

**MINUTES
BOARD OF DIRECTORS
SAN GABRIEL VALLEY MUNICIPAL
WATER DISTRICT
REGULAR BOARD MEETING
1402 N. VOSBURG DR. AZUSA, CA 91702
MONDAY, FEBRUARY 12, 2024
8:00 A.M.**

At 8:03 a.m. on February 12, 2024, 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 8:03 a.m.

ROLL CALL:

Directors present at Roll Call: Eng (participating via Zoom pursuant to the “just cause” provisions of AB 2449 due to a potential contagious illness), Knoles, Paulson, Placido, Prince

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; Frank Heldman, City of Monterey Park

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 January 08, 2024

Financial Statements for January 2024

Treasurer's Investment Report Dated December 31, 2023

Disbursements of the Revolving Fund Dated:

January 11, 2024, Check Nos. 12432 – 12437, EFT, and Wires in the amount of \$88,887.51

January 25, 2024, Check Nos. 12438 – 12443, EFTs, and Wires in the amount of \$64,916.30

February 08, 2024, Check Nos. 12444 – 12450, EFT, and Wires in the amount of \$62,697.80

February 12, 2024, Check Nos. 12451 – 12454, and Wires in the amount of \$6,555.00

Disbursements of the General Fund Dated:

January 10 – 30, 2024, Check Nos. 44200 – 44231 and EFTs in the amount of \$279,924.58

February 1 - 12, 2024, Check Nos. 44232 – 44278, and EFTs in the amount of \$265,861.38

Future Meeting Attendance Approval: None

On the motion of Director Prince, seconded by Director Knoles, 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 its regular meeting held on February 12, 2024, by the following roll call vote:

Ayes: Eng, Knoles, Paulson, Placido, Prince

Noes: None

Absent: None

Abstain: None

ACTION AGENDA ITEM

APPROVE 2022-2023 AUDIT AND TRAVEL EXPENSE REPORT

On motion of Director Placido, seconded by Director Prince, and unanimously carried 5-0, the San Gabriel Valley Municipal Water District 2022-2023 Audit and Travel Expense Report prepared by Moss Levy & Hartzheim was adopted and approved.

Approved by the Board of Directors of the San Gabriel Valley Municipal Water District at its regular meeting held on February 12, 2024, by the following roll call vote:

Ayes: Eng, Knoles, Paulson, Placido, Prince

Noes: None

Absent: None

Abstain: None

APPROVE STRATEGIC PLAN

Dave DePinto from DMCI presented to the Board a recap of the results from the Strategic Planning Workshop that was held on January 22, 2024.

On motion of Director Knoles, seconded by Director Placido, and unanimously carried 5-0, the San Gabriel Valley Municipal Water District Strategic Plan, as formulated on January 22, 2024, was approved.

Approved by the Board of Directors of the San Gabriel Valley Municipal Water District at its regular meeting held on February 12, 2024, by the following roll call vote:

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

ADOPT RESOLUTION NO. 02-2024-829 MODIFYING THE ADMINISTRATIVE CODE

The General Manager reported at the last Board Meeting the Board of Directors voted to amend the Administrative Code on Compensation, section 2-2.501(c), Discrimination and Accommodation, section 2-4.204(a) and (c), Wages, section 2-4.301(c), Overtime Compensation, section 2-4.302(b), Sick Leave, section 2-4.304(a) and (b), Leaves of Absence, section 2-4.305(b), Bereavement, section 2-4.310 (unpaid leave up to 5 days), Reproductive Loss Leave, section 2-4.310.1, Victim of Sexual Assault/Domestic Violence Leave, section 2-4.310.2, Victims of Crime and Judicial Proceedings Leave, section 2-4.310.3, Military Leave, section 2-4.310.4, School Suspension Leave, section 2-4.310.5, Voting Leave, section 2-4.310.5, Witness Duty, section 2-4.310.6, Article 4. Conditions of Employment, General, section 2-4.401, Progressive Discipline, section 2-4.403(b), Harassment & Discrimination: Other, section 2-4.408(b), and Drug and Alcohol Use, section 2-4.410(c), as stated in Resolution No. 02-2024-829 presented to the Board at this meeting. All modifications to the Administrative Code must be approved via resolution.

On motion of Director Prince, seconded by Director Placido, and unanimously carried 5-0, RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT AMENDING DISTRICT ADMINISTRATIVE CODE, as set forth in Resolution No. 02-2024-829, was approved.

Approved by the Board of Directors of the San Gabriel Valley Municipal Water District at their regular meeting held on February 12, 2024, by the following roll call vote:

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

ADOPT RESOLUTION NO. 02-2024-830 FOR USBR GRANT APPLICATION

The District is applying for a USBR grant to fund a turf rebate program. The grant application requires a Board resolution.

On motion of Director Placido, seconded by Director Prince, and unanimously carried 5-0, A RESOLUTION OF THE BOARD OF DIRECTORS OF SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT AUTHORIZING THE GRANT APPLICATION, ACCEPTANCE, AND EXECUTION REGARDING THE SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT'S TURF AND IRRIGATION WATER EFFICIENCY PROGRAM, as set forth in Resolution No. 02-2024-830, was approved.

Approved by the Board of Directors of the San Gabriel Valley Municipal Water District at its regular meeting held on February 12, 2024, by the following roll call vote:

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

INFORMATION ITEMS

EXTERNAL AFFAIRS

External Affairs Report in Agenda Packet.

Ms. Reyes reported she had information about the member city grant for the City of Monterey Park's Water Lifeline Program, as that program has aided 634 customers/residents totaling \$91,000 in assistance provided. The City of Alhambra's Lunar New Year Event is this Sunday, February 18, 2024, from 9:00 a.m. to 5:00 p.m. on Main Street.

CSDA offered a trial membership of 6 months to the District. If a Board Member is interested in taking part in this membership let Ms. Reyes know.

UNFINISHED BUSINESS

REPORT ON BASIN MANAGEMENT

The meeting was postponed until February 14, 2024, due to the ACWA Conference.

REPORT OF WQA

Director Paulson reported he and other Water Quality Authority representatives participated in a legislative trip to Washington D. C. to convince local congressional leaders that further funding is needed to clean up the San Gabriel Basin. The trip seemed to be very successful.

REPORT OF THE ATTORNEY

General Counsel Ciampa asked that the Financial Support Policy for member cities be discussed at the next Board Meeting for further guidance so a policy can be developed that conforms to the Board's desire. Also, General Counsel Ciampa gave the Assistant General Manager a contact at the California Association of Mutual Water Company's Joint Powers Risk and Insurance Management Authority for possible District pipeline insurance coverage.

REPORT OF THE GENERAL MANAGER/ASSISTANT GENERAL MANAGER

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

The General Manager reported as far as the weather, January was the first month so far to exceed the average rainfall. Based on the upcoming storms, he foresees an increase in the District's State Water Project allocation.

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

The Assistant General Manager reported undelivered water 2023 Carryover as of January 31st is 12,466 AF. The DCAP SCH1 Pipeline Continuity Bonding, Corrosion Assessment Validation and Cathodic System Design project is moving along. The bonding is progressing at 10 joints per day. The bonding work should be completed by the end of March. Civiltec has performed the transient wave analysis for Schedule 1 and has shared the data with PICA to update the Failure Risk Analysis and Repair Prioritization Report.

REPORT OF THE STATE WATER CONTRACTORS

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

COMMITTEE MEETING REPORTS

None.

DIRECTOR REPORTS ON EVENTS ATTENDED

None.

DIRECTOR COMMENTS

None.

ADJOURNED

There being no further business, upon motion made, seconded, and carried unanimously, the meeting was duly adjourned at 9:19 a.m. The next Regular Board Meeting of the San Gabriel Valley Municipal Water District will be on March 11, 2024, at 8:00 a.m.

s/ Mark R. Paulson

President

ATTEST:

s/ Miles L. Prince

Secretary