

BAYSHORE SANITARY DISTRICT
MINUTES
Special Meeting of June 21, 2018

Roll Call:

The meeting was called to order at 7:05 P.M.

Present: Constantino, Gallagher, Rizzi, Tonna

Absent: Swanbeck

Also: Maintenance Director Landi, Engineer Yeager, and Clerk Landi

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
President Gallagher mentioned that there will be a retirement party for Daly City Manager Pat Martell on June 28 from 5 P.M. – 8 P.M. To accommodate Directors who may want to attend the reception, the June 28 meeting will begin at 7:30 P.M.

(3) Acknowledgment of recent correspondence to the District
None

Budget Workshop:

The Workshop began at 7:09 P.M. Prior to the meeting Board and Staff were provided a budget worksheet which included the amounts budgeted for Fiscal Year 2017-18, balances as of May 31, projected revenues and expenses through the end of the fiscal year and a column for Fiscal Year 2018-19 figures.

Engineer Yeager provided a memo with tables covering the anticipated revenue, connection and capacity fees, collection system expenses, the SFPUC sewer service charge and a chart of capital projects for the next two fiscal years.

The discussion began with the projected revenues for FY 2018-19. A significant increase in connection fees is expected due to the development of Point Martin 1 & 2 and the Overlook project. The District is also expecting an increase in interest since the rate on the LAIF account has been increasing each quarter. With regard to property taxes, there is uncertainty about future payments from the former redevelopment agencies; estimate for that category is, therefore, conservative. Total estimated revenues are \$1,475,400. A \$10,250 contribution from the Capital Improvement Contingency Fund brings the Total Revenues and Contributions to \$1,485,650.

Operating expenditures were reviewed account-by-account, needs assessed and budgeted at \$1,396,200. This is a substantial increase compared to FY 2017-18 since two new accounts have been added - Outside Cleaning Service and Spill Response. When arrangements for those services is finalized the O&M – Base account will be adjusted accordingly.

The following capital projects were funded: Pump Rehabilitation, Lateral Replacements, Master Plan, Smoke Testing, CCTV of main and lateral sewers and Telemetry Master Planning. The budgeted cost for those projects is \$89,450.

The Total Expenses and Contributions for FY 2018-19 is \$1,485,650.

New Business:

- (4) Reports on other matters: no action will be taken
None

Adjournment:

The meeting was adjourned at 8:53 P.M. The next Regular Meeting is June 28, 2018 at **7:30** P.M.

Submitted by Joann Landi, District Clerk