

**A REGULAR MEETING OF THE BOARD OF DIRECTORS
UPPER SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT
602 E. HUNTINGTON DRIVE, SUITE B, MONROVIA, CA 91016
9:00 A.M. – DECEMBER 9, 2020**

**SPECIAL NOTICE
Teleconference Accessibility**

Pursuant to Executive Order N-29-20 issued by Governor Newsom in response to the COVID-19 pandemic, the Upper District will hold its board meeting via teleconference or the most rapid means of communication available at the time. Instructions to participate in the teleconference are below:

Attendee Zoom Webinar Link **Meeting ID: 863 5729 5892**
<https://us02web.zoom.us/j/86357295892>

Telephone Dial: **Meeting ID: 863 5729 5892**
1 (669) 900-6833 US

Public comments may be made through teleconference when prompted by the President during the public comment period. Public comments may also be provided by emailing christy@usqvmwd.org in advance of the meeting. Please indicate "PUBLIC COMMENT" in the subject line.

If you have difficulty connecting to the teleconference line, please call (626) 443-2297 or email ruben@usqvmwd.org. It may take a few minutes to join Zoom or connect via telephone so please join early.

AGENDA

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL OF BOARD OF DIRECTORS
3. CERTIFICATION OF ELECTION OF CHARLES M. TREVIÑO (DIVISION 2), ED CHAVEZ (DIVISION 3) AND KATARINA GARCIA (DIVISION 4) [2]
(Certificate of the Canvas of the Election Returns enclosed.)
4. OATH OF OFFICE [2]
5. ADOPTION OF AGENDA [1]
6. PUBLIC COMMENT
Anyone wishing to discuss items should do so now. The Board of Directors may allow additional input during the meeting. A three-minute time limit on remarks is requested.
7. COMMITTEE REPORTS [2]
 - (a) Water Resources and Facility Management (*Treviño, Chair – Contreras, Vice-Chair*)
Minutes of meeting held on November 17, 2020 enclosed.
 - (b) Administration and Finance (*Contreras, Chair – Treviño, Vice-Chair*)
Minutes of meeting held on November 19, 2020 enclosed.

8. CONSENT CALENDAR [1]

- (a) Approve minutes of a special meeting of the Board of Directors held on November 18, 2020 at 9:00 a.m.
- (b) Approve List of Demands.
- (c) Financial Reports – October 2020.
 - 1. Financial Statements.
 - 2. Director’s Public Outreach.
- (d) Receive and file the Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2020.
- (e) Approve revisions to the Employee Handbook.

9. ACTION/DISCUSSION ITEMS [1]

- (a) Approve the Water Education Grants for FY 2020-21. *(Staff memorandum enclosed.)*

Recommendation

The Government Affairs and Community Outreach Committee met on December 8, 2020 to discuss the matter and will provide its recommendation to the Board of Directors at the meeting.

Staff recommends that the Board of Directors approve the funding of 19 grant applications for water conservation education programs per Upper District’s FY 2020-21 Water Education Grant Program for a total amount of \$14,753.74.

- (b) Adopt the 2021-22 Legislative Policy Principles. *(Staff memorandum enclosed.)*

Recommendation

The Government Affairs and Community Outreach Committee met on December 8, 2020 to discuss the matter and will provide its recommendation to the Board of Directors at the meeting.

Staff recommends that the Board of Directors adopt the 2021-22 Legislative Policy Principles and authorize the General Manager and/or the Director of Government and Community Affairs to direct advocacy consultants on positions consistent with these principles.

- (c) Approve a Professional Services Agreement with Best, Best and Krieger for Federal Advocacy Services. (*Staff memorandum enclosed.*)

Recommendation

The Government Affairs and Community Outreach Committee met on December 8, 2020 to discuss the matter and will provide its recommendation to the Board of Directors at the meeting.

Staff recommends that the Board of Directors approve a professional services agreement with Best, Best & Krieger for federal advocacy services for a term from January 1, 2021 through December 31, 2022 for a monthly retainer of \$7,500 and a total not to exceed maximum of \$185,000.

- (d) Approve a Professional Services Agreement with Aaron Read & Associates, LLC for State Advocacy Services. (*Staff memorandum enclosed.*)

Recommendation

The Government Affairs and Community Outreach Committee met on December 8, 2020 to discuss the matter and will provide its recommendation to the Board of Directors at the meeting.

Staff recommends that the Board of Directors approve a professional services agreement with Aaron Read & Associates, LLC for state advocacy services for a term commencing January 1, 2021 through December 31, 2022 for a monthly retainer of \$10,000 and a total not to exceed maximum of \$245,000.

- (e) Approve a Professional Services Agreement with Legislative Advocacy Group for Advocacy Services. (*Staff memorandum enclosed.*)

Recommendation

The Government Affairs and Community Outreach Committee met on December 8, 2020 to discuss the matter and will provide its recommendation to the Board of Directors at the meeting.

Staff recommends that the Board of Directors approve a professional services agreement with Legislative Advocacy Group for local advocacy services for a term of January 1, 2021 through December 31, 2022 for a monthly retainer of \$7,500 and a total not to exceed maximum of \$180,000.

- (f) Temporary Suspension of Board Member Auto Allowance.

Recommendation

Staff has no recommendation on this item.

(g) Upper District 60th Anniversary Review – Part 3 of 3 Series. (*Staff will provide a presentation at the meeting.*)

Recommendation

This item is for information only. No action is anticipated.

10. INFORMATION ITEMS (These items are for the information of the Board of Directors and require no action) [2]

(a) Press Releases.

(b) Newspaper Articles.

11. ATTORNEY’S REPORT [2]

12. ENGINEER’S REPORT [2]

13. GENERAL MANAGER’S REPORT [2]

14. METROPOLITAN REPORT [2]

15. WATER QUALITY AUTHORITY REPORT [2]

16. WATERMASTER REPORT [2]

17. AB 1234 COMPLIANCE REPORT [2]

18. DIRECTOR’S COMMENTS [2]

19. FUTURE AGENDA ITEMS [1]

20. ADJOURN TO CLOSED SESSION

(a) Conference with Legal Counsel (Government Code Section 54956.9); Potential Litigation: one case.

21. RESUME REGULAR MEETING AND REPORT ON CLOSED SESSION

22. ADJOURNMENT - To a regular meeting of the Board of Directors to be held on January 13, 2020 at 9:00 a.m. via teleconference or the most rapid means of communication available at the time.

LEGEND: [1] INDICATES ACTION ANTICIPATED BY BOARD OF DIRECTORS ON THIS ITEM
[2] INDICATES INFORMATION ITEM - NO BOARD ACTION NECESSARY

PRESIDENT ED CHAVEZ, PRESIDING



American Disabilities Act Compliance (*Government Code Section 54954.2(a)*)

To request special assistance to participate in this meeting, please contact the Upper District office at (626) 443-2297 or valeria@usgvmwd.org at least 24 hours prior to meeting.

