



**SPECIAL MEETING AGENDA
PUBLIC HEARING
2017-2018 BUDGET WORKSHOP
BOARD OF DIRECTORS MEETING
MALAGA COUNTY WATER DISTRICT
3580 SOUTH FRANK STREET
FRESNO, CALIFORNIA 93725
Monday June 19, 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. Public Hearing. A Public Hearing to review the operating budget for FY 17-18.

Recommended action: To begin a public hearing as a workshop to develop the FY 17-18 operating budget.

5. Communications:

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

6. Closed Session.

- a. Personnel; Potential discipline. (Govt Code §54957(b).)

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 June 19, 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 06/16/2016.

Norma Melendez

Norma Melendez, District Clerk

BUDGET FY 2017-2018
MALAGA COUNTY WATER DISTRICT
REVENUES

DRAFT

<u>OPERATING:</u>	BUDGET FY 2016/2017	Year End Estimate	Year End Balance	Proposed FY 2017/2018
Water Baseline Rate	873,409	964,507	(91,098)	873,500
Ground Water Sustainability	274,860	-	274,860	274,900
Fireline Service	285,500	386,132	(100,632)	388,000
Sewer Baseline Rate	895,939	910,858	(14,919)	912,000
Expansion Capacity Surcharge: Commercial	161,445	166,679	(5,234)	168,000
Pre-Treatment Surcharge: Commercial	177,099	182,859	(5,760)	183,000
Pre-Treatment Surcharge: Residential	670	574	96	700
Collection System Surcharge: Commercial	127,100	131,316	(4,216)	132,000
Collection System Surcharge: Residential	20,200	17,497	2,703	17,500
Compliance/Groundwater Quality: Commercial	117,200	120,958	(3,758)	122,000
Compliance/Groundwater Quality: Residential	18,650	16,393	2,257	16,400
Solid Waste Rate	79,465	62,630	16,835	79,465
Recreation Tax Revenue	270,000	306,645	(36,645)	308,000
Rentals	25,000	29,012	(4,012)	32,000
Activites	5,000	10,241	(5,241)	12,000
Sports Activities	5,000	2,496	2,504	5,000
Special Events	12,000	9,485	2,515	12,000
Seniors	1,000	1,111	(111)	1,000
Donations: Directors	5,000	2,192	2,808	2,500
Donations: Committee	1,000	7,981	(6,981)	8,000
Donations: Other (Foundation)	10,000	-	10,000	24,000
Total:	3,365,537	3,329,566	35,971	3,571,965
 <u>NON-OPERATING:</u>				
42070 Interest Income		6,146	(6,146)	6,000
49100 Rent and Leases		4,800	(4,800)	4,500
49300 Taxes & Assessments		6,098	(6,098)	6,000
49700 Grants		13,025	(13,025)	
Water: Deposits	12,000	4,364	7,636	4,500
Water: USDA Grant				369,000
Water: CDBG Grant		38,877	(38,877)	250,000
Water: Temp Hydrant Usage		20,810	(20,810)	21,000
Water: Fines and Penalties	1,000	14,150	(13,150)	14,000
Water: Connection Fees	25,000	15,441	9,559	15,000
Water: Annexation Fees	5,000	-	5,000	15,000
Sewer: Deposits	12,000	2,000	10,000	12,000
Sewer: USDA Grant				200,000
Sewer: CDBG Grant		151,482	(151,482)	
Sewer: Connection Fees	12,000	4,246	7,754	4,500
Sewer: Surcharges		25,000	(25,000)	20,000
Sewer: Fines and Penalties	1,000	-	1,000	1,000
Sewer: Connection Fees	12,000	4,246	7,754	6,000
Sewer: Annexation Fees	5,000	-	5,000	15,000
Pre-Treatment: Permit Renewal	12,620	17,595	(4,975)	18,000
Pre-Treatment: Fines, Penalties, Surcharges	2,400	17	2,383	2,400
Total:	100,020	328,297	(228,277)	983,900
 Revenue Total:	 \$ 3,465,557	 \$ 3,657,862	 (192,305)	 \$ 4,555,865

BUDGET FY 2017-2018
MALAGA COUNTY WATER DISTRICT
EXPENSES

WATER SYSTEM	BUDGET FY 2016/2017	Year End Estimate	Year End Balance	Proposed FY 2017-18
<u>Operations</u>				
52100 Salaries	138,750	143,914	(5,164)	112,500
52200 Materials	35,000	22,453	12,547	32,000
52300 Utilities	200,000	158,886	41,114	160,000
53210 Water Tests	10,000	4,132	5,868	6,000
56060 Gas-Fuel-Oil	7,500	4,905	2,595	6,500
57150 Repairs and Maintenance	33,334	10,359	22,975	15,000
CDBG 16451 Well 6 Rehab				250,000
CDBG 16451 SCADA Upgrade				244,000
Fire Hydrant Project				125,000
Total:	424,584	344,649	79,935	951,000
<u>Administration & General</u>				
56010 Salaries	72,000	80,148	(8,148)	126,500
56020 Employee Benefits	79,400	111,176	(31,776)	104,000
56024 Payroll Taxes-FICA/Unemployment	27,500	24,062	3,438	25,000
56025 Sick Leave	500	-	500	500
56026 Overtime	8,000	14,446	(6,446)	12,000
56030 Directors' Compensation	19,700	12,114	7,586	14,000
56036 Directors' Benefits	77,200	69,237	7,963	81,000
56040 Election Expense	3,000	390	2,610	3,000
56070 Insurance-Liability	15,000	38,028	(23,028)	40,000
56080 Memberships, Dues, Subscription	24,000	26,562	(2,562)	28,000
56090 Office Supplies	10,000	4,969	5,031	5,000
56110 Contract Services	12,000	22,253	(10,253)	20,000
57120 Professional Services	247,000	187,697	59,303	190,000
56140 Rents/Leases	5,600	6,021	(421)	7,000
56170 Travel & Meetings	2,500	4,411	(1,911)	5,000
56200 Other	6,500	6,406	94	6,100
56206 Communications	8,800	7,735	1,065	9,000
56220 Education/Training	2,500	15,427	(12,927)	6,000
56240 Donations	1,000	-	1,000	600
Total:	622,200	631,082	(8,882)	682,700
<u>59000 Non-Operating:</u>				
57040 Long Term Debt	168,000	89,950	78,050	89,950
95100 Capital Outlay-Test Well	198,084	128,564	69,520	
56230 Late Fees & Finance Charges		51	(51)	100
59060 Bank Fees		4,225	(4,225)	4,500
98000 Grant Expenses		3,638	(3,638)	3,800
Total:	366,084	226,428	139,656	154,000
TOTAL WATER SYSTEM:	\$ 1,412,868	\$ 1,202,159	\$ 210,709	\$ 1,787,700

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	23,215	20,546	21,500
Benefits				11,000
71200 Materials	12,000	21,017	(9,017)	24,000
Gas-Fuel-Oil	6,000		6,000	6,000
Total:	61,761	44,232	17,529	62,500
<u>WWTF Sewer Treatment:</u>				
52100 Salaries	191,500	208,937	(17,437)	193,000
53210 Testing	12,500	20,702	(8,202)	22,500
52300 Utilities	141,000	89,982	51,018	90,000
Biosolids Hauling	18,000	11,880	6,120	18,000
56060 Gas-Fuel-Oil	11,250	5,836	5,414	6,200
Repairs/Maintenance	60,000	65,896	(5,896)	60,000
RAS/WAS Flow Meters				75,000
Air Piping Upgrade				60,000
SCADA Upgrade				40,000
AB Wiers				25,000
Total:	434,250	403,233	31,017	589,700
<u>Administrative & General:</u>				
56010 Salaries	82,000	100,186	(18,186)	113,500
56020 Employee Benefits	106,000	167,403	(61,403)	118,000
56024 Payroll Taxes	26,120	34,479	(8,359)	35,000
56026 Overtime	17,750	17,515	235	15,000
56030 Directors' Compensation	10,000	12,114	(2,114)	12,500
56036 Directors' Benefits	40,000	69,237	(29,237)	54,000
56040 Election Expense	3,000	-	3,000	3,000
75070 Insurance-Liability	7,500	38,027	(30,527)	40,000
75080 Memberships	22,000	29,687	(7,687)	30,000
75090 Office Supplies	8,000	6,192	1,808	6,100
75110 Contract Services	15,000	24,868	(9,868)	15,000
75120 Professional Services	168,000	197,927	(29,927)	190,000
75140 Rents/Leases	8,000	25,458	(17,458)	33,500
75170 Travel & Meetings	4,000	5,106	(1,106)	6,000
75190 Utilities-Rental	4,200	3,042	1,158	4,000
75200 Other	7,500	13,983	(6,483)	12,000
75206 Communications	9,000	14,997	(5,997)	16,000
75220 Education/Training	2,500	19,666	(17,166)	6,000
75240 Donation	1,000	-	1,000	600
Total:	541,570	779,887	(238,317)	710,200
<u>76000 Non-Operating:</u>				
76040 Long Term Debt Pmt	168,000	65,553	102,447	104,300
56230 Late Fees & Finance Charges		33		
DAF Primary Clarifier		52,047		
WWTF Improvements		104,569		
Total:	168,000	222,202	102,447	104,300
TOTAL SEWER SYSTEM:	\$ 1,205,581	\$ 1,449,554	(243,973)	\$ 1,466,700

BUDGET FY 2017-2018**EXPENSES****SOLID WASTE**

<u>74000 Solid Waste:</u>					
74060	Collection Contract	75,000	54,559	20,441	65,000
74065	Dumping Fees	5,000	6,161	(1,161)	8,500
TOTAL SOLID WASTE:		\$ 80,000	\$ 60,720	\$ 19,280	\$ 73,500

BUDGET FY 2017-2018**EXPENSES**

PRETREATMENT	PROPOSED BUDGET FY 2016/2017	YTD ACTUAL EXPENSES	YTD BALANCES	Proposed FY 2017-18	
77000	Salaries	50,980	51,765	(785)	54,000
77100	Materials	6,000	1,048	4,952	2,000
7800	Testing	12,000	12,137	(137)	14,000
79060	Gas-Fuel-Oil	4,800	606	3,152	3,000
Total:	73,780	65,555	7,182	73,000	
<u>79000 Administrative & General:</u>					
79000	Salaries	19,470	20,037	(567)	24,000
79020	Employee Benefits	8,650	17,146	(8,496)	11,500
79024	Payroll Taxes	7,700	6,720	980	7,700
79026	Overtime	1,200	939	261	1,300
79040	Election Expense	500	-	500	500
79070	Insurance-Liability	1,800	946	854	1,800
79080	Memberships	1,200	1,177	23	1,400
75090	Office Supplies	2,400	1,024	1,376	1,000
79110	Contract Services	1,800	2,061	(261)	2,000
79120	Professional Service*	19,100	31,259	(12,159)	12,000
79140	Rents/Leases	1,200	883	317	1,000
79150	Repair & Maintenance	2,400	1,228	1,172	1,500
79170	Travel & Meetings	-	717	(717)	1,000
79200	Other	1,200	2,006	(806)	2,500
79206	Communications	1,600	1,885	(285)	2,200
79220	Education/Training	2,500	3,651	(1,151)	5,500
Total:	72,720	91,680	(18,960)	76,900	
TOTAL PRETREATMENT:	\$ 146,500	\$ 157,235	\$ (11,777)	\$ 149,900	

MALAGA COUNTY WATER DISTRICT

TOTALS

<u>EXPENSES:</u>	<u>PROPOSED BUDGET FY 2016/2017</u>	<u>YTD ACTUAL EXPENSES</u>	<u>YTD BALANCES</u>	<u>PROPOSED FY 2017-18</u>
WATER	\$ 1,412,868	\$ 1,202,159	\$ 210,709	\$ 1,787,700
SEWER	\$ 1,205,581	\$ 1,449,554	\$ (243,973)	\$ 1,466,700
SOLID WASTE	\$ 80,000	\$ 60,720	\$ 19,280	\$ 73,500
PRETREATMENT	\$ 146,500	\$ 157,235	\$ (11,777)	\$ 149,900
RECREATION	\$ 382,292	\$ 417,897	\$ (35,605)	\$ 403,700
TOTAL	\$ 3,227,241	\$ 3,287,565	\$ (60,324)	\$ 3,881,500

FY 16-17 Budget Summary	
Expenses	\$ 3,287,565
Revenue	\$ 3,657,862
Balance	\$ 370,297

FY 17-18 Revenue	
General Fund	16,500
LAIF	25,500
Water	1,950,000
Sustainability	274,900
Sewer	1,145,000
Expansion	168,000
Pretreatment	204,100
Collection System	149,500
Compliance	138,400
Solid Waste	79,465
Recreation	404,500
Total:	\$ 4,555,865

FY 17-18 Budget Summary				
	<u>REVENUE</u>	<u>EXPENSES</u>	<u>BALANCE</u>	<u>RESERVE</u>
WATER	\$ 2,224,900	\$ 1,787,700	\$ 437,200	19.65%
SEWER AND COLLECTION SYSTEM	\$ 1,600,900	\$ 1,466,700	\$ 134,200	8.38%
SOLID WASTE	\$ 79,465	\$ 73,500	\$ 5,965	7.51%
PRETREATMENT	\$ 204,100	\$ 149,900	\$ 54,200	26.56%
RECREATION	\$ 404,500	\$ 403,700	\$ 800	0.20%
GENERAL FUND	\$ 16,500			
LAIF	\$ 25,500			
TOTAL:	\$ 4,555,865	\$ 3,881,500	\$ 632,365	14.80%

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	150,784	(15,392)	\$ 116,000
91020 Employee Benefits	74,500	88,681	(14,181)	78,500
91024 Payroll Taxes	8,200	18,899	(10,699)	19,000
91026 Overtime	2,000	2,799	(799)	3,000
91200 Materials	15,000	10,469	4,531	11,600
92150 Repairs and Maintenance	21,600	17,418	4,182	23,800
92190 Utilities: PG&E	42,000	39,434	2,566	40,000
Utilities: Water	1,200	-	-	1,200
Utilities: Sewer	2,100	-	-	2,100
92060 Gas-Oil-Fuel	1,500	1,136	364	1,500
Total:	303,492	329,619	(29,427)	296,700
<u>92000 Administrative & General:</u>				
92070 Insurance Liability	2,000	1,396	604	1,500
92080 Memberships	1,200	448	752	800
92090 Office Supplies	1,000	365	635	500
92110 Contract Services	3,500	4,962	(1,462)	6,400
92120 Professional Services	2,500	-	2,500	-
92140 Rents/Leases	2,000	2,062	(62)	2,900
92170 Travel & Meetings	1,500	3,519	(2,019)	3,800
92200 Other	2,500	4,410	(1,910)	4,600
92206 Communications	3,600	12,690	(9,090)	13,000
92220 Education/Training	2,500	91	2,409	2,500
Total:	22,300	29,943	(7,643)	36,000
<u>93600/93700 Recreation Programs:</u>				
93601 Program Activities	6,000	8,455	(2,455)	9,000
93610 Youth Program	-	1,743	-	3,000
93700 Sports Activities/Supplies	5,000	1,743	3,257	5,000
93800 Pool Lifeguards	33,000	24,127	8,874	25,000
93920 Summer Youth Contractors	-	12,147	-	13,000
Special Events	12,500	10,121	2,379	12,500
Community Donations				3,500
Total:	56,500	58,335	(1,835)	71,000

Recreation Budget Summary

	FY 16-17		FY 17-18	
Expenses	\$ 382,292	\$ 417,897	\$ 403,700	
Revenue	\$ 334,000	\$ 369,163	\$ 404,500	
Balance	\$ (48,292)	\$ (48,734)	\$ 800	

FY 2017-18 Salary Shares

#	Position	Annual	Water	Sewer	Pretreatment	Collections	Recreation	
1	General Manager	\$ 101,005	\$ 40,402	\$ 40,402	\$ 10,100	\$ 10,100		
2	Office Manager	59,280	23,712	23,712	5,928	5,928		
3	District Clerk	34,320	13,728	13,728	3,432	3,432		
4	Accounting Clerk	31,200	12,480	12,480	3,120	3,120		
5	ECl; G-2	50,980			50,980			
6	WWTF DOC, G-5	62,400		56,160		\$ 6,240		
7	WWTF Lead Operator; G-3	58,240		52,416		5,824		
8	WWTF Operator; G-2	45,760		41,184		4,576		
9	WWTF Operator; G-1	37,440		33,696		3,744		
10	Lead Water Operator; D-3	58,240	58,240					
11	Utilities Supervisor; Water D-1	48,880	48,880					
12	Rec Center Director	52,000					52,000	
13	Rec Center I Assistant	30,118					30,118	
14	Rec Center I Custodian	28,080					28,080	
15	Maintenance I	30,014	15,007	15,007				
16	Maintenance I	30,014	15,007	15,007				
	Total	\$ 757,972	\$ 227,456	\$ 303,792	\$ 73,560	\$ 42,964	\$ 110,198	\$ 757,972
	Operations		107,120	183,456	50,980	\$ 20,384	110,198	
	General		\$ 120,336	\$ 120,336	\$ 22,580	\$ 22,580		

Percentages				
W	S	P	C	R
40	40	10	10	
40	40	10	10	
40	40	10	10	
40	40	10	10	
		100		
	90		10	
	90		10	
	90		10	
100				
100				
				100
				100
				100
50	50			
50	50			

MALAGA COUNTY WATER DISTRICT
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
MAY-2017
DRAFT

Wells Fargo Bank - Checking

Beginning Balance-April 30, 2017:	\$	417,937.81
Cash Receipts-May17:		232,023.64
Disbursements-May17:		(226,922.65)
Ending Balance-May 31, 2017	\$	423,038.80

Wells Fargo Bank

Second Special Projets Fund:

Beginning Balance-April 30, 2017:	\$	147,724.48
Interest-May17	\$	3.76
Ending Balance-May 31, 2017	\$	147,728.24

**Second Special Project Fund opened for WWTP Improvement.

County of FresnoMaintenance Fund:

Beginning Balance-April 30, 2017:	\$	148,814.46
Property Taxes-May-17	\$	1,298.13
Ending Balance-May 31, 2017	\$	150,112.59

LAIF Account:

Beginning Balance-April 30, 2017:	\$	796,223.09
Interest-Qtr Ending-		-
Ending Balance-May 31, 2017	\$	796,223.09

Total Cash In Bank Accounts-May 31, 2017

\$ 1,517,102.72

****All bank accounts are subject to change when bank statements come in.