

**San Gabriel County Water District  
Regular Meeting of the Board of Directors  
8366 Grand Ave  
Rosemead, CA 91770  
November 28, 2023  
4:00 P.M.**

**VIA TELECONFERENCE  
Or the most rapid means of communication available at the time  
1(669)900-9128 US (San Jose) ID: 885 8375 9863 Passcode: 244151**

**AGENDA**

**Call to Order**

**1. Pledge of Allegiance**

**2. Roll Call**      **Director Cammarano**      \_\_\_\_\_  
                         **Director DeLaTorre**      \_\_\_\_\_  
                         **Director Taylor**      \_\_\_\_\_  
                         **Director Saucedo**      \_\_\_\_\_  
                         **Director Mamdapurkar**      \_\_\_\_\_

**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 14, 2023**  
**Minutes of a Closed Session Special Meeting of the Board of Directors held November 14, 2023**  
**Minutes of Regular Meeting of the Board of Directors held November 14, 2023**

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

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

**a. Revolving/Payroll Account Reimbursement**

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

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**7. District Counsel**

**8. Action Items**

**a. 2024 Budget – Consider Adoption of Resolution No. 11-23-523**

**Motion:**

**Second:**

**Action:**

**b. Authorize Positions and Compensation – Consider Adoption of Resolution  
No. 11-23-524**

**Motion:**

**Second:**

**Action:**

**9. Miscellaneous Information Items**

**a. Receive and File: October 2023 Banking & Investment Report**

**b. Receive and File: October 2023 Monthly Revenue & Expenditure Report**

**10. General Manager Report**

**11. Future Agenda Items**

**12. Director Comments**

**13. Adjournment to Closed Session**

- a. Public Employee performance Review (§54957)  
Title: General Manager**

**14. Reconvene in Open Session**

- a. Report of Action, if any, Taken in Closed Session**

**15. 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 14, 2023**

- 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 14, 2023, at 8366 Grand Avenue, Rosemead, California at the hour of 2:00 p.m.
- ROLL CALL** Present at the meeting were General Manager Jim Prior, Carmen Corona, Casey Feilen, Directors Taylor, Cammarano, DeLaTorre, Saucedo and Mamdapurkar and District Counsel Koczanowicz.
- AGENDA** Upon motion by Director DeLaTorre and seconded by Director Taylor, the Board on a 5-0 vote adopted the agenda as presented.
- PUBLIC COMMENT** No members of the public were present
- DISCUSSION OF THE DISTRICT'S 2024 PROPOSED BUDGET** Board received a Proposed 2024 Draft Budget packet from General Manager Prior, who then went through the projected revenues and expenditures in all of the departments, as well as the proposed Capital Improvements expenditures. Due to projected decreases in water sales and no large upcoming development projects overall projected revenues are expected to decrease to \$9,356, 253. Corresponding expenditures, costs and expenses are also projected to decrease to \$9,356,276 for a \$23.00 projected deficit.
- Expected capital projects included the valves at Van Nuys reservoir, the “freeway crossing” project, refurbishing of the warehouse bathroom and Well 12 treatment plant, which will address the potential arsenic issue.
- General Manager proposed an annual 40-hour administrative leave for the three exempt employees of the District, stating that such leaves are in place in other Districts in the area. Board held some discussion on this issue and was informed that such leave would not have additional financial impact on the proposed budget. General Manager also proposed a tuition reimbursement for the employees who are seeking college degrees. Staff answered questions from the Directors with regard to the details of such reimbursement. The final decision on the two items will be made by the Board when it takes action on the final budget approval at the next meeting.
- Director Cammarano congratulated staff on the safety records and on the past JPIA premium refunds. General Manager explained the program to the new Directors and informed the Board that refunds have been suspended as costs have increased, but the District’s safety record continues to be a high priority.

The Board will take action on the final budget Resolutions at the next meeting.

**ADJOURNMENT**

Upon motion by Director Taylor, seconded by Director DeLaTorre the Board voted unanimously to adjourn the meeting at 3:02 p.m.

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President

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Secretary

[SEAL]

**MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF  
SAN GABRIEL COUNTY WATER DISTRICT  
HELD ON NOVEMBER 14, 2023**

- 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 14, 2023, at 8366 Grand Avenue, Rosemead, California at the hour of 3:30 p.m.
- ROLL CALL**            Present at the meeting were General Manager Jim Prior, Carmen Corona, Casey Feilen, Directors Taylor, Cammarano, DeLaTorre, Saucedo and Mamdapurkar and District Counsel Koczanowicz.
- PUBLIC COMMENT**      None.
- CLOSED SESSION**     Board adjourned to closed session at 3:32 pm to consider one item:  
  
Conference with Property Negotiators Gov Code Section 54956.8
- RECONVENE AND REPORT OUT**    Board returned to open session at 3:47 pm and District Counsel reported that Board unanimously approved a request for extension of the lease back at 8351 Grand Ave till January 31, 2024.
- ADJOURNMENT**        Upon motion by Director Taylor, seconded by Director Saucedo the Board voted unanimously to adjourn the meeting at 3:48 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 14, 2023**

- CALL TO ORDER** A regular meeting of the Board of Directors of the San Gabriel County Water District was called to order on Tuesday, November 14, 2023, at 8366 Grand Avenue, Rosemead, California at the hour of 4:00 p.m.
- ROLL CALL** Present at the meeting were General Manager Jim Prior, Carmen Corona, Casey Feilen, Directors Taylor, Cammarano, DeLaTorre, Saucedo and Mamdapurkar and District Counsel Koczanowicz.
- AGENDA** Upon motion by Director DeLaTorre, seconded by Director Saucedo, the Board voted unanimously to adopt the agenda as presented.
- PUBLIC COMMENT** No member of the public was present when the item came up. Former Director Chan arrived at 4:04 pm during the minutes discussion and was given the opportunity to address the Board but only wanted to observe.
- MINUTES** Upon motion by Director Taylor and seconded by Director Mamdapurkar, the Board voted to approve the minutes for the meeting of the Board of Directors held on October 24, 2023.  
Motion passed 5-0.
- DEMANDS** Director DeLaTorre motioned to authorize payments from the General Account in the amount of \$740,792.82 (chk#22857-22910) and an electronic funds transfer from the General Account to the Revolving Account in the amount of \$125,968.33 (chk#13388(voided) and 13432-13464). The motion was seconded by Director Saucedo. Directors asked questions about the truck purchases and costs of outside landscaping, which were answered by staff to the Board's satisfaction. Motion passed on a 5-0 vote.
- DISTRICT COUNSEL REPORT** District Counsel briefed the Board on a recent Appellate Court decision People v. Boitez, wherein the Appellate Court found that consent for a search of a vehicle was not voluntarily given as it was based on erroneous, though good faith, statements of the officer. The officer told the suspect that if a vehicle search was allowed, the vehicle would not be towed and impounded. That was not a correct statement and though the officer was trying to assist the suspect and thought he was right, the consent to the search based on this statement was not voluntarily given.
- ACTION ITEMS:** None.
- MISC INFORMATION** Receive and File: Board received the Water Well Report. Director Taylor noted that storage levels were up and asked why Well 9 had NM rather than

a measurement. Staff explained that NM meant not measured, most likely due to the fact that it was not running. General Manager noted that the upcoming rain will likely cause the Key Well measurements to raise to 230-240 feet.

**GENERAL  
MANAGER  
REPORT**

Mr. Prior reported that District received a Property Tax bill for the Grand ave residential acquisition and that District Counsel will check if the bill should have been paid through escrow. He also reported that contract negotiations with Terra Verde for Letter of Intent to CARB were ongoing and that he would like his evaluation to be scheduled for the upcoming meeting.

**FUTURE  
AGENDA  
ITEMS**

Closed Session General Manager Evaluation

**DIRECTOR  
COMMENTS**

Director Cammarano commented on the US Bank cash rewards and advised to use funds for monthly payments. She also thanked the Veterans for their service and noted that the City repainted the red curbs by the fire hydrants.

**ADJOURNMENT**

Upon motion by Director DeLaTorre, seconded by Director Saucedo the Board voted unanimously to adjourn the meeting at 4:22 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>
Payroll	11/8/2023	\$ 83,610.81
Director's Payroll	11/14/2023	\$ 353.55
Payroll	11/22/2023	\$ 83,570.90
	<b>Total Amount to be Reimbursed:</b>	<b>\$ 167,535.26</b>

**RESOLUTION NO. 11-23-523**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
SAN GABRIEL COUNTY WATER DISTRICT  
TRANSFERRING FUNDS UNAPPROPRIATED AS OF  
DECEMBER 31, 2023 TO THE DISTRICT'S CONTINGENCY  
RESERVE ACCOUNT, AND APPROVING THE DISTRICT'S  
BUDGET FOR THE FISCAL YEAR COMMENCING  
JANUARY 1, 2024.**

**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, 2023 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, 2024.

**PASSED, APPROVED AND ADOPTED THIS 28th DAY OF NOVEMBER, 2023**

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PRESIDENT

ATTEST:

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SECRETARY  
(SEAL)

**EXHIBIT "A" TO  
SAN GABRIEL COUNTY WATER DISTRICT  
RESOLUTION NO. 11-23-523**

**WATER OPERATIONS FUND**

**CALENDAR YEAR 2024**

**WATER OPERATIONS FUND RESERVES:**

Estimated Water Sales:	\$8,815,453
Estimated Other Revenues:	\$540,800
<b>TOTAL WATER FUND REVENUES</b>	<b>\$9,356,253</b>

**WATER OPERATIONS FUND EXPENDITURES:**

Production	\$2,282,778
Transmission and Distribution	\$713,872
Customer Service/Meter Reading/Billing	\$385,895
General and Administrative	\$3,389,054
Capital Expenditures	\$2,084,677
GASB 45 Liability	\$500,000
<b>TOTAL WATER FUND EXPENDITURES</b>	<b>\$9,356,276</b>

**TABLE 3-1**

REVENUE AND EXPENDITURE DIS\* (SUMMARY PAGE)

	ACTUAL 2022	APPROVED 2023	PROPOSED 2024
<b>REVENUE</b>			
Operational	9,699,050	9,802,977	8,815,453
Non-Operational	<u>(71,381)</u>	<u>101,320</u>	<u>540,800</u>
Total Revenue	9,627,669	9,904,297	9,356,253
 <b>EXPENDITURES</b>			
<u>Operating Expense</u>			
Production	2,085,886	2,251,638	2,282,778
Transmission/Distribution	606,736	680,123	713,872
Customer Service/Meter Reading	355,364	380,433	385,895
General/Administrative	<u>2,798,920</u>	<u>4,019,392</u>	<u>3,889,054</u>
Total Operating Expense	5,846,906	7,331,586	7,271,599
 Capital Expenditures	 1,955,061	 2,572,000	 2,084,677
Total Expenses	7,801,967	9,903,586	9,356,276
 NET GAIN OR LOSS	 1,825,702	 711	 (23)

**TABLE 3-2**

**REVENUE**

ACCT. NO.	DESCRIPTION	ACTUAL 2022	APPROVED 2023	PROPOSED 2024
	OPERATIONAL	9,699,050	9,802,977	8,815,453
	NON-OPERATIONAL	<u>(71,381)</u>	<u>101,320</u>	<u>540,800</u>
	TOTAL REVENUE	9,627,669	9,904,297	9,356,253
	<u>OPERATIONAL REVENUE</u>	5,651,447	5,779,182	4,971,677
		<u>3,136,061</u>	<u>3,404,045</u>	<u>3,434,576</u>
404000/404029	Water Sales	8,787,508	9,183,227	8,406,253
10-41-4100	Cross Connection Admin. Fees	7,284	7,400	7,400
10-41-4101	Fire Flow Fee	3,500	3,500	3,500
10-41-4102	Fire Prevention (DC)	135,675	110,000	110,000
10-41-4103	City of S.G Hydrant Rental	3,758	3,750	3,750
10-41-4104	Late Fees	15,900	4,000	15,000
10-41-4105	Ordinance Violation	0	300	0
10-41-4107	Return Payment Fee	883	800	800
10-41-4108	Shut Off Fee	4,708	2,000	4,000
10-41-4109	Water Connection Fee	392,766	225,000	100,000
10-45-4500	Water Quality Authority Assessment	53,915	63,000	64,750
10-48-4805	Developer's Fees	293,153	200,000	100,000
10-48-4821	Raymond Basin Water Lease	0	0	0
	TOTAL OPERATIONAL REVENUE	9,699,050	9,802,977	8,815,453
	<u>NON-OPERATIONAL REVENUE</u>			
10-48-4800	Metro PCS-American Tower	25,789	20,700	20,700
10-48-4803	Enersponse Inc	25,789	7,500	8,000
10-48-4810	Interest: LAIF	182,035	45,000	400,000
10-48-4811	Interest: Time Value Investment	32,477	18,000	25,000
10-48-4812	Interest Revenue Other	0	20	0
10-48-4813	Miscellaneous Income	14,895	5,000	12,000
10-48-4817	Unclaimed Deposit	0	100	100
10-48-4820	Insurance Reimbursements	12,752	5,000	0
10-48-4822	Lease Revenue	0	0	0
10-48-4824	Grand Lease Revenue	0	0	75,000
10-58-5892	Unrealized Gains/Losses	-365,118	0	0
10-59-5961	Gains & Loss on Sales of Asset	0	0	0
	TOTAL NON-OPERATIONAL REVENUE	(71,381)	101,320	540,800

\*Water Sales Based on 4,800 acre feet

**TABLE 3-3**

***PRODUCTION AND SUPPLY***

ACCT. NO.	DESCRIPTION	ACTUAL 2022	APPROVED 2023	PROPOSED 2024
<u>SALARIES</u>				
10-50-5001	Salaries	\$242,694	\$348,138	\$387,228
10-50-5002	Overtime	5,955	\$5,500	\$5,500
	Sub-Total Salaries	248,649	353,638	392,728
<u>OPERATIONS AND MAINTENANCE EXPENSE</u>				
10-50-5006	Supplies /Tools	3,249	3,000	3,000
10-50-5007	Truck	7,262	9,000	10,000
10-50-5008	Training/Travel	774	2,500	3,000
10-50-5040	Water Quality Expense/Chlorinators	71,487	40,000	45,000
10-50-5041	Water Quality Monitoring (samples)	29,421	30,000	30,000
10-50-5050	MSGB Watermaster Assessment	782,636	875,000	820,000
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	33,792	33,000	33,000
10-50-5061	Electric Power	606,982	605,000	640,000
10-50-5062	Gas Power	230	250	300
10-50-5069	Reservoirs	1,961	10,000	10,000
10-50-5070	SCADA	20,304	7,500	7,500
10-50-5071	Pump/Motor Equipment	155,296	150,000	150,000
10-50-5072	Building/Grounds	30,359	45,000	45,000
10-50-5073	Production Maintenance Contract	17,472	15,000	16,500
10-50-5076	Generator Fuel and Expenses	11,262	8,000	12,000
	Sub-Total Expense	1,837,237	1,898,000	1,890,050
	<i>PROGRAM TOTAL</i>	<i>2,085,886</i>	<i>2,251,638</i>	<i>2,282,778</i>
	PERSONNEL AUTHORIZED	2.50	2.50	3.50

**TABLE 3-4**

***TRANSMISSION AND DISTRIBUTION***

<b>ACCT. NO.</b>	<b>DESCRIPTION</b>	<b>ACTUAL 2022</b>	<b>APPROVED 2023</b>	<b>PROPOSED 2024</b>
<b><u>SALARIES</u></b>				
10-51-5001	Salaries	\$388,838	\$404,623	\$421,372
10-51-5002	Overtime	4,947	7,500	7,500
	Sub-Total Salaries	393,785	412,123	428,872
<b><u>OPERATIONS AND MAINTENANCE EXPENSE</u></b>				
10-51-5006	Tools	4,903	12,500	15,000
10-51-5007	Truck	21,137	22,000	37,000
10-51-5008	Training / Travel	1,131	2,500	4,000
10-51-5101	Distribution Mains/Leaks	74,049	70,000	70,000
10-51-5102	Paving	30,000	40,000	40,000
10-51-5103	Service Leaks	52,004	70,000	70,000
10-51-5104	Large Meter Testing & Repair	10,946	20,000	20,000
10-51-5105	Meter Exchange Program	0	0	0
10-51-5106	Fire Hydrant Maintenance	881	2,000	2,000
10-51-5107	Gate Valve Maintenance	3,827	2,000	2,000
10-51-5108	Permits	1,947	7,500	7,500
10-51-5110	Shop	2,988	5,000	5,000
10-51-5111	Uniforms	6,840	6,500	8,500
10-51-5199	Inventory Adjustment	2,298	8,000	4,000
	Sub-Total Expense	212,951	268,000	285,000
	<b><i>PROGRAM TOTAL</i></b>	<b><i>606,736</i></b>	<b><i>680,123</i></b>	<b><i>713,872</i></b>
	<b>PERSONNEL AUTHORIZED</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>



**TABLE 3-5**

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

<u>ACCT. NO</u>	<u>DESCRIPTION</u>	<u>ACTUAL 2022</u>	<u>APPROVED 2023</u>	<u>PROPOSED 2024</u>
<u>SALARIES</u>				
10-56-5001	Salaries - Field	\$97,431	\$108,139	\$106,745
10-56-5002	Overtime	\$12,326	\$12,000	\$12,000
10-57-5001	Salaries - Office	\$179,381	\$180,194	\$190,050
	Sub-Total Salaries	289,138	300,333	308,795
<u>OPERATIONS AND MAINTENANCE EXPENSE</u>				
10-56-5006	Billing Supplies	15,155	22,000	17,000
10-56-5007	Truck	4,518	4,500	6,000
10-56-5008	Training / Travel	251	1,500	2,000
10-57-5008	Training / Travel	805	1,500	2,000
10-57-5701	Internet Service	14,403	16,000	16,000
10-57-5702	Postage	24,663	27,000	27,000
10-57-5703	Uncollectable Accounts	860	2,500	2,000
10-57-5707	Cash Over/Short	(10)	100	100
10-57-5709	Conservation Education	5,581	5,000	5,000
	Sub-Total Expense	66,226	80,100	77,100
	<i>PROGRAM TOTAL</i>	<i>355,364</i>	<i>380,433</i>	<i>385,895</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 2022	APPROVED 2023	PROPOSED 2023
<u>SALARIES</u>				
10-58-5001	Salaries	\$682,204	\$752,592	\$776,094
<u>OPERATIONS AND MAINTENANCE EXPENSE</u>				
10-58-5006	Office and Computer Supplies	26,226	27,500	30,000
10-58-5007	Automobile	7,652	8,000	8,000
10-58-5008	Convention/Travel/Training	1,857	8,000	9,000
10-58-5009	Tuition Reimbursement	0	0	75,000
10-58-5810	Health/Vision/Life Insurance	522,126	625,000	590,000
10-58-5811	Medicare	24,895	29,000	34,000
10-58-5812	Dental	50,580	80,000	80,000
10-58-5820	Public Employees Retirement System	610,831	752,000	820,000
10-58-5830	Insurance	82,804	77,000	93,000
10-58-5831	Audit Fees	12,000	12,000	12,000
10-58-5832	LAFCO Operating Costs	3,580	3,500	3,500
10-58-5833	Miscellaneous Bank Charges	45,063	45,000	47,000
10-58-5834	Legal/Professional	45,204	52,000	53,560
10-58-5835	Building and Grounds	67,254	60,000	55,000
10-58-5836	Maintenance Contracts & Renewals	113,692	188,000	266,000
10-58-5837	Alarm Rental	3,895	6,000	6,000
10-58-5838	Outside Consultants	55,921	100,000	100,000
10-58-5839	Outside Services	655	2,500	2,500
10-58-5842	Public Relations	21,016	25,000	25,000
10-58-5844	Communications	17,351	20,000	20,000
10-58-5845	Regulatory Fees (AQMD/NPDES/CDPH)	57,257	42,000	80,000
10-58-5846	Safety Equipment	6,711	15,000	7,500
10-58-5847	Safety Incentives	7,792	7,500	7,500
10-58-5848	Elections	0	1,000	0
10-58-5849	Dues/Memberships	23,689	25,000	25,000
10-58-5850	Office/Warehouse Utilities	24,866	25,000	33,000
10-58-5851	Grand Rental Maintenance	0	0	100,000
10-58-5860	Conv/Travel - C. DeLaTorre	0	5,000	5,000
10-58-5861	Conv/Travel - A. Mamdapurkar	1,922	5,000	5,000
10-58-5862	Conv/Travel - J. Prior	572	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	440	5,000	5,000
10-58-5904	Pre-Employment Physicals	865	800	400
10-59-5940	Pension Trust Contributions	0	0	0
10-59-5950	GASB 45 Expense (OPEB)	280,000	1,000,000	500,000
	Sub-Total Expense	2,116,716	3,266,800	3,112,960
	<i>PROGRAM TOTAL</i>	<i>2,798,920</i>	<i>4,019,392</i>	<i>3,889,054</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 2024***

<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	4912	5158	5415	5686	5971
Water Service Worker I	5001	5251	5514	5789	6079
Billing Clerk	5367	5635	5917	6213	6524
Water Service Worker II	5509	5784	6074	6377	6696
Management Assistant/Account Clerk	6414	6735	7071	7425	7796
Customer Service Rep/Conservation Spec	6363	6681	7015	7366	7734
Production Operator	6265	6578	6907	7253	7615
Water Service Worker III	6370	6689	7023	7374	7743
Water Quality Specialist	6758	7096	7451	7823	8214
Project Manager	7821	8212	8623	9054	9506
Production Lead Person	7448	7820	8211	8622	9053
Distribution Lead Person	7448	7820	8211	8622	9053
Operations Superintendent	10222	10733	11270	11833	12425
Finance & Admin. Manager	11351	11919	12514	13140	13797
Assistant General Manager	12828	13469	14143	14850	15593
General Manager	16046	16848	17691	18575	19504

3% Cost of Living effective 1/1/24

**CAPITAL IMPROVEMENTS**

			PROPOSED 2024
1		MAINLINE REPLACEMENT	1,729,677
2		SERVICE REPLACEMENT	175,000
3		METERS	100,000
4		FIRE HYDRANTS	40,000
5		RESTROOM	40,000

Total

2,084,677

**RESOLUTION NO. 11-23-524**

**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, 2024.

**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 28th DAY OF  
NOVEMBER, 2023.**

\_\_\_\_\_  
PRESIDENT

ATTEST:

\_\_\_\_\_  
SECRETARY

(SEAL)



**SAN GABRIEL COUNTY WATER DISTRICT  
BANKING & INVESTMENT REPORT  
October 2023**

<b>Cash &amp; Investments</b>	
LAIF Investment	\$ 15,309,701
<i>LAIF Interest Rate</i>	3.670%
Time-Value Investment	\$ 1,470,645
Citizens Bank - General	\$ 2,214,743
Citizens Bank - Revolving	\$ 74,032
Citizens-Bank - Safety Lunches	\$ 26,818
Xpress Bill Pay Holding (Online)	\$ 35,332
Citizens Bank - General/Revolving & Other	\$ 2,350,924

*\*I hereby certify that the forgoing is true and correct and in accordance with the District's Investment Policy.*

Date: 11/28/2023

*Carmen J. [Signature]*  
Treasurer

	<u>Oct-22</u>	<u>YTD Oct-22</u>	<u>Oct-23</u>	<u>YTD Oct-23</u>
<i>Cash Receipts</i>	\$ 969,019	\$ 9,169,850	\$ 969,484	\$ 8,909,102
<i>Disbursements</i>	\$ 635,159	\$ 7,220,639	\$ 889,335	\$ 11,319,991
<i>Water Sales</i>	\$ 754,895	\$ 7,648,327	\$ 755,105	\$ 6,949,261
<i>Water Payments</i>	920,940			
<i>A/R Payments</i>	30,464		<i>Meter Charges</i> \$ 284,614	
<i>LAIF Interest</i>	-		<i>Water Charges</i> \$ 470,491	
<i>Time Value Interest</i>	18,350		<i>Total Billed</i> \$ 755,105	
<i>Safety Lunches</i>	(270)			
	\$ 969,484			

**SAN GABRIEL COUNTY WATER DISTRICT  
REVENUE AND EXPENDITURE DISTRIBUTION**

**October 2023  
Year-To-Date Percent  
83%**

Acct. #	Description	Budget	Receipts & Expenditures Oct-23	Total YTD	Balance	YTD %
	<b>Total Revenues</b>	\$ 9,904,297	\$ 790,848	\$ 7,940,559	\$ (1,963,738)	80%
	<b>Operational Expense</b>					
	Production & Supply	2,251,638	176,431	1,855,351	(396,287)	82%
	Transmission & Distribution	680,123	35,631	523,617	(156,506)	77%
	Customer Service	380,433	31,914	317,635	(62,798)	83%
	General & Administrative	4,019,392	252,906	3,406,791	(612,601)	85%
	<b>Total Operational Expense</b>	<b>7,331,586</b>	<b>496,882</b>	<b>6,103,395</b>	<b>(1,228,191)</b>	<b>83%</b>
	<b>Gain/(Loss) before Capital</b>	<b>2,572,711</b>	<b>293,966</b>	<b>1,837,163</b>	<b>(735,548)</b>	<b>71%</b>
	Capital Expenditures	2,572,000	417,423	4,429,831	1,857,831	172%
	<b>Gain/(Loss)</b>	<b>\$ 711</b>	<b>\$ (123,457)</b>	<b>\$ (2,592,667)</b>	<b>\$ (2,593,378)</b>	