



**SPECIAL MEETING AGENDA
2017-2018 BUDGET WORKSHOP
BOARD OF DIRECTORS MEETING
MALAGA COUNTY WATER DISTRICT
3580 SOUTH FRANK STREET
FRESNO, CALIFORNIA 93725
Tuesday, June 5, 2018 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 2018-19 operating budget.

Recommended action: To review the draft FY 2018-19 budget for adoption as presented or amended.

Motion by: _____; **Second by:** _____.

5. Old Business.

a. **CDBG 16451 Well 6 VFD Drive.** Announcement of rebids for the project. For information.

6. Communications:

7. Closed Session.

- a. Conference with real property negotiators (Government Code Section 54956.8).
- b. Contract renewal: Recreation Director. (Government Code Section 54957).
- c. Conference with legal counsel: Roll-Off (R/O) Service Continuation Rights. Based upon Fresno County policies and state law, it has been determined that continuation rights are more likely than not applicable to R/O Haulers in MCWD. (Government Code Section 49520).

For discussion and potential action.

8. 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 05, 2018 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 06/01/2018.

Norma Melendez

Norma Melendez, District Clerk

MCWD Draft Budget FY 2018-19

Water

	FY 17-18 Mid-Year	FY 17-18 Budget	FY 17-18 Actual	FY 18-19 Proposed
Income				
41100-Residential Service	36,322	72,643	72,643	72,650
41200/41300-Commercial/Industrial Service	383,912	800,857	767,823	768,000
41210-GW Sustainability	128,083	274,900	256,167	256,000
41150-Fireline Service	193,116	388,000	386,231	388,000
Sub-Total Income	\$ 741,432	\$ 1,536,400	\$ 1,482,865	\$ 1,484,650
Other Income				
42100-Deposits	1,638	4,500	3,275	3,500
42200-Fines & Penalties	8,490	14,000	16,979	15,000
42300-Connection Fees	0	15,000	15,000	15,000
49400-Temporary Usage	12,266	21,000	24,000	24,000
62100-Annexation Fees	37,400	15,000	20,000	20,000
62090-Non Optg -Other	0	0	-	-
63020-Admin Citation Fees	0	0	-	-
81600-Staff Revenue Sales	173	0	347	2,500
41700-Other	244	0	487	-
62070-Bank Interest	2,026	6,000	4,053	4,000
49100-Rent & Lease Income	1,200	4,500	2,400	1,200
49715 CDBG Well 6			250,000	250,000
49300-Taxes & Assessments	35,538	6,000	71,076	72,000
Sub-Total Other Income	\$ 98,974	\$ 86,000	\$ 407,617	\$ 407,200
Total Income	\$ 840,407	\$ 1,622,400	\$ 1,890,482	\$ 1,891,850
Expense				
52100-Salaries	74,800	131,389	149,599	154,087
56025-Sick	0	500	-	500
56026-Overtime	7,565	12,000	15,130	12,000
52200-Materials	3,564	32,000	7,129	7,500
52300-Utlities	103,268	160,000	206,536	208,000
53210-Testing	1,376	6,000	3,000	6,000
56010-Salaries Admin.	46,192	118,744	92,384	95,156
56020-Employee Benefits	51,260	104,000	102,519	105,000
56024-Payroll Taxes	12,417	25,000	24,834	25,000
56030-Directors Comp.	5,740	14,000	12,000	12,000
56036-Directors Benefits	36,016	81,000	80,000	80,000
56040-Election Expense	0	3,000	3,000	3,000
56060-Gas, Fuel, & Oil	2,229	6,500	4,457	4,500
56070-Insurance Liability	2,493	40,000	4,986	5,000
56080-Membership Regist. Dues	15,972	28,000	31,945	32,000
56090-Office Supplies	2,413	5,000	4,826	5,000
56110-Contract Service	4,262	20,000	8,524	12,000
56160-Summer Youth Contractors	5,009	0	10,017	12,000
56200-Other	2,543	6,100	5,086	6,100
56220-Education & Training	314	6,000	6,000	6,000
56230-Late Fees & Fin. Charges	130	100	260	250
56240-Donations	0	600	2,000	2,000
57040-Interest (Loan Debt)	24,666	89,950	49,331	50,000
57120-Professional Services	84,969	195,000	195,000	195,000
57140-Rents & Leases	3,480	7,000	6,960	7,000
57150-Repair & Maint.	4,757	15,000	9,514	9,500
57160-Solid Waste Disposal				3,000
CDBG 16451-Well 6 Rehab	0	250,000	250,000	250,000
57170-Travel & Meetings	609	5,000	1,500	5,000
57206-Telephone/Communcations	4,242	9,000	8,484	9,000
59060-Bank Fees	3,710	4,500	7,420	7,500
98000-Grant Expenses	26,129	3,800	52,257	52,250
Total Expense	\$ 530,123	\$ 1,379,183	\$ 1,354,698	\$ 1,381,343

MCWD Draft Budget FY 2018-19

Pretreatment

	FY 17-18 Mid Year	FY 17-18 Budget	FY 17-18 Actual	FY 18-19 Proposed
<u>Income</u>				
41100-Residential Service	318	700	636	630
41200-Commercial Service	90,502	183,000	181,005	181,000
Sub-Total Income	\$ 90,821	\$ 183,700	\$ 181,641	\$ 181,630
<u>Other Income</u>				
42100-Deposits			-	
42200-Fines & Penalties	67	1,400	134	150
42400-Permit Renewal	7,577	7,360	15,153	7,500
43000-Surcharges			-	
62090-Non Optg -Other			-	
63020-Admin Citation Fees			-	
49100-Rent & Lease Income			-	
49700-Grants			-	
Sub-Total Other Income	\$ 7,644	\$ 8,760	\$ 15,288	\$ 7,650
Total Income	\$ 98,464	\$ 192,460	\$ 196,929	\$ 189,280
<u>Expense</u>				
52100-Salaries	25,703	54,862	54,000	54,000
56026-Overtime	93	1,300	187	500
52200-Materials	519	2,000	1,038	2,000
53210-Testing	7,440	14,000	15,000	15,000
56010-Salaries Admin.	11,548	24,777	23,096	23,789
56020-Employee Benefits	13,356	11,500	26,712	26,700
56024-Payroll Taxes	3,516	7,700	7,033	7,000
56060-Gas, Fuel, & Oil	390	3,000	781	3,000
56070-Insurance Liability	2,493	1,800	4,986	5,000
56080-Membership Regist. Dues	492	1,400	984	1,400
56090-Office Supplies	603	1,000	1,206	1,000
56110-Contract Service	1,599	2,000	3,199	2,000
56200-Other	895	2,500	1,789	2,000
56220-Education & Training	162	5,500	1,200	3,000
57120-Professional Services	8,489	62,000	16,977	18,000
57140-Rents & Leases	585	1,000	1,171	1,000
57150-Repair & Maint.	1,239	1,500	2,479	1,200
57170-Travel & Meetings	198	1,000	396	1,000
57206-Telephone	1,672	2,200	3,345	3,350
Total Expense	\$ 80,994	\$ 201,039	\$ 165,577	\$ 170,939

MCWD Draft Budget FY 2018-19

Recreation

	FY 17-18 Mid Year	FY 17-18 Budget	FY 17-18 Actual	FY 18-19 Proposed
<u>Income</u>				
41500-Recreation Revenues				
81100-Swim Pool Receipts	3,148	0	6,297	6,200
81203-Red Caboose Rental	0	0	-	2,400
81204-Recreation Rentals	13,214	32,000	32,000	32,000
81208-Activities Revenue	7,682	12,000	12,000	15,200
Sports Activities		5,000	-	5,000
84100-Rec Leases	1,200	0	2,400	2,400
85100-Rec Baseball Field Rental	3,175	0	6,350	6,350
85200-Rec Tournament Fees	0	0	-	
89830-Seniors	990	1,000	1,200	1,200
Special Events	8,000	12,000	16,000	8,000
Sub-Total Recreation Revenues	\$ 37,409	\$ 62,000	\$ 76,247	\$ 78,750
<u>Other Income</u>				
62090-Non Optg -Other	0	0	-	
81000-Committee Revenue	2,722	8,000	5,444	5,400
81600-Staff Revenue Sales	0	0	-	
89825-Directors Fund	1,436	2,500	2,871	2,800
62070-Bank Interest	0	0	-	
42070-Interest Income - Other	892	0	1,784	1,000
49300-Taxes & Assessments	165,903	308,000	331,642	331,642
49700-Grants	5,574	0	5,574	5,500
Solid Waste-Franchise Fees			25,133	35,000
81201-Donations	500	48,000	500	1,000
Sub-Total Other Income	\$ 177,026	\$ 366,500	\$ 372,948	\$ 382,342
Total Recreation Revenue	\$ 214,435	\$ 428,500	\$ 449,195	\$ 461,092
<u>Expense</u>				
52100-Salaries	60,768	123,876	121,536	125,182
56026-Overtime	534	3,000	1,068	1,200
52200-Materials	24,776	11,600	30,000	30,000
52300-Utilities	43,392	43,300	86,784	88,000
56020-Employee Benefits	36,305	78,500	72,610	74,788
56024-Payroll Taxes	9,217	19,000	18,434	19,000
56060-Gas, Fuel, & Oil	1,252	1,500	2,503	2,500
56070-Insurance Liability	2,493	1,500	4,986	5,000
56080-Membership Regist. Dues	3,949	800	3,000	1,000
56090-Office Supplies	200	500	400	400
56110-Contract Service	4,333	12,000	5,000	5,000
56200-Other	1,136	4,600	2,271	2,300
56220-Education & Training	0	2,500	2,500	2,500
56230-Late Fees & Fin. Charges	229	0	459	500
56240-Donations	200	3,500	500	1,000
56145-Snack Bar Supplies	134	200	300	300
56135-Rec. Activities Supplies	1,852	7,600	3,703	4,000
56150-Pool Contractors	21,099	25,000	25,000	25,000
56120-Bingo Expenses	933	1,000	1,866	2,000
56130-Youth Sports Program	37	5,000	2,500	2,500
56140-Special Events	11,564	12,500	12,500	12,500
56100-Recreation Programs - Other	193	200	386	200
57040-Loan Debt MCWD				1,000
57120-Professional Services	0	5,000	-	1,000
57140-Rents & Leases	167	3,000	334	300
57150-Repair & Maint.	15,606	23,800	20,000	20,000
57160-Solid Waste Disposal				3,000
57170-Travel & Meetings	2,400	3,800	4,800	4,800
57206-Telephone	4,227	13,000	8,454	9,000
98000-Grant Expenses	18,686	0	-	
Total Recreation Expense	\$ 265,681	\$ 406,276	\$ 431,896	\$ 443,971

MCWD Draft Budget FY 2018-19

Sewer

	FY 17-18 Mid Year	FY 17-18 Budget	FY 17-18 Actual	Proposed
<u>Income</u>				
41100-Residential Service	61,405	122,810	122,810	122,810
41200-Commercial Service	394,996	789,190	789,993	790,000
41350-Capacity Expansion Surchg	82,500	168,000	165,000	165,000
41400-Ground Water Compl-Com	59,986	122,000	119,972	120,000
41450-Ground Water Compl-Res	8,958	16,400	17,916	18,000
41250-Collection Sys Surchr-Com	65,371	132,000	130,741	132,000
41260-Collection Sys Surchr-Res	9,783	17,500	19,566	18,000
Sub-Total Income	\$ 682,999	\$ 1,367,900	\$ 1,365,997	\$ 1,365,810
<u>Other Income</u>				
42100-Deposits	0	12,000	-	12,000
42200-Fines & Penalties	9	1,000	18	1,000
42300-Connection Fees	0	10,500	10,500	10,500
43000-Surcharges	12,500	20,000	12,500	12,500
62100-Annexation Fees	15,000	15,000	20,000	15,000
41700-Other - Other	3,213	0	6,426	6,500
62070-Bank Interest	2,003	0	4,006	4,000
49100-Rent & Lease Income	1,800	0	3,600	3,600
49300-Taxes & Assessments	36,034	0	72,069	72,000
49700-Grants	0	0	-	-
49715-Grant-USDA	0	200,000	-	-
Sub-Total Other Income	\$ 70,559	\$ 258,500	\$ 129,119	\$ 137,100
Total Income	\$ 753,558	\$ 1,626,400	\$ 1,495,116	\$ 1,502,910
<u>Expense</u>				
52100-Salaries	124,584	223,096	249,168	256,643
56026-Overtime	5,868	15,000	11,736	12,000
52200-Materials/Bio Solids	17,161	42,000	34,323	42,000
52300-Utlities	63,789	90,000	127,577	130,000
53210-Testing	21,336	22,500	42,672	50,000
56010-Salaries Admin.	57,740	156,166	115,480	118,945
56020-Employee Benefits	69,481	129,000	138,961	140,000
56024-Payroll Taxes	16,846	35,000	33,693	35,000
56030-Directors Comp.	5,740	12,500	11,480	12,500
56036-Directors Benefits	36,016	54,000	72,032	72,000
56040-Election Expense	0	3,000	3,000	3,000
56060-Gas, Fuel, & Oil	3,082	12,200	6,163	6,500
56070-Insurance Liability	2,437	40,000	4,875	5,000
56080-Membership Regist. Dues	33,469	30,000	30,000	30,000
56090-Office Supplies	3,016	6,100	6,033	6,200
56110-Contract Service	6,406	15,000	12,812	15,000
56160-Summer Youth Contractors	5,008	0	10,016	12,000
56200-Other	67,123	12,000	12,000	12,000
56220-Education & Training	1,091	6,000	6,000	6,000
56230-Late Fees & Fin. Charges	130	0	260	250
56240-Donations	500	600	2,000	2,000
57040-Interest (Loan Debt)	24,665	104,300	49,331	104,300
57120-Professional Services	79,424	182,000	158,848	182,000
57140-Rents & Leases	3,565	33,500	7,131	7,500
57150-Repair & Maint.	34,278	260,000	35,000	70,000
57160-Solid Waste Disposal				3,000
57170-Travel & Meetings	894	6,000	2,000	6,000
57195-Rental Utilities	1,806	4,000	3,613	4,000
57206-Telephone	8,043	16,000	16,085	16,000
59060-Bank Fees	1,725	0	3,451	3,450
98000-Grant Expenses	0	0	-	-
Total Expense	695,225	1,509,962	\$ 1,205,739	\$ 1,363,288

MCWD Draft Budget FY 2018-19

Solid Waste

	FY 17-18 Mid- Year	FY 17-18 Budget	FY 17-18 Actual	FY 18-19 Proposed
<u>Income</u>				
60060-Solid Waste Trash	34,080	79,465	68,161	80000
Sub-Total Income	\$ 34,080	\$ 79,465	\$ 68,161	\$ 80,000
<u>Other Income</u>				
41700-Other			-	1,000
49300-Taxes & Assessments	1,019		2,039	2,000
Sub-Total Other Income	1,019	0	\$ 2,039	\$ 2,000
<u>Total Income</u>	\$ 35,100	\$ 79,465	\$ 70,199	\$ 82,000
<u>Expenses</u>				
56080-Public Notice	931	0	1,862	-
56200-Other	827		1,653	1,000
74060-Solid Waste Contract	32,434	65,000	64,868	65,000
74065-Solid Waste-Dumping Fee	4,339	8,500	8,679	9,000
<u>Total Expenses</u>	\$ 38,531	\$ 73,500	\$ 77,061	\$ 75,000

Summary

YTD FY18-19 Revenue	\$ 4,101,922
YTD FY18-19 Expense	\$ 3,234,971
Balance	\$ 866,951

% Reserve 21.14%

Salaries

	FY 17-18 Budget	FY 17-18 Actual	FY 18-19 Proposed (+3%)
Operations	\$ 533,223	\$ 574,303	\$ 591,532
Administration	\$ 299,867	\$ 230,960	\$ 237,889
Total	\$ 833,090	\$ 805,263	\$ 829,421

Under/Over Budget Salaries

Operations	\$ (41,080)
Administration	\$ 68,907
Balance	\$ 27,827