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

November 26, 2019

2:30 P.M.

AGENDA

	Call to Ord	er	
1.	Pledge of A	llegiance	
2.	Roll Call	Director Taylor Director Chan Director Cammarano Director Cici Director DeLaTorre	
3.	Public Con		and not on the agenda may do so at this time
4.	Discussion	of the District's 2020 Propose	d Budget
5.	Adjournme	ent:	
	Mot Seco Acti	ond:	

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.



SAN GABRIEL COUNTY WATER DISTRICT PROPOSED 2020 BUDGET

James P. Prior Secretary/General Manager

MISSION

The mission of San Gabriel County Water District is to provide high quality water for residential, commercial, industrial and fire protection uses that meets or exceeds all local, state and federal standards and to provide courteous and responsive service at the most reasonable cost to our customers.

REVENUE AND EXPENDITURE DIS' (SUMMARY PAGE)

	ACTUAL 2018	APPROVED 2019	PROPOSED 2020
REVENUE			
Operational Non-Operational Total Revenue	9,433,113 243,437 9,676,550	9,481,421 <u>93,800</u> 9,575,221	9,197,069 <u>182,800</u> 9,379,869
EXPENDITURES			
Operating Expense Production Transmission/Distribution Customer Service/Meter Reading General/Administrative Total Operating Expense	2,276,447 480,977 325,465 3,334,747 6,417,636	2,852,454 566,254 355,890 3,710,207 7,484,805	2,889,052 597,089 373,210 3,952,216 7,811,567
Non-Operating Expense GASB 45 Expense	550,000	550,000	420,000
Total Non-Operating Expense Capital Expenditures	550,000 1,657,646	550,000 1,500,000	420,000 1,148,000
NET GAIN OR LOSS	1,051,268	40,416	302

TABLE 3-2

REVENUE

OPERATIONAL Q.433,113 Q.481,421 Q.197,069 NON-OPERATIONAL Q.43,437 Q.3,800 182,800 182,800 NON-OPERATIONAL Q.43,437 Q.3,800 182,800 182,800 Q.575,221 Q.379,869 Q.575,221 Q.57	ACCT NO	DESCRIPTION	ACTUAL 2018	APPROVED 2019	PROPOSED 2020
NON-OPERATIONAL 70 70 70 70 70 70 70 7	ACCT. NO.	DESCRIPTION		2017	
NON-OPERATIONAL 243.437 93.800 182.800 9,379,869					
NON-OPERATIONAL TOTAL REVENUE 9,676,550 9,575,221 9,379,869		OPERATIONAL	9,433,113	9,481,421	9,197,069
OPERATIONAL REVENUE 5,263,179 5,839,250 5,502,068 water 3,508,786 3,280,071 3,338,401 meter 4,04000/404028 Water Sales 8,771,965 9,119,321 8,840,469 10-48-4821 Raymond Basin Water Lease 157,500 0 0 0 0 10-40-4029 Construction Water Hydrant 14,237 10,000 5,000 10-45-4500 Water Quality Authority Assessment 45,926 54,000 63,000 10-41-4103 City of S.G Hydrant Rental 3,652 3,700 3,700 10-41-4102 Fire Prevention (DC) 121,185 100,000 90,000 10-41-4108 Shut Off Fee 0 5,500 5,500 10-41-4104 Late Fees 11,910 5,500 5,500 10-41-4104 Late Fees 11,910 5,500 5,500 10-41-4100 Cross Connection Admin. Fees 7,368 7,400 7,400 10-41-4101 Fire Flow Fee 3,600 1,000 1,500 10-41-4101 Fire Flow Fee 3,600 1,000 1,500 10-48-4810 Interest: LAIF 150,127 50,000 100,000 10-48-4811 Interest: Time Value Investment 14,899 5,000 35,000 10-48-4811 Interest: Time Value Investment 14,899 5,000 35,000 10-48-4811 Interest: Time Value Investment 14,899 5,000 35,000 10-48-4817 Unclaimed Deposit 0 100 100 100 100 10-48-4813 Miscellaneous Income 49,075 15,000 27,000 10-48-4800 American Tower 22,425 20,700 20,700 10-48-4800 ENELX 2,411 3,000 0					182,800
OPERATIONAL REVENUE			9,676,550	9,575,221	9,379,869
3,508,786 3,280,071 3,338,401 meter					
3,508,786 3,280,071 3,338,401 meter					
10-48-4821 Raymond Basin Water Lease 157,500 0 0 0 0 0 0 0 0 0		OPERATIONAL REVENUE			
10-48-4821 Raymond Basin Water Lease 157,500 0 0 0 10-40-4029 Construction Water Hydrant 14,237 10,000 5,000 10-45-4500 Water Quality Authority Assessment 45,926 54,000 63,000 10-41-4103 City of S.G Hydrant Rental 3,652 3,700 3,700 10-41-4102 Fire Prevention (DC) 121,185 100,000 90,000 10-41-4109 Water Connection Fee 212,963 100,000 100,000 10-41-4108 Shut Off Fee 0 5,500 5,500 10-41-4104 Late Fees 11,910 5,500 5,500 10-48-4805 Developer's Fees 82,807 75,000 75,000 10-41-4100 Cross Connection Admin. Fees 7,368 7,400 7,400 10-41-4101 Fire Flow Fee 3,600 1,000 1,500 TOTAL OPERATIONAL REVENUE 9,433,113 9,481,421 9,197,069					
10-40-4029 Construction Water Hydrant 14,237 10,000 5,000 10-45-4500 Water Quality Authority Assessment 45,926 54,000 63,000 10-41-4103 City of S.G Hydrant Rental 3,652 3,700 3,700 10-41-4102 Fire Prevention (DC) 121,185 100,000 90,000 10-41-4109 Water Connection Fee 212,963 100,000 100,000 10-41-4108 Shut Off Fee 0 5,500 5,500 10-41-4104 Late Fees 11,910 5,500 5,500 10-41-4105 Developer's Fees 82,807 75,000 75,000 10-41-4100 Cross Connection Admin. Fees 7,368 7,400 7,400 10-41-4101 Fire Flow Fee 3,600 1,000 1,500 10-41-4101 Fire Flow Fee 3,600 1,000 1,500 10-48-4810 Interest: LAIF 150,127 50,000 100,000 10-48-4811 Interest: LAIF 150,127 50,000 35,000 10-48-4811 Interest: Time Value Investment 14,899 5,000 35,000 10-48-4817 Unclaimed Deposit 0 100 100 10-48-4813 Miscellaneous Income 49,075 15,000 27,000 10-48-4800 American Tower 22,425 20,700 20,700 10-48-4803 ENELX 2,411 3,000 0	404000/404028				
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10-41-4104	10-41-4109	Water Connection Fee		,	•
10-48-4805 Developer's Fees 82,807 75,000 75,000 10-41-4100 Cross Connection Admin. Fees 7,368 7,400 7,400 10-41-4101 Fire Flow Fee 3,600 1,000 1,500 TOTAL OPERATIONAL REVENUE 9,433,113 9,481,421 9,197,069	10-41-4108	Shut Off Fee	•		,
10-41-4100 Cross Connection Admin. Fees 7,368 7,400 7,400 -41-4101 Fire Flow Fee 3,600 1,000 1,500 TOTAL OPERATIONAL REVENUE 9,433,113 9,481,421 9,197,069 NON-OPERATIONAL REVENUE 4,500 0 0 -48-4822 Lease Revenue 4,500 100,000 -48-4810 Interest: LAIF 150,127 50,000 100,000 -48-4811 Interest: Time Value Investment 14,899 5,000 35,000 -59-5961 Capital Gain/Losses 0 0 0 -48-4817 Unclaimed Deposit 0 100 100 -48-4813 Miscellaneous Income 49,075 15,000 27,000 -48-4800 American Tower 22,425 20,700 20,700 -48-4803 ENELX 2,411 3,000 0	10-41-4104	Late Fees	-	-	-
NON-OPERATIONAL REVENUE 9,433,113 9,481,421 9,197,069	10-48-4805	Developer's Fees		•	*
NON-OPERATIONAL REVENUE 9,433,113 9,481,421 9,197,069	10-41-4100	Cross Connection Admin. Fees	•	•	•
NON-OPERATIONAL REVENUE 10-48-4822 Lease Revenue 4,500 0 0 0 10-48-4810 Interest: LAIF 150,127 50,000 100,000 10-48-4811 Interest: Time Value Investment 14,899 5,000 35,000 10-59-5961 Capital Gain/Losses 0 0 0 0 100 100 10-48-4817 Unclaimed Deposit 0 100 100 10-48-4813 Miscellaneous Income 49,075 15,000 27,000 10-48-4800 American Tower 22,425 20,700 20,700 10-48-4803 ENELX 2,411 3,000 0	10-41-4101	Fire Flow Fee	•	,	•
10-48-4822 Lease Revenue 4,500 0 0 10-48-4810 Interest: LAIF 150,127 50,000 100,000 10-48-4811 Interest: Time Value Investment 14,899 5,000 35,000 10-59-5961 Capital Gain/Losses 0 0 0 10-48-4817 Unclaimed Deposit 0 100 100 10-48-4813 Miscellaneous Income 49,075 15,000 27,000 10-48-4800 American Tower 22,425 20,700 20,700 10-48-4803 ENELX 2,411 3,000 0		TOTAL OPERATIONAL REVENUE	9,433,113	9,481,421	9,197,069
10-48-4822 Lease Revenue 4,500 0 0 10-48-4810 Interest: LAIF 150,127 50,000 100,000 10-48-4811 Interest: Time Value Investment 14,899 5,000 35,000 10-59-5961 Capital Gain/Losses 0 0 0 10-48-4817 Unclaimed Deposit 0 100 100 10-48-4813 Miscellaneous Income 49,075 15,000 27,000 10-48-4800 American Tower 22,425 20,700 20,700 10-48-4803 ENELX 2,411 3,000 0					
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10-48-4811 Interest: Time Value Investment 14,899 5,000 35,000 10-59-5961 Capital Gain/Losses 0 0 0 10-48-4817 Unclaimed Deposit 0 100 100 10-48-4813 Miscellaneous Income 49,075 15,000 27,000 10-48-4800 American Tower 22,425 20,700 20,700 10-48-4803 ENELX 2,411 3,000 0			•	_	_
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10-48-4813 Miscellaneous Income 49,075 15,000 27,000 10-48-4800 American Tower 22,425 20,700 20,700 10-48-4803 ENELX 2,411 3,000 0	*			_	_
10-48-4800 American Tower 22,425 20,700 20,700 10-48-4803 ENELX 2,411 3,000 0		•	-		
10-48-4803 ENELX 2,411 3,000 0					•
10-10-1003			•		
TOTAL NON-OPERATIONAL REVENUE 243,437 93,800 182,800	10-48-4803	ENCLA	2,411	5,000	v
TOTAL NON-OPERATIONAL REVENUE 243,437 93,800 182,800					
		TOTAL NON-OPERATIONAL REVENUE	243,437	93,800	182,800

^{*}Water Sales Based on 5,200 acre feet

TABLE 3-3

PRODUCTION AND SUPPLY

ACCT. NO.	DESCRIPTION	ACTUAL 2018	APPROVED 2019	PROPOSED 2020
71001.1101	<i>33</i> 001111111111111111111111111111111111			
	SALARIES			
		#01 <i>6</i> 70#	#010 O54	#224.252
10-50-5001		\$216,787	\$219,954	\$224,352
10-50-5002	Overtime	4,772	5,000	5,000
	Sub-Total Salaries	221,559	224,954	229,352
	OPERATIONS AND MAINTENANCE E	XPENSE		
10-50-5006	Supplies /Tools	3,429	4,000	4,000
10-50-5007	• •	6,730	8,000	8,000
	Training/Travel	1,284	1,000	2,000
	Electric Power	478,733	500,000	460,000
10-50-5062	Gas Power	207	500	500
10-50-5069	Reservoirs	5,107	10,000	10,000
10-50-5076	Generator Fuel			5,000
10-50-5073	Production Maintenance Contract	2,565	10,000	11,000
10-50-5071	Pump/Motor Equipment	1,765	250,000	250,000
10-50-5072	Building/Grounds	24,260	33,000	35,000
10-50-5070	SCADA	5,956	5,000	7,000
10-50-5051	Lease Water Rights	90,773	800,000	800,000
10-50-5050	MSGB Watermaster Assessment	1,310,713	875,000	875,000
10-50-5052	Water Quality Authority Assessment	53,958	54,000	63,200
10-50-5053	Raymond Basin Assessment	21,940	22,000	69,000
10-50-5040	Water Quality Expense/Chlorinators	30,338	30,000	30,000
10-50-5041	Water Quality Monitoring (samples)	17,130	25,000	30,000
	Sub-Total Expense	2,054,888	2,627,500	2,659,700
	PROGRAM 52000 TOTAL	2,276,447	2,852,454	2,889,052
	PERSONNEL AUTHORIZED	2.50	2.50	2.50

TABLE 3-4

TRANSMISSION AND DISTRIBUTION

A COTT NO	DECORIDETO)	ACTUAL	APPROVED	PROPOSED
ACCT. NO.	DESCRIPTION	2018	2019	2020
	SALARIES			
10-51-5001	Salaries	\$306,398	\$330,054	\$344,889
10-51-5002	Overtime	8,503	14,000	12,000
	Sub-Total Salaries	314,901	344,054	356,889
	OPER ATIONIC AND MAINTEN ANCE EVENICE			
	OPERATIONS AND MAINTENANCE EXPENSE			
10-51-5007	Truck	17,135	23,000	23,000
10-51-5006		4,943	5,000	5,000
10-51-5110		3,064	4,000	6,000
10-51-5111	•	6,393	7,000	7,500
10-51-5008	Training / Travel	1,587	1,000	2,500
10-51-5199	Inventory Adjustment	0	200	200
10-51-5101	Distribution Mains/Leaks	67,081	70,000	70,000
10-51-5102	Paving	18,840	17,000	25,000
10-51-5103	Service Leaks	27,863	70,000	70,000
10-51-5104	Large Meter Testing & Repair	9,894	10,000	16,000
	Fire Hydrant Maintenance	341	2,500	2,500
	Gate Valve Maintenance	1,390	2,500	2,500
10-51-5108	Permits	7,545	10,000	10,000
	Sub-Total Expense	166,076	222,200	240,200
	out Tour Expense	100,070	222,200	270,200
	PROGRAM 54000 TOTAL	480,977	566,254	597,089
			1.00	1.00
	PERSONNEL AUTHORIZED	4.00	4.00	4.00

TABLE 3-5
CUSTOMER SERVICE/METER READING/BILLING

SALARIES 10-56-5001 Salaries - Field \$101,233 \$113,755 \$117,666 10-56-5002 Overtime \$9,211 \$12,000 \$12,000 10-57-5001 Salaries - Office \$151,091 \$154,035 \$163,944 Sub-Total Salaries 261,535 279,790 293,610 OPERATIONS AND MAINTENANCE EXPENSE 10-56-5006 Billing Supplies 16,723 20,000 20,000 15,000 16,000	ACCT. NO	DESCRIPTION	ACTUAL 2018	APPROVED 2019	PROPOSED 2020
10-56-5001 Salaries - Field \$101,233 \$113,755 \$117,666 10-56-5002 Overtime \$9,211 \$12,000 \$12,000 10-57-5001 Salaries - Office \$151,091 \$154,035 \$163,944 Sub-Total Salaries 261,535 279,790 293,610 OPERATIONS AND MAINTENANCE EXPENSE 10-56-5006 Billing Supplies 16,723 20,000 20,000		SALARIES			
10-56-5002 Overtime \$9,211 \$12,000 \$12,000 10-57-5001 Salaries - Office \$151,091 \$154,035 \$163,944 Sub-Total Salaries 261,535 279,790 293,610 OPERATIONS AND MAINTENANCE EXPENSE 10-56-5006 Billing Supplies 16,723 20,000 20,000	•				
10-56-5002 Overtime \$9,211 \$12,000 \$12,000 10-57-5001 Salaries - Office \$151,091 \$154,035 \$163,944 Sub-Total Salaries 261,535 279,790 293,610 OPERATIONS AND MAINTENANCE EXPENSE 10-56-5006 Billing Supplies 16,723 20,000 20,000	10-56-5001	Salaries - Field	\$101,233	\$113,755	\$117,666
10-57-5001 Salaries - Office \$151,091 \$154,035 \$163,944 Sub-Total Salaries 261,535 279,790 293,610 OPERATIONS AND MAINTENANCE EXPENSE 10-56-5006 Billing Supplies 16,723 20,000 20,000			\$9,211	\$12,000	\$12,000
OPERATIONS AND MAINTENANCE EXPENSE 10-56-5006 Billing Supplies 16,723 20,000 20,000			•	\$154,035	\$163,944
OPERATIONS AND MAINTENANCE EXPENSE 10-56-5006 Billing Supplies 16,723 20,000 20,000		Sub-Total Salaries	261 535	279.790	293.610
10-56-5006 Billing Supplies 16,723 20,000 20,000		Sub-10tal Salaries	201,000	2.2,.20	
10-56-5006 Billing Supplies 16,723 20,000 20,000		OPERATIONS AND MAINTENANCE EXPENSE			
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♥ 1:	10-56-5006	Billing Supplies	16,723	20,000	20,000
10-57-5701 Internet Service 11,009 12,000 15,000		• • • •	11,009	12,000	15,000
10-56-5007 Truck 5,656 5,500 5,500	10-56-5007	Truck	5,656	5,500	5,500
10-57-5702 Postage 25,012 30,000 30,000	10-57-5702	Postage	25,012	30,000	30,000
10-57-5703 Uncollectable Accounts (156) 2,000 2,000		•	(156)	2,000	2,000
10-56-5008 Training / Travel 706 1,500 2,000	10-56-5008	Training / Travel	706	1,500	2,000
10-57-5707 Cash Over/Short (20) 100 100	10-57-5707	Cash Over/Short	(20)	100	100
10-57-5709 Conservation Education 5,000 5,000 5,000	10-57-5709	Conservation Education	5,000	5,000	5,000
Sub-Total Expense 63,930 76,100 79,600		Sub-Total Expense	63,930	76,100	79,600
PROGRAM 55000 TOTAL 325,465 355,890 373,210		PROGRAM 55000 TOTAL	325,465	355,890	373,210
PERSONNEL AUTHORIZED		DEDCONNIEL ALITHODIZED			
Field 1.50 1.50 1.50			1.50	1,50	1.50
Office 2.50 2.50 2.50					
Total 4.00 4.00 4.00					

GENERAL AND ADMINISTRATIVE

ACCT. NO.	DESCRIPTION	ACTUAL 2018	APPROVED 2019	PROPOSED 2020
	SALARIES			
10-58-5001	Salaries	\$584,282	\$587,677	\$600,816
	OPERATIONS AND MAINTENANCE EXPENSE			
10-58-5006	Office and Computer Supplies	27,848	25,000	25,000
10-58-5007	Automobile	5,536	6,500	6,500
10-58-5846	Safety Equipment and Incentives	3,785	5,000	6,000
10-58-5848	Elections	0	0	0
10-58-5810	Health/Vision/Life Insurance/Medicare	665,146	800,000	720,000
10-58-5812		51,259	65,000	88,000
10-58-5836	Maintenance Contracts & Renewals	53,006	100,000	110,000
10-58-5850	Office/Warehouse Utilities	17,474	20,000	20,000
10-58-5838	Outside Consultants	36,862	60,000	213,000
10-58-5834	Legal/Professional	39,025	42,630	45,000
10-58-5831	Audit Fees	9,500	9,500	12,000
10-58-5839	Outside Services	5,374	5,000	5,000
10-58-5008	Convention/Travel/Training	6,784	5,000	7,500
10-58-5863	Conv/Travel - L. Taylor	115	7,500	7,500
10-58-5864	Conv/Travel - M. Cammarano	916	7,500	7,500
10-58-5865	Conv/Travel - S. Cici	0	7,500	7,500
10-58-5860	Conv/Travel - C. DeLaTorre	2,782	7,500	7,500
10-58-5861	Conv/Travel - E. Chan	3,457	7,500	7,500
10-58-5862	Conv/Travel - J. Prior	5,080	7,500	7,500
10-58-5849	Dues/Memberships	16,496	27,000	27,000
10-58-5842	Public Relations	20,684	32,500	32,500
	Alarm Rental	1,215	2,000	2,000
10-58-5820	Public Employees Retirement System	476,867	562,000	562,000
10-58-5830	Insurance	69,831	80,000	93,000
10-58-5835	Building and Grounds	31,808	48,000	40,000
10-58-5844	Communications	11,588	18,000	20,000
10-59-5903	Depreciation	1,127,093	1,100,000	1,200,000
10-58-5904	Employment Physicals	0	400	400
10-58-5845	Regulatory Fees (AQMD/NPDES/CDPH)	47,075	35,500	38,000
10-58-5833	Miscellaneous Bank Charges	23,806	25,000	30,000
10-58-5832	LAFCO Operating Costs	2,403	3,500	3,500
	Sub-Total Expense	2,762,815	3,122,530	3,351,400
	PROGRAM 56000 TOTAL	3,347,097	3,710,207	3,952,216
	PERSONNEL AUTHORIZED	4.50	4.50	4.50

TABLE 4-2

SAN GABRIEL COUNTY WATER DISTRICT

5-STEP MERIT PLAN SALARY SCHEDULE

CALENDAR YEAR 2020

RE-CLASSIFICATION	STEP A	STEP B	STEP C	STEP D	STEP E
Office Clerk	4141	4348	4565	4794	5033
Water Service Worker I	4215	4426	4647	4879	5123
Billing Clerk	4524	4750	4988	5237	5499
Water Service Worker II	4645	4877	5121	5377	5646
Management Assistant/Account Clerk	5408	5678	5962	6260	6573
Customer Service Representative	5364	5632	5914	6210	6520
Production Operator	5282	5546	5823	6115	6420
Water Service Worker III	5369	5637	5919	6215	6526
Water Quality Specialist	5997	6297	6612	6942	7289
Project Manager	6279	6593	6923	7269	7632
Distribution Lead Person	6279	6593	6923	7269	7632
Operations Superintendent	8206	8616	9047	9499	9974
Finance & Admin. Manager	9026	9477	9951	10449	10971
Assistant General Manager	9830	10322	10838	11379	11948
General Manager	11836	12428	13049	13702	14387

2% Cost of Living effective 1/1/20

CAPITAL IMPROVEMENTS

		PROPOSED 2020
1	MAINLINE REPLACEMENT	300,000
2	SERVICE REPLACEMENT	125,000
3	METERS	350,000
4	FIRE HYDRANT	40,000
5	TRUCKS (2)	63,000
6	OFFICE ADA COMPLIANCE	250,000
7	OFFICE COMPUTERS (13)	20,000

Total \$1,148,000



SAN GABRIEL COUNTY WATER DISTRICT PROPOSED

2020 BUDGET

WITH 2.5% INCREASE

James P. Prior Secretary/General Manager

MISSION

The mission of San Gabriel County Water District is to provide high quality water for residential, commercial, industrial and fire protection uses that meets or exceeds all local, state and federal standards and to provide courteous and responsive service at the most reasonable cost to our customers.

REVENUE AND EXPENDITURE DIS' (SUMMARY PAGE)

	ACTUAL 2018	APPROVED 2019	PROPOSED 2020
REVENUE			
Operational Non-Operational Total Revenue	9,433,113	9,481,421	9,197,069
	<u>243,437</u>	<u>93,800</u>	<u>182,800</u>
	9,676,550	9,575,221	9,379,869
EXPENDITURES			
Operating Expense Production Transmission/Distribution Customer Service/Meter Reading General/Administrative	2,276,447	2,852,454	2,890,180
	480,977	566,254	598,815
	325,465	355,890	374,646
	3,334,747	3,710,207	3,944,096
Non-Operating Expense GASB 45 Expense	6,417,636	7,484,805	7,807,737
	550,000	550,000	420,000
Total Non-Operating Expense	550,000	550,000	420,000
Capital Expenditures	1,657,646	1,500,000	1,148,000
NET GAIN OR LOSS	1,051,268	40,416	4,132

TABLE 3-2

REVENUE

ACCT. NO.	DESCRIPTION	ACTUAL 2018	APPROVED 2019	PROPOSED 2020
	·			
			0.401.401	0.107.060
	OPERATIONAL	9,433,113	9,481,421	9,197,069
	NON-OPERATIONAL	<u>243,437</u>	93,800	182,800
	TOTAL REVENUE	9,676,550	9,575,221	9,379,869
	OPERATIONAL REVENUE	5,263,179	5,839,250	5,502,068 water
	Of Big 11701111111111111111111111111111111111	3,508,786	3,280,071	3,338,401 meter
404000/404028	Water Sales	8,771,965	9,119,321	8,840,469
10-48-4821	Raymond Basin Water Lease	157,500	0	0
10-40-4029	Construction Water Hydrant	14,237	10,000	5,000
10-45-4500	Water Quality Authority Assessment	45,926	54,000	63,000
10-41-4103	City of S.G Hydrant Rental	3,652	3,700	3,700
10-41-4102	Fire Prevention (DC)	121,185	100,000	90,000
10-41-4109	Water Connection Fee	212,963	100,000	100,000
10-41-4108	Shut Off Fee	0	5,500	5,500
10-41-4104	Late Fees	11,910	5,500	5,500
10-48-4805	Developer's Fees	82,807	75,000	75,000
10-41-4100	Cross Connection Admin. Fees	7,368	7,400	7,400
10-41-4101	Fire Flow Fee	3,600	1,000	1,500
	TOTAL OPERATIONAL REVENUE	9,433,113	9,481,421	9,197,069
	NON-OPERATIONAL REVENUE			
10-48-4822	Lease Revenue	4,500	0	0
10-48-4810	Interest: LAIF	150,127	50,000	100,000
10-48-4811	Interest: Time Value Investment	14,899	5,000	35,000
10-59-5961	Capital Gain/Losses	0	0	0
10-48-4817	Unclaimed Deposit	0	100	100
10-48-4813	Miscellaneous Income	49,075	15,000	27,000
10-48-4800	American Tower	22,425	20,700	20,700
10-48-4803	ENELX	2,411	3,000	0
10 10 1005		-,,,,,	-,	
	TOTAL NON-OPERATIONAL REVENUE	243,437	93,800	182,800

^{*}Water Sales Based on 5,200 acre feet

TABLE 3-3

PRODUCTION AND SUPPLY

ACCT. NO.	DESCRIPTION	ACTUAL 2018	APPROVED 2019	PROPOSED 2020
	SALARIES			
10-50-5001	Salaries	\$216,787	\$219,954	\$225,480
10-50-5002	Overtime	4,772	5,000	5,000
	Sub-Total Salaries	221,559	224,954	230,480
	Sub-Total Salaties	221,333	224,934	250,400
	OPERATIONS AND MAINTENANCE E	<u>XPENSE</u>		
10-50-5006	Supplies /Tools	3,429	4,000	4,000
10-50-5007	• •	6,730	8,000	8,000
10-50-5008	Training/Travel	1,284	1,000	2,000
	Electric Power	478,733	500,000	460,000
10-50-5062	Gas Power	207	500	500
10-50-5069	Reservoirs	5,107	10,000	10,000
10-50-5076	Generator Fuel			5,000
10-50-5073	Production Maintenance Contract	2,565	10,000	11,000
10-50-5071	Pump/Motor Equipment	1,765	250,000	250,000
10-50-5072	Building/Grounds	24,260	33,000	35,000
10-50-5070	SCADA	5,956	5,000	7,000
10-50-5051	Lease Water Rights	90,773	800,000	800,000
10-50-5050	MSGB Watermaster Assessment	1,310,713	875,000	875,000
10-50-5052	Water Quality Authority Assessment	53,958	54,000	63,200
10-50-5053	Raymond Basin Assessment	21,940	22,000	69,000
10-50-5040	Water Quality Expense/Chlorinators	30,338	30,000	30,000
10-50-5041	Water Quality Monitoring (samples)	17,130	25,000	30,000
	Sub-Total Expense	2,054,888	2,627,500	2,659,700
	PROGRAM 52000 TOTAL	2,276,447	2,852,454	2,890,180
	PERSONNEL AUTHORIZED	2.50	2.50	2.50

TABLE 3-4

TRANSMISSION AND DISTRIBUTION

		ACTUAL	APPROVED	PROPOSED
ACCT. NO.	DESCRIPTION	2018	2019	2020
	SALARIES			
	SALARIES			
10-51-5001	Salaries	\$306,398	\$330,054	\$346,615
10-51-5002	Overtime	8,503	14,000	12,000
	Sub-Total Salaries	314,901	344,054	358,615
	ODED ATIONS AND MAINTENANCE EVDENSE			
	OPERATIONS AND MAINTENANCE EXPENSE			
10-51-5007	Truck	17,135	23,000	23,000
10-51-5006		4,943	5,000	5,000
10-51-5110		3,064	4,000	6,000
10-51-5111	•	6,393	7,000	7,500
10-51-5008	Training / Travel	1,587	1,000	2,500
	Inventory Adjustment	0	200	200
10-51-5101	Distribution Mains/Leaks	67,081	70,000	70,000
10-51-5102	Paving	18,840	17,000	25,000
10-51-5103	Service Leaks	27,863	70,000	70,000
	Large Meter Testing & Repair	9,894	10,000	16,000
	Fire Hydrant Maintenance	341	2,500	2,500
	Gate Valve Maintenance	1,390	2,500	2,500
10-51-5108	Permits	7,545	10,000	10,000
	Sub-Total Expense	166,076	222,200	240,200
	Sub-Total Expense	100,070		=,=
	PROGRAM 54000 TOTAL	480,977	566,254	598,815
	PERSONNEL AUTHORIZED	4.00	4.00	4.00

TABLE 3-5

CUSTOMER SERVICE/METER READING/BILLING

ACCT. NO	DESCRIPTION	ACTUAL 2018	APPROVED 2019	PROPOSED 2020
	SALARIES	_		
10-56-5001	Salaries - Field	\$101,233	\$113,755	\$118,262
10-56-5002		\$9,211	\$12,000	\$12,000
	Salaries - Office	\$151,091	\$154,035	\$164,784
10-57-5001	Salaries - Office	\$151,071	Ψ154,055	\$104,704
	Sub-Total Salaries	261,535	279,790	295,046
	OPERATIONS AND MAINTENANCE EXP	PENSE		
10-56-5006	Billing Supplies	16,723	20,000	20,000
	Internet Service	11,009	12,000	15,000
10-56-5007	Truck	5,656	5,500	5,500
10-57-5702		25,012	30,000	30,000
	Uncollectable Accounts	(156)	2,000	2,000
	Training / Travel	706	1,500	2,000
	Cash Over/Short	(20)	100	100
10-57-5709	Conservation Education	5,000	5,000	5,000
	Sub-Total Expense	63,930	76,100	79,600
	PROGRAM 55000 TOTAL	325,465	355,890	374,646
	PERSONNEL AUTHORIZED			
		eld 1.50	1.50	1.50
	Off	fice 2.50	2.50	2.50
	To	otal 4.00	4.00	4.00

GENERAL AND ADMINISTRATIVE

ACCT. NO.	DESCRIPTION	ACTUAL 2018	APPROVED 2019	PROPOSED 2020
	SALARIES			
10-58-5001	Salaries	\$584,282	\$587,677	\$603,696
	OPERATIONS AND MAINTENANCE EXPENSE			
10-58-5006	Office and Computer Supplies	27,848	25,000	25,000
10-58-5007	Automobile	5,536	6,500	6,500
10-58-5846	Safety Equipment and Incentives	3,785	5,000	6,000
10-58-5848	Elections	0	0	0
10-58-5810	Health/Vision/Life Insurance/Medicare	665,146	800,000	720,000
10-58-5812	Dental	51,259	65,000	77,000
10-58-5836	Maintenance Contracts & Renewals	53,006	100,000	110,000
10-58-5850	Office/Warehouse Utilities	17,474	20,000	20,000
	Outside Consultants	36,862	60,000	213,000
10-58-5834	Legal/Professional	39,025	42,630	45,000
10-58-5831	Audit Fees	9,500	9,500	12,000
	Outside Services	5,374	5,000	5,000
	Convention/Travel/Training	6,784	5,000	7,500
	Conv/Travel - L. Taylor	115	7,500	7,500
	Conv/Travel - M. Cammarano	916	7,500	7,500
	Conv/Travel - S. Cici	0	7,500	7,500
	Conv/Travel - C. DeLaTorre	2,782	7,500	7,500
	Conv/Travel - E. Chan	3,457	7,500	7,500
	Conv/Travel - J. Prior	5,080	7,500	7,500
	Dues/Memberships	16,496	27,000	27,000
	Public Relations	20,684	32,500	32,500
	Alarm Rental	1,215	2,000	2,000
	Public Employees Retirement System	476,867	562,000	562,000
10-58-5830		69,831	80,000	93,000
	Building and Grounds	31,808	48,000	40,000
	Communications	11,588	18,000	20,000
	Depreciation	1,127,093	1,100,000	1,200,000
	Employment Physicals	0	400	400
	Regulatory Fees (AQMD/NPDES/CDPH)	47,075	35,500	38,000
	Miscellaneous Bank Charges	23,806	25,000	30,000
10-58-5832	LAFCO Operating Costs	2,403	3,500	3,500
	Sub-Total Expense	2,762,815	3,122,530	3,340,400
	PROGRAM 56000 TOTAL	3,347,097	3,710,207	3,944,096
	PERSONNEL AUTHORIZED	4.50	4.50	4.50

TABLE 4-2

SAN GABRIEL COUNTY WATER DISTRICT

5-STEP MERIT PLAN SALARY SCHEDULE

CALENDAR YEAR 2020

RE-CLASSIFICATION	STEP A	STEP B	STEP C	STEP D	STEP E
Office Clerk	4162	4370	4589	4818	5059
Water Service Worker I	4236	4448	4670	4904	5149
Billing Clerk	4547	4774	5013	5264	5527
Water Service Worker II	4668	4901	5146	5404	5674
Management Assistant/Account Clerk	5435	5707	5992	6292	6606
Customer Service Representative	5391	5661	5944	6241	6553
Production Operator	5308	5573	5852	6145	6452
Water Service Worker III	5396	5666	5949	6247	6559
Water Service Worker III	5396	5666	5949	6247	6559
Water Quality Specialist	6027	6328	6645	6977	7326
Project Manager	6310	6626	6957	7305	7670
Distribution Lead Person	6310	6626	6957	7305	7670
Operations Superintendent	8247	8659	9092	9547	10024
Finance & Admin. Manager	9071	9525	10001	10501	11026
Assistant General Manager	9879	10373	10892	11436	12008
General Manager	11895	12490	13114	13770	14458

2.5% Cost of Living effective 1/1/20

CAPITAL IMPROVEMENTS

		PROPOSED 2020
1	MAINLINE REPLACEMENT	300,000
2	SERVICE REPLACEMENT	125,000
3	METERS	350,000
4	FIRE HYDRANT	40,000
5	TRUCKS (2)	63,000
6	OFFICE ADA COMPLIANCE	250,000
7	OFFICE COMPUTERS (13)	20,000

Total \$1,148,000