

WALNUT VALLEY WATER DISTRICT
271 South Brea Canyon Road
Walnut, California 91789

SPECIAL BOARD MEETING
THURSDAY, MAY 21, 2020 – 4:00 P.M.
AGENDA

Pursuant to the provisions of Executive Order N-25-20 Issued by Governor Gavin Newsom on March 12, 2020, any Board member and any member of the public who desires to participate in the open session items of this meeting may do so by accessing the Webex link below without otherwise complying with the Brown Act's teleconference requirements:

https://wvwd.webex.com/join/board_room

(Computer and Telephone Audio Accessible)

Any member of the public wishing to make any comments to the Board may do so by accessing the above-referenced link where they may select the option to join via webcam or teleconference. The meeting Chair will acknowledge such individual(s) at the appropriate time in the meeting prior to making his or her comment. **Members of the public will be disconnected from the meeting prior to a Closed Session being held.**

NOTE: To comply with the Americans with Disabilities Act, if you need special assistance to participate in any Board meeting, please contact the General Manager's office at least 4 hours prior to a Board meeting to inform the District of your needs and to determine if accommodation is feasible.

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance, to take action on any item.

Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review during regular business hours at the District office, located at 271 S. Brea Canyon Road, Walnut, California.

1. Flag Salute
2. Roll Call: Mr. Ebenkamp____ Mr. Hilden____ Ms. Kwong____ Ms. Lee____ Mr. Tang ____
3. Public Comment President Lee
The Presiding Officer may impose reasonable limitations on public comments to assure an orderly and timely meeting.
 - A. **Agenda Items** - Any person desiring to address the Board of Directors on any Agenda item may do so at the time the item is considered on the Agenda by requesting the privilege of doing so at this time and stating the Agenda item to be addressed. At the time the item is discussed, those requesting to speak will be called to do so.
 - B. **Non-Agenda Items** - At this time the public shall have an opportunity to comment on any non-agenda item relevant to the jurisdiction of the District. Reasonable time limits on each topic and on each speaker are imposed in accordance with Board policy.
4. Fiscal Year 2020-21 Budget Workshop II
 - A. Discussion
 - B. Board Action
5. Other

Adjournment

WVWD – Staff Report



TO: Board of Directors
FROM: General Manager
SUBMITTED BY: Assistant General Manager
DATE: May 21, 2020
SUBJECT: Fiscal Year 20-21 Budget Workshop II

Action/Discussion Fiscal Impact Resolution Information Only

Recommendation

That the Board of Directors review the Proposed FY 20-21 Budget.

Background Information

The annual budget provides a means that allows the Board to review the ongoing and future objectives of the District and allocate funding based on available resources. The District's priorities and objectives through the proposed expenditures and anticipated revenues are developed prior to the fiscal year. The format will be similar to past budgets in the scope of detail and transparency.

A Staff's preparation of the budget is guided by:

- *Are the expenses reasonable and consistent with District policies, initiatives, industry standards, customer expectations, and Board of Director's priorities?*
- *Will the existing and proposed infrastructure investments provide current and future benefit to our customers and utilize our existing funds wisely?*
- *Does the proposed budget remain committed to seeking efficiencies wherever feasible?*
- *Does the proposed budget reflect the District's ongoing commitment to water conservation?*

B. Additionally,

- The District's proposed FY 20-21 budget will continue funding our core mission of meeting the water supply needs of the communities we serve.
- The District's internal cost-controls are evident as we continue our long-term efforts to maintain efficiencies in all areas.
- The District's budgeted revenues include an estimated increase in rates consistent with prior years.
- Over the course of the past several years, the District has made a significant investment in alternative water supply projects. The FY 20-21 budget includes 750 acre-feet of water from the PBWA Cal Domestic project.

At the workshop, staff will continue the discussion on the FY 20-21 Budget consisting of:

1. Revenue Summary

- Potable Water Sales
- Recycled Water Sales
- Other/Non-Operating Revenues

2. Major Expense Categories

- Purchased Water TVMWD's rates and charges
- TVMWD's assessments
- Walnut Valley Water District's Personnel Costs
- Walnut Valley Water District's Operations and Maintenance Costs
- Debt Service

3. FY 20-21 Capital Investment Program

Attachments:

- Budget Summary
- Expenses by Cost Category
- Water Supply
- Personnel Budget Summary
- Revenues
- Chart of Positions
- Organizational Chart for FY 20-21
- Salary Ranges
- CIP Budget

Board Budget Schedule:

Date	Item
January to April 2020	<ul style="list-style-type: none"> • Staff preparation of DRAFT Budget
April 23, 2020 Budget Workshop I	<ul style="list-style-type: none"> • <u>Overview of the District's DRAFT FY 20-21 Budget</u> <i>Major Expenses</i> <i>Revenues</i> • Review and discussion of MWD/TVMWD's rates and charges
May 21, 2020 Budget Workshop II	<ul style="list-style-type: none"> • <u>Review of the District's DRAFT FY 20-21 Budget</u> <i>Expenses</i> <i>Revenues</i> <i>Review and Discussion of MWD/ TVMWD Rates and Charges</i> • <u>Capital Investment Program Budget</u>
Adoption of Final Budget (by June 30, 2020)	

FY 20-21 Overview

Revenues

The Walnut Valley Water District budgeted 16,467 acre-feet of potable water sales and 2,046 acre-feet of recycled water sales for FY 20-21 compared to the prior year's budget of 16,467 acre-feet of potable water sales and 2,068 acre-feet of recycled water sales.

Revenues by major category are summarized below:

Description	FY 19-20 Budget	FY 20-21 Budget	% Change
Water Sales - Base Rate	\$ 7,927,180	\$ 8,509,040	7%
Water Sales - Commodity	26,331,500	27,014,609	3%
Water Sales - Recycled	1,909,548	1,922,853	1%
Other Fees	578,948	881,553	52%
Standby By Charges	825,000	825,000	0%
Hydro Electric Sales	30,000	30,000	0%
SUBTOTAL OPERATING REVENUES	37,602,176	39,183,055	4%
Other Revenues	291,930	290,780	0%
Non-Operating Revenues	1,578,690	1,590,750	1%
TOTAL REVENUES	\$ 39,472,796	\$ 41,064,585	4%

Total revenues are budgeted at \$41.1 million a 4% increase when compared to the FY 19-20 budget. The budgeted revenues include the proposed rate increases approved as part of the District's rate study

Expenses

The budgeted expenses for FY 20-21 are estimated at \$35.3 million, a 2.3% increase when compared to the prior year. The major cost categories are summarized below:

Expense Category	FY 19-20 Budget	FY 20-21 Budget	% Diff
Purchased Water	\$ 19,880,145	\$ 20,304,333	2.1%
Personnel Costs	9,019,836	9,408,497	4.3%
Utilities	1,055,700	1,037,100	-1.8%
O&M Expenses	4,511,175	4,515,700	0.1%
Total Expenses	\$ 34,466,856	\$ 35,265,630	2.3%

A. Purchased Water

Total purchased water is estimated at 17,518 acre-feet for FY 20-21 compared to 17,525 acre-feet from the prior year's budget. The estimated cost of water purchases is \$19,221,568.

FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
Actual	Actual	Actual	Projected	Budget
17,197	19,387	17,016	17,348	17,518

*Excludes wholesale water sales

Water is purchased through Three Valleys Municipal Water District (TVMWD) who is a wholesaler of Metropolitan Water District (MWD). MWD approved a rate increase of 2.8%, effective January 2021 and TVMWD decreased their surcharge to (\$6.00) per AF. The historical rates of MWD and TVMWD are listed below.

Item	2017	2018	2019	2020	2021
Tier 1 Supply Rate	\$201	\$209	\$209	\$208	\$243
System Access Rate	289	299	326	346	373
Water Stewardship	52	55	69	65	0
System Power Rate	<u>124</u>	<u>132</u>	<u>127</u>	<u>136</u>	<u>161</u>
<i>Tier 1 Untreated Water</i>	666	695	731	755	777
MWD' Treatment Cost	313	320	319	323	327
TVMWD' Surcharge	<u>8</u>	<u><5></u>	<u><10></u>	<u><10></u>	<u><6></u>
Totals	\$987	\$1,010	\$1,040	\$1,068	\$1,098

Regardless of the amount of water purchased, the District pays certain fixed charges to MWD and TVMWD. The historical fixed charges for MWD are shown below:

MWD Capacity Charges	CY 2019	CY 2020	CY 2021
Cost PER CFS	\$8,600	\$8,800	\$10,700
Total MWD Charges	\$1,087,040	\$1,260,160	\$1,529,030
WVWD's Obligation	\$376,805	\$371,852	\$455,290

* FY 20-21 expenses are \$413,571

The historical fixed charges for TVMWD are shown below:

TVMWD 'Fixed' Charges	CY 2019	CY 2020	CY 2021
Total TVMWD Fixed Charges	\$681,321	\$680,256	\$745,647
WVWD's Obligation	\$187,342	\$187,277	\$196,250
District's percentage of TVMWD's total assessment	27.5%	27.5%	26.3%

*FY 20-21 expenses are \$191,763

B. Personnel Costs

Staffing levels are projected to decrease from 57.5 FTE's to 57 FTE's. Proposed salaries, benefits, and employer costs for FY 20-21 will increase \$388,661, or 4.3%, when compared to FY 20-21.

Description	19-20 Budget	20-21 Budget	% Diff
Wages	\$ 6,038,385	\$ 6,140,446	1.7%
Medical & Other Insurance Premiums	1,143,161	1,204,325	5.4%
PERS Employer	1,312,764	1,492,800	13.7%
Other	525,526	570,926	8.6%
Total Annual Wages, Benefits & Employer Costs	\$ 9,019,836	\$ 9,408,497	4.3%

The key assumptions for personnel costs are as follows:

- A COLA of 2.0% (less the buy-back of 1%) was included in the FY 20-21 District budget.
- Effective January 2021 Medical and dental premiums are estimated to increase 6%, and 5% respectively, subject to the established medial cap.
- PERS rates are increasing July 1, resulting in a 13.7% increase in PERS costs.
- Attached for reference are the Proposed 20-21 Organizational Chart, Chart of Positions and Salary Ranges.

C. Operation and Maintenance Costs

The District continuously strives for operational efficiency and to ensure the budget reflects the current economic conditions, the District's mission statement, and the strategic values set by the Board of Directors. In an effort to keep costs as low as possible Operation and Maintenance Costs are estimated to increase a modest 0.1% from the prior year.

D. Debt Service

- a. In March 2013, the District issued approximately \$20 million in revenue bonds to fund various capital projects. The annual debt service for FY 20-21 is \$1,230,000.
- b. As part of the bond covenants the District must collect net revenues equal to at least 125% of the annual debt service. Based on the draft budget the District will meet the covenant.

E. Capital Investment Program

- a. Current and past Boards have made it a priority to ensure that the District's infrastructure is maintained, repaired, and replaced appropriately. The continual investment in our water system helps to ensure we are able to meet the water demands of the community we serve.
- b. The CIP Budget for FY 20-21 includes costs related to the replacement and refurbishment of existing facilities, as well as for the acquisition and construction of new equipment and facilities.
- c. These projects are financed through the Replacement Fund, Capital Fund, and Restricted Reserves.

WALNUT VALLEY WATER DISTRICT
BUDGET SUMMARY
FY 2020-21

Department	G/L Classification	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Actual	2019-20 Budget	2019-20 Projected	2019-20 % Budget	2020-21 Budget	Increase (Decrease)
REVENUES:										
Water Sales - General	4100's	\$33,185,712	\$33,635,774	\$34,028,088	\$32,212,411	\$34,837,628	\$34,289,669	98.43%	\$36,405,202	\$1,567,574
Water Sales - Wholesale	4100's	0	1,801,667	0	3,206,218	0	3,244,602	0.00%	0	0
Water Sales - Recycled	4100's	1,693,664	1,926,283	1,818,279	1,634,443	1,909,548	1,830,366	95.85%	1,922,853	13,305
Standby By Charges	4400-4955	825,000	822,514	825,000	837,186	825,000	825,000	0.00%	825,000	0
Hydro Electric Sales	4200's	11,000	24,072	30,000	22,250	30,000	50,000	166.67%	30,000	0
SUBTOTAL OPERATING REVENUES	See Revenues Schedule	35,715,376	38,210,310	36,701,367	37,912,508	37,602,176	40,239,637	107.01%	39,183,055	1,580,879
Other Revenues	4300's	298,250	580,270	301,600	776,907	291,930	254,469	87.17%	290,780	(1,150)
Non-Operating Revenues	4400's	1,492,500	1,675,615	1,564,410	2,128,175	1,578,690	1,898,302	120.25%	1,590,750	12,060
TOTAL REVENUES		37,506,126	40,466,195	38,567,377	40,817,589	39,472,796	42,392,408	107.40%	41,064,585	1,591,789
EXPENSES:										
Operations	52XX	5,346,570	5,299,313	5,615,268	5,596,681	5,886,914	5,567,145	94.57%	6,075,676	188,762
Engineering	53XX	922,669	1,105,132	1,116,728	1,059,500	1,264,610	1,211,991	95.84%	1,317,206	52,596
Finance	54XX	2,589,914	2,317,407	2,282,140	2,148,335	2,226,482	2,082,366	93.53%	2,336,872	110,390
GM/Governance	55XX	1,478,847	1,285,748	1,255,995	1,178,343	1,294,098	1,270,583	98.18%	1,456,189	162,091
Administrative Services	56XX	2,507,793	2,219,825	2,752,103	2,359,127	2,773,357	2,532,613	91.32%	2,531,904	(241,453)
General and Administrative	57XX	1,021,402	1,029,796	1,136,320	1,057,309	1,141,250	1,141,195	100.00%	1,243,450	102,200
SUBTOTAL OPERATING EXPENSES		13,867,195	13,257,221	14,158,554	13,399,295	14,586,711	13,805,893	94.65%	14,961,297	374,586

WALNUT VALLEY WATER DISTRICT
BUDGET SUMMARY
FY 2020-21

Department	G/L Classification	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Actual	2019-20 Budget	2019-20 Projected	2019-20 % Budget	2020-21 Budget	Increase (Decrease)
Water Supply & Related Costs	See Water Supply Schedule	18,845,757	21,314,396	19,483,037	20,816,609	19,880,145	22,077,215	111.05%	20,304,333	424,189
SUBTOTAL OPERATING & WATER		32,712,952	34,571,618	33,641,591	34,215,904	34,466,856	35,883,109	104.11%	35,265,630	798,775
Long Term Debt	6900's	1,230,550	1,230,550	1,232,750	1,232,750	1,234,500	1,234,500	100.00%	1,230,000	(4,500)
TOTAL OPERATING, WATER, LT DEBT		33,943,502	35,802,168	34,874,341	35,448,654	35,701,356	37,117,609	103.97%	36,495,630	794,275
Net Revenues Before Adjustments & Reserve Program Funding		\$3,562,624	\$4,664,027	\$3,693,036	\$5,368,936	\$3,771,440	\$5,274,799	139.86%	\$4,568,955	\$797,514
Adjustment									(129,000)	
RESERVE PROGRAM FUNDING									4,439,955	
Replacement Reserve Program Funding									(\$2,779,455)	
Capital Reserve Program Funding									(\$300,000)	
Stored Water Reserve									(\$610,500)	
Long-Term Liabilitied Program Funding									(\$750,000)	
NET REVENUES									(\$0)	

NOTE: Adjustment amount reflects the estimate for employee paid spousal benefits (\$540,000), and an adjustment for stored water previously purchased by the District \$411,000.

WALNUT VALLEY WATER DISTRICT
EXPENSES BY COST CATEGORY
FY 2020-21

Description	G/L Classification	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Actual	2019-20 Budget	2019-20 Projected	2019-20 % Budget	2020-21 Budget	Increase (Decrease)
Wages & Benefits	See Personnel Schedule	\$9,012,928	\$8,484,627	\$8,873,674	\$8,473,008	\$9,019,836	\$8,499,821	94%	\$9,408,497	\$ 388,661
Utilities	5400's	1,004,700	1,001,653	1,054,700	968,302	1,055,700	960,226	91%	1,037,100	(18,600)
Vehicle Expenses	5500's	141,900	157,705	182,800	143,506	182,800	171,300	94%	151,800	(31,000)
Human Resource Expenses	5600's	553,200	563,422	641,200	631,866	696,100	709,639	102%	754,300	58,200
Professional Development	5700's	162,543	115,826	184,515	144,892	198,075	145,215	73%	197,550	(525)
Safety	5800's	61,700	68,294	67,200	73,247	89,450	125,350	140%	129,450	40,000
Professional Services	6100's	525,499	601,905	560,700	533,677	667,580	619,454	93%	691,060	23,480
Insurance	6200's	177,500	185,477	192,370	145,764	160,500	158,507	99%	164,500	4,000
Outside Services	6300's	1,267,100	1,049,612	1,281,170	1,209,843	1,370,920	1,411,814	103%	1,224,970	(145,950)
Materials & Supplies	6400's	831,725	911,323	931,525	947,248	1,004,550	864,050	86%	1,001,950	(2,600)

WALNUT VALLEY WATER DISTRICT
EXPENSES BY COST CATEGORY
FY 2020-21

Description	G/L Classification	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Actual	2019-20 Budget	2019-20 Projected	2019-20 % Budget	2020-21 Budget	Increase (Decrease)
Equipment Lease	6500's	12,150	13,135	15,850	13,243	15,850	28,681	181%	27,770	11,920
Other Agency Costs	6600's	105,250	97,410	162,350	102,216	115,350	111,837	97%	162,350	47,000
Collection Expense	6700's	10,500	6,891	10,500	12,526	10,000	0	0%	10,000	0
Miscellaneous	6800's	500	(59)	0	(43)	0	0	0%	0	0
TOTAL OPERATING		13,867,195	13,257,221	14,158,554	13,399,295	14,586,711	13,805,893	95%	14,961,297	374,586
Water Supply and Related	See Water Supply Schedule	18,845,757	21,314,396	19,483,037	20,816,609	19,880,145	22,077,215	111%	20,304,333	424,189
Long Term Debt		1,230,550	1,230,550	1,232,750	1,232,750	1,234,500	1,234,500	100%	1,230,000	(4,500)
TOTAL EXPENSES		\$ 33,943,502	\$ 35,802,168	\$ 34,874,341	\$ 35,448,654	\$ 35,701,356	\$ 37,117,609	104%	\$36,495,630	\$794,275

WALNUT VALLEY WATER DISTRICT
WATER SUPPLY (5100) BUDGET DETAIL
FY 2020-21

Description	Account Number	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Actual	2019-20 Budget	2019-20 Projected	2019-20 % Budget	2020-21 Budget	Increase (Decrease)
Water Supply - Purchased Water	5110	\$17,191,125	\$19,240,870	\$16,662,918	\$19,150,622	\$17,018,050	\$20,184,806	119%	\$18,262,168	\$1,244,118
Purchased Water - LHHCWD	5190	\$0	\$0	\$0	\$0	\$0	\$0	0%	\$0	0
Purchased Water - CDWC	5190	\$373,016	\$824,286	\$1,755,140	\$841,244	\$1,830,740	\$941,423	51%	\$959,400	(871,340)
Purchased Water - Baldy	5190	\$0	\$0	\$0	\$50,000	\$51,500	\$51,600	100%	\$53,150	1,650
Purchased Water - Durwood	5190	\$0	\$0	\$0	\$0	\$0	\$0	0%	\$0	0
Water Supply - TVMWD Surcharges	5120	\$36,040	\$45,277	(\$116,477)	(\$138,133)	(\$160,250)	(\$193,301)	121%	(\$139,024)	21,226
Water Supply - TVMWD Connected Capacity Charges	5125	\$60,586	\$60,586	\$61,486	\$61,486	\$63,234	\$62,443	99%	\$66,204	2,970
Water Supply - TVMWD Equiv. Small Meter Charge	5130	\$38,504	\$38,504	\$40,510	\$40,510	\$42,062	\$42,062	100%	\$44,102	2,040
Water Supply - TVMWD Water Use Charges	5135	\$78,682	\$78,780	\$81,919	\$81,919	\$82,013	\$81,779	100%	\$81,457	(556)
Water Supply - PWR Surcharge	5140	\$19,900	\$19,836	\$19,900	\$19,836	\$19,900	\$19,900	100%	\$19,900	0

WALNUT VALLEY WATER DISTRICT
WATER SUPPLY (5100) BUDGET DETAIL
FY 2020-21

Description	Account Number	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Actual	2019-20 Budget	2019-20 Projected	2019-20 % Budget	2020-21 Budget	Increase (Decrease)
Water Supply - MWD Capacity Reserv. Charges	5145	\$466,354	\$464,271	\$391,991	\$391,991	\$374,328	\$368,265	98%	\$413,571	39,243
Water Supply - Purchased Water - LACSD	5150	\$176,680	\$149,465	\$176,680	\$127,670	\$147,798	\$156,120	106%	\$200,718	52,920
Water Supply - Purchased Water - WVWD	5155	\$1,500	\$0	\$1,500	\$1,255	\$1,500	\$0	0%	\$1,500	0
LACSD Capacity Charge	5170	\$73,000	\$81,392	\$73,000	\$0	\$73,000	\$73,000	100%	\$73,000	0
PWR Budget Assessment	6620	\$206,736	\$186,896	\$183,550	\$36,896	\$36,900	\$32,300	88%	\$36,900	0
Puente Basin Water Agency	6625	\$111,750	\$109,868	\$139,020	\$131,016	\$141,520	\$98,970	70%	\$125,688	(15,833)
Puente Basin Watermaster	6630	\$11,884	\$14,366	\$11,900	\$11,892	\$5,600	\$5,600	100%	\$5,600	0
Spadra Basin GSA	6635	\$0	\$0	\$0	\$8,403	\$152,250	\$152,250	100%	\$100,000	(52,250)
TOTAL		\$18,845,757	\$21,314,396	\$19,483,037	\$20,816,609	\$19,880,145	\$22,077,215	111%	\$20,304,333	\$424,189

WALNUT VALLEY WATER DISTRICT
PERSONNEL BUDGET SUMMARY
 FY 2020-21

Description	2016-17 Budget	2017-18 Budget	2018-19 Budget	2019-20 Budget	2020-21 Budget	Increase (Decrease)	% Increase (Decrease)
Wages	\$ 5,391,623	\$ 5,506,492	\$ 5,417,399	\$ 5,535,947	\$ 5,615,867	\$ 79,920	1.44%
Certification Pay	44,450	45,350	44,900	51,400	48,200	\$ (3,200)	-6.23%
Medical & Other Insurance Premiums	1,162,572	1,175,513	1,174,577	1,143,161	1,204,325	\$ 61,164	5.35%
PERS Employer	1,103,232	1,175,783	1,219,776	1,312,764	1,492,800	\$ 180,036	13.71%
Other	432,095	446,086	457,146	474,126	522,726	\$ 48,600	10.25%
Total Annual Benefits	2,742,349	2,842,732	2,896,399	2,981,451	3,268,051	\$ 286,600	9.61%
Employer Taxes & Insurance	638,467	663,703	559,876	502,438	524,579	\$ 22,141	4.41%
Total Annual Benefits & Employer Costs	3,380,816	3,506,435	3,456,275	3,483,889	3,792,630	\$ 308,741	8.86%
Total Annual Wages, Benefits & Employer Costs	\$ 8,772,439	\$ 9,012,927	\$ 8,873,674	\$ 9,019,836	\$ 9,408,497	\$ 388,661	4.31%

WALNUT VALLEY WATER DISTRICT
OPERATING REVENUES (4100)
FY 2020-21 BUDGET DETAIL

Account Number	Description	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Actual	2019-20 Budget	2019-20 Projected	2020-21 Budget	Increase (Decrease)
10-4100-41XX	Base Rate - General	\$7,492,502	\$7,487,409	\$7,717,130	\$7,701,303	\$7,927,180	\$8,235,237	\$8,509,040	\$581,860
10-4100-42XX	Commodity - General	24,171,621	24,539,559	24,741,908	22,984,324	25,297,360	24,331,515	25,898,089	600,729
10-4100-4235	Commodity - Badillo Grand	0	1,801,667	0	3,206,218	0	3,244,602	0	0
10-4100-425X	Pump Zone Charges	975,088	1,000,112	1,000,110	921,359	1,034,140	1,010,536	1,116,520	82,380
10-4100-439X	Drought Rate Surcharges	0	0	0	0	0	0	0	0
10-4100-43XX	Other Fees - General	546,501	608,694	568,940	605,425	578,948	712,381	881,553	302,605
10-4100-44XX	Base Rate - Recycled	238,551	244,317	253,269	255,060	262,628	277,711	318,943	56,315
10-4100-45XX	Commodity - Recycled	1,455,113	1,681,966	1,565,010	1,379,383	1,646,920	1,552,655	1,603,910	(43,010)
10-4400-4955	Tax Revenue - Standby Charges	825,000	822,514	825,000	837,186	825,000	825,000	825,000	0
10-4200-4710	Hydroelectric Revenues	\$11,000	24,072	\$30,000	22,250	\$30,000	\$50,000	\$30,000	\$0
	TOTAL	\$35,715,376	\$38,210,310	\$36,701,367	\$37,912,508	\$37,602,176	\$40,239,637	\$39,183,055	\$1,580,879



Walnut Valley Water District
Official Chart of Positions FY 2020-21 in Full-time Equivalents (FTE's)
Proposed Revisions for FY 2020-21
 Effective July 2020

Administration/ General Manager's Office	FTE's	Engineering	FTE's	Operations	FTE's	Finance	FTE's	External Affairs	FTE's
General Manager/Chief Engineer	1.0	Director of Engineering	1.0	Director of Operations	1.0	[reports to Assistant General Manager]		Director of External Affairs	1.0
Assistant General Manager	1.0	Engineering Supervisor	1.0	Field Manager		Customer Service Manager	1.0	Conservation and Special Projects Manager	1.0
Executive Secretary	1.0	Senior Civil Engineer	1.0	Field Supervisor (4)	1.0	Sr. Customer Service Rep.	1.0	Management Analyst	1.0
Executive Assistant	1.0	Civil Engineering Assistant	1.0	Construction Inspection Supervisor	1.0	Customer Service Rep. II	2.0	Outreach & Design Specialist	1.0
Administrative Assistant II (1)		Engineering Technician II (3)		Utility Service Lead (5)	3.0	Customer Service Rep. I	2.5		
Administrative Assistant I	1.0	Engineering Technician I	1.0	Cross Connection Specialist	1.0	Administrative Assistant I	1.0		
Information Systems Specialist	1.0	Engineering Intern	0.5	Utility Service Worker III	1.0	Accounting Manager	1.0		
HR/Safety/Risk Manager				Utility Service Worker II	2.0	Senior Accountant	2.0		
Human Resources Coordinator				Utility Service Worker I	6.0	Senior Accounting Tech	1.0		
				Production Supervisor	1.0	Accounting Technician I	1.0		
Safety/ Human Resources/ Risk Management				Instrumentation/Electrical Systems Technician	1.0	General Services & Procurement Manager (6)			
Director of Human Resources & Risk Management (2)				Production Lead	1.0	General Services Supervisor	1.0		
HR/Safety/Risk Manager	1.0			Senior Pump Operator	1.0	Facility Maintenance Wkr II	2.0		
Human Resources Coordinator	1.0			Pump Operator I	3.0				
				Operation Intern	1.0				

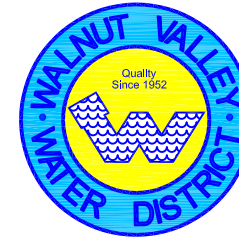
Full-time Positions:	8.0	Full-time Positions:	5.0	Full-time Positions:	23.0	Full-time Positions:	15.0	Full-time Positions:	4.0
Part-Time Positions:	0.0	Part-Time Positions:	0.5	Part-Time Positions:	1.0	Part-Time Positions:	0.50	Part-Time Positions:	0.0

1. Proposed reclassification from "Administrative Assistant I" to "Administrative Assistant II"
2. Proposed promotion from "HR/Safety/Risk Manager" to "Director of Human Resources & Risk Management"
3. Proposed reclassification from "Engineering Technician I" to "Engineering Technician II" position
4. Proposed promotion from "Utility Service Worker Lead" to incentive "Field Supervisor"
5. Proposed reclassification from "Utility Service Worker I" to incentive "Utility Service Worker Lead"
6. Proposed Reclassification from "General Services Supervisor" to General Services & Procurement Manage"

Fiscal Year Recaps	FTE's	Fiscal Year Recaps	FTE's
FY 2007-08	59.5		
FY 2008-09	58.0	FY 2014-15	55.75
FY 2009-10	56.6	FY 2015-16	55.75
FY 2010-11	56.6	FY 2016-17	56.0
FY 2011-12	55.6	FY 2017-18	56.5
FY 2012-13	55.5	FY 2018-19	56.5
FY 2013-14	55.75	FY 2019-20	57.5
		FY 2020-21 (Proposed)	57.0



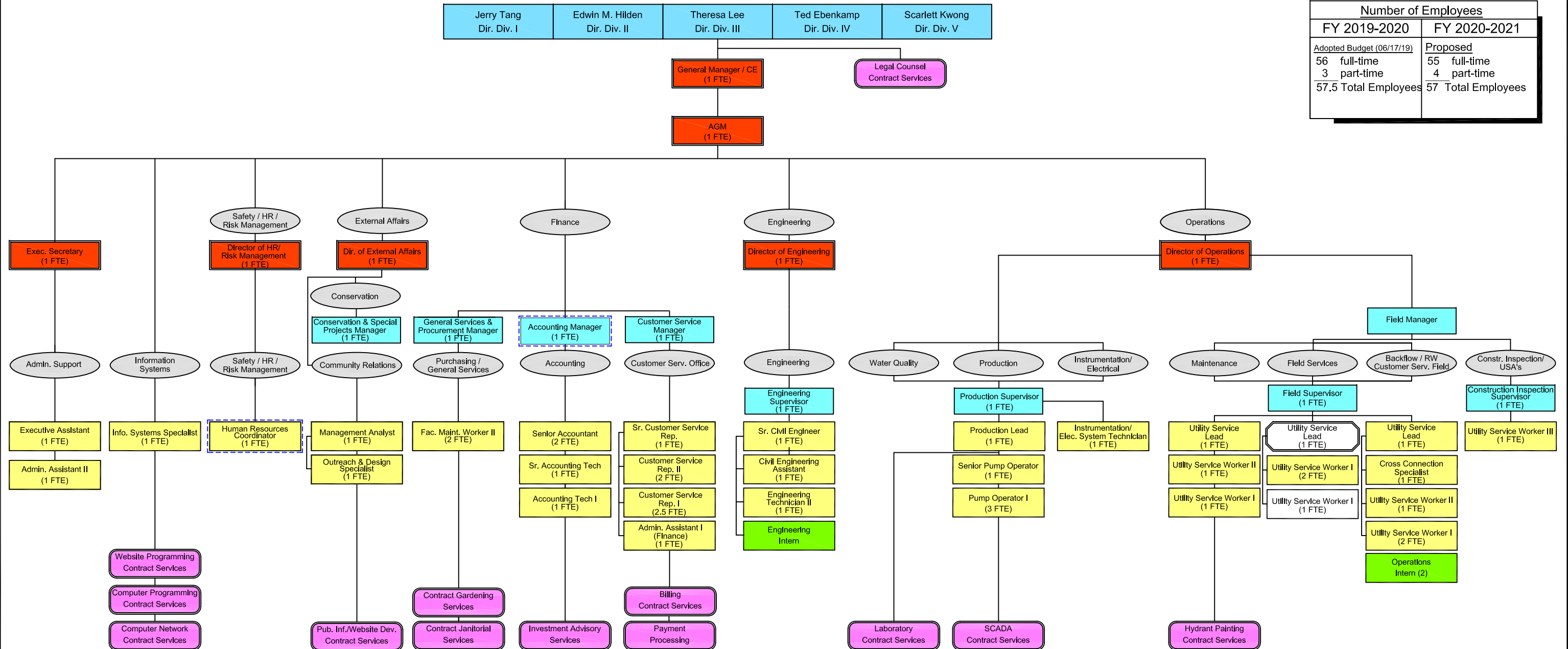
WALNUT VALLEY WATER DISTRICT ORGANIZATIONAL CHART FISCAL YEAR 2020-2021 PROPOSED



LEGEND	
Staff Positions	Part-Time Positions
Mid-Management Positions	Vacant
GEU Positions	Positions Under Contract
Incentive Position	Confidential Positions

Jerry Tang Dir. Div. I	Edwin M. Hilden Dir. Div. II	Theresa Lee Dir. Div. III	Ted Ebenkamp Dir. Div. IV	Scarlett Kwong Dir. Div. V
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Number of Employees	
FY 2019-2020	FY 2020-2021
Adopted Budget (06/17/19)	Proposed
56 full-time	55 full-time
3 part-time	4 part-time
57.5 Total Employees	57 Total Employees



**WALNUT VALLEY WATER DISTRICT
SALARY RANGES
July 1, 2020**

EXECUTIVE STAFF	Salary Range	
	Entry	Max.
General Manager ¹	16,521	25,708
Assistant General Manager	13,814	21,497
Director of Engineering	11,603	18,055
Director of External Affairs	11,603	18,055
Director of Finance	11,603	18,055
Director of Human Resources & Risk Management	11,603	18,055
Director of Operations	11,603	18,055
Executive Secretary	7,234	11,257

1. Salary established by contract. Range step G set to current contract amount approved by the BOD.

MID-MANAGEMENT	Range	Salary Range	
		Entry	Max.
Engineering Manager	MM9	8,954	13,935
Civil Engineering Supervisor Field Superintendent	MM7	8,140	12,667
Human Resources/Safety/Risk Manager			
Accounting Manager Conservation and Special Projects Manager Customer Service Manager Field Manager General Services & Procurement Manager	MM5	7,234	11,257
Production Manager			
Construction Inspection Supervisor - DOT Field Supervisor - DOT Production & Storage Supervisor	MM4	6,700	10,428
Accounting Supervisor Construction Inspection Supervisor Field Supervisor General Services Supervisor	MM3	6,168	9,600

**WALNUT VALLEY WATER DISTRICT
SALARY RANGES
July 1, 2020**

GENERAL EMPLOYEES UNIT	Range	Salary Range	
		Entry	Max.
Senior Civil Engineer	GEU31	7,737	12,079
Civil Engineer Information Systems Specialist	GEU29	7,073	11,041
Instrumentation / Electrical System Technician Production & Storage Lead Senior Civil Engineering Assistant	GEU27	6,342	9,903
Cross Connection Specialist Water Quality Specialist	GEU25	6,060	9,463
Civil Engineering Assistant	GEU23	5,795	9,048
Management Analyst Senior Pump Operator Senior Accountant	GEU21	5,548	8,663
Cross Conn Technician Senior Construction Inspector Utility / Field Services Lead - Dot	GEU19	5,411	8,451
Executive Assistant Human Resources Coordinator Senior Community Outreach Assistant Senior Engineering Tech Utility / Field Services Lead	GEU17	5,244	8,188
Pump Operator II - Dot Utility Service Worker III - Dot Water Quality Technician	GEU15	5,045	7,877
Construction Inspector II Pump Operator II Senior Outreach & Design Specialist Utility Service Lead (Cust Svc) Utility Service Worker III	GEU13	4,899	7,652

WALNUT VALLEY WATER DISTRICT
SALARY RANGES
 July 1, 2020

		Salary Range	
GENERAL EMPLOYEES UNIT	Range	Entry	Max.
Engineering Technician II Facility Maintenance Worker Lead Community Outreach & Design Specialist Pump Operator I - Dot Senior Accounting Technician Senior Customer Service Representative Utility Service Worker II - Dot	GEU11	4,709	7,354
Facility Maintenance Worker Lead Pump Operator I - Dot Senior Accounting Technician Senior Customer Service Representative Utility Service Worker II - Dot	GEU9	4,675	7,300
Construction Inspector I Engineering Technician I Pump Operator I Utility Service Worker II	GEU7	4,403	6,878
Accounting Technician II Administrative Assistant II Customer Service Representative II Facilities Maintenance Worker II Utility Service Worker I - Dot	GEU5	4,267	6,664
Accounting Technician I Administrative Assistant I Customer Service Representative I Facility Maintenance Worker I Utility Service Worker I	GEU3	4,009	6,258
Accounting Technician I Administrative Assistant I Customer Service Representative I Facility Maintenance Worker I	GEU1	3,883	6,062

Walnut Valley Water District
Capital Investment Program Budget by Reserve Fund
Fiscal Year 2020-21

Item No.	Submit By	Project Name	Funding Source	Budgeted FY 19-20	New Funds Requested	Total Project Costs	Total Expended Thru Mar	Remaining Project Costs	CURRENT YEAR Expenditure FY 19-20	BUDGET Expenditure FY 20-21	Projected Expenditure FY 21-22
1	DJ	Ballena Drive 1050Z Main Extension / 1200Z Main Abandonment	Capital	135,000		135,000	9,968	125,032	125,032		
2	TM	Bourdet Avenue main abandonment	Capital		40,000	40,000		40,000		40,000	
3	EH	Diesel Fuel Trailer	Capital		25,000	25,000	-	25,000		25,000	
4	RW	IT System Backup Repository	Capital		83,200	83,200		83,200		83,200	
5	DJ	Flat Bed Hauler Trailer for Backhoe	Capital	30,000		30,000		30,000		30,000	
6	MR	Gas Dispenser Cover	Capital	42,000		42,000		42,000		42,000	
7	TP	Leak Detection Program	Capital		45,000	45,000		45,000		45,000	
8	JK	Mobile Fill Station	Capital	15,000		15,000		15,000		15,000	
9	TP	Pressure Monitoring Equipment	Capital	10,000		10,000	-	10,000		10,000	
10	TM	SCADA Security Enhancements 19-20	Capital	100,000		100,000	5,421	94,579	94,579		
11	TM	SCADA Security Enhancements 20-21	Capital		100,000	100,000		100,000		100,000	
12	TM	SCADA System Pressure Monitoring 16-17	Capital	50,000		50,000	22,554	27,446	27,446		
13	TM	Seismic Controller Upgrade 20-21	Capital		100,000	100,000		100,000		100,000	
14	TM	Seismic Controller Upgrade Ridgeline	Capital	100,000		100,000	55,155	44,845	44,845		
15	EH	Storage Yard at Brea Canyon Cut-Off Reservoir	Capital	75,000	392,087	467,087	4,487	462,600	100,000	362,600	
16	BT	Web Portal	Capital	100,000		100,000		100,000		100,000	
		TOTAL Capital		657,000	785,287	1,442,287	97,585	1,344,702	391,902	952,800	-
17	DJ/TP	AMI Meter Upgrade 17-18	Replacement	1,300,000		1,300,000	1,219,862	80,138	80,138		
18	DJ/TP	AMI Meter Upgrade 18-19	Replacement	1,090,757		1,090,757	1,082,472	8,285	8,285		
19	DJ	AMI Meter Upgrade 19-20	Replacement	1,224,000		1,224,000	-	1,224,000		1,224,000	
20	TM	Asphalt Replacement Program 17-18	Replacement	200,000		200,000	18,274	181,726	181,726		
21	TM	Asphalt Replacement Program 19-20	Replacement	200,000		200,000		200,000		200,000	

Item No.	Submit By	Project Name	Funding Source	Budgeted FY 19-20	New Funds Requested	Total Project Costs	Total Expended Thru Mar	Remaining Project Costs	CURRENT YEAR Expenditure FY 19-20	BUDGET Expenditure FY 20-21	Projected Expenditure FY 21-22
22	SS/TM	Diamond Bar Pump Station Emergency Generator	Replacement	1,450,000		1,450,000		1,450,000		1,000,000	450,000
23	TM	Electric Panel Modification	Replacement	204,000		204,000		204,000		204,000	
24	SS	Fairway Drive Facilities Relocation (ACE)	Replacement	2,350,000		2,350,000	2,106,937	243,063	100,000	143,063	
25	TM	Hydroelectric Repair @ T.S.	Replacement	310,000		310,000	128,284	181,716	181,716		
26	EH/SS	Improvement of Grand Avenue & Golden Springs Drive	Replacement	115,000		115,000	7,564	107,436		107,436	
27	DJ	Iron Saddle Replacement Program 19-20	Replacement	61,200		61,200	4,312	56,888	56,888		
28	DJ	Pipeline Camera	Replacement	30,000		30,000		30,000		30,000	
29	DJ	PRV Rehab Program 19-20	Replacement	201,000		201,000	1,433	199,567	199,567		
30	DJ	Pump and Well Rehabilitation Program 16-17	Replacement	250,000		250,000	93,068	156,932	156,932		
31	TM	Pump and Well Rehabilitation Program 17-18	Replacement	250,000		250,000	165,485	84,515	84,515		
32	TM	Pump and Well Rehabilitation Program 19-20	Replacement	184,500		184,500	2,430	182,070	90,000	92,070	
33	TM	Reservoir Painting/Recoating Program 19-20	Replacement	132,800		132,800		132,800	132,800		
34	TM	SCADA Panel Improvements 17-18	Replacement	30,000		30,000	21,722	8,278	8,278		
35	TM	SCADA Panel Improvements 19-20	Replacement	30,000		30,000		30,000		30,000	
36	TM	Terminal Storage 10 inch bypass Valve Modifications	Replacement	40,000		40,000	32,265	7,735	7,735		
37	TM	Terminal Storage Valve Modification	Replacement	60,000		60,000	6,840	53,160	53,160		
38	DJ	Valve Replacement Program 19-20	Replacement	102,000		102,000	32,090	69,910	69,910		
39	DJ	Vehicles 19-20	Replacement	132,300		132,300	3,360	128,940	128,940		
40	TM	Pump and Well Rehabilitation Program 20-21	Replacement		22,200	22,200		22,200		22,200	
41	TM	PRV Rehab Program 20-21	Replacement		166,500	166,500		166,500		166,500	
42	TM	Rich 45 Fire Hydrant Replacement Program 20-21	Replacement		80,000	80,000		80,000		80,000	
43	TM	Valve Replacement Program 20-21	Replacement		104,000	104,000		104,000		104,000	
44	TM	Iron Saddle Replacement Program 20-21	Replacement		100,000	100,000		100,000		100,000	

Item No.	Submit By	Project Name	Funding Source	Budgeted FY 19-20	New Funds Requested	Total Project Costs	Total Expended Thru Mar	Remaining Project Costs	CURRENT YEAR Expenditure FY 19-20	BUDGET Expenditure FY 20-21	Projected Expenditure FY 21-22
45	TM	AMI Meter Upgrade 20-21	Replacement		1,248,500	1,248,500		1,248,500		1,248,500	
46	TM	8 ft Dump Trailer	Replacement		8,800	8,800		8,800		8,800	
47	TM	Vehicles 20-21	Replacement		154,000	154,000		154,000		154,000	
48	RW	IT System Backup Repository	Replacement		83,200	83,200		83,200		83,200	
49	RW	Exchange 2019	Replacement		40,000	40,000		40,000		40,000	
50	TM	Terminal Storage Outflow Vault Upgrade	Replacement		100,000	100,000		100,000		100,000	
51	TM	Emergency Booster Pump Station	Replacement		100,000	100,000		100,000		100,000	
52	TM	Terminal Storage Overflow Upgrade	Replacement		40,000	40,000		40,000		40,000	
53	TM	Scada RF	Replacement		156,100	156,100		156,100		156,100	
54	RW	Phone System	Replacement		115,500	115,500		115,500		-	
TOTAL Replacement				9,947,557	2,518,800	12,466,357	4,926,398	7,539,959	1,540,590	5,433,869	450,000
55	TM	Analyzers, Active Mixing Systems	RCC	200,000		200,000	124,435	75,565	75,565		
56	SS/TM	Diamond Bar Pump Station Emergency Generator	RCC	350,000		350,000		350,000		350,000	
57	TM	Pathfinder Chlorine Analyzers/Active Mixing Systems	RCC	700,000		700,000	642,574	57,426	57,426		
58	TM	Pump Addition Enhancement 17-18	RCC	250,000		250,000	171,934	78,066	78,066		
59	TM	Pump Addition Enhancement 19-20	RCC	175,000		175,000	81,893	93,107	93,107		
60	EH/SS	Source of Supply - 1.0 MG Reservoir - Spadra Landfill	RCC	1,000,000		1,000,000	10,479	989,521		989,521	
61	TM	Analyzers, Active Mixing Systems 20-21	RCC		200,000	200,000		200,000		200,000	
TOTAL RCC				2,675,000	200,000	2,875,000	1,031,315	1,843,685	304,164	1,539,521	-
62	EH	Minor Recycled Water System Improvements	WSC	30,000		30,000		30,000		30,000	
TOTAL WSC				30,000	-	30,000	-	30,000	-	30,000	-
TOTAL				13,309,557	3,504,087	16,813,644	6,055,298	10,758,346	2,236,656	7,956,190	450,000