



DRAFT

**SAN GABRIEL COUNTY WATER DISTRICT**

**PROPOSED**

**2023 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.

**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
404000/404029	Water Sales	<u>3,148,772</u>	<u>3,377,583</u>	<u>3,404,045</u>
		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***

ACCT. NO.	DESCRIPTION	ACTUAL 2021	APPROVED 2022	PROPOSED 2023
<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

**5-STEP MERIT PLAN SALARY SCHEDULE  
CALENDAR YEAR 2023**

RE-CLASSIFICATION	STEP A	STEP B	STEP C	STEP D	STEP E
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	1,987,000
2		SERVICE REPLACEMENT	175,000
3		METERS	100,000
4		FIRE HYDRANT	40,000
5		TRUCK	45,000
6		VALVE TRUCK	125,000
7		SKID STEER	100,000

Total

\$2,572,000