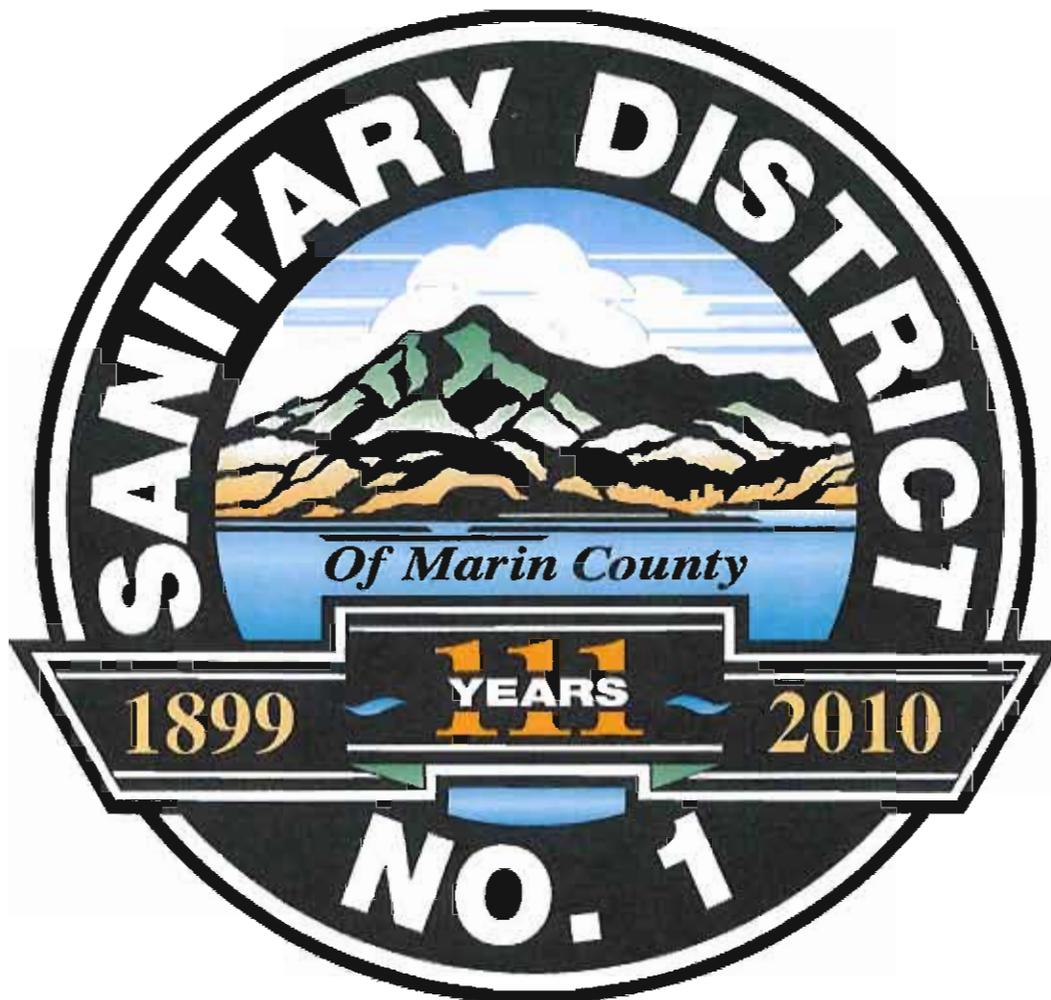


Ross Valley Sanitary District

Fiscal Year 2011/12 Budget



Adopted 07/20/2011

Sanitary District No. 1 of Marin County, dba Ross Valley Sanitary District
2960 Kerner Blvd. ♦ San Rafael, CA 94901 ♦ (415)259-2949

www.rvsd.org

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Sanitary District No. 1 of Marin County
Miscellaneous Statistics and Contact Information
July 1, 2011

I. General Information

Authority	Resolution via public election; organized under the California Health and Safety Code 6400 and the Sanitary Acts of 1891 and 1923.
Date of Formation	May, 1899
Governing Body	Elected five-member Board of Directors
Chief Executive Officer	Brett Richards, General Manager
Chief Financial Officer	Wendy Martin-Miller, Business Manager
Type of Service	Sewage
Service Area	26.75 square miles of the Ross Valley watershed, Murray Park & San Quentin Prison
Population Served	± 55,000)
Number of Employees	38

II. Contact Information

General Manager	2960 Kerner Blvd. San Rafael, CA 94901 (415) 259-2949	Board Members	Marcia Johnson, President mjohnson@rvsd.org
Business Manager	2960 Kerner Blvd. San Rafael, CA 94901 (415) 259-2949		Patrick A. Guasco, Treasurer pguasco@rvsd.org
Retirement Plans	CalPERS Headquarters Lincoln Plaza North 400 Q Street Sacramento, CA 95811 (888) 225-7377		Peter Wm. Sullivan, Secretary psullivan@rvsd.org
			Pamela Meigs, Alternate Secretary pmiegs@rvsd.org
			Frank Egger, Director fegger@rvsd.org

Source: Sanitary District No. 1 of Marin County

[Place holder for General Manager's message]

1.0 General Information

1.1 Overview

The Ross Valley Sanitary District is one of the oldest Sanitary Districts in the state of California and the oldest in Marin County. Our customers are the 55,000 plus people of Fairfax, Greenbrae, Kentfield, Kent Woodlands, Larkspur, Murray Park, Oak Manor, Ross, San Anselmo, San Quentin State Prison, and Sleepy Hollow. The District maintains about 200 miles of gravity sewer mainlines, 7.5 miles of force main lines and 20 lift and pump stations which collect, pump, and transport approximately 5 million gallons of sewage per day to the Central Marin Sanitation Agency (CMSA) for treatment. The Ross Valley Sanitary District is a Special District of the State of California and is governed by a 5 member Board of Directors. Each Director is elected at large and serves a 4 year term.

The District is a stand-alone single-service provider that does not have component units, does not rely upon a property tax levy for a significant portion of its revenues, nor does it issue general obligation debt secured by taxes that it levies, and thus is not subject to a legal debt limit. The majority of District revenue is derived from sewer service charges.

The first residents of Ross Valley held large tracts of land, allowing for acceptable use of septic tank systems. Upon completion of the North Pacific Coast Railway in 1875, some of the large land holdings were subdivided allowing a rapid influx of new homeowners. As a result of the increased population and failing onsite septic tank systems, an election was held in 1899 to create Sanitary District No. 1 as a coordinated solution for sanitary sewers for the communities of Fairfax, San Anselmo, Ross and Kentfield. Established May 27, 1899 Sanitary District No. 1, also known as Ross Valley Sanitary District (RVSD), became one of California's first sanitary districts.

In 1922, a bond election approved \$450,000 for construction of 7.5 miles of trunk sewer line and a wastewater treatment facility utilizing Imhoff reduction tanks — one of the first wastewater treatment facilities in California. The 7.5 miles of trunk sewer line remained in service until 1985 when it was replaced because of old age and lack of capacity. In 1948, the Greenbrae pump station was built at the site of the Imhoff reduction tanks, and in 1984 the station was replaced at a cost of over \$2 million.

In 1945, the volume of wastewater being generated required construction of a trickling filter wastewater treatment facility providing secondary treatment. This facility was completed in 1948 at the site now known as 2000 Larkspur Landing Circle. The Larkspur Landing treatment facility was expanded several times over the years and in 1962 the treatment capacity was increased from 3 to 4.5 million gallons per day.

The District continuously operated the Larkspur Landing treatment facility from 1948 through 1984 when it was decommissioned after the startup of the Central Marin Sanitation Agency (CMSA). CMSA, a joint powers authority (JPA), was formed by Sanitary District No. 1, Sanitary District No. 2, San Rafael Sanitation District, and the City of Larkspur for the purpose of constructing and operating a wastewater treatment facility with deep-water discharge to San

Francisco Bay. Construction of the CMSA treatment plant, interceptors, and related facilities totaled over \$84 million. In 1993, RVSD fully annexed the Larkspur sewer district and took over all assets and infrastructure; however, under the direction of LAFCO, this southern downtown area has been maintained as a separate rate-zone.

In the last 3 years the District has installed or repaired nearly 10 miles of sewer lines. The District has also performed video inspection (CCTV) of over 35 miles of sewer pipe providing information to identify trouble spots and prioritize repairs. The District purchased a new home in 2009 and moved to 2960 Kerner Boulevard, San Rafael, CA, just blocks from the heart of District lines. This purchase provided cost savings for all future years as illustrated in Table 1.1a.

Table 1.1a

	Lease (CMSA)	Purchase (Kerner)	Savings
Monthly	\$11,108	\$5,034	\$6,074
Annually	\$133,296	\$60,408	\$72,888

The District has continued with its Community Outreach program reaching into the heart of our service area, and has implemented a full-color newsletter with business updates and facts about the industry and environment. Additional outreach efforts include: participation in local community fairs and festivals; informational meetings in communities prior to commencing with major construction projects; and door-to-door contacts in neighborhoods where pipe replacement is scheduled in order to publicize our popular Lateral Replacement Grant Program.

In 2009 the District launched the Lateral Replacement Grant Program. The lateral is the private (Property owner) portion of the sewer pipe usually residing on the private property but often including portions in the public right-of-way, up to and including the connection with the public maintained sewer main line pipe. There are approximately 200 miles of private property owner sewer laterals in the Ross Valley service area, and as these important pipes age, they deteriorate and become in need of repair. The cracks and poorly-constructed joints of older pipes become sources of root intrusion (causing backups in homes) and sources of inflow and infiltration (I/I), which during storm events, can cause flow to go from 5 million gallons per day to 65 million gallons per day. The Ross Valley Lateral Replacement Grant Program helps our ratepayers by offering a method for partial payment assistance for repairs to the lateral. Please see www.RVSD.org for details, or come into our office at 2960 Kerner Blvd, San Rafael CA — 94901. Since inception, the program has assisted homeowners with the replacement of more than 3 miles of old, failing laterals. The District plans to continue funding this program at a level of \$250,000 in FY2011-12.

Due to efforts to improve infrastructure while at the same time reducing costs, the District has hired additional maintenance and construction staff to perform tasks that were previously outsourced to contractors. The District will achieve annual savings exceeding \$500,000 by

implementing its own CCTV inspection program and a capital pipe replacement crew to use pipebursting technology. Please see Table 1.1b for the results of our Pilot Program, which was completed in fiscal year 2010-11. Average pipebursting projects in prior years averaged a total cost of design and construction of \$1.4 million. The results show that the District should easily achieve \$500,000 and more of annual savings with the implementation of its permanent Pipebursting Crew in fiscal year 2011-12.

Table 1.1b

MODIFIED IN-HOUSE PIPEBURSTING ESTIMATES VS. ACTUAL PILOT COSTS					
	1A	1B	2A	2B	FINAL
Description	Modified Implementation Description	Modified Implementation estimate	Actual Implementation Description	Actual Modified Project Costs	Actual In-House Annual Costs
Labor	Included: 0.5 Chief of Ops 0.5 Asst. Eng.,	\$409,000	Actual: Chief of Ops 0.25 Asst. Eng 0.75 1 Lead & 2 Operators 2 Laborers	\$516,289	\$516,289
Equipment & Tools	Based on purchase of new equipment and 10-year depreciation costs	\$40,000	Annual cost of rental equipment based on actual costs with "modified" implementation	\$176,166	\$55,000 *
Pipe & Manholes	Includes \$80,000 contingency	\$251,000	Contingency required due to proximity of other utilities - increased complexity to the Bothin burst.	\$244,757	\$275,000 **
Totals		\$700,000		\$937,213	\$846,289
Note: Annualized actual costs include the cost of the existing District Line Repair Crew at a total of \$281,138.					
* Represents actual equipment cost depreciated over 10 years, verses rental cost from 2B above.					
** Represents potential installation differences, plus contingencies.					

With the increasing age of our current pipes it is the District's goal to keep ahead of repairs and exhibit the best operating system in the County. The District is continuing to make progress on the planned addition of a Best Management Practice Supervisory Control and Data Acquisition (SCADA) system will assist the District in monitoring lines, controlling flows and preventing spills. This year will see the construction of an addition to the pump station on the District's property at Larkspur Landing Circle to house the SCADA central facility and completion of the design and specifications for the system itself.

Please see: <http://liquidassets.psu.edu>

1.2 Purpose, Vision, and Mission

The District seeks to provide the highest quality and most cost-effective wastewater collection possible for its constituents by meeting the following goals:

Be available and responsive to the needs of the public

- District staff is available to respond to emergency calls 24 hours a day, 365 days a year.
- Emergency calls are responded to within 45 minutes of being received.
- Board meetings are held on weekday evenings and items requiring public input are placed at the top of the agenda.

Perform preventative maintenance on all collection system components

- The District's wastewater collection system is cleaned every 2-3 years, and known trouble spots are cleaned more often as needed to minimize backups.
- The District's pump stations are continually monitored by an automated/computerized Supervisory Control and Data Acquisition (SCADA) program, which reports problems via auto-dialer modems.
- Each pump station is manually checked daily.
- Routine maintenance is performed in response to work orders initiated by the computerized Pump Station Maintenance Management System.

Proactively identify and correct public sewer system defects

- When District crews encounter a system defect, they submit a Work Request detailing the defect so it can be prioritized for rehabilitation.

Work cooperatively with local, state and federal agencies

- Coordinate sewer replacement projects with projects undertaken by local agencies and municipalities.
- Assist local agencies and municipalities as the need arises in emergency situations.
- Comply with requirements of the State Water Resources Control Board; the San Francisco Bay Regional Water Quality Control Board; the U.S. Environmental Protection Agency; the California Department of Fish and Game; County, State and Federal Health and Safety Regulations; and State and Federal Labor Codes and Regulations.

Uphold the District's standards and specifications on newly constructed public and private sewers

- A District Inspector must approve the installation of all new private side sewers and all new connections to the public sewer within the District's boundaries.
- A District Inspector supervises the installation of all new public sewer lines and the rehabilitation of all existing sewer lines.

1.3 District Programs

The District's core business is the collection and conveyance of wastewater from businesses and residences within our boundaries to the treatment plant. In order to meet the requirements of this responsibility, the District has established teams to cover Inspection, Maintenance, and Capital Asset Improvement and Expansion. These teams operate both separately and cooperatively to assess the needs of the District's 200+ miles of pipeline and 20 pump/lift stations.

- Inspection services and responsibilities include inspection of all new construction of District pipeline, new connections to the District infrastructure, and private lateral repairs as permitted by the district. Also included in the Inspection Department's responsibilities is the routine inspection of District pipeline through Closed Circuit Television (CCTV) in order to provide condition assessments and to prioritize maintenance and repairs.
- Maintenance ensures that the District pipeline and pump/lift stations are cleaned and maintained in working order to accommodate flow at all times. Maintenance services include clearing the pipelines through rodding and flushing as well as mechanical maintenance of the pump/lift stations. Additionally, the Maintenance department includes a repair/construction crew, who are deployed to repair flaws in the pipelines and install new pipe through both pipe-bursting and manual processes.
- Capital Asset Improvement and Expansion is coordinated through the Engineering Department, which manages all processes from design through construction and completion of the District's projects as outlined in the Capital Improvement Program. This now includes the District's Pipebursting Crew; a program that was successfully piloted in FY2010-11 and approved by the Board of Directors for full implementation in FY2011-12. This program received national attention and praise in an article published in December, 2010 by the industry magazine Municipal Sewer and Water.

The program goals established in this budget are:

- Continued promotion of the Lateral Replacement Grant Program.
- Continued expansion of the Community Outreach Program.
- Full implementation of the District-run pipe-bursting program.
- Zero controllable violations (overflows due directly to system failures while operating within specifications).
- Where possible, seek operating cost reductions and/or operating efficiencies.

1.4 Significant Issues and Risks

Significant issues for the District in 2011-12 include:

- **Staffing Changes**

The approved budget for FY2011-12 now includes an additional 6 positions over the prior year's budget. This includes a 5-person Capital Pipebursting Crew and 1 additional office staff position to assist with increased business office activity in support of Maintenance and Capital programs. These positions were approved mid-year during FY2010-11 and will be fully staffed by the beginning of FY2011-12.

- **Large-Scale Capital Improvement Projects**

The District has an aging infrastructure that must be replaced in order to avoid dangerous and costly Sanitary Sewer Overflows. This year, in line with the proposed rate increase, the District is planning Capital Improvement Projects to approximately 2 miles of this critical infrastructure. The District's ability to maintain this minimum of pipeline replacement is critical to protecting ratepayers' interests; both fiscal and public health. Projects include completion of the 2-year Kentfield Force Main replacement, 1 mile of main line replacement through our Capital Pipebursting Program, and replacement of main lines in the Heather Gardens neighborhood of Larkspur.

- **System Maintenance**

The District is working diligently to maintain an aging infrastructure. For each year an older pipe is not replaced, required maintenance and repair activities increase. The District maintains and operates more than 200 miles of pipeline while currently maintaining a 2 ± mile per year replacement program. Of those 200 miles of pipeline, 170 miles is already at or exceeding 50 years of age, which is the accepted "end of life" for sewer pipelines. The District's ability to fund a maintenance and repair program that is able to adequately address the issues of an aging infrastructure is critical. This budget continues to address pipeline replacement at a rate of approximately 2 miles per year; however, District Management recommends a program to replace an average of 4 miles per year be adopted as soon as possible.

- **Rate Setting/Rate Structure Changes**

During the most recent rate setting process, the District heard from some ratepayers that they are concerned that a flat rate structure for residential sewer rates may not be fair. In response to those concerns, the Board of Directors instructed staff to investigate a flow based rate structure that could be applied to all ratepayers. In order to address the legal requirement of Article XIID (Proposition 218) and properly assess the unique conditions existing in the Ross Valley, an engineering study will need to be commissioned to determine the most equitable rate structure to apply. This study is expected to cost between \$125,000 and \$175,000 and has been incorporated into the budget for FY2011-12.

Risk Assessment

- **CMSA: (Central Marin Sanitation Agency) Risk factor: 8/10**

The CMSA Treatment JPA offers a number of concerns which ought to be regarded as significantly important, from the perspective of managing risk. The CMSA JPA is not required under the terms of Proposition 218 to engage in the public hearings required in order to increase operational spending. This effectively means that a majority vote from the CMSA Board of Directors has the ability to increase RVSD's expenditures annually without any accountability to RVSD ratepayers.

When CMSA costs go up, RVSD's available cash goes down until a Prop 218 hearing may be performed. If/when the RVSD ratepayers choose to support a rate increase the District receives the increased revenue. Until this occurs, all increases are absorbed by RVSD cash, or reductions in operational or capital spending. Staff wrote to and asked CMSA to please consider adopting Prop 218 rate-payer accountability measures in an effort to work together to protect our respective fiscal positions, but CMSA has thus far refused.

This issue represents unmanageable risk, and efforts to identify models for restricting unaccountable operational increases should be analyzed. The escalation of CMSA treatment and operational costs has become of such concern that the RVSD Board of Directors has included a "pass-through" component in the FY2011-12 rate, which will allow the District to adjust its rates by whatever increase is approved by CMSA. The CMSA fees are an uncontrollable, required expense which the District has no ability to mitigate or influence through its two CMSA Commissioners as they do not represent a voting majority on the CMSA Commission.

- **Regulatory Updates: Risk Factor: 8/10**

The State Water Quality Control Board (Water Board) enacts laws and regulations governing how a sanitary sewer district must be run; those laws and regulations are contained in the Sanitary Sewer System Waste Discharge Requirements (SSS WDRs). The Water Board has proposed revisions to the SSS WDRs that would greatly increase the penalties for Sanitary Sewer Overflows, impose additional permitting requirements on collection system operators such as RVSD, and alter construction requirements beyond what is fiscally sustainable. The provisions of the currently proposed updated SSS WDRs create requirements that can only be fulfilled by applying a great deal of District resources, including staff and/or consultant time/expense as well as the increase of maintenance and construction compliance costs. The revised SSS WDRs have yet to be adopted and the Water Board is currently taking comment from system and plant operators; however, the risk of this revision being implemented without careful attention being paid to the input provided by RVSD and its sister agencies poses a potential fiscal burden of unknown amount. Without allowing for an assessment of the cost, implementation of the Water Board's proposed update is not prudent and presents a high risk for RVSD and all Sanitary Sewer System operators.

2.0 Revenue and Expense Projections

2.1 Revenue

The strategy for FY2011-12 is to implement a newly approved (per Prop. 218 process) Sewer Service Charge increase of \$118 per EDU (Equivalent Dwelling Unit). Ratepayers in the Larkspur Rate Zone (the portion of the City of Larkspur annexed in 1993) will see an additional increase of \$154 because the Larkspur Rate Zone does not contribute funds from the Ad Valorem property tax as do the ratepayers in the Ross Valley Rate Zone. The total increase for Larkspur will be \$272 per EDU. The primary sources of the District's revenues are:

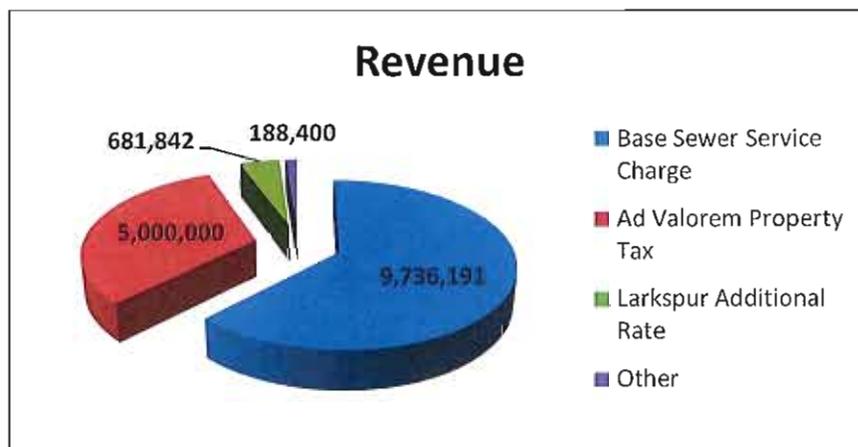
1. **Sewer Service Charges** are billed annually on the property tax bills. Rate payers who are exempt from property tax (mainly State agencies) are billed directly by RVSD. Residential units are billed at 1 EDU per unit, while commercial properties are billed based on their Marin Municipal Water District-Winter Water Usage.

District Sewer Service Charges from the base rate of \$638/EDU are projected to total \$16,321,954. Of this amount, \$7,267,605 will be passed through directly to Central Marin Sanitation Agency for contracted wastewater treatment services. Total Base Sewer Service Charge revenue for RVSD will be \$9,736,191.

Additionally, Larkspur will contribute \$681,842 in revenue from the \$226 additional charge needed to equate the Larkspur Rate Zone to the total amount paid by Ross Valley residents through both the Sewer Service Charge and Ad Valorem Property Tax. This additional revenue from Larkspur will be applied to the Capital Budget to supplement the Ad Valorem Property Tax received from other Ross Valley ratepayers.

2. **Ad Valorem Property Tax Proceeds** — This District, along with other local agencies, is allocated a portion of the base property tax paid by property owners within the District's boundaries. The County of Marin calculates and distributes this bi-annually. During the recent recession, properties within the Ross Valley have experienced some drop in value; however, they remain relatively constant in comparison to the rest of the State. As the recession continues, it is forecasted that the supplemental portion of our Property Tax proceeds will drop slightly from the projected \$5,105,508 for FY2010-11 to an estimated \$5,000,000 for FY2011-12.

Table 2.1

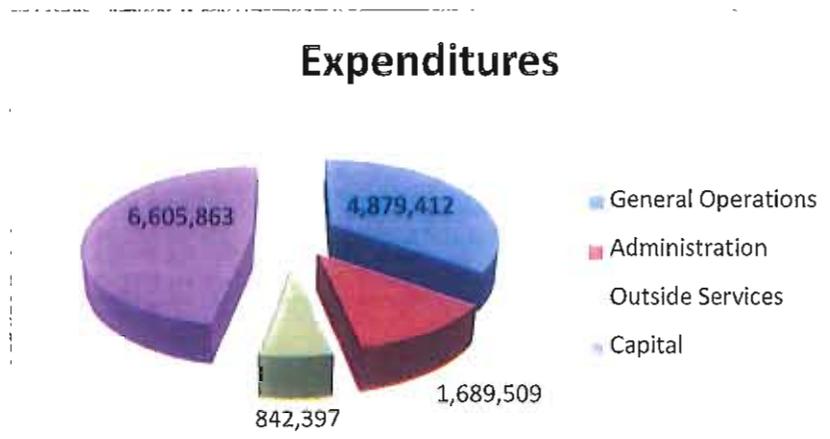


2.2 Expenditures

The District has four major types of expenditures ; General Operations, Administration, Outside Services, and Capital.

1. **General Operations** costs include all expenses (including personnel expenses) to maintain and repair the District's Pump Stations and Sewer Lines. This year, planned expenses for maintenance are \$4,879,412.
2. **Administration** expenses cover the full cost of managing and supporting the District's core business functions (including personnel expenses). This includes Utilities, Insurance, Financing, and all office support functions as well as Board Compensation. In support of the District's planned improvements to Capital Assets and System Maintenance, total planned expenses are \$1,689,509.
3. **Outside Services** consist of Community Outreach, Legal Services (including District Counsel), and consulting services in areas such as Audit and Information Technology. Total planned expenses in this area are \$842,396.
4. **Capital** expenditures include Capital Improvement/Expansion Projects and Fixed Asset (vehicles & equipment) purchases. This year the district will fund the following improvement projects: completion of the Kentfield Force Main Rehabilitation project; Heather Gardens improvement project; Niven Rose Garden Siphon; continuation of SCADA implementation; design for the Highway 101/Riviera Circle Force Main project; and various pump station improvements. Total pipeline replaced by these and various other pipebursting projects will total slightly more than 2 miles this year. Additionally, construction vehicles and equipment will be purchased for the Pipebursting Crew. The District plans on spending \$6,605,863 in FY2011-12.

Table 2.2



3.0 Staffing

3.1 Headcount

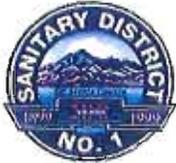
Table 3.1 – FY2011/12 Staffing Plan

Position	Existing (E), New (N), or Reclass (R))	Full (F) or Part Time (P)	2008/09	2009/10	2010/11	2011/12
Administration						
General Manager	E	F	1	1	1	1
Business Manager	E	F	1	1	1	1
Accounting Manager	E	F		1	1	1
Administrative Assistant	E	F	2	2	3	3
Administration Total			4	5	6	6
Operations						
Maintenance Department						
Chief of Operations	E	F		1	1	1
Maintenance Superintendent	E	F	1	1	1	1
Maintenance Superintendent	E	F		1	1	1
SCADA Technician	E	F		1	1	1
Senior Supervisor	E	F		1	1	1
Maintenance Supervisor	E	F	5	5	5	5
Maintenance Operator III/II/I/Trainee	E	F	7	7	7	8
Maintenance Operator III/II/I/Trainee-Construction	E	F		1	1	0
Inspection Department						
District Engineer	E	F	1	1	1	1
Assistant District Engineer	E	F		1	1	2
Inspection Superintendent	E	F	1	1	1	1
Inspector	E	F	2	2	2	1
Safety Coordinator/Fog Compliance	E	F		1	1	1
Maintenance Supervisor-CCTV	E	F		1	1	1
Maintenance Operator III/II/I/Trainee-CCTV	N	F			2	2
Maintenance Supervisor-Pipebursting					1	1
Maintenance Operator III/II/I/Trainee-Pipebursting					4	4
Seasonal Labor						
Site Maintenance (4 temporary workers for 3 months)	n/a	P				n/a
Operations Total			17	25	32	32
Total			21	30	38	38

3.2 Org Chart

[Please see Org Chart on following folded page]

ROSS VALLEY SANITARY DISTRICT

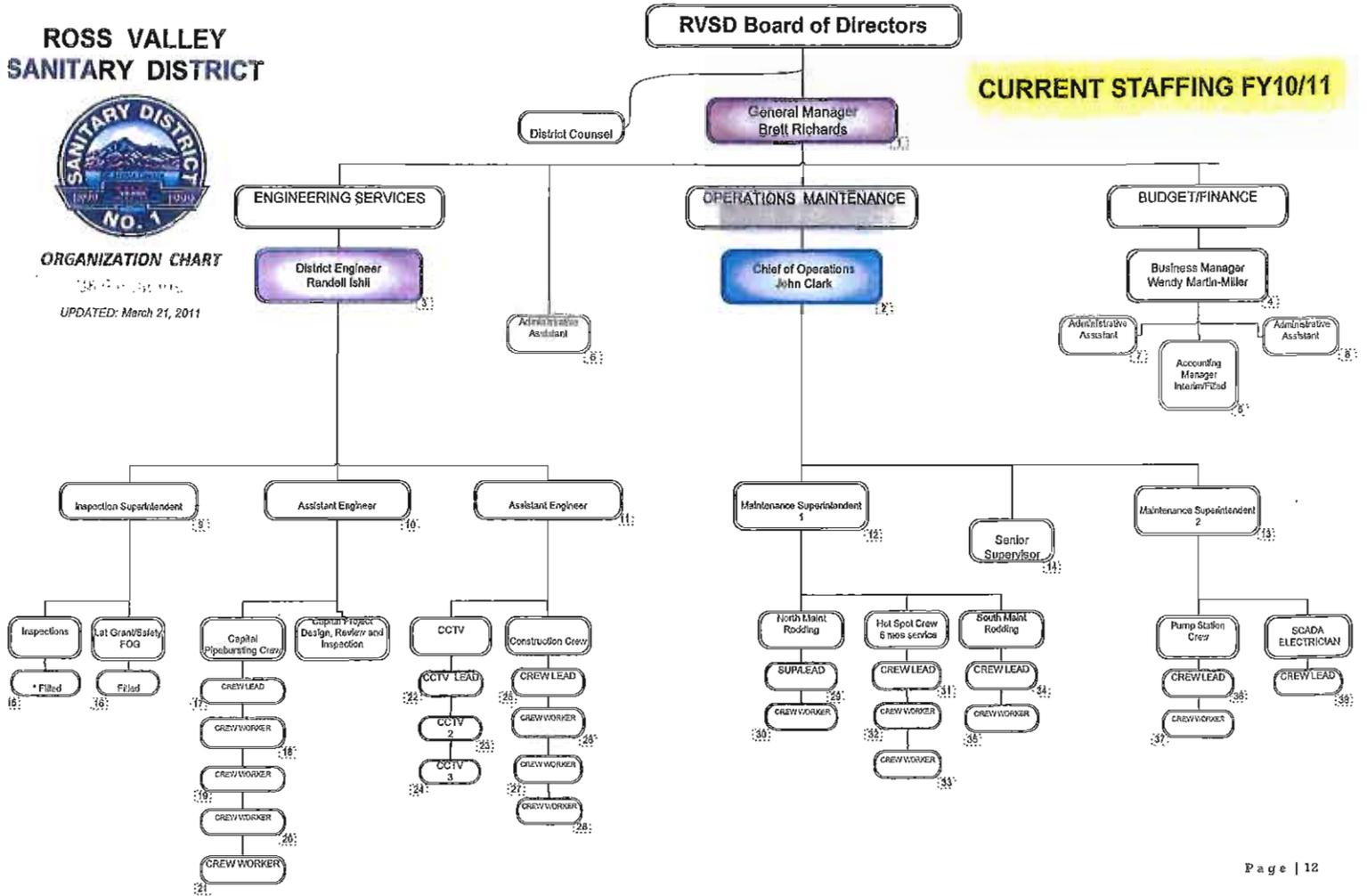


ORGANIZATION CHART

UPDATED: March 21, 2011

RVSD Board of Directors

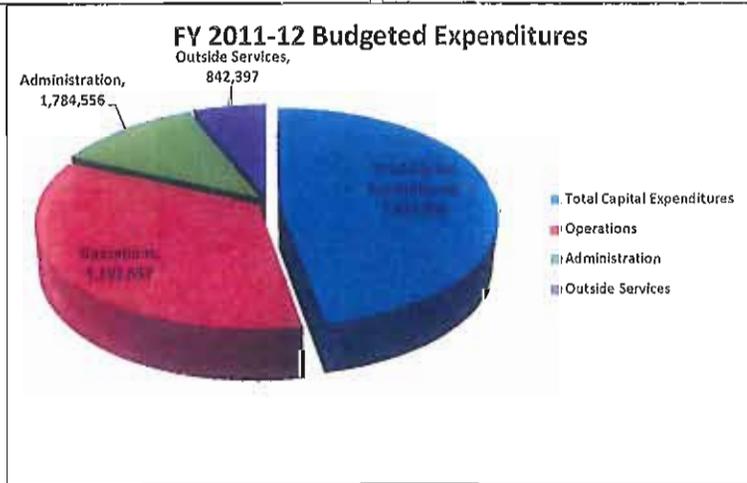
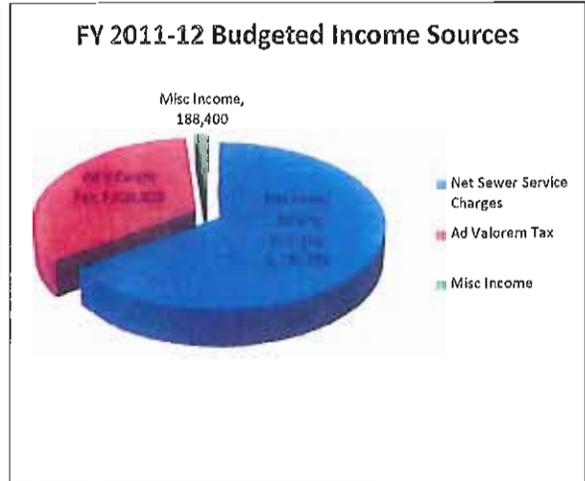
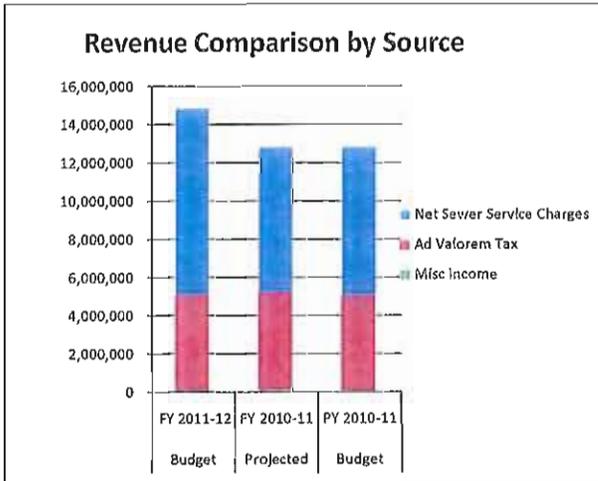
CURRENT STAFFING FY10/11



4.0 Financial Schedules

**Sanitary District No. 1 of Marin County
dba Ross Valley Sanitary District
FY 2011-12 Budget Summary**

	Budget FY 2011-12	Projected FY 2010-11	Budget PY 2010-11	FY 11-12 % of FY 10-11
Income				
1 Sewer Service Charges	16,321,954	15,323,980	15,623,920	107%
2 Larkspur Ad Valorem Tax Equivalent	681,842	217,512	0	313%
3 Revenue Transfers to CMSA	(7,267,605)	(7,992,339)	(7,928,892)	91%
4 <i>Net Sewer Service Charges</i>	<u>9,736,191</u>	<u>7,549,154</u>	<u>7,695,028</u>	129%
5 Ad Valorem Tax	5,000,000	5,130,857	5,000,000	97%
6 Misc Income	188,400	190,969	162,600	99%
7 <i>Total Tax and Misc Income</i>	<u>5,188,400</u>	<u>5,321,625</u>	<u>5,162,600</u>	97%
8 Total Income	14,924,591	12,870,779	12,857,628	116%
Expenditures				
9 Capital Improvement Projects	4,637,000	12,460,192	9,881,000	37%
10 District Property Master Plan	541,000	99,551	500,000	543%
11 Other Capital Spending	405,000	586,152	401,200	69%
12 Fixed Assets	1,022,863	530,168	890,000	193%
Total Capital Expenditures	<u>6,605,863</u>	<u>13,676,063</u>	<u>11,672,200</u>	48%
13 Operations	4,879,412	4,450,078	4,241,991	110%
14 Administration	1,689,509	1,843,518	1,981,086	92%
15 Outside Services	842,396	795,874	1,850,800	106%
17 <i>Total Expenditures</i>	<u>14,017,179</u>	<u>20,765,533</u>	<u>19,746,077</u>	68%
18 <i>Change in Balance Sheet Account (assets & liabilities)</i> <i>(This represents cash amounts paid to reduce debt and/or cash amounts received against Accounts Receivable)</i>	<u>1,525,021</u>	<u>1,305,304</u>	<u>(62,110)</u>	117%
19 <i>Net Cash Outlay for Fiscal Year</i>	<u>15,542,200</u>	<u>22,070,837</u>	<u>19,683,967</u>	70%



**Sanitary District No. 1 of Marin County
dba Ross Valley Sanitary District
FY 2011-12 Operations Budget**

		Budget	Projected	Budget	FY 11-12
		FY 2011-12	FY 2010-11	PY 2010-11	% of FY 10-11 Projected
Maintenance & Operations					
Revenue					
1	Sewer Service Charges	16,321,954	15,323,980	15,623,920	107%
2	Other Income	162,116	165,227	139,600	98%
3	Gross Revenue	16,484,070	15,489,207	15,763,520	106%
Less: Revenue Transfers					
4	To: CMSA for Treatment	4,513,097	4,854,904	4,877,131	93%
5	To: CMSA for Debt Service	2,754,508	3,137,434	3,051,761	88%
6	Total Revenue Transfers to CMSA	7,267,605	7,992,339	7,928,892	91%
7	Total Operating Revenue	9,216,465	7,496,868	7,834,628	123%
Expenses					
General Operations Expenses					
8	Wages & Benefits - Operations	3,701,794	2,966,496	3,159,880	125%
9	Total Wages & Benefits - Operations	3,701,794	2,966,496	3,159,880	125%
10	Pump/Lift Station - Maintenance & Repair	357,497	348,385	356,940	103%
11	Pipeline - Maintenance & Repair	820,121	1,135,197	725,171	72%
12	Total Maint. Repair & Inspection	1,177,618	1,483,582	1,082,111	79%
13	Total General Operations Expenses	4,879,412	4,450,078	4,241,991	110%
Administrative Expenses					
14	Wages & Benefits - Administrative	979,118	1,158,240	1,213,301	85%
15	Total Wages & Benefits - Admin	979,118	1,158,240	1,213,301	85%
16	Office Supplies/Equipment	110,306	107,107	135,288	103%
17	General Administrative (Dues, Property Tax, Postage, Travel)	96,361	95,769	122,350	101%
18	County Collection Fees	110,920	123,103	122,309	90%
19	Education, Certification & Training	25,941	27,024	60,000	96%
20	Facilities (Utilities, Services, Security)	73,452	70,730	72,000	104%
21	Board Fees	40,110	36,614	32,938	110%
22	Excess Liability/Deductible	61,281	49,496	120,000	124%
23	Insurance	192,021	175,434	102,900	109%
24	Total General Administrative Expenses	710,391	685,278	767,785	104%
25	Total Administrative Expenses	1,689,509	1,843,518	1,981,086	92%
Outside Services					
Community Outreach					
26	Public Relations	84,000	84,000	84,000	100%
27	Legislative Consulting	96,000	36,000	30,000	267%
28	Misc Meetings/Events/Other	23,437	14,337	3,500	163%
29	Total Community Outreach	203,437	134,337	117,500	151%
30	Professional Services - Accounting & IT	54,682	66,900	36,300	82%
Legal/Outside Consultant Services					
31	Basic Services Legal Budget	180,000	196,779	204,000	91%
32	Research, Writing, Human Resources Management	33,191	43,700	47,200	76%
33	Litigation (Anticipated & Other)	100,000	92,151	100,000	109%
34	Special Litigation: 2000 LLC/Campus	0.00	107,344	985,800	0%
35	Special Projects: 2000 LLC Remediation	0.00	9,870	350,000	0%
36	Special Litigation December 2010 SSO's	264,090	134,656	0	196%
37	Other	6,996	10,138	10,000	69%
38	Total Legal Expenses	584,277	594,637	1,697,000	98%
39	Total Outside Services	842,396	795,874	1,850,800	106%
40	Total Maintenance & Operations Expenses	7,411,316	7,089,470	8,073,877	105%
41	Maintenance & Operations Net Results	1,805,149	407,398	(239,249)	443%

Sanitary District No. 1 of Marin County
dba Ross Valley Sanitary District
FY 2011-12 Capital Budget

	Budget FY 2011-12	Projected FY 2010-11	Budget PY 2010-11	FY 11-12 % of FY 10-11 Projected	
Revenue					
1	Ad Valorem Property Tax	5,000,000	5,130,657	5,000,000	97%
2	Larkspur Ad Valorem Tax Equivalent	681,842	217,512	-	
3	Connection Fees	26,284	25,742	23,000	102%
4	Total Capital Revenue	5,708,126	5,373,911	5,023,000	106%
Expense					
5	Interest Expense (on Capital Loans)	501,991	591,707	452,571	85%
Capital Projects & Upgrades					
Capital Improvement Projects					
6	Kentfield Force Main Rehabilitation ID#1	2,500,000	6,847,183	5,000,000	37%
7	Pipebursting Projects	850,000	836,265	381,000	102%
8	SCADA Facility & Equipment	541,000	99,551	500,000	543%
9	Lateral Replacement Program	250,000	495,201	500,000	50%
10	Hwy 101 & Riviera Force Main Replacements	400,000	3,025	-	
11	Pump Station Improvements	321,000	-	-	
12	Niven Rose Garden Siphon	100,000	864	-	
13	Healthier Gardens PS and Pipeline Replacement	216,000	-	-	
14	Woodland/College Projects	-	4,277,655	4,000,000	
15	Total Capital Improvement Projects	5,178,000	12,559,743	10,381,000	41%
Other Capital Spending					
16	Miscellaneous Engineering Services	-	-	100,000	
17	Engineering/Studies (includes Flow-Based Rate Study)	170,000	57,701	-	295%
18	Pump Station-Fixed Assets	100,000	217,913	230,000	46%
19	Healthy Waterways Study	60,000	37,106	60,000	162%
20	Consulting & Training (includes Strategic Business Plan)	75,000	14,513	-	517%
21	Air Release Valves	-	-	11,200	
22	Sewer Line Replacement Services	-	938	-	0%
23	William/Holcomb/Meadowood Design & Construction	-	392	-	0%
24	Upper Lot Improvements - 2000 LLC	-	244,876	-	
25	2000 LLC Soil Remediation	-	12,559	-	0%
26	2009 HQ Bldg Improvements	-	154	-	0%
27	Total Other Capital Spending	405,000	586,152	401,200	69%
Fixed Assets Purchased					
28	Vehicle - Vac-Con/Combo Unit/Flusher/Dump	-	-	250,000	
29	Vehicle - Rodder Truck/Flusher	-	-	250,000	
30	Vehicle - Ram Jet Flushers	177,683	177,683	-	100%
31	Software - CMMS: Service Calls, Maps, Video, Reg. Rpt.	150,000	-	-	
32	Vehicle - Hydro Excavator/Excavator	80,000	-	-	
33	Construction Equipment - Pipebursting	600,000	-	-	
34	Misc Equipment	-	11,349	18,000	
35	Vehicle - Van with CCTV Equipment	-	209,316	225,000	0%
36	Vehicle - Utility Vehicles	15,180.00	131,820	147,000	12%
37	Total Fixed Assets Purchased	1,022,863	530,168	890,000	193%
38	Total Capital Projects & Upgrades	6,605,863	13,676,063	11,672,200	48%
39	Capital Net Results	(1,399,728)	(8,893,859)	(7,101,771)	16%
Cash Projection Through Year End					
40	Cash Balance Begin Period	10,458,312	20,250,078	20,226,868	
41	Income - Operations	9,216,465	7,496,868	7,834,628	
42	Income - Property Tax/Connection Fees	5,708,126	5,373,911	5,023,000	
43	Spending Capital Projects	7,107,854	14,267,770	12,124,771	
44	Spending Operations & Admin	7,411,316	7,089,470	8,073,877	
45	Change in Balance Sheet Accounts	1,525,021	1,305,304	(62,110)	
46	Cash Balance End Period	9,338,712	10,458,312	12,947,958	

Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 FY 2011-12 Department Budgets - Summary

Department & Type		FY 2011-12 Budget	FY 2010-11 Projected	FY 2010-11 Budget	FY 2009-10 Actual
Personnel Expenses					
1	Administration Total	979,118	1,168,588	1,213,301	1,633,825
2	Administrative	942,990	1,132,015	1,166,933	1,596,680
3	Board - Personnel	-	-	-	-
4	Retiree	36,128	36,573	46,368	37,145
5	Operation Total	3,701,794	2,981,844	3,159,980	1,928,171
6	Inspection	764,644	496,448	701,773	404,615
7	Line Maintenance	1,514,463	1,366,271	1,322,139	856,927
8	Line Repair	416,197	199,737	255,573	408,830
9	Operations Management	627,786	611,476	423,698	33,967
10	Pumps	378,703	307,912	456,697	223,832
11	Total Personnel Expenses	4,680,911	4,150,432	4,373,181	3,561,996
Other Expenses					
12	Administrative	665,379	643,704	729,539	604,571
13	Board	45,012	41,574	38,246	70,098
14	Outside Service	842,396	794,050	1,850,800	2,494,141
15	Inspection	61,040	49,864	102,600	43,545
16	Line Maintenance	300,367	314,625	280,108	268,440
17	Line Repair	457,709	769,655	335,743	184,189
18	Operations Management	1,006	1,054	-	-
19	Pumps	357,497	348,385	363,660	237,175
20	Total Other Expenses	2,730,405	2,962,910	3,700,696	3,902,160
21	Total All Expenses	7,411,316	7,113,341	8,073,877	7,464,157

**Sanitary District No. 1 of Marin County
dba Ross Valley Sanitary District
FY 2011-12 Department Budgets - All Departments**

	Expense Type	FY 2011-12	FY 2010-11	FY 2010-11	FY 2009-10
		Budget	Projected	Budget	Actual
1	Wage/Salary Expense	3,279,736	2,872,273	2,977,372	1,990,999
2	Overtime Expense	192,622	212,038	47,534	80,494
3	Capitalized Labor	(550,552)	(447,869)	(240,325)	-
4	Payroll Taxes - Employer	250,877	231,648	206,731	152,768
5	Retirement - Employee	155,766	166,048	242,287	152,169
6	Retirement - Employer	594,157	381,871	456,825	292,799
7	457b Employer Matching-Admin	7,800	5,700	7,560	3,423
8	Insurance - Disability	25,344	15,681	20,029	12,415
9	Insurance - Health	592,215	423,236	417,691	252,646
10	Insurance - Health In-Lieu	49,057	51,071	86,027	57,039
11	Insurance - Workers Comp	8,939	8,600	30,632	27,309
12	Boat Allowance	5,750	3,432	5,500	2,821
13	Employee Fitness	3,600	(20)	3,600	1,200
14	Medical-Employment Exams	3,600	1,777	3,600	6,635
15	Recruitment-Retention	27,000	86,753	27,000	37,193
16	Temporary Help	15,000	138,194	81,120	492,087
17	Subtotal, Personnel Expenses	4,660,911	4,160,432	4,373,181	3,561,996
18	Administrative - Miscellaneous	3,764	3,480	8,400	6,138
19	Auto-Mileage-Taxi-Parking-Tolls	6,693	7,083	6,900	6,770
20	Bank Fees	2,427	2,354	1,380	1,317
21	Board Fees	36,208	33,746	19,020	25,865
22	Board Fees - Administrative	1,229	468	8,734	4,058
23	Board Fees - CASA	-	-	1,896	1,529
24	Board Fees - CMSA	2,673	2,400	3,288	3,498
25	Business Meals	1,411	1,165	2,700	2,859
26	Community Outreach/Legal Notice & Newsletter	203,437	134,337	117,500	109,335
27	Concrete, Soil & Rock	30,191	38,582	26,520	24,556
28	Conferences	1,882	1,277	6,600	6,309
29	County Collection Fees	110,920	123,103	122,309	101,215
30	Dues, Association & Permits	27,388	24,785	53,050	30,098
31	Elections Expense	-	-	-	30,139
32	Equipment Rental	19	19	-	32,161
33	Equipment Repair	81,343	68,144	157,080	48,173
34	Excess Liability Fund (Small Claims)	61,281	49,496	120,000	68,913
35	Facilities - Garbage	5,387	5,287	5,400	5,123
36	Facilities - Janitorial	5,853	5,678	4,800	7,478
37	Facilities - Security	28,069	27,078	26,400	44,428
38	Fines & Penalties	2,864	2,781	-	-
39	Hotel Accomodations	3,892	3,859	7,500	6,269
40	Insurance-General Liability	192,021	175,434	102,900	100,214
41	Licenses-DMV	202	237	300	209
42	Maintenance-Emergency Repairs	357,000	672,122	156,000	35,189
43	Maintenance-FOG Program	13,333	15,988	9,600	17,324
44	Maintenance-Sealing, Testing	9,712	9,759	15,000	450
45	Meetings	4,787	4,967	2,700	2,316
46	Office Equipment	2,575	-	30,000	27,173
47	Office Equipment Rental	41,573	40,464	50,688	14,752
48	Office Supplies	37,600	36,094	37,200	37,456
49	Outside Services	24,966	19,447	59,280	39,067
50	Postage - Shipping	17,435	22,831	3,720	3,695
51	Professional Services - Accounting	20,000	31,800	18,900	18,000
52	Professional Services - District Manager	515	-	6,000	5,890
53	Professional Services - Engineering	4,295	-	50,040	-
54	Professional Services - IT	17,262	16,985	7,200	39,275
55	Professional Services - Legal Employment Matters	33,191	30,998	57,200	65,405
56	Professional Services - Legal General	180,000	213,311	204,000	311,149
57	Professional Services - Legal Litigation	364,090	158,684	1,435,800	115,682
58	Professional Services-Other	6,996	26,000	-	455
59	Property Tax Expense	19,813	17,736	18,000	17,071
60	Rent - Property Lease Agreement	40,776	56,820	83,808	91,705
61	Shop Supplies	162,691	162,952	145,409	114,877
62	Software & Maintenance	42,810	36,069	73,206	47,841
63	Stationary & Printing	28,558	30,549	17,400	30,789
64	Tools	33,707	31,291	27,960	29,063
65	Training - Education & Certification	25,941	27,024	60,000	41,595
66	Travel - Air	1,229	1,290	4,200	4,540
67	Utilities - Gas & Electric	209,880	205,838	168,000	165,791
68	Utilities - Telephone	54,137	53,246	49,260	50,309
69	Utilities - Water	10,379	10,517	8,100	7,327
70	Vehicle - Gas & Fuel	62,630	56,776	51,900	38,269
71	Vehicle - Repair & Maintenance	93,373	98,742	47,447	46,870
72	Subtotal, Other Expenses	2,730,405	2,962,910	3,700,696	3,902,160
73	Total, All Expenses	7,391,316	7,113,341	8,073,877	7,464,157

**Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 FY 2011-12 Department Budgets - Administration Total**

	Expense Type	FY 2011-12 Budget	FY 2010-11 Projected	FY 2010-11 Budget	FY 2009-10 Actual
1	Wage/Salary Expense	604,207	688,262	758,440	820,578
2	Overtime Expense	19,016	12,506	-	3,595
3	Capitalized Labor	-	(17,216)	-	-
4	Payroll Taxes - Employer	40,970	65,383	39,647	50,101
5	Retirement - Employee	19,997	22,526	52,675	48,376
6	Retirement - Employer	109,458	80,611	106,094	81,807
7	457b Employer Matching-Admin	7,800	5,700	7,560	3,423
8	Insurance - Disability	4,488	2,295	3,919	3,137
9	Insurance - Health	122,421	80,245	124,041	82,219
10	Insurance - Workers Comp	1,560	1,573	5,603	3,473
11	Employee Fitness	3,600	(20)	3,600	1,200
12	Medical-Employment Exams	3,600	1,777	3,600	6,635
13	Recruitment-Retention	27,000	86,753	27,000	37,193
14	Temporary Help	15,000	138,194	81,120	492,087
15	Subtotal, Personnel Expenses	979,118	1,168,588	1,213,301	1,633,825
16	Administrative - Miscellaneous	3,764	3,480	8,400	6,138
17	Auto-Mileage-Taxi-Parking-Tolls	6,693	7,083	6,900	6,770
18	Bank Fees	2,427	2,354	1,380	1,317
19	Board Fees	36,208	33,746	19,020	25,865
20	Board Fees - Administrative	1,229	468	8,734	4,058
21	Board Fees - CMSA	2,673	2,400	3,288	3,498
23	Business Meals	1,411	1,165	2,700	2,859
24	Community Outreach/Legal Notice & Newsletter	203,437	134,337	117,500	109,335
25	Conferences	1,882	1,277	6,600	6,309
26	County Collection Fees	110,920	123,103	122,309	101,215
27	Dues, Association & Permits	27,388	24,785	53,050	30,098
28	Elections Expense	-	-	-	30,139
29	Excess Liability Fund (Small Claims)	61,281	49,496	120,000	68,913
30	Facilities - Garbage	5,387	5,287	5,400	5,123
31	Facilities - Janitorial	5,853	5,678	4,800	7,478
32	Facilities - Security	28,069	27,078	26,400	44,428
33	Fines & Penalties	2,864	2,781	-	-
34	Hotel Accomodations	3,892	3,859	7,500	6,289
35	Insurance-General Liability	192,021	175,434	102,900	100,214
36	Licenses-DMV	202	237	300	209
37	Meetings	4,787	4,967	2,700	2,316
38	Office Equipment	2,575	-	30,000	27,173
39	Office Equipment Rental	41,573	40,464	50,688	14,752
40	Office Supplies	37,600	36,094	37,200	37,456
41	Postage - Shipping	17,435	22,831	3,720	3,695
42	Professional Services - Accounting	20,000	31,800	18,900	18,000
43	Professional Services - District Manager	515	-	6,000	5,890
44	Professional Services - IT	17,262	16,985	7,200	39,275
45	Professional Services - Legal Employment Matters	33,191	30,998	57,200	65,405
46	Professional Services - Legal General	180,000	213,311	204,000	311,149
47	Professional Services - Legal Litigation	364,090	158,684	1,435,800	115,682
48	Professional Services-2000 LLC Litigation	-	148,755	-	1,892,359
49	Professional Services-Other	6,996	26,000	-	455
50	Property Tax Expense	19,813	17,736	18,000	17,071
51	Software & Maintenance	17,420	18,115	10,200	18,656
52	Stationary & Printing	28,558	30,549	17,400	30,789
53	Training - Education & Certification	25,941	27,024	60,000	41,595
54	Travel - Air	1,229	1,290	4,200	4,540
55	Utilities - Telephone	34,143	32,688	35,400	36,291
56	Vehicle - Gas & Fuel	1,035	930	900	673
57	Vehicle - Repair & Maintenance	1,026	996	-	-
58	Subtotal, Other Expenses	1,552,787	1,479,328	2,618,585	3,168,811
59	Total, All Expenses	2,531,905	2,647,915	3,831,886	4,802,636

**Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 FY 2011-12 Department Budgets - Admin**

	Expense Type	FY 2011-12 Budget	FY 2010-11 Projected	FY 2010-11 Budget	FY 2009-10 Actual
1	Wage/Salary Expense	604,207	688,262	758,440	820,578
2	Overtime Expense	19,016	12,506	-	3,595
3	Capitalized Labor	-	(17,216)	-	-
4	Payroll Taxes - Employer	40,970	65,383	39,647	50,101
5	Retirement - Employee	19,997	22,526	52,675	48,376
6	Retirement - Employer	109,458	80,611	106,094	81,807
7	457b Employer Matching-Admin	7,800	5,700	7,560	3,423
8	Insurance - Disability	4,488	2,295	3,919	3,137
9	Insurance - Health	86,293	43,672	77,673	45,074
10	Insurance - Workers Comp	1,560	1,573	5,603	3,473
11	Employee Fitness	3,600	(20)	3,600	1,200
12	Medical-Employment Exams	3,600	1,777	3,600	6,635
13	Recruitment-Retention	27,000	86,753	27,000	37,193
14	Temporary Help	15,000	138,194	81,120	492,087
15	Subtotal, Personnel Expenses	942,990	1,132,015	1,166,933	1,596,680
16	Administrative - Miscellaneous	3,764	3,480	8,400	6,138
17	Auto-Mileage-Taxi-Parking-Tolls	6,693	7,083	6,900	6,770
18	Bank Fees	2,427	2,354	1,980	1,317
19	Business Meals	1,411	1,165	2,700	2,859
20	Conferences	1,882	1,277	4,620	4,329
21	County Collection Fees	110,920	123,103	122,309	101,215
22	Dues, Association & Permits	27,388	24,785	53,050	30,098
23	Excess Liability Fund (Small Claims)	61,281	49,496	120,000	68,913
24	Facilities - Garbage	5,387	5,287	5,400	5,123
25	Facilities - Janitorial	5,853	5,678	4,800	7,478
26	Facilities - Security	28,069	27,078	26,400	44,428
27	Fines & Penalties	2,864	2,781	-	-
28	Hotel Accomodations	2,947	3,033	5,700	4,778
29	Insurance-General Liability	192,021	175,434	102,900	100,214
30	Licenses-DMV	202	237	300	209
31	Meetings	4,787	4,967	2,700	2,316
32	Office Equipment	2,575	-	30,000	27,173
33	Office Equipment Rental	41,573	40,464	50,688	14,762
34	Office Supplies	37,600	36,094	37,200	37,456
35	Postage - Shipping	17,435	22,831	3,720	3,695
36	Professional Services - District Manager	515	-	6,000	5,890
37	Property Tax Expense	19,813	17,736	18,000	17,071
38	Stationary & Printing	28,558	30,549	17,400	30,789
39	Training - Education & Certification	22,549	23,724	59,500	41,170
40	Travel - Air	664	465	3,172	3,427
41	Utilities - Telephone	34,143	32,688	35,400	36,291
42	Vehicle - Gas & Fuel	1,035	930	900	673
43	Vehicle - Repair & Maintenance	1,026	996	-	-
44	Subtotal, Other Expenses	665,379	643,704	729,539	604,571
45	Total, All Expenses	1,608,369	1,775,718	1,896,472	2,201,252

Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 FY 2011-12 Department Budgets - Admin/Board

	Expense Type	FY 2011-12 Budget	FY 2010-11 Projected	FY 2010-11 Budget	FY 2009-10 Actual
1	Board Fees	36,208	33,746	19,020	25,865
2	Board Fees - Administrative	1,229	468	8,734	4,058
3	Board Fees - CASA	-	-	1,896	1,529
4	Board Fees - CMSA	2,673	2,400	3,288	3,498
5	Conferences	-	-	1,980	1,980
6	Elections Expense	-	-	-	30,139
7	Hotel Accomodations	945	825	1,800	1,492
8	Training - Education & Certification	3,392	3,300	500	425
9	Travel - Air	565	835	1,028	1,113
10	<i>Subtotal, Other Expenses</i>	<i>45,012</i>	<i>41,574</i>	<i>38,246</i>	<i>70,098</i>
11	<i>Total, All Expenses</i>	<i>45,012</i>	<i>41,574</i>	<i>38,246</i>	<i>70,098</i>

Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 FY 2011-12 Department Budgets - Admin/Outside Services

	Expense Type	FY 2011-12 Budget	FY 2010-11 Projected	FY 2010-11 Budget	FY 2009-10 Actual
1	Community Outreach/Legal Notice & Newsletter	203,437	134,337	117,500	109,335
2	Professional Services - Accounting	20,000	31,800	18,900	18,000
3	Professional Services - IT	17,262	16,985	7,200	39,275
4	Professional Services - Legal Employment Matters	33,191	30,998	57,200	65,405
5	Professional Services - Legal General	180,000	213,311	204,000	311,149
6	Professional Services - Legal Litigation	364,090	158,684	1,435,800	115,682
7	Professional Services-2000 LLC Litigation	-	148,755	-	1,892,359
8	Professional Services - 2000 LLC Improvements since 2009	-	15,064	-	(76,174)
9	Professional Services-Other	6,996	26,000	-	455
10	Software & Maintenance	17,420	18,115	10,200	18,656
11	<i>Subtotal, Other Expenses</i>	842,396	794,050	1,850,800	2,494,141
12	<i>Total, All Expenses</i>	842,396	794,050	1,850,800	2,494,141

Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 FY 2011-12 Department Budgets - Admin/Retiree

	Expense Type	FY 2011-12 Budget	FY 2010-11 Projected	FY 2010-11 Budget	FY 2009-10 Actual
1	Insurance - Health	36,128	36,573	46,368	37,145
2	<i>Subtotal, Personnel Expenses</i>	36,128	36,573	46,368	37,145
3	<i>Total, All Expenses</i>	36,128	36,573	46,368	37,145

Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 FY 2011-12 Department Budgets - Operations Total

	Expense Type	FY 2011-12 Budget	FY 2010-11 Projected	FY 2010-11 Budget	FY 2009-10 Actual
1	Wage/Salary Expense	2,675,529	2,184,011	2,218,932	1,170,420
2	Overtime Expense	173,606	199,533	47,534	76,898
3	Capitalized Labor	(550,552)	(430,653)	(240,325)	-
4	Payroll Taxes - Employer	209,907	166,265	167,083	102,667
5	Retirement - Employee	135,769	143,522	189,611	103,793
6	Retirement - Employer	484,699	301,260	350,730	210,992
7	457b Employer Matching-Admin	-	-	-	-
8	Insurance - Disability	20,856	13,385	16,110	9,278
9	Insurance - Health	489,795	342,991	293,650	170,427
10	Insurance - Health In-Lieu	49,057	51,071	86,027	57,039
11	Insurance - Workers Comp	7,379	7,028	25,028	23,836
12	Boot Allowance	5,750	3,432	5,500	2,821
13	Subtotal, Personnel Expenses	3,701,794	2,981,844	3,159,880	1,928,171
14	Concrete, Soil & Rock	30,191	38,582	26,520	24,556
15	Equipment Rental	19	19	-	32,161
16	Equipment Repair	81,343	68,144	157,080	48,173
17	Maintenance-Emergency Repairs	357,000	672,122	156,000	35,189
18	Maintenance-FOG Program	13,333	15,988	9,600	17,324
19	Maintenance-Sealing, Testing	9,712	9,759	15,000	450
20	Outside Services	24,966	19,447	59,280	39,067
21	Professional Services - Engineering	4,295	-	50,040	-
22	Rent - Property Lease Agreement	40,776	56,820	83,808	91,705
23	Shop Supplies	162,691	162,952	145,409	114,877
24	Software & Maintenance	25,390	17,954	63,006	29,185
25	Tools	33,707	31,291	27,960	29,063
26	Utilities - Gas & Electric	209,880	205,838	168,000	165,791
27	Utilities - Telephone	19,994	20,558	13,860	14,017
28	Utilities - Water	10,379	10,517	8,100	7,327
29	Vehicle - Gas & Fuel	61,595	55,848	51,000	37,596
30	Vehicle - Repair & Maintenance	92,347	97,745	47,447	46,870
31	Subtotal, Other Expenses	1,177,618	1,483,582	1,082,111	733,349
32	Total, All Expenses	4,879,412	4,465,426	4,241,991	2,661,521

Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 FY 2011-12 Department Budgets - Ops/Line/Inspection

	Expense Type	FY 2011-12 Budget	FY 2010-11 Projected	FY 2010-11 Budget	FY 2009-10 Actual
1	Wage/Salary Expense	483,554	377,359	489,608	255,985
2	Overtime Expense	28,157	24,063	2,569	-
3	Capitalized Labor	-	(71,906)	(36,656)	-
4	Payroll Taxes - Employer	37,988	26,410	35,797	16,596
5	Retirement - Employee	17,769	19,858	39,169	19,735
6	Retirement - Employer	87,601	48,166	78,890	54,158
7	Insurance - Disability	4,020	2,793	4,063	2,330
8	Insurance - Health	103,342	68,051	82,404	52,394
9	Insurance - Health In-Lieu	-	-	-	-
10	Insurance - Workers Comp	1,212	1,155	3,430	3,267
11	Boot Allowance	1,000	500	2,500	150
12	Subtotal, Personnel Expenses	764,644	496,448	701,773	404,615
13	Maintenance-FOG Program	13,333	15,998	9,600	17,324
14	Shop Supplies	13,298	7,934	16,500	5,277
15	Software & Maintenance	12,380	6,154	52,800	13,494
16	Utilities - Telephone	3,266	3,177	3,600	2,079
17	Vehicle - Gas & Fuel	8,173	6,810	13,500	4,027
18	Vehicle - Repair & Maintenance	10,610	9,801	6,600	1,345
19	Subtotal, Other Expenses	61,040	49,864	102,600	43,545
20	Total, All Expenses	825,683	546,312	804,373	448,160

**Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 FY 2011-12 Department Budgets - Ops/Line/Maintenance**

	Expense Type	FY 2011-12 Budget	FY 2010-11 Projected	FY 2010-11 Budget	FY 2009-10 Actual
1	Wage/Salary Expense	939,439	895,440	838,106	511,122
2	Overtime Expense	81,893	93,523	28,377	39,074
3	Capitalized Labor	-	(56,275)	(37,699)	-
4	Payroll Taxes - Employer	77,282	76,849	65,564	54,660
5	Retirement - Employee	55,135	59,634	67,049	49,211
6	Retirement - Employer	170,189	128,063	135,044	91,042
7	Insurance - Disability	7,068	5,979	6,165	3,591
8	Insurance - Health	127,789	110,488	135,187	66,115
9	Insurance - Health In-Lieu	49,057	46,598	69,305	27,397
10	Insurance - Workers Comp	3,612	3,440	13,291	12,658
11	Boot Allowance	3,000	2,532	1,750	2,057
12	Subtotal, Personnel Expenses	1,514,463	1,366,271	1,322,139	856,927
13	Maintenance-Sealing, Testing	9,712	9,759	15,000	450
14	Rent - Property Lease Agreement	40,776	56,820	83,808	91,705
15	Shop Supplies	97,140	97,174	80,009	67,063
16	Software & Maintenance	13,030	11,800	10,206	15,691
17	Tools	33,707	31,291	27,960	29,063
18	Utilities - Telephone	8,552	8,631	4,800	7,117
19	Vehicle - Gas & Fuel	39,587	36,945	25,200	21,741
20	Vehicle - Repair & Maintenance	57,863	62,204	33,124	35,609
21	Subtotal, Other Expenses	300,367	314,625	280,109	268,440
22	Total, All Expenses	1,814,830	1,680,895	1,602,247	1,125,367

**Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 FY 2011-12 Department Budgets - Ops/Line/Repair**

	Expense Type	FY 2011-12 Budget	FY 2010-11 Projected	FY 2010-11 Budget	FY 2009-10 Actual
1	Wage/Salary Expense	527,546	252,493	244,476	246,692
2	Overtime Expense	40,983	44,894	9,779	27,055
3	Capitalized Labor	(455,489)	(250,827)	(132,199)	-
4	Payroll Taxes - Employer	42,816	21,472	19,451	18,410
5	Retirement - Employee	22,561	17,176	16,179	20,017
6	Retirement - Employer	95,570	35,478	32,586	38,239
7	Insurance - Disability	4,644	1,262	1,593	1,859
8	Insurance - Health	135,547	74,260	57,974	35,985
9	Insurance - Health In-Lieu	-	2,556	-	15,432
10	Insurance - Workers Comp	1,018	970	4,984	4,747
11	Boot Allowance	1,000	4	750	394
12	Subtotal, Personnel Expenses	416,197	199,737	255,573	408,830
13	Concrete, Soil & Rock	30,191	38,582	26,520	24,556
14	Equipment Rental	19	19	-	32,161
15	Maintenance-Emergency Repairs	357,000	672,122	156,000	35,189
16	Outside Services	24,966	19,447	59,280	39,067
17	Professional Services - Engineering	4,295	-	50,040	-
18	Shop Supplies	17,614	15,163	28,800	36,780
19	Utilities - Telephone	2,556	2,454	1,800	1,255
20	Vehicle - Gas & Fuel	5,268	4,484	7,800	6,772
21	Vehicle - Repair & Maintenance	15,779	17,385	5,503	8,410
22	Subtotal, Other Expenses	457,709	769,655	335,743	184,189
23	Total, All Expenses	873,906	969,392	591,316	593,019

Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 FY 2011-12 Department Budgets - Ops/Line/Mgmt

	Expense Type	FY 2011-12 Budget	FY 2010-11 Projected	FY 2010-11 Budget	FY 2009-10 Actual
1	Wage/Salary Expense	499,259	474,009	347,847	26,828
2	Capitalized Labor	(95,063)	(51,645)	(33,770)	-
3	Payroll Taxes - Employer	32,826	26,075	23,608	424
4	Retirement - Employee	32,558	33,011	27,828	2,197
5	Retirement - Employer	90,446	64,801	56,049	3,421
6	Insurance - Disability	3,600	2,375	2,137	-
7	Insurance - Health	63,240	61,971	-	1,097
8	Insurance - Workers Comp	922	878	-	-
9	Subtotal, Personnel Expenses	627,786	611,476	423,698	33,967
10	Utilities - Telephone	255	1,054	-	-
11	Vehicle - Gas & Fuel	324	-	-	-
12	Vehicle - Repair & Maintenance	426	-	-	-
13	Subtotal, Other Expenses	1,006	1,054	-	-
14	Total, All Expenses	628,792	612,531	423,698	33,967

Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 FY 2011-12 Department Budgets - Ops/Pumps

	Expense Type	FY 2011-12 Budget	FY 2010-11 Projected	FY 2010-11 Budget	FY 2009-10 Actual
1	Wage/Salary Expense	225,731	184,710	298,895	129,793
2	Overtime Expense	22,573	37,053	6,809	10,769
3	Payroll Taxes - Employer	18,995	15,460	22,664	12,578
4	Retirement - Employee	7,746	13,843	39,388	12,633
5	Retirement - Employer	40,893	24,751	48,161	24,132
6	457b Employer Matching-Admin	-	-	-	-
7	Insurance - Disability	1,524	976	2,151	1,498
8	Insurance - Health	59,876	28,221	18,086	14,835
9	Insurance - Health In-Lieu	-	1,917	16,721	14,211
10	Insurance - Workers Comp	615	585	3,323	3,165
11	Boot Allowance	750	395	500	220
12	Subtotal, Personnel Expenses	378,703	307,912	456,697	223,832
13	Equipment Repair	81,343	68,144	157,080	48,173
14	Shop Supplies	34,639	42,681	20,100	5,756
15	Utilities - Gas & Electric	209,880	205,838	168,000	165,791
16	Utilities - Telephone	5,365	5,242	3,660	3,566
17	Utilities - Water	10,379	10,517	8,100	7,327
18	Vehicle - Gas & Fuel	8,222	7,608	4,500	5,056
19	Vehicle - Repair & Maintenance	7,668	8,355	2,220	1,506
20	Subtotal, Other Expenses	357,497	348,385	363,660	237,175
21	Total, All Expenses	736,200	656,296	820,357	461,007

**Sanitary District No. 1 of Marin County
dba Ross Valley Sanitary District
Statement of Cash Flows**

	For the Fiscal Year Ended June 30				
	2012 Budgeted	2011 Projected	2010	2009	2008
Cash Flows from Operating Activities:					
1 Sewer Service, Connection, and Other Charges Collected	\$ 17,326,846	\$ 15,099,324	\$ 15,185,100	\$ 14,792,667	\$ 8,940,968
2 Sewage Processing & Debt Service Cost-CMSA	(7,267,605)	(7,992,339)	(7,888,197)	(7,677,711)	(6,372,837)
3 Operating & Maintenance	(6,358,510)	(4,364,250)	(2,596,656)	(3,664,730)	(3,988,979)
4 General & Administration	(2,484,276)	(3,172,915)	(4,610,192)	(2,114,389)	(1,627,929)
5 Cash from Operating Activities:	1,216,454	(430,180)	90,055	1,335,837	(3,048,777)
Cash Flows from Capital and Non-Capital Financing Activities:					
6 Property Taxes Collected	5,000,000	5,130,657	5,107,154	5,006,086	5,161,429
7 Investment Income	125,000	130,539	157,912	289,792	148,141
8 Proceeds from Borrowing ¹	-	-	-	1,000,000	10,000,000
9 Acquisitions of Capital Assets	(6,605,863)	(13,676,063)	(1,759,832)	(5,846,541)	(5,499,952)
10 Principal Payments on Loans	(379,484)	(380,753)	(366,057)	(338,853)	-
11 Interest Paid	(501,991)	(591,707)	(354,153)	(416,777)	-
12 Capital Contributions Including Connection Fees	26,284	25,742	24,649	34,600	43,516
13 Cash from by Capital & Non-Capital Financing Activities:	(2,336,055)	(9,361,586)	2,809,673	(271,693)	9,853,134
14 Net Increase (Decrease) in Cash	(1,119,601)	(9,791,766)	2,899,728	1,064,144	6,804,357
15 Cash and Equivalents at Beginning of Year	10,458,312	20,250,077	17,350,350	16,286,206	9,481,849
16 Cash and Equivalents at End of Year	<u>\$ 9,338,711</u>	<u>\$ 10,458,312</u>	<u>\$ 20,250,077</u>	<u>\$ 17,350,350</u>	<u>\$ 16,286,206</u>
Cash and Cash Equivalents appear on the Statement of Net Assets as Follows:					
17 Cash and Cash Equivalents	\$ 9,304,543	\$ 10,424,143	\$ 20,226,868	\$ 17,302,493	\$ 16,254,120
18 Restricted Cash and Cash Equivalents	34,169	34,169	23,209	47,857	32,086
19	<u>\$ 9,338,711</u>	<u>\$ 10,458,312</u>	<u>\$ 20,250,077</u>	<u>\$ 17,350,350</u>	<u>\$ 16,286,206</u>

Note 1: A) 2008 activity is the \$10 million Installment loan used for Capital Improvements; B) 2009 activity is a \$1 million loan for the purchase of the headquarters building on Kerner Blvd.

Source: Sanitary District No. 1 of Marin County audited financial statements.

Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 Statement of Net Assets

Assets		Budget	Projected	Actual	Actual	Actual
		2011-12	2010-11	2009-10	2008-09	2007-08
Current Assets						
1	Cash	9,304,542	10,424,143	20,226,868	17,302,493	16,254,120
2	Property Tax & Interest Receivable	431,218	717,152	240,295	131,018	154,832
3	Prepaid Taxes & Insurance	46,763	53,782	104,261	106,118	133,124
4	Total Current Assets	9,782,524	11,195,077	20,571,424	17,539,629	16,542,076
Long-Term Assets						
5	Fixed Assets-Net	64,075,788	59,552,484	47,389,341	42,419,146	38,273,651
6	Funds for Canyon Road SAD	34,169	34,169	23,209	47,857	32,086
7	Total Long-Term Assets	64,109,956	59,586,653	47,412,550	42,467,003	38,305,737
8	Total Assets	73,892,481	70,781,729	67,983,974	60,006,632	54,847,813
Liabilities, Retained Earnings & Equity						
Current Liabilities						
9	Accounts Payable & Accrued Expenses	4,141,365	5,620,464	5,544,443	572,363	606,723
10	Option Deposit LLC	-	-	450,000	-	-
11	Current Portion of Long Term Liabilities	396,893	380,747	536,747	502,951	512,287
12	Total Current Liabilities	4,538,258	6,001,211	6,531,190	1,075,314	1,119,010
Long-Term Liabilities						
13	Bond Payable/Other Long Term Liabilities	32,260	32,260	22,454	33,402	-
14	Option Deposit LLC	-	-	-	450,000	450,000
15	Loans Payable	9,154,102	9,533,586	9,914,339	10,295,091	9,663,799
16	OPEB Liability	99,149	74,685	52,687	27,597	-
17	Total Long-Term Liabilities	9,285,511	9,640,532	9,989,479	10,806,090	10,113,799
Net Assets						
18	Invested in Capital Assets	54,558,962	49,672,319	38,919,995	34,411,999	37,840,587
19	Unrestricted	5,509,750	5,467,668	12,543,309	13,713,229	5,774,417
20	Total Net Assets	60,068,711	55,139,987	51,463,305	48,125,228	43,615,004

Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 Statement of Cash Flows by Month - FY 2011-12

	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	2012 Budget
Cash Flows from Operating Activities:													
1 Sewer Service, Connection, and Other Charges Collected	\$ 281,784	\$ 3,789	\$ 4,024	\$ 3,652	\$ 3,653	\$ 10,542,182	\$ 3,656	\$ 3,658	\$ 3,659	\$ 5,468,200	\$ 3,662	\$ 3,948	\$ 17,326,846
2 Sewage Processing & Debt Service Cost-OMSA	(9,056,490)			(1,128,274)			(1,954,827)			(1,128,274)			(7,287,605)
3 Operating & Maintenance	(389,895)	(417,759)	(405,147)	(392,476)	(406,223)	(405,459)	(411,571)	(401,172)	(1,855,480)	(407,447)	(424,972)	(401,040)	(6,356,510)
4 General & Administration	(231,189)	(182,893)	(189,847)	(191,814)	(185,037)	(337,596)	(192,116)	(191,200)	(184,841)	(224,064)	(191,833)	(180,551)	(2,484,276)
5 Total Cash from Operating Activities:	(3,395,760)	(606,859)	(950,970)	(1,706,912)	(337,608)	9,799,137	(2,554,657)	(979,315)	(2,056,662)	4,708,315	(612,943)	(577,542)	1,216,464
Cash Flows from Capital & Non-Capital Financing Activities:													
6 Property Taxes Collected	1,500	500	29,000	900	13,100	2,200,000	485,000	14,000	16,500	1,800,000	250,000	250,000	5,000,000
7 Investment Income						27,500	1,500			1,500	1,500		125,000
8 Proceeds from Borrowing ¹													
9 Acquisitions of Capital Assets	(519,563)	(862,266)	(784,764)	(569,583)	(539,563)	(1,254,155)	(392,487)	(292,488)	(292,488)	(364,487)	(354,488)	(359,489)	(6,009,863)
10 Principal Payments on Loans	(3,150)	(1,405)	(1,410)	(1,532)	(1,421)	(181,549)	(1,432)	(1,438)	(1,575)	(1,448)	(1,570)	(181,481)	(379,484)
11 Interest Paid	(3,518)	(3,629)	(3,624)	(3,602)	(3,619)	(180,266)	(3,602)	(3,596)	(112,944)	(3,594)	(3,468)	(176,651)	(561,991)
12 Capital Contributions Including Connection Fees	2,190	2,190	2,190	2,190	2,190	2,190	2,190	2,190	2,190	2,190	2,190	2,190	26,284
13 Total Cash from Capital & Non-Capital Financing Activities:	(522,560)	(863,109)	(758,107)	(570,026)	(527,826)	603,727	91,169	(281,332)	(388,417)	1,434,169	(115,332)	(437,911)	(2,336,055)
14 Net Increase (Decrease) in Cash	(3,918,320)	(1,459,969)	(1,349,078)	(2,278,938)	(1,115,494)	10,402,864	(2,463,488)	(860,646)	(2,455,078)	6,142,684	(728,775)	(1,015,553)	(1,119,601)
15 Cash and Equivalents at Beginning of Period	\$ 10,455,312	\$ 6,539,992	\$ 5,070,024	\$ 3,720,947	\$ 1,442,008	\$ 325,574	\$ 10,729,438	\$ 8,265,950	\$ 7,405,304	\$ 4,950,226	\$ 11,092,910	\$ 10,364,135	\$ 10,455,312
16 Cash and Equivalents at End of Period	\$ 6,539,992	\$ 5,070,024	\$ 3,720,947	\$ 1,442,008	\$ 326,574	\$ 10,729,438	\$ 8,265,950	\$ 7,405,304	\$ 4,950,226	\$ 11,092,910	\$ 10,364,135	\$ 9,348,582	\$ 9,335,712
Cash and Cash Equivalents appear on the Statement of Net Assets as Follows:													
17 Cash and Cash Equivalents	\$ 6,505,824	\$ 5,035,856	\$ 3,686,778	\$ 1,407,840	\$ 292,406	\$ 10,696,270	\$ 8,231,782	\$ 7,371,135	\$ 4,916,057	\$ 11,058,742	\$ 10,329,567	\$ 9,314,414	\$ 9,304,551
18 Restricted Cash and Cash Equivalents	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169
19	\$ 6,539,992	\$ 5,070,024	\$ 3,720,947	\$ 1,442,008	\$ 326,574	\$ 10,729,438	\$ 8,265,950	\$ 7,405,304	\$ 4,950,226	\$ 11,092,910	\$ 10,364,135	\$ 9,348,582	\$ 9,335,712

Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 Statement of Cash Flows by Month - FY 2012-13

	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	2013 Budget
Cash Flows from Operating Activities:													
1 Sewer Service, Connection, and Other Charges Collected	\$ 3,685	\$ 3,688	\$ 3,688	\$ 3,688	\$ 3,688	\$ 3,688	\$ 3,674	\$ 3,675	\$ 3,677	\$ 3,655,578	\$ 3,673	\$ 3,682	\$ 17,024,898
2 Sewage Processing & Debt Service Cost-CMSA	(3,095,899)			(1,167,416)			(1,933,909)			(1,167,416)			(7,424,641)
3 Operating & Maintenance	(436,914)	(449,347)	(409,398)	(447,975)	(436,724)	(422,823)	(455,437)	(417,812)	(1,876,844)	(460,596)	(457,014)	(417,787)	(8,778,651)
4 General & Administration	(259,105)	(206,792)	(196,328)	(211,798)	(196,463)	(357,564)	(209,060)	(181,320)	(194,808)	(241,460)	(205,535)	(265,070)	(2,737,335)
5 Total Cash from Operating Activities:	(3,788,263)	(652,473)	(602,059)	(1,823,520)	(831,257)	9,251,424	(2,654,732)	(605,457)	(2,167,976)	5,095,105	(653,575)	(679,155)	94,071
Cash Flows from Capital & Non-Capital Financing Activities:													
6 Property Taxes Collected		500	500	900	13,100	2,200,000	485,000			1,800,000	250,000	250,000	5,000,000
7 Investment Income	1,500	1,500	29,000	1,500	1,500	27,500	1,500	14,000	16,500	1,500	1,500	27,500	125,000
8 Proceeds from Borrowing ¹													
9 Acquisitions of Capital Assets	(1,278,794)	(1,284,204)	(1,455,321)	(895,693)	(1,001,354)	(356,954)	(893,787)	(989,788)	(422,288)	(422,287)	(401,287)	(395,139)	(9,238,856)
10 Principal Payments on Loans	(2,581)	(1,472)	(1,479)	(1,600)	(1,492)	(181,613)	(1,506)	(1,513)	(1,600)	(1,527)	(1,647)	(1,615,411)	(379,832)
11 Interest Paid	(3,452)	(3,562)	(3,556)	(3,436)	(3,544)	(172,733)	(3,633)	(3,527)	(3,678)	(3,514)	(3,395)	(165,986)	(412,297)
12 Capital Contributions Including Connection Fees	2,190	2,190	2,190	2,190	2,190	2,190	2,190	2,190	2,190	2,190	2,190	2,190	26,284
13 Total Cash from Capital & Non-Capital Financing Activities:	(1,281,037)	(1,285,048)	(1,428,666)	(897,139)	(885,601)	1,518,330	(410,135)	(378,837)	(444,536)	1,376,362	(152,839)	(466,955)	(4,939,701)
14 Net Increase (Decrease) in Cash	(5,069,380)	(1,937,520)	(2,030,724)	(2,820,658)	(1,620,858)	10,779,815	(3,064,867)	(884,094)	(2,612,512)	6,474,487	(811,215)	(1,146,111)	(4,845,630)
15 Cash and Equivalents at Beginning of Period	\$ 9,338,712	\$ 4,259,361	\$ 2,331,841	\$ 301,117	\$ (2,519,542)	\$ (4,140,400)	\$ 6,639,415	\$ 3,574,548	\$ 2,550,454	\$ (22,058)	\$ 6,450,408	\$ 5,639,193	\$ 9,338,712
16 Cash and Equivalents at End of Period	\$ 4,269,361	\$ 2,331,841	\$ 301,117	\$ (2,519,542)	\$ (4,140,400)	\$ 6,639,415	\$ 3,574,548	\$ 2,690,454	\$ (22,058)	\$ 6,450,408	\$ 5,639,193	\$ 4,493,082	\$ 4,493,082
Cash and Cash Equivalents appear on the Statement of Net Assets as Follows:													
17 Cash and Cash Equivalents	\$ 4,235,153	\$ 2,257,672	\$ 266,948	\$ (2,553,710)	\$ (4,174,566)	\$ 6,605,247	\$ 3,540,380	\$ 2,656,285	\$ (56,227)	\$ 6,416,240	\$ 5,605,025	\$ 4,458,914	\$ 4,458,922
18 Restricted Cash and Cash Equivalents	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169	\$ 34,169
19	\$ 4,269,361	\$ 2,331,841	\$ 301,117	\$ (2,519,542)	\$ (4,140,400)	\$ 6,639,415	\$ 3,574,548	\$ 2,690,454	\$ (22,058)	\$ 6,450,408	\$ 5,639,193	\$ 4,493,082	\$ 4,493,082

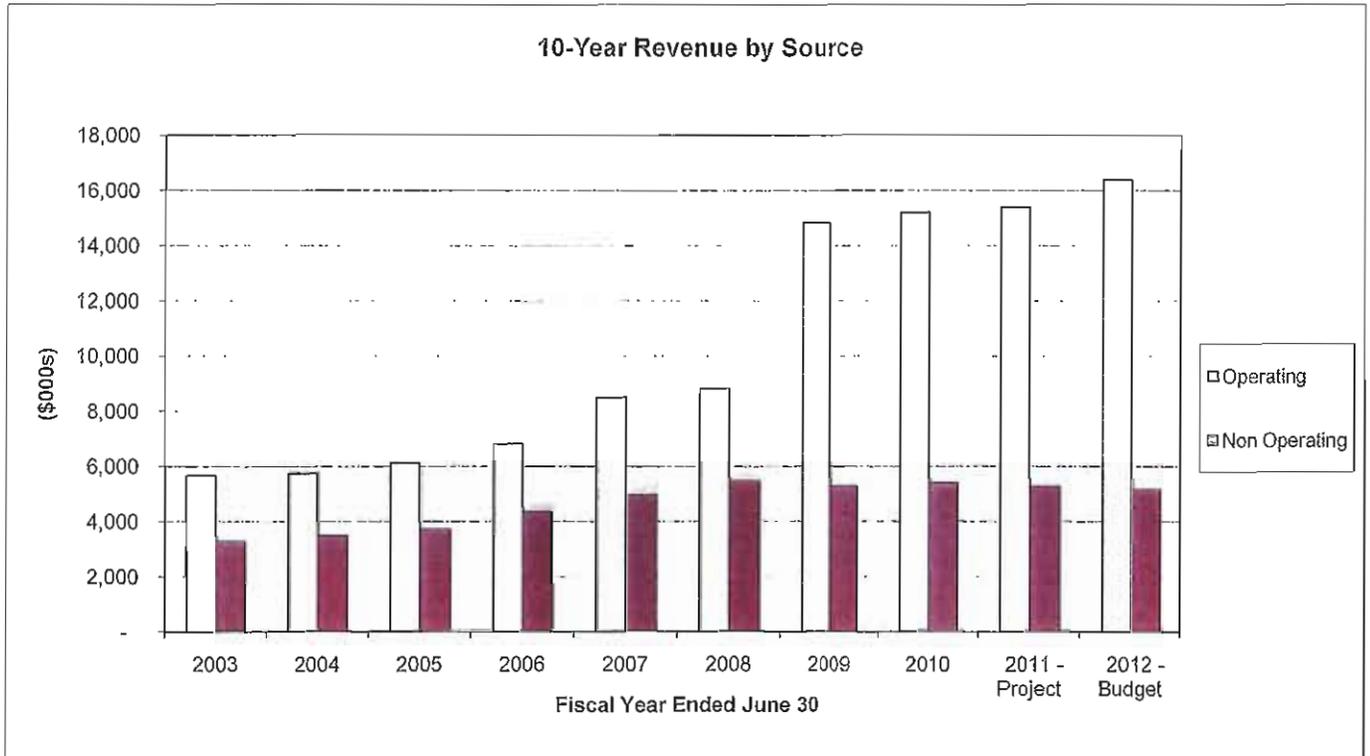
Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 Statement of Cash Flows by Month - FY 2013-14

	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	2014 Budgeted
Cash Flows from Operating Activities:													
1 Sewer Service, Connection, and Other Charges Collected	\$ 3,668	\$ 3,684	\$ 3,686	\$ 3,667	\$ 3,667	\$ 3,667	\$ 3,682	\$ 3,684	\$ 3,665	\$ 7,002,508	\$ 4,001	\$ 3,700	\$ 17,000,213
2 Sewage Processing & Debt Service Cost-CMSA	(3,143,079)	-	-	(1,207,865)	(2,037,240)	(2,037,240)	(2,037,240)	(2,037,240)	(1,207,865)	(1,207,865)	-	-	(7,596,046)
3 Operating & Maintenance	(459,444)	(445,380)	(431,326)	(467,306)	(432,513)	(445,036)	(465,141)	(426,794)	(438,585)	(460,449)	(453,332)	(440,016)	(5,355,818)
4 General & Administration	(190,804)	(205,947)	(205,355)	(219,545)	(200,544)	(371,890)	(214,807)	(196,795)	(200,948)	(247,044)	(207,690)	(189,058)	(2,662,864)
5 Total Cash from Operating Activities:	(3,789,638)	(650,643)	(632,956)	(1,881,030)	(659,070)	9,163,463	(2,719,456)	(619,857)	(655,238)	5,087,093	(87,021)	(635,413)	1,405,155
Cash Flows from Capital & Non-Capital Financing Activities:													
6 Property Taxes Collected	1,500	1,500	29,000	1,500	1,500	27,500	1,500	14,000	16,500	1,500	1,500	27,900	125,000
7 Investment Income	(664,805)	(891,219)	(864,804)	(1,060,701)	(902,759)	(886,022)	(358,190)	(397,640)	(478,439)	(368,190)	(368,190)	(362,884)	(3,403,842)
8 Proceeds from Borrowing	(2,707)	(1,556)	(1,562)	(1,661)	(1,577)	(181,895)	(1,591)	(1,596)	(1,839)	(1,519)	(1,731)	(181,828)	(390,878)
9 Acquisitions of Capital Assets	(3,384)	(3,490)	(3,484)	(3,365)	(3,472)	(154,999)	(3,460)	(3,414)	(3,114)	(3,440)	(3,364)	(160,874)	(399,960)
10 Principal Payments on Loans	2,190	2,190	2,190	2,190	2,190	2,190	2,190	2,190	2,190	2,190	2,190	2,190	26,284
11 Interest Paid	(867,205)	(892,074)	(838,150)	(1,061,158)	(881,017)	997,075	125,450	(986,501)	(464,801)	1,430,447	(119,554)	(425,796)	(3,993,296)
12 Capital Contributions Including Connection Fees	(4,656,849)	(1,542,717)	(1,471,156)	(2,942,188)	(1,520,066)	10,760,538	(2,588,046)	(1,606,358)	(1,100,039)	6,517,540	(776,575)	(1,061,209)	(2,587,141)
13 Total Cash from Capital & Non-Capital Financing Activities:	4,493,082	(163,761)	(1,706,478)	(3,177,635)	(6,119,823)	(7,639,910)	2,520,628	(67,418)	(1,673,776)	(2,773,815)	3,743,725	2,967,150	4,493,082
14 Net Increase (Decrease) in Cash	\$ (197,930)	\$ (1,740,647)	\$ (3,211,803)	\$ (6,153,991)	\$ (7,674,078)	\$ 2,486,460	\$ (101,587)	\$ (1,707,945)	\$ (2,807,883)	\$ 3,709,557	\$ 2,932,982	\$ 1,871,772	\$ 1,871,780
15 Cash and Equivalents at Beginning of Period	34,169	34,169	34,169	34,169	34,169	34,169	34,169	34,169	34,169	34,169	34,169	34,169	34,169
16 Cash and Equivalents at End of Period	\$ (163,761)	\$ (1,706,478)	\$ (3,177,635)	\$ (6,119,823)	\$ (7,639,910)	\$ 2,620,628	\$ (67,418)	\$ (1,673,776)	\$ (2,773,815)	\$ 3,743,725	\$ 2,967,150	\$ 1,905,941	\$ 1,905,941

Cash and Cash Equivalents appear on the Statement of Net Assets as Follows:
 17 Cash and Cash Equivalents \$ 1,871,780
 18 Restricted Cash and Cash Equivalents 34,169
 19 \$ 1,905,941

Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 Schedule of Revenues by Source
 For the Years Ended June 30 , 2003 through 2012 Budget

Year Ended June 30*	Operating			Non Operating		Total
	Sewer Service Charges ¹	Inspection Fees	Other Operating	Property Tax Collection	Investment Income	
2003	5,576,803	75,230	16,228	3,087,886	162,994	8,919,141
2004	5,592,573	119,524	32,042	3,336,420	138,542	9,219,101
2005	6,024,095	50,333	43,397	3,500,169	201,143	9,819,137
2006	6,687,368	102,640	25,229	3,976,085	366,952	11,158,274
2007	8,380,240	95,340	21,214	4,483,648	471,473	13,451,915
2008	8,395,486	80,376	355,341	5,161,429	291,443	14,284,075
2009	14,703,957	52,450	70,860	4,982,804	289,260	20,099,331
2010	15,116,407	49,713	38,765	5,221,295	157,912	20,584,092
2011 - Project	15,323,980	32,584	27,846	5,130,657	130,539	20,645,606
2012 - Budget	16,321,954	36,702	26,698	5,000,000	125,000	21,510,354

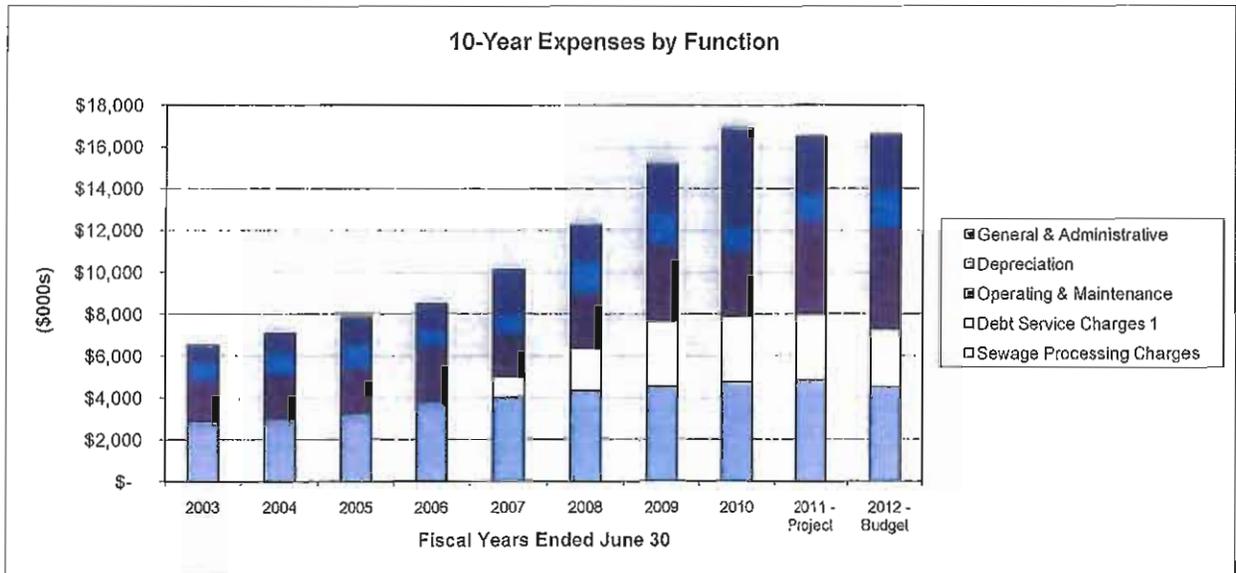


Source: Sanitary District No. 1 of Marin County records.

¹ Beginning in 2007, total sewer service charges included amounts collected for debt service from Central Marin Sanitation Agency (CMSA).

Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
 Schedule of Expenses by Function
 For the Years Ended June 30 , 2003 through 2012 Budget

Year Ended June 30*	Sewage Processing Charges	Debt Service Charges ¹	Operating & Maintenance	Depreciation	General & Administrative	Total
2003	2,874,528	-	1,941,080	1,007,309	664,659	6,487,576
2004	3,004,400	-	2,094,993	1,114,958	846,251	7,060,602
2005	3,246,785	-	2,144,805	1,252,789	1,186,757	7,831,136
2006	3,838,765	-	2,624,655	897,147	1,113,164	8,473,731
2007	4,013,785	992,140	2,064,279	1,007,314	2,029,454	10,106,972
2008	4,328,324	2,044,513	2,647,371	1,604,009	1,627,929	12,252,146
2009	4,536,362	3,141,349	3,676,802	1,696,715	2,114,389	15,165,617
2010	4,749,158	3,139,039	3,119,015	1,272,602	4,612,049	16,891,863
2011 - Project	4,854,904	3,137,434	4,450,078	1,402,663	2,639,392	16,484,471
2012 - Budget	4,513,097	2,754,508	4,879,412	1,897,559	2,531,905	16,576,480



Source: Sanitary District No. 1 of Marin County records.

¹ Debt service as charged by Central Marin Sanitation Agency who provides district sewage processing - \$ do not include debt service for District activities.

Sanitary District No. 1 of Marin County
 dba Ross Valley Sanitary District
Historical and Current Fees/Rates ¹ - Last 10 Fiscal Years
 For the Years Ended June 30 , 2003 through Budget 2012

Fiscal Year	Sewer Service Charge (Ross Valley)	Sewer Service Charge (Larkspur)	CMSA Portion of Sewer Service Charge ²	Connection Fee	Inspection Fee
2003	195	282	108	50	1,000
2004	203	287	112	50	1,000
2005	215	292	119	50	1,000
2006	220	292	129	50	1,000
2007	270	342	169	50	1,000
2008	270	342	215	50	1,000
2009 ³	480	552	253	50	1,000
2010	500	572	260	50	1,000
2011	520	592	269	50	1,000
2012 ⁴	638	864	284	50	1,000

Source: Sanitary District No. 1 of Marin County records

¹ Rates are charged per EDU (Equivalent Domicile/Dwelling Unit). Residential properties are charged at a rate of one EDU per dwelling. Commercial properties' EDUs are calculated based on Winter Water Usage. Usage figures are supplied by the Marin Municipal Water District.

² Charge is collected on behalf of and repaid to Central Marin Sanitation Agency (CMSA). Includes both treatment charges and debt service fees for CMSA. This fee is incorporated into the Sewer Service Charge shown for Ross Valley and Larkspur and is not a separately charged fee. It is included here for informational purposes.

³ The significant increase in 2009 was in accordance with Proposition 218 requirements for public notice and was necessitated by the sharp increases in CMSA Treatment Charges and CMSA Debt Service Fees.

⁴ The significant increase in 2011 was in accordance with Proposition 218 requirements for public notice .

**Sanitary District No. 1 of Marin County
Debt Service Schedule
FY2011/2012 Budget**

FY	CIP Installment Loan #1 ¹			Kerner Building Loan ²			Revolving Credit Line ³			Total Debt Service Payments		
	Principal	Interest	Total Paid	Principal	Interest	Total Paid	Principal	Interest	Total Paid	Principal	Interest	Total Paid
2008/2009	336,201	391,712	727,913	2,652	7,416	10,067	-	-	-	338,852	399,128	737,981
2009/2010	349,612	378,301	727,913	16,445	43,959	60,404	-	-	-	366,057	422,261	788,318
2010/2011	363,558	364,355	727,913	17,189	43,215	60,404	1,500,000	1,194	1,501,194	1,830,747	408,765	2,239,512
2011/2012	378,060	349,853	727,913	17,851	42,553	60,404	3,000,000	4,776	3,004,776	3,395,911	397,182	3,793,094
2012/2013	393,141	334,772	727,913	18,833	41,627	60,459	-	-	-	411,974	376,399	788,373
2013/2014	408,323	319,090	727,913	19,832	40,770	60,602	-	-	-	428,656	359,860	788,516
2014/2015	425,131	302,782	727,913	20,878	39,888	60,746	-	-	-	446,010	342,650	788,660
2015/2016	442,090	285,823	727,913	21,864	39,026	60,890	-	-	-	463,954	324,850	788,804
2016/2017	459,725	268,188	727,913	23,109	37,925	61,034	-	-	-	482,834	306,113	788,948
2017/2018	478,063	249,850	727,913	24,304	36,875	61,178	-	-	-	502,367	286,725	789,092
2018/2019	497,133	230,780	727,913	25,552	35,770	61,322	-	-	-	522,686	266,550	789,236
2019/2020	516,964	210,949	727,913	26,762	34,704	61,466	-	-	-	543,726	245,654	789,380
2020/2021	537,586	190,327	727,913	28,217	33,393	61,610	-	-	-	565,803	223,721	789,524
2021/2022	559,030	168,883	727,913	29,643	32,111	61,754	-	-	-	588,673	200,994	789,668
2022/2023	581,330	146,583	727,913	31,133	30,765	61,898	-	-	-	612,463	177,348	789,812
2023/2024	604,519	123,394	727,913	32,611	29,431	62,042	-	-	-	637,130	152,825	789,956
2024/2025	628,633	99,280	727,913	34,317	27,870	62,186	-	-	-	662,950	127,150	790,100
2025/2026	653,710	74,204	727,913	36,019	26,312	62,330	-	-	-	689,729	100,515	790,244
2026/2027	679,786	48,127	727,913	37,798	24,676	62,474	-	-	-	717,585	72,803	790,388
2027/2028	706,903	21,010	727,913	39,596	23,023	62,618	-	-	-	746,499	44,033	790,532
2028/2029			-	41,600	21,162	62,762	-	-	-	41,600	21,162	62,762
2029/2030			-	43,632	19,274	62,906	-	-	-	43,632	19,274	62,906
2030/2031			-	45,757	17,293	63,050	-	-	-	45,757	17,293	63,050
2031/2032			-	47,937	15,258	63,194	-	-	-	47,937	15,258	63,194
2032/2033			-	50,297	13,041	63,338	-	-	-	50,297	13,041	63,338
2033/2034			-	52,724	10,758	63,482	-	-	-	52,724	10,758	63,482
2034/2035			-	55,261	8,366	63,626	-	-	-	55,261	8,366	63,626
2035/2036			-	57,897	5,873	63,770	-	-	-	57,897	5,873	63,770
2036/2037			-	60,683	3,231	63,914	-	-	-	60,683	3,231	63,914
2037/2038			-	39,605	634	40,239	-	-	-	39,605	634	40,239
	10,000,000	4,558,264	14,558,264	1,000,000	786,181	1,786,181	4,500,000	5,970	4,505,970	15,500,000	5,350,415	20,850,415

Notes:

1. The CIP Installment Loan is through Citizen's Bank and was obtained to fund capital projects.
2. The Building Loan is through Bank of Marin and was obtained to purchase the new headquarters building at 2960 Kerner Blvd. in San Rafael.
3. The revolving credit line through the Bank of Marin is a short term borrowing intended to fund capital projects during the Summer Season until the December Tax Roll payments for the Sewer Service Charge and Property Tax are received.

5.0 Appendix – 10-Year Capital Improvement Plan

DRAFT v. 2.0 – RVSD 10- YEAR CAPITAL IMPROVEMENT PROGRAM AND CIP POLICY STATEMENT

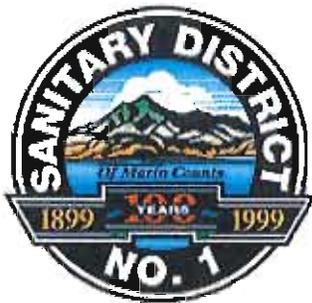
ROSS VALLEY SANITARY DISTRICT
(AKA: SANITARY DISTRICT No. 1 OF MARIN COUNTY)

2960 Kerner Boulevard
San Rafael, CA 94901

MARIN COUNTY

July 18, 2011

Prepared by



Randell Y. Ishii, M.S., P.E., Grade III
District Engineer

2960 Kerner Boulevard
San Rafael, CA 94901
Phone: (415) 259-2949
Fax: (415) 460-2149
rvsd.org



DATE SIGNED _____



ROSS VALLEY SANITARY DISTRICT
2960 Kerner Blvd
San Rafael, CA 94901
(415) 259-2949 ~ rvsd.org

MEMORANDUM

July 18, 2011

To: File

From: Randell Y. Ishii, M.S., P.E.
District Engineer

**SUBJECT: 10-YEAR CAPITAL IMPROVEMENT PROGRAM
AND CAPITAL IMPROVEMENT PROJECT (CIP) POLICY STATEMENT**

1. Introduction

The Ross Valley Sanitary District (AKA: Sanitary District No. 1 of Marin County, or District) is an 111 year old independent special district serving the sewer collection needs of the 56,000 customers in: Ross, San Anselmo, Sleepy Hollow, Fairfax, Oak Manor, Greenbrae, Kentfield, Kent-Woodlands, Larkspur, and San Quentin State Prison. The District operates and maintains almost 200 miles of gravity sewer mainlines, 7.5 miles of force mains (highly-pressurized wastewater pipelines), and 20 pump stations. There are also approximately 200 miles of private sewer laterals within the District's boundaries that the District does not maintain, but replaces the lower lateral (within the public right-of-way) as part of its Capital Improvement Projects. The District's mission is to provide its customers with vital infrastructure that protects public health and the environment. Our ongoing goal at the District is to deliver the highest quality and most cost-effective wastewater collection system possible. To name a few of its recent accomplishments, the District: is currently engaged in its aggressive 10-year Capital Improvement Program, with key infrastructure rehabilitation/replacement projects valued at \$68 million starting in August 2007; has won various awards, including the GFOA Certificate of Achievement for Excellence in Financial Report (CAFR) award for 2009; has a Lateral Replacement Grant Program (LRGP) for its customers to repair/replace old, leaky private sewer laterals (which prevents blockages back into the building and reduces the Inflow and Infiltration (I/I) into the District system); has its own Capital Pipebursting Crew that augments and complements the current 10-year Capital Improvement Program (replacing one mile of pipeline for over \$500,000 less per mile than a private contractor would); and seeks to become the premiere wastewater collection/transport utility in the State.

2. The 10-year Capital Improvement Program

The 10-year Capital Improvement Program (CIP) for Ross Valley Sanitary District presents a prioritized and strategic long-term facility replacement plan spanning ten fiscal years beginning in June 2006 through July 2016, and revised for April 2010 through June 2020.

The District conducts long-term planning using a risk-based process that is reviewed and updated annually. Therefore, although the CIP presents the most accurate rehabilitation plan available, the plan and cost projections are expected to be updated over time to reflect the 40

District's ongoing and changing priorities, and to incorporate additional information that is obtained as part of system maintenance and inspection activities.

The CIP was developed using guidelines set forth in Government Code Section 65403. The CIP addresses the District's goals as stated in the District's Sewer System Management Plan (SSMP), which was most recently updated in April 2010. These goals, developed by District staff and adopted as Element No. 1 of the SSMP, support regional and state guidelines for proactive operation and maintenance of the collection system.

- 1) The District's purpose is to provide high quality and cost-effective wastewater collection for its constituents by meeting these goals:
- 2) Be available and responsive to the needs of the public, and work cooperatively with local, state, and federal agencies to reduce, mitigate impacts of, and properly report SSOs.
- 3) Properly manage and operate the District's facilities to minimize SSOs.
- 4) Identify, prioritize, and continuously renew and replace sewer system facilities to maintain reliability.
- 5) Provide capacity for peak wastewater flows from the design storm event, as defined in the District's Sewer Hydraulic Evaluation and Capacity Assurance Plan (SHECAP).
- 6) Implement regular, proactive maintenance of the system to remove roots, debris, and fats, oils and grease in areas prone to blockages that may cause sewer backups or SSOs.
- 7) Uphold the District's standards and specifications on newly constructed public and private sewers.

The objective of the CIP is to provide a prioritized list of projects, along with associated cash flow and schedule, that should be implemented by the District to uphold these goals. The CIP is considered an evolving document and should be updated annually to adjust for new information on system condition or capacity needs.

The 3-year implementation schedule is given in Appendix A. The 10-year Capital Improvement Program analysis schedule is provided in Appendix B. The project detail sheets are provided in Appendix C.

3. The CIP Policy Statement

- 1) It is the policy of the District to maintain a Capital Improvement Program which will provide collection capacity to meeting existing and future needs, while simultaneously providing for necessary renewal, rehabilitation, and replacement of wastewater collection infrastructure.
- 2) The District endeavored on engineering studies to develop CIP projects based on flow capacity needs, maintenance issues encountered by the Maintenance Department (six-month maintenance), and analysis to conform with District cash flow. The first study prepared was the Sanitary Sewer Hydraulic Evaluation and Capacity Assurance Plan (SHECAP); the second study was based on this, entitled the Sewer System Replacement Master Plan (the SSRMP, 2007); the third study was a financial analysis of cash flow, prepared by Bartle & Wells (2007). These studies, compiled together, constitute the District CIP and determined priority projects for the District.
- 3) Upon completion of the named CIP projects from the District CIP, the SSRMP spells out a Closed Circuit Television (CCTV) Condition Assessment Program, where existing pipeline infrastructure is condition assessed by a nationally-recognized pipeline rating system. The system used by the District is the National Sewer Service Companies (NASSCo) – Pipeline Assessment Condition Program (PACP). This rating system

provides a standard for structural rating of pipelines, and weighs the proximity of pipelines to sensitive areas (e.g., schools, parks, known-habitats, creeks, rivers, lakes, etc.). These factors provide the priority of replacement or rehabilitation of that pipeline. The District will enter these condition assessments into the District Computerized Maintenance Management System (CMMS), where the Engineering Department can review these priorities, and develop future Capital Improvement Projects.

- 4) It is the policy of the District to regularly review and adopt the necessary fees and charges that will fund the projects in the CIP.

4. CIP Development Goals:

The CIP is developed using a risk-based approach to facilitate project prioritization by overall criticality. This approach, developed as part of the Sewer System Assessment and Capital Improvement Planning project (SSACIP, RMC, 2006), included the following 6-step process:

1. **Identify Consequences or Impacts** that would result from failure of any of the District's assets.
2. **Assign Relative Weights to the Identified Impacts** to define their relative importance.
3. **Establish Project Metrics** for evaluation of each of the improvement projects with respect to the prioritization criteria, and conduct this evaluation.
4. **Develop Project Rankings** using a risk-based approach that considers probability and consequence of failure.
5. **Identify Overriding Factors** that reflect unquantifiable conditions and needs that may change initial project rankings.
6. **Develop a Prioritized Cash Flow & Schedule** that balances improvement needs with project funding, in collaboration with District staff.

The resulting CIP enables completion of projects with the highest risk first, using a financing plan that is achievable and defensible. In addition, the CIP includes, the greatest extent possible, a combination of gravity sewer, pressure pipeline, and pump station improvements in any given year.

A 10-year Capital Improvement Program is not simply a finite set of projects for 10 years; it is a living, evolving planning document that forecasts projects for the next 10 years from that given year. When the SHECAP-identified and SSRMP-identified projects are completed, there will be future unidentified projects to be performed. These future unidentified CIP projects will be identified and created based on the development goals, the maintenance records, and the CCTV inspections/condition assessments. In moving forward, the District will take this data and can utilize the CIP project planning methodologies described in Technical Memorandum CIP-1, included as Appendix D.

Attachment: Appendix A – CIP Implementation Schedule (for the next 3 years)
 Appendix B – 10-Year Capital Improvement Program Analysis Schedule
 Appendix C – CIP Project Detail Sheets
 Appendix D – Technical Memorandum CIP-1: Prioritization Process

APPENDIX A

CIP Implementation Schedule (For the Next 3 Years)



CIP#	Project	2011-12			2012-13			2013-14					
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Kentfield FM	<p>TOTALS</p> <p>Design \$1,179mil</p> <p>Construct \$4,099mil</p> <p>Total \$5,278mil</p> <p>Pipe Length 17,459 ft</p> <p>Design = \$300k</p> <p>Construct = \$2.5 mil</p>											
4	SFDWW/ship	<p>TOTALS</p> <p>Design \$0.577mil</p> <p>Construct \$7.830mil</p> <p>Total \$8,407mil</p> <p>Pipe Length 35,957 ft</p> <p>Design = \$300k</p> <p>Construct = \$3.50k</p>											
22/24	101/Riviera FMs&PS 31, 32, 33, 34, 35, 36 Improvements	<p>TOTALS</p> <p>Design \$1.241k</p> <p>Construct \$300k</p> <p>Design = \$230k</p> <p>Construct = \$790k</p>											
9	Cellar	<p>TOTALS</p> <p>Design \$0.577mil</p> <p>Construct \$7.830mil</p> <p>Total \$8,407mil</p> <p>Pipe Length 35,957 ft</p> <p>Design = \$300k</p> <p>Construct = \$3.50k</p>											
SCADA	SCADA Plan	<p>TOTALS</p> <p>Design \$0.577mil</p> <p>Construct \$7.830mil</p> <p>Total \$8,407mil</p> <p>Pipe Length 35,957 ft</p> <p>Design = \$300k</p> <p>Construct = \$3.50k</p>											
LRSP	Lateral Grant	<p>TOTALS</p> <p>Design \$0.577mil</p> <p>Construct \$7.830mil</p> <p>Total \$8,407mil</p> <p>Pipe Length 35,957 ft</p> <p>Design = \$300k</p> <p>Construct = \$3.50k</p>											
11a	Micacole Nils	<p>TOTALS</p> <p>Design \$0.577mil</p> <p>Construct \$7.830mil</p> <p>Total \$8,407mil</p> <p>Pipe Length 35,957 ft</p> <p>Design = \$300k</p> <p>Construct = \$3.50k</p>											
11b	Red Hill	<p>TOTALS</p> <p>Design \$0.577mil</p> <p>Construct \$7.830mil</p> <p>Total \$8,407mil</p> <p>Pipe Length 35,957 ft</p> <p>Design = \$300k</p> <p>Construct = \$3.50k</p>											
12	Hillside	<p>TOTALS</p> <p>Design \$0.577mil</p> <p>Construct \$7.830mil</p> <p>Total \$8,407mil</p> <p>Pipe Length 35,957 ft</p> <p>Design = \$300k</p> <p>Construct = \$3.50k</p>											
13	PS Improvs (PS 12, 13, 14, 37)	<p>TOTALS</p> <p>Design \$0.577mil</p> <p>Construct \$7.830mil</p> <p>Total \$8,407mil</p> <p>Pipe Length 35,957 ft</p> <p>Design = \$300k</p> <p>Construct = \$3.50k</p>											
14	Upper Butterfield	<p>TOTALS</p> <p>Design \$0.577mil</p> <p>Construct \$7.830mil</p> <p>Total \$8,407mil</p> <p>Pipe Length 35,957 ft</p> <p>Design = \$300k</p> <p>Construct = \$3.50k</p>											
17	Greenbrae FM	<p>TOTALS</p> <p>Design \$0.577mil</p> <p>Construct \$7.830mil</p> <p>Total \$8,407mil</p> <p>Pipe Length 35,957 ft</p> <p>Design = \$300k</p> <p>Construct = \$3.50k</p>											
20	Lower Butlerfield	<p>TOTALS</p> <p>Design \$0.577mil</p> <p>Construct \$7.830mil</p> <p>Total \$8,407mil</p> <p>Pipe Length 35,957 ft</p> <p>Design = \$300k</p> <p>Construct = \$3.50k</p>											
22/23/24	Meadowcroft/Broommeo/SFD PS Improvs (PS 30)	<p>TOTALS</p> <p>Design \$0.577mil</p> <p>Construct \$7.830mil</p> <p>Total \$8,407mil</p> <p>Pipe Length 35,957 ft</p> <p>Design = \$300k</p> <p>Construct = \$3.50k</p>											
HG	Heather Gardens Rehab Project	<p>TOTALS</p> <p>Design \$0.577mil</p> <p>Construct \$7.830mil</p> <p>Total \$8,407mil</p> <p>Pipe Length 35,957 ft</p> <p>Design = \$300k</p> <p>Construct = \$3.50k</p>											
25/26	PS Improvs (PS 15, 22, 23, 24, 25)	<p>TOTALS</p> <p>Design \$0.577mil</p> <p>Construct \$7.830mil</p> <p>Total \$8,407mil</p> <p>Pipe Length 35,957 ft</p> <p>Design = \$300k</p> <p>Construct = \$3.50k</p>											
PB	RIVSD Pipehauling Project (@ 5,000LF - 7,500LF/yr)	<p>TOTALS</p> <p>Design \$0.577mil</p> <p>Construct \$7.830mil</p> <p>Total \$8,407mil</p> <p>Pipe Length 35,957 ft</p> <p>Design = \$300k</p> <p>Construct = \$3.50k</p>											
RG	Rose Garden Siphon Replacement Project	<p>TOTALS</p> <p>Design \$0.577mil</p> <p>Construct \$7.830mil</p> <p>Total \$8,407mil</p> <p>Pipe Length 35,957 ft</p> <p>Design = \$300k</p> <p>Construct = \$3.50k</p>											

APPENDIX B

10-Year Capital Improvement Program Analysis Schedule



Capital Improvement Plan (with 10% increase)

Number	Name	City	Description	Feet	10-Year													
					FY10/11	FY11/12	FY12/13	FY13/14	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	Total	
CIP-1	Kentfield Force Main Rehabilitation		Replace Force main	14,466	6,900	2,500	790	-	-	-	-	-	-	-	-	-	-	2,500
SCADA*	SCADA system		New SCADA system	4,840 (*)	69	541	-	-	-	-	-	-	-	-	-	-	-	1,331
CIP-4	SFD / Winship Rehab / Capacity Improv	SA/Ross	Replace & upsized pipe	19,400	-	-	-	700	975	3,512	1,454	-	-	-	-	-	-	6,651
CIP-5	Woodland/College Capacity Improv	Kentfield	Replace & upsized pipe	9,100	4,000	-	-	-	-	-	-	-	-	-	-	-	-	-
CIP-6	Sequoia Pk / Tozzi Creek Rehab	Ross	Replace pipe	22,000	-	-	-	-	48	793	3,086	-	-	-	-	-	-	7,013
CIP-6a	Hwy 101 / Riviera Circle Force Main Rehab	Larkspur	2 force mains/ pipe	1,050	-	400	1,824	-	-	-	-	-	-	-	-	-	-	2,224
CIP-9*	Catholic Improvs & Inspections	Varies	6 force mains	2,000 (*)	-	550	-	-	-	-	-	-	-	-	-	-	-	550
CIP-10*	Pump Station Improvs	Larkspur	6 pump stations	0 (*)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CIP-11a	Miracle Mill Capacity Improv	San Anselmo	Replace & upsized pipe	3,250	-	231	1,691	-	-	-	-	-	-	-	-	-	-	1,922
CIP-11b	Red Hill Rehab	San Anselmo	Replace pipe	1,677	-	-	40	560	-	-	-	-	-	-	-	-	-	600
CIP-12	Hillside Ave	Greenbrae	Replace pipe	3,489	-	84	1,164	-	-	-	-	-	-	-	-	-	-	1,247
CIP-13*	Pump Station Improvs	Varies	4 pump stations	7,502 (*)	-	200	1,863	-	-	-	-	-	-	-	-	-	-	2,063
CIP-14	Upper Butterfield Capacity Improv	San Anselmo	Replace & upsized pipe	3,636	-	209	1,536	-	-	-	-	-	-	-	-	-	-	1,745
CIP-15b	Westbrae / Hawthorne Capacity Improv	Fairfax	Replace & upsized pipe	1,278	-	-	-	-	-	58	411	-	-	-	-	-	-	468
CIP-16a	Laural Grove/McAllister Capacity Improv	Kentfield	Replace & upsized pipe	2,256	-	-	-	-	-	125	921	-	-	-	-	-	-	1,046
CIP-16b	Magnolia Capacity Improv	Larkspur	Replace & upsized pipe	2,271	-	-	-	-	-	-	111	811	-	-	-	-	-	922
CIP-17	Greenbrae Force Main Replacement	Greenbrae	Force main / pipe	2,900	-	-	262	1,918	-	-	-	-	-	-	-	-	-	2,180
CIP-18	Spruce/Park/Merwin/Broadway Capacity Improv	Fairfax	Replace & upsized pipe	2,405	-	-	-	-	-	-	-	1,929	-	-	-	-	-	1,929
CIP-19	Sonoma/Nokomis Capacity Improv	San Anselmo	Replace & upsized pipe	2,765	-	-	-	-	-	-	-	-	1,968	-	-	-	-	1,968
CIP-20	Lower Butterfield/Meadowcroft / Broadmoor/SFD Cap Improv	San Anselmo	Replace & upsized pipe	3,493	-	-	-	262	1,922	-	-	-	-	-	-	-	-	2,184
CIP-21a	SFD/ Berry Capacity Improv	Kentfield	Replace & upsized pipe	1,100	-	-	-	-	-	-	-	-	519	-	-	-	-	519
CIP-21b	The Alameda/Brookmead Capacity Improv	San Anselmo	Replace & upsized pipe	1,670	-	-	-	-	-	-	-	-	843	-	-	-	-	843
CIP-21c	Manor Easement Capacity Improv	Greenbrae	Replace & upsized pipe	864	-	-	-	-	-	-	-	-	373	-	-	-	-	373
CIP-21d	Eliseo Capacity Improvement	Greenbrae	Replace & upsized pipe	218	-	-	-	-	-	-	-	-	73	-	-	-	-	73
CIP-22/23/24	Pump Station Improvs	Varies	3 pump stations	440 (*)	-	121	-	-	-	-	-	-	-	-	-	-	-	121
CIP-25/26*	Pump Station Improvs	Varies	5 pump stations	1,608 (*)	-	442	-	-	-	-	-	-	-	-	-	-	-	442
Other	Future Pump Station / Force Main Rehab	Varies	Annual allowance	-	-	-	-	-	-	-	-	-	1,100	1,100	1,100	1,100	1,100	4,400
Sewer	Future Sewer Rehab	Varies	Annual allowance	-	-	-	-	-	-	-	-	-	1,600	2,000	2,000	2,000	2,000	7,600
PB	District Capital Pipebursting Crew	Varies	At least Annual 1 mile	60,000	850	850	850	850	850	850	850	850	850	850	850	850	850	9,350
CTV4	Systemwide CCTV Inspection (4 mi per year goal)	Varies	Annual allowance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CTV38	Systemwide CCTV Inspection (38 mi per year goal)	Varies	Annual allowance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
RG	Niven Ross Garden Siphon	Larkspur	Annual allowance	1,100	100	-	-	-	-	-	-	-	-	-	-	-	-	100
HG	Heather Gardens PS and pipeline replacement	Larkspur	Replacement of private sewer laterals	3,800	216	864	-	-	-	-	-	-	-	-	-	-	-	1,080
LRGP	Lateral Replacement Grant Program to replace sewer pipelines in area where District cannot replace	Varies	Replacement of private sewer laterals	95,000	250	500	500	500	500	500	500	500	500	500	500	500	500	5,250

(*) In-Lieu Pipe Footage

Totals																		
					\$ 6,900	\$ 2,500	\$ 790	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500
					69	541	-	-	-	-	-	-	-	-	-	-	-	1,331
					4,000	-	-	700	975	3,512	1,454	-	-	-	-	-	-	6,651
					-	-	-	-	-	-	-	-	-	-	-	-	-	-
					-	-	-	-	48	793	3,086	-	-	-	-	-	-	7,013
					-	400	1,824	-	-	-	-	-	-	-	-	-	-	2,224
					-	550	-	-	-	-	-	-	-	-	-	-	-	550
					-	-	-	-	-	-	-	-	-	-	-	-	-	-
					-	231	1,691	-	-	-	-	-	-	-	-	-	-	1,922
					-	-	40	560	-	-	-	-	-	-	-	-	-	600
					-	84	1,164	-	-	-	-	-	-	-	-	-	-	1,247
					-	200	1,863	-	-	-	-	-	-	-	-	-	-	2,063
					-	209	1,536	-	-	-	-	-	-	-	-	-	-	1,745
					-	-	-	-	-	-	58	411	-	-	-	-	-	468
					-	-	-	-	-	125	921	-	-	-	-	-	-	1,046
					-	-	-	-	-	-	111	811	-	-	-	-	-	922
					-	-	-	-	262	1,918	-	-	-	-	-	-	-	2,180
					-	-	-	-	-	-	-	-	1,929	-	-	-	-	1,929
					-	-	-	-	-	-	-	-	-	1,968	-	-	-	1,968
					-	-	-	-	-	-	-	-	-	-	-	-	-	-
					-	-	-	262	1,922	-	-	-	-	-	-	-	-	2,184
					-	-	-	-	-	-	-	-	-	-	-	-	-	-
					-	-	-	-	-	-	-	-	519	-	-	-	-	519
					-	-	-	-	-	-	-	-	843	-	-	-	-	843
					-	-	-	-	-	-	-	-	373	-	-	-	-	373
					-	-	-	-	-	-	-	-	73	-	-	-	-	73
					-	121	-	-	-	-	-	-	-	-	-	-	-	121
					-	442	-	-	-	-	-	-	-	-	-	-	-	442
					-	-	-	-	-	-	-	-	1,100	1,100	1,100	1,100	1,100	4,400
					-	-	-	-	-	-	-	-	1,600	2,000	2,000	2,000	2,000	7,600
					850	850	850	850	850	850	850	850	850	850	850	850	850	9,350

APPENDIX C

CIP Project Detail Sheets



Project Title: Kentfield Force Main Rehabilitation
Project Number: CIP-1
Facility Type: Force Main
Status: In construction
Description: This project includes preliminary design, final design, and construction of pipeline rehabilitation and replacement between the Kentfield Pump Station and the existing Greenbrae Kentfield Relief Force Main.

Location: Access roadway adjacent to Corte Madera Creek; South Eliseo Drive

Size: 11,121 ft of Force Main; 3,345 ft of CIPP

Justification: The Kentfield FM is a fiberglass, "Techite" pipeline that was installed in 1972. In the late 1970s, Techite was found to have a greater probability of failure than other pipe materials, and to exhibit severe failure characteristics, particularly when under external or internal stresses. This force main conveys 60 percent of the District's flow during wet weather, without redundancy. Due to the critical nature of this pipeline, and the elevated risk of failure, replacement of this force main is a priority for the District. In addition, the SHECAP effort determined that the force main needs to be upsized to convey design flows.

Operating Impact: No additional impact. Project extends facility useful life and adds needed capacity. Projected remaining useful life of completed project: 100 years

Environmental: Documentation required due to 1) capacity increase and 2) proximity to waterway. An IS/MND was filed, and exemption permits acquired

Source of Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	0	0	0	0	0	0	0	0	0
Construction	2500	0	0	0	0	0	0	0	0	0	0	2500
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	2500	0	0	0	0	0	0	0	0	0	0	2500

Comments

Project Title: SCADA system
Project Number: SCADA
Facility Type: Industry-standard best management practice for
Status: Preliminary design in progress
Description: This project includes design, construction, and implementation of a modern-day, industry-standard SCADA system that can remotely monitor and control the District pump stations and lift stations from the host server base station, and remotely monitor key manholes for water level and flow

Location: Various locations throughout the District, starting with the pump stations

Size: All 20 pump/lift stations

Justification: In addition, the SSRMP recommends SCADA for all the pump stations and lift stations.

Operating Impact: No additional impact.

Environmental: No issues anticipated

Source of Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	341	0	0	0	0	0	0	0	0	0	0	341
Construction	300	791	0	0	0	0	0	0	0	0	0	1091
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	641	791	0	0	0	0	0	0	0	0	0	1432

Comments

Project Title: SFD / Winship Rehab / Capacity Improv
Project Number: CIP-4
Facility Type: Sewer
Status: Future
Description: This project includes a combination of sewer rehabilitation and capacity improvement projects. The project includes CCTV inspection, design, and construction of replacement pipe and relief sewers varying in diameter from 8 to 12-inches.

Location: Sir Francis Drake Boulevard north of Winship Avenue and adjacent roadways; Winship Avenue Bridge; Bolinas Avenue from Sir Francis Drake Boulevard to Shady Lane
Size: 19,400 feet (including 450 feet of relief sewers)
Justification: Provide needed capacity and rehabilitate aging infrastructure

Operating Impact: Added sewer pipe (relief sewers) will increase maintenance costs. Project extends facility useful life and adds needed capacity. Projected remaining useful life of completed project: 50 years

Environmental: No issues anticipated

Source of Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	700	97.5	0	0	0	0	0	0	0	798
Construction	0	0	0	878	3512	1464	0	0	0	0	0	5854
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	700	975	3512	1464	0	0	0	0	0	6652

Comments

Project Title: Sequoia Pk/ Tozzi Creek Rehab
Project Number: CIP-6
Facility Type: Sewer
Status: Future
Description: This project includes CCTV inspection, design, and construction of approximately 22,000 lineal feet of replacement sewer pipe of varying small diameters. The construction method will be determined after preliminary design investigations.

Location: Sequoia Road; Olive Avenue; Park Drive

Size: 11,000 feet

Justification: Rehabilitate pipes with known maintenance issues.

Operating Impact: No additional impact. Project extends facility useful life
 Projected remaining useful life of completed project: 50 years

Environmental: No issues anticipated

Source of Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	48.4	793	0	0	0	0	0	0	842
Construction	0	0	0	0	0	3086	3086	0	0	0	0	6171
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	48.4	793	3086	3086	0	0	0	0	7013

Comments

Project Title:	Hwy 101 / Riviera Circle Force Main Rehab
Project Number:	CIP-8a
Facility Type:	Force Main
Status:	Preliminary design in progress
Description:	This project includes design and construction of two replacement force mains. The Highway 101 (FM-21) force main project replaces an existing 4-inch diameter ductile iron pipe a 4-inch HDPE or PVC pipe. Minimizing construction-related impacts associated with construction access will be considered during project design. The Riviera Circle (FM-33) force main project replaces an existing 6-inch welded steel, mortar lined pipeline with 6-inch HDPE or PVC pipe. The existing force main crosses Corte Madera Creek by means of two 6-inch rubber sewerage hose on either side of the existing 200-foot long, 6-inch steel pipe. The anticipated construction method for the creek crossing is directional drilling. Note: As of FY08/09, CIP No. 10, 22, and 24 have been merged with this CIP.
Location:	Between Highway 101 and Via la Cumbre (FM-21); Riviera Circle (FM-33)
Size:	700 feet - Highway 101; 350 feet - Riviera Circle FM
Justification:	Highway 101 FM has leaked in the past and is adjacent to residential properties Riviera Circle FM crosses underneath Corte Madera Creek and is subjected to regular tidal variations that will likely lead to increased corrosion. Also, remaining useful life of existing rubber sewerage pipe sections is not known.
Operating Impact:	No additional impact. Project extends facility useful life. Projected remaining useful life of completed project: _50_ years
Environmental:	Permits required for Riviera Circle FM construction activities due to proximity to Corte Madera Creek
Source of	Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	400	0	0	0	0	0	0	0	0	0	0	400
Construction	0	1824	0	0	0	0	0	0	0	0	0	1824
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	400	1824	0	0	0	0	0	0	0	0	0	2224

Comments

Project Title: Cathodic Improvs & Inpsections
Project Number: CIP-9
Facility Type: Force Main
Status: Future
Description: This project includes inspections, design, and construction of cathodic project improvements to the six District force mains. The project adds electrolysis test stations, repairs or replaces magnesium anodes, and conducts pipeline assessments to confirm whether the remaining cathodic protective systems are adequate or require augmentation.

Location: Sir Francis Drake Boulevard (FM-1 and FM-13); Corte Madera Creek path (FM-2); Near Larkspur Landing (FM-10); Back of properties on Lower Via Casitas (FM-14); Larkspur Plaza Drive (FM-37)

Size: Not applicable

Justification: Project improves District's ability to monitor pipeline corrosion and condition

Operating Impact: No additional impact. Project enables monitoring required to proactively maintain facilities and extend useful life.

Environmental: No issues anticipated

Source of Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	64.9	0	0	0	0	0	0	0	0	0	64.9
Construction	0	480	0	0	0	0	0	0	0	0	0	480
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	545	0	0	0	0	0	0	0	0	0	545

Comments

Project Title: Pump Station Improvs
Project Number: CIP-10
Facility Type: Pump Station
Status: Preliminary design in progress
Description: This project includes design and construction of improvements to six pump stations in the Riviera Circle area of Larkspur. Projects include replacing existing dry -pit or submersible pumps with new submersible pumps that are accessible through safely-located access hatches; adding flow meter vaults and meters; and replacing aging pump station equipment. **Note: As of FY08/09, CIP No. 10, 22, and 24 have been merged with CIP 8a.**

Location: Via La Brisa (PS-31); Corte del Bayo (PS-32); Riviera Circle (PS-33, 34 and 36); Corte del Coronado(PS-35)

Size: Unknown - PS-31 and PS-32; 0.22 MGD (Firm Capacity) - PS-33, 34, 35 and

Justification: Project improves facility reliability or safety.

Operating Impact: No additional impact. Project extends facility useful life and improves safety.

Environmental: No issues anticipated

Source of Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0

Comments

Project Title: Miracle Mile Capacity Improv
Project Number: CIP-11a
Facility Type: Sewer
Status: Future
Description: This project includes design and construction of 12-inch diameter replacement pipe and diversion sewers. The pipe will replace or augment existing 6, 8, and 10-inch pipes that do not have sufficient capacity to convey design flows as determined by the SHECAP study. The construction method for pipe replacement will likely be pipe bursting and conventional remove and replace, with microtunneling planned for the diversion sewer. The project also includes a new double-barrel siphon under San Anselmo Creek.

Location: Greenfield Road from Hilldale Drive to Sir Francis Drake Boulevard; Sir Francis Drake Boulevard south to Tunstead Avenue

Size: Upsize 2,000 feet of existing sewer; install 1,250 feet of new diversion sewers

Justification: Provide needed capacity and rehabilitate aging infrastructure

Operating Impact: Added sewer pipe (relief sewers) will increase maintenance costs. Project extends facility useful life and adds needed capacity. Projected remaining useful life of completed project: _50 years

Environmental: Permits will be required for work adjacent to San Anselmo Creek

Source of Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	231	0	0	0	0	0	0	0	0	0	231
Construction	0	0	1691	0	0	0	0	0	0	0	0	1691
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	231	1691	0	0	0	0	0	0	0	0	1922

Comments

Project Title: Red Hill Rehab
Project Number: CIP-11b
Facility Type: Sewer
Status: Future
Description: This project includes CCTV inspection, design, and construction of replacement sewer pipe in San Anselmo. The construction method will be determined after preliminary design investigations.

Location: Red Hill Avenue

Size: 1,677 feet

Justification: Rehabilitate pipes with known maintenance issues

Operating Impact: No additional impact. Project extends facility useful life.
 Projected remaining useful life of completed project: 50 years

Environmental: No issues anticipated

Source of Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	39.6	31.9	0	0	0	0	0	0	0	71.5
Construction	0	0	0	528	0	0	0	0	0	0	0	528
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	39.6	560	0	0	0	0	0	0	0	600

Comments

Project Title: Hillside Ave
Project Number: CIP-12
Facility Type: Sewer
Status: Future
Description: This project includes CCTV inspection, design, and construction of replacement sewer pipe in San Anselmo. The construction method will be determined after preliminary design investigations.

Location: Hillside Avenue

Size: 3,489 feet

Justification: Rehabilitate pipes with known maintenance issues

Operating Impact: No additional impact. Project extends facility useful life Projected remaining useful life of completed project: 50 years

Environmental: No issues anticipated

Source of Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	83.6	66	0	0	0	0	0	0	0	0	150
Construction	0	0	1098	0	0	0	0	0	0	0	0	1098
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	83.6	1164	0	0	0	0	0	0	0	0	1247

Comments

Project Title: Pump Station Improvs
Project Number: CIP-13
Facility Type: Pump Station
Status: Future
Description: This project includes design and construction of improvements to four District pump stations. Projects include upsizing mechanical piping and pumps, improving ventilation systems and odor control, installing flowmeters, providing a new power supply, and performing general mechanical and electrical maintenance and upgrades.

Location: Sir Francis Drake Boulevard near Barry Way (PS-12); Greenbrae (PS-13); Doherty Drive (PS-14); Larkspur Plaza (PS-37)

Size: 0.43 MGD (Firm Capacity) – PS-12; 9.96 MGD (Firm Capacity) – PS-13; 5.88

Justification: Improve capacity, reliability, and/or safety of the facilities

Operating Impact: No additional impact. Project extends facility useful life and adds needed capacity.

Environmental: Potential documentation required due to change in capacity

Source of Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	200	0	0	0	0	0	0	0	0	0	0	200
Construction	0	1863	0	0	0	0	0	0	0	0	0	1863
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	200	1863	0	0	0	0	0	0	0	0	0	2063

Comments

Project Title: Upper Butterfield Capacity Improv
Project Number: CIP-14
Facility Type: Sewer
Status: Future
Description: This project includes design and construction of 12 and 15-inch replacement pipe to upgrade existing 10 and 12-inch pipe in San Anselmo. The anticipated construction method is pipe bursting.

Location: Butterfield Road from Van Tassel Court to Fawn Drive

Size: 3,836 feet

Justification: Existing sewers do not have sufficient capacity to convey design flows as determined by the SHECAP study

Operating Impact: No impact. Project extends facility useful life and adds needed capacity. Projected remaining useful life of completed project: 50 years

Environmental: No issues anticipated

Source of Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	209	0	0	0	0	0	0	0	0	0	209
Construction	0	0	1536	0	0	0	0	0	0	0	0	1536
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	209	1536	0	0	0	0	0	0	0	0	1745

Comments

Project Title: Westbrae / Hawthorne Capacity Improv
Project Number: CIP-15b
Facility Type: Sewer
Status: Future
Description: This project includes design and construction of replacement pipe to upgrade existing 8 and 10-inch pipe in Fairfax. The anticipated construction method is pipe bursting.

Location: Alignment parallel to and southwest of Sir Francis Drake Boulevard; Westbrae Drive

Size: 1,278 feet

Justification: Existing sewers do not have sufficient capacity to convey design flows as determined by the SHECAP study

Operating Impact: No impact. Project extends facility useful life and adds needed capacity. Projected remaining useful life of completed project: 50 years

Environmental: No issues anticipated

Source of Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	0	0	56.1	0	0	0	0	0	56.1
Construction	0	0	0	0	0	0	411	0	0	0	0	411
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	56.1	411	0	0	0	0	468

Comments

Project Title: Laurel Grove/McAllister Capacity Improv
Project Number: CIP-16a
Facility Type: Sewer
Status: Future
Description: This project includes design and construction of 10 through 15-inch replacement pipe to upgrade existing 8, 10, and 12-inch sewers in Kentfield. The anticipated construction method is pipe bursting.

Location: Laurel Grove Avenue; Sir Francis Drake Boulevard; McAllister Avenue from Cypress Avenue to Berens Drive

Size: 2,256 feet

Justification: Existing sewers do not have sufficient capacity to convey design flows as determined by the SHECAP study

Operating Impact: No impact. Project extends facility useful life and adds needed capacity. Projected remaining useful life of completed project: 50 years

Environmental: No issues anticipated

Source of Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	0	125	0	0	0	0	0	0	125
Construction	0	0	0	0	0	921	0	0	0	0	0	921
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	125	921	0	0	0	0	0	1046

Comments

Project Title: Magnolia Capacity Improv
Project Number: CIP-16b
Facility Type: Sewer
Status: Future
Description: This project includes design and construction of 10 through 15-inch replacement pipe to upgrade existing 6 and 12-inch sewers in Larkspur. The anticipated construction method is pipe bursting.

Location: Magnolia Avenue between Francis Avenue and Murray Avenue; Magnolia Avenue between Bon Air Road to Cross Creek Lane

Size: 2,271 feet

Justification: Existing sewers do not have sufficient capacity to convey design flows as determined by the SHECAP study

Operating Impact: No impact. Project extends facility useful life and adds needed capacity. Projected remaining useful life of completed project: 50 years

Environmental: No issues anticipated

Source of Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	0	0	111	0	0	0	0	0	111
Construction	0	0	0	0	0	0	811	0	0	0	0	811
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	111	811	0	0	0	0	922

Comments

Project Title: Greenbrae Force Main Replacement
Project Number: CIP-17
Facility Type: Force Main
Status: Future
Description: This project includes design and construction of a replacement pipeline for the existing Greenbrae Force Main. The new 30-inch diameter HDPE pipeline would replace existing steel pipe that is exhibiting increased corrosion over time.

Location: Sir Francis Drake Boulevard from the easement at Bon Air Shopping Center to Highway 101

Size: 2,900 feet

Justification: Rehabilitate pipe with known maintenance issues.

Operating Impact: No impact. Project extends facility useful life. Projected remaining useful life of completed project: 50 years

Environmental: No issues anticipated

Source of Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	262	0	0	0	0	0	0	0	0	262
Construction	0	0	0	1918	0	0	0	0	0	0	0	1918
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	262	1918	0	0	0	0	0	0	0	2180

Comments

Project Title: Spruce/Park/Merwin/Broadway Capacity Improv

Project Number: CIP-18

Facility Type: Sewer

Status: Future

Description: This project includes design and construction of replacement pipe and 18-inch diameter diversion sewer to relieve capacity issues for existing 15 to 18-inch diameter pipe in Fairfax. The diversion sewer is recommended in lieu of pipeline replacement methods due to constructability concerns on Merwin Avenue. The project also includes a double-barrel siphon across the creek on Merwin Avenue. Pipe bursting, microtunneling and open-cut are the anticipated construction methods for this project.

Location: Spruce Road from Arroyo Road to Park Road; Park Road from Spruce Road to Merwin Avenue; Merwin Avenue from Park Road to Broadway; Broadway from Merwin Avenue to Pacheco Avenue

Size: Upsize 405 ft of existing sewers and install 2,000 ft of new diversion sewer

Justification: Existing sewers do not have sufficient capacity to convey design flows as determined by the SHECAP study

Operating Impact: Added sewer pipe (relief sewers) will increase maintenance costs. Project extends facility useful life and adds needed capacity. Projected remaining useful life of completed project: 50 years

Environmental: No issues anticipated

Source of Funds: Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	0	0	0	0	231	0	0	0	231
Construction	0	0	0	0	0	0	0	1698	0	0	0	1698
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	1929	0	0	0	1929

Project Title: Sonoma/Nokomis Capacity Improv

Project Number: CIP-19

Facility Type: Sewer

Status: Future

Description: This project includes design and construction of 12 to 15-inch diameter replacement pipe and 15-inch diversion sewer to relieve capacity issues for existing 10 and 12-inch pipe in San Anselmo. The diversion sewer is recommended in lieu of pipeline replacement methods due to constructability concerns on Sir Francis Drake Boulevard. The project also includes a double-barrel siphon across the creek on Nokomis Avenue. Pipe bursting, microtunneling and open-cut are the anticipated construction methods for this project.

Location: Alderney Road from the park southeast of San Francisco Boulevard to Sonoma Avenue; Sonoma Avenue from to Sir Francis Drake Boulevard; Sonoma Avenue across Sir Francis Drake Boulevard along Sais, Nokomis,

Size: Replaces 965 feet of sewers and installs 1,800 feet of diversion sewers

Justification: Existing sewers do not have sufficient capacity to convey design flows as determined by the SHECAP study

Operating Impact: Added sewer pipe (relief sewers) will increase maintenance costs. Project extends facility useful life and adds needed capacity. Projected remaining useful life of completed project: 50 years

Environmental: Permitting will be required for construction activities near the Nokomis Avenue creek

Source of Funds: Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	0	0	0	0	0	237	0	0	237
Construction	0	0	0	0	0	0	0	0	1731	0	0	1731
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	1968	0	0	1968

Project Title: Lower Butterfield/Meadowcroft / Broadmoor/SFD
Cap Improv

Project Number: CIP-20

Facility Type: Sewer

Status: Future

Description: This project includes design and construction of 10 and 12-inch diameter replacement pipe and diversion sewer to relieve capacity issues for existing 6 and 8-inch pipe in San Anselmo. The diversion sewer is recommended in lieu of pipeline replacement methods due to constructability concerns in existing easements near Sir Francis Drake Boulevard. Pipe bursting, microtunneling, and open-cut are the anticipated construction methods for this project.

Location: Butterfield Road south of Carlson Avenue; Butterfield Road from south Rosemont Avenue to Meadowcroft Drive; Meadowcroft Drive from Butterfield Road to Broadmoor Avenue; Broadmoor Avenue from Butterfield Road to Sir Francis Drake Boulevard

Size: Upsize 3,000 feet of existing sewer and installs 493 feet of new diversion and

Justification: Existing sewers do not have sufficient capacity to convey design flows as determined by the SHECAP study

Operating Impact: Added sewer pipe (relief sewers) will increase maintenance costs. Project extends facility useful life and adds needed capacity. Projected remaining useful life of completed project: 50 years

Environmental: No issues anticipated

Source of Funds: Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	262	0	0	0	0	0	0	0	0	262
Construction	0	0	0	1922	0	0	0	0	0	0	0	1922
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	262	1922	0	0	0	0	0	0	0	2184

Project Title: SFD/ Berry Capacity Improv

Project Number: CIP-21a

Facility Type: Sewer

Status: Future

Description: This project includes design and construction of approximately 1,100 lineal feet of 15-inch diameter replacement pipe to relieve capacity issues for existing 10 and 12-inch pipe in Kentfield. Pipe bursting is the anticipated construction method for this project.

Location: Sir Francis Drake Boulevard from Laurel Grove Avenue to south of Berry Lane; Easement from Sir Francis Drake Boulevard to the sewer easement between Sir Francis Drake Boulevard and Kent Avenue

Size: 1,100 feet

Justification: Existing sewers do not have sufficient capacity to convey design flows as determined by the SHECAP study

Operating Impact: No impact. Project extends facility useful life and adds needed capacity. Projected remaining useful life of completed project: _50_ years

Environmental: No issues anticipated

Source of Funds: Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	0	0	0	62.7	0	0	0	0	62.7
Construction	0	0	0	0	0	0	457	0	0	0	0	457
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	519	0	0	0	0	519

Project Title: The Alameda/Brookmead Capacity Improv

Project Number: CIP-21b

Facility Type: Sewer

Status: Future

Description: This project includes design and construction of 15 and 21-inch diameter replacement pipe to relieve capacity issues for existing 18-inch pipe in San Anselmo. The diversion sewer is recommended in lieu of pipeline replacement methods due to constructability concerns in existing easements. Pipe bursting and open-cut are the anticipated construction methods for this project.

Location: The Alameda south of Arroyo Avenue; Schoolyard north of Brookmead Place; Brookmead Place to Brookside Drive; Berkeley Avenue

Size: Upsize 670 feet of sewer pipe and construct 1,000 feet of diversion sewer.

Justification: Existing sewers do not have sufficient capacity to convey design flows as determined by the SHECAP study

Operating Impact: Added sewer pipe (relief sewers) will increase maintenance costs. Project extends facility useful life and adds needed capacity. Projected remaining useful life of completed project: 50 years

Environmental: No issues anticipated

Source of Funds: Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	0	0	0	101	0	0	0	0	101
Construction	0	0	0	0	0	0	741	0	0	0	0	741
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	843	0	0	0	0	843

Comments

Project Title: Manor Easement Capacity Improv

Project Number: CIP-21c

Facility Type: Sewer

Status: Future

Description: This project includes design and construction of 15-inch diameter replacement pipe to relieve capacity issues for existing 12-inch pipe in Greenbrae. Pipe bursting is the anticipated construction method for this project.

Location: Easement located south of the intersection of Sir Francis Drake Boulevard and Manor Drive.

Size: 864 feet

Justification: Existing sewers do not have sufficient capacity to convey design flows as determined by the SHECAP study

Operating Impact: No impact. Project extends facility useful life and adds needed capacity. Projected remaining useful life of completed project: 50 years

Environmental: No issues anticipated

Source of Funds: Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	0	0	0	0	45.1	0	0	0	45.1
Construction	0	0	0	0	0	0	0	328	0	0	0	328
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	373	0	0	0	373						

Project Title: Eliseo Capacity Improvement

Project Number: CIP-21d

Facility Type: Sewer

Status: Future

Description: This project includes design and construction of 8-inch diameter replacement pipe to relieve capacity issues for an existing 6-inch pipe in Greenbrae. Pipe bursting is the anticipated construction method for this project.

Location: Eliseo Drive north of Corte Cayuga

Size: 218 feet

Justification: Existing sewers do not have sufficient capacity to convey design flows as determined by the SHECAP study

Operating Impact: No impact. Project extends facility useful life and adds needed capacity. Projected remaining useful life of completed project: 50 years

Environmental: No issues anticipated

Source of Funds: Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	0	0	0	0	8.8	0	0	0	8.8
Construction	0	0	0	0	0	0	0	63.8	0	0	0	63.8
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	72.6	0	0	0	72.6

Project Title: Pump Station Improvs

Project Number: CIP-22/23/24

Facility Type: Pump Station

Status: Future

Description: This project includes design and construction of improvements to three pump stations. Projects include installing backup power, improving ventilation systems, adding flowmeters, replacing existing pumps, and general mechanical and electrical maintenance and upgrades. **Note: As of FY08/09, CIP No. 10, 22, and 24 have been merged with CIP 8a.**

Location: Landing A (PS-20); Highway 101 (PS-21); Heather Gardens (PS-30)

Size: 0.36 MGD (Firm Capacity) - PS-20; 0.22 MGD (Firm Capacity) - PS-21 and 30

Justification: Improve capacity, reliability, and/or safety of the facilities

Operating Impact: No additional impact. Project extends facility useful life.

Environmental: No issues anticipated

Source of Funds: Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	22	0	0	0	0	0	0	0	0	0	0	22
Construction	99	0	0	0	0	0	0	0	0	0	0	99
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	121	0	0	0	0	0	0	0	0	0	0	121

Project Title: Pump Station Improvs

Project Number: CIP-25/26

Facility Type: Pump Station

Status: Future

Description: This project includes design and construction of improvements to five District pump stations. Projects include improving ventilation systems, adding sound attenuation, improving access, and general mechanical and electrical maintenance and upgrades.

Location: Along Corte Madre Creek (PS-15); Cape Marin (PS-22); Capurro (PS-23); South Eliseo Drive (PS-24 and 25)

Size: 36.9 MGD (Firm Cap) - PS-15; 0.22 MGD (Firm Cap) - PS-22, 23; 1.52 MGD

Justification: Improve reliability and/or safety of the facilities

Operating Impact: No additional impact. Project extends facility useful life.

Environmental: No issues anticipated

Source of Funds: Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	53.5	0	0	0	0	0	0	0	0	0	53.5
Construction	0	389	0	0	0	0	0	0	0	0	0	389
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	442	0	442								

Project Title: Future Pump Station / Force Main Rehab

Project Number: Other

Facility Type: Pump Station / Force Main

Status: Future

Description: \$1 million annual allowance for future pump station and force main projects identified through CIP updates

Location: Unknown

Size: Unknown

Justification: Improve reliability and extend useful life of facilities

Operating Impact: Unknown

Environmental: Unknown

Source of Funds: Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	1100	1100	1100	1100	4400
Total	0	0	0	0	0	0	0	1100	1100	1100	1100	4400

Comments

Project Title: Future Sewer Rehab

Project Number: Sewer

Facility Type: Sewer

Status: Future

Description: New sewer rehabilitation projects identified by ongoing condition assessment activities

Location: Unknown

Size: Unknown

Justification: Improve reliability and extend useful life of facilities

Operating Impact: Unknown

Environmental: Unknown

Source of Funds: Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	1600	2000	2400	2800	8800
Total	0	0	0	0	0	0	0	1600	2000	2400	2800	8800

Comments

Project Title: District Capital Pipebursting Crew

Project Number: PB

Facility Type: Sewer

Status: Preliminary design in progress

Description: This project includes CCTV inspection, design, and construction of approximately 6,000 lineal feet of replacement sewer pipe that upsizes 6-inch to 8-inch diameters. This includes the replacement of lower laterals.

Location: Various locations in the District

Size: 6,000 feet

Justification: Rehabilitate pipes with known maintenance issues.

Operating Impact: No additional impact. Project extends facility useful life
Projected remaining useful life of completed project: 50 years

Environmental: No issues anticipated

Source of Funds: Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	0	0	0	0	0	0	0	0	0
Construction	850	850	850	850	850	850	850	850	850	850	850	9350
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	850	850	850	850	850	850	850	850	850	850	850	9350

Project Title:	Lateral Replacement Grant Program to replace sewer pipelines in area where District cannot
Project Number:	LRGP
Facility Type:	Sewer
Status:	Currently being implemented
Description:	The Lateral Replacement Grant Program (LRGP) is a partnership of the District working with its constituents to replace their old, oftentimes leaky sewer lateral pipes. This allows the District to replace sewer pipes that the District does not have ownership or maintenance responsibility. The District grants half of the replacement cost, or up to \$4,000, whichever is the lesser of the two, to qualifying applicants.
Location:	All throughout the District boundaries
Size:	In FY09/10, almost 5,000 ft of laterals; in FY 10/11, over 10,000 ft
Justification:	Old, leaky private sewer laterals are the main cause of SSOs in Marin County, since most are not maintained and become a main cause of I/I into the system. Replacing these leaky private laterals significantly reduces I/I in the system. There is little design work and construction is simple and does not require prevailing wage (as District projects do), so more sewer pipe is replaced for fewer dollars.
Operating Impact:	No additional impact. Project extends facility useful life. Projected remaining useful life of completed project: 30 years
Environmental:	No issues anticipated
Source of Funds:	Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	0	0	0	0	0	0	0	0	0
Construction	250	500	500	500	500	500	500	500	500	500	500	5250
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	250	500	5250									

Project Title: Rose Garden Siphon Replacement Project

Project Number: RG

Facility Type: Sewer

Status: Ready for notice inviting sealed bids

Description: This project includes construction of approximately 1,000 lineal feet of 12-inch sewer main along Larkspur Creek with one creek crossing, and 100 lineal feet of 8-inch sewer in an easement from Meadowood Drive. Anticipated construction method for 12-inch is direct burial; the 8-inch easement is anticipated to be performed by pipebursting.

Location: Along Larkspur Creek to Ward Street, Larkspur

Size: Upsizes and re-directs 1,100 ft of sewer main

Justification: Replaces sewers with known maintenance issues. Eliminates a sewer siphon.

Operating Impact: Redirected sewers and elimination of a siphon will decrease maintenance costs. Project extends facility useful life and adds needed capacity. Projected remaining useful life of completed project: 50 years

Environmental: Environmental permits acquired due to proximity to waterway

Source of Funds: Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	0	0	0	0	0	0	0	0	0	0	0	0
Construction	100	0	0	0	0	0	0	0	0	0	0	100
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	100	0	100									

Project Title: Heather Garden PS and Pipeline Replacement

Project Number: HG

Facility Type: Sewer

Status: Conceptual design in progress; RFP for design afterwards

Description: This project includes design and construction of 8-inch diameter replacement pipe to relieve capacity issues for existing 6-inch pipe in Larkspur. Direct burial is the anticipated construction method for this project because significant re-sloping of pipe is necessary.

Location: Liberty Street, Heather Way, William Avenue, and Diane Lane; in the Heather Gardens subdivision in Larkspur.

Size: Approximately 3,800 ft of gravity sewers must be upsized to 8" and regraded

Justification: Existing sewers do not have sufficient capacity to convey design flows as determined by District staff.

Operating Impact: No impact. Project extends facility useful life and adds needed capacity. Projected remaining useful life of completed project: 50 years

Environmental: No issues anticipated

Source of Funds: Capital Expansion Fund

Cash Flow (in \$000)	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	Total
Planning	0	0	0	0	0	0	0	0	0	0	0	0
Design	216	0	0	0	0	0	0	0	0	0	0	216
Construction	0	864	0	0	0	0	0	0	0	0	0	864
Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	216	864	0	1080								

APPENDIX D

Technical Memorandum CIP-1: Prioritization Process

(Prepared by *RMC Water and Environment*, 2006)



Technical Memorandum CIP-1

RVSD Sewer System Assessment and Capital Improvement Planning

Subject: Prioritization Process

Prepared For: Barry Hogue, District Manager, RVSD

Prepared by: Rachael Wark and Vivian Housen

Reviewed by: Gisa Ju

Date: July 12, 2006

Reference: 0147-001

This memorandum presents the preliminary goals, criteria and project prioritization process for consideration as part of the development of the Ross Valley Capital Improvement Strategic Plan. This TM is organized as follows:

- Background
- Prioritization Criteria
- Weighting of Criteria
- Project Performance Metrics

1 Background

Facing a number of challenges relating to the condition, capacity and operation of its collection system facilities, Ross Valley Sanitary District (District) has embarked upon several planning efforts to identify effective solutions to address these challenges:

- Sewer Hydraulic Evaluation and Capacity Assurance Plan (SHECAP). This work evaluates trunk sewer facilities and flows, and recommends upgrades to larger-diameter trunk sewers that will minimize the potential for capacity-related sanitary sewer overflows. SHECAP also identifies potential capacity constraints in some smaller-diameter sewers that could be addressed in conjunction with trunk sewer rehabilitation and replacement. SHECAP work was completed in June 2006. A draft report summarizing results is under review by District staff.
- Sewer System Management Plan (SSMP) Gap Analysis. This work, which was completed in late 2005, assessed District operations and documentation with regard to SSMP guidelines. The Gap Analysis identified potential areas that require attention during development of the District's SSMP.
- History Inventory Maintenance Condition Assessment Database (HIMCAD). This effort mapped existing facilities and maintenance information in a GIS database, for future use by the District. Initial HIMCAD mapping was completed in late 2005; the database is a working document and recommendations for improvements will be made based on

findings from ongoing facility assessments.

- Sewer System Assessment and Capital Improvement Planning (SSACIP). This effort includes detailed assessments of the District's facilities, and will culminate in the development of three Master Plans: Sewer Master Plan, Force Main Master Plan, and Pump Station Master Plan, including recommended rehabilitation and replacement projects for each of these groups of facilities. This work, in conjunction with SHECAP and using information from HIMCAD, uses a decision analysis model to develop a long-term projection of system improvement projects for implementation by the District, based on established goals and priorities. SSACIP also recommends near-term projects to be implemented in a one- to three-year timeframe. SSACIP will be completed by the end of 2006; near-term projects will be finalized in July 2006.

As part of the SSACP effort discussed above, the District is developing a long-term Capital Improvement Strategic Plan that will result in a comprehensive, prioritized Capital Improvement Program (CIP). Following identification of solutions by the planning efforts noted above, the next steps in development of a Strategic Plan involve:

1. **Identifying Prioritization Criteria.** These criteria represent the driving forces behind the recommended improvement projects and reflect the goals of the District.
2. **Assigning Relative Weights to the Criteria.** This task involves defining the relative importance of the identified criteria.
3. **Establishing Project Metrics and Evaluating Proposed Projects.** With the criteria and weighting defined, the next step is to determine metrics that will be used to evaluate each of the improvement projects with respect to these parameters, and to conduct this evaluation.
4. **Developing Project Rankings.** A decision model will be used to develop a prioritized list of improvement projects based the above evaluation.
5. **Identifying Overriding Factors.** In general, highest scoring projects should receive the highest priority for implementation. However, there are some cases where project-specific constraints may override the project ranking.
6. **Developing Prioritized Cash Flow & Schedule.** The final step in the process is to work with District staff to develop a cash flow and schedule that balances improvement needs with projected funding.

This memorandum describes potential Prioritization Criteria and Weighting (Steps 1 and 2) for consideration by the District in development of the Strategic Plan, and presents potential project performance metrics by which each improvement project may be evaluated (Step 3).

2 Prioritization Criteria

The District's Mission is *"to provide the highest quality and most cost-effective wastewater collection possible for its constituents by meeting the following goals:*

- *Be available and responsive to the needs of the public*

- *Perform preventive maintenance on all collection system components*
- *Proactively identify and correct public sewer system defects*
- *Work cooperatively with local, state and federal agencies*
- *Uphold the District's standards and specifications on newly constructed public and private sewers”*

The prioritization criteria shown in **Table 1** were developed to support the District’s goals, and are presented for consideration by District staff:

Table 1 - Prioritization Criteria

Criteria	Definition
Traffic Impacts / Temporary Shutdowns	Project would minimize potential traffic impacts and/or temporary shutdowns that could result in a system failure or operational issue.
Legal Compliance	Project contributes to requirement for rehabilitation of 2 miles of pipe per year or equivalent.
Regulatory Compliance including SSO Reduction	Project is needed to comply with existing regulations (e.g. reduces risk for Sanitary Sewer Overflows and meet other SSMP requirements).
Large-Scale Impact Involving Trunk Sewers	Project is needed to address capacity deficiencies or reliability issues in an existing trunk sewer that could result in SSOs
Operational Efficiency/Aging Infrastructure	Project is needed to maintain or improve the management, operational efficiency, and reliability of the system, and/or to extend the useful life of the facilities

3 Weighting of Criteria

Table 2 presents proposed weights for the criteria identified for consideration as part of the Strategic Plan, with 5 being most critical to the District, and 1 being less critical but still highly important for the District to achieve its goals.

Table 2 - Criteria Weighting

Criteria	Relative Weighting	
	Score (1-5)	% of Total
Traffic Impacts/Temporary Shutdowns	1	5.3%
Legal Compliance	5	26.3%
Regulatory Compliance (SSOs, SSMP)	5	26.3%
Large-Scale Impact (Trunk Sewer)	5	26.3%
Operational Efficiency/Aging Infrastructure	3	15.8%
Total	19	100%

4 Project Performance Metrics

Project metrics are benchmarks that will be used to determine to which degree each project meets the prioritization criteria described above. Table 3 presents a summary of the performance metrics identified for consideration as part of the Strategic Plan.

Table 3 - Project Performance Metrics

Criteria	Performance Metric	
	Project Score	Description
Traffic Impacts/Temporary Shutdowns	10	Reduces risk of high traffic or shutdown-related impacts in the next 5 years: <ul style="list-style-type: none"> - Reduces risk of temporary interruption of service to <i>large number</i> of customers; and/or - Reduces risk of <i>significant</i> traffic impacts from failed infrastructure
	7	Reduces risk of moderate traffic or shutdown-related impacts in the next 5 years: <ul style="list-style-type: none"> - Reduces risk of temporary interruption of service to <i>some</i> customers; and/or - Reduces risk of <i>moderate</i> traffic impacts from failed infrastructure
	3	Reduces risk of low traffic or shutdown-related impacts in the next 5 years: <ul style="list-style-type: none"> - Reduces risk of temporary interruption of service to <i>limited number</i> of customers; and/or - Reduces risk of <i>low</i> traffic impacts from failed infrastructure
	0	Does not address traffic or shutdown-related impacts.
Legal Compliance	10	Rehabilitates 3000' of pipe or greater.
	9	Rehabilitates 2000' to 3000' of pipe.
	7	Rehabilitates 1000' to 2000' of pipe.
	5	Rehabilitates up to 1000' of pipe.
Regulatory Compliance (SSOs, SSMP) Note: Score increased one level if SSO will impact sensitive environment	10	Predicted overflow in 5-year design storm >400,000 gal OR resolves a historical or documented overflow
	9	Predicted overflow in 5-year design storm >100,000 gal
	8	Predicted overflow in 5-year design storm >10,000 gal
	7	Predicted overflow in 5-year design storm >1,000 gal OR resolves a known issue (such as a structural or grease problem) with the potential to cause future SSOs
	5	Predicted surcharge in 5-year design storm within 3 feet of ground surface
	3	Predicted surcharge in 5-year design storm >3 feet below surface
Large-Scale Impact (Trunk Sewer)	8	Trunk line modeled in SHECAP and 18" diameter or greater.
	5	Trunk line modeled in SHECAP and less than 18" diameter
	3	Not modeled in SHECAP.
Operational Efficiency/Aging Infrastructure	10	Provides critical redundancy or improvement to O&M
	5	Provides level of redundancy or O&M consistent with good operating practices;
	0	Does not address an identified operational efficiency/aging infrastructure