

**MINUTES  
BOARD OF DIRECTORS  
SAN GABRIEL VALLEY MUNICIPAL  
WATER DISTRICT  
REGULAR BOARD MEETING  
1402 N. VOSBURG DR. AZUSA, CA 91702  
MONDAY, DECEMBER 11, 2023  
8:00 A.M.**

At 8:00 a.m. on December 11, 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=SUZJRzFFSDRXUVVVTY0NhOXQ0c1I6QT09>**

**Meeting ID: 890 1330 6120**

**Passcode: 512838**

Dial by your location

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**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

**Director Prince joined the meeting at 8:08 a.m.**

**ALSO PRESENT:**

Darin Kasamoto, General Manager; 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

Via telephone/Zoom: Kelly Gardner, Main San Gabriel Basin Watermaster; Melissa Barbosa, City of Azusa

**PUBLIC COMMENTS ON NON-AGENDA ITEMS**

None.

**UPDATES FROM THE CITY REPRESENTATIVE**

None.

## **CONSENT CALENDAR:**

Minutes of the Regular Board Meeting of November 13, 2023

Financial Statements for November 2023

Disbursements of the Revolving Fund Dated:

November 16, 2023, Check Nos. 12405 – 12408, EFT, and Wires in the amount of \$60,271.04

November 30, 2023, Check Nos. 12409 – 12416, EFT, and Wires in the amount of \$64,612.43

December 11, 2023, Check Nos. 12417 – 12420, and Wires in the amount of \$3,930.40

Disbursements of the General Fund Dated:

November 15 - 27, 2023, Check Nos. 44072 – 44100, and EFTs in the amount of \$97,821.59

December 1 - 11, 2023, Check Nos. 44101 – 44136, and EFTs in the amount of \$1,203,524.20

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

On the motion of Director Eng, seconded by Director Knoles, and unanimously carried 4-0, the Consent Calendar was approved.

## **ACTION AGENDA ITEM**

### **APPROVE ANNUAL PROPOSAL FOR CALIFORNIA ADVOCATES**

On motion of Director Placido, and seconded by Director Knoles, and unanimously carried 4-0, California Advocates' proposal dated December 5, 2023, to provide governmental/public affairs consulting services was approved.

### **APPROVE AGREEMENT WITH LAGERLOF, LLP**

On motion of Director Knoles, and seconded by Director Eng, and unanimously carried 4-0, Lagerlof, LLP Attorney Services Agreement was approved.

### **DISCUSS STRATEGIC PLANNING FORMAT**

The General Manager recommended Dave DePinto from DMCI as the facilitator for the District's Strategic Planning Session since he is already under contract with the District for consulting services and has experience in facilitating such sessions.

The Board scheduled the Strategic Planning Session for January 22, 2024, at 8:00 a.m. and approved Dave DePinto to facilitate the District's Strategic Planning Session.

### **GENERAL MANAGER REQUEST FOR ALTERNATE WORK SCHEDULE**

The Board approved the General Manager's request to temporarily work remotely one week every month as needed. The Board also requested General Counsel Ciampa prepare a remote work policy and that the policy would include a sunset date.

The General Manager thanked the Board for their approval and understanding.

## **INFORMATION ITEMS**

### **EXTERNAL AFFAIRS**

External Affairs Report in Agenda Packet.

Ms. Reyes reported that she and Mr. Lu are working on the 2024 Outreach Calendar. The ribbon cutting ceremony for the SGV Catalyst and Cal State L. A. renovation planting project at the Marquerita Elementary School is scheduled for January 27, 2024. The District has reserved a booth for the upcoming Chinese New Year celebration in Alhambra on February 18, 2024.

## **UNFINISHED BUSINESS**

### **REPORT ON BASIN MANAGEMENT**

Director Placido reported the Watermaster Board meeting consisted of renewing and extending contracts.

The Assistant General Manager added that former Covina Irrigating Company President David De Jesus was recognized for his service on the Board.

### **REPORT OF WQA**

Director Paulson reported a closed-session meeting was held to discuss the status of the lawsuit and possible settlement with 3M regarding PFAS.

### **REPORT OF THE ATTORNEY**

General Counsel Ciampa had no report however, he wanted to wish everyone happy holidays and Merry Christmas.

### **REPORT OF THE GENERAL MANAGER/ASSISTANT GENERAL MANAGER**

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

The General Manager reported briefly on the preliminary analysis performed by Stetson on MWD's use of the District's pipeline. The first draft of the report was received, and staff met with Stetson to discuss the comments on the report. The District draft audit should be ready for presentation at the January Board Meeting.

The District received a request from the City of Monterey Park to consider an additional loan for the city. The General Manager recommends the District wait until the 2022-2023 Audit is finalized before considering the request. He also wished everyone a great holiday season and thanked the Board again for their approval of his request to work remotely once a week.

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

The Assistant General Manager provided project updates with the DCAP SCH 1 Pipeline Continuity Bonding, Corrosion Assessment Validation and Cathodic System Design; Lytle Creek Turnout SCADA Integration; and San Gabriel Flow Control Structure 30" Ball Valve Replacement. He also commented that retiree Ed Hills wanted to attend this Board Meeting but, unfortunately, was unable to attend; Mr. Hills wished everyone a Merry Christmas and so did the Assistant General Manager.

### **REPORT OF THE STATE WATER CONTRACTORS**

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

**COMMITTEE MEETING REPORTS**

None.

**DIRECTOR REPORTS ON EVENTS ATTENDED**

Director Prince reported he attended the ACWA JPIA conference and shared the changes with those who participate in the Districts’ medical health insurance about prescription benefit changes effective January 1, 2024.

Director Eng reported he attended the November 4, 2023, Alhambra High School Debate Tournament Awards Ceremony. He also commented that Director Paulson did a very good job officiating the funeral for former Mayor and councilman Stephen Sham.

**DIRECTOR COMMENTS**

Director Knoles wished all a Merry Christmas.

Director Paulson also wished all a Merry Christmas and a Happy New Year.

**ADJOURNED at 8:58 A.M. IN MEMORY OF THE CITY OF ALHAMBRA’S FORMER MAYOR AND COUNCILMAN STEPHEN SHAM.**

There being no further business, upon motion made, seconded, and carried unanimously, the meeting was duly adjourned at 8:58 a.m. The next Regular Board Meeting of the San Gabriel Valley Municipal Water District will be on January 8, 2024, at 8:00 a.m.

s/ Mark R. Paulson \_\_\_\_\_  
President

ATTEST:

s/ Miles L. Prince \_\_\_\_\_  
Secretary