricted Revenue - SWP					
3306 · Tax Revenue - State Water Proje	113,673.70	816,667.00	113,673.70	4,083,335.00	9,800,000.00
Total Restricted Revenue - SWP	113,673.70	816,667.00	113,673.70	4,083,335.00	9,800,000.00
Total Income	240,331.00	1,740,157.00	3,255,913.00	8,700,785.00	20,881,880.00
Gross Profit	240,331.00	1,740,157.00	3,255,913.00	8,700,785.00	20,881,880.00
Expense					
Unrestricted G.O. Expenses					
4001 · Director Fees	5,200.00	2,917.00	18,000.00	14,585.00	35,000.00
4010 · Salaries- Administrative	36,352.80	26,255.00	127,234.80	131,275.00	315,057.00
4014 · Field Supervision	23,952.00	17,799.00	83,832.00	88,995.00	213,584.00
4020 · Salaries Office	27,512.11	19,870.00	94,118.59	99,350.00	238,439.00
4021 · External Affairs Wages	17,804.11	12,029.00	60,608.43	60,145.00	144,345.00
4022 · Part Time Employee	0.00	864.00	0.00	4,320.00	10,370.00
4023 · External Affairs Specialist	7,671.89	6,348.00	28,325.57	31,740.00	76,170.00
4027 · Office Supplies - Equipment Mai	1,406.46	3,667.00	18,074.47	18,335.00	44,000.00
4029 · Election Expenses	0.00	0.00	0.00	0.00	0.00
4031 · Legal Services	1,680.00	4,167.00	8,408.05	20,835.00	50,000.00
4032 · State Water Contract Services	3,764.63	3,750.00	18,823.09	18,750.00	45,000.00
4033 · Public Relations	175.30	11,250.00	30,365.64	56,250.00	135,000.00
4034 · Governmental Relations Consulti	16,000.00	8,042.00	49,474.41	40,210.00	96,500.00
4035 · Consulting & Engineering Expens	34,220.25	101,877.00	220,431.52	509,385.00	1,222,520.00
4036 · Medicare Tax Expense	2,223.83	1,642.00	7,675.43	8,210.00	19,703.00
4039 · PERS - Retirement Expenses	34,081.23	56,171.00	435,447.95	280,855.00	674,050.00
4040 · Social Security Tax Expense	5,769.94	5,358.00	23,469.16	26,790.00	64,294.00
4041 · State Compensation Fund	1,934.26	1,583.00	7,903.94	7,915.00	19,000.00
4042 · State Unemployment Insurance Ta	3.20	140.00	99.20	700.00	1,681.00

San Gabriel Valley Municipal Water District
Income Statement - Actual vs. Budget
November 2023

	Nov 23	Budget	Jul - Nov 23	YTD Budget	Annual Budget
4043 · Health Insurance Expense	29,711.84	32,000.00	147,866.92	160,000.00	384,000.00
4044 · Dental/ Vision Benefit Expense	7,633.24	7,667.00	37,586.75	38,335.00	92,000.00
4045 · Insurance - Liability, Casualty	3,592.75	4,583.00	26,780.76	22,915.00	55,000.00
4046 · Blue Cross Employee Reimburseme	4,427.88	7,500.00	14,086.64	37,500.00	90,000.00
4048 · Life Insurance	346.15	375.00	1,705.75	1,875.00	4,500.00
4050 · Dues and Associations	6,776.76	7,917.00	48,942.51	39,585.00	95,000.00
4051 · Travel and Conferences -Dir	3,109.16	2,083.00	8,320.98	10,415.00	25,000.00
4052 · Publications and Periodicals	69.95	25.00	69.95	125.00	300.00
4053 · State Water Contractors Audit	2,058.00	833.00	9,261.00	4,165.00	10,000.00
4054 · Financial Audit Expense	375.00	1,667.00	14,990.75	8,335.00	20,000.00
4055 · Travel & Conference -Staff	362.98	2,500.00	5,101.15	12,500.00	30,000.00
4057 · Taxes - Annual Fee	0.00	4,333.00	0.00	21,665.00	52,000.00
4058 · Tax Collection Fees	5,047.18	3,167.00	5,047.18	15,835.00	38,000.00
4059 · Property Tax Expense	778.38	54.00	799.26	270.00	650.00
4060 · Telephone Expense	2,271.14	3,500.00	18,357.78	17,500.00	42,000.00
4061 · Utilities - Gas, Electric, and	1,058.42	1,667.00	7,576.89	8,335.00	20,000.00
4063 · Safety Program	152.32	1,667.00	994.34	8,335.00	20,000.00
4065 · Water Conservation/Rebates Prog	11,699.00	24,583.00	55,922.15	122,915.00	295,000.00
4067 · OPEB -Other Post Employment Ben	23,333.33	56,667.00	516,666.65	283,335.00	680,000.00
4090 · SWP Transportation Cost	19,279.32	483,333.00	58,739.36	2,416,665.00	5,800,000.00
4093 · Uniform and Material Rentals	155.07	333.00	1,067.56	1,665.00	4,000.00
4095 · Vehicle Maintenance, Operating	3,071.80	2,500.00	11,531.30	12,500.00	30,000.00
4096 · Communication Expense	765.69	792.00	3,828.45	3,960.00	9,500.00
4099 · Facility Maintenance	3,449.23	2,500.00	17,928.66	12,500.00	30,000.00
4100 · Salaries - Field Workers	33,316.76	24,347.00	106,635.02	121,735.00	292,165.00
4108 · Grounds Maintenance and Materia	1,825.00	2,750.00	8,819.00	13,750.00	33,000.00
4112 · Depreciation Expense	50,035.00	0.00	250,175.00	0.00	0.00
4113 · Pipeline Maintenance & Material	16,477.97	4,167.00	18,438.01	20,835.00	50,000.00
4114 · SCADA Maintence	3,839.00	833.00	3,839.00	4,165.00	10,000.00
4120 · Grants	4,050.00	176,713.00	58,781.00	883,565.00	2,120,553.00
Total Unrestricted G.O. Expenses	458,820.33	1,144,785.00	2,692,152.02	5,723,925.00	13,737,381.00
Riverside Facility					
4300 · Salaries - Riverside	131.56	1,400.00	1,522.22	7,000.00	16,803.00
4301 · Riverside Maintenance and Mater	325.75	2,358.00	2,074.55	11,790.00	28,300.00
Total Riverside Facility	457.31	3,758.00	3,596.77	18,790.00	45,103.00
Hydro Expenses					
4402 · Salaries - Hydro	1,427.10	794.00	6,889.42	3,970.00	9,523.00
4403 · Hydro Maintenance Materials	0.00	1,125.00	7,960.00	5,625.00	13,500.00
4406 · Hydro So Cal Edison (8800)	1,014.19	833.00	3,971.75	4,165.00	10,000.00
Total Hydro Expenses	2,441.29	2,752.00	18,821.17	13,760.00	33,023.00

San Gabriel Valley Municipal Water District
Income Statement - Actual vs. Budget
November 2023

	Nov 23	Budget	Jul - Nov 23	YTD Budget	Annual Budget
Restricted Expense					
4510 · State Project Expense	554,486.00	641,667.00	3,614,667.00	3,208,335.00	7,700,000.00
4511 · State Project Amortization	8,034.00	8,083.00	40,170.00	40,415.00	97,000.00
4591 · State Project Cost of Water Adj	3,297.00	0.00	16,485.00	0.00	0.00
Total Restricted Expense	565,817.00	649,750.00	3,671,322.00	3,248,750.00	7,797,000.00
66000 · Payroll Expenses	0.00	0.00	2,173.80	0.00	0.00
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.00	0.00
Total Expense	1,027,535.93	1,801,045.00	6,388,065.76	9,005,225.00	21,612,507.00
Net Ordinary Income	-787,204.93	-60,888.00	-3,132,152.76	-304,440.00	-730,627.00
Other Income/Expense					
Other Expense					
6001 · COVID-19 Expense	0.00	0.00	0.00	0.00	0.00
6002 · Employee Appreciation	0.00	0.00	0.00	0.00	0.00
Total Other Expense	0.00	0.00	0.00	0.00	0.00
Net Other Income	0.00	0.00	0.00	0.00	0.00
Net Income	-787,204.93	-60,888.00	-3,132,152.76	-304,440.00	-730,627.00

SAN GABRIEL MUNICIPAL WATER DISTRICT

REVOLVING FUND RECAP

November 16, 2023

Check No.	Date	Description	Amount
12405-12408	11/16/23	Payroll Expense	\$ 32,911.60
EFT	11/16/23	Payroll Expense - PERS	\$ 9,591.07
Wires	11/16/23	Federal & State Payroll Taxes	\$ 17,768.37
November 16, 2023 GRAND TOTAL DISBURSEMENTS.....			\$ 60,271.04

REVOLVING FUND RECAP

November 30, 2023

Check No.	Date	Description	Amount
12409-12412	11/30/23	Payroll Expense	\$ 34,301.69
EFT	11/30/23	Payroll Expense - PERS	\$ 9,721.66
Wires	11/30/23	Federal & State Payroll Taxes	\$ 17,330.90
Wires	11/30/23	State Compensation Insurance	\$ 1,934.26
12413	11/30/23	Frontier	\$ 293.21
12414	11/30/23	The Gas Co	\$ 20.07
12415	11/30/23	Verizon Business Services	\$ 593.60
12416	11/30/23	Verizon Wireless	\$ 417.04
November 30, 2023 GRAND TOTAL DISBURSEMENTS.....			\$ 64,612.43

REVOLVING FUND RECAP

December 11, 2023

Check No.	Date	Description	Amount
12417	12/11/23	Bruce H. Knoles	\$ 858.50
12418	12/11/23	Mark R Paulson	\$ 731.60
12419	12/11/23	Michael F Eng	\$ 914.50
12420	12/11/23	Miles L Prince	\$ 731.60
Wires	12/11/23	Federal & State Payroll Taxes	\$ 694.20
December 11, 2023 GRAND TOTAL DISBURSEMENTS.....			\$ 3,930.40

**San Gabriel Valley Municipal Water District
Transactions by Account
As of November 30, 2023**

Type	Date	Num	Name	Amount
1001 · General Fund Bank of America				
Bill Pmt -Check	11/15/2023	EFT	BeniComp (Corp)	-38.05
Bill Pmt -Check	11/17/2023	EFT	BeniComp (Corp)	-3,592.05
Bill Pmt -Check	11/17/2023	EFT	BeniComp (Corp)	-124.24
Bill Pmt -Check	11/22/2023	EFT	BeniComp (Corp)	-709.28
Bill Pmt -Check	11/21/2023	EFT	BeniComp (Corp)	-304.44
Bill Pmt -Check	11/27/2023	EFT	BeniComp (Corp)	-1,432.38
Bill Pmt -Check	11/27/2023	44072	Alhambra Chamber Commerce	-3,000.00
Bill Pmt -Check	11/27/2023	44073	Alhambra High School	-1,300.00
Bill Pmt -Check	11/27/2023	44074	Alhambra HS	-1,250.00
Bill Pmt -Check	11/27/2023	44075	Alhambra HS Speech & Debate	-1,500.00
Bill Pmt -Check	11/27/2023	44076	Alliance Communication Services (Co...	-130.00
Bill Pmt -Check	11/27/2023	44077	Andrew Johnson Luong	-120.00
Bill Pmt -Check	11/27/2023	44078	Cash Revolving Fund	-70,000.00
Bill Pmt -Check	11/27/2023	44079	Cintas	-152.32
Bill Pmt -Check	11/27/2023	44080	Clarence Pa	-80.00
Bill Pmt -Check	11/27/2023	44081	Elizabeth Dong	-85.00
Bill Pmt -Check	11/27/2023	44082	Emily Chu	-35.00
Bill Pmt -Check	11/27/2023	44083	Ernst & Young LLP (Attorney)	-2,058.00
Bill Pmt -Check	11/27/2023	44084	Frontier	-452.89
Bill Pmt -Check	11/27/2023	44085	Grainger (Corp)	-220.49
Bill Pmt -Check	11/27/2023	44086	Independent Cities	-1,350.00
Bill Pmt -Check	11/27/2023	44087	Kathy Truong	-85.00
Bill Pmt -Check	11/27/2023	44088	Kelly Tong	-85.00
Bill Pmt -Check	11/27/2023	44089	Lagerlof, LLP (Atty)	-105.00
Bill Pmt -Check	11/27/2023	44090	Linda S Glau, CPA	-375.00
Bill Pmt -Check	11/27/2023	44091	Linh Nghieu	-80.00
Bill Pmt -Check	11/27/2023	44092	Mei Duckworth	-85.00
Bill Pmt -Check	11/27/2023	44093	Metropolitan Water District	-500.00
Bill Pmt -Check	11/27/2023	44094	Raul Hernandez	-80.00
Bill Pmt -Check	11/27/2023	44095	SCE	-1,405.76
Bill Pmt -Check	11/27/2023	44096	SoCal SCADA Solutions LLC	-3,839.00
Bill Pmt -Check	11/27/2023	44097	Sparkletts	-76.44
Bill Pmt -Check	11/27/2023	44098	United Rentals	-785.33
Bill Pmt -Check	11/27/2023	44099	Verizon Wireless (M2M)	-804.66
Bill Pmt -Check	11/27/2023	44100	Walters Wholesale Electric Co	-1,581.26
Total 1001 · General Fund Bank of America				-97,821.59
TOTAL				-97,821.59

San Gabriel Valley Municipal Water District

12/07/23

Transactions by Account

Accrual Basis

As of December 11, 2023

Type	Date	Num	Name	Amount
1001 · General Fund Bank of America				
Bill Pmt -Check	12/01/2023	EFT	BeniComp (Corp)	-119.24
Bill Pmt -Check	12/01/2023	EFT	BeniComp (Corp)	-459.63
Bill Pmt -Check	12/06/2023	EFT	BeniComp (Corp)	-859.71
Bill Pmt -Check	12/11/2023	44101	ACWA JPIA Medical/Life	-32,009.44
Bill Pmt -Check	12/11/2023	44102	Albert Lu	-84.23
Bill Pmt -Check	12/11/2023	44103	Applied Technology Group, Inc.	-320.00
Bill Pmt -Check	12/11/2023	44104	ATT	-145.03
Bill Pmt -Check	12/11/2023	44105	Azusa Light & Water	-1,038.35
Bill Pmt -Check	12/11/2023	44106	BOA-Visa	-982.86
Bill Pmt -Check	12/11/2023	44107	California Advocates, Inc. (Corp)	-8,000.00
Bill Pmt -Check	12/11/2023	44108	California Underground Facilities	-78.08
Bill Pmt -Check	12/11/2023	44109	Cash Revolving Fund	-70,000.00
Bill Pmt -Check	12/11/2023	44110	Cell Business Equipment	-484.28
Bill Pmt -Check	12/11/2023	44111	Cintas	-155.07
Bill Pmt -Check	12/11/2023	44112	Civic Publications (Corp)	0.00
Bill Pmt -Check	12/11/2023	44113	Civiltec Inc (Corp)	-31,670.25
Bill Pmt -Check	12/11/2023	44114	D.H. Maintenance Services	-210.00
Bill Pmt -Check	12/11/2023	44115	DePinto Morales Communications, Inc.	-2,925.00
Bill Pmt -Check	12/11/2023	44116	DigAlert (Corporation)	-185.00
Bill Pmt -Check	12/11/2023	44117	DWR	-859,330.00
Bill Pmt -Check	12/11/2023	44118	EcoTech Services, Inc	-10,964.00
Bill Pmt -Check	12/11/2023	44119	Evelyn Reyes	-122.81
Bill Pmt -Check	12/11/2023	44120	Fish N Weeds (Corp)	-1,880.00
Bill Pmt -Check	12/11/2023	44121	Freeth/Moroz, Inc	-525.00
Bill Pmt -Check	12/11/2023	44122	Frontier	-129.19
Bill Pmt -Check	12/11/2023	44123	Grainger (Corp)	-33.34
Bill Pmt -Check	12/11/2023	44124	J.W. Lock Co., Inc.	-317.30
Bill Pmt -Check	12/11/2023	44125	Lagerlof, LLP (Atty)	-1,260.00
Bill Pmt -Check	12/11/2023	44126	LOWES	-173.99
Bill Pmt -Check	12/11/2023	44127	Maria Jarmin	-286.77
Bill Pmt -Check	12/11/2023	44128	Mark Paulson (Expense)	-22.27
Bill Pmt -Check	12/11/2023	44129	Michael F Eng (Expense)	-37.35
Bill Pmt -Check	12/11/2023	44130	Miles L Prince (Expense)	-1,224.54
Bill Pmt -Check	12/11/2023	44131	Mission ACE Hardware (Corp)	-123.81
Bill Pmt -Check	12/11/2023	44132	Petty Cash	-116.46
Bill Pmt -Check	12/11/2023	44133	Public Water Agencies Group (PWAG)	-963.75
Bill Pmt -Check	12/11/2023	44134	RC Foster Corporation	-175,417.50
Bill Pmt -Check	12/11/2023	44135	San Gabriel Valley Tribune	-69.95
Bill Pmt -Check	12/11/2023	44136	Steven Stewart	-800.00
Total 1001 · General Fund Bank of America				-1,203,524.20
TOTAL				-1,203,524.20

VISA Recap
October 21, 2023 - November 20, 2023

10/23/2023	M Eng	SGV Economic Partnership	SGV Gala 2023 Registration	\$275.00								\$275.00
10/24/2023	Vehicle Maintenance	Amazon.com	Fuel Gas Cap	\$20.15								\$20.15
10/25/2023	Office Supply	Intuit	Checks for New Checking Acct	\$91.15								\$91.15
10/26/2023	Staff	SCWUA - E Reyes & A Lu	Luncheon	\$70.00								\$70.00
10/26/2023	Staff	SGV Water Assoc - E Reyes	Annual Membeship Meeting 11/8/23	\$30.00								\$30.00
11/1/2023	Office Supply	Google	Workspace	\$93.60								\$93.60
11/3/2023	Office Supply	Intuit Payroll	QuickBooks Monthly Payroll Subscrip	\$66.00								\$66.00
11/5/2023	Office Supply	Microsoft	One-Year Agreement 10/4-10/3/24	\$99.00								\$99.00
11/1/023	Office Supply	Apple.com	Icloud Storage	\$2.99								\$2.99
11/14/2023	M Prince	League of California Cities	Holiday Reception Dec. 13	\$100.00								\$100.00
11/16/2023	M Eng	League of California Cities	Holiday Reception Dec. 13	\$100.00								\$100.00
11/17/2023	Office Supply	Zoom	Monthly Fee 11/17-12/16	\$31.98								\$31.98
11/19/2023	Office Supply	Apple.com	Icloud Storage	\$2.99								\$2.99
												\$0.00
			Total	\$982.86		\$0.00		\$0.00		\$0.00	Total Due	\$982.86

YOU ARE CORDIALLY INVITED TO THE

ANNUAL ALL CITIES HOLIDAY RECEPTION

DECEMBER
13TH, 2023

CALIFORNIA CLUB

Main Lounge
538 Flower St.
Los Angeles, CA 90071

6:00 p.m.
to
8:00 p.m.

We gratefully acknowledge
the support of:



BBK
BEST BEST & KRIEGER LLP

There is no cost for members of
the League of California Cities,
California Contract Cities Association,
or Independent Cities Association

\$100 for guests

- Business Attire Required
- Limited parking available
- Guests are encouraged to carpool, use public transportation, or park in nearby public lots
- Attendance at this event by a public official will constitute acceptance of a reportable gift



INDEPENDENT
CITIES ASSOCIATION **ICA**



LEAGUE OF
CALIFORNIA
CITIES

◆ Los Angeles County Division

AGENDA ACTION ITEM NO. 1

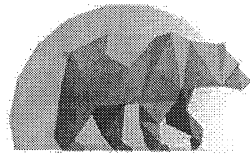
APPROVE ANNUAL PROPOSAL FOR CALIFORNIA ADVOCATES

RECOMMENDED ACTION: Approve proposal.

BACKGROUND: The scope of services remains the same as prior year. The monthly fee of \$8,000 remains the same as the prior year.

BUDGET IMPACT: None, this is already built into the 2023-2024 Budget.

PRIOR BOARD ACTION: None.



CALIFORNIA ADVOCATES

December 5, 2023

Mr. Darin Kasamoto
General Manager
San Gabriel Valley Municipal Water District
P.O. Box 1299
Azusa, CA 91702

Dear Darin,

Thank you for the opportunity to provide governmental/public affairs consulting services to the San Gabriel Valley Municipal Water District. Consistent with our communication, attached is a proposed consulting agreement between San Gabriel Valley Municipal Water District and California Advocates.

As you know, California Advocates is the longest continuously operated multi-client public affairs/lobbying firm in Sacramento. Rest assured, San Gabriel Valley will continue to have quality representation. Below we describe the team, and we have an exciting announcement that Annalee Akin will join the advocacy staff for CalAd working on San Gabriel Valley Municipal Water District.

Dennis Albiani, President of California Advocates, will continue to lead the representation and will be assisted by Annalee Akin, who has been working with CalAd since 2019. Just having passed the bar and graduated from law school, Annalee will be serving clients in the water and natural resources area as well as privacy and general business. Mr. Albiani will put his years of experience advocating on water policy, serving the previous two Governor's on water, energy and natural resource issues and having served as a staff consultant to the Senate Agriculture and Water Committee. Ms. Akin will put her knowledge and contacts, having worked as a Legislative Aide in the Assembly and serving as a Fellow in the Prestigious Assembly Fellowship program prior. Mr. Molina will continue to be available and work with San Gabriel Valley Municipal Water District as needed.

California Advocates team, look forward to the opportunity to work closely with San Gabriel Valley Municipal Water District to continue to provide government affairs representation to the district and strengthen the service and relations with the cities the district serves.

Sincerely,

Dennis Albiani, President

Dennis K. Albiani ~ Cliff Costa ~ Michael D. Belote ~ Faith L. Borges ~ Anthony Molina ~ Annalee Akin

1112 11th Street, Sacramento, CA 95814 phone: (916) 441-5050 email: calad@californiaadvocates.com

2024 CONSULTING AGREEMENT

This document shall serve as the 2024 consulting agreement between San Gabriel Valley Municipal Water District (District), and California Advocates, Inc. (Legislative Consultant). The District, located in Azusa, California, wishes to retain a Legislative Consultant to provide government/public affairs consulting services for calendar 2024.

SERVICES

Legislative Consultant shall, in good workmanlike and professional manner, provide the following services to the District:

- A. Represent the District's interests before the California State Legislature, the executive branch, and the resource agency by lobbying the District's positions on legislation and administrative actions relating to water development, quality, storage, reclamation and delivery.
- B. Monitor and report on legislative initiatives of interest that may promote or hinder the District's goals and objectives.
- C. Guide District sponsored legislation through the legislative process.
- D. Conduct outreach and advocacy efforts with the District's Assembly and Senate delegations, as well as with other key legislators and legislative leadership, to further the District's goals and objectives.
- E. Provide written and or oral notification of financial resources available at the state level for District projects, both current and future.
- F. Arrange and coordinate District's Director, Board Member and staff meetings with members of the legislature, legislative staff and the Administration.
- G. Provide an effective legislative strategy that is proactive and strategic as well as reactive when dealing with legislation or proposed legislation during the legislative session.
- H. Attend legislative hearings and provide information regarding those hearings as they may affect the District.
- I. Provide resources necessary to establish relationships with new members of the legislature while maintaining existing relationships with incumbents.
- J. Build and maintain a political presence for the District using the District's legislative delegation as a base.

- K. Build coalitions and alliances with representatives of other water districts/organizations and take a leadership role in Sacramento when appropriate.
- L. Develop and implement the long and short term public affairs and legislative strategies previously endorsed by the District.
- M. Provide written and or oral reports to members of the Board of Directors and the General Manager or their designee on legislative matters.
- N. Develop, with the General Manager, a reporting process to update the Board of Directors on legislative matters when requested.
- O. Participate in board meetings to provide legislative updates and other commentary of interest to Board Members. The frequency of participation in Board meetings shall be mutually agreed upon between Legislative Consultant and the General Manager after consultation with the Board of Directors.
- P. Actively seek state funding opportunities for District projects. This shall include working with District personnel and consultants to assist in securing bond funds and other funds that may be available on a statewide basis.

CONSIDERATION

The District agrees to pay Legislative Consultant a monthly consulting fee of \$8,000. In addition to the monthly consulting fee, the District shall reimburse Legislative Consultant for all reasonable out of pocket expenses previously approved by the District and incurred by Legislative Consultant while acting solely on behalf of the District. These expenses shall include travel expenses associated with Consultant's participation in District Board of Director meetings.

The District also agrees to reimburse Consultant for costs paid by Consultant to Consultant's outside accounting firm for the preparation of and the filing of quarterly lobbyist employer reports (form 635). Consultant will bill the District for the actual costs associated with the quarterly reports (currently \$140.50 per quarter).

TERM

This agreement shall become effective January 1, 2024, and terminate on December 31, 2024. Either party to this agreement may terminate the agreement before conclusion of the term by providing thirty days written notice.

INDEPENDENT CONTRACTOR

Legislative Consultant is and shall be considered an independent contractor and not an employee of the District. As such, this agreement is non-exclusive, and Legislative Consultant may represent other clients.

APPROVED:

California Advocates, Inc.

By 

Dated 12-6-2023

Dennis Albani, President

APPROVED:

San Gabriel Valley Municipal
Water District

By _____

Dated _____

Title:

AGENDA ACTION ITEM NO. 2

APPROVE AGREEMENT WITH LAGERLOF, LLP

RECOMMENDED ACTION: Approve proposal.

BACKGROUND: The agreement remains the same, including the retainer amount of \$5,500 per month. The rate schedule for litigation has changed from \$350 to \$375. The rate has been \$350 since 2016.

BUDGET IMPACT: Minimal since there has been very little work beyond the retainer amount.

PRIOR BOARD ACTION: None.

ATTORNEY SERVICES AGREEMENT

This document is the written fee agreement that California law requires lawyers to have with their clients. We, Lagerlof, LLP, will provide legal services to you, the Client (also referred to herein as "District") named on the attached Rate Schedule, on the terms set forth below.

1. Conditions. This agreement will not take effect, and we will have no obligation to provide legal services, until you return a signed copy of this agreement.

2. Scope of Services. You are hiring us to represent you as your general counsel, to provide such services as are assigned from time to time by the Board of Directors and by District management, and as are otherwise necessary in our discretion to adequately represent you. We will take reasonable steps to keep you informed of progress and to respond to your inquiries.

In any litigation or potential litigation, we will make tactical decisions regarding the case, such as where to file suit, what pretrial motions and discovery to undertake, whether to request a jury, what witnesses to call, etc. You will have the right to approve or reject any settlement, and we will communicate any settlement offer to you promptly.

3. Client's Duties. You agree to be truthful with us, to cooperate, to be reasonably available for meetings, court appearances, or other proceedings, to keep us informed of developments, to abide by this agreement, to pay our bills on time and to keep us advised of your address, telephone number and whereabouts.

4. Legal Fees. You agree to pay us the monthly retainer set forth on the attached Rate Schedule; provided that the parties shall review that retainer arrangement after the first four months of this agreement and shall negotiate in good faith any possible modifications to the retainer amount and/or the scope of services covered under that retainer. All services to be rendered to the District hereunder shall be included in that monthly retainer, with the exception of any litigation to which the District is a named party or a real party in interest. Such litigation shall be billed in addition to the monthly retainer at the hourly rates set forth on the attached Rate Schedule.

5. Costs. If we incur costs and expenses in performing legal services for you, you agree to pay for those costs in addition to the monthly retainer. Such costs commonly include messenger and delivery fees, out-of-pocket computer research fees, travel expenses, such as mileage and parking, filing fees and other court and administrative fees, court reporter's fees, jury fees and witness fees. Such costs are charged at our cost.

For certain matters, it may be necessary in order for us to represent you properly to engage experts, consultants, accountants, appraisers, or investigators. We will not hire such persons unless you approve of the hiring of any such person and agree to pay their charges; but we reserve the right to select the persons to be hired.

6. Statements. We will send you periodic statements for fees and costs incurred. Each statement will be due within 30 days of its date. You may request a statement at intervals of no less than 30 days. If you do, we will provide one within 10 days. Any dispute regarding a statement must be communicated to us within 30 days.

7. Discharge and Withdrawal. You may discharge us at any time by written notice. We may withdraw with your consent or for good cause. Good cause includes your failure to comply with this agreement, your refusal to cooperate with us or to follow our advice on any material matter, or any other cause that would render our continuing representation unlawful or unethical. Whether you discharge us or we withdraw, you are responsible for paying our fees and costs to the date of conclusion of our services, including any services necessary to protect your rights and transfer the matter to your new attorneys. After you discharge us or we notify you of our intent to withdraw, you agree to execute a substitution of attorney immediately in any pending litigation and to take all other steps necessary to free us of any obligation to perform further. After our services conclude, we will, upon your request, deliver your files to you, along with any funds or property of yours in our possession; but we may charge you for copying your file for our permanent records. Unless you have instructed us to the contrary, we may destroy your file at any time more than one year after the conclusion of our services on this matter, without further notice to you.

8. Disclaimer of Guarantees. We do not guarantee the outcome of any particular legal matter, and any comments about such outcomes are statements of opinion only.

9. Errors and Omissions Insurance. Services under this Agreement are covered by errors and omissions insurance maintained by the firm.

10. Effective Date. This agreement will take effect when you have performed the conditions stated in Paragraph 1, but will be retroactive to the date we first performed services, including the initial client conference. Even if this agreement does not take effect, you will be responsible to pay the reasonable value of any services we may have performed.

LAGERLOF, LLP

By: _____
James D. Ciampa

I have read and understood the foregoing terms and those set forth on the attached Rate Schedule and agree to them, as of the date Lagerlof, Senecal, Gosney & Kruse, LLP first provided services. I acknowledge receipt of a copy of this agreement and the Rate Schedule.

SAN GABRIEL VALLEY MUNICIPAL
WATER DISTRICT

Dated: _____

By: _____

Rate Schedule

Identification:

Client: San Gabriel Valley Municipal Water District
Matter: General counsel legal services and such other legal matters as may be needed
Retainer: \$5,500.00 per month for non-litigation services; any litigation to be billed at the below rates.

Rates

James D. Ciampa	\$375 per hour
Thomas S. Bunn III.....	\$475 per hour
Andrew D. Turner	\$375 per hour
Reid Miller	\$350 per hour
Senior Counsel	\$375 - \$500 per hour
Associate Counsel.....	\$325 - \$350 per hour
Legal Assistant.....	\$100 per hour

Hourly rates are charged in minimum increments of 0.10 hours.

AGENDA ACTION ITEM NO. 3

DISCUSS STRATEGIC PLANNING FORMAT

RECOMMENDED ACTION: Select a date and time for a Strategic Planning Session. Consider using Dave DePinto as the facilitator.

BACKGROUND: During the last performance review it was suggested to the General Manager that a strategic planning workshop be planned for early 2024. Dave DePinto has experience as a facilitator and is already under contract with the District for consulting services.

BUDGET IMPACT: None, unless we look for an outside facilitator.

PRIOR BOARD ACTION: N/A

AGENDA ACTION ITEM NO. 4

GENERAL MANAGER REQUEST FOR ALTERNATIVE WORK SCHEDULE

RECOMMENDED ACTION: Allow the General Manager and other employees, if needed, to work remotely as needed.

BACKGROUND: Going forward, due to various personal issues, it will be very difficult for me to maintain a traditional in office 40 hour per week schedule. I would like to request permission to work virtually as needed. During the Covid pandemic, remote work was required and proved to be relatively efficient.

BUDGET IMPACT: N/A

PRIOR BOARD ACTION: N/A

Memorandum

To: San Gabriel Valley Municipal Water District Board of Directors

Cc: Darin Kasamoto, General Manager

From: Evelyn Reyes, External Affairs Manager

Date: December 6, 2023

Subject: External Affairs Report

Rebates:

	Rain Barrel	Washing Machines	High-Efficiency Toilets	Waterless Urinals	Smart Controllers	Sprinkler Nozzles	Soil Sensor	Flow Meter Monitor
	\$35	\$85	\$40	\$150	Up to \$80	\$2 – Min. 30	Up to \$80	Up to \$100
Monthly Total	1	4	3	0	3	0	0	0
FY 23/24 Total	8	18	36	0	8	0	0	0

Irrigation Direct Install Program:

Assessed Properties	34
Waiting Install	4
Total Installed	25

Avg. cost per property \$2,028.96

Meetings/events attended:

- PWAG CET Administrative Meeting and Member Agency Meeting
- Alhambra Chamber of Commerce Legislative Committee Meeting
- PPIC 2023 Annual Water Conference
- SCWUA Luncheon
- Monterey Park Library Board of Trustees; OWL Grant Check Presentation
- Assemblymember Mike Fong (District 49) Toy Drive
- Monterey Park Edison Trails Park Playground ribbon cutting
- Alhambra High School Debate Tournament – OWL Grant recipients
- San Gabriel Valley COG Water Policy Committee Meeting
- SGV Water Association Annual Membership Meeting
- Council for Watershed Health Getting to Green Forum
- Meeting with Assemblywoman Blanca Rubio regarding the upcoming legislative year
- State Water Contractors Legislative Meeting
- Monterey Park Holiday Snow Village Event

**A REGULAR MEETING OF
THE MAIN SAN GABRIEL BASIN WATERMASTER
725 NORTH AZUSA AVENUE, AZUSA, CALIFORNIA
DECEMBER 6, 2023 AT 2:30 O'CLOCK P.M.**

<u>Agenda</u>	<u>Action/Notes</u>
1. CALL TO ORDER	
2. PLEDGE OF ALLEGIANCE	
3. ROLL CALL OF WATERMASTER MEMBERS	
4. ADOPTION OF AGENDA [1]	
5. TIME RESERVED FOR PUBLIC COMMENT	
6. ITEMS REMOVED FROM CONSENT CALENDAR [1]	
7. CONSENT CALENDAR [1] All items on Consent Calendar may be approved with single action.	
a) Minutes of a Regular Meeting of Watermaster held November 1, 2023	
b) Lists of Demands	
c) Financial Statements, November 2023	
d) Stipulation Re Intervention After Judgment of:	
i) Rexford Industrial 15801 1 st , LLP	
8. 2024 BOARD MEETING DATES [1]	
9. ADOPTION OF A RESOLUTION OF THE MAIN SAN GABRIEL BASIN WATERMASTER EXPRESSING APPRECIATION, COMMEMORATING AND INVITING PUBLIC ATTENTION TO THE OUTSTANDING SERVICES RENDERED BY DAVID DE JESUS DURING HIS TENURE AS A BOARD MEMBER AND PRODUCER MEMBER OF WATERMASTER (Resolution No. 12-23-318) [1]	
10. AUTHORIZATION FOR THE EXECUTIVE OFFICER TO SIGN SECOND EXTENSION OF THE PRODUCTION AGREEMENT WITH THE LOS ANGELES COUNTY DEPARTMENT OF PARKS AND RECREATION AND THE DEPARTMENT OF TOXIC SUBSTANCES CONTROL RELATIVE TO THE WHITTIER NARROWS OPERABLE UNIT [1]	
11. REQUEST FROM THE CITY OF ARCADIA TO PURCHASE 3,203 ACRE-FEET OF WATER FROM UPPER SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT FOR PRODUCER CYCLIC STORAGE [1]	

12. AUTHORIZATION TO EXECUTE EXTENSION AGREEMENT FOR CITY OF ALHAMBRA FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]
13. AUTHORIZATION TO EXECUTE EXTENSION AGREEMENT FOR CITY OF ARCADIA FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]
14. AUTHORIZATION TO EXECUTE EXTENSION AGREEMENT FOR CITY OF AZUSA FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]
15. AUTHORIZATION TO EXECUTE EXTENSION AGREEMENT FOR CALIFORNIA AMERICAN WATER – DUARTE SYSTEM FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]
16. AUTHORIZATION TO EXECUTE EXTENSION AGREEMENT FOR CALIFORNIA AMERICAN WATER – SAN MARINO FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]
17. AUTHORIZATION TO EXECUTE EXTENSION AGREEMENT FOR CALIFORNIA DOMESTIC WATER COMPANY FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]
18. AUTHORIZATION TO EXECUTE EXTENSION AGREEMENT FOR COVINA IRRIGATING COMPANY FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]
19. AUTHORIZATION TO EXECUTE EXTENSION AGREEMENT FOR CITY OF GLENDORA FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]
20. AUTHORIZATION TO EXECUTE EXTENSION AGREEMENT FOR GOLDEN STATE WATER COMPANY – SAN GABRIEL FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]
21. AUTHORIZATION TO EXECUTE EXTENSION AGREEMENT FOR GOLDEN STATE WATER COMPANY – SAN DIMAS FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]
22. AUTHORIZATION TO EXECUTE EXTENSION AGREEMENT FOR LA PUENTE VALLEY COUNTY WATER DISTRICT FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]
23. AUTHORIZATION TO EXECUTE EXTENSION AGREEMENT FOR CITY OF MONROVIA FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]
24. AUTHORIZATION TO EXECUTE EXTENSION AGREEMENT FOR CITY OF MONTEREY PARK FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]
25. AUTHORIZATION TO EXECUTE EXTENSION AGREEMENT FOR SAN GABRIEL COUNTY WATER DISTRICT FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]
26. AUTHORIZATION TO EXECUTE EXTENSION AGREEMENT FOR SUBURBAN WATER SYSTEMS FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]

27. AUTHORIZATION TO EXECUTE EXTENSION AGREEMENT FOR SUNNY SLOPE WATER COMPANY FOR PRODUCER CYCLIC STORAGE ACCOUNT [1]
28. ATTORNEY'S REPORT [2]
29. ENGINEER'S REPORT [2]
30. EXECUTIVE OFFICER'S REPORT [2]
31. REPORT FROM RESPONSIBLE AGENCIES [2]
32. OUTSIDE COMMITTEE LIAISONS [2]
33. INFORMATION ITEMS [2]
 - a) Temporary assignment or lease of 23.54 acre-feet of Production Right from The Nicholson Family Trust – Marital Trust to San Gabriel Valley Water Company for FY 2023-24
 - b) Temporary assignment or lease of 2,300.00 acre-feet of Production Right from Covina Irrigating Company to California Domestic Water Company for FY 2023-24
 - c) Permanent transfer of 227.88 acre-feet of Prescriptive Pumping Right from Bank of America N.A. as Trustee of the William Knight Living Trust UTD 5/11/2000 to San Gabriel Valley Water Company
 - d) Change of Designee for Del Rio Mutual Water Company to Jose Alejandro Herrera
 - e) Change of Designee for Moon Valley Nursery of California, Inc. to Michelle Brown
 - f) Change of Designee for IBY, LLC to Robert Urband
 - c) Transmittal of San Gabriel Valley Municipal Water District Monthly Report for October 2023
34. COMMENTS FROM WATERMASTER MEMBERS [2]
35. FUTURE AGENDA ITEMS [1]
36. CLOSED SESSION [1]
A closed session may be called to discuss pending or potential litigation.
37. ADJOURNMENT

LEGEND [1] INDICATES ACTION ANTICIPATED BY WATERMASTER ON THIS ITEM
 [2] INDICATES INFORMATION ITEM - NO ACTION ANTICIPATED

Chair Lynda Noriega Presiding

**A REGULAR MEETING
OF THE
SAN GABRIEL BASIN WATER QUALITY AUTHORITY
AT
1720 W. CAMERON AVENUE, SUITE 100
WEST COVINA, CALIFORNIA**

WEDNESDAY, NOVEMBER 15, 2023 AT 12:00 P.M.

Zoom Link:
<https://us06web.zoom.us/join/zoom/register/tZAucO6prTksG9Lkd7OuL6IouuRbliuVTdnN>

AGENDA

- I. CALL TO ORDER** **PAULSON**
- II. PLEDGE OF ALLEGIANCE**
- III. REMOTE PARTICIPATION DECLARATION - AB 2449** **MORENO**
[Government Code Section 54953(f)]
- (a) Notification of Just Cause Remote Participation
- (b) Notification and Vote to Approve Emergency Circumstance Request For Remote Participation
- IV. ROLL CALL OF BOARD MEMBERS** **MORENO**
- | | | | |
|--------------------------------|-------|-------|-------|
| Mark Paulson, Chairman | _____ | _____ | (alt) |
| Lynda Noriega, Vice-Chairwoman | _____ | _____ | (alt) |
| Valerie Munoz, Secretary | _____ | _____ | (alt) |
| Robert Gonzales, Treasurer | _____ | _____ | (alt) |
| Bob Kuhn | _____ | _____ | (alt) |
| Ed Chavez | _____ | _____ | (alt) |
| Robert DiPrimio | _____ | _____ | (alt) |
- V. PUBLIC COMMENTS (Agendized Matters Only):** **PAULSON**
As provided under Government Code Section 54954.3, this time has been set aside for persons in the audience to provide comment or make inquiries on matters appearing on this Special Meeting agenda only. Please complete the appropriate request card and submit it to the Secretary, prior to the item being heard. A five-minute time limit on remarks is requested.
- VI. ITEMS TOO LATE TO BE AGENDIZED - Recommended Action:** **PAULSON**
Approve motion determining need to take action on item(s) which arose subsequent to posting of the Agenda (ROLL CALL VOTE: Adoption of this recommendation requires a two-thirds vote of the Board or, if less than two-thirds of Board members are present, a unanimous vote)

VII. CONSENT CALENDAR

PAULSON

(Consent items may all be approved by single motion) [enc]

- (a) Minutes for 10/18/23 Regular Board Meeting
- (b) Minutes for 11/7/23 Legislative/Public Information Committee Meeting
- (c) Minutes for 11/7/23 Administrative/Finance Committee Meeting
- (d) Demands on Administrative Fund
- (e) Demands on Project Fund

VIII. COMMITTEE REPORTS

(These items may require action)

- (a) Legislative/Public Information Committee Report
- (b) Administrative/Finance Committee Report
 - 1. Discussion Regarding/Action Regarding Administrative Procedure No. 40: PERSONNEL – Merit Salary Increases and Annual Cost of Living Allowance (“COLA”) Policy[enc]

IX. OTHER ACTION/INFORMATION ITEMS

PAULSON

(These items may require action)

- (a) None.

X. PROJECT REPORTS

COLBY

- (a) Treatment Plants:

1.	Baldwin Park Operable Unit	<u>Status</u>
	• Arrow/Lante Well (Subarea 1)	Operational
	• Monrovia Wells	Operational
	• SGVWC B6 Plant	Operational
	• SGVWC B5 Plant	Operational
	• CDWC Well No. 14	Operational
	• La Puente Valley County Water District	Operational
	• VCWD Nixon	Operational
	• VCWD Maine	Operational
2.	El Monte Operable Unit	
	• Eastern Shallow Zone	Operational
	• Eastern Deep Zone	Operational
	• GSWC Encinita Plant	Operational
	• Western Shallow Zone	Operational
3.	South El Monte Operable Unit	
	• Whitmore Street. Ground Water Remediation Treatment Facility	Operational
	• City of M.P. Well No. 5 VOC Treatment Facility	Operational
	• City of M.P. Well No. 12 VOC Treatment Facility	Operational
	• City of M.P. Well No. 15	Operational

- City of M.P. Well Nos. 1, 3, 10 VOC Treatment Facility Operational
- GSWC Wells SG-1 & SG-2 Operational
- GSWC Garvey Operational
- SGVWC Plant No. 8 Operational
- SGVWC Plant G4 Operational
- 4. Puente Valley Operable Unit
 - Intermediate Zone Construction
 - SGVWC Plant B11 Operational
- 5. Area 3 Operable Unit
 - City of Alhambra Phase 1 Operational
 - City of Alhambra Phase 2 Operational
 - City of South Pasadena Wilson Operational
- 6. Non-Operable Unit
 - City of Arcadia Longden Operational
 - City of Arcadia Live Oak Operational
 - City of Monrovia Tower 1&2 Operational
 - City of Monrovia Tower 3&4 Operational
 - SGVWC Plant 11 Operational

XI. ATTORNEY'S REPORT **PADILLA**

XII. LEGISLATIVE REPORT **MONARES**

XIII. EXECUTIVE DIRECTOR'S REPORT **SCHOELLERMAN**

XIV. FUTURE AGENDA ITEMS **PAULSON**

XV. INFORMATION ITEMS [enc] **PAULSON**

- (a) San Gabriel Basin Water Calendar

XVI. FUTURE BOARD/COMMITTEE MEETINGS **PAULSON**

- (a) The next Legislative/Public Information Committee meeting was scheduled for Tuesday, December 12, 2023 at 9:00 a.m.
- (b) The next Administrative/Finance Committee Meeting was scheduled for Tuesday, December 12, 2023 at 10:00 a.m.
- (c) The next WQA Board meeting was scheduled for Wednesday, December 20, 2023 at 12:00 p.m.

XVII. CLOSED SESSION **PAULSON**

- (a) Closed Session Pursuant to Government Code Section 54956.9(d)(1)
– Conference with Legal Counsel re: Existing Litigation - San Gabriel Basin Water Quality Authority v. 3M Company et al, USDC Case No. 2:23-av-55555-CIV

XVIII. RECONVENE OPEN SESSION **PAULSON**

XIX. BOARD MEMBERS' COMMENTS/REPORTS

PAULSON

XX. ADJOURNMENT

PAULSON

Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection in the lobby of the Authority's business office located at 1720 W. Cameron Ave., Suite 100, West Covina, CA 91790, during regular business hours. When practical, these public records will also be made available on the Authority's internet web site, accessible at www.wqa.com.

Memorandum

To: San Gabriel Valley Municipal Water District Board of Directors

From: Darin Kasamoto General Manager

Date: December 7, 2023

Subject: General Manager's Report

1. SWP UPDATE

The Delta Conveyance Project (DCP) Public Draft EIR Comment period has ended. The EIR process should be completed by the end of 2023.

The initial State Water Project allocation for 2024 was set at 10%. Conditions throughout the state have been relatively dry, but water storage levels in Oroville and San Luis allow for a higher initial allocation compared to most recent years.

2. MAIN SAN GABRIEL BASIN UPDATE

As of November 27, 2023, the Key Well is at 226.8 feet which is 1.2 feet lower than the reading on October 27, 2023. The historic low is 169.4 feet.

3. GRANT PROGRAM UPDATES

The District, through Steve Bucknam and Hazen and Sawyer, is continuously monitoring grant programs which could help fund District and city projects.

The District has applied for a Bureau of Reclamation grant to help fund some projects in the Raymond Basin on behalf of the Foothill Water Coalition. The application was submitted on March 31, 2023.

The District has applied for a Bureau of Reclamation grant to help fund 50% of a Federally approved recycled water feasibility study. This study would make the District eligible for design and construction grant money in the future. The application was submitted on February 28, 2023.

The District has applied for a State Grant through DWR for Turf Replacement, supplement existing rebate programs, supplement direct install program, education programs. The grant application also included some well projects from the four cities. The application was submitted on January 31, 2023, and sought about \$5 million for the various projects. DWR has said that there were some issues with the submittal which were addressed and the application was re-submitted on February 22, 2023.

UPDATE: We recently reached out to DWR on the status of the grant, we were informed that our application scored very high, but did not receive funding because there was a need for better descriptions of the cities' projects and not all of the cities provided letters of support for the grant application. They also informed us that another application window will reopen in soon and they advised us to re-apply. Evelyn will be working with the cities to get the necessary information and Hazen will re-submit the application. Because this is the same grant program, work on the application will be minimal.

December 7, 2023

4. MANAGEMENT ISSUES

The Letter of Intent for the Regional Recycled Water Project has been approved by all parties. I have had a follow-up with MWD on next steps, and they want to look into use of SGVMWD existing infrastructure to add flexibility to the project. We have sent all of information requested by MWD for them to begin this analysis. The preliminary analysis performed by MWD indicates that it is physically possible to use our pipeline to get water to the treatment plant in La Verne. Stetson Engineers has been hired to analyze the benefits and potential downside of this proposal. The first draft of the report has been received, staff has met with Stetson to discuss and Stetson will incorporate the comments into the report.

The District is monitoring some future groundwater banking programs for potential participation. More information will follow.

District audit is near completion, and a draft should be ready to be presented at the January board meeting.

Per Jim Ciampa's recommendation we have completed the process of opening a separate account for deposit and dispersal of funds for our State Water Project tax levy. We have also modified our Administrative Code as it pertains to our reserve policy. This is to protect the District after a lawsuit filed against Coachella Water District on use of SWP specific tax revenue.

The District has received a request from the City of Monterey Park to consider an additional loan for the city. I recommend that the District wait until the 2022-2023 audit is finalized before considering this request.

CITY OF MONTEREY PARK

320 West Newmark Avenue • Monterey Park • California 91754-2896
www.montereypark.ca.gov



City Council
Henry Lo
Vinh Ngo
Jose Sanchez
Thomas Wong
Yvonne Yiu

City Clerk
Maychelle Yee

City Treasurer
Amy Lee

October 19, 2023

Darin Kasamoto, General Manager
San Gabriel Valley Municipal Water District
1402 N. Vosburg Drive
Azusa CA 91702

SUBJECT: SGVMWD LOAN PROGRAM REQUEST

San Gabriel Valley Municipal Water District has been a significant partner with the City of Monterey Park over the years in many ways. This includes the loan of \$4,000,000 to assist with the construction of the Centralized Groundwater Treatment Facility (CGTS) which is nearing completion. This project will play a significant role in not only providing residents with high quality water but also assist with groundwater cleanup.

The City of Monterey Park is respectfully requesting a second loan in the amount of \$9,000,000 to fund the replacement of the City of Monterey Park's water meters to an Advanced Metering Infrastructure (AMI) solution. The new AMI solution would not only improve water usage accuracy but also provide residents with real time water usage for their property.

City staff have already started the process of evaluating manufacturers and working with a consulting firm on a Request for Proposals (RFP). Should SGVMWD aid in providing this loan, it is anticipated that the City would have this project completed within three years.

If you have any questions, please contact me at 626-307-1323 or email me at sigoe@montereypark.ca.gov.

Best Regards

A handwritten signature in black ink, appearing to read "Shawn Igoe".

Shawn Igoe
Public Works Director
City of Monterey Park

Memorandum

To: San Gabriel Valley Municipal Water District Board of Directors

From: Steve Kiggins, Assistant General Manager

Cc: Darin Kasamoto, General Manager

Date: December 6, 2023

Subject: Assistant General Manager's Report

1. November 2023 deliveries: 1,536 AF. SGVMWD delivered 1,388 AF to cyclic storage and 148 AF at North Azusa Connection for Covina Irrigating Company's (CIC's) surface water treatment facility on behalf of Three Valleys Municipal Water District (TVMWD). SGVMWD Table A Allocation CY 2023: 100% / 28,800 AF. Undelivered Table A balance as of December 1st: 16,527 AF.
2. Total deliveries to cyclic storage CY 2023: 12,551 AF. Cyclic storage balance as of October 31, 2023: 3,635.57 AF. Amount of water banked on behalf of Dudley Ridge Water District: 14,209 AF.
3. December 2023 delivery forecast: A ~32 CFS delivery at San Dimas Hydro should continue all month (weather permitting). SGVMWD deliveries will be maximized as DWR/LA County capacities allow.
4. Hydro Power Production: May 306.2 MWh/\$15,219.70, June 291.4 MWh/\$14,590.39, July 242.9 MWh/\$14,541.29, August 182.4 MWh/\$14,335.80, September 590.2 MWh/\$34,929.87, October 616.2 MWh/\$22,330.80, November TBD
5. Project Updates:
 - A. DCAP SCH I PIPELINE CONTINUITY BONDING, CORROSION ASSESSMENT VALIDATION AND CATHODIC SYSTEM DESIGN: Corrosion assessment validation work and tee installation are in progress. (Mortar removal for validation inspection)



- B. **LYTLE CREEK TURNOUT SCADA INTEGRATION PROJECT:** The new PLC cabinet was installed November 28th and SCADA server programming is in progress. SGVMWD will have access to SBVMWD's flow, pressure and totalizer data which will help staff monitor Schedule VI, which is shared with SBVMWD. (SBVMWD's LCT in Rialto)



- C. **SAN GABRIEL FLOW CONTROL STRUCTURE 30" BALL VALVE REPLACEMENT:** RC Foster Corporation installed the new 30" ball valve with existing hardware until the new hardware arrives. The roofing contractor is scheduled, the new hardware should be installed in early January and final bolt torquing will take place when the pipeline is re-pressurized. (New SGFCS 30" ball valve)



- D. **DCAP PIPELINE HYDRAULIC MODEL DEVELOPMENT AND TRANSIENT WAVE ANALYSIS:** (No change) Civiltec was given view-only access to the SCADA servers and historical flow event data to help refine and verify the hydraulic model. Model development is progressing.
- E. **HYDROELECTRIC FACILITY 24" BUTTERFLY VALVE REPLACEMENT:** (No change) The valve is installed and paving was completed on July 28th. Due to non-standard valve control wiring at the Hydro, the decision was made for the District to purchase a simplified relay-based Auma actuator and repurpose the more advanced actuator at Big Dalton Pressure Reducing Station to replace a failing obsolete actuator. The cost was ~20% (\$700) more than cannibalizing the advanced actuator. The new actuator should arrive in late February.

6. Assistant General Manager meetings and activities:

- A. Assisted with Schedule I dewatering
- B. Met SoCal SCADA Solutions at Lytle Creek Turnout for PLC installation
- C. SGFCS Valve Replacement Project job site meetings with RC Foster
- D. Validation/Bonding Project job site meetings with T.E. Roberts/Civiltec
- E. Main San Gabriel Basin Watermaster meeting
- F. Weekly Continuity Bonding Project meetings with T.E. Roberts and Civiltec (Teams)
- G. Weekly DWR / SWC Operations Update meetings (Teams)
- H. Weekly DWR / SWC East Branch Capacity Coordination meetings (Teams)