

ALTO SANITARY DISTRICT

RESOLUTION 2023-02

A RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR 2023-2024

WHEREAS, as part of its approval of the Annual Budget for Fiscal Year 2023-2024 the Board of Directors duly considered the annual expenditures necessary for the Alto Sanitary District; and

WHEREAS, the Board moved to adopt the budget in its final form, which is attached hereto as "Exhibit A", as being a factual statement of the expected revenues and expenditures for the District's financial status for the period of said fiscal year;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Alto Sanitary District, Marin County, California, that the budget for fiscal year 2023-24, based on an annual sewer service charge of \$1,500.00 per Equivalent Dwelling Unit (EDU) as previously adopted in Ordinance 2016-01, is hereby approved and adopted.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Alto Sanitary District held on June 28, 2023, by the following vote:

Ayes: 3 Bosenko, Faust, Nash
Noes: 0 None
Abstain: 0 None
Absent: 2 Gates, Merriman



Janis Bosenko, Board President



Marc Nash, District Secretary

Alto Sanitary District
 Budget for Fiscal Year 2023-24
 Adopted by the Board of Directors on 06/28/2023

Revenue			
Item	FY22-23 Proj	FY23-24 Budget	%
Operating Revenue			
Program Revenues (Sewer Service Charges @ \$1,500/EDU)	762,000	765,000	100%
Franchise Fees (MVRs)	16,890	17,000	101%
Marin Housing Authority Sewer Fee	84,000	84,000	100%
Permits & Fees	15,982	10,000	63%
Operating Revenue:	878,872	876,000	100%
Non-Operating Revenue			
Property Taxes	64,214	64,000	100%
Excess ERAF	28,288	25,000	88%
Aid from Govt Agencies (HOPTR)	208	150	72%
Interest	1,973	2,000	101%
Grant	20,118	0	
Non-Operating Revenue:	114,801	91,150	79%
Total Revenue:	993,673	967,150	97%

Expenses			
Sewage Treatment			
Sewage Treatment SASM	365,257	381,817	105%
Sewage Treatment:	365,257	381,817	105%
Sewer System Maintenance			
Cleaning	23,808	30,000	126%
Televising Program	0	0	
Repairs	825	5,000	
Lateral Rehab Prog (Inspections)	0	0	
Underground Service Alert	10,000	11,000	110%
Smoke Testing	20,956	20,000	
Unscheduled Services	410	12,000	
Sewer System Maintenance:	55,999	78,000	139%
Professional Services			
Marin County Admin Fees	1,451	1,500	103%
LAFCO Dues	525	750	143%
Marin County Encroachment Fee	490	490	100%
CSDA Dues	3,391	3,400	100%
PO Box Fee	202	202	100%
SWRCB	3,453	3,500	101%
Underground Service Alerts Fees	300	300	100%
Audit	10,735	9,500	88%
Bookkeeping	2,295	2,300	100%
EDU Consultant	0	0	
Legal	248	2,000	806%
MarinMap Membership Share	3,875	3,875	100%

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Marketing & Public Outreach	0	4,500	
Professional Development (CWEA Cert, Etc)	0	500	
Engineering Consultants (GIS,EPA,SSMP)	14,000	14,000	100%
Engineering Consultants (Lateral Oversight)	7,000	8,000	114%
Engineering Consultants (Other)	2,676	5,000	
Professional Services:	50,641	59,817	118%
Administration Costs			
Insurance: CSRMA	2,415	2,500	104%
Election Notices and Fees	250	0	
Office Expenses (Postage, Printing, Supplies)	500	600	120%
Utilities (Office Phone, Website, Zoom)	900	2,500	278%
Miscellaneous (Parking, Mileage, Misc Charges)	702	1,000	
Administration Costs:	4,767	6,600	138%
Payroll Expenses			
Payroll for Manager	54,826	62,502	114.0%
Stipends for Board (includes YTD Special Mtgs)	7,025	9,300	132%
Management of Special Projects	0	0	
Employer Taxes	7,000	8,000	114%
Payroll Service	1,339	1,400	105%
Payroll Bank Account Fees	0	0	
Payroll Expenses:	70,190	81,202	116%
Alto Sewer Support Program			
Proposed New Grants for Private Laterals	0	20,000	
Program Expenses:	0	20,000	
Total Operating Expenses:	546,854	627,436	115%
Net Operations (Revenue - Expenses):	446,819	339,714	76%
CIP Program/Rehabilitation (Hard and Soft Costs)			
FY20_21 CIP - East Blithedale (Final Payments)	2,683	0	
FY21_22 CIP - Meadow Dr (\$835,322 Bid + Est Soft Cost)	779,567	3,000	
FY22_23 CIP - Patricia Ln & Shell Rd	35,000	260,000	
FY23_24 CIP - TBD	0	200,000	
Total CIP Expense:	817,250	463,000	
Est. End of Fiscal Year Account Balances:			
Operations Fund Cash Balance (Incl \$100K transfer to Reserves):	425,000	201,714	
Reserve Fund Cash Balance (Incl est interest & transfers):	538,293	638,293	
Total Ending Cash Balance:	963,293	840,007	