

Omar Arias-Montez, President  
John Carapiet, Vice President  
Richard Snyder, Secretary

Catharine Benediktsson, Director  
Tod Moody, Director

**NOTICE AND AGENDA  
Special Board Meeting  
at Sanitary District No. 5 of Marin County  
Tuesday, November 19<sup>th</sup>, 2024**

**5:00 P.M. SPECIAL BOARD MEETING**

Teleconference Location:

Director Richard Snyder 10 Pomander Walk Belvedere CA 94920	Director Catherine Benediktsson 2352 Mar East Street Tiburon CA 94920
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PURSUANT TO THE RALPH M. BROWN ACT, ALL VOTES SHALL BE BY ROLL CALL DUE TO DIRECTOR SNYDER TELECONFERENCE FROM 10 Pomander Walk Belvedere CA 94920 & DIRECTOR BENEDIKTSSON FROM 2352 Mar East Street Tiburon CA 94920

**ROLL CALL:**

**PUBLIC COMMENTS:** The public is invited to address the Board on items that do not appear on the agenda and are within the subject matter jurisdiction of the Board. The Brown Act does not allow the Board to take action on any public comment. Please limit public comments to no more than three minutes.

**DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:**

**CONSENT CALENDAR:**

1. Approval of October 17<sup>th</sup>, 2024 Regular Board Meeting Minutes
2. Review and receive all electronic fund transfers (EFTs) and approve warrants from October 11<sup>th</sup>, 2024, through November 14<sup>th</sup>, 2024, (JP Morgan Chase Bank, check no.10871 through check no. 10924, all transactions totaling \$268,119.89 and receive October 2024 payroll, in the sum of \$154,867.60 (Rubio)
3. Receipt of Financial Reports through October 10, 2024 (Rubio)

**MANAGEMENT REPORTS:**

4. District Manager Summary Report (Rubio)

**NEW BUSINESS:**

5. Consideration of Award of Construction Contract to the lowest Bidder- APB General Engineering for the 2024-2025 Sewer Rehabilitation Project and Authorize the District Manager to issue a notice to proceed upon satisfactory review of bid and receipt of insurance documentation. –Action (Rubio)

**UNFINISHED BUSINESS:**

**COMMITTEE REPORTS:**

9. Capital Improvement Program Committee (Moody/Carapiet)
10. Finance & Fiscal Oversight Committee (Benediktsson/Carapiet)
11. Governance Committee (No Meeting)
12. Personnel Committee (No Meeting)
13. Solar Ad-Hoc Meeting (No Meeting)

**OTHER BUSINESS:**

**ENVIRONMENTAL:**

**CORRESPONDENCE:**

**INFORMATIONAL ITEMS:**

**CLOSED SESSION:**

**ADJOURNMENT:**

The Board will be asked to adjourn the meeting to a Regular Board Meeting on December 19, 2024, at 5:00 P.M.

*At its discretion, the Board of Directors may consider the above-agenda items out of the order in which they appear currently. Accessible public meetings: Upon request, the District will provide written agenda materials in appropriate alternate formats, or disability-related modification or accommodation, including auxiliary aids or services to enable individual with disabilities to participate in public meetings. Please submit written requests to the District at P.O. Box 227, Tiburon, CA 94920 or [rdohrmann@sani5.org](mailto:rdohrmann@sani5.org) at least two days prior to the meeting.*

Omar Arias-Montez, President  
John Carapiet, Vice President  
Richard Snyder, Secretary

Catharine Benediktsson, Director  
Tod Moody, Director

**NOTICE AND AGENDA**  
**Regular Board Meeting**  
**at Sanitary District No. 5 of Marin County**  
**Thursday, October 17<sup>th</sup>, 2024**

**5:00 P.M. REGULAR BOARD MEETING**

Teleconference Location:

Director Richard Snyder	Director Catherine Benediktsson
10 Pomander Walk	2352 Mar East Street
Belvedere CA 94920	Tiburon CA 94920

PURSUANT TO THE RALPH M. BROWN ACT, ALL VOTES SHALL BE BY ROLL CALL DUE TO DIRECTOR SNYDER TELECONFERENCE FROM 10 Pomander Walk Belvedere CA 94920 & DIRECTOR BENEDIKTSSON FROM 2352 Mar East Street Tiburon CA 94920

**ROLL CALL: Richard Snyder, Tod Moody, John Carapiet (Absent- Omar Arias-Montez) Catherine Benediktsson arrived at 5:12 pm**

**PUBLIC COMMENTS:** The public is invited to address the Board on items that do not appear on the agenda and are within the subject matter jurisdiction of the Board. The Brown Act does not allow the Board to take action on any public comment. Please limit public comments to no more than three minutes.

**DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:**

**CONSENT CALENDAR:**

1. Approval of September 19<sup>th</sup>, 2024 Regular Board Meeting Minutes
2. Review and receive all electronic fund transfers (EFTs) and approve warrants from September 13<sup>th</sup>, 2024, through October 10<sup>th</sup>, 2024, (JP Morgan Chase Bank, check no.10810 through check no. 10868, all transactions totaling \$1,199,740.55) and receive September 2024 payroll, in the sum of \$131,678.46 (Rubio)
3. Receipt of Financial Reports through October 10, 2024 (Rubio)

**Motion to approve consent calendar items 1-3**

*(M/S Snyder/Moody 3-0-2-0)*

**Ayes: Snyder, Carapiet, Moody**

**Noes: None**

**Absent: Arias- Montez, Benediktsson**

**Abstain: None**

**MANAGEMENT REPORTS:**

4. District Manager Summary Report (Rubio)

**NEW BUSINESS:**

5. Review of final Plan Set and Specifications regarding the 2025 Sewer Rehabilitation Project - prepared by Nute Engineers and authorize the District Manager to prepare project to go out to bid. –Action (Rubio)

Motion to authorize the District Manager to prepare project to go out to bid

*(M/S Snyder/Moody 3-0-2-0)*

Ayes:, Snyder, Carapiet, Moody

Noes: None

Absent: Benediktsson, Arias-Montez

Abstain: None

6. Discussion regarding potential for adding bill pay as a payment option for the District through its current bank CHASE for paying vendors/contractors. -Discussion only (Rubio)

Directors discussed item- no action taken.

7. Review and discuss updated draft agreement with Mill Valley refuse for the transportation of the Districts Bio-Solids and authorize the District Manager to proceed with entering into a new agreement with Mill Valley Refuse for Bio-Solids deliveries to the Lystek Facility located in Fairfield CA and Redwood Landfill Located in Novato CA. -Action (Rubio)

Motion to authorize the District Manager to proceed with entering into a new agreement with Mill Valley Refuse for Bio-Solids deliveries to the Lystek Facility locate in Fairfield CA and Redwood Landfill located in Novato CA

*(M/S Snyder/Benediktsson 4-0-1-0)*

Ayes:, Snyder, Benediktsson, Carapiet, Moody

Noes: None

Absent: Arias-Montez

Abstain: None

8. Consideration to Cancel the Regular Board Meeting scheduled for November 21, 2024 and schedule a special meeting for November 19, 2024 at 5pm. – Action (Rubio)

Motion to cancel the regular board meeting scheduled for November 21, 2024 and reschedule to a special board meeting on November 19, 2024 at 5pm

*(M/S Benediktsson/Snyder 4-0-1-0)*

Ayes:, Snyder, Benediktsson, Carapiet, Moody

Noes: None

Absent: Arias-Montez

Abstain: None

**UNFINISHED BUSINESS:**

**COMMITTEE REPORTS:**

- 9. Capital Improvement Program Committee (Moody/Carapiet)
- 10. Finance & Fiscal Oversight Committee (Benediktsson/Carapiet)
- 11. Governance Committee (No Meeting)
- 12. Personnel Committee (No Meeting)
- 13. Solar Ad-Hoc Meeting (Moody/Benediktsson)

**OTHER BUSINESS:**

**ENVIRONMENTAL:**

**CORRESPONDENCE:**

**INFORMATIONAL ITEMS:**

**CLOSED SESSION:**

**ADJOURNMENT: 5:39pm**

The Board will be asked to adjourn the meeting to a Special Board Meeting on November 19, 2024, at 5:00 P.M.

Approved:

Attest:

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Omar Arias-Montez  
Board President

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Richard Snyder  
Board Secretary

## Sanitary District No.5 of Marin County

## Warrant List Summary

October 11 through November 14, 2024

11/11/24

Date	Num	Name	Memo	Amount
<b>JP Morgan Chase - Primary 7399</b>				
10/18/2024	EFT	CalPERS (Health Premium)	Health Insurance Premium - Nov 2024	-22,414.19
10/18/2024	EFT	CalPERS (457 Def Comp)	457 Contributions, semi-monthly, 10/15/24	-6,839.34
11/06/2024	EFT	CalPERS (457 Def Comp)	457 Contributions, semi-monthly, 10/31/24	-6,839.34
11/06/2024	EFT	CalPERS (Pension)	Pension - Oct 2024	-26,528.78
11/14/2024	10871	Alameda Electrical Distributors, Inc.	Oct 2024 stmt: Maint shop electrical, outlets, switches, Rough material...	-2,885.00
11/14/2024	10872	Alhambra - Primo Water	drinking water service - Sept 2024	-167.39
11/14/2024	10873	Alliant Insurance Services	Equipment Floater Policy: 7/1/24-7/1/25	-1,211.00
11/14/2024	10874	Amazon Capital Services (Amazon Busine...	Stmt Date 10/31/24:safety glasses, office & bathroom supplies, thermo...	-439.64
11/14/2024	10875	AT&T	Paradise Cove Telephones, Pumps & Lines Telephones - Oct & Nov 2024	-1,153.26
11/14/2024	10876	BAAQMD	Annual Fees: Renewal, Permit to Operate, Criteria Toxics Reporting for ...	-1,094.00
11/14/2024	10877	Banshee Networks, Inc.	computer services - Apr & Sept 2024	-4,947.81
11/14/2024	10878	Brelje and Race Laboratories, Inc.	samples submitted - Sept 2024	-1,934.00
11/14/2024	10879	Burke, Williams & Sorensen, LLP	District Counsel Services - Aug 2024	-4,133.00
11/14/2024	10880	CA Assn of Sanitation Agencies (CASA)	Membership Renewal, Jan-Dec 2025	-7,800.00
11/14/2024	10881	California Special Districts Assoc.	2025 CSDA Membership Renewal, Jan-Dec 2025	-9,338.00
11/14/2024	10882	Caltest Analytical Laboratory	Lab Monitoring - Sept 2024	-1,336.65
11/14/2024	10883	Caltronics Business Systems	base rate & usage charge for copiers - Sept & Oct 2024	-446.71
11/14/2024	10884	Central Marin Sanitation Agency	Countywide Public Education Program - FY25 1st Qtr, shared expenses	-138.30
11/14/2024	10885	Cintas Corporation	weekly - scraper & towels, Employee clothing, Oct 2024	-394.94
11/14/2024	10886	Comcast Business (Internet) *9465	Business Cable, Internet, Voice - Nov 2024	-689.61
11/14/2024	10887	Comcast Business (VOIP) *5517	Business Voice Edge - Nov 2024	-390.17
11/14/2024	10888	D&K Auto Service	4 invoices: 2 Chevy trucks: oil, brakes, smog check, headlight wire con...	-2,554.44
11/14/2024	10889	DKF Solutions Group, LLC	TrainingLink monthly subscription - Nov 2024	-462.00
11/14/2024	10890	Fastenal Company	3 invoices: SASM & Main Plant parts for chemical feed lines, stainless ...	-713.17
11/14/2024	10891	Febronio Tree Service	removal of parking lot tree & haul away, 10/3/24	-1,450.00
11/14/2024	10892	G3 Engineering, Inc.	spare parts and adaptor for RDT Polyblend unit	-1,228.78
11/14/2024	10893	Goodman Building Supply Co.	Stmt Date 10/25/24: door stoppers, misc hardware for plant & rodder, k...	-899.18
11/14/2024	10894	GovInvest, Inc.	Annual Subscription Fee - OPEB Module & Pension Module, Dec 2024-...	-8,359.44
11/14/2024	10895	Grainger	smoke detectors for RAS/WAS room supply fan	-342.35
11/14/2024	10896	HDR Engineering Inc	Digester Cleaning & Rehab Project - Sept 2024	-5,992.92
11/14/2024	10897	Jill Kalehua, DMMS	Accounting Services - Oct 2024	-2,505.00
11/14/2024	10898	Lystek International Limited	3 invoices: biosolids delivered - July, Sept, Oct 2024	-1,894.84
11/14/2024	10899	Marin Municipal Water District	water service, 5 accounts: 8/8/24-10/7/24	-2,200.86
11/14/2024	10900	Marin Resource Recovery Center	min C&D materials - Oct 2024	-50.00
11/14/2024	10901	McMaster-Carr Supply Company	parts or new DW Helical Reels Set Screw	-30.17
11/14/2024	10902	Mike Testa Plumbing, Inc.	repairs for 2 back flow preventos on city water service	-1,594.10
11/14/2024	10903	Mill Valley Refuse Serv (Garbage) *2945	garbage service - Nov 2024	-290.76
11/14/2024	10904	Mill Valley Refuse Service (Sludge) *3092	sludge exchange service - Sept & Oct 2024	-5,790.00
11/14/2024	10905	Nute Engineering Corp.	5 invoices: Sewer Rehab, Cove Rd Pump Station Improv, Sewer Improv...	-27,579.00
11/14/2024	10906	Pacific Gas & Electric	Stmt Date 10/25/24	-29,078.03
11/14/2024	10907	Peterson CAT	batteries, block heater for several generators, service portable generator	-3,279.95
11/14/2024	10908	PLATT Electric Supply	materials/supplies for conduit/switches/plugs replacement, main plant ...	-10,687.70
11/14/2024	10909	Polydyne Inc	polymer for screw press	-4,380.72
11/14/2024	10910	Robert L Talavera LLC	SSGIS Support - Oct 2024	-750.00
11/14/2024	10911	Solenis, LLC	polymer for Press, repurposed for RDT after jar testing	-4,631.86
11/14/2024	10912	Special Dist Risk Mgmt Authority (SDRMA)	Basic Life, ADD, LTD, Dental & Vision Insurance - Dec 2024	-1,607.29
11/14/2024	10913	Spiral Water Technologies Inc	spare parts for Spiral water filter	-353.33
11/14/2024	10914	Tiburon Mail Services	return of parts to CM Controls	-14.25
11/14/2024	10915	Town of Tiburon	fuel: gas & diesel - 10 months: Dec 2023 - Sept 2024	-16,512.73
11/14/2024	10916	Transene Company Inc.	lab supplies/analyzer reagents	-987.70
11/14/2024	10917	U.S. Bank cc *3611	New Orleans conference, new office wall TV, flooring for storage room, ...	-8,445.62
11/14/2024	10918	Univar Solutions	Sod Hypo 12.5%	-10,508.68
11/14/2024	10919	USA Blue Book	lab reagents, lab beakers	-455.81
11/14/2024	10920	Verizon Wireless	pump station telephones, 10/9/24-11/8/24	-176.01
11/14/2024	10921	Waste Management, Redwood Landfill	garbage service - Sept 2024	-1,221.10
11/14/2024	10922	Water Components & Building Supply	parts for repairs at Main Plant & Paradise Cove	-148.37
11/14/2024	10923	Weco Industries, LLC	new .375 rod for rodder truck	-3,253.08
11/14/2024	10924	WestCoast Rotor	rebuild kits for screw press Moyno's	-6,569.52
<b>Total JP Morgan Chase - Primary 7399</b>				<b>-268,119.89</b>
<b>TOTAL</b>				<b>-268,119.89</b>

11/11/24

**Sanitary District No.5 of Marin County  
Warrant List Detail**

October 11 through November 14, 2024

<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
	<b>Transfer</b>	<b>10/28/202</b>		<b>Funds Transfer</b>	<b>JP Morgan Chase - Primary ...</b>	
				Funds Transfer	JP Morgan Chase - Payroll 75...	-40,000.00
TOTAL						-40,000.00
<b>EFT</b>	<b>Check</b>	<b>10/18/202</b>	<b>CalPERS (Health Premi...</b>	<b>Health Insurance Premium - Nov 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
				Active Employee Health Insurance Premium, plus Admin ...	8020.05 · Employee Health	-21,296.07
				Retiree Health Insurance Premium, plus Admin Fee - Nov ...	8022.05 · Retiree Health	-1,118.12
TOTAL						-22,414.19
<b>EFT</b>	<b>Check</b>	<b>10/18/202</b>	<b>CalPERS (457 Def Comp)</b>	<b>457 Contributions, semi-monthly, 10/15/24</b>	<b>JP Morgan Chase - Primary ...</b>	
				457 Contributions, semi-monthly, 10/15/24	8008 · Deferred Comp 457	-6,839.34
TOTAL						-6,839.34
<b>EFT</b>	<b>Check</b>	<b>11/06/202</b>	<b>CalPERS (457 Def Comp)</b>	<b>457 Contributions, semi-monthly, 10/31/24</b>	<b>JP Morgan Chase - Primary ...</b>	
				457 Contributions, semi-monthly, 10/31/24	8008 · Deferred Comp 457	-6,839.34
TOTAL						-6,839.34
<b>EFT</b>	<b>Check</b>	<b>11/06/202</b>	<b>CalPERS (Pension)</b>	<b>Pension - Oct 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
				Pepra, Oct 2024	8019.05 · PERS Retirement	-11,418.16
				Classic, Oct 2024	8019.05 · PERS Retirement	-15,110.62
TOTAL						-26,528.78

11/11/24

**Sanitary District No.5 of Marin County  
Warrant List Detail**

October 11 through November 14, 2024

<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
<b>10871</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Alameda Electrical Distr...</b>	<b>Oct 2024 stmt: Maint shop electrical, outlets, switches...</b>	<b>JP Morgan Chase - Primary ...</b>	
Stmnt D...	Bill	10/31/202		Inv S5906110.001, Maintenance shop: electrical, outlets, ...	7027 · Electrical & Instrument	-281.28
				Inv S5906110.002, Maintenance shop: electrical, outlets, ...	7027 · Electrical & Instrument	-23.15
				Inv S5906110.003, Maintenance shop: electrical, outlets, ...	7027 · Electrical & Instrument	-293.57
				Inv S5906110.004, Maintenance shop: electrical, outlets, ...	7027 · Electrical & Instrument	-138.29
				Inv S5906110.005, Maintenance shop: electrical, outlets, ...	7027 · Electrical & Instrument	-24.42
				Inv S5906110.006, Maintenance shop: electrical, outlets, ...	7027 · Electrical & Instrument	-102.49
				Inv S5906110.007, Maintenance shop: electrical, outlets, ...	7027 · Electrical & Instrument	-368.18
				Inv S5889517.004, Supplies for new storage shed. PO M-...	7021 · Plant Maintenance Sup...	-122.90
				Inv S5915146.001, Rough materials for upstairs storage r...	7021 · Plant Maintenance Sup...	-1,077.96
				Inv S5915146.002, Rough materials for upstairs storage r...	7021 · Plant Maintenance Sup...	-12.82
				Inv S5915146.003, Rough materials for upstairs storage r...	7021 · Plant Maintenance Sup...	-6.00
				Inv S5915146.004, Rough materials for upstairs storage r...	7021 · Plant Maintenance Sup...	-137.87
				Inv S5915146.005, Rough materials for upstairs storage r...	7021 · Plant Maintenance Sup...	-138.99
				Inv S5915614.001, Rough materials for upstairs storage r...	7021 · Plant Maintenance Sup...	-122.04
				Inv S5915614.002, Rough materials for upstairs storage r...	7021 · Plant Maintenance Sup...	-35.04
TOTAL						-2,885.00
<b>10872</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Alhambra - Primo Water</b>	<b>drinking water service - Sept 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
12012...	Bill	10/11/202		drinking water service - Sept 2024	7023 · Janitorial Supplies & S...	-167.39
TOTAL						-167.39
<b>10873</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Alliant Insurance Servic...</b>	<b>Equipment Floater Policy: 7/1/24-7/1/25</b>	<b>JP Morgan Chase - Primary ...</b>	
2847548	Bill	10/15/202		Equipment Floater Policy: 7/1/24-7/1/25	6033.3 · Insurance - SD5 Auto	-1,211.00
TOTAL						-1,211.00



11/11/24

**Sanitary District No.5 of Marin County  
Warrant List Detail**

October 11 through November 14, 2024

Num	Type	Date	Name	Memo	Account	Paid Amo...
<b>10874</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Amazon Capital Service...</b>	<b>Stmnt Date 10/31/24:safety glasses, office &amp; bathroom ...</b>	<b>JP Morgan Chase - Primary ...</b>	
Stmnt D...	Bill	10/31/202		Inv 1Q76-6DKC-7V6M, N. Adams safety glasses, PO O-2...	8520 · Personal Protection/Sa...	-150.47
				Inv 1DQQ-CHM9-9KGL, office & bathroom supplies, PO ...	6047 · Office Supplies	-146.57
				Inv 1DKJ-DYMT-9WYH, thermometer, PO O-24-075	7022 · Plant Maint. Parts & Se...	-18.39
				Inv 1DKJ-DYMT-9WYH, 3 fire extinguisher mounts, PO O-...	8515 · Safety	-45.21
				Inv 1F7D-KQ31-9VPM, frames for OPS licenses, fly trap, ...	6047 · Office Supplies	-79.00
<b>TOTAL</b>						<b>-439.64</b>
<b>10875</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>AT&amp;T</b>	<b>Paradise Cove Telephones, Pumps &amp; Lines Telephone...</b>	<b>JP Morgan Chase - Primary ...</b>	
Bill Dat...	Bill	09/28/202		9/28/24-10/27/24, Oct 2024	8532 · Paradise Cove Teleph...	-357.86
				9/28/24-10/27/24, Oct 2024	8533 · Pumps & Lines Teleph...	-213.55
Bill Dat...	Bill	10/28/202		8/28/24-9/27/24, Nov 2024	8532 · Paradise Cove Teleph...	-357.86
				8/28/24-9/27/24, Nov 2024	8533 · Pumps & Lines Teleph...	-213.99
				late fee from previous invoice, Oct 2024	8532 · Paradise Cove Teleph...	-10.00
<b>TOTAL</b>						<b>-1,153.26</b>
<b>10876</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>BAAQMD</b>	<b>Annual Fees: Renewal, Permit to Operate, Criteria Tox...</b>	<b>JP Morgan Chase - Primary ...</b>	
T177597	Bill	10/02/202		Renewal #709990, Fac ID 23999: Permit to Operate Fee, ...	7063 · Paradise Cove Permits...	-319.08
				Renewal #709990, Fac ID 23999: Permit to Operate Fee, ...	7063 · Paradise Cove Permits...	-227.92
T177595	Bill	10/02/202		Renewal #709989, Fac ID 23998: Permit to Operate Fee, ...	7062 · Permits/Fees - General	-319.08
				Renewal #709989, Fac ID 23998: Permit to Operate Fee, ...	7062 · Permits/Fees - General	-227.92
<b>TOTAL</b>						<b>-1,094.00</b>
<b>10877</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Banshee Networks, Inc.</b>	<b>computer services - Apr &amp; Sept 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
16250	Bill	07/01/202		computer network services - Apr 2024. AJE FY 23/24	8510 · Data/Alarms/IT Supp &...	-2,734.53
16431	Bill	10/18/202		computer network services - Sept 2024	8510 · Data/Alarms/IT Supp &...	-2,213.28
<b>TOTAL</b>						<b>-4,947.81</b>

11/11/24

**Sanitary District No.5 of Marin County  
Warrant List Detail**

October 11 through November 14, 2024

<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
<b>10878</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Brelje and Race Laborat...</b>	<b>samples submitted - Sept 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
159449	Bill	11/01/202		samples submitted - Sept 2024 samples submitted - Sept 2024	7051 · Main Plant Lab Monitor... 7052 · Paradise Cove Monitori...	-1,872.00 -62.00
TOTAL						-1,934.00
<b>10879</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Burke, Williams &amp; Sore...</b>	<b>District Counsel Services - Aug 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
329147	Bill	09/27/202		District Counsel Services - Aug 2024	6039 · Legal	-4,133.00
TOTAL						-4,133.00
<b>10880</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>CA Assn of Sanitation A...</b>	<b>Membership Renewal, Jan-Dec 2025</b>	<b>JP Morgan Chase - Primary ...</b>	
8692	Bill	11/01/202		Membership renewal, O. Arias, T. Rubio, Jan-June 2025 Membership renewal, O. Arias, T. Rubio, July-Dec 2025, ...	6025 · Dues & Subscriptions 6025 · Dues & Subscriptions	-3,900.00 -3,900.00
TOTAL						-7,800.00
<b>10881</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>California Special Distri...</b>	<b>2025 CSDA Membership Renewal, Jan-Dec 2025</b>	<b>JP Morgan Chase - Primary ...</b>	
Issue ...	Bill	10/01/202		2025 CSDA Membership Renewal, Jan-June 2025 2025 CSDA Membership Renewal, July-Dec 2025, AJE F...	6025 · Dues & Subscriptions 6025 · Dues & Subscriptions	-4,669.00 -4,669.00
TOTAL						-9,338.00
<b>10882</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Caltest Analytical Labor...</b>	<b>Lab Monitoring - Sept 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
723594	Bill	10/11/202		lab monitoring - Sept 2024 lab monitoring - Sept 2024	7051 · Main Plant Lab Monitor... 7052 · Paradise Cove Monitori...	-1,239.75 -96.90
TOTAL						-1,336.65

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<b>10883</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Caltronics Business Sy...</b>	<b>base rate &amp; usage charge for copiers - Sept &amp; Oct 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
41929...	Bill	10/04/202		Konica Minolta/KON-C308, usage charge, 9/2/24-10/1/24	6047 · Office Supplies	-153.43
				Konica Minolta/KON-C280, usage charge, 9/2/24-10/1/24	6047 · Office Supplies	-0.03
				base rate charge plus tax, 9/2/24-10/1/24	6047 · Office Supplies	-94.91
42166...	Bill	10/04/202		Konica Minolta/KON-C308, usage charge, 10/2/24-11/1/24	6047 · Office Supplies	-104.80
				Konica Minolta/KON-C280, usage charge, 10/2/24-11/1/24	6047 · Office Supplies	-0.03
				base rate charge plus tax, 10/2/24-11/1/24	6047 · Office Supplies	-93.51
TOTAL						-446.71
<b>10884</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Central Marin Sanitatio...</b>	<b>Countywide Public Education Program - FY25 1st Qtr, ...</b>	<b>JP Morgan Chase - Primary ...</b>	
INV01...	Bill	10/21/202		Countywide Public Education Program - FY25 1st Qtr, 7/1/...	6059 · Pollution Prevention/Pu...	-138.30
TOTAL						-138.30
<b>10885</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Cintas Corporation</b>	<b>weekly - scraper &amp; towels, Employee clothing, Oct 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
Stmt D...	Bill	10/31/202		weekly - scraper & towels, Inv 4207289454, 10/4/24	7023 · Janitorial Supplies & S...	-35.00
				sun hats for crew, PO O-24-058, Inv 9291103680, 10/7/24	8520 · Personal Protection/Sa...	-161.99
				weekly - scraper & towels, Inv 4208011147, 10/11/24	7023 · Janitorial Supplies & S...	-35.00
				polos/uniform for J. Alvarez, PO O-24-058, Inv 929184771...	8520 · Personal Protection/Sa...	-92.95
				weekly - scraper & towels, Inv 4208723811, 10/18/24	7023 · Janitorial Supplies & S...	-35.00
				weekly - scraper & towels, Inv 4209461121, 10/25/24	7023 · Janitorial Supplies & S...	-35.00
TOTAL						-394.94
<b>10886</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Comcast Business (Inte...</b>	<b>Business Cable, Internet, Voice - Nov 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
Bill Dat...	Bill	10/26/202		Business Cable, Internet, Voice - Nov 2024	8531 · Main Plant Telephones	-689.61
TOTAL						-689.61

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<b>10887</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Comcast Business (VOI...</b>	<b>Business Voice Edge - Nov 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
22238...	Bill	11/01/202		Business Voice Edge - Nov 2024	8531 · Main Plant Telephones	-384.49
				Business Voice Edge - Oct 2024, late charge	8531 · Main Plant Telephones	-5.68
TOTAL						-390.17
<b>10888</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>D&amp;K Auto Service</b>	<b>4 invoices: 2 Chevy trucks: oil, brakes, smog check, h...</b>	<b>JP Morgan Chase - Primary ...</b>	
79157	Bill	10/09/202		2011 Chevy Silverado 1500: oil, brakes, headlight wire co...	7072 · Maintenance	-851.87
79183	Bill	10/11/202		2012 Chevy Silverado 2500 HD: A/C repair and surplus. P...	7072 · Maintenance	-766.63
79248	Bill	10/18/202		2012 Chevy Silverado 2500 HD: A/C repair and surplus. P...	7072 · Maintenance	-806.95
79313	Bill	10/28/202		2012 Chevy Silverado 2500 HD: STAR smog/surplus old ...	7072 · Maintenance	-128.99
TOTAL						-2,554.44
<b>10889</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>DKF Solutions Group, L...</b>	<b>TrainingLink monthly subscription - Nov 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
22539	Bill	11/01/202		TrainingLink monthly subscription - Nov 2024	8515 · Safety	-462.00
TOTAL						-462.00
<b>10890</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Fastenal Company</b>	<b>3 invoices: SASM &amp; Main Plant parts for chemical feed...</b>	<b>JP Morgan Chase - Primary ...</b>	
CAPE...	Bill	09/18/202		parts for chemical feed lines - SASM, PO O-24-049	7026 · SASM Supplies & Chem	-82.16
CAPE...	Bill	10/02/202		parts for chemical feed lines, PO O-24-50	7022 · Plant Maint. Parts & Se...	-260.18
CAPE...	Bill	10/16/202		SS anchors for various projects, PO M-24-034	7021 · Plant Maintenance Sup...	-370.83
TOTAL						-713.17
<b>10891</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Febronio Tree Service</b>	<b>removal of parking lot tree &amp; haul away, 10/3/24</b>	<b>JP Morgan Chase - Primary ...</b>	
Inv Dat...	Bill	10/24/202		removal of parking lot tree & haul away, 10/3/24	7028 · Grounds Maintenance	-1,450.00
TOTAL						-1,450.00

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<b>10892</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>G3 Engineering, Inc.</b>	<b>spare parts and adaptor for RDT Polyblend unit</b>	<b>JP Morgan Chase - Primary ...</b>	
2024-8...	Bill	09/30/202		spare parts for the polyblend unit, PO O-24-048	7022 · Plant Maint. Parts & Se...	-812.24
2024-8...	Bill	10/18/202		polyblend adaptor. PO O-24-069	7022 · Plant Maint. Parts & Se...	-416.54
TOTAL						-1,228.78
<b>10893</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Goodman Building Sup...</b>	<b>Stmt Date 10/25/24: door stoppers, misc hardware for ...</b>	<b>JP Morgan Chase - Primary ...</b>	
Clos D...	Bill	10/25/202		door stoppers to replace broken ones, Inv 898124, PO M-...	7022 · Plant Maint. Parts & Se...	-86.49
				misc hardware for plant and rodder, Inv 898713, PO M-24...	7021 · Plant Maintenance Sup...	-229.91
				misc supplies for main plant, Inv 898811, PO M-24-036	7021 · Plant Maintenance Sup...	-84.76
				misc materials for main plant, Inv 899184, PO M-24-038	7021 · Plant Maintenance Sup...	-467.60
				keys for front door & key tags, Inv 899284, PO M-24-040	7021 · Plant Maintenance Sup...	-30.42
TOTAL						-899.18
<b>10894</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>GovInvest, Inc.</b>	<b>Annual Subscription Fee - OPEB Module &amp; Pension M...</b>	<b>JP Morgan Chase - Primary ...</b>	
2024-5...	Bill	10/11/202		Annual Subscription Fee - OPEB module, 12/26/24-6/30/25...	6008 · Audit & Accounting	-2,405.53
				Annual Subscription Fee - OPEB module, 7/1/25-12/25/25...	6008 · Audit & Accounting	-2,405.52
				Annual Subscription Fee - Pension module, 12/26/24-6/30...	6008 · Audit & Accounting	-1,774.20
				Annual Subscription Fee - Pension module, 7/1/25-12/25/...	6008 · Audit & Accounting	-1,774.19
TOTAL						-8,359.44
<b>10895</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Grainger</b>	<b>smoke detectors for RAS/WAS room supply fan</b>	<b>JP Morgan Chase - Primary ...</b>	
92676...	Bill	10/02/202		smoke detectors for RAS/WAS room supply fan, PO M-24...	7022 · Plant Maint. Parts & Se...	-342.35
TOTAL						-342.35
<b>10896</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>HDR Engineering Inc</b>	<b>Digester Cleaning &amp; Rehab Project - Sept 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
12006...	Bill	10/03/202		Digester Cleaning & Rehab Project - 8/25/24-9/28/24, Sep...	6017 · Consulting Fees	-5,992.92
TOTAL						-5,992.92

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<b>10897</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Jill Kalehua, DMMS</b>	<b>Accounting Services - Oct 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
Oct 20...	Bill	11/01/202		Accounting Services - Oct 2024	6008 · Audit & Accounting	-2,505.00
TOTAL						-2,505.00
<b>10898</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Lystek International Li...</b>	<b>3 invoices: biosolids delivered - July, Sept, Oct 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
153-912	Bill	07/31/202		biosolids delivery - July 2024	7029 · Main Plant Sludge Disp...	-763.12
153-944	Bill	09/30/202		biosolids delivery - Sept 2024	7029 · Main Plant Sludge Disp...	-576.90
153-960	Bill	10/31/202		biosolids delivery - Oct 2024	7029 · Main Plant Sludge Disp...	-554.82
TOTAL						-1,894.84
<b>10899</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Marin Municipal Water ...</b>	<b>water service, 5 accounts: 8/8/24-10/7/24</b>	<b>JP Morgan Chase - Primary ...</b>	
Stmt D...	Bill	10/10/202		2001 Paradise Dr, Customer #100098, Service #7810, 8/8/...	8541 · Water	-1,866.78
				Mar West St, Customer #138856, Service #36898, 8/8/24-...	8541 · Water	-83.52
				Cove Rd, Customer #424791, Service #41054, 8/8/24-10/...	8541 · Water	-83.52
				Golden Gate Av, Customer #424793, Service #424793, 8/...	8541 · Water	-83.52
				San Rafael Av, Customer #558095, Service #27861, 8/8/2...	8541 · Water	-83.52
TOTAL						-2,200.86
<b>10900</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Marin Resource Recove...</b>	<b>min C&amp;D materials - Oct 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
1421522	Bill	10/31/202		min C&D materials, 10/25/24 - Oct 2024	7028 · Grounds Maintenance	-50.00
TOTAL						-50.00
<b>10901</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>McMaster-Carr Supply ...</b>	<b>parts or new DW Helical Reels Set Screw</b>	<b>JP Morgan Chase - Primary ...</b>	
34754...	Bill	10/11/202		parts or new DW Helical Reels Set Screw. PO O-24-068	7022 · Plant Maint. Parts & Se...	-30.17
TOTAL						-30.17

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<b>10902</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Mike Testa Plumbing, Inc.</b>	<b>repairs for 2 back flow preventos on city water service</b>	<b>JP Morgan Chase - Primary ...</b>	
WO-64...	Bill	10/08/202		repairs for 2 back flow preventos on city water service. PO...	7022 · Plant Maint. Parts & Se...	-1,594.10
TOTAL						-1,594.10
<b>10903</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Mill Valley Refuse Serv (...</b>	<b>garbage service - Nov 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
00036...	Bill	11/01/202		Garbage service - Nov 2024	7028 · Grounds Maintenance	-290.76
TOTAL						-290.76
<b>10904</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Mill Valley Refuse Servi...</b>	<b>sludge exchange service - Sept &amp; Oct 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
Inv Dat...	Bill	10/04/202		Acct#: 63092: Exchanges: (6) Sludges, (1) Debris - Sept 2...	7029 · Main Plant Sludge Disp...	-2,895.00
Inv Dat...	Bill	11/01/202		Acct#: 63092: Exchanges: (6) Sludges, (1) Debris - Oct 20...	7029 · Main Plant Sludge Disp...	-2,895.00
TOTAL						-5,790.00
<b>10905</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Nute Engineering Corp.</b>	<b>5 invoices: Sewer Rehab, Cove Rd Pump Station Impr...</b>	<b>JP Morgan Chase - Primary ...</b>	
27421	Bill	10/09/202		Sewer Improvement Project 2021-2022, Tiburon & Belved...	6017 · Consulting Fees	-992.00
27422	Bill	10/09/202		Sewer Rehab Project, Sept 2024	6017 · Consulting Fees	-20,562.50
27420	Bill	10/09/202		Cove Rd Pump Station Improvements, Sept 2024	6017 · Consulting Fees	-3,204.50
27446	Bill	11/06/202		Cove Rd Pump Station Improvments, Oct 2024	6017 · Consulting Fees	-228.00
27447	Bill	11/06/202		Sewer Rehab Project, Oct 2024	6017 · Consulting Fees	-2,592.00
TOTAL						-27,579.00
<b>10906</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Pacific Gas &amp; Electric</b>	<b>Stmt Date 10/25/24</b>	<b>JP Morgan Chase - Primary ...</b>	
Stmt D...	Bill	10/25/202		Stmt Date 10/25/24	8542 · Main Plant Utilities	-23,099.52
				Stmt Date 10/25/24	8543 · Paradise Cove Utilities	-2,564.32
				Stmt Date 10/25/24	8544 · Pump Station Utilities	-3,414.19
TOTAL						-29,078.03

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<b>10907</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Peterson CAT</b>	<b>batteries, block heater for several generators, service ...</b>	<b>JP Morgan Chase - Primary ...</b>	
Stmt D...	Bill	10/31/202		Inv PC270052034, batteries/block heater for several gene...	7011 · Pumps & Lines Mainte...	-1,853.21
				Inv PC270052044, batteries/block heater for several gene...	7011 · Pumps & Lines Mainte...	-398.21
				Inv SW270060203, service portable generator. PO M 24-0...	7011 · Pumps & Lines Mainte...	-1,028.53
TOTAL						-3,279.95
<b>10908</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>PLATT Electric Supply</b>	<b>materials/supplies for conduit/switches/plugs replace...</b>	<b>JP Morgan Chase - Primary ...</b>	
Y979650	Bill	10/14/202		materials/supplies for conduit/switches/plugs replacement,...	7027 · Electrical & Instrument	-10,687.70
TOTAL						-10,687.70
<b>10909</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Polydyne Inc</b>	<b>polymer for screw press</b>	<b>JP Morgan Chase - Primary ...</b>	
1872301	Bill	10/10/202		polymer for screw press. PO O-24-065	7024 · Main Plant Chemicals	-4,380.72
TOTAL						-4,380.72
<b>10910</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Robert L Talavera LLC</b>	<b>SSGIS Support - Oct 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
Inv Dat...	Bill	10/31/202		SSGIS Support - Oct 2024	8510 · Data/Alarms/IT Supp &...	-750.00
TOTAL						-750.00
<b>10911</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Solenis, LLC</b>	<b>polymer for Press, repurposed for RDT after jar testing</b>	<b>JP Morgan Chase - Primary ...</b>	
13321...	Bill	09/24/202		polymer for Press, repurposed for RDT after jar testing, P...	7024 · Main Plant Chemicals	-4,631.86
TOTAL						-4,631.86
<b>10912</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Special Dist Risk Mgmt ...</b>	<b>Basic Life, ADD, LTD, Dental &amp; Vision Insurance - Dec ...</b>	<b>JP Morgan Chase - Primary ...</b>	
H46758	Bill	11/05/202		Basic Life & ADD, LTD, Dental, Vision - Dec 2024	8020.05 · Employee Health	-1,607.29
TOTAL						-1,607.29



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<b>10913</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Spiral Water Technologi...</b>	<b>spare parts for Spiral water filter</b>	<b>JP Morgan Chase - Primary ...</b>	
100428	Bill	09/20/202		spare parts for Spiral water filter. PO M 24-023	7022 · Plant Maint. Parts & Se...	-353.33
TOTAL						-353.33
<b>10914</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Tiburon Mail Services</b>	<b>return of parts to CM Controls</b>	<b>JP Morgan Chase - Primary ...</b>	
Stnt D...	Bill	11/01/202		return of parts to CM Controls. PO M 24-022	7011 · Pumps & Lines Mainte...	-14.25
TOTAL						-14.25
<b>10915</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Town of Tiburon</b>	<b>fuel: gas &amp; diesel - 10 months: Dec 2023 - Sept 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
Print D...	Bill	07/01/202		fuel: gasoline & diesel - Dec 2023. AJE FY 23/24	7071 · Fuel	-1,371.67
Print D...	Bill	07/01/202		fuel: gasoline & diesel - Jan 2024. AJE FY 23/24	7071 · Fuel	-1,887.92
				fuel: gasoline & diesel - Feb 2024. AJE FY 23/24	7071 · Fuel	-1,690.49
Print D...	Bill	07/25/202		fuel: gasoline & diesel - Mar 2024. AJE FY 23/24	7071 · Fuel	-1,586.65
				fuel: gasoline & diesel - Apr 2024. AJE FY 23/24	7071 · Fuel	-2,339.73
				fuel: gasoline & diesel - May 2024. AJE FY 23/24	7071 · Fuel	-1,864.56
Print D...	Bill	10/28/202		fuel: gasoline & diesel - June 2024. AJE FY 23/24	7071 · Fuel	-1,462.98
				fuel: gasoline & diesel - July 2024	7071 · Fuel	-1,358.97
				fuel: gasoline & diesel - Aug 2024	7071 · Fuel	-1,057.35
				fuel: gasoline & diesel - Sept 2024	7071 · Fuel	-1,700.15
				admin fee, July-Sept 2024	7071 · Fuel	-192.26
TOTAL						-16,512.73
<b>10916</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Transene Company Inc.</b>	<b>lab supplies/analyzer reagents</b>	<b>JP Morgan Chase - Primary ...</b>	
236328	Bill	10/03/202		lab supplies/analyzer reagents. PO O-24-062	7024 · Main Plant Chemicals	-987.70
TOTAL						-987.70

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<b>10917</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>U.S. Bank cc *3611</b>	<b>New Orleans conference, new office wall TV, flooring ...</b>	<b>JP Morgan Chase - Primary ...</b>	
Stmt D...	Bill	10/25/202		Best Buy, new Samsung wall TV for office, 10/3/24	Cost - Office Equipment	-403.77
				Aloft Hotels, New Orleans, T. Rubio conference, 10/3/24	6018.1 · Meetings & Travel	-209.00
				SFO parking, Tony conference, 10/5/24	6018.1 · Meetings & Travel	-105.00
				Video & Audio Repair Center, attempted repair of office S...	6065 · Miscellaneous Expense	-100.00
				Aloft Hotels New Orleans, T. Rubio conference, 10/6/24	6018.1 · Meetings & Travel	-626.99
				Serfilco Inv #506548, new pump & motor for scrubber syst...	7022 · Plant Maint. Parts & Se...	-3,978.19
				Costco.com, new flooring storage room, 10/18/24	7022 · Plant Maint. Parts & Se...	-2,797.67
				CWEA, RES & SFBS joint meeting, training for High Perfo...	6018.1 · Meetings & Travel	-90.00
				CWEA, Leadership dinner meeting/presentation, I. Salaza...	6018.1 · Meetings & Travel	-135.00
TOTAL						-8,445.62
<b>10918</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Univar Solutions</b>	<b>Sod Hypo 12.5%</b>	<b>JP Morgan Chase - Primary ...</b>	
52498...	Bill	10/16/202		Sod Hypo 12.5%. PO 0-24-064	7024 · Main Plant Chemicals	-10,508.68
TOTAL						-10,508.68
<b>10919</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>USA Blue Book</b>	<b>lab reagents, lab beakers</b>	<b>JP Morgan Chase - Primary ...</b>	
INV00...	Bill	10/28/202		lab reagents/standards for sampling & compliance. PO O-...	7025 · Lab Supplies & Chemic...	-416.89
INV00...	Bill	10/28/202		lab supplies-beakers. PO O-24-074	7025 · Lab Supplies & Chemic...	-38.92
TOTAL						-455.81
<b>10920</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Verizon Wireless</b>	<b>pump station telephones, 10/9/24-11/8/24</b>	<b>JP Morgan Chase - Primary ...</b>	
99757...	Bill	10/08/202		pump station telephones, 10/9/24-11/8/24	8533 · Pumps & Lines Teleph...	-176.01
TOTAL						-176.01
<b>10921</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Waste Management, Re...</b>	<b>garbage service - Sept 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
01116...	Bill	10/01/202		Garbage service - Sept 2024	7029 · Main Plant Sludge Disp...	-1,221.10
TOTAL						-1,221.10

11/11/24

**Sanitary District No.5 of Marin County  
Warrant List Detail**

October 11 through November 14, 2024

<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
<b>10922</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Water Components &amp; B...</b>	<b>parts for repairs at Main Plant &amp; Paradise Cove</b>	<b>JP Morgan Chase - Primary ...</b>	
30649...	Bill	10/29/202		parts to repair HSSC sprayers, PO M-024-044 parts to repair diffuser pipe in EQ tank, PO M-024-044	7021 · Plant Maintenance Sup... 7041 · Paradise Parts & Service	-65.55 -82.82
TOTAL						-148.37
<b>10923</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>Weco Industries, LLC</b>	<b>new .375 rod for rodder truck</b>	<b>JP Morgan Chase - Primary ...</b>	
00533...	Bill	07/01/202		new .375 rod for rodder truck. PO 749484	7072 · Maintenance	-3,253.08
TOTAL						-3,253.08
<b>10924</b>	<b>Bill Pmt -Check</b>	<b>11/14/202</b>	<b>WestCoast Rotor</b>	<b>rebuild kits for screw press Moyno's</b>	<b>JP Morgan Chase - Primary ...</b>	
31385	Bill	10/23/202		rebuild kits for screw press Moyno's. PO M 24-025	7022 · Plant Maint. Parts & Se...	-6,569.52
TOTAL						-6,569.52

# CASH REQUIREMENTS

**CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 10/15/24: \$77,264.39**

**IMPORTANT COVID-19 INFORMATION:** If you filed IRS Form 7200, please notify your Paychex representative to avoid owing a balance at the end of the quarter and ensure your Form 941 is accurate.

**TRANSACTION SUMMARY**

<b>SUMMARY BY TRANSACTION TYPE -</b>	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	77,264.39	
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	77,264.39	
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	9,448.52	
	CASH REQUIRED FOR CHECK DATE 10/15/24	86,712.91	

**TRANSACTION DETAIL**

**ELECTRONIC FUNDS TRANSFER** - *Your financial institution will initiate transfer to Paychex at or after 12:01 A.M. on transaction date.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<b>BANK DRAFT AMOUNTS &amp; OTHER TOTALS</b>
10/15/24	CHASE BANK, NA	xxxxxxxxxxxxx506	Direct Deposit	Net Pay Allocations	52,974.11	<b>52,974.11</b>
10/15/24	CHASE BANK, NA	xxxxxxxxxxxxx506	Taxpay®	Employee Withholdings		
				Social Security	3,450.36	
				Medicare	1,180.25	
				Fed Income Tax	10,525.23	
				CA Income Tax	4,389.25	
				<b>Total Withholdings</b>	<b>19,545.09</b>	
				Employer Liabilities		
				Social Security	3,450.37	
				Medicare	1,113.77	
				Fed Unemploy	25.26	
				CA Unemploy	151.58	
				CA Emp Train	4.21	
				<b>Total Liabilities</b>	<b>4,745.19</b>	<b>24,290.28</b>
				<b>EFT FOR 10/15/24</b>		<b>77,264.39</b>
				<b>TOTAL EFT</b>		<b>77,264.39</b>

**REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES** - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<u>TOTAL</u>
10/15/24	Refer to your records for account	Information	Payroll	Employee Deductions		
				401A Member Contribu	4,864.65	
				Calpers 457B Roth	1,333.00	
				Calpers 457B TRDL	2,946.67	

# CASH REQUIREMENTS

**CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 10/15/24: \$77,264.39**

**REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (cont.)** - Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
10/15/24	Refer to your records for account	Information	Payroll	Employee Deductions (cont.)	
				Med 125	170.87
				Med FSA EE Pretax	133.33
				<b>Total Deductions</b>	<b>9,448.52</b>
<b>----- TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES -----</b>					<b>9,448.52</b>

**PAYCHEX WILL MAKE THESE TAX DEPOSIT(S) ON YOUR BEHALF** - This information serves as a record of payment.

<u>DUE DATE</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	
10/18/24	Taxpay®	FED IT PMT Group	19,719.98
10/18/24	Taxpay®	CA IT PMT Group	4,389.25

# CASH REQUIREMENTS

**CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 10/31/24: \$77,603.21**

**IMPORTANT COVID-19 INFORMATION:** If you filed IRS Form 7200, please notify your Paychex representative to avoid owing a balance at the end of the quarter and ensure your Form 941 is accurate.

**TRANSACTION SUMMARY**

<b>SUMMARY BY TRANSACTION TYPE -</b>	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	77,603.21	
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	77,603.21	
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	9,448.52	
	CASH REQUIRED FOR CHECK DATE 10/31/24	87,051.73	

**TRANSACTION DETAIL**

**ELECTRONIC FUNDS TRANSFER** - *Your financial institution will initiate transfer to Paychex at or after 12:01 A.M. on transaction date.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<b>BANK DRAFT AMOUNTS &amp; OTHER TOTALS</b>
10/30/24	CHASE BANK, NA	xxxxxxxxxxxxx506	Direct Deposit	Net Pay Allocations	53,749.41	<b>53,749.41</b>
10/30/24	CHASE BANK, NA	xxxxxxxxxxxxx506	Taxpay®	Employee Withholdings		
				Social Security	3,546.12	
				Medicare	1,193.24	
				Fed Income Tax	10,098.41	
				CA Income Tax	4,247.81	
				<b>Total Withholdings</b>	<b>19,085.58</b>	
				Employer Liabilities		
				Social Security	3,546.13	
				Medicare	1,102.14	
				Fed Unemploy	16.74	
				CA Unemploy	100.42	
				CA Emp Train	2.79	
				<b>Total Liabilities</b>	<b>4,768.22</b>	<b>23,853.80</b>
				<b>EFT FOR 10/30/24</b>		<b>77,603.21</b>
				<b>TOTAL EFT</b>		<b>77,603.21</b>

**REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES** - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<u>TOTAL</u>
10/31/24	Refer to your records for account	Information	Payroll	Employee Deductions		
				401A Member Contribu	4,864.65	
				Calpers 457B Roth	1,333.00	
				Calpers 457B TRDL	2,946.67	

# CASH REQUIREMENTS

**CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 10/31/24: \$77,603.21**

**REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (cont.)** - *Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
10/31/24	Refer to your records for account	Information	Payroll	Employee Deductions (cont.)	
				Med 125	170.87
				Med FSA EE Pretax	133.33
				<b>Total Deductions</b>	<b>9,448.52</b>
<b>TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES</b>					<b>9,448.52</b>

**PAYCHEX WILL MAKE THESE TAX DEPOSIT(S) ON YOUR BEHALF** - *This information serves as a record of payment.*

<u>DUE DATE</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	
11/06/24	Taxpay®	FED IT PMT Group	19,486.04
11/06/24	Taxpay®	CA IT PMT Group	4,247.81

6:21 AM

11/11/24

## Sanitary District No.5 of Marin County Annual Budget vs Actual Expenses

July 1 through November 14, 2024

	Jul 1 - Nov 14, 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
5000 · Property Taxes / AD VALOREM				
5001.2 · TEETER	5,869.74	999,999.00	-994,129.26	0.6%
5002 · UNSEC	16,447.17	16,000.00	447.17	102.8%
5003 · PUNS / PRIOR UNSECURED	962.77	1,500.00	-537.23	64.2%
5004 · REDEMPTION / RDMPT	379.16	0.00	379.16	100.0%
5006 · SPLU	0.00	100.00	-100.00	0.0%
5041 · SUPSEC	2,142.99	20,000.00	-17,857.01	10.7%
5043 · SECU	41.60	0.00	41.60	100.0%
5046 · Excess ERAF	51,871.09	300,000.00	-248,128.91	17.3%
5280 · HOPTR	0.00	3,000.00	-3,000.00	0.0%
5483 · Other tax	7.78	7,000.00	-6,992.22	0.1%
<b>Total 5000 · Property Taxes / AD VALOREM</b>	<b>77,722.30</b>	<b>1,347,599.00</b>	<b>-1,269,876.70</b>	<b>5.8%</b>
5007 · Sewer Service Charge				
5007.1 · Sewer Service - Ops	109,885.77	5,115,266.00	-5,005,380.23	2.1%
5007.2 · Sewer Service - Cap	0.00	1,028,242.00	-1,028,242.00	0.0%
<b>Total 5007 · Sewer Service Charge</b>	<b>109,885.77</b>	<b>6,143,508.00</b>	<b>-6,033,622.23</b>	<b>1.8%</b>
5201 · INTEREST				
5201.1 · Interest County of Marin	1,832.19	100.00	1,732.19	1,832.2%
5201.2 · Interest - LAIF	362,553.39	200,000.00	162,553.39	181.3%
<b>Total 5201 · INTEREST</b>	<b>364,385.58</b>	<b>200,100.00</b>	<b>164,285.58</b>	<b>182.1%</b>
5900.10 · Paradise Sewer Line Ext. Fees	0.00	0.00	0.00	0.0%
5900.3 · Connection Fees				
5900.31 · Collection	43,637.00	200,000.00	-156,363.00	21.8%
5900.34 · Treatment	52,077.00	200,000.00	-147,923.00	26.0%
<b>Total 5900.3 · Connection Fees</b>	<b>95,714.00</b>	<b>400,000.00</b>	<b>-304,286.00</b>	<b>23.9%</b>
5900.4 · Permit Inspection & Admin Fees	13,655.00	35,000.00	-21,345.00	39.0%
5900.5 · SASM Expense Reimb.	0.00	75,000.00	-75,000.00	0.0%
5900.9 · Other Income	155.75	0.00	155.75	100.0%
<b>Total Income</b>	<b>661,518.40</b>	<b>8,201,207.00</b>	<b>-7,539,688.60</b>	<b>8.1%</b>
<b>Gross Profit</b>	<b>661,518.40</b>	<b>8,201,207.00</b>	<b>-7,539,688.60</b>	<b>8.1%</b>
<b>Expense</b>				
6000 · Administrative Expenses				
6001 · Advertising	4,680.00	0.00	4,680.00	100.0%
6002 · Outreach & Newsletter	0.00	0.00	0.00	0.0%
6008 · Audit & Accounting	23,369.64	90,000.00	-66,630.36	26.0%
6017 · Consulting Fees	59,309.53	125,000.00	-65,690.47	47.4%
6018 · Travel & Meetings				
6018.1 · Meetings & Travel	11,564.17	17,000.00	-5,435.83	68.0%
6018.2 · Standby Mileage Expense Reimb	1,120.62	8,000.00	-6,879.38	14.0%
<b>Total 6018 · Travel &amp; Meetings</b>	<b>12,684.79</b>	<b>25,000.00</b>	<b>-12,315.21</b>	<b>50.7%</b>
6020 · Continuing Education	3,744.50	10,000.00	-6,255.50	37.4%
6021 · County Fees	0.00	16,590.00	-16,590.00	0.0%
6024 · Director Fees	0.00	9,000.00	-9,000.00	0.0%
6025 · Dues & Subscriptions	19,580.74	35,000.00	-15,419.26	55.9%
6026 · Elections	0.00	10,000.00	-10,000.00	0.0%
6033 · Insurance				
6033.1 · Insurance - SD5 Property	69,285.84	100,000.00	-30,714.16	69.3%
6033.2 · Insurance - SD5 Liability	0.00	60,000.00	-60,000.00	0.0%
6033.3 · Insurance - SD5 Auto	4,643.00	10,000.00	-5,357.00	46.4%
<b>Total 6033 · Insurance</b>	<b>73,928.84</b>	<b>170,000.00</b>	<b>-96,071.16</b>	<b>43.5%</b>



**Sanitary District No.5 of Marin County**  
**Annual Budget vs Actual Expenses**  
 July 1 through November 14, 2024

	<u>Jul 1 - Nov 14, 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6039 · Legal	8,421.00	50,000.00	-41,579.00	16.8%
6047 · Office Supplies	1,337.52	11,000.00	-9,662.48	12.2%
6056 · Postage	-2,188.70	1,300.00	-3,488.70	-168.4%
6059 · Pollution Prevention/Public Edu	138.30	5,500.00	-5,361.70	2.5%
6065 · Miscellaneous Expense	470.02	0.00	470.02	100.0%
<b>Total 6000 · Administrative Expenses</b>	<b>205,476.18</b>	<b>558,390.00</b>	<b>-352,913.82</b>	<b>36.8%</b>
<b>7000 · Ops &amp; Maintenance Expenses</b>				
7010 · Pumps & Lines Maintenance				
7011 · Pumps & Lines Maintenance	40,883.42	200,000.00	-159,116.58	20.4%
7013 · Emergency Line Repair	17,119.16	100,000.00	-82,880.84	17.1%
<b>Total 7010 · Pumps &amp; Lines Maintenance</b>	<b>58,002.58</b>	<b>300,000.00</b>	<b>-241,997.42</b>	<b>19.3%</b>
7020 · Main Plant Maintenance				
7021 · Plant Maintenance Supplies	5,621.48	80,000.00	-74,378.52	7.0%
7022 · Plant Maint. Parts & Service	149,980.33	300,000.00	-150,019.67	50.0%
7023 · Janitorial Supplies & Service	1,760.55	10,000.00	-8,239.45	17.6%
7024 · Main Plant Chemicals	62,126.45	165,000.00	-102,873.55	37.7%
7025 · Lab Supplies & Chemicals	2,699.49	25,000.00	-22,300.51	10.8%
7027 · Electrical & Instrument	14,262.29	30,000.00	-15,737.71	47.5%
7028 · Grounds Maintenance	4,794.42	8,000.00	-3,205.58	59.9%
7029 · Main Plant Sludge Disposal	21,052.50	55,000.00	-33,947.50	38.3%
<b>Total 7020 · Main Plant Maintenance</b>	<b>262,297.51</b>	<b>673,000.00</b>	<b>-410,702.49</b>	<b>39.0%</b>
7040 · Paradise Cove Plant Maint				
7041 · Paradise Parts & Service	106.31	20,000.00	-19,893.69	0.5%
7042 · Paradise Supplies & Chemicals	2,351.72	6,500.00	-4,148.28	36.2%
7043 · Paradise Sludge Disposal	0.00	3,000.00	-3,000.00	0.0%
<b>Total 7040 · Paradise Cove Plant Maint</b>	<b>2,458.03</b>	<b>29,500.00</b>	<b>-27,041.97</b>	<b>8.3%</b>
7050 · Monitoring				
7051 · Main Plant Lab Monitoring	10,155.45	50,000.00	-39,844.55	20.3%
7052 · Paradise Cove Monitoring	1,776.10	9,000.00	-7,223.90	19.7%
7053 · Chronic Toxicity	8,795.00	15,000.00	-6,205.00	58.6%
<b>Total 7050 · Monitoring</b>	<b>20,726.55</b>	<b>74,000.00</b>	<b>-53,273.45</b>	<b>28.0%</b>
7060 · Permits/Fees				
7061 · Main Plant NPDES Renewal	0.00	0.00	0.00	0.0%
7062 · Permits/Fees - General	9,742.67	50,000.00	-40,257.33	19.5%
7063 · Paradise Cove Permits/Fees	547.00	9,000.00	-8,453.00	6.1%
7064 · Paradise Cove NPDES Renewal	0.00	0.00	0.00	0.0%
<b>Total 7060 · Permits/Fees</b>	<b>10,289.67</b>	<b>59,000.00</b>	<b>-48,710.33</b>	<b>17.4%</b>
7070 · Truck Maintenance				
7071 · Fuel	16,735.31	20,000.00	-3,264.69	83.7%
7072 · Maintenance	8,927.73	30,000.00	-21,072.27	29.8%
<b>Total 7070 · Truck Maintenance</b>	<b>25,663.04</b>	<b>50,000.00</b>	<b>-24,336.96</b>	<b>51.3%</b>
<b>Total 7000 · Ops &amp; Maintenance Expenses</b>	<b>379,437.38</b>	<b>1,185,500.00</b>	<b>-806,062.62</b>	<b>32.0%</b>
<b>8000 · Salaries and Benefits Expenses</b>				
8001 · Salaries	504,713.00	1,636,798.00	-1,132,085.00	30.8%
8003 · Overtime	36,752.90	125,000.00	-88,247.10	29.4%
8004 · Standby Pay	29,691.66	80,000.00	-50,308.34	37.1%
8005 · Employee Incentives	21,000.00	25,000.00	-4,000.00	84.0%
8006 · Vacation Buyout	24,284.40	80,000.00	-55,715.60	30.4%
8013 · Payroll Taxes	46,618.61	110,000.00	-63,381.39	42.4%
8015 · Payroll Service Processing Fees	3,603.10	8,000.00	-4,396.90	45.0%
8016 · Car Allowance	8,000.00	8,000.00	0.00	100.0%

**Sanitary District No.5 of Marin County**  
**Annual Budget vs Actual Expenses**  
 July 1 through November 14, 2024

	Jul 1 - Nov 14, 24	Budget	\$ Over Budget	% of Budget
<b>8019 · PERS Retirement</b>				
8019.05 · PERS Retirement	88,678.83	312,067.00	-223,388.17	28.4%
8019.06 · PERS Retirement - RBP	0.00	0.00	0.00	0.0%
8019.08 · PERS Retirement - CalPERS UAL	0.00	0.00	0.00	0.0%
<b>Total 8019 · PERS Retirement</b>	88,678.83	312,067.00	-223,388.17	28.4%
<b>8020 · Employee Health</b>				
8020.05 · Employee Health	113,347.82	300,000.00	-186,652.18	37.8%
8021 · Employee Health Deductions	-1,366.96	2,500.00	-3,866.96	-54.7%
8020 · Employee Health - Other	0.00	0.00	0.00	0.0%
<b>Total 8020 · Employee Health</b>	111,980.86	302,500.00	-190,519.14	37.0%
<b>8022 · Retiree Health</b>				
8022.05 · Retiree Health	5,575.85	75,000.00	-69,424.15	7.4%
8022.10 · CERBT/OPEB Annual Arc Contribtn	0.00	140,000.00	-140,000.00	0.0%
8022 · Retiree Health - Other	0.00	0.00	0.00	0.0%
<b>Total 8022 · Retiree Health</b>	5,575.85	215,000.00	-209,424.15	2.6%
<b>8023 · Workers Comp Insurance</b>	39,709.00	56,000.00	-16,291.00	70.9%
<b>Total 8000 · Salaries and Benefits Expenses</b>	920,608.21	2,958,365.00	-2,037,756.79	31.1%
<b>8500 · Other Operating Expenses</b>				
8510 · Data/Alarms/IT Supp & Licensing	34,248.57	100,000.00	-65,751.43	34.2%
8515 · Safety	4,953.49	60,000.00	-55,046.51	8.3%
8520 · Personal Protection/Safety Wear	2,530.93	15,000.00	-12,469.07	16.9%
8530 · Telephone				
8531 · Main Plant Telephones	5,369.24	12,000.00	-6,630.76	44.7%
8532 · Paradise Cove Telephones	1,394.50	1,500.00	-105.50	93.0%
8533 · Pumps & Lines Telephones	2,226.28	7,000.00	-4,773.72	31.8%
<b>Total 8530 · Telephone</b>	8,990.02	20,500.00	-11,509.98	43.9%
8540 · Utilities				
8541 · Water	4,248.23	11,000.00	-6,751.77	38.6%
8542 · Main Plant Utilities	91,613.63	240,000.00	-148,386.37	38.2%
8543 · Paradise Cove Utilities	10,117.71	35,000.00	-24,882.29	28.9%
8544 · Pump Station Utilities	16,904.57	65,000.00	-48,095.43	26.0%
<b>Total 8540 · Utilities</b>	122,884.14	351,000.00	-228,115.86	35.0%
<b>Total 8500 · Other Operating Expenses</b>	173,607.15	546,500.00	-372,892.85	31.8%
<b>Total Expense</b>	1,679,128.92	5,248,755.00	-3,569,626.08	32.0%
<b>Net Ordinary Income</b>	-1,017,610.52	2,952,452.00	-3,970,062.52	-34.5%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
9100 · Capital Expenditures				
9200 · Main Plant Equipment Capital				
9201 · LED Lighting Upgrades	0.00	0.00	0.00	0.0%
9201.1 · M.P. Roll-Up Doors	59,081.00	0.00	59,081.00	100.0%
9201.2 · M.P. Corrosion Protection	19,800.00	0.00	19,800.00	100.0%
9202 · M.P. Drainage	0.00	0.00	0.00	0.0%
9206 · Infl Dry Weather Pump Rplcmnt				
9206.1 · Dry Weather Primary Cover	0.00	0.00	0.00	0.0%
<b>Total 9206 · Infl Dry Weather Pump Rplcmnt</b>	0.00	0.00	0.00	0.0%
9208 · M.P. Chem Feed Trx Pump Rplcmnt	0.00	0.00	0.00	0.0%
9212 · M.P. Headworks				
9212.2 · M.P. Switchgear Upgrade/Imprvmt	0.00	0.00	0.00	0.0%
<b>Total 9212 · M.P. Headworks</b>	0.00	0.00	0.00	0.0%

**Sanitary District No.5 of Marin County**  
**Annual Budget vs Actual Expenses**  
 July 1 through November 14, 2024

	Jul 1 - Nov 14, 24	Budget	\$ Over Budget	% of Budget
<b>9213 · M.P. Digester</b>				
9213.1 · Digester Rehab	0.00	0.00	0.00	0.0%
<b>Total 9213 · M.P. Digester</b>	0.00	0.00	0.00	0.0%
<b>9216 · M.P. Secondary Clarifier</b>				
9216.1 · Scum Removal Project FY22-23	0.00	0.00	0.00	0.0%
9216 · M.P. Secondary Clarifier - Other	0.00	0.00	0.00	0.0%
<b>Total 9216 · M.P. Secondary Clarifier</b>	0.00	0.00	0.00	0.0%
<b>9217 · SD5 Shop Rplcmnt /Ops Control</b>				
9217.1 · FY23-24 Shop Rehab	0.00	0.00	0.00	0.0%
<b>Total 9217 · SD5 Shop Rplcmnt /Ops Control</b>	0.00	0.00	0.00	0.0%
<b>9229.8 · Vehicle Replacement</b>	216,076.20	0.00	216,076.20	100.0%
9200 · Main Plant Equipment Capital - Other	0.00	0.00	0.00	0.0%
<b>Total 9200 · Main Plant Equipment Capital</b>	294,957.20	0.00	294,957.20	100.0%
<b>9300 · Pumps &amp; Lines Capital</b>				
9301 · Tiburon Sewer Line Rehab Prog	172,334.00	0.00	172,334.00	100.0%
9303 · CCTV Sewer Project	0.00	0.00	0.00	0.0%
9304 · Belvedere Sewer Line Rehab Prog	0.00	0.00	0.00	0.0%
9305 · Valve/Wet Well Replacements				
9305.2 · Tiburon Wet Well Rehab	0.00	0.00	0.00	0.0%
<b>Total 9305 · Valve/Wet Well Replacements</b>	0.00	0.00	0.00	0.0%
9306 · PS Pump & Valve Replacements	0.00	0.00	0.00	0.0%
9309 · BPS #1 Generator Replcmnt	8,987.00	0.00	8,987.00	100.0%
9313 · Manholes/Rodholes	24,106.96	0.00	24,106.96	100.0%
9314.01 · SR Ave Diverter Project	0.00	0.00	0.00	0.0%
9300 · Pumps & Lines Capital - Other	0.00	0.00	0.00	0.0%
<b>Total 9300 · Pumps &amp; Lines Capital</b>	205,427.96	0.00	205,427.96	100.0%
<b>9400 · Paradise Cove Capital</b>				
9406 · P.C. Plant Grit Removal	0.00	0.00	0.00	0.0%
9407 · P.C. Pump Replacement	0.00	0.00	0.00	0.0%
9408 · P.C. Access Rd Imprvmnts	0.00	0.00	0.00	0.0%
9400 · Paradise Cove Capital - Other	0.00	0.00	0.00	0.0%
<b>Total 9400 · Paradise Cove Capital</b>	0.00	0.00	0.00	0.0%
<b>9500 · Undesignated Capital</b>				
9510 · Undesignated Cap - M.P.	0.00	0.00	0.00	0.0%
9520 · Undesignated Cap - P.C. Plant	0.00	0.00	0.00	0.0%
9530 · Undesignated Cap - P & L	0.00	0.00	0.00	0.0%
<b>Total 9500 · Undesignated Capital</b>	0.00	0.00	0.00	0.0%
<b>9100 · Capital Expenditures - Other</b>	0.00	0.00	0.00	0.0%
<b>Total 9100 · Capital Expenditures</b>	500,385.16	0.00	500,385.16	100.0%
<b>9700 · Debt Service</b>				
9701 · Zion Bank Loan- Principal	0.00	0.00	0.00	0.0%
9702 · Zion Bank Loan - Interest	0.00	0.00	0.00	0.0%

**Sanitary District No.5 of Marin County**  
**Annual Budget vs Actual Expenses**  
 July 1 through November 14, 2024

	Jul 1 - Nov 14, 24	Budget	\$ Over Budget	% of Budget
<b>9730 · Debt Service - MPR Project</b>				
9730.01 · Zion Loan - Principal	625,000.00	0.00	625,000.00	100.0%
9730.02 · Zion Loan - Interest	67,642.01	0.00	67,642.01	100.0%
9731 · Debt Service MPR Bond Principal	0.00	0.00	0.00	0.0%
9732 · Debt Service MPR Bond Interest	0.00	0.00	0.00	0.0%
9734 · MPR Refi - Principal	0.00	0.00	0.00	0.0%
9735 · MPR Refi - Interest	0.00	0.00	0.00	0.0%
<b>Total 9730 · Debt Service - MPR Project</b>	<u>692,642.01</u>	<u>0.00</u>	<u>692,642.01</u>	<u>100.0%</u>
<b>Total 9700 · Debt Service</b>	<u>692,642.01</u>	<u>0.00</u>	<u>692,642.01</u>	<u>100.0%</u>
<b>Total Other Expense</b>	<u>1,193,027.17</u>	<u>0.00</u>	<u>1,193,027.17</u>	<u>100.0%</u>
<b>Net Other Income</b>	<u>-1,193,027.17</u>	<u>0.00</u>	<u>-1,193,027.17</u>	<u>100.0%</u>
<b>Net Income</b>	<u><u>-2,210,637.69</u></u>	<u><u>2,952,452.00</u></u>	<u><u>-5,163,089.69</u></u>	<u><u>-74.9%</u></u>

**Sanitary District No.5 of Marin County  
Comparative Balance Sheet  
As of November 14, 2024**

	Nov 14, 24	Oct 14, 24	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
JP Morgan Chase - Primary 7399	8,239.34	250,820.41	-242,581.07
JP Morgan Chase - Payroll 7506	6,879.72	99,683.62	-92,803.90
JP Morgan Chase - Transfer 7522	2,261.53	6,473.25	-4,211.72
<b>Local Agency Investment Fund</b>			
SD5 CalPERS Retirement Trust	-67,049.00	-67,049.00	0.00
SD5 Operating Reserve	1,200,853.05	1,200,853.05	0.00
SD5 Operating	1,979,871.21	1,797,861.76	182,009.45
SD5 Capital & CIP Reserve	9,725,065.99	9,725,065.99	0.00
<b>Total Local Agency Investment Fund</b>	<b>12,838,741.25</b>	<b>12,656,731.80</b>	<b>182,009.45</b>
<b>California CLASS</b>			
CalPERS UAL Fund	140,066.42	140,066.42	0.00
Emergency Replacement Fund	1,000,549.76	1,000,549.76	0.00
<b>Total California CLASS</b>	<b>1,140,616.18</b>	<b>1,140,616.18</b>	<b>0.00</b>
<b>Total Checking/Savings</b>	<b>13,996,738.02</b>	<b>14,154,325.26</b>	<b>-157,587.24</b>
<b>Accounts Receivable</b>			
Accounts Receivable	296,090.31	347,264.55	-51,174.24
<b>Total Accounts Receivable</b>	<b>296,090.31</b>	<b>347,264.55</b>	<b>-51,174.24</b>
<b>Other Current Assets</b>			
Petty Cash	781.92	781.92	0.00
Prepaid Expense	100,447.47	100,447.47	0.00
1499 · Undeposited Funds	0.00	3,635.58	-3,635.58
<b>Total Other Current Assets</b>	<b>101,229.39</b>	<b>104,864.97</b>	<b>-3,635.58</b>
<b>Total Current Assets</b>	<b>14,394,057.72</b>	<b>14,606,454.78</b>	<b>-212,397.06</b>
<b>Fixed Assets</b>	<b>18,809,559.07</b>	<b>18,809,155.30</b>	<b>403.77</b>
<b>TOTAL ASSETS</b>	<b><u>33,203,616.79</u></b>	<b><u>33,415,610.08</u></b>	<b><u>-211,993.29</u></b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
2000 · Accounts Payable	-27,295.89	80,708.24	-108,004.13
<b>Total Accounts Payable</b>	<b>-27,295.89</b>	<b>80,708.24</b>	<b>-108,004.13</b>
<b>Other Current Liabilities</b>			
Compensated Absences Current	228,550.57	228,550.57	0.00
Deferred Income for Permits	176,584.00	176,584.00	0.00
MPR Zion Loan Current Payable	625,000.00	625,000.00	0.00
MPR Zion Loan Interest Payable	33,821.00	33,821.00	0.00
Retainage Payable	125.70	125.70	0.00
<b>Total Other Current Liabilities</b>	<b>1,064,081.27</b>	<b>1,064,081.27</b>	<b>0.00</b>
<b>Total Current Liabilities</b>	<b>1,036,785.38</b>	<b>1,144,789.51</b>	<b>-108,004.13</b>

Sanitary District No.5 of Marin County  
Comparative Balance Sheet  
As of November 14, 2024

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	Nov 14, 24	Oct 14, 24	\$ Change
<b>Long Term Liabilities</b>			
MPR Zion Loan Payable	4,830,000.00	4,830,000.00	0.00
Pension-related Liabilities	-877,300.00	-877,300.00	0.00
2061 · OPEB Related Liability	151,288.00	151,288.00	0.00
2960 · Deferred Debt Refinancing Costs	80,559.20	80,559.20	0.00
<b>Total Long Term Liabilities</b>	<u>4,184,547.20</u>	<u>4,184,547.20</u>	<u>0.00</u>
<b>Total Liabilities</b>	5,221,332.58	5,329,336.71	-108,004.13
<b>Equity</b>	<u>27,982,284.21</u>	<u>28,086,273.37</u>	<u>-103,989.16</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>33,203,616.79</u></u>	<u><u>33,415,610.08</u></u>	<u><u>-211,993.29</u></u>



Summary Statement

October 31, 2024

Page 1 of 4

Investor ID: CA-01-0195

0000183-0000716 PDF 708953

Sanitary District No. 5 of Marin County  
PO Box 227  
Tiburon, CA 94920

California CLASS

California CLASS

Average Monthly Yield: 5.0039%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01-0195-0001	Emergency Replacement Fund	1,000,549.76	0.00	0.00	4,240.63	4,790.39	1,000,686.55	1,004,790.39
CA-01-0195-0002	CalPERS UAL Fund	140,066.42	0.00	0.00	593.64	709.06	140,085.57	140,660.06
<b>TOTAL</b>		<b>1,140,616.18</b>	<b>0.00</b>	<b>0.00</b>	<b>4,834.27</b>	<b>5,499.45</b>	<b>1,140,772.12</b>	<b>1,145,450.45</b>



Emergency Replacement Fund

Account Summary

Average Monthly Yield: 5.0039%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	1,000,549.76	0.00	0.00	4,240.63	4,790.39	1,000,686.55	1,004,790.39

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
10/01/2024	Beginning Balance			1,000,549.76	
10/31/2024	Income Dividend Reinvestment	4,240.63			
10/31/2024	Ending Balance			1,004,790.39	





CalPERS UAL Fund

Account Summary

Average Monthly Yield: 5.0039%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	140,066.42	0.00	0.00	593.64	709.06	140,085.57	140,660.06

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
10/01/2024	Beginning Balance			140,066.42	
10/31/2024	Income Dividend Reinvestment	593.64			
10/31/2024	Ending Balance			140,660.06	



California CLASS

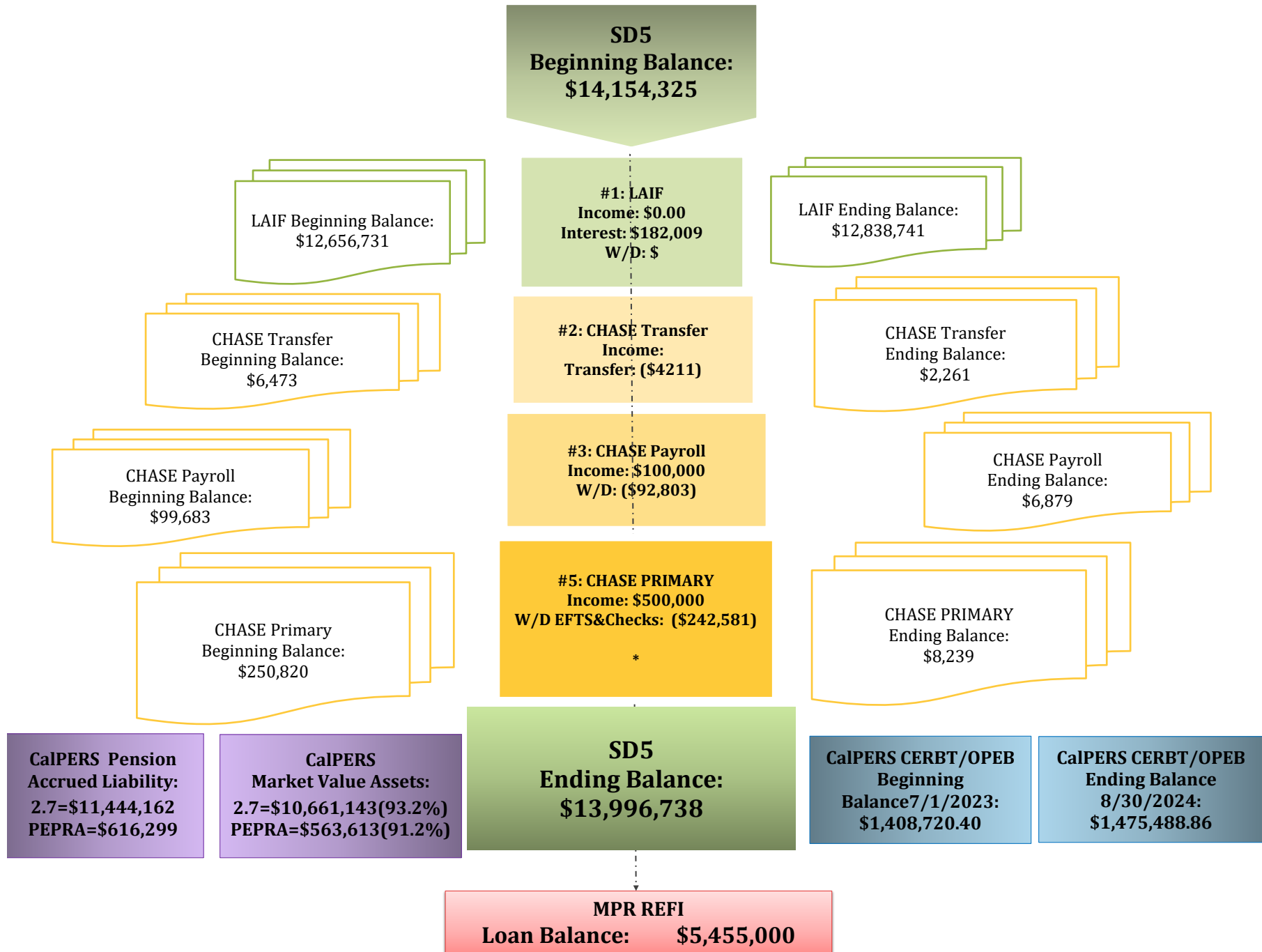
California CLASS

Date	Dividend Rate	Daily Yield
10/01/2024	0.000138678	5.0756%
10/02/2024	0.000139380	5.1013%
10/03/2024	0.000138137	5.0558%
10/04/2024	0.000411603	5.0216%
10/05/2024	0.000000000	5.0216%
10/06/2024	0.000000000	5.0216%
10/07/2024	0.000136858	5.0090%
10/08/2024	0.000136838	5.0083%
10/09/2024	0.000136889	5.0101%
10/10/2024	0.000136658	5.0017%
10/11/2024	0.000545556	4.9919%
10/12/2024	0.000000000	4.9919%
10/13/2024	0.000000000	4.9919%
10/14/2024	0.000000000	4.9919%
10/15/2024	0.000136312	4.9890%
10/16/2024	0.000136701	5.0033%
10/17/2024	0.000136971	5.0131%
10/18/2024	0.000410037	5.0025%
10/19/2024	0.000000000	5.0025%
10/20/2024	0.000000000	5.0025%
10/21/2024	0.000136508	4.9962%
10/22/2024	0.000136214	4.9855%
10/23/2024	0.000136301	4.9886%
10/24/2024	0.000136188	4.9845%
10/25/2024	0.000408363	4.9820%
10/26/2024	0.000000000	4.9820%
10/27/2024	0.000000000	4.9820%
10/28/2024	0.000136133	4.9825%
10/29/2024	0.000136054	4.9796%
10/30/2024	0.000136022	4.9784%
10/31/2024	0.000135894	4.9737%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**

# CASH FLOW CHART

SANITARY DISTRICT NO. 5 OF MARIN COUNTY: Oct-Nov 2024



# November 2024

November 2024							December 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	8	9	1	2	3	4	5	6	7
10	11	12	13	14	15	16	8	9	10	11	12	13	14
17	18	19	20	21	22	23	15	16	17	18	19	20	21
24	25	26	27	28	29	30	22	23	24	25	26	27	28
							29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 27	28	29	30	31	Nov 1	2
3	4	5	6 JK in CCheck Run	7 JK in check run	8	9
10	11	12 9:00am Timecards Due 0900 - All timecards must be completed, approved, and submitted with all supporting	13	14 2 PM Sewer Rehab Project Bid Opening JK in audit work 9:30am CIP Committee Meeting (2001 10:30am Finance	15 9:30am Personnel Committee Meeting (2001 Paradise Drive Tiburon CA 94920) - HR	16
17	18 JK in audit work	19 5:00pm Special Board Meeting (Special Board Meeting ) - HR	20 Joel/Dan/KC - Leadership Course TR off Amin	21 Regular Board Meeting- Cancelled (2001 Paradise Drive Tiburon CA 94920) TR off Admin	22	23
24	25 TR off Admin	26 TR off Admin	27 Thanksgiving- Observed Holiday	28 Day after Thanskiving- Observed Holiday	29	30

# December 2024

December 2024							January 2025						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	5	6	7	1	2	3	4
8	9	10	11	12	13	14	12	13	14	15	16	17	18
15	16	17	18	19	20	21	19	20	21	22	23	24	25
22	23	24	25	26	27	28	26	27	28	29	30	31	
29	30	31											

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 1	2	3	4 JK in for check run	5 JK in for check run	6	7
8	9	10	11	12 9:30am CIP Committee Meeting (2001 Paradise Drive) 10:30am Finance Committee Meeting (2001 Paradise Drive)	13	14
15	16	17 JK in for Finance Work	18 JK in for finance	19 5:00pm Regular Board Meeting (2001 Paradise Drive Tiburon CA 94920) - HR	20	21
22	23 TR off Admin	24 TR off Admin	25 Christmas Day- Observed Holiday	26 TR off Holiday Owed	27	28
29	30 TR off Holiday Owed	31 TR off Holiday Owed	Jan 1, 25	2	3	4

# Sanitary District No. 5 of Marin County



## District Management Report October 2024

### Contents:

- Transmittal Memo
- Financial/Budgetary
- HR & Personnel
- Business Administration
- Collection System Performance
- Treatment Plant Performance – Paradise Cove
- Treatment Plant Performance – Main Plant
- Pollution Prevention Activities
- Continuing Education & Safety Training
- Capital Improvement Projects

## **Transmittal Memo**

**Date:** November 19, 2024  
**To:** Board of Directors  
**From:** Tony Rubio, District Manager  
**Subject:** Management Report for October 2024

### **Fiscal Status**

Period Covered: July 1, 2024 –November 19, 2024  
Percent of Fiscal Year: 33%  
Percent of Budgeted Income to Date: 5.8%  
Percent of Budgeted Expenditures to Date: 32% (operating only)

### **Personnel**

Separations: None  
New Hires: None  
Promotions: None  
Recruitment Activities: None

### **Regulatory Compliance**

MP Collection System WDR Compliance: Full Compliance with all regulations  
PC Collection System WDR Compliance: Full Compliance with all regulations  
MP NPDES Permit Compliance: Full Compliance with all regulations  
PC NPDES Permit Compliance: Full Compliance with all regulations  
BAAQMD Compliance: Full Compliance with all regulations  
Significant Comments: None

*Summary of Operational Highlights are on the following pages.*

## ***Significant Events for the Month of October 2024 Include:***

### **Financial/Budgetary/Business Administration**

- Bookkeeper Jill Kalehua from DMMS (Daily Money Management Services) in 5 days a month to perform AR/AP functions for office.
- Business Server file clean up ongoing- Scans Folders review and renaming underway
- Fiscal year 2023/2024 Final Audit near completion should be ready for December meeting- received GASB 75 report November 11

### **HR and Personnel**

- Employee portal setup through website, working on populating portal for staff and board member use on going

### **Continuing Education, Safety Training, Pollution Prevention Activities**

- Work with DKF solutions on District safety program updates on-going.
- Heat Illness Policy under review
- Fire Prevention Policy Completed
- Establishing CBT safety training calendar for monthly staff safety policy refresher trainings
- Staff attended monthly Public Education Meeting.
- Staff P2 Booth at Get Ready 94920 Event in Tiburon -Emergency Preparedness and public education





## **Collection System Performance**

### **Main Plant Tiburon/Belvedere/Paradise Cove**

- Rodder and Vactor preventative maintenance work is underway.
- Grit Chamber cleaning scheduled for Nov 14

## **Treatment Plant Performance**

### **Paradise Cove WWTP**

- No Spill Report for Paradise Cove Collection System
- 3<sup>rd</sup> Quarter SMR and DMR to the RWQCB on CIWQS

### **Tiburon Main WWTP:**

- Submitted September 2024 Monthly SMR and DMR to the RWQCB on CIWQS.
- DW tanks placed back in service early november.
- Odor Control System recirculation pump replaced back to normal operation
- File Storage Control Building Replacement underway

## **Capital Improvement Projects**

- 2025 Sewer Rehab – Received bids – on agenda for action
- Cove Road MCC and Generator replacement project design nearing completion should have final set in December
- Digester Cleaning and Rehab project has begun- equipment has been arriving- waiting on Digester cleaners schedule for the beginning on dewatering Dig. #2/ take out of service

## Glossary of Terms

- **B.O.D. (Biochemical Oxygen Demand):** Measurement of the effluent's capacity to consume dissolved oxygen to stabilize all remaining organic matter. The permit limits for our effluent for discharge into San Francisco bay require that we remove 85% influent B.O.D. and meet a weekly average of less than 45mg/l and a monthly average of less than 30 mg/l B.O.D.
- **TSS (Total Suspended Solids):** Measurement of suspended solids in the effluent. Our permit requires that we remove at least 85% of the influent TSS and that the effluent limit is less than 45 mg/l as a weekly average and less than 30 mg/l as a monthly average.
- **Chlorine Residual:** The plant effluent is disinfected with hypochlorite (chlorine "bleach") and then the residual chlorine is neutralized with sodium bisulfite to protect the bay. The effluent chlorine residual limit is 0.0 mg/l which we monitor continuously.
- **pH:** pH is a measurement of acidity with pH 7.0 being neutral and higher pH values being basic and lower pH values being acidic. Our permit effluent pH must stay within the range of 6.0-9.0, which we monitor continuously.
- **Coliform:** Coliform bacteria are the indicator organism for determination of the efficiency of the disinfection process. The lab culture samples of our effluent and the presence of coliform is an indication that pathogenic organisms may be present. This is reported as MPN/100 (number of coliform bacteria in 100 milliliters sample).
- **Flow Through Bioassay:** A 96 hour test in which we test the toxicity of our effluent to tiny fish (sticklebacks) in a flow through tank to determine the survivability under continuous exposure to our effluent. Our permit requires that we maintain a 90<sup>th</sup> percentile survival of at least 70% and an 11 sample median survival of at least 90%. In layman's terms, this means that out of the last 11 samples only one bioassay may fall below 70% survival and the middle value when all 11 samples are placed in numerical order must be at least 90%.
- **Metals Analysis:** Our permit requires that we analyze our effluent for many different metals on a monthly basis. We have permit limits for some metals. The metals are stated as a daily max and a monthly average limit. The daily max limit is the number we cannot exceed on any sample and the monthly average applies to all samples collected in any month (although usually we are only required to take one).
- **F.O.G. (Fats, oils and grease):** Quarterly we are required to monitor our effluent for Fats, Oils and Grease.

## Glossary of terms continued...

- **Headworks:** The point where all raw wastewater enters the treatment plant. In this building wastewater goes through 3 grinders to grind up all large objects that could possibly damage our influent and sludge pumps further down the treatment process.
- **Primary Sedimentation:** The next treatment process is a physical treatment process where solids that settle or float are removed and sent to the digesters for further processing.
- **Activated Sludge:** Next is the activate sludge process. This process is a biological wastewater treatment process that uses microorganisms to speed up the decomposition of wastes. When activated sludge is added to wastewater, the microorganisms feed and grow on waste particles in the wastewater. As the organisms grow and reproduce, more and more waste is removed, leaving the wastewater partially cleaned. To function efficiently, the mass of organisms needs a steady balance of food and oxygen. These tasks are closely monitored by the operations staff.
- **Secondary Clarification:** Next is secondary clarification, like primary sedimentation/clarification, this also is a physical treatment process where solids that settle or float are removed and sent to the next treatment process. The difference between Secondary Clarification and primary sedimentation is that the solids removed from the secondary clarifiers goes to 2 places. Some goes to waste to the DAFT and some goes back to the activated sludge process for further treatment. (*Microorganisms must be returned to the activated sludge process to keep an equal balance of food and microorganisms*).
- **DAFT (dissolved air floatation thickener):** Next is the DAFT. The dissolved air floatation thickening process uses air bubbles to thicken WAS(waste active sludge) solids removed from the secondary clarifier, by floating solids to the tank surface, where they are removed and sent to the digesters for final processing.
- **Sludge Digestion:** In the anaerobic digestion process, all the organic material removed from the primary sedimentation tanks and DAFT's are digested by anaerobic bacteria. The end products are methane, carbon dioxide, water and neutralized organic matter.
- **Solids Handling:** This is the process where all the neutralized sludge from the digester is finally treated. Sludge from the digester is pumped to the screw press where it is conditioned with a polymer (chemical that reacts with the sludge to remove the water from the sludge and bind the sludge particles together) in order to dewater the sludge and produce a dry cake for final disposal to the Redwood landfill.

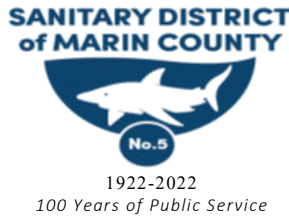
## Glossary of terms continued...

- **Disinfection:** This is the end point for the wastewater- at this point wastewater flows through the chlorine contact tank. This contact tank allows for enough contact time for chlorine solution to disinfect the wastewater. Sodium bisulfite is introduced at the end of the tank to neutralize any residual chlorine to protect the bay.
- **MLSS (mixed liquor suspended solids):** Suspended solids in the mixed liquor of an aeration tank measured in mg/l
- **MCRT (mean cell resident time):** An expression of the average time that a microorganism will spend in the activated sludge process.
- **SVI (sludge volume index):** This is a calculation used to indicate the settling ability of activated sludge in the secondary clarifier.
- **RAS (return activated sludge):** The purpose of returning activated sludge, is to maintain a sufficient concentration of activated sludge in the aeration tank.
- **WAS (waste activated sludge):** To maintain a stable process, the amount of solids added each day to the activated sludge process are removed as WAS. We track this by our MCRT which averages 3 days
- **TWAS (thickened waste activated sludge):** The WAS is thickened in the DAFT and the thickened sludge is then pumped to the digester.
- **MPN (most probable number):** Concentrations of total coliform bacteria are reported as the most probable number. The MPN is not the absolute count of the bacteria but a statistical estimate of their concentration.
- **Bio-solids:** Anaerobic digested sludge is pumped to a screw press where excess water is removed to reduce the volume (and weight) thus producing an end result called bio-solids.
- **Polymer:** Organic polymers are added to digested sludge to bring out the formation of larger particles by bridging to improve processing.

## Wastewater Acronyms

<b>ACWA</b>	Assoc of California Water Agencies	<b>APWA</b>	American Public Works Association
<b>AWWA</b>	American Water Works Association	<b>BAAQMD</b>	Bay Area Air Quality Management District
<b>BACWA</b>	Bay Area Clean Water Agencies	<b>BAPPG:</b>	Bay Area Pollution Prevention Group
<b>CASA</b>	California Association of Sanitation Agencies	<b>CSDA</b>	California Special Districts Association
<b>CSRMA:</b>	California Sanitation Risk Management Authority	<b>CAAQS</b>	California Ambient Air Quality Standard
<b>CalARP</b>	California Accidental Release Prevention Program	<b>CARB</b>	California Air Resources Board
<b>CDO</b>	Cease and Desist Order	<b>CECs</b>	Constituents of Emerging Concern
<b>CEQA</b>	California Environmental Quality Act	<b>CIWQS</b>	California Integrated Water Quality System
<b>CFR</b>	Code of Federal Regulations	<b>CMOM</b>	Capacity, Management, Operation and Maintenance
<b>CIWMB</b>	California Integrated Waste Management Board		
<b>CIWQS</b>	California Integrated Water Quality System	<b>CPUC</b>	California Public Utilities Commission
<b>CSO</b>	Combined Sewer Overflow	<b>CTR</b>	California Toxics Rule
<b>CWA</b>	Clean Water Act	<b>CWAP</b>	Clean Water Action Plan
<b>CWARA</b>	Clean Water Authority Restoration Act	<b>CWEA</b>	California Water Environment Association
<b>DHS</b>	Dept. of Health Services	<b>DTSC</b>	Dept. of Toxic Substances Control
<b>EBEP</b>	Enclosed Bays and Estuaries Plan	<b>EDW</b>	Effluent Dominated Water body
<b>EIS/EIR</b>	Environmental Impact Statement/Report	<b>EPA</b>	Environmental Protection Agency
<b>ERAF</b>	Educational Reserve Augmentation Fund	<b>ESMP</b>	Electronic Self-Monitoring Report
<b>FOG</b>	Fats, Oils and Grease	<b>GASB</b>	Government Accounting Standards Board
<b>ISWP</b>	Inland Surface Waters Plan	<b>JPA</b>	Joint Powers Authority
<b>LAFCO</b>	Local Agency Formation Commission	<b>LOCC</b>	League of California Cities
<b>MACT</b>	Maximum Achievable Control Technology (air controls)	<b>MCL</b>	Maximum Contaminant Level
<b>MMP</b>	Mandatory Minimum Penalty	<b>MOU</b>	Memorandum of Understanding
<b>MUN</b>	Municipal Drinking Water Use	<b>NACWA</b>	National Association of Clean Water Agencies
<b>NGOs</b>	Non-Governmental Organizations	<b>NOX</b>	Nitrogen Oxides
<b>NPDES</b>	Nat'l Pollutant Discharge Elimination System	<b>NRDC</b>	Natural Resources Defense Council
<b>NTR</b>	National Toxics Rule	<b>OWP:</b>	Office of Water Programs
<b>OSHA:</b>	Occupational Safety and Health Administration	<b>PCBs</b>	Poly Chlorinated Biphenyls
<b>POTWs</b>	Publicly Owned Treatment Works	<b>PPCPs</b>	Pharmaceutical and personal Care Products
<b>QA/QC</b>	Quality Assurance / Quality Control	<b>Region</b>	IX Western Region of EPA (CA, AZ, NV & HI)
<b>RFP</b>	Request For Proposals	<b>RMP</b>	Risk Management Program
<b>RFQ</b>	Request For Qualifications	<b>RWQCB</b>	Regional Water Quality Control Board
<b>SEP</b>	Supplementary Environmental Projects	<b>SIP</b>	State Implementation Policy (CTR/NTR criteria)
<b>SFEI:</b>	San Francisco Estuary Institute	<b>SRF</b>	State Revolving Fund
<b>SSO</b>	Sanitary Sewer Overflow	<b>SSMP</b>	Sewer System Management Plan
<b>SWRCB</b>	State Water Resources Control Board	<b>TMDL</b>	Total Maximum Daily Load
<b>WDR</b>	Waste Discharge Requirements	<b>WEF</b>	Water Environment Federation
<b>WERF</b>	Water Environment Research Foundation	<b>WET</b>	Whole Effluent Toxicity or Waste Extraction Test
<b>WMI</b>	Watershed Management Initiative	<b>WRFP</b>	Water Recycling Funding Program
<b>WRDA</b>	Water Resource Development Act	<b>WWTP</b>	Wastewater Treatment Plant
<b>WQBEL</b>	Water Quality Based Effluent Limitation	<b>WWWIFA</b>	Water & Wastewater Infrastructure Financing Agency

Management  
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 Joel Alvarez Administrative Services Manger  
 2001 Paradise Drive  
 Tiburon CA 9420  
 415-435-1501 Tel  
 415-435-0221 fax  
[www.sani5.org](http://www.sani5.org)



Board of Directors  
 Omar Arias-Montez President  
 John Carapiet Vice President  
 Richard Snyder Secretary  
 Catherine Benediktsson Director  
 Tod Moody Director

**Date:** November 19, 2024

**To:** Board of Directors – Regular Board Meeting

**From:** District Manager – Tony Rubio

**Subject:** Consideration of Award of Construction Contract to APB Engineering for the 2024-2025 Sewer Rehabilitation Project

**STAFF REPORT:**

The 2024 Sewer Improvement Project consists of the rehabilitation of approximately 3,583 linear feet of deteriorated six-inch diameter sewer located in the Town of Tiburon and the City of Belvedere under the base bid. The pipe will be rehabilitated via pipe bursting, which will minimize disturbance to residential backyards where the sewer is located in easements. The notice inviting bids was advertised in October 2024, and bids were opened on November 14, 2024 at 2 pm. Actual construction is planned to begin in Early Spring of 2025, after the wet weather season. The engineer's cost estimate for the project was \$923,677 for the base bid of 3,583 linear ft. of pipe rehabilitation. On November 14, 2024, the District opened bids for the 2024 Sewer Rehabilitation Project. The Bid results are presented as follows:

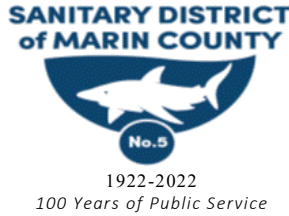
<u>Contractor</u>	<u>Bid Amount (\$)</u>
APB General Engineering	\$628,882
West Rock Engineering	\$743,859
Hardiman Construction Inc.	\$846,633
Bayside Trenchless Inc.	\$857,438
Glosage Engineering Inc.	\$1,016,044
A3 Pipe Line	\$1,019,144

The low bid is below the engineer's estimate of \$923,677(includes 15% contingency), which was estimated based on historic bid results. APB General Engineering bid results may reflect current market conditions and based on the engineer's review of recent Public Works' project bid results.

The engineer has recommended award of the contract.

The previous sewer line project of fiscal year 2022 came out to roughly \$210/linear ft. For comparison purposes, the current project, as bid, is roughly \$175/linear ft. Two years ago a total of 3 qualified contractors bid the 2022 Sewer Rehabilitation project.

Management  
Tony Rubio District Manager  
Joel Alvarez Administrative Services Manger  
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Board of Directors  
Omar Arias-Montez President  
John Carapiet Vice President  
Richard Snyder Secretary  
Catherine Benediktsson Director  
Tod Moody Director

The current Pipe bursting construction projects environment has yielded multiple qualified contractors bidding on projects- that is evident by the District receiving 6 total bids and most recently a neighboring agency receiving 11 total bids.

**FISCAL IMPACT:**

\$628,882 for the 2024 Sewer Rehabilitation Project to be paid through the approved budget for fiscal year 2024-2025  
\$94,332 in contingency funding (15%) of total project bid cost for a total of \$723,214.30 all which is within the approved FY24/25 budget for the Sewer Rehabilitation Project

**CEQA (California Environmental Quality Act)**

Exempt

**Recommendation:**

Award Construction Contract for the 2024-2025 Sewer Rehabilitation Project to APB General Engineering for the low bid amount of \$628,882 and authorize the General Manager to Issue a notice to proceed upon the confirmation and receipt of insurance documents.

A handwritten signature in black ink, appearing to read 'Tony Rubio', is written over a horizontal line.

Tony Rubio, District Manager

**ATTACHMENTS:**

2024/2025 Sewer Rehabilitation Project Bid List

Sanitary District No. 5 of Marin County  
 2024/2025 Sewer Rehab Project  
 November 14, 2024 @ 2:00 p.m.



COMPANY NAME

TOTAL BASE BID

①	GLOSAGE ENGINEERING INC.	\$ 1,016,044
②	APB GENERAL ENGINEERING	\$ 628,882
③	HARDIMAN CONSTRUCTION INC.	\$ 846,633
④	A3 PIPELINE	\$ 1,019,144
⑤	WEST ROCK ENGINEERING	\$ 743,859
⑥	BAYSIDE TRENCHLESS INC.	\$ 857,438
⑦		\$
⑧		\$
⑨		\$
⑩		\$



## NOTICE INVITING BIDS

Notice is hereby given that sealed bids will be received by the District Manager of the Sanitary District No. 5, at the District office, 2001 Paradise Drive, Tiburon CA 94920, at any time prior to **2:00 PM on Thursday, November 14, 2024** for furnishing all labor, materials, equipment, and services for the construction of improvements designated as:

### 2024 Sewer Rehabilitation Project Tiburon and Belvedere

Any bids received after the scheduled closing time for receipt of bids shall be returned unopened. Bids will be publicly opened, examined and declared on said day and hour, and will be referred to the District Board of Directors for subsequent action.

The successful bidder will have one hundred twenty (120) consecutive calendar days to substantially complete the project from the Notice to Proceed.

All of said work is to be done at the places and in the particular locations, of the form, sizes and dimensions and of the materials, and to the lines and grades and at the elevations as shown on the plans and specifications made therefor and approved by the Owner.

The Owner hereby advises all bidders that the successful bidder shall:

1. Employ the appropriate number of apprentices on the job site as set forth in California Labor Code 1777.5;
2. Provide Workers' Compensation coverage, as set forth in California Labor Code Sections 1860 and 1861;
3. Keep and maintain the records of work performed on the public works project, as set forth in California Labor Code Section 1812;
4. Keep and maintain the records required under California Labor Code Section 1776 which shall be subject to inspection pursuant to California Labor Code Section 1776 and California Code of Regulations, Division 1, Chapter 8, Subchapter 3, Article 6, Section 16400 (e); and
5. Be subject to other requirements imposed by law.

**CALIFORNIA WAGE RATE REQUIREMENTS:** In accordance with the provisions of the California Labor Code Sections 1770, 1773, 1773.1, 1773.6 and 1773.7 as amended, the Director of the Department of Industrial Relations has determined the general prevailing rate of per diem wages in accordance with the standards set forth in Section 1773 for the locality in which the Work is to be performed. A copy of said wage rates is available on-line at [www.dir.ca.gov/DLSR/PWD](http://www.dir.ca.gov/DLSR/PWD). It shall be mandatory upon the Contractor to whom the Work is awarded and upon any subcontractor to pay not less than said specified rates to all workers employed by them in the execution of the Work.

Said prevailing rate of per diem wages will be made available to any interested party upon request, and a copy thereof shall be posted at the job site by the Contractor.

No contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)].

No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

The Owner will not recognize any claim for additional compensation because of the payment by the contractor of any wage rate in excess of the prevailing wage rates on file as aforesaid. The possibility of a wage increase is one of the elements to be considered by the contractor in determining his/her or its bid and will not, under any circumstances, be considered as the basis of a claim against the Owner on the contract.

Pursuant to the provisions of California Labor Code Section 6707, each bid submitted in response to this Notice Inviting Bids shall contain, as a bid item, adequate sheeting, shoring, and bracing, or equivalent method, for the protection of life and limb in trenches and open excavation, which shall conform to applicable safety orders. By listing this sum, the bidder warrants that its action does not convey tort liability to the Owner, the Design Consultant, the Construction Manager, and their employees, agents, and subconsultants.

The successful bidder and its subcontractors shall employ workers, trades and craftsmen which constantly display and demonstrate proper moral, ethical and professional conduct to all fellow workers, employees and representatives of the Owner and other involved entities.

Bidders may obtain copies of the bidding documents by logging on to or by calling BPXpress Reprographics at (510) 559-8299 or emailing [Richmond@blueprintexpress.com](mailto:Richmond@blueprintexpress.com). There is a non-refundable FEE of \$60 PER SET for a printed package. Shipping and handling costs are extra and prices depend on the delivery method. At the bidder's request and expense, the Contract Documents may be sent by overnight mail. Bidders can supply their shipper account number to expedite processing. Electronic bidding documents can also be ordered for a non-refundable FEE of \$50 PER SET. All bidders must purchase a complete set (hard copy or complete download) from BPXpress Printing & Graphics to be included on the planholder's list and to receive addenda notifications. **It is the responsibility of each prospective bidder to confirm his/her firm is on the planholder's list held at BPXpress Printing & Graphics to ensure receipt of any subsequent communications, such as Addenda.** Partial sets of Bid Documents are not available from the Owner or Engineer.

Each bid must conform and be responsive to the invitation, the Plans and Specifications, and all documents comprising the Contract Documents. Each bid shall be presented under sealed cover and shall be accompanied by a certified check or bidder's bond, made payable to the Owner, in an amount not less than ten percent (10%) of the bid. The said check or bidder's bond shall be given as a guarantee that the successful bidder will execute the contract in conformity with the form of agreement contained within the contract documents, and will furnish bonds and insurance policies as specified within ten (10) days after notification

of the award of the Contract to the successful bidder. The contract documents that the successful bidder must submit within ten (10) days of notification of award include, but are not limited to, a payment or labor and materials bond in an amount of at least 100 percent of the

amount payable by the terms of the project contract and that satisfies the requirements of California Civil Code Section 3248, and a performance bond in an amount of at least 100 percent of the amount payable by the terms of the contract. All project bonds must be executed by an admitted surety insurer in accordance with applicable law and acceptable to the Owner.

Cost for work described in each addenda issued during the time of bidding shall be included in the Bid and the addenda shall become a part of the Contract documents.

Bidders shall develop and submit bids at their own expense. The Owner will not reimburse any costs associated with the development and submittal of any and all Bids.

In accordance with California Public Contract Code Section 3400, bidders may propose equals of products listed in the plans and specifications by manufacturer name, brand or model number, unless the technical specifications or plans specify that the product is only available from one source, or is necessary to match others in use.

The Owner reserves the sole right to reject any or all bids and to waive any informality in a bid.

No bidder may withdraw its bid for a period of sixty (60) calendar days after the date set for the opening thereof. The Bidder shall guarantee the total bid price for a period of sixty (60) calendar days from the date of bid opening.

At the successful Contractor's option, securities may be substituted for the required retention, in accordance with the provisions of Section 22300 of the State of California Public Contract Code.

- In accordance with the provisions of California Public Contract Code Section 3300, the Owner has determined that the Contractor shall possess, as a minimum, a valid Class A License. In accordance with the provisions of California Business and Professions Code Section 7028.15, a bid submitted to the Owner by a Contractor who is not licensed in accordance with Chapter 9 of the California Business and Professions Code shall be considered non-responsive and shall be rejected by the Owner.

Questions concerning this project should be submitted in writing via regular mail, email, or fax and directed to:

Mark Wilson  
Nute Engineering  
907 Mission Avenue  
San Rafael, CA 94901  
Tel: (415) 453-4480

By: \_\_\_\_\_

  
Tony Rubio, District Manager  
Sanitary District No. 5

Date: October 21, 2024