

BAYSHORE SANITARY DISTRICT

MINUTES

Special Meeting

June 8, 2017

Opening of Meeting: The meeting was called to order at 7:03 P.M.

Roll Call:

Present: Gallagher, Quinteros, Rizzi, Swanbeck, Tonna

Absent: None

Also: District Engineer Yeager, Clerk Landi and Xenia Gutowski

Oral and Written Communications: *(Concerning matters not on the Agenda; no action will be taken nor will extended discussion be permitted.)*

- (1) Communications from members of the public
None
- (2) Communications from members of the District Board and Staff
None
- (3) Acknowledgment of recent correspondence to the District
None

Fiscal Year 2017-18 Budget Workshop:

The Board and Staff were provided with a budget worksheet which included the amounts budgeted for Fiscal Year 2016-17, balances as of May 31, projected revenues and expenses through the end of the fiscal year and a column for Fiscal Year 2017-18 amounts.

District Engineer provided a summary of sewer service charges, a listing of potential capacity entitlement billings and a detailed report re the SFPUC budget and its net affect with regard to the District's sewer service charges for treatment. After discussion of those reports, the current estimate of sewer service revenues for FY 2017-18 is \$997,777.55 (Acct. 6001). And again, using those reports it is anticipated that there will be an 11.3% increase in treatment and disposal fees (Acct. 7006).

At the present time, in spite of our knowledge of planned development in the District, there is no guarantee that the development will occur during the FY 2017-18. Therefore, for budgetary purposes, there was agreement that we should err on the side of conservatism and not plan for receipt of connection fees in FY 2017-18.

Interest on the District's LAIF account has increased this year so Acct. 6104 will be increased to reflect that improved interest rate. We may want to transfer funds from the First National Bank checking account to LAIF; will be discussed at the June 22 meeting.

The amount of taxes received during FY 2016-17 was significantly more than budgeted. That increase can be attributed to tax funds received from the former Brisbane and Daly City

Redevelopment Agencies. There will be one more payment of those taxes for the period January 1 to June 30, 2018. Account 6013 – Taxes, was adjusted to reflect that anticipated payment.

An \$11,300 contribution from the Capital Improvement Contingency Fund brings the estimated Total Revenues and Contributions to \$1,298,300.

Operating expenditures were reviewed account-by-account, needs assessed and budgeted at \$1,171,300. Capital projects were budgeted in the amount of \$127,000. Total Expenses for FY 2017-18 will be \$1,298,300 a 14.7% decrease vs. FY 2016-17. There will be no contributions to contingency funds. The preliminary budget is subject to change before final approval at the July 27th Public Hearing.

Adjournment:

The meeting was adjourned at 8:07 P.M. The next regular meeting is June 22' 2017 at 7:00 P.M.

Submitted by Joann Landi