



**REGULAR MEETING OF THE BOARD OF DIRECTORS
PICO WATER DISTRICT
4843 S. Church Street
Pico Rivera, California, 90660**

6:00 P.M. Wednesday, December 2, 2020

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 Zoom link below to join by webcam or teleconference without otherwise complying with the Brown Act's teleconference requirements.

Any member of the public wishing to make any comments to the Board may do so through that Zoom link. The meeting Chair will acknowledge such individual(s) at the appropriate time in the meeting prior to making his or her comment. All members of the public will be disconnected from the Zoom link immediately before the Board of Directors adjourns into Closed Session.

<https://zoom.us/j/92062755205?pwd=SUtlZVdrYk9GNEV4c2JPZm5xYkd6Zz09>

Meeting ID: 920 6275 5205

Passcode: 734285

Join by Telephone: +1 669 900 6833

1. **ROLL CALL.**
2. **PLEDGE OF ALLEGIENCE.**

3. **INVOCATION.**

4. **TIME RESERVED FOR PUBLIC COMMENTS.**

Members of the public shall be allowed three minutes to address the Board on any matter on the agenda and/or within the jurisdiction of the District, which is not on the Agenda. To ensure that any public comments are audible on the recording of the meeting, all speakers must address the Board from the podium, and state their name. All comments should be addressed to the presiding officer of the meeting. Additional public comments shall be allowed when a listed agenda item is being considered, but such comments made at that time must be confined to the subject that is being discussed at the time such comments are made.

5. **ADOPTION OF AGENDA.**

6. **APPROVAL OF CONSENT CALENDAR.**

(All matters on the Consent Calendar are to be approved on one motion, unless a Board Member requests a separate action on a specific item).

A. Consider November 18, 2020 Regular Board Meeting Minutes.

B. Consider the accounts now due and payable, and receive and file bills approved by the General Manager.

7. **ACTION ITEMS.**

A. Consider the Proposed 2021 Operating Budget, Organizational Chart and Capital Improvement Projects. *Recommended Action – that the Board approve the Proposed 2021 Operating Budget and Capital Improvement Projects.*

8. **REPORTS.**

A. General Manager.

B. Legal Counsel.

9. **INFORMATIONAL ITEMS.**

A. None.

10. **DIRECTOR'S REQUEST OF FUTURE AGENDA ITEMS.**

11. **BOARD MEMBER COMMENTS.**

- A. Report on Meetings Attended.
- B. Other comments.

12. **CLOSED SESSION.**

- A. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9.

One Case.

13. **CLOSED SESSION REPORT.**

14. **ADJOURNMENT.**

AGENDA POSTED ON: November 25, 2020

Next regularly scheduled meeting: December 16, 2020

NOTE: To comply with the Americans with Disabilities Act, if you need special assistance to participate in any Board meeting, please contact the District office at (562) 692-3756 at least 48 hours prior to a Board meeting to inform the District of your needs and to determine if accommodation is feasible.

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 4843 S. Church Street, Pico Rivera, California.

CONSENT ITEMS

**REGULAR MEETING OF THE BOARD OF DIRECTORS
PICO WATER DISTRICT**

4843 S. Church Street
Pico Rivera, California, 90660

6:00 P.M. Wednesday, December 2, 2020

AGENDA

6. APPROVAL OF CONSENT CALENDAR.

(All matters on the Consent Calendar are to be approved on one motion, unless a Board Member requests a separate action on a specific item).

- A. Consider November 18, 2020 Regular Board Meeting Minutes.
- B. Consider the accounts now due and payable, and receive and file bills approved by the General Manager.

MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE PICO WATER DISTRICT

A Regular meeting of the Board of Directors of the Pico Water District was held in the District's Boardroom located at 4843 South Church Street, Pico Rivera, California, on Wednesday, November 18, 2020 at 6:02 p.m.

The District's Secretary/General Manager, Mr. Mark J. Grajeda proceeded with the roll call of the attending Board members. Present from the beginning of the meeting were President David R. Gonzales, while Director Robert A. Martinez, Director Barbara K. Rapisarda, Director Victor Caballero, and Vice President Lara appeared telephonically, in adherence to social distancing and Mr. Jim Ciampa, Legal Counsel for the District appeared electronically. Ms. Lorraine Laible, the District Office Manager and Treasurer appeared telephonically. Ms. Carolyn Castillo, member of the public appeared telephonically.

President Gonzales presided over the meeting and led everyone in the Pledge of Allegiance.

Ms. Castillo gave the invocation.

President Gonzales inquired if there were any public comments. Ms. Castillo commented that she was glad to see that the board is meeting and happy to see that the District is moving forward with it's Water Management Plan.

President Gonzales proceeded to the adoption of the Agenda. Director Martinez made the motion to adopt the Agenda and Director Rapisarda seconded the motion The General Manager announced the motion passed by roll-call vote, 5 – 0.

President Gonzales proceeded to the approval of the Consent Calendar. Director Rapisarda made the motion to approve but requested to correct the November 4, 2020 minutes to reflect installation of an "eight-inch mainline" not an "eight0inch mainline". Director Martinez seconded the motion. The General Manager announced the motion passed by roll-call vote, 5 – 0.

President Gonzales proceeded to the next item on the Agenda, consider District requested proposals for a new Water Master Plan. The General Manager reviewed with the Board the purpose of a Water Master Plan ("Plan") and what steps will be taken to prepare the Plan. He also reviewed the proposals submitted by Civiltec Engineering, Inc., AKM Consulting Engineers, and Stetson Engineers, Inc. and indicated that he contacted the firms to review their proposals. It is staff's recommendation that Civiltec's proposal in the amount of \$89,980 be approved and instruct the General Manager to execute all documents required. After a brief discussion Director Martinez made the motion to accept the proposal from Civiltec in the amount of \$89,980 and allow the General Manager to execute all related documents and Director Rapisarda seconded the motion. The General Manager announced the motion passed by roll-call vote, 5 – 0.

President Gonzales proceeded to the next item on the Agenda, consider adoption of Resolution No. 213-R – Appendix D to the Distirct's Rules and Regulations regarding miscellaneous charges. The General Manager reviewed the contents of Appendix D and the charges it represents. He explained the last time the District amended the charges was four years

ago. After a brief discussion centered around Fire Flow Testing fees, Director Caballero made a motion to increase the Fire Flow Testing Fees to \$200.00 and President Gonzales seconded the motion. The General Manager announced that the motion passed by a roll-call vote, 5 – 0. Director Martinez then made the motion to accept all other changes to Appendix D as submitted, and Director Caballero seconded the motion. The General Manager announced that the motion passed by roll-call vote, 5 – 0.

President Gonzales proceeded to the next item on the Agenda, discuss impact of COVID-19 on District Revenues. Ms. Laible presented to the Board a recap of how COVID has affected revenues, cash receipts, and delinquent accounts.

President Gonzales proceeded to the next item on the Agenda, General Manager's report. There is a water rate workshop scheduled for Thursday, November 19, 2020 at 6:00 p.m. via Zoom and telephonically; the General Manager will be on vacation November 20, 2020 and will return on Monday November 30, 2020; there will be a Finance Committee Meeting either November 24 or November 25, 2020 to review the proposed 2021 Budget.

President Gonzales proceeded to the next item on the Agenda, Legal Counsel report. There was none.

President Gonzales proceeded to the next item on the Agenda, Director's request for future agenda items. There were none.

President Gonzales proceeded to the next item on the Agenda, Director report on meetings attended. There were none.

President Gonzales proceeded to the next item on the Agenda, Director comments. Director Rapisarda inquired if the plaque has been installed at the well. It was announced that the newly and re-elected Board Members will be seated December 16, 2020. President Gonzales announced that Pico Rivera Chamber of Commerce is looking for volunteers to assist with their food giveaway on Saturday, November 21, 2020 at the VFW Post #7734, 9128 Bermuda Street at 8:00 a.m.

The Board retreated to Closed Session at 7:02 p.m.

The Board reconvened from Closed Session at 7:36 p.m. Legal Counsel reported that Closed Session was held with regard to anticipated litigation pursuant to Government Code Section 54956.9 paragraph (4) of subdivision (d). The Board was briefed on the facts and circumstances of that matter and no reportable action was taken. Vice President Lara did not participate in Closed Session.

There being no further business to come before the Board, the Board meeting adjourned at 7:37 p.m.

David R. Gonzales, President

Attest:

Mark J. Grajeda, Secretary

(Seal)



Pico Water District, CA

Open Payable Report

As Of 12/31/2020

Summarized by Payable Account

Payable Number	Description	Post Date	Payable Amount	Discount Amount	Shipping Amount	Tax Amount	Net Amount	
Payable Account: 10-000-2000 - Accounts Payable								
Vendor: 1378 0010780	AKM CONSULTING ENGINEERS, INC. NOV 2020 - CIP PFAS/PFOA TREATMENT	11/25/2020	7,620.00	0.00	0.00	0.00	7,620.00	
							Payable Count: (1)	7,620.00
Vendor: 1019 5219669731 5219859238	AUTOZONE, INC. NOV 2020 - BATTERY CORE RTN UNIT #55 NOV 2020 - BATTERY CORE RTN FORKLIFT	11/25/2020 11/25/2020	-18.00 -18.00	0.00 0.00	0.00 0.00	0.00 0.00	-18.00 -18.00	
							Payable Count: (2)	-36.00
Vendor: 1026 S26660234.002	BELL PIPE & SUPPLY CO JAN 2020 - RETURN OF PRODUCT	01/31/2020	-74.10	0.00	0.00	0.00	-74.10	
							Payable Count: (1)	-74.10
Vendor: 1049 209850	CENTURY ROOTER Cate Reservoir - Backflow Testing	11/06/2020	65.00	0.00	0.00	0.00	65.00	
							Payable Count: (1)	65.00
Vendor: 1054 5042505074 5042505080	CINTAS 0168 - ORANGE CA FAS Safety First Aid - Update / Re-Supply Cabinets Safety Exp. - Vinyl Gloves for Office & Field	11/18/2020 11/18/2020	91.60 156.04	0.00 0.00	0.00 0.00	0.00 0.00	91.60 156.04	
							Payable Count: (2)	247.64
Vendor: 1362 S100040803.002	FAMCON - PIPE & SUPPLY, INC. Meter Repair-Material for Repairs/Brass Parts etc.	11/09/2020	1,338.94	0.00	0.00	0.00	1,338.94	
							Payable Count: (1)	1,338.94
Vendor: 1111 3592628 2592692 8105491 235 J000006 6515150 4275068	HOME DEPOT CREDIT SERVICE Misc. Well Maint. - Well Supplies for Clean Up Yard Maint. - Supplies for Cleaning Crew Well #11 - Material for Irrigation Meter Repair-PVC Parts for Irrigation Line HookUp NOV 2019 CREDIT MEMO FOR RETURN THAT WAS PAID Yard Maint. - Filters & Office Supplies Field Supplies - Misc. Hand Tools & Bags	11/26/2019 11/27/2019 12/11/2019 12/11/2019 12/31/2019 11/17/2020 11/19/2020	15.84 79.55 19.84 48.27 -80.75 99.96 152.50	0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00	15.84 79.55 19.84 48.27 -80.75 99.96 152.50	
							Payable Count: (7)	335.21
Vendor: 1372 2020-0164 2020-0165	HUNTER ELECTRIC SERVICE, INC. Well #11 - Install Conduits / Exhaust Fans Well #5A - Repair Dosing Pump & Relays	10/08/2020 10/21/2020	2,648.05 987.78	0.00 0.00	0.00 0.00	0.00 0.00	2,648.05 987.78	
							Payable Count: (2)	3,635.83
Vendor: 1135 61420 61421	LAGERLOF, LLP NOV 2020 - OCT LEGAL FEES GEN MATTERS NOV 2020 - OCT 2020 LEGAL FEES BRD MTGS	11/25/2020 11/25/2020	1,087.50 1,957.50	0.00 0.00	0.00 0.00	0.00 0.00	1,087.50 1,957.50	
							Payable Count: (2)	3,045.00
Vendor: 1194 S100163382.001	S & J SUPPLY CO., INC. Service Material	11/03/2020	3,558.39	0.00	0.00	0.00	3,558.39	
							Payable Count: (1)	3,558.39
Vendor: 1202 696765 708693 858530 60855926 652362 66521626	SHELL Misc. Fuel Exp. - Diesel Fuel Unit #50 Misc. Fuel Exp. - Compressor Misc. Fuel Exp. - Diesel Fuel - Backhoe SEPT 2019 - FUEL CHARGES Fuel Exp. - Diesel Fuel for Backhoe JULY 2020 - OFFICE SUPPLIES	09/09/2019 09/10/2019 09/26/2019 09/30/2019 11/27/2019 07/29/2020	81.18 53.36 87.82 115.89 89.52 12.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	81.18 53.36 87.82 115.89 89.52 12.00	
							Payable Count: (6)	439.77
							Payable Account 10-000-2000 Payable Count: (26) Total:	20,175.68

Payable Account Summary

Account	Count	Amount
10-000-2000 - Accounts Payable	26	20,175.68
Report Total:	26	20,175.68

Payable Fund Summary

Fund	Count	Amount
10 - General Operating	26	20,175.68
Report Total:	26	20,175.68

**NOVEMBER 1, 2020 –
NOVEMBER 25, 2020
BILLS APPROVED BY THE
GENERAL MANAGER**

12-02-2020



Pico Water District, CA

Check Report

By Check Number

Date Range: 11/01/2020 - 11/30/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
1378	AKM CONSULTING ENGINEERS, INC.	11/06/2020	Regular	0.00	18,101.50	61111
1053	CINTAS #053	11/06/2020	Regular	0.00	427.20	61112
1379	COMMUNITY WATER SYSTEMS ALLIANCE	11/06/2020	Regular	0.00	5,000.00	61113
1071	DE LAGE LANDEN FINANCIAL	11/06/2020	Regular	0.00	333.53	61114
1080	EDISON COMPANY	11/06/2020	Regular	0.00	6,411.02	61115
1133	KABBARA ENGINEERING	11/06/2020	Regular	0.00	8,625.00	61116
1135	LAGERLOF, LLP	11/06/2020	Regular	0.00	1,116.50	61117
1138	LOGAN SUPPLY, INC.	11/06/2020	Regular	0.00	225.46	61118
1207	SOUTH COAST A.Q.M.D.	11/06/2020	Regular	0.00	1,122.45	61119
1245	VERIZON WIRELESS	11/06/2020	Regular	0.00	84.16	61120
1250	WATER REPLENISHMENT DISTRICT OF	11/06/2020	Regular	0.00	110,822.02	61121
1254	WEST WHITTIER PAINT CO.	11/06/2020	Regular	0.00	262.83	61122
1139	LOS ANGELES COUNTY FIRE DEPARTMENT	11/06/2020	Regular	0.00	362.00	61123
1209	SOUTHERN CALIFORNIA GAS COMPANY	11/12/2020	Regular	0.00	22.35	61124
1019	AUTOZONE, INC.	11/12/2020	Regular	0.00	98.98	61125
1080	EDISON COMPANY	11/12/2020	Regular	0.00	4,504.31	61126
1088	FERGUSON WATERWORKS #1083	11/12/2020	Regular	0.00	3,166.61	61127
1194	S & J SUPPLY CO., INC.	11/12/2020	Regular	0.00	957.15	61128
1002	ABBA TERMITE & PEST CONTROL	11/25/2020	Regular	0.00	65.00	61129
1178	ADT COMMERCIAL	11/25/2020	Regular	0.00	534.78	61130
1017	AT & T	11/25/2020	Regular	0.00	126.41	61131
1375	AUTOMATED WATER TREATMENT	11/25/2020	Regular	0.00	3,730.86	61132
1035	CALIFORNIA COMPUTER SCHOOLS, INC.	11/25/2020	Regular	0.00	91.00	61133
	CHEVROLET OF MONTEBELLO	11/25/2020	Regular	0.00	62.47	61134
	CINTAS 0168 - ORANGE CA FAS	11/25/2020	Regular	0.00	602.77	61135
1246	CLIFTON LARSON ALLEN	11/25/2020	Regular	0.00	2,850.00	61136
1070	DAVID R. GONZALES	11/25/2020	Regular	0.00	90.00	61137
1311	DOTY BROS EQUIPMENT CO.	11/25/2020	Regular	0.00	8,846.00	61138
1080	EDISON COMPANY	11/25/2020	Regular	0.00	11,645.98	61139
1362	FAMCON - PIPE & SUPPLY, INC.	11/25/2020	Regular	0.00	1,583.87	61140
1105	HARRINGTON INDUSTRIAL PLASTICS LLC	11/25/2020	Regular	0.00	390.73	61141
1110	HERRON PRINTING, INC.	11/25/2020	Regular	0.00	595.64	61142
1111	HOME DEPOT CREDIT SERVICE	11/25/2020	Regular	0.00	919.76	61143
1117	INFOSEND	11/25/2020	Regular	0.00	1,757.47	61144
1153	NASA SERVICES	11/25/2020	Regular	0.00	169.74	61145
1163	PAC COMM TECHNOLOGIES, INC.	11/25/2020	Regular	0.00	6,146.37	61146
1211	SPECTRUM	11/25/2020	Regular	0.00	633.92	61147
1212	SPRINT	11/25/2020	Regular	0.00	141.84	61148
1222	TANKNOLOGY INC.	11/25/2020	Regular	0.00	933.50	61149
1237	UNDERGROUND SERVICE ALERT	11/25/2020	Regular	0.00	815.55	61150
1249	VOTACALL, INC.	11/25/2020	Regular	0.00	144.43	61151

Check Report

Date Range: 11/01/2020 - 11/30/2020

Vendor Number
1252

Vendor Name
WECK LABORATORIES, INC.

Payment Date
11/25/2020

Payment Type
Regular

Discount Amount
0.00

Payment Amount
3,403.00

Number
61152

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	82	42	0.00	207,924.16
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	82	42	0.00	207,924.16

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	82	42	0.00	207,924.16
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	82	42	0.00	207,924.16

Fund Summary

Fund	Name	Period	Amount
10	General Operating	11/2020	207,924.16
			207,924.16

ACTION ITEMS

**REGULAR MEETING OF THE BOARD OF DIRECTORS
PICO WATER DISTRICT
4843 S. Church Street
Pico Rivera, California, 90660**

6:00 P.M. Wednesday, December 2, 2020

AGENDA

7. ACTION ITEMS.

- A. Consider the Proposed 2021 Operating Budget, Organizational Chart and Capital Improvement Projects. *Recommended Action – that the Board approve the Proposed 2021 Operating Budget and Capital Improvement Projects.*

STAFF REPORT

To: Honorable Board of Directors

From: Mark Grajeda, General Manager

Meeting Date: December 2, 2020

Subject: Action Item 7A – Consider the Proposed 2021 Operating Budget, Organizational Chart and Capital Improvement Projects

RECOMMENDATION

That the Board approve the 2021 Draft Operating Budget, Organizational Chart and Capital Improvement Projects.

FISCAL IMPACT

The proposed 2021 Budget is balanced and projects \$397,241.00 in operating income (revenues less expenses), and \$190,414.00 in net income which includes non-operating income and non-operating expenses before contributed capital and depreciation.

SUMMARY

On Tuesday November 24, 2020, the Finance Standing Committee (Committee) met to consider the 2021 Proposed Budget and Capital Improvement Projects. The Committee was informed that staff was recommending basically the same budget for 2021 as in 2020, however we were reducing projected revenues for late fees and reconnection charges due to COVID- 19 issues, and we were not considering any increases to revenues due to recent action taken by the Board to increase certain District Miscellaneous Charges. As to the Operating Expenses the areas we are concerned with the most are the ground water replenishment assessment and power to operate the new well (Well 11). We know that the Water Replenishment District generally increases their Replenishment Assessment (RA) on average by 6% each year. However, next year once the PFAS Remediation Program begins the RA could increase well over 12%.

For next year's Capital Improvement Program staff is recommending the purchase of the Tyler Utility Billing System's "Content Management System", which is a software program that will allow staff to scan all documents related to a customer's account to that account automatically and keep all documents together. Also, we are setting aside an additional two million dollars for the treatment and removal of PFAS chemicals from our wells in case WRD's PFAS Remediation Program does not completely cover all CIP costs.

Lastly, we are not recommending any changes to the District's Organizational Chart, we are keeping the chart the same with 10 employees.



PICO WATER DISTRICT *PROPOSED*

2021 BUDGET

Mark J. Grajeda
Secretary/General Manager

PICO WATER DISTRICT 2021 PROPOSED BUDGET

	Y-T-D AS OF 10/31/20 RECORDED	2020 APPROVED BUDGET	2021 PROPOSED BUDGET
OPERATING REVENUES			
WS 1 - Potable Water Charges	\$ 1,741,187	\$ 1,847,500	\$ 2,027,570
WS 2 - Recycled Water Charges	86,389	46,000	80,000
MS 1 - Meter Charges	1,023,200	1,220,700	1,255,620
MS 2 - Multi Unit Charges	91,495	109,000	113,000
MS 3 - Fire Protection Charges	49,985	55,000	54,000
Infrastructure Surcharge [RESTRICTED]	346,831	410,000	410,000
MISC CHARGES:			
Water Other-Hydrant Surchg/Setup	330	500	500
Application Charges	3,050	5,500	5,000
Reconnection Charges	1,565	6,000	2,000
NSF Check Charges	450	525	525
Late Fee Charges	9,168	45,000	10,000
Damage/Lock Charges	-	200	200
Meter Re-read Charges	-		
Testing-Mtr/Flow/Sample Charges	1,500	500	1,250
Backflow Program	19,491	22,000	22,000
Water Rights Income	90,000	144,000	90,000
TOTAL OPERATING REVENUES	\$ 3,464,641	\$ 3,912,425	\$ 4,071,665
OPERATING EXPENSE			
Source of Supply	\$ 994,283	\$ 999,470	1,158,584
Pumping	393,226	447,640	487,500
Water Treatment	95,873	106,190	129,550
Transmission & Distribution	154,908	198,300	181,600
Customer Accounts	158,090	213,370	227,500
General & Administrative	\$ 1,093,980	1,379,988	1,335,450
TOTAL OPERATING EXPENSE	\$ 2,890,360	\$ 3,344,958	3,520,184
OPERATING INCOME (LOSS)	\$ 574,281	\$ 567,467	\$ 392,241
NON-OPERATING INCOME			
Interest - LAIF & Infrastructure Acct	\$ 40,976	\$ 55,000	30,000
Investment Income	22,530	9,000	5,000
Realized Gains/Loss	7,568		
Other Income	20,343	2,000	5,000
House Rental Income	16,800	20,400	20,400
TOTAL NON-OPERATING INCOME	\$ 108,217	\$ 86,400	60,400
NON-OPERATING EXPENSE			
Interest	\$ 217,233	\$ 257,038	246,052
Annual Fee Expense - IBank Loan	17,727	20,974	20,075
Other Non-Op Expense	500	100	100
Rental House Expense	4,926	1,000	1,000
TOTAL NON-OPERATING EXPENSE	\$ 240,386	\$ 279,112	267,227
NET INCOME (LOSS) Before Contributed Capital	\$ 442,112	374,755	185,414
Contributed Capital			
Depreciation	(418,242)	(525,000)	(525,000)
NET INCOME/LOSS	\$ 23,870	(150,245)	(339,586)
CAPITAL IMPROVEMENTS	1,269,723	699,130	2,362,250
	\$ (1,245,853)	\$ (849,375)	\$ (2,701,836)

**PICO WATER DISTRICT 2021 PROPOSED BUDGET
OPERATING EXPENSE DETAIL**

	Y-T-D AS OF 10/31/20 RECORDED	2020 BUDGET	2021 PROPOSED BUDGET
SOURCE OF SUPPLY			
Salaries & Wages	\$ 64,267	\$ 69,870	75,000
Recycled Water	37,075	45,600	48,000
Ground Water Replenishment	892,941	884,000	1,035,584
TOTAL SOURCE OF SUPPLY	\$ 994,283	\$ 999,470	1,158,584
PUMPING EXPENSE			
Salaries & Wages	\$ 145,592	\$ 180,240	180,000
Maintenance	53,866	32,000	34,500
Fuel or Power	193,768	235,400	273,000
TOTAL PUMPING EXPENSE	\$ 393,226	\$ 447,640	487,500
WATER TREATMENT			
Salaries & Wages	\$ 4,460	\$ 4,100	5,550
Maintenance	14,993	22,000	44,000
Water Treatment Regulations	76,420	80,000	80,000
TOTAL WATER TREATMENT	\$ 95,873	\$ 106,100	129,550
TRANSMISSION & DISTRIBUTION			
Salaries & Wages	\$ 73,653	\$ 107,100	92,000
Maintenance	67,385	71,000	72,200
Vehicle Maintenance	13,870	20,200	17,400
TOTAL TRANSMISSION & DISTRBN	\$ 154,908	\$ 198,300	181,600
CUSTOMER ACCOUNTS			
Meter Reading Labor	\$ 17,389	\$ 24,480	26,500
Svc Calls, T/On's, Field Ofc, Cust Service, Billing&Collections Ofc	88,337	137,190	139,000
Supplies	52,364	51,700	62,000
TOTAL CUSTOMER ACCOUNTS	\$ 158,090	\$ 213,370	227,500

**PICO WATER DISTRICT 2021 PROPOSED BUDGET
OPERATING EXPENSE DETAIL**

	Y-T-D AS OF 10/31/20 <u>RECORDED</u>	2020 <u>BUDGET</u>	2021 <u>PROPOSED BUDGET</u>
GENERAL & ADMINISTRATIVE			
Salaries	\$ 155,593	\$ 236,808	240,000
Directors Compensation	26,295	33,000	33,000
Travel & Meetings-Board	2,496	21,200	15,000
Travel & Meetings-Staff	69	2,500	2,500
Board Room Expenses	1,258	1,500	1,000
Office Supplies	9,688	13,000	12,000
Office Utilities	18,600	23,000	23,000
Professional Services			
Accounting	43,006	45,000	46,000
Computer	4,643	3,000	4,500
Engineering	7,923	4,500	4,500
Legal	27,735	55,000	55,000
Miscellaneous	1,471	3,500	1,500
PWAG - Emergency Services Coordinator	7,295	12,000	10,000
Tyler Technologies Licensing and Support	11,056	13,250	13,250
Nobel Systems - GIS Program	13,500	16,500	18,000
Insurance	262,843	303,500	315,000
Payroll Taxes	57,823	68,250	68,000
Pension	143,506	152,500	140,000
OPEB Expense	75,000	90,000	90,000
Maintenance	24,229	20,400	23,500
Dues & Subscriptions	13,602	15,000	15,000
Noticing	5,070	8,500	7,000
Education Expense	568	3,000	1,500
Conservation Expense	22,793	25,000	25,000
Grant Program		15,000	0
Other Operating Expenses	-	1,200	1,200
CBMWD Retail Meter Charge	9,024	10,800	0
Election Expense	-	40,000	0
COVID-19 - Salaries	87,276		30,000
Vacation/Holiday/Other Payroll	77,773	143,080	140,000
TOTAL GENERAL & ADMINISTRATIVE	<u>\$ 1,110,135</u>	<u>\$ 1,379,988</u>	<u>1,335,450</u>

2021 DRAFT CAPITAL IMPROVEMENT PROJECTS (CIP)

I	Buildings	1 No major plans.		\$ -
			Sub-total	\$ -
II	Office Equipment Purchase			
		1 Tyler Content Management System		\$ 11,250.00
			Sub-total	\$ 11,250.00
III	Field Equipment Purchase			
		1 No Plans for purchase		\$ -
			Sub-total	\$ -
IV	Replacement Programs			
	A. Hydrants			
		1 Repairs		\$ 8,000.00
			Sub-total	\$ 8,000.00
	B. Meters - proposal to change out all remaining manual read meters			
		1 No plans going forward w/ exception		\$ -
			Sub-total	\$ -
	C. Service Lines			
		1 Repairs		\$ 15,000.00
			Sub-total	\$ 15,000.00
	B. Main Lines			
		1 Repairs		\$ -
			Sub-total	\$ -
	C. Valves			
		1 Repairs		\$ 8,000.00
			Sub-total	\$ 8,000.00
V	Consulting Services			
		1 Water master Plan Upgrade - carryover		\$ 150,000.00
		2 Risk Resilience Assessment and Emergency Response Plans		\$ 50,000.00
			Sub-total	\$ 200,000.00
VI	Well Rehabilitation & Equipment Upgrade			
		1 Possibly Rehabilitation Well 4		\$ 90,000.00
		2 Maintenance work on Reservoir		\$ 30,000.00
			Sub-total	\$ 120,000.00
VII	Future Planned Work			
		1 Installation of treatment facilities for Wells 5, 8 & 11		\$ 2,000,000.00
			Sub-total	\$ 2,000,000.00
		Grand Total		\$ 2,362,250.00

PICO WATER DISTRICT
Organizational Chart
January 1, 2021

