

# **LIGHT AND WATER**

**Public Benefit Programs**

**Recycling and Solid Waste**

**Consumer Services**

**Water Utility**

**Electric Utility**

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# LIGHT AND WATER PUBLIC BENEFIT PROGRAMS PROGRAM COMMENTARY

## **PROGRAM DESCRIPTION:**

The California electric restructuring legislation (AB 1890) signed into law on September 23, 1996, requires municipal electric utilities to expend 2.85% of their retail revenues to fund investments in energy conservation. AB 1890 authorized municipal utilities to impose a surcharge on customers to pay for these investments, and, at this time, the usage surcharge, referred to as the public benefit charge (PBC), is expected to continue indefinitely for all California Publicly Owned Utilities. The Public Benefit program provides cost-effective demand-side management services to promote energy-efficiency and energy conservation; investment in renewable energy resources and technologies consistent with existing statutes and regulations; research, development and demonstration programs that advance science or technology which would not result from regulated competitive market environments; and services provided to low-income electricity customers, including but not limited to, targeted energy efficiency services and rate discounts.

## **STRATEGIC GOALS:**

The Public Benefits is expected to generate approximately \$647,000 during FY 2013-14. The main strategic goal of this division is encourage customer participation in energy-efficiency, energy-conservation, renewable energy, and other eligible programs funded by the PBC. A variety of channels will be used to promote program participation, including outreach to the Chamber of Commerce, direct mailers, utility billing inserts, and web page advertisements.

## **FY 2013-14 PROGRAM HIGHLIGHTS:**

Several conservation programs have been developed over the years under the Public Benefits Program and will continue during FY 13-14. Some of these include: (1) Commercial & Industrial Energy Partnership program which provides energy audits for businesses and incentives up to \$10,000 or 50% of project cost, except for lighting retrofits which have a 100% incentive up to \$1,500; (2) LED TV and Computer Monitor Program which provides rebates of up to \$750 or 25% of the cost of LED TVs and monitors; (3) CFL Giveaways to promote energy efficient lighting; (4) Weatherization Rebate Program; (5) Appliance Rebate Program for refrigerators, washing machines and dishwashers; (6) Air Conditioner Rebate Program; (7) Shade Tree Program; (8) Residential Low Income assistance; (9) Educational and online learning opportunities regarding energy conservation; (10) ICE Energy or thermal storage units to offset peak power demand for some customers; and the "Keep Your Cool" program, targeted at small independently owned and operated convenience stores, that has been fully subscribed since inception.

**Budget Division: LIGHT AND WATER - PUBLIC BENEFIT PROGRAMS**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>	<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>
Business Dev/Pub Benefit Prog Coord <sup>(a)</sup>	0.70	0.70	\$61,560	\$62,820	Drought Tech	390	390	\$7,140	\$7,470
Asst Director-Cust Care and Solutions <sup>(b)</sup>	0.15	0.15	19,050	17,585					
Customer Service Representative II	0.05	0.00	2,510	0					
<sup>(a)</sup> .30 FTE Water									
<sup>(b)</sup> .85 FTE Consumer Services-Employee Expense									
<b>TOTAL</b>	<b>0.90</b>	<b>0.85</b>	<b>\$83,120</b>	<b>\$80,405</b>	<b>TOTAL</b>	<b>390</b>	<b>390</b>	<b>\$7,140</b>	<b>\$7,470</b>

**BUDGET UNIT:****2440739xxx L&W PUBLIC BENEFIT PROGRAMS**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b><u>PERSONNEL</u></b>						
<b>ADMINISTRATION OF PBC</b>						
6003	Salaries/Regular	73,755	80,115	83,120	80,405	(2,715)
6006	Salaries/Temp & Part-Time	-	2,985	7,140	7,470	330
6015	Salaries/Vacation	2,820	-	-	-	-
6024	Salaries/Sick Leave	1,605	1,735	-	-	-
6027	Salaries/Bereavement	50	-	-	-	-
6045	Salaries/Education Incentive	1,020	1,015	1,015	1,235	220
6048	Salaries/Language	120	35	-	-	-
6075	Vacation/Pay-Off	1,865	5,660	20,680	-	(20,680)
6078	Sick Leave/Pay-Off	1,300	1,190	27,655	-	(27,655)
6101	PERS/Employee Contribution	5,580	6,035	5,775	5,770	(5)
6105	PERS/Employer Contribution	9,250	10,930	6,985	7,120	135
6109	PARS/Employer Contribution	5,725	6,075	9,260	9,255	(5)
6125	FICA/Employer Contrib/Med	1,400	1,545	1,480	1,480	-
6140	Life Insurance Allocation	210	220	215	215	-
6155	Workers' Comp Allocation	3,175	3,435	3,550	3,565	15
6160	LTD Insurance Allocation	610	635	630	625	(5)
6165	Unemployment Allocation	80	90	100	100	-
6175	Benefits/Flex Plan	13,460	13,495	13,125	13,125	-
6180	Deferred Comp/Employer Paid	1,510	1,530	130	1,530	1,400
	<b>SUBTOTAL</b>	<b>123,535</b>	<b>136,725</b>	<b>180,860</b>	<b>131,895</b>	<b>(48,965)</b>
	<b>PERSONNEL SUBTOTAL</b>	<b>123,535</b>	<b>136,725</b>	<b>180,860</b>	<b>131,895</b>	<b>(48,965)</b>

**LIGHT & WATER - PUBLIC BENEFITS PROGRAM  
ACTIVITY DETAIL**

Account Number		Description	Cost
2440739xxx	6625	<b>Program Expense</b> - Low Income Assistance Program (\$50,000), Energy Efficiency Program (\$518,500), Renewables Program (\$20,000), Research & Development (\$10,000), Other Program Expenses (\$30,000).	<b>\$628,500</b>

**BUDGET UNIT:**

**2440739xxx L&W PUBLIC BENEFIT PROGRAMS**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b><u>OPERATIONS</u></b>						
<b>RESIDENTIAL LOW INCOME</b>						
6625	Program Expense	42,085	46,925	50,000	50,000	-
	SUBTOTAL	42,085	46,925	50,000	50,000	-
<b>ENERGY EFFICIENCY PROGRAM</b>						
6625	Program Expense	929,000	891,770	889,215	518,500	(370,715)
	SUBTOTAL	929,000	891,770	889,215	518,500	(370,715)
<b>RESEARCH &amp; DEVELOPMENT</b>						
6625	Program Expense	-	-	10,000	10,000	-
	SUBTOTAL	-	-	10,000	10,000	-
<b>RENEWABLES</b>						
6625	Program Expense	-	9,600	60,000	20,000	(40,000)
	SUBTOTAL	-	9,600	60,000	20,000	(40,000)
<b>ADMINISTRATION OF PBC</b>						
6551	Fuel and Oil	-	-	2,000	2,000	-
6625	Program Expense	32,765	20,670	60,000	30,000	(30,000)
6755	Claims Expense/Unemployment	-	-	23,400	-	-
6825	Maint & Repair/Vehicle	-	35	8,000	8,000	-
6850	Lease Payments	-	-	-	3,500	3,500
	SUBTOTAL	32,765	20,705	93,400	43,500	(26,500)
<b>OPERATIONS SUBTOTAL</b>		<b>1,003,850</b>	<b>969,000</b>	<b>1,102,615</b>	<b>642,000</b>	<b>(437,215)</b>
<b>PUBLIC BENEFIT PROG FUND TOTAL</b>		<b>1,127,385</b>	<b>1,105,725</b>	<b>1,283,475</b>	<b>773,895</b>	<b>(509,580)</b>

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# LIGHT AND WATER RECYCLING AND SOLID WASTE PROGRAM COMMENTARY

## **PROGRAM DESCRIPTION:**

Recycling and Solid Waste Management programs are managed by Administrative Division of the Utilities Department. Refuse collection and recycling services are provided on a contract basis by Athens Services. Utilities Administration works closely with the Customer Service division on rate setting, billing, customer service and public information issues. Utilities Administration also administers two State-provided block grant programs (the Used Oil Recycling Block Grant and the Beverage Container Recycling Grant), and promotes use of reusable grocery bags and proper disposal of “sharps” medical waste. Division activities include support of code enforcement regarding illegal disposal issues and violations of Athens Services’ Exclusive Franchise Agreement.

## **STRATEGIC GOALS:**

- Maintain a waste diversion rate of 50% or more to stay in compliance with the State’s recycling mandate, AB 939.
- Develop additional waste diversion programs to make progress toward the goal of 75% waste diversion as set by AB 341.
- Maintain competitive rates for refuse collection services.
- Continue to explore alternative disposal solutions for the City’s franchised hauler and self-haulers after the closure of Puente Hills landfill in 2013 to mitigate impact on service charges and waste diversion.
- Promote recycling and proper disposal of used motor oil, household hazardous wastes and sharps medical waste.
- Support community organizations that help implement programs like backyard composting and beverage container recycling.
- Modernize residential trash collection services by considering an automated trash collection system.

## **FY 2013-14 PROGRAM HIGHLIGHTS:**

- FY 2013-14 will be one of the most challenging years for solid waste management in Azusa due to the closure of Puente Hills landfill in October 2013. The City must work to find low cost disposal alternatives while at the same time make sure that yard waste continues to be diverted from landfills. Other activities for FY 13-14 include:
  - Preparation of AB 939 report for calendar year 2012 and submittal to CalRecycle.
  - Promotion of Used Oil Recycling, Beverage Container Recycling, use of reusable grocery bags, proper disposal of Sharps Waste, and assistance with disposal of illegally dumped hazardous waste, and removal of hazardous waste from City facilities.
  - Promotion of the City’s *Cleaner, Greener and More Beautiful Azusa* program by scheduling a Household Hazardous Waste and Electronic Waste Round-up in the City along with a Smart Gardening Workshop, and by mailing out annual Recycling Calendar.
  - Continue to promote commercial recycling as mandated by AB 341.

**Budget Division: LIGHT AND WATER - RECYCLING AND SOLID WASTE**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>	<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>
Utilities Admin and Financial Svcs Manager <sup>(a)</sup>	0.25	0.25	\$25,365	\$22,665					
Senior Administrative Technician <sup>(b)</sup>	0.50	0.50	30,770	31,280					
<sup>(a)</sup> .75 FTE LW Administration									
<sup>(b)</sup> .50 FTE LW Administration									
<b>TOTAL</b>	0.75	0.75	\$56,135	\$53,945	<b>TOTAL</b>	0	0	\$0	\$0

**BUDGET UNIT:**

**3940750065/3640750000 LIGHT & WATER-SOLID WASTE MGT**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b><u>PERSONNEL</u></b>						
<b>AB 939 FEE</b>						
6003	Salaries/Regular	47,795	51,250	56,135	53,945	(2,190)
6012	Salaries/Comp-Time	430	140	-	-	-
6015	Salaries/Vacation	5,055	3,340	-	-	-
6024	Salaries/Sick Leave	2,290	1,135	-	-	-
6045	Salaries/Education Incentive	365	365	365	-	(365)
6063	Salaries/Jury Duty	60	-	-	-	-
6075	Vacation Pay-Off	1,480	-	-	-	-
6078	Sick Leave Pay-Off	580	525	-	-	-
6101	PERS/Employee Contribution	4,005	4,015	4,015	3,835	(180)
6105	PERS/Employer Contribution	6,640	7,270	4,855	4,725	(130)
6109	PARS/Employer Contribution	1,915	1,905	1,880	1,680	(200)
6125	FICA/Employer Contrib/Med	935	915	985	950	(35)
6140	Life Insurance Allocation	150	150	150	145	(5)
6155	Workers' Comp Allocation	2,280	2,285	2,260	2,160	(100)
6160	LTD Insurance Allocation	435	435	435	420	(15)
6165	Unemployment Allocation	60	55	70	65	(5)
6175	Benefits/Flex Plan	11,370	11,695	11,585	11,585	-
6180	Deferred Comp/Employer Paid	720	720	60	720	660
	<b>SUBTOTAL</b>	<b>86,565</b>	<b>86,200</b>	<b>82,795</b>	<b>80,230</b>	<b>(2,565)</b>
<b>PERSONNEL SUBTOTAL</b>		<b>86,565</b>	<b>86,200</b>	<b>82,795</b>	<b>80,230</b>	<b>(2,565)</b>

**LIGHT & WATER - RECYCLING AND SOLID WASTE  
ACTIVITY DETAIL**

Account Number		Description	Cost
3940750065	6235	<b>Meetings/Conferences</b> - For attendance at meetings of Southern California Waste Management Forum, Solid Waste Association of North America (SWANA), and annual conference of the California Resource Recovery Association (CRRRA) and other miscellaneous conference expenses.	<b>\$850</b>
3940750065 2840750062 2840750064	6625	<b>Program Expenses</b> - Program expenses in this cost center cover programs such as used oil recycling (\$13,310), school beverage container recycling (\$12,410), collection and disposal of hazardous waste (\$20,000), hazardous waste disposal permit paid to Los Angeles County (\$3,000), purchase of sharps containers (\$2,900), purchase of compost bins for distribution at Smart Gardening Worskhop (\$2,000), reusable bag program (\$2,100), additional public education campaign on commercial recycling and other recycling programs in the City (\$3,000), and public information on landscape processing facilities (\$3,000).	<b>\$61,720</b>
3640750000	6455	<b>Refuse Contract</b> - This is the amount expected to be billed by Azusa Light & Water for residential refuse collection services provided by Athens Services. This is amount paid to Athens Services excluding City fees, such as the Franchise Fee and AB 939 Fee.	<b>\$2,900,000</b>
3640750000	7055	<b>Uncollectible Accounts</b> - This is for write offs of uncollectible accounts.	<b>\$30,000</b>

**BUDGET UNIT:**

**3940750065/3640750000 LIGHT & WATER-SOLID WASTE MGT**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>OPERATIONS</b>						
<b>OIL BLOCK GRANT</b>						
6625	Program Expense	13,410	13,205	13,770	13,310	(460)
	SUBTOTAL	13,410	13,205	13,770	13,310	(460)
<b>BEVERAGE CONTAINER RECYCLING</b>						
6625	Program Expense	500	760	12,410	12,410	-
	SUBTOTAL	500	760	12,410	12,410	-
<b>AB 939 FEE</b>						
6235	Meetings & Conferences	350	275	270	850	580
6301	Legal Fees	-	-	3,300	7,500	4,200
6518	Postage	845	1,465	1,750	1,750	-
6527	Supplies/Computer	-	135	140	150	10
6539	Printing, Binding & Duplicating	2,145	-	6,150	2,500	(3,650)
6625	Program Expense	84,775	103,115	19,920	36,000	16,080
6915	Utilities/Telephone	930	650	-	-	-
7025	Overhead Expense	33,655	33,655	33,655	33,655	-
	SUBTOTAL	122,700	139,295	65,185	82,405	17,220
<b>REFUSE CONTRACT</b>						
6455	Refuse Collection	2,927,250	2,828,795	2,763,590	2,900,000	136,410
7055	Uncollectible Accounts	35,145	23,090	15,000	30,000	15,000
	SUBTOTAL	2,962,395	2,851,885	2,778,590	2,930,000	151,410
<b>OPERATIONS SUBTOTAL</b>		<b>3,099,005</b>	<b>3,005,145</b>	<b>2,869,955</b>	<b>3,038,125</b>	<b>168,170</b>

**BUDGET UNIT:**

**3940750065/3640750000 LIGHT & WATER-SOLID WASTE MGT**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b><u>TRANSFERS OUT</u></b>						
<b>AB 939 FEE</b>						
5950	Transfers Out	-	65	14,775	-	(14,775)
	SUBTOTAL	-	65	14,775	-	(14,775)
<b>REFUSE CONTRACT</b>						
5950	Transfers Out	541,400	602,190	675,410	644,000	(31,410)
	SUBTOTAL	541,400	602,190	675,410	644,000	(31,410)
	<b>TRANSFERS OUT SUBTOTAL</b>	<b>541,400</b>	<b>602,255</b>	<b>690,185</b>	<b>644,000</b>	<b>(46,185)</b>
	<b>SOLID WASTE MGMT. TOTAL</b>	<b>3,726,970</b>	<b>3,693,600</b>	<b>3,642,935</b>	<b>3,762,355</b>	<b>119,420</b>
 <i>FUNDING:</i>						
	AB 939 FEE FUND 39	(209,265)	(225,560)	(162,755)	(162,635)	(120)
	GRANT FUND 28	(13,910)	(13,965)	(26,180)	(25,720)	(460)
	REFUSE FUND 36	(3,503,795)	(3,454,075)	(3,454,000)	(3,574,000)	120,000
	<b>Total Funding</b>	<b>(3,726,970)</b>	<b>(3,693,600)</b>	<b>(3,642,935)</b>	<b>(3,762,355)</b>	<b>119,420</b>

# LIGHT & WATER CONSUMER SERVICES PROGRAM COMMENTARY

## **PROGRAM DESCRIPTION:**

This portion of the budget consists of the Utility Board, Utilities Administration, and Customer Service. The City Council meets monthly as the Utility Board pursuant to the Azusa Municipal Code to provide policy direction to the Utilities Department. Utilities Administration administers the Utility Board agenda process and coordinates preparation of the Department budget, work plan, legislative monitoring, property management, facilities maintenance, purchasing, payment processing, payroll, Azusa Valley Water Company's administration, and assists with utilities work order tracking and billing. Utilities Administration also conducts financial analysis, prepares various reports, and determines when rate adjustments are necessary.

Customer Service consists of three cost centers, including Records and Collections, Meter Reading, and Supervision. Customer Service is responsible for electric and water utility billing, collections, answering customer calls, assisting walk-in customers, meter reading, turning services on and off, month-end closing of utility financial records and maintaining the financial reporting interface to Finance Department. Additionally, Customer Service bills for sewer, solid waste collection, public benefits program and community maintenance fees. This division is responsible for key account services for large business customers and both water & electric conservation programs.

## **STRATEGIC GOALS:**

The goal of Utilities Administration is to provide administrative support to the Utility Board and various Utility divisions to ensure that communication between the Board and Utilities staff is effective and results-oriented. Administrative services also aims at providing accurate financial forecasts for budgeting and rate setting purposes so that the Azusa Light & Water's operational and capital requirements are met through affordable and predictable utility rates.

Customer Service will continue to ensure that its operations are managed efficiently and in a cost effective manner, and also in a way that ensures customers experience a high degree of satisfaction with our services. Customer Service will also continue to offer a variety of services and programs to customers so customers have choices in billing, payment options, and how they communicate with the utility.

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**FY 2013-14 PROGRAM HIGHLIGHTS:**

Utilities Administration will continue to administer Utility Board agenda process and provide support services to various Utility divisions in the areas of payroll processing, accounts payable/receivable, purchase orders, property management, facilities maintenance, annual operating budget preparation, Azusa Valley Water Company's administration, monthly and quarterly budget reporting, and debt service administration including preparation and filing of annual disclosure reports. Utilities Administration will monitor the water and electric funds for compliance with bond funding covenants and City reserve policy requirements and calculate power cost adjustments semi-annually to ensure that retail rates are adequately recovering wholesale power costs. Utilities Administration will also continue to provide administrative support to FARECal (a Joint Powers Authority formed under California Municipal Utilities Association) to assist them in administering debt service accounting, auditing and filing functions as required by State statutes.

In 2013-14, Customer Service will be reviewing its operations to make various improvements. Some of the areas that will be reviewed include: (1) clarification of how fees are presented on utility bills; (2) expansion of payment methods used in the lobby to include credit and debit cards; and (3) the criteria used by the utility to shut off customers for late payments, along with related fees. Customer Service will also seek to make better use of technology by procuring and installing a new IP based phone system, and by issuing a request for proposals for installation of smart meters. Customer Service will seek to establish a pilot demonstration area for smart meters and automate meter reading and remote disconnects and reconnects in the demonstration area to reduce field staff time and emissions from field vehicles. Customer Service may also seek to establish a free Wi Fi Internet Service area in downtown using network devices that can backhaul signals from smart meters. Other work includes making improvements to the Utility's Customer Information System (CIS) and implementing maintenance releases which include the latest enhancements for our staff to use in serving Azusa Light & Water customers.

**Budget Division: LIGHT AND WATER - CONSUMER SERVICES (ALL)**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>	<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>
Director of Utilities	1.00	1.00	\$182,000	\$182,000	Cashiers	3,328	3,016	\$48,260	\$45,870
Assistant to the Director of Utilities <sup>(a)</sup>	0.75	0.75	76,095	67,990	Drought Tech	1,170	1,521	22,485	28,915
Senior Management Analyst	1.00	1.00	76,095	77,895	Cust Srv Rep I	3,224	3,016	68,670	64,245
Senior Administrative Technician <sup>(b)</sup>	0.50	0.50	30,770	31,280					
Asst Director-Cust Care and Solutions <sup>(c)</sup>	0.85	0.85	93,440	99,640					
Customer Care Operations Supervisor	1.00	1.00	80,435	80,435					
Customer Services Representative II	11.00	11.00	647,995	647,460					
Field Services Representative	2.00	2.00	132,410	134,330					
Field Services Supervisor	1.00	1.00	65,465	65,465					
Meter Reader	6.00	4.00	380,120	257,050					
Administrative Analyst	1.00	1.00	59,520	64,095					
City Manager <sup>(d)</sup>	0.20	0.20	38,400	38,400					
Finance Director	0.05	0.00	6,970	0					
<i><sup>(a)</sup> .25 FTE Recycling and Solid Waste</i>									
<i><sup>(b)</sup> .50 FTE Recycling and Solid Waste</i>									
<i><sup>(c)</sup> .15 FTE Public Benefits</i>									
<i><sup>(d)</sup> .10 FTE CFD-Rosedale; .70 FTE Administration</i>									
<b>TOTAL</b>	<b>26.35</b>	<b>24.30</b>	<b>\$1,869,715</b>	<b>\$1,746,040</b>	<b>TOTAL</b>	<b>7,722</b>	<b>7,553</b>	<b>\$139,415</b>	<b>\$139,030</b>

**BUDGET UNIT:**

**ALL FUND 31 DIVISIONS-CONSUMER SERVICES (SUMMARY)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b><u>PERSONNEL</u></b>						
6003	Salaries/Regular	1,590,650	1,550,180	1,869,715	1,746,040	(123,675)
6006	Salaries/Temp & Part-Time	148,765	128,100	139,415	179,970	40,555
6012	Salaries/Comp-Time	4,025	8,520	-	-	-
6015	Salaries/Vacation	104,020	83,140	-	-	-
6024	Salaries/Sick Leave	71,850	99,920	-	-	-
6027	Salaries/Bereavement	950	895	-	-	-
6033	Overtime Pay/Premium	1,175	14,140	12,500	22,500	10,000
6045	Standby Pay/Premium	4,050	4,045	5,575	4,485	(1,090)
6048	Salaries/Language Pay	16,295	16,595	15,600	17,890	2,290
6063	Salaries/Jury Duty	2,085	2,985	-	-	-
6069	Allowances/Vehicle	26,425	26,795	26,400	25,560	(840)
6070	Allowances/Telephone	-	100	300	300	-
6072	Salaries/Injury	2,690	-	-	-	-
6075	Vacation Pay-Off	56,320	91,090	-	-	-
6078	Sick Leave Pay-Off	25,075	31,505	-	-	-
6091	Leave Liability Adjustments	(26,700)	(12,620)	-	-	-
6101	PERS/Employee Contribution	137,640	131,780	133,200	134,845	1,645
6105	PERS/Employer Contribution	228,265	243,300	222,200	226,450	4,250
6109	PARS/Employer	65,350	55,605	92,640	88,545	(4,095)
6125	FICA/Employer Contrib/Med	31,630	31,580	34,500	33,135	(1,365)
6133	Retiree Health Premium Reimb	9,170	10,015	10,975	11,185	210
6140	Life Insurance Allocation	4,720	4,625	5,040	4,705	(335)
6155	Workers' Comp Allocation	78,040	76,190	81,430	79,030	(2,400)
6160	LTD Insurance Allocation	13,510	13,125	14,550	13,600	(950)
6165	Unemployment Allocation	2,125	2,090	2,495	2,385	(110)
6175	Benefits/Flex Plan	428,135	426,730	445,130	409,880	(35,250)
6179	Affordable Care Act Penalty	-	-	-	4,545	4,545
6180	Deferred Comp/Employer Paid	9,475	7,570	7,055	5,660	(1,395)
<b>PERSONNEL SUBTOTAL</b>		<b>3,035,735</b>	<b>3,048,000</b>	<b>3,118,720</b>	<b>3,010,710</b>	<b>(108,010)</b>

**Budget Division: LIGHT AND WATER - CONSUMER SERVICES-ADMINISTRATION**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>	<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>
Director of Utilities	1.00	1.00	\$182,000	\$182,000					
Assistant to the Director of Utilities <sup>(a)</sup>	0.75	0.75	76,095	67,990					
Senior Management Analyst	1.00	1.00	76,095	77,895					
Senior Administrative Technician <sup>(b)</sup>	0.50	0.50	30,770	31,280					
City Manager <sup>(c)</sup>	0.20	0.20	38,400	38,400					
Finance Director <sup>(d)</sup>	0.05	0.00	6,970	0					
<i>(a) .25 FTE Solid Waste</i>									
<i>(b) .50 FTE Solid Waste</i>									
<i>(c) .10 FTE CFD-Rosedale; .70 FTE Administration</i>									
<b>TOTAL</b>	<b>3.50</b>	<b>3.45</b>	<b>\$410,330</b>	<b>\$397,565</b>	<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>

Budget Division: ***LIGHT AND WATER - CONSUMER SERVICES-CUSTOMER CARE FIELD SRV***

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	FY 12-13 Revised Allocation	FY 13-14 Adopted Allocation	FY 12-13 Revised Salary	FY 13-14 Adopted Salary	<b>Position Title</b>	FY 12-13 Revised Allocation	FY 13-14 Adopted Allocation	FY 12-13 Revised Salary	FY 13-14 Adopted Salary
Field Services Representative	2.00	2.00	\$132,410	\$134,330	Drought Tech	780	1,131	\$14,280	\$20,710
Field Services Supervisor	1.00	1.00	65,465	65,465	Meter Reader	0	1,508	0	40,940
Meter Reader	6.00	4.00	380,120	257,050					
<b>TOTAL</b>	9.00	7.00	\$577,995	\$456,845	<b>TOTAL</b>	780	2,639	\$14,280	\$61,650

**Budget Division: *LIGHT AND WATER - CONSUMER SERVICES-CUST. CARE RECS & COLL.***

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>	<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>
Administrative Analyst	1.00	1.00	\$59,520	\$64,095	Cashiers	3,328	3,016	\$48,260	\$45,870
Customer Care Operations Supervisor	1.00	1.00	80,435	80,435	Cust Srv Rep I	3,224	3,016	68,670	64,245
Customer Services Representative III	11.00	11.00	647,995	647,460	Drought Tech	390	390	8,205	8,205
<b>TOTAL</b>	13.00	13.00	\$787,950	\$791,990	<b>TOTAL</b>	6,942	6,422	\$125,135	\$118,320

**Budget Division: LIGHT AND WATER - CONSUMER SERVICES-CUST. CARE EMPLOYEE EXP.**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>	<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>
Asst Director-Cust Care and Solutions <sup>(a)</sup>	0.85	0.85	\$93,440	\$99,640					
<sup>(a)</sup> .15 FTE Public Benefits									
<b>TOTAL</b>	0.85	0.85	\$93,440	\$99,640	<b>TOTAL</b>	0	0	\$0	\$0

**BUDGET UNIT:**

**ALL FUND 31 DIVISIONS - CONSUMER SERVICES (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b><u>PERSONNEL</u></b>						
<b>Utility Board</b>						
6069	Allowances/Vehicle	21,000	21,000	21,000	21,000	-
	Subtotal	21,000	21,000	21,000	21,000	-
<b>Utility Administration</b>						
6003	Salaries/Regular	345,945	366,220	410,330	397,565	(12,765)
6006	Salaries/Temp & Part-Time	20,695	1,590	-	-	-
6012	Salaries/Comp-Time	430	140	-	-	-
6015	Salaries/Vacation	13,335	11,185	-	-	-
6024	Salaries/Sick Leave	6,140	3,460	-	-	-
6045	Salaries/Education Incentive	2,555	2,555	2,540	1,450	(1,090)
6063	Salaries/Jury Duty	180	-	-	-	-
6069	Allowances/Vehicle	5,425	5,795	5,400	4,560	(840)
6070	Allowances/Telephone	-	100	300	300	-
6075	Vacation Pay-Off	8,480	30,825	-	-	-
6078	Sick Leave Pay-Off	1,825	2,020	-	-	-
6101	PERS/Employee Contribution	27,345	24,225	29,070	28,080	(990)
6105	PERS/Employer Contribution	45,325	48,710	35,225	34,650	(575)
6109	PARS/Employer Contribution	28,730	19,375	34,095	37,295	3,200
6125	FICA/Employer Contrib/Med	6,340	6,550	6,870	6,645	(225)
6140	Life Insurance Allocation	910	945	1,115	1,075	(40)
6155	Workers' Comp Allocation	15,570	15,410	16,740	16,155	(585)
6160	LTD Insurance Allocation	2,835	2,980	3,190	3,095	(95)
6165	Unemployment Allocation	390	400	480	460	(20)
6175	Benefits/Flex Plan	50,285	51,640	54,940	54,130	(810)
6180	Deferred Comp/Employer Paid	7,380	5,770	6,880	3,590	(3,290)
	Subtotal	590,120	599,895	607,175	589,050	(18,125)



**BUDGET UNIT:**

**ALL FUND 31 DIVISIONS - CONSUMER SERVICES (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>Field Services</b>						
6003	Salaries/Regular	513,485	456,330	577,995	456,845	(121,150)
6006	Salaries/Temp & Part-Time	21,820	21,975	14,280	61,650	47,370
6012	Salaries/Comp-Time	2,345	8,375	-	-	-
6015	Salaries/Vacation	37,710	34,805	-	-	-
6024	Salaries/Sick Leave	12,215	52,310	-	-	-
6033	Overtime Pay/Premium	805	4,765	-	10,000	10,000
6048	Salaries/Language Pay	3,150	2,400	2,400	2,400	-
6063	Salaries/Jury Duty	865	-	-	-	-
6072	Salaries / Injury	405	-	-	-	-
6075	Vacation Pay-Off	13,010	43,920	-	-	-
6078	Sick Leave Pay-Off	10,185	27,940	-	-	-
6101	PERS/Employee Contribution	42,405	40,995	40,890	36,725	(4,165)
6105	PERS/Employer Contribution	70,335	74,180	76,145	68,265	(7,880)
6109	PARS/Employer Contribution	13,120	12,665	20,755	16,400	(4,355)
6125	FICA/Employer Contrib/Med	10,240	10,595	10,865	9,450	(1,415)
6140	Life Insurance Allocation	1,530	1,480	1,540	1,220	(320)
6155	Workers' Comp Allocation	23,905	23,230	23,790	21,240	(2,550)
6160	LTD Insurance Allocation	4,320	4,000	4,505	3,560	(945)
6165	Unemployment Allocation	645	655	755	655	(100)
6175	Benefits/Flex Plan	149,975	150,150	154,980	120,540	(34,440)
	Subtotal	932,470	970,770	928,900	808,950	(119,950)
<b>Customer Records &amp; Collections</b>						
6003	Salaries/Regular	627,705	619,440	787,950	791,990	4,040
6006	Salaries/Temp & Part-Time	106,250	104,535	125,135	118,320	(6,815)
6012	Salaries/Comp-Time	1,250	5	-	-	-
6015	Salaries/Vacation	49,855	37,150	-	-	-
6024	Salaries/Sick Leave	50,895	42,590	-	-	-
6027	Salaries Bereavement	950	895	-	-	-
6033	Overtime Pay/Premium	370	9,375	12,500	12,500	-
6045	Salaries/Education Incentive	1,495	1,490	1,800	1,800	-
6048	Salaries/Language Pay	13,145	14,195	13,200	15,490	2,290
6063	Salaries/Jury Duty	1,040	2,985	-	-	-
6072	Salaries/Injury	2,285	-	-	-	-
6075	Vacation Pay-Off	32,230	5,790	-	-	-

**BUDGET UNIT:**

**ALL FUND 31 DIVISIONS - CONSUMER SERVICES (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
6078	Sick Leave Pay-Off	11,930	490	-	-	-
6091	Leave Liability Adjustment	(26,700)	(12,620)	-	-	-
6101	PERS/Employee Contribution	60,225	58,855	56,585	62,950	6,365
6105	PERS/Employer Contribution	99,895	106,470	102,615	114,785	12,170
6109	PARS/Employer Contribution	15,420	15,465	30,865	27,465	(3,400)
6125	FICA/Employer Contrib/Med	13,185	12,445	15,200	15,385	185
6133	Retiree Health Premium Reimb	9,170	10,015	10,975	11,185	210
6140	Life Insurance Allocation	1,990	1,910	2,135	2,140	5
6155	Workers' Comp Allocation	34,195	33,160	37,115	37,600	485
6160	LTD Insurance Allocation	5,510	5,305	6,130	6,170	40
6165	Unemployment Allocation	965	905	1,150	1,155	5
6175	Benefits/Flex Plan	214,885	211,815	222,085	222,085	-
6179	Affordable Care Act Penalty	-	-	-	4,545	4,545
6180	Deferred Comp/Employer Paid	540	270	45	540	495
	Subtotal	1,328,680	1,282,935	1,425,485	1,446,105	20,620
	<b>Employee Related</b>					
6003	Salaries/Regular	103,515	108,190	93,440	99,640	6,200
6015	Salaries/Vacation	3,120	-	-	-	-
6024	Salaries/Sick Leave	2,600	1,560	-	-	-
6045	Salaries/Education	-	-	1,235	1,235	-
6075	Vacation Pay-Off	2,600	10,555	-	-	-
6078	Sick Leave Pay-Off	1,135	1,055	-	-	-
6101	PERS/Employee Contribution	7,665	7,705	6,655	7,090	435
6105	PERS/Employer Contribution	12,710	13,940	8,215	8,750	535
6109	PARS/Employer	8,080	8,100	6,925	7,385	460
6125	FICA/Employer Contrib/Med	1,865	1,990	1,565	1,655	90
6140	Life Insurance Allocation	290	290	250	270	20
6155	Workers' Comp Allocation	4,370	4,390	3,785	4,035	250
6160	LTD Insurance Allocation	845	840	725	775	50
6165	Unemployment Allocation	125	130	110	115	5
6175	Benefits/Flex Plan	12,990	13,125	13,125	13,125	-
6180	Deferred Comp/Employer Paid	1,555	1,530	130	1,530	1,400
	Subtotal	163,465	173,400	136,160	145,605	9,445
	<b>PERSONNEL SUBTOTAL</b>	<b>3,035,735</b>	<b>3,048,000</b>	<b>3,118,720</b>	<b>3,010,710</b>	<b>(108,010)</b>

**LIGHT & WATER - CONSUMER SERVICES  
ACTIVITY DETAIL**

Account Number	Description	Cost
<b>3140701xxx, 3140702xxx, 3140711xxx</b>	<b>6220</b> <b><u>Training Schools</u></b> - American Public Power Association (APPA) training workshops; California Municipal Utilities Association (CMUA) training workshops; Liebert Cassidy Whitmore training workshops via City's membership in the San Gabriel Valley Employment Relations Consortium; and other work related training as deemed necessary by Utilities Administration and Customer Services Division.	<b>\$3,500</b>
	<b>6230</b> <b><u>Dues/Subscriptions</u></b> - Azusa Chamber of Commerce, CMUA, Southern California Public Power Authority (SCPPA), APPA, and Customer Service Newsletter for Customer Service Representatives (CSRs).	<b>\$350</b>
	<b>6235</b> <b><u>Meeting/Conferences</u></b> - APPA Legislative Rally, APPA National Conference, CEC Meetings, CMUA Annual Conference and Board Meetings, CMUA Capitol Day, CMUA Utility Managers Summit, Executive Steering Committee, Light & Water Key Accounts Meeting, Lodi Energy Center Meetings, NCPA Annual Conference and Directors Meeting, San Juan Power Operations Meetings, State of the City, UAMPS Annual Meeting, and Users' meeting by Systems & Software (S&S).	<b>\$29,500</b>
	<b>6399</b> <b><u>Professional Services</u></b> - Accounting and Auditing Services to FARECal for debt services management.	<b>\$25,000</b>
	<b>6415</b> <b><u>Computer Software Services</u></b> - Customer Service Program-related expenses, including Customer Information System maintenance, phone system maintenance, and various software licenses.	<b>\$175,600</b>
	<b>6493</b> <b><u>Outside Services &amp; Repairs</u></b> - Pest control services, document archive/retrieve services, locksmith services, Itron maintenance, Verizon - TOU customer modem bills, cell phones, after hours answering service, lockbox, bill print and mail and online billing services, armored car service, temporary employment agency, and customer communications.	<b>\$182,000</b>
	<b>6539</b> <b><u>Printing, Binding &amp; Duplicating</u></b> - Utility Board Meeting Minutes Book, copier's printing & copying fees, business card printing, and utility billing inserts.	<b>\$9,850</b>
	<b>6601</b> <b><u>Advertising Expense</u></b> - Recreation Gym Decal and miscellaneous.	<b>\$1,000</b>
	<b>6815</b> <b><u>Maintenance &amp; Repair of Building</u></b> - Light & Water Office building roof annual maintenance and other miscellaneous repairs.	<b>\$28,600</b>
	<b>6825</b> <b><u>Maintenance &amp; Repair of Vehicles</u></b> - Miscellaneous repairs for Meter Reader trucks.	<b>\$15,000</b>

Account Number	Description	Cost
	<b>6835</b> <b><u>Maintenance &amp; Repair of Equipment</u></b> - Azusa Light & Water heating, ventilation and air conditioning (HVAC) equipment, elevator, fire extinguishers, waterfall, outdoor LED electronic sign, automatic doors, printers, fax machine, ice machine, drinking fountains, and office equipment maintenance and repairs.	<b>\$47,800</b>
	<b>6915</b> <b><u>Utilities/Telephone</u></b> - Cell phone and other phone charges.	<b>\$11,000</b>
	<b>7050</b> <b><u>Donations/Contributions</u></b> - Azusa Chamber of Commerce, Golden Week, City's Annual Winter Festival by Recreation & Family Services Department, Rose Parade, Civic Leadership, and other miscellaneous donations.	<b>\$57,500</b>

**BUDGET UNIT:**

**ALL FUND 31 DIVISIONS-CONSUMER SERVICES (SUMMARY)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b><u>OPERATIONS</u></b>						
6201	Uniforms & Laundry	13,090	16,455	15,000	14,700	(300)
6210	Employee Awards	-	170	300	-	(300)
6220	Training Schools	1,130	2,150	3,500	3,500	-
6230	Dues & Subscriptions	295	-	350	350	-
6235	Meetings & Conferences	13,635	17,570	28,750	29,500	750
6301	Legal Fees	11,570	15,080	13,500	13,500	-
6399	Professional Services/Other	39,080	31,090	40,000	25,000	(15,000)
6415	Computer Software Support	78,355	138,695	186,000	175,600	(10,400)
6423	Administrative Allocation	1,276,000	1,104,680	971,980	954,320	(17,660)
6430	Custodial Services	13,840	11,125	11,700	11,700	-
6493	Outside Services & Repairs	136,440	136,075	192,700	182,000	(10,700)
6518	Postage	144,735	128,900	160,000	160,000	-
6521	Messenger Service	525	635	900	900	-
6530	Office Supplies	11,385	11,465	15,800	15,800	-
6539	Printing, Binding & Duplicating	2,820	4,175	17,500	9,850	(7,650)
6551	Fuel and Oil	19,770	19,440	25,000	23,000	(2,000)
6554	Supplies/Custodial & Cleaning	3,280	3,555	4,000	4,000	-
6563	Supplies/Special	11,355	14,620	13,950	13,700	(250)
6564	Supplies/Medical-Dental	2,115	640	3,000	1,800	(1,200)
6566	Small Tools	3,515	1,725	3,000	3,000	-
6569	Small Equipment	3,335	1,125	4,600	5,000	400
6570	Computer Peripherals/Misc	45	545	500	1,000	500
6572	Office Furniture & Equipment	8,020	3,140	3,000	7,000	4,000
6601	Advertising Expense	2,000	-	2,000	1,000	(1,000)
6615	Safety & Security Services Exp	10,065	4,970	5,000	6,000	1,000
6670	IT Allocation	504,065	542,455	746,950	613,225	(133,725)
6760	Insurance Allocation	394,085	394,085	529,270	597,925	68,655
6805	Maintenance/Land Improvements	11,580	13,020	13,790	12,000	(1,790)
6815	Maint & Repairs/Bldgs	16,745	17,150	29,600	28,600	(1,000)
6825	Maint & Repair / Vehicle	13,500	17,130	12,000	15,000	3,000
6827	Garage Allocation	1,310	6,695	2,000	-	(2,000)
6835	Maint & Repair/Equipment	39,125	29,125	48,755	47,800	(955)
6840	Rent/Office Furniture & Equip	4,445	3,575	4,270	5,970	1,700

**BUDGET UNIT:****ALL FUND 31 DIVISIONS-CONSUMER SERVICES (SUMMARY)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
6904	Utilities/Other	11,670	13,810	13,620	13,620	-
6915	Utilities/Telephone	9,230	9,030	11,650	11,000	(650)
7009	Bank Service Charges	205	225	500	500	-
7050	Donations/Contribution	54,745	49,780	57,500	57,500	-
7075	Fee Collection Expense	590	(515)	1,000	1,000	-
<b>OPERATIONS SUBTOTAL</b>		<b>2,867,740</b>	<b>2,763,775</b>	<b>3,192,935</b>	<b>3,066,360</b>	<b>(126,575)</b>
<b><u>TRANSFERS OUT</u></b>						
5950	Transfers Out	204,555	279,975	519,815	682,240	162,425
<b>TRANSFERS OUT SUBTOTAL</b>		<b>204,555</b>	<b>279,975</b>	<b>519,815</b>	<b>682,240</b>	<b>162,425</b>
<b>CONSUMER SERVICE FUND TOTAL:</b>		<b>6,108,030</b>	<b>6,091,750</b>	<b>6,831,470</b>	<b>6,759,310</b>	<b>(72,160)</b>

**BUDGET UNIT:**

**ALL FUND 31 DIVISIONS - CONSUMER SERVICES (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b><u>OPERATIONS</u></b>						
<b>Utility Board</b>						
6235	Meetings & Conferences	2,475	935	7,100	6,750	(350)
6301	Legal Fees	9,220	13,605	10,000	10,000	-
6521	Messenger Service	205	260	300	300	-
6539	Printing, Binding & Duplicating	-	-	-	350	350
6670	IT Allocation	3,300	4,035	18,000	18,000	-
	Subtotal	15,200	18,835	35,400	35,400	-
<b>Consumer Services - Administrative</b>						
6220	Training Schools	-	-	500	500	-
6230	Dues & Subscriptions	50	-	250	250	-
6235	Meetings & Conferences	8,905	13,580	16,450	17,550	1,100
6240	Mileage Reimbursement	35	-	-	-	-
6301	Legal Fees	-	85	1,500	1,500	-
6399	Professional Services/Other	39,080	31,090	40,000	25,000	(15,000)
6493	Outside Services & Repairs	110	-	800	800	-
6518	Postage	-	15	-	-	-
6521	Messenger Service	85	240	250	250	-
6530	Office Supplies	1,645	2,930	3,800	3,800	-
6539	Printing, Binding & Duplicating	780	2,785	2,500	3,500	1,000
6563	Supplies/Special	2,810	370	2,250	2,000	(250)
6564	Supplies/Medical-Dental	695	190	1,000	800	(200)
6570	Computer Peripherals/Misc	45	545	500	1,000	500
6572	Office Furniture & Equipment	1,210	85	2,000	2,000	-
6601	Advertising Expense	2,000	-	2,000	1,000	(1,000)
6915	Utilities/Telephone	1,865	1,270	2,650	2,000	(650)
7050	Donations/Contribution	54,745	49,780	57,500	57,500	-
	Subtotal	114,060	102,965	133,950	119,450	(14,500)

**BUDGET UNIT:****ALL FUND 31 DIVISIONS - CONSUMER SERVICES (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>Utilities - Administration</b>						
6423	Administrative Allocation	1,276,000	1,104,680	971,980	954,320	(17,660)
6760	Insurance Allocation	394,085	394,085	529,270	597,925	68,655
	Subtotal	1,670,085	1,498,765	1,501,250	1,552,245	50,995
<b>General Plant - Maintenance</b>						
6430	Custodial Services	13,840	11,125	11,700	11,700	-
6493	Outside Services & Repairs	870	2,225	5,600	4,600	(1,000)
6554	Supplies/Custodial & Cleaning	3,280	3,555	4,000	4,000	-
6563	Supplies/Special	2,055	615	1,000	1,000	-
6615	Safety & Security Services Exp	10,065	4,970	5,000	6,000	1,000
6805	Maintenance/Land Improvements	11,580	13,020	13,790	12,000	(1,790)
6815	Maint & Repairs/Bldgs	16,745	17,150	29,600	28,600	(1,000)
6835	Maint & Repair/Equipment	34,210	20,620	36,755	35,800	(955)
6840	Rent/Office Furniture & Equip	4,445	3,575	4,270	5,970	1,700
6904	Utilities/Other	11,670	13,810	13,620	13,620	-
	Subtotal	108,760	90,665	125,335	123,290	(2,045)
<b>Field Services</b>						
6201	Uniforms & Laundry	4,460	7,665	5,000	4,700	(300)
6235	Meetings & Conferences	-	-	1,200	1,200	-
6493	Outside Services & Repairs	10,425	7,695	21,800	13,100	(8,700)
6518	Postage	-	1,985	-	-	-
6521	Messenger Service	235	110	250	250	-
6539	Printing, Binding & Duplicating	-	-	1,000	1,000	-
6551	Fuel and Oil	19,770	19,440	25,000	23,000	(2,000)
6563	Supplies/Special	5,600	13,020	9,000	9,000	-
6566	Small Tools	3,515	1,725	3,000	3,000	-
6825	Maint & Repair / Vehicle	13,500	17,090	12,000	15,000	3,000
6827	Garage Allocation	1,310	6,695	2,000	-	(2,000)
6915	Utilities/Telephones	3,110	5,230	6,000	6,000	-
	Subtotal	61,925	80,655	86,250	76,250	(10,000)



**BUDGET UNIT:**

**ALL FUND 31 DIVISIONS - CONSUMER SERVICES (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>Customer Records &amp; Collections</b>						
6201	Uniforms & Laundry	8,630	8,790	10,000	10,000	-
6235	Meetings & Conferences	15	15	-	-	-
6415	Computer Software Services	78,355	138,695	186,000	175,600	(10,400)
6493	Outside Services & Repairs	124,870	126,155	162,500	162,500	-
6518	Postage	144,735	126,900	160,000	160,000	-
6521	Messenger Service	-	25	100	100	-
6530	Office Supplies	9,740	8,535	12,000	12,000	-
6539	Printing, Binding & Duplicating	705	1,245	4,000	4,000	-
6563	Supplies/Special	850	580	1,500	1,500	-
6569	Small Equipment	3,335	1,125	4,600	5,000	400
6572	Office Furniture & Equipment	6,810	3,055	1,000	5,000	4,000
6670	IT Allocation	500,765	538,420	728,950	595,225	(133,725)
6825	Maint & Repair / Vehicle	-	40	-	-	-
6835	Maint & Repair/Equipment	4,915	8,505	12,000	12,000	-
6915	Utilities/Telephone	4,255	2,530	3,000	3,000	-
7009	Bank Service Charges	205	225	500	500	-
7075	Fee Collection Expense	590	(515)	1,000	1,000	-
	Subtotal	888,775	964,325	1,287,150	1,147,425	(139,725)
<b>Employee Related</b>						
6210	Employee Awards	-	170	300	-	(300)
6220	Training Schools	1,130	2,150	3,000	3,000	-
6230	Dues & Subscriptions	245	-	100	100	-
6235	Meetings & Conferences	2,240	3,040	4,000	4,000	-
6240	Mileage Reimbursement	10	185	-	-	-
6301	Legal Fees	2,350	1,390	2,000	2,000	-
6493	Outside Services & Repairs	165	-	2,000	1,000	(1,000)
6539	Printing, Binding & Duplicating	1,335	145	10,000	1,000	(9,000)
6563	Supplies/Special	40	35	200	200	-
6564	Supplies/Medical-Dental	1,420	450	2,000	1,000	(1,000)
	Subtotal	8,935	7,565	23,600	12,300	(11,300)
	<b>OPERATIONS SUBTOTAL</b>	<b>2,867,740</b>	<b>2,763,775</b>	<b>3,192,935</b>	<b>3,066,360</b>	<b>(126,575)</b>

**BUDGET UNIT:**

**ALL FUND 31 DIVISIONS - CONSUMER SERVICES (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b><u>TRANSFERS OUT</u></b>						
<b>Promotion/Membership</b>						
5950	Transfers Out	75,775	156,980	158,170	78,900	(79,270)
	Subtotal	75,775	156,980	158,170	78,900	(79,270)
<b>Customer Care &amp; Solutions - Administration</b>						
5950	Transfers Out	106,160	100,190	338,840	-	(338,840)
	Subtotal	106,160	100,190	338,840	-	(338,840)
<b>Customer Records and Collections</b>						
5950	Transfers Out	7,620	7,805	7,805	8,190	385
	Subtotal	7,620	7,805	7,805	8,190	385
<b>Employee Related Expenses</b>						
5950	Transfers Out	15,000	15,000	15,000	595,150	580,150
	Subtotal	15,000	15,000	15,000	595,150	580,150
<b>TRANSFERS OUT SUBTOTAL</b>		<b>204,555</b>	<b>279,975</b>	<b>519,815</b>	<b>682,240</b>	<b>162,425</b>
<b>CONSUMER SERVICE FUND TOTAL:</b>		<b>6,108,030</b>	<b>6,091,750</b>	<b>6,831,470</b>	<b>6,759,310</b>	<b>(72,160)</b>

# **LIGHT AND WATER WATER UTILITY PROGRAM COMMENTARY**

## **PROGRAM DESCRIPTION:**

Water Utility is the division of Light and Water that is responsible for supplying water to its customers through the production of water from groundwater wells, surface water treatment, and the purchase of treated and untreated imported water. The Water Production side of the Water Utility operates a 12 million gallon per day (MGD) water filtration plant at the mouth of San Gabriel Canyon, which treats water from the San Gabriel River consisting of naturally occurring water and untreated imported water. The Water Distribution side of the Water Utility operates, maintains, and repairs a water distribution system consisting of about 243 miles of water pipeline of various sizes, valves, and fire hydrants serving a population of approximately 108,000 in the cities of Azusa, Glendora, Covina, West Covina, Irwindale, and Los Angeles County. The Water Utility regularly replaces water mains for reasons of age, excessive repair requirements and inadequate flow. Water Operations also responds to customer inquiries and requests, and encourages water conservation through various programs. The Hsu-Canyon Water Treatment Plant is designed to ultimately produce 16 MGD and meet future water quality standards; currently the capacity of the WTP is 12 MGD.

## **STRATEGIC GOALS:**

- Ensure reliable and efficient water production and distribution operations and strive to provide excellent service to our customers.
- Meet or exceed all regulatory requirements and goals for water supply quality and adequacy.
- Provide reliable service and high quality water to our customers.

## **FY 2013-14 PROGRAM HIGHLIGHTS:**

- Operate the Water Treatment Plant (WTP) Upgrade in an efficient and cost effective manner.
- Continue to assist developers of projects in the system service area in their efforts to complete their projects.
- Continue to encourage proper use and conservation of water within the Azusa Light & Water water system.
- Manage maintenance and repair of the water distribution system in a timely and cost effective manner.
- Continue to seek means to enhance the Azusa Light & Water water supply to provide reliability and sustainability of water supply.

**Budget Division: LIGHT AND WATER - WATER (ALL)**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>	<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>
Assistant Director-Water Operations	1.00	1.00	\$128,810	\$128,810					
Water System Engineer	1.00	1.00	85,030	85,030					
Associate Engineer	1.00	1.00	80,060	83,925					
Office Specialist II	1.00	1.00	37,625	39,375					
Business Dev/Pub Benefit Prog Coord <sup>(a)</sup>	0.30	0.30	26,385	26,925					
Water Production Supervisor	1.00	1.00	100,455	100,455					
Water Production Operator III	4.00	3.00	291,120	222,120					
Water Production Operator II	2.00	2.00	119,555	130,775					
Water Production Operator I	0.00	1.00	0	61,475					
Water Distribution Supervisor	1.00	1.00	99,555	99,555					
Water Distribution Crew Supervisor	2.00	2.00	166,190	166,190					
Water Distribution Services Specialist	1.00	1.00	74,130	74,130					
Water Distribution Equipment Operator	2.00	2.00	137,570	137,570					
Water Distribution Worker III	2.00	1.00	138,260	69,130					
Water Distribution Worker II	2.00	3.00	118,695	182,285					
Water Distribution Worker I	3.00	3.00	155,385	151,770					
Welder/Water Dist Worker I	2.00	2.00	138,145	138,130					
Water System Administrator	1.00	1.00	63,915	63,915					
<sup>(a)</sup> .70 FTE Public Benefits									
<b>TOTAL</b>	<b>27.30</b>	<b>27.30</b>	<b>\$1,960,885</b>	<b>\$1,961,565</b>	<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>

**BUDGET UNIT:****ALL FUND 32 DIVISIONS - WATER (SUMMARY)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b><u>PERSONNEL</u></b>						
6003	Salaries/Regular	1,524,430	1,568,880	1,960,885	1,961,565	680
6006	Salaries/Part-Time	-	8,170	-	-	-
6012	Salaries/Comp-Time	43,200	55,955	-	-	-
6015	Salaries/Vacation	83,640	79,850	-	-	-
6024	Salaries/Sick Leave	72,835	70,150	-	-	-
6027	Salaries/Bereavement	2,385	1,465	-	-	-
6030	Overtime Pay/Regular	8,670	9,595	17,000	17,000	-
6033	Overtime Pay/Premium	80,675	78,620	110,000	110,000	-
6039	Standby Pay/Premium	64,230	61,055	75,000	75,000	-
6045	Salaries/Education Incentive	11,370	11,770	9,385	9,685	300
6048	Salaries/Language Pay	9,780	13,530	8,400	14,400	6,000
6063	Salaries/Jury Duty	3,050	245	-	-	-
6072	Salaries/Injury	565	-	-	-	-
6075	Vacation Pay-Off	87,050	59,190	-	-	-
6078	Sick Leave Pay-Off	21,835	38,245	-	-	-
6091	Leave Liability Adjustments	(36,495)	780	-	-	-
6101	PERS/Employee Contribution	126,135	127,785	139,320	139,805	485
6105	PERS/Employer Contribution	209,105	231,380	240,070	250,160	10,090
6109	PARS/Employer Contribution	43,845	45,525	69,300	70,290	990
6125	FICA/Employer Contrib/Med	31,375	31,860	34,070	37,100	3,030
6133	Retiree Health Premium Reimb	11,050	13,555	13,805	14,065	260
6140	Life Insurance Allocation	4,660	4,645	5,260	5,280	20
6155	Workers' Comp Allocation	73,895	76,205	79,145	87,505	8,360
6160	LTD Insurance Allocation	13,070	13,050	15,255	15,260	5
6165	Unemployment Allocation	2,085	2,065	2,440	2,650	210
6175	Benefits/Flex Plan	412,315	432,015	462,260	462,260	-
6180	Deferred Comp/Employer Paid	3,285	3,105	330	3,960	3,630
<b>PERSONNEL SUBTOTAL</b>		<b>2,908,040</b>	<b>3,038,690</b>	<b>3,241,925</b>	<b>3,275,985</b>	<b>34,060</b>

**Budget Division: LIGHT AND WATER - WATER-CITY**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>	<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>
Assistant Director-Water Operations	1.00	1.00	\$128,810	\$128,810					
Water System Engineer	1.00	1.00	85,030	85,030					
Associate Engineer	1.00	1.00	80,060	83,925					
Office Specialist II	1.00	1.00	37,625	39,375					
Business Dev/Pub Benefit Prog Coord <sup>(a)</sup>	0.30	0.30	26,385	26,925					
<sup>(a)</sup> .70 FTE Public Benefits									
<b>TOTAL</b>	4.30	4.30	\$357,910	\$364,065	<b>TOTAL</b>	0	0	\$0	\$0

**Budget Division: LIGHT AND WATER - WATER SOURCE OF SUPPLY**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>	<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>
Water Production Supervisor	1.00	1.00	\$100,455	\$100,455					
Water Production Operator III	4.00	3.00	291,120	222,120					
Water Production Operator II	2.00	2.00	119,555	130,775					
Water Production Operator I	0.00	1.00	0	61,475					
Water System Administrator	1.00	1.00	63,915	63,915					
<b>TOTAL</b>	<b>8.00</b>	<b>8.00</b>	<b>\$575,045</b>	<b>\$578,740</b>	<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>

**Budget Division: LIGHT AND WATER - WATER TRANSMISSION & DISTRIBUTION**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>	<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>
Water Distribution Supervisor	1.00	1.00	\$99,555	\$99,555					
Water Distribution Crew Supervisor	2.00	2.00	166,190	166,190					
Water Distribution Services Specialist	1.00	1.00	74,130	74,130					
Water Distribution Equipment Operator	2.00	2.00	137,570	137,570					
Water Distribution Worker III	2.00	1.00	138,260	69,130					
Water Distribution Worker II	2.00	3.00	118,695	182,285					
Water Distribution Worker I	3.00	3.00	155,385	151,770					
Welder/Water Dist Worker I	2.00	2.00	138,145	138,130					
<b>TOTAL</b>	15.00	15.00	\$1,027,930	\$1,018,760	<b>TOTAL</b>	0	0	\$0	\$0



**BUDGET UNIT:**

**ALL FUND 32 DIVISIONS - WATER (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b><u>PERSONNEL</u></b>						
<b>City Water</b>						
6003	Salaries/Regular	242,245	221,345	357,910	364,065	6,155
6006	Salaries/Part-Time	-	8,170	-	-	-
6012	Salaries/Comp-Time	235	400	-	-	-
6015	Salaries/Vacation	9,175	13,000	-	-	-
6024	Salaries/Sick Leave	6,185	6,390	-	-	-
6045	Salaries/Education Incentive	1,895	1,890	1,885	1,885	-
6048	Salaries/Language Pay	-	1,520	-	2,400	2,400
6075	Vacation Pay-Off	23,815	4,410	-	-	-
6078	Sick Leave Pay-Off	2,980	430	-	-	-
6091	Leave Liability Adjustments	(36,495)	780	-	-	-
6101	PERS/Employee Contribution	19,640	17,750	25,330	25,930	600
6105	PERS/Employer Contribution	32,560	32,145	30,690	31,990	1,300
6109	PARS/Employer Contribution	11,495	11,620	11,500	11,540	40
6125	FICA/Employer Contrib/Med	4,625	4,185	6,180	6,305	125
6133	Retiree Health Premium Reimb	11,050	13,555	13,805	14,065	260
6140	Life Insurance Allocation	695	650	955	980	25
6155	Workers' Comp Allocation	10,440	10,100	14,390	14,735	345
6160	LTD Insurance Allocation	1,975	1,860	2,785	2,830	45
6165	Unemployment Allocation	285	260	425	435	10
6175	Benefits/Flex Plan	46,045	42,005	66,410	66,410	-
6180	Deferred Comp/Employer Paid	3,285	3,105	330	3,960	3,630
	Subtotal	392,130	395,570	532,595	547,530	14,935
<b>Production - Source of Supply</b>						
6003	Salaries/Regular	464,235	499,235	575,045	578,740	3,695
6012	Salaries/Comp-Time	11,725	13,845	-	-	-
6015	Salaries/Vacation	22,545	17,330	-	-	-
6024	Salaries/Sick Leave	13,960	27,920	-	-	-
6027	Salaries/Bereavement	-	830	-	-	-
6030	Overtime Pay/Regular	6,315	5,305	13,000	13,000	-
6033	Overtime Pay/Premium	21,300	22,600	31,430	31,430	-
6039	Standby Pay/Premium	34,825	31,540	40,000	40,000	-

**BUDGET UNIT:****ALL FUND 32 DIVISIONS - WATER (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
6045	Salaries/Education Incentive	4,465	4,545	3,900	3,900	-
6048	Salaries/Language Pay	4,580	6,010	3,600	6,000	2,400
6063	Salaries/Jury Duty	180	-	-	-	-
6072	Salaries/Injury	565	-	-	-	-
6075	Vacation Pay-Off	53,805	26,960	-	-	-
6078	Sick Leave Pay-Off	17,195	10,745	-	-	-
6101	PERS/Employee Contribution	38,105	40,225	41,010	41,435	425
6105	PERS/Employer Contribution	63,120	72,830	73,460	77,365	3,905
6109	PARS/Employer Contribution	10,390	11,480	20,900	22,180	1,280
6125	FICA/Employer Contrib/Med	10,420	10,700	10,440	11,755	1,315
6140	Life Insurance Allocation	1,385	1,360	1,550	1,565	15
6155	Workers' Comp Allocation	22,500	24,330	23,300	26,920	3,620
6160	LTD Insurance Allocation	3,890	3,720	4,475	4,505	30
6165	Unemployment Allocation	665	605	720	810	90
6175	Benefits/Flex Plan	116,355	134,990	137,550	137,550	-
	Subtotal	922,525	967,105	980,380	997,155	16,775
<b>Transmission/Distribution</b>						
6003	Salaries/Regular	817,950	848,300	1,027,930	1,018,760	(9,170)
6012	Salaries/Comp-Time	31,240	41,710	-	-	-
6015	Salaries/Vacation	51,920	49,520	-	-	-
6024	Salaries/Sick Leave	52,690	35,840	-	-	-
6027	Salaries/Bereavement	2,385	635	-	-	-
6030	Overtime Pay/Regular	2,355	4,290	4,000	4,000	-
6033	Overtime Pay/Premium	59,375	56,020	78,570	78,570	-
6039	Standby Pay/Premium	29,405	29,515	35,000	35,000	-
6045	Salaries/Education Incentive	5,010	5,335	3,600	3,900	300
6048	Salaries/Language Pay	5,200	6,000	4,800	6,000	1,200
6063	Salaries/Jury Duty	2,870	245	-	-	-
6075	Vacation Pay-Off	9,430	27,820	-	-	-
6078	Sick Leave Pay-Off	1,660	27,070	-	-	-
6101	PERS/Employee Contribution	68,390	69,810	72,980	72,440	(540)
6105	PERS/Employer Contribution	113,425	126,405	135,920	140,805	4,885
6109	PARS/Employer Contribution	21,960	22,425	36,900	36,570	(330)
6125	FICA/Employer Contrib/Med	16,330	16,975	17,450	19,040	1,590

**BUDGET UNIT:****ALL FUND 32 DIVISIONS - WATER (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
6140	Life Insurance Allocation	2,580	2,635	2,755	2,735	(20)
6155	Workers' Comp Allocation	40,955	41,775	41,455	45,850	4,395
6160	LTD Insurance Allocation	7,205	7,470	7,995	7,925	(70)
6165	Unemployment Allocation	1,135	1,200	1,295	1,405	110
6175	Benefits/Flex Plan	249,915	255,020	258,300	258,300	-
	Subtotal	1,593,385	1,676,015	1,728,950	1,731,300	2,350
	<b>PERSONNEL SUBTOTAL</b>	<b>2,908,040</b>	<b>3,038,690</b>	<b>3,241,925</b>	<b>3,275,985</b>	<b>34,060</b>

**LIGHT & WATER - WATER  
ACTIVITY DETAIL**

Account Number	Description	Cost
3240721xxx, 3240722xxx, 3240723xxx	<p><b>6220</b> <u><b>Training Schools</b></u> - Federal and California Occupational Safety and Health Act (OSHA) Safety training; American Water Works Association training in areas of Flushing and Excavation, Operational Support Tools (OSTS); Hazardous Materials training, California Specialized Training Institute (CSTI).</p> <p><b>6230</b> <u><b>Dues/Subscriptions</b></u> - San Gabriel Valley Water Association, American Water Works Association, San Gabriel Valley Protective Association, Building News International (Green Book), Engineering News Record, Urban Water Institute, Department of Public Health Drinking Water, Water Education Foundation.</p> <p><b>6231</b> <u><b>Outside Assessment</b></u> - Assessments from outside water entities, such as the Water Quality Authority, Committee of 9, and Watermaster, and Protective Association.</p> <p><b>6235</b> <u><b>Meetings/Conferences</b></u> - California Municipal Utilities Association Annual Conference, San Gabriel Valley Water Association meetings, San Gabriel Basin Water Master meetings, San Gabriel Valley Water Association Legislative Committee, Three Valleys meetings. State and Congressional Rep Meetings. San Gabriel Valley Protective Association.</p> <p><b>6493</b> <u><b>Outside Services &amp; Repairs</b></u> - Consulting Engineers, Civil Engineers, well and pump contractors, leak detection, and other vendors necessary to maintain water production and distribution system.</p> <p><b>6563</b> <u><b>Supplies Special</b></u> - Purchased water costs, chemicals and other supplies to treat water. These costs are difficult to forecast and may change depending on a number of variables.</p> <p><b>6564</b> <u><b>Supplies/Medical</b></u> - Purchase of medical/first-aid kits for field staff.</p> <p><b>6625</b> <u><b>Program Expenses</b></u> - Costs associated with DRiP Program to promote drought resistant landscapes and water conserving irrigation systems. Some costs include promotion of mandatory water conservation measures if these are necessary.</p> <p><b>7001</b> <u><b>Interest Expense</b></u> - Interest expense on long term debt. Includes interest on two bond issues: (1) revenue bonds issued in 2006 to finance construction of new water treatment plant and other major infrastructure such as reservoirs; and (2) revenue bonds issued in 2012 to refund outstanding debt issued to purchase the Azusa Valley Water Company.</p>	<p><b>\$5,500</b></p> <p><b>\$36,500</b></p> <p><b>\$200,000</b></p> <p><b>\$1,200</b></p> <p><b>\$577,370</b></p> <p><b>\$2,084,090</b></p> <p><b>\$2,000</b></p> <p><b>\$100,000</b></p> <p><b>\$2,944,740</b></p>

**BUDGET UNIT:****ALL FUND 32 DIVISIONS - WATER (SUMMARY)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b><u>OPERATIONS</u></b>						
6201	Uniforms & Laundry	14,920	26,825	30,000	25,000	(5,000)
6215	Tuition Reimbursement	-	-	1,000	-	(1,000)
6220	Training Schools	3,075	4,985	7,500	5,500	(2,000)
6230	Dues & Subscriptions	25,685	24,030	35,950	36,500	550
6231	Outside Assessments	155,660	237,640	200,000	200,000	-
6235	Meetings & Conferences	245	1,310	1,750	1,200	(550)
6253	Licenses/Certifications	2,105	2,450	7,700	4,750	(2,950)
6301	Legal Fees	201,840	61,195	35,970	75,970	40,000
6320	Fiscal Agent Fees	1,500	135,500	3,000	3,000	-
6340	Special Studies	18,000	2,000	2,000	2,000	-
6345	Program Consultants	-	-	10,000	5,000	(5,000)
6399	Professional Services	-	24,750	50,490	-	(50,490)
6424	Consumer Services Allocation	4,028,245	4,083,835	4,266,080	4,393,550	127,470
6430	Custodial Services	5,765	5,675	7,500	7,500	-
6493	Outside Services & Repairs	607,950	396,520	658,450	577,370	(81,080)
6518	Postage	3,950	4,215	2,500	750	(1,750)
6521	Messenger Service	665	460	1,500	1,000	(500)
6527	Supplies/Computer	1,625	665	3,750	1,500	(2,250)
6530	Office Supplies	3,985	5,765	6,210	5,640	(570)
6539	Printing, Binding & Duplicating	7,240	8,795	11,500	7,700	(3,800)
6551	Fuel and Oil	52,570	62,060	48,500	45,000	(3,500)
6554	Supplies/Custodial	980	1,790	3,000	2,850	(150)
6560	Repair Parts	66,180	29,160	35,120	33,280	(1,840)
6563	Supplies/Special	1,756,665	2,017,730	2,144,880	2,084,090	(60,790)
6564	Supplies/Medical-Dental	2,890	1,400	2,500	2,000	(500)
6566	Small Tools	3,455	4,410	8,750	7,500	(1,250)
6569	Small Equipment	123,015	76,295	109,830	82,520	(27,310)
6572	Office Furniture & Equipment	-	-	1,500	1,350	(150)
6601	Advertising Expense	-	1,440	1,500	1,500	-
6605	Filing Costs	4,825	17,985	15,150	15,000	(150)
6610	Bond Administration	2,500	2,500	2,500	2,500	-
6611	Bond Issuance Expense	-	110,905	-	-	-
6625	Program Expense	112,080	54,690	145,500	100,000	(45,500)

**BUDGET UNIT:****ALL FUND 32 DIVISIONS - WATER (SUMMARY)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
6801	Rent/Land	7,830	5,220	6,000	6,000	-
6805	Maintenance/Land Improvements	22,120	20,855	38,340	30,000	(8,340)
6815	Maint & Repairs/Bldgs	42,920	8,165	24,940	21,940	(3,000)
6825	Maintenance Repair Vehicle	30,815	38,425	41,750	35,450	(6,300)
6827	Garage Allocation	875	4,240	3,000	3,000	-
6830	Rent/Equipment	180	505	6,600	3,750	(2,850)
6835	Maint & Repair/Equipment	6,830	13,865	36,250	24,750	(11,500)
6850	Lease Payments	-	-	-	4,760	4,760
6904	Utilities/Other	869,315	872,835	1,000,000	1,000,000	-
6905	Utilities/Electricity	32,855	10,660	50,000	25,000	(25,000)
6910	Utilities/Natural Gas	795	850	5,500	5,500	-
6915	Utilities/Telephone	15,005	10,985	13,500	11,730	(1,770)
7001	Interest Expense	3,277,695	2,907,755	2,991,490	2,944,740	(46,750)
7005	Principal Payment	1,135,000	3,430,000	1,945,000	1,735,000	(210,000)
7010	Franchise Fee (2%)	341,035	353,475	340,215	357,000	16,785
7013	Water Rights Lease Expense	1,392,410	1,424,435	1,454,355	1,473,260	18,905
7015	Tax/Property	2,390	2,420	4,000	4,000	-
7055	Uncollectible Accounts	57,505	39,910	25,000	50,000	25,000
7080	Refunds	3,115	-	1,760	1,760	-
<b>OPERATIONS SUBTOTAL</b>		<b>14,446,305</b>	<b>16,551,580</b>	<b>15,849,280</b>	<b>15,469,160</b>	<b>(380,120)</b>
<b>TRANSFERS OUT</b>						
5950	Transfer Out	513,030	4,570	200,000	200,000	-
<b>TRANSFERS OUT SUBTOTAL</b>		<b>513,030</b>	<b>4,570</b>	<b>200,000</b>	<b>200,000</b>	<b>-</b>
<b>WATER FUND TOTAL:</b>		<b>17,867,375</b>	<b>19,594,840</b>	<b>19,291,205</b>	<b>18,945,145</b>	<b>(346,060)</b>

**BUDGET UNIT:**

**ALL FUND 32 DIVISIONS - WATER (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b><u>OPERATIONS</u></b>						
<b>City Water</b>						
6815	Maintenance & Repair/Building	11,920	365	-	-	-
7080	Refund	3,115	-	1,760	1,760	-
	Subtotal	15,035	365	1,760	1,760	-
<b>Taxes</b>						
6815	Maintenance and Repairs/Buildings	-	-	8,960	8,960	-
7010	Franchise Fee (2%)	341,035	353,475	340,215	357,000	16,785
7015	Tax/Property	2,390	2,420	4,000	4,000	-
	Subtotal	343,425	355,895	353,175	369,960	16,785
<b>Interest Expense</b>						
6611	Bond Issuance Expense	-	110,905	-	-	-
7001	Interest Expense	3,277,695	2,907,755	2,991,490	2,944,740	(46,750)
	Subtotal	3,277,695	3,018,660	2,991,490	2,944,740	(46,750)
<b>Principal Expense</b>						
7005	Principal Expense	1,135,000	3,430,000	1,945,000	1,735,000	1,735,000
	Subtotal	1,135,000	3,430,000	1,945,000	1,735,000	1,735,000
<b>Administrative &amp; General</b>						
6320	Fiscal Agent Fees	1,500	135,500	3,000	3,000	-
6399	Professional Services/Other	-	24,750	50,490	-	-
6424	Consumer Services Allocation	4,028,245	4,083,835	4,266,080	4,393,550	127,470
6601	Advertising Expense	-	1,440	1,500	1,500	-
6610	Bond Administration	2,500	2,500	2,500	2,500	-
	Subtotal	4,032,245	4,248,025	4,323,570	4,400,550	127,470
<b>Miscellaneous</b>						
6220	Training Schools	600	560	2,500	3,000	500
6230	Dues & Subscriptions	4,555	4,805	5,500	5,750	250
6235	Meetings & Conferences	245	1,015	1,500	1,000	(500)
6253	Licenses/Certifications	30	-	200	250	50

**BUDGET UNIT:****ALL FUND 32 DIVISIONS - WATER (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
6539	Printing, Binding & Duplicating	1,860	1,550	1,000	-	(1,000)
6625	Program Expense	112,080	54,690	145,500	100,000	(45,500)
7055	Uncollectible Accounts	57,505	39,910	25,000	50,000	25,000
	Subtotal	176,875	102,530	181,200	160,000	(21,200)
<b>Office Supplies &amp; Other Expenses</b>						
6527	Supplies/Computer/Small Equip	1,000	280	1,500	-	(1,500)
6530	Office Supplies	-	110	570	-	(570)
6563	Supplies/Special	-	70	500	310	(190)
6569	Small Equipment	-	-	500	190	(310)
6825	Maintenance & Repair/Vehicle	-	125	750	-	(750)
6830	Rent/Equipment	-	-	100	-	(100)
6915	Utilities/Telephone	1,015	680	1,000	730	(270)
	Subtotal	2,015	1,265	4,920	1,230	(3,690)
<b>Employee Related</b>						
6201	Uniforms & Laundry	14,860	26,825	30,000	25,000	(5,000)
6215	Tuition Reimbursement	-	-	1,000	-	(1,000)
6220	Training Schools	2,475	4,425	5,000	2,500	(2,500)
6230	Dues & Subscriptions	-	280	450	750	300
6235	Meetings & Conferences	-	295	-	-	-
6253	Licenses/Certifications	2,075	2,450	7,500	4,500	(3,000)
6301	Legal Fees	-	-	5,000	5,000	-
6345	Program Consultants	-	-	5,000	-	(5,000)
6539	Printing, Binding & Duplication	80	-	-	-	-
6563	Supplies/Special	-	-	1,000	300	(700)
6564	Supplies/Medical-Dental	2,890	1,145	2,500	2,000	(500)
6825	Maintenance & Repair/Vehicle	65	-	1,000	450	(550)
	Subtotal	22,445	35,420	58,450	40,500	(17,950)



**BUDGET UNIT:**

**ALL FUND 32 DIVISIONS - WATER (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>Regulatory Commission</b>						
6551	Fuel and Oil	3,265	1,650	3,500	-	(3,500)
6605	Filing Costs	75	20	150	-	(150)
	Subtotal	3,340	1,670	3,650	-	(3,650)
<b>Outside Services</b>						
6301	Legal Fees	695	5,390	25,000	65,000	40,000
6340	Special Studies	18,000	2,000	2,000	2,000	-
6345	Program Consultants	-	-	5,000	5,000	-
6493	Outside Services & Repairs	2,975	7,295	8,500	7,500	(1,000)
	Subtotal	21,670	14,685	40,500	79,500	39,000
<b>Transportation</b>						
6201	Uniforms & Laundry	60	-	-	-	-
6493	Outside Services & Repairs	-	-	1,000	500	(500)
6551	Fuel and Oil	49,305	60,410	45,000	45,000	-
6560	Repair Parts	1,220	705	1,340	500	(840)
6563	Supplies/Special	355	75	1,500	500	(1,000)
6569	Small Equipment	-	-	2,000	500	(1,500)
6825	Maintenance & Repair/Vehicle	30,750	38,300	40,000	35,000	(5,000)
6827	Garage Allocation	875	4,240	3,000	3,000	-
6835	Maint & Repair/Equipment	235	235	3,500	2,000	(1,500)
6850	Lease Payments	-	-	-	4,760	4,760
	Subtotal	82,800	103,965	97,340	91,760	(5,580)
<b>Production - Supervision &amp; Engineering</b>						
6235	Meetings & Conferences	-	-	250	200	(50)
6493	Outside Services & Repairs	25,500	29,875	27,610	25,000	(2,610)
6518	Postage	3,950	4,215	2,500	750	(1,750)
6521	Messenger Service	240	210	1,250	750	(500)
6527	Supplies/Computer/Small Equip	-	60	1,000	1,000	-
6530	Office Supplies	240	940	1,500	1,500	-
6539	Printing, Binding & Duplicating	5,150	7,140	10,000	7,500	(2,500)
6554	Supplies/Custodial & Cleaning	135	5	500	350	(150)
6563	Supplies/Special	55	270	2,000	1,500	(500)

**BUDGET UNIT:****ALL FUND 32 DIVISIONS - WATER (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
6569	Small Equipment	3,350	325	2,500	2,000	(500)
6572	Office Furniture & Equipment	-	-	1,000	1,000	-
6830	Rent/Equipment	180	180	4,000	1,500	(2,500)
6835	Maintenance and Repair/Equipment	15	-	250	250	-
6915	Utilities/Telephone	9,295	7,470	7,500	7,500	-
	Subtotal	48,110	50,690	61,860	50,800	(11,060)
<b>Purchased Water</b>						
6230	Dues & Subscriptions	21,130	18,945	30,000	30,000	-
6231	Outside Assessments	155,660	237,640	200,000	200,000	-
6493	Outside Services & Repairs	69,520	62,035	45,000	50,000	5,000
6563	Supplies/Special	1,196,440	1,340,160	1,387,130	1,400,000	12,870
7013	Water Rights Lease Expense	1,392,410	1,424,435	1,454,355	1,473,260	18,905
	Subtotal	2,835,160	3,083,215	3,116,485	3,153,260	36,775
<b>Maintenance of Structures &amp; Improvements</b>						
6430	Custodial Services	250	-	-	-	-
6493	Outside Services & Repairs	2,340	4,940	4,500	4,500	-
6554	Supplies/Custodial	-	-	500	500	-
6563	Supplies/Special	-	-	1,000	1,000	-
6569	Small Equipment	-	-	500	500	-
6805	Maintenance/Land Improvements	20,170	15,260	25,840	20,000	(5,840)
6815	Maint & Repairs/Bldgs	-	-	750	750	-
	Subtotal	22,760	20,200	33,090	27,250	(5,840)
<b>Maintenance of Reservoirs</b>						
6493	Outside Services & Repairs	17,340	15,530	17,750	15,000	(2,750)
6563	Supplies/Special	450	550	10,000	1,000	(9,000)
	Subtotal	17,790	16,080	27,750	16,000	(11,750)

**BUDGET UNIT:**

**ALL FUND 32 DIVISIONS - WATER (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>Maintenance of Wells</b>						
6493	Outside Services & Repairs	29,945	29,595	110,000	50,000	(60,000)
6563	Supplies/Special	2,400	7,790	15,000	10,000	(5,000)
6569	Small Equipment	23,845	9,375	35,000	20,000	(15,000)
	Subtotal	56,190	46,760	160,000	80,000	(80,000)
<b>Fuel or Power Purchase</b>						
6904	Utilities/Other	869,315	872,835	1,000,000	1,000,000	-
6905	Utilities/Electricity	32,855	10,660	50,000	25,000	(25,000)
6910	Utilities/Natural Gas	795	850	5,500	5,500	-
	Subtotal	902,965	884,345	1,055,500	1,030,500	(25,000)
<b>Maintenance of Pumps/Boosters</b>						
6493	Outside Services & Repairs	32,305	44,690	55,220	45,000	(10,220)
6560	Repair Parts	-	-	280	280	-
6563	Supplies/Special	420	3,425	4,000	4,000	-
	Subtotal	32,725	48,115	59,500	49,280	(10,220)
<b>Chemicals &amp; Filtering Materials</b>						
6493	Outside Services & Repairs	2,805	2,145	5,000	5,000	-
6563	Supplies/Special	320,290	335,880	381,970	350,000	(31,970)
	Subtotal	323,095	338,025	386,970	355,000	(31,970)
<b>Maintenance of Structure &amp; Improvements (Filter Plant)</b>						
6430	Custodial Services	3,000	2,675	3,750	3,750	-
6493	Outside Services & Repairs	38,185	19,535	23,670	23,670	-
6530	Office Supplies	410	220	500	500	-
6554	Supplies/Custodial	510	490	1,000	1,000	-
6563	Supplies/Special	2,910	12,365	25,030	25,030	-
6564	Supplies/Medical-Dental	-	255	-	-	-
6815	Maint & Repairs/Bldgs	795	1,775	1,860	1,860	-
	Subtotal	45,810	37,315	55,810	55,810	-

**BUDGET UNIT:****ALL FUND 32 DIVISIONS - WATER (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>Maintenance of Water Treatment Equipment</b>						
6493	Outside Services & Repairs	46,880	27,075	43,390	43,390	-
6563	Supplies/Special	16,725	28,375	20,000	20,000	-
6569	Small Equipment	5,170	14,085	10,000	10,000	-
	Subtotal	68,775	69,535	73,390	73,390	-
<b>Supervision &amp; Engineering</b>						
6521	Messenger Service	425	250	250	250	-
6527	Supplies/Computer	625	325	1,250	500	(750)
6530	Office Supplies	2,785	3,425	2,750	2,750	-
6539	Printing, Binding & Duplicating	150	105	500	200	(300)
6563	Supplies/Special	95	145	500	200	(300)
6572	Office Furniture & Equipment	-	-	500	350	(150)
6815	Maint & Repairs/Bldgs	15	330	370	370	-
6830	Rent/Equipment	-	10	1,250	1,000	(250)
6915	Utilities/Telephone	4,695	2,835	5,000	3,500	(1,500)
	Subtotal	8,790	7,425	12,370	9,120	(3,250)
<b>Storage Facilities</b>						
6563	Supplies/Special	-	-	2,000	2,000	-
6830	Rent/Equipment	-	315	1,250	1,250	-
	Subtotal	-	315	3,250	3,250	-
<b>Transmission &amp; Distribution</b>						
6493	Outside Services & Repairs	-	-	500	500	-
6563	Supplies/Special	160	4,345	5,000	3,000	(2,000)
	Subtotal	160	4,345	5,500	3,500	(2,000)
<b>Meter</b>						
6493	Outside Services & Repairs	4,640	720	-	4,000	4,000
6563	Supplies/Special	139,900	58,940	75,000	65,000	(10,000)
6569	Small Equipment	84,945	49,365	55,000	45,000	(10,000)
	Subtotal	229,485	109,025	130,000	114,000	(16,000)

**BUDGET UNIT:****ALL FUND 32 DIVISIONS - WATER (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>Customer Installation</b>						
6493	Outside Services & Repairs	-	-	1,180	1,180	-
6560	Repair Parts	270	-	800	800	-
6563	Supplies/Special	-	1,420	1,500	1,500	-
	Subtotal	270	1,420	3,480	3,480	-
<b>Maintenance of Structures &amp; Improvements</b>						
6430	Custodial Services	2,515	3,000	3,750	3,750	-
6493	Outside Services & Repairs	2,105	465	8,000	5,000	(3,000)
6530	Office Supplies	550	1,070	890	890	-
6554	Supplies/Custodial	335	1,295	1,000	1,000	-
6563	Supplies/Special	1,935	3,055	2,500	2,500	-
6805	Maintenance/Land Improvements	1,950	5,595	12,500	10,000	(2,500)
6815	Maint & Repairs/Bldgs	30,190	5,695	13,000	10,000	(3,000)
	Subtotal	39,580	20,175	41,640	33,140	(8,500)
<b>Maintenance of Transmission &amp; Distribution Mains</b>						
6493	Outside Services & Repairs	316,450	152,060	287,130	287,130	-
6560	Repair Parts	58,915	27,640	25,000	25,000	-
6563	Supplies/Special	53,610	197,175	175,000	175,000	-
6566	Small Tools	2,860	2,660	4,500	4,500	-
6569	Small Equipment	5,705	2,435	3,000	3,000	-
6605	Filing Costs	4,750	17,965	15,000	15,000	-
6801	Rent/Land	7,830	5,220	6,000	6,000	-
6835	Maint & Repair/Equipment	6,565	11,545	15,000	15,000	-
	Subtotal	456,685	416,700	530,630	530,630	-

**BUDGET UNIT:**

**ALL FUND 32 DIVISIONS - WATER (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>Maintenance of Services</b>						
6560	Repair Parts	275	815	1,500	1,500	-
6563	Supplies/Special	7,015	11,610	17,500	12,500	(5,000)
6566	Small Tools	595	1,680	1,750	1,750	-
6569	Small Equipment	-	105	-	-	-
6835	Maint & Repair/Equipment	15	285	15,000	5,000	(10,000)
	Subtotal	7,900	14,495	35,750	20,750	(15,000)
<b>Maintenance of Meters</b>						
6493	Outside Services & Repairs	16,960	560	20,000	10,000	(10,000)
6560	Repair Parts	2,860	-	3,200	3,200	-
6563	Supplies/Special	10	5,240	1,750	1,750	-
6566	Small Tools	-	-	500	500	-
	Subtotal	19,830	5,800	25,450	15,450	(10,000)
<b>Maintenance of Hydrants</b>						
6560	Repair Parts	2,635	-	2,500	2,000	(500)
6563	Supplies/Special	7,415	145	5,000	2,000	(3,000)
	Subtotal	10,050	145	7,500	4,000	(3,500)
<b>Maintenance of Miscellaneous Plants</b>						
6560	Repair Parts	5	-	500	-	(500)
6563	Supplies/Special	6,480	6,695	10,000	5,000	(5,000)
6566	Small Tools	-	70	2,000	750	(1,250)
6569	Small Equipment	-	605	1,330	1,330	-
6835	Maint & Repair/Equipment	-	1,800	2,500	2,500	-
	Subtotal	6,485	9,170	16,330	9,580	(6,750)
<b>CIP/Water</b>						
6301	Legal Fees	201,145	55,805	5,970	5,970	-
	Subtotal	201,145	55,805	5,970	5,970	-
<b>OPERATIONS SUBTOTAL</b>		<b>13,311,305</b>	<b>13,121,580</b>	<b>13,904,280</b>	<b>15,469,160</b>	<b>(119,630)</b>

**BUDGET UNIT:**

**ALL FUND 32 DIVISIONS - WATER (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b><u>TRANSFERS OUT</u></b>						
<b>General</b>						
5950	Transfer Out	-	4,570	200,000	200,000	-
	Subtotal	-	4,570	200,000	200,000	-
<b>Administrative &amp; General</b>						
5950	Transfer Out	513,030	-	-	-	-
	Subtotal	513,030	-	-	-	-
<b>TRANSFERS OUT SUBTOTAL</b>		<b>513,030</b>	<b>4,570</b>	<b>200,000</b>	<b>200,000</b>	<b>-</b>
<b>WATER FUND TOTAL:</b>		<b>16,732,375</b>	<b>16,164,840</b>	<b>17,346,205</b>	<b>18,945,145</b>	<b>1,598,940</b>

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# **LIGHT & WATER ELECTRIC UTILITY PROGRAM COMMENTARY**

## **PROGRAM DESCRIPTION:**

Electric Utility consists of Power Resources Management, Engineering and Electric Operations.

Power Resources Management is responsible for short-term, mid-term and long-term power resource and transmission planning and procurement; short term and mid-term power resource optimization, trading, and scheduling; after-the-fact energy settlements and financial settlements with the California Independent System Operator (CAISO) and trading counterparties; contract and transaction bill & invoice processing; participation in state and federal regulatory processes; representing City's interest in various industry forums; regulatory and legislative monitoring, reporting, and compliance; financial planning; power resource and transmission asset and contract management; and special projects.

Engineering is responsible for planning, engineering, project management and construction of budgeted utility capital improvement projects, determining standard methods of construction, and providing overall utility business/technical support and interaction with customers or other governmental agencies doing electric service related projects within the City. Engineering is also responsible for determining and imposing utility related fees or charges necessary for utility requested services by customers. Finally, Engineering provides overall technical support and functional supervision to field operations to ensure that customer utility services or improvements are constructed in compliance with approved plans or specifications.

Electric Operations manages the safe and reliable distribution of electric power from Azusa's Substations through the electric distribution system to homes, business and industries. Electric Operations is responsible for construction, maintenance and operation of the electric distribution system and compliance with the various State of California General Orders governing construction, inspection and maintenance of those facilities: General Order 95 Rules for Overhead Line Construction, General Order 128 Rules for Construction of Underground Electric Supply and Communications Systems and General Order 165 Inspection Cycles for Electric Distribution Facilities.

## **STRATEGIC GOALS:**

The goals of Power Resources Management include: (1) ensuring reliable and efficient power resource planning, management, and procurement, (2) optimizing power delivery in a cost-effective and environmentally responsible manner; (3) ensuring timely compliance with financial, regulatory and legislative directives, including reporting, information dissemination, auditing, and program evaluation; and (4) ensuring long-term stable and competitive retail electric rates.

**STRATEGIC GOALS: (continued)**

Engineering's main goal is to ensure reliability of electric service through overall planning, construction of necessary improvement projects, and standardizing the methods and equipment used in constructing utility infrastructure or services. Engineering also seeks to manage capital improvement projects effectively with consideration to project timing, bid completion, compliance with approved plans and specifications, and ensure that fees collected are used to pay for utility-related services per customer applications.

The goals of Electric Operations include: (1) construction, maintenance and improvement of the electric utility infrastructure; (2) compliance with state regulations for the construction and inspection of power lines per State of California General Orders 95, 128 and 165 & 174; (3) maintaining programs that contribute to the electric system reliability, such as, infrared inspections, electric line clearance (tree trimming) and equipment inspections; and (4) continue to provide efficient service to residential and commercial customers in a timely and professional manner and strive to maintain the Reliable Public Power (RP3) Designation.

**FY 2013-14 PROGRAM HIGHLIGHTS:**

Power Resources Management will meet Azusa's energy and capacity requirements with full adherence to the operational rules of NERC/WECC and the CAISO, and full compliance with applicable laws and Federal Energy Regulatory Commission's, California Energy Commission's and Air Resources Board's regulations. Power Resources will continue meeting the energy and capacity requirements at a least combined cost of power, capacity and delivery by optimizing contract delivery and transmission rights. Power Resources will continue searching for renewable resources to meet state Renewable Portfolio Standard requirements. Power resources will update and put in place an amended Azusa RPS enforcement program and RPS procurement plan as soon as the CEC finalizes the RPS compliance regulations. Power resources will review, update and/or amend Azusa's Integrated Resources Plan for the purpose of ensuring long term energy and capacity adequacy in light of the upcoming SJ3 divestiture, aggressive state RPS requirements and strict Greenhouse Gas mandates. Power Resources will continue to procure mid and short term power and capacity for the super-peak load periods as well as optimize power delivery from our existing resources.

During FY 13-14, Engineering will continue to upgrade the capability of the Supervisory Control and Data Acquisition (SCADA) system for Substation using separate radio communication system and backup master server. As planned, SCADA will provide remote control and monitoring of substation circuit breakers and also serve as a core business/operating tool to help achieve reliable and efficient field operations. Engineering will continue project planning for new underground electric service line extensions within areas designated for new developments such as the Material Recovery Facility (MRF) along Gladstone Avenue & Irwindale Avenue including line extension to water pumping facilities (Glendora Pump). Engineering will continue support for the renewal of RP3 Designation and provide assistance in the areas of Electric System Improvements and Reliability Indices. Engineering will provide on-going support to construction of electric infrastructure projects that will serve Metro Gold Line Railway Extension to Azusa, including the construction of underground line extensions and improvements at various railroad crossings.

**FY 2013-14 PROGRAM HIGHLIGHTS: (continued)**

Electric Operations will continue General Order 165 Inspection & Maintenance Program and start planning the implementation of detailed inspection program as recommended in the recently completed CPUC audit of Azusa's electric system. The inspection program consists of an annual patrol of Azusa's entire electric system and is followed up by detailed inspection of several major pieces of equipment and structures on a rotation schedule. When defects are uncovered, repairs are scheduled accordingly. The electric crews will continue installing electric facilities to support new residential developments such as the 1,200 homes at Rosedale Subdivision, continue with replacement of some open wire secondary conductors in conjunction with upgrades of undersized overhead transformers. As part of the RP3 Designation renewal, Electric Operations will also focus on Workforce Development and improve upon the other remaining key elements of a reliable public power provider – RP3, namely, Safety, Reliability and System Improvements.

**Budget Division: LIGHT AND WATER - ELECTRIC (ALL)**

**Full Time Positions**

**Part Time Positions**

Position Title	FY 12-13 Revised Allocation	FY 13-14 Adopted Allocation	FY 12-13 Revised Salary	FY 13-14 Adopted Salary	Position Title	FY 12-13 Revised Allocation	FY 13-14 Adopted Allocation	FY 12-13 Revised Salary	FY 13-14 Adopted Salary
	Assistant Director-Electric Operations	1.00	1.00	\$130,010		\$131,210			
Electric Distribution Supervisor	1.00	1.00	124,495	124,495					
Electric Crew Supervisor	3.00	3.00	334,980	334,980					
Line Mechanic	5.00	7.00	487,880	685,100					
Line Mechanic Helper	1.00	1.00	67,730	67,730					
Apprentice Line Mechanic	2.00	0.00	164,440	0					
Senior Electric Test Technician	1.00	1.00	98,265	97,195					
Electrical Test Technician	1.00	1.00	89,405	78,750					
Apprentice Elect Test Technician	1.00	1.00	68,050	68,050					
Senior Office Specialist	1.00	1.00	43,775	43,775					
Senior Electrical Engineer	1.00	1.00	107,505	107,505					
Electrical Engineer	1.00	1.00	104,065	105,265					
Assistant Director-Resource Management	1.00	1.00	144,160	144,160					
Power Resources Coordinator	1.00	1.00	112,140	112,140					
Power Resources Scheduler	1.00	1.00	98,535	99,555					
<b>TOTAL</b>	22.00	22.00	\$2,175,435	\$2,199,910	<b>TOTAL</b>	0	0	\$0	\$0

**BUDGET UNIT:****ALL FUND 33 DIVISIONS - ELECTRIC (SUMMARY)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
	<b>PERSONNEL</b>					
6003	Salaries/Regular	1,774,095	1,727,170	2,175,435	2,199,910	24,475
6012	Salaries/Comp-Time	57,350	56,030	-	-	-
6015	Salaries/Vacation	109,420	73,155	-	-	-
6024	Salaries/Sick Leave	65,955	147,085	-	-	-
6027	Salaries/Bereavement	7,365	3,940	-	-	-
6030	Overtime Pay/Regular	10,490	16,070	11,500	11,500	-
6033	Overtime Pay/Premium	73,090	107,260	167,000	167,000	-
6039	Standby Pay/Premium	30,585	33,650	50,000	50,000	-
6045	Salaries/Education Incentive	7,350	7,305	7,300	7,300	-
6048	Salaries/Language Pay	6,025	6,000	6,000	6,000	-
6063	Salaries/Jury Duty	890	850	-	-	-
6075	Vacation Pay-Off	28,110	74,085	-	-	-
6078	Sick Leave Pay-Off	16,935	8,415	-	-	-
6101	PERS/Employee Contribution	140,290	140,090	153,830	155,890	2,060
6105	PERS/Employer Contribution	232,570	253,570	252,170	265,380	13,210
6109	PARS/Employer Contribution	67,660	67,580	95,650	96,755	1,105
6125	FICA/Employer Contrib/Med	30,465	31,420	33,250	37,005	3,755
6133	Retiree Health Premium Reimb	4,140	4,050	4,125	5,625	1,500
6140	Life Insurance Allocation	5,000	4,985	5,805	5,885	80
6155	Workers' Comp Allocation	82,290	83,115	87,355	93,970	6,615
6160	LTD Insurance Allocation	13,925	13,385	16,885	17,115	230
6165	Unemployment Allocation	2,070	2,055	2,555	2,800	245
6175	Benefits/Flex Plan	323,970	329,985	366,410	366,410	-
6180	Deferred Comp/Employer Paid	8,430	8,280	840	10,080	9,240
	<b>PERSONNEL SUBTOTAL</b>	<b>3,098,470</b>	<b>3,199,530</b>	<b>3,436,110</b>	<b>3,498,625</b>	<b>62,515</b>



**Budget Division: LIGHT AND WATER - ELECTRIC ENGINEERING**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>	<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>
Senior Electrical Engineer	1.00	1.00	\$107,505	\$107,505					
Electrical Engineer	1.00	1.00	104,065	105,265					
<b>TOTAL</b>	2.00	2.00	\$211,570	\$212,770	<b>TOTAL</b>	0	0	\$0	\$0

**Budget Division: LIGHT AND WATER - POWER PURCHASES**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>	<b>Position Title</b>	<b>FY 12-13 Revised Allocation</b>	<b>FY 13-14 Adopted Allocation</b>	<b>FY 12-13 Revised Salary</b>	<b>FY 13-14 Adopted Salary</b>
Assistant Director-Resource Management	1.00	1.00	\$144,160	\$144,160					
Power Resources Coordinator	1.00	1.00	112,140	112,140					
Power Resources Scheduler	1.00	1.00	98,535	99,555					
<b>TOTAL</b>	<b>3.00</b>	<b>3.00</b>	<b>\$354,835</b>	<b>\$355,855</b>	<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>



**BUDGET UNIT:**

**ALL FUND 33 DIVISIONS - ELECTRIC (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>PERSONNEL</b>						
<b>Distribution Operations-Supervision &amp; Engineering</b>						
6003	Salaries/Regular	227,835	152,645	254,505	255,705	1,200
6012	Salaries/Comp-Time	1,940	-	-	-	-
6015	Salaries/Vacation	13,885	8,840	-	-	-
6024	Salaries/Sick Leave	8,465	93,315	-	-	-
6027	Salaries/Bereavement	-	430	-	-	-
6030	Overtime Pay/Regular	-	-	1,000	1,000	-
6033	Overtime Pay/Premium	810	-	16,000	16,000	-
6039	Standby Pay/Premium	815	-	10,000	10,000	-
6045	Salaries/Education Incentive	1,760	1,750	1,750	1,750	-
6075	Vacation Pay-Off	7,735	15,115	-	-	-
6078	Sick Leave Pay-Off	4,065	2,130	-	-	-
6101	PERS/Employee Contribution	17,925	18,140	17,995	18,080	85
6105	PERS/Employer Contribution	29,705	32,825	27,535	28,560	1,025
6109	PARS/Employer Contribution	12,570	12,615	14,105	14,190	85
6125	FICA/Employer Contribution	2,125	2,195	2,130	2,540	410
6133	Retiree Health Premium Reimb	4,140	4,050	4,125	5,625	1,500
6140	Life Insurance Allocation	675	685	680	685	5
6155	Workers' Comp Allocation	10,195	10,280	10,250	11,380	1,130
6160	LTD Insurance Allocation	1,870	1,365	1,980	1,990	10
6165	Unemployment Allocation	255	185	290	315	25
6175	Benefits/Flex Plan	31,765	33,170	32,665	32,665	-
6180	Deferred Comp/Employer Paid	1,800	1,800	150	1,800	1,650
	Subtotal	380,335	391,535	395,160	402,285	7,125
<b>Distribution Operations-Overhead Lines</b>						
6003	Salaries/Regular	461,670	460,285	527,515	543,905	16,390
6012	Salaries/Comp-Time	27,705	28,015	-	-	-
6015	Salaries/Vacation	28,115	20,405	-	-	-
6024	Salaries/Sick Leave	22,475	20,380	-	-	-
6027	Salaries/Bereavement	365	1,755	-	-	-
6030	Overtime Pay/Regular	5,025	7,580	5,000	5,000	-
6033	Overtime Pay/Premium	35,055	50,620	70,000	70,000	-
6039	Standby Pay/Premium	14,885	16,825	20,000	20,000	-

**BUDGET UNIT:****ALL FUND 33 DIVISIONS - ELECTRIC (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
6045	Salaries/Education Incentive	605	600	600	600	-
6048	Salaries/Language Pay	1,205	1,200	1,200	1,200	-
6063	Salaries/Jury Duty	180	425	-	-	-
6075	Vacation Pay-Off	10,015	12,750	-	-	-
6078	Sick Leave Pay-Off	875	-	-	-	-
6101	PERS/Employee Contribution	36,805	36,345	37,370	38,520	1,150
6105	PERS/Employer Contribution	61,020	65,795	69,520	74,785	5,265
6109	PARS/Employer Contribution	11,840	11,695	18,935	19,525	590
6125	FICA/Employer Contrib/Med	9,365	9,570	9,050	10,665	1,615
6140	Life Insurance Allocation	1,385	1,365	1,410	1,450	40
6155	Workers' Comp Allocation	22,190	22,365	21,175	21,925	750
6160	LTD Insurance Allocation	3,810	3,765	4,105	4,230	125
6165	Unemployment Allocation	610	625	625	735	110
6175	Benefits/Flex Plan	91,650	91,975	94,710	94,710	-
	Subtotal	846,850	864,340	881,215	907,250	26,035
<b>Distribution Operations-Underground Lines</b>						
6003	Salaries/Regular	461,665	460,285	527,515	543,905	16,390
6012	Salaries/Comp-Time	27,705	28,015	-	-	-
6015	Salaries/Vacation	28,115	20,405	-	-	-
6024	Salaries/Sick Leave	22,475	20,380	-	-	-
6027	Salaries/Bereavement	365	1,755	-	-	-
6030	Overtime Pay/Regular	5,025	7,580	5,000	5,000	-
6033	Overtime Pay/Premium	35,055	50,620	70,000	70,000	-
6039	Standby Pay/Premium	14,885	16,825	20,000	20,000	-
6045	Salaries/Education Incentive	605	600	600	600	-
6048	Salaries/Language Pay	1,205	1,200	1,200	1,200	-
6063	Salaries/Jury Duty	180	425	-	-	-
6075	Vacation Pay-Off	10,015	12,750	-	-	-
6078	Sick Leave Pay-Off	875	-	-	-	-
6101	PERS/Employee Contribution	36,805	36,345	37,035	38,520	1,485
6105	PERS/Employer Contribution	61,020	65,795	68,895	74,785	5,890
6109	PARS/Employer Contribution	11,840	11,695	18,760	19,525	765
6125	FICA/Employer Contrib/Med	9,365	9,570	8,980	10,665	1,685

**BUDGET UNIT:****ALL FUND 33 DIVISIONS - ELECTRIC (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
6140	Life Insurance Allocation	1,385	1,365	1,400	1,450	50
6155	Workers' Comp Allocation	22,190	22,365	20,980	25,630	4,650
6160	LTD Insurance Allocation	3,805	3,760	4,065	4,230	165
6165	Unemployment Allocation	610	625	620	735	115
6175	Benefits/Flex Plan	91,650	91,975	94,710	94,710	-
	Subtotal	846,840	864,335	879,760	910,955	31,195
<b>Distribution Operations-Meters</b>						
6003	Salaries/Regular	155,945	171,295	255,720	243,995	(11,725)
6015	Salaries/Vacation	20,130	9,955	-	-	-
6024	Salaries/Sick Leave	4,290	6,155	-	-	-
6027	Salaries/Bereavement	1,610	-	-	-	-
6030	Overtime Pay/Regular	440	910	500	500	-
6033	Overtime Pay/Premium	2,170	6,020	10,000	10,000	-
6048	Salaries/Language Pay	1,205	1,200	1,200	1,200	-
6075	Vacation Pay-Off	-	1,740	-	-	-
6078	Sick Leave Pay-Off	4,225	-	-	-	-
6101	PERS/Employee Contribution	13,160	13,455	18,070	17,250	(820)
6105	PERS/Employer Contribution	21,815	24,350	33,675	33,545	(130)
6109	PARS/Employer Contribution	4,235	4,330	9,185	8,760	(425)
6125	FICA/Employer Contrib/Med	1,430	1,450	2,800	2,795	(5)
6140	Life Insurance Allocation	490	500	680	655	(25)
6155	Workers' Comp Allocation	7,445	7,710	10,275	10,230	(45)
6160	LTD Insurance Allocation	1,380	1,410	1,990	1,900	(90)
6165	Unemployment Allocation	190	195	310	305	(5)
6175	Benefits/Flex Plan	33,360	35,410	51,660	51,660	-
	Subtotal	273,520	286,085	396,065	382,795	(13,270)
<b>Distribution Operations-Miscellaneous Distribution</b>						
6003	Salaries/Regular	35,660	38,990	43,775	43,775	-
6015	Salaries/Vacation	1,775	1,135	-	-	-
6024	Salaries/Sick Leave	2,045	1,980	-	-	-
6027	Salaries/Bereavement	770	-	-	-	-
6033	Overtime Pay/Premium	-	-	1,000	1,000	-
6101	PERS/Employee Contribution	2,840	2,970	3,095	3,095	-

**BUDGET UNIT:**

**ALL FUND 33 DIVISIONS - ELECTRIC (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
6105	PERS/Employer Contribution	4,715	5,380	3,745	3,815	70
6125	FICA/Employer Contrib/Med	805	835	860	875	15
6140	Life Insurance Allocation	105	110	115	115	-
6155	Workers' Comp Allocation	1,610	1,685	1,750	1,790	40
6160	LTD Insurance Allocation	315	330	340	340	-
6165	Unemployment Allocation	55	55	60	60	-
6175	Benefits/Flex Plan	15,065	15,445	15,445	15,445	-
6180	Deferred Comp/Employer Paid	540	540	45	540	495
	Subtotal	66,300	69,455	70,230	70,850	620
<b>Engineering</b>						
6003	Salaries/Regular	96,685	98,785	211,570	212,770	1,200
6015	Salaries/Vacation	7,395	4,880	-	-	-
6024	Salaries/Sick Leave	1,085	1,850	-	-	-
6045	Salaries/Education Incentive	1,460	1,450	1,450	1,450	-
6075	Vacation Pay-Off	-	7,635	-	-	-
6078	Sick Leave Pay-Off	1,695	-	-	-	-
6101	PERS/Employee Contribution	7,490	7,510	14,970	15,055	85
6105	PERS/Employer Contribution	12,415	13,595	18,140	18,580	440
6109	PARS/Employer Contribution	7,885	7,895	15,675	15,765	90
6125	FICA/Employer Contrib/Med	1,595	1,665	3,535	3,555	20
6140	Life Insurance Allocation	-	-	565	570	5
6155	Workers' Comp Allocation	4,265	4,280	8,520	8,570	50
6160	LTD Insurance Allocation	-	-	1,645	1,655	10
6165	Unemployment Allocation	-	-	245	245	-
6175	Benefits/Flex Plan	15,120	15,500	30,890	30,890	-
6180	Deferred Comp/Employer Paid	1,800	1,800	300	3,600	3,300
	Subtotal	158,890	166,845	307,505	312,705	5,200

**BUDGET UNIT:****ALL FUND 33 DIVISIONS - ELECTRIC (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>Power Purchases-Other Expenses</b>						
6003	Salaries/Regular	334,635	344,885	354,835	355,855	1,020
6015	Salaries/Vacation	10,005	7,535	-	-	-
6024	Salaries/Sick Leave	5,120	3,025	-	-	-
6027	Salaries/Bereavement	4,255	-	-	-	-
6045	Salaries/Education Incentive	2,920	2,905	2,900	2,900	-
6048	Salaries/Language Pay	2,410	2,400	2,400	2,400	-
6063	Salaries/Jury Duty	530	-	-	-	-
6075	Vacation Pay-Off	345	24,095	-	-	-
6078	Sick Leave Pay-Off	5,200	6,285	-	-	-
6101	PERS/Employee Contribution	25,265	25,325	25,295	25,370	75
6105	PERS/Employer Contribution	41,880	45,830	30,660	31,310	650
6109	PARS/Employer Contribution	19,290	19,350	18,990	18,990	-
6125	FICA/Employer Contrib/Med	5,780	6,135	5,895	5,910	15
6140	Life Insurance Allocation	960	960	955	960	5
6155	Workers' Comp Allocation	14,395	14,430	14,405	14,445	40
6160	LTD Insurance Allocation	2,745	2,755	2,760	2,770	10
6165	Unemployment Allocation	350	370	405	405	-
6175	Benefits/Flex Plan	45,360	46,510	46,330	46,330	-
6180	Deferred Comp/Employer Paid	4,290	4,140	345	4,140	3,795
	Subtotal	525,735	556,935	506,175	511,785	5,610
<b>PERSONNEL SUBTOTAL</b>		<b>3,098,470</b>	<b>3,199,530</b>	<b>3,436,110</b>	<b>3,498,625</b>	<b>62,515</b>

**LIGHT & WATER - ELECTRIC  
ACTIVITY DETAIL**

Account Number	Description	Cost
3340733xxx, 3340735xxx, 3340745xxx, 3340775xxx, 3340785xxx	<p><b>6220 <u>Training Schools</u></b> - California-Nevada Apprentice Program for Line Mechanics, plus on the job training to become certified Journeyman; Mesa Hot Line School; High Voltage Training for All Electric Crews (required); other training for Supervisors, Line Mechanics, and Meter Technicians on new equipment, maintenance and construction techniques. (\$16,000 Distribution; \$1,000 Engineering; \$5,260 Power Resources).</p> <p><b>6230 <u>Dues &amp; Subscriptions</u></b> - California Municipal Utilities Association (CMUA), California Utilities Emergency Association (CUEA), Barclays Law Publications Subscription, Electric Safety Orders (Updates). (\$22,500 Distribution).</p> <p><b>6235 <u>Meetings &amp; Conferences</u></b> - Western Underground Committee meetings, Asset Management seminar (CUEA), meetings on CAISO Transmission Planning and other topics, American Public Power Association (APPA) Engineering &amp; Operations annual meeting; Transmission &amp; Distribution Expo/Conference; Relay seminars; and CMUA meetings. (\$6,000 Distribution; \$1,000 Engineering; \$8,000 Power Resources).</p> <p><b>6340 <u>Special Studies</u></b> - Update of distribution planning model using Milsoft/WinMil and Integrated Resource Plan for years 2014 - 2019. (\$30,000 Engineering; \$30,000 Distribution; Power Resources \$150,000).</p> <p><b>6493 <u>Outside Services</u></b> - Cost for third party and California Independent System Operator (CAISO) transmission services; real time electric load scheduling/dispatching services (\$4,167,757). Other services to support electric distribution system (\$282,500).</p> <p><b>6590 <u>Electricity for Resale</u></b> - Purchase of electricity for distribution and sale to retail customers.</p> <p><b>6625 <u>Program Expenses</u></b> - This amount is for compliance with State's solar power mandate, Senate Bill 1, and provides funding to customers interested in installing photovoltaic equipment.</p> <p><b>7130 <u>Structures &amp; Other</u></b> - Includes poles, towers and fixtures – anything that supports overhead lines; substation structures; and underground structures including pull boxes and vaults.</p> <p><b>7140 <u>Equipment &amp; Machinery</u></b> - Includes transformers, switches, power equipment, street light equipment, substation equipment such as breakers and panels and laboratory equipment.</p> <p><b>7145 <u>Lines, Mains &amp; Sewers</u></b> - Underground cable and overhead conductors and subfeeds to residential and commercial buildings.</p>	<p><b>\$22,260</b></p> <p><b>\$22,500</b></p> <p><b>\$15,000</b></p> <p><b>\$210,000</b></p> <p><b>\$4,450,255</b></p> <p><b>\$29,871,320</b></p> <p><b>\$425,000</b></p> <p><b>\$85,000</b></p> <p><b>\$285,000</b></p> <p><b>\$280,000</b></p>

**BUDGET UNIT:**

**ALL FUND 33 DIVISIONS - ELECTRIC (SUMMARY)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>OPERATIONS</b>						
6201	Uniforms & Laundry	21,100	11,400	12,000	12,000	-
6220	Training Schools	29,265	12,345	22,260	22,260	-
6221	POST Training	-	650	-	-	-
6225	Training Materials	5	-	1,000	1,000	-
6230	Dues & Subscriptions	9,970	22,690	22,500	22,500	-
6235	Meetings & Conferences	12,045	5,150	15,000	15,000	-
6240	Mileage Reimbursement	40	75	200	200	-
6301	Legal Fees	79,990	96,990	152,500	282,500	130,000
6340	Special Studies	-	-	43,500	210,000	166,500
6345	Program Consultants	2,720	1,920	5,000	5,000	-
6399	Professional Services/Other	-	50,010	20,000	10,000	(10,000)
6424	Consumer Services Allocation	2,169,055	2,198,990	2,385,850	2,365,760	(20,090)
6430	Custodial Services	4,055	3,575	4,620	4,620	-
6493	Outside Services & Repairs	3,578,890	3,397,465	3,993,370	4,450,255	456,885
6521	Messenger Service	350	1,405	1,100	100	(1,000)
6530	Office Supplies	4,020	3,120	4,340	5,240	900
6539	Printing, Binding & Duplicating	55	50	-	-	-
6551	Fuel and Oil	24,160	23,070	20,800	25,800	5,000
6554	Supplies/Custodial & Cleaning	1,435	1,180	5,700	900	(4,800)
6563	Supplies/Special	19,505	13,185	31,800	23,600	(8,200)
6564	Supplies/Medical-Dental	2,175	605	2,500	1,500	(1,000)
6566	Small Tools	6,905	11,660	13,600	16,600	3,000
6569	Small Equipment	3,860	25	19,000	19,000	-
6590	Electricity For Resale	25,179,880	24,283,695	28,579,410	29,871,320	1,291,910
6601	Advertising Expense	-	-	2,000	2,000	-
6610	Bond Administration	2,500	2,500	2,500	2,500	-
6611	Bond Issuance Expense	-	84,960	-	-	-
6625	Program Expenses	207,140	207,215	300,000	425,000	125,000
6805	Maint/Land Improvements	-	295	-	-	-
6815	Maint & Repairs/Bldgs	14,550	16,835	17,600	17,600	-
6825	Maint & Repair / Vehicle	53,740	28,285	41,000	41,000	-
6827	Garage Allocation	3,670	2,915	3,800	3,800	-
6830	Rent/Equipment	-	-	150	-	(150)
6835	Maint & Repair/Equipment	180	65	6,200	5,500	(700)

**BUDGET UNIT:**

**ALL FUND 33 DIVISIONS - ELECTRIC (SUMMARY)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
6904	Utilities/Other	15,735	16,770	15,000	15,000	-
6905	Utilities / Electricity	10,895	6,450	11,000	11,000	-
6910	Utilities/Natural Gas	840	655	700	700	-
6915	Utilities/Telephone	11,245	11,495	15,600	15,600	-
7001	Interest Expense	482,415	324,755	416,400	286,135	(130,265)
7005	Principal Payment	480,000	505,000	555,000	585,000	30,000
7010	Franchise Fee (2%)	667,850	711,250	686,490	736,600	50,110
7012	In-lieu Fee (8%)	2,671,405	2,845,005	2,745,950	2,947,200	201,250
7055	Uncollectible Accounts	84,030	78,775	50,000	70,000	20,000
<b>OPERATIONS SUBTOTAL</b>		<b>35,855,675</b>	<b>34,982,480</b>	<b>40,225,440</b>	<b>42,529,790</b>	<b>2,304,350</b>
 <b><u>CAPITAL OUTLAY</u></b>						
7130	Structures/Other	36,740	21,160	110,000	85,000	(25,000)
7140	Equipment & Machinery	225,805	246,955	275,000	285,000	10,000
7145	Lines, Mains & Sewers	244,980	196,380	335,000	280,000	(55,000)
<b>CAPITAL OUTLAY SUBTOTAL</b>		<b>507,525</b>	<b>464,495</b>	<b>720,000</b>	<b>650,000</b>	<b>(70,000)</b>
 <b><u>TRANSFERS OUT</u></b>						
5950	Transfer Out	8,170	8,370	8,370	28,915	20,545
<b>TRANSFERS OUT SUBTOTAL</b>		<b>8,170</b>	<b>8,370</b>	<b>8,370</b>	<b>28,915</b>	<b>20,545</b>
 <b>ELECTRIC FUND TOTAL:</b>		<b>39,469,840</b>	<b>38,654,875</b>	<b>44,389,920</b>	<b>46,707,330</b>	<b>2,317,410</b>



**BUDGET UNIT:**

**ALL FUND 33 DIVISIONS - ELECTRIC (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b><u>OPERATIONS</u></b>						
<b>Interest - Long-Term Debt</b>						
7001	Interest Expense	482,415	324,755	416,400	286,135	(130,265)
7005	Principal Payment	480,000	505,000	555,000	585,000	30,000
	Subtotal	962,415	829,755	971,400	871,135	30,000
<b>Interest - Amortization Debt Discount</b>						
6611	Bond Issuance Expense	-	84,960	-	-	-
	Subtotal	-	84,960	-	-	-
<b>Distribution Operations-Supervision &amp; Engineering</b>						
6530	Office Supplies	5	175	240	240	-
6539	Printing, Binding & Duplicating	55	50	-	-	-
6566	Small Tools	-	65	-	-	-
6915	Utilities/Telephone	125	-	-	-	-
	Subtotal	185	290	240	240	-
<b>Distribution Operations-Overhead Lines</b>						
6530	Office Supplies	-	-	100	-	(100)
6563	Supplies/Special	100	55	1,000	1,000	-
6566	Small Tools	6,415	9,835	10,000	10,000	-
	Subtotal	6,515	9,890	11,100	11,000	(100)
<b>Distribution Operations-Underground Lines</b>						
6554	Supplies/Custodial and Cleaning	-	-	4,800	-	-
6563	Supplies/Special	165	-	-	-	-
6566	Small Tools	490	1,735	3,100	3,100	-
	Subtotal	655	1,735	7,900	3,100	-
<b>Distribution Operations-Street Lighting &amp; Signal</b>						
6905	Utilities / Electricity	10,895	6,450	11,000	11,000	-
	Subtotal	10,895	6,450	11,000	11,000	-

**BUDGET UNIT:**

**ALL FUND 33 DIVISIONS - ELECTRIC (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>Distribution Operations-Meters</b>						
6566	Small Tools	-	-	500	500	-
	Subtotal	-	-	500	500	-
<b>Distribution Operations-Miscellaneous Distribution</b>						
6201	Uniforms & Laundry	21,100	11,400	12,000	12,000	-
6220	Training Schools	29,230	12,345	16,000	16,000	-
6221	POST Training	-	650	-	-	-
6225	Training Materials	-	-	1,000	1,000	-
6230	Dues & Subscriptions	9,970	22,690	22,500	22,500	-
6235	Meetings & Conferences	390	635	6,000	6,000	-
6240	Mileage Reimbursement	-	35	200	200	-
6301	Legal Fees	4,830	6,530	2,500	2,500	-
6340	Special Studies	-	-	13,500	30,000	16,500
6430	Custodial Services	310	-	-	-	-
6493	Outside Service/Repair	1,185	-	-	-	-
6521	Messenger Service	215	1,240	100	100	-
6530	Office Supplies	5	140	-	1,000	1,000
6551	Fuel and Oil	24,160	23,070	20,000	25,000	5,000
6563	Supplies/Special	4,155	3,785	5,600	5,600	-
6564	Supplies/Medical-Dental	2,175	590	2,500	1,500	(1,000)
6566	Small Tools	-	25	-	3,000	3,000
6569	Small Equipment	-	25	15,000	15,000	-
6601	Advertising Expense	-	-	2,000	2,000	-
6825	Maint & Repair / Vehicle	53,740	28,285	40,000	40,000	-
6827	Garage Allocation	3,670	2,915	3,800	3,800	-
6835	Maint & Repair/Equipment	-	-	5,000	5,000	-
6904	Utilities/Other	15,735	16,770	15,000	15,000	-
6910	Utilities/Natural Gas	840	655	700	700	-
6915	Utilities/Telephone	9,150	9,660	7,200	7,200	-
	Subtotal	180,860	141,445	190,600	215,100	24,500

**BUDGET UNIT:**

**ALL FUND 33 DIVISIONS - ELECTRIC (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>Distribution Maintenance-Structures</b>						
6430	Custodial Services	3,745	3,575	4,620	4,620	-
6493	Outside Services & Repairs	2,440	1,940	2,500	2,500	-
6554	Supplies/Custodial & Cleaning	1,435	1,180	900	900	-
6564	Supplies/Medical-Dental	-	15	-	-	-
6805	Maint/Land Improvement	-	295	-	-	-
6815	Maint & Repairs/Bldgs	14,550	16,835	17,600	17,600	-
6915	Utilities/Telephone	-	295	7,200	7,200	-
	Subtotal	22,170	24,135	32,820	32,820	-
<b>Distribution Maintenance-Station Equipment</b>						
6235	Meeting & conferences	285	-	-	-	-
6493	Outside Services & Repairs	25,920	15,065	30,690	40,000	9,310
6563	Supplies/Special	185	465	1,000	1,000	-
	Subtotal	26,390	15,530	31,690	41,000	9,310
<b>Distribution Maintenance-Overhead Lines</b>						
6493	Outside Services & Repairs	219,715	200,170	200,000	200,000	-
6530	Office Supplies	255	-	-	-	-
6563	Supplies/Special	4,095	2,175	5,000	4,000	(1,000)
	Subtotal	224,065	202,345	205,000	204,000	(1,000)
<b>Distribution Maintenance-Underground Lines</b>						
6493	Outside Services & Repairs	43,770	29,795	46,000	30,000	(16,000)
6563	Supplies/Special	3,600	1,780	6,200	2,000	(4,200)
6835	Maint & Repair/Equipment	180	65	-	500	500
	Subtotal	47,550	31,640	52,200	32,500	(19,700)
<b>Distribution Maintenance-Transformer Lines</b>						
6493	Outside Services & Repairs	-	385	19,390	10,000	(9,390)
	Subtotal	-	385	19,390	10,000	(9,390)

**BUDGET UNIT:**

**ALL FUND 33 DIVISIONS - ELECTRIC (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>Distribution Maintenance-Street Lighting &amp; Signals</b>						
6563	Supplies/Special	-	-	5,000	5,000	-
	Subtotal	-	-	5,000	5,000	-
<b>Distribution Maintenance-Meters</b>						
6563	Supplies/Special	7,205	4,925	8,000	5,000	(3,000)
6835	Maint & Repair/Equipment	-	-	1,200	-	(1,200)
	Subtotal	7,205	4,925	9,200	5,000	(4,200)
<b>Customer Accounts-Uncollectible Accounts</b>						
7055	Uncollectible Accounts	84,030	78,775	50,000	70,000	20,000
	Subtotal	84,030	78,775	50,000	70,000	20,000
<b>Engineering</b>						
6220	Training Schools	35	-	1,000	1,000	-
6240	Mileage Reimbursements	-	40	-	-	-
6235	Meetings & Conferences	-	350	1,000	1,000	-
6340	Special Studies	-	-	30,000	30,000	-
6345	Program Consultants	2,720	1,920	5,000	5,000	-
6399	Professional Services/Other	-	16,960	20,000	10,000	(10,000)
6530	Office Supplies	3,155	2,515	3,000	3,000	-
6551	Fuel and Oil	-	-	800	800	-
6825	Maint & Repair / Vehicle	-	-	1,000	1,000	-
	Subtotal	5,910	21,785	61,800	51,800	(10,000)
<b>Resource Management - Purchased Power</b>						
6590	Electricity For Resale	25,179,880	24,283,695	28,579,410	29,871,320	1,291,910
	Subtotal	25,179,880	24,283,695	28,579,410	29,871,320	1,291,910

**BUDGET UNIT:**

**ALL FUND 33 DIVISIONS - ELECTRIC (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>Resource Management - Other</b>						
6220	Training Schools	-	-	5,260	5,260	-
6225	Training Materials	5	-	-	-	-
6235	Meetings & Conferences	11,370	4,165	8,000	8,000	-
6240	Mileage Reimbursement	40	-	-	-	-
6301	Legal Fees	75,160	90,460	150,000	120,000	(30,000)
6340	Special Studies	-	-	-	150,000	150,000
6521	Messenger Service	135	165	1,000	-	(1,000)
6530	Office Supplies	600	290	1,000	1,000	-
6569	Small Equipment	3,860	-	4,000	4,000	-
6625	Program Expenses	207,140	207,215	300,000	425,000	125,000
6830	Rent/Equipment	-	-	150	-	(150)
6915	Utilities/Telephone	1,970	1,540	1,200	1,200	-
	Subtotal	300,280	303,835	470,610	714,460	243,850
<b>Resources Management - Transmission</b>						
6493	Outside Services & Repairs	647,565	539,165	686,205	686,685	480
	Subtotal	647,565	539,165	686,205	686,685	480
<b>Resources Management - Transmission by Others</b>						
6493	Outside Services & Repairs	2,638,295	2,610,945	3,008,585	3,481,070	472,485
	Subtotal	2,638,295	2,610,945	3,008,585	3,481,070	472,485
<b>Administrative &amp; General</b>						
6301	Legal Fees	-	-	-	160,000	160,000
6399	Professional Services/Other	-	33,050	-	-	-
6424	Consumer Services Allocation	2,169,055	2,198,990	2,385,850	2,365,760	(20,090)
	Subtotal	2,169,055	2,232,040	2,385,850	2,525,760	139,910
<b>Franchise Fees</b>						
7010	Franchise Fee (2%)	667,850	711,250	686,490	736,600	50,110
7012	In-lieu Fee (8%)	2,671,405	2,845,005	2,745,950	2,947,200	201,250
	Subtotal	3,339,255	3,556,255	3,432,440	3,683,800	251,360

**BUDGET UNIT:**

**ALL FUND 33 DIVISIONS - ELECTRIC (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>Interest Transfers</b>						
6610	Bond Administration	2,500	2,500	2,500	2,500	-
	Subtotal	2,500	2,500	2,500	2,500	-
<b>OPERATIONS SUBTOTAL</b>		<b>35,855,675</b>	<b>34,982,480</b>	<b>40,225,440</b>	<b>42,529,790</b>	<b>2,439,415</b>

**BUDGET UNIT:**

**ALL FUND 33 DIVISIONS - ELECTRIC (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b><u>CAPITAL OUTLAY</u></b>						
<b>Structures &amp; Improvements</b>						
7130	Structures/Other	60	70	-	-	-
	Subtotal	60	70	-	-	-
<b>Station Equipment</b>						
7140	Equipment & Machinery	6,325	10,295	25,000	25,000	-
	Subtotal	6,325	10,295	25,000	25,000	-
<b>Poles, Towers &amp; Fixtures</b>						
7130	Structures/Other	34,580	17,175	35,000	35,000	-
7145	Lines, Mains & Sewers	35	15	-	-	-
	Subtotal	34,615	17,190	35,000	35,000	-
<b>Overhead Conductors &amp; Dev</b>						
7145	Lines, Mains & Sewers	58,505	25,415	85,000	30,000	(55,000)
	Subtotal	58,505	25,415	85,000	30,000	(55,000)
<b>Underground Conduit</b>						
7130	Structures/Other	2,100	3,905	25,000	25,000	-
7140	Equipment & Machinery	-	-	25,000	-	(25,000)
	Subtotal	2,100	3,905	50,000	25,000	(25,000)
<b>Underground Conductors &amp; Dev</b>						
7130	Structures/Other	-	10	-	-	-
7140	Equipment & Machinery	-	80	-	-	-
7145	Lines, Mains & Sewers	186,440	170,950	250,000	250,000	-
	Subtotal	186,440	171,040	250,000	250,000	-
<b>Line Transformers</b>						
7140	Equipment & Machinery	128,010	164,670	150,000	150,000	-
	Subtotal	128,010	164,670	150,000	150,000	-

**BUDGET UNIT:**

**ALL FUND 33 DIVISIONS - ELECTRIC (DETAILS)**

Acct. #	DESCRIPTION	ACTUAL 10-11	ACTUAL 11-12	REVISED 12-13	ADOPTED 13-14	VARIANCE
<b>Meters</b>						
7140	Equipment & Machinery	55,960	37,875	50,000	90,000	40,000
	Subtotal	55,960	37,875	50,000	90,000	40,000
<b>Street Lighting</b>						
7130	Structures/Other	-	-	50,000	25,000	(25,000)
7140	Equipment & Machinery	35,510	34,035	-	-	-
	Subtotal	35,510	34,035	50,000	25,000	(25,000)
<b>Tools, Shop Equipment</b>						
7140	Equipment & Machinery	-	-	25,000	20,000	(5,000)
	Subtotal	-	-	25,000	20,000	(5,000)
<b>CAPITAL OUTLAY SUBTOTAL</b>		<b>507,525</b>	<b>464,495</b>	<b>720,000</b>	<b>650,000</b>	<b>(70,000)</b>
<b>TRANSFERS OUT</b>						
<b>Dist Oper - Overhead Line Expenses</b>						
5950	Transfers Out	4,085	4,185	4,185	9,425	5,240
	Subtotal	4,085	4,185	4,185	9,425	5,240
<b>Dist Oper - Underground Line Expenses</b>						
5950	Transfers Out	4,085	4,185	4,185	9,425	5,240
	Subtotal	4,085	4,185	4,185	9,425	5,240
<b>Dist Oper - Meters</b>						
5950	Transfers Out	-	-	-	10,065	10,065
	Subtotal	-	-	-	10,065	10,065
<b>TRANSFERS OUT SUBTOTAL</b>		<b>8,170</b>	<b>8,370</b>	<b>8,370</b>	<b>28,915</b>	<b>15,305</b>
<b>ELECTRIC FUND TOTAL:</b>		<b>39,469,840</b>	<b>38,654,875</b>	<b>44,389,920</b>	<b>46,707,330</b>	<b>2,317,410</b>