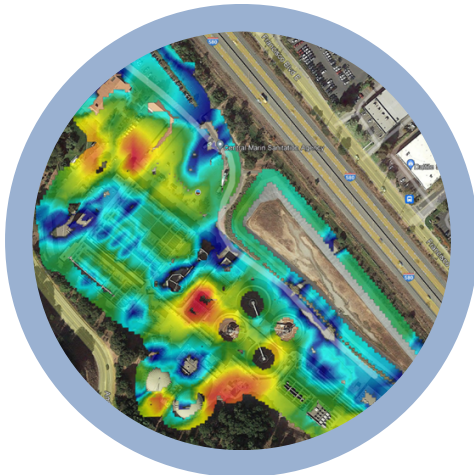




ADOPTED BIENNIAL OPERATING AND CAPITAL BUDGET ADJUSTMENT **FY25 Budget**



July 1, 2024 - June 30, 2025

CENTRAL MARIN SANITATION AGENCY

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**CENTRAL MARIN SANITATION AGENCY
ADOPTED BIENNIAL OPERATING AND CAPITAL BUDGET
ADJUSTMENTS ADOPTED JUNE 11, 2024**

**FY25
JULY 1, 2024 through JUNE 30, 2024**

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CENTRAL MARIN SANITATION AGENCY
FUNDING REQUIREMENTS AND SOURCES SUMMARY
Adopted Adjustments to the FY25 Operating and Capital Budgets

Funding Requirements	FY25 Adopted Budget	Adjustments	FY25 Adjusted Budget	% Change
Operating:				
Salaries and Wages	\$ 7,755,352	\$ (141,652)	\$ 7,613,700	-1.8%
Employee Benefits	3,606,581	54,019	3,660,600	1.5%
Chemicals & Fuels	2,224,923	(161,923)	2,063,000	-7.3%
Biosolids Management	489,814	142,186	632,000	29.0%
Permit Testing & Monitoring	214,005	34,595	248,600	16.2%
Maintenance & Repairs	1,121,035	(307,835)	813,200	-27.5%
Utilities	383,466	60,734	444,200	15.8%
Insurance	643,644	30,756	674,400	4.8%
General & Administrative	1,006,586	53,714	1,060,300	5.3%
Operating before debt and capital	17,445,406	(235,406)	17,210,000	-1.3%
Debt Service (Note 1)	4,500,281	19	4,500,300	0.0%
Operating before capital	21,945,687	(235,387)	21,710,300	-1.1%
Capital Improvements	6,653,300	3,455,400	10,108,700	51.9%
Total Requirements	<u>\$ 28,598,987</u>	<u>\$ 3,220,013</u>	<u>\$ 31,819,000</u>	11.3%
Funding Sources	FY25 Adopted Budget	Adjustments	FY25 Adjusted Budget	% Change
Service Charges	\$ 13,184,079	\$ 63,421	\$ 13,247,500	0.5%
Capital Fee	1,546,375	29,125	1,575,500	1.9%
Debt Service Charge	5,625,351	49	5,625,400	0.0%
Capacity Charges	39,435	65	39,500	0.2%
Contract Service Revenues	1,995,295	(49,695)	1,945,600	-2.5%
Program Revenues	151,134	(17,234)	133,900	-11.4%
Haulers, Permits & Inspections	319,538	35,962	355,500	11.3%
Other Revenues	20,000	-	20,000	0.0%
Interest Income	325,200	-	325,200	0.0%
Grants	-	250,000	250,000	100.0%
Subtotal Funding Sources	23,206,407	311,693	23,518,100	1.3%
Reserve (Increase) Usage	5,392,580	2,908,320	8,300,900	53.9%
Total Funding Sources	<u>\$ 28,598,987</u>	<u>\$ 3,220,013</u>	<u>\$ 31,819,000</u>	11.3%

Note 1: POB debt service funded through UAL within employee benefits.

CENTRAL MARIN SANITATION AGENCY
SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES
Adopted Adjustments to FY25 Revenue

Account #	Description	FY25 Adopted Budget	Adjustments	FY25 Adjusted Budget	% Change
<u>Service Charge to Members ⁽¹⁾</u>					
330-6001	SRSD	\$ 5,633,557	\$ 25,907	\$ 5,659,464	0.5%
330-6001	RVSD	6,419,328	31,171	6,450,499	0.5%
330-6001	SD #2	1,131,194	6,343	1,137,537	0.6%
	Totals	\$ 13,184,079	\$ 63,421	\$ 13,247,500	0.5%
<u>Capital Fee to Members ⁽¹⁾</u>					
330-6002	SRSD	\$ 660,766	\$ 11,898	\$ 672,664	1.8%
330-6002	RVSD	752,930	14,315	767,245	1.9%
330-6002	SD #2	132,679	2,912	135,591	2.2%
	Totals	\$ 1,546,375	\$ 29,125	\$ 1,575,500	1.9%
<u>Debt Service Cost to Members ⁽²⁾</u>					
330-6010/6011	SRSD	\$ 2,133,294	\$ 20	\$ 2,133,314	0.0%
330-6010/6011	RVSD	2,445,347	23	2,445,370	0.0%
330-6010/6011	SD #2	664,710	6	664,716	0.0%
330-6010/6011	SQSP	382,000	-	382,000	0.0%
	Totals	\$ 5,625,351	\$ 49	\$ 5,625,400	0.0%
	Total Billed Charges to Members	\$ 20,355,805	\$ 92,595	\$ 20,448,400	0.5%
<u>Capacity Charges</u>					
332-6901	SRSD	\$ 15,774	\$ 26	\$ 15,800	0.2%
332-6902	RVSD	15,774	26	15,800	0.2%
332-6903	SD #2	7,887	13	7,900	0.2%
	Totals	\$ 39,435	\$ 65	\$ 39,500	0.2%

Note 1: See flow-strength tables in Appendix

Note 2: See EDU tables in Appendix

CENTRAL MARIN SANITATION AGENCY
SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES
Adopted Adjustments to FY25 Revenue
(Continued)

Account #	Description	FY25 Adopted Budget	Adjustments	FY25 Adjusted Budget	% Change
	<u>Contract Service Revenues</u>				
330-6130	Airporter Revenue	\$ 75,408	\$ (8)	\$ 75,400	0.0%
330-6131	Marin Clean Energy Revenue	43,164	36	43,200	0.1%
330-6101	SQ State Prison Wastewater Services	815,000	-	815,000	0.0%
330-6102	SQ State Prison Pump Station Maint	458,918	(18)	458,900	0.0%
330-6110	SQ Village Wastewater Services	20,000	-	20,000	0.0%
330-6120	SD #2 Pump Station Maintenance	499,699	(49,699)	450,000	-9.9%
330-6201	LGVSD - FOG & pollution prevention	15,117	(17)	15,100	-0.1%
330-6202	RVSD - FOG	23,416	(16)	23,400	-0.1%
330-6203	SRSD - FOG	29,675	25	29,700	0.1%
330-6204	TCSD - FOG	1,491	9	1,500	0.6%
330-6205	SD #2 - FOG	7,668	32	7,700	0.4%
330-6207	Almonte SD - FOG	4,492	8	4,500	0.2%
330-6206	Novato SD - Dental Amalgam	1,247	(47)	1,200	-3.8%
	Total contract service revenues	\$ 1,995,295	\$ (49,695)	\$ 1,945,600	-2.5%
	<u>Program Revenues</u>				
330-6220	Health & Safety Program	\$ 98,877	\$ 23	\$ 98,900	0.0%
330-6221	Public Education Program	52,257	(17,257)	35,000	-33.0%
330-6222	Outside Safety Program	-	-	-	0.0%
	Total program revenues	\$ 151,134	\$ (17,234)	\$ 133,900	-11.4%
	<u>Haulers, Permits & Inspection</u>				
330-6301	Permit and Inspection Fees	\$ 33,443	\$ (43)	\$ 33,400	-0.1%
330-6401	Revenue from Haulers - Septic	138,445	(45)	138,400	0.0%
330-6402	Revenue from Haulers - RV	4,010	(10)	4,000	-0.2%
330-6403	Revenue from Haulers - FOG	84,336	(36)	84,300	0.0%
330-6404	Revenue from Haulers - Liquid Waste	500	-	500	0.0%
330-6405	Revenue from Foodwaste Disposal	57,804	7,196	65,000	12.4%
330-6650	Revenue from Laboratory Services	1,000	28,900	29,900	2890.0%
	Total haulers, permits & inspections	\$ 319,538	\$ 35,962	\$ 355,500	11.3%
	<u>Interest Income</u>				
332-6502	Interest Income - WFB	\$ -	\$ -	\$ -	0.0%
332-6510	Interest Income - US Bank	2,000	-	2,000	0.0%
332-6520	Interest Income - LAIF	304,000	-	304,000	0.0%
332-6521	Interest Income - CAMP	19,200	-	19,200	0.0%
	Total interest income	\$ 325,200	\$ -	\$ 325,200	0.0%
	<u>Other Revenues</u>				
332-6709	Other non-operating revenue	\$ 20,000	\$ -	\$ 20,000	0.0%
332-6708	Grants	-	250,000	250,000	100.0%
	Total other revenues	\$ 20,000	\$ 250,000	\$ 270,000	1250.0%

Central Marin Sanitation Agency FY24 and FY25 Operating Budget

Summary of Expenditures by Departments and Category

Operating Expenditures by Department	FY24	FY25	FY25	FY25 Adopted	% Change	% of Total
	Adopted	Adopted			FY25 Adjusted	
	Budget	Budget	Adjustments	Budget	Budget From	Budget
				Adjustments	FY25 Adopted	
ADMINISTRATION	3,957,202	4,127,894	(67,794)	4,060,100	-1.6%	23.6%
HEALTH & SAFETY	180,836	185,069	11,031	196,100	6.0%	1.1%
TECHNICAL SERVICES	3,103,921	3,133,987	393,313	3,527,300	12.5%	20.5%
OPERATIONS	5,392,670	5,541,620	(311,220)	5,230,400	-5.6%	30.4%
MAINTENANCE	3,377,456	3,492,501	54,999	3,547,500	1.6%	20.6%
HEALTH & SAFETY (Non-Agency)	98,335	100,295	7,505	107,800	7.5%	0.6%
TECHNICAL SERVICES- Countywide Education (Non-Agency)	44,847	45,441	(41)	45,400	-0.1%	0.3%
MAINTENANCE (Non-Agency)	784,150	818,599	(323,199)	495,400	-39.5%	2.9%
TOTAL	16,939,417	17,445,406	(235,406)	17,210,000	-1.3%	100.0%

Operating Expenditures by Category	FY24	FY25	FY25	FY25 Adopted	% Change	% of Total
	Adopted	Adopted			FY25 Adjusted	
	Budget	Budget	Adjustments	Budget	Budget From	Budget
				Adjustments	FY25 Adopted	
SALARIES	7,429,504	7,755,352	(141,652)	7,613,700	-1.8%	44.2%
BENEFITS	3,486,380	3,606,581	54,019	3,660,600	1.5%	21.3%
SUB-TOTAL	10,915,884	11,361,933	(87,633)	11,274,300	-0.8%	65.5%
CHEMICALS & FUELS	2,145,656	2,224,923	(161,923)	2,063,000	-7.3%	12.0%
UTILITIES	429,886	383,466	60,734	444,200	15.8%	2.6%
BIOSOLIDS MANAGEMENT	489,814	489,814	142,186	632,000	29.0%	3.7%
PERMIT TESTING & MONITORING	268,361	214,005	34,595	248,600	16.2%	1.4%
MAINTENANCE & REPAIRS	1,108,460	1,121,035	(307,835)	813,200	-27.5%	4.7%
GENERAL & ADMINISTRATIVE	978,263	961,145	53,755	1,014,900	5.6%	5.9%
INSURANCE	558,246	643,644	30,756	674,400	4.8%	3.9%
PUBLIC EDUCATION PROGRAM	44,847	45,441	(41)	45,400	-0.1%	0.3%
SUB-TOTAL	6,023,533	6,083,473	(147,773)	5,935,700	-2.4%	34.5%
TOTAL	16,939,417	17,445,406	(235,406)	17,210,000	-1.3%	100.0%

Central Marin Sanitation Agency

FY24 and FY25 Operating Budget

Summary of Benefit Expenditures and Benefits as a Percent of Total Revenue

Schedule of Benefits as a Percent of Operating Revenues
(excludes Debt Service, Capital Fee, Capacity Charge, Other Financing Sources, and Reserve Increase/Usage)

Benefit Expenditures	FY24 Adopted Budget	Benefits as a Percent of FY24 Total Operating Revenue	FY25 Adopted Budget	Benefits as a Percent of FY25 Total Operating Revenue	FY25 Adjustments	FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Benefits as a Percent of FY25 Revenue Adjustments
		\$ 15,481,288		\$ 15,995,246				\$ 16,027,700
RETIREMENT (CALPERS CLASSIC, PEPRA, UAL)	1,899,596	12.3%	1,937,087	12.1%	(54,887)	1,882,200	-2.8%	11.7%
<i>CALPERS CLASSIC</i>	484,055	3.13%	506,879	3.17%	(106,679)	400,200	-21.05%	2.50%
<i>CALPERS PEPRA</i>	279,776	1.81%	293,170	1.83%	51,830	345,000	17.68%	2.15%
<i>CALPERS UNFUNDED ACCRUED LIABILITY - CLASSIC</i>	1,135,765	7.34%	1,137,038	7.11%	(38)	1,137,000	0.00%	7.09%
<i>CALPERS UNFUNDED ACCRUED LIABILITY - PEPRA</i>	-	0.00%	-	0.00%	-	-	100.00%	0.00%
RETIREMENT - CALPERS SURVIVORS	3,500	0.02%	3,640	0.02%	(140)	3,500	-3.85%	0.02%
RETIREMENT - PARS (Alternate Retirement Plan)	8,609	0.06%	8,883	0.06%	(4,483)	4,400	-50.47%	0.03%
RETIREMENT - SOCIAL SECURITY/MEDICARE	107,727	0.70%	112,575	0.70%	(875)	111,700	-0.78%	0.70%
CALPERS MEDICAL	929,281	6.00%	992,472	6.20%	112,628	1,105,100	11.35%	6.89%
MEDICAL - FLEX \$	100,970	0.65%	100,970	0.63%	(15,270)	85,700	-15.12%	0.53%
DENTAL	80,001	0.52%	80,001	0.50%	9,999	90,000	12.50%	0.56%
LIFE INSURANCE, AD&D, LTD	35,928	0.23%	37,544	0.23%	56	37,600	0.15%	0.23%
VISION	18,950	0.12%	19,519	0.12%	(19)	19,500	-0.10%	0.12%
EMPLOYEE ASSISTANCE PROGRAM	4,612	0.03%	4,728	0.03%	(28)	4,700	-0.59%	0.03%
PEHP/MARA	73,398	0.47%	76,701	0.48%	6,899	83,600	8.99%	0.52%
CALPERS MEDICAL - RETIRED EMPLOYEES	80,635	0.52%	84,262	0.53%	138	84,400	0.16%	0.53%
MEDICAL REIMBURSEMENTS - RETIRED EMPLOYEES	95,203	0.61%	99,488	0.62%	12	99,500	0.01%	0.62%
ANNUAL OPEB CONTRIBUTION	-	0.00%	-	0.00%	-	-	100.00%	0.00%
BENEFIT ADMINISTRATION FEES	18,500	0.12%	19,241	0.12%	(41)	19,200	-0.21%	0.12%
TOTAL *	3,456,910	22.33%	3,577,111	22.36%	53,989	3,631,100	1.51%	22.66%

* Benefit line items for unemployment benefits and uniforms are excluded from the Benefit Expenditures FY24 and FY25 table.

FY25 Operating Budget
Administration Department (0110)

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments

Line Item Accounts

ADMINISTRATION

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
<u>SALARIES & BENEFITS</u>					
100-0110-440-7001	Salaries wages - regular	ASM	1,254,625	1,311,083	(62,983)
100-0110-440-7003	Salaries wages - temp	ASM	50,000	50,000	-
100-0110-440-7004	Salaries wages - board	GM	17,100	17,100	-
100-0110-440-7005	Salaries wages - overtime	GM	5,205	5,439	(439)
Subtotal Salaries & Wages			1,326,930	1,383,622	(63,422)
100-0110-440-7021	Retirement - CalPERS Classic	ASM	165,888	173,353	(43,253)
100-0110-440-7022	Retirement - CalPERS PEPR	ASM	9,432	9,882	16,318
100-0110-440-7023	Retirement - CalPERS Survivors	ASM	521	542	(42)
100-0110-440-7024	Retirement - CalPERS Classic UAL	ASM	1,135,765	1,137,038	(38)
100-0110-440-7027	Retirement - PARS benefit	ASM	2,516	2,516	(16)
100-0110-440-7028	Medicare	ASM	19,240	20,106	(906)
100-0110-440-7041	Benefits - medical active	ASM	137,925	147,304	9,896
100-0110-440-7042	Benefits - flex\$	ASM	24,416	24,416	(21,216)
100-0110-440-7043	Benefits - dental	ASM	11,915	11,915	(615)
100-0110-440-7044	Benefits - Life-AD&D-LTD Insurance	ASM	5,351	5,592	8
100-0110-440-7045	Benefits - vision	ASM	2,822	2,907	(7)
100-0110-440-7046	Benefits - employer paid MARA	ASM	8,608	8,995	805
100-0110-440-7047	Benefits - retiree medical premium	ASM	13,076	13,664	36
100-0110-440-7048	Benefits - retiree reimburse medical	ASM	15,438	16,133	(33)
100-0110-440-7051	Benefits - EAP	ASM	687	704	(4)
100-0110-440-7061	Unemployment benefits	ASM	1,489	1,489	11
100-0110-440-7062	Benefit adminstration fees	ASM	2,755	2,866	34
Subtotal Benefits			1,557,844	1,579,422	(39,022)
Total Salaries & Benefits			2,884,774	2,963,044	(102,444)
<u>INSURANCE</u>					
100-0110-440-7401	General liability & auto	ASM	81,095	89,205	10,595
100-0110-440-7402	Pollution liability	ASM	1,429	1,572	128

***Position Code**

GM General Manager
 ASM Administrative Services Manager
 OS Operations Supervisor
 ISA Information Systems Administrator
 AS Administrative Specialist

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
1,248,100	-4.8%	Salaries for six full-time employees. FY25 decreases are for two retirements and a COLA update from 4.5% to 3.667%.
50,000	0.0%	The Agency internship program employs the equivalent of 1.75 full time employees.
17,100	0.0%	Compensation for attending Board and committee meetings.
5,000	-8.1%	Authorized overtime to complete special activities or assignments.
1,320,200	-4.6%	
130,100	-25.0%	Employer contributions for CalPERS 2.7% @ 55 for Classic employee retirement program. The FY25 employer contribution rate is 16.02% for Classic employees and is offset by 1 retirement and COLA update from 4.5% to 3.667%.
26,200	165.1%	Employer contributions for CalPERS 2% @ 62 PEPRA employee retirement program. The FY25 employer PEPRA contribution rate is 7.87%. Increases for two staffing recruitments that replaced Classic employees.
500	-7.7%	Annual Survivors Benefit premium.
1,137,000	0.0%	The Classic unfunded accrued liability is the total minimum required employer contribution established in the CalPERS Actuarial Valuation Report dated June 30, 2021. The Agency issued POBS in FY22 to pay off the CalPERS UAL.
2,500	-0.6%	PARS is retirement account for part-time and temporary employees. The employer rate is 3.75%.
19,200	-4.5%	Employer's 1.45% share of Medicare for all employees.
157,200	6.7%	Medical coverage up to the Kaiser family rate. FY24 actual premiums higher than budgeted and FY25 assumes an additional 6.7% increase.
3,200	-86.9%	Medical benefit differential paid for family coverage to two eligible employee with one retiring the beginning of the fiscal year.
11,300	-5.2%	Dental is self-insured. Decreased estimate due to actual usage.
5,600	0.1%	Employer paid life, accidental death & dismemberment, and long-term disability insurances.
2,900	-0.2%	Employer paid vision benefits.
9,800	8.9%	PEHP: Post Employment Health Plan (also known as MARA: medical after retirement account). Employer contribution of 1.5% of base salary. Increase attributable to new hires who replaced retired employees that were eligible for the flex\$ medical benefit differential.
13,700	0.3%	Medical benefits for four retired employees at the SF-Bay Area PERS Kaiser single rate.
16,100	-0.2%	Medical benefits in excess of the CalPERS PEMCHA minimum reimbursed directly to retirees.
700	-0.6%	Employee assistance program that provides counseling, professional consultation, and work/life referral services.
1,500	0.7%	An allowance for unemployment benefits paid to State Employment Development Department (EDD) for claims filed by separated employees.
2,900	1.2%	Administrative fees charged for EDIS dental, CalPERS medical, PEHP, and NAVIA Flex 125 plans.
1,540,400	-2.5%	
2,860,600	-3.5%	
99,800	11.9%	CSRMA pooled insurance coverage for general, automobile, and error and omission liability premiums. Increase base upon CSRMA's recommendation.
1,700	8.1%	CSRMA pollution liability insurance for cleanup costs resulting from underground fuel storage tank system leaks and releases and other pollution caused losses. Increase base upon CSRMA's recommendation.

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments
Line Item Accounts

ADMINISTRATION

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
100-0110-440-7403	Employees comm bond	ASM	1,800	-	-
100-0110-440-7404	Commercial crime	ASM	2,904	3,194	206
100-0110-440-7406	Property	ASM	241,025	301,281	3,219
100-0110-440-7405	Workers compensation	ASM	229,993	248,392	16,608
Subtotal Insurance			558,246	643,644	30,756
Internet and Telephone					
100-0110-440-7501	Internet & telephone	ISA	64,630	65,090	10
Subtotal Internet and Telephone			64,630	65,090	10
GENERAL ADMINISTRATIVE					
100-0110-440-7601	Meetings/Training	GM	4,500	4,500	-
100-0110-440-7602	Conferences	GM	25,000	25,000	-
100-0110-440-7603	Commissioners - meetings/conferences	GM	4,000	4,000	-
100-0110-440-7610	Prof affiliation memberships	ASM	7,476	6,936	(36)
100-0110-440-7611	Membership - BACWA	GM	8,963	9,232	(32)
100-0110-440-7612	Membership - NBWA	GM	5,727	5,899	1
100-0110-440-7613	Membership - CASA	GM	18,494	19,141	(41)
100-0110-440-7614	Membership - NACWA	GM	12,776	13,287	13
100-0110-440-7615	Membership - Bay Area Biosolids Coalition	GM	6,500	6,728	(28)
100-0110-440-7616	Membership - BACWWE	GM	8,000	8,240	(40)
100-0110-440-7650	Office expenses	AS	25,000	25,000	-
100-0110-440-7651	Safety supplies	OS	22,426	22,860	1,440
100-0110-440-7652	Information technology software	ISA	62,000	63,574	2,526
100-0110-440-7654	Safety equipment	OS/GM	-	-	-
100-0110-440-7670	Printing & publications	AS	2,500	2,750	50
100-0110-440-7701	Prof svcs - general	GM	55,000	55,000	-
100-0110-440-7702	Prof svcs - regulatory	GM	5,000	5,000	-

***Position Code**

GM General Manager
 ASM Administrative Services Manager
 OS Operations Supervisor
 ISA Information Systems Administrator
 AS Administrative Specialist

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
-	0.0%	CSRMA public official bonds for four Agency employees and one commissioner who are authorized to sign Agency checks, and includes employees who handle Agency funds such as petty cash.
3,400	6.4%	Coverage for dishonest public employees, loss of money orders, depositor's forgery, or counterfeit currency. It is intended to cover all employees not covered under the employee/public official bonds. Increase based upon CSRMA's recommendation.
304,500	1.1%	CSRMA property insurance coverage for all Agency buildings and structures. Property insurance experiencing hard market due to natural catastrophes and stability of carriers.
265,000	6.7%	CSRMA workers' compensation (WC) insurance for Agency employees. Increase based upon CSRMA's recommendation.
674,400	4.8%	
65,100	0.0%	Expenses associated with telephone, internet and email services, cell phones, portable radios, and data plan expenses.
65,100	0.0%	
4,500	0.0%	Expenses associated with meetings, staff travel, training, and attendance at single-day professional meetings and seminars. Includes allowed expenses pursuant to the Agency's travel expense reimbursement policy.
25,000	0.0%	Expenses associated with staff attendance at multi-day professional conferences, seminars, and training events outlined in the Agency's travel expense reimbursement policy.
4,000	0.0%	An allowance for Board member attendance at conferences and meetings.
6,900	-0.5%	Professional memberships, license, and registration requirements for department staff.
9,200	-0.3%	Annual membership dues to the Bay Area Clean Water Agencies (BACWA).
5,900	0.0%	Annual membership dues to the North Bay Watershed Association (NBWA).
19,100	-0.2%	Annual membership dues to the California Association of Sanitation Agencies (CASA).
13,300	0.1%	Annual membership dues to the National Association of Clean Water Agencies (NACWA).
6,700	-0.4%	Agency membership for Bay Area Biosolids-to-Energy Coalition.
8,200	-0.5%	Agency sponsorship for the Bay Area Consortium for Water & Wastewater Education Program.
25,000	0.0%	Costs associated with the Agency's administrative operations, including office supplies, copier leases, office furniture, office equipment service and repairs, and other related expenses.
24,300	6.3%	Annual expenses for safety training, first aid and emergency supplies, defibrillator and fire extinguisher testing, various one-time purchases, and safety assessment expenses to correct workplace hazards. Increase for additional protective equipment purchases.
66,100	4.0%	Expenses related to Information Technology equipment and software licenses, upgrades and the purchase of new Sentry subscription.
-	0.0%	NEW: Expenses related to safety equipment.
2,800	1.8%	Expenses associated with newspaper subscriptions, publication of notices, and copy services at local print shops.
55,000	0.0%	Expenses for general governmental and human resource services such as recruitments, background reference checks, and employment law staff training and development.
5,000	0.0%	Consultation and advice on regulatory compliance and permit issues.

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments
Line Item Accounts

ADMINISTRATION

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
100-0110-440-7703	Prof svcs - finance/audit	ASM	65,895	68,270	30
100-0110-440-7704	Prof svcs - labor relations	GM	11,530	11,934	(34)
100-0110-440-7705	Prof svcs - legal	GM	30,000	30,000	-
100-0110-440-7731	Employee health maintenance	AS	3,500	3,500	-
100-0110-440-7751	Bank fees - general	ASM	3,500	3,500	-
100-0110-440-7762	Postage & shipping	AS	3,750	3,750	50
100-0110-440-7763	Trade discounts	ASM	-	-	-
100-0110-440-7769	Contingency	GM	50,000	50,000	-
100-0000-442-7904	Bank Fees - Trustee	ASM	8,015	8,015	(15)
Subtotal General & Administrative			449,552	456,116	3,884
Subtotal (excluding Salary and Benefits)			1,072,428	1,164,850	34,650
Total Administration			3,957,202	4,127,894	(67,794)

***Position Code**

GM General Manager

ASM Administrative Services Manager

OS Operations Supervisor

ISA Information Systems Administrator

AS Administrative Specialist

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
68,300	0.0%	Expenses for professional services related to the financial operations of the Agency: annual audit of financial statements; annual renewal financial software license and support; GFOA Award program fees; actuarial, financial and operational analyses.
11,900	-0.3%	IDEA annual fee for labor relations and negotiations services.
30,000	0.0%	Expenses for general, employment law, and construction/contract legal services.
3,500	0.0%	Expense for workplace safety related physicals, pre-employment exams, and urgent care at Kaiser Hospital and Medical Center of Marin.
3,500	0.0%	Bank fees and investment expenses for California Asset Management Program and Westamerica Bank accounts, and includes finance charges and late payment fees.
3,800	1.3%	Postage, delivery, and overnight shipping expenses.
-	0.0%	Account used to record vendor payment discounts received and taken for paying bills within payment terms.
50,000	0.0%	Funds available for transfer to other operating budget accounts for unplanned and unanticipated activities.
8,000	-0.2%	Bank administration fees for 2022 POBs and 2015 and 2020 Revenue Bonds.
460,000	0.9%	
1,199,500	3.0%	
4,060,100	-1.6%	

FY25 Operating Budget
Health & Safety Department (0120)

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments
Line Item Accounts

CMSA Health & Safety Department

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
<u>SALARIES & BENEFITS</u>					
100-0120-440-7001	Salaries wages - regular	ASM	92,635	96,804	7,896
100-0120-440-7015	Salaries wages - car allowance	ASM	2,892	2,892	8
Subtotal Salaries Wages			95,527	99,696	7,904
100-0120-440-7022	Retirement - CalPERS PEPR	ASM	6,882	7,211	589
100-0120-440-7023	Retirement - CalPERS Survivors	ASM	45	47	(47)
100-0120-440-7028	Medicare	ASM	1,385	1,447	153
100-0120-440-7041	Benefits - medical active	ASM	18,310	19,555	945
100-0120-440-7043	Benefits - dental	ASM	1,026	1,026	74
100-0120-440-7044	Benefits - Life-AD&D-LTD Insurance	ASM	461	481	19
100-0120-440-7045	Benefits - vision	ASM	243	250	50
100-0120-440-7046	Benefits - employer paid MARA	ASM	1,344	1,405	95
100-0120-440-7047	Benefits - retiree medical premium	ASM	1,313	1,372	28
100-0120-440-7048	Benefits - retiree reimburse medical	ASM	1,550	1,620	(20)
100-0120-440-7051	Benefits - EAP	ASM	59	61	39
100-0120-440-7061	Unemployment benefits	ASM	213	213	(13)
100-0120-440-7062	Benefit administration fees	ASM	237	247	(47)
Subtotal Benefits			33,068	34,935	1,865
Total Salaries & Benefits			128,595	134,631	9,769
<u>GENERAL ADMINISTRATIVE</u>					
100-0120-440-7601	Meetings/Training	SM	602	602	(2)
100-0120-440-7602	Conferences	SM	1,807	1,807	(7)
100-0120-440-7610	Prof affiliation memberships	SM	621	621	(21)
100-0120-440-7650	Office expenses	SM	301	301	(1)
100-0120-440-7651	Safety supplies	SM	120	120	(20)
100-0120-440-7652	Information technology software	SM	2,839	2,906	(6)
100-0120-440-7670	Printing & publications	SM	992	992	8
100-0120-440-7701	Prof svcs - general	SM	2,711	2,711	(11)
100-0120-440-7738	H&S Program ARSSO CMSA Share	SM	31,580	32,843	(43)
100-0120-440-7739	Outside safety training	SM	10,668	7,535	1,365
Subtotal Administrative			52,241	50,438	1,262
Subtotal (excluding Salary and Benefits)			52,241	50,438	1,262
Total Health & Safety			180,836	185,069	11,031

***Position Code**

ASM Administrative Services Manager
SM Safety Manager

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
104,700	8.2%	CMSA's 60.25% share of the Safety Manager (SM) position. Increase is for a promotion offset by a 3.667% COLA adjustment from 4.5%.
2,900	0.3%	CMSA's 60.25% share of the SM car allowance.
107,600	7.9%	
7,800	8.2%	Employer contributions for CalPERS 2% @ 62 PEPR employee retirement program. Increase is for a promotion and includes a 3.667% COLA adjustment.
-	-100.0%	Annual Survivors Benefit premium.
1,600	10.6%	Employer's 1.45% share of Medicare for all employees.
20,500	4.8%	Medical coverage up to the Kaiser family rate. Increase based on actual health insurance premiums effective January 1, 2024.
1,100	7.2%	Dental is self-insured.
500	4.0%	Employer paid life, accidental death & dismemberment, and long-term disability insurances.
300	20.0%	Employer paid vision benefits.
1,500	6.8%	PEHP: Post Employment Health Plan (also known as MARA: medical after retirement account). Employer contribution of 1.5% of base salary.
1,400	2.0%	Medical benefits for a .60 share of one retired employee at the SF-Bay Area PERS Kaiser single rate.
1,600	-1.2%	Medical benefits in excess of the CalPERS PEMCHA minimum reimbursed directly to retirees.
100	63.9%	Employee assistance program that provides counseling, professional consultation, and work/life referral services.
200	-6.1%	An allowance for unemployment benefits paid to State Employment Development Department (EDD) for claims filed by separated employees.
200	-19.0%	Administrative fees charged for EDIS dental, CalPERS medical, PEHP, and NAVIA Flex 125 plans.
36,800	5.3%	
144,400	7.3%	
600	-0.3%	Visual aids for meetings, tools, IT equipment, training materials, and refreshments.
1,800	-0.4%	Safety related conferences, professional development, webinars, and industry conferences.
600	-3.4%	Institute of Hazardous Materials (CHMM), Board of Certified Safety Professionals, National Safety Council, and American Society of Safety Professionals.
300	-0.3%	Supplies
100	-16.7%	
2,900	-0.2%	MSDS Online, Keller Online
1,000	0.8%	Mancomm Regulations, CalOSHA Reporter, Safety Alert for Supervisors, NFPA/ANSI Standards
2,700	-0.4%	Contracted services to assist in completion/developing of programs.
32,800	-0.1%	The budget is for costs shared equally between CMSA and NSD for NSD's Administrative/Risk Services & Safety Officer (25% of total salary and benefits, split 50/50).
8,900	18.1%	Training expenses for required safety programs that include hearing tests, fire extinguisher, traffic control, industrial truck and many other Cal/OSHA programs that facilitate a safe work environment. Increase is for adding a new welding safety training and increases for recurring training costs.
51,700	2.5%	
51,700	2.5%	
196,100	6.0%	

FY25 Operating Budget
Technical Services Department (0230)

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments

Line Item Accounts

TECHNICAL SERVICES

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
<u>SALARY & WAGES</u>					
100-0230-440-7001	Salaries wages - regular	ASM	1,554,514	1,624,467	128,133
100-0230-440-7005	Salaries wages - overtime	TSM	9,414	9,743	(43)
100-0230-440-7009	Salaries wages - standby	TSM	3,138	3,248	(48)
Subtotal Salary & Wages			1,567,066	1,637,458	128,042
100-0230-440-7021	Retirement - CalPERS Classic	ASM	85,654	89,789	411
100-0230-440-7022	Retirement - CalPERS PEPR	ASM	75,463	79,106	9,594
100-0230-440-7023	Retirement - CalPERS Survivors	ASM	670	697	3
100-0230-440-7027	Retirement - PARS benefit	ASM	-	-	-
100-0230-440-7028	Medicare	ASM	22,722	23,745	2,655
100-0230-440-7041	Benefits - medical active	ASM	126,236	134,820	31,480
100-0230-440-7042	Benefits - flex\$	ASM	58,346	58,346	(46)
100-0230-440-7043	Benefits - dental	ASM	15,319	15,319	3,481
100-0230-440-7044	Benefits - Life-AD&D-LTD Insurance	ASM	6,880	7,189	11
100-0230-440-7045	Benefits - vision	ASM	3,629	3,738	(38)
100-0230-440-7046	Benefits - employer paid MARA	ASM	18,110	18,925	1,875
100-0230-440-7047	Benefits - retiree medical premium	ASM	13,076	13,664	36
100-0230-440-7048	Benefits - retiree reimburse medical	ASM	15,438	16,133	(33)
100-0230-440-7051	Benefits - EAP	ASM	883	905	(5)
100-0230-440-7061	Unemployment benefits	ASM	1,915	1,915	(15)
100-0230-440-7062	Benefit adminstration fees	ASM	3,543	3,684	16
100-0230-440-7063	Uniforms	AE	2,726	2,726	(26)
Subtotal Benefits			450,610	470,701	49,399
Total Salaries & Benefits			2,017,676	2,108,159	177,441

***Position Code**

GM General Manager
 ASM Administrative Services Manager
 TSM Technical Services Manager
 RCM Regulatory Compliance Manager
 AE Associate Engineer

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
1,752,600	7.9%	Salaries for ten full-time employees and includes one new Lab Analyst position, a 3.667% COLA salary increase for FY25, 2-step adjustments, and leave balance cash-outs.
9,700	-0.4%	Authorized overtime to complete special activities or assignments including activities supporting the public education program.
3,200	-1.5%	Stand-by duty is assigned to a laboratory analyst during the wet weather season November through April 30th when there is a reasonable potential that a blending event may occur during the weekend.
1,765,500	7.8%	
90,200	0.5%	Employer contributions for CalPERS 2.7% @ 55 for Classic employee retirement program. The FY25 employer contribution rate is 16.02% for Classic employees and is offset by a COLA update from 4.5% to 3.667%.
88,700	12.1%	Employer contributions for CalPERS 2% @ 62 PEPRA employee retirement program. The FY25 employer PEPRA contribution rate is 7.87%. Increases for one new position.
700	0.4%	Annual Survivors Benefit premium.
-	0.0%	PARS is retirement account for part-time and temporary employees. The employer rate is 3.75%.
26,400	11.2%	Employer's 1.45% share of Medicare for all employees. Increase attributable to one new position.
166,300	23.3%	Medical coverage up to the Kaiser family rate. Increases for one additional employee and higher premiums than originally budgeted.
58,300	-0.1%	Medical benefit differential paid for family coverage to two eligible employees and two eligible employees that receive a "cash-back" benefit for coverage under the medical plan of a spouse.
18,800	22.7%	Dental is self-insured. Increase due to one additional employee and revised estimate for actual usage.
7,200	0.2%	Employer paid life, accidental death & dismemberment, and long-term disability insurances.
3,700	-1.0%	Employer paid vision benefits.
20,800	9.9%	PEHP: Post Employment Health Plan (also known as MARA: medical after retirement account). Employer contribution of 1.5% of base salary. Increase attributable to one additional position.
13,700	0.3%	Medical benefits for six retired employees at the SF-Bay Area PERS Kaiser single rate.
16,100	-0.2%	Medical benefits in excess of the CalPERS PEMCHA minimum reimbursed directly to retirees.
900	-0.6%	Employee assistance program that provides counseling, professional consultation, and work/life referral services.
1,900	-0.8%	An allowance for unemployment benefits paid to State Employment Development Department (EDD) for claims filed by separated employees.
3,700	0.4%	Administrative fees charged for EDIS dental, CalPERS medical, PEHP, and NAVIA Flex 125 plans.
2,700	-1.0%	Uniforms costs for seven employees.
520,100	10.5%	
2,285,600	8.4%	

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments
Line Item Accounts

TECHNICAL SERVICES

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
<u>BIOSOLIDS MANAGEMENT</u>					
100-0230-440-7101	Biosolids Hauling	AE	164,695	164,695	123,205
100-0230-440-7102	Biosolids Reuse Fees	AE	325,119	325,119	18,981
Subtotal Biosolids Management			489,814	489,814	142,186
<u>PERMIT TESTING & MONITORING</u>					
100-0230-440-7301	Lab Supplies	RCM	96,650	96,650	20,050
100-0230-440-7302	Lab Maintenance & Rentals	RCM	16,660	16,660	2,340
100-0230-440-7310	Biosolids Monitoring	RCM	11,825	11,825	2,375
100-0230-440-7311	NPDES Monitoring	RCM	89,703	35,847	(47)
100-0230-440-7312	Source Control Monitoring	TSM	21,720	21,720	7,580
100-0230-440-7313	Biogas Monitoring	RCM	15,341	15,341	(41)
100-0230-440-7314	Special Sampling	RCM	10,000	10,000	-
100-0230-440-7320	UST Monitoring	RCM	5,962	5,962	2,338
100-0230-440-7321	UST Triennial monitoring	RCM	500	-	-
Subtotal Permit Testing & Monitoring			268,361	214,005	34,595
<u>GENERAL & ADMINISTRATIVE</u>					
100-0230-440-7601	Meetings/Training	RCM	3,000	3,000	-
100-0230-440-7602	Conferences	RCM	31,375	31,375	8,525
100-0230-440-7610	Memberships	RCM	5,123	5,123	77

***Position Code**

GM General Manager
 ASM Administrative Services Manager
 TSM Technical Services Manager
 RCM Regulatory Compliance Manager
 AE Associate Engineer

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
287,900	74.8%	One load per day of biosolids is hauled to reuse sites. Significant increases in trucking costs after receiving competitive bids due to higher fuel, truck maintenance and regulatory compliance costs.
344,100	5.8%	Biosolids tipping fees for alternative daily cover at Redwood Landfill, land application sites in Sacramento county for soil augmentation, and at the Lystek facility for processing into a liquid fertilizer. Significant increase in reuse fees due to limited land application in nearby Solano County.
632,000	29.0%	
116,700	20.7%	Laboratory and source control program supplies including all chemicals, glassware, reagents, consumables, disposable containers, filters, and other supplies. Additional lab supplies to support increased nutrient monitoring, and an average 10% increase in cost of lab supplies.
19,000	14.0%	Expenses for service contracts to maintain laboratory equipment including the deionized water system and certification of analytical balance and pipette/titrator equipment. Increase in routine maintenance costs associated with composite sampler costs.
14,200	20.1%	Laboratory analysis cost associated with biosolids monthly and semiannual regulatory (NPDES & AB901) monitoring requirements. Significant increase based on contract laboratory bid results.
35,800	-0.1%	Contract laboratory analysis cost associated with NPDES permit compliance. Includes monthly, quarterly, semiannual, annual, and permit period monitoring requirement.
29,300	34.9%	Cost of contract laboratory analysis for source control samples and monitoring industrial waste. Cost increased due to increased sample analysis for regulated dischargers, an increase in the number of Class III users, and increased outsourced lab fees. These funds are reimbursed through user monitoring fees.
15,300	-0.3%	Monitoring cost for the organic waste receiving facility biogas filter systems, and cogeneration system.
10,000	0.0%	This contingency account is to address critical special study and unexpected sampling requirements, such as air quality compliance documentation.
8,300	39.2%	Annual testing and monitoring of underground gasoline and diesel tank over-fill and secondary containment. Cost increase associated with a new CARB monitoring requirement.
-	0.0%	Testing of underground tank secondary containment every three years as required by state regulation occurred in FY24. Next UST Triannual Test to be conducted in FY27.
248,600	16.2%	
3,000	0.0%	Expenses associated with single-day professional meetings and training seminars. Includes allowed expenses pursuant to the Agency's expense reimbursement policy.
39,900	27.2%	Expenses associated with multi-day professional conferences, seminars, and training events per the Agency's expense reimbursement policy. Significant increase due to two-day onsite vendor training for IC software/instrument (VFA and anion analysis) for new lab analyst and existing lab staff.
5,200	1.5%	Professional memberships and registration fees for the Water Environment Association, California Water Environment Association, CalPELRA, Professional Engineer Licenses, TNI and Standard Methods.

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments
Line Item Accounts

TECHNICAL SERVICES

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
100-0230-440-7631	NPDES Permit Fees	RCM	76,523	81,956	244
100-0230-440-7632	ELAP Certification Fees	RCM	26,150	14,250	13,650
100-0230-440-7633	Regional Monitoring Program	RCM	54,480	54,480	3,120
100-0230-440-7634	BACWA Fees	RCM	41,219	41,219	(19)
100-0230-440-7635	CUPA Permit	RCM	5,189	5,189	11
100-0230-440-7636	Stormwater Permit	RCM	2,738	2,738	(38)
100-0230-440-7650	Office & Printer Expenses	RCM	5,000	5,000	-
100-0230-440-7670	Printing & Publications	RCM	600	600	-
100-0230-440-7706	Special Studies & Support Services	TSM	40,000	40,000	-
100-0230-440-7708	Cathodic Protection Surveys	AE	6,020	6,020	(20)
100-0230-440-7712	CASA Emissions Pooled Study	GM	-	-	13,500
100-0230-440-7737	Public Ed Program	GM	30,653	31,059	41
Subtotal General & Administrative			328,070	322,009	39,091
Subtotal (excluding Salary and Benefits)			1,086,245	1,025,828	215,872
Total Technical Services			3,103,921	3,133,987	393,313

***Position Code**

GM General Manager
 ASM Administrative Services Manager
 TSM Technical Services Manager
 RCM Regulatory Compliance Manager
 AE Associate Engineer

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
82,200	0.3%	Annual NPDES permit and pre-treatment program fees. Budget is based upon the average fees over the past 3-years.
27,900	95.8%	Fees for annual renewal of the laboratory certification, inspections and required testing. A third-party TNI Assessment lab audit was postponed by auditor from March 2024 to July 2024. ELAP fees increased by over 20 percent.
57,600	5.7%	CMSA's NPDES permit requires participation in the Regional Monitoring Program for the San Francisco Bay, which is administered by the San Francisco Estuary Institute. Cost is based upon Cu, Ni, Cr, and Se facility loading to SF bay. Increase based on actual 2022 CMSA metals loading with 3 percent increase.
41,200	0.0%	On behalf of the dischargers, BACWA manages regional monitoring and studies related to nutrients, mercury, PCBs, and other contaminants to protect the bay.
5,200	0.2%	Certified Unified Program Agency fees are paid to the County of Marin for the Agency's underground storage tanks and hazardous materials storage permits.
2,700	-1.4%	SWRCB permit for the Agency's industrial site stormwater permit.
5,000	0.0%	Office supplies: sample labels, ink cartridges, paper for large-format printer/plotter, new lab copier rental fee, and other miscellaneous office expenses.
600	0.0%	Allowance for printing/shipping/advertising expenses for documents not assigned to specific CIP project contracts and for mailing expenses related to maintaining CMSA's list of prequalified contractors.
40,000	0.0%	Allowance for special studies and engineering consultant services as needed.
6,000	-0.3%	Periodic cathodic protection monitoring of the land portion of the marine outfall, sections of the Ross Valley interceptor, the San Rafael interceptor, various buried pipelines on Agency property, San Rafael Sanitation District Simms Force Main, and the South Francisco casing.
13,500	0.0%	New Account: CMSA contribution to new CASA led pooled air emissions study.
31,100	0.1%	CMSA's 40.6% share of the Countywide Public Education Program expenses associated with participating in public outreach events, hosting school programs, a Comcast video presentation, and educational materials for the program.
361,100	12.1%	
1,241,700	21.0%	
3,527,300	12.5%	

FY25 Operating Budget
Operations Department (0340)

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments
Line Item Accounts

OPERATIONS

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
<u>SALARIES & WAGES</u>					
100-0340-440-7001	Salaries wages - regular	ASM	1,988,403	2,077,881	(158,281)
100-0340-440-7005	Salaries wages - overtime	OS	95,672	99,977	(777)
100-0340-440-7009	Salaries wages - standby	TPM	1,642	1,716	(16)
Subtotal Salaries & Wages			2,085,717	2,179,574	(159,074)
100-0340-440-7021	Retirement - CalPERS Classic	ASM	163,957	171,872	(40,272)
100-0340-440-7022	Retirement - CalPERS PEPRA	ASM	63,459	66,488	13,212
100-0340-440-7023	Retirement - CalPERS Survivors	ASM	968	1,007	(7)
100-0340-440-7027	Retirement - PARS benefit	ASM	-	-	-
100-0340-440-7028	Medicare	ASM	30,243	31,604	(2,104)
100-0340-440-7041	Benefits - medical active	ASM	296,931	317,122	(24,622)
100-0340-440-7042	Benefits - flex\$	ASM	12,208	12,208	(8)
100-0340-440-7043	Benefits - dental	ASM	22,128	22,128	3,172
100-0340-440-7044	Benefits - Life-AD&D-LTD Insurance	ASM	9,937	10,385	15
100-0340-440-7045	Benefits - vision	ASM	5,241	5,399	1
100-0340-440-7046	Benefits - employer paid MARA	ASM	18,670	19,510	90
100-0340-440-7047	Benefits - retiree medical premium	ASM	23,973	25,051	49
100-0340-440-7048	Benefits - retiree reimburse medical	ASM	28,304	29,578	22
100-0340-440-7051	Benefits - EAP	ASM	1,276	1,308	(8)
100-0340-440-7061	Unemployment benefits	ASM	2,766	2,766	34
100-0340-440-7062	Benefit adminstration fees	ASM	5,117	5,322	(22)
100-0340-440-7063	Uniforms	AE	7,399	7,399	1
Subtotal Benefits			692,577	729,147	(50,447)
Total Salaries & Benefits			2,778,294	2,908,721	(209,521)

***Position Code**

ASM Administrative Services Manager
AOS Assistant Operations Supervisor
OS Operations Supervisor
TPM Treatment Plant Manager
AE Associate Engineer

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
1,919,600	-7.6%	Salaries for 13.5 full-time employees (Treatment Plant Manager allocated 50% Operations & 50% Maintenance). FY25 includes step adjustments, and leave balance cash-outs offset by a COLA update from 4.5% to 3.667% and compensation savings for three entry level Operators who replaced top-of-the scale employees and for a new Treatment Plant Manager expected to be hired at the beginning of the step range.
99,200	-0.8%	Authorized overtime to ensure facilities are properly staffed 24 hours/day and to complete specified activities or assignments.
1,700	-0.9%	24/7 stand-by duty provided by qualified operations staff during the wet weather season (November-April). Employees are paid to remain fit for duty and must respond within one hour after being called in for emergency situations.
2,020,500	-7.3%	
131,600	-23.4%	Employer contributions for CalPERS 2.7% @ 55 for Classic employee retirement program. The FY25 employer contribution rate is 16.02% for Classic employees and is offset by the departure of two Classic employee, 1 retirement and a COLA update from 4.5% to 3.667%.
79,700	19.9%	Employer contributions for CalPERS 2% @ 62 PEPRAs employee retirement program. The FY25 employer PEPRAs contribution rate is 7.87%. Increases for two employees hired to replace two Classic that left CMSA.
1,000	-0.7%	Annual Survivors Benefit premium.
-	0.0%	PARS is retirement account for part-time and temporary employees. The employer rate is 3.75%.
29,500	-6.7%	Employer's 1.45% share of Medicare for all employees.
292,500	-7.8%	Medical coverage up to the Kaiser family rate. FY24 actual premiums higher than budgeted and FY25 assumes an additional 6.7% increase. Decrease attributable to new hires covered at single plan rates rather than family rates.
12,200	-0.1%	Medical benefit differential paid for family coverage to one eligible employee.
25,300	14.3%	Dental is self-insured. Increased estimate due to actual usage.
10,400	0.1%	Employer paid life, accidental death & dismemberment, and long-term disability insurances.
5,400	0.0%	Employer paid vision benefits.
19,600	0.5%	PEHP: Post Employment Health Plan (also known as MARA: medical after retirement account). Employer contribution of 1.5% of base salary.
25,100	0.2%	Medical benefits for eleven retired employees at the SF-Bay Area PERS Kaiser single rate.
29,600	0.1%	Medical benefits in excess of the CalPERS PEMCHA minimum reimbursed directly to retirees.
1,300	-0.6%	Employee assistance program that provides counseling, professional consultation, and work/life referral services.
2,800	1.2%	An allowance for unemployment benefits paid to State Employment Development Department (EDD) for claims filed by separated employees.
5,300	-0.4%	Administrative fees charged for EDIS dental, CalPERS medical, PEHP, and NAVIA Flex 125 plans.
7,400	0.0%	Uniforms costs for thirteen employees.
678,700	-6.9%	
2,699,200	-7.2%	

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments
Line Item Accounts

OPERATIONS

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
<u>CHEMICALS & FUEL</u>					
100-0340-440-7120	Gasoline, diesel, oil	OS	31,960	33,238	(3,238)
100-0340-440-7130	Chemicals - ferric chloride	OS	171,840	171,840	8,560
100-0340-440-7131	Chemicals - polymer cationic	OS	155,965	233,954	46
100-0340-440-7132	Chemicals - odor control	OS	15,600	15,600	-
100-0340-440-7133	Chemicals - calcium nitrate	OS	390,074	390,074	(73,874)
100-0340-440-7134	Chemicals - hydrogen peroxide	OS	327,165	327,165	(3,165)
100-0340-440-7135	Chemicals - sodium hypochlorite	OS	770,868	770,868	(58,868)
100-0340-440-7136	Chemicals - sodium bisulfite	OS	282,184	282,184	(31,384)
Subtotal Chemicals & Fuel			2,145,656	2,224,923	(161,923)
<u>UTILITIES</u>					
100-0340-440-7502	Utilities - natural gas	OS	132,259	82,662	7,338
100-0340-440-7503	Utilities - electricity	OS	131,600	131,600	53,300
100-0340-440-7504	Utilities - water	AOS	22,642	25,359	41
100-0340-440-7505	Utilities - garbage	AOS	78,755	78,755	45
Subtotal Utilities			365,256	318,376	60,724
<u>GENERAL & ADMINISTRATIVE</u>					
100-0340-440-7110	Operations - general	TPM	24,164	10,000	-
100-0340-440-7111	Process Control Consumable Supplies	AOS	7,000	7,000	(1,000)
100-0340-440-7601	Meetings/Training	TPM	4,500	4,500	-

***Position Code**

ASM Administrative Services Manager
AOS Assistant Operations Supervisor
OS Operations Supervisor
TPM Treatment Plant Manager
AE Associate Engineer

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
30,000	-9.7%	Gasoline for Agency fleet vehicles and assorted small gas powered equipment. Diesel fuel for fleet vehicles, effluent pump station, and on and offsite emergency stand-by generators.
180,400	5.0%	Ferric chloride is used to improve settling in the primary clarifiers during storm related flow events, inhibits hydrogen sulfide production in the digesters, reduces struvite formations in pipelines, and is used as a coagulant in the biosolids dewatering process. The price per dry ton increased this fiscal year.
234,000	0.0%	Polymer is added to centrifuge feed sludge to enhance the efficiency of solids removal and to thicken waste activated sludge. CMSA typically uses approximately 2.5 loads of polymer per year for Agency operations.
15,600	0.0%	A chemical agent used to mask odorous compounds produced by some wastewater processes.
316,200	-18.9%	Calcium nitrate solution is the first of a two-phase odor control program used in the collection system upstream of the wastewater treatment plant to inhibit hydrogen sulfide formation. The FY25 bid price decreased offsetting the averaged three-year usage.
324,000	-1.0%	Hydrogen peroxide is the second phase of the odor control program when limiting hydrogen sulfide production in the collection system. It is injected into the Ross Valley and San Rafael interceptors upstream of the headworks. The FY25 bid price decreased offsetting the averaged three-year usage.
712,000	-7.6%	Sodium hypochlorite is the primary disinfectant used for pathogen reduction in CMSA's secondary effluent and recycled water. It is also injected into odor control scrubbers facilitywide. A FY25 unit cost increase 13% is offset by decreased usage.
250,800	-11.1%	Sodium bisulfite is used to neutralize the chlorine residual in the effluent prior to its discharge into the San Francisco Bay. The unit price decreased by 11%.
2,063,000	-7.3%	
90,000	8.9%	Supplemental fuel for both cogeneration systems. FY25 assumes that additional organic wastes will be available onsite with the addition of a liquid organics storage tank. CMSA expects nG usage to be close to 7.5K therms/mo. delivered.
184,900	40.5%	Electricity to supplement the cogeneration system output and to supply power when cogenerators are offline for maintenance. PG&E electricity rates have increased significantly.
25,400	0.2%	Potable and fire protection water for supply.
78,800	0.1%	Solid waste disposal for garbage, green waste, recycling, and debris box disposal of headworks screenings, grit, and non-recyclable wastes.
379,100	19.1%	
10,000	0.0%	Small tools, equipment, parts, and other miscellaneous supplies.
6,000	-14.3%	Chemical reagents to verify and/or determine the concentration of chlorine in treated wastewater, assist in field instrument calibration, determine peroxide concentrations in wastewater, measure pH, and measure sulfide levels in biogas. Costs lower than initially anticipated.
4,500	0.0%	Expenses associated with attendance at single-day professional meetings, seminars, and certification trainings.

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments
Line Item Accounts

OPERATIONS

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
100-0340-440-7602	Conferences	TPM	7,500	7,500	(2,500)
100-0340-440-7610	Prof affiliation memberships	TPM	5,300	5,600	-
100-0340-440-7638	Permits & lic - BAAQMD	TPM	30,000	30,000	3,000
100-0340-440-7709	Prof svcs - process control	TPM	25,000	25,000	-
Subtotal General & Administrative			103,464	89,600	(500)
Subtotal (excluding Salary and Benefits)			2,614,376	2,632,899	(101,699)
Total Operations			5,392,670	5,541,620	(311,220)

***Position Code**

ASM Administrative Services Manager
 AOS Assistant Operations Supervisor
 OS Operations Supervisor
 TPM Treatment Plant Manager
 AE Associate Engineer

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
5,000	-33.3%	Expenses associated with multi-day professional conferences, seminars, and training events. Conference costs have been adjusted to allow two Operations Department staff members to attend a conference this fiscal year.
5,600	0.0%	Professional memberships and certification renewal requirements for licensed operators. The budget includes 13 annual CWEA membership renewals, 16 operator certification renewals, and 3 operators who are eligible for higher levels of training and testing certification.
33,000	10.0%	The BAAQMD fee structure has been revised for permits issued for operating cogeneration engines, pump driven engines, process tanks and other equipment. BAAQMD fee expected to increase between 7% and 10%.
25,000	0.0%	Professional wastewater consulting services for evaluation and advice on process control issues, training staff on process analysis, and conducting special studies.
89,100	-0.6%	
2,531,200	-3.9%	
5,230,400	-5.6%	

FY25 Operating Budget
Maintenance Department (0350)

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments
Line Item Accounts

MAINTENANCE

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
<u>SALARIES & WAGES</u>					
100-0350-440-7001	Salaries wages - regular	ASM	1,878,688	1,963,229	(1,029)
100-0350-440-7003	Salaries wages - temp	TSM	-	-	-
100-0350-440-7002	Salaries wages - retired annuitant	TSM	113,720	113,720	(63,720)
100-0350-440-7005	Salaries wages - overtime	TPM	46,233	48,313	(13)
100-0350-440-7009	Salaries wages - standby	TPM	60,942	63,684	(484)
Subtotal Salaries & Wages			2,099,583	2,188,946	(65,246)
100-0350-440-7021	Retirement - CalPERS Classic	ASM	68,556	71,865	(23,565)
100-0350-440-7022	Retirement - CalPERS PEPRA	ASM	106,041	111,102	11,298
100-0350-440-7023	Retirement - CalPERS Survivors	ASM	1,043	1,084	16
100-0350-440-7027	Retirement - PARS benefit	ASM	6,093	6,367	(4,467)
100-0350-440-7028	Medicare	ASM	30,444	31,814	(814)
100-0350-440-7041	Benefits - medical active	ASM	302,733	323,319	47,481
100-0350-440-7042	Benefits - flex\$	ASM	6,000	6,000	6,000
100-0350-440-7043	Benefits - dental	ASM	23,830	23,830	3,370
100-0350-440-7044	Benefits - Life-AD&D-LTD Insurance	ASM	10,702	11,183	17
100-0350-440-7045	Benefits - vision	ASM	5,645	5,814	(14)
100-0350-440-7046	Benefits - employer paid MARA	ASM	23,053	24,090	3,910
100-0350-440-7047	Benefits - retiree medical premium	ASM	28,331	29,606	(6)
100-0350-440-7048	Benefits - retiree reimburse medical	ASM	33,450	34,955	45
100-0350-440-7051	Benefits - EAP	ASM	1,374	1,408	(8)
100-0350-440-7061	Unemployment benefits	ASM	2,979	2,979	21
100-0350-440-7062	Benefit adminstration fees	ASM	5,511	5,731	(31)
100-0350-440-7063	Uniforms	AE	7,788	7,788	12
Subtotal Benefits			663,573	698,935	43,265
Total Salaries & Benefits			2,763,156	2,887,881	(21,981)

***Position Code**

ASM Administrative Services Manager
 TPM Treatment Plant Manager
 MS Maintenance Supervisor
 EIT Electrical Instrumentation Technician
 AE Associate Engineer

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
1,962,200	-0.1%	Salaries for 14.5 full-time employees (Treatment Plant Manager 50% Maintenance & 50% Operations). FY25 adjustments for two positions hired at a higher step than anticipated and three step or in-class adjustments offset by COLA update from 4.5% to 3.667%.
-	0.0%	
50,000	-56.0%	Less reliance for hiring part-time annuitant for special projects.
48,300	0.0%	Authorized overtime to complete unexpected maintenance activities or assignments that require work after an employee's regularly scheduled shift.
63,200	-0.8%	24/7 Stand-by duty for qualified maintenance staff to respond to emergency repair work and equipment failures. Employees are paid to remain fit for duty and to respond within one hour. Sanitary District #2 funds one half of this expense.
2,123,700	-3.0%	
48,300	-32.8%	Employer contributions for CalPERS 2.7% @ 55 for Classic employee retirement program. The FY25 employer contribution rate is 16.02% for Classic employees and is offset by 1 retirement and COLA update from 4.5% to 3.667%.
122,400	10.2%	Employer contributions for CalPERS 2% @ 62 PEPRA employee retirement program. The FY25 employer PEPRA contribution rate is 7.87%. Increases for two staffing recruitments that replaced Classic employees.
1,100	1.5%	Annual Survivors Benefit premium.
1,900	-70.2%	PARS is retirement account for part-time and temporary employees. The employer rate is 3.75%. Decrease due to less reliance on hiring retired annuitants.
31,000	-2.6%	Employer's 1.45% share of Medicare for all employees.
370,800	14.7%	Medical coverage up to the Kaiser family rate. FY24 actual premiums higher than budgeted and FY25 assumes an additional 6.7% increase and includes coverage for an employee retained to train his replacement.
12,000	100.0%	A medical "cash-back" benefit for one additional employee who is covered by a spouse's the medical plan.
27,200	14.1%	Dental is self-insured. Increased estimate due to actual usage.
11,200	0.2%	Employer paid life, accidental death & dismemberment, and long-term disability insurances.
5,800	-0.2%	Employer paid vision benefits.
28,000	16.2%	PEHP: Post Employment Health Plan (also known as MARA: medical after retirement account). Employer contribution of 1.5% of base salary. Increase attributable to new hires who replaced retired employees that were eligible for the flex\$ medical benefit differential.
29,600	0.0%	Medical benefits for thirteen retired employees at the SF-Bay Area PERS Kaiser single rate.
35,000	0.1%	Medical benefits in excess of the CalPERS PEMCHA minimum reimbursed directly to retirees.
1,400	-0.6%	Employee assistance program that provides counseling, professional consultation, and work/life referral services.
3,000	0.7%	An allowance for unemployment benefits paid to State Employment Development Department (EDD) for claims filed by separated employees.
5,700	-0.5%	Administrative fees charged for EDIS dental, CalPERS medical, PEHP, and NAVIA Flex 125 plans.
7,800	0.2%	Uniforms costs for fourteen employees.
742,200	6.2%	
2,865,900	-0.8%	

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments
Line Item Accounts

MAINTENANCE

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
<u>MAINTENANCE & REPAIRS (M&R)</u>					
100-0350-440-7201	Outside services & parts	TPM	38,000	38,000	48,000
100-0350-440-7202	Facilities maintenance	MS	37,500	35,500	-
100-0350-440-7203	Fleet maintenance	MS	15,000	15,000	-
100-0350-440-7210	Hazardous waste disposal	MS	65,000	65,000	5,000
100-0350-440-7211	Groundskeeping	MS	35,000	35,000	10,000
100-0350-440-7212	Utility supplies	MS	10,200	10,200	-
100-0350-440-7213	Electrical equipment	EIT	32,000	32,000	-
100-0350-440-7214	Small tools & equipment	MS	21,000	16,000	5,000
100-0350-440-7215	Lubricants-propane-other	MS	9,000	9,000	-
100-0350-440-7230	Plant pumps	MS	32,000	32,000	-
100-0350-440-7231	Process tank maintenance	MS	24,700	24,700	-
100-0350-440-7232	Centrifuge maintenance	MS	10,000	10,000	-
100-0350-440-7233	Process filter media replacement	MS	112,000	112,000	-
100-0350-440-7234	Organic waste receiving facility	MS	45,500	45,500	-
100-0350-440-7235	Boilers hot water systems	MS	10,100	9,000	-

***Position Code**

ASM Administrative Services Manager
 TPM Treatment Plant Manager
 MS Maintenance Supervisor
 EIT Electrical Instrumentation Technician
 AE Associate Engineer

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
86,000	126.3%	Service repair costs performed by outside providers for machining, fabrication, vacuum services, specialty repair work, and related parts, equipment, and supplies. Increase for limited duration custodial services needed during an employee leave of absence which is offset by employee compensation savings.
35,500	0.0%	Preventative and corrective repairs to maintain non-process specific facility structures such as roof and gutter systems, doors and door hardware, flooring, and painted surfaces. This account also includes funds for facility pest control services.
15,000	0.0%	Preventative, predictive, and corrective maintenance on the Agency's fleet vehicles, and includes purchases of batteries, oil, tires, and other consumables. The Agency's fleet consists of 11 vehicles, 2 forklifts, 1 skid steer loader, 17 electric carts, and 6 bicycles.
70,000	7.7%	Safe disposal of wastes such as oils, greases, oil and air filters, coolants, paints, solvents, light bulbs, batteries, air purification medias (siloxane, hydrogen sulfide, and activated carbon), and for the disposal of laboratory generated hazardous wastes that has been incorporated into this account.
45,000	28.6%	Landscaping services and supplies to maintain the Agency grounds and property. Services include defensible space maintenance, weed abatement, and homeless camp clean-up. Increase is for additional seasonal storm drain system maintenance on the Andersen hillside.
10,200	0.0%	Custodial and general facility maintenance cleaning supplies.
32,000	0.0%	Allowance for procurement of routine electrical equipment such as conduit, wiring, electrical connectors, fittings, consumable electrical supplies, and facility lighting (light bulbs, tubes, LED lights).
21,000	31.3%	Purchase and repair of hand, power, and pneumatic tools utilized in the day-to-day maintenance of assets and equipment. Additional funds required to purchase a core drill.
9,000	0.0%	Lubricants used for facility assets and equipment (cogeneration and stand-by power systems excluded), propane for the forklift, welding and calibration gases, and lab bioassay oxygen.
32,000	0.0%	Allowance for routine consumable parts and equipment such as impellers, volutes, packing material, and gasket material.
24,700	0.0%	Allowance for routine consumable parts and equipment for facility process tanks and the primary heat exchanger (excludes heat exchangers utilized by cogeneration systems).
10,000	0.0%	Consumable parts and equipment for annual preventative and corrective maintenance for three centrifuges and their system components.
112,000	0.0%	Biogas and air purification media for facility equipment. Budget includes purchase of media for sulfatreat vessels, siloxane filters, and activated carbon odor scrubbers.
45,500	0.0%	Allowance for consumable items required for maintaining the OWRF. This budget assumes performing four cleanings, eight hose and glycerin changeouts, paddle finisher screens and shaft, as well as rock trap replacement parts and other critical spare inventory items.
9,000	0.0%	Consumable items required for maintaining two dual fueled hot water boilers and hot water recirculation systems. Budget includes annual specialized boiler system inspection work to examine the brick and burner assemblies, the fuel regulating systems, and associated pumps and piping.

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments
Line Item Accounts

MAINTENANCE

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
100-0350-440-7236	Effluent pump station & diesel tank	MS	5,600	4,000	-
100-0350-440-7237	Cogen emergency generator maint	MS	82,000	82,000	-
Subtotal Maintenance & Repairs			584,600	574,900	68,000
GENERAL & ADMINISTRATIVE					
100-0350-440-7601	Meetings/Training	TPM	6,000	6,000	9,000
100-0350-440-7602	Conferences	TPM	13,000	13,000	-
100-0350-440-7610	Prof affiliation memberships	TPM	5,500	5,500	-
100-0350-440-7650	Office expenses		4,500	4,500	-
100-0350-440-7670	Printing & publications		500	520	(20)
100-0350-440-7710	Prof svcs - Underground service alert	MS	200	200	-
Subtotal General & Administrative			29,700	29,720	8,980
Subtotal (excluding Salary and Benefits)			614,300	604,620	76,980
Total Maintenance			3,377,456	3,492,501	54,999

***Position Code**

ASM Administrative Services Manager
 TPM Treatment Plant Manager
 MS Maintenance Supervisor
 EIT Electrical Instrumentation Technician
 AE Associate Engineer

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
4,000	0.0%	Allowance for parts and consumable items within the effluent pump station and its above ground diesel tank. Includes pump and engine parts, drive shafts, fuel conveyance, diesel storage tanks, motor controls, and the fire protection system.
82,000	0.0%	Routine parts and equipment for scheduled systems maintenance. Diesel exhaust fluid (DEF) usage has doubled from previously projected usage.
642,900	11.8%	
15,000	150.0%	Expenses associated with attendance at single-day meetings, seminars, technical certification courses, and professional development. Additional one time funding for three E&I Technicians to attend a programable logic controller training course.
13,000	0.0%	Expenses associated with multi-day professional conferences, seminars, and training events outlined in the Agency's travel and expense reimbursement policy.
5,500	0.0%	Professional memberships and annual certification renewal fees for all department employees.
4,500	0.0%	Copier expenses.
500	-3.8%	Subscriptions.
200	0.0%	Annual Underground Service Alert fee to identify utility locations prior to any type of digging or excavation work.
38,700	30.2%	
681,600	12.7%	
3,547,500	1.6%	

FY25 Operating Budget

Non-Agency Health & Safety (0121)

Non-Agency Technical Services – Countywide Education (0231)

Non-Agency Maintenance (0351)

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments
Line Item Accounts

Non-Agency Health & Safety

CMSA Services Provided Under Contract to Other Local Agencies

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
<u>SALARIES & BENEFITS</u>					
100-0121-440-7001	Salaries wages - regular	ASM	61,116	63,866	5,234
100-0121-440-7015	Salaries wages - car allowance	ASM	1,908	1,908	(8)
Subtotal Salaries Wages			63,024	65,774	5,226
100-0121-440-7022	Retirement - CalPERS PEPRA	ASM	4,541	4,757	443
100-0121-440-7023	Retirement - CalPERS Survivors	ASM	30	31	(31)
100-0121-440-7028	Medicare	ASM	914	955	45
100-0121-440-7041	Benefits - medical active	ASM	12,080	12,902	598
100-0121-440-7043	Benefits - dental	ASM	677	677	123
100-0121-440-7044	Benefits - Life-AD&D-LTD Insurance	ASM	304	318	(18)
100-0121-440-7045	Benefits - vision	ASM	160	165	35
100-0121-440-7046	Benefits - employer paid MARA	ASM	887	927	73
100-0121-440-7047	Benefits - retiree medical premium	ASM	866	905	(5)
100-0121-440-7048	Benefits - retiree reimburse medical	ASM	1,023	1,069	31
100-0121-440-7051	Benefits - EAP	ASM	39	40	(40)
100-0121-440-7062	Benefit administration fees	ASM	156	163	37
Subtotal Benefits			21,677	22,909	1,291
Total Salaries & Benefits			84,701	88,683	6,517
<u>GENERAL ADMINISTRATIVE</u>					
100-0121-440-7601	Meetings/Training	SM	398	398	2
100-0121-440-7602	Conferences	SM	1,193	1,193	7
100-0121-440-7610	Prof affiliation memberships	SM	409	409	(9)
100-0121-440-7650	Office expenses	SM	199	199	1
100-0121-440-7651	Safety supplies	SM	80	80	20
100-0121-440-7652	Information technology software	SM	1,873	1,917	(17)
100-0121-440-7670	Printing & publications	SM	655	655	45
100-0121-440-7701	Prof svcs - general	SM	1,789	1,789	11
100-0121-440-7739	Outside safety training	SM	7,038	4,972	928
Subtotal Administrative			13,634	11,612	988
Total Non-Agency Health & Safety			98,335	100,295	7,505

***Position Code**

ASM Administrative Services Manager
GM General Manager
SM Safety Manager

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
69,100	8.2%	Novato Sanitary District's (NSD) share of the Safety Manager (SM) position salary is 39.75% and leave cash-outs. The Agency's share is 60.25% and is allocated to the Health & Safety Budget. The increase is for a promotion to Safety Manager and a 3.667% COLA.
1,900	-0.4%	NSD's 39.75% share of the SM car allowance.
71,000	7.9%	
5,200	9.3%	Employer contributions for CalPERS 2% @ 62 PEPRA employee retirement program. The FY25 employer PEPRA contribution rate is 7.87%. Increases for promotion to Safety Manager.
-	-100.0%	Annual Survivors Benefit premium.
1,000	4.7%	Employer's 1.45% share of Medicare for all employees. Increase attributable to one new position.
13,500	4.6%	Medical coverage up to the Kaiser family rate. Increase based on actual health insurance premiums effective January 1, 2024.
800	18.2%	Dental is self-insured.
300	-5.7%	Employer paid life, accidental death & dismemberment, and long-term disability insurances.
200	21.2%	Employer paid vision benefits.
1,000	7.9%	PEHP: Post Employment Health Plan (also known as MARA: medical after retirement account). Employer contribution of 1.5% of base salary.
900	-0.6%	Medical benefits for a .40 share of one retired employee at the SF-Bay Area PERS Kaiser single rate.
1,100	2.9%	Medical benefits in excess of the CalPERS PEMCHA minimum reimbursed directly to retirees.
-	-100.0%	Employee assistance program that provides counseling, professional consultation, and work/life referral services.
200	22.7%	Administrative fees charged for EDIS dental, CalPERS medical, PEHP, and NAVIA Flex 125 plans.
24,200	5.6%	
95,200	7.3%	
400	0.5%	Visual aids for meetings, tools, IT equipment, training materials, and refreshments.
1,200	0.6%	Safety related conferences, professional development, webinars, and industry conferences.
400	-2.2%	Institute of Hazardous Materials (CHMM), Board of Certified Safety Professionals, National Safety Council, and American Society of Safety Professionals.
200	0.5%	Supplies
100	25.0%	
1,900	-0.9%	MSDS Online, Keller Online
700	6.9%	Mancomm Regulations, CalOSHA Reporter, Safety Alert for Supervisors, NFPA/ANSI Standards
1,800	0.6%	Contracted services to assist in completion/developing of programs.
5,900	18.7%	Training expenses for required safety programs that include hearing tests, traffic control, industrial truck and other Cal/OSHA programs that facilitate a safe work environment. Increase is for adding NFPA high voltage electrical safety for E/I Tech and increases for recurring training costs.
12,600	8.5%	
107,800	7.5%	

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments
Line Item Accounts

Non-Agency Technical Services - Countywide Public Education Program
CMSA Services Provided Under Contract to Other Local Agencies

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
<u>GENERAL ADMINISTRATIVE</u>					
100-0231-440-7737	Public Ed Program	RCM	44,847	45,441	(41)
Total Non-Agency Technical Services			44,847	45,441	(41)

***Position Code**

RCM Regulatory Compliance Manager

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
45,400	-0.1%	Participating agency's share of the Countywide Public Education Program expenses associated with participating in public outreach events, hosting school programs, a Comcast video presentation, and educational materials for the program.
45,400	-0.1%	

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments
Line Item Accounts

Non-Agency Maintenance

CMSA Services Provided Under Contract to Other Local Agencies

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
<u>SALARIES & BENEFITS</u>					
100-0351-440-7001	Salaries wages - regular	ASM	181,747	189,926	4,874
100-0351-440-7005	Salaries wages - overtime	ASM	9,910	10,356	44
Subtotal Salaries Wages			191,657	200,282	4,918
100-0351-440-7022	Retirement - CalPERS PEPRA	ASM	13,958	14,624	376
100-0351-440-7023	Retirement - CalPERS Survivors	ASM	223	232	(32)
100-0351-440-7028	Medicare	ASM	2,779	2,904	96
100-0351-440-7041	Benefits - medical active	ASM	35,066	37,450	46,850
100-0351-440-7043	Benefits - dental	ASM	5,106	5,106	394
100-0351-440-7044	Benefits - Life-AD&D-LTD Insurance	ASM	2,293	2,396	4
100-0351-440-7045	Benefits - vision	ASM	1,210	1,246	(46)
100-0351-440-7046	Benefits - employer paid MARA	ASM	2,726	2,849	51
100-0351-440-7051	Benefits - EAP	ASM	294	302	(2)
100-0351-440-7061	Unemployment benefits	ASM	638	638	(38)
100-0351-440-7062	Benefit administration fees	ASM	1,181	1,228	(28)
100-0351-440-7063	Uniforms	AE	1,557	1,557	43
Subtotal Benefits			67,031	70,532	47,668
Total Salaries & Benefits			258,688	270,814	52,586
<u>MAINTENANCE & REPAIRS (M&R)</u>					
100-0351-440-7290	SD#2 Repair services & outside parts	MS	11,723	12,074	26
100-0351-440-7201	SD#2 General parts, supplies, equipment	MS	24,679	25,420	(20)
100-0351-440-7297	SD#2 Recommended asset mgmt projects	MS	100,000	103,000	-
100-0351-440-7291	SQSP pump station maintenance: extra work	TPM	357,957	375,854	(375,854)
100-0351-440-7217	SQSP Supplies, Repairs and Other	TPM	9,501	9,787	13
100-0351-440-7292	SQ Village WW system maint	TPM	20,000	20,000	-
Subtotal Maintenance & Repairs			523,860	546,135	(375,835)

***Position Code**

ASM Administrative Services Manager
 GM General Manager
 MS Maintenance Supervisor
 TPM Treatment Plant Manager
 AE Associate Engineer

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
194,800	2.57%	Salaries for 3 full-time IUL maintenance positions are allocated to the Non-Agency Maintenance budget. Includes a 3.667% COLA salary increase, three step adjustments, and leave balance cash-outs.
10,400	0.42%	
205,200	2.46%	
15,000	2.6%	Employer contributions for CalPERS 2% @ 62 PEPPRA employee retirement program. The FY25 employer PEPPRA contribution rate is 7.87%.
200	-13.8%	Annual Survivors Benefit premium.
3,000	3.3%	Employer's 1.45% share of Medicare for all employees.
84,300	125.1%	Medical coverage up to the Kaiser family rate. Update for IUL actual medical coverage paid at the Kaiser family rate that was previously budgeted at the single premium.
5,500	7.7%	Dental is self-insured.
2,400	0.2%	Employer paid life, accidental death & dismemberment, and long-term disability insurances.
1,200	-3.7%	Employer paid vision benefits.
2,900	1.8%	PEHP: Post Employment Health Plan (also known as MARA: medical after retirement account). Employer contribution of 1.5% of base salary.
300	-0.7%	Employee assistance program that provides counseling, professional consultation, and work/life referral services.
600	-6.0%	An allowance for unemployment benefits paid to State Employment Development Department (EDD) for claims filed by separated employees.
1,200	-2.3%	Administrative fees charged for EDIS dental, CalPERS medical, PEHP, and NAVIA Flex 125 plans.
1,600	2.8%	Uniforms costs for three employees.
118,200	67.58%	
323,400	19.42%	
12,100	0.22%	Allowance for specialty repairs, contractor services, metal fabrication work, and vacuum trucks for annual pump station cleaning and debris removal.
25,400	-0.08%	Allowance for consumable material purchases such as pump parts, lubricants, and electrical supplies. Includes general utility tools, painting supplies, hoses and hose bibs, and ladders.
103,000	0.00%	Staff performed AM improvements work which includes procuring and replacing pumps, impellers, and small VFD's. There are however the three large 300hp pumps at Paradise that CMSA recommends replacing.
-	-100.00%	Recommended capital improvements performed by CMSA on an as needed basis. Removed double-counted expenses already tracked within department budget.
9,800	0.13%	Purchases such as pump parts, electrical components, supplies and other expenditures required to maintain station and collection system equipment.
20,000	0.00%	SQV wastewater maintenance costs include labor, mileage, repair services, parts, supplies, equipment, and recommended maintenance and capital expenditures.
170,300	-68.8%	

Central Marin Sanitation Agency
FY25 Operating Budget - Adopted Adjustments
Line Item Accounts

Non-Agency Maintenance

CMSA Services Provided Under Contract to Other Local Agencies

Account #	Account Name	*By	FY24 Adopted Budget	FY25 Adopted Budget	FY25 Adjustments
GENERAL ADMINISTRATIVE					
100-0351-440-7710	SD#2 USA North 811 services	MS	1,602	1,650	50
Subtotal Administrative			1,602	1,650	50
Total Non-Agency Maintenance			784,150	818,599	(323,199)

***Position Code**

ASM Administrative Services Manager
GM General Manager
MS Maintenance Supervisor
TPM Treatment Plant Manager
AE Associate Engineer

FY25 Adopted Budget Adjustments	% Change FY25 Adjusted Budget From FY25 Adopted	Budget Account Description
1,700	3.03%	Annual subscription fee based on 1,100 average/tickets/annual x \$0.575 per/ticket.
1,700	3.03%	
495,400	-39.48%	

FY25 Capital Improvement Program

Adopted Budget Adjustments

Central Marin Sanitation Agency
Capital Improvement Program
FY25 Budget Adjustments and 10-Year Projection

GL Account Number	PM*		Delivery Method	10-year CIP													
				Adopted FY24	Projected Final FY24	Adopted FY25	Adopted Adjustments FY25	2 FY26	3 FY27	4 FY28	5 FY29	6 FY30	7 FY31	8 FY32	9 FY33	10 FY34	Total FY25 - FY34
Facility Improvements																	
0230-550-8201	TSM	Effluent Storage Pond Rehabilitation	FB	-	-	18,300	-	-	20,300	35,800	1,616,400	-	-	-	-	-	1,672,500
0230-550-8202	TSM	Agency Facilities Master Plan	PSA	-	-	-	-	-	-	-	750,000	-	-	-	-	-	750,000
0230-550-8203	TSM	Industrial Coatings & Concrete Rehabilitation	IB/MC/FB	458,200	76,893	154,700	401,700	75,700	205,300	178,300	45,700	131,300	112,900	34,500	36,300	38,100	1,259,800
0230-550-8204	TSM	Outfall Inspection & Repairs	IB/MC/FB	483,500	106,000	40,700	640,700	43,600	45,800	139,700	50,600	53,200	55,900	58,700	61,700	64,800	1,214,700
0230-550-8205	TSM	Facility Improvements	IB	393,900	146,000	173,500	197,500	245,900	207,300	114,300	51,300	171,700	222,900	50,000	207,100	55,000	1,523,000
0230-550-8206	TSM	Facility Paving/Site Work	IB/MC	305,000	276,000	163,600	193,600	177,800	15,100	15,900	16,700	17,600	18,400	19,400	20,400	21,400	516,300
0230-550-8207	TSM	Hillside Repairs	PSA/IB	110,000	283,353	-	-	-	-	100,000	-	-	-	-	-	134,700	234,700
0230-550-8208	TSM	Facility Roofs Rehabilitation	MC/IB/FB	26,200	-	27,400	-	20,000	75,000	1,047,200	33,700	35,400	37,200	39,100	41,100	43,200	1,371,900
0230-550-8209	TSM	SHB Elevator Control Replacement	FB	232,950	-	182,950	232,950	202,100	-	-	68,400	-	-	-	-	-	503,450
0230-550-8210	TSM	Facility Structures Seismic Study	PSA	-	-	247,200	247,200	-	-	-	-	-	-	-	-	-	247,200
		Subtotal - Facility Improvements		2,009,750	888,246	1,008,350	1,913,650	765,100	568,800	1,631,200	1,882,800	1,159,200	447,300	201,700	366,600	357,200	9,293,550
General Equipment																	
0110-550-8301	ISA	Process Control	M/MC	72,200	20,000	88,400	88,400	41,500	43,600	45,800	48,200	50,600	53,200	55,900	58,700	61,700	547,600
0110-550-8302	MS	Security / Fire Systems	MC	12,600	28,000	18,300	23,300	22,500	26,600	107,200	32,600	17,300	25,200	19,100	27,900	21,100	322,800
0350-550-8303	MS/TSM	Fuel Storage Tanks	IB/MC	140,100	38,000	-	13,000	-	-	170,000	-	187,800	-	-	-	-	370,800
0110-550-8304	ISA	IT Hardware and Communication Equipment	M	49,200	30,000	70,300	70,300	39,900	68,200	100,000	63,100	90,100	51,200	42,600	91,600	47,100	664,100
0350-550-8305	MS	Agency Vehicle Replacement	IB/PO	42,500	42,500	144,300	327,000	69,600	47,500	42,700	44,900	47,200	49,600	52,100	101,600	120,800	903,000
0230-550-8306	RCM	Laboratory Equipment	PO	55,500	85,000	215,400	35,500	22,700	58,700	232,400	39,100	27,700	77,900	33,500	257,900	58,300	843,700
0350-550-8307	MS	Electrical Equipment	M/IB	56,400	40,000	109,000	109,000	93,600	98,300	103,300	108,600	114,100	119,900	126,000	132,400	139,100	1,144,300
0350-550-8309	MS	Process Instrumentation	M	66,300	66,300	28,600	53,600	90,500	57,100	33,700	35,400	37,200	39,100	41,100	43,200	45,400	476,300
0350-550-8310	TSM	Electrical Distribution System Rehabilitation	PSA/FB	118,000	175,000	100,000	-	155,000	200,000	2,368,200	6,663,300	1,986,300	300,000	2,193,500	331,300	2,422,300	16,619,900
		Subtotal - General Equipment		612,800	524,800	774,300	720,100	535,300	600,000	3,203,300	7,035,200	2,558,300	716,100	2,563,800	1,044,600	2,915,800	21,892,500
Liquids Treatment Equipment and Systems																	
0230-550-8401	TSM	Biotower Rotary Distributor Replacement	FB	-	-	-	-	-	-	50,000	1,266,100	-	-	-	1,791,700	-	3,107,800
0350-550-8402	MS	Plant Pumps	MC/M	95,000	95,000	109,300	109,300	84,800	134,100	93,600	98,300	103,300	108,600	114,100	119,900	126,000	1,092,000
0350-550-8403	MS	Chemical Pumps	M	72,800	102,800	166,200	73,200	77,700	67,900	71,400	75,000	78,800	82,800	87,000	91,500	96,100	801,400
0350-550-8404	MS	Gates Rehabilitation	M/IB/FB	493,300	175,000	90,000	253,000	506,800	107,000	112,400	118,100	124,100	130,400	137,100	144,000	151,400	1,784,300
0350-550-8405	MS/TSM	Headworks Equipment	M/FB/PSA	192,600	77,301	1,061,200	1,847,000	1,391,300	307,800	140,600	147,800	155,300	163,200	52,500	55,100	57,900	4,318,500
0230-550-8406	TSM	Odor Scrubber Replacement	PSA/FB	-	-	-	-	-	-	-	2,648,600	-	3,104,600	-	2,239,600	-	7,992,800
0350-550-8407	MS	Process Tank Maintenance	M/IB	-	-	-	-	-	-	61,000	-	-	106,900	112,400	118,200	124,300	522,800
0350-550-8408	TSM	Primary Clarifiers Rehabilitation	M/FB/PSA	818,700	550,000	563,500	1,110,510	1,761,500	925,300	709,700	770,100	-	-	-	-	-	5,277,110
0350-550-8409	TSM	Secondary Clarifiers Rehabilitation	PSA/FB	796,030	547,000	-	-	-	-	-	-	-	96,300	1,228,500	2,187,800	1,126,600	4,639,200
0350-550-8411	TPM	Aeration System Rehabilitation	M/IB	42,000	42,000	-	-	11,100	-	69,200	-	141,600	-	98,200	-	108,400	428,500
0230-550-8412	TSM	Process Piping Inspection/Repairs/Replacement	PSA/IB	130,000	79,057	75,000	95,000	121,100	100,200	-	-	-	137,900	-	-	-	454,200
0350-550-8413	MS	Chemical Tanks	M/IB	46,100	61,100	53,700	53,700	49,900	60,800	63,900	67,200	70,600	74,200	78,000	81,900	86,100	686,300
0350-550-8414	MS	Piping, Valves & Operators	M	69,700	65,000	30,000	30,000	50,000	82,600	196,700	91,200	95,800	100,700	105,800	111,100	116,800	980,700
0230-550-8415	TSM	CCT Valve and Screen Replacement	FB	-	-	-	-	-	366,400	-	-	-	-	-	-	-	366,400
0230-550-8416	TSM	Influent Flow Meter Improvement	PSA/IB	122,000	31,916	50,000	-	82,900	58,100	-	-	-	-	-	-	-	141,000
0230-550-8417	TSM	Nutrient Removal	PSA	-	-	1,000,000	1,000,000	1,000,000	1,000,000	2,000,000	31,734,300	33,348,000	-	-	-	-	70,082,300
0230-550-8418	TSM	Recycled Water	PSA	100,000	18,000	100,000	100,000	100,000	100,000	100,000	-	-	-	-	-	-	400,000
		Subtotal - Liquids Treatment Equipment and Systems		2,978,230	1,844,174	3,298,900	4,671,710	5,237,100	3,310,200	3,668,500	37,016,700	34,117,500	4,105,600	2,013,600	6,940,800	1,993,600	103,075,310

Central Marin Sanitation Agency
Capital Improvement Program
FY25 Budget Adjustments and 10-Year Projection

GL Account Number	PM*		Delivery Method	10-year CIP													
				Adopted FY24	Projected Final FY24	Adopted FY25	Adopted Adjustments FY25	2 FY26	3 FY27	4 FY28	5 FY29	6 FY30	7 FY31	8 FY32	9 FY33	10 FY34	Total FY25 - FY34
Solids Treatment and Energy Generation Equipment and Systems																	
0230-550-8501	TSM	Emergency Generator Assessment & Improvement	PSA/FB	-	-	-	65,000	529,200	1,604,100	-	-	75,000	-	-	-	-	2,273,300
0230-550-8502	TSM	Digester Inspection, Cleaning & Cover Replacement	FB	-	-	-	-	-	-	76,900	80,900	101,000	1,637,500	1,718,300	-	-	3,614,600
0350-550-8503	TSM	Centrifuge Replacement	PSA/FB	678,000	365,247	1,498,350	2,025,000	3,875,000	608,000	-	-	-	-	-	-	-	6,508,000
0350-550-8504	MS	Waukesha Cogeneration Maintenance	M/IB/FB	-	344,160	-	-	-	-	-	-	-	-	-	-	-	-
0350-550-8513	MS	Jenbacher Cogeneration Maintenance	M/IB/FB	79,200	89,500	62,000	72,000	154,600	300,500	157,300	97,000	101,900	107,100	654,000	118,300	124,300	1,887,000
0230-550-8505	TSM	New Cogeneration System	FB	170,000	71,000	-	421,760	-	-	-	-	-	-	-	-	-	421,760
0350-550-8506	MS	Hot Water Systems	M/PSA	34,700	34,700	36,300	36,300	44,500	7,100	7,500	7,900	8,300	8,700	9,100	9,600	10,100	149,100
0350-550-8508	MS	Boilers	IB/FB	-	-	-	-	-	-	-	128,200	781,400	-	-	-	-	909,600
0350-550-8510	MS	Biosolids Hoppers Maintenance	M	15,000	10,000	-	80,000	12,600	-	13,900	30,000	15,300	-	16,900	-	18,700	187,400
0350-550-8511	MS	Organic Waste Receiving Facility	PO	65,100	65,100	68,100	103,100	183,700	87,000	288,100	85,200	89,500	94,100	98,900	103,900	109,200	1,242,700
0230-550-8514	TSM	Liquid Organic Waste Storage and Biogas Treatment Upgrades	FB	679,300	1,575,596	-	-	-	-	-	-	-	-	-	-	-	-
0230-550-8512	TSM	PG&E Interconnection Agreement Modification	PSA	-	8,500	-	-	-	-	-	-	-	-	-	-	-	-
		Subtotal - Solids Treatment and Energy Generation Equipment and Systems		1,721,300	2,563,803	1,664,750	2,803,160	4,799,600	2,606,700	543,700	429,200	1,172,400	1,847,400	2,497,200	231,800	262,300	17,193,460
		Annual CIP Totals		7,322,080	5,821,023	6,746,300	10,108,620	11,337,100	7,085,700	9,046,700	46,363,900	39,007,400	7,116,400	7,276,300	8,583,800	5,528,900	151,454,820

* PM indicates the project manager for the account.
(1) BOLD items are individual Capital Improvement Projects, or larger, nonrecurring maintenance projects.

			Projected Annual Escalation Rate:	5.09%													
			Escalation Factors:	1.0509	1.1043	1.1604	1.2194	1.2815	1.3466	1.4151	1.4871	1.5627	1.6421	1.7256	1.8134	1.9056	
Delivery Methods																	
M		Maintenance project, self performed															
MC		Maintenance Contract	FY24 to FY25 Escalation Change:	0.55%													
PO		Purchase Order, equipment only	Escalation Change Factors:	1.0055	1.0110	1.0166	1.0222	1.0278	1.0334	1.0391	1.0448	1.0506	1.0563	1.0621	1.0680	1.0739	
PSA		Professional Services Agreement															
IB		Informally Bid															
FB		Formally Bid															

**CENTRAL MARIN SANITATION AGENCY
CAPITAL IMPROVEMENT PROGRAM - ACCOUNT / PROJECT DESCRIPTIONS
FY25 BUDGET AND 10-YEAR PROJECTION**

Facility Improvements		
ACCOUNT NUMBER	ACCOUNT / PROJECT TITLE	ACCOUNT / PROJECT DESCRIPTION
0230-550-8201	Effluent Storage Pond Rehabilitation	See Full Page Description.
0230-550-8202	Agency Facilities Master Plan	Scheduled Master Plan to guide the Agency in planning future projects. FY30 – Allowance to retain a consultant to develop Master Plan.
0230-550-8203	Industrial Coatings & Concrete Rehabilitation	<p>Scheduled industrial coating rehabilitation program for process structures, metal equipment, and treatment plant deck traffic coatings. Coating rehabilitation will be included as part of a larger project when appropriate. The condition of concrete structures will be periodically assessed and projects will be added as needed.</p> <p>FY25 – Re-coat the SBS spill vault. Install wear coating on CCTs 1-4 deck and apply coating above water lines in CCTs 1-4, including repair of exposed rebar below the water lines. Replace headworks structural metal (skylights above barscreens, pipe supports, etc.).</p> <p>FY26 – Coat the Headworks channel (combined SR and RV), timed with the headworks influent gates replacement.</p> <p>FY27 – Coat the floors of the digester basements due to high ferric exposure. Coat Hypochlorite and SBS Spill Vaults and address corrosion on the hatches and ladders.</p> <p>FY28 – Repaint the Admin Building and Maintenance Building stucco and trim. Coat walls and ceilings of Headworks.</p> <p>FY29 – Hypochlorite and SBS Bulk Chemical Storage rooms – specialty consultant to inspect floor coatings. Allowance for spot repairs.</p> <p>FY30 – Crack repairs for the Headworks storage room and coat the Headworks channel on SR side.</p> <p>FY31 – Coat the Headworks channel on RV side.</p> <p>FY25-34 – Allowance for industrial coating as needed, including deck coatings for primaries, secondaries, and CCTs.</p>
0230-550-8204	Outfall Inspection & Repairs	<p>On-going underwater inspection and maintenance of the marine outfall diffuser section. Activities include diver inspections of diffusers and risers, survey of diffuser check valve levels above shifting bay floor sediments, extending or replacing risers and diffuser check valves as needed, and periodic monitoring and removal of solids deposition inside outfall pipe.</p> <p>FY25 – After completion of permitting steps (Waterboard, USACE, BCDC), solids removal project will be publicly bid for completion in summer 2024.</p> <p>FY25-34 – Routine inspection and riser extension or replacement (assumed 5 per year), as needed.</p> <p>FY28 – Diver inspection of outfall interior including Weko seals.</p>

**CENTRAL MARIN SANITATION AGENCY
CAPITAL IMPROVEMENT PROGRAM - ACCOUNT / PROJECT DESCRIPTIONS
FY25 BUDGET AND 10-YEAR PROJECTION**

Facility Improvements		
ACCOUNT NUMBER	ACCOUNT / PROJECT TITLE	ACCOUNT / PROJECT DESCRIPTION
0230-550-8205	Facility Improvements	<p>Various building improvements that are not incorporated into other capital projects.</p> <p>FY25 – Replace five corroded steel doors (by contractor). Replace the windows/frames in Secondary Clarifier MCC room. Replace seismic shear hoses at entrance to Gallery A. Hire architect for Kitchen and Foyer remodel. Purchase 60 hoses. Replace Windows and Frames at SHB entrance. Hardware and accessories to rehabilitate the access hatch doors at the Headworks odor scrubber room, the south end of the biotower, and the final effluent vault, performed in-house. In-house repairs of the waste gas burners.</p> <p>FY25-FY34 – Purchase 3 rag/vactor bins each year.</p> <p>FY26 – Replace Air Handling System in Chemical Storage Building Control Room. Replace Air handling system in Gallery C. Replace the Chemical Storage Building windows and doors. Replace Ross Valley and San Rafael seismic shear hoses outside of Headworks sampler room. In-house assessment of roof and floor drain system by area. Contractor to replace Windows and Frames at Chemical Storage, and at Secondary MCC. Complete facility EV Charging Study including grant funding options.</p> <p>FY27 – Coat Digester Mix Pump and MCC13 rooms. Replace door and window at Biotower MCC room. Replace seismic shear hoses in Chemical Storage to Outbuildings. Engineering assessment of Admin Building HVAC system. Contractor to replace both Engine Bay Doors at Solids Handling Building, including frames and hardware. Assess access hatch doors conditions in-house and plan for rehabilitation (north end of biotower, secondary clarifier deck, San Rafael flowmeter vault, polishing vault, vault between polishing and final effluent, 66" FE vault, digester room).</p> <p>FY28 – Replace doors and windows in Aeration MCC room. Install Epoxy Floor coating in Aeration Blower Room. Install isolation gate at headwall of Storm Water Drainage No. 3 near OWRF.</p> <p>FY29 – Replace Gallery A Air Handling system.</p> <p>FY30 – Replace Control Room Air Handling unit in Biotower. Replace window and door in Digester Pump Mix Room. Install epoxy floor coating in Gallery E.</p> <p>FY31 – Replace polishing vault steel shed panels with FRP panels. Install epoxy floor coating in Annex A.</p> <p>FY32 – Allowance for building improvements.</p> <p>FY33 – Install epoxy floor coating in Effluent Pump Station. Assess Effluent Pump Station Exhaust System.</p> <p>FY34 – Allowance for building improvements. Assess access hatch doors conditions and plan for rehabilitation, performed in-house (Ross Valley flowmeter vault, Chemical Building upper level).</p>

**CENTRAL MARIN SANITATION AGENCY
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Facility Improvements		
ACCOUNT NUMBER	ACCOUNT / PROJECT TITLE	ACCOUNT / PROJECT DESCRIPTION
0230-550-8206	Facility Paving/ Site Work	<p>Minor paving repairs and associated site work on facility roads, walkways, parking lots, and other pavement, and for re-grading, cleaning, and replacing gravel in drainage ditches.</p> <p>FY25 – Regrade plant side v-ditches and slope for storm drains and place gravel. Complete major paving project for employee parking area.</p> <p>FY26 – Complete a plant paving project for plant road from primary clarifiers to SHB.</p> <p>FY27-34 – Allowance for miscellaneous paving improvements.</p>
0230-550-8207	Hillside Repairs	<p>Several landslides and storm drain damages occurred on the hillside adjacent to Andersen Drive during the 2022/2023 winter storms.</p> <p>FY28 – Placeholder for periodic removal of larger debris/sediment buildup in upper v-ditches and concrete repair of newly damaged v-ditches and newly under washed drainage pipes.</p> <p>FY34 – Placeholder for periodic removal of larger debris/sediment buildup in upper v-ditches and concrete repair of newly damaged v-ditches and newly under washed drainage pipes.</p>
0230-550-8208	Facility Roofs Rehabilitation	See Full Page Description.
0230-550-8209	SHB Elevator Control Replacement	See Full Page Description.
0230-550-8210	Facility Structures Seismic Study	See Full Page Description.

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FY25 BUDGET AND 10-YEAR PROJECTION**

General Equipment		
ACCOUNT NUMBER	ACCOUNT / PROJECT TITLE	ACCOUNT / PROJECT DESCRIPTION
0110-550-8301	Process Control	<p>Allowance for on-going replacement, upgrades, and improvements to the Agency's process control system including new instruments, servers, and computers; and Programmable Logic Controllers (PLCs) and Human Machine Interface (HMI) hardware and software. Actual cost estimates are used for specifically identified equipment.</p> <p>FY24 – Routine PLC and HMI hardware replacement. Identify and purchase critical spares. Allowance for retired annuitant labor on as needed basis.</p> <p>FY25 – SCADA system software review and potential upgrades. Allowance for retired annuitant labor on as needed basis.</p> <p>FY26-34 – Routine PLC and HMI hardware replacement.</p>
0110-550-8302	Security/ Fire Systems	<p>Allowance for projects related to the Agency's physical security and fire protection systems, including a biannual allowance to purchase replacement equipment as needed.</p> <p>FY25-34 – Allowance for annual and quarterly inspections of alarms and sprinklers and FY24 fire line relocation at Maintenance Annex.</p> <p>FY25 – Install two additional CCTV cameras at Maintenance Annex and CCT Backside (in house).</p> <p>FY26 – Replace three existing CCTV cameras (Main Gate/Parking Lot/Peroxide) (in house).</p> <p>FY27 – Add Two CCTV cameras (Back Lab Entrance Area / Primary Clarifiers) (in house).</p> <p>FY28 – Consultant to inspect the Fire Protection System control cabinet at the Effluent Pump Station. Upgrade existing Administration Building Fire Protection System Control Panel.</p> <p>FY29 – Consultant to inspect Facility Perimeter Fencing and prepare for replacement.</p> <p>Note: allowance for alarm and sprinkler related spare parts is included every other year.</p>
0350-550-8303	Fuel Storage Tanks	<p>Allowance for projects related to the underground diesel fuel tank near the SHB and the unleaded fuel tank outside the Maintenance Building.</p> <p>FY25 – Buy spare parts/sensor for diesel tank.</p> <p>FY28 & 30 – Allowance to replace the existing underground gasoline fuel storage tank (FY28) and existing underground diesel storage tank (FY30) with above ground storage tanks. This replacement would be triggered by one of the underground tanks failing or by a change in regulatory requirements or if the cost/future liabilities associated with maintaining the existing tanks become excessive.</p>

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CAPITAL IMPROVEMENT PROGRAM - ACCOUNT / PROJECT DESCRIPTIONS
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General Equipment		
ACCOUNT NUMBER	ACCOUNT / PROJECT TITLE	ACCOUNT / PROJECT DESCRIPTION
0110-550-8304	IT Hardware and Communication Equipment	<p>Routine repair and regular replacement of IT hardware and software, such as office computers, printers, scanners, digital telephone equipment and its supporting servers, and voice radio equipment.</p> <p>FY25 – Allowance for equipment listed above and upgrade of fifty-two business computers and four laptops.</p> <p>FY26 – Allowance for equipment listed above and replacement of twenty SCADA workstations.</p> <p>FY27 – Allowance for equipment listed above and replacement of eight area switches and two perimeter firewalls.</p> <p>FY28 – Allowance for equipment listed above and replacement of the data servers on which all Agency business and SCADA virtual servers run.</p> <p>FY29 – Allowance for equipment listed above and replacement of backup repository.</p> <p>FY30 – Allowance for equipment listed above and upgrade of fifty-two business computers and four laptops.</p> <p>FY31 – Allowance for equipment listed above and replacement of twenty SCADA workstations.</p> <p>FY32 – Allowance for equipment listed above.</p> <p>FY33 – Allowance for equipment listed above and replacement of the data servers on which all Agency business and SCADA virtual servers run.</p> <p>FY34 – Allowance for equipment listed above.</p>
0350-550-8305	Agency Vehicle Replacement	<p>Purchase new vehicles or equipment for passenger vehicles, trucks, forklift, bicycles, and electric carts as they reach or exceed their expected useful lives.</p> <p>FY25 – Replace F450 Service Truck, replace GM vehicle, and replace one Utility Cart.</p> <p>FY26 – Replace E350 Electric Van and replace one Utility Cart.</p> <p>FY27 – Replace Skid Steer Loader and replace one Utility Cart.</p> <p>FY28 – Replace F150 (Lab/TS).</p> <p>FY29 – Replace F150 pump station truck.</p> <p>FY30 – Replace F150 utility truck.</p> <p>FY31 – Replace Technical Services Transit Van.</p> <p>FY32 – Replace SQPS F150.</p> <p>FY33 – Replace Administration Honda CRV and two Utility Carts.</p> <p>FY34 – Replace Forklift.</p>

**CENTRAL MARIN SANITATION AGENCY
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General Equipment		
ACCOUNT NUMBER	ACCOUNT / PROJECT TITLE	ACCOUNT / PROJECT DESCRIPTION
0230-550-8306	Laboratory Equipment	<p>Scheduled replacement of laboratory equipment such as autoclaves, spectrophotometers, collection/sampler systems, washers, incubators, etc. and purchasing new laboratory equipment.</p> <p>FY25 – Replace the influent samplers, and total solids oven Purchase a TKN digestion system.</p> <p>FY26 – Replace Primary Effluent Sampler and Enterococcus Incubator.</p> <p>FY27 – Replace laboratory autoclave and Corte Madera sampler.</p> <p>FY28 – Replace the muffle furnace and influent and secondary effluent samplers. Purchase and install an inductively coupled plasma optical emissions spectrometry system for metals analysis.</p> <p>FY29 – Replace the San Quentin sampler, the analytical balance, top loading balance.</p> <p>FY30 – Replace the UV spectrometer.</p> <p>FY31 – Replace the automated BOD system and sample refrigerator.</p> <p>FY32 – Replace microbiological water bath, Primary Influent sampler and centrifuge.</p> <p>FY33 – Replace Coliform Incubator and Ion Chromatography System.</p> <p>FY34 – Replace BOD incubator and final effluent sampler.</p>
0350-550-8307	Electrical Equipment	<p>Planned maintenance, upgrades, and replacement of electrical components: individual motor controls and equipment panels, electric sluice gate operators, variable frequency drives, power monitoring equipment, and electrical equipment to support process equipment.</p> <p>FY25 – Replace process waste sump panel and controls. Replace six RAS pump VFDs based on VFD assessment. Assessment of Process Control System UPS and SCADA Main. Replace Effluent Pump Station actuator based on actuator assessment. Assessment of Pond Drain valve actuator for automation. Develop a conduit replacement schedule after performing facility-wide assessment.</p> <p>FY26 – Purchase four WAS pump VFD and three plant water pump VFDs. Replace Effluent dump station actuator based on actuator assessment. Replace Process Control System UPS and SCADA Main.</p> <p>FY27 – Effluent Pump Station and Primary Clarifier No. 6&7, convert to LED lighting in house. Replace six RDT Thickener VFDs. Replace two aeration influent gate actuators.</p> <p>FY28 – Replace three centrifuge feed pump VFDs. Replace two aeration influent gate actuators.</p> <p>FY27-34 – Annual Allowance for replacement of equipment as determined by condition assessment as needed, including actuators, MCC buckets, conduit replacement, etc.</p>

**CENTRAL MARIN SANITATION AGENCY
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FY25 BUDGET AND 10-YEAR PROJECTION**

General Equipment		
ACCOUNT NUMBER	ACCOUNT / PROJECT TITLE	ACCOUNT / PROJECT DESCRIPTION
0350-550-8309	Process Instrumentation	<p>On-going repair, replacement, or upgrading of obsolete meters, sensors, and transmitters to provide local process status information and transmit it to the treatment plant's SCADA system.</p> <p>FY25 – Procure two SulfiLogger sensors. Procure differential PSI (biogas and digester membranes) transmitters, and two analyzer controllers.</p> <p>FY26 – Replace Rosemount digester PSI/liquid level transmitters. Purchase a Total Organic Carbon system for the aeration influent to provide real-time readings to calculate food to mass ratios. Perform E/I inventory of quantity and age of instrument controllers and prepare a schedule to replace two channel controllers with six channel controllers throughout the facility.</p> <p>FY27 – Replace RAS/WAS flow meters and two analyzer controllers.</p> <p>FY28 – Allowance for above equipment, plus replace the Digester H2S atmospheric monitoring equipment.</p> <p>FY29-34 –Allowance for above equipment.</p>
0350-550-8310	Electrical Distribution System Rehabilitation	See Full Page Description.

**CENTRAL MARIN SANITATION AGENCY
CAPITAL IMPROVEMENT PROGRAM - ACCOUNT / PROJECT DESCRIPTIONS
FY25 BUDGET AND 10-YEAR PROJECTION**

Liquid Treatment Processes and Equipment		
ACCOUNT NUMBER	ACCOUNT / PROJECT TITLE	ACCOUNT / PROJECT DESCRIPTION
0230-550-8401	Biotower Rotary Distributor Replacement	See Full Page Description.
0350-550-8402	Plant Pumps	<p>Scheduled replacement of centrifugal, positive displacement, and chopper pumps, and in-line grinders. These pumps transport sludge, scum, and other liquids throughout the facility.</p> <p>FY25 – Replace CCT scum pumps and one secondary system tank drain pump. Replace two sump pumps. Purchase grit pump.</p> <p>FY26 – Replace two recycled water pumps. Replace site sump pumps. Replace two sludge pumps, one scum pump, and two sump pumps.</p> <p>FY27 – Replace centrifuge feed pumps. Replace TWAS pumps at RDTs. Replace two sludge pumps, one scum pump, and two sump pumps. Replace sludge grinder.</p> <p>FY28 – Upsize blend channel drain pump and piping. Replace two sludge pumps, one scum pump, and two sump pumps.</p> <p>FY28-29 – Refurbish EPS wet weather pumps.</p> <p>FY29 – Replacement of both sludge recirculation grinders. Replace two sludge pumps, one scum pump, and two sump pumps.</p> <p>FY29-30 – Refurbish biotower pumps.</p> <p>FY30 – Placeholder for replacing two TWAS pumps at RDTs.</p> <p>FY30-34 – Allowance to replace pumps identified by condition assessments.</p>
0350-550-8403	Chemical Pumps	<p>Regular refurbishment or replacement, based on a condition assessment, of pumps and related equipment for the delivery of specific chemicals at various treatment unit processes. Chemical pumps include those for ferric chloride, hydrogen peroxide, calcium nitrate, sodium hypochlorite, emulsion polymer, and sodium bisulfite.</p> <p>FY25 – Replace polymer pump skid at RDTs. Refurbish three centrifuge ferric feed pumps. Refurbish San Rafael peroxide pumps.</p> <p>FY26 – Replace one chemical induction mixer. Refurbish Ross Valley peroxide pumps. Replace one SBS metering pump to align with new chlorine control plan.</p> <p>FY27 – Refurbish all eight nitrate solution metering pumps.</p> <p>FY28 – Assess ferric transfer pump from headworks to dewatering system to eliminate tank near the Solids Handling Building. Replace one chemical induction mixer.</p> <p>FY30 – Explore replacement options for Milton Roy chemical pumps.</p> <p>FY29-34 – Above allowances to replace chemical pumps based on condition assessment.</p>
0350-550-8404	Gates Rehabilitation	See Full Page Description.
0350-550-8405	Headworks Equipment	See Full Page Description.

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Liquid Treatment Processes and Equipment		
ACCOUNT NUMBER	ACCOUNT / PROJECT TITLE	ACCOUNT / PROJECT DESCRIPTION
0230-550-8406	Odor Control System Improvements	See Full Page Description.
0350-550-8407	Process Tank Maintenance	Refurbishment and replacement of mechanical equipment such as drive mechanisms, media vessels, and blowers in all process tanks and systems throughout the treatment facility. FY28 – Inspect and recoat interior and exterior of H2S scrubber vessels. FY31-34 – General tank related replacement of equipment as determined by condition assessment.
0350-550-8408	Primary Clarifiers Rehabilitation	See Full Page Description.
0350-550-8409	Secondary Clarifiers Rehabilitation	See Full Page Description.
0350-550-8411	Aeration System Rehabilitation	Replacement and rehabilitation of aeration system equipment. FY26 & 30 – Increase inventory of diffuser membranes as needed to replace damaged units during pressure washing. FY28, 32, & 34 – Replace aeration diffuser membranes in all four tanks every 4 years. FY30 – Blower core refurbishment every 10 years.
0230-550-8412	Process Piping Inspection/Repairs/Replacement	See Full Page Description.

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Liquid Treatment Processes and Equipment		
ACCOUNT NUMBER	ACCOUNT / PROJECT TITLE	ACCOUNT / PROJECT DESCRIPTION
0350-550-8413	Chemical Tanks	<p>Replacement of chemical storage tanks used throughout the treatment plant and in the collection system as they approach the end of their service lives. There are five sodium hypochlorite, two sodium bisulfite, two hydrogen peroxide, two polymer, four calcium nitrate, and three ferric chloride tanks. The replacement schedule is subject to change based on annual condition assessment inspection results.</p> <p>FY25 – Replace SBS Storage Tank No. 1. Perform an assessment on the effluent pump station’s Convault diesel storage tank. Develop design details for the roof reattachment on North Francisco nitrate tank replacement in FY26.</p> <p>FY26 – Replace on-site Peroxide Tank and replace the North Francisco nitrate solution tank and roof. Perform a condition assessment on the Headworks ferric chloride tank interiors (5-year cycle).</p> <p>FY27 – Replace the SQ Peroxide Tank (scope dependent on housing development). In-house assessment of the polymer day tanks in SHB.</p> <p>FY28 – Assess cost to run dual wall containment piping for ferric chloride and pump ferric chloride from Headworks to the Solids Handling Building versus replacing the SHB Ferric Chloride storage tank.</p> <p>FY29 – Replace the West R/R Nitrate Solution storage tank.</p> <p>FY30 – Replace the Paradise pump station Nitrate Solution storage tank.</p> <p>FY31 – Replace Hypochlorite Storage Tank No. 5.</p> <p>FY32 – Replace Hypochlorite Storage Tank No. 3.</p> <p>FY33 – Placeholder for tank replacement.</p> <p>FY34 – In-house assessment of Liquid Organic Waste Storage Tank.</p>
0350-550-8414	Piping, Valves & Operators	<p>There are over 750 plug valves in the treatment facilities, ranging in size up to 12” in diameter. This account includes annual allowances for routine maintenance and periodic replacement of these valves, their operators, and associated piping. This allowance may change as on-going condition assessments are completed.</p> <p>FY25 – Inspect Channel Air piping, isolation valves, and couplings, and repairs in-house.</p> <p>FY26 – Inspect exterior process tank drain piping and replace or coat as necessary. In-house replacement of channel air isolation valves and couplings.</p> <p>FY25-26 – Annual allowance for repairs as needed of above noted equipment.</p> <p>FY27 – Install MOV’s on centrifuge sludge feed lines to automate switching of feed between digesters.</p> <p>FY27 – Refurbish and coat the Effluent Pump Station exterior piping and check valves.</p> <p>FY28 – Comprehensive pipe inspection of all piping inside galleries by consultant.</p> <p>FY28 – Replace biogas piping, valves, and operators in the boiler room.</p> <p>FY29-34 – Allowance for repairs as determined by future condition assessments.</p>

**CENTRAL MARIN SANITATION AGENCY
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Liquid Treatment Processes and Equipment		
ACCOUNT NUMBER	ACCOUNT / PROJECT TITLE	ACCOUNT / PROJECT DESCRIPTION
0230-550-8415	CCT Valve and Screen Replacement	<p>The telescoping valves in the CCTs 1 through 4 are used to remove debris floating on the water surface.</p> <p>FY27 – Replace the telescoping valves in CCTs 1 through 4. An option that will be explored is to replace the telescoping valves with rotating pipe skimmers and motorized actuators. This project also includes replacing the recycled water screen.</p>
0230-550-8416	Influent Flow Meter Improvement	<p>Both the 45” San Rafael Interceptor and the 54” Ross Valley Interceptor are fitted with ultrasonic meters manufactured by Manning. These flow meters are near the end of their useful life and the original manufacturer no longer makes these units. A study was performed in FY21 that identified multi-path ultrasonic transit time meter technology as a suitable flow meter for replacement within the existing infrastructure to improve the accuracy in measuring large flow variations.</p> <p>FY25 – In-house evaluation of the new San Rafael flowmeter data and performance over the 2024 dry season.</p> <p>FY26 – Prepurchase new flow meter technology to prepare for installation on Ross Valley Interceptor in dry season of 2025.</p> <p>FY27 – Install new flow meter technology on Ross Valley Interceptor.</p>
0230-550-8417	Nutrient Removal	See Full Page Description.
0230-550-8418	Recycled Water	<p>Due to the 2020-2022 drought, annual placeholder funds are included for recycled water planning related activities in conjunction with continuous recycled water related feedback from the Board and/or the Marin Municipal Water District.</p> <p>FY24 – Placeholder for recycled water planning and/or studies.</p> <p>FY25 – Placeholder for recycled water planning and/or studies.</p> <p>FY26 – Placeholder for recycled water planning and/or studies.</p> <p>FY27 – Placeholder for recycled water planning and/or studies.</p> <p>FY28 – Placeholder for recycled water planning and/or studies.</p>

**CENTRAL MARIN SANITATION AGENCY
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Solids Treatment and Energy Generation Equipment and Systems		
ACCOUNT NUMBER	ACCOUNT / PROJECT TITLE	ACCOUNT / PROJECT DESCRIPTION
0230-550-8501	Emergency Generator Assessment & Improvement	<p>The emergency generator provides power to Agency facilities when utility power is not available, and the cogeneration systems are offline. The emergency generator system was installed in 1985 and consists of an electrical generator connected to a diesel-fueled reciprocating engine. While the equipment is relatively old, it has had minimal usage and is maintained per manufacturer's recommendations. In 2023 the generator was replaced, and an inspection found the engine to be in good condition.</p> <p>FY25 – Retain specialized firm to inspect the generator control system and evaluate the need for generator control upgrades.</p> <p>FY26-27 – Depending on the findings of the FY25 generator controls inspection, allowance to fund design and installation of updated emergency generator controls.</p> <p>FY30 – Placeholder for periodic condition assessment of emergency generator system.</p>
0230-550-8502	Digester Inspection, Cleaning & Cover Replacement	<p>Periodic cleaning and inspection of each anaerobic digester about every ten years based on CMSA's membrane covers' service lives. Agency staff will drain the tanks to allow a contractor to remove material that has accumulated inside the tanks. A specialty contractor will replace the membrane covers after the cleaning is complete and then staff will return each digester to service. Project timing may also be adjusted based on actual digester process and membrane cover performance.</p> <p>FY28 – Replace or rebuild one digester mix pump.</p> <p>FY29 – Replace or rebuild one digester mix pump.</p> <p>FY30 – Hire condition assessment firm to complete digester exterior structural concrete integrity assessment and plan for possible interior assessments in FY31 & 32 digester cleaning cycle. Depending on assessment results, waterproof coating of interior digester walls/floor in FY31 & 32 will be considered to avoid moisture damage to concrete/rebar.</p> <p>FY31 – Allowance to clean and inspect the interior of Digester No. 1 and replace its dual membrane cover and install pre-purchased valves.</p> <p>FY32 – Allowance to clean and inspect the interior of Digester No. 2 and replace its dual membrane cover and install pre-purchased valves.</p>
0350-550-8503	Centrifuge Replacement	See Full Page Description.
0350-550-8513	Jenbacher Cogeneration Maintenance	See Full Page Description.
0350-550-8506	Hot Water Systems	<p>Repair and replacement of hot water system pumps, valves, flex fittings, insulation, and piping as needed to maintain the system that supplies hot water to the digesters, buildings and facilities.</p> <p>FY25 – Admin building insulation.</p> <p>FY27-34 – Annual allowance for system repairs as needed, failing valves, piping leaks, booster pumps, and seals.</p>

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Solids Treatment and Energy Generation Equipment and Systems		
ACCOUNT NUMBER	ACCOUNT / PROJECT TITLE	ACCOUNT / PROJECT DESCRIPTION
0350-550-8508	Boilers	FY29 – Complete design and air permitting for replacement of existing boilers. FY30 – Remove two smaller existing boilers and replace with one larger new boiler, upgraded to meet future Bay Area Air Quality Management District requirements.
0350-550-8510	Biosolids Hoppers Maintenance	An allowance for monitoring and minor repairs to biosolids hoppers, gates, and hydraulic actuators. FY25-34 – Allowance for minor maintenance of mechanical equipment every other year. FY25 – Coat the biosolids hoppers. FY29 – Condition assessment of biosolids hoppers, including evaluating need for additional seismic strengthening or hopper replacement.
0350-550-8511	Organic Waste Receiving Facility	Repairs and replacement of pumps, valves, monitors, and other equipment in the Organic Waste Receiving Facility, including the Liquid Organic Waste Storage Tank. FY25-34 – Annual allowance for equipment replacement, including annual purchase of two mix pumps. FY25 – Conduct condition assessment on paddle finisher. Assess condition of lobes in rotary lobe pump and replace with spare lobes if necessary, performed in house. Order set of replacement lobes. Odor scrubber tank at OWRF. FY26 – Placeholder to conduct study for utilization options for future excess biogas production beyond Jenbacher capacity, including biogas upgrading and transportation fuel options and complete economic analysis. Study to be completed after nutrient removal alternative is selected. Replace paddle finisher as needed per assessment. FY27 – Replace odor scrubber fan and pit exhaust fan. FY28 – Purchase Huber screen replacement wear parts as needed (seals, O-rings, worm shaft, strainer bucket etc.). Complete condition assessment of two Watson Marlow peristaltic pumps. Reline the OWRF slurry pit. FY29 – Replace Watson Marlow pumps/major components per assessment. FY30 – Conduct crane assessment. FY31 – Assess MCC AC unit, upgrade PLC, and install new crane system if needed.

Effluent Storage Pond Rehabilitation (GL 0230-550-8201)			
Type of Project	Design and Capital Construction	Lead Department	Technical Services
Project Delivery	Formally Bid		
Description and Justification	The effluent storage pond was constructed over a deep layer of Young Bay Mud that settles unevenly under the pond. This causes loss of capacity due to berm settling, and small areas of shallow standing water after the pond is emptied due to bottom settling. The berm was reconstructed and raised in 2007, with a new geotextile liner and new sections of intake and outlet piping. There is an allowance for surveying and project scoping in FY27, design in FY28, and potential renovation of the pond berms and bottom in FY29, depending on the survey results.		
Risk Assessment	This is a low risk project because berm settlement does not occur rapidly. Berm condition will be regularly monitored, and the survey timing can be adjusted if necessary.		
Schedule	Activity Description	Cost	
FY27	Survey entire berm, top road, and pond bottom for excessive or uneven settlement, assess potential pond bottom for repair or replacement, and determine scope of improvements needed.	\$20,300	
FY28	Develop design improvements for the pond.	\$35,800	
FY29	Construction allowance (including 12 percent allowance for construction management and engineering services during construction) for re-grading the pond bottom and/or raising the berm, including extending and re-anchoring the buried extra liner material and rebuilding the service road on top of the berm.	\$1,616,400	
Project Total			\$1,672,500

Facility Roofs Rehabilitation (GL 0230-550-8208)			
Type of Project	Design and Capital Construction	Lead Department	Technical Services
Project Delivery	Maintenance Contract/Informally Bid/Formally Bid		
Description and Justification	Rehabilitate portions of the standing seam metal and built-up roofs as needed, and perform minor repairs on their supporting structures, if required. The various agency built-up roofs were mostly replaced around 2007 and are not expected to require full replacement until after 2030. Allowances are included below for minor repairs on the built-up and standing seam roofs until their complete replacement.		
Risk Assessment	This is a medium risk project as the fall 2018 roof inspection indicated that the roof systems are generally in good condition, except for the items described above and below.		
Schedule	Activity Description	Cost	
FY26	Maintenance building and Annex building roof assessments.	\$20,000	
FY27	Annual allowance to patch or repair facility standing seam and built-up roof areas as needed.	\$75,000	
FY28	Cost for replacement of the Maintenance Building metal roof, including 20 percent allowance for design, construction management and engineering services during construction.	\$1,047,200	
FY29-34	Annual allowance to patch or repair facility built-up roof areas as needed.	\$229,700	
Project Total			\$1,371,900

Solids Handling Building Elevator Control Replacement (GL 0230-550-8209)			
Type of Project	Design and Capital Construction	Lead Department	Technical Services
Project Delivery	Formally Bid		
Description and Justification	The elevator control system will need to be replaced due to age and issues that have required increased maintenance in recent years. Additionally, frequent use of the elevator is anticipated for the upcoming centrifuge replacement project.		
Risk Assessment	This is a medium risk project.		
Schedule	Activity Description	Cost	
FY25	Retain specialized elevator consultant to review site conditions and prepare scope of work for formal bidding from specialized elevator companies.	\$232,950	
FY26	Construction of elevator control system replacement project, including 20 percent allowance for design, construction management and engineering services during construction.	\$202,100	
FY29	Retain specialized elevator consultant to complete comprehensive assessment of elevator system, including elevator cabin, cable system, sump pump equipment and elevator motors.	\$68,400	
Project Total			\$503,450

Facility Structures Seismic Study (GL 0230-550-8210)			
Type of Project	Design and Capital Construction	Lead Department	Technical Services
Project Delivery	Professional Services Agreement		
Description and Justification	The 2018 Facility Master Plan recommends conducting a study to evaluate seismic impacts due to soil settlement. Subsidence of the ground has occurred in multiple locations throughout the facility, including in the immediate areas around process tanks. Because structures were constructed on pile foundations, the settlement has produced gaps under the bottom of the structures.		
Risk Assessment	This is a medium risk project due to the unknown risk posed to facility structures resulting from soil settlement.		
Schedule	Activity Description	Cost	
FY25	Conduct a study to quantify the risk of structural damage due to soil settlement and identify future structural improvement projects, if necessary.	\$247,200	
Project Total			\$247,200

Electrical Distribution System Rehabilitation (GL 0350-550-8310)			
Type of Project	Design and Capital Construction	Lead Department	Technical Services
Project Delivery	Professional Services Agreement/Formally Bid		
Description and Justification	<p>The existing switchgear electrical components are mostly comprised of equipment from 1985. While most of the equipment is operational, it is increasingly difficult to locate replacements because the manufacturers no longer provide full technical support. The switchgear and Headworks MCC were inspected in 2023 and found to be in good overall condition given their age and relatively minor shortcomings were addressed in 2023. It was recommended to, and approved by, the Board to re-test the switchgear and Headworks MCC in two years, and to postpone the design and construction of a new switchgear and Headworks MCC by the same number of years. This project also includes allowances to investigate and replace motor control centers located in several treatment process areas when condition assessment findings warrant replacement, as described in the below activity schedule.</p> <p>Depending on the outcomes of the nutrient removal master plan, this entire account may need to be rearranged in terms of timing and scope if the recommended nutrient removal alternative will necessitate significant changes to the facility's electrical system, such as upsizing and/or relocating the main switchgear.</p> <p>All construction allowances below include a standard 8 percent allowance for construction management and a 4 percent allowance for engineering services during construction.</p>		
Risk Assessment	This is a high risk project because a failure of the switchgear and/or MCCs would result in a significant process disruption, potentially resulting in shutdowns or significant downtime that could result in discharge of untreated effluent.		
Schedule	Activity Description	Cost	
FY26	Reinspect main switchgear and headworks MCC.	\$120,000	
FY26	Allowance for consultant assistance for inspection scope and final report.	\$35,000	
FY27	Design headworks MCC replacement.	\$200,000	
FY28	Construction of headworks MCC replacement.	\$1,628,800	
FY28	Design of main switchgear replacement.	\$469,400	
FY28	Plantwide MCC condition assessment and major conductor condition assessment. Perform short circuit study update.	\$270,000	
FY29	Construction of main switchgear replacement.	\$6,407,000	
FY29	Placeholder for design of one MCC replacement.	\$256,300	
FY30	Placeholder for construction of one MCC replacement.	\$1,986,300	
FY31	Placeholder for design of one MCC replacement.	\$300,000	
FY32	Placeholder for construction of one MCC replacement.	\$2,193,500	
FY33	Placeholder for design of one MCC replacement.	\$331,300	
FY34	Placeholder for construction of one MCC replacement.	\$2,422,300	
Project Total			\$16,619,900

Biotower Rotary Distributor Replacement (GL 0230-550-8401)			
Type of Project	Design and Capital Construction	Lead Department	Technical Services
Project Delivery	Formally Bid		
Description and Justification	<p>The biotowers are the first of two secondary treatment processes, and remove some of the biochemical oxygen demand from the primary effluent before treatment in the aeration tanks. The rotary distributor is the critical moving part, spreading wastewater evenly on the filter media. The rotary distributor and top level of filter media in Biotower No. 2 were replaced in 2010. This project is a placeholder – the biotowers may be demolished or repurposed depending on the nutrient removal project.</p> <p>All construction allowances below include a standard 8 percent allowance for design, an 8 percent allowance for construction management, and a 4 percent allowance for engineering services during construction.</p>		
Risk Assessment	This is a medium risk project. The rotary distributor for Biotower No.2 is operating but has significant corrosion. The upper media bed needs to be replaced due to weather damage.		
Schedule	Activity Description	Cost	
FY28	Expert assessment and design assistance to prepare for replacement of the biotower rotary distributor for Biotower No. 1.	\$50,000	
FY29	Replace galvanized-steel distributor mechanism and plastic spreader nozzles with a motor-operated mechanism for Biotower No. 1. Replace distributor bearing. Replace or re-galvanize the cast iron turntable on which the mechanism turns for Biotower No. 1. Replace the top tier of media that is subject to weather damage.	\$1,266,100	
FY33	Replace galvanized-steel distributor mechanism and plastic spreader nozzles with a motor-operated mechanism for Biotower No. 2. Replace distributor bearing. Replace or re-galvanize the cast iron turntable on which the mechanism turns for Biotower No. 2. Replace the top tier of media that is subject to weather damage.	\$1,791,700	
Project Total			\$3,107,800

Gates Rehabilitation (GL 0350-550-8404)			
Type of Project	Design and Capital Construction	Lead Department	Maintenance
Project Delivery	Maintenance Project/Informally Bid/ Formally Bid		
Description and Justification	There are several large gates that control flow into, through, and between processes. The gates are also used to isolate process tanks for repair or maintenance. When condition assessments warrant, these gates will be replaced with stainless steel gates, which have a longer service life because they have better corrosion resistance and sealing surfaces that can be refurbished.		
Risk Assessment	This is a low-risk project, provided the gates are replaced according to condition assessment findings.		
Schedule	Activity Description	Cost	
FY25	Replace pond isolation gate including structural modifications inside the triangle pit by contractor. Replace aeration basin #1 and #4 effluent channel isolation gates. Replace three chlorine contact tank isolation gates.	\$253,000	
FY26	Replace headworks influent gates. Install a new isolation gate for CCT's 5 and 6.	\$506,800	
FY27-34	Allowance to replace gates as needed based on condition assessment, including the following: FY27 – Replace Grit Tank No. 1 and 5 influent gates. FY28 – Replace Grit Tank No. 2 and 4 influent gates. FY29 – Replace two isolation gates between Aeration Tank No. 1 and 2. FY30 – Replace two isolation gates between Aeration Tank No. 3 and 4. FY31 – Replace the effluent isolation gates on Secondary Clarifier No. 2 and 3 and add MOV and conduit to automate gates. FY32 – Replace the effluent isolation gates on Secondary Clarifier No. 1 and 4 and add MOV and conduit to automate gates. FY33 – Gate assessment for the 72" and 84" effluent pump station and outfall isolation gates and the South San Francisco junction box and Ross Valley junction box isolation gates. FY34 – Allowance for gate rehabilitation or replacement.	\$1,024,500	
Project Total			\$1,784,300

Headworks Equipment (GL 0350-550-8405)			
Type of Project	Design and Capital Construction	Lead Department	Maintenance/TSM
Project Delivery	Maintenance Project/ Formally Bid/ Professional Services Agreement		
Description and Justification	Equipment in the headworks building is used to collect, transport, dewater, and store screenings and grit from plant influent. Headworks equipment includes screens, hydraulic systems, grit hoppers, grit classifiers, and grit pumps that operate in a very corrosive and erosive environment requiring ongoing maintenance and refurbishment or replacement.		
Risk Assessment	This is a medium risk project as most of the headworks equipment has redundant equipment.		
Schedule	Activity Description	Cost	
FY25	Complete design of the Grit Classifiers Replacement Project. Pre-purchase grit washers and grit pumps.	\$1,194,000	
FY25	Begin construction: Replace three grit classifiers with two high efficiency grit washers, replace all 5 grit pumps, pipe fittings, and controls.	\$600,000	
FY25	Provide engineering services during construction, construction management assistance, and allowance for change orders due to field conditions.	\$48,000	
FY25	Complete manufacturer's assessment of the headworks screens.	\$5,000	
FY26	Complete construction phase of the Grit Classifiers Replacement Project.	\$610,000	
FY26	Replacement of blowers and diffusers for aerated grit system. Condition assessment of submerged concrete structures in grit tanks. Purchase replacement parts and hire crane for major refurbishment of one headworks screen.	\$781,300	
FY27	Purchase replacement parts and hire crane for major refurbishment of other headworks screen. In-house replacement of glass-lined DIP from grit pump #5.	\$202,700	
FY28	In-house replacement of glass-lined DIP from grit pump #4.	\$97,600	
FY29	In-house replacement of glass-lined DIP from grit pump #3.	\$102,600	
FY30	In-house replacement of glass-lined DIP from grit pump #2.	\$107,800	
FY31	In-house replacement of glass-lined DIP from grit pump #1.	\$113,300	
FY27-34	Allowance to replace equipment and complete concrete repairs in grit basin as needed based on condition assessment.	\$456,200	
Project Total		\$4,318,500	

Odor Scrubber Replacement (GL 0230-550-8406)			
Type of Project	Design and Capital Construction	Lead Department	Technical Services
Project Delivery	Professional Services Agreement/Formally Bid		
Description and Justification	<p>Some wastewater treatment processes produce odorous gases. The existing odor control scrubbers serve as one component of the Agency's overall odor control management program. Odor control scrubbers located in the Headworks, Biotower basement, and Solids Handling Building are approaching the end of their service lives. A consulting firm prepared a conceptual design report with limited sampling to evaluate the overall scrubber performance and cost estimates to replace each unit with activated carbon media systems. While sampling showed existing scrubbers were not overly efficient, they are capable of removing odors to a level that did not impact the Agency's surrounding neighbors. The 2018 Facilities Master Plan considered the conceptual design report findings and recommends eventually replacing the Headworks and Biotower odor scrubbers. An allowance for this replacement as well as the SHB odor scrubber replacement has been included in the CIP and will be evaluated in future years depending on actual system performance.</p> <p>All construction allowances below include a standard 8 percent allowance for design, an 8 percent allowance for construction management, and a 4 percent allowance for engineering services during construction.</p>		
Risk Assessment	This is a low risk project because the odor scrubbers are operating with minor issues.		
Schedule	Activity Description	Cost	
FY29	Placeholder for removing the Headworks odor scrubber and replace with an activated carbon scrubber.	\$2,648,600	
FY31	Remove the Biotower basement odor scrubbers and replace with a single activated carbon scrubber.	\$3,104,600	
FY33	Allowance to design and construct scrubber replacement in the SHB.	\$2,239,600	
Project Total			\$7,992,800

Primary Clarifiers Rehabilitation (GL 0350-550-8408)			
Type of Project	Design and Capital Construction	Lead Department	Technical Services
Project Delivery	Maintenance Project/Formally Bid/Professional Services Agreement		
Description and Justification	<p>There are seven primary clarifiers in the treatment plant. Five of the clarifiers began operating in 1985 and began operating in 2010. The mechanical equipment in the five original clarifiers were upgraded to non-corroding, non-metallic components. However, other metal surfaces in the tanks require periodic industrial coating. Additionally, the mechanical equipment also requires periodic replacement. The 2018 Facilities Master Plan recommends a project to address work noted above plus repairing concrete damage and replacing metal piping with PVC piping. As each primary clarifier is taken down, the north walls, which have been found to be leaking into Gallery A at times, will be repaired and coated with a waterproofing product. Additionally, an allowance for replacement of flights/chains/sprockets/wear strips that was included under the Process Tank Maintenance account will be combined with the work in this account from FY24 onward. In FY24 a new primary baffle technology will be installed into Primary Clarifier No.1 to determine the potential performance enhancements. If the baffle technology proves successful in Primary Clarifier No. 1 and if there are no conflicts with the chosen nutrient project strategy, it will be subsequently installed in the remaining six clarifiers according to the below schedule.</p>		
Risk Assessment	This is a low risk project because the planned work will be conducted in the summer when primary clarifiers can be out of service for extended periods of time.		
Schedule	Activity Description	Cost	
FY25	Completion of the Clarifier No. 1 baffle system installation, concrete repair, waterproofing, and recoating of the north wall.	\$350,000	
FY25	Rehabilitate Clarifier No. 2, including recoating of steel mechanisms, resurfacing of the sludge hopper, and replacing deteriorated metal pipes by the contractor. Replacement of flights/chain/sprockets/wear strips for Clarifier No. 2 will be performed in-house.	\$537,000	
FY25	Allowance to procure flow optimization baffle system for Clarifier No. 2.	\$223,510	
FY26	Install flow optimization baffle system for Clarifier No. 2. Allowance to procure flow optimization baffle system for Clarifier No. 3 & 4.	\$522,300	
FY26	Install flow optimization baffle system for Clarifier No. 3 & 4.	\$110,500	
FY26	Rehabilitate Clarifier No. 3 and 4, including recoating of steel mechanisms, resurfacing of the sludge hopper, and replacing deteriorated metal pipes by the contractor. Replacement of flights/chain/sprockets/wear strips for Clarifier No. 3 and 4 will be performed in-house.	\$1,128,700	
FY27	Rehabilitate Clarifier No. 5, including recoating of steel mechanisms, resurfacing of the sludge hopper, and replacing deteriorated metal pipes by the contractor. Replacement of flights/chain/sprockets/wear strips for Clarifier No. 5 will be performed in-house.	\$623,200	
FY27	Install flow optimization baffle system for Clarifier No. 5. Allowance to procure flow optimization baffle system for Clarifier No. 5.	\$302,100	
FY28	Allowance for industrial coatings in Clarifier No. 6.	\$271,600	

FY28	Replace flights/chain/sprockets/wear strips for Clarifiers No. 6.	\$104,500
FY28	Allowance to procure and install flow optimization baffle system for Clarifier No. 6.	\$333,600
FY29	Allowance for industrial coatings in Clarifier No. 7.	\$285,400
FY29	Replace flights/chain/sprockets/wear strips for Clarifiers 7. Complete primary clarifier 1-5 lighting assessment.	\$134,200
FY29	Allowance to procure and install flow optimization baffle system for Clarifier No. 7.	\$350,500
Project Total		\$5,277,110

Secondary Clarifiers Rehabilitation (GL 0350-550-8409)			
Type of Project	Design and Capital Construction	Lead Department	Technical Services
Project Delivery	Professional Services Agreement/Formally Bid		
Description and Justification	There are four secondary clarifiers in the treatment plant, which were last rehabilitated in 2021-2023. Staff recommends assessing the steel mechanisms, concrete, and coatings every 10 years to determine extent of metal loss and corrosion, and then developing a rehabilitation project for each clarifier to repair the corrosion on mechanical equipment, metal structural components, internal pipes, effluent trough concrete, and FRP grating.		
Risk Assessment	This is a high risk project because failure of a secondary clarifier could lead to treatment plant process disruptions and possible discharge of effluent that does not meet NPDES treatment limits.		
Schedule	Activity Description	Cost	
FY31	Condition assessment of steel mechanisms, PVC pipes, drive units, FRP walkway and concrete, including metal loss and coating system on steel members and concrete effluent trough for Secondary Clarifiers No. 3 and 4 by corrosion consultant and develop design plans and specifications with consultant using design assist approach. CCTV inspection of Secondary Clarifier No. 3 and 4 center column and internal RAS pipes by corrosion consultant.	\$96,300	
FY32	Secondary Clarifier No. 3 Rehabilitation, including 20 percent allowance for design, construction management and engineering services during construction.	\$1,020,200	
FY32	CCTV inspection of Secondary Clarifier No. 1 and 2 center column and internal RAS pipes.	\$44,700	
FY32	Allowance to pre-purchase replacement center column/RAS pipe assembly for Secondary Clarifier No. 1.	\$148,800	
FY32	Condition assessment of steel mechanisms, PVC pipes, drive units, FRP walkway and concrete, including metal loss and coating system on steel members and concrete effluent trough for Secondary Clarifier No. 1 and 2 by corrosion consultant.	\$14,800	
FY33	Secondary Clarifier No. 1 and 4 Rehabilitation, including 20 percent allowance for design, construction management and engineering services during construction.	\$2,187,800	
FY34	Secondary Clarifier No. 2 Rehabilitation, including 20 percent allowance for design, construction management and engineering services during construction.	\$1,126,600	
Project Total		\$4,639,200	

Process Piping Inspection/Repairs/Replacement (GL 0230-550-8412)			
Type of Project	Design and Capital Construction	Lead Department	Technical Services
Project Delivery	Professional Services Agreement/ Informally Bid		
Description and Justification	The San Rafael and Ross Valley Interceptors are large diameter buried force mains and are the only pipelines that convey wastewater from the satellite collection agency service areas to CMSA. There are also several large diameter pipelines within the facility that transfer water between treatment processes. Recommended projects from the 2018 Facilities Master Plan and 2020 process pipeline inspection and condition assessment and are described in the below activity schedule.		
Risk Assessment	This is a medium risk project because the condition of the pipelines and flexible joints is unknown. However, the pipelines have not leaked or shown signs of corrosion.		
Schedule	Activity Description	Cost	
FY25	Consultant inspection of the Ross Valley Interceptor before the affordable housing development is constructed. In-house repair of corrosion at top of pipe at the Peroxide Station.	\$75,000	
FY25	Perform pond headwall crack injection repair.	\$20,000	
FY26	Replace hypochlorite chemical lines located along gallery walls with double contained PVC pipe and explore opportunities to relocate chemical piping to the bottom of the pipe rack.	\$121,100	
FY27	Allowance to inspect the San Rafael Interceptor.	\$100,200	
FY31	10-year inspection of process pipelines.	\$137,900	
Project Total			\$454,200

Nutrient Removal (0230-550-8417)			
Type of Project	Planning and Design	Lead Department	Technical Services
Project Delivery	PSA		
Description and Justification	Due to significant algae blooms in the San Francisco Bay, the Tentative Order from the Regional Water Quality Control Board was issued in April 2024 and includes interim nitrogen effluent limitations for CMSA starting October 1, 2024 and final effluent limitations starting October 1, 2034. The Tentative Order also prescribes a timeline for completing planning, predesign, final design, construction, commissioning, and reporting activities between 2024 and 2034. Funding is included below for the initial planning, pre-design, and final design phases of CMSA's nutrient removal program as well as a construction allowance based on the inflation adjusted nutrient removal cost from the 2017 Facilities Master Plan.		
Risk Assessment	This is a medium low risk project because there is still adequate time to prepare for the future compliance targets.		
Schedule	Activity Description	Cost	
FY25	Allowance for retaining a consultant to complete the Nutrient Removal Alternatives Evaluation and Facilities Plan project. The work included development of a treatment facility process model, screening and evaluation of potential nutrient removal alternatives, and development of a facilities plan for the preferred nutrient removal alternative.	\$1,000,000	
FY26	Allowance for possible pilot testing and starting the pre-design of the selected nutrient removal alternative.	\$1,000,000	
FY27	Allowance for completing the pre-design and starting the final design of the selected nutrient removal alternative.	\$1,000,000	
FY28	Allowance for completing the final design of the selected nutrient removal alternative.	\$2,000,000	
FY29-30	Allowance for construction of selected nutrient removal alternative. Cost is based on the nutrient removal cost from the 2017 Facilities Master Plan, adjusted for inflation. Cost includes standard allowances for engineering services during construction and construction management.	\$65,082,300	
Project Total			\$70,082,300

Centrifuge Replacement (GL 0350-550-8503)			
Type of Project	Design and Capital Construction	Lead Department	Technical Services
Project Delivery	Professional Services Agreement/Formally Bid		
Description and Justification	The Agency dewateres digested sludge with three centrifuges that rotate at high speeds to remove water and produce biosolids. The high-speed rotation and corrosive operating environment necessitate a significant amount of routine maintenance for optimum performance. CMSA's centrifuges were installed in 2000 and are scheduled for replacement. A consultant was retained in 2023 to assist with evaluating and selecting replacement centrifuges which is almost completed. Final design, pre-purchase and installation of the new centrifuges will be completed according to the below schedule.		
Risk Assessment	This is a medium risk project because the centrifuges will be over 20 years old before being fully replaced, however with proper maintenance the existing centrifuges are expected to operate and meet the Agency's needs until replacement is completed.		
Schedule	Activity Description	Cost	
FY25	Complete design of the centrifuge replacement project.	\$525,000	
FY25	Pre-purchase three new centrifuges.	\$1,500,000	
FY26	Begin construction of the centrifuge replacement project.	\$3,700,000	
FY26	Construction management and engineering services during construction for centrifuge replacement project.	\$175,000	
FY27	Complete construction of the centrifuge replacement project.	\$578,000	
FY27	Construction management and engineering services during construction for centrifuge replacement project.	\$30,000	
Project Total			\$6,508,000

Jenbacher Cogeneration Maintenance (GL 0350-550-8513)			
Type of Project	Larger Maintenance Activities	Lead Department	Maintenance
Project Delivery	Maintenance Project/Informally Bid/Formally Bid		
Description and Justification	The cogeneration system runs continuously, utilizing biogas and natural gas to generate most of the Agency's electrical power and to supply the Agency's hot water needs. In FY22, CMSA executed a Long-Term-Service-Agreement (LTSA) with Western Energy Systems to complete most of the required services for the Jenbacher engine and generator for a 10-year period, including minor and major overhauls per the timetable below. Select cogeneration engine system maintenance services, such as the 3,333 hour Jenbacher engine service interval or the replacement of the SCR catalyst bricks, will be completed by CMSA staff and associated parts and supplies are budgeted in a separate operating account.		
Risk Assessment	This is a minor risk project because CMSA has the Waukesha cogeneration engine as well as utility power as backup power supply.		
Schedule	Activity Description	Cost	
FY25-34	Annual allowance for contracted 10-yr LTSA including third-party parts and labor.	\$993,000	
FY26	In-house assessment for tank usage and combination/optimization options (urea, oil and waste oil tanks) and placeholder for procurement.	\$75,000	
FY27	Minor overhaul at 40,000 operating hours per the terms of the LTSA.	\$212,600	
FY28	Allowance for routine replacement of Selective Catalytic Reducer and Oxidation Catalyst internal materials.	\$65,000	
FY32	Major overhaul at 80,000 operating hours per the terms of the LTSA.	\$462,100	
FY32	Allowance for routine replacement of Selective Catalytic Reducer and Oxidation Catalyst internal materials.	\$79,300	
Project Total			\$1,887,000

New Cogeneration System (GL 0230-550-8505)			
Type of Project	Design and Capital Construction	Lead Department	Technical Services
Project Delivery	Formally Bid		
Description and Justification	The construction of the new cogeneration system began in FY21 and was substantially completed in FY23. Due to unforeseen delays in the PG&E interconnection process, some remaining work, including payment of the remaining project retention for the equipment supplier, occurred in FY24 and due to the precooler installation delays a small amount of related work will be delayed until early FY25. The existing cogeneration engine will remain available as a backup unit.		
Risk Assessment	This is a low-risk project because the existing engine can remain in service for an extended period of time if properly maintained.		
Schedule	Activity Description	Cost	
FY25	Complete installation of the precooler system, and installation and testing of remaining portions of the new cogeneration system (black start functionality testing and urea system modifications) and payment of project retention for the equipment supplier, and complete project record drawings.	\$396,760	
FY25	Air permit modification support from Mizutani Environmental	\$10,000	
FY25	Inflation Reduction Act funding support from Mike Brown Engineers	\$15,000	
Project Total			\$421,760

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CENTRAL MARIN SANITATION AGENCY
Adopted Budget Adjusted FY25
SCHEDULE OF REVENUE ALLOCATION TABLES

Description	Adopted FY24	Adopted FY25	Adopted-Adjusted FY25
Flow-Strength Allocation Table (for service charges and capital fee)	36M Flow 36M Strength	36M Flow 36M Strength	36M Flow 36M Strength
SRSD	42.73%	42.73%	40.85%
RVSD	48.69%	48.69%	49.15%
SD #2	8.58%	8.58%	10.00%
Totals	100.00%	100.00%	100.00%
Allocation of Service Charges to Members	\$ 12,676,999	\$ 13,184,079	\$ 13,247,500
SRSD	5,416,882	5,633,557	5,411,604
RVSD	6,172,431	6,419,328	6,511,146
SD #2	1,087,687	1,131,194	1,324,750
Totals	\$ 12,676,999	\$ 13,184,079	\$ 13,247,500
Allocation of Capital Fee to Members	\$ 1,264,551	\$ 1,546,375	\$ 1,575,500
SRSD	540,343	660,766	643,592
RVSD	615,710	752,930	774,358
SD #2	108,498	132,679	157,550
Totals	\$ 1,264,551	\$ 1,546,375	\$ 1,575,500
Debt Service Cost - Revenue Bonds Series 2015 and 2020			
Service charges-debt service principal	\$ 3,175,000	\$ 3,325,000	\$ 3,325,000
Service charges-debt service interest	1,326,006	1,175,281	1,175,300
Subtotal debt service	4,501,006	4,500,281	4,500,300
Service charges-debt service coverage	1,125,252	1,125,070	1,125,100
Total debt service cost	\$ 5,626,258	\$ 5,625,351	\$ 5,625,400
EDU Count (for debt service allocation)			
SRSD (Effective FY18 fixed at 19,545)	19,545	19,545	19,545
RVSD (Effective FY18 fixed at 22,404)	22,404	22,404	22,404
SD #2 (Effective FY18 fixed at 6,090)	6,090	6,090	6,090
SQSP (Effective FY18 fixed at 4,005)	4,005	4,005	4,005
Total EDU's	52,044	52,044	52,044
Allocation of Debt Service Costs to Members			
SRSD	\$ 2,133,663	\$ 2,133,294	\$ 2,133,314
RVSD	2,445,770	2,445,347	2,445,370
SD #2	664,825	664,710	664,716
SQSP	382,000	382,000	382,000
Totals	\$ 5,626,258	\$ 5,625,351	\$ 5,625,400
Total debt service charge per EDU - SRSD, RVSD, SD2	\$ 109.17	\$ 109.15	\$ 109.15
Total debt service charge per EDU - SQSP	\$ 95.38	\$ 95.38	\$ 95.38
Total billed charges to JPA members	19,567,808	20,355,805	20,448,400

CENTRAL MARIN SANITATION AGENCY
FY25 Adopted Budget
Initial Allocation of Service Charges using Flow and Strength (with SQSP)

I. Allocation of treatment costs by Flow and Strength

A. Flow volume	50.6%
B. Biological Oxygen Demand mass (BOD, Strength)	24.7%
C. Total Suspended Solids mass (TSS, Strength)	24.7%
Total Distribution	100.0%

A. Annual (April to March) Flows volume into CMSA in million gallons

	SRSD	RVSD	SD #2	SQSP	Total CMSA Plant Influent Flow
April 1, 2021 to March 31, 2022	1,528.75	1,823.97	380.60	191.71	3,925.03
April 1, 2022 to March 31, 2023	1,790.60	2,162.60	489.60	234.63	4,677.43
April 1, 2023 to March 31, 2024 (Initial for FY25)	1,710.39	2,077.06	483.39	274.12	4,544.96
Total 36 month Flow	5,029.74	6,063.63	1,353.59	700.46	13,147.42
% of Flow	38.25%	46.12%	10.30%	5.33%	100.0%

B. Annual (April to March) Mass of Biological Oxygen Demand (BOD) in pounds

	SRSD	RVSD	SD #2	SQSP	Total CMSA Plant Influent BOD
April 1, 2021 to March 31, 2022	3,917,515	4,363,453	696,542	414,336	9,391,846
April 1, 2022 to March 31, 2023	4,129,275	5,481,327	864,776	371,692	10,847,070
April 1, 2023 to March 31, 2024 (Initial for FY25)	2,875,288	3,032,390	837,188	427,445	7,172,311
Total 36 month BOD	10,922,078	12,877,170	2,398,506	1,213,473	27,411,227
% of Total BOD	39.85%	46.97%	8.75%	4.43%	100.0%

C. Annual (April to March) Mass of Total Suspended Solids (TSS) in pounds

	SRSD	RVSD	SD #2	SQSP	Total CMSA Plant Influent TSS
April 1, 2021 to March 31, 2022	4,544,402	4,592,978	726,137	446,304	10,309,821
April 1, 2022 to March 31, 2023	4,798,016	7,166,745	858,085	377,075	13,199,921
April 1, 2023 to March 31, 2024 (Initial for FY25)	2,458,975	2,666,112	1,020,479	557,173	6,702,739
Total 36 month TSS	11,801,393	14,425,835	2,604,701	1,380,552	30,212,481
% of Total TSS	39.06%	47.75%	8.63%	4.56%	100.0%

II. Allocation of Flow and Strength to JPA Members and SQSP

This is determined by multiplying the allocation of treatment costs by volume and strength (Section I) by each member's share of the flow (Section A), BOD (B) and TSS (C)

	SRSD	RVSD	SD #2	SQSP	Total Allocation
FY25 Adopted Budget	38.85%	46.73%	9.51%	4.91%	100.00%

CENTRAL MARIN SANITATION AGENCY
FY24 Adopted Budget
Initial Allocation of Service Charges and Capital Fee using Flow and Strength (without SQSP)

I. Allocation of treatment costs by Flow and Strength

A. Flow volume	50.6%
B. Biological Oxygen Demand mass (BOD, Strength)	24.7%
C. Total Suspended Solids mass (TSS, Strength)	24.7%
Total Distribution	100.0%

A. Annual (April to March) Flows volume into CMSA in million gallons

	SRSD	RVSD	SD #2	Total CMSA Plant Influent Flow
April 1, 2021 to March 31, 2022	1,528.75	1,823.97	380.60	3,733.32
April 1, 2022 to March 31, 2023	1,790.60	2,162.60	489.60	4,442.80
April 1, 2023 to March 31, 2024 (Initial allocation FY25)	1,710.39	2,077.06	483.39	4,270.84
Total 36 month Flow	5,029.74	6,063.63	1,353.59	12,446.96
% of Flow	40.41%	48.72%	10.87%	100.0%

B. Annual (April to March) Mass of Biological Oxygen Demand (BOD) in pounds

	SRSD	RVSD	SD #2	Total CMSA Plant Influent BOD
April 1, 2021 to March 31, 2022	3,917,515	4,363,453	696,542	8,977,510
April 1, 2022 to March 31, 2023	4,129,275	5,481,327	864,776	10,475,378
April 1, 2023 to March 31, 2024 (Initial allocation FY25)	2,875,288	3,032,390	837,188	6,744,866
Total 36 month BOD	10,922,078	12,877,170	2,398,506	26,197,754
% of Total BOD	41.69%	49.15%	9.16%	100.0%

C. Annual (April to March) Mass of Total Suspended Solids (TSS) in pounds

	SRSD	RVSD	SD #2	Total CMSA Plant Influent TSS
April 1, 2021 to March 31, 2022	4,544,402	4,592,978	726,137	9,863,517
April 1, 2022 to March 31, 2023	4,798,016	7,166,745	858,085	12,822,846
April 1, 2023 to March 31, 2024 (Initial allocation FY25)	2,458,975	2,666,112	1,020,479	6,145,566
Total 36 month TSS	11,801,393	14,425,835	2,604,701	28,831,929
% of Total TSS	40.94%	50.03%	9.03%	100.0%

II. Allocation of Sewer Service Charges to JPA Members

This is determined by multiplying the allocation of treatment costs by volume and strength (Section I) by each member's share of the flow (Section A), BOD (Section B) and TSS (Section C).

	SRSD	RVSD	SD #2	Total Allocation
FY25 Initial allocation = FY24 Final allocation %	40.85%	49.15%	10.00%	100.00%

CENTRAL MARIN SANITATION AGENCY
Schedule of Equivalent Dwelling Units (EDU) and Cost per EDU

Status	Fiscal Year	SRSD	RVSD	Larkspur	SD #2	JPA Members	SQSP	Total EDU	
								Count	Change
Actual	FY15	19,643	19,666	2,982	6,216	48,507	4,005	52,512	351
Actual	FY16	19,555	19,700	3,019	6,076	48,350	4,005	52,355	(157)
Actual	FY17	19,332	19,298	3,039	6,055	47,724	4,005	51,729	(626)
Actual	FY18	19,565	19,448	3,060	6,008	48,081	4,005	52,086	357
Actual	FY19	19,716	19,345	3,066	6,152	48,279	4,005	52,284	198
Actual	FY20	19,609	22,248	See note	6,245	48,102	4,005	52,107	(178)
Actual	FY21	19,674	22,422		6,152	48,248	4,005	52,253	147
Actual	FY22	19,122	22,098		5,680	46,900	4,005	50,905	(1,348)
Actual	FY23	19,334	22,114		5,815	47,263	4,005	51,268	363
Actual	FY24	19,342	22,308		6,157	47,807	4,005	51,812	544

The EDU table above shows reported EDUs for each fiscal year. The total EDU count for JPA members is used to establish the operating revenue EDU rate. The debt service EDU count was fixed effective FY18 for debt service allocation purposes. The combined operating and debt service EDU rates are used to establish the annual waste facilities use charge each July 1st.

Note: In January 2020, the city of Larkspur withdrew from the JPA.

	FY25 Adopted EDU Updated with FY24 Actual EDU
Service Charges & Capital Fee	\$ 14,823,000
EDU Count-report actual	47,807
Operating EDU Rate	<u>\$ 310.06</u>
Debt Service	\$ 5,625,400
Fixed EDU Count	52,044
Debt Service EDU Rate	<u>\$ 108.09</u>
TOTAL COMBINED EDU RATE*	<u><u>\$ 418.15</u></u>

* The combined EDU rate for FY25 has been revised in accordance with the final EDU counts reported to the Agency for FY24.

FY25 Budget	SRSD	RVSD	SD#2	SQSP	TOTAL
Total EDU	19,342	22,308	6,157	4,005	51,812
% of Total	37.3%	43.1%	11.9%	7.7%	100.0%

**EDU's by JPA Members and SQSP
as a Percentage of Total EDU's for the FY25 Budget Combined EDU Rate**

