



SPECIAL MEETING
2017-2018 BUDGET WORKSHOP
BOARD OF DIRECTORS MEETING
MALAGA COUNTY WATER DISTRICT
3580 SOUTH FRANK STREET
FRESNO, CALIFORNIA 93725
Tuesday, May 30, 2017 at 6:00PM

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a District Board Meeting, please contact the District Office at 559-485-7353 at least 48 hours prior to the meeting, to ensure that reasonable arrangements can be made to provide accessibility to the meeting.

- ❖ Please submit all written correspondence for the Board of Directors by 12:00 pm the Friday prior to the meeting. Please deliver or mail to the District Clerk.
- ❖ Public comments are limited to three (3) minutes or less per individual per item, with a fifteen (15) minute maximum per group per item and will be heard during the communication portion of the agenda.

1. Call to Order:

2. Roll Call: President Charles Garabedian, Jr.; Vice President Salvador Cerrillo; Director Irma Castaneda; Director Frank Cerrillo, Jr.; Director Carlos Tovar, Jr.

3. Certification: Certification is made that the Board Meeting Agenda was posted 24 hours in advance of the meeting.

4. Budget Workshop. A workshop to develop the FY 17-18 operating budget.

5. Communications:

- a. Written Communications:
- b. Public Comment:

6. Closed Session.

7. Adjournment:

Motion by: _____, **Second by:** _____

Certification of Posting

I, Norma Melendez, District Clerk of the Malaga County Water District, do hereby certify that the foregoing agenda for the Special Board Meeting of the Board of Directors of May 30, 2017 was posted for public view on the front window of the MCWD office at 3580 S. Frank Street, Fresno Ca 93725, at 5:00P.M. On 05/26/2016.

Norma Melendez

Norma Melendez, District Clerk

BUDGET FY 2017-2018

Item 4.

MALAGA COUNTY WATER DISTRICT

REVENUES

<u>OPERATING:</u>	<u>BUDGET FY 2016/2017</u>	<u>YTD ACTUAL REVENUES</u>	<u>YTD BALANCES</u>	<u>Proposed FY 2017/2018</u>
Water Baseline Rate	873,409	658,906	214,503	873,400
Ground Water Sustainability	274,860	274,860	-	274,900
Fireline Service	285,500	342,659	(57,159)	392,000
Sewer Baseline Rate	895,939	806,988	88,951	922,000
Expansion Capacity Surcharge: Commercial	161,445	148,688	12,757	170,000
Pre-Treatment Surcharge: Commercial	177,099	163,114	13,985	186,400
Pre-Treatment Surcharge: Residential	670	477	193	600
Collection System Surcharge: Commercial	127,100	117,152	9,948	133,900
Collection System Surcharge: Residential	20,200	14,560	5,640	16,600
Compliance/Groundwater Quality: Commercial	117,200	108,127	9,073	123,600
Compliance/Groundwater Quality: Residential	18,650	13,476	5,174	15,400
Solid Waste Rate	79,465	52,742	26,723	79,465
Franchise Fee	3,973	-	3,973	-
Recreation Tax Revenue	270,000	287,559	(17,559)	290,000
Rentals*	25,000	22,560	2,440	25,000
Activities**	5,000	11,832	(6,832)	12,000
Sports Activities***	5,000	1,665	3,335	5,000
Special Events****	12,000	7,152	4,848	8,000
Seniors	1,000	537	463	1,000
Donations: Directors	5,000	2,088	2,912	3,000
Donations: Committee	1,000	-	1,000	1,000
Donations: Other (Foundation)	10,000	-	10,000	153,300
Total:	3,369,510	3,035,140	334,370	3,686,565

- *Rentals:Center/Picnic Shelter/Gazebo/Playground/Pool Rentals Area Etc.
- **Rec. Activities:Pool Receipts/Swim Lessons/Seniors Program,Christmas Program
- ***Rec. Sports Activities:Soccer Fees/Tournament Fees/Baseball Field Rental/League Fees etc.
- ****Special Events: Festival, Halloween Program.
- *****Rec. Other: Donations, Gifts, Caboose

NON-OPERATING:

Water: Deposits	12,000	5,456	6,544 Sh	12,000
Water: Other		57,113		
Water: Connection Fees	25,000	15,441	9,559	25,000
Water: Temp Hydrant Usage		14,342		14,500
Water: Fines and Penalties	1,000	13,226		13,500
Water: Annexation Fees	5,000	-		15,000
Sewer: Deposits	12,000	3,000	9,000	12,000
Sewer: Other		159,437		
Sewer: Connection Fees	12,000	4,246	7,754	12,000
Sewer: Surcharges		26,000		20,000
Sewer: Fines and Penalties	1,000	-		1,000
Sewer: Annexation Fees	5,000	-		15,000
Pre-Treatment: Permit Renewal	12,620	19,793		20,000
Pre-Treatment: Fines, Penalties, Surcharges	2,400	-		2,400
Total:	88,020	318,056	32,856	162,400

- **Water Other: Penalties, Eng/Admin Fees, Grants Etc.
- **Sewer Other: Admin Fees, Grants, Surcharges, Rents etc.

GRAND TOTAL: \$ **3,457,530** \$ **3,353,196** \$ **367,226** \$ **3,848,965**

BUDGET FY 2017-2018
MALAGA COUNTY WATER DISTRICT
EXPENSES

WATER SYSTEM	BUDGET FY 2016/2017	YTD ACTUAL EXPENSES	YTD BALANCES	Proposed FY 2017-18
<u>52000 Operations:</u>				
52100 Salaries	121,424	143,914	(22,490)	146,500
52200 Materials	35,000	27,677	7,323	32,000
56150 Repairs/Maintenance	40,000	8,333	31,667	40,000
52300 Utilities	200,000	182,458	17,542	210,000
53210 Water Tests	10,000	4,628	5,372	6,000
GIS Mapping	6,000	6,000	-	3,600
56060 Gas-Fuel-Oil	7,500	5,593	4,142	6,400
Total:	419,924	378,603	43,556	444,500
<u>56000 Administration & General:</u>				
56010 Salaries	77,842	77,732	110	80,200
56020 Employee Benefits	60,500	98,782	(38,282)	101,800
56024 Payroll Taxes-FICA/Unemployment	27,500	23,899	3,601	27,000
56025 Sick Leave	500	-	500	500
56026 Overtime	8,000	16,948	(8,948)	19,000
56030 Directors' Compensation	19,700	12,021	7,679	14,000
56036 Directors' Benefits	77,200	69,207	7,993	80,000
56040 Election Expense	3,000	390	2,610	3,000
56070 Insurance-Liability	15,000	4,528	10,472	15,000
56080 Memberships, Dues, Subscription	24,000	24,380	(380)	24,000
56090 Office Supplies	10,000	4,316	5,684	5,000
56110 Contract Services	12,000	19,792	(7,792)	15,000
56120 Professional Service				
Rate Study Consultant	7,500	-	7,500	-
Accounting Services	5,500	10,475	(4,975)	5,500
Engineering Services	42,000	86,672	(44,672)	88,000
Legal Services	92,000	68,844	23,156	88,000
NKGSA Contribution		-		65,000
Reorganization Consultant				35,000
56140 Rents/Leases	5,600	6,146	(546)	7,000
56170 Travel & Meetings	2,500	4,796	(2,296)	5,500
56190 Utilities	3,000	-	3,000	3,000
56200 Externalities	6,500	5,338	1,162	6,100
56206 Telephone	8,800	7,923	877	9,000
56220 Education/Training	2,500	12,457	(9,957)	12,500
56240 Donations	1,000	-	1,000	1,000
Total:	512,142	554,648	(42,506)	710,100
<u>59000 Non-Operating:</u>				
59040 Long Term Debt Pmt	137,700	20,297	117,403	137,700
Bank Loan Pmts	100,000	-	100,000	100,000
CIP: CDBG 16451				233,400
Total:	237,700	20,297	217,403	471,100
TOTAL WATER SYSTEM:	\$ 1,169,766	\$ 953,548	\$ 218,453	\$ 1,625,700

BUDGET FY 2017-2018

EXPENSES

SEWER SYSTEM	BUDGET FY 2016/2017	ACTUAL EXPENSES	YTD BALANCES	Proposed FY 2017-18
<u>71000 Sewer Collection System:</u>				
71100 Salaries	43,761	22,142	21,619	22,800
71200 Materials	12,000	54,211	(42,211)	62,000
GIS Mapping	6,000	6,000	-	3,600
Gas-Fuel-Oil	6,000		6,000	6,000
Total:	67,761	82,353	(14,592)	94,400
<u>72000 WWTF Sewer Treatment:</u>				
Salaries	157,310	199,280	(41,970)	205,250
72250 Testing	15,000	22,201	(7,201)	25,400
72300 Utilities	135,000	100,680	34,320	115,100
Biosolids Hauling	18,000	-	18,000	18,000
Pond Maintenance	12,000	-	12,000	12,000
75060 Gas-Fuel-Oil	7,500	6,365	1,135	7,500
Repairs/Maintenance	60,000	57,264	2,736	65,500
CIP: WAS Upgrade	-	-	-	78,000
CIP: Air Piping Upgrade				62,000
CIP: SCADA Upgrade				42,000
Total:	404,810	385,790	19,020	630,750
<u>75000 Administrative & General:</u>				
75010 Salaries	77,842	97,165	(19,323)	80,200
75020 Employee Benefits	71,000	138,989	(67,989)	144,000
75024 Payroll Taxes	22,300	33,999	(11,699)	40,000
75025 Sick Leave	500	-	500	500
75026 Overtime	12,000	23,041	(11,041)	26,000
75030 Directors' Compensation	13,200	12,021	1,179	13,800
75036 Directors' Benefits	51,500	69,207	(17,707)	72,300
75040 Election Expense	3,000	-	3,000	3,000
75070 Insurance-Liability	7,500	4,571	2,929	7,500
75080 Memberships	22,000	37,409	(15,409)	42,800
75090 Office Supplies	8,000	5,348	2,652	6,100
75110 Contract Services	15,000	24,868	(9,868)	25,000
75120 Professional Service				
Rate Study Consultant	8,000	-	8,000	8,000
Accounting Services	5,000	10,475	(5,475)	5,000
Engineering Services	85,000	110,237	(25,237)	118,200
Legal Services	50,000	77,215	(27,215)	85,000
75140 Rents/Leases	8,000	29,286	(21,286)	33,500
75170 Travel & Meetings	4,000	5,515	(1,515)	6,300
75190 Utilities-Rental	4,200	3,401	799	3,900
75200 Externalities	7,500	27,397	(19,897)	25,000
75206 Telephone	9,000	14,785	(5,785)	17,000
75220 Education/Training	2,500	24,375	(21,875)	28,000
75240 Donation	1,000	-	1,000	1,000
Total:	488,042	749,304	(261,262)	792,100
<u>76000 Non-Operating:</u>				
76040 Long Term Debt Pmt	168,000	38,747	129,253	168,000
Total:	168,000	38,747	129,253	168,000
TOTAL SEWER SYSTEM:	\$ 1,128,613	\$ 1,256,194	\$ (127,581)	\$ 1,685,250

**BUDGET FY 2017-2018
EXPENSES**

SOLID WASTE

<u>74000 Solid Waste:</u>					
74060	Collection Contract	75,000	52,049	22,951	75,000
74065	Dumping Fees	5,000	7,367	(2,367)	8,500
TOTAL SOLID WASTE:		\$ 80,000	\$ 59,416	\$ 20,584	\$ 83,500

**BUDGET FY 2017-2018
EXPENSES**

PRETREATMENT	PROPOSED BUDGET FY 2016/2017	YTD ACTUAL EXPENSES	YTD BALANCES	Proposed FY 2017-18	
77000	Salaries	50,980	50,000	980	52,500
77100	Materials	6,000	1,075	4,925	6,000
7800	Testing	12,000	15,171	(3,171)	17,000
79060	Gas-Fuel-Oil	4,800	757	3,152	4,800
	Local Limits Testing	6,000	-	6,000	6,000
78100	Utilities	16,000	-	16,000	-
Total:		95,780	67,004	27,885	86,300
<u>79000 Administrative & General:</u>					
79000	Salaries	19,470	19,433	37	20,100
79020	Employee Benefits	8,650	10,071	(1,421)	11,500
79024	Payroll Taxes	7,700	6,711	989	7,700
79025	Sick Leave	500	-	500	500
79026	Overtime	1,200	1,174	26	1,300
79030	Directors' Compensation	500	-	500	500
79036	Directors' Benefits	-	-	-	-
79040	Election Expense	500	-	500	500
79070	Insurance-Liability	1,800	946	854	1,800
79080	Memberships	1,200	1,244	(44)	1,400
75090	Office Supplies	2,400	926	1,474	1,000
79110	Contract Services	1,800	1,775	25	2,000
79120	Professional Service*				
	*Accounting Services	1,000	-	1,000	-
	*Engineering Services	12,000	-	12,000	-
	*Legal Services	2,500	39,014	(36,514)	40,000
	*Bartle Wells	3,600	-	3,600	-
79140	Rents/Leases	1,200	759	441	1,000
79150	Repair & Maintenance	2,400	283	2,117	500
79170	Travel & Meetings	-	852	(852)	1,000
79190	Utilities	1,000	-	1,000	-
79200	Externalities	1,200	2,250	(1,050)	2,500
79206	Telephone	1,600	1,918	(318)	2,200
79220	Education/Training	2,500	4,808	(2,308)	5,500
79240	Donation	500	-	500	500
Total:		75,220	92,162	(16,942)	101,500
TOTAL PRETREATMENT:		\$ 171,000	\$ 159,166	\$ 10,943	\$ 187,800

MALAGA COUNTY WATER DISTRICT

BUDGET SUMMARY: FY 2017-2018

GRAND TOTAL EXPENSES:	PROPOSED BUDGET FY 2016/2017	YTD ACTUAL EXPENSES	YTD BALANCES	PROPOSED FY 2017-18
WATER	\$ 1,169,766	\$ 953,548	\$ 218,453	\$ 1,625,700
SEWER	\$ 1,128,613	\$ 1,256,194	\$ (127,581)	\$ 1,685,250
SOLID WASTE	\$ 80,000	\$ 59,416	\$ 20,584	\$ 83,500
PRETREATMENT	\$ 171,000	\$ 159,166	\$ 10,943	\$ 187,800
TOTALS:	\$ 2,549,379	\$ 2,428,324	\$ 122,400	\$ 3,582,250

REVENUE SUMMARY:

Water: Operations	\$ 1,290,900
Sustainability	\$ 274,900
LAIF	\$ 40,000
Sewer: Operations	\$ 935,000
Expansion	\$ 170,000
Pretreatment	\$ 209,400
Collection System	\$ 150,500
Compliance	\$ 139,000
LAIF	\$ 27,000
Solid Waste: Operating Revenue	\$ 79,465
Franchise Fee	\$ -
Recreation: Operations	\$ 498,300
Total:	\$ 3,814,465

BUDGET BALANCES FY 17-18:

	REVENUE	EXPENSES	BALANCE	RESERVE
WATER	\$ 1,565,800	\$ 1,625,700	\$ (59,900)	-3.83%
SEWER AND COLLECTION SYSTEM	\$ 1,394,500	\$ 1,685,250	\$ (290,750)	-20.85%
SOLID WASTE	\$ 79,465	\$ 83,500	\$ (4,035)	-5.08%
PRETREATMENT	\$ 209,400	\$ 187,800	\$ 21,600	10.32%
LAIF	\$ 67,000		\$ 67,000	
RECREATION	\$ 498,300	382,792	\$ 115,508	23.18%
TOTAL:	\$ 3,814,465	\$ 3,965,042	\$ (150,577)	-3.95%

FY 17-18 CIP Projects (included)

Water SCADA	\$ 233,400
WWTF WAS Upgrade	\$ 78,000
WWTF Air Piping Upgrade	\$ 62,000
WWTF SCADA Upgrade	\$ 42,000
Total:	\$ 415,400

Sub: 3,108,800

REC 333,392
YTD Rec 608

Malaga County Water District

Recreation

FY 2017-2018

	Budget FY 2016-17	YTD Actuals	YTD Balances	Proposed FY 2017-18
<u>91000 Operation and Maintenance:</u>				
91011 Salaries-Recreation	135,392	144,369	(8,977)	\$ 165,000
91020 Employee Benefits	74,500	79,793	(5,293)	91,200
91024 Payroll Taxes	8,200	19,827	(11,627)	22,700
91025 Sick Leave	500	-	500	500
91026 Overtime	2,000	3,937	(1,937)	4,500
91200 Materials	15,000	10,145	4,855	11,600
92150 Repairs and Maintenance	21,600	20,836	764	23,800
92190 Utilities: PG&E	42,000	43,775	(1,775)	50,000
Utilities: Water	1,200	-	-	1,200
Utilities: Sewer	2,100	-	-	2,100
92060 Gas-Oil-Fuel	1,500	721	779	1,500
Total:	303,992	323,403		374,100
<u>92000 Administrative & General:</u>				
92070 Insurance Liability	2,000	1,396	604	1,100
92080 Memberships	1,200	672	528	800
92090 Office Supplies	1,000	456	544	500
92110 Contract Services	3,500	5,581	(2,081)	6,400
92120 Professional Services	2,500	-	2,500	-
92140 Rents/Leases	2,000	2,509	(509)	2,900
92170 Travel & Meetings	1,500	3,784	(2,284)	3,800
92200 Externalities	2,500	7,786	(5,286)	4,600
92206 Telephone	3,600	14,554	(10,954)	15,000
92220 Education/Training	2,500	-	2,500	2,500
CIP: New Park Restroom				100,000
Total:	22,300	36,739		137,600
<u>93600/93700 Recreation Programs:</u>				
93601 Program Activities *	6,000	9,648	(3,648)	6,000
93610 Youth Program	-	2,987	-	3,000
93700 Sports Activities/Supplies	5,000	1,743	3,257	5,000
93800 Pool Lifeguards	33,000	21,722	11,278	33,000
93920 Summer Youth Contractors	-	12,147	-	13,000
Special Events**	12,500	11,518	982	13,500
Total:	56,500	59,765		73,500
Total: Recreation Expenses	\$ 382,792	\$ 419,907		\$ 585,200
Total: Recreation Revenue	\$ 334,000	\$ 333,392		\$ 498,300
Balance	\$ (48,792)	\$ (86,515)		\$ (86,900)

* Program Activities: Halloween, Thanksgiving, Christmas, Easter, community programs

** Special Events: Recreation Committee Events (Dances, Fiesta Day, BBQ, Campout, Bingo)

MCWD FY 2017-2018 Budget

Exhibit A: Cash Donations

Malaga School Carnival	200
Christmas Decorations	1000
Malaga Scholarship	1000
Christmas Parade	375
Christmas Program	250
Easter Program	100
50's Dance (Best Dressed)	50
Halloween (Trick or Trunk)	375
Condolences	300
Senior Trips	500
Hope Now For Youth	300
Contingency	250
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Total	4700