

**Sewerage Agency of Southern Marin
2018/19 Budget Report Draft
EQUIVALENT DWELLING UNIT COUNT and
CAPACITY ALLOCATION REPORT**

Final EDU Count for 2018 Presented to the SASM Board on May 17, 2018.

Agency	Single family		Multiple family		Second units		Nonresidential	
	2017	2018	2017	2018	2017	2018	2017	2018
Almonte	749.0	747.0	(2)	(2)	(2)	(2)	60.8	60.8
Alto	227.0	220.0	274.0	268.0	(1)	(1)	75.3	74.9
HVSD	1,066.0	1,076.0	(2)	(2)	(1)	(1)	7.9	10.9
Mill Valley	5,910.0	6,025.0	(2.0)	(2.0)	(1)	(1)	1,490.4	1,228.4
RBSD	2,834.0	2,834.0	1,328.0	1,328.0	(1.0)	(1.0)	993.6	1,006.8
TCSD	125.0	125.0	0.0	0.0	1.0	1.0	63.0	73.0
Totals	10,911.0	11,027.0	1,600.0	1,594.0	0.0	0.0	2,691.0	2,454.8

- (1) included in multiple family count
- (2) included in single family count

Agency	Total EDU's		% of total	
	2017	2018	2017	2018
Almonte	809.8	807.8	5.37	5.36
Alto	576.3	562.9	3.82	3.73
HVSD	1,073.9	1,086.9	7.12	7.21
Mill Valley	7,400.4	7,253.4	49.08	48.11
RBSD	5,155.6	5,168.8	33.91	34.28
TCSD	188.0	198.0	1.24	1.31
Totals	15,204.0	15,077.8	100.00	100.00

Initial capital (%)	Capacity allocation (EDU's)	Excess capacity (EDU's)
5.2	985.2	177.4
3.4	644.2	81.3
7.3	1,383.1	296.2
49.2	9,321.4	2,068.0
33.5	6,346.9	1,178.1
1.4	265.2	67.2
100.0	18,946.0	3,868.2

**Sewerage Agency of Southern Marin
2018/19 Budget Report Draft
MEMBER AGENCY ASSESSMENTS**

The total Member Agency Assessment for 2018/19 is **\$7,635,253**. This figure is distributed as follows:

	Capital		O & M		17/18	18/19
	% (1)	Amount	% (2)	Amount	Total assessment	Total assessment
Almonte S.D.	5.20	71,781	5.36	334,871	375,488	406,653
Alto S.D.	3.40	47,082	3.73	233,365	265,398	280,448
HVSD	7.30	101,089	7.21	450,571	500,912	551,660
Mill Valley	49.20	681,537	48.11	3,006,873	3,444,793	3,688,410
RBSD	33.50	463,900	34.28	2,142,712	2,394,592	2,606,612
TCSD	1.40	19,387	1.31	82,084	88,496	101,471
	100.0	\$1,384,776	100.0	\$6,250,477	\$7,069,679	\$7,635,253

(1) Allocated capacity of treatment works

(2) Current Member Agency EDU counts used to calculate percentages

Capital = Capital Improvements - Water Sales +/- Reserve Allocation

O & M = O & M - Fees - MV Station O&M

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LINE ITEM BUDGET - Page 1 of 2

TOTAL EXPENSES = \$6,395,277		
1. Operation, Maintenance and Administration.....		6,275,277
1.1.1 Salaries - Full Time.....	1,658,083	
1.1.2 Salaries - Part Time	8,000	
1.2 Overtime.....	20,000	
1.3 Employee Benefits.....	711,339	
1.4 Office Expense.....	10,500	
1.5 Postage.....	1,100	
1.6 Special Department Expense.....	145,960	
1.6.1 Lab Supplies.....	29,000	
1.6.2 Chlorine.....	53,000	
1.6.3 Polymer.....	32,960	
1.6.4 Safety expense.....	21,000	
1.6.5. Others.....	10,000	
1.7 Clothing and Personal Supplies.....	16,000	
1.8 Communications.....	16,500	
1.8.1 Office Telephone.....	9,000	
1.8.2 Telemetry Line Lease	7,500	
1.9 Utilities.....	407,000	
1.9.1 Water.....	50,000	
1.9.2 Electricity.....	355,000	
1.9.3 Gas.....	2,000	
1.10 Buildings and Grounds Maintenance.....	59,300	
1.10.1 Landscape Maintenance.....	0	
1.10.2 Contract Building Maintenance.....	49,000	
1.10.3 Building Materials and Supplies.....	10,300	
1.11 Equipment Maintenance.....	292,100	
1.11.1 Lubricants.....	1,000	
1.11.2 Diesel Fuel.....	1,200	
1.11.3 Parts and Materials.....	80,000	
1.11.4 Contract Labor and Repairs	110,000	
1.11.5 Vehicle Fuel.....	6,900	
1.11.6 Vehicle Maintenance.....	7,000	
1.11.7 Spare Parts.....	9,000	
1.11.8 Lift Stations.....	42,000	
1.11.9 Major maintenance & upgrades....	35,000	

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LINE ITEM BUDGET - Page 2 of 2

EXPENSES (continued)

1. Operation, Maintenance and Administration (continued)

1.12	Specialized Services.....	882,162
1.12.1	Sludge Disposal.....	81,000
1.12.2	Outside Laboratory.....	28,000
1.12.3	Mill Valley Administration.....	253,162
1.12.4	Engineering Consultants.....	145,000
1.12.5	Miscellaneous Services.....	18,000
1.12.6	Legal and Fiscal Consultants.....	20,000
1.12.7	Sanitary Dist. 5 Contract.....	116,000
1.12.8	Permits and fees.....	125,000
1.12.9	Sewer system maintenance	96,000
1.13	Insurance.....	59,000
1.14	Membership and Training.....	20,000
1.15	Other expenses.....	8,500
1.15	Equipment.....	98,800
1.16	Contingency.....	0
1.17	Retiree Health Care.....	215,414
1.18	Debt Service Principal	295,000
1.19	Debt Service Interest	1,350,519

2. Capital Improvements*

2.1	Effluent Flowmeter Replacement*	40,000
2.2	Private Laterals *	50,000
2.3	Integration of the Data Historian Server*	30,000
2.4	Replacement of Influent Pumps 1, 2, 3**	130,000
2.5	Replacement of Digester Sludge Recirculating Pumps**	105,000
2.6	Ricardo Road Pump Station Improvements Design**	190,000
2.7	Surge Protection Rehab Trestle Glenn Pump Station**	90,000
2.8	Saltworks P.S. & Trestle Glenn PS. Electr. Upgrade VFDs**	400,000
	CIP*	120,000
	Total CIP	1,035,000

TOTAL REVENUES = \$7,757,153

1.	Member Agency Assessments.....	7,635,253
1.1	Almonte Sanitary District.....	406,653
1.2	Alto Sanitary District.....	280,448
1.3	Homestead Valley Sanitary District.....	551,660
1.4	Mill Valley.....	3,688,410
1.5	Richardson Bay Sanitary District.....	2,606,612
1.6	Tamalpais Community Services District.....	101,471
2.	Interest on Investments.....	3,100
3.	Fees.....	0
4.	Water Sales.....	62,000
5.	Mill Valley Station O&M.....	24,800
6.	SASM Lab Revenue	32,000
		121,900

Allocation to Reserves: \$1,361,876

*Not Bond Funded

** Projects Funded by 2016 Bond (may begin prior to July 1, 2018)

**Sewerage Agency of Southern Marin
FY 2018/19
O & M BUDGET CHANGES**

	Budget		Increase (decrease)	
	17-18	18-19	Amount	% Change
1.1.1 Salaries - Full Time	1,578,945	1,658,083	79,138	5.0
1.1.2 Salaries - Part Time	8,000	8,000	0	0.0
1.2 Overtime	18,000	20,000	2,000	11.1
1.3 Employee Benefits	739,146	711,339	(27,807)	(3.8)
1.4 Office Expense	10,100	10,500	400	4.0
1.5 Postage	1,000	1,000	0	0.0
1.6.1 Lab Supplies	22,000	29,000	7,000	31.8
1.6.2 Chlorine	52,000	53,000	1,000	1.9
1.6.3 Polymer	32,000	32,960	960	3.0
1.6.4 Safety expense	20,500	21,000	500	2.4
1.6.5 Other	9,000	10,000	1,000	11.1
1.7 Clothing and Personal Supplies	15,500	16,000	500	3.2
1.8.1 Office Telephone	9,000	9,000	0	0.0
1.8.2 Telemetry Line Lease	6,500	7,500	1,000	15.4
1.9.1 Water	40,000	50,000	10,000	25.0
1.9.2 Electricity	325,000	355,000	30,000	9.2
1.9.3 Natural gas	2,000	2,000	0	0.0
1.10.1 Landscape maintenance	0	0	0	0.0
1.10.2 Building Contract Maintenance	46,500	49,000	2,500	5.4
1.10.3 Building Materials and Supplies	10,000	10,300	300	3.0
1.11.1 Lubricants	1,000	1,000	0	0.0
1.11.2 Diesel Fuel	1,200	1,200	0	0.0
1.11.3 Parts and Materials	77,000	80,000	3,000	3.9
1.11.4 Contract Labor and Repairs	110,000	110,000	0	0.0
1.11.5 Vehicle Fuel	6,900	6,900	0	0.0
1.11.6 Vehicle Maintenance	7,000	7,000	0	0.0
1.11.7 Spare Parts	8,000	9,000	1,000	12.5

**Sewerage Agency of Southern Marin
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O & M BUDGET CHANGES (continued)**

				Increase (decrease)	
		17-18	18-19	Amount	% Change
1.11.8	Lift Stations	40,000	42,000	2,000	5.0
1.11.9	Major maintenance & upgrades	30,000	35,000	5,000	16.7
1.12.1	Sludge Disposal	77,000	81,000	4,000	5.2
1.12.2	Outside Laboratory	29,000	28,000	(1,000)	(3.4)
1.12.3	Mill Valley Administration	241,255	253,162	11,907	4.9
1.12.4	Engineering/Consultants	155,000	145,000	(10,000)	(6.5)
1.12.5	Miscellaneous Services	17,000	18,000	1,000	5.9
1.12.6	Legal and Fiscal Consultants	19,000	20,000	1,000	5.3
1.12.7	Sanitary Dist. 5 Contract	110,000	116,000	6,000	5.5
1.12.8	Permits and fees	110,000	125,000	15,000	13.6
1.12.9	Sewer system maintenance	92,000	96,000	4,000	4.3
1.13	Insurance	55,000	59,000	4,000	7.3
1.14	Membership and Training	19,000	20,000	1,000	5.3
1.15	Equipment	109,800	98,800	(11,000)	(10.0)
1.16	Other	8,000	8,500	500	6.3
1.17	Retiree Health Care Cost	256,492	215,414	(41,078)	(16.0)
1.18	Contingency	0	0	0	0.0
1.19	Bond Principal	570,000	295,000	(275,000)	(48.2)
1.2	Bond TOTAL Interest	1,372,144	1,350,519	(21,625)	(1.6)
1.21	CIP Funded by O&M Budget	415,000.0	120,000.0	(295,000)	(71.1)
Totals		\$6,881,987	\$6,395,177	(\$486,810)	(7.1)
			\$6,275,177		

**Sewerage Agency of Southern Marin
2018/19 Budget Report Draft
CAPITAL IMPROVEMENT PROGRAM**

Effluent Flow Meter Replacement

The 18-inch mag-meter that measures the flow of effluent leaving the wastewater treatment plant has been in service since 1980 and is unreliable. It is mandated by the NPDES permit to realibly measure the plant effluent and report it to the State.

Private Lateral Replacement Project SEP (*Ongoing*)

As required by the Regional Water Resources Control Board, SASM is to make available \$50,000 per year for assisting property owners with inspecting, repairing or replacing private lateral sewer lines.

Integration of the Data Historian Server

The data historian will provide secure historical data archiving and improved reporting capabilities. The SCADA data historian will collect and synchronize the data from both SCADA servers and store it in a single repository. The SCADA data historian will have failsafe features that will enable historical data collection if either of the SCADA servers or the data historian fail.

Replacement of Influent Pumps 1, 2, 3

The three primary influent pumps located in the Headworks building will be replaced by staff. Work includes the replacement of each motor, pump, valving, and associated pipe connections. Work was originally included within the WWTP contract but had to be descoped during the contract rebidding process.

Digester Sludge Recirculation Improvments

The sludge recirculating pumps located in the Digester building will be replaced by staff. Work includes the replacement of each motor, pump, valving, and associated pipe connections. Work was originally included within the WWTP contract but had to be descoped during the contract rebidding process.

Ricardo Road Pump Station Improvements Design

Improvements to Ricardo Road Pump Station will provide reliable and safe operation of the pump station, include electrical upgrades and converting the station to a submersible type.

Surge Protection Rehab Trestle Glenn P.S.

Project is to replace the existing surge tank, valving, and pipe connections with new to protect the sewage force main line that runs from Trestle Glenn P.S to the WWTP.

Saltworks and Trestle Glen P.S. Electrical Improvements

Install VFDs to all pump motors at Salt Works and Trestle Glenn. Work is associated with the 2018 “Force Main Repair” and intended to reduce stress on a pipeline.