

**S
A
N
I
T
A
R
Y

D
I
S
T
R
I
C
T**

SANITARY DISTRICT

The Sanitary District maintains approximately 235,000 lineal feet of gravity sewer mains and 23,000 lineal feet of force mains. Nineteen (19) pump stations are used to pump approximately one million gallons (average dry weather flow) of wastewater per day to Central Marin Sanitation Agency (CMSA) treatment plant, which provides primary and secondary treatment. There are 5,665 laterals connected to the District's collection system.

Public Works personnel provide both routine and emergency cleaning and maintenance of the sewer system. Contractual services are used for some special vacuum cleaning of sewer lines and for some emergency response activities. Major repair work of sewer lines is provided by private contract. The pump stations are maintained through a contract with CMSA.

The major objectives of Sanitary District #2 are the reduction of inflow and infiltration (I & I) of ground water into the sewer system, the replacement of aging gravity mains, and the improvement of the level of maintenance by Public Works personnel and private contractual services to reduce the number of sewer stoppages per year. Use of the Infrastructure Management Geographic Information System (GIS) will assist in this.

The District updated its Sewer Master Plan in September 2009. The Master Plan provides guidance for fiscal planning on system upgrades and refurbishments over the next forty years. The Plan has identified 50% of the sanitary sewer system as being over 40 years old. Using this plan as guide, Sanitary District #2 will continue an aggressive program of repair and replacement of the sanitary infrastructure. To finance this effort, the Sewer User Service Charge was increased from \$188 per sewer user unit to \$498 per sewer user unit over a 5 year period and will continue at that level until it is revised by the Board of Directors.

1992-1993 through

FY 2004-2005	\$188.00	\$2.00
2005-2006	\$250.00	\$2.00
2006-2007	\$312.00	\$2.00
2007-2008	\$374.00	\$2.00
2008-2009	\$436.00	\$2.00
2009-2010	\$498.00	\$2.00
2010-2011	\$498.00	\$2.00
2011-2012	\$498.00	\$2.00

CENTRAL MARIN SANITATION AGENCY

The Central Marin Sanitation Agency (CMSA) was formed in 1979 to meet the future sewer treatment needs of four sewer agencies: Sanitary District No. 1 (Ross Valley and now the City of Larkspur), Sanitary District No. 2 (The Town of Corte Madera), the San Rafael (City of San Rafael), and the City of Larkspur (since de-annexed sewer system to Sanitary District No.1. In 1995 the City of Larkspur de-annexed the sewer system it maintained in approximately one half of the City of Larkspur to Sanitary District No.1. Sanitary District No. 1 had always provided sewer service to approximately one half of the City of Larkspur in the Greenbrae area which was originally unincorporated.

The CMSA wastewater treatment plant was completed in January 1985. The plant provides advanced secondary treatment of up to 125 million gallons per day. It serves a population of 115,000 which equates to 55,795 equivalent dwelling units for the combined member agencies. CMSA also maintains the District's 19 pump stations by contract. The Fats, Oil and Grease (FOG) Source Control Program began in FY 2010-2011 through a contract with CMSA.

**TOWN OF CORTE MADERA
SEWER GENERAL OPERATING FUND
2017-2018**

Description	2015-2016	2016-2017	2016-2017	2017-2018
	Actual	Revised Budget	Estimated Actuals	Proposed Budget
BEGINNING BALANCE	4,497,856	7,737,663	7,737,663	6,624,563
REVENUE				
Revenue	7,397,167	6,362,200	6,113,200	5,996,000
TOTAL: REVENUE	7,397,167	6,362,200	6,113,200	5,996,000
TOTAL RESOURCES	11,895,023	14,099,863	13,850,863	12,620,563
EXPENDITURES				
Engineering Administration	239,590	428,500	550,700	457,800
Maintenance	1,178,525	732,800	712,700	595,400
Central Marin Sanitation Agency	1,784,987	1,935,000	1,894,000	2,145,000
TOTAL: EXPENDITURES	3,203,102	3,096,300	3,157,400	3,198,200
TRANSFER OUT TO SEWER CAPITAL MAINTENANCE	920,259	3,825,900	4,034,900	2,130,000
TRANSFER OUT TO INSURANCE FUND	34,000	34,000	34,000	38,000
Net Increase/(Decrease)	3,239,807	(594,000)	(1,113,100)	629,800
ENDING BALANCE	7,737,663	7,143,663	6,624,563	7,254,363

**SEWER GENERAL OPERATING
FUND
REVENUE SUMMARY**

DESCRIPTION	2015-2016		2016-2017		2016-2017		2017-2018	
	ACTUAL		REVISED BUDGET		ESTIMATED ACTUALS		PROPOSED BUDGET	
REVENUE								
Property Taxes	2,799,266	37.84%	2,993,000	47.04%	2,729,000	44.64%	2,839,000	47.35%
Investment Earnings	26,123	0.35%	15,000	0.24%	30,000	0.49%	30,000	0.50%
State Revenue	14,671	0.20%	15,000	0.24%	15,000	0.25%	15,000	0.25%
Engineering Charges	27,395	0.37%	21,000	0.33%	21,000	0.34%	25,000	0.42%
Other Sewer Charges	3,029,712	40.96%	2,997,000	47.11%	2,997,000	49.03%	3,087,000	51.48%
Other Revenue	1,500,001	20.28%	321,200	5.05%	321,200	5.25%	-	
TOTAL REVENUE	7,397,167	100.00%	6,362,200	100.00%	6,113,200	100.00%	5,996,000	100.00%

**SEWER GENERAL FUND
EXPENDITURE SUMMARY**

		2015-2016		2016-2017		2016-2017		2017-2018	
		Actuals	% Total	Revised Budget	% Total	Estimated Actuals	% Total	Proposed Budget	% Total
GENERAL FUND DEPARTMENTS									
Sanitary District Administration		239,590	7.48%	428,500	13.84%	550,700	17.44%	457,800	14.31%
Sanitation Maintenance		1,178,525	36.79%	732,800	23.67%	712,700	22.57%	595,400	18.62%
Central Marin Sanitation Agency		1,784,987	55.73%	1,935,000	62.49%	1,894,000	59.99%	2,145,000	67.07%
TOTAL EXPENDITURES		3,203,102	100.00%	3,096,300	100.00%	3,157,400	100.00%	3,198,200	100.00%

**SEWER GENERAL OPERATING FUND
SANITARY DISTRICT ADMINISTRATION**

		2015-2016		2016-2017		2016-2017		2017-2018	
		Actuals	% Total	Revised Budget	% Total	Estimated Actuals	% Total	Proposed Budget	% Total
Labor Costs									
SALARIES		70,382	29.38%	117,000	27.30%	121,000	21.97%		0.00%
RETIREMENT - NORMAL COST		4,891	2.04%	8,400	1.96%	7,000	1.27%		0.00%
RETIREMENT - UNFUNDED LIABILITY		16,400	6.85%	17,400	4.06%	17,400	3.16%		0.00%
BENEFITS		15,209	6.35%	21,100	4.92%	16,000	2.91%		0.00%
	LABOR COSTS	106,882	44.61%	163,900	38.25%	161,400	29.31%	0	0.00%
Services and Supplies									
PRIVATE CONTRACTUAL SERVICES		61,128	25.51%	78,500	18.32%	72,000	13.07%	91,000	19.88%
TOWN OF CORTE MADERA								349,500	76.34%
INTERGOVERNMENTAL EXPENDITURES		59,105	24.67%	60,300	14.07%	60,300	10.95%	10,300	1.87%
MATERIALS AND SUPPLIES			0.00%	3,500	0.82%	3,500	0.64%	3,500	0.64%
OTHER EXPENDITURES		2,310	0.96%	9,500	2.22%	3,500	0.64%	3,500	0.76%
	SERVICES & SUPPLIES	122,543	51.15%	151,800	35.43%	139,300	25.30%	457,800	100.00%
Capital Equipment									
CAPITAL EQUIPMENT		10,165	4.24%	112,800	26.32%	250,000	45.40%		
	CAPITAL EQUIPMENT	10,165	4.24%	112,800	26.32%	250,000	45.40%		
TOTAL BUDGET		239,590	100.00%	428,500	100.00%	550,700	100.00%	457,800	100.00%

**SEWER GENERAL OPERATING FUND
SANITATION MAINTENANCE**

		2015-2016		2016-2017		2016-2017		2017-2018	
		Actuals	% Total	Revised Budget	% Total	Estimated Actuals	% Total	Proposed Budget	% Total
Labor Costs									
SALARIES		136,996	11.62%	121,600	16.59%	104,700	14.69%		0.00%
RETIREMENT - NORMAL COST		8,095	0.69%	6,000	0.82%	8,000	1.12%		0.00%
RETIREMENT - UNFUNDED LIABILITY		15,600	1.32%	16,700	2.28%	16,700	2.34%		0.00%
BENEFITS		27,623	2.34%	20,400	2.78%	22,000	3.09%		0.00%
	LABOR COSTS	188,314	15.98%	164,700	22.48%	151,400	21.24%	0	0.00%
Services and Supplies									
PRIVATE CONTRACTURAL SERVICE		491,173	41.68%	506,500	69.12%	511,200	71.73%	532,500	89.44%
INTERGOVERNMENTAL EXPENDITURE		11,429	0.97%	11,800	1.61%	14,800	2.08%	15,100	2.12%
MATERIALS AND SUPPLIES		27,756	2.36%	43,000	5.87%	29,000	4.07%	41,000	5.75%
OTHER EXPENDITURES		6,010	0.51%	6,800	0.93%	6,300	0.88%	6,800	1.14%
	SERVICES & SUPPLIES	536,367	45.51%	568,100	77.52%	561,300	78.76%	595,400	100.00%
Capital Equipment									
CAPITAL EQUIPMENT		453,844	38.51%						
	CAPITAL EQUIPMENT	453,844	38.51%						
TOTAL BUDGET		1,178,525	100.00%	732,800	100.00%	712,700	100.00%	595,400	100.00%

**SEWER GENERAL OPERATING FUND
CENTRAL MARIN SANITATION AGENCY**

		2015-2016		2016-2017		2016-2017		2017-2018	
		Actuals	% Total	Revised Budget	% Total	Estimated Actuals	% Total	Proposed Budget	% Total
Labor Costs									
SALARIES			0.00%		0.00%		0.00%		0.00%
RETIREMENT			0.00%		0.00%		0.00%		0.00%
BENEFITS			0.00%		0.00%		0.00%		0.00%
	LABOR COSTS	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Services and Supplies									
PUMP STATION MAINTENANCE		367,646	20.60%	450,000	23.26%	450,000	23.76%	650,000	30.30%
SEWER TREATMENT AND DISPOSAL		874,152	48.97%	825,000	42.64%	862,000	45.51%	905,000	47.78%
DEBT SERVICE _ WET WEATHER IMPROVEMENT		530,965	29.75%	650,000	33.59%	576,000	30.41%	580,000	30.62%
"FOG" SOURCE CONTROL		12,223	0.68%	10,000	0.52%	6,000	0.32%	10,000	0.47%
	SERVICES & SUPPLIES	1,784,987	100.00%	1,935,000	100.00%	1,894,000	100.00%	2,145,000	100.00%
Capital Equipment									
DEPRECIATION EXPENSE			0.00%		0.00%				
	CAPITAL EQUIPMENT	0	0.00%	0	0.00%	0		0	
TOTAL BUDGET		1,784,987	100.00%	1,935,000	100.00%	1,894,000	100.00%	2,145,000	100.00%

TOWN OF CORTE MADERA
SEWER CAPITAL MAINTENANCE FUND
Proposed Budget, Fiscal Year 2017-2018

Description	2015-2016	2016-2017		2017-2018
	Actual	Rev Budget	Est. Actual	Budget
BEGINNING BALANCE	-	(0)	(0)	(0)
REVENUES AND TRANSFERS IN	920,259	3,825,900	4,034,900	2,130,000
TOTAL REVENUE	920,259	3,825,900	4,034,900	2,130,000
TOTAL RESOURCES	920,259	3,825,900	4,034,900	2,130,000
EXPENDITURES	920,259	3,825,900	4,034,900	2,130,000
TOTAL: EXPENDITURES	920,259	3,825,900	4,034,900	2,130,000
ENDING BALANCE	(0)	(0)	(0)	(0)
Restricted	(0)	(0)	(0)	(0)

**SEWER CAPITAL MAINTENANCE FUND
REVENUE AND EXPENDITURE SUMMARY**

		2015-2016	2016-2017	2016-2017	2017-2018
		Actual	Revised Budget	Estimated Actuals	Proposed Budget
REVENUE					
	TRANSFER IN FROM SEWER CAPITAL FUND	920,259	3,825,900	4,034,900	2,130,000
TOTAL REVENUE		920,259	3,825,900	4,034,900	2,130,000

		2015-2016	2016-2017	2016-2017	2017-2018
		Actual	Revised Budget	Estimated Actuals	Proposed Budget
EXPENDITURES					
	PARADISE WEST SEWER IMPROVEMENT	51,561	2,957,900	2,632,900	
	TRINIDAD 2 PUMP STATION IMPROVEMENT		8,000		
	INSPECTION OF SEWER MAINS	47,628	100,000		100,000
	ASSESSMENT/MASTER PLAN UPDATE	52,713	50,000	20,000	50,000
	INFRASTRUCTURE MANAGEMENT		10,000		30,000
	FLOW METER VAULT IMPROVEMENT				650,000
	FIFER PUMP STATION IMPROVEMENT				600,000
	EMERGENCY SEWER REPAIR PROJECTS	768,358	700,000	1,382,000	700,000
TOTAL EXPENDITURES		920,259	3,825,900	4,034,900	2,130,000

TOWN OF CORTE MADERA
SEWER CONNECTION FEE PROJECT FUND
Proposed Budget, Fiscal Year 2017-2018

Description	2015-2016	2016-2017		2017-2018
	Actual	Rev Budget	Est. Actual	Budget
BEGINNING BALANCE	-	-	-	-
REVENUES	6,309	42,100	42,100	0
TOTAL REVENUE	6,309	42,100	42,100	-
TOTAL RESOURCES	6,309	42,100	42,100	-
EXPENDITURES	6,309	42,100	42,100	-
TOTAL: EXPENDITURES	6,309	42,100	42,100	-
ENDING BALANCE	-	-	-	-
<u>Restricted</u>	-	-	-	-

**SEWER CONNECTION FEE PROJECT FUND
REVENUE AND EXPENDITURE SUMMARY**

		2015-2016	2016-2017	2016-2017	2017-2018
		Actual	Revised Budget	Estimated Actuals	Proposed Budget
REVENUE					
	SEWER CONNECTION FEES	6,309	42,100	42,100	
TOTAL REVENUE		6,309	42,100	42,100	0

		2015-2016	2016-2017	2016-2017	2017-2018
		Actual	Revised Budget	Estimated Actuals	Proposed Budget
EXPENDITURES					
	PARADISE WEST SEWER IMPROVEMENT	6,309	42,100	42,100	
TOTAL EXPENDITURES		6,309	42,100	42,100	0

A P P E N D I C E S

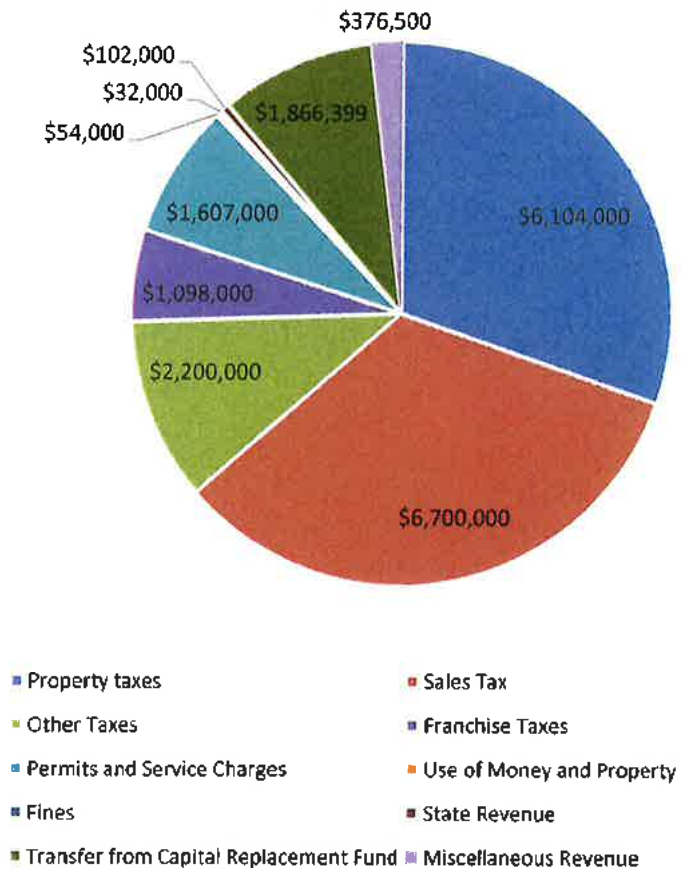
Town of Corte Madera
Per Capita Total

Rank	City	2014 Population	Revenue	
			Total Revenue	Per Capita Revenue 2015- 2016
	Ross	2,483	\$9,264,385	\$3,731
	Sausalito	7,135	\$26,588,325	\$3,726
	Belvedere	2,129	\$7,855,000	\$3,690
	Mill Valley	14,403	\$39,916,000	\$2,771
	Corte Madera	9,916	\$23,593,928	\$2,379
	Larkspur	12,325	\$21,009,094	\$1,705
	San Rafael	59,237	\$100,490,000	\$1,696
	San Anselmo	12,676	\$19,216,454	\$1,516
	Tiburon	9,224	\$11,341,758	\$1,230
	Fairfax	7,638	\$9,212,366	\$1,206
	Novato	55,005	\$47,954,000	\$872

Total revenue source: Marin County Civil Grand Jury Retirement Healthcare report dated May 10, 2017

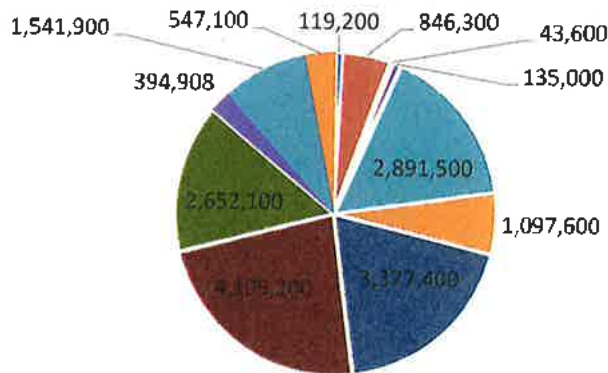
2017-2018 GENERAL FUND REVENUE

Revenue Summary	2017-2018	
	Budgeted Revenue	
Property taxes	\$6,104,000	30.31%
Sales Tax	\$6,700,000	33.27%
Other Taxes	\$2,200,000	10.92%
Franchise Taxes	\$1,098,000	5.45%
Permits and Service Charge	\$1,607,000	7.98%
Use of Money and Property	\$54,000	0.27%
Fines	\$32,000	0.16%
State Revenue	\$102,000	0.51%
Transfer from Capital Rep	\$1,866,399	9.27%
Miscellaneous Revenue	\$376,500	1.87%
Total	\$20,139,899	



2017-2018 GENERAL FUND EXPENDITURES

Department	2017-2018 Budgeted Expense	
Mayor and Town Council	119,200	0.67%
Engineering and Public W	846,300	4.77%
Disaster Preparedness	43,600	0.25%
Legal Services	135,000	0.76%
Non Departmental	2,891,500	16.29%
Planning and Building	1,097,600	6.18%
Police	3,377,400	19.03%
Fire	4,105,200	23.13%
Maintenance and Operati	2,652,100	14.94%
Parks and Recreation Gen	394,908	2.22%
Administration and Finan	1,541,900	8.69%
Transfers to other funds	547,100	3.08%
Total	17,751,808	



- Mayor and Town Council
- Engineering and Public Works Administration
- Disaster Preparedness
- Legal Services
- Non Departmental
- Planning and Building
- Police
- Fire
- Maintenance and Operations
- Parks and Recreation General Fund
- Administration and Finance