

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
LA PUENTE VALLEY COUNTY WATER DISTRICT**

A regular meeting of the Board of Directors of the La Puente Valley County Water District was held on Monday, July 25, 2011, at 5:30 p.m. at the District office, 112 N. First St., La Puente, California.

Meeting called to order:

President Rojas called the meeting to order at 5:30 pm.

Pledge of Allegiance

President Rojas led the meeting in the Pledge of Allegiance.

Directors present:

William Rojas, President; Henry Hernandez, Vice President; Charles Aguirre, Director; John Escalera, Director and David Hastings, Director.

Staff present:

Greg Galindo, General Manager; Rosa Ruehlman, Board Secretary; Gina Herrera, Customer Service/Office Supervisor and Tim Gosney District Counsels.

Others present:

No member of the public present.

Adoption of Agenda:

President Rojas asked for the approval of the agenda.

- Ms. Ruehlman stated that there are a couple of corrections to the agenda as follows:
 - In Section 6, item A, Approval of Minutes of the Regular Board of Directors meeting on June 13, 2011, the date should read July 11, 2011.
 - In Section 7, item A, Review of District's Insurance Policy Renewal for 2010 – 2011, the renewal date should read 2011 – 2012.

Motion by President Rojas, seconded by Director Aguirre, that the agenda be adopted as amended.

Motion approved by following vote:

Ayes: Rojas, Hernandez, Aguirre, Escalera, Hastings

Nays: None.

Consent Calendar:

- A. Approval of Minutes of the Regular Board of Directors meeting on July 11, 2011.
- B. Approval to attend the San Gabriel Valley Water Association's Annual Summer Barbecue on August 10, 2011 in Monrovia, CA.
- C. Approval to attend the 2011 CSDA Annual Conference on October 10th—13th, 2011 in Monterey, CA.

Motion by Vice President Rojas, seconded by Director Hernandez, to approve the consent calendar as presented.

Motion approved by following vote:

Ayes: Rojas, Hernandez, Aguirre, Escalera, Hastings

Nays: None.

Action/Discussion Items:

- A. Review of District's Insurance Policy Renewal for 2011-12:

- Mr. Galindo shared that each year staff meets with the Districts insurance broker, Mr. Ron McPeak from Western Insurance Marketing to review the District's Insurance Policy. Through this process Staff provides Mr. McPeak updated information on property values, new facilities, number of employees and total hours the employees worked for each entity. He stated from this information provided, Mr. McPeak then prices the policy by getting estimates from insurance companies that his firm is familiar with and that have a rating of A or higher and have strong financial security.
- Mr. Galindo provided for the Board a summary of the District's coverage's for August 1, 2011 through July 31, 2012 from Travelers Insurance Company. He also included a table detailing the insurance premium breakdown for the three entities. He shared that the percentage for the property insurance is based on a schedule of the property values and the liability insurance is based on number of hours worked and the automobile insurance is based on either total miles driven or total hours operated for each vehicle or equipment.
- Mr. Galindo stated that the earthquake insurance premium is not included. The broker is currently obtaining estimates for earthquake insurance and based on the estimate he provides, District staff will make a recommendation to the Board whether or not to continue with coverage. This coverage lapses at the end of August 2011.
- Mr. Galindo stated that the overall premium has increase about \$1,800 from the prior year; this is primarily due to adjustments in property values and time worked for the District.
- Mr. Escalera asked if we have earthquake coverage for the District's office. Mr. Galindo responded that we have coverage for the entire parcel that includes the rental.
- Mr. Gosney asked which potion of the treatment plant decrease in value. Mr. Galindo responded the ISEP system which is no longer used was decreased in value; he added that the CR's requested to lower the insurance coverage of the ISEP system.

B. Update on the Zone 3 Improvement Project:

- Mr. Galindo provided a summary of the Zone 3 Improvement Project. He shared that last year the Board appointed an Ad Hoc committee to review Zones 3 and 4 improvements. The recommendations made for Zone 4 was to construct a new booster station and not connect Zones 4 and 3 together. Also, the recommendation for Zone 3 was to construct a connection from Zone 3 piping located in Pleasanthome Drive to the Industry Hills tanks. The District obtained an easement from a property owner who resides on Pleasanthome Drive that makes the connection possible. In December of 2010, the Board authorized staff to have Civiltec Engineering design the improvements to Zone 3. Mr. Galindo shared that to date the biological resource assessment and geotechnical survey have been completed. Staff and the engineer have determined that the project is categorically exempt and therefore, a Notice of Exemption has been filed at the Registrar Recorder County Clerk's office and also with the California Office of Planning and Research.
- Mr. Galindo shared that the plans are 90% complete and the plans have been reviewed by District staff and City of Industry. He is meeting with the Engineer to go over those 90% plans and hopefully will be going out to bid by the first part of August. He added that the updated engineers estimated cost for the project is anticipated to be about \$395,425.
- Director Aguirre asked if there will be an impact on traffic during construction. Mr. Galindo responded that there will be a slight impact on traffic on Pleasanthome Drive. He also stated that a letter was mailed to all the customers who reside in the area informing them of the work staff is doing. There will be a second letter that will be mailed to the customers after the bids are in and to inform them of when construction will begin.

C. Update on the Online Bill Payment Option for District's customers.

- Mr. Galindo informed the Board that on December 27, 2010; the Board approved the purchase of the online payment module to the utility billing system.
- Mr. Galindo along with Ms. Herrera reported that as of July 19, 2011, staff now accepts online bill payment options for District and City of Industry Waterworks System customers.

- Mr. Galindo provided a demonstration of the new online bill payment. This option will allow customers to access their account, view their payment history for the last six billing periods and pay their water bill by credit or debit card or by check.
- Ms. Herrera shared that staff has forms available for the customers to sign up for the online payment option. She also shared that the process is easy for the customer to set up. \

D. Approval to reschedule the September 12, 2011 Board meeting:

Motion by President Rojas, seconded by Director Hastings, to reschedule the September 12, 2011 Regular Board of Director's meeting to September 15, 2011 at 5:30.

Motion approved by following vote:

Ayes: Rojas, Hernandez, Aguirre, Escalera, Hastings

Nays: None.

Board Secretary's Report:

- Ms. Ruehlman informed the Board that the Officeholder and Candidate Campaign Statement Form 470 are due and the filing deadline is August 1, 2011.
- Ms. Ruehlman informed the Board that staff has received the Notice of Election from Registrar-Recorder for the General District's election scheduled to be held on Tuesday, November 8, 2011 and has been posted. The candidates, who are up for election, need to go to Registrar Recorder in Norwalk to pull papers for declaration of candidacy and the deadline is August 12, 2011 at 5:00 pm.
- Ms. Ruehlman reminded the Board that the next regular Board meeting is Thursday, August 18, 2011 at 5:30.

General Manager's Report:

- Mr. Galindo reported on the status of the City of La Puente's purchase of the Main St. property. He reported that the City Council decided to move forward with the purchase of the parcel adjacent to the District's two parcels. The Interim City Manager and Attorney are scheduled to meet with the property owner to discuss the terms of the purchase.
- Mr. Galindo informed the Board that he will be on vacation August 8th through the 12th, 2011.
- Mr. Galindo reminded the Board that there will be an OPEB Ad Hoc Committee meeting, on Wednesday, August 17, 2011.

Information Items

- A. Correspondence to the Board of Directors
- B. Newspaper Articles

Attorney's Comments:

Mr. Gosney had no report.

Board Member Comments:

- President Rojas commented about strategic planning, that it would be a good idea to have, but shared that this District is doing a very good job staying on top of the work that needs to be done.
- Director Escalera thanked Ms. Herrera for being at the meeting to discuss the online payment options. He also thanked the Board for rescheduling the September 12th regular board meeting to September 15th, 2011.
- Director Hastings had no comment
- Vice President Hernandez had no comment.
- Director Aguirre reminded the Board members that Football season is upon us and contributions are being accepted.

Future Agenda Items:

No future agenda items

Adjournment :

There being no further business or comments, the meeting was adjourned at 6:23 p.m.

William R. Rojas, President

Rosa B. Ruehlman, Secretary