

**MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF  
SAN GABRIEL COUNTY WATER DISTRICT  
HELD ON NOVEMBER 08, 2022**

**CALL TO ORDER** A special meeting of the Board of Directors of the San Gabriel County Water District was called to order on Tuesday, November 08, 2022, at 8366 Grand Avenue, Rosemead, California at the hour of 2:00 p.m.

**ROLL CALL** The Board of Directors of the San Gabriel County Water District convened a special meeting on November 8, 2022. Present at the District office were General Manager Jim Prior, Carmen Corona, Casey Feilen, Directors Taylor, Cammarano, De La Torre, Saucedo and District Counsel Koczanowicz. Director Chan was absent.

**AGENDA** Upon motion by Director De La Torre and seconded by Director Cammarano, the Board on a 4-0 vote adopted the agenda as presented.

**PUBLIC COMMENT** None, Director-Elect Mamdapurkar was present but did not speak

**PROPOSED 2023 BUDGET** Board received a Draft Proposed 2023 Budget presentation from General Manager Prior. Chair Taylor lead the discussion. He stated that the first decision for the Board's consideration is the approval of proposed salary increases (7%) and an addition of one position to the Employee Re-Classification, a Production Lead Person. Based on the salary study of similar neighboring Districts, the increase would bring District compensation rates closer to the middle of the ranges.

In response to their questions, Board was assured by the General Manager that the proposed additions to the budget would not result in any rate changes to the customers. General Manager Prior stated that he does not foresee a need for rate increases for next few budget cycles. District's reserves are healthy, operational costs are in check and District is doing projects every year with the available revenue. Board moved to consideration of proposed Revenues, Expenditures and Capital Improvement reserve accounts for 2023.

Director Taylor thanked staff for the excellent work in preparing the Proposed Budget and led the discussion and questions regarding numerous entries with other Directors following up. Questions pertaining to sufficiency of the proposed budget line items in all accounts were answered by the General Manager and staff to Board's satisfaction. Per legal services contract Board approved the same 7% increase received by the employees, to the annual legal services retainer for Aleshire & Wynder LLP.

Also included in the budget were expenditures for new ergonomic work stations, more robust professional/educational budget, new attachment for a

service truck, as well as a new vehicle for the additional employee position, when filled.

General Manager made some revisions to the Proposed Capital Improvements for 2023, adding a Fuel Trailer as an 8<sup>th</sup> project in the amount of \$40,000, reducing the Mainline Replacement line item by the same amount to \$1,947,000.

He also stated that he plans to move \$5,000,000 into Capital Improvements reserve future projects.

The Proposed 2023 Budget projected Total Revenue of \$9,904,297, with Total Operating Expense of \$7,331,586 and Capital Expenditures of \$2,572,000 for a projected revenue gain of \$711.

Director Cammarano moved to approve the 2023 budget and Director De La Torre seconded with unanimous approval of the Board. Board will take action on the Budget Resolution at the next meeting. All Directors thanked staff for the good work on the Budget.

#### ADJOURNMENT

Upon motion by Director Taylor, seconded by Director De La Torre the Board voted unanimously to adjourn the meeting at 3:08 p.m.

  
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President

  
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Secretary

[SEAL]

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF  
SAN GABRIEL COUNTY WATER DISTRICT  
HELD ON NOVEMBER 22, 2022**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was called to order on Tuesday, September 27, 2022 at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m.
- ROLL CALL** Present at the District office were staff General Manager Jim Prior, Casey Feilen, Carmen Corona, Directors Taylor, Cammarano, De La Torre , Chan, Saucedo and District Counsel Koczanowicz.
- AGENDA** Upon motion by Director De La Torre and seconded by Director Saucedo, the Board adopted the agenda as presented on a 5-0 vote.
- PUBLIC COMMENT** A customer of the District spoke at public comment with a complaint about his water bill and the meter reading methodology. Board directed the General Manager to look into it and he stated that he was familiar with the situation.
- MINUTES** Upon motion by Director Cammarano seconded by Director DeLaTorre, the Board voted 4-0 to approve the regular minutes of the Board of Directors held on November 8, 2022. Director Chan abstained.
- DEMANDS** Director De La Torre motioned to authorize EFT transfer from the General to the Revolving account in the amount of \$72,252.89, with a second by Director Cammarano. Motion passed on a 5-0 vote without any further discussion.
- DISTRICT COUNSEL REPORT** District Counsel stated that there has not been any legal issues to report, which was positive. He also reported on a recent Appellate Court Decision in Fajardo vs. Daily where the Court overturned the trial court and ruled that a surface differential of approximately one inch in a sidewalk was not trivial as a matter of law and was an issue for a jury to decide.
- ACTION ITEMS** None.
- MISC INFORMATION ITEMS**
- a. Receive and File October 2022 Banking and Investment Report  
Director Taylor commented that water sales were down and that cash was up from last year; Director Chan stated that he was glad that safety lunches were continuing.
  - b. Receive and File October 2022 Monthly Revenue and Expenditure Report  
Director Taylor noted that numbers looked good. General Manager noted that a payment to the Water Master was made, accounting for the 93% expenditure in that category. Both reports were received and filed by the Board.

**GENERAL  
MANAGER  
REPORT**

General Manager proposed that the Board consider cancellation of the December 27<sup>th</sup>, 2022 meeting. Board unanimously agreed to cancel the meeting. He also informed the Board that the newly elected/appointed Directors will be sworn in at the District Office on December 1, 2022 in the morning. General Manager also informed the Board that Gerona project was progressing very well and that it was nearly finished. Lastly he stated that the District has been work-accident free for 6784 days.

**FUTURE  
AGENDA  
ITEMS**

Special Meeting minutes and budget resolution on December 13<sup>th</sup>. Board reorganization also December 13<sup>th</sup>.

**DIRECTOR  
COMMENTS**

Director Chan stated that this was his last meeting as he was elected to the San Gabriel City Council and that he was sorry to have missed the budget meeting. He stated that he enjoyed working with everyone on the Board and was pleased and honored to serve. Staff and Directors thanked and congratulated him. Director De La Torre stated that it was a pleasure working with Director Chan. Director Cammarano wished everyone a Happy Thanksgiving.

**CLOSED SESSION**

At 4:30 Board adjourned to Closed Session for one item General Manager Performance Evaluation under Government Code Section 54957. At 4:35 Board returned from Closed Session and District Counsel announced that the Board on a 4-1 vote directed staff to return with an amended Contract for the General Manager for Board's action that would reflect an increase in compensation of 7% equal to the one approved for all staff by the Board during budget deliberation.

**ADJOURNMENT**

Upon motion by Director Taylor, seconded by Director Chan the Board voted unanimously to adjourn the meeting at 4:37 p.m.

  
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President

  
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Secretary

[SEAL]