

**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. – MARCH 13, 2024**

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 March 13, 2024 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; Steve O’Neill, District Counsel; Steve Johnson, District Engineer; Evelyn Rodriguez, Chief Financial Officer/Chief Administrative Officer; Venessa Navarrette, Executive Assistant; and Jennifer Aguilar, Water Use Efficiency Analyst

OTHERS PRESENT

Lenet Pacheco, Kelly Gardner, Tara Robinson, Che Venegas, and David Muse

ADOPTION OF AGENDA

On motion by Vice President Fellow, seconded by Treasurer Garcia, the agenda was unanimously adopted as presented by the following vote:

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

PUBLIC COMMENT

None.

COMMITTEE REPORTS

Next scheduled committee meeting dates are as follows:

- (a) Government Affairs and Community Outreach – April 8, 2024 at 4:00 p.m.
- (b) Administration and Finance – April 2, 2024, at 4:00 p.m.
- (c) Water Resources and Facility Management – April 3, 2024, at 4:30 p.m.

CONSENT CALENDAR

On motion by Director Treviño, seconded by Treasurer Garcia, the consent calendar was unanimously approved by the following vote:

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

- (a) Minutes of a regular meeting of the Board of Directors held on February 28, 2024, at 4:00 p.m.
- (b) List of Demands.
- (c) Financial Reports – January 2024.
 - 1. Financial Statements.
 - 2. Director’s Public Outreach.

**REVIEW OF MWD
REPRESENTATIVE APPOINTMENT
POLICY**

The General Manager reported that this was placed on the agenda at the request of Director Treviño. He shared that staff reviewed the policy with legal counsel and provided materials in the packet. He reported that the Board appoints members to sit on various committees and boards across the region. The General Manager shared that the MWD representative serves at the pleasure of the board and the term can be specified or unspecified. He also reported that there can also be a specified term by ordinance of the board, and it is irrevocable without cause.

District Counsel reiterated that the position can be appointed with or without a term, but if a term is indicated, it will be for four years and will require an ordinance.

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 finalizing agreements, policy manual amendments, and a public records act request about GIS. He also provided an update on an ongoing litigation between Metropolitan and the San Diego County Water Authority regarding Metropolitan's rate structure that has not been finalized.

ENGINEER'S REPORT

The District Engineer reported on hydrologic conditions, basin deliveries, reservoir storage, canyon inflows and releases, and rainfall average. He stated that the Baldwin Park Key Well groundwater elevation was 223.2 feet as of March 8, 2024. He reported that it came up 0.2 of a foot in one week. He also shared that the key well has reacted quickly which might indicate that the drying out process over the last few months worked. He reported that there was an approximately 34,000 AF increase in canyon storage in February and 11,000 AF increase in March so far.

He stated 65 wells were sampled in February and 52 wells in January, under the Title 22 Program. He also reported that there were no notices of new wells shutdown due to water quality issues.

Vice President Fellow asked how much more water can be put in the basin. The District Engineer clarified that the basin could hold about 500,000 AF more water.

Vice President Fellow mentioned that MWD has indicated they want to put water into the basin but it requires Watermaster approval. Steve Johnson shared that in 2012, a new section was added to the Main San Gabriel Basin Judgment which allows MWD to store water in the basin and export it if the infrastructure exists.

Vice President Fellow asked if there has been a discussion with MWD about placing more water into the basin as storage. The General Manager clarified that the MWD Board has been informed about the option but has not approved utilizing this option under the Judgment.

The General Manager shared that he would bring various storage options to a Water Resources and Facilities Management meeting in the future.

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

GENERAL MANAGER'S REPORT

The General Manager reported that another successful Watershed Restoration event was held on March 9th. He shared that there are saplings that need to be potted and trees that need to be planted. He explained that there will be a large event including the retailers happening in April to help with this large task.

The General Manager reported that Northern California is having a normal water year and Oroville is in flood control mode. He also shared that San Luis is starting to fill which is critical to the setting of the safe yield and State Water Project allocation. He shared that the imported water picture looks good, and delivery of cyclic storage water should begin in the spring.

Vice President Fellow asked why Lake Mead and Lake Powell never fill the same way as the other reservoirs. The General Manager explained that it took decades to fill these reservoirs after they were built due to their volume capacity.

Treasurer Garcia asked about the effect of the evaporation rate on those reservoirs. The General Manager clarified that it is significant.

Secretary Chavez asked about the tarp that Three Valleys has over their water and if it was for evaporation prevention. The General Manager clarified that the tarp for water quality to protect the clean, treated water.

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

METROPOLITAN REPORT

Vice President Fellow reported that MWD was in session this week about the budget, water rates, and CAMP4W. He shared that there will be more workshops on these topics in the coming weeks. He then shared the results of a regional survey done by the MWD communications group. Vice President Fellow requested that all the directors be provided with that presentation since it ties into the work being done by the Upper District.

The General Manager shared that MWD is currently seeing their water sales at a 50-year low. He added that groundwater production is also at a record low since the Basin Judgment. He then shared that there have been comments during MWD's budget discussions on whether the Pure Water project would be needed if the water demand is low.

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

WATER QUALITY AUTHORITY REPORT

Secretary Chavez reported that the financial audits were completed at WQA. He also mentioned a memo about federal funding for restoration funds being approved.

A summary report was included in the packet.

WATERMASTER REPORT

Vice President Fellow reported that a management meeting was held earlier during the day regarding the safe yield and PFAS.

A summary report was included in the packet.

AB 1234 COMPLIANCE REPORT

A summary report was included in the packet.

DIRECTORS COMMENTS

Secretary Chavez mentioned that he attended the Watershed Restoration event with his granddaughter, sharing how happy he was for her to unplug and be part of nature for the day.

Vice President Fellow mentioned that the US Congress is getting serious about the Sites Reservoir and that they are putting an emphasis on this project.

President Santana mentioned a study that came out about a clear link between microplastics and health concerns.

FUTURE AGENDA ITEMS

None.

ADJOURN TO CLOSED SESSION

None.

ADJOURNMENT

President Santana asked if there were 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 April 10, 2024, at 4:00 p.m. at 248 E. Foothill Blvd., Room #103, Monrovia, CA 91016.

PRESIDENT

ATTEST

SECRETARY

SEAL

Demands numbered 22331 through 22359 on the General Fund Account of the Upper District at Citizens Business Bank, in the amount of \$317,411.61 and demands numbered 1214 through 1219 on the Water Fund Account at the same bank in the amount of \$937,082.74.

22331	789, Inc.	Inv. USGV-429120, Marketing and Creative Services, March 2024 (Board approved 7/12/23)		\$ 5,575.00
22332	Aaron Read & Associates, LLC	Inv. 213231, State Legislative Advocacy Services, January 2024 Inv. 213239, State Legislative Travel Reimbursements, February 2024 (Board approved 10/12/22)	10,000.00 361.97	10,361.97
22333	ACWA/JPIA	Inv. 0701842, Health Insurance Premium - March 2024		28,453.87
22334	Aleshire & Wynder, LLP	Professional Services, January 2024 Inv. 84159, Transactional Fees Inv. 84216, Transactional Fees Inv. 84217, Retainer (Board approved 04/13/22)	81.20 2,090.00 4,404.00	6,575.20
22335	Azusa Light & Water	Inv. 4571REI, MAA Program Reimbursement		6,765.00
22336	Best Best & Krieger, LLP	Inv. 987547, Federal Legislative Advocacy Services through 01/31/24 (Board approved 10/12/22)		7,500.00
22337	Black Bird Fire Protection, Inc.	Inv. 20688022624, Fire Sprinkler Repairs		5,093.00
22338	City of Arcadia	Inv. 04/13/24UD, WaterFest 2024 Street Banner Permit		165.00
22339	Department of Water & Power	Inv. GA434499, Recycled Water Program Permit Fees		83.33
22340	Dewey Pest Control, Inc.	Inv. 16496265, Pest Control Services, February 2024 Inv. 16496266, Pest Control Services, Initial Service	112.00 268.00	380.00
22341	Discovery Science Center	Inv. 1854, Sustainable Watershed Education Program Inv. 1865, Sustainable Watershed Education Program Inv. 1878, Sustainable Watershed Education Program Inv. 1887, Sustainable Watershed Education Program	14,335.00 2,242.50 (6,540.00) (1,290.00)	8,747.50
22342	EcoTech Services, Inc.	Inv. 2931, Home Leak Repair Kits, January 2024 Inv. 2942, Landscaping Maintenance, March 2024 (Board approved 06/08/22)	4,320.00 900.00	5,220.00
22343	G3LA, LLC	Inv. 1004, Design Seminar, February 2024		2,200.00
22344	Image Property Services, LLC	Inv. MCS-11772, Janitorial Services, February 2024		1,907.59
22345	Joey C. Soto	Inv. 2024-UD-GA-JAN-112, Grant Writing Services, January 2024 (Board approved 06/08/22)		975.00
22346	Promo Direct	Inv. N171105, District Logo Items		3,623.00
22347	Sanitation Districts of Los Angeles	Inv. 04/13/24UD, Earth Day 2024 Sponsorship		2,500.00
22348	Spectrum Reach/Charter	Inv. 420029598, Drought Marketing, Nov-Dec 2023 Inv. 420029599, Drought Marketing, Nov-Dec 2023 Inv. 880042327, Drought Marketing, January 2024 Inv. 880042328, Drought Marketing, January 2024	1,974.40 1,800.00 1,998.90 1,800.00	7,573.30
22349	Stetson Engineers, Inc.	Inv. 2533-213, General Engineering Support Services, December 2023		4,738.92
22350	Total Compensation Systems, Inc.	Inv. 12781, GASB 75 Roll - 06/30/23 Full Valuation, Final Payment		1,530.00
22351	Upper District Payroll Fund	Inv. JAN 24, Reimbursement of Payroll and Payroll Taxes for Employees Inv. JAN 24D, Reimbursement of Payroll Taxes for Directors	140,833.40 6,371.65	147,205.05

22352	Upper District Revolving Fund	Inv. FEB 24, Revolving Fund Account Replenishment - February 2024		
		Office Supplies	246.55	
		Computer Systems/Equipment/Maintenance/Insurance/Outside Service	507.96	
		Telephone/Utilities/Building Maintenance	3,536.30	
		Meeting/Travel/Conferences/Dues/Assessments/Membership	(79.12)	
		Water Conservation Program Expenses	1,000.77	
		WRP Operation & Maintenance/Permits/Water Purchases/PM/Public Info	15,280.93	
		Medical/ODA Reimbursement/Processing Fee/Others	<u>13,667.40</u>	34,160.79
22353	U.S. Bank Corporate Payment System	CalCard Changes through 02/22/24		
		Meetings, Travel, Conferences	3,745.86	
		Computer Systems/Office Equipment/Supplies/Maintenance & Service/Utilities	870.78	
		Conservation Program Expenses, Education and Outreach	<u>5,180.33</u>	9,796.97
22354	Valley County Water District	Inv. 5121-02, Billboard Ads, Feb. - Jun. 2024		1,650.00
22355	VC3, Inc.	Inv. 160818, IT Management Support, January 2024	2,870.77	
		Inv. INV2258VC3, IT Equipment	1,211.44	
		Inv. INV2259VC3, IT Equipment	790.29	
		Inv. INV2269VC3, IT Equipment	<u>2,268.79</u>	7,141.29
22356	Anthony Fellow	Director's Compensation, January 2024		
		10 Days District Business	2,550.00	
		9 MWD Business	2,295.00	
		Meeting/Travel Expenses/Allowance	516.87	
		Less Deferred Comp.	(500.00)	
		Less Taxes Withheld	<u>(1,484.86)</u>	3,377.01
22357	Ed Chavez	Director's Compensation, February 2024		
		10 Days District Business	2,550.00	
		Meeting/Travel Expenses/Allowance	1,221.87	
		Less Deferred Comp.	(2,040.00)	
		Less Taxes Withheld	<u>(1,625.56)</u>	106.31
22358	Charles Treviño	Director's Compensation, February 2024		
		10 Days District Business	2,550.00	
		Meeting/Travel Expenses/Allowance	516.87	
		Less Deferred Comp.	(500.00)	
		Less Taxes Withheld	<u>(515.91)</u>	2,050.96
22359	Jennifer Santana	Director's Compensation, February 2024		
		9 Days District Business	2,295.00	
		Meeting/Travel Expenses/Allowance	516.87	
		Less Deferred Comp.	(500.00)	
		Less Taxes Withheld	<u>(356.32)</u>	1,955.55
			TOTAL	<u>\$317,411.61</u>
1214	Central Basin MWD	Invoice No. USGV-JAN24, Purchase of 1.9 AF of Recycled Water in December 2023 <i>(Previously paid 03/04/24)</i>	\$	1,344.81
1215	City of Industry City Hall	Invoice No. R01312024-D, Purchase of 7.3 AF of Recycled Water in January 2024		2,847.00
1216	City of Industry City Hall	Invoice No. R01312024-E, CIP Charge for January 2024 @ \$98 per AF		715.40
1217	Metropolitan Water District	Invoice No. 11398, Purchase of 230.4 AF of Treated Water in January 2024		912,468.38
1218	San Gabriel Valley MWD	Invoice No. 561, 81.23 AF of Water Delivered through the Alhambra/MWD Exchange Agreement in January 2024 @ \$220 per AF		17,870.60
1219	Suburban Water System	Invoice No. 6753, Phase IIB Normal Operating Charge, February 2024		<u>1,836.55</u>
			TOTAL	<u>\$ 937,082.74</u>