



Budget for Fiscal Year 2024-2025

July 1, 2024

Budget Summary (Table 1)

The budget for Fiscal Year 24-25 is summarized in the attached table. The table shows the projected expenditures and capital spending for FY 24-25 compared to the projected revenues and reserves. The District implemented new rates in FY 22-23, establishing a 3-year water rates schedule, ending FY 24-25. Effective June 1, 2023, Stage 1 Conditions were implemented, which increased all customers' allocations to baseline and discontinued the drought surcharge. The District proposes a slight decrease in overall expenses, with no anticipated increase in revenue, and a pending grant for the replacement treatment plant.

Projected Expenses (Table 2)

The operating expenses are budgeted for \$1,689,500, capital expenses \$502,000, with total expenses of \$2,388,444.00. The operating expenses in several categories are increasing compared to the previous three years, largely due to salaries, retirement, insurance, power and pumping. However, there are decreases in phones, wells, office equipment, meters, technical and attorney services. Capital expenses vary with each fiscal year; however, due to critical infrastructure projects being postponed in the past few years the District is now starting to address these capital projects.

Some highlights of the projected expenses are:

- Salaries and related expenses are increasing to account for cost of living adjustment and potential merit increases;
- Liability insurance cost increase by provider;
- Wells were decreased from \$16,000 to \$8,000 to reflect planned work at the wells during the coming year;
- Meters decreased from \$80,000 back to \$50,000 to support the goal of a 20% annual transition to AMI Smart Meters;
- Capital Expense:
 - Valve Replacements: the District has valves that need to be replaced or upgraded, \$75,000, prioritizing the most critical valves.
 - Rehab work on Well 4a to optimize production, anticipated cost of \$60,000.
 - Meiners Rd. Tank/Zone backup generator and upgraded booster pump project estimated at \$75,000 for this fiscal year.
 - Treatment Plant 100% engineering design remaining portion of the MKN approved expense in FY 22-23 is \$30,000. Grant funding is being sought to help offset the construction and MKN engineering design costs.



- Structures and Improvements: An emergency backup generator for the District Office, including installation, estimated at \$140,000.
- Field equipment purchases include the addition of Chlorine Alarms at the remaining two facilities for \$10,000, a welding machine for \$3,500, an air compressor for \$7,500, and a generator for field truck \$1,200.

Projected Revenues (Table 3)

The projected revenue of \$2,053,444.00 is summarized in Table 3 and is based on the FY 24-25 water rates at Stage 1 conditions, assuming no change in total water consumption. The District implemented Stage 1 conditions on June 1, 2023, discontinuing the drought surcharge. Additionally, the District is seeking a state grant for the Replacement Treatment Plant, which would provide the District with \$335,000 in grant funds to cover the MKN design expenses. Total projected revenue from all sources for FY 24-25 \$2,388,444.00. Total Revenue minus Total Expenses estimated to be \$202,744.00.

Rates & Rate Structure (Table 4)

A Prop 218 Public Hearing for new water rates was held on June 30, 2022, providing a 3-year rate schedule. FY 24-25 rates:

- Increased rate per unit from \$3.90 to \$3.95;
- Monthly Water Availability Charge will remain at \$36.00;
- Meter Capacity Charges will increase by 5% for each meter size rate;
- Drought surcharge is discontinued under Stage 1 conditions.
- Capital Improvement Fees:

Meter size	Multiplier	FY2024-25
5/8"&3/4"	1.00	\$4,045.24
1"	1.66	\$6,715.10
1.5"	2.50	\$10,113.10
2"	5.33	\$21,561.13
3"	11.66	\$47,167.50
4"	33.33	\$134,827.85

Fire Flow New Service Connection Fees

Meter size	FY2024-25
1"	\$4,128.24
2"	\$4,898.04
3"	\$8,126.24
4"	\$37,375.24



Table 1: Budget Summary for Fiscal Year 2024-2025

Total Operating Expenditures	\$1,683,500.00
Capital Expenses	<u>\$502,000.00</u>
Total Operating & Capital Expenses	\$2,185,700.00
Projected Total Income	\$2,388,444.00
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Projected Total Income – Projected Total Expenses	\$202,744.00
Reserves Beginning	\$1,767,160.00
Reserves Estimated Ending	\$1,859,720.00

Table 2: Report of Expenses and Budget Appropriations To Date							
	2024-2025	2023-2024	2023-2024	2022-2023	2022-23	2021-22	2020-21
Expenditures	Budget	Actuals	Budget	Actuals	Budget	Actuals	Actuals
Salaries	\$ 675,000.00	\$ 628,130.90	\$ 650,000.00	\$ 544,040.24	\$ 600,000.00	\$ 503,684.33	\$ 456,846.42
Payroll Taxes	\$ 54,000.00	\$ 51,209.52	\$ 45,000.00	\$ 45,556.81	\$ 55,000.00	\$ 40,853.93	\$ 37,355.36
Retirement Contributions	\$ 90,000.00	\$ 85,201.90	\$ 73,000.00	\$ 76,861.49	\$ 75,000.00	\$ 61,798.94	\$ 52,002.97
Group Insurance	\$ 96,000.00	\$ 90,007.19	\$ 96,000.00	\$ 82,497.82	\$ 96,000.00	\$ 94,610.30	\$ 94,908.38
Company Uniforms	\$ 3,500.00	\$ 2,780.32	\$ 4,500.00	\$ 3,419.10	\$ 4,500.00	\$ 1,673.18	\$ 2,695.45
Phone Office	\$ 4,000.00	\$ 8,536.02	\$ 7,000.00	\$ 12,832.51	\$ 10,000.00	\$ 9,373.02	\$ 9,618.53
Janitorial Service	\$ 6,000.00	\$ 7,577.17	\$ 6,500.00	\$ 6,551.17	\$ 6,000.00	\$ 7,377.90	\$ 5,854.79
Refuse Disposal	\$ 5,000.00	\$ 4,615.55	\$ 5,000.00	\$ 4,432.08	\$ 5,000.00	\$ 4,043.24	\$ 3,302.58
Liability Insurance	\$ 96,000.00	\$ 84,151.62	\$ 77,000.00	\$ 66,833.38	\$ 66,000.00	\$ 40,100.79	\$ 27,225.13
Workers Compensation	\$ 41,000.00	\$ 42,682.68	\$ 42,000.00	\$ 15,313.30	\$ 16,000.00	\$ 15,058.95	\$ 13,984.93
Wells	\$ 8,000.00	\$ 3,528.89	\$ 16,000.00	\$ 3,599.59	\$ 5,000.00	\$ 6,882.70	\$ 4,871.37
Truck Maintenance	\$ 5,000.00	\$ 5,012.02	\$ 3,500.00	\$ 8,535.49	\$ 3,500.00	\$ 5,007.41	\$ 8,192.98
Office Equip. Maintenance	\$ 5,500.00	\$ 5,605.86	\$ 7,500.00	\$ 5,665.16	\$ 4,000.00	\$ 4,234.43	\$ 4,534.34
Cell Phones	\$ 4,500.00	\$ 4,684.32	\$ 4,500.00	\$ 4,781.11	\$ 4,500.00	\$ 4,658.89	\$ 3,840.03
System Maintenance	\$ 60,000.00	\$ 45,226.69	\$ 60,000.00	\$ 49,564.77	\$ 90,000.00	\$ 100,237.25	\$ 54,560.95
Safety Equipment	\$ 6,000.00	\$ 6,686.68	\$ 6,000.00	\$ 1,759.51	\$ 6,000.00	\$ 3,117.01	\$ 2,826.20
Security	\$ 2,000.00	\$ 2,883.01	\$ 1,000.00	\$ 386.40	\$ 1,000.00	\$ -	\$ -
Laboratory Services	\$ 14,500.00	\$ 15,840.00	\$ 14,500.00	\$ 17,382.00	\$ 14,500.00	\$ 10,758.37	\$ 9,731.00
Membership and Dues	\$ 10,000.00	\$ 9,932.00	\$ 10,000.00	\$ 9,389.00	\$ 9,000.00	\$ 7,895.00	\$ 7,720.00
Printing and Binding	\$ 1,000.00	\$ 16.50	\$ 2,000.00	\$ 777.31	\$ 2,000.00	\$ 1,547.33	\$ 3,013.30
Office Supplies	\$ 6,000.00	\$ 8,573.39	\$ 6,000.00	\$ 9,938.56	\$ 6,000.00	\$ 7,378.91	\$ 8,196.07
Postage and Express	\$ 13,000.00	\$ 13,269.49	\$ 13,000.00	\$ 16,453.60	\$ 12,000.00	\$ 14,319.47	\$ 11,566.28
B. O. D. Fees	\$ 25,000.00	\$ 31,500.00	\$ 30,000.00	\$ 33,335.69	\$ 27,000.00	\$ 12,700.00	\$ 15,150.00
Engineering & Technical Services	\$ 15,000.00	\$ 2,868.20	\$ 50,000.00	\$ 21,234.15	\$ 50,000.00	\$ 7,824.71	\$ 29,428.71
Computer Services	\$ 28,000.00	\$ 35,854.78	\$ 25,000.00	\$ 37,911.00	\$ 17,000.00	\$ 22,837.79	\$ 16,951.12
Other Prof. & Regulatory Fees	\$ 40,000.00	\$ 33,726.80	\$ 40,000.00	\$ 45,674.05	\$ 40,000.00	\$ 32,773.09	\$ 30,365.48
Public and Legal Notices	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 698.00	\$ 2,000.00	\$ 2,017.48	\$ -
Attorney Fees	\$ 30,000.00	\$ 16,515.00	\$ 40,000.00	\$ 30,698.00	\$ 50,000.00	\$ 104,437.57	\$ 103,354.95
GSA Fees	\$ 75,000.00	\$ 63,000.00	\$ 90,000.00	\$ 74,444.00	\$ 80,000.00	\$ 31,299.79	\$ 72,214.82
VR/SBC/City of VTA Law Suit	\$ 30,000.00	\$ 23,564.55	\$ 75,000.00	\$ 4,980.58	\$ 75,000.00	\$ 38,575.80	\$ 55,858.73
Rental Equipment	\$ 10,000.00	\$ 1,167.67	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -
Audit Fees	\$ 30,000.00	\$ 27,002.00	\$ 26,000.00	\$ 26,350.00	\$ 25,000.00	\$ 13,200.00	\$ 18,700.00
Small Tools	\$ 5,000.00	\$ 3,948.93	\$ 5,000.00	\$ 4,833.12	\$ 5,000.00	\$ 1,898.35	\$ 3,330.72
Election Supplies	\$ 2,500.00	\$ -	\$ 2,500.00	\$ 3,166.52	\$ 2,500.00	\$ 2,517.03	\$ -
Treatment Plant	\$ 10,000.00	\$ 11,743.97	\$ 10,000.00	\$ 5,224.78	\$ 10,000.00	\$ 13,205.86	\$ 8,037.02
Fuel	\$ 20,000.00	\$ 20,071.25	\$ 20,000.00	\$ 17,394.49	\$ 20,000.00	\$ 9,842.63	\$ 11,333.27
Travel Exp./Seminars	\$ 2,000.00	\$ 717.72	\$ 2,000.00	\$ 1,993.47	\$ 2,000.00	\$ 1,079.06	\$ 715.51
Utilities	\$ 4,000.00	\$ 3,619.97	\$ 3,500.00	\$ 3,564.13	\$ 3,500.00	\$ 2,714.35	\$ 2,154.94
Power and Pumping	\$ 97,000.00	\$ 80,417.50	\$ 80,000.00	\$ 48,735.24	\$ 80,000.00	\$ 61,151.31	\$ 64,253.50
Meters	\$ 50,000.00	\$ 80,260.93	\$ 80,000.00	\$ 7,151.81	\$ 25,000.00	\$ 5,863.07	\$ 11,227.19
Online Bill AutoPay Transaction Fees	\$ 8,000.00	\$ 7,449.50	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,689,500.00	\$ 1,569,580.49	\$ 1,751,000.00	\$ 1,353,959.43	\$ 1,615,000.00	\$ 1,540,077.57	\$ 1,283,751.84
Table 2: Report of Expenses and Budget Appropriations To Date							
	2024-2025	2023-2024	2023-2024	2022-2023	2022-23	2021-22	2020-21
Capital Expenditures	Budget	Actuals	Budget	Actuals	Budget	Actuals	Actuals
Water Distribution System							
Wells 4 & 7					\$ -	\$ -	\$ -
Wells 1 & 2 Rehab					\$ -	\$ -	\$ -
Zone 1 Booster/MCC Upgrade					\$ -	\$ -	\$ -
Well 1,2 VFD Upgrade					\$ -	\$ -	\$ -
Well 8 Nitrate Removal/Blending					\$ 60,000.00	\$ 7,780.00	\$ -
Relocate 6" Main for Z-2					\$ -	\$ 155,050.00	\$ 9,875.00
Tank Cleaning					\$ 6,000.00	\$ -	\$ -
Valve Replacements	\$ 75,000.00	\$ 27,248.06	\$ 100,000.00	\$ 55,259.65	\$ 50,000.00	\$ -	\$ -
New Well		\$ -	\$ 25,000.00				
Rehab Well 4a	\$ 60,000.00	\$ -	\$ 30,000.00				
Meiners Rd. Tank/Zone	\$ 75,000.00	\$ -	\$ 75,000.00		\$ 75,000.00	\$ 31,294.75	\$ -
Structures and Improvements							
Generator/Panel Upgrades					\$ -	\$ -	\$ 151,787.28
Well 4 Development Work					\$ -	\$ -	\$ 92,263.16
1-Ton Service Truck					\$ -	\$ 80,201.22	\$ -
Treatment Plant 100% Eng. Design & Grant Assistance	\$ 30,000.00	\$ 65,738.24	\$ 220,000.00	\$ 221,047.12	\$ 350,000.00	\$ -	\$ 15,207.00
Field Truck 3/4 ton		\$ 63,312.84	\$ 70,000.00				
Office HVAC System		\$ 19,786.00	\$ 10,000.00				
Emergency Generator-Electrical-Design		\$ 14,300.00					
Emergency Generator- Office	\$ 60,000.00						
Emergency Generator - Office Installation	\$ 80,000.00						
Furniture and Fixtures							
New Meter Reading Handhelds/Software					\$ -	\$ 13,856.70	\$ -
Field Equipment							
Leak-Detector					\$ -	\$ 19.50	\$ -
GIS Equipment & Software				\$ 12,928.51	\$ 15,000.00		
Chlorine Alarms	\$ 10,000.00	\$ -	\$ 20,000.00				
Welding Machine	\$ 3,500.00	\$ -	\$ 6,500.00				
Air Compressor	\$ 7,500.00	\$ -	\$ 6,500.00		\$ 3,500.00	\$ -	\$ -
Generator - Truck	\$ 1,200.00						
Appropriations for Contingencies	\$ 100,000.00	\$ 81,404.43	\$ 100,000.00	\$ 66,068.08	\$ 100,000.00	\$ 109,814.51	\$ 55,436.58
Total CIP Spending	\$ 502,200.00	\$ 271,789.57	\$ 663,000.00	\$ 355,303.36	\$ 659,500.00	\$ 398,016.68	\$ 324,569.02
GRAND TOTAL	\$ 2,191,700.00	\$ 1,841,370.06	\$ 2,414,000.00	\$ 1,709,262.79	\$ 2,274,500.00	\$ 1,938,094.25	\$ 1,608,320.86
Table 2: Report of Expenses and Budget Appropriations To Date							
	2024-2025	2023-2024	2023-2024	2022-2023	2022-23	2021-22	2020-21
Income	Budget	Actuals	Budget	Actuals	Budget	Actuals	Actuals
Total Revenue	\$ 2,053,444.00	\$ 1,895,354.47	\$ 2,084,786.00	\$ 2,162,235.52	\$ 2,055,544.00	\$ 1,850,136.41	\$ 1,709,734.59
Grant Reimbursements	\$ 335,000.00	\$ -	\$ 335,000.00	\$ 24,150.00	\$ -	\$ -	\$ -
Total Income	\$ 2,388,444.00	\$ 1,895,354.47	\$ 2,419,786.00	\$ 2,186,385.52	\$ -	\$ -	\$ -
Total Revenue - Total Expenses	\$ 196,744.00	\$ 53,984.41	\$ 5,786.00	\$ 477,122.73	\$ (218,956.00)	\$ -	\$ -
County Reserves	\$ 1,639,720.00	\$ 1,554,720.43	\$ 1,629,574.06	\$ 1,529,574.06	\$ 1,308,544.00	\$ 1,304,472.41	\$ 1,408,820.26
LAIF	\$ 220,000.00	\$ 212,442.41	\$ 242,368.30	\$ 234,368.30	\$ 230,000.00	\$ 230,372.80	\$ 229,731.39

Table 3: Rates Based Revenue
FY 2024-2025

1) Meter Charges

Meter size	No. of Accts/Dwellings	Monthly WAC	Monthly MCC	Annual Revenue
5/8"-3/4"	1580	\$36.00	\$0.00	\$682,560
1"	161	\$36.00	\$17.60	\$103,555
1 1/2"	7	\$36.00	\$39.70	\$6,359
2"	18	\$36.00	\$114.70	\$32,551
3"	2	\$36.00	\$282.20	\$7,637
4"	0	\$36.00	\$855.50	\$0
6"	1	\$36.00	\$1,737.50	\$21,282
	1769			\$853,944

2) Annual Water Sales

	Units	Rate	Annual Revenue
Stage 1 Condition Consumption (Assume no increase over previous yr, use 5 yr avg as high end)	230,000	\$3.95	\$908,500
Over-alloc surcharge	45,000	\$5.00	
			\$908,500

3) Water Bill Late Fees

	Annual Revenue
Total Annual Late Fees Collected	\$45,000
	\$45,000

4) Property Taxes

	Annual Revenue
Property Tax Revenue Collected	\$205,000
	\$205,000

5) Interest Income

	Annual Revenue
Total interest income	\$35,000
	\$35,000

6) Administrative Fees

	Annual Revenue
Total Administrative Fees	\$6,000
	\$6,000

TOTAL PROJECTED ANNUAL REVENUE \$2,053,444

Table 4: Water Rates for 2022 - 2025

1) Monthly Water Availability Charge (WAC)

Meter size	Current	Proposed		
	FY2021-22	FY2022-23	FY2023-24	FY2024-25
All	\$35.91	\$36.00	\$36.00	\$36.00

2) Monthly Meter Capacity Charge (MCC)

Meter size	FY2021-22	FY2022-23	FY2023-24	FY2024-25
5/8" & 3/4"	\$0.00	\$0.00	\$0.00	\$0.00
1"	\$16.00	\$16.00	\$16.80	\$17.60
1.5"	\$36.00	\$36.00	\$37.80	\$39.70
2"	\$104.00	\$104.00	\$109.20	\$114.70
3"	\$256.00	\$256.00	\$268.80	\$282.20
4"	\$776.00	\$776.00	\$814.80	\$855.50
6"	\$1,576.00	\$1,576.00	\$1,654.80	\$1,737.50

3) Unit Rate per HCF for all water used

Meter size	FY2021-22	FY2022-23	FY2023-24	FY2024-25
All	\$2.34	\$3.85	\$3.90	\$3.95

4) Over-Allocation Penalty (Additional charge for use exceeding a customer's monthly allocation.)

Meter size	FY2021-22	FY2022-23	FY2023-24	FY2024-25
All	\$1.00/Unit	The Over-Allocation Penalty will be set at Casitas MWD's Over-Allocation Penalty then in effect (Currently \$5.00/HCF). The amount is additional to the unit rate.		

5) Casitas Surcharge

Meter size	FY2021-22	FY2022-23	FY2023-24	FY2024-25
All	The cost of purchasing water from Casitas MWD is collected as a "Casitas Surcharge" added to a customer's bill in proportion to the amount of water used that month. (NO CHANGE)			

6) Other Fees and Charges

See our website for special rates and conditions.

Note: 1 Unit = 100 cubic feet = 1 HCF = 748 gallons

Meiners Oaks Water District

New Service Connection Fees FY 2024-2025

Meter size	Multiplier	FY2024-25
5/8"&3/4"	1.00	\$4,045.24
1"	1.66	\$6,715.10
1.5"	2.50	\$10,113.10
2"	5.33	\$21,561.13
3"	11.66	\$47,167.50
4"	33.33	\$134,827.85

Fire Flow New Service Connection Fees

Meter size	FY2024-25
1"	\$4,128.24
2"	\$4,898.04
3"	\$8,126.24
4"	\$37,375.24

Formulas:

Capital Fee = $\frac{\text{Total Net Assets}}{\text{Total Service Connections}}$
(Use most recent Financial Audit Net Assets)

Fire Flow Fee =

1"	50 GPM x 1.66 = \$83.00 + \$4,045.24
2"	160 GPM x 5.33 = \$852.80 + \$4,045.24
3"	350 GPM x 11.66 = \$4,081.00 + \$4,045.24
4"	1000 GPM x 33.33 = \$33,330.00 + \$4,045.24