



## **MUIR BEACH COMMUNITY SERVICES DISTRICT**

19 Seacape Drive • Muir Beach, CA 94965 • 415-388-7804 • [www.muirbeachcsd.com](http://www.muirbeachcsd.com)

# **Draft - Budget**

## **Fiscal Year 2017/2018**

Please Note: Included in this packet are two versions of the same budget.

- 1) First version using previous budget format and allocations based on Fire 15%, Recreation 15%, Roads 30% and Water 40%
- 2) Second being a different approach to budget analysis using budgeting by department with allocations based on Fire 10%, Recreation 10%, Water 40% and Roads 0%. A spreadsheet with similar presentation to the first version would be built if the Board adopts the approach.

A full review of both approaches will be discussed at the April 5, 2017 Muir Beach CSD Board Meeting.

The complete Fire Department variable estimated expenses are not included in this first draft but the Fire Chief will have them available for the May 3, 2017 Board Meeting Draft-Budget review.

Capital Improvement Project costs will continue to be added to the Capital Improvement Worksheet for FY17/18 as projects are prioritized and estimates are received for specific projects.

**Muir Beach Community Services District: Budget for FY 2016/2017 - Draft**

**General - Revenue and Expenses Apportioned To All Departments**

July2016-Feb017

<b>Gen Revenue</b>	<b>Category</b>	<b>FY16/17 Budget</b>	<b>FY16/17 Actual</b>	<b>FY17/18 Budget</b>
	Property Taxes (Unassigned)	97,300	61,802	102,300
	Excess ERAF (Unassigned)	60,500	33,848	60,000
	Interest Income (Unassigned)	1,400	635	800
	Other Income (Unassigned)	-	728	
	<b>Gen Revenue Total:</b>	<b>159,200</b>	<b>97,013</b>	<b>163,000</b>

<b>Gen Expense</b>	<b>Category</b>	<b>FY16/17 Budget</b>	<b>FY16/17 Actual</b>	<b>FY17/18 Budget</b>
	Audit	70,000	37,056	14,000
	Bank & Credit Card Fees	210	110	3,700
	Bookkeeping	21,000	11,008	25,000
	Dues & Memberships	1,200	-	400
	Health Insurance (DM)	6,000	4,483	11,000
	Insurance (Umbrella)	6,600	(3,863)	7,000
	Legal Fees	4,000	3,636	2,000
	Office & Postage	4,100	2,325	2,000
	Other Operating (incl Minutes)	2,500	3,090	3,000
	Insurance (worker's comp)	48,230	-	1500
	Payroll (Compromise)	22,965	-	6,000
	Payroll (DM) - Total	71,195	52,036	72,000
	Payroll Employer Taxes (DM)	5,750	3,216	6,000
	Payroll Service	3,100	2,211	3,100
	Permits & Fees	2,150	1,356	4,000
	Repairs & Maint (non-water)	16,000		16,000
	Chipper Tree Program	400		400
	Supplies (non-water)	275	4,850	4,000
	Telephone	1,200	-	1300
	Website	1,200		1,200
	<b>Gen Exp Total:</b>	<b>199,280</b>	<b>121,514</b>	<b>191,100</b>

<b>General Balance (Prior to Dept Allocations) :</b>	<b>(40,080)</b>	<b>(24,501)</b>	<b>(28,100)</b>
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**General Notes:**    1.) Apportionment: General Expenses are assigned to each department with the following percentages: Fire = 15%, Rec = 15%, Roads = 30%, and Water = 40%.

## Muir Beach Community Services District: Budget for FY2017/2018 - Draft

**Fire Department**

July2016-Feb2017

Fire Revenue	Category	FY16/17 Budget	FY16/17 Actual	FY17/18 Budget
	Special Parcel Tax for Fire	33,400	-	33,400
	Donations for Fire	-	-	
	Grants for Fire (Misc)	15,000	15,000	
	Grants for Fire (West Marin)	16,800	-	8,400
	Workers Comp Reimbursement	7,000	-	
	<b>Fire Revenue incl Cap Imp Rev:</b>	<b>72,200</b>	-	
	Deduct Cap Imp Revenue:	(15,000)	-	
	<b>Fire Operations Revenue:</b>	<b>57,200</b>	-	<b>41,800</b>

Fire Expense	Category	FY16/17 Budget	FY16/17 Actual	FY17/18 Budget
	<b>General Expenses (15% Share):</b>			
	Audit	10,500	5,558	
	Bank & Credit Card Fees	32	17	
	Bookkeeping	3,150	1,651	
	Dues & Memberships	180	-	
	Health Insurance (DM)	900	672	
	Insurance (Umbrella)	990	(579)	
	Legal Fees	600	545	
	Office & Postage	615	349	
	Other Operating (incl Minutes)	375	464	
	Payroll (DM)	10,679	7,805	
	Payroll Employer Taxes (DM)	863	482	
	Payroll Service	465	332	
	Permits & Fees	323	203	
	Supplies	41	728	
	Website	180	-	
	<b>Gen Exp (15% Share) Sub-Total:</b>	<b>29,892</b>	<b>18,227</b>	<b>28,665</b>
	<b>Dedicated Expenses:</b>			
	Emergency Preparedness	2,000	440	
	Fire Dept: Membership Dues	150	-	
	Fire Equip: Station Wear	1,250	-	
	Fire Equip: Tools/Testing	200	409	
	Fire Equip: Expendibles	550	-	
	Fire Equip: Turnouts	5,000	-	
	Fire Training: EMT Re-cert	52	400	
	Fire Training: First Responder Cert	1,540	-	
	Fire Training: Office Supplies/Misc	1,000	-	
	Fire Training: Specialists/Speakers	1,000	-	
	Fire Truck Maintenance/Repairs	12,000	214	
	Insurance (Fire)	6,000	-	6,000
	Workers Comp Insurance	7,000	1,403	4,500
	Legal Fees (Fire)	-	1,257	
	Med Supplies: AED machines	2,000	-	
	Med Supplies: AED pads/supplies	110	-	

Muir Beach Community Services District: Budget for FY2017/2018 - Draft

Fire Department				
July2016-Feb2017				
Fire Expense	Category	FY16/17 Budget	FY16/17 Actual	FY17/18 Budget
	Med Supplies: Epi-pens	825	-	
	Med Supplies: Other	250	583	
	Med Supplies: Perishable	200	-	
	Supplies: Other	-	-	
	Utilities: Elec (Fire)	180	-	
	Utilities: Phone, Radio (Fire)	600	1,327	2,200
	Utilities: Propane (Fire)	-	-	
	Utilities: Refuse (Fire)	-	-	
	<b>Dedicated Expense Sub-Total:</b>	<b>41,907</b>	<b>6,033</b>	<b>14,000</b>
	<b>Fire Operations Expense Total:</b>	<b>71,799</b>	<b>24,260</b>	<b>42,665</b>
	<b>Fire Ops Balance (Prior to Unassigned Revenue):</b>	<b>(14,599)</b>	<b>(24,260)</b>	<b>(865)</b>

## Muir Beach Community Services District: Budget for FY2017/2018 - Draft

Recreation Department				
July2016-Feb2017				
Rec Revenue	Category	FY16/17 Budget	FY16/17 Actual	FY17/18 Budget
	Community Center Classes	1,300	-	1,200
	Community Center Functions	1,200	1,916	1,200
	Donations for Rec	10,000	5,000	
	Grants for Rec	-	-	
	Measure A Tax	33,750	34,288	34,000
	Rentals	14,000	9,720	14,000
	<b>Rec Revenue incl Cap Imp Rev:</b>	<b>60,250</b>	<b>50,924</b>	
	Deduct Cap Imp Revenue:	(43,750)	(39,288)	
	<b>Rec Operations Revenue Total:</b>	<b>16,500</b>	<b>11,636</b>	<b>50,600</b>
Rec Expense	Category	FY16/17 Budget	FY16/17 Actual	FY17/18 Budget
	<b>General Expenses (15% Share):</b>			
	Audit	10,500	5,558	
	Bank & Credit Card Fees	32	17	
	Bookkeeping	3,150	1,651	
	Dues & Memberships	180	-	
	Health Insurance (DM)	900	672	
	Insurance (Umbrella)	990	(579)	
	Legal Fees	600	545	
	Office & Postage	615	349	
	Other Operating (incl Minutes)	375	464	
	Payroll (DM)	10,679	7,805	
	Payroll Employer Taxes (DM)	863	482	
	Payroll Service	465	332	
	Permits & Fees	323	203	
	Supplies	41	728	
	Website	180	-	
	<b>Gen Exp (15% Share) Sub-Total:</b>	<b>29,892</b>	<b>17,500</b>	<b>28,665</b>
	<b>Dedicated Expenses:</b>			
	Community Center Classes	1,000	738	600
	Community Center Functions	7,500	4,578	6,000
	Legal Fees (Rec)	-	-	
	Other Operating (Rec)	-	56	
	Payroll (Rec)	15,200	9,792	10,000
	Payroll Employer Taxes (Rec)	1,200	749	
	Repairs & Maintenance (Rec)	5,000	144	1,500
	Supplies (Rec)	2,600	994	
	Utilities: Elec (Rec)	1,000	756	1,000
	Utilities: Phone (Rec)	450	-	50
	Utilities: Propane (Rec)	200	175	300
	Utilities: Refuse (Rec)	800	592	800

Muir Beach Community Services District: Budget for FY2017/2018 - Draft

Recreation Department				
July 2016-Feb 2017				
Rec Expense	Category	FY16/17 Budget	FY16/17 Actual	FY17/18 Budget
	<i>Dedicated Expense Sub-Total:</i>	<i>34,950</i>	<i>18,574</i>	<i>20,250</i>
	<i>Rec Operations Expense Total:</i>	<i>64,842</i>	<i>36,074</i>	<i>48,915</i>
	<i>Rec Ops Balance (Prior to Unassigned Revenue):</i>	<i>(48,342)</i>	<i>(24,438)</i>	<i>1,685</i>

Muir Beach Community Services District: Budget for FY 2017/2018 - Draft

Water Department				
July 2016-Feb 2017				
Water Revenue	Category	FY16/17 Budget	FY16/17 Actual	FY17/18 Budget
	Water Service Revenue	77,000	61,253	77,000
	Water Service Revenue (Misc)	-	6,980	500
	Cap Impr Fee	50,000	25,763	50,000
	Cap Impr (25% of Service)	19,000	15,662	20,000
	Donations for Water	-	-	
	Grants for Water	-	-	
	<b>Water Revenue incl Cap Imp:</b>	<b>146,000</b>	<b>109,658</b>	<b>147,500</b>
	Move Cap Impr to Reserves:	(50,000)	(25,763)	(50,000)
	Move 25% Service to Reserves:	(19,000)	(15,662)	(20,000)
	<b>Water Operations Revenue:</b>	<b>77,000</b>	<b>68,233</b>	<b>77,500</b>
Water Expense	Category	FY16/17 Budget	FY16/17 Actual	FY17/18 Budget
	<b>General Expenses (40% Share):</b>			
	Audit	28,000	14,822	
	Bank & Credit Card Fees	84	44	
	Bookkeeping	8,400	4,403	
	Dues & Memberships	480	-	
	Health Insurance (DM)	2,400	1,793	
	Insurance (Umbrella)	2,640	(1,545)	
	Legal Fees	1,600	1,454	
	Office & Postage	1,640	930	
	Other Operating (incl Minutes)	1,000	1,236	
	Payroll (DM)	28,478	20,814	
	Payroll Employer Taxes (DM)	2,300	1,286	
	Payroll Service	1,240	884	
	Permits & Fees	860	542	
	Supplies	110	1,940	
	Website	480	-	
	<b>Gen Exp (40% Share) Sub-Total:</b>	<b>79,712</b>	<b>48,606</b>	<b>76,440</b>
	<b>Dedicated Expenses:</b>			
	Bank & Credit Card Fees (Water)	3,400	2,408	
	Bookkeeping (Water)	3,500	2,482	
	Dues & Memberships (Water)	1,350	-	
	Health Insurance (WM)	2,500	1,794	2,500
	Legal Fees (Water)	8,000	15,636	
	Other Operating (Water)	-	702	4,000
	Payroll (Water)	30,000	18,914	30,000
	Payroll Employer Taxes (Water)	2,500	1,447	2,000
	Permits & Fees (Water)	160	1,363	8,000
	Repairs & Maintenance (Water)	20,000	30,224	20,000
	Supplies (Water)	-	-	2,000
	Testing (Water)	2,300	1,572	3,000
	Treatment (Water)	8,000	4,116	8,000

Muir Beach Community Services District: Budget for FY 2017/2018 - Draft

Water Department				
July 2016-Feb 2017				
Water Expense	Category	FY16/17 Budget	FY16/17 Actual	FY17/18 Budget
	Vehicle Expense (WM)	1,900	1,200	1,800
	Utilities: Elec (Water)	8,000	6,664	10,000
	Utilities: Tel (WM)	875	698	800
	<b>Dedicated Expense Sub-Total:</b>	<b>92,485</b>	<b>89,220</b>	<b>92,100</b>
	<b>Water Operations Expense Total:</b>	<b>172,197</b>	<b>137,826</b>	<b>168,540</b>
	<b>Water Ops Balance (Prior to Unassigned Revenue):</b>	<b>(95,197)</b>	<b>(69,593)</b>	<b>(91,040)</b>

## Muir Beach Community Services District: Budget for FY2017/2018 - Draft

## Roads Department

Roads Revenue	Category	FY16/17 Budget	FY16/17 Actual	FY17/18 Budget
	Fees for Roads	-	-	
	Donations for Roads	-	-	
	Grants for Roads	-	-	
	<b>Roads Revenue incl Cap Imp Rev:</b>	-	-	
	Deduct Cap Imp Revenue:	-	-	
	<b>Roads Operations Revenue Total:</b>	-	-	

Roads Expense	Category	FY16/17 Budget	FY16/17 Actual	FY17/18 Budget
	<b>General Expenses (30% Share):</b>			
	Audit	21,000	11,117	
	Bank & Credit Card Fees	63	33	
	Bookkeeping	6,300	3,302	
	Dues & Memberships	360	-	
	Health Insurance (DM)	1,800	1,345	
	Insurance (Umbrella)	1,980	(1,159)	
	Legal Fees	1,200	1,091	
	Office & Postage	1,230	698	
	Other Operating (incl Minutes)	750	927	
	Payroll (DM)	21,359	15,611	
	Payroll Employer Taxes (DM)	1,725	965	
	Payroll Service	930	663	
	Permits & Fees	645	407	
	Supplies	83	1,455	
	Website	360	-	
	<b>Gen Exp (30% Share) Sub-Total:</b>	<b>59,784</b>	<b>36,454</b>	<b>57,330</b>
	<b>Dedicated Expenses:</b>			
	Legal Fees (Roads)	2,500	8,525	
	Payroll (Roads)	7,200	1,103	
	Payroll Employer Taxes (Roads)	550	84	
	Repairs & Maintenance (Roads)	2,000	8,514	15,000
	Supplies (Roads)	200	15	
	<b>Dedicated Expense Sub-Total:</b>	<b>12,450</b>	<b>18,241</b>	<b>15,000</b>
	<b>Roads Operations Expense Total:</b>	<b>72,234</b>	<b>54,695</b>	
	<b>Roads Ops Balance (Prior to Unassigned Revenue):</b>	<b>(72,234)</b>	<b>(54,695)</b>	<b>(72,330)</b>

## Draft Budget Fiscal Year 17/18

### General Fund: FNB

#### Current Fund Reserves (as of 2/28/2017)

##### Restricted:

-Fire Reserves (Restricted)	\$118,097	(Fire Grant and Fire Tax)
-Recreation (Restricted)	\$15,714	(Measure A Reserve Fund)

##### Assigned:

-Operating Reserves (Assigned)	\$38,086	(12.5% of Operating Expenses)
-Emergency Reserves (Assigned)	\$200,000?	(Any District Emergency)
-Water Capital Improvement Fee (Assigned)	\$157,327	(Water system infrastructure)

##### Special Projects: (Assigned)

(Sunset Way Project)? (Need to start an assigned fund?)

##### Unassigned:

General Fund (Unassigned)	<u>\$398,947</u>	(Available)
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**Total Funds:** (Restricted, Assigned, Unassigned) \$928,171 (as of 2/28/17 net AR + Undep Funds)

#### General Revenue: Estimated

##### Unassigned:

Property Taxes	\$102,300
Excess ERAF	\$60,000
Interest Income	<u>\$800</u>
<b>Total Unassigned Revenue:</b>	<u><b>\$163,000</b></u>

**General Expense: Estimated**

Audit (14/15 & 15/16)	\$14,000	
Bank & Credit Card Fees	3,700	
Bookkeeping	25,000	
Dues & Memberships	400	
Health Insurance (DM)	11,000	
Insurance (Umbrella)	7,000	
Insurance -Worker's Comp (Staff)	1,500	
Payroll (DM)	72,000	
Payroll Employer Taxes (DM)	6,000	
Payroll Wages (Staff & Compromise)	16,000	(Staff-\$10,000/Com \$6,000)
Payroll Service (Paychex)	3,100	
Legal Fees	2,000	
Office & Postage	2,000	
Other Operating (incl Minutes)	3,000	
Permits & Fees	4,000	(County voting, CSD, LAFCO, etc.)
Repairs & Maintenance (non-water)	16,000	
Chipper Program (Tree)	400	
Supplies (non-water)	4,000	
Electricity		
Propane		
Telephone	1,300	
Refuse Service		
Website	<u>1,200</u>	
<b>Total General Expenses:</b>	<b><u>\$191,100</u></b>	

Note: Apportionment of General Expenses shared by percentage to each department:

General=20%, Water=40%, Fire=10%, Recreation=10%, Roads=10-20% (management premium)

### Fire: Estimated Operating Revenues and Expenses

**Fire Reserves (as of 2/28/17)** **\$118,097**

**Fire Revenues: (Restricted)**

Fire Tax	\$33,400	( 157 parcels x \$213)
Fire Grant	<u>8,400</u>	(West Marin Fire Grant)
<b>Total Fire Revenue:</b>	<u><b>\$41,800</b></u>	

**Fire Expenses: (Dedicated)**

Emergency Preparedness	?
Turnouts	?
Firefighting Equipment	?
Training	?
Emergency Medical Supplies	?
Fire Truck Repair & Maintenance	?
Phone, Radio Link for Bolinas	2,200
PG&E	1,300
Worker's Comp Insurance	4,500
VFIS Insurance	6,000
<b>Total Dedicated Expenses:</b>	<b>\$14,000</b>
General Fund Exp allocation (10%)	19,100
<b>Total Fire Expenses:</b>	<u><b>\$33,100</b></u>

**Net of Operations:** **\$8,700**

Fire Reserves (2/28/17) **\$118,097** (may change by 6/30/17)

**Total Fire Reserves Available:** **\$126,797** (available for Cap / Exp)

### **Recreation: Estimated Operations Revenue & Expense**

**Measure A (Dedicated)** as of 2/28/17      **\$15,714** (available for projects)

#### **Recreation Revenue:**

Measure A (Restricted)	\$34,000
Recreational Activities (Assigned?)	2,200
CC Rentals (Assigned?)	14,400
<b>Total Recreation Revenues:</b>	<b><u>\$50,600</u></b>

#### **Recreation Expenses (Dedicated):**

Community Center Classes	\$600
Community center functions	6,000
Payroll (staff)	10,000
PG&E	1,000
Telephone	50
Propane	300
Refuse Service	800
Trails	1,500
<b>Total Dedicated expenses:</b>	<b><u>\$20,250</u></b>
General Fund Expense (10%)	19,110
<b>Total Recreation Expense:</b>	<b><u>\$39,360</u></b>
<b>Recreation Net Earnings:</b>	<b>\$11,240</b>

#### **Grants:**

**Measure A (balance) 2/28/17**      **\$15,714**

**Capital Improvement Project Funds:**      **\$26,954** (available for CC projects)

- 1) Community Center Skylights?
- 2) CC Propane tank, backup generator, propane stove: \$20,300
- 3) Community Center Seismic Retrofitting?

**Water Revenue: Estimated**

Water Service Revenues	\$77,000
Connection Fees	- 0 -
Misc. Water Revenues	<u>500</u>
<b>Total Combined Water Revenues:</b>	<b><u>\$77,500</u></b>

**Water Expenses (Dedicated):**

Water Expenses & Repairs	\$20,000
Water Testing	3,000
Water Treatment	8,000
PG&E	10,000
Telephone	800
Health Insurance (WM)	2,500
Payroll Employer Taxes (WM)	2,000
Payroll Wages (WM)	30,000 (may be reclassified – monitoring?)
Vehicle Expense (WM)	1,800
Water Supplies & monitoring	6,000 (Stream flow monitoring)
Permits & Fees	<u>8,000</u> (permit modification)
<b>Total Dedicated Water Expenses:</b>	<b><u>\$92,100</u></b>
<b>General Fund Expense (40%)</b>	<b>76,440</b>
<b>Total Water Operations Expenses:</b>	<b><u>\$168,540</u></b>
<b>Loss from Water Operations:</b>	<b><u>(\$91,040)</u></b>

<b>Water Capital Expenditure Funds (Assigned)</b>	<b>\$157,327 (7/1/2017)</b>
Water capital Improvement Revs (Assigned)	50,000
25% Allocation of Water Revenues (Assigned)	<u>20,000</u>
<b>Total Water Capital Improvement Fund</b>	<b><u>\$227,327</u> (7/1/18 available for water projects)</b>

## **Roads: Operations Expense**

Revenues – None

Allocation of General Expenses makes no sense when there is no revenue. Unassigned General Funds (Property taxes/ERAFF/Interest Income) is the same as funds available to Roads.

Current Funds Available: General funds (Unassigned) **\$398,947**

Roads Expenses: Budget for 10%-20% management costs for any potential outside funding/grants/loans on a sliding scale as needed.

## **Sunset Way Project Expenses:**

ILS Design modification proposal: \$18,900 + \$5,400 (to finalize for bid submittal)

Estimated Net Position Unassigned General fund end of Fiscal Year 17/18:

General unassigned fund will decrease by (\$5,680) without any increases in revenues or unforeseen expenses.

## **Unassigned:**

<b>General Fund (Unassigned)</b>	<b>\$398,947</b>	(Available 2/28/17)
Add back: Dept Alloc%	38,200	
Minus: General net of Alloc%	(28,100)	
Minus: Water net of Alloc%	<u>(14,600)</u>	
Unassigned Net Position:	<b><u>(\$5,680)</u></b>	(decrease in net position)
<b>General Fund (Unassigned)</b>	<b><u>\$388,767</u></b>	(Available 6/30/18)

**General Revenue: Estimated****Unassigned:**

Property Taxes	\$102,300	
Excess ERAF	\$60,000	
Interest Income	<u>\$800</u>	
<b>Total Unassigned Revenue:</b>		<b><u>\$163,000</u></b>

**Recreation Revenue:**

Measure A (Restricted)	\$34,000	
Recreational Activities (Assigned?)	2,200	
CC Rentals (Assigned?)	14,400	
<b>Total Recreation Revenues:</b>		<b><u>\$50,600</u></b>

**Water Revenue: Estimated**

Water Service Revenues	\$77,000	
Connection Fees	- 0 -	
Misc. Water Revenues	500	
Water capital Improvement Revs (Ass)	50,000	
25% Allocation of Water Revenues (Ass)	<u>20,000</u>	
<b>Total Combined Water &amp; WCI Reserves</b>		<b><u>\$147,500</u></b>

**Fire Revenues: (Restricted)**

Fire Tax	\$33,400	
Fire Grant	<u>8,400</u>	
<b>Total Fire Revenue:</b>		<b><u>\$41,800</u></b>

**Total Department Revenues:** **\$402,900**

**Total General & Dedicated Depart Expenses:** **(317,450)**

**Total Net Income:** **\$85,450**

**Total Restricted Reserves Balances:** **(91,130)**

**General Unassigned Funds Net Loss:** **(\$5,680)**

## **MBCSD Net Position analysis:**

Muir Beach CSD needs to generate more Unassigned revenues.

The possibility of considering a Capital Improvement Fee that is not restricted to Water only might be considered.

Water Operations are not covering operational cost even before dedicated general management costs are allocated.

I would highly recommend the board review various opportunities to increase net cash flows into unrestricted and unassigned fund accounts. Among these may be:

Water operation fees including water rates and connection fees should be evaluated.

Water rates have not gone up since 2005 and yet we have added silica to water treatment in 2006, have had several wages increases especially between 2012 - 2015, cost of electricity has increased, and the cost of contractor repairs is higher, and yet water revenues remain flat.

Our connection fee is quite low considering other districts. For example: In Stinson Beach a new water connection fee is \$17,500, Muir Beach is \$6,500.

Community Center Rentals could perhaps increase revenue by looking for ways to enhance the facility to increase current fees without having to increase the number of rentals.

Muir Beach is a fairly lean operation so places to find savings would be minimal - but it's always good to stay aware of increasing costs going forward.

**Muir Beach Community Services District: Budget for FY2017-2018 - DRAFT**

**Strategic Planning - Capital Projects by Department**

<b>Category</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>FY16/17</b>	<b>FY17/18</b>	<b>Notes:</b>
<b>Fire Department Projects:</b>					
Firehouse	500		15,000		Pending MBVFA grant
Hydrants for Sunset		6,152			
Disaster Prep: Tents, etc			13,590		County grant paid \$13k in FY15/16
Storage Container					
Radio Link Storage Shed			500		
<i>Total:</i>	<i>500</i>	<i>6,152</i>	<i>29,090</i>		
<b>Recreation Dept Projects:</b>					
CC: ADA Accessibility Upgrades			4,000		Received - County Grant \$5,000
CC: Bathrm Flrs, Cab, Lighting					
CC: Deck Enclosure Curtains			500		
CC: Deck Railing Glass			10,000		Pending grant from Quilters
CC: Deck Skylight Repairs			8,000		
CC: Elec Improvements			1,000		
CC: Ext Siding					
CC: Flooring			20,000		
CC: Framing & Seismic Check					
CC: Heating					
CC: Insulation					
CC: Interior Painting			1,000		Materials only
CC: Kids Room Remodel			1,000		
CC: Landscaping at Front					
CC: Landscaping at Rear			2,500		Remaining funds previously donated
CC: Parking/Edge of Road					
CC: Playground	107,865	761			
CC: Propane Fireplace/Stove					
CC: Propane Generator					
CC: Propane Tank Issues			2,000		
CC: Relocate Garbage Shed					
CC: Replace Door w/Window			5,000		
CC: Shelving					
CC: Skylights (3)					
CC: Stonework at Ramps		32,093	7,600		Paid to date; FY15/16 grant compl.
CC: Storage Shed Door Lock			100		
CC: Topo Survey at CC					
CC: Upstairs Bthrm Remodel			1,000		Materials only
CC: Upstairs Deck Issues			7,500		Pending County grant
CC: Upstairs Flooring			3,000		
CC: Upstairs Heating			500		Materials only
CC: Upstairs Kitchen Remodel			1,000		Materials only
CC: Windows Double Glazing					

**Muir Beach Community Services District: Budget for FY2017-2018 - DRAFT**

**Strategic Planning - Capital Projects by Department**

<b>Category</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>FY16/17</b>	<b>FY17/18</b>	<b>Notes:</b>
Trail Improvements			15,000	1,500	Dedicated Annual Budget
<i>Total:</i>	<i>107,865</i>	<i>32,854</i>	<i>90,700</i>		-

**Roads Department Projects:**

Charlotte's Way Re-graveling					
Cove Lane Culvert Repair					Possible CalOES Grant
Resurfacing			11,000	11,000	Fund for interim road repairs
Shed Roof for Chipper					
Signs			1,500		
Sunset Way Evaluation			2,500		
Sunset Way Project Plans				18,900	ILS Plan Revision
sunset Way Project Finalize	44,051	3,101		5,400	ILS Finalize - November Bid
Sunset/Ahab Stairway	28,130				
Trailwork					
<i>Total:</i>	<i>72,181</i>	<i>3,101</i>	<i>15,000</i>		

**Water Department Projects:**

Cove Lane Eng Dwg Review		1,778			
Equip & Controls	2,046		34,000		
Gate at Pumphouse	234	494			
Grid Connect		300			
Lower Water Tank Liner					
Lower Water Tank Roof			4,500		
Pacific Way Bridge Waterline	500				Possible Cal OES Grant
Redwood Creek Monitoring				4,000	
Sunset Way Evaluation			2,500		
Sunset Way Waterline	42,637	1,508			
Upper Tank Improvements	600				
Water Tanks Air Circulator		1,224			
Water Meter Replacements			40,000		Pilot Project - possible grant funding
Waterline Re-route FVR					Possible Cal OES Grant
<i>Total:</i>	<i>46,017</i>	<i>5,304</i>	<i>81,000</i>		
<b>Total of All Projects:</b>	<b>226,563</b>	<b>47,411</b>	<b>215,790</b>		
<i>Funding by Grants, Gifts, Etc.:</i>			<b>(99,600)</b>		Assuming approval & receipt.
<i>Adjusted Cost of Projects:</i>			<b>116,190</b>		Deduction from Fund Balance.

**Capital Projects Notes:**