

**A PUBLIC HEARING AND REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE UPPER SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT  
602 E. HUNTINGTON DRIVE, SUITE B, MONROVIA, CALIFORNIA 91016  
8:00 A.M. – June 9, 2021**

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Pursuant to Executive Order N-29-20 issued by Governor Newsom in response to the COVID-19 outbreak and as a precaution to protect both staff, its constituents, and elected officials, the Upper District held a public hearing and regular meeting of the Board of Directors via zoom teleconference on June 9, 2021 at the hour of 8:00 a.m.

**ROLL CALL**

**DIRECTORS PRESENT:** Chavez, Santana, Treviño, Fellow and Garcia.

**DIRECTORS ABSENT:** None.

**STAFF PRESENT:** Tom Love, General Manager; Steve O'Neill, District Counsel; Steve Johnson, Consulting Engineer; Jenny Savron, Consulting Engineer; Evelyn Rodriguez, Director of Finance and Administration; Patricia Cortez, Director of Government and Community Affairs; Christy Hawkins, Executive Assistant; Nichol Delgado, Community & Government Affairs Representative; Ruben Gallegos, Project Assistant; Priscilla Lu, Accounting/Financial Analyst; Elena Layugan, Conservation Coordinator; and Venessa Navarrete, Administrative Assistant.

**OTHERS PRESENT**

David Muse, Paul Zampielo, H. Ted Gerber, Lenet Pacheco, Anthony Alberti, Ben Lewis, Dan Arrighi, Jared Macias, Javier Vargas, Lynda Noriega, Stephanie Moreno, Tony Zampielo, Anteneh Tesfaye, Heather Steele, Paul DiMaggio, Jose Martinez, Dave Michalko.

**ADOPTION OF AGENDA**

On motion by Director Fellow, seconded by Treasurer Treviño, the agenda was unanimously adopted as presented by the following roll call vote:

**SANTANA: AYE**  
**FELLOW: AYE**  
**TREVIÑO: AYE**  
**GARCIA: AYE**  
**CHAVEZ: AYE**

**PUBLIC HEARING REGARDING UPPER DISTRICT'S 2020 URBAN WATER MANAGEMENT PLAN AND WATER SHORTAGE CONTINGENCY PLAN**

President Chavez opened the public hearing for public comments regarding Upper District's 2020 Urban Water Management Plan and Water Shortage Contingency Plan.

District Counsel explained that the California Water Code requires that Urban Water Management Plans (UWMP) and Water Shortage Contingency Plan be updated every five years. An updated version of the UWMP must be prepared, a public hearing conducted, and the amended plan adopted by July 1, 2021.

The General Manager stated that the presentation of Upper District's 2020 UWMP was conducted by Stetson Engineers at the Water Resource and Facility Management Committee meeting, and that staff from Stetson Engineers are available to answer any questions during the public hearing.

The Executive Assistant reported that no public comments have been received.

**CLOSE PUBLIC HEARING**

President Chavez closed the public hearing.

**ADJOURNMENT TO A REGULAR MEETING**

The public hearing was duly adjourned to a regular meeting of the Board of Directors.

**PUBLIC COMMENT**

None.

**COMMITTEE REPORTS**

Next scheduled committee meeting dates are as follows:

- (a) Government Affairs and Community Outreach - TBD
- (b) Administration and Finance – TBD.
- (c) Water Resources and Facility Management – TBD

Vice President Santana commended staff's creative solution for filling the retiring Executive Assistant's position resulting in a win-win-win situation for the District, the taxpayers and staff.

**CONSENT CALENDAR**

Treasurer Treviño moved to approve the Consent Calendar. Vice President Santana seconded the motion, which was unanimously approved by the following roll call vote:

**SANTANA: AYE**  
**FELLOW: AYE**  
**TREVIÑO: AYE**  
**GARCIA: AYE**  
**CHAVEZ: AYE**

- (a) Minutes of a public hearing and a regular meeting of the Board of Directors held on May 26, 2021 at 8:00 a.m.
- (b) List of Demands.
- (c) Financial Reports – April 2021.
  - 1. Financial Statements.
  - 2. Director's Public Outreach.
- (d) Authorize the General Manager to execute Amendment No. 4 to the Monrovia office lease agreement, extending the term through March 31, 2022.

**ADOPT UPPER DISTRICT'S 2020 URBAN WATER MANAGEMENT PLAN AND WATER SHORTAGE CONTINGENCY PLAN**

Treasurer Treviño moved to adopt Upper District's 2020 Urban Water Management Plan and Water Shortage Contingency Plan and instruct staff to file copies of the adopted plans with the State of California Department of Water Resources; California State Library; and cities within the Upper District service area.

Director Fellow seconded the motion, which was unanimously approved by the following roll call vote:

**SANTANA: AYE**  
**FELLOW: AYE**  
**TREVIÑO: AYE**  
**GARCIA: AYE**  
**CHAVEZ: AYE**

**NOMINATION FOR ACWA REGION 8 FOR THE 2022/23 TERM AND ADOPTION OF RESOLUTION NO. 6-21-619**

Director Fellow stated that he would like to stay for another two-year term.

President Chavez moved to nominate Director Fellow to be included in the ACWA Region 8 Board elections for the 2022/23 term and adopt Resolution No. 6-21-619 reflecting that nomination. No other nominations were received.

President Chavez moved adopt Resolution No. 6-21-619 nominating Director Fellow to the ACWA Region Board. Secretary Garcia seconded the motion, which was unanimously approved by the following roll call vote:

**SANTANA: AYE**  
**FELLOW: AYE**  
**TREVIÑO: AYE**  
**GARCIA: AYE**  
**CHAVEZ: AYE**

**INFORMATION ITEMS**

The following items listed on the agenda for the information of the Board were read and ordered received and filed:

- (a) Press Releases and Newspaper Articles.

**ATTORNEY’S REPORT**

District Counsel reported on transactional matters and recent consultations with staff regarding the Urban Water Management Plan adoption process including the public hearing, personnel manual updates, water fill station agreement, and review of intervention files by new parties to the Judgment.

**ENGINEER’S REPORT**

The District Engineer provided a report on hydrologic conditions, basin deliveries, reservoir storage, and rainfall averages. He reported that the Baldwin Park Key Well groundwater elevation was 192.8 feet as of June 4, 2021. He stated that canyon is extremely dry resulting in water storage at minimum pool. He then reported that no notices of wells shutdown due to contamination were received during the month of May 2021. He also provided an update on the possible Colorado River water deliveries into the Basin and that a meeting is scheduled with Watermaster this month.

Vice President Santana and the District Engineer discussed that there would be no noticeable change in water quality by water users when Colorado River water is imported into the Basin.

The following is a summary of contamination ranges found in samples under Title 22 from 41 wells during April 2021.

<u>Contaminant</u>	<u>Range (ppb)</u>	<u>MCL (ppb)</u>
PCE	ND – 3.9	5*
TCE	ND – 0.51	5*

A detailed written report was also provided to the Board.

**GENERAL MANAGER’S REPORT**

The General Manager reported that a Producer Focus Group will be held during the month to discuss Upper District’s rate structure, specifically to address the increasing Metropolitan’s net readiness-to-serve charge. The General Manager then provided an update on Metropolitan’s rate refinement workshop this month with focus on setting rate principles and handling the demand management charge. Lastly, the General Manager reported that staff continues to work alternate days in the office but will fully transition back into the office on June 15th.

**METROPOLITAN REPORT**

Director Fellow provided an update on Metropolitan’s general manager recruitment process. He announced that Metropolitan appointed Mr. Adel Hagekhalil as the new General Manager beginning July 5th. He stated that it was the most contentious general manager search involving much political interests. He then reported that Metropolitan was the winner for the Best Tasting Tap Water Award, with Santa Ana receiving the 2<sup>nd</sup> place award.

Treasurer Treviño agreed with Director Fellow that it is unfortunate that Metropolitan’s general manager recruitment became a political game play. He added that he hopes that the new General Manager will steer Metropolitan back to the right direction.

Director Fellow invited Treasurer Treviño to co-write an article about what is happening in Metropolitan.

A written report was also provided in the Board's agenda packet.

A summary report was provided in the Board's agenda packet.

President Chavez provided an update on San Gabriel Basin Water Quality Authority's favorable evaluation of its Executive Director's performance. He stated that the process has been the opposite of Metropolitan's.

A summary report was provided in the Board's agenda packet.

Director Fellow reported on the performance review of Mr. Tony Zampielo, Executive Officer of the Main San Gabriel Basin Watermaster. He praised Mr. Zampielo for doing an outstanding job.

A summary report was provided in the Board's agenda packet.

Secretary Garcia encouraged Director Fellow and Treasurer Treviño to write the article which she would be interested reading.

Vice President Santana echoed Secretary Garcia's comments. She then requested that the Board meeting be adjourned in memory of Western Municipal Water District and former MWD Director, Mr. Donald Galleano.

Treasurer Treviño echoed Vice President Santana's request and recognized Mr. Galleano as well.

None.

None.

President Chavez asked if there were other business to come before the Board. There being none, the meeting was duly adjourned in memory of Mr. Donald Galleano to a regular meeting of the Board of Directors to be held on June 23, 2021, at 8:00 a.m. via teleconference or the most rapid means of communication available at the time.

**WATER QUALITY AUTHORITY REPORT**

**WATERMASTER REPORT**

**AB 1234 COMPLIANCE REPORT**

**DIRECTOR'S COMMENTS**


**FUTURE AGENDA ITEMS**

**ADJOURN TO CLOSED SESSION**

**ADJOURNMENT**

ATTEST

  
\_\_\_\_\_  
PRESIDENT

  
\_\_\_\_\_  
SECRETARY

SEAL

Demands numbered 21132 through 21160 on the General Fund Account of the Upper District at Citizens Business Bank, in the amount of \$1,389,651.26 and demands numbered 973 through 977 on the Water Fund Account at the same bank in the amount of \$528,822.58.

21132	Accent Computer Solutions, Inc.	Inv. 143932, Server Extended Warranty Renewal, 05/22/21 - 05/21/22 Inv. 144205, IT Management Support, June 2021 <i>(Board approved 10/06/15)</i>	537.00 <u>2,921.77</u>	\$ 3,458.77
21133	ACI Consulting Corporation	Inv. IN-000810, Sage Support, 04/27/21 Inv. IN-000893, Sage Support, 05/11/21 Inv. IN-000925, Sage Support, 05/18/21	127.50 170.00 <u>127.50</u>	425.00
21134	ACWA/JPIA	Inv. 0666947, Health Insurance Premium - June 2021		29,697.33
21135	Best Best & Krieger, LLP	Inv. 905162, Lobbying Services through April 30, 2021 <i>(Board approved 12/09/20)</i>		7,500.00
21136	CALPERS	Inv. OPEB 20/21, OPEB Prefunding for FY 2020/2021 <i>(Board approved 05/26/21)</i>		1,000,000.00
21137	DTW Counseling, Inc.	Inv. 09/17/20UD-REI, Return of Security Deposit STE 100		1,050.00
21138	Ecotech Services	Inv. 1925, Water Bottle Fill Station - May 2021 <i>(Board approved 08/07/18)</i>		1,650.00
21139	Foothill Technology Center LLC	Inv. JUL 21LEA, Office Lease - July 2021 <i>(Board approved 04/19/11)</i>		20,751.00
21140	G3LA, LLC	Inv. 841, Online Workshop, 05/06/21		2,000.00
21141	Green Media Creations, Inc.	Inv. 1444, Translation Services		2,000.00
21142	GRM Information Management	Inv. 0428916, Shredding Services - Labels		75.00
21143	Kelly Services, Inc.	Temporary Staff Inv. 17027910, W/E 05/02/21 Inv. 18022329, W/E 05/09/21 <i>(Board approved 02/07/19)</i>	404.70 <u>543.15</u>	947.85
21144	La Opinion	Inv. 129490421, Earth Day Ad, April 2021 Inv. 97259, Public Hearing Notice for Standby Charge	2,000.00 <u>950.00</u>	2,950.00
21145	Olivarez Madruga Lemieux O'Neill, LLP	Professional Legal Services, March 2021 Inv. 14967, Retro Adjustment for Retainer Fee Inv. 14968, Retro Adjustment for Transactional Fee Inv. 325-001-14713, Transactional Fees, April 2021 Inv. 325-996-14714, Transactional Fees, April 2021 Inv. 325-999-14715, Retainer, April 2021 <i>(Board approved 5/17/11)</i>	650.00 227.00 70.00 10,187.00 <u>4,000.00</u>	15,134.00
21146	San Gabriel Valley Newspaper	Inv. 0000512546, Water Conservation Ads, April 2021		3,000.00
21147	SGV Protective Association	Inv. FY 2021-22, Assessment		56,126.71
21148	South Coast AQMD	Inv. 3816230, California Air Toxics "Hot Spots" Fee July 2020-June 2021		137.63
21149	Stetson Engineerrs, Inc.	Inv. 2533-181, General Engineering Support Services, April 2021		18,822.06
21150	Suburban Water System	Inv. Jan 21, MAA Funding, Landscape Program		15,769.00
21151	Upper District Revolving Payroll Fund	Inv. APR 21, Reimbursement for Payroll and Payroll Taxes for Employees Inv. APR 21D, Reimbursement for Payroll Taxes for Directors	131,907.00 <u>10,847.25</u>	142,754.25
21152	Upper District Revolving Fund	Replenish Revolving Fund Account - May 2021 Office Supplies Computer Systems/Office Equipment/Maintenance & Service Director's Outreach Telephone/Utilities Workers Comp Water Conservation Program Expenses Water Recycling Programs Expenses Medical/ODA Reimbursement/Processing Fee	233.74 1,261.27  1,857.27  1,341.80 4,282.69 <u>11,875.89</u>	20,852.66

21153	U. S. Bank Corporate Payment System	CalCard Charges through 05/24/21 Membership/Others Meeting, Travel, Conferences Computer Systems/Office Equipment/Supplies/Maintenance & Service Utilites Conservation Program Expenses, Education and Outreach	984.55 164.62 <u>550.39</u>	1,699.56
21154	Water Education For Latino Leaders	Inv. 05/27/21UD, 2021 WELL Virtual Conference Sponsorship		1,500.00
21155	WLC Architects	Inv. 0000000007, Design Development for New District Office, April 2021 Inv. 0000000008, Construction Documents for New District Office, May 2021	11,250.00 <u>22,500.00</u>	33,750.00
21156	Anthony Fellow	Director's Compensation, May 2021 7 Days District Business 6 Days MWD Business Meeting/Travel Expenses/Allowance Less Deferred Comp. Less Taxes Withheld	1,785.00 1,530.00 167.41 (500.00) <u>(1,118.17)</u>	1,864.24
21157	Edward L. Chavez	Director's Compensation, May 2021 10 Days District Business Meeting/Travel Expenses/Allowance Less Deferred Comp. Less Taxes Withheld	2,550.00 167.41 (1,600.00) <u>(849.95)</u>	267.46
21158	Charles M. Treviño	Director's Compensation, May 2021 10 Days District Business Meeting/Travel Expenses/Allowance Less Deferred Comp. Less Taxes Withheld	2,550.00 167.41 (500.00) <u>(468.75)</u>	1,748.66
21159	Jennifer Santana	Director's Compensation, May 2021 10 Days District Business Meeting/Travel Expenses/Allowance Less Deferred Comp. Less Taxes Withheld	2,550.00 167.41 (500.00) <u>(314.85)</u>	1,902.56
21160	Katarina M. Garcia	Director's Compensation, May 2021 10 Days District Business Meeting/Travel Expenses/Allowance Less Deferred Comp. Less Taxes Withheld	2,550.00 167.41 (500.00) <u>(399.89)</u>	1,817.52
<b>TOTAL</b>				<b>\$ 1,389,651.26</b>

973	Central Basin MWD	Invoice No. USGV-APR21, Purchase of 2.4 AF of Recycled Water in March 2021 <i>(Previously Paid 05/31/21)</i>	\$	1,724.29
974	City of Industry City Hall	Invoice No. APR-21, Purchase of 63.00 AF of Recycled Water in April 2021		18,711.00
975	Metropolitan Water District	Invoice No. 10425, Purchase of 294.6 AF of Treated Water Delivered through Service Connections in April 2021		489,324.64
976	San Gabriel Valley MWD	Invoice No. 528, 87.52 AF of Water Delivered through the Alhambra/MWD Exchange Agreement in April 2021 @ \$200 per AF		17,504.00
977	Suburban Water System	Invoice No. 6636, Phase IIB Normal Operating Charge, May 2021		1,558.65
<b>TOTAL</b>				<b>\$ 528,822.58</b>