

**A SPECIAL MEETING OF THE BOARD OF DIRECTORS
OF THE UPPER SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT
248 E. FOOTHILL BLVD, SUITE 200, MONROVIA, CALIFORNIA 91016
4:30 P.M. – May 07, 2025**

A special meeting of the Board of Directors was held at District headquarters, 248 E. Foothill Blvd, Rm. 103, City of Monrovia, County of Los Angeles, State of California, within said Water District, on May 07, 2025 at the hour of 4:30 p.m.

ROLL CALL

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

DIRECTORS ABSENT: Garcia

STAFF PRESENT: Tom Love, General Manager; Martin Koczanowicz, District Counsel; Steve Johnson, District Engineer; Patty Cortez, Assistant General Manager; Evelyn Rodriguez, Chief Financial Officer; Venessa Navarrette, Executive Assistant; Katherine Vazquez, Government and Community Affairs Assistant; Alexis Silva, Project Assistant; Priscilla Lu, Financial Analyst

OTHERS PRESENT

Kelly Gardner

ADOPTION OF AGENDA

On motion by President Santana to move the closed session to item 6 on the agenda, second by Vice-President Fellow, the agenda was adopted as amended by the following vote:

AYES: TREVIÑO, CHAVEZ, FELLOW, AND SANTANA

PUBLIC COMMENT

None.

ADJOURN TO CLOSED SESSION

A closed session was held pursuant to Government code section 54957; Public Employee Performance Review; Position: General Manager.

Director Garcia arrived at 4:45 p.m.

REPORT ON CLOSED SESSION

The Board reconvened after closed session. District Counsel reported that a discussion was held by the Board and that no formal action was taken during closed session.

COMMITTEE REPORTS

None.

CONSENT CALENDAR

On motion by Vice-President Fellow, seconded by Treasurer Garcia, the consent calendar was 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 April 09, 2025 at 4:30 p.m.

APPROVE THE CLASSIFICATION AND COMPENSATION SURVEY RESULTS AND ADOPT RESOLUTION NO. 04-25-670

Tom Love, General Manager, provided a presentation on the classification and compensation survey results. He stated the last compensation survey was in 2020 which also included benefits. He reported that the District hired Barry Newton to conduct the survey and provided a brief background of Mr. Newton’s qualifications and experience. He stated that the scope of the survey was to update the job descriptions of staff and provide a market survey and a recommended pay structure. He then reported on the recommended classification changes by the consultant. He also reported on the market survey results and the recommended pay structure.

Secretary Chavez and the General Manager briefly discussed that the positions with two tiers will remain with only one employee. The General Manager confirmed that the staffing level will not increase. They discussed that having the two-tier positions will provide the District with a staffing tool when positions need to be filled.

President Santana agreed that having a two-tier position structure is a good hiring tool.

On motion by Vice-President Fellow, seconded by Treasurer Garcia, Resolution 04-25-670, Establishing Pay Structures for Employees and Repealing Resolution No. 11-20-615 was adopted by the following vote:

AYES: TREVIÑO, CHAVEZ, GARCIA, FELLOW, AND SANTANA

INFORMATION ITEMS

The following items listed on the agenda for the information of the Board were read and ordered received, and filed: Press Releases and News Articles.

ATTORNEY’S REPORT

District Counsel reported working with staff on the compensation study, discussion about the special board meeting and AB 259.

ENGINEER’S REPORT

The District Engineer provided an update on the connection study for San Gabriel County Water District and Sunnyslope Water Company. He stated that they are attempting to coordinating with the City of Alhambra and Cal American Water for discussion and next steps. He then reported that the Emergency Response Plan is being reviewed by the District staff and is expected to be finalized soon. He also reported that a feasibility draft study was presented to the City of Monrovia. He stated Monrovia requested an annual cost comparative for the options presented and availability to lease their water rights. He then reported that the draft text for the Integrated Resources Plan is scheduled to be provided by early June. Lastly, the District boundary update is still under review by Three Valleys Municipal Water District.

President Santana asked if there is a timeline for the boundary adjustment. Patty Cortez reported that Three Valleys Municipal Water District has hired a consultant who is preparing a final report that will be submitted to LAFCO. She stated that all the engineering work has been completed by Stetson Engineers and Upper Water has provided comments. The General Manager reported that the deadline would be 180 days prior to the next election scheduled for November 2026.

GENERAL MANAGER’S REPORT

The General Manager asked Ms. Kelly Gardner to provide a Watermaster update. Ms. Gardner reported as of May 2, 2025, the Baldwin Park Key Well measured 244.3 which is an increase of about 5 feet the same period of last year and rainfall is about 41% of average. She reported that there is a coordinated effort regarding the imported water deliveries, Metropolitan MWD shutdown, and San Gabriel Valley Protective Association. She stated as of May 14, 2025, delivery of local water rainfall will begin until May 20, 2025, with the anticipation that on May 21, 2025, USG-03 will turn on.

The General Manager reported that efforts with Watermaster and the Producers continue in putting together a regional Integrated Resources Plan for the basin. He reported that USG-3 will turn on at a higher flow rate anticipated between 290 to 300 cfs. He then reported that the delivery to date is 21,000 acre feet and the District cyclic storage is about 88,000 acre feet. He then reported that the invasive species, the Golden Mussel has been detected in Kettleman City along the Aqueduct. He stated that a meeting was held between the District, Metropolitan MWD, Watermaster, Three Valleys MWD, and San Gabriel MWD to discuss efforts for a control plan. He reported the Quagga Mussels control plan will not be effective on the Golden Mussels since they can survive in low calcium water. He reported that options for reactivating MWD treated water connections for City of Azusa, Valley County Water District along with others will be discussed. Lastly, he reported that there is existing state law that allows a water agency to prepare a control plan for the Zebra Mussel and Quagga Mussel for submittal to the Department of Fish and Wildlife for approval. He stated that MWD is leading an effort to have the Golden Mussel added to this regulation either through an administrative fix or new legislation which would also include water agencies to self-certify the control plan.

Secretary Chavez and the General Manager discussed the life expectancy for the Golden Mussels being about two years.

President Santana and the General Manager discussed the impacts the Golden Mussel will have when they reach the San Gabriel River. The General Manager stated that the water quality will not be affected but may affect the aquatic environment. He stated that the Golden Mussels attach to steel and need to be physically removed by divers.

Vice-President asked if there are any laws for boaters. The General Manager stated that there are mandatory inspections in effect.

DIRECTORS' COMMENTS

Director Fellow requested to adjourn in memory of former City of San Gabriel councilmember, Chin Ho Liao.

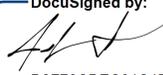
Director Santana commended staff on another fantastic WaterFest event.

FUTURE AGENDA ITEMS

None.

ADJOURNMENT

President Santana asked if there was any other business to come before the Board. There being none, the meeting was adjourned in memory of Chin Ho Liao to a public hearing and regular meeting of the Board of Directors to be held on May 28, 2025, at 4:30 p.m.

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PRESIDENT

ATTEST

Signed by:

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SECRETARY

SEAL