

**A REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE UPPER SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT
248 E. FOOTHILL BLVD, ROOM #103, MONROVIA, CALIFORNIA 91016
4:00 P.M. – July 12, 2023**

A regular meeting of the Board of Directors was held in the office of the District, 248 E. Foothill Blvd, Rm. 103, City of Monrovia, County of Los Angeles, State of California, within said Water District, on July 12, 2023 at the hour of 4:00 p.m.

ROLL CALL

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

DIRECTORS ABSENT: None.

STAFF PRESENT: Tom Love, General Manager; Patty Cortez, Assistant General Manager, External Affairs; Martin Koczanowicz, District Counsel; Jeff Helsley, District Engineer; Evelyn Rodriguez, Chief Financial Officer/Chief Administrative Officer; Venessa Navarrette, Executive Assistant; Jennifer Aguilar, Water Use Efficiency Analyst; and Katherine Vazquez, Government and Community Affairs Assistant.

OTHERS PRESENT

Kelly Gardner, Lynda Noriega, Che Venegas, Julyenne Ward and Terri Prado.

ADOPTION OF AGENDA

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

AYES: TREVIÑO, CHAVEZ, GARCIA, FELLOW, SANTANA
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

PUBLIC COMMENT

None.

COMMITTEE REPORTS

Next scheduled committee meeting dates are as follows:

- (a) Administration and Finance – September 5, 2023 at 4:00 p.m.
- (b) Water Resources and Facility Management – September 6, 2023 at 4:30 p.m.
- (c) Government Affairs and Community Outreach – September 11, 2023 at 4:00 p.m.

CONSENT CALENDAR

On motion by Treasurer Garcia, seconded by Vice President Fellow, the consent calendar was approved by the following vote:

AYE: TREVIÑO, CHAVEZ, GARCIA, FELLOW, SANTANA
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

- (a) Minutes of a regular meeting of the Board of Directors held on June 28, 2023 at 4:00 p.m.
- (b) List of Demands
- (c) Financial Reports – May 2023
 - 1. Financial Statements
 - 2. Director's Public Outreach

**ADOPT ORDINANCE NO. 23-2,
REPEALING RESOLUTION
NO. 5-22-642 AND ADOPTING
WATER RATES AND CHARGES
FOR CALENDAR YEAR 2024**

Tom Love, General Manager, reported that in anticipation of a ballot measure in 2024 related to taxes and assessments, District Counsel advised Upper District to adopt the water rates and charges by ordinance.

On motion by Director Treviño, seconded by Vice President Fellow, the Board of Directors unanimously adopted Ordinance No.23-2, Repealing Resolution No. 5-22-642 and Adopting Water Rates and Charges for Calendar Year 2024 by the following roll call vote:

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

**APPROVE A PROFESSIONAL
SERVICES AGREEMENT WITH 789
INC. FOR PUBLIC RELATIONS
SERVICES**

Patty Cortez, Assistant General Manager, External Affairs, provided a brief overview of the services 789 Inc. will provide under the agreement which include: Upper District's "Thank U" campaign, rebranding project, update of facts sheets, marketing materials, and website.

President Santana stated that this item was discussed at the Government Affairs and Community Outreach Committee meeting.

On motion by Treasurer Garcia, seconded by Vice President Fellow, the Board of Directors authorized the General Manager to execute a new professional service agreement with 789 Inc. for public relations services, for a one-year term ending on June 30, 2024 and a not-to-exceed contract amount of \$66,900 by the following vote:

AYE: TREVIÑO, CHAVEZ, GARCIA, FELLOW, SANTANA
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

**APPROVE FEDERAL LEGISLATIVE
BILL POSITIONS: H.R. 872 AND H.R.
215**

Patty Cortez, Assistant General Manager, External Affairs, shared that this item was discussed by the Government Affairs and Community Outreach Committee and comes with a recommendation for approval from the Committee.

On motion by Director Treviño, seconded by Treasurer Garcia, the Board of Directors approved the federal legislative bill positions for H.R 872 and H.R. 215 by the following vote:

AYE: TREVIÑO, CHAVEZ, GARCIA, FELLOW, SANTANA
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

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 News Articles

ATTORNEY'S REPORT

District Counsel reported working with staff on the ordinance for the 2024 water rates and charges. He also provided a report on the Supreme Court decision on Arizona vs. Navajo Nation. He stated that the Supreme Court ruled in favor of the government.

Director Treviño expressed disappointment over the decision stating that the Court has hurt the Navajo Nation.

ENGINEER'S REPORT

The District Engineer commented that it is unusual for the courts to not support the requirements of the government to provide water supply to reservations.

He then provided a report on hydrologic conditions, basin deliveries, reservoir storage, canyon releases and rainfall averages. He stated that the Baldwin Park Key Well groundwater elevation was 231.3 feet as of July 7, 2023, which showed a decline of two feet from the prior month despite the Santa Fe Spreading Grounds being full. He reported that they are in the process of looking at non-production wells that have a reasonable record of static groundwater level measurements to see if there is a correlation with the Key Well behavior. He then reported that no notices of wells shutdown due to contamination were received during the month of May 2022.

The General Manager reported that Upper District continues to meet with the County of Los Angeles to increase the capacity of USG-3 but plans to continue running the connection at 200 CFS for the remainder of the year. He stated that current estimated deliveries for 2023 now stands at 75,000 AF.

President Santana requested information on the San Gabriel Canyon imported deliveries included in the Engineer's Report.

GENERAL MANAGER'S REPORT

The General Manager reported that all the June water deliveries through USG-3 were credited to the reverse cyclic account. He also reported that Upper District relinquished its claim on the generator to avoid incurring additional costs in excess of its market value. He then provided an update on the EV charging stations stating that the city pilot program will pay about \$10,000 for the public chargers. The General Manager announced that the Receptionist/Administrative Assistant position is open, and that the recruitment process will start soon. He mentioned District Counsel's office has sent the General Manager's performance review questionnaire to the Board of Directors. Lastly, he reported that Metropolitan has been working on a new Climate Action Master Plan 4 Water and will keep the Board posted as it moves forward.

METROPOLITAN REPORT

Director Fellow reported that Metropolitan has two new Directors: Gary Bryant, representing Foothill Municipal Water District and Carl E. Douglas, an appointee of Mayor Karen Bass. He also reported that the San Diego County LAFCO authorized Fallbrook Public Utility District and Rainbow Municipal Water District to separate from the San Diego Water Quality Authority. He then reported that the Communications, Regulatory and Legislative subcommittee has been given the task of getting people off bottled water. He also reported being assigned to the Naming Committee to name something after Congresswomen Grace Napolitano.

WATER QUALITY AUTHORITY REPORT

Director Chavez reported that the Board of Directors approved the public outreach proposal from Civic Publications. He also reported that a 5% cost of living increase was approved and that WQA will go dark for the month of July.

WATERMASTER REPORT

A summary report was included in the packet.

AB 1234 COMPLIANCE REPORT

A summary report was included in the packet.

DIRECTORS COMMENTS

Director Treviño commented on the Navajo ruling stating that the government has failed the native Americans.

Secretary Chavez commented on the Tulsa, Oklahoma massacre court ruling.

President Santana reminded the Board that Upper District will go dark for the month of August.

FUTURE AGENDA ITEMS

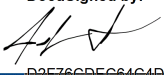
None.

ADJOURN TO CLOSED SESSION

None.


ADJOURNMENT

The Board President asked if there was any other business to come before the Board. There being none, the meeting was duly adjourned to a regular meeting of the Board of Directors to be held on September 13, 2023, at 4:00 p.m. at 248 E. Foothill Blvd., Room #103, Monrovia, CA 91016.

DocuSigned by:


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PRESIDENT

ATTEST

DocuSigned by:


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SECRETARY

SEAL

Demands numbered 22050 through 22087 on the General Fund Account of the Upper District at Citizens Business Bank, in the amount of \$541,297.70 and demands numbered 1116 through 1121 on the Water Fund Account at the same bank in the amount of \$155,538.05.

22050	GMS Elevator Service Inc.	Inv. 115756, First 30% of Elevator Modernization Contract <i>(Previously Paid 06/23/23)</i>	\$	28,747.20
22051	VOID Check	Printer Error		0.00
22052	CalPERS	Inv. 100000017216687, OPEB Prefunding FY 2022/23 <i>(Previously Paid 06/29/23)</i>		44,298.65
22053	Aaron Read & Associates, LLC	Inv. 212835, State and Legislative Advocacy Services, June 2023 <i>(Board approved 10/12/22)</i>		10,000.00
22054	Accent Computer Solutions, Inc	Inv. 157885, Vmware / vSphere - 3 year License <i>(Board approved 02/09/22)</i>		200.21
22055	ACWA/JPIA	Inv. 0699675, Health Insurance Premium - July 2023		26,098.45
22056	Aleshire & Wynder, LLP	Professional Services, May 2023 Inv. 76490, Retainer Inv. 76491, Transactional Fees Inv. 76492, Transactional Fees <i>(Board approved 04/13/22)</i>	4,267.00 78.80 <u>1,521.90</u>	5,867.70
22057	American Water Works Association	Inv. SO55062, Renewal of AWWA Water Use Efficiency Certificate and Membership		311.00
22058	Best Best & Krieger, LLP	Inv. 968298, Federal Legislative Advocacy Services through 05/31/23 <i>(Board approved 10/12/22)</i>		7,500.00
22059	B and H Signs	Inv. 20327, UD Wall Brass Lettering Installation		1,100.00
22060	California-Nevada Section, AWWA	Inv. 1856JA-2023, Renewal of Water Use Efficiency Certificate		100.00
22061	California-Nevada Section, AWWA	Inv. 2017KV-2023, Renewal of Water Use Efficiency Certificate		100.00
22062	Discovery Science Center	Inv. 1682, Sustainable Watershed Education Program Inv. 1725-A, Sustainable Watershed Education Program	6,130.00 <u>1,440.00</u>	7,570.00
22063	EcoTech Services, Inc.	Inv. 2690, Landscaping Maintenance - July 2023		900.00
22064	G3LA, LLC	Inv. 1127, Landscape Myth Busters - June 2023 <i>(Board approved 03/08/23)</i>		2,000.00
22065	Image Property Services, LLC	Inv. MCS-8101, Consumables March 2023 Inv. MCS-8155, Detailed Cleaning Inv. MCS-8893, Consumables May 2023	411.26 747.50 <u>239.26</u>	1,398.02
22066	Independent Cities Association	Inv. 1299, 2023 Membership Dues and Sponsorship		5,000.00
22067	Joey C. Soto	Inv. 2023-UD-GA-MAY-104, Grant Writing Services, May 2023 <i>(Board approved 06/08/22)</i>		1,725.00
22068	John Robinson Consulting, Inc.	Inv. UD202301-01REV1, As-needed Engineering Support Services		495.00
22069	Kelly Services, Inc.	Inv. 2201084923, Temporary Services Week Ending 06/04/23 Inv. 2300784123, Temporary Services Week Ending 06/11/23 Inv. 2400853023, Temporary Services Week Ending 06/18/23 <i>(Board approved 12/16/21)</i>	1,240.68 1,727.25 <u>1,688.82</u>	4,656.75
22070	L.A. County Auditor-Controller	Inv. FY 2023-24, LAFCO Cost Allocation		20,372.60
22071	La Opinion	Inv. 129490523, Public Hearing Notice Ad, May 2023		997.00
22072	Luis Aguilar	Inv. 309066, UD Logo Items		63.28
22073	Means Consulting, LLC	Inv. USGV-5909, Strategic Planning and Facilitation Services		8,436.84
22074	San Gabriel Valley Council of Governments	Inv. 2435, FY 2023-2024 Annual Membership Dues		13,411.16

			13284
22075	San Gabriel Valley Protective Association	Inv. FY 2023-24, Assessment	58,090.83
22076	San Gabriel Valley Water Company	Inv. 18-07204, RW Operations and Maintenance Cost	838.92
22077	Sing Tao Newspapers	Inv. 88911, Public Hearing Notice Ad, May 2023	600.00
22078	Stetson Engineers, Inc.	Inv. 2533-206, General Engineering Support Services, May 2023	18,161.83
22079	Sunny Slope Water	Inv. MAAEWCPMET126-030723, MAA Funding Inv. MAAEWCPMET126-051723, MAA Funding	3,330.38 <u>5,139.31</u> 8,469.69
22080	Upper District Payroll Fund	Inv. May 23, Reimbursement of Payroll and Payroll Taxes for Employees Inv. May 23D, Reimbursement of Payroll Taxes for Directors	124,450.22 <u>17,511.14</u> 141,961.36
22081	Upper District Revolving Fund	Inv. JUN 23, Replenish Revolving Fund Account - June 2023 Office Supplies Computer Systems/Equipment/Maintenance/Insurance/ Outside Service Directors's Outreach Telephone/Utilities/Building Maintenance Travel/Conference Water Conservation Program Expenses WRP Operation & Maintenance/Permits/Water Purchases/PM/Public Info Medical/ODA Reimbursement/Processing Fee/Retirement Plan/Overdeposit	193.65 935.30 1,800.00 3,613.57 3.28 1,769.56 30,493.42 <u>7,383.76</u> 46,192.54
22082	U.S. Bank Corporate Payment System	CalCard Changes through 06/22/23 Membership/Other Meetings, Travel, Conferences Computer Systems/Office Equipment/Supplies/Maintenance & Service/Utilities Conservation Program Expenses, Education and Outreach	8,472.30 2,491.30 <u>1,011.78</u> 11,975.38
22083	Valley County Water District	Inv. 66-662, MAA Funding	60,000.00
22084	Via Promotionals	Inv. 21073, UD Logo Items	1,646.44
22085	Ed Chavez	Director's Compensation, June 2023 10 Days District Business Meeting/Travel Expenses/Allowance Less Deferred Comp. Less Taxes Withheld	2,550.00 516.87 (1,700.00) <u>(1,292.95)</u> 73.92
22086	Charles Treviño	Director's Compensation, June 2023 10 Days District Business Meeting/Travel Expenses/Allowance Less Deferred Comp. Less Taxes Withheld	2,550.00 380.17 (500.00) <u>(525.65)</u> 1,904.52
22087	Jennifer Santana	Director's Compensation, June 2023 7 Days District Business Meeting/Travel Expenses/Allowance Less Deferred Comp. Less Taxes Withheld	1,785.00 516.87 (2,000.00) <u>(268.46)</u> 33.41
			TOTAL <u>\$ 541,297.70</u>
1116	Central Basin MWD	Invoice No. USGV-MAY23, Purchase of 0.9 AF of Recycled Water in April 2023 <i>(Previously paid 07/07/23)</i>	\$ 679.06
1117	City of Industry City Hall	Invoice No. MAY-23, Purchase of 49.9 AF of Recycled Water in May 2023	17,215.50
1118	City of Industry City Hall	Invoice No. MAY-23CIP, CIP Charge for MAY 2023 @ \$98 per AF	4,890.20
1119	Metropolitan Water District	Invoice No. 11159, Purchase of 167.7 AF of Treated Water in May 2023	118,485.13
1120	San Gabriel Valley MWD	Invoice No. 553, 62.46 AF of Water Delivered through the Alhambra/MWD Exchange Agreement in May 2023 @ \$200 per AF	12,492.00
1121	Suburban Water System	Invoice No. 6721, Phase IIB Normal Operating Charge, June 2023	<u>1,776.16</u>
			TOTAL <u>\$ 155,538.05</u>