



# Diablo Water District

*Fiscal Year 2020/21 Budget*

## **FEATURES:**

*Recap of FY 2019/20*

*District Updates*

*District's Vision*

*FY 2020/21 Budget*

*Strategic Plan*

# General Manager Message

The water industry continues to shine during even the most uncertain of times. Many of us have experienced earthquakes, floods, and wildfires and realize the importance that the public water system plays in each of those events.

In 2020, the COVID-19 pandemic again pushed the water industry to adapt to changing social and working conditions, but through it all, the Board and Staff of the District were committed to uninterrupted water service for our customers.

While this year certainly ushered in a wave of financial and economic uncertainty, the District stands resolute in it's mission to:

*Provide a safe, dependable and adequate supply of high quality potable water to meet the requirements of the residents and businesses in our service area.*

The future resiliency of your water system, relies on continuous maintenance and improvements to the current water distribution system and facilities.

Fiscal year 2020/21 brings with it the opportunity to invest in technology, water mains, emergency preparedness and enhanced customer engagement.

Please take the time to talk with us. We are always looking for ways to better serve you, now and in the future.

[customers@diablowater.org](mailto:customers@diablowater.org)



GM: Dan Muelrath

# A Year In Review

## Fiscal Year 2019/20

### Water Resources

- Upgraded remote monitoring system for wells and blending facilities.
- Increased security equipment at remote locations.
- Received state grant to consolidate one water system.
- Initiated recycled water feasibility study with Ironhouse Sanitary.

### Infrastructure

- Developed long range facilities plan.
- Replaced corrosion control equipment on 5 million gallon water tank.
- Added new disinfection facility on Bethel Island.
- Operating & Capital improvements at Randall Bold Water Treatment Plant.

### Employees

- Increased training:
  - Customer Service
  - Accounting
  - Finance
  - Water Treatment and Distribution
- Certifications Earned by employees:
  - Distribution I, II & III
  - Treatment I & II
  - Backflow Tester
  - Certified Special District Manager

### Sustainability

- Awarded state grant to reduce water loss.
- Purchased 100% renewable energy for all pumping and distribution of water.
- Continued efforts towards creating a Groundwater Sustainability Plan.
- Piloted electronic work orders to reduce reliance on paper.

### Community

- Launched new website.
- Held California Water Fix project workshop.
- Designed new low-water use landscape for Oakley Senior Center.
- Attended the Heart of Oakley Festival and Cityhood Celebration.
- Enabled customers to submit electronic comments on Board items electronically.

### Governance

- Initiated replacement of 20+ year old finance and billing software. Full launch in late 2020.
- Earned the California Special District's Transparency Certification.
- Received clean audits for financials and CalPERS payroll.
- Live public web meetings during Pandemic.

# Looking Forward Fiscal Year 2020/21

## Mission Focused

The current COVID-19 pandemic is bringing with it many changes and challenges, however, the District remains focused not just on today, but on the decades to come.

This long range dedication and focus is imperative to the successful ongoing operations.

The District has a 10 year rate and budget model that allows for the modeling of future financial scenarios and enables adaptive management decision making.

The path forward for the District remains to invest in:

1. Water Resources
2. Infrastructure
3. Employees
4. Sustainability
5. Community Engagement
6. Governance



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## Goals for the Year

1. Deployment of new Finance and Billing software.
2. Conversion to electronic work orders.
3. Implementation of Asset Management software.
4. Consumer engagement online portal (bill pay, alerts, self management).
5. Leak detection of entire distribution system.
6. 2020 Urban Water Management Plan.
7. EPA Risk and Resiliency Assessment.
8. Replacement of variable frequency drive at corporation yard.
9. Relocation of downtown 24" water main for future Amtrak stop.
10. Break ground on new corporation offices and yard.

# Implementing Our Vision

41 Diablo Water District  
FY 2020/21 Budget

*To be a valued community resource that continues to evolve and enriches the lives of those that we serve.*



Your water district continues to embark on an ambitious plan to leverage technology for the benefit of our customers and the operational needs of the District. Initiatives include:

- Developing a consumer engagement portal for leak and high bill alerts.
- Going paperless with electronic work orders and asset management.
- Performing real-time water balances to help identify water loss in the distribution system.

The District has long-range plans that go well beyond most “business models.” As a public agency, failure is not an option, so we continually refine and update plans that will take us into the next 20, 30, 40 years and beyond.

These models include:

- Infrastructure Needs
- Financial and Water Rates Model
- Water Supply and Demand
- Groundwater Sustainability



A full service business motto. Your water district is here to serve you, and can be reached 24 hours per day, 7 days per week (for emergencies).

The District performs nearly all services in-house, so that we can generate the customer focused culture that our customers deserve. We read meters, process water bills, answer customer inquiries, perform water main and service line repairs and replacements, plan review for new construction, perform check valve tests, etc.



# District Service Area

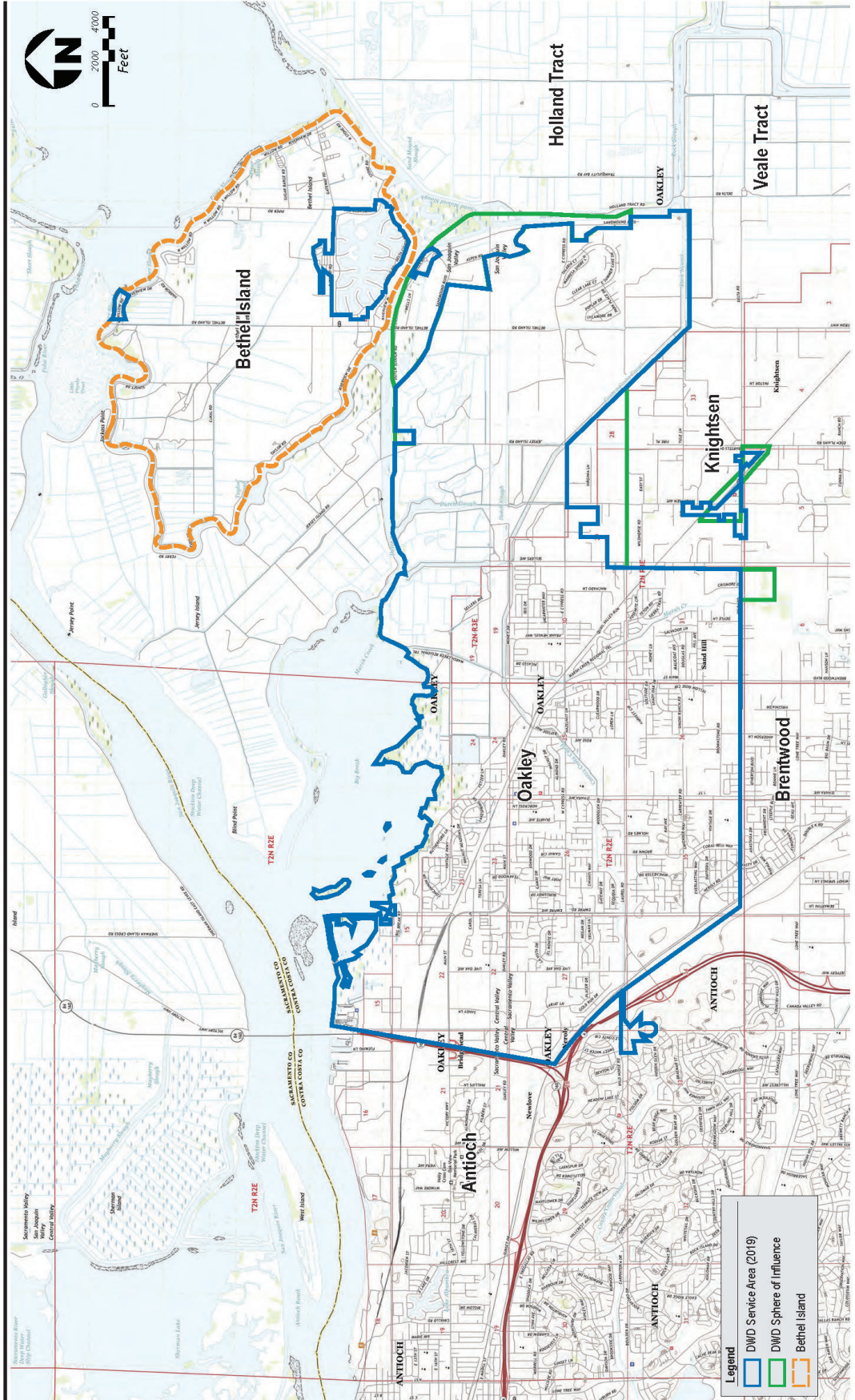


Figure 2-1  
 Diablo Water District Study Area for Facilities Plan

Source: U.S. Department of the Interior | U.S. Geological Survey | Topographic Maps - Copyright ©2018  
 www.waterresourcescenter.org/geographic-data/bowditch-map-viewer.html?lat=38.022327



# District Teams

## Administration

General Manager  
Finance  
Accounting  
Customer Service  
Water Conservation  
Public Information  
Legal  
Human Resources  
Risk Management

Provides overall leadership and management for the District. Prepares monthly financial reports, annual operating budgets, is responsible for new bond issuances, serves as internal auditor and works with external Auditors to safeguard the financial health of the District.

Prepares monthly water bills, establishes and maintains accounts, answers phones and email inquiries, processing payments, providing water conservation tips, engaging with customers on social media and at outreach events.

Employee relations: recruitment, benefits, retirement, training, workers' compensation, and safety. Implements the District's liability and property insurance program and maintains all official District records, as required by law.

## Water Operations

Water Quality  
Water Treatment  
Well Operations

Monitors the Supervisory Control And Data Acquisition system, analyzers, chemical feed pumps, and general mechanical equipment, while taking appropriate action to ensure safe drinking water. Protecting the distribution system from contamination or pollution by maintaining the cross-connection control and backflow testing program. Responds to all customer water quality inquiries.

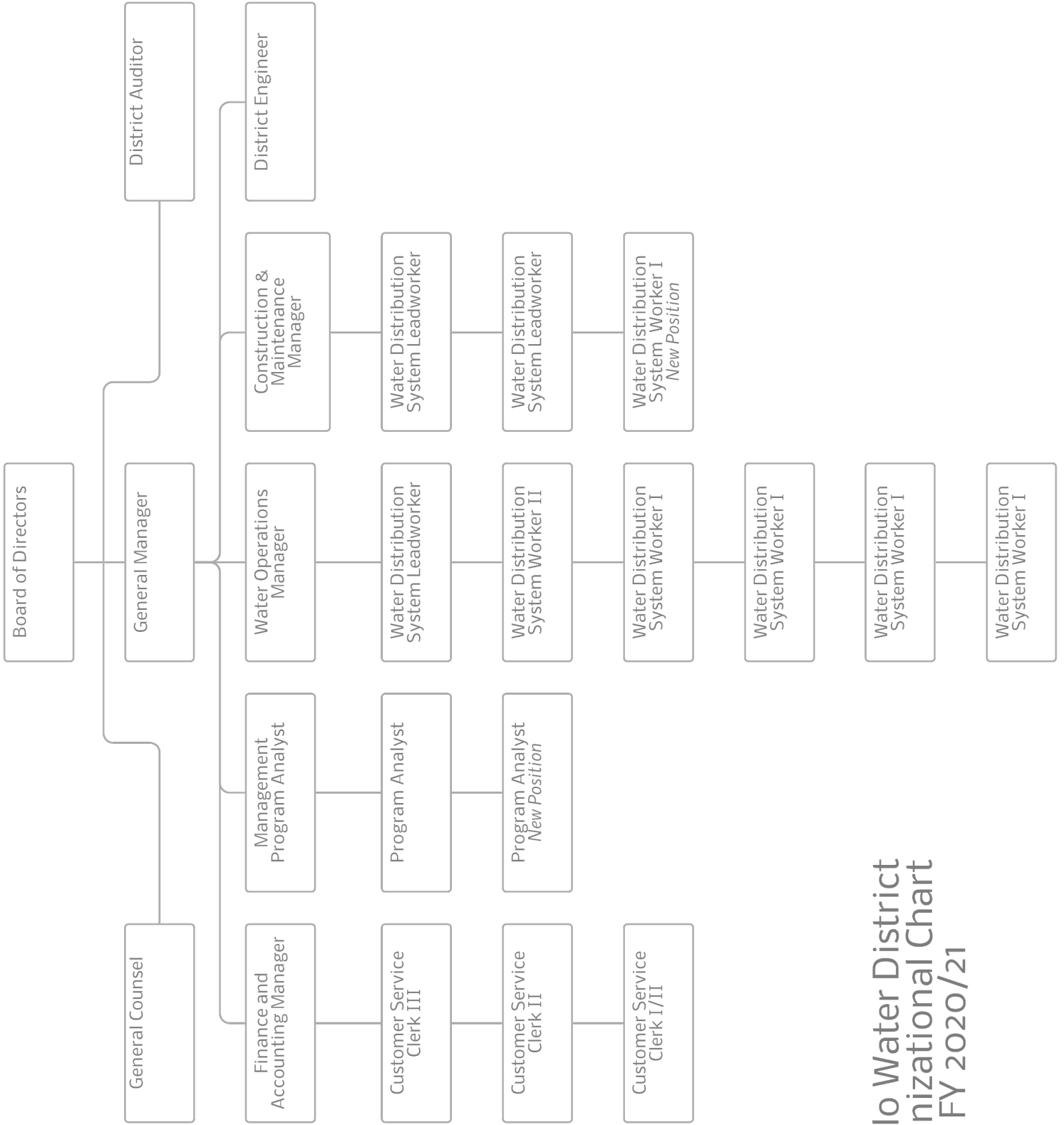
## Construction

Engineering  
New Development  
Repair & Replacement

Planning, design and construction management of the District's projects (i.e. reservoirs, wells, pump stations, etc.).

Assists developers, engineers, contractors, and homeowners requiring new or modified water services or water main extensions. Oversees the quality and reliability of the distribution system by inspecting, replacing, installing, and repairing the District's facilities.



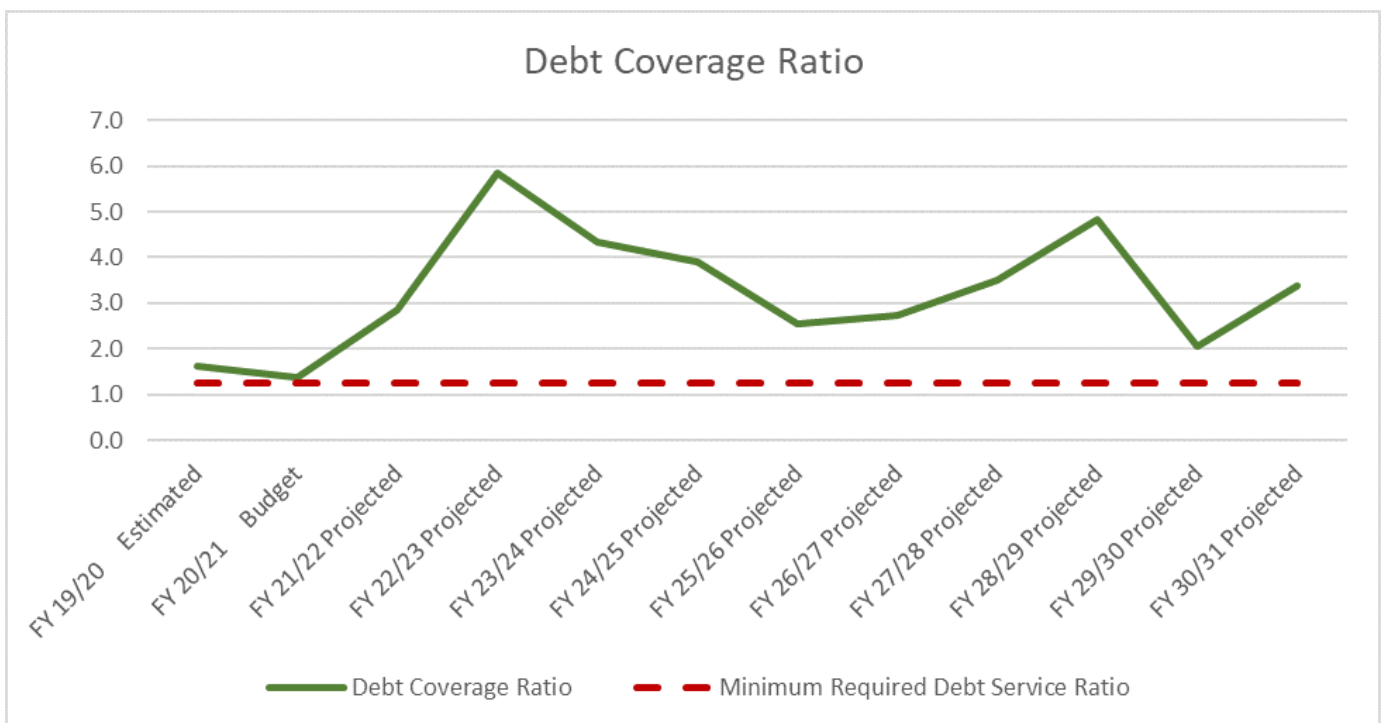
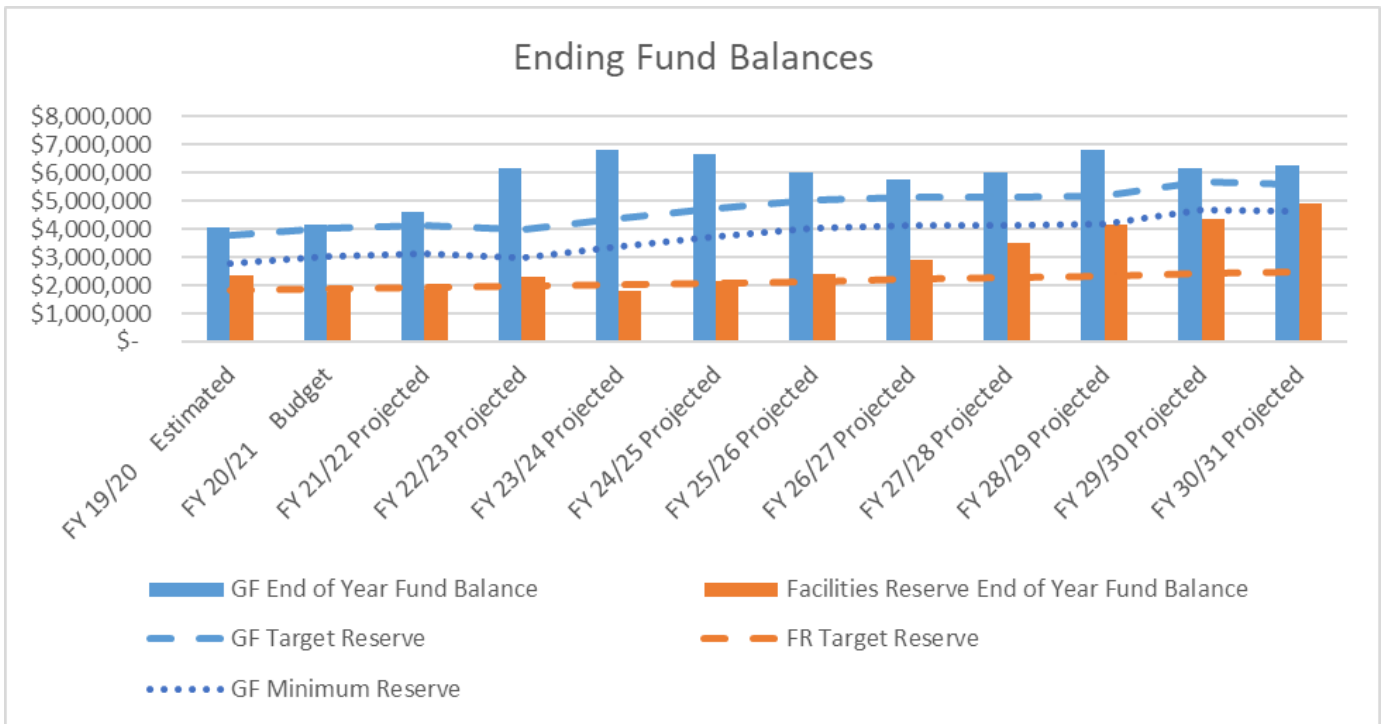


Diablo Water District  
Organizational Chart  
FY 2020/21



# FY 2020/21 Budget

The District has a collaborative process that involves all levels of the District. With the Board of Directors setting the policy direction, the District’s management team works with their staff to identify needs and resources required to achieve the policy goals. While the current economic environment, due to the COVID-19 pandemic, is presenting a challenging time for budget forecasting; the budget presented preserves the District’s reserves, maintains required debt coverage ratios, and allows future flexibility.



# General Operating Fund 01

## **Revenue:**

As of June 30, 2020, the District's income from water sales is estimated to be \$10.49 million, which is only 0.2% lower than budgeted. Fiscal Year 2020/21 income from water sales is estimated to be \$11.25 million, which reflects an anticipated normal weather pattern and an increase in customers by 225 connections (15% reduction from average year). The income projections also include an anticipated water rate increase for next year that would go into effect February 2021 <sup>[1]</sup>.

Fiscal Year 2020/21 Budgeted Total Revenue = \$12.31 million . This includes revenue from all sources, excluding developer facilities fund revenue:

- Water Sales.
- Check valve charges.
- Miscellaneous income.
- Interest / rental income.
- Reimbursements (wells systems and developers)

## **Expenses:**

As of June 30, 2020, the District's estimated expenses are \$758,000 lower than budgeted, which is due to the deferral of two budgeted projects. Fiscal Year 2020/21 expenses reflect the following purchases and project expenses:

- Deployment of new finance and billing software
- Conversion to electronic work orders
- Implementation of asset management software
- Consumer engagement online portal (bill pay, alerts, self-management)
- Leak detection of entire distribution system
- 2020 Urban Water Management Plan (required)
- EPA Risk and Resiliency Assessment (required)
- Purchase of one replacement vehicle
- Replacement of variable frequency drive at the corporation yard
- Relocation of downtown 24" water main for future Amtrak stop - 20%
- New corporation yard (estimated completion date of late 2021)
- A 1.0% <sup>[2]</sup> cost of living adjustment for all District employees <sup>[3]</sup>.
- Bringing the 2nd half of emergency repair and maintenance projects in-house.

*[1] Rate increase currently estimated at: 3.75% (rate increase recommendation will be based on actual budget conditions)*

*[2] Based on San Francisco Bay Area Consumer Price Index of 0.7% (April 2019 to April 2020)*

*[3] Includes General Manager and District General Counsel*

# Facilities Reserve Fund 02

## **Revenue:**

As of June 30, 2020, the District's estimated income from developer fees is \$725,000 lower than budgeted and is reflective of the temporary two month shut-down of construction activity due to the COVID-19 pandemic. Fiscal Year 2020/21 revenues account for 225 new connections and reflect a 15% reduction from normal.

Fiscal Year 2020/21 Budgeted Total Revenue = \$2.17 million

## **Expenses:**

As of June 30, 2020, the District's estimated expenses are \$775,000 less than budgeted due to deferring one capital project to next fiscal year and bond refinance savings.

Fiscal Year 2020/21 expenses reflect the following purchases and project expenses:

- 2020 Urban Water Management Plan - 50% (required)
- New corporation yard (estimated completion date of late 2021)
- Groundwater Sustainability Plan (required)
- Completion of Recycled Water Feasibility Study
- Replacement of variable frequency drive at the corporation yard
- Relocation of downtown 24" water main for future Amtrak stop - 80%
- Randall Bold Water Treatment Plant Capacity Preservation Projects

## Well Funds

Well Systems M24 - M27 have been reviewed. Separate from this budget document, appropriate rate increases where needed, have been recommended.

*Other Assumptions in Fiscal Year 2020/21 Annual Budget:*

- *20% of the District's water supply will come from wells.*
- *4% rate increase in expenses for wholesale water purchases.*
- *Revenue includes an anticipated rate increase effective February 2021.*
- *Staffing levels sufficient to perform nearly all of outsourced system repairs.*
- *Future water demands per connection will continue to decline.*

## DIABLO WATER DISTRICT

### General Operating Fund 01

**Fiscal Year 2020/21**

Account Number	Account Name	Adopted Budget FY 19/20	Expected FY 19/20 Finish	FY 20/21 Budget
	<b>Beginning Fiscal Year Balances - Includes Rate Stabilization</b>	3,563,633	3,563,633	4,054,226
<b>Operating Revenues</b>				
	<b>Water Sales - Residential/Business</b>	10,507,887	10,487,345	11,250,635
01-500-00	Water Sales - Domestic & Business	10,507,887	10,487,345	11,250,635
	<b>Water Sales - Other</b>	183,756	267,602	261,263
01-501-00	Water Sales - Hydrant/Fire/Construction	182,490	261,500	256,263
01-502-01	Water Sales - Industrial/Chemours	1,266	6,102	5,000
	<b>Check Valve Charges</b>	142,500	131,155	146,775
01-515-00	Check Valve Maintenance	140,000	130,000	144,200
01-515-01	Check Valve Installation	2,500	1,155	2,575
	<b>Miscellaneous Income</b>	160,000	127,502	164,800
01-514-00	Late Charges	60,000	39,282	61,800
01-520-00	Trip Charges	25,000	16,680	25,750
01-520-01	Call-Out Charges	2,500	2,000	2,575
01-525-00	Destroyed Lock Charges	-	-	-
01-527-00	Tampering Charges	7,500	6,950	7,725
01-530-00	Returned Item Charges	2,500	1,750	2,575
01-545-00	Meter Repairs	500	713	515
01-550-00	Hydrant Meter Replacement	3,000	-	3,090
01-550-01	Hydrant Meter Repairs	-	-	-
01-550-02	Field Service Charges	1,500	1,050	1,545
01-570-00	Bad Debt Recovery	2,500	3,000	2,575
01-589-00	Delta Coves Property Tax Income	55,000	56,077	56,650
01-725-06	Reimbursement for Retirees Health Benefits - OPEB	-	-	-
<b>Non-Operating Revenues</b>				
	<b>Interest/Rental Income/Other</b>	222,500	248,215	166,611
01-510-01	Interest Income Investments	40,000	50,000	15,000
01-510-03	Interest Income LAIF	50,000	35,000	10,000
01-580-00	Other Income	25,000	50,000	25,000
01-581-00	Rental Income	107,500	113,215	116,611
	<b>Reimbursements from Well Systems/Developers</b>	20,350	319,255	320,961
24-100-00	Southpark Well - M24	5,200	4,400	5,356
25-100-00	Knightsen Well - M25	4,950	3,700	5,099
Multiple	Reimbursement from Developers	-	305,355	300,000
27-100-00	Willow Park Marina Well - M27	10,200	5,800	10,506
	<b>Total General Fund Revenues</b>	<b>11,236,993</b>	<b>11,581,074</b>	<b>12,311,045</b>

**DIABLO WATER DISTRICT****General Operating Fund 01****Fiscal Year 2020/21**

Account Number	Account Name	Adopted Budget FY 19/20	Expected FY 19/20 Finish	FY 20/21 Budget
<b>Operating Expenses</b>				
	<b>Administrative and General</b>	<b>120,835</b>	<b>122,059</b>	<b>137,538</b>
01-723-00	Dues and Subscriptions	64,235	65,376	78,385
01-738-00	Audit	45,000	45,100	46,400
01-742-17	LAFCO - 50% GF and 50% FR	3,000	3,100	3,090
01-775-00	Taxes and Licenses	3,100	2,983	3,163
01-800-28	Office Record Imaging	5,500	5,500	6,500
	<b>Board of Directors</b>	<b>12,000</b>	<b>9,800</b>	<b>36,815</b>
01-761-00	Payroll & Taxes	10,000	7,400	10,300
01-762-00	Mailings/Worker's Comp/Elections/Training/Miscellaneous	2,000	2,400	26,515
	<b>Engineering / Consulting</b>	<b>63,000</b>	<b>57,020</b>	<b>400,150</b>
01-728-01	Engineering	48,000	48,000	260,000
01-734-00	Consulting	15,000	9,020	140,150
	<b>Finance</b>	<b>153,000</b>	<b>140,500</b>	<b>117,400</b>
01-706-00	Bank Charges	7,500	2,000	5,000
01-715-00	Collections Expense	2,500	1,500	2,500
01-742-00	Bills/Envelopes/Mailing Service	26,000	24,000	26,780
01-742-04	Postage Account	53,000	49,000	53,000
01-742-05	Postage Meter	4,000	4,000	4,120
01-742-13	Avenu - Upgrades for Software	2,500	-	-
01-742-08	Credit Card Processing	57,500	60,000	26,000
	<b>Customer Service</b>	<b>39,950</b>	<b>34,771</b>	<b>40,308</b>
01-777-03	Answering Service	2,200	2,000	2,250
01-742-06	Conservation	3,000	3,000	5,000
01-734-01	Website	5,000	5,500	6,000
01-742-09	Consumer Engagement Portal	-	-	-
01-734-02	Public Information	29,750	24,271	27,058
	<b>Office</b>	<b>238,570</b>	<b>241,625</b>	<b>202,495</b>
01-742-01	Maintenance Agreements	54,850	51,479	43,039
01-742-02	Janitorial Service	7,500	7,500	7,725
01-742-03	Office Supplies	25,000	25,000	25,750
01-742-11	Miscellaneous	3,000	3,500	3,500
01-742-12	New Equipment	4,000	4,000	4,120
01-742-15	General Manager Expenses	3,500	1,600	3,000
01-742-18	Landscaping Services	7,500	6,500	12,500
01-742-19	Disaster Recovery	-	8,551	-
01-742-14	New Software	116,320	116,320	85,206
01-779-03	Office - Utilities	11,000	11,000	11,430
01-777-02	Office - Phone Line Services	5,900	6,175	6,225
	<b>Insurance</b>	<b>70,000</b>	<b>53,964</b>	<b>75,000</b>
01-733-00	Business, Auto, Liability, Commercial, Etc.	70,000	53,964	75,000
	<b>Legal Expenses</b>	<b>29,950</b>	<b>29,894</b>	<b>30,193</b>
01-737-00	Legal Expenses - 50% GF and 50% FR	29,950	29,894	30,193

## DIABLO WATER DISTRICT

## General Operating Fund 01

Fiscal Year 2020/21

Account Number	Account Name	Adopted Budget FY 19/20	Expected FY 19/20 Finish	FY 20/21 Budget
<b>Operating Expenses</b>				
	<b>Operations and Maintenance</b>	<b>921,800</b>	<b>781,279</b>	<b>769,450</b>
01-755-01	Maintenance Corpyard	30,700	13,305	24,700
01-755-02	Maintenance T&D	412,500	389,518	246,550
01-755-03	Maintenance Backflow	48,000	27,400	48,000
01-755-04	Maintenance Reservoirs	36,000	2,800	36,000
01-755-06	Maintenance Blending	17,000	8,500	17,000
01-755-07	Maintenance Glen Park Well	10,250	6,240	10,250
01-755-08	Maintenance Stonecreek Well	10,250	8,740	10,250
01-755-10	Maintenance Delta Coves	5,250	4,420	5,250
01-766-00	Water Samples	80,000	55,000	80,000
01-770-01	General Operating Corpyard	33,750	33,750	35,800
Multiple	Telephone Services for Field	6,100	4,476	8,650
Multiple	Utilities for Field	232,000	227,130	247,000
	<b>Payroll - Salaries/Benefits/Taxes</b>	<b>2,695,906</b>	<b>2,594,459</b>	<b>2,840,937</b>
Multiple	Salaries	1,527,914	1,446,577	1,572,047
Multiple	Overtime	133,777	143,427	138,309
Multiple	Benefits - Health/LTD/STD/Life Insurance/Retirement	730,031	682,892	790,939
Multiple	Taxes - Worker's Compensation/FICA/Medi	146,968	138,286	153,278
01-725-06	Retired Employees Health Benefits	67,216	62,134	65,220
01-726-08	Contra Costa County Employee Retirement Association	90,000	121,143	121,143
	<b>Transmission and Distribution</b>	<b>273,600</b>	<b>219,450</b>	<b>272,090</b>
01-705-00	Automotive Fuel, Maintenance, Miscellaneous	78,700	60,000	78,700
01-767-07	Chemicals Glen Park Well	7,000	6,700	7,210
01-767-08	Chemicals Blending Facility	25,100	19,500	25,100
01-767-09	Chemicals Stonecreek Well	5,000	1,200	5,000
01-767-10	Chemicals Delta Coves	6,000	5,700	6,180
01-770-02	General Operating - T&D	110,000	105,750	110,500
01-770-06	General Operating Blending	38,100	17,500	35,600
01-770-07	General Operating Glen Park Well	1,100	1,000	1,100
01-770-08	General Operating Stonecreek Well	1,100	1,100	1,200
01-770-10	General Operating Delta Coves	1,500	1,000	1,500
	<b>Training</b>	<b>34,700</b>	<b>25,128</b>	<b>33,700</b>
01-708-00	Training & Professional Development	28,500	21,250	25,000
01-709-00	Safety	6,200	3,878	8,700
	<b>Water Purchases - Source of Supply CCWD</b>	<b>3,818,669</b>	<b>3,818,669</b>	<b>4,080,607</b>
01-610-00	Water Purchases from CCWD	3,818,669	3,818,669	4,080,607
	<b>Water Treatment and Maintenance - RBWTP O&amp;M</b>	<b>1,362,219</b>	<b>1,362,219</b>	<b>1,586,265</b>
01-700-00	Randall Bold Water Treatment Plant O&M	1,362,219	1,362,219	1,586,265
	<b>Total Operating Expenses</b>	<b>9,834,199</b>	<b>9,490,837</b>	<b>10,622,948</b>

**DIABLO WATER DISTRICT**  
**General Operating Fund 01**  
**Fiscal Year 2020/21**

Account Number	Account Name	Adopted Budget FY 19/20	Expected FY 19/20 Finish	FY 20/21 Budget
<b>Operating Debt Service Expenses</b>				
01-800-04	RBWTP - 40% GF and 60% FR	552,795	527,463	191,091
01-800-50	Glen Park & Blending - 25% GF and 75% FR	120,259	124,387	134,218
01-800-58	BNSF 24" Relocation - 20% GF and 80% FR	17,575	17,575	18,202
01-800-62	New Office Building 2014 Loan - 57.50% GF and 42.50% FR (R1)	106,392	-	-
01-800-72	New Office Building 2019 COP - 57.5% GF and 42.5% FR			148,542
	<b>Total Operating - Debt Service Expenses</b>	<b>797,021</b>	<b>669,425</b>	<b>492,053</b>
<b>Operating - Capital Expenses</b>				
01-800-07	Public Right of Way Relocations	153,000	6,700	163,000
Multiple	RBWTP - Projects and Improvements	524,963	624,625	513,964
01-800-71	Equipment Purchases	46,575	61,745	95,000
01-800-38	Valve Replacement	25,000	15,000	25,000
01-800-10	Replace Truck and Add New Truck	123,500	120,196	77,500
01-800-27	Corpyard VFD's	200,000	20,000	275,000
01-800-14	Scada Upgrade - 50% GF and 50% FR	40,000	27,000	10,000
01-800-22	New Office Equipment	67,000	27,645	42,970
01-800-56	Radio Read Upgrade	-	-	-
	<b>Total Operating - Capital Expenses</b>	<b>1,180,038</b>	<b>902,911</b>	<b>1,202,434</b>
<b>Operating - Non Capital Expenses</b>				
01-800-13	Corpyard Improvements	17,600	11,308	13,500
01-800-32	Pipeline Corrosion Testing/Repairs	20,000	16,000	20,000
01-800-61	New Office Building	-	-	-
	<b>Total Operating - Non Capital Expenses</b>	<b>37,600</b>	<b>27,308</b>	<b>33,500</b>
	<b>Total General Fund Operating Expenses</b>	<b>11,848,858</b>	<b>11,090,481</b>	<b>12,350,934</b>
	<b>Ending Fiscal Year Balances - Includes Rate Stabilization</b>	<b>2,951,768</b>	<b>4,054,226</b>	<b>4,014,337</b>

GF - General Fund FR - Facilities Reserve

**General Fund Reserve:**

- \$2,900,000 equals one quarter of operation expenses,
- \$ 750,000 for cash shortfalls that occur during the fiscal year,
- \$ 750,000 for emergency purposes, and
- \$1,400,000 for unanticipated replacement of large depreciated assets.

**Rate Stabilization Reserve:**

\$1,000,000 for Rate Stabilization Fund which has been established to allow the District to smooth rate increases consistent with the District's long term outlook on water rate setting. Amounts utilized from this fund constitute gross revenues for the fiscal year in which they are utilized. Interest earned on this fund may be withdrawn by the District at it's discretion annually and accounted for as gross revenue. The District has the right at any time to withdraw any or all amounts in this fund for any lawful purpose of the District. For determining debt coverage ratio the end of year balance in this fund will be treated as revenue.

## DIABLO WATER DISTRICT

## Facilities Reserve Fund 02

## Fiscal Year 2020/21

Account Number	Account Name	Adopted Budget FY 19-20	Expected FY 19/20 Finish	FY 20/21 Budget
	<b>Beginning Fiscal Year Balance</b>	2,928,869	2,928,869	2,333,842
<b>Operating Revenues</b>				
02-587-00	Developer Fees Income	2,009,112	1,284,394	1,911,474
02-581-01	Rental Income	25,775	26,227	26,548
02-510-00	Interest Income	55,000	55,000	50,000
26-100-00	Interfund Loan Payment from M26 - Includes Interest	11,760	12,671	11,760
02-580-00	Other Income	-	99,215	172,500
	<b>Total Facilities Reserve Fund Operating Revenues</b>	<b>2,101,647</b>	<b>1,477,507</b>	<b>2,172,282</b>
<b>Operating Expenses</b>				
	<b>Administrative</b>	<b>3,000</b>	<b>2,635</b>	<b>3,000</b>
02-742-17	LAFCO - 50% GF and 50% FR	3,000	2,635	3,000
	<b>Payroll - Salaries/Benefits/Taxes*</b>	<b>352,252</b>	<b>359,738</b>	<b>535,843</b>
02-757-06	Salaries	244,093	247,330	381,089
02-757-06	Overtime	11,680	16,914	9,000
02-757-07	Benefits - Health/LTD/STD/Life Insurance/Retirement	78,471	77,177	116,486
02-757-07	Taxes - Worker's Compensation/FICA/Medi	18,009	18,318	29,267
	<b>Total Operating Expenses</b>	<b>355,252</b>	<b>362,373</b>	<b>538,843</b>
<b>Operating Debt Service Expenses</b>				
02-800-04	RBWTP - 40% GF and 60% FR	829,193	791,194	287,119
02-800-05	Glen Park & Blending - 21% GF and 79% FR	409,518	393,882	385,972
02-800-06	Stonecreek Well 2010 COP - 100% FR	278,519	-	-
02-800-19	Stonecreek Well 2019 COP - 100% FR			235,556
02-800-30	BNSF 24" Relocation - 20% GF and 80% FR	70,300	70,300	72,810
02-800-34	New Office Building 2014 Loan - 57.50% GF and 42.50% FR (R1)	78,638	-	-
02-800-19	New Office Building 2019 COP - 57.5% GF and 42.5% FR			109,792
02-800-19	New Corporation Yard 2019 COP - 100% FR			213,556
	<b>Total Operating - Debt Service Expenses</b>	<b>1,666,168</b>	<b>1,255,376</b>	<b>1,304,804</b>



**DIABLO WATER DISTRICT**

FY 2020/21 Budget

**Facilities Reserve Fund 02****Fiscal Year 2020/21**

Account Number	Account Name	Adopted Budget FY 19-20	Expected FY 19/20 Finish	FY 20/21 Budget
<b>Operating - Capital Expenses</b>				
02-800-25	Ground Water Monitoring & Exploration	10,000	-	-
02-800-28	Scada Upgrade - 50% GF and 50% FR	40,000	27,000	10,000
02-800-31	Asset Management System / GIS / Mapping Update	31,350	31,278	73,350
02-800-42	New Software - 50% GF and 50% FR	52,000	27,645	27,970
02-800-44	RBWTP Improvements and Projects - 66% GF and 33% FR	-	-	-
02-800-45	Stonecreek Well Filter	-	-	-
02-800-29	Relocation of Downtown Railroad Pipeline - 20% GF and 80% FR	452,000	25,000	475,000
	<b>Total Operating - Capital Expenses</b>	<b>585,350</b>	<b>110,923</b>	<b>586,320</b>
<b>Operating - Non Capital Expenses</b>				
02-742-00	Publications	3,000	-	1,500
02-737-00	Legal Expenses - 50% GF 50% FR	29,950	29,894	30,193
02-800-27	Ground Water Sustainability Plan	15,000	50,000	118,000
Multiple	Engineering/Consulting/Miscellaneous	6,000	1,035	163,150
02-800-33	New Office Building - 50% GF and 50% FR	-	-	-
02-800-39	Facilities Plan Update	100,000	100,000	-
02-800-40	Recycled Water Feasibility Study	37,500	142,500	10,000
02-800-41	New Corpyard Hazard & Needs Assessment	50,000	3,250	-
02-742-14	Financial and Project Tracking Software	-	17,183	20,051
	<b>Total Operating - Non Capital Expenses</b>	<b>241,450</b>	<b>343,862</b>	<b>342,894</b>
	<b>Total Facilities Reserve Fund Operating Expenses</b>	<b>2,848,220</b>	<b>2,072,534</b>	<b>2,772,861</b>
	<b>Ending Fiscal Year Balance</b>	<b>2,182,296</b>	<b>2,333,842</b>	<b>1,733,263</b>

GF - General Fund FR - Facilities Reserve

Target Fund Balance for Facilities Reserve:

\$1,800,000 for cash shortfall due to reduced hookups of 140/ year for three years.

**DIABLO WATER DISTRICT****Southpark Well M24 Fund****Fiscal Year 2020 - 2021**

Account Number	Account Name	Approved Budget FY 19-20	Estimated Actual FY 19-20	Adopted Budget FY 20-21
	<b>Beginning Fiscal Year Balance</b>		<b>269,783</b>	<b>300,344</b>
<b>Operating Revenues</b>				
24-500-00	Southpark Water Sales	42,500	41,600	42,500
24-515-00	Southpark Check Valve Income	75	161	175
24-510-00	Interest Income	5,500	5,500	5,000
	<b>Total Southpark Well Fund Operating Revenues</b>	<b>48,075</b>	<b>47,261</b>	<b>47,675</b>
<b>Operating Expenses</b>				
24-770-01	General Operating Expenses	13,000	4,000	25,850
24-779-01	Utilities	8,500	8,500	9,000
	<b>Total Southpark Well Fund Operating Expenses</b>	<b>21,500</b>	<b>12,500</b>	<b>34,850</b>
24-705-00	Auto	1,200	750	800
24-727-99	Reimburse Fund 01 for Benefits	1,000	650	850
24-747-00	Overhead Charges to Fund 01	1,200	800	1,000
24-757-01	Reimburse Fund 01 for Wages	2,800	2,000	2,500
	<b>Total Southpark Well Fund Reimbursement to Fund 01</b>	<b>6,200</b>	<b>4,200</b>	<b>5,150</b>
	<b>Ending Fiscal Year Balance</b>		<b>300,344</b>	<b>308,019</b>

**DIABLO WATER DISTRICT** FY 2020/21 Budget**Knightsen Well M25 Fund****Fiscal Year 2020 - 2021**

Account Number	Account Name	Approved Budget FY 19-20	Estimated Actual FY 19-20	Adopted Budget FY 20-21
	<b>Beginning Fiscal Year Balance</b>		8,414	16,084
<b>Operating Revenues</b>				
25-500-00	<i>Knightsen Water Sales</i>	18,500	17,605	18,000
25-514-00	<i>Knightsen Late Charges</i>	-	-	-
25-510-00	<i>Interest Income</i>	150	220	300
	<b>Total Knightsen Well Fund Operating Revenues</b>	<b>18,650</b>	<b>17,825</b>	<b>18,300</b>
<b>Operating Expenses</b>				
25-770-02	<i>General Operating Expenses</i>	7,100	4,500	6,000
25-779-01	<i>Utilities</i>	1,000	1,250	1,400
	<b>Total Knightsen Well Fund Operating Expenses</b>	<b>8,100</b>	<b>5,750</b>	<b>7,400</b>
25-705-00	<i>Auto</i>	950	850	950
25-727-99	<i>Reimburse Fund 01 for Benefits</i>	800	710	950
25-747-00	<i>Overhead Charges to Fund 01</i>	900	820	900
25-757-01	<i>Reimburse Fund 01 for Wages</i>	2,150	2,025	2,150
	<b>Total Knightsen Well Fund Reimbursement to Fund 01</b>	<b>4,800</b>	<b>4,405</b>	<b>4,950</b>
	<b>Ending Fiscal Year Balance</b>		16,084	22,034

**DIABLO WATER DISTRICT****Beacon West Well M26 Fund****Fiscal Year 2020 - 2021**

Account Number	Account Name	Approved Budget FY 19-20	Estimated Actual FY 19-20	Adopted Budget FY 20-21
	<b>Beginning Fiscal Year Balance</b>		36,238	49,809
<b>Operating Revenues</b>				
26-500-00	<i>Beacon West Water Sales</i>	26,542	26,542	26,542
26-510-00	<i>Interest Income</i>	-	-	-
	<b>Total Beacon West Well Fund Operating Revenues</b>	26,542	26,542	26,542
<b>Operating Expenses</b>				
26-770-01	<i>Contra Costa County Admin Fees</i>	250	300	300
26-770-02	<i>General Operating Expenses</i>	-	-	-
26-799-01	<i>Utilities</i>	-	-	-
26-800-02	<i>Pipeline Project</i>	-	-	-
	<b>Total Beacon West Well Fund Operating Revenues</b>	250	300	300
26-705-00	<i>Auto</i>	-	-	-
26-727-99	<i>Reimburse Fund 01 for Benefits</i>	-	-	-
26-747-00	<i>Overhead Charges from Fund 01</i>	-	-	-
26-757-99	<i>Reimburse Fund 01 for Wages</i>	-	-	-
	<b>Total Beacon West Well Fund Reimbursement to Fund 01</b>	-	-	-
26-100-00	<i>Interfund Loan Payment to Fund 02 - Principle and Interest</i>	11,760	12,671	11,760
	<b>Total Beacon West Well Fund Reimbursement to Fund 02</b>	11,760	12,671	11,760
	<b>Ending Fiscal Year Balance</b>		49,809	64,291

**DIABLO WATER DISTRICT****Willow Park Marina Well M27 Fund****Fiscal Year 2020 - 2021**

Account Number	Account Name	Approved Budget FY 19-20	Estimated Actual FY 19-20	Adopted Budget FY 20-21
	<b>Beginning Fiscal Year Balance</b>		(5,655)	8,444
<b>Operating Revenues</b>				
27-500-00	<i>Willow Park Marina Water Sales</i>	48,819	46,494	48,762
27-510-00	<i>Interest Income</i>	-	100	750
	<b>Total Willow Park Marina Well Fund Operating Revenues</b>	<b>48,819</b>	<b>46,594</b>	<b>49,512</b>
<b>Operating Expenses</b>				
27-770-01	<i>Contra Costa County Admin Fees</i>	400	500	600
27-770-02	<i>General Operating Expenses</i>	15,000	10,050	12,400
27-799-01	<i>Utilities</i>	5,750	5,900	6,100
27-800-02	<i>Meter Installation Project</i>	15,000	10,470	-
	<b>Total Willow Park Marina Well Fund Operating Expenses</b>	<b>36,150</b>	<b>26,920</b>	<b>19,100</b>
27-705-00	<i>Auto</i>	1,750	1,005	1,100
27-727-99	<i>Reimburse Fund 01 for Benefits</i>	2,000	895	1,100
27-747-00	<i>Overhead Charges from Fund 01</i>	2,200	1,055	1,100
27-757-99	<i>Reimburse Fund 01 for Wages</i>	4,500	2,620	2,700
	<b>Total Willow Park Marina Well Fund Reimbursement to Fund 01</b>	<b>10,450</b>	<b>5,575</b>	<b>6,000</b>
	<b>Ending Fiscal Year Balance</b>		<b>8,444</b>	<b>32,856</b>

**DIABLO WATER DISTRICT****MERA Fund****Fiscal Year 2020 - 2021**

Account Number	Account Name	Approved Budget FY 19-20	Estimated Actual FY 19-20	Adopted Budget FY 20-21
	<b>Beginning Fiscal Year Balance</b>		190,500	157,015
<b>Operating Revenues</b>				
01-215-00	<i>MERA Income</i>	150,730	140,505	211,088
01-510-11	<i>Interest Income</i>	5,000	3,025	3,000
	<b>Total MERA Fund Operating Revenues</b>	<b>155,730</b>	<b>143,530</b>	<b>214,088</b>
<b>Operating Expenses</b>				
01-215-00	<i>MERA Reimbursements to Developers</i>	138,022	123,988	128,988
01-215-00	<i>Salaries and Benefits Charged to MERA</i>	51,567	53,027	52,613
	<b>Total MERA Fund Operating Expenses</b>	<b>189,589</b>	<b>177,015</b>	<b>181,601</b>
	<b>Ending Fiscal Year Balance</b>		157,015	189,503

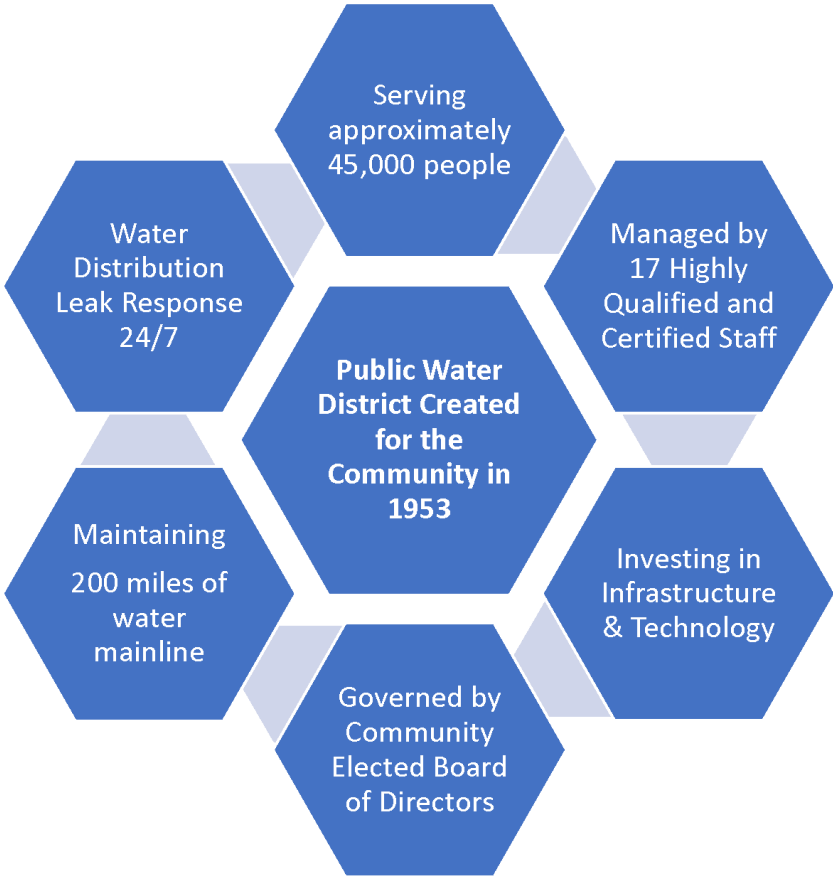
# Appendix A

District's 5 year Strategic Plan  
Fiscal Year 20/21 through Fiscal Year 24/25





# Your Diablo Water District



## Mission / Vision / Strategy



### Mission

Provide a safe, dependable and adequate supply of high quality potable water to meet the requirements of the residents and businesses in our service area



### Vision

To be a valued community resource that continues to evolve and enriches the lives of those that we serve

### Strategy: Invest In

Water Resources

Capital Improvement Projects

Employees

Sustainable Practices

Community Relations

Governance

## Strategies



### Water Resources

- Ensure adequate future water supply to meet customer demands
- Develop sustainable and cost effective water supplies
- Protect surface and groundwater quality



### Capital Improvement Projects

- Proactively invest in District assets
- Prioritize projects that lead to resiliency of the transmission system
- Plan with the future in mind



### Employees

- Recognize employees as the District's most valuable assets
- Train staff well enough so they can leave, but treat them well enough so they stay
- Encourage professional development



### Sustainable Practices

- Support water-use efficiency and eliminating waste
- Implement cost-effective greenhouse gas reduction projects
- Consider life-cycle costs and environmental impacts



### Community Relations

- Empower customers through information
- Actively participate in the community
- Seek community engagement



### Governance

- Open and transparent
- Foster ideas that support great service and reasonable costs
- Represent all customers

## Goals 2020 - 2025

Annually

- Evaluate capital asset purchases (lifespans exceeding 20 years) based on lifecycle costs
- Continually provide innovative support and training for all employees
- Annually adopt conservative budgets and reserves
- Participate community and outreach events

FY 20/21

- Implement asset management and electronic workorder system
- Complete Urban Water Management Plan and develop plan for additional future supply
- Launch consumer engagement portal and finish transition to AMI water meters
- Perform bi-annual customer feedback surveys, starting in 2020

FY 21/22

- Complete mandated EPA Risk, Resiliency and Emergency Plan
- Identify additional employee retention strategies
- Create an internship program to help develop potential future staff
- Adopt a Groundwater Sustainability Plan by 2022; Enforce basin management objectives

FY 22/23

- Perform bi-annual customer feedback surveys
- Develop a carbon footprint inventory and reduction plan
- Earn the California Special District Association's District of Distinction
- Perform a cost of service study for alternative water supplies

FY 23/24

- Approve a long range capital improvement plan
- Achieve state mandated indoor and outdoor conservations levels
- Reduce non-revenue water to industry leading low levels through previous deployment of system wide water audits and advanced technologies

FY 24/25

- Achieve AA or higher Bond Rating
- Implement a service and main line replacement program
- Perform bi-annual customer feedback surveys
- Develop next 5 year strategic plan

The goals listed above do not represent all goals as they currently exist or will be developed in the future.

# Quick Facts



**Budget**

- \$15 Million
- \$3.9 Million in Reserves
- Rates adopted to cover long range expenses - zero profit



**Water System**

- \$200 Million of infrastructure to operate and maintain
- Nearly 200 Miles of Water Main
- 12 Million gallons of storage



**Water Supply**

- Source: 80% delta; 20% local groundwater
- 1,800,000,000 gallons pumped to customers annually

**Stay Connected**

[www.diablowater.org](http://www.diablowater.org)

[www.facebook.com/diablowaterdistrict](https://www.facebook.com/diablowaterdistrict)

[customers@diablowater.com](mailto:customers@diablowater.com)

Mailing Address: PO Box 127, Oakley, CA 94561

Physical Address: 87 Carol Ln, Oakley, CA 94561

Office/ 24Hrs: (925) 625-3798



# Appendix B

The following tables provide breakdowns of how salaries and benefits are charged to each Fund (Operating 01, Facilities 02, MERA), or reimbursed by others (developers).

**DIABLO WATER DISTRICT**  
**SUMMARY OF SALARIES AND BENEFITS**  
FY 2020 - 2021

TABLE 1

	Budget 2020	Actual 2020	Reimbursed by Others	FY 2020 ALLOCATION TO OPERATING	FY 2020 ALLOCATION TO FAC RES	FY 2020 ALLOCATION TO MERA
Salaries	1,805,744.06	1,727,826.64	139,893.39	1,446,576.63	247,329.53	33,920.48
Overtime	148,928.84	165,178.54	87,575.89	143,427.08	16,913.57	4,837.89
Benefits	819,992.49	771,436.73	60,560.83	682,891.97	77,177.27	11,367.49
Tax/WC	167,844.62	159,504.48	17,324.43	138,286.20	18,317.56	2,900.72
<b>TOTAL</b>	<b>2,942,510.01</b>	<b>2,823,946.39</b>	<b>305,354.53</b>	<b>2,411,181.89</b>	<b>359,737.93</b>	<b>53,026.57</b>

TABLE 2

	Budget 2020	Actual 2020	Budget 2021	FY 2021 ALLOCATION TO OPERATING	FY 2021 ALLOCATION TO FAC RES	FY 2021 ALLOCATION TO MERA
Salaries	1,805,744.06	1,727,826.64	2,066,234.62	1,650,417.58	381,089.18	34,727.86
Overtime	148,928.84	165,178.54	150,308.99	138,308.99	9,000.00	3,000.00
Benefits	819,992.49	771,436.73	949,651.69	821,251.03	116,486.46	11,914.21
Tax/WC	167,844.62	159,504.48	192,752.36	160,514.19	29,267.44	2,970.73
<b>TOTAL</b>	<b>2,942,510.01</b>	<b>2,823,946.39</b>	<b>3,358,947.66</b>	<b>2,770,491.79</b>	<b>535,843.08</b>	<b>52,612.80</b>

# Appendix C

The salary survey provides the basis for determining salaries of each pay classification. The goal is to keep each classification +/- 5% of the median salary.

## FY 2020/21 Salary Survey & Budgeted Salary Ranges

<b>Customer Service Clerk III</b>	Monthly Minimum	Monthly Maximum	Budgeted FY 2020/21	
CCWD, Senior Customer Service Rep	7,379	8,969		
DDSD, Accounting Technician	6,785	8,474		
Brentwood, Accounting Specialist	6,767	8,225		
<b>FY 2020/21 Diablo Water District</b>	<b>6,282</b>	<b>8,017</b>	<b>6,282</b>	<b>8,017</b>
ISD, Administrative Technician II	6,591	8,012		
Pittsburg, Accountant II	6,375	7,749		
EBMUD, Customer Service Rep III	6,286	7,641		

Median Salary Range 6,591 8,017  
DWD Salary Above or (Below) Median 0% 0%

<b>Customer Service Clerk II</b>	Monthly Minimum	Monthly Maximum	Budgeted FY 2020/21	
DDSD, Account Clerk II	6,168	7,703		
ISD, Administrative Technician	6,005	7,299		
CCWD, Account Clerk III	5,938	7,218		
Pittsburg, Accountant I	5,695	6,923		
EBMUD, Customer Service Rep II	5,691	6,919		
<b>FY 2020/21 Diablo Water District</b>	<b>5,612</b>	<b>6,847</b>	<b>5,612</b>	<b>6,847</b>
Brentwood, Accounting Assistant II	5,120	6,223		

Median Salary Range 5,695 6,923  
DWD Salary Above or (Below) Median -1% -1%

<b>Customer Service Clerk I</b>	Monthly Minimum	Monthly Maximum	Budgeted FY 2020/21	
DDSD, Account Clerk I	5,608	7,003		
CCWD, Customer Service Rep	5,500	6,686		
ISD, Administrative	5,472	6,650		
<b>FY 2020/21 Diablo Water District</b>	<b>4,283</b>	<b>5,707</b>	<b>4,283</b>	<b>5,707</b>
EBMUD, Customer Service Rep I	4,675	5,682		
Brentwood, Accounting Assistant I	4,644	5,644		
Pittsburg, Account Clerk	4,329	5,237		

Median Salary Range 4,675 5,707  
DWD Salary Above or (Below) Median 0% 0%

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FY 2020/21

<u>Finance &amp; Accounting Manager</u>	Monthly Minimum	Monthly Maximum	Budgeted FY 2020/21	
CCWD, Finance Director	16,231	19,730		
EBMUD, Controller	12,950	18,705		
ISD, Assistant General Manager	12,541	16,805		
Brentwood, Assistant Director of Finance	12,738	15,483		
DDSD, Finance Manager	11,356	14,183		
<b>FY 2020/21 Diablo Water District</b>	<b>10,399</b>	<b>14,001</b>	<b>10,950</b>	<b>14,743</b>
Pittsburg, Assistant Director of Finance	10,807	13,134		

Median Salary Range 12,541 15,483  
DWD Salary Above or (Below) Median -11% -5.0%

<u>Management Program Analyst</u>	Monthly Minimum	Monthly Maximum	Budgeted FY 2020/21	
EBMUD, Principal Management Analyst	10,119	14,615		
Brentwood, Senior Analyst	9,943	12,086		
<b>FY 2020/21 Diablo Water District</b>	<b>7,670</b>	<b>11,259</b>	<b>7,670</b>	<b>11,259</b>
Pittsburg, Administrative Officer	9,228	11,218		
CCWD, Senior Admin Analyst	9,210	11,193		
DDSD, HR Analyst II	8,733	10,897		
ISD, Office Administrator	8,391	10,199		

Median Salary Range 9,210 11,218  
DWD Salary Above or (Below) Median 0% 0%

<u>Program Analyst</u>	Monthly Minimum	Monthly Maximum	Budgeted FY 2020/21	
EBMUD, Accounting Analyst	9,804	11,917		
ISD, Office Administrator	8,391	10,199		
Pittsburg, Admin Officer	8,282	10,087		
<b>FY 2020/21 Diablo Water District</b>	<b>New Job Classification</b>		<b>8,078</b>	<b>9,961</b>
DDSD, Program Analyst	7,875	9,834		
CCWD, Admin Analyst	7,585	9,222		
Brentwood, Project Services Specialist	7,532	9,156		

Median Salary Range 8,078 9,961  
DWD Salary Above or (Below) Median 0% 0%



<u>Manager of Maintenance &amp; Construction</u>	Monthly Minimum	Monthly Maximum	Budgeted FY 2020/21	
DDSD, Operations Manager	12,753	15,850		
CCWD, Water Treatment Superintendent	12,771	15,457		
EBMUD, Construction / Maintenance Supt.	13,161	15,186		
Brentwood, Deputy Director Public Works	11,898	14,395		
Pittsburg, Assistant Director or Public Works	11,615	14,052		
<b>FY 2020/21 Diablo Water District</b>	<b>11,414</b>	<b>13,907</b>	<b>11,414</b>	<b>13,907</b>
ISD, Collection System Superintendent	11,041	13,354		

Median Salary Range 11,898 14,395  
DWD Salary Above or (Below) Median -4% -4%

<u>Manager of Water Operations</u>	Monthly Minimum	Monthly Maximum	Budgeted FY 2020/21	
DDSD, Operations Manager	12,753	15,850		
CCWD, Water Treatment Superintendent	12,771	15,457		
EBMUD, Construction / Maintenance Supt.	13,161	15,186		
Brentwood, Deputy Director Public Works	11,898	14,395		
Pittsburg, Assistant Director or Public Works	11,615	14,052		
<b>FY 2020/21 Diablo Water District</b>	<b>11,414</b>	<b>13,907</b>	<b>11,414</b>	<b>13,907</b>
ISD, Collection System Superintendent	11,041	13,354		

Median Salary Range 11,898 14,395  
DWD Salary Above or (Below) Median -4% -4%

<u>Senior Water System Operator</u>	Monthly Minimum	Monthly Maximum	Budgeted FY 2020/21	
EBMUD, Water Distribution Supervisor	11,396	13,143		
CCWD, Senior Water Plant Operator	9,260	11,189		
<b>FY 2020/21 Diablo Water District</b>	<b>8,369</b>	<b>11,145</b>	<b>8,369</b>	<b>11,145</b>
Pittsburg, Water Plant Supervisor	9,151	11,057		
DDSD, Senior Operator	8,657	10,735		
ISD, Collections System Supervisor	8,739	10,556		
Brentwood, Water Distribution Supervisor	8,380	10,120		

Median Salary Range 8,739 11,057  
DWD Salary Above or (Below) Median 1% 1%

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FY 2020/21

<u>Water Distribution System Lead Worker</u>	Monthly Minimum	Monthly Maximum	Budgeted FY 2020/21	
EBMUD, Senior Water Distribution Operator	9,865	10,844		
Pittsburg, Water Maintenance Technician II	8,540	10,313		
DDSD, Collection System Worker III	8,260	10,238		
CCWD, Water Plant Operator III	8,440	10,192		
<b>FY 2020/21 Diablo Water District</b>	<b>7,088</b>	<b>9,466</b>	<b>7,265</b>	<b>9,702</b>
Brentwood, Senior Distribution Worker	7,624	9,201		
ISD, Collections System Operator III	7,435	8,970		

Median Salary Range 8,260 10,192  
DWD Salary Above or (Below) Median -8% -5%

<u>Water Distribution System Worker II</u>	Monthly Minimum	Monthly Maximum	Budgeted FY 2020/21	
CCWD, Senior Distribution System Operator	7,881	9,513		
DDSD, Collection System Worker II	7,537	9,335		
Pittsburg, Water Maintenance Technician I	7,418	8,952		
EBMUD, Water Distribution System Operator	8,147	8,950		
Brentwood, Distribution System Worker II	6,944	8,374		
<b>FY 2020/21 Diablo Water District</b>	<b>6,789</b>	<b>8,351</b>	<b>6,925</b>	<b>8,518</b>
ISD, Collections System Operator II	6,787	8,183		

Median Salary Range 7,418 8,950  
DWD Salary Above or (Below) Median -7% -5%

<u>Water Distribution System Worker I</u>	Monthly Minimum	Monthly Maximum	Budgeted FY 2020/21	
CCWD, Distribution System Operator	7,323	8,833		
DDSD, Collections System Worker I	6,879	8,515		
Brentwood, Distribution System Worker I	6,327	7,624		
ISD, Collection System Operator I	6,197	7,467		
EBMUD, Water Distribution Trainee	6,743	7,403		
<b>FY 2020/21 Diablo Water District</b>	<b>5,545</b>	<b>7,325</b>	<b>5,545</b>	<b>7,325</b>
Pittsburg, Maintenance Worker I/II	4,498	6,202		

Median Salary Range 6,327 7,467  
DWD Salary Above or (Below) Median -2% -2%

<u>General Manager</u>	<b>Fiscal Year 2019/20 Monthly Total Wages</b> (includes salary, car allowance, tuition reimbursement, bonus, deferred compensation match and additional retirement contributions by Districts)	<b>Budgeted 2020/21 Monthly Total Wages</b> (includes salary, car allowance, tuition reimbursement, bonus, deferred compensation match and additional retirement contributions by Districts)
EBMUD, General Manager	31,935	32,893
CCWD, Assistant General Manager	27,779	28,613
CCWD, General Manager	27,387	28,209
DDSD, General Manager	25,526	26,292
EBMUD, Director of Engineering	25,037	25,788
Zone 7, General Manager	24,898	25,645
CCCSD, General Manager	24,117	24,841
BBID, General Manager	23,471	24,175
ISD, General Manager	22,477	23,151
Solano Irrigation District	18,811	19,375
<b>FY 2020/21 Diablo Water District</b>	<b>18,548*</b>	<b>18,729**</b>

\* Salary = \$18,148;  
Car allowance = \$400

\*\* Salary = \$18,329;  
Car allowance = \$400

**DIABLO WATER DISTRICT**  
**Employee Base Pay Schedule**  
**Effective - 07/01/2020**  
**(Based on 173.33 Hours Per Month)**  
**(Clerk III Part-time is Based on 104 Hours Per Month)**

<u>Class Title</u>	<u>Min. Monthly Amount</u>	<u>Max. Monthly Amount*</u>
Finance & Accounting Manager	\$10,950.00	\$14,743.00
Management Program Analyst	\$7,670.00	\$11,259.86
Program Analyst	\$8,078.00	\$9,961.00
Customer Service Clerk I	\$4,283.00	\$5,707.00
Customer Service Clerk II	\$5,612.00	\$6,847.00
Customer Service Clerk III	\$6,282.00	\$8,017.73
Customer Service Clerk III - Part-time	\$3,769.00	\$4,810.73
Water Distribution System Worker I	\$5,545.00	\$7,325.00
Water Distribution System Worker II	\$6,925.00	\$8,518.00
Water Distribution System Leadworker	\$7,265.00	\$9,702.00
General Manager	\$19,245.70	\$19,245.70
Manager of Maintenance & Construction	\$11,414.00	\$13,907.00
Manager of Water Operations	\$11,414.00	\$13,907.00
Senior Water System Operator	\$8,369.00	\$11,145.00

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**ABBREVIATIONS:**  
**MIN = MINIMUM**  
**MAX = MAXIMUM**

\* General Manager may give merit increases not to exceed 5% annually which will not result in a monthly salary in excess of the scheduled maximum. This applies to any employee except the General Manager.

Note: The Salary Ranges above were approved during the Adoption of our 20-21 Budget Process.

Notes / Questions:

# Diablo Water District

FY 2020/21 Budget



We are committed to you; public  
service is at the heart of  
everything we do.

Diablo Water District

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