

# ALTO SANITARY DISTRICT

## RESOLUTION 2021-01

### A RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR 2021-2022

**WHEREAS**, as part of its approval of the Annual Budget for Fiscal Year 2021-2022 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 2021-22, 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 23, 2021, by the following vote:


Ayes: Bosenko, Elam, Kennedy, Nash

Noes: None

Abstain: None

Absent: Gates

  
Janis Bosenko, Board President

  
Tania Kennedy, District Secretary

**Alto Sanitary District**  
 Budget for Fiscal Year 2021-22 - Adopted on 06/23/2021

Revenue			
Item	FY20-21 Proj	FY21-22 Budget	%
<b>Operating Revenue</b>			
Program Revenues (Sewer Service Charges) <span style="color: red;">FY21/22 = 1,500/EDU</span>	753,517	753,517	100%
Franchise Fees (MVRS)	15,175	15,175	100%
Marin Housing Authority Sewer Fee	84,000	84,000	100%
Permits & Fees	9,912	10,000	101%
Operating Revenue:	<b>862,604</b>	<b>862,692</b>	100%
<b>Non-Operating Revenue</b>			
Property Taxes	57,443	57,443	100%
Excess ERAF	26,058	0	0%
Aid from Govt Agencies (HOPTR)	100	100	100%
Interest	2,954	5,500	186%
Grant	5,000	0	
Non-Operating Revenue:	<b>91,555</b>	<b>63,043</b>	69%
<b>Total Revenue:</b>	<b>954,159</b>	<b>925,735</b>	97%

Expenses			
<b>Sewage Treatment</b>			
Sewage Treatment SASM	327,197	342,231	105%
Sewage Treatment:	<b>327,197</b>	<b>342,231</b>	105%
<b>Sewer System Maintenance</b>			
Cleaning	31,961	25,000	78%
Televising Program	1,006	3,000	298%
Repairs	0	5,000	
Lateral Rehab Prog (Inspections)	0	1,000	
Underground Service Alert	5,852	8,000	137%
Unscheduled Services	11,003	12,000	109%
Sewer System Maintenance:	<b>49,822</b>	<b>54,000</b>	108%
<b>Professional Services</b>			
Marin County Admin Fees	1,200	1,200	100%
LAFCO Dues	500	500	100%
Marin County Encroachment Fee	490	490	100%
CSDA Dues	3,004	3,004	100%
PO Box Fee	134	134	100%
SWRCB	2,848	3,000	105%
Underground Service Alerts Fees	1,310	1,400	107%
Audit	7,950	8,000	101%
Bookkeeping	2,029	2,100	103%
EDU Consultant	0	0	
Legal	2,200	3,000	136%
MarinMap Membership Share	3,000	3,000	100%
Marketing & Public Outreach	0	2,000	
Professional Development (CWEA Cert, Etc)	0	500	

## Alto Sanitary District

Budget for Fiscal Year 2021-22 - Adopted on 06/23/2021

Engineering Consultants (GIS,EPA,SSMP)	7,500	10,000	133%
Engineering Consultants (Lateral Oversight)	3,000	10,000	333%
Engineering Consultants (Other)	3,074	4,000	130%
Professional Services:	<b>38,239</b>	<b>52,328</b>	137%
<b>Administration Costs</b>			
Insurance: CSRMA	1,627	1,627	100%
Election Notices and Fees	250	250	100%
Office Expenses (Postage, Printing, Supplies)	226	400	177%
Utilities (Office Phone, Website, Zoom)	906	2,500	276%
Miscellaneous (Parking, Mileage)	0	0	
Administration Costs:	<b>3,009</b>	<b>4,777</b>	159%
<b>Payroll Expenses</b>			
Payroll for Manager (Increase approved on 06/23/21)	41,496	51,480	124%
Stipends for Board (includes YTD Special Mtgs)	9,077	9,500	105%
Management of Special Projects	0	15,000	
Employer Taxes	3,800	4,000	105%
Payroll Service	1,295	1,400	108%
Payroll Bank Account Fees	0	0	
Payroll Expenses:	<b>55,668</b>	<b>81,380</b>	146%
<b>Total Operating Expenses:</b>	<b>473,935</b>	<b>534,716</b>	<b>113%</b>
<b>Net Operations (Revenue - Expenses):</b>	<b>480,224</b>	<b>391,019</b>	<b>81%</b>
<b>CIP Program/Rehabilitation</b>			
FY19_20 CIP - (Central, Redwood Hwy, Shell) - Complete	241,446	0	
FY20_21 CIP - (East Blithedale) *Assumes Total Pmt in FY20_21	303,066	0	
FY21_22 CIP - (TBD)	0	400,000	
<b>Total CIP Expense:</b>	<b>544,512</b>	<b>400,000</b>	
<b>Est. End of Fiscal Year Account Balances:</b>			
Operations Fund Cash Balance (Incl \$100K transf to Reserve):	350,000	241,019	
Reserve Fund Cash Balance (Incl est interest & transfers):	484,974	584,974	
<b>Total Ending Cash Balance:</b>	<b>834,974</b>	<b>825,993</b>	