

**ALTO SANITARY DISTRICT**

**RESOLUTION 2020-04**

**A RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR  
2020-2021**

**WHEREAS**, as part of its approval of the Annual Budget for Fiscal Year 2020-2021 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 2020-21, 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 24, 2020, by the following vote:

Ayes: *Bosenko, Elam, Gates, Nash*

Noes:           

Abstain:           

Absent: *Kennedy*

*Janis Bosenko*  
Janis Bosenko, Board President

*Tania Kennedy*  
Tania Kennedy, District Secretary

**Alto Sanitary District**  
 Budget for Fiscal Year 2020-21 - Adopted on 06/24/20

Revenue			
Item	FY19-20 Proj	FY20-21 Budget	%
<b>Operating Revenue</b>			
Program Revenues (Sewer Service Charges) <span style="color: red;">FY20/21 = 1,500/EDU</span>	745,954	745,954	100%
Franchise Fees (MVRS)	15,000	15,000	100%
Marin Housing Authority Sewer Fee	84,000	84,000	100%
Permits & Fees	38,000	20,000	53%
Operating Revenue:	<b>882,954</b>	<b>864,954</b>	<b>98%</b>
<b>Non-Operating Revenue</b>			
Property Taxes	60,185	57,000	95%
Excess ERAF	26,029	0	0%
Aid from Govt Agencies (HOPTR)	217	217	100%
Interest	6,294	4,750	75%
Grant	0	0	
Non-Operating Revenue:	<b>92,725</b>	<b>61,967</b>	<b>67%</b>
<b>Total Revenue:</b>	<b>975,679</b>	<b>926,921</b>	<b>95%</b>

Expenses			
<b>Sewage Treatment</b>			
Sewage Treatment SASM	307,670	324,492	105%
Sewage Treatment:	<b>307,670</b>	<b>324,492</b>	<b>105%</b>
<b>Sewer System Maintenance</b>			
Cleaning	24,000	18,000	75%
Televising Program	4,140	1,200	29%
Repairs	0	5,000	
Lateral Rehab Prog (Inspections)	0	1,000	
Underground Service Alert	8,500	10,000	118%
Unscheduled Services	5,161	5,500	107%
Sewer System Maintenance:	<b>41,801</b>	<b>40,700</b>	<b>97%</b>
<b>Professional Services</b>			
Marin County Admin Fees	1,200	1,200	100%
LAFCO Dues	400	400	100%
Marin County Encroachment Fee	490	490	100%
CSDA Dues	2,931	2,931	100%
PO Box Fee	112	112	100%
SWRCB	2,625	2,286	87%
Underground Service Alerts Fees	350	350	100%
Audit	6,000	6,000	100%
Bookkeeping	1,800	1,800	100%
EDU Consultant	0	500	
Legal	1,135	3,000	264%
MarinMap Membership Share	2,940	3,000	102%
Marketing & Public Outreach	0	2,000	
Professional Development (CWEA Cert, Etc)	382	382	100%

## Alto Sanitary District

Budget for Fiscal Year 2020-21 - Adopted on 06/24/20

Engineering Consultants (GIS,EPA,SSMP)	1,786	10,000	560%
Engineering Consultants (Lateral Oversight)	8,000	10,000	125%
Engineering Consultants (Other)	0	3,000	
Professional Services:	<b>30,151</b>	<b>47,451</b>	157%
<b>Administration Costs</b>			
Insurance: CSRMA	1,627	1,627	100%
Election Notices and Fees	0	350	
Office Expenses (Postage, Printing, Supplies)	400	400	100%
Utilities (Office Phone, Website, Zoom)	1,878	1,000	53%
Miscellaneous (Parking, Mileage)	0	0	
Administration Costs:	<b>3,905</b>	<b>3,377</b>	86%
<b>Payroll Expenses</b>			
Payroll for Manager (Reflects 4% increase per 05/27/20 Review)	39,900	41,496	104%
Stipends for Board (includes YTD Special Mtgs)	6,500	8,125	125%
Management of Special Projects	0	15,000	
Employer Taxes	3,800	4,000	105%
Payroll Service	1,000	1,000	100%
Payroll Bank Account Fees	0	0	
Payroll Expenses:	<b>51,200</b>	<b>69,621</b>	136%
<b>Total Operating Expenses:</b>	<b>434,727</b>	<b>485,641</b>	112%
<b>Net Operations (Revenue - Expenses):</b>	<b>540,952</b>	<b>441,280</b>	82%
<b>CIP Program/Rehabilitation</b>			
FY18_19 CIP - (Walker, Thomas, Easement) - Complete	13,540	0	
FY19_20 CIP - (Central, Redwood Hwy, Shell) - In Progress	395,248	0	
FY19_20 CIP - TBD	0	400,000	
<b>Total CIP Expense:</b>	<b>408,788</b>	<b>400,000</b>	
<b>Est. End of Fiscal Year Account Balances:</b>			
Operations Fund Cash Balance (Incl \$100K transf to Reserve):	285,000	226,280	
Reserve Fund Cash Balance (Incl est interest & transfers):	430,525	530,525	
<b>Total Ending Cash Balance:</b>	<b>715,525</b>	<b>756,805</b>	