

WALNUT VALLEY WATER DISTRICT

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SPECIAL BOARD MEETING THURSDAY, MAY 25, 2023 4:00 P.M.

Agenda materials are available for public review at <https://walnutvalleywater.gov/about-us/meetings-minutes-and-agendas/>.

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, CA.

1. Flag Salute

2. Roll Call: Mr. Hilden____ Ms. Kwong____ Ms. Lee____ Mr. Tang____ Mr. Woo____

3. Public Comment

President Hilden

The Presiding Officer of the Board of Directors 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 2023-2024 Budget Overview](#)

5. Terms & Conditions Update

6. Consider Authorization to Purchase F650 Chassis Truck

A. Discussion B. Action Taken

7. Other

Adjournment

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation to participate in a meeting may request such modification or accommodation from the District's General Manager's Office at (909) 595-1268 Ext. 201. Notification forty-eight (48) hours prior to the meeting will enable District staff to make reasonable arrangements to assure accessibility to the meeting.

I, Lucie Cazares, CMC, Walnut Valley Water District, do hereby certify, under penalty of perjury under the laws of the State of California that a full and correct copy of this agenda was posted pursuant to Government Code Section 54950 et. seq., at 271 S. Brea Canyon Road, Walnut, CA., and uploaded to the Walnut Valley Water District website <https://walnutvalleywater.gov/about-us/meetings-minutes-and-agendas/>

Date Posted: May 24, 2023

Lucie Cazares, CMC, Executive Secretary

WVWD – Staff Report



TO: Board of Directors
FROM: Director of Finance
DATE: May 25, 2023
SUBJECT: Fiscal Year 23-24 Budget Workshop

Action/Discussion Fiscal Impact Resolution Information Only

Recommendation

That the Board of Directors review the Proposed FY 23-24 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.

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?*

Additionally,

- The District's proposed FY 23-24 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 23-24 budget includes 550 acre-feet of water from the PBWA Cal Domestic project.

At the workshop, staff will start the discussion on the FY 23-24 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 23-24 Capital Investment Program

Attachments:

- Budget Summary
- Expenses by Cost Category
- Water Supply
- Revenue Summary
- Personnel Budget Summary
- Official Chart of Positions
- Organizational Chart for FY 23-24
- Salary Ranges
- CIP Budget

Board Budget Schedule:

Date	Item
January to April 2023	Staff preparation of DRAFT Budget
April 20, 2023 Budget Workshop I	Overview of the District's DRAFT FY 23-24 Budget Revenues Expenses Capital Projects
May 25, 2023 Budget Workshop II	Review of the District's DRAFT FY 23-24 Budget Revenues Expenses Capital Investment Program Budget
Adoption of Final Budget (by June 30, 2023)	

Revenues

The Walnut Valley Water District budgeted 13,800 acre-feet of potable water sales and 2,130 acre-feet of recycled water sales for FY 23-24 compared to the prior year's budget of 13,785 acre-feet of potable water sales and 2,040 acre-feet of recycled water sales.

Revenues by major category are summarized below:

Description	FY 22-23 Budget	FY 23-24 Budget	% Change
Water Sales - Base Rate	\$ 9,410,900	\$ 9,916,000	5%
Water Sales - Commodity	24,706,000	26,208,000	6%
Water Sales - Recycled	2,205,400	2,376,100	8%
Other Fees	817,000	853,100	4%
Standby By Charges	825,000	825,000	0%
Hydro Electric Sales	40,000	30,000	-25%
SUBTOTAL OPERATING REVENUES	38,004,300	40,208,200	6%
Other Revenues	310,500	315,100	1%
Non-Operating Revenues	1,747,600	1,757,400	1%
TOTAL REVENUES	\$ 40,062,400	\$ 42,280,700	6%

Total revenues are budgeted at \$42.3 million a 6% increase when compared to the FY 22-23 budget. The budgeted revenues include the proposed rate increases approved as part of the District's rate study

Expenses

The budgeted expenses for FY 23-24 are estimated at \$37.1 million, a 5% increase when compared to the prior year. The major cost categories are summarized below:

Expense Category	FY 22-23 Budget	FY 23-24 Budget	% Diff
Purchased Water	\$ 18,458,200	\$ 19,532,800	6%
Personnel Costs	10,382,100	11,290,300	9%
Utilities	1,120,500	1,205,500	8%
O&M Expenses	5,301,900	5,276,700	0%
Total Expenses	\$ 35,262,700	\$ 37,305,300	6%

A. Purchased Water

Total purchased water is estimated at 14,634 acre-feet for FY 23-24 compared to 14,630 acre-feet from the prior year's budget. The estimated cost of water purchases is \$19,498,700

FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Projected	FY 23-24 Budget
16,630	17,854	16,844	14,239	14,630

*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 3.9%, effective January 2024 and TVMWD increased their surcharge to \$8.00 per AF. The historical rates of MWD and TVMWD are listed below.

Item	CY 2021	CY 2022	CY 2023	CY 2024
Tier 1 Supply Rate	\$ 243	\$ 243	\$ 321	\$ 332
System Access Rate	373	389	368	389
Water Stewardship	-	-	-	-
System Power Rate	161	167	166	182
<i>Tier 1 Untreated Water</i>	777	799	855	903
MWD' Treatment Cost	327	344	354	353
TVMWD' Surcharge	(6)	(16)	-	8
Totals	\$ 1,098	\$ 1,127	\$ 1,209	\$ 1,264

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 2022	CY 2023	CY 2024
Cost PER CFS	\$ 12,200	\$ 10,700	\$ 11,200
Total MWD Charges	\$ 1,743,380	\$ 1,479,810	\$ 1,548,960
WWWD's Obligation	\$ 548,200	\$ 437,800	\$ 468,700

* FY 23-24 expenses are \$453,200

The historical fixed charges for TVMWD are shown below:

TVMWD 'Fixed' Charges	CY 2022	CY 2023	CY 2024
Total TVMWD Fixed Charges	\$819,318	\$857,754	\$857,754
WVWD's Obligation	\$214,874	\$230,988	\$246,179
District's percentage of TVMWD Assessment	26.2%	26.9%	28.7%

*FY 23-24 expenses are \$238,600

B. Personnel Costs

Staffing levels are projected to remain at 57 FTE's. Proposed salaries, benefits, and employer costs for FY 23-24 will increase approximately \$908,000, or 8.7%, when compared to FY 22-23.

Description	22-23 Budget	23-24 Budget	% Diff
Wages	\$ 6,616,600	\$ 7,372,400	11.4%
Medical & Other Insurance Premiums	1,199,300	1,123,500	-6.3%
PERS Employer	1,951,100	1,924,900	-1.3%
Other	615,300	869,500	41.3%
Total Annual Wages, Benefits & Employer Costs	\$ 10,382,300	\$ 11,290,300	8.7%

The key assumptions for personnel costs are as follows:

- A COLA of 3% in July 2023 and 4% in January 2024 was included in the FY 23-24 District budget.
- Effective January 2023 Medical and dental premiums are estimated to increase 10%, and 3% respectively, subject to the established medial cap.
- PERS rates (including 1% employer reduction) are increasing July 1, resulting in a 12.4% or \$75,200 increase in the PERS normal costs. This is offset by a 7.5% or \$101,400 decrease in the PERS unfunded allocation.

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. Operation and Maintenance Costs are estimated to decrease 0.5% from the prior year.

D. Debt Service

- In August 2021, the District issued approximately \$15 million in revenue bonds to refinance bonds issued in March 2013. The annual debt service for FY 23-24 is \$907,400
- 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

- 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 23-24 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 2023-24

Department	G/L Classification	2020-21 Budget	2020-21 Actual	2021-22 Budget	2021-22 Actual	2022-23 Budget	2022-23 Projected	2022-23 % Budget	2023-24 Budget	Increase (Decrease)
REVENUES:										
Water Sales - General	4100's	36,405,202	36,612,248	36,756,761	36,518,247	34,933,900	35,365,200	101%	36,977,100	2,043,200
Water Sales - Wholesale	4100-4235	0	4,642,103	0	4,967,891	0	2,081,000	0%	0	0
Water Sales - Recycled	4100-REC	1,922,853	2,199,928	2,083,217	2,155,578	2,205,400	1,912,900	87%	2,376,100	170,700
Standby By Charges	4400-4955	825,000	766,999	825,000	718,171	825,000	825,000	100%	825,000	0
Hydro Electric Sales	4200's	30,000	39,341	40,000	31,455	40,000	20,000	50%	30,000	(10,000)
SUBTOTAL OPERATING REVENUES	See Revenues Schedule	39,183,055	44,260,619	39,704,977	44,391,342	38,004,300	40,204,100	106%	40,208,200	2,203,900
Other Revenues	4300's	290,780	518,132	289,490	933,021	310,500	534,100	172%	315,100	4,600
Non-Operating Revenues	4400's	1,590,750	2,095,444	1,600,930	2,483,755	1,747,600	1,755,900	100%	1,757,400	9,800
TOTAL REVENUES		41,064,585	46,874,195	41,595,397	47,808,118	40,062,400	42,494,100	106%	42,280,700	2,218,300
EXPENSES:										
Operations	52XX	6,090,362	6,054,375	6,356,202	6,513,362	6,718,900	6,876,042	102%	6,996,000	277,100
Engineering	53XX	1,317,206	1,315,961	1,462,560	1,464,324	1,604,600	1,487,500	93%	1,772,950	168,350
Finance	54XX	2,336,872	2,133,134	2,267,618	1,932,582	2,120,100	2,065,931	97%	2,268,400	148,300
GM/Governance	55XX	1,462,211	1,467,439	1,554,796	1,196,574	1,706,000	1,528,150	90%	1,700,200	(5,800)
Administrative Services	56XX	2,530,459	2,378,849	2,812,636	2,603,394	3,413,100	3,504,802	103%	3,693,150	280,050
General and Administrative	57XX	1,243,450	1,201,023	1,258,250	1,178,315	1,242,000	1,394,200	112%	1,341,800	99,800

WALNUT VALLEY WATER DISTRICT
BUDGET SUMMARY
FY 2023-24

Department	G/L Classification	2020-21 Budget	2020-21 Actual	2021-22 Budget	2021-22 Actual	2022-23 Budget	2022-23 Projected	2022-23 % Budget	2023-24 Budget	Increase (Decrease)
SUBTOTAL OPERATING EXPENSES		14,980,560	14,550,781	15,712,062	14,888,550	16,804,700	16,856,625	100%	17,772,500	967,800
Water Supply & Related Costs	See Water Supply Schedule	20,304,334	25,120,641	20,700,922	25,028,947	18,458,200	18,764,654	102%	19,532,800	1,074,600
SUBTOTAL OPERATING & WATER		35,284,894	39,671,422	36,412,984	39,917,498	35,262,900	35,621,279	101%	37,305,300	2,042,400
Long Term Debt	69XX	1,230,000	1,230,000	1,229,500	240,955	277,400	277,400	100%	907,400	630,000
TOTAL OPERATING, WATER, LT DEBT		36,514,894	40,901,422	37,642,484	40,158,452	35,540,300	35,898,679	101%	38,212,700	2,672,400
Net Revenues Before Adjustments & Reserve Program Funding		4,549,691	5,972,773	3,952,913	7,649,665	4,522,100	6,595,421	146%	4,068,000	(454,100)
Adjustment							252,700		308,800	
RESERVE PROGRAM FUNDING							6,939,971		4,376,800	
Replacement Reserve Program Funding							(4,237,871)		(2,303,000)	
Capital Reserve Program Funding							(500,000)		(500,000)	
Stored Water Reserve							(496,700)		(496,700)	
PERS Unfunded Savings							(955,400)		(327,100)	
Long-Term Liability Program Funding							(750,000)		(750,000)	
NET REVENUES							0		0	

WALNUT VALLEY WATER DISTRICT
EXPENSES BY COST CATEGORY
FY 2023-24

Description	G/L Classification	2020-21 Budget	2020-21 Actual	2021-22 Budget	2021-22 Actual	2022-23 Budget	2022-23 Projected	2022-23 % Budget	2023-24 Budget	Increase (Decrease)
Wages & Benefits	See Personnel Schedule	9,421,760	9,250,339	10,016,152	9,282,274	10,382,300	9,805,300	94%	11,290,300	908,000
Utilities	5400's	1,037,100	1,088,679	1,036,200	1,387,203	1,120,500	1,270,500	113%	1,205,500	85,000
Vehicle Expenses	5500's	151,800	163,183	151,800	196,412	160,300	246,500	154%	169,800	9,500
Human Resource Expenses	5600's	754,300	732,407	762,800	706,595	761,200	810,000	106%	773,900	12,700
Professional Development	5700's	203,550	116,240	219,890	127,593	221,600	222,575	100%	256,000	34,400
Safety	5800's	129,450	102,778	84,450	119,180	99,400	107,500	108%	100,900	1,500
Professional Services	6100's	691,060	526,569	685,800	562,029	720,000	745,838	104%	741,300	21,300
Insurance	6200's	164,500	176,750	170,000	192,519	170,000	171,500	101%	170,000	-
Outside Services	6300's	1,224,970	1,198,948	1,295,360	1,277,901	1,664,050	1,781,602	107%	1,626,100	(37,950)
Materials & Supplies	6400's	1,001,950	915,320	1,135,900	940,193	1,285,350	1,468,600	114%	1,256,700	(28,650)
Equipment Lease	6500's	27,770	28,313	28,470	25,996	28,600	28,600	100%	28,600	-
Other Agency Costs	6600's	162,350	161,256	115,240	154,432	181,300	188,010	104%	143,300	(38,000)

WALNUT VALLEY WATER DISTRICT
EXPENSES BY COST CATEGORY
FY 2023-24

Description	G/L Classification	2020-21 Budget	2020-21 Actual	2021-22 Budget	2021-22 Actual	2022-23 Budget	2022-23 Projected	2022-23 % Budget	2023-24 Budget	Increase (Decrease)
Collection Expense	6700's	10,000	90,000	10,000	(83,778)	10,100	10,100	100%	10,100	-
Miscellaneous	6800's	-	-	-	1	-	-	0%	-	-
TOTAL OPERATING		14,980,560	14,550,781	15,712,062	14,888,550	16,804,700	16,856,625	100%	17,772,500	967,800
Water Supply and Related	See Water Supply Schedule	20,304,334	25,120,641	20,700,922	25,028,947	18,458,200	18,764,654	102%	19,532,800	1,074,600
Long Term Debt		1,230,000	1,230,000	1,229,500	240,955	277,400	277,400	100%	907,400	630,000
TOTAL EXPENSES		36,514,894	40,901,422	37,642,484	40,158,452	35,540,300	35,898,679	101%	38,212,700	2,672,400

WALNUT VALLEY WATER DISTRICT
WATER SUPPLY (5100) BUDGET DETAIL
FY 2023-24

Description	Account Number	2020-21 Budget	2020-21 Actual	2021-22 Budget	2021-22 Actual	2022-23 Budget	2022-23 Projected	2022-23 % Budget	2023-24 Budget	Increase (Decrease)
Water Supply - Purchased Water	5110	18,262,168	23,386,805	17,187,810	23,379,330	16,408,000	16,902,000	103%	17,317,300	909,300
Purchased Water	5190	1,012,550	777,388	2,462,485	458,029	895,400	596,600	67%	824,000	(71,400)
Water Supply - TVMWD Surcharges	5120	(139,024)	(178,439)	(157,602)	(189,141)	(127,100)	(122,000)	96%	49,300	176,400
Water Supply - TVMWD Connected Capacity Charges	5125	66,204	66,260	72,251	72,251	78,100	78,100	100%	82,800	4,700
Water Supply - TVMWD Equip. Small Meter Charge	5130	44,102	44,090	48,008	48,008	52,200	52,200	100%	55,600	3,400
Water Supply - TVMWD Water Use Charges	5135	81,457	81,971	86,014	86,014	92,600	92,600	100%	100,200	7,600
Water Supply - PWR Surcharge	5140	19,900	19,836	19,900	19,836	19,900	19,900	100%	19,900	-
Water Supply - MWD Capacity Reserv. Charges	5145	413,571	415,173	508,886	508,886	493,000	493,000	100%	453,200	(39,800)
Water Supply - Purchased Water - LACSD	5150	200,718	216,755	163,100	237,439	168,300	170,354	101%	214,600	46,300
Water Supply - Purchased Water - WVWD	5155	1,500	-	1,500	20,423	6,500	20,500	315%	6,500	-
LACSD Capacity Charge	5170	73,000	85,641	81,000	86,963	85,000	87,000	102%	89,000	4,000
PWR Budget Assessment	6620	36,900	33,267	33,270	33,267	32,300	32,300	100%	32,300	-

WALNUT VALLEY WATER DISTRICT
WATER SUPPLY (5100) BUDGET DETAIL
FY 2023-24

Description	Account Number	2020-21 Budget	2020-21 Actual	2021-22 Budget	2021-22 Actual	2022-23 Budget	2022-23 Projected	2022-23 % Budget	2023-24 Budget	Increase (Decrease)
Puente Basin Water Agency	6625	125,688	77,722	125,700	102,905	210,900	96,500	46%	173,500	(37,400)
Puente Basin Watermaster	6630	5,600	4,998	5,600	8,571	5,600	5,600	100%	5,600	-
Spadra Basin GSA	6635	100,000	89,173	63,000	156,167	37,500	240,000	640%	109,000	71,500
TOTAL		20,304,334	25,120,641	20,700,922	25,028,947	18,458,200	18,764,654	102%	19,532,800	1,074,600

WALNUT VALLEY WATER DISTRICT
Revenues (4XXX) Budget Summary
FY 2023-24

Description	Account Number	2020-21 Budget	2020-21 Actual	2021-22 Budget	2021-22 Actual	2022-23 Budget	2022-23 Projected	2022-23 % Budget	2023-24 Budget	Increase (Decrease)
Water Sales - Base Rate	4100-41XX	8,509,040	8,406,618	8,789,380	8,759,271	9,410,900	9,411,400	100%	9,916,000	505,100
Water Sales - Commodity	4100-42XX	25,898,089	26,425,603	26,050,460	25,841,452	23,659,000	24,074,200	102%	25,031,000	1,372,000
Water Sales - Wholesale	4100-4235	-	4,642,103	-	4,967,891	-	2,081,000	0%	-	-
Water Sales - Pump Zone	4100-42XX	1,116,520	1,168,901	1,145,070	1,143,667	1,047,000	1,141,000	109%	1,177,000	130,000
Water Sales - Recycled	4100-REC	1,922,853	2,199,928	2,083,217	2,155,578	2,205,400	1,912,900	87%	2,376,100	170,700
Other Fees	4100-43XX	881,553	611,126	771,851	773,858	817,000	738,600	90%	853,100	36,100
Standby By Charges	4400-4955	825,000	766,999	825,000	718,171	825,000	825,000	100%	825,000	-
Hydro Electric Sales	4200's	30,000	39,341	40,000	31,455	40,000	20,000	50%	30,000	(10,000)
TOTAL OPERATING REVENUES		39,183,055	44,260,619	39,704,977	44,391,342	38,004,300	40,204,100	106%	40,208,200	2,203,900
Other Revenue	4300's	290,780	518,132	289,490	933,021	310,500	534,100	172%	315,100	4,600
Non-Operating Revenue	4400's	1,590,750	2,095,444	1,600,930	2,483,755	1,747,600	1,755,900	100%	1,757,400	9,800
TOTAL OTHER/NON-OPERATING REVENUES		1,881,530	2,613,576	1,890,420	3,416,776	2,058,100	2,290,000	111%	2,072,500	14,400
TOTAL REVENUES		41,064,585	46,874,195	41,595,397	47,808,118	40,062,400	42,494,100	106%	42,280,700	2,218,300

WALNUT VALLEY WATER DISTRICT
PERSONNEL BUDGET SUMMARY
FY 2023-24

Description	2019-20 Budget	2020-21 Budget	2021-22 Budget	2022-23 Budget	2023-24 Budget	Budget Difference	Increase (Decrease)
Wages	5,535,947	5,624,975	5,853,504	6,053,600	6,707,400	653,800	10.8%
Certification Pay	51,400	48,200	42,500	37,100	49,900	12,800	34.5%
Medical & Other Insurance Premiums	1,143,161	1,204,385	1,236,288	1,199,300	1,123,500	(75,800)	-6.3%
PERS Employer	1,312,764	1,494,996	1,782,696	1,951,100	1,924,900	(26,200)	-1.3%
Other	474,126	523,651	573,288	578,200	819,600	241,400	41.8%
Total Annual Benefits	2,981,451	3,271,232	3,634,772	3,765,700	3,917,900	152,200	4.0%
Employer Taxes & Insurance	502,438	525,552	527,876	563,000	665,000	102,000	18.1%
Total Annual Benefits & Employer Costs	3,483,889	3,796,784	4,162,648	4,328,700	4,582,900	254,200	5.9%
Total Annual Wages, Benefits & Employer Costs	9,019,836	9,421,759	10,016,152	10,382,300	11,290,300	908,000	8.7%



Walnut Valley Water District
Official Chart of Positions FY 2023-24 in Full-time Equivalents (FTE's)
Revisions for FY 2023-24
 Effective July 2023

General Manager's Office	FTE's	Engineering	FTE's	Operations	FTE's	Finance	FTE's	External Affairs & Sustainability	FTE's
General Manager/Chief Engineer	1.0	Director of Engineering & Planning	1.0	Director of Operations	1.0	Director of Finance	1.0	Director of External Affairs & Sustainability	1.0
Assistant General Manager	1.0	Engineering Manager	1.0	Operations Manager	1.0	Customer Service Manager	1.0	External Affairs & Sustainability Manager	1.0
		Engineering Supervisor		Field Supervisor	1.0	Customer Service Supervisor	1.0	Sustainability Coordinator	1.0
Administrative Support		Senior Civil Engineer	1.0	Construction Inspection Supervisor	1.0	Sr. Customer Service Rep.		External Affairs Coordinator	1.0
Executive Secretary	1.0	Civil Engineer/GIS	1.0	Utility Service Lead	2.0	Customer Service Rep. II	2.0		
Administrative Assistant I	1.0	Senior Civil Engineering Assistant		Cross Connection Specialist	1.0	Customer Service Rep. I	2.0		
		Civil Engineering Assistant (2)	2.0	Cross Connection Technician		Accounting Supervisor	1.0		
		Senior Executive Assistant	1.0	Utility Service Worker II	2.0	Senior Accountant	1.0		
		Engineering Intern (2)		Utility Service Worker I/DOT		Accounting Technician II	1.0		
				Utility Service Worker I	7.0	Accounting Technician (2)			
				Water Production Supervisor (3)	1.0				
Safety / HR / Risk Management / IT				Production & Storage Supervisor/DOT (3)		General Services & Procurement Manager	1.0		
Director of Administrative Services	1.0			Instrumentation/Electrical Systems Technician	1.0	Facility Maintenance Lead			
Human Resources Analyst (1)	1.0			Water Quality Specialist	1.0	Facility Maintenance Wkr II	2.0		
Human Resources & Risk Management Coordinator				Water Production Operator I (4)	4.0	Facility Maintenance Wkr I	1.0		
Information Technology Manager	1.0			Pump Operator I/DOT (4)					
Information Technology Technician	1.0			Pump Operator I (4)					
				Operations Intern	1.0				

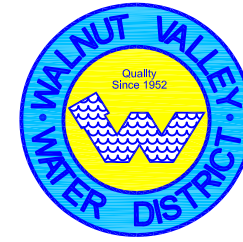
Full-time Positions:	8.0	Full-time Positions:	7.0	Full-time Positions:	23.0	Full-time Positions:	14.0	Full-time Positions:	4.0
Part-Time Positions:	0.0	Part-Time Positions:	0.0	Part-Time Positions:	1.0	Part-Time Positions:	0.00	Part-Time Positions:	0.0

- Proposed reclassification from "Human Resources & Risk Management Coordinator" to "Human Resources Analyst"
- Proposed elimination of "PT Engineering Intern" and "PT Accounting Technician" and proposed promotion from "PT Engineering Intern" to "Civil Engineering Assistant"
- Proposed reclassification from "Production and Storage Supervisor/DOT" to "Water Production Supervisor"
- Proposed reclassification from "Pump Operator/DOT" & "Pump Operator" to "Water Production Operator"

Fiscal Year Recaps	FTE's	Fiscal Year Recaps	FTE's
FY 2009-10	56.6	FY 2016-17	56.0
FY 2010-11	56.6	FY 2017-18	56.5
FY 2011-12	55.6	FY 2018-19	56.5
FY 2012-13	55.5	FY 2019-20	57.5
FY 2013-14	55.75	FY 2020-21	57.0
FY 2014-15	55.75	FY 2021-22	57.0
FY 2015-16	55.75	FY 2022-23	57.0
		FY 2023-24 (Proposed)	57.0



WALNUT VALLEY WATER DISTRICT ORGANIZATIONAL CHART FISCAL YEAR 2023-2024

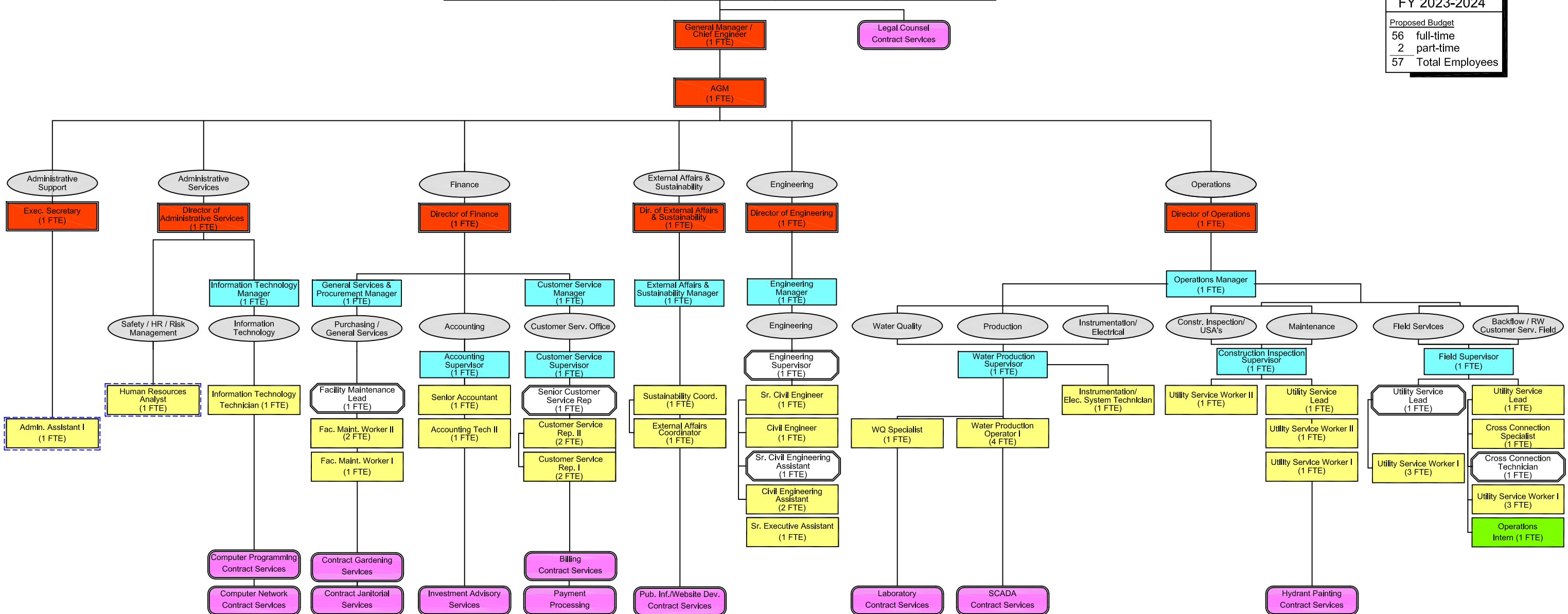


LEGEND

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

Number of Employees	
FY 2023-2024	
Proposed Budget	56 full-time
	2 part-time
	57 Total Employees

Jerry Tang
Dir. Div. I
Edwin M. Hilden
Dir. Div. II
Theresa Lee
Dir. Div. III
Henry Woo
Dir. Div. IV
Scarlett Kwong
Dir. Div. V



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WALNUT VALLEY WATER DISTRICT
Salary Ranges by Classification
Effective July 1, 2023

Job Classification	Salary Range
Accounting Supervisor	47
Accounting Technician I	22
Accounting Technician II	26
Administrative Assistant I	22
Administrative Assistant II	26
Assistant General Manager	74
Civil Engineer	47
Civil Engineering Assistant	41
Construction Inspection Supervisor	44
Cross Connection Specialist	37
Customer Service Manager	53
Customer Service Supervisor	43
Customer Service Representative I	20
Customer Service Representative II	25
Director of Administrative Services	66
Director of Engineering	66
Director of External Affairs and Sustainability	66
Director of Finance	66
Director of Operations	66
Engineering Manager	60
Executive Assistant	32
Executive Secretary	46
External Affairs and Sustainability Manager	46
External Affairs Coordinator	32
Facility Maintenance Worker I	21
Facility Maintenance Worker II	27
Field Supervisor	44
General Manager	Contract*
General Services and Procurement Manager	50
Human Resources Analyst	35
IT Technician	33
Information Technology Manager	57
Instrumentation/Electrical System Technician	37
Operations Manager	53
Senior Accountant	37
Senior Civil Engineer	53
Senior Customer Service Representative	29
Senior Executive Assistant	33
Sustainability Coordinator	36
Utility Service Lead	35
Utility Service Worker I	21
Utility Service Worker II	26
Water Production Operator I	25
Water Production Operator II	31
Water Production Supervisor	48
Water Quality Specialist	38

* Salary established by contract (effective 1/1/2023)

WALNUT VALLEY WATER DISTRICT
Salary Ranges (Monthly)
Effective July 1, 2023

	Steps	
Range	Min (Step A)	Max (Step G.5)
1	\$2,860	\$3,943
2	\$2,932	\$4,042
3	\$3,005	\$4,143
4	\$3,080	\$4,246
5	\$3,157	\$4,352
6	\$3,236	\$4,461
7	\$3,317	\$4,573
8	\$3,400	\$4,687
9	\$3,485	\$4,804
10	\$3,572	\$4,924
11	\$3,661	\$5,047
12	\$3,753	\$5,174
13	\$3,847	\$5,303
14	\$3,943	\$5,435
15	\$4,042	\$5,571
16	\$4,143	\$5,711
17	\$4,246	\$5,853
18	\$4,352	\$6,000
19	\$4,461	\$6,150
20	\$4,573	\$6,303
21	\$4,687	\$6,461
22	\$4,804	\$6,623
23	\$4,924	\$6,788
24	\$5,047	\$6,958
25	\$5,174	\$7,132
26	\$5,303	\$7,310
27	\$5,435	\$7,493
28	\$5,571	\$7,680
29	\$5,711	\$7,872
30	\$5,853	\$8,069
31	\$6,000	\$8,271
32	\$6,150	\$8,477
33	\$6,303	\$8,689
34	\$6,461	\$8,907
35	\$6,623	\$9,129
36	\$6,788	\$9,357
37	\$6,958	\$9,591
38	\$7,132	\$9,831
39	\$7,310	\$10,077
40	\$7,493	\$10,329
41	\$7,680	\$10,587
42	\$7,872	\$10,852
43	\$8,069	\$11,123
44	\$8,271	\$11,401
45	\$8,477	\$11,686
46	\$8,689	\$11,978

	Steps	
Range	Min (Step A)	Max (Step G.5)
47	\$8,907	\$12,278
48	\$9,129	\$12,585
49	\$9,357	\$12,899
50	\$9,591	\$13,222
51	\$9,831	\$13,552
52	\$10,077	\$13,891
53	\$10,329	\$14,239
54	\$10,587	\$14,594
55	\$10,852	\$14,959
56	\$11,123	\$15,333
57	\$11,401	\$15,717
58	\$11,686	\$16,110
59	\$11,978	\$16,512
60	\$12,278	\$16,925
61	\$12,585	\$17,348
62	\$12,899	\$17,782
63	\$13,222	\$18,227
64	\$13,552	\$18,682
65	\$13,891	\$19,149
66	\$14,239	\$19,628
67	\$14,594	\$20,119
68	\$14,959	\$20,622
69	\$15,333	\$21,137
70	\$15,717	\$21,666
71	\$16,110	\$22,207
72	\$16,512	\$22,762
73	\$16,925	\$23,331
74	\$17,348	\$23,915
75	\$17,782	\$24,513

**Walnut Valley Water District
Capital Investment Program Budget by Reserve Fund
Fiscal Year 2023-2024**

Item No.	Project Manager	Project Name	Funding Source	Budgeted FY 22-23	New Funds Requested	Total Project Costs	Current Year Projections FY 22-23	Projected Expenditure FY 23-24	Projected Expenditure FY 24-25	Projected Expenditure FY 25-26
1	LL	Web Portal	Capital	100,000		100,000	100,000			
2	LL	Mobile Fill Station	Capital	15,000		15,000		15,000		
3	EH	NSL Purchase	Capital	300,000		300,000		300,000		
4	TM	Storage Yard at Brea Canyon Cut-Off Reservoir	Capital	535,000		535,000	535,000			
5	MR	Gas Dispenser Cover	Capital	42,000		42,000	42,000			
6	RW	Host	Capital		50,000	50,000		50,000		
7	TP	Leak Detection Program	Capital	75,000		75,000	75,000			
8	TP/TH	Pressure Monitoring Equipment	Capital	20,000		20,000	20,000			
9	EH/SS	Recycled Reservoir (also funded through RCC)	Capital	300,000		300,000			300,000	
9	TM	Seismic Controller Upgrade 23-24	Capital	100,000		100,000	-	100,000		
10	TM	SCADA Security Enhancements 22-23	Capital	83,500		83,500	83,500			
11	MR	Gang Truck	Capital		170,600	170,600		170,600		
		TOTAL Capital		1,570,500	220,600	1,791,100	855,500	635,600	300,000	-

12	SS/TD	57/60 Freeway and Grand Avenue Improvement	Replacement	1,000,000		1,000,000		1,000,000		
13	TM	AMI Meter Upgrade 19-20	Replacement	600,000		600,000	600,000			
14	TM	AMI Meter Upgrade 23-24	Replacement	-	1,648,500	1,648,500		1,648,500		

Item No.	Project Manager	Project Name	Funding Source	Budgeted FY 22-23	New Funds Requested	Total Project Costs	Current Year Projections FY 22-23	Projected Expenditure FY 23-24	Projected Expenditure FY 24-25	Projected Expenditure FY 25-26
15	TM	AMI Meter Upgrade 23-34	Replacement		624,000	624,000		624,000		
16	TM	AMI Meter Upgrade 24-25	Replacement		350,000	350,000			350,000	
17	TM	AMI Meter Upgrade 25-26	Replacement		353,900	353,900				353,900
18	TM	Asphalt Replacement Program 23-24	Replacement		75,000	75,000		75,000		
19	TM	Asphalt Replacement Program 24-25	Replacement		175,000	175,000			175,000	
20	RW	Cisco Hosts - DR	Replacement		155,100	155,100			155,100	
21	RW	Cisco Hosts - PROD	Replacement		149,500	149,500		149,500		
22	SS/TD	Diamond Bar (P1) Pump Station Electrical Refurbishment, Emergency Generator & Site Improvements	Replacement	2,525,000		2,525,000	1,500,000	1,025,000		
23	TM	Electric Panel Modification 20-21	Replacement	204,000		204,000	204,000			
24	TM	Electric Panel Modification 23-24	Replacement		250,000	250,000		250,000		
25	TM	Electric Panel Modification 24-25	Replacement		250,000	250,000			250,000	
26	TM	Emergency Booster Pump Station	Replacement	130,000		130,000	130,000			
27	MR	Equipment 23-24	Replacement		17,000	17,000		17,000		
28	MR	Equipment 24-25	Replacement		54,000	54,000			54,000	
29	SS	Fairway Drive Facilities Relocation (ACE)	Replacement	2,350,000		2,350,000	2,350,000			
30	JB	Financial System	Replacement		300,000	300,000			300,000	
31	TP	Fire Hydrant Replacement Project 21-22	Replacement	200,000		200,000	200,000			
32	TP	Fire Hydrant Replacement Project 22-23	Replacement	200,000		200,000	200,000			
33	TP	Fire Hydrant Replacement Project 23-24	Replacement	200,000		200,000		200,000		

Item No.	Project Manager	Project Name	Funding Source	Budgeted FY 22-23	New Funds Requested	Total Project Costs	Current Year Projections FY 22-23	Projected Expenditure FY 23-24	Projected Expenditure FY 24-25	Projected Expenditure FY 25-26
34	SS	Improvement of Grand Avenue & Golden Springs Drive	Replacement	150,000		150,000	93,000	57,000		
35	TP	Iron Saddle Replacement Program 21-22	Replacement	100,000		129,000	129,000			
36	TM	Iron Saddle Replacement Program 22-23 - Potable	Replacement	108,200		108,200	108,200			
37	TM	Iron Saddle Replacement Program 22-23 - Recycled	Replacement	100,000		100,000	100,000			
38	TM	Iron Saddle Replacement Program 23-24 - Potable	Replacement		130,000	130,000		130,000		
39	TM	Iron Saddle Replacement Program 24-25 - Potable	Replacement		121,300	121,300			121,300	
40	TM	Iron Saddle Replacement Program 25-26 - Potable	Replacement		127,400	127,400				127,400
41	SS	Main Replacement - Via Sorella	Replacement	250,000		250,000	250,000			
42	TM	Pathfinder V Ditch Wall	Replacement	25,000		25,000	25,000			
43	RW	Phone System	Replacement		160,000	160,000		160,000		
44	TP	Pipeline Camera	Replacement	90,000		90,000	90,000			
45	TM	PRV Rehab Program 20-21	Replacement	136,500		136,500	136,500			
46	TM	PRV Rehab Program 22-23	Replacement	-		-	-			
47	TM	PR03 La Puente - Abandon	Replacement	53,000		53,000	53,000			
48	TM	PR04 La Puente - Abandon	Replacement	53,000		53,000	53,000			
49	TM	PR11 Pepperdale (1050-1000R)	Replacement	54,000		54,000	54,000			
50	TM	PRV Rehab Program 23-24	Replacement		173,200	173,200		173,200		
51	TM	PRV Rehab Program 24-25	Replacement		38,600	38,600			38,600	
52	TM	PRV Rehab Program 25-26	Replacement		39,400	39,400				39,400

Item No.	Project Manager	Project Name	Funding Source	Budgeted FY 22-23	New Funds Requested	Total Project Costs	Current Year Projections FY 22-23	Projected Expenditure FY 23-24	Projected Expenditure FY 24-25	Projected Expenditure FY 25-26
53	TM	Pump and Well Rehabilitation Program 21-22	Replacement	82,200		82,200	82,200			
54	TM	Pump and Well Rehabilitation Program 22-23	Replacement	-	224,000	224,000	224,000			
55	TM	Pump and Well Rehabilitation Program 23-24	Replacement	-	112,000	112,000		112,000		
56	TM	Pump and Well Rehabilitation Program 24-25 (Potable)	Replacement	-	93,900	93,900			93,900	
57	TM	Pump and Well Rehabilitation Program 24-25 (Recycled)	Replacement	-	77,400	77,400			77,400	
58	TM	Pump and Well Rehabilitation Program 25-26	Replacement	-	230,300	230,300				230,300
59	TM	Pump and Well Rehabilitation Program 25-26 (Recycled)	Replacement	-	162,600	162,600				162,600
60	RW	Pure Storage Array - DR	Replacement		91,700	91,700		91,700		
61	RW	Pure Storage PROD	Replacement		97,200	97,200			97,200	
62	RW	Rack Mount UPS - DR	Replacement		6,100	6,100			6,100	
63	RW	Rack Mount UPS - PROD	Replacement		5,700	5,700		5,700		
64	TM	Reservoir Coating 23-24	Replacement		74,700	74,700		74,700		
65	TM	Reservoir Coating 24-25	Replacement		571,600	571,600			571,600	
66	DD	Reservoir Entrance/Demo Garden	Replacement		100,000	100,000			100,000	
67	TM	SCADA Hydroelectric Automation	Replacement		40,000	40,000		40,000		
68	TM	SCADA iNET	Replacement	162,400		162,400		162,400		
69	TM	SCADA Panel Improvements 19-20	Replacement	30,000		30,000	30,000			
70	TP	Service Line Replacement, Walnut. Varsity, Loylton and Bookman. 51 Services Echologics system. 23-24	Replacement		125,000	125,000		125,000		
71	TM	Terminal Storage 10 inch bypass Valve Modifications	Replacement	40,000		40,000	40,000			

Item No.	Project Manager	Project Name	Funding Source	Budgeted FY 22-23	New Funds Requested	Total Project Costs	Current Year Projections FY 22-23	Projected Expenditure FY 23-24	Projected Expenditure FY 24-25	Projected Expenditure FY 25-26
72	TM	Terminal Storage Outflow Vault Upgrade	Replacement	100,000		100,000	100,000			
73	TM	Terminal Storage Overflow Upgrade	Replacement	40,000		40,000	40,000			
74	TM	Valve Replacement Program 23-24	Replacement		108,200	108,200		108,200		
75	TM	Valve Replacement Program 24-25	Replacement		110,400	110,400			110,400	
76	TM	Valve Replacement Program 25-26	Replacement		112,600	112,600				112,600
77	MR	Vehicles 22-23	Replacement		168,700	168,700	168,700			
78	MR	Vehicles 23-24	Replacement		184,000	184,000		184,000		
79	MR	Vehicles 24-25	Replacement		188,800	188,800			188,800	
80	MR	Vehicles 25-26	Replacement		198,200	198,200				198,200
		TOTAL Replacement		8,983,300	8,275,000	17,287,300	6,960,600	6,412,900	2,689,400	1,224,400

81	SS/TM	Diamond Bar Pump Station Emergency Generator	RCC	350,000		350,000	315,000	35,000		
82	TM	Analyzers, Active Mixing Systems 20-21	RCC	200,000		200,000	200,000			
83	TM	RCS/Mixing System Terminal Storage	RCC	300,000		300,000	300,000			
84	EH/SS	Recycled Reservoir (also funded through WSC)	RCC	700,000		700,000			700,000	
85	TM	HRJW-325 T4F 325kw Generator	RCC	200,000		200,000		200,000		
86	TM	Pump Addition Program	RCC	100,000		100,000	20,000	80,000		
87	TM	Portable Chemical	RCC	150,000		150,000	150,000			
		TOTAL RCC		2,000,000	-	2,000,000	985,000	315,000	700,000	-

Item No.	Project Manager	Project Name	Funding Source	Budgeted FY 22-23	New Funds Requested	Total Project Costs	Current Year Projections FY 22-23	Projected Expenditure FY 23-24	Projected Expenditure FY 24-25	Projected Expenditure FY 25-26
88	EH	Durward Well	WSC		1,000,000	1,000,000	1,000,000			
89	EH	Durward Well Equipping	WSC		500,000	500,000		500,000		
90	EH	Recycled Reservoir	WSC		1,200,000	1,200,000			500,000	700,000
91	EH	Minor Recycled Water System Improvements	WSC	30,000		30,000		30,000		
		TOTAL WSC		30,000	2,700,000	2,730,000	1,000,000	530,000	500,000	700,000
		TOTAL		12,583,800	11,195,600	23,808,400	9,801,100	7,893,500	4,189,400	1,924,400