

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

November 25, 2025

3:00 P.M.

AGENDA

Call to Order

- 1. Pledge of Allegiance**

- 2. Roll Call**

Director DeLaTorre
Director Saucedo
Director Taylor
Director Mamdapuri
Director Vera

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

Motion:

Second:

Action:

4. Public Comment on Agenda items

Anyone wishing to discuss items on the agenda may do so at this time

5. Discussion of the District's 2026 Proposed Budget

Motion:

Second:

Action:

6. 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.

DRAFT

SAN GABRIEL COUNTY WATER DISTRICT
PROPOSED
2026 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.

	ACTUAL 2024	APPROVED 2025	PROPOSED 2026
REVENUE			
Operational	9,287,217	8,591,373	11,213,989
Non-Operational	<u>1,048,711</u>	<u>507,905</u>	<u>898,100</u>
Total Revenue	10,335,928	9,099,278	12,112,089
Capital Contributions	485,308		
EXPENDITURES			
<u>Operating Expense</u>			
Production	2,151,460	2,403,302	2,576,224
Transmission/Distribution	679,383	761,296	805,066
Customer Service/Meter Reading	395,381	396,342	420,456
General/Administrative	3,637,196	<u>3,859,263</u>	<u>4,201,973</u>
Depreciation Expense	<u>1,343,471</u>		
Total Operating Expense	8,206,891	7,420,203	8,003,719
Capital Expenditures	0	5,179,075	6,385,000
Total Expenses	8,206,891	12,599,278	14,388,719

TABLE 3-2

REVENUE

ACCT. NO.	DESCRIPTION	ACTUAL 2024	APPROVED 2025	PROPOSED 2026
	OPERATIONAL	9,287,216	8,591,373	11,213,989
	NON-OPERATIONAL	<u>1,048,712</u>	<u>507,905</u>	<u>898,100</u>
	TOTAL REVENUE	10,335,928	9,099,278	12,112,089
	<u>OPERATIONAL REVENUE</u>	5,497,100	4,610,077	5,784,727
		<u>3,252,546</u>	<u>3,504,296</u>	<u>4,767,762</u>
404000/404029	Water Sales	8,749,646	8,114,373	10,552,489
10-41-4100	Cross Connection Admin. Fees	7,348	7,400	7,400
10-41-4101	Fire Flow Fee	900	0	0
10-41-4102	Fire Prevention (DC)	138,052	125,000	38,000
10-41-4103	City of S.G Hydrant Rental	3,825	3,850	3,850
10-41-4104	Late Fees	47,711	35,000	48,000
10-41-4105	Ordinance Violation	0	0	0
10-41-4106	Reconnection Fee	500	0	500
10-41-4107	Return Payment Fee	3,178	2,500	3,500
10-41-4108	Shut Off Fee	21,298	10,000	17,000
10-41-4109	Water Connection Fee	67,057	100,000	200,000
10-45-4500	Water Quality Authority Assessment	57,157	64,750	64,750
10-48-4805	Developer's Fees	186,013	125,000	125,000
10-48-4821	Ground Water Basin Lease	0	0	150,000
10-48-4825	Fire Flow Revenue	4,531	3,500	3,500
	TOTAL OPERATIONAL REVENUE	9,287,216	8,591,373	11,213,989
	<u>NON-OPERATIONAL REVENUE</u>			
10-48-4800	Metro PCS-American Tower	22,103	23,805	23,000
10-48-4803	Enersponse Inc	13,197	8,000	8,000
10-48-4810	Interest: LAIF	700,600	300,000	700,000
10-48-4811	Interest: Time Value Investment	78,491	35,000	40,000
10-48-4812	Interest Revenue Other	5,457	0	0
10-48-4813	Miscellaneous Income	49,243	16,000	2,000
10-48-4817	Unclaimed Deposit	0	100	100
10-48-4820	Insurance Reimbursements	0	0	0
10-48-4822	Lease Revenue	0	0	0
10-48-4824	Grand Lease Revenue	86,447	125,000	125,000
10-58-5892	Unrealized Gains/Losses	93,174	0	0
10-59-5961	Gains & Loss on Sales of Asset	0	0	0
	TOTAL NON-OPERATIONAL REVENUE	1,048,712	507,905	898,100

*Water Sales Based on 4,900 acre feet

TABLE 3-3
PRODUCTION AND SUPPLY

ACCT. NO.	DESCRIPTION	ACTUAL 2024	APPROVED 2025	PROPOSED 2026
<u>SALARIES</u>				
10-50-5001	Salaries	\$390,050	\$393,252	\$518,174
10-50-5002	Overtime	\$7,921	\$6,000	\$8,000
	Sub-Total Salaries	397,971	399,252	526,174
<u>OPERATIONS AND MAINTENANCE EXPENSE</u>				
10-50-5006	Supplies /Tools	3,347	4,500	4,500
10-50-5007	Truck	9,639	10,000	14,000
10-50-5008	Training/Travel	3,531	3,000	4,000
10-50-5040	Water Quality Expense/Chlorinators	48,658	45,000	50,000
10-50-5041	Water Quality Monitoring (samples)	29,354	30,000	30,000
10-50-5050	MSGB Watermaster Assessment	790,736	800,000	800,000
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	26,429	39,000	39,000
10-50-5061	Electric Power	697,911	710,000	710,000
10-50-5062	Gas Power	224	300	300
10-50-5069	Reservoirs	3,396	25,000	75,000
10-50-5070	SCADA	11,188	35,000	20,000
10-50-5071	Pump/Motor Equipment	2,684	150,000	150,000
10-50-5072	Building/Grounds	46,459	57,500	55,000
10-50-5073	Production Maintenance Contract	13,996	20,000	23,500
10-50-5076	Generator Fuel and Expenses	1,186	10,000	10,000
10-50-5077	Treatment Plant Maintenance	0	0	0
	Sub-Total Expense	1,753,488	2,004,050	2,050,050
	<i>PROGRAM TOTAL</i>	2,151,459	2,403,302	2,576,224
	PERSONNEL AUTHORIZED	2.50	3.50	4.50

TABLE 3-4
TRANSMISSION AND DISTRIBUTION

ACCT. NO.	DESCRIPTION	ACTUAL 2024	APPROVED 2025	PROPOSED 2026
<u>SALARIES</u>				
10-51-5001	Salaries	\$418,357	\$446,796	\$441,566
10-51-5002	Overtime	2,964	7,500	7,500
	Sub-Total Salaries	421,321	454,296	449,066
<u>OPERATIONS AND MAINTENANCE EXPENSE</u>				
10-51-5006	Tools	14,370	7,000	10,000
10-51-5007	Truck	40,483	25,000	26,000
10-51-5008	Training / Travel	1,224	4,000	4,000
10-51-5101	Distribution Mains/Leaks	70,869	70,000	75,000
10-51-5102	Paving	40,933	65,000	100,000
10-51-5103	Service Leaks	45,763	70,000	70,000
10-51-5104	Large Meter Testing & Repair	14,623	24,000	27,500
10-51-5105	Meter Exchange Program	0	0	0
10-51-5106	Fire Hydrant Maintenance	607	2,000	2,000
10-51-5107	Gate Valve Maintenance	1,654	2,000	2,000
10-51-5108	Permits	14,639	20,000	20,000
10-51-5110	Shop	4,836	5,000	5,000
10-51-5111	Uniforms	8,830	11,000	12,500
10-51-5199	Inventory Adjustment	(769)	2,000	2,000
	Sub-Total Expense	258,062	307,000	356,000
<i>PROGRAM TOTAL</i>		679,383	761,296	805,066
PERSONNEL AUTHORIZED		4.00	4.00	4.50

TABLE 3-5
CUSTOMER SERVICE/METER READING/BILLING

ACCT. NO	DESCRIPTION	ACTUAL 2024	APPROVED 2025	PROPOSED 2026
<u>SALARIES</u>				
10-56-5001	Salaries - Field	\$110,647	\$105,162	\$105,264
10-56-5002	Overtime	\$18,064	\$15,000	\$20,000
10-57-5001	Salaries - Office	\$193,286	\$199,080	\$211,092
	Sub-Total Salaries	321,997	319,242	336,356
<u>OPERATIONS AND MAINTENANCE EXPENSE</u>				
10-56-5006	Billing Supplies	21,176	14,000	20,000
10-56-5007	Truck	5,748	6,500	6,000
10-56-5008	Training / Travel	813	2,000	2,000
10-57-5008	Training / Travel	105	2,000	2,000
10-57-5701	Internet Service	13,213	16,000	16,000
10-57-5702	Postage	28,642	27,000	31,000
10-57-5703	Uncollectable Accounts	0	2,000	2,000
10-57-5707	Cash Over/Short	0	100	100
10-57-5709	Conservation Education	3,687	7,500	5,000
	Sub-Total Expense	73,384	77,100	84,100
<i>PROGRAM TOTAL</i>		395,381	396,342	420,456
PERSONNEL AUTHORIZED				
	Field	1.50	1.50	1.00
	Office	2.50	2.50	2.50
	Total	4.00	4.00	3.50

TABLE 3-6

GENERAL AND ADMINISTRATIVE

ACCT. NO.	DESCRIPTION	ACTUAL 2024	APPROVED 2025	APPROVED 2026
<u>SALARIES</u>				
10-58-5001	Salaries	\$800,808	\$798,696	\$821,568
<u>OPERATIONS AND MAINTENANCE EXPENSE</u>				
10-58-5006	Office and Computer Supplies	21,921	25,000	30,000
10-58-5007	Automobile	6,591	8,000	8,000
10-58-5008	Convention/Travel/Training	2,994	9,000	12,000
10-58-5009	Tuition Reimbursement	11,604	50,000	25,000
10-58-5810	Health/Vision/Life Insurance	571,932	580,000	726,105
10-58-5811	Medicare	28,962	34,000	37,000
10-58-5812	Dental	77,427	80,000	90,000
10-58-5820	Public Employees Retirement System	737,078	892,800	978,000
10-58-5830	Insurance	98,895	96,000	124,000
10-58-5831	Audit Fees	12,000	12,000	13,000
10-58-5832	LAFCO Operating Costs	3,658	3,700	3,800
10-58-5833	Miscellaneous Bank Charges	56,860	32,000	2,000
10-58-5834	Legal/Professional	46,464	55,167	57,000
10-58-5835	Building and Grounds	65,503	61,000	60,000
10-58-5836	Maintenance Contracts & Renewals	192,149	240,000	322,000
10-58-5837	Alarm Rental	3,150	3,000	4,000
10-58-5838	Outside Consultants	161,276	100,000	74,500
10-58-5839	Outside Services	1,809	2,500	2,500
10-58-5842	Public Relations	5,355	25,000	52,000
10-58-5844	Communications	18,963	20,000	20,000
10-58-5845	Regulatory Fees (AQMD/NPDES/CDPH)	58,232	82,000	86,000
10-58-5846	Safety Equipment	5,597	7,500	8,000
10-58-5847	Safety Incentives	4,426	7,500	7,500
10-58-5848	Elections	0	2,000	0
10-58-5849	Dues/Memberships	28,757	28,000	30,000
10-58-5850	Office/Warehouse Utilities	32,107	34,000	37,000
10-58-5851	Grand Rental Maintenance	267,259	40,000	40,000
10-58-5860	Conv/Travel - C. DeLaTorre	0	5,000	5,000
10-58-5861	Conv/Travel - A. Mamdapurkar	0	5,000	5,000
10-58-5862	Conv/Travel - J. Prior	860	5,000	5,000
10-58-5863	Conv/Travel - L. Taylor	0	5,000	5,000
10-58-5864	Conv/Travel - Vera	0	5,000	5,000
10-58-5865	Conv/Travel - D. Sauceda	550	5,000	5,000
10-58-5904	Pre-Employment Physicals	307	400	1,000
10-58-5909	PERS Employer Pepra	(1,413)	0	0
10-58-5914	GASB 68 Deferred Contributions	(311,716)	0	0
10-58-5915	GASB 68 Expense	566,310	0	0
10-59-5950	OPEB Trust Contributions	500,000	500,000	500,000
10-59-5951	OPEB - Deferred Contributions	(637,106)	0	0
10-59-5960	GASB 75 Expense (OPEB)	(101,245)	0	0
10-70-7000	Capital Expenditures	298,873	0	0
10-70-7099	Capital Transfer	0	0	0
999	Rounding	0	0	0
Sub-Total Expense		2,836,389	3,060,567	3,380,405
<i>PROGRAM TOTAL</i>		<i>3,637,197</i>	<i>3,859,263</i>	<i>4,201,973</i>
PERSONNEL AUTHORIZED		4.50	4.50	4.50

TABLE 4-2

***SAN GABRIEL COUNTY WATER DISTRICT
5-STEP MERIT PLAN SALARY SCHEDULE
CALENDAR YEAR 2026***

RE-CLASSIFICATION	STEP A	STEP B	STEP C	STEP D	STEP E
Office Clerk	5211	5472	5745	6032	6334
Water Service Worker I	5306	5571	5850	6142	6449
Billing Clerk	5694	5979	6278	6592	6921
Water Service Worker II	5844	6136	6443	6765	7103
Management Assistant/Account Clerk	6805	7145	7503	7878	8272
Customer Service Rep/Conservation Spec	6751	7089	7443	7815	8206
Production Operator	6647	6979	7328	7695	8079
Water Service Worker III	6757	7095	7450	7822	8213
Water Quality Specialist	7170	7529	7905	8300	8715
Project Manager	8298	8713	9149	9606	10086
Production Lead Person	7901	8296	8711	9146	9604
Cross Connection Control Specialist	7170	7529	7905	8300	8715
Distribution Lead Person	7901	8296	8711	9146	9604
Operations Superintendent	10845	11387	11957	12554	13182
Finance & Admin. Manager	12043	12645	13277	13941	14638
Assistant General Manager	13609	14289	15004	15754	16542
General Manager	17023	17874	18768	19706	20692

3% Cost of Living effective 1/1/26

		CAPITAL IMPROVEMENTS	PROPOSED 2026
		MAINLINE REPLACEMENT	100,000
		SERVICE REPLACEMENT	150,000
		METERS	50,000
		FIRE HYDRANTS	80,000
		TRUCK	55,000
		OFFICE EXPANTION	550,000
		10 FWY	1,600,000
		TREATMENT PLANT	3,500,000
		VAN NUYS VALVE REPLACEMENT	300,000
		Total	6,385,000