



UPPER SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT
 Regular Board Meeting Minutes
 Wednesday, June 11, 2025 | 4:30pm

A regular meeting of the Board of Directors was called to order at 4:30pm at the District office located at 248 E. Foothill Blvd, Rm. 103, Monrovia, California. The presiding officer was Vice President Anthony Fellow.

ROLL CALL

DIRECTORS PRESENT: Chavez, Garcia, and Fellow

DIRECTORS ABSENT: Treviño, Santana

STAFF PRESENT: Tom Love, General Manager; Steven O'Neill, District Counsel; Steve Johnson, District Engineer; Patty Cortez, Assistant General Manager; Evelyn Rodriguez, Chief Financial Officer; Venessa Navarrette, Executive Assistant; Katherine Vazquez, Water Resources Analyst; Yesenia Bugarin, Intern

OTHERS PRESENT

Kelly Gardner, Xinyang Doug, Janice Ho, Eric Chen, Michael Naka, Elaine Yeung

ADOPTION OF AGENDA

On motion by Treasurer Garcia, second by Vice President Fellow, the agenda was adopted by the following vote:

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

PUBLIC COMMENT

None.

COMMITTEE REPORTS

Water Resources and Facility Management Committee
 Administration and Finance Committee

CONSENT CALENDAR

On motion by Treasurer Garcia, seconded by Secretary Chavez, the consent calendar was approved by the following vote:

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

- (a) Minutes of a public hearing and regular meeting of the Board of Directors held on May 28, 2025 at 4:30 p.m.
- (b) List of Demands
- (c) Financial Reports – April 2025
 - 1. Financial Statements
 - 2. Director's Public Outreach
- (d) Cost of living adjustment for district wages equivalent to 3% effective July 1, 2025.
- (e) Negotiated Tax Exchange Resolution Annexation to County Sanitation District No. 15

**WATER ENGINEERING 4 GOOD
PRESENTATION**

Katherine Vazquez provided a background on Metropolitan's Water Engineering 4 Good program. She announced that team Garvey Mustangs from Richard Garvey Intermediate school in Rosemead won the competition. She introduced the program teacher, Mr. Michael Naka, who expressed his appreciation to Mr. Mike Moss and Chuck, from Metropolitan who designed the program. He reported on how the students benefited from the program by learning how to research, meet deadlines, and team building. He stated that the students learned about the water crisis and visited the Pure Water of Southern California site. He introduced the students in Garvey Mustangs Team 2: Xinyang Doug, Janice Ho and Eric Chen. The students presented "Save a Drop Geoff" which is a 3D printed shower head that measures the amount of water used. Eric Chen, with Garvey Team 1 explained the model that his team created to collect water condensation. He expressed how this experience made him more aware of water usage. Janice Ho expressed the competition taught her about how much work and collaboration are needed to engineer a working model. She shared that this experience also made her more aware of water usage.

The General Manager asked the students to pass around the 3D shower head. He stated that the water industry needs innovative ideas.

Eric Chen then shared their water grant idea with store bought filters versus homemade filters. He explained that he performed a few different tests comparing both filters.

Vice President Fellow requested staff to play the student's video.

The Board presented certificates to the students and teacher.

Secretary Chavez thanked the students for coming.

INFORMATION ITEMS

The following items listed on the agenda were presented as information items and ordered received and filed:

- Press Releases and News Articles
- Summary of Active Contracts as of May 31, 2025

ATTORNEY'S REPORT

District Counsel reported communicating with co-counsel concerning the San Gabriel Valley Council of Governments dissolution and the JPIA involvement stating that it is still in process. He then reported assisting with resolutions and ordinances for board consideration.

Counsel also discussed the San Diego vs. Metropolitan litigation reporting that the 2003 exchange agreement will be adjusted to a fix rate. He reported that San Diego will pay for 227-thousand-acre feet a year regardless of how much water they take.

ENGINEER'S REPORT

The District Engineer provided a brief update on the San Gabriel County Water District / Sunny Slope Interconnection study, stating they have been following up with City of Alhambra, Cal-American Water, San Gabriel County Water and Suburban Water. He reported that Upper Water staff will have the completed Emergency Response Plan finalized by the end of this month. He reported on the Monrovia

Interconnection (USG-7 Reactivation) study, stating that information on potential water rights leasing and 10-year cost projections were provided. He Integrated Resources Plan draft will be provided to staff by the end of the week. Lastly, he reported on the boundary updates project which was reviewed and determined that Upper Water agrees with the minor adjustments proposed by Three Valleys MWD.

GENERAL MANAGER'S REPORT

The General Manager provided an update on USG-03 operations stating that the flow rate is just under 295 cfs and 33,000 AF has been delivered to-date. He reported the Metropolitan cyclic storage account is now over 100,000 AF. The Golden Mussel issue continues to be monitored by DWR and MWD with inspections and samples. He reported that mussel DNA has been detected at the bifurcation of the East West branch, north of Castaic Lake, and Devil Canyon at the beginning of the Rialto pipeline in San Bernardino.

Tom reported that an exchange agreement between Metropolitan Water District of Southern California (MET) and Sierra Madre will allow MET to deliver water to Sierra Madre which is in the San Gabriel Valley Municipal Water District's service area. Since treated water is more expensive than untreated water, San Gabriel Valley Municipal Water District will transfer 2 to 1 AF of water delivered to MET's cyclic account which rolls into Upper Water's cyclic account. He reported that the San Gabriel Valley Municipal Water District has been in arrears due to low project allocations for a number of years up until last year when they were able to transfer enough water into the basin to the MET storage account of about 10,000 AF. He reported that this year the amount of transferred water is close to 2,300 AF which is an additional amount that gets credited to the Upper Water, Watermaster, and Metropolitan cyclic storage accounts. Lastly, he announced Ruben Gallegos celebrated 19 years with the District.

METROPOLITAN REPORT

Vice President Fellow reported that MET currently has three important priorities being: MET's Business Model, the Delta Conveyance Project, and hire a new General Manager. He reported that Tom Love provided a comprehensive report at MET's Business Model meeting. He also reported that he and MET's Board chairman Adan Ortega were in Sacramento lobbying for the Governor's Delta Conveyance plan. He expressed the importance of passing the Delta Conveyance plan. He then continued with MET's search for a new General Manager stating that a special meeting is scheduled to begin the process and hope to complete the search by September of this year.

Secretary Chavez and Vice President Fellow clarified the MET meetings that were cancelled earlier in the month have been rescheduled to Friday, June 13th and the last week of June.

WATER QUALITY REPORT

Director Chavez reported that the Gualco Group provided an end-of-the-year Sacramento briefing to the WQA Board.

A full report was included in the agenda packet.

WATERMASTER REPORT

Kelly Gardner, Executive Director, reported on the Key Well elevation. As of June 7th, the Basin measured 244 feet, 5 feet higher than last year. The inflow from San Gabriel Dam to Morris Dam is 58

CFS and the release from Morris Dam is 45 CFS, stating that all the local water has been released through the Protective Association and that 45 CFS is going to the Committee of 9. She then reported that USG-03 is the only imported water that is on at this time and the San Gabriel Water District pipeline is shut down for a Glendora developer project and is scheduled to turn back on in 3 weeks. She then reported that the Three Valleys connection was shutdown today due to algae in the spreading grounds. She also reported that the Basin Water Management committee meeting finalized the Watermaster Water Quality Monitoring Plan and will be ratified at the Watermaster Board meeting in July.

AB 1234 COMPLIANCE REPORT

A summary report was provided in the agenda packet.

DIRECTORS' COMMENTS

Treasurer Garcia expressed her enjoyment at seeing the students present today and it reminded her of her personal experiences through water education programs.

FUTURE AGENDA ITEMS

None.

ADJOURNMENT

Vice President Fellow asked if there was any other business to come before the Board. There being none, the meeting was adjourned to a regular meeting of the Board of Directors to be held on June 25, 2025, at 4:30 p.m.

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PRESIDENT

ATTEST

Signed by:


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SECRETARY

SEAL

Demands numbered 22929 through 22963 on the General Fund Account of the Upper Water at Citizens Business Bank, totaling \$424480.77 and demands numbered 1310 through 1314 on the Water Fund Account at the same bank totaling \$1,232,345.10.

22929	789, Inc.	Inv. UW-520250, Branding and Creative Services, June 2025 <i>(Board approved 7/12/23)</i>		\$ 5,575.00
22930	Aaron Read & Associates, LLC	Inv. 214062, State Legislative Advocacy Services, April 2025 Inv. 214108, State Legislative Advocacy Services, May 2025 <i>(Board approved 04/22/25)</i>	10,000.00 <u>10,000.00</u>	20,000.00
22931	Active San Gabriel Valley	Inv. 10/23/25UD, Noche De Luminarias 2025 Sponsorship		2,500.00
22932	ACWA/NPIA	Inv. 0705900, Health Insurance Premium - June 2025		32,969.74
22933	Aleshire & Wynder, LLP	Legal Services, April 2025 Inv. 95870, Transactional Fees Inv. 95871, Transactional Fees Inv. 95872, Retainer <i>(Board approved 04/13/22)</i>	84.00 1,573.00 <u>4,576.00</u>	6,233.40
22934	Best Best & Krieger, LLP	Inv. 1029614, Federal Legislative Advocacy Services through 4/30/25 <i>(Board approved 04/22/25)</i>		7,500.00
22935	Capio	Inv. 24124, Staff Membership Dues 2025-26		300.00
22936	Civic Publications	Inv. 1915, 2025 Civic Leadership Ad Inv. 1918, Waterfest 2025 Ad	5,600.00 <u>5,600.00</u>	11,200.00
22937	Department of Water & Power	Inv. GA439307, Recycled Water Program Permit Fees, June 2025		83.33
22938	Discovery Science Center	Inv. 2079, Water Education Program, April 2025 <i>(Board approved 07/08/20)</i>		14,958.00
22939	Foothill Municipal Water District	Inv. 700, Strategic Consulting Services, May 2025 Cost-Share		2,500.00
22940	Fried Out	Inv. 0606, Waterfest 2025 - Food Truck		937.04
22941	G3, Green Garden Group, LLC	Inv. 1423, Waterfest 2025 - Mini Landscape Demonstrations		6,000.00
22942	Green Media Creations	Inv. 1902, Outreach and Instructional Service Program, April 2025		750.00
22943	Home Depot Credit Services	Building Maintenance through 05/13/25 Inv. 2803173 Inv. 7023108	126.91 <u>72.18</u>	199.09
22944	Image Property Services, LLC	Inv. MCS14220, Janitorial Services, April 2025		1,907.59
22945	Joey C. Soto	Inv. 2025-UD-GA-APR-127, Grant Writing Services, April 2025 <i>(Board approved 06/08/22)</i>		4,036.25
22946	John Robinson Consulting, Inc	Inv. UD202301-16, As-needed Engineering Support Services, April 2025		6,600.00
22947	Kelly Services, Inc.	Inv. 5609029229, Temporary Services Weeks Ending 04/27/25 Inv. 5609169662, Temporary Services Weeks Ending 05/04/25 Inv. 5609389753, Temporary Services Weeks Ending 05/11/25 Inv. 5609525398, Temporary Services Weeks Ending 05/18/25 <i>(Board approved 02/10/19)</i>	224.00 1,708.00 308.00 <u>658.00</u>	2,898.00
22948	La Michoacana Mobil Castel	Inv. 552025, Waterfest 2025 - Food Truck		627.69
22949	La Opinion	Inv. 129490425, Earth Day and Waterfest 2025 Ads, 04/18/25 - 04/28/25		4,150.00
22950	Lupitas Tacos LLC	Inv. 000005, Waterfest 2025 - Food Truck		589.48
22951	Media Marketing Services, Inc.	Inv. W250528, Bottled Water Program		3,339.00
22952	San Gabriel Valley Newspaper	Inv. Inv. 0000617634, Waterfest Ads, April 2025		10,801.20
22953	San Gabriel Valley Tribune	Inv. 04/28/25, Annual Subscription Renewal		122.95
22954	Stetson Engineers, Inc.	Inv. 2533-228, General Engineering Support Services, March 2025 Inv. 2728-036, Integrated Resources Plan Update, March 2025	12,187.03 <u>3,628.00</u>	15,815.03
22955	Upper District Payroll Fund	Inv. APR 25, Reimbursement of Payroll and Payroll Taxes for Employees Inv. APR 25D, Reimbursement of Payroll Taxes for Directors	149,927.87 <u>13,562.63</u>	163,490.50

22956	Upper District Revolving Fund	Inv. MAY 25, Revolving Fund Account Replenishment - MAY 2025		
		Office Supplies	1,365.12	
		Service	291.75	
		Director's Outreach	5,050.00	
		Telephone/Utilities/Building Maintenance	4,292.44	
		Meeting/Travel/Conferences/Dues/Assessments/Membership	146.50	
		Water Conservation Program Expenses	1,108.32	
		Info	29,739.13	
		Medical/ODA Reimbursement/Processing Fee/Others	<u>10,024.84</u>	52,018.10
22957	U.S. Bank Corporate Payment System	CalCard Charges through 05/22/25		
		Membership/Other	124.66	
		Meetings, Travel, Conferences	17,353.51	
		Computer Systems/Office Equipment/Supplies/Maintenance & Service/Utilit	1,845.34	
		Conservation Program Expenses, Education and Outreach	<u>12,468.88</u>	31,792.39
22958	VC3, Inc.	Inv. INV3561450VC3, MFA Implementation Labor Costs	4,173.00	
		Inv. INV3561704VC3, Adobe Software Subscription	<u>660.00</u>	4,833.00
		(Board approved 10/11/23)		
22959	Via Promotionals, Inc.	Inv. 22890, District Logo Items		1,266.52
22960	Anthony Fellow	Director's Compensation, May 2025		
		10 Days District Business	2,550.00	
		10 Days MWD Business	2,550.00	
		Meeting/Travel Expenses/Allowance	516.87	
		Less Deferred Comp.	(500.00)	
		Less Taxes Withheld	<u>(1,532.82)</u>	3,584.05
22961	Ed Chavez	Director's Compensation, May 2025		
		10 Days District Business	2,550.00	
		Meeting/Travel Expenses/Allowance	1,906.90	
		Less Deferred Comp.	(2,040.00)	
		Less Taxes Withheld	<u>(1,022.22)</u>	1,394.68
22962	Charles Treviño	Director's Compensation, May 2025		
		10 Days District Business	2,550.00	
		Meeting/Travel Expenses/Allowance	516.87	
		Less Deferred Comp.	(500.00)	
		Less Taxes Withheld	<u>(1,009.96)</u>	1,556.91
22963	Jennifer Santana	Director's Compensation, May 2025		
		10 Days District Business	2,550.00	
		Meeting/Travel Expenses/Allowance	516.87	
		Less Deferred Comp.	(500.00)	
		Less Taxes Withheld	<u>(615.04)</u>	1,951.83
		TOTAL		<u>\$ 424,480.77</u>
1310	Central Basin MWD	Invoice No. USGV-APR25, Purchase of 1.7 AF of Recycled Water in March 2025 (Previously Paid 06/05/25)	\$	1,238.29
1311	Metropolitan Water District	Invoice No. 11845, Purchase of 215.3 AF of Treated Water in March 2025		1,193,199.74
1312	San Gabriel Valley MWD	Invoice No. 576, 77.53 AF of Water Delivered through the Alhambra/MWD Exchange Agreement in April @ \$240 per AF		18,607.20
1313	Suburban Water System	Invoice No. 6789, Operating Cost, April 2025		17,410.06
1314	Suburban Water System	Invoice No. 6790, Phase IIB Normal Operating Charge, May 2025		<u>1,889.81</u>
		TOTAL		<u>\$ 1,232,345.10</u>