

**San Gabriel County Water District  
Special Meeting of the Board of Directors  
8366 Grand Ave  
Rosemead, CA 91770**

**December 13, 2022**

**2:00 P.M.**

**AGENDA**

**Call to Order**

**1. Pledge of Allegiance**

- 2. Roll Call**
- |                             |       |
|-----------------------------|-------|
| <b>Director Taylor</b>      | _____ |
| <b>Director DeLaTorre</b>   | _____ |
| <b>Director Cammarano</b>   | _____ |
| <b>Director Saucedo</b>     | _____ |
| <b>Director Mamdapurkar</b> | _____ |

**Election of Officers:**

**President:**

**Motion:**  
**Second:**  
**Action:**

**Vice President:**

**Motion:**  
**Second:**  
**Action:**

**Secretary: Jim Prior**

**Motion:**  
**Second:**  
**Action:**

**Treasurer: Carmen Corona**

**Motion:**  
**Second:**  
**Action:**

**Special Meeting of the Board of Directors**

**December 13, 2022**

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**3. Additions, Re-order and Adoption of the Agenda:**

**Motion:**

**Second:**

**Action:**

**4. Public Comment on Agenda and Non-Agenda items**

**Anyone wishing to discuss items on and not on the agenda may do so at this time**

**5. Minutes of a Special Meeting of the Board of Directors held November 08, 2022  
Minutes of a Regular Meeting of the Board of Directors held November 22, 2022**

**Motion:**

**Second:**

**Action:**

**6. List of Demands on General Account**

**a. November 2022 Invoices**

**Motion:**

**Second:**

**Action:**

**7. District Counsel**

**8. Action Item**

**a. 2023 Budget – Consider Adoption of Resolution No. 12-22-520**

**Motion:**

**Second:**

**Action:**

**b. Authorized Positions and Compensation – Consider Adoption of Resolution  
No. 12-22-521**

**Motion:  
Second:  
Action:**

**c. Consideration and Action on voting for LAFCO Representative**

**Motion:  
Second:  
Action:**

**9. Miscellaneous Information Items**

**a. Water Well Report**

**10. General Manager Report**

**11. Future Agenda Items**

**12. Director Comments**

**13. Adjournment**

**Motion:  
Second:  
Action:**

Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the District office, located at 8366 Grand Ave., Rosemead, CA 91770.

If you have special needs because of a disability which make it difficult for you to access or participate in the meeting, please contact the District Finance & Administration Manager, (626) 287-0341, by at least noon on the Monday preceding the meeting. The District will attempt to make arrangements to accommodate your attendance.

**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 Fajarado 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]

**EFT-From the General Account for the Revolving Reimbursement**

	<b>Date Paid</b>	<b>Amount Paid</b>
Board of Director's Payroll	11/22/2022	\$ 353.55
Payroll	11/23/2022	\$ 71,744.58
Revolving Reimbursement	11/30/2022	\$ 28,421.73
	<b>Total Amount to be Reimbursed:</b>	<b>\$ 100,519.86</b>



# Revolving Account

Report Criteria:  
 Report type: Summary  
 Check.Type = {<>} "Adjustment"  
 Bank.Number = {=} 3

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
11/22	11/01/2022	13035	10363	Staples Business Credit	102000	1,116.99
11/22	11/08/2022	13036	10350	Domingo Saucedo	102000	92.35
11/22	11/09/2022	13037	10530	Hwa Lin Chen	102000	64.51
11/22	11/09/2022	13038	11940	Lincoln National Life Insurance Co.	102000	2,990.00
11/22	11/09/2022	13039	13190	Patrick Rowland	102000	225.00
11/22	11/14/2022	13040	10405	Elham Khajavi DDS, Inc.	102000	703.00
11/22	11/14/2022	13041	10527	Jone Kim, DDS MS	102000	1,158.00
11/22	11/14/2022	13042	13367	Kent W. Wilson, DDS	102000	1,140.00
11/22	11/14/2022	13043	13350	L. Andrew Mutch, DDS	102000	283.00
11/22	11/14/2022	13044	10145	May Chong Louie-Au	102000	315.00
11/22	11/14/2022	13045	12674	U.S. Bank	102000	5,525.07
11/22	11/14/2022	13046	10199	Winston W Chee D.D.S.	102000	130.00
11/22	11/16/2022	13047	13350	L. Andrew Mutch, DDS	102000	497.00
11/22	11/16/2022	13048	10532	Monster Houzz Inc.	102000	35.96
11/22	11/16/2022	13049	10423	SCWUA	102000	70.00
11/22	11/21/2022	13050	10534	Beach City Dental	102000	377.00
11/22	11/21/2022	13051	13774	Great Smiles Dental	102000	102.00
11/22	11/21/2022	13052	13494	Roy H. Chang, DDS	102000	290.00
11/22	11/21/2022	13053	10533	Tyanna Barrios	102000	150.00
11/22	11/22/2022	13054	13529	Eric Chan	102000	92.35
11/22	11/22/2022	13055	10350	Domingo Saucedo	102000	92.35
11/22	11/22/2022	13056	13277	Hilton Hotel	102000	1,803.07
11/22	11/22/2022	13057	13594	Scott A. Santoro, DMD, Inc.	102000	50.00
11/22	11/23/2022	13058	11940	Lincoln National Life Insurance Co.	102000	2,990.00
11/22	11/23/2022	13059	10379	SWRCB-DWOCF	102000	90.00
11/22	11/28/2022	13060	13774	Great Smiles Dental	102000	117.00
11/22	11/28/2022	13061	10098	Petty Cash Reimbursement	102000	232.25
11/22	11/28/2022	13062	10363	Staples Business Credit	102000	1,280.47
11/22	11/30/2022	13063	13366	Anthony Agobian	102000	141.66
11/22	11/30/2022	13064	10086	Barsoum Dental	102000	590.00
11/22	11/30/2022	13065	13296	Jeffrey C. Murphy, DDS	102000	453.00
11/22	11/30/2022	13066	10535	Hawaii Super Market, Inc.	102000	5,078.07
11/22	11/30/2022	13067	10536	Robert C. Phan	102000	146.63

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
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Grand Totals:

28,421.73

Report Criteria:  
 Report type: Summary  
 Check.Type = (<>) "Adjustment"  
 Bank.Bank number = (=) 3

**RESOLUTION NO. 12-22-520**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN GABRIEL COUNTY WATER DISTRICT  
TRANSFERRING FUNDS UNAPPROPRIATED AS OF  
DECEMBER 31, 2022 TO THE DISTRICT'S CONTINGENCY  
RESERVE ACCOUNT, AND APPROVING THE DISTRICT'S  
BUDGET FOR THE FISCAL YEAR COMMENCING  
JANUARY 1, 2023.**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SAN GABRIEL COUNTY  
WATER DISTRICT** as follows:

Section 1:     ***Contingency Reserves***

The District has previously established a Contingency Reserve Account for each discrete fund of the District. The continued existence of such Contingency Reserve Account is hereby affirmed.

All Monies previously appropriated to any fund of the District which are not expended as of December 31, 2022 shall be appropriated to the Contingency Reserve Account of each respective District fund.

Monies previously and currently appropriated to the various Contingency Reserve Accounts shall be expended during future fiscal years first to avoid borrowing pending receipt of tax revenues and then for usual and necessary expenses chargeable to each of the various respective funds prior to the expenditure of appropriations for the then current fiscal year, provided, moneys appropriated to a Contingency Reserve Account shall not be expended as aforesaid to the extent that appropriations to a Contingency Reserve Account are being accumulated to provide reserves for emergencies, other unforeseen contingencies, specific Capital Projects or other property acquisition.

Section 2. *Budget*

The Budget attached hereto and hereby incorporated by this reference as Exhibit A, be and the same is hereby proposed for the fiscal year commencing January 1, 2023.

**PASSED, APPROVED AND ADOPTED THIS 13th DAY OF DECEMBER, 2022**

\_\_\_\_\_  
PRESIDENT

ATTEST:

\_\_\_\_\_  
SECRETARY  
(SEAL)

**EXHIBIT "A" TO  
SAN GABRIEL COUNTY WATER DISTRICT  
RESOLUTION NO. 12-22-520**

WATER OPERATIONS FUND

CALENDAR YEAR 2023

WATER OPERATIONS FUND RESERVES:

Estimated Water Sales:	\$9,802,977
Estimated Other Revenues:	\$101,320
TOTAL WATER FUND REVENUES	\$9,904,297

WATER OPERATIONS FUND EXPENDITURES:

Production	\$2,251,638
Transmission and Distribution	\$680,123
Customer Service/Meter Reading/Billing	\$380,433
General and Administrative	\$4,019,392
Capital Expenditures	\$2,572,000
TOTAL WATER FUND EXPENDITURES	\$9,903,586

**TABLE 3-1**

REVENUE AND EXPENDITURE DIS\* (SUMMARY PAGE)

	ACTUAL 2021	APPROVED 2022	PROPOSED 2023
<b>REVENUE</b>			
Operational	10,071,511	9,539,033	9,802,977
Non-Operational	<u>98,329</u>	<u>106,820</u>	<u>101,320</u>
Total Revenue	10,169,840	9,645,853	9,904,297
 <b>EXPENDITURES</b>			
<u>Operating Expense</u>			
Production	2,024,592	2,103,494	2,251,638
Transmission/Distribution	581,653	660,916	680,123
Customer Service/Meter Reading	338,549	370,509	380,433
General/Administrative	<u>3,164,295</u>	<u>3,421,062</u>	<u>4,019,392</u>
Total Operating Expense	6,109,089	6,555,981	7,331,586
 Capital Expenditures	 2,915,000	 3,075,000	 2,572,000
Total Expenses	9,024,089	9,630,981	9,903,586
 NET GAIN OR LOSS	 1,145,751	 14,872	 711

**TABLE 3-2**

**REVENUE**

ACCT. NO.	DESCRIPTION	ACTUAL 2021	APPROVED 2022	PROPOSED 2023
	OPERATIONAL	10,071,511	9,539,033	9,802,977
	NON-OPERATIONAL	<u>98,329</u>	<u>106,820</u>	<u>101,320</u>
	TOTAL REVENUE	10,169,840	9,645,853	9,904,297
	<u>OPERATIONAL REVENUE</u>	6,044,387	5,750,000	5,779,182 water
		<u>3,148,772</u>	<u>3,377,583</u>	<u>3,404,045</u> meter
404000/404029	Water Sales	9,193,159	9,127,583	9,183,227
10-41-4100	Cross Connection Admin. Fees	7,288	7,400	7,400
10-41-4101	Fire Flow Fee	4,900	3,500	3,500
10-41-4102	Fire Prevention (DC)	117,607	110,000	110,000
10-41-4103	City of S.G Hydrant Rental	3,750	3,750	3,750
10-41-4104	Late Fees	0	1,500	4,000
10-41-4105	Ordinance Violation	150	0	300
10-41-4107	Return Payment Fee	805	800	800
10-41-4108	Shut Off Fee	0	1,500	2,000
10-41-4109	Water Connection Fee	640,363	150,000	225,000
10-45-4500	Water Quality Authority Assessment	54,221	63,000	63,000
10-48-4805	Developer's Fees	49,268	70,000	200,000
10-48-4821	Raymond Basin Water Lease	0	0	0
	TOTAL OPERATIONAL REVENUE	10,071,511	9,539,033	9,802,977
	<u>NON-OPERATIONAL REVENUE</u>			
10-48-4800	Metro PCS-American Tower	22,838	20,700	20,700
10-48-4803	Enersponse Inc	9,898	7,500	7,500
10-48-4810	Interest: LAIF	42,181	35,000	45,000
10-48-4811	Interest: Time Value Investment	17,509	18,000	18,000
10-48-4812	Interest Revenue Other	7	20	20
10-48-4813	Miscellaneous Income	66,894	20,500	5,000
10-48-4817	Unclaimed Deposit	0	100	100
10-48-4820	Insurance Reimbursements	8,220	5,000	5,000
10-48-4822	Lease Revenue	15,000	0	0
10-58-5892	Unrealized Gains/Losses	-84,218	0	0
10-59-5961	Gains & Loss on Sales of Asset	0	0	0
	TOTAL NON-OPERATIONAL REVENUE	98,329	106,820	101,320

\*Water Sales Based on 5,100 acre feet

**TABLE 3-3**

***PRODUCTION AND SUPPLY***

<u>ACCT. NO.</u>	<u>DESCRIPTION</u>	<u>ACTUAL 2021</u>	<u>APPROVED 2022</u>	<u>PROPOSED 2023</u>
<u>SALARIES</u>				
10-50-5001	Salaries	\$245,846	\$241,494	\$348,138
10-50-5002	Overtime	4,532	5,500	\$5,500
	Sub-Total Salaries	250,378	246,994	353,638
<u>OPERATIONS AND MAINTENANCE EXPENSE</u>				
10-50-5006	Supplies /Tools	570	3,000	3,000
10-50-5007	Truck	6,116	7,000	9,000
10-50-5008	Training/Travel	50	2,000	2,500
10-50-5040	Water Quality Expense/Chlorinators	24,289	46,500	40,000
10-50-5041	Water Quality Monitoring (samples)	24,627	30,000	30,000
10-50-5050	MSGB Watermaster Assessment	843,568	940,000	875,000
10-50-5051	Lease Water Rights	0	0	0
10-50-5052	Water Quality Authority Assessment	64,750	64,750	64,750
10-50-5053	Raymond Basin Assessment	5,825	33,000	33,000
10-50-5061	Electric Power	497,330	500,000	605,000
10-50-5062	Gas Power	211	250	250
10-50-5069	Reservoirs	6,478	10,000	10,000
10-50-5070	SCADA	1,598	25,000	7,500
10-50-5071	Pump/Motor Equipment	241,035	125,000	150,000
10-50-5072	Building/Grounds	46,864	50,000	45,000
10-50-5073	Production Maintenance Contract	10,903	12,000	15,000
10-50-5076	Generator Fuel and Expenses	0	8,000	8,000
	Sub-Total Expense	1,774,214	1,856,500	1,898,000
	<i>PROGRAM TOTAL</i>	<i>2,024,592</i>	<i>2,103,494</i>	<i>2,251,638</i>
	PERSONNEL AUTHORIZED	2.50	2.50	3.50



**TABLE 3-4**

***TRANSMISSION AND DISTRIBUTION***

<u>ACCT. NO.</u>	<u>DESCRIPTION</u>	<u>ACTUAL 2021</u>	<u>APPROVED 2022</u>	<u>PROPOSED 2023</u>
<u>SALARIES</u>				
10-51-5001	Salaries	\$355,242	\$399,916	\$404,623
10-51-5002	Overtime	6,532	12,000	7,500
	Sub-Total Salaries	361,774	411,916	412,123
<u>OPERATIONS AND MAINTENANCE EXPENSE</u>				
10-51-5006	Tools	19,077	5,000	12,500
10-51-5007	Truck	5,367	22,000	22,000
10-51-5008	Training / Travel	120	2,500	2,500
10-51-5101	Distribution Mains/Leaks	85,347	70,000	70,000
10-51-5102	Paving	27,414	30,000	40,000
10-51-5103	Service Leaks	47,239	70,000	70,000
10-51-5104	Large Meter Testing & Repair	11,268	20,000	20,000
10-51-5105	Meter Exchange Program	0	0	0
10-51-5106	Fire Hydrant Maintenance	2,382	2,000	2,000
10-51-5107	Gate Valve Maintenance	407	2,000	2,000
10-51-5108	Permits	1,545	10,000	7,500
10-51-5110	Shop	2,951	5,000	5,000
10-51-5111	Uniforms	6,455	6,500	6,500
10-51-5199	Inventory Adjustment	10,307	4,000	8,000
	Sub-Total Expense	219,879	249,000	268,000
	<i>PROGRAM TOTAL</i>	<i>581,653</i>	<i>660,916</i>	<i>680,123</i>
	PERSONNEL AUTHORIZED	4.00	4.00	4.00

**TABLE 3-5**

***CUSTOMER SERVICE/METER READING/BILLING***

<u>ACCT. NO</u>	<u>DESCRIPTION</u>	<u>ACTUAL 2021</u>	<u>APPROVED 2022</u>	<u>PROPOSED 2023</u>
<u>SALARIES</u>				
10-56-5001	Salaries - Field	\$101,509	\$109,499	\$108,139
10-56-5002	Overtime	\$18,761	\$12,000	\$12,000
10-57-5001	Salaries - Office	\$163,687	\$175,410	\$180,194
	Sub-Total Salaries	283,957	296,909	300,333
<u>OPERATIONS AND MAINTENANCE EXPENSE</u>				
10-56-5006	Billing Supplies	16,527	22,000	22,000
10-56-5007	Truck	3,107	4,000	4,500
10-56-5008	Training / Travel	390	2,000	1,500
10-57-5008	Training / Travel	0	1,000	1,500
10-57-5701	Internet Service	13,233	15,000	16,000
10-57-5702	Postage	21,460	25,000	27,000
10-57-5703	Uncollectable Accounts	(125)	2,500	2,500
10-57-5707	Cash Over/Short	0	100	100
10-57-5709	Conservation Education	0	2,000	5,000
	Sub-Total Expense	54,592	73,600	80,100
	<i>PROGRAM TOTAL</i>	<i>338,549</i>	<i>370,509</i>	<i>380,433</i>
<u>PERSONNEL AUTHORIZED</u>				
	Field	1.50	1.50	1.50
	Office	2.50	2.50	2.50
	Total	4.00	4.00	4.00

TABLE 3-6

## GENERAL AND ADMINISTRATIVE

ACCT. NO.	DESCRIPTION	ACTUAL 2021	APPROVED 2022	PROPOSED 2023
<u>SALARIES</u>				
10-58-5001	Salaries	\$634,479	\$677,162	\$752,592
<u>OPERATIONS AND MAINTENANCE EXPENSE</u>				
10-58-5006	Office and Computer Supplies	25,257	25,000	27,500
10-58-5007	Automobile	6,236	7,500	8,000
10-58-5008	Convention/Travel/Training	1,467	7,500	8,000
10-58-5810	Health/Vision/Life Insurance	579,974	681,000	625,000
10-58-5811	Medicare	23,122	29,000	29,000
10-58-5812	Dental	56,863	70,000	80,000
10-58-5820	Public Employees Retirement System	548,793	660,000	752,000
10-58-5830	Insurance	75,662	75,000	77,000
10-58-5831	Audit Fees	12,000	12,000	12,000
10-58-5832	LAFCO Operating Costs	3,228	3,500	3,500
10-58-5833	Miscellaneous Bank Charges	39,586	39,000	45,000
10-58-5834	Legal/Professional	48,971	48,500	52,000
10-58-5835	Building and Grounds	54,769	55,000	60,000
10-58-5836	Maintenance Contracts & Renewals	105,172	164,000	188,000
10-58-5837	Alarm Rental	1,620	3,500	6,000
10-58-5838	Outside Consultants	169,820	115,000	100,000
10-58-5839	Outside Services	783	2,500	2,500
10-58-5842	Public Relations	45,595	32,500	25,000
10-58-5844	Communications	16,971	20,000	20,000
10-58-5845	Regulatory Fees (AQMD/NPDES/CDPH)	43,401	39,000	42,000
10-58-5846	Safety Equipment	6,114	4,500	15,000
10-58-5847	Safety Incentives	13,149	7,500	7,500
10-58-5848	Elections	56,045	0	1,000
10-58-5849	Dues/Memberships	25,451	27,000	25,000
10-58-5850	Office/Warehouse Utilities	18,080	25,000	25,000
10-58-5860	Conv/Travel - C. DeLaTorre	0	5,000	5,000
10-58-5861	Conv/Travel - A. Mamdapurkar	375	5,000	5,000
10-58-5862	Conv/Travel - J. Prior	1,312	5,000	5,000
10-58-5863	Conv/Travel - L. Taylor	0	5,000	5,000
10-58-5864	Conv/Travel - M. Cammarano	0	5,000	5,000
10-58-5865	Conv/Travel - D. Saucedo	0	5,000	5,000
10-58-5904	Pre-Employment Physicals	0	400	800
10-59-5940	Pension Trust Contributions	0	280,000	0
10-59-5950	GASB 45 Expense (OPEB)	550,000	280,000	1,000,000
	Sub-Total Expense	2,529,816	2,743,900	3,266,800
	<i>PROGRAM TOTAL</i>	<i>3,164,295</i>	<i>3,421,062</i>	<i>4,019,392</i>
	PERSONNEL AUTHORIZED	3-10	4.50	4.50

TABLE 4-2

***SAN GABRIEL COUNTY WATER DISTRICT  
5-STEP MERIT PLAN SALARY SCHEDULE  
CALENDAR YEAR 2023***

<u>RE-CLASSIFICATION</u>	<u>STEP A</u>	<u>STEP B</u>	<u>STEP C</u>	<u>STEP D</u>	<u>STEP E</u>
Office Clerk	4769	5007	5258	5521	5797
Water Service Worker I	4855	5098	5353	5620	5901
Billing Clerk	5211	5472	5745	6032	6334
Water Service Worker II	5349	5616	5897	6192	6502
Management Assistant/Account Clerk	6228	6539	6866	7210	7570
Customer Service Rep/Conservation Spec	6178	6487	6811	7152	7509
Production Operator	6083	6387	6707	7042	7394
Water Service Worker III	6184	6493	6818	7159	7517
Water Quality Specialist	6561	6889	7234	7595	7975
Project Manager	7593	7973	8371	8790	9229
Production Lead Person	7231	7593	7972	8371	8789
Distribution Lead Person	7231	7593	7972	8371	8789
Operations Superintendent	9924	10420	10941	11488	12063
Finance & Admin. Manager	10915	11461	12034	12635	13267
Assistant General Manager	12454	13077	13731	14417	15138
General Manager	15579	16358	17176	18035	18936

7% Cost of Living effective 1/1/23

**CAPITAL IMPROVEMENTS**

			PROPOSED 2023
1		MAINLINE REPLACEMENT	1,947,000
2		SERVICE REPLACEMENT	175,000
3		METERS	100,000
4		FIRE HYDRANT	40,000
5		TRUCK	45,000
6		NEW VALVE TRUCK	125,000
7		SKID STEER	100,000
8		FUEL TRAILER/BUILDING	40,000

Total \$2,572,000

**RESOLUTION NO. 12-22-521**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN GABRIEL COUNTY WATER DISTRICT ESTABLISHING  
AUTHORIZED POSITIONS AND COMPENSATION**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SAN GABRIEL  
COUNTY WATER DISTRICT as follows:**

**Section 1. *Purpose***

This resolution establishes authorized positions and the rate of compensation for authorized positions commencing January 1, 2023.

**Section 2. *Authorized Positions***

The positions described on Table 4-1 attached hereto and hereby incorporated by this reference, are authorized.

**Section 3. *Compensation***

Salaries described on Table 4-2 attached hereto and hereby incorporated by this reference, are authorized at the salary indicated.

**PASSED, APPROVED AND ADOPTED THIS 13th DAY OF  
DECEMBER, 2022.**

\_\_\_\_\_  
PRESIDENT

ATTEST:


\_\_\_\_\_  
SECRETARY

(SEAL)



**MEMORANDUM**

**TO:** PRESIDING OFFICER OF EACH INDEPENDENT SPECIAL DISTRICT IN  
LOS ANGELES COUNTY

**FROM:** WILLIAM F. KRUSE 

**RE:** BALLOT; SPECIAL DISTRICT LAFCO REPRESENTATIVE

**DATE:** September 26, 2022

Enclosed is the Ballot and the supplementary materials submitted for each of the candidates for Special District LAFCO **VOTING MEMBER** for the term expiring in May 2026. Nominations closed as of 5:00 p.m. on September 21, 2022.

Please vote for ONE candidate for the position. The marked ballots should be placed in the envelope marked "Ballot Envelope" and sealed. Please write the name of your agency and sign your name on the outside of the ballot envelope and return the completed ballots by mail to:

**William F. Kruse, Esq.**  
**Lagerlof, LLP**  
**155 N. Lake Avenue, 11th Floor**  
**Pasadena, CA 91101.**

**No ballot will be counted if it is missing the name of the voting agency and the signature of the Presiding Officer on the ballot envelope.**

The candidate receiving the highest number of votes will be declared the special district voting member to LAFCO.

**Ballots must be returned by 5:00 p.m. on November 30, 2022.**

WFK/dc  
Enclosures

cc: Paul Novak, w/enc.

# BALLOT

## SPECIAL DISTRICT LAFCO VOTING MEMBER

**Please vote for no more than one candidate.**

**STEVEN APPLETON**

Occupation: Board of Trustee Member

Sponsor: Greater Los Angeles County Vector Control District

**ROBERT W. LEWIS**

Occupation: Water District Director

Sponsor: Rowland Water District

**SHARON RAGHAVACHARY**

Occupation: Water District Director

Sponsor: Crescenta Valley Water District

**YVETTE STEVENSON-RODRIGUEZ**

Occupation: Board President

Sponsor: Orchard Dale Water District





**Water Levels as of November 30, 2022**

Listed below are the water levels in the Baldwin Park Key Well and Wells owned and operated by San Gabriel County Water District.

The Baldwin Park Key Well is located in the central portion of the San Gabriel Valley within the City of Baldwin Park and is used by the Main San Gabriel Basin Watermaster to monitor changes in the groundwater supply for the Basin. Each vertical foot is equivalent to about 8,000 acre-feet of groundwater in the Main Basin. The Key Well elevation is measured at sea level.

	<u>NOVEMBER 2021</u>	<u>NOVEMBER 2022</u>
Baldwin Park Key Well	182.4	179.7

Reservoir Storage in the San Gabriel Canyon:

Cogswell Reservoir	11,136 acre-feet
San Gabriel Reservoir	43,646 acre-feet
Morris Reservoir	28,696 acre-feet
Total Storage Capacity	83,478 acre-feet

As of November 29, 2022 combined storage was 14,574 acre-feet (18 percent of capacity)

San Gabriel County Water District

Listed below are water levels measured at static and pumping and also pump depth.

	<u>2021</u>	<u>2021</u>	<u>2022</u>	<u>2022</u>	
	STATIC	PUMPING	STATIC	PUMPING	PUMP DEPTH
<u>Raymond Basin</u>					
Well #16	270	359	291	385	423
<u>Main San Gabriel Basin</u>					
Well #9	NM	384.5	NM	403	471
Well #11	236	347	236	351	483
Well #12	226	249	228	252	380
Well #14	192	NM	196	271	381
Well #15	381	418	379	417	650