

SANITARY DISTRICT NO. 5 OF MARIN COUNTY
2001 Paradise Drive
Tiburon, California 94920

AGENDA
Special Finance & Fiscal Oversight Committee Special Meeting
Thursday, April 14th 2022, 4:30 p.m.

CORONA VIRUS (COVID-19) ADVISORY NOTICE

Consistent with Assembly Bill 361 revising Government Code section 54953, and Resolution No. 2021-07 of this Board enacted in accordance therewith, the Meeting will not be physically open to the public and all Board Members and Staff will be teleconferencing into the meeting.

How to Submit Public Comments:

Comments submitted prior to the commencement of the meeting will be presented to the Committee and included in the public record for the meeting.

Public Comments are to be submitted via email to rdohrmann@sani5.org.

In addition, members of the public who are calling-in will have the opportunity to provide public comments by following the steps below:

How to Participate in the Meeting:

Join Zoom Meeting by clicking on the following link:

<https://us02web.zoom.us/j/6230620778>

Meeting ID: 623 062 0778

or join by phone:

Call in number: (669) 900-9128

Participant Code: 623 062 0778

I. Roll Call

II. Public Comments

III. New Business

- 1. Warrants for March 11th 2022 through April 14th 2022**
- 2. Financial reports for March 2022**
- 3. Presentation from HF&H for 2022-2023 sewer rate study**
- 4. Review SD5 FY22-23 Draft Budget**
- 5. Discussion only: review process for submitting FEMA COVID-19 relief application**
- 6. Upcoming District obligations for April - May 2022**

IV. Adjournment

*This Committee may be attended by Board Members who do not serve on this committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment. **Accessible public meetings:** Any member of the public who needs accommodations should email the Office Manager, at rdohrmann@sani5.org, who will use her best efforts to provide as much accessibility as possible while also maintaining public safety.*

Sanitary Distr. No.5 of Marin Co.

Warrant List Summary

March 11 through April 14, 2022

04/14/22

Date	Num	Name	Memo	Amount
JP Morgan Chase - Primary 7399				
03/16/22	EFT	CalPERS	EFT Health Premium, April 2022, Cust #4163206459	-16,012.55
03/17/22	8817	Alhambra	Acct #547945611762129, Water, February - March 2022	-157.81
03/17/22	8818	Comcast Business	Acct# 8155 30 011 0149465, Bus. Voice, Internet & Cable, March...	-577.17
03/17/22	8819	Mill Valley Refuse Service, Inc.	Acct #063092, SLUDGE TRANSPORT - February 2022	-1,440.00
03/17/22	8820	Marin Resource Recovery Center	Cust #02-1527 0, M.P. Disposal, March 2022	-47.00
03/17/22	8821	Special District Risk Management...	Member #7665, Life, Vision, DDS & LTD Ins., April 2022	-1,533.42
03/17/22	8822	Staples, Inc.	Acct #60111000714, Office Supplies, February 2022	-285.47
03/20/22	8823	Town of Tiburon	Fuel, January - February 2022	-2,482.51
03/17/22	8824	Verizon Wireless	Acct #0342125502-00001: iPhones & BPS Comm, March 2022	-408.90
03/17/22	8825	Rubio, Antonio	Reimb. for Travel, Lodging & Transp - March 2022	-2,028.98
03/17/22	8826	Triola, Joseph	Reimb. for S/B Mileage, February 2022	-121.68
03/20/22	8827	Pacific Gas & Electric	Acct #2908031411-4, Utilities, February 2022	-20,039.14
04/14/22	8829	Access Answering Service	Acct #4080C, Answering Service, April 2022	-60.00
04/14/22	8830	Alhambra	Acct #547945611762129, Water, March 2022	-153.31
04/14/22	8831	AT&T	Acct #960732-76375559 - March 2022	-840.56
04/14/22	8832	BAAQMD	TPS#5, Cust#:25GU8E2957, Inv #4FE94 , Plant #:22957, April 2...	-380.00
04/14/22	8833	Doc Bailey Construction Equipme...	Crane Service @ M.P., March 2022	-4,358.72
04/14/22	8834	Banshee Networks, Inc.	Computer/IT Support, E-Media Installations - March 2022	-1,553.34
04/14/22	8835	Bay Alarm	Acct #274428, January - March + April - June 2022	-246.00
04/14/22	8836	Bay City Boiler	Acct #274428, March 2022	-3,748.25
04/14/22	8837	Burke, Williams & Sorensen, LLP	Legal Advice, February 2022	-1,669.50
04/14/22	8838	Caltest Analytical Laboratory	M.P./P.C. Lab Sampling - March 2022	-2,440.05
04/14/22	8839	Caltronics Business Systems, Inc.	Acct #SD15, Multi-purpose Copier Contract, March 2022	-193.05
04/14/22	8840	Cintas Corporation #626	Acct #626-00821, PPE/Safetywear + Service, March 2022	-140.32
04/14/22	8841	CSRMA California Sanitation Risk...	File No. 1990523, D.O.L.: 1.30.2019, April 2022	-3,393.96
04/14/22	8842	Comcast Business	Acct# 8155 30 011 0149465, Bus. Voice, Internet & Cable, April 2...	-576.33
04/14/22	8843	DKF Solutions Group, LLC	My Safety Officer Monthly Subscription + OSHA Consult - April 20...	-552.50
04/14/22	8844	Fastenal Company	CASA10962, M.P. Parts & Service, March 2022	-1,641.86
04/14/22	8845	FireMaster	Annual Fire Extinguisher Maintenance, March 2022	-343.00
04/14/22	8846	Goodman Building Supply Co.	Acct #20070, Safety, M.P. & Grounds Maint. Supplies, March 2022	-128.53
04/14/22	8847	Grainger	Acct #810128785, Lab Supplies, March 2022	-13.37
04/14/22	8848	Harrington Industrial Plastics LLC	Cust #:044227, M.P. Supplies - March 2022	-1,834.61
04/14/22	8849	Home Depot Credit Services	M.P. Bathrooms, Breakroom & Office., March 2022	-2,160.51
04/14/22	8850	Jackson's Hardware, Inc.	Acct #7601, M.P. Supplies - March 2022	-5.66
04/14/22	8851	JM Integration, LLC	M.P. Parts & Service, February - March 2022	-10,661.89
04/14/22	8853	Linscott Engineering Contractors I...	SD5 M.P., Belv & Tib P&L - March - April 2022	-8,226.13
04/14/22	8854	Lystek Int'l, LTD	Biosolids Transport - March 2022	-1,548.73
04/14/22	8855	McCampbell Analytical, Inc.	P.C. Monitoring, Acute & Aquatic Toxicity Testing, March 2022	-555.00
04/14/22	8856	Mill Valley Refuse Service, Inc.	Acct #032945, Garbage Service + 1 yd rental, April 2022	-247.18
04/14/22	8857	Nute Engineering Corp.	Consulting & Engr. Svcs., January 2022	-11,755.00
04/14/22	8858	Ongaro & Sons, Inc.	Client #1082, HVAC Repair + (1) BPS Backflow Testing - March 2...	-2,217.00
04/14/22	8859	Pacific Gas & Electric	Acct #2908031411-4, Utilities, March 2022	-20,177.78
04/14/22	8860	Peterson	Cust #:5656305, TPS#2 Generator Service - Jan - Feb 2022	-1,158.67
04/14/22	8861	Ray Morgan Company	Acct#: TS27, LaserFishe Annual Software Support, April 2021 (F...	-2,725.00
04/14/22	8862	Roy's Sewer Service, Inc.	P&L: M.P., Tiburon & Belvedere - March 2022	-5,877.00
04/14/22	8863	Royal Wholesale	BPS#1 P&L - March 2022	-96.66
04/14/22	8864	SASM	Bioassay Testing, Jan - March 2022	-1,800.00
04/14/22	8865	Southwest Valve, LLC	M.P. Parts & Srvc - March 2022	-1,197.62
04/14/22	8866	Special District Risk Management...	Member #7665, Life, Vision, DDS & LTD Ins., May 2022	-1,533.42
04/14/22	8867	Staples, Inc.	Acct #60111000714, Office Supplies, March 2022	-146.61
04/14/22	8868	Telstar Instrument, Inc.	Cust #SANDI, P.C. Cellular Communication Installations - March ...	-10,671.47
04/14/22	8869	Univar	Cust ID #STDT001, Chemicals - April 2022	-8,745.40
04/14/22	8870	U.S. Bank	Acct#: 4246 0470 0067 9545, February - March 2022	-2,285.33
04/14/22	8871	Waste Management of Redwood ...	Acct #507-0000190-1507-2, Sludge Disposal, March 2022	-1,486.43
04/14/22	8872	Water Components & Building Su...	Acct #454, M.P. Parts & Service, March 2022	-484.79
04/14/22	8873	Water Environment Federation	Member ID #17978425, Chad Bilsborough, April 2022 (AJE FY2...	-332.00
04/14/22	8874	WorkSmart Automation, Inc.	SD5 Comm System Maintenance, March 2022	-1,550.00
04/14/22	8876	Mike Stone	17 Eucalyptus, Refund of 1 Fixture Unit - April 2022	-1,278.00
04/14/22	8877	Koffler Electrical Mechanical Repair	Cust #00-SAN060, M.P. Parts & Srvc. - March 2022	-1,166.96
04/14/22	8878	State Water Resources Control B...	A Balf: Cert Renewal - April 2021	-125.00
04/14/22	8879	Rubio, Antonio	Reimb re Safety Boots, April 2022	-189.60

Total JP Morgan Chase - Primary 7399

-169,806.73

TOTAL**-169,806.73**

**Sanitary Distr. No.5 of Marin Co.
Warrant List Detail**

04/14/22

March 11 through April 14, 2022

Date	Num	Name	Memo	Account	Class	Paid Amount
03/16/22	EFT	CalPERS	EFT Health Premium, April 2022, Cust #4163206459	JP Morgan Chase - Primary 7399		
			Active Employee Health Premium - April 2022	8020.05 · Employee Health	Belvedere	-5,362.66
			Active Employee Health Premium - April 2022	8020.05 · Employee Health	Tiburon:Paradise Cove	-435.46
			Active Employee Health Premium - April 2022	8020.05 · Employee Health	Tiburon	-9,114.74
			Retiree Health Premium - April 2022	8022.05 · Reitree Health	Belvedere	-375.06
			Retiree Health Premium - April 2022	8022.05 · Reitree Health	Tiburon:Paradise Cove	-30.46
			Retiree Health Premium - April 2022	8022.05 · Reitree Health	Tiburon	-637.48
			Active Employee Health Premium - April 2022 - Admin Fee	8020.05 · Employee Health	Belvedere	-13.41
			Active Employee Health Premium - April 2022 - Admin Fee	8020.05 · Employee Health	Tiburon:Paradise Cove	-1.09
			Active Employee Health Premium - April 2022 - Admin Fee	8020.05 · Employee Health	Tiburon	-22.78
			Retiree Health Premium - April 2022 - Admin Fee	8022.05 · Reitree Health	Belvedere	-6.98
			Retiree Health Premium - April 2022 - Admin Fee	8022.05 · Reitree Health	Tiburon:Paradise Cove	-0.57
			Retiree Health Premium - April 2022 - Admin Fee	8022.05 · Reitree Health	Tiburon	-11.86
TOTAL						-16,012.55
03/17/22	8817	Alhambra	Acct #547945611762129, Water, February - March 2022	JP Morgan Chase - Primary 7399		
			Inv #12012314 0304722, Water, 2.02.2022 - 3.02.2022	7023 · Janitorial Supplies & Service	Belvedere	-56.75
			Inv #12012314 0304722, Water, 2.02.2022 - 3.02.2022	7042 · Paradise Supplies & Chemicals	Tiburon:Paradise Cove	-4.61
			Inv #12012314 0304722, Water, 2.02.2022 - 3.02.2022	7023 · Janitorial Supplies & Service	Tiburon	-96.45
TOTAL						-157.81
03/17/22	8818	Comcast Business	Acct# 8155 30 011 0149465, Bus. Voice, Internet & Cable, March 2022	JP Morgan Chase - Primary 7399		
			Bundle: Cable (\$218.25), March 2022	8510 · Data/Alarms/IT Supp & Licen...	Belvedere	-91.36
			Bundle: Cable (\$218.25), March 2022	8510 · Data/Alarms/IT Supp & Licen...	Tiburon:Paradise Cove	-7.42
			Bundle: Cable (\$218.25), March 2022	8510 · Data/Alarms/IT Supp & Licen...	Tiburon	-155.27
			Bundle: Internet (\$19.95), March 2022	8510 · Data/Alarms/IT Supp & Licen...	Belvedere	-7.17
			Bundle: Internet (\$19.95), March 2022	8510 · Data/Alarms/IT Supp & Licen...	Tiburon:Paradise Cove	-0.58
			Bundle: Internet (\$19.95), March 2022	8510 · Data/Alarms/IT Supp & Licen...	Tiburon	-12.20
			Bundle: Land Line Phones (\$249.50+ \$39.75 add'l Fees), March 2022	8531 · Main Plant Telephones	Belvedere	-104.01
			Bundle: Land Line Phones (\$249.50+ \$39.75 add'l Fees), March 2022	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-8.45
			Bundle: Land Line Phones (\$249.50+ \$39.75 add'l Fees), March 2022	8531 · Main Plant Telephones	Tiburon	-176.79
			Bundle: Taxes & Fees (+/- \$5 - varies/mo), March 2022	8510 · Data/Alarms/IT Supp & Licen...	Belvedere	-2.50
			Bundle: Taxes & Fees (+/- \$5 - varies/mo), March 2022	8510 · Data/Alarms/IT Supp & Licen...	Tiburon:Paradise Cove	-0.20
			Bundle: Taxes & Fees (+/- \$5 - varies/mo), March 2022	8510 · Data/Alarms/IT Supp & Licen...	Tiburon	-4.26
			Bundle: Taxes & Fees (+/- \$5 - varies/mo), March 2022	8531 · Main Plant Telephones	Belvedere	-2.50
			Bundle: Taxes & Fees (+/- \$5 - varies/mo), March 2022	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-0.20
			Bundle: Taxes & Fees (+/- \$5 - varies/mo), March 2022	8531 · Main Plant Telephones	Tiburon	-4.26
TOTAL						-577.17
03/17/22	8819	Mill Valley Refuse Service, Inc.	Acct #063092, SLUDGE TRANSPORT - February 2022	JP Morgan Chase - Primary 7399		
			Sludge Transport/Exchange only, 2.4.2022, 2.10.2022, 2.22.2022, 2.28.2022 - February 2022	7029 · Main Plant Sludge Disposal	Belvedere	-533.52
			Sludge Transport/Exchange only, 2.4.2022, 2.10.2022, 2.22.2022, 2.28.2022 - February 2022	7029 · Main Plant Sludge Disposal	Tiburon	-906.48
TOTAL						-1,440.00
03/17/22	8820	Marin Resource Recovery Center	Cust #02-1527 0, M.P. Disposal, March 2022	JP Morgan Chase - Primary 7399		
			Inv #1357276, Tx#: 1814175, PO #160597, M.P. Disposal, March 2022	7023 · Janitorial Supplies & Service	Belvedere	-17.41
			Inv #1357276, Tx#: 1814175, PO #160597, M.P. Disposal, March 2022	7023 · Janitorial Supplies & Service	Tiburon	-29.59
TOTAL						-47.00

**Sanitary Distr. No.5 of Marin Co.
Warrant List Detail**

04/14/22

March 11 through April 14, 2022

Date	Num	Name	Memo	Account	Class	Paid Amount
03/17/22	8821	Special District Risk Management Authorit	Member #7665, Life, Vision, DDS & LTD Ins., April 2022	JP Morgan Chase - Primary 7399		
			Employee Life & ADD Insurance - Inv #37927 - April 2022	8020.05 · Employee Health	Belvedere	-48.91
			Employee Life & ADD Insurance - Inv #37927 - April 2022	8020.05 · Employee Health	Tiburon:Paradise Cove	-3.97
			Employee Life & ADD Insurance - Inv #37927 - April 2022	8020.05 · Employee Health	Tiburon	-83.12
			Employee LTD Insurance - Inv #37927 - April 2022	8020.05 · Employee Health	Belvedere	-124.19
			Employee LTD Insurance - Inv #37927 - April 2022	8020.05 · Employee Health	Tiburon:Paradise Cove	-10.08
			Employee LTD Insurance - Inv #37927 - April 2022	8020.05 · Employee Health	Tiburon	-211.08
			Employee DDS Insurance - Inv #37927 - April 2022	8020.05 · Employee Health	Belvedere	-322.92
			Employee DDS Insurance - Inv #37927 - April 2022	8020.05 · Employee Health	Tiburon:Paradise Cove	-26.22
			Employee DDS Insurance - Inv #37927 - April 2022	8020.05 · Employee Health	Tiburon	-548.85
			Employee Vision Insurance - Inv #37927 - April 2022	8020.05 · Employee Health	Belvedere	-55.41
			Employee Vision Insurance - Inv #37927 - April 2022	8020.05 · Employee Health	Tiburon:Paradise Cove	-4.50
			Employee Vision Insurance - Inv #37927 - April 2022	8020.05 · Employee Health	Tiburon	-94.17
TOTAL						-1,533.42
03/17/22	8822	Staples, Inc.	Acct #60111000714, Office Supplies, February 2022	JP Morgan Chase - Primary 7399		
			Inv #3025159591, Order #9839673148, Office supplies, February 2022	6047 · Office Supplies	Belvedere	-102.66
			Inv #3025159591, Order #9839673148, Office supplies, February 2022	6047 · Office Supplies	Tiburon:Paradise Cove	-8.34
			Inv #3025159591, Order #9839673148, Office supplies, February 2022	6047 · Office Supplies	Tiburon	-174.47
TOTAL						-285.47
03/20/22	8823	Town of Tiburon	Fuel, Januruary - February 2022	JP Morgan Chase - Primary 7399		
			Fuel, January 2022	7071 · Fuel	Belvedere	-463.46
			Fuel, January 2022	7071 · Fuel	Tiburon:Paradise Cove	-37.63
			Fuel, January 2022	7071 · Fuel	Tiburon	-787.73
			Fuel, February 2022	7071 · Fuel	Belvedere	-429.25
			Fuel, February 2022	7071 · Fuel	Tiburon:Paradise Cove	-34.86
			Fuel, February 2022	7071 · Fuel	Tiburon	-729.58
TOTAL						-2,482.51
03/17/22	8824	Verizon Wireless	Acct #0342125502-00001: iPhones & BPS Comm, March 2022	JP Morgan Chase - Primary 7399		
			Inv #9901157584: Monthly SD5 EE Cell phone Charges (@ \$175/mo.Plan+\$15/ea EE) + (2 iPads (\$70 t...	8531 · Main Plant Telephones	Belvedere	-118.60
			Inv #9901157584: Monthly SD5 EE Cell phone Charges (@ \$175/mo.Plan+\$15/ea EE) + (2 iPads (\$70 t...	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-9.63
			Inv #9901157584: Monthly SD5 EE Cell phone Charges (@ \$175/mo.Plan+\$15/ea EE) + (2 iPads (\$70 t...	8531 · Main Plant Telephones	Tiburon	-201.58
			Inv #9901157584: Monthly Charges for BPS Telephone lines (BPS#2, #13+#14 / Telstar), March 2022	8533 · Pumps & Lines Telephones	Belvedere	-35.00
			Inv #9901157584: Monthly Charges for P.C. PS Telephone lines (SF#1+#2+P.C. Plant / Telstar), Mar...	8533 · Pumps & Lines Telephones	Tiburon:Paradise Cove	-35.00
			Inv #9901157584: Taxes, Gov't Surcharges & Fees, March 2022	8531 · Main Plant Telephones	Belvedere	-3.27
			Inv #9901157584: Taxes, Gov't Surcharges & Fees, March 2022	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-0.27
			Inv #9901157584: Taxes, Gov't Surcharges & Fees, March 2022	8531 · Main Plant Telephones	Tiburon	-5.55
TOTAL						-408.90
03/17/22	8825	Rubio, Antonio	Reimb. for Travel, Lodging & Transp - March 2022	JP Morgan Chase - Primary 7399		
			WEF (Orlando, FL) Seminar, Professional Development) 2.21.2022 - 2.28.2022, CASA Seminar (Washi...	6018.1 · Meetings & Travel	Belvedere	-285.21
			WEF (Orlando, FL) Seminar, Professional Development) 2.21.2022 - 2.28.2022, CASA Seminar (Washi...	6018.1 · Meetings & Travel	Tiburon:Paradise Cove	-23.16
			WEF (Orlando, FL) Seminar, Professional Development) 2.21.2022 - 2.28.2022, CASA Seminar (Washi...	6018.1 · Meetings & Travel	Tiburon	-484.77
			Meals/Diem, 4 Days @ WEF, 2 Days @ CASA, 2.21.2022 - 2.28.2022 & 3.1.2022 - 3.3.2022	6018.1 · Meetings & Travel	Belvedere	-97.09
			Meals/Diem, 4 Days @ WEF, 2 Days @ CASA, 2.21.2022 - 2.28.2022 & 3.1.2022 - 3.3.2022	6018.1 · Meetings & Travel	Tiburon:Paradise Cove	-7.88
			Meals/Diem, 4 Days @ WEF, 2 Days @ CASA, 2.21.2022 - 2.28.2022 & 3.1.2022 - 3.3.2022	6018.1 · Meetings & Travel	Tiburon	-165.03
			Airfare, Rental Car, Shuttles & Parking (WEF & CASA), 2.21.2022 - 2.28.2022 & 3.1.2022 - 3.3.2022	6018.1 · Meetings & Travel	Belvedere	-347.32
			Airfare, Rental Car, Shuttles & Parking (WEF & CASA), 2.21.2022 - 2.28.2022 & 3.1.2022 - 3.3.2022	6018.1 · Meetings & Travel	Tiburon:Paradise Cove	-28.20
			Airfare, Rental Car, Shuttles & Parking (WEF & CASA), 2.21.2022 - 2.28.2022 & 3.1.2022 - 3.3.2022	6018.1 · Meetings & Travel	Tiburon	-590.32
TOTAL						-2,028.98

**Sanitary Distr. No.5 of Marin Co.
Warrant List Detail**

04/14/22

March 11 through April 14, 2022

Date	Num	Name	Memo	Account	Class	Paid Amount
03/17/22	8826	Triola, Joseph	Reimb. for S/B Mileage, February 2022 Standby Milage Reimb - Belv, P&L/M.P., thru 2.13.2022 Standby Milage Reimb - Tib, P&L/M.P., thru 2.13.2022	JP Morgan Chase - Primary 7399 6018.2 · Standby Mileage Expense ... 6018.2 · Standby Mileage Expense ...	Belvedere Tiburon	-87.06 -34.62
TOTAL						-121.68
03/20/22	8827	Pacific Gas & Electric	Acct #2908031411-4, Utilities, February 2022 Acct #2908031411-4, Main Plant Utilities - February 2022 Acct #2908031411-4, P.C. Plant Utilities - February 2022 Acct #2908031411-4, Main Plant Utilities - February 2022 Acct #2908031411-4, Belv Pump St Utilities - February 2022 Acct #2908031411-4, P.C. Pump St Utilities - February 2022 Acct #2908031411-4, Tib Pump St Utilities - February 2022	JP Morgan Chase - Primary 7399 8542 · Main Plant Utilities 8543 · Paradise Cove Utilities 8542 · Main Plant Utilities 8544 · Pump Station Utilities 8544 · Pump Station Utilities 8544 · Pump Station Utilities	Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon	-5,384.97 -2,053.81 -9,149.37 -1,285.44 -278.50 -1,887.05
TOTAL						-20,039.14
04/14/22	8829	Access Answering Service	Acct #4080C, Answering Service, April 2022 Inv #27212, Answering Service, April 2022 - SSO & Alarm Notifications Inv #27212, Answering Service, April 2022 - SSO & Alarm Notifications Inv #27212, Answering Service, April 2022 - SSO & Alarm Notifications	JP Morgan Chase - Primary 7399 8510 · Data/Alarms/IT Supp & Licen... 8510 · Data/Alarms/IT Supp & Licen... 8510 · Data/Alarms/IT Supp & Licen...	Belvedere Tiburon:Paradise Cove Tiburon	-21.58 -1.75 -36.67
TOTAL						-60.00
04/14/22	8830	Alhambra	Acct #547945611762129, Water, March 2022 Inv #12012314 040122, Water, 3.03.2022 - 3.30.2022 Inv #12012314 040122, Water, 3.03.2022 - 3.30.2022 Inv #12012314 040122, Water, 3.03.2022 - 3.30.2022	JP Morgan Chase - Primary 7399 7023 · Janitorial Supplies & Service 7042 · Paradise Supplies & Chemicals 7023 · Janitorial Supplies & Service	Belvedere Tiburon:Paradise Cove Tiburon	-55.13 -4.48 -93.70
TOTAL						-153.31
04/14/22	8831	AT&T	Acct #960732-76375559 - March 2022 PC Plant Telephones - March 2022 PC Pumps & Lines Telephones - March 2022 Tib Pumps & Lines Telephones - March 2022	JP Morgan Chase - Primary 7399 8532 · Paradise Cove Telephones 8533 · Pumps & Lines Telephones 8533 · Pumps & Lines Telephones	Tiburon:Paradise Cove Tiburon:Paradise Cove Tiburon	-518.28 -8.27 -314.01
TOTAL						-840.56
04/14/22	8832	BAAQMD	TPS#5, Cust#:25GU8E2957, Inv #:4FE94 , Plant #:22957, April 2022 (AJE FY22-23) Cust#:25GU8E2957, Inv #:4FE94 , Plant #:22957, N-side @ Mar West (TPS#5) Permit to Operate & Tox... Cust#:25GU8E2957, Inv #:4FE94 , Plant #:22957, N-side @ Mar West (TPS#5) Permit to Operate & Tox... Cust#:25GU8E2957, Inv #:4FE94 , Plant #:22957, N-side @ Mar West (TPS#5), 05.01.19 - 06.30.19 - ... Cust#:25GU8E2957, Inv #:4FE94 , Plant #:22957, N-side @ Mar West (TPS#5), 05.01.19 - 06.30.19 - ...	JP Morgan Chase - Primary 7399 7062 · Permits/Fees - General 7062 · Permits/Fees - General 7062 · Permits/Fees - General 7062 · Permits/Fees - General	Tiburon Tiburon Tiburon Tiburon	-46.00 -230.00 -17.33 -86.67
TOTAL						-380.00
04/14/22	8833	Doc Bailey Construction Equipment, Inc.	Crane Service @ M.P., March 2022 Inv #37429, Crane service:Various repairs & replacements at M.P. - March 2022 Inv #37429, Crane service:Various repairs & replacements at M.P. - March 2022	JP Morgan Chase - Primary 7399 7022 · Plant Maint. Parts & Service 7022 · Plant Maint. Parts & Service	Belvedere Tiburon	-1,614.91 -2,743.81
TOTAL						-4,358.72
04/14/22	8834	Banshee Networks, Inc.	Computer/IT Support, E-Media Installations - March 2022 Inv #15299: File server and redirects; edited Synology; reduction of errors, etc. - March 2022 Inv #15299: File server and redirects; edited Synology; reduction of errors, etc. - March 2022 Inv #15299: File server and redirects; edited Synology; reduction of errors, etc. - March 2022	JP Morgan Chase - Primary 7399 8510 · Data/Alarms/IT Supp & Licen... 8510 · Data/Alarms/IT Supp & Licen... 8510 · Data/Alarms/IT Supp & Licen...	Belvedere Tiburon:Paradise Cove Tiburon	-558.58 -45.36 -949.40
TOTAL						-1,553.34

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04/14/22	8835	Bay Alarm	Acct #274428, January - March + April - June 2022 Inv #274428220315M, Alarm Monitoring Fees - Security, Burglar & Fire, 1.1.2022 - 30.31.2022 Inv #274428220315M, Alarm Monitoring Fees - Security, Burglar & Fire, 1.1.2022 - 30.31.2022 Inv #274428220315M, Alarm Monitoring Fees - Security, Burglar & Fire, 1.1.2022 - 30.31.2022 Inv #274428220315M, Alarm Monitoring Fees - Security, Burglar & Fire, 4.1.2022 - 6.30.2022 Inv #274428220315M, Alarm Monitoring Fees - Security, Burglar & Fire, 4.1.2022 - 6.30.2022 Inv #274428220315M, Alarm Monitoring Fees - Security, Burglar & Fire, 4.1.2022 - 6.30.2022	JP Morgan Chase - Primary 7399 8510 · Data/Alarms/IT Supp & Licen... 8510 · Data/Alarms/IT Supp & Licen... 8510 · Data/Alarms/IT Supp & Licen... 8510 · Data/Alarms/IT Supp & Licen... 8510 · Data/Alarms/IT Supp & Licen... 8510 · Data/Alarms/IT Supp & Licen...	Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon	-44.23 -3.59 -75.18 -44.23 -3.59 -75.18
TOTAL						-246.00
04/14/22	8836	Bay City Boiler	Acct #274428, March 2022 Inv #W19030 (PO#160543), Inv #18807 (PO#183626), Boiler tube service + annual boiler service - M... Inv #W19030 (PO#160543), Inv #18807 (PO#183626), Boiler tube service + annual boiler service - M...	JP Morgan Chase - Primary 7399 7022 · Plant Maint. Parts & Service 7022 · Plant Maint. Parts & Service	Belvedere Tiburon:Paradise Cove	-1,388.73 -2,359.52
TOTAL						-3,748.25
04/14/22	8837	Burke, Williams & Sorensen, LLP	Legal Advice, February 2022 Inv #282642, DCS, February 2022 Inv #282642, DCS, February 2022 Inv #282642, DCS, February 2022 Inv #282642, Property, February 2022 Inv #282642, Property, February 2022 Inv #282642, Property, February 2022 Inv #282642, Property, February 2022	JP Morgan Chase - Primary 7399 6039 · Legal 6039 · Legal 6039 · Legal 6039 · Legal 6039 · Legal 6039 · Legal 6039 · Legal	Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon Belvedere	-56.64 -4.60 -96.26 -271.86 -22.07 -462.07 -756.00
TOTAL						-1,669.50
04/14/22	8838	Caltest Analytical Laboratory	M.P./P.C. Lab Sampling - March 2022 M.P. - B: #630923, #630924, #631145, #631338, #631716 - March 2022 P.C.: #630735, #631123 - March 2022 M.P. - T: #630923, #630924, #631145, #631338, #631716 - March 2022	JP Morgan Chase - Primary 7399 7051 · Main Plant Lab Monitoring 7052 · Paradise Cove Monitoring 7051 · Main Plant Lab Monitoring	Belvedere Tiburon:Paradise Cove Tiburon	-532.19 -1,003.65 -904.21
TOTAL						-2,440.05
04/14/22	8839	Caltronics Business Systems, Inc.	Acct #SD15, Multi-purpose Copier Contract, March 2022 Inv #3471320, Konica Multi-purpose copier (C308) contract, March 2022 Inv #3471320, Konica Multi-purpose copier (C308) contract, March 2022 Inv #3471320, Konica Multi-purpose copier (C308) contract, March 2022	JP Morgan Chase - Primary 7399 6047 · Office Supplies 6047 · Office Supplies 6047 · Office Supplies	Belvedere Tiburon:Paradise Cove Tiburon	-69.42 -5.64 -117.99
TOTAL						-193.05
04/14/22	8840	Cintas Corporation #626	Acct #626-00821, PPE/Safetywear + Service, March 2022 PPE/Safetwear + Service: #4112453884, #4113147102, #4113833211, #4114517963 - March 2022 PPE/Safetwear + Service: #4112453884, #4113147102, #4113833211, #4114517963 - March 2022 PPE/Safetwear + Service: #4112453884, #4113147102, #4113833211, #4114517963 - March 2022	JP Morgan Chase - Primary 7399 8520 · Personal Protection/Safety W... 8520 · Personal Protection/Safety W... 8520 · Personal Protection/Safety W...	Belvedere Tiburon:Paradise Cove Tiburon	-50.46 -4.10 -85.76
TOTAL						-140.32
04/14/22	8841	CSRMA California Sanitation Risk Mgmt. ...	File No. 1990523, D.O.L.: 1.30.2019, April 2022 Inv #3726, 1990523, D.O.L.: 1.30.2019 - April 2022 (AJE FY18-19) Inv #3726, 1990523, D.O.L.: 1.30.2019 - April 2022 (AJE FY18-19) Inv #3726, 1990523, D.O.L.: 1.30.2019 - April 2022 (AJE FY18-19)	JP Morgan Chase - Primary 7399 6033.3 · Physical Property Damage ... 6033.3 · Physical Property Damage ... 6033.3 · Physical Property Damage ...	Belvedere Tiburon:Paradise Cove Tiburon	-1,220.47 -99.10 -2,074.39
TOTAL						-3,393.96

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04/14/22	8842	Comcast Business	Acct# 8155 30 011 0149465, Bus. Voice, Internet & Cable, April 2022	JP Morgan Chase - Primary 7399		
			Bundle: Cable (\$218.25), April 2022	8510 · Data/Alarms/IT Supp & Licen...	Belvedere	-91.36
			Bundle: Cable (\$218.25), April 2022	8510 · Data/Alarms/IT Supp & Licen...	Tiburon:Paradise Cove	-7.42
			Bundle: Cable (\$218.25), April 2022	8510 · Data/Alarms/IT Supp & Licen...	Tiburon	-155.27
			Bundle: Internet (\$19.95), April 2022	8510 · Data/Alarms/IT Supp & Licen...	Belvedere	-7.17
			Bundle: Internet (\$19.95), April 2022	8510 · Data/Alarms/IT Supp & Licen...	Tiburon:Paradise Cove	-0.58
			Bundle: Internet (\$19.95), April 2022	8510 · Data/Alarms/IT Supp & Licen...	Tiburon	-12.20
			Bundle: Land Line Phones (\$249.50+ \$39.75 add'l Fees), April 2022	8531 · Main Plant Telephones	Belvedere	-104.01
			Bundle: Land Line Phones (\$249.50+ \$39.75 add'l Fees), April 2022	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-8.45
			Bundle: Land Line Phones (\$249.50+ \$39.75 add'l Fees), April 2022	8531 · Main Plant Telephones	Tiburon	-176.79
			Bundle: Taxes & Fees (+/- \$5 - varies/mo), April 2022	8510 · Data/Alarms/IT Supp & Licen...	Belvedere	-2.35
			Bundle: Taxes & Fees (+/- \$5 - varies/mo), April 2022	8510 · Data/Alarms/IT Supp & Licen...	Tiburon:Paradise Cove	-0.19
			Bundle: Taxes & Fees (+/- \$5 - varies/mo), April 2022	8510 · Data/Alarms/IT Supp & Licen...	Tiburon	-4.00
			Bundle: Taxes & Fees (+/- \$5 - varies/mo), April 2022	8531 · Main Plant Telephones	Belvedere	-2.35
			Bundle: Taxes & Fees (+/- \$5 - varies/mo), April 2022	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-0.19
			Bundle: Taxes & Fees (+/- \$5 - varies/mo), April 2022	8531 · Main Plant Telephones	Tiburon	-4.00
TOTAL						-576.33
04/14/22	8843	DKF Solutions Group, LLC	My Safety Officer Monthly Subscription + OSHA Consult - April 2022	JP Morgan Chase - Primary 7399		
			Inv #20417, My Safety Officer Monthly Subscription Fee, April 2022	8515 · Safety	Belvedere	-125.86
			Inv #20417, My Safety Officer Monthly Subscription Fee, April 2022	8515 · Safety	Tiburon:Paradise Cove	-10.22
			Inv #20417, My Safety Officer Monthly Subscription Fee, April 2022	8515 · Safety	Tiburon	-213.92
			Inv #20447, CalOSHA Training Requirements, April 2022	8515 · Safety	Belvedere	-72.82
			Inv #20447, CalOSHA Training Requirements, April 2022	8515 · Safety	Tiburon:Paradise Cove	-5.91
			Inv #20447, CalOSHA Training Requirements, April 2022	8515 · Safety	Tiburon	-123.77
TOTAL						-552.50
04/14/22	8844	Fastenal Company	CASA10962, M.P. Parts & Service, March 2022	JP Morgan Chase - Primary 7399		
			Inv #CAPET60386 (PO#183639), Inv #CAPET60385 + Inv #CAPET60292 (PO#183627) M.P. Supplies - Mar...	7021 · Plant Maintenance Supplies	Belvedere	-608.31
			Inv #CAPET60386 (PO#183639), Inv #CAPET60385 + Inv #CAPET60292 (PO#183627) M.P. Supplies - Mar...	7021 · Plant Maintenance Supplies	Tiburon	-1,033.55
TOTAL						-1,641.86
04/14/22	8845	FireMaster	Annual Fire Extinguisher Maintenance, March 2022	JP Morgan Chase - Primary 7399		
			Inv #945579, Maintenance, recharge dry chem, new extinguishers & service fee - March 2022	8515 · Safety	Belvedere	-123.34
			Inv #945579, Maintenance, recharge dry chem, new extinguishers & service fee - March 2022	8515 · Safety	Tiburon:Paradise Cove	-10.02
			Inv #945579, Maintenance, recharge dry chem, new extinguishers & service fee - March 2022	8515 · Safety	Tiburon	-209.64
TOTAL						-343.00
04/14/22	8846	Goodman Building Supply Co.	Acct #20070, Safety, M.P. & Grounds Maint. Supplies, March 2022	JP Morgan Chase - Primary 7399		
			Inv #843669 (PO#161187), Inv #842861 (PO#183630), M.P. Supplies - March 2022	7021 · Plant Maintenance Supplies	Belvedere	-47.62
			Inv #843669 (PO#161187), Inv #842861 (PO#183630), M.P. Supplies - March 2022	7021 · Plant Maintenance Supplies	Tiburon	-80.91
TOTAL						-128.53
04/14/22	8847	Grainger	Acct #810128785, Lab Supplies, March 2022	JP Morgan Chase - Primary 7399		
			Inv #9252706321 (PO#183644) Lab Supplies - March 2022	7021 · Plant Maintenance Supplies	Belvedere	-4.95
			Inv #9252706321 (PO#183644) Lab Supplies - March 2022	7021 · Plant Maintenance Supplies	Tiburon	-8.42
TOTAL						-13.37
04/14/22	8848	Harrington Industrial Plastics LLC	Cust #:044227, M.P. Supplies - March 2022	JP Morgan Chase - Primary 7399		
			Inv #006M0109 (PO#387878), #006M0653, #006M0895 (PO #161188) M.P. Supplies - March 2022	7021 · Plant Maintenance Supplies	Belvedere	-679.72
			Inv #006M0109 (PO#387878), #006M0653, #006M0895 (PO #161188) M.P. Supplies - March 2022	7021 · Plant Maintenance Supplies	Tiburon	-1,154.89
TOTAL						-1,834.61

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Date	Num	Name	Memo	Account	Class	Paid Amount
04/14/22	8849	Home Depot Credit Services	M.P. Bathrooms, Breakroom & Office., March 2022 Cabinets @ ADA Restroom (PO# 161191) - April 2022 Cabinets @ ADA Restroom (PO# 161191) - April 2022 Lab Equipment (PO#183640), drying rack - March 2022 Lab Equipment (PO#183640), drying rack - March 2022 M.P. Supplies (PO#183640), SO3 Room heater - March 2022 M.P. Supplies (PO#183640), SO3 Room heater - March 2022 M.P. Breakroom Cabinets & Shelving (PO#183640) - March 2022 M.P. Breakroom Cabinets & Shelving (PO#183640) - March 2022 Water Compressor re colxns filter system (PO#161186) - March 2022 Water Compressor re colxns filter system (PO#161186) - March 2022	JP Morgan Chase - Primary 7399 7022 · Plant Maint. Parts & Service 7022 · Plant Maint. Parts & Service 7025 · Lab Supplies & Chemicals 7025 · Lab Supplies & Chemicals 7021 · Plant Maintenance Supplies 7021 · Plant Maintenance Supplies 7022 · Plant Maint. Parts & Service 7022 · Plant Maint. Parts & Service 7025 · Lab Supplies & Chemicals 7025 · Lab Supplies & Chemicals	Belvedere Tiburon Belvedere Tiburon Belvedere Tiburon Belvedere Tiburon Belvedere Tiburon	-157.03 -266.81 -8.36 -14.63 -41.69 -70.84 -431.94 -733.89 -161.29 -274.03
TOTAL						-2,160.51
04/14/22	8850	Jackson's Hardware, Inc.	Acct #7601, M.P. Supplies - March 2022 Inv #101486, PO#183643, Polymer units - March 2022 Inv #101486, PO#183643, Polymer units - March 2022	JP Morgan Chase - Primary 7399 7021 · Plant Maintenance Supplies 7021 · Plant Maintenance Supplies	Belvedere Tiburon	-2.10 -3.56
TOTAL						-5.66
04/14/22	8851	JM Integration, LLC	M.P. Parts & Service, February - March 2022 Inv #22123 (PO#160538): M.P. Parts & Service - Dewatering Feed Pumps - March 2022 Inv #22123 (PO#160538): M.P. Parts & Service - Dewatering Feed Pumps - March 2022 Inv #22129 (PO#TBD): M.P. Parts & Service - SO3 Feed Pumps - March 2022 Inv #22129 (PO#TBD): M.P. Parts & Service - SO3 Feed Pumps - March 2022 Inv #22139 (PO#TBD): Inv #22129 (PO#TBD): M.P. Parts & Service - SO3 Feed Pumps + Hypo Pumps 1&2... Inv #22139 (PO#TBD): Inv #22129 (PO#TBD): M.P. Parts & Service - SO3 Feed Pumps + Hypo Pumps 1&2...	JP Morgan Chase - Primary 7399 7022 · Plant Maint. Parts & Service 7022 · Plant Maint. Parts & Service 7022 · Plant Maint. Parts & Service 7022 · Plant Maint. Parts & Service 7022 · Plant Maint. Parts & Service 7022 · Plant Maint. Parts & Service	Belvedere Tiburon Belvedere Tiburon Belvedere Tiburon	-307.29 -522.09 -2,191.27 -3,723.08 -1,451.68 -2,466.48
TOTAL						-10,661.89
04/14/22	8853	Linscott Engineering Contractors Inc.	SD5 M.P., Belv & Tib P&L - March - April 2022 Inv #3866, T&M @ #610 Manhole Repair on Lyford Inv #3872, T&M - Sewer Spot Repair @ 2 Las Palmas Way	JP Morgan Chase - Primary 7399 7011 · Pumps & Lines Maintenance 7011 · Pumps & Lines Maintenance	Tiburon Tiburon	-3,592.64 -4,633.49
TOTAL						-8,226.13
04/14/22	8854	Lystek Int'l, LTD	Biosolids Transport - March 2022 Inv #153-520, Biosolids Transport to Lystek Facility - March 20221 Inv #153-520, Biosolids Transport to Lystek Facility - March 20221	JP Morgan Chase - Primary 7399 7029 · Main Plant Sludge Disposal 7029 · Main Plant Sludge Disposal	Belvedere Tiburon	-573.80 -974.93
TOTAL						-1,548.73
04/14/22	8855	McCampbell Analytical, Inc.	P.C. Monitoring, Acute & Aquatic Toxicity Testing, March 2022 Inv #2203427 (PO#160537), M.P. Monitoring, Acute Toxicity Testing, March 2022	JP Morgan Chase - Primary 7399 7053 · Chronic Toxicity	Tiburon:Paradise Cove	-555.00
TOTAL						-555.00
04/14/22	8856	Mill Valley Refuse Service, Inc.	Acct #032945, Garbage Service + 1 yd rental, April 2022 Garbage Service, Including 1 yd trash + 1 yd cardboard rental - April 2022 Garbage Service, Including 1 yd trash + 1 yd cardboard rental - April 2022	JP Morgan Chase - Primary 7399 7023 · Janitorial Supplies & Service 7023 · Janitorial Supplies & Service	Belvedere Tiburon	-91.58 -155.60
TOTAL						-247.18
04/14/22	8857	Nute Engineering Corp.	Consulting & Engr. Srvc., January 2022 Inv #21942, #21990, FY21-22 Sewer Improvement Project, Belvedere - February - March 2022 Inv #21942, #21990, FY21-22 Sewer Improvement Project, Tiburon - February - March 2022	JP Morgan Chase - Primary 7399 6017 · Consulting Fees 6017 · Consulting Fees	Belvedere Tiburon	-2,351.00 -9,404.00
TOTAL						-11,755.00

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04/14/22	8858	Ongaro & Sons, Inc.	Client #1082, HVAC Repair + (1) BPS Backflow Testing - March 2022 Inv #110244 re M.P. HVAC Repair for heating + A/C - March 2022 Inv #110244 re M.P. HVAC Repair for heating + A/C - March 2022 Inv #112806 (PO#161193) re BPS #1 BFPD Testing & BPS#6) - March 2022	JP Morgan Chase - Primary 7399 7022 · Plant Maint. Parts & Service 7022 · Plant Maint. Parts & Service 7011 · Pumps & Lines Maintenance	Belvedere Tiburon Belvedere	-739.89 -1,257.11 -220.00
TOTAL						-2,217.00
04/14/22	8859	Pacific Gas & Electric	Acct #2908031411-4, Utilities, March 2022 Acct #2908031411-4, Main Plant Utilities - March 2022 Acct #2908031411-4, P.C. Plant Utilities - March 2022 Acct #2908031411-4, Main Plant Utilities - March 2022 Acct #2908031411-4, Belv Pump St Utilities - March 2022 Acct #2908031411-4, P.C. Pump St Utilities - March 2022 Acct #2908031411-4, Tib Pump St Utilities - March 2022	JP Morgan Chase - Primary 7399 8542 · Main Plant Utilities 8543 · Paradise Cove Utilities 8542 · Main Plant Utilities 8544 · Pump Station Utilities 8544 · Pump Station Utilities 8544 · Pump Station Utilities	Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon	-5,359.35 -2,052.23 -9,105.82 -1,369.12 -288.80 -2,002.46
TOTAL						-20,177.78
04/14/22	8860	Peterson	Cust #:5656305, TPS#2 Generator Service - Jan - Feb 2022 Inv #SW270054652 (PO#161182), #SW70054798 (PO#161174), TPS#2 Generator Service - January - Febr...	JP Morgan Chase - Primary 7399 7011 · Pumps & Lines Maintenance	Tiburon	-1,158.67
TOTAL						-1,158.67
04/14/22	8861	Ray Morgan Company	Acct#: TS27, LaserFishe Annual Software Support, April 2021 (FY22-23 AJE) LF Annual Software Support, 4.21.2022- 6.30.2023 LF Annual Software Support, 4.21.2022- 6.30.2023 LF Annual Software Support, 4.21.2022- 6.30.2023 LF Annual Software Support, 7.1.2022 - 4.20.2023 (FY22-23AJE) LF Annual Software Support, 7.1.2022 - 4.20.2023 (FY22-23AJE) LF Annual Software Support, 7.1.2022 - 4.20.2023 (FY22-23AJE)	JP Morgan Chase - Primary 7399 8510 · Data/Alarms/IT Supp & Licen... 8510 · Data/Alarms/IT Supp & Licen... 8510 · Data/Alarms/IT Supp & Licen... 8510 · Data/Alarms/IT Supp & Licen... 8510 · Data/Alarms/IT Supp & Licen... 8510 · Data/Alarms/IT Supp & Licen...	Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon	-122.49 -9.95 -208.19 -857.42 -69.62 -1,457.33
TOTAL						-2,725.00
04/14/22	8862	Roy's Sewer Service, Inc.	P&L: M.P., Tiburon & Belvedere - March 2022 Inv #215993, Cleared main line at M.P., as directed, 2.28. 2022 Inv #215993, Cleared main line at M.P., as directed, 2.28. 2022 Inv #216232, Cleared line from SD5 MH #288 at 14 Place Moulin, directed, 3.2.2022 Inv #216492, Pumped sludge from P.C. to M.P., as directed, 3.10.2022 Inv #215993, Cleared main line at M.P., as directed, 2.28. 2022 Inv #215993, Cleared main line at M.P., as directed, 2.28. 2022 Inv #216486, Lateral offset at 81 Acacia - could not get through lateral to succeed clearance, 3... Inv #216606, ER Call-out @ SD5 M.P. badly clogged digester line, as directed, 3.24. 2022 Inv #216606, ER Call-out @ SD5 M.P. badly clogged digester line, as directed, 3.24. 2022	JP Morgan Chase - Primary 7399 7011 · Pumps & Lines Maintenance 7011 · Pumps & Lines Maintenance 7011 · Pumps & Lines Maintenance 7011 · Pumps & Lines Maintenance 7011 · Pumps & Lines Maintenance 7011 · Pumps & Lines Maintenance 7011 · Pumps & Lines Maintenance 7011 · Pumps & Lines Maintenance 7011 · Pumps & Lines Maintenance	Belvedere Tiburon Tiburon Belvedere Belvedere Tiburon Belvedere Belvedere Tiburon	-126.71 -215.29 -1,110.00 -1,020.00 -137.09 -232.92 -185.00 -1,055.92 -1,794.07
TOTAL						-5,877.00
04/14/22	8863	Royal Wholesale	BPS#1 P&L - March 2022 Inv #7914-1023875 (PO#160583), supplies for BPS#1 (back-ordered from December 2021) - March 2022	JP Morgan Chase - Primary 7399 7011 · Pumps & Lines Maintenance	Belvedere	-96.66
TOTAL						-96.66
04/14/22	8864	SASM	Bioassay Testing, Jan - March 2022 Inv #3429, Bioassay testing service, January - March 2022 Inv #3429, Bioassay testing service, January - March 2022	JP Morgan Chase - Primary 7399 7051 · Main Plant Lab Monitoring 7051 · Main Plant Lab Monitoring	Belvedere Tiburon	-666.90 -1,133.10
TOTAL						-1,800.00

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Date	Num	Name	Memo	Account	Class	Paid Amount
04/14/22	8865	Southwest Valve, LLC	M.P. Parts & Srvc - March 2022 Inv #6625, M.P. Parts & Srvc, (back-ordered) Handwheel for H2B Lift - December 2021 Inv #6625, M.P. Parts & Srvc, (back-ordered) Handwheel for H2B Lift - December 2021 Inv #6643, M.P. Supplies, Plug valve seal kit - March 2022 Inv #6643, M.P. Supplies, Plug valve seal kit - March 2022	JP Morgan Chase - Primary 7399 7022 · Plant Maint. Parts & Service 7022 · Plant Maint. Parts & Service 7011 · Pumps & Lines Maintenance 7011 · Pumps & Lines Maintenance	Belvedere Tiburon Belvedere Tiburon	-348.13 -591.48 -95.59 -162.42
TOTAL						-1,197.62
04/14/22	8866	Special District Risk Management Authorit	Member #7665, Life, Vision, DDS & LTD Ins., May 2022 Employee Life & ADD Insurance - Inv #38252 - May 2022 Employee Life & ADD Insurance - Inv #38252 - May 2022 Employee Life & ADD Insurance - Inv #38252 - May 2022 Employee LTD Insurance - Inv #38252 - May 2022 Employee LTD Insurance - Inv #38252 - May 2022 Employee LTD Insurance - Inv #38252 - May 2022 Employee DDS Insurance - Inv #38252 - May 2022 Employee DDS Insurance - Inv #38252 - May 2022 Employee DDS Insurance - Inv #38252 - May 2022 Employee Vision Insurance - Inv #38252 - May 2022 Employee Vision Insurance - Inv #38252 - May 2022 Employee Vision Insurance - Inv #38252 - May 2022	JP Morgan Chase - Primary 7399 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health	Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon	-48.91 -3.97 -83.12 -124.19 -10.08 -211.08 -322.92 -26.22 -548.85 -55.41 -4.50 -94.17
TOTAL						-1,533.42
04/14/22	8867	Staples, Inc.	Acct #60111000714, Office Supplies, March 2022 Inv #3051619091, Order #9841112085, Office supplies, March 2022 Inv #3051619091, Order #9841112085, Office supplies, March 2022 Inv #3051619091, Order #9841112085, Office supplies, March 2022	JP Morgan Chase - Primary 7399 6047 · Office Supplies 6047 · Office Supplies 6047 · Office Supplies	Belvedere Tiburon:Paradise Cove Tiburon	-52.72 -4.28 -89.61
TOTAL						-146.61
04/14/22	8868	Telstar Instrument, Inc.	Cust #SANDI, P.C. Cellular Communication Installations - March 2022 Inv #111593 (PO#160852), Install PLC modules, wiring, programming cables for BPS communication -... Inv #111712 (PO#16082), Install & testing of PLC modules, wiring, programming cables for PCPSs c...	JP Morgan Chase - Primary 7399 9310 · BPS Communication Project 9403 · P.C. Communication Upgrades	Belvedere Tiburon:Paradise Cove	-2,890.47 -7,781.00
TOTAL						-10,671.47
04/14/22	8869	Univar	Cust ID #STDT001, Chemicals - April 2022 Inv #50061299 (PO #183637), Sodium Bisulfite 25% (\$1.300/Gal), April 2022 Inv #50061299 (PO #183637), Sodium Bisulfite 25% (\$1.300/Gal), April 2022 Inv #50061299 (PO #183637), Sodium Bisulfite 25% (\$1.300/Gal), April 2022 Inv #50132766 (PO #183650), Sodium Hypochlorite 12.5% (\$0.7001/Gal), April 2022 Inv #50132766 (PO #183650), Sodium Hypochlorite 12.5% (\$0.7001/Gal), April 2022 Inv #50132766 (PO #183650), Sodium Hypochlorite 12.5% (\$0.7001/Gal), April 2022	JP Morgan Chase - Primary 7399 7024 · Main Plant Chemicals 7042 · Paradise Supplies & Chemicals 7024 · Main Plant Chemicals 7024 · Main Plant Chemicals 7042 · Paradise Supplies & Chemicals 7024 · Main Plant Chemicals	Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon	-2,224.17 -180.61 -3,780.35 -920.67 -74.76 -1,564.84
TOTAL						-8,745.40
04/14/22	8870	U.S. Bank	Acct#: 4246 0470 0067 9545, February - March 2022 #0822:/9545: OIT + PT Admin Advertising (CWEA, CL, Job Elephant, SRJC + Solano) #0822:/9545: OIT + PT Admin Advertising (CWEA, CL, Job Elephant, SRJC + Solano) #0822:/9545: OIT + PT Admin Advertising (CWEA, CL, Job Elephant, SRJC + Solano) #0822:/9545: Zoom Platform re SD5 Meetings + TR Travel for DC Seminar #0822:/9545: Zoom Platform re SD5 Meetings + TR Travel for DC Seminar #0822:/9545: Zoom Platform re SD5 Meetings + TR Travel for DC Seminar #0822:/9545: CWEA for SD5 EE certification renewals #0822:/9545: CWEA for SD5 EE certification renewals #0822:/9545: CWEA for SD5 EE certification renewals #0822:/9545: Office Suplies & Materials #0822:/9545: Office Suplies & Materials #0822:/9545: Office Suplies & Materials #0822:/9545: USPO Stamps #0822:/9545: USPO Stamps	JP Morgan Chase - Primary 7399 6001 · Advertising 6001 · Advertising 6001 · Advertising 6018.1 · Meetings & Travel 6018.1 · Meetings & Travel 6018.1 · Meetings & Travel 6025 · Dues & Subscriptions 6025 · Dues & Subscriptions 6025 · Dues & Subscriptions 6047 · Office Supplies 6047 · Office Supplies 6047 · Office Supplies 6056 · Postage 6056 · Postage	Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Belvedere Tiburon:Paradise Cove Tiburon	-131.25 -10.66 -223.09 -317.29 -25.76 -539.30 -133.05 -10.80 -226.15 -32.09 -2.61 -54.54 -62.57 -5.08

**Sanitary Distr. No.5 of Marin Co.
Warrant List Detail**

04/14/22

March 11 through April 14, 2022

Date	Num	Name	Memo	Account	Class	Paid Amount
			#0822:/9545: USPO Stamps	6056 · Postage	Tiburon	-106.35
			#0822:/9545: M.P. Supplies: Amazon, Ace Hardware	7021 · Plant Maintenance Supplies	Belvedere	-26.24
			#0822:/9545: M.P. Supplies: Amazon, Ace Hardware	7021 · Plant Maintenance Supplies	Tiburon	-44.58
			#0822:/9545: Target, CVS	7023 · Janitorial Supplies & Service	Belvedere	-55.10
			#0822:/9545: Target, CVS	7023 · Janitorial Supplies & Service	Tiburon	-93.61
			#0822:/9545: Amazon	7025 · Lab Supplies & Chemicals	Belvedere	-50.05
			#0822:/9545: Amazon	7025 · Lab Supplies & Chemicals	Tiburon	-85.05
			#0822:/9545: Safety materials for Lab	8515 · Safety	Belvedere	-18.02
			#0822:/9545: Safety materials for Lab	8515 · Safety	Tiburon:Paradise Cove	-1.46
			#0822:/9545: Safety materials for Lab	8515 · Safety	Tiburon	-30.63
TOTAL						-2,285.33
04/14/22	8871	Waste Management of Redwood Landfill	Acct #507-0000190-1507-2, Sludge Disposal, March 2022	JP Morgan Chase - Primary 7399		
			Inv #0104774-1507-8 Sludge Disposal - 5 Drop-offs + Reg-waste approval fee - March 2022	7029 · Main Plant Sludge Disposal	Belvedere	-550.72
			Inv #0104774-1507-8 Sludge Disposal - 5 Drop-offs + Reg-waste approval fee - March 2022	7029 · Main Plant Sludge Disposal	Tiburon	-935.71
TOTAL						-1,486.43
04/14/22	8872	Water Components & Building Supply	Acct #454, M.P. Parts & Service, March 2022	JP Morgan Chase - Primary 7399		
			Inv #30578063 (PO #161190), M.P. Parts & Service @ filtering system - March 2022	7022 · Plant Maint. Parts & Service	Belvedere	-163.69
			Inv #30578063 (PO #161190), M.P. Parts & Service @ filtering system - March 2022	7022 · Plant Maint. Parts & Service	Tiburon	-278.11
			Inv #30576527 (PO#183633), M.P. Maint. supplies - March 2022	7021 · Plant Maintenance Supplies	Belvedere	-15.93
			Inv #30576527 (PO#183633), M.P. Maint. supplies - March 2022	7021 · Plant Maintenance Supplies	Tiburon	-27.06
TOTAL						-484.79
04/14/22	8873	Water Environment Federation	Member ID #17978425, Chad Bilsborough, April 2022 (AJE FY22-23)	JP Morgan Chase - Primary 7399		
			Chad Bilsborough - 2022 WEF Membership Dues, Code #RE90BE (exp 5.31.22) - 6.1.22 - 6.30.22	6025 · Dues & Subscriptions	Belvedere	-9.95
			Chad Bilsborough - 2022 WEF Membership Dues, Code #RE90BE (exp 5.31.22) - 6.1.22 - 6.30.22	6025 · Dues & Subscriptions	Tiburon:Paradise Cove	-0.81
			Chad Bilsborough - 2022 WEF Membership Dues, Code #RE90BE (exp 5.31.22) - 6.1.22 - 6.30.22	6025 · Dues & Subscriptions	Tiburon	-16.91
			Chad Bilsborough - 2022 WEF Membership Dues, Code #RE90BE (exp 5.31.22) - 7.1.22 - 5.31.23 (AJE ...	6025 · Dues & Subscriptions	Belvedere	-109.44
			Chad Bilsborough - 2022 WEF Membership Dues, Code #RE90BE (exp 5.31.22) - 7.1.22 - 5.31.23 (AJE ...	6025 · Dues & Subscriptions	Tiburon:Paradise Cove	-8.89
			Chad Bilsborough - 2022 WEF Membership Dues, Code #RE90BE (exp 5.31.22) - 7.1.22 - 5.31.23 (AJE ...	6025 · Dues & Subscriptions	Tiburon	-186.00
TOTAL						-332.00
04/14/22	8874	WorkSmart Automation, Inc.	SD5 Comm System Maintenance, March 2022	JP Morgan Chase - Primary 7399		
			Inv #5184, Worked w TelStar @ BPS via Cell modem - new installation; new status screens at all r...	8510 · Data/Alarms/IT Supp & Licen...	Belvedere	-930.00
			Inv #5184, Worked w TelStar - troubleshooting (remotely) @ Paradise Cove PS#1 re SCADA - March 2022	8510 · Data/Alarms/IT Supp & Licen...	Tiburon:Paradise Cove	-620.00
TOTAL						-1,550.00
04/14/22	8876	Mike Stone	17 Eucalyptus, Refund of 1 Fixture Unit - April 2022	JP Morgan Chase - Primary 7399		
			17 Eucalyptus Rd., Chk #10566 (Permit #N1088), (4 Add'l fixtures) Remodel - Clxn Fees - Refund	5900.31 · Collection	Belvedere	-743.00
			17 Eucalyptus Rd., Chk #10566 (Permit #N1088), (4 Add'l fixtures) Remodel - Treatment Fees - Refund	5900.34 · Treatment	Tiburon:Paradise Cove	-535.00
TOTAL						-1,278.00
04/14/22	8877	Koffler Electrical Mechanical Repair	Cust #00-SAN060, M.P. Parts & Srv. - March 2022	JP Morgan Chase - Primary 7399		
			Inv #0100191-IN (PO#161189), M.P. Parts & Service at Digester Mixing & Recirc motors - March 2022	7022 · Plant Maint. Parts & Service	Belvedere	-432.36
			Inv #0100191-IN (PO#161189), M.P. Parts & Service at Digester Mixing & Recirc motors - March 2022	7022 · Plant Maint. Parts & Service	Tiburon	-734.60
TOTAL						-1,166.96
04/14/22	8878	State Water Resources Control Board	A Balf: Cert Renewal - April 2021	JP Morgan Chase - Primary 7399		
			A. Balf - SWRCB Cert Application Fee: WWTP G2 Operator Certificate, 4.28.2022	6025 · Dues & Subscriptions	Belvedere	-44.95
			A. Balf - SWRCB Cert Application Fee: WWTP G2 Operator Certificate, 4.28.2022	6025 · Dues & Subscriptions	Tiburon:Paradise Cove	-3.65
			A. Balf - SWRCB Cert Application Fee: WWTP G2 Operator Certificate, 4.28.2022	6025 · Dues & Subscriptions	Tiburon	-76.40
TOTAL						-125.00

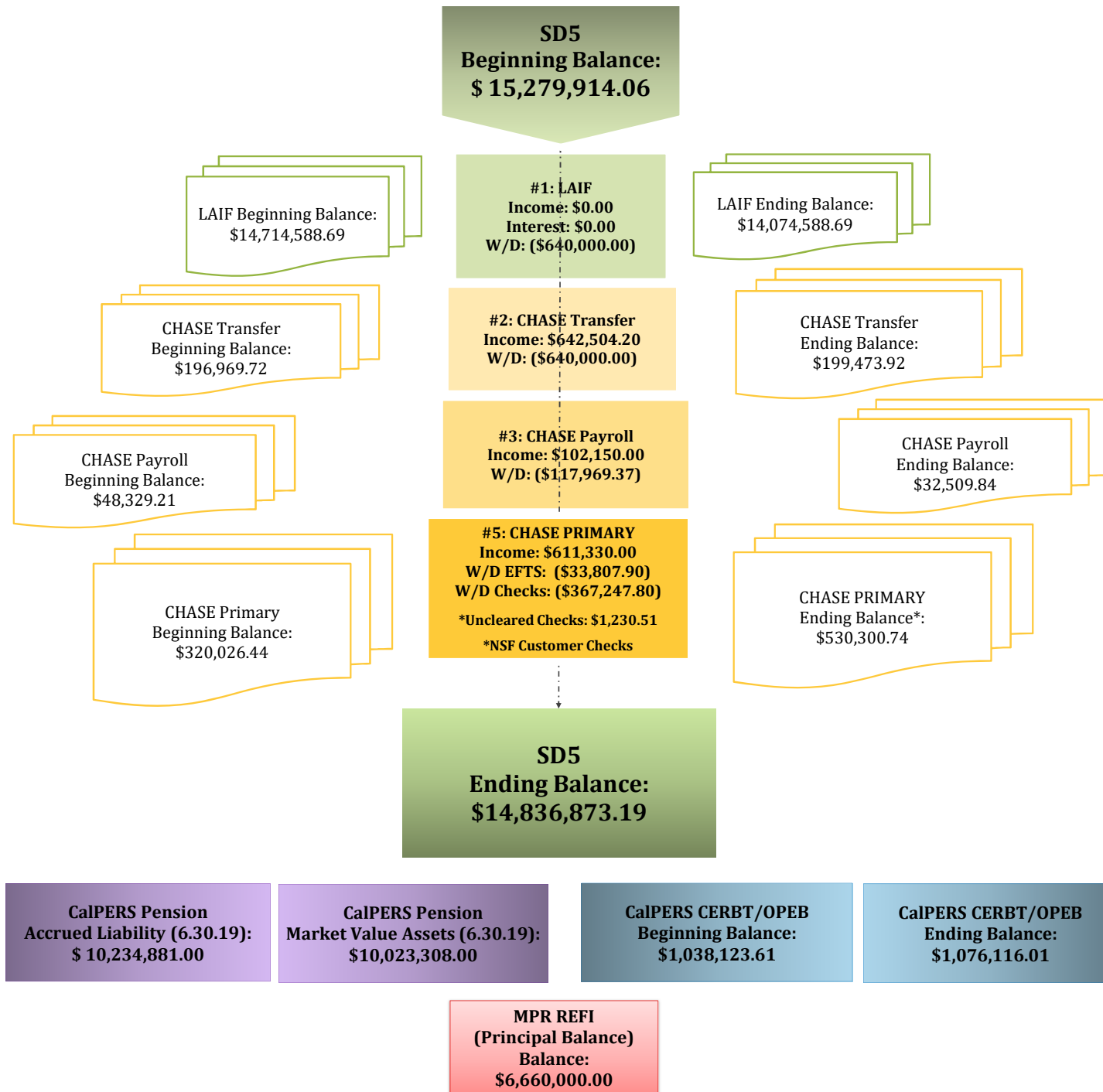
**Sanitary Distr. No.5 of Marin Co.
Warrant List Detail**

March 11 through April 14, 2022

Date	Num	Name	Memo	Account	Class	Paid Amount
04/14/22	8879	Rubio, Antonio	Reimb re Safety Boots, April 2022	JP Morgan Chase - Primary 7399		
			Reimb. for Safety Boots for FY21-22	8520 · Personal Protection/Safety W...	Belvedere	-68.18
			Reimb. for Safety Boots for FY21-22	8520 · Personal Protection/Safety W...	Tiburon:Paradise Cove	-5.54
			Reimb. for Safety Boots for FY21-22	8520 · Personal Protection/Safety W...	Tiburon	-115.88
TOTAL						-189.60

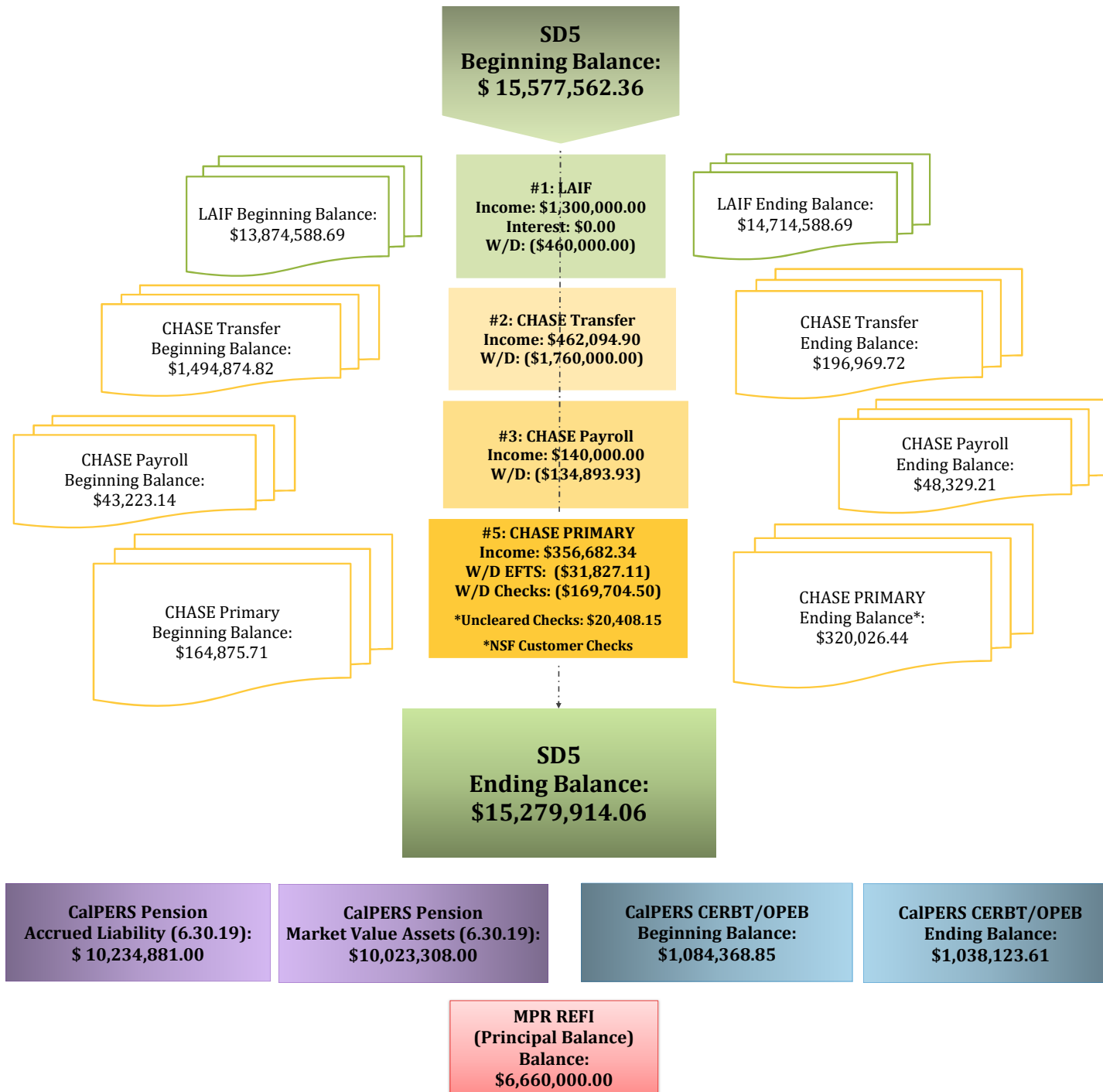
CASH FLOW CHART

SANITARY DISTRICT NO. 5 OF MARIN COUNTY: March 2022



CASH FLOW CHART

SANITARY DISTRICT NO. 5 OF MARIN COUNTY: February 2022





NOTICE OF AUTOMATIC PAYMENT

Paychex of New York LLC
1535 Scenic Avenue Suite 100
Costa Mesa CA 92626

Client # 0082 Y400-2116
Invoice # 2022031001

AUTOMATIC PAYMENT \$236.03

This amount will be deducted from the following bank account at or after 12:01 A.M on 3/15/22.

XXXXXXXXXXXXXXXXX506

ADDRESS SERVICE REQUESTED

0082 Y400-2116
SANITARY DISTRICT NO 5
2001 Paradise Dr
Tiburon, California 94920-1937

For questions regarding your account, please call (844) 729-9247

Page 1 of 1

ACCOUNT SUMMARY				AMOUNT
Previous Balance on Invoice#2022022401 Due 02/28/22				236.03
Payment Received - Thank You				-236.03
Balance Forward				0.00
Total New Charges				236.03
Account Balance (Includes Balance Forward, New Charges, and Pending Automatic Payments)				236.03

CHECK DATE	DESCRIPTION OF SERVICE	PROCESSING DATE	# TRANSACTIONS	AMOUNT
NEW CHARGES				
03/15/22	Paychex Productivity	03/10/22	11	305.96
	Client Discount		1	-85.68
	Delivery		1	15.75
	Total New Charges			236.03
Automatic Payment (Includes New Charges and applicable credits from Balance Forward above)				A 236.03

Thank you for choosing Paychex.

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 03/15/22: \$59,433.35

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

SUMMARY BY TRANSACTION TYPE -	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	59,433.35
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	<u>59,433.35</u>
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	3,489.80
	CASH REQUIRED FOR CHECK DATE 03/15/22	<u>62,923.15</u>

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>	<u>BANK DRAFT AMOUNTS & OTHER TOTALS</u>
03/14/22	JPMORGAN CHASE BANK,	xxxxxxxxxxxxx506	Direct Deposit	Net Pay Allocations	36,479.52
				EFT FOR 03/14/22	36,479.52
03/15/22	JPMORGAN CHASE BANK,	xxxxxxxxxxxxx506	Taxpay®	Employee Withholdings	
				Social Security	3,618.44
				Medicare	846.23
				Fed Income Tax	9,932.69
				CA Income Tax	4,091.77
				Total Withholdings	<u>18,489.13</u>
				Employer Liabilities	
				Social Security	3,618.45
				Medicare	846.25
				Total Liabilities	<u>4,464.70</u>
				EFT FOR 03/15/22	22,953.83
				TOTAL EFT	8 59,433.35

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>
03/15/22	Refer to your records for account	Information	Payroll	Employee Deductions	
				401A Member Contribu	2,493.36
				Calpers 457B	700.00
				Calpers 457B Roth	200.00
				Med 125	96.44
				Total Deductions	<u>3,489.80</u>
				TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	3,489.80



NOTICE OF AUTOMATIC PAYMENT

Paychex of New York LLC
1535 Scenic Avenue Suite 100
Costa Mesa CA 92626

Client # 0082 Y400-2116
Invoice # 2022032101

AUTOMATIC PAYMENT \$236.03

This amount will be deducted from the following bank account at or after 12:01 A.M on 3/31/22.

XXXXXXXXXXXXXXXXX506

ADDRESS SERVICE REQUESTED

0082 Y400-2116
SANITARY DISTRICT NO 5
2001 Paradise Dr
Tiburon, California 94920-1937

For questions regarding your account, please call (844) 729-9247

ACCOUNT SUMMARY				AMOUNT
Previous Balance on Invoice#2022031001 Due 03/15/22				236.03
Payment Received - Thank You				-236.03
Balance Forward				0.00
Total New Charges				236.03
Account Balance (Includes Balance Forward, New Charges, and Pending Automatic Payments)				236.03

CHECK DATE	DESCRIPTION OF SERVICE	PROCESSING DATE	# TRANSACTIONS	AMOUNT
NEW CHARGES				
03/31/22	Paychex Productivity	03/21/22	11	305.96
	Client Discount		1	-85.68
	Delivery		1	15.75
	Total New Charges			236.03
Automatic Payment (Includes New Charges and applicable credits from Balance Forward above)				236.03

Handwritten initials

Thank you for choosing Paychex.

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 03/31/22: \$58,063.96

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

SUMMARY BY TRANSACTION TYPE -	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	58,063.96	
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	58,063.96	
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	3,489.80	
	CASH REQUIRED FOR CHECK DATE 03/31/22	61,553.76	

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>	<u>BANK DRAFT AMOUNTS & OTHER TOTALS</u>
03/30/22	JPMORGAN CHASE BANK,	xxxxxxxxxxxxx506	Direct Deposit	Net Pay Allocations	35,835.36
				EFT FOR 03/30/22	35,835.36
03/31/22	JPMORGAN CHASE BANK,	xxxxxxxxxxxxx506	Taxpay®	Employee Withholdings	
				Social Security	3,539.59
				Medicare	827.82
				Fed Income Tax	9,558.53
				CA Income Tax	3,935.28
				Total Withholdings	17,861.22
				Employer Liabilities	
				Social Security	3,539.57
				Medicare	827.81
				Total Liabilities	4,367.38
				EFT FOR 03/31/22	22,228.60
				TOTAL EFT	58,063.96

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>
03/31/22	Refer to your records for account Information		Payroll	Employee Deductions	
				401A Member Contribu	2,493.36
				Calpers 457B	700.00
				Calpers 457B Roth	200.00
				Med 125	96.44
				Total Deductions	3,489.80
				TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	3,489.80

Sanitary Distr. No.5 of Marin Co.
Comparative Balance Sheet
As of March 31, 2022

	Mar 31, 22	Feb 28, 22	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
Local Agency Investment Fund			
Belvedere			
Belvedere Operating	3,428,679.68	3,428,679.68	0.00
Belvedere Operating Reserve	516,923.05	516,923.05	0.00
Belvedere Capital & CIP Reserve	2,435,528.27	2,435,528.27	0.00
Belvedere PERS Retirement Trust	356,250.00	356,250.00	0.00
Belvedere Disaster Recovery Fnd	356,250.00	356,250.00	0.00
Total Belvedere	<u>7,093,631.00</u>	<u>7,093,631.00</u>	<u>0.00</u>
Tiburon			
Tiburon Operating	994,443.38	1,634,443.38	-640,000.00
Tiburon Operating Reserve	683,930.00	683,930.00	0.00
Tiburon Capital & CIP Reserve	4,015,084.31	4,015,084.31	0.00
Tiburon PERS Retirement Trust	643,750.00	643,750.00	0.00
Tiburon Disaster Recovery Fund	643,750.00	643,750.00	0.00
Total Tiburon	<u>6,980,957.69</u>	<u>7,620,957.69</u>	<u>-640,000.00</u>
Total Local Agency Investment Fund	<u>14,074,588.69</u>	<u>14,714,588.69</u>	<u>-640,000.00</u>
JP Morgan Chase - Primary 7399	529,070.23	299,618.29	229,451.94
JP Morgan Chase - Payroll 7506	31,109.84	48,329.21	-17,219.37
JP Morgan Chase - Transfer 7522	199,473.92	196,969.72	2,504.20
Total Checking/Savings	<u>14,834,242.68</u>	<u>15,259,505.91</u>	<u>-425,263.23</u>
Accounts Receivable			
Accounts Receivable	3,688.00	3,688.00	0.00
Total Accounts Receivable	<u>3,688.00</u>	<u>3,688.00</u>	<u>0.00</u>
Other Current Assets			
Prepaid Expense	48,532.70	48,532.70	0.00
Petty Cash	881.92	881.92	0.00
1499 · Undeposited Funds	0.00	39,452.26	-39,452.26
Total Other Current Assets	<u>49,414.62</u>	<u>88,866.88</u>	<u>-39,452.26</u>
Total Current Assets	<u>14,887,345.30</u>	<u>15,352,060.79</u>	<u>-464,715.49</u>
Fixed Assets	<u>20,408,185.19</u>	<u>20,408,185.19</u>	<u>0.00</u>
TOTAL ASSETS	<u>35,295,530.49</u>	<u>35,760,245.98</u>	<u>-464,715.49</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 · Accounts Payable	-1,236.08	-1,236.08	0.00
Total Accounts Payable	<u>-1,236.08</u>	<u>-1,236.08</u>	<u>0.00</u>
Other Current Liabilities			
Deferred Income for Permits	154,698.75	154,698.75	0.00
Compensated Absences Current	118,844.52	118,844.52	0.00
MPR Rev Bond Interest Payable	44,888.00	44,888.00	0.00
MPR Rev Bonds Payable Current	580,000.00	580,000.00	0.00
Total Other Current Liabilities	<u>898,431.27</u>	<u>898,431.27</u>	<u>0.00</u>
Total Current Liabilities	<u>897,195.19</u>	<u>897,195.19</u>	<u>0.00</u>
Long Term Liabilities			
2960 · Deferred Debt Refinancing Costs	120,837.60	120,837.60	0.00
2061 · OPEB Related Liability	691,796.00	691,796.00	0.00
Pension-related Liabilities	-375,847.00	-375,847.00	0.00
MPR Revenue Bonds Payable	6,660,000.00	6,660,000.00	0.00
Total Long Term Liabilities	<u>7,096,786.60</u>	<u>7,096,786.60</u>	<u>0.00</u>
Total Liabilities	<u>7,993,981.79</u>	<u>7,993,981.79</u>	<u>0.00</u>
Equity			
3900 · Net Assets	27,340,940.03	27,340,940.03	0.00
Net Income	-39,391.33	425,324.16	-464,715.49
Total Equity	<u>27,301,548.70</u>	<u>27,766,264.19</u>	<u>-464,715.49</u>
TOTAL LIABILITIES & EQUITY	<u>35,295,530.49</u>	<u>35,760,245.98</u>	<u>-464,715.49</u>

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
July 2021 through March 2022

	Jul '21 - Mar 22	Budget	\$ Over Budget	% of Bud...
Ordinary Income/Expense				
Income				
5000 · Property Taxes				
5001.2 · TEETER	500,691.10	825,000.00	-324,308.90	60.7%
5002 · UNSEC	16,343.29	15,000.00	1,343.29	109.0%
5003 · PUNS / PRIOR UNSECURED	953.72	500.00	453.72	190.7%
5004 · REDEMPTION / RDMPT	374.52	0.00	374.52	100.0%
5006 · SPLU	659.77	300.00	359.77	219.9%
5041 · SUPSEC	19,258.38	12,000.00	7,258.38	160.5%
5043 · SECU	346.98	0.00	346.98	100.0%
5046 · Excess ERAF	272,557.16	300,000.00	-27,442.84	90.9%
5280 · HOPTR	1,837.66	3,333.00	-1,495.34	55.1%
5483 · Other tax	4,380.85	0.00	4,380.85	100.0%
Total 5000 · Property Taxes	817,403.43	1,156,133.00	-338,729.57	70.7%
5007 · Sewer Service Charge				
5007.1 · Sewer Service - Tiburon Ops	1,498,309.45	2,283,000.00	-784,690.55	65.6%
5007.5 · Sewer Service - Tiburon Cap	0.00	12,000.00	-12,000.00	0.0%
5007.2 · Sewer Service-Belv Ops	817,619.49	1,300,000.00	-482,380.51	62.9%
5007.3 · Sewer Service-Belv Cap	508,737.47	866,300.00	-357,562.53	58.7%
5007.4 · Other User Fees	0.00	38,700.00	-38,700.00	0.0%
Total 5007 · Sewer Service Charge	2,824,666.41	4,500,000.00	-1,675,333.59	62.8%
5201 · Interest				
5201.1 · Interest County of Marin	119.96			
5201.2 · Interest LAIF	7,328.14	100,000.00	-92,671.86	7.3%
Total 5201 · Interest	7,448.10	100,000.00	-92,551.90	7.4%
5900.3 · Connection Fees				
5900.30 · Connection Permit Fees	9,350.00	10,000.00	-650.00	93.5%
5900.31 · Collection	167,492.75	100,000.00	67,492.75	167.5%
5900.34 · Treatment	189,018.65	100,000.00	89,018.65	189.0%
Total 5900.3 · Connection Fees	365,861.40	210,000.00	155,861.40	174.2%
5900.4 · Inspection Permit Fees	8,250.00	17,000.00	-8,750.00	48.5%
5900.5 · SASM Expense Reimb.	59,365.37	100,000.00	-40,634.63	59.4%
5900.9 · Other Income	0.00	100.00	-100.00	0.0%
5900.10 · Paradise Sewer Line Ext. Fees	0.00	14,040.00	-14,040.00	0.0%
Total Income	4,082,994.71	6,097,273.00	-2,014,278.29	67.0%
Gross Profit	4,082,994.71	6,097,273.00	-2,014,278.29	67.0%
Expense				
6000 · Administrative Expenses				
6001 · Advertising	5,529.07	1,000.00	4,529.07	552.9%
6008 · Audit & Accounting	28,250.00	40,000.00	-11,750.00	70.6%
6017 · Consulting Fees	3,052.46	150,000.00	-146,947.54	2.0%
6018 · Travel & Meetings				
6018.1 · Meetings & Travel	10,003.52	6,000.00	4,003.52	166.7%
6018.2 · Standby Mileage Expense Reimb	6,773.86	9,000.00	-2,226.14	75.3%
Total 6018 · Travel & Meetings	16,777.38	15,000.00	1,777.38	111.8%
6020 · Continuing Education	601.58	10,000.00	-9,398.42	6.0%
6021 · County Fees	10,268.65	16,590.00	-6,321.35	61.9%
6024 · Director Fees	3,300.00	9,000.00	-5,700.00	36.7%
6025 · Dues & Subscriptions	17,851.23	31,000.00	-13,148.77	57.6%
6033 · Insurance Property & Liability				
6033.1 · PLP Public Entity Phys Damage	0.00	25,000.00	-25,000.00	0.0%
6033.2 · General Liability	86,246.71	45,000.00	41,246.71	191.7%
6033.3 · Physical Property Damage - Auto	4,174.00	4,000.00	174.00	104.4%
Total 6033 · Insurance Property & Liability	90,420.71	74,000.00	16,420.71	122.2%
6039 · Legal	16,914.65	50,000.00	-33,085.35	33.8%
6047 · Office Supplies	3,904.36	10,000.00	-6,095.64	39.0%
6056 · Postage	355.65	1,000.00	-644.35	35.6%
6059 · Pollution Prevention/Public Edu	2,274.42	5,000.00	-2,725.58	45.5%
6065 · Miscellaneous Expense	500.00			
Total 6000 · Administrative Expenses	200,000.16	412,590.00	-212,589.84	48.5%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
July 2021 through March 2022

	Jul '21 - Mar 22	Budget	\$ Over Budget	% of Bud...
7000 · Ops & Maintenance Expenses				
7010 · Pumps & Lines Maintenance				
7011 · Pumps & Lines Maintenance	300,209.69	75,000.00	225,209.69	400.3%
7013 · Emergency Line Repair	7,763.16	50,000.00	-42,236.84	15.5%
Total 7010 · Pumps & Lines Maintenance	307,972.85	125,000.00	182,972.85	246.4%
7020 · Main Plant Maintenance				
7021 · Plant Maintenance Supplies	22,053.51	25,000.00	-2,946.49	88.2%
7022 · Plant Maint. Parts & Service	207,452.00	130,000.00	77,452.00	159.6%
7023 · Janitorial Supplies & Service	4,705.88	9,000.00	-4,294.12	52.3%
7024 · Main Plant Chemicals	122,341.34	111,000.00	11,341.34	110.2%
7025 · Lab Supplies & Chemicals	15,073.36	20,000.00	-4,926.64	75.4%
7027 · Electrical & Instrument	116.84	15,000.00	-14,883.16	0.8%
7028 · Grounds Maintenance	611.22	6,000.00	-5,388.78	10.2%
7029 · Main Plant Sludge Disposal	22,438.04	41,000.00	-18,561.96	54.7%
7030 · Main Plant Outfall	5,925.00	6,500.00	-575.00	91.2%
Total 7020 · Main Plant Maintenance	400,717.19	363,500.00	37,217.19	110.2%
7040 · Paradise Cove Plant Maint				
7041 · Paradise Parts & Service	21,520.10	10,000.00	11,520.10	215.2%
7042 · Paradise Supplies & Chemicals	5,910.56	5,000.00	910.56	118.2%
7043 · Paradise Sludge Disposal	1,030.22			
Total 7040 · Paradise Cove Plant Maint	28,460.88	15,000.00	13,460.88	189.7%
7050 · Monitoring				
7051 · Main Plant Lab Monitoring	34,021.53	45,000.00	-10,978.47	75.6%
7052 · Paradise Cove Monitoring	10,430.60	15,000.00	-4,569.40	69.5%
7053 · Chronic Toxicity	1,974.50			
Total 7050 · Monitoring	46,426.63	60,000.00	-13,573.37	77.4%
7060 · Permits/Fees				
7061 · Main Plant NPDES Renewal	852.50			
7062 · Permits/Fees - General	14,935.37	50,000.00	-35,064.63	29.9%
7063 · Paradise Cove Permits/Fees	4,613.07	9,000.00	-4,386.93	51.3%
7064 · Paradise Cove NPDES Renewal	0.00			
Total 7060 · Permits/Fees	20,400.94	59,000.00	-38,599.06	34.6%
7070 · Truck Maintenance				
7071 · Fuel	9,192.78	15,000.00	-5,807.22	61.3%
7072 · Maintenance	16,847.28	10,000.00	6,847.28	168.5%
Total 7070 · Truck Maintenance	26,040.06	25,000.00	1,040.06	104.2%
Total 7000 · Ops & Maintenance Expenses	830,018.55	647,500.00	182,518.55	128.2%
8000 · Salaries and Benefits Expenses				
8001 · Salaries	925,052.23	1,353,783.00	-428,730.77	68.3%
8003 · Overtime	177,761.85	100,000.00	77,761.85	177.8%
8004 · Standby Pay	59,760.95	76,043.00	-16,282.05	78.6%
8005 · Employee Incentives	49,460.04	70,000.00	-20,539.96	70.7%
8006 · Vacation Buyout	43,667.05	30,000.00	13,667.05	145.6%
8013 · Payroll Taxes	81,898.47	101,047.00	-19,148.53	81.0%
8015 · Payroll/Bank Fees	5,452.79	6,250.00	-797.21	87.2%
8016 · Car Allowance	6,000.00	6,000.00	0.00	100.0%
8019 · PERS Retirement				
8019.05 · PERS Retirement	88,513.97	304,705.00	-216,191.03	29.0%
8019.06 · PERS Retirement - RBP	0.00	350.00	-350.00	0.0%
8019.08 · PERS Retirement - CalPERS UAL	0.00	20,000.00	-20,000.00	0.0%
8019 · PERS Retirement - Other	-120.39			
Total 8019 · PERS Retirement	88,393.58	325,055.00	-236,661.42	27.2%
8020 · Employee Health				
8020.05 · Employee Health	164,197.16	223,418.00	-59,220.84	73.5%
8021 · Employee Health Deductions	-1,778.52			
Total 8020 · Employee Health	162,418.64	223,418.00	-60,999.36	72.7%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
July 2021 through March 2022

	Jul '21 - Mar 22	Budget	\$ Over Budget	% of Bud...
8022 · Retiree Health				
8022.05 · Retiree Health	108,905.65	77,127.00	31,778.65	141.2%
8022.06 · OPEB Adjustment	0.00	0.00	0.00	0.0%
8022.10 · CERBT/OPEB Annual Arc Contribtn	0.00	118,400.00	-118,400.00	0.0%
Total 8022 · Retiree Health	108,905.65	195,527.00	-86,621.35	55.7%
8023 · Workers Comp Insurance	39,211.30	55,000.00	-15,788.70	71.3%
Total 8000 · Salaries and Benefits Expenses	1,747,982.55	2,542,123.00	-794,140.45	68.8%
8500 · Other Operating Expenses				
8510 · Data/Alarms/IT Supp & Licensing	57,793.76	100,000.00	-42,206.24	57.8%
8515 · Safety	34,229.70	40,000.00	-5,770.30	85.6%
8520 · Personal Protection/Safety Wear	6,533.83	15,000.00	-8,466.17	43.6%
8530 · Telephone				
8531 · Main Plant Telephones	5,380.92	11,000.00	-5,619.08	48.9%
8532 · Paradise Cove Telephones	3,061.26	4,000.00	-938.74	76.5%
8533 · Pumps & Lines Telephones	5,026.63	7,000.00	-1,973.37	71.8%
Total 8530 · Telephone	13,468.81	22,000.00	-8,531.19	61.2%
8540 · Utilities				
8541 · Water	6,188.67	8,000.00	-1,811.33	77.4%
8542 · Main Plant Utilities	132,749.22	200,000.00	-67,250.78	66.4%
8543 · Paradise Cove Utilities	15,195.40	18,000.00	-2,804.60	84.4%
8544 · Pump Station Utilities	31,256.26	45,000.00	-13,743.74	69.5%
Total 8540 · Utilities	185,389.55	271,000.00	-85,610.45	68.4%
Total 8500 · Other Operating Expenses	297,415.65	448,000.00	-150,584.35	66.4%
Total Expense	3,075,416.91	4,050,213.00	-974,796.09	75.9%
Net Ordinary Income	1,007,577.80	2,047,060.00	-1,039,482.20	49.2%
Other Income/Expense				
Other Expense				
9100 · Capital Expenditures				
9200 · Main Plant Equipment Capital				
9203 · M.P. Flare Rehabilitation	0.00	30,000.00	-30,000.00	0.0%
9204 · M.P. Boiler Replacement	37,665.12	0.00	37,665.12	100.0%
9209 · ScrewPress PolyBlend Redundancy	-722.34	35,000.00	-35,722.34	-2.1%
9212 · M.P. Headworks Grinder Rplcmnt				
9212.1 · Explosion Proof Electric Hoist	0.00	10,000.00	-10,000.00	0.0%
9212 · M.P. Headworks Grinder Rplcmnt - O...	0.00	25,000.00	-25,000.00	0.0%
Total 9212 · M.P. Headworks Grinder Rplcmnt	0.00	35,000.00	-35,000.00	0.0%
9217 · SD5 Shop Rplcmnt /Ops Control	1,836.69	0.00	1,836.69	100.0%
9218 · Generator Control Panel	1,435.44	0.00	1,435.44	100.0%
9219 · C12 Flash Mixer	0.00	15,000.00	-15,000.00	0.0%
Total 9200 · Main Plant Equipment Capital	40,214.91	115,000.00	-74,785.09	35.0%
9300 · Pumps & Lines Capital				
9301 · Tiburon Sewer Line Rehab Prog	0.00	1,000,000.00	-1,000,000.00	0.0%
9302 · PS Control Panel Upgrades	0.00	0.00	0.00	0.0%
9304 · Belvedere Sewer Line Rehab Prog	0.00	100,000.00	-100,000.00	0.0%
9306 · PS Pump & Valve Replacements	84,955.91	50,000.00	34,955.91	169.9%
9307 · PS Generator Replacement	3,751.00	100,000.00	-96,249.00	3.8%
9310 · BPS Communication Project	2,923.07	0.00	2,923.07	100.0%
9313 · Manholes/Rodholes	14,842.24	75,000.00	-60,157.76	19.8%
9315 · TPS Communication Project	946.43	0.00	946.43	100.0%
Total 9300 · Pumps & Lines Capital	107,418.65	1,325,000.00	-1,217,581.35	8.1%
9500 · Undesignated Capital				
9510 · Undesignated Cap - M.P.	8,582.00	25,000.00	-16,418.00	34.3%
9520 · Undesignated Cap - P.C. Plant	0.00	10,000.00	-10,000.00	0.0%
9530 · Undesignated Cap - P & L	0.00	50,000.00	-50,000.00	0.0%
Total 9500 · Undesignated Capital	8,582.00	85,000.00	-76,418.00	10.1%
Total 9100 · Capital Expenditures	156,215.56	1,525,000.00	-1,368,784.44	10.2%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
 July 2021 through March 2022

	Jul '21 - Mar 22	Budget	\$ Over Budget	% of Bud...
9700 · Debt Service				
9701 · MPR Bond REFI - Principal	580,000.00	580,000.00	0.00	100.0%
9702 · MPR Bond REFI - Interest	172,359.99	172,360.00	-0.01	100.0%
9703 · MPR Bond Refi - Admin Fees	0.00	950.00	-950.00	0.0%
Total 9700 · Debt Service	<u>752,359.99</u>	<u>753,310.00</u>	<u>-950.01</u>	<u>99.9%</u>
Total Other Expense	<u>908,575.55</u>	<u>2,278,310.00</u>	<u>-1,369,734.45</u>	<u>39.9%</u>
Net Other Income	<u>-908,575.55</u>	<u>-2,278,310.00</u>	<u>1,369,734.45</u>	<u>39.9%</u>
Net Income	<u><u>99,002.25</u></u>	<u><u>-231,250.00</u></u>	<u><u>330,252.25</u></u>	<u><u>-42.8%</u></u>

Sanitary Distr. No.5 of Marin Co.
Zone Report
March 2022

04/12/22

	Paradise ... (Tiburon)	Tiburon - O... (Tiburon)	Total Tiburon	Belvedere	TOTAL
Ordinary Income/Expense					
Income					
5000 · Property Taxes					
5004 · REDEMPTION / RDMPT	0.54	11.21	11.75	0.00	11.75
5041 · SUPSEC	113.90	2,378.55	2,492.45	0.00	2,492.45
Total 5000 · Property Taxes	114.44	2,389.76	2,504.20	0.00	2,504.20
5900.3 · Connection Fees					
5900.30 · Connection Permit Fees	0.00	1,550.00	1,550.00	200.00	1,750.00
5900.31 · Collection	0.00	7,651.97	7,651.97	6,687.00	14,338.97
5900.34 · Treatment	0.00	10,578.53	10,578.53	4,815.00	15,393.53
Total 5900.3 · Connection Fees	0.00	19,780.50	19,780.50	11,702.00	31,482.50
5900.4 · Inspection Permit Fees					
	0.00	1,200.00	1,200.00	700.00	1,900.00
Total Income	114.44	23,370.26	23,484.70	12,402.00	35,886.70
Gross Profit	114.44	23,370.26	23,484.70	12,402.00	35,886.70
Expense					
6000 · Administrative Expenses					
6001 · Advertising	0.00	0.00	0.00	5,112.07	5,112.07
6008 · Audit & Accounting	0.00	0.00	0.00	0.00	0.00
6017 · Consulting Fees	0.00	1,162.69	1,162.69	684.31	1,847.00
6018 · Travel & Meetings					
6018.1 · Meetings & Travel	59.24	1,240.12	1,299.36	729.62	2,028.98
6018.2 · Standby Mileage Expense Re...	0.00	276.93	276.93	229.68	506.61
Total 6018 · Travel & Meetings	59.24	1,517.05	1,576.29	959.30	2,535.59
6020 · Continuing Education	6.44	134.80	141.24	79.31	220.55
6025 · Dues & Subscriptions	20.30	424.78	445.08	249.92	695.00
6039 · Legal	94.74	1,983.04	2,077.78	1,166.72	3,244.50
6047 · Office Supplies	12.74	266.60	279.34	156.86	436.20
6056 · Postage	0.00	0.00	0.00	0.00	0.00
6065 · Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00
Total 6000 · Administrative Expenses	193.46	5,488.96	5,682.42	8,408.49	14,090.91
7000 · Ops & Maintenance Expenses					
7010 · Pumps & Lines Maintenance					
7011 · Pumps & Lines Maintenance	2,940.00	97,883.11	100,823.11	10,883.45	111,706.56
Total 7010 · Pumps & Lines Maintenance	2,940.00	97,883.11	100,823.11	10,883.45	111,706.56
7020 · Main Plant Maintenance					
7021 · Plant Maintenance Supplies	0.00	1,645.72	1,645.72	968.63	2,614.35
7022 · Plant Maint. Parts & Service	0.00	10,836.63	10,836.63	6,378.03	17,214.66
7023 · Janitorial Supplies & Service	0.00	483.68	483.68	284.66	768.34
7024 · Main Plant Chemicals	0.00	12,436.44	12,436.44	7,318.84	19,755.28
7025 · Lab Supplies & Chemicals	178.45	2,515.65	2,694.10	1,480.18	4,174.28
7027 · Electrical & Instrument	0.00	0.00	0.00	0.00	0.00
7028 · Grounds Maintenance	0.00	159.57	159.57	93.92	253.49
7029 · Main Plant Sludge Disposal	0.00	1,585.36	1,585.36	933.08	2,518.44
Total 7020 · Main Plant Maintenance	178.45	29,663.05	29,841.50	17,457.34	47,298.84
7040 · Paradise Cove Plant Maint					
7041 · Paradise Parts & Service	5,648.00	0.00	5,648.00	0.00	5,648.00
7042 · Paradise Supplies & Chemicals	872.86	0.00	872.86	0.00	872.86
Total 7040 · Paradise Cove Plant Maint	6,520.86	0.00	6,520.86	0.00	6,520.86
7050 · Monitoring					
7051 · Main Plant Lab Monitoring	0.00	2,010.69	2,010.69	1,183.41	3,194.10
7052 · Paradise Cove Monitoring	4,241.50	0.00	4,241.50	0.00	4,241.50
Total 7050 · Monitoring	4,241.50	2,010.69	6,252.19	1,183.41	7,435.60

Sanitary Distr. No.5 of Marin Co.
Zone Report
March 2022

04/12/22

	Paradise ... (Tiburon)	Tiburon - O... (Tiburon)	Total Tiburon	Belvedere	TOTAL
7060 · Permits/Fees					
7063 · Paradise Cove Permits/Fees	-5.20	0.00	-5.20	0.00	-5.20
7060 · Permits/Fees - Other	0.00	-132.34	-132.34	-77.23	-209.57
Total 7060 · Permits/Fees	-5.20	-132.34	-137.54	-77.23	-214.77
7070 · Truck Maintenance					
7071 · Fuel	72.49	1,517.31	1,589.80	892.71	2,482.51
7072 · Maintenance	1.00	20.98	21.98	12.35	34.33
Total 7070 · Truck Maintenance	73.49	1,538.29	1,611.78	905.06	2,516.84
Total 7000 · Ops & Maintenance Expenses	13,949.10	130,962.80	144,911.90	30,352.03	175,263.93
8000 · Salaries and Benefits Expenses					
8001 · Salaries	0.00	99,840.37	99,840.37	0.00	99,840.37
8003 · Overtime	0.00	10,102.54	10,102.54	0.00	10,102.54
8004 · Standby Pay	0.00	5,701.92	5,701.92	0.00	5,701.92
8005 · Employee Incentives	116.80	2,444.80	2,561.60	1,438.40	4,000.00
8007 · Voluntary Deductions	0.00	0.00	0.00	0.00	0.00
8008 · Deferred Comp 457	0.00	-400.00	-400.00	0.00	-400.00
8013 · Payroll Taxes	0.00	8,682.08	8,682.08	0.00	8,682.08
8015 · Payroll/Bank Fees	0.00	472.06	472.06	0.00	472.06
8019 · PERS Retirement					
8019.05 · PERS Retirement	519.62	5,889.80	6,409.42	6,399.21	12,808.63
8019 · PERS Retirement - Other	0.00	0.00	0.00	0.00	0.00
Total 8019 · PERS Retirement	519.62	5,889.80	6,409.42	6,399.21	12,808.63
8020 · Employee Health					
8020.05 · Employee Health	481.32	10,074.74	10,556.06	5,927.50	16,483.56
8021 · Employee Health Deductions	0.00	-192.88	-192.88	0.00	-192.88
Total 8020 · Employee Health	481.32	9,881.86	10,363.18	5,927.50	16,290.68
8022 · Retiree Health					
8022.05 · Retiree Health	1,187.35	24,852.86	26,040.21	14,622.20	40,662.41
Total 8022 · Retiree Health	1,187.35	24,852.86	26,040.21	14,622.20	40,662.41
Total 8000 · Salaries and Benefits Expenses...	2,305.09	167,468.29	169,773.38	28,387.31	198,160.69
8500 · Other Operating Expenses					
8510 · Data/Alarms/IT Supp & Licensing	791.30	1,456.02	2,247.32	1,578.40	3,825.72
8515 · Safety	95.75	2,004.30	2,100.05	1,179.23	3,279.28
8520 · Personal Protection/Safety Wear	4.10	88.39	92.49	135.35	227.84
8530 · Telephone					
8531 · Main Plant Telephones	0.00	388.18	388.18	228.38	616.56
8532 · Paradise Cove Telephones	551.82	0.00	551.82	0.00	551.82
8533 · Pumps & Lines Telephones	43.27	314.00	357.27	35.00	392.27
Total 8530 · Telephone	595.09	702.18	1,297.27	263.38	1,560.65
8540 · Utilities					
8541 · Water	0.00	863.54	863.54	706.49	1,570.03
8542 · Main Plant Utilities	0.00	9,149.37	9,149.37	5,384.97	14,534.34
8543 · Paradise Cove Utilities	2,053.81	0.00	2,053.81	0.00	2,053.81
8544 · Pump Station Utilities	278.50	1,887.05	2,165.55	1,285.44	3,450.99
Total 8540 · Utilities	2,332.31	11,899.96	14,232.27	7,376.90	21,609.17
Total 8500 · Other Operating Expenses	3,818.55	16,150.85	19,969.40	10,533.26	30,502.66
Total Expense	20,266.20	320,070.90	340,337.10	77,681.09	418,018.19
Net Ordinary Income	-20,151.76	-296,700.64	-316,852.40	-65,279.09	-382,131.49
Other Income/Expense					
Other Expense					
9100 · Capital Expenditures					
9200 · Main Plant Equipment Capital					
9204 · M.P. Boiler Replacement	0.00	0.00	0.00	0.00	0.00
9218 · Generator Control Panel	0.00	0.00	0.00	0.00	0.00
Total 9200 · Main Plant Equipment Capital	0.00	0.00	0.00	0.00	0.00

Sanitary Distr. No.5 of Marin Co.
Zone Report
March 2022

	Paradise ... (Tiburon)	Tiburon - O... (Tiburon)	Total Tiburon	Belvedere	TOTAL
9300 · Pumps & Lines Capital					
9314 · Portable Emergency Generators	0.00	0.00	0.00	0.00	0.00
Total 9300 · Pumps & Lines Capital	0.00	0.00	0.00	0.00	0.00
Total 9100 · Capital Expenditures	0.00	0.00	0.00	0.00	0.00
9700 · Debt Service					
9701 · MPR Bond REFI - Principal	0.00	0.00	0.00	0.00	0.00
9702 · MPR Bond REFI - Interest	0.00	53,497.92	53,497.92	29,086.08	82,584.00
Total 9700 · Debt Service	0.00	53,497.92	53,497.92	29,086.08	82,584.00
Total Other Expense	0.00	53,497.92	53,497.92	29,086.08	82,584.00
Net Other Income	0.00	-53,497.92	-53,497.92	-29,086.08	-82,584.00
Net Income	-20,151.76	-350,198.56	-370,350.32	-94,365.17	-464,715.49

Sanitary Distr. No.5 of Marin Co.
Monthly O.T. Report
March 2022

Type	Date	Num	Name	Memo	Amount	Balance
Alvarez, Joel						
Check	03/15/22	89	Alvarez, Joel	4.00 Hrs. O.T. @ 1.5x	229.92	229.92
Check	03/15/22	89	Alvarez, Joel	2.00 Hrs. O.T. @ 2.0x	153.28	383.20
Check	03/31/22	100	Alvarez, Joel	1.00 Hrs. O.T. @ 1.5x	57.48	440.68
Check	03/31/22	100	Alvarez, Joel	3.00 Hrs. O.T. @ 2.0x - (2 Hrs. O.T. @ 2.0x - missed at 3./15/2022 PR)	229.92	670.60
Total Alvarez, Joel					670.60	670.60
Balf, Abigail						
Check	03/15/22	90	Balf, Abigail	0.50 Hrs. O.T. @ 1.5x	27.37	27.37
Total Balf, Abigail					27.37	27.37
Bilsborough, Chad						
Check	03/15/22	91	Bilsborough, Chad	18.00 Hrs O.T. @ 1.5x	1,140.75	1,140.75
Check	03/15/22	91	Bilsborough, Chad	5.50 Hrs. O.T. @ 2.0x	464.75	1,605.50
Check	03/31/22	102	Bilsborough, Chad	36.50 Hrs O.T. @ 1.5x	2,313.19	3,918.69
Check	03/31/22	102	Bilsborough, Chad	2.00 Hrs. O.T. @ 2.0x	169.00	4,087.69
Total Bilsborough, Chad					4,087.69	4,087.69
Cottrell, Rulon						
Check	03/15/22	93	Cottrell, Rulon	11.00 Hrs. O.T. @ 1.5x	980.93	980.93
Check	03/31/22	104	Cottrell, Rulon	8.50 Hrs. O.T. @ 1.5x	757.99	1,738.92
Total Cottrell, Rulon					1,738.92	1,738.92
Dohrmann, Robin						
Check	03/15/22	94	Dohrmann, Robin	0.75 Hrs. O.T. @ 1.5x	66.88	66.88
Check	03/31/22	105	Dohrmann, Robin	4.00 Hrs. O.T. @ 1.5x	356.70	423.58
Total Dohrmann, Robin					423.58	423.58
La Torre, Daniel P.						
Check	03/15/22	95	La Torre, Daniel P.	10.00 Hrs. O.T. @ 1.5x	849.30	849.30
Total La Torre, Daniel P.					849.30	849.30
Rosser, John						
Check	03/15/22	97	Rosser, John	5.5 Hrs. @ 1.5x	444.84	444.84
Check	03/15/22	97	Rosser, John	2.5 Hrs. O.T. @ 2.0x	269.60	714.44
Total Rosser, John					714.44	714.44
Triola, Joseph						
Check	03/15/22	99	Triola, Joseph	11.0 Hrs. O.T. @ 1.5x	889.68	889.68
Check	03/15/22	99	Triola, Joseph	5.0 Hrs. O.T. @ 2.0x	539.20	1,428.88
Check	03/31/22	110	Triola, Joseph	2.00 Hrs. O.T. @ 1.5x	161.76	1,590.64
Total Triola, Joseph					1,590.64	1,590.64
TOTAL					10,102.54	10,102.54



Item #3

SANITARY DISTRICT NO. 5 OF MARIN COUNTY FY 2022-23 Sewer Rate Update

April 14, 2022

Finance Committee Meeting



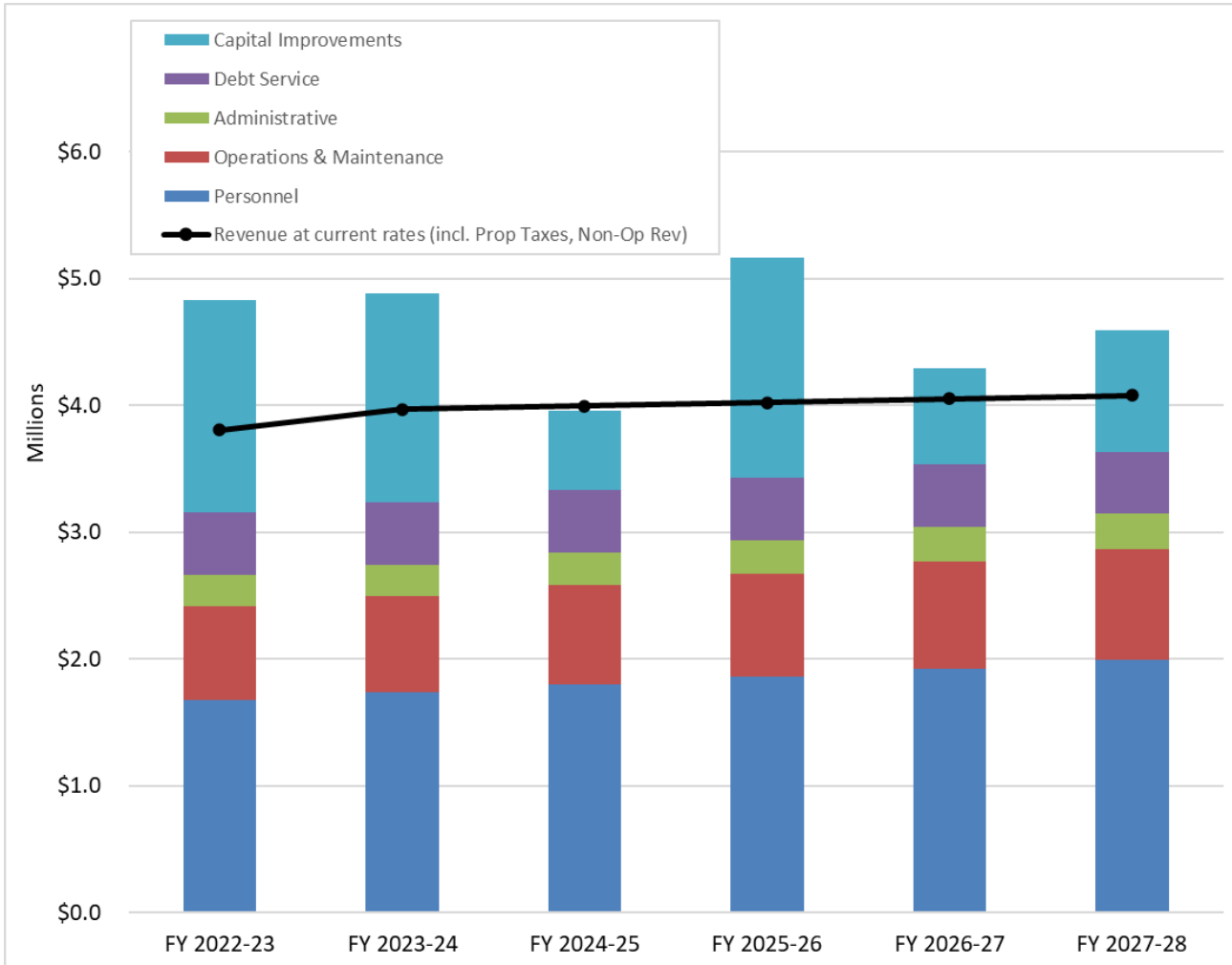
AGENDA

- Overview of current rates
- Tiburon and Belvedere Zones
 - Revenue Requirement
 - Capital Expenditures
 - Revenue Increases and Reserve Fund Balance
 - Proposed Rates
- Phase II Preview
- Next Steps
- Discussion with Committee

OVERVIEW OF CURRENT RATES

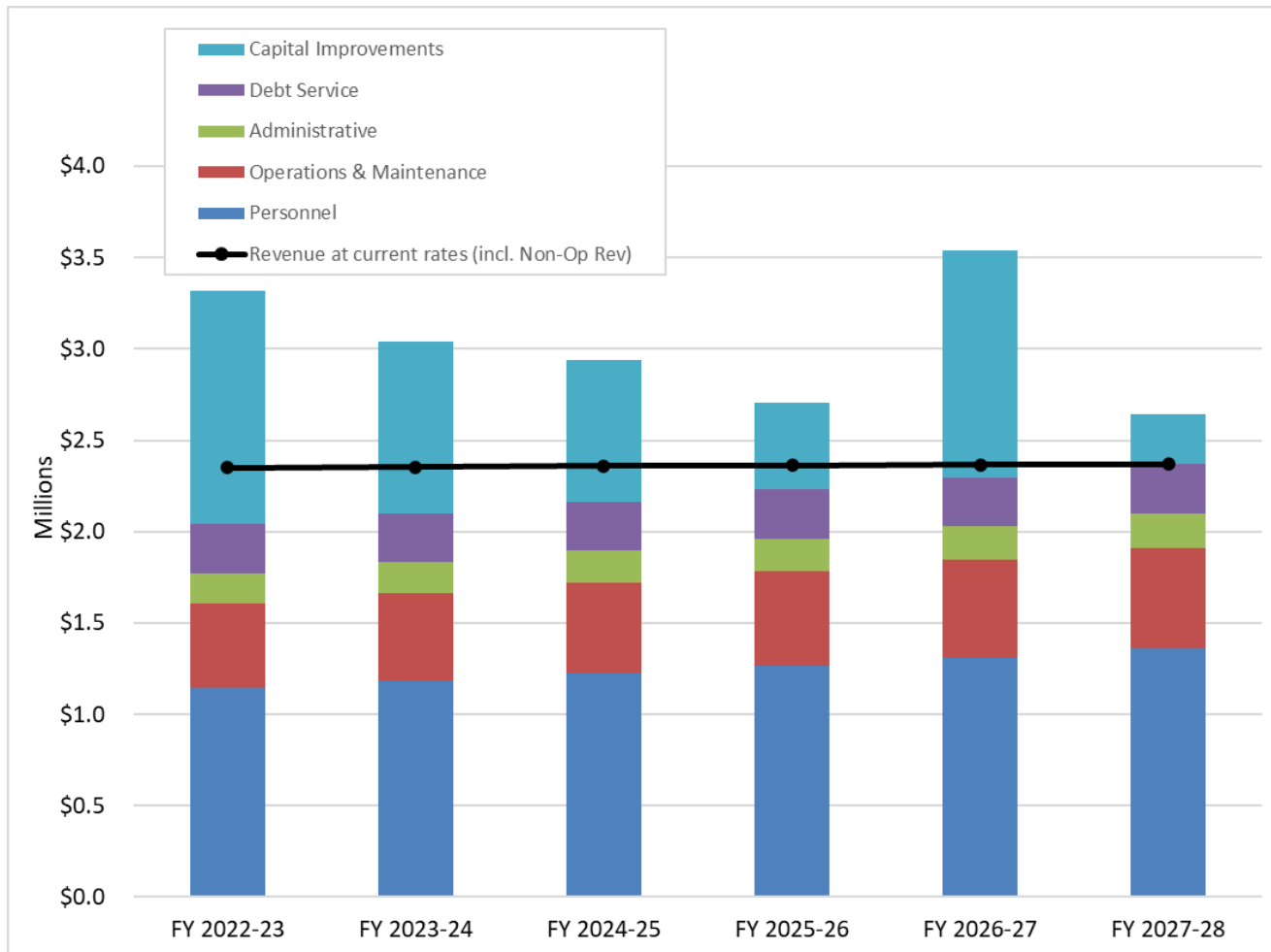
- The District provides service to (2) zones: Tiburon/Paradise Cove & Belvedere
- Within each zone all customers are billed a uniform rate per EDU
- Rates were last increased in FY 2014-15
 - Tiburon/Paradise Cove: \$1,034 per EDU
 - Belvedere: \$1,985 per EDU
- Tiburon/Paradise Cove rate accounts for property taxes paid per parcel
- Residential customers are billed 1 EDU per dwelling unit
- Commercial customers are billed using the previous calendar year flow data multiplied by an EDU Factor, relative to wastewater strength divided by the average annual residential flow

REVENUE REQUIREMENT - TIBURON



- Growth of 5 EDUs annually

REVENUE REQUIREMENT - BELVEDERE



- Growth of 2 EDUs annually

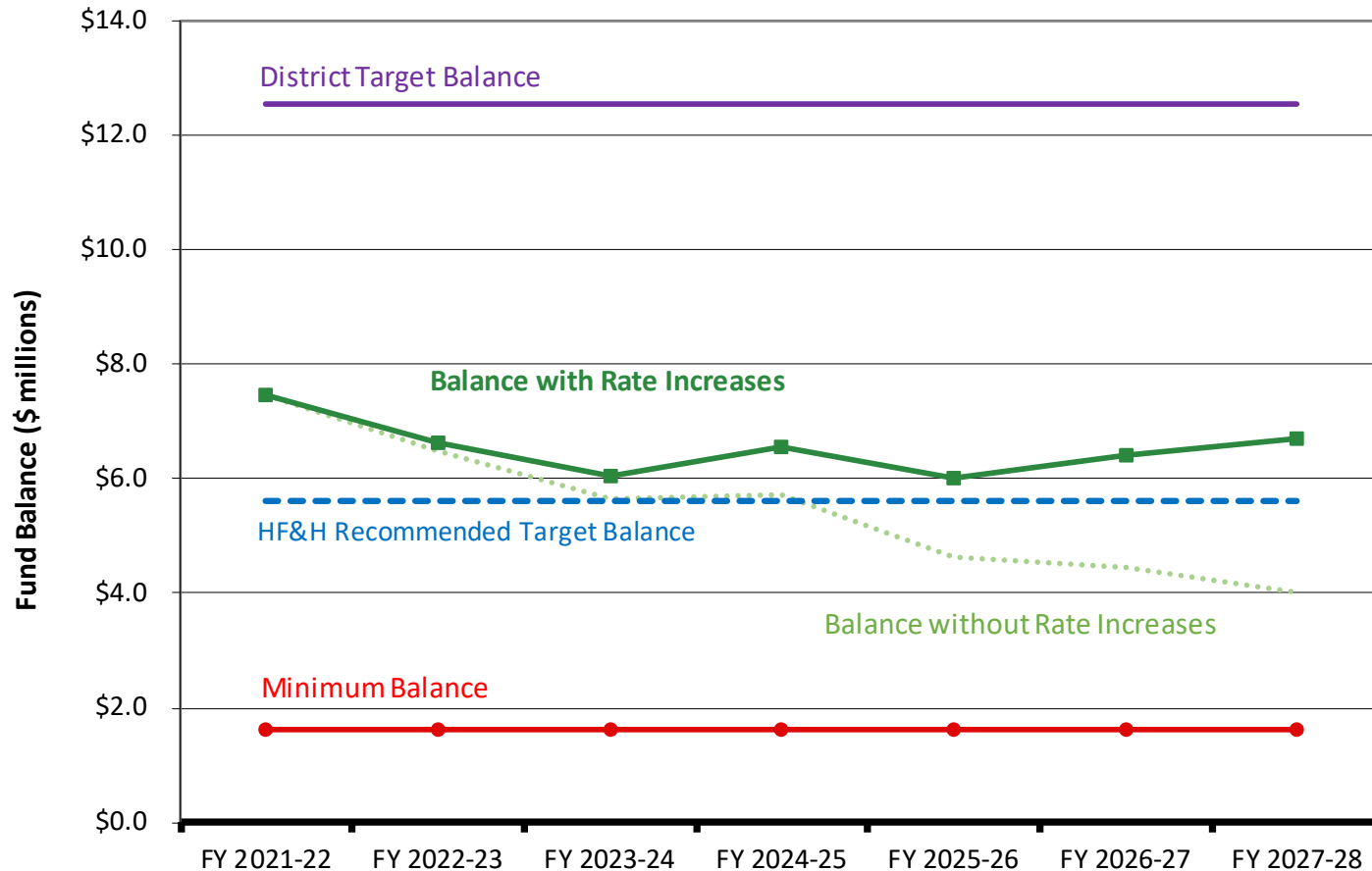
CAPITAL EXPENDITURES

Tiburon Capital Expenditures		Budgeted		Projected			
		FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
1	Main Treatment Plant Allocation	\$476,775	\$219,375	\$23,400	\$315,900	\$503,100	\$169,650
2	Paradise Cove Plant	\$85,000	\$105,000	\$570,000	\$10,000	\$10,000	\$60,000
3	Pumps & Lines	\$1,275,000	\$1,375,000	\$100,000	\$1,350,000	\$250,000	\$675,000
4	Subtotal	\$1,836,775	\$1,699,375	\$693,400	\$1,675,900	\$763,100	\$904,650
5	Construction Cost Index	1.00	1.03	1.07	1.11	1.15	1.19
6	Escalated Subtotal	\$1,836,775	\$1,758,326	\$742,342	\$1,856,429	\$874,625	\$1,072,830
7	Connection Fees	(\$158,690)	(\$117,188)	(\$117,188)	(\$117,188)	(\$117,188)	(\$117,188)
8	Net Capital Expenditures	\$1,678,085	\$1,641,138	\$625,154	\$1,739,241	\$757,437	\$955,642
9					Annual Average:		\$1,232,783

Belvedere Capital Expenditures		Budgeted		Projected			
		FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
1	Main Treatment Plant Allocation	\$338,225	\$155,625	\$16,600	\$224,100	\$356,900	\$120,350
2	Pumps & Lines	\$1,025,000	\$825,000	\$775,000	\$275,000	\$795,000	\$175,000
3	Subtotal	\$1,363,225	\$980,625	\$791,600	\$499,100	\$1,151,900	\$295,350
4	Construction Cost Index	1.00	1.03	1.07	1.11	1.15	1.19
5	Escalated Subtotal	\$1,363,225	\$1,014,642	\$847,473	\$552,863	\$1,320,247	\$350,257
6	Connection Fees	(\$88,196)	(\$76,692)	(\$76,692)	(\$76,692)	(\$76,692)	(\$76,692)
7	Net Capital Expenditures	\$1,275,029	\$937,950	\$770,781	\$476,171	\$1,243,555	\$273,565
8					Annual Average:		\$829,509

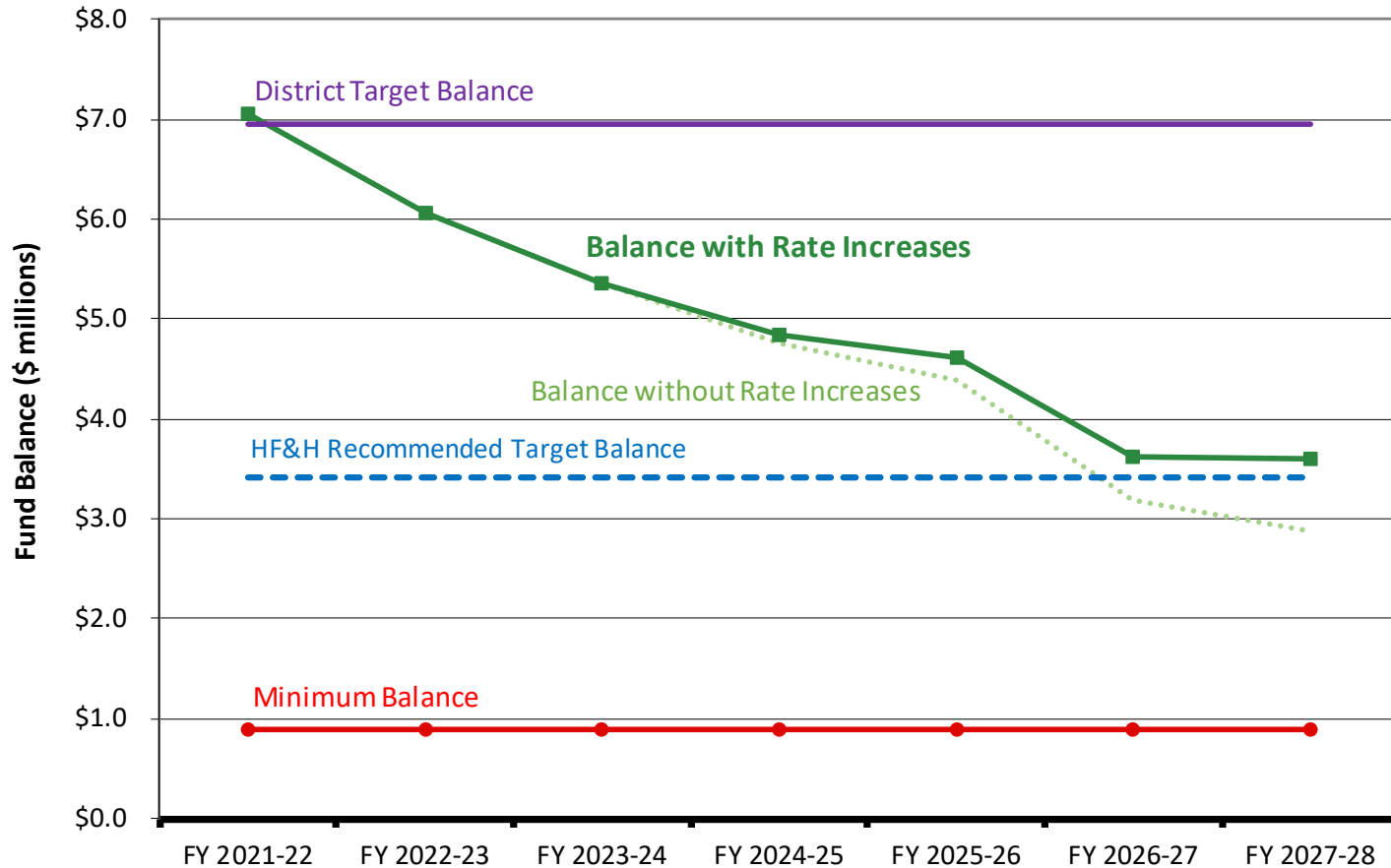
PROPOSED REVENUE INCREASES - TIBURON

Fiscal Year	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Proposed Revenue Increases	5.0%	5.0%	5.0%	3.0%	3.0%	3.0%



PROPOSED REVENUE INCREASES - BELVEDERE

Fiscal Year	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Proposed Revenue Increases	0.0%	0.0%	3.0%	3.0%	3.0%	3.0%



REVENUE INCREASES & PROPOSED RATES

Sewer Service Charges by District Zone	Adopted	Projected					
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
1 Tiburon/Paradise Cove		5.0%	5.0%	5.0%	3.0%	3.0%	3.0%
2 <i>Cumulative increase</i>		<i>5.0%</i>	<i>10.3%</i>	<i>15.8%</i>	<i>19.2%</i>	<i>22.8%</i>	<i>26.5%</i>
3 Annual increase	\$0	\$52	\$62	\$65	\$44	\$46	\$47
4 Annual sewer service charge per EDU	\$1,034	\$1,086	\$1,140	\$1,197	\$1,233	\$1,270	\$1,308
5 Property tax payment per EDU	\$487	\$487	\$496	\$504	\$512	\$521	\$529
6 Combined payment per EDU	\$1,521	\$1,573	\$1,636	\$1,701	\$1,745	\$1,791	\$1,837
7 Belvedere		0.0%	0.0%	3.0%	3.0%	3.0%	3.0%
8 <i>Cumulative increase</i>		<i>0.0%</i>	<i>0.0%</i>	<i>3.0%</i>	<i>6.1%</i>	<i>9.3%</i>	<i>12.6%</i>
9 Annual increase	\$0	\$0	\$0	\$60	\$61	\$63	\$65
10 Annual sewer service charge per EDU	\$1,985	\$1,985	\$1,985	\$2,045	\$2,106	\$2,169	\$2,234
11 Property tax payment per EDU	\$0	\$0	\$0	\$0	\$0	\$0	\$0
12 Combined payment per EDU	\$1,985	\$1,985	\$1,985	\$2,045	\$2,106	\$2,169	\$2,234

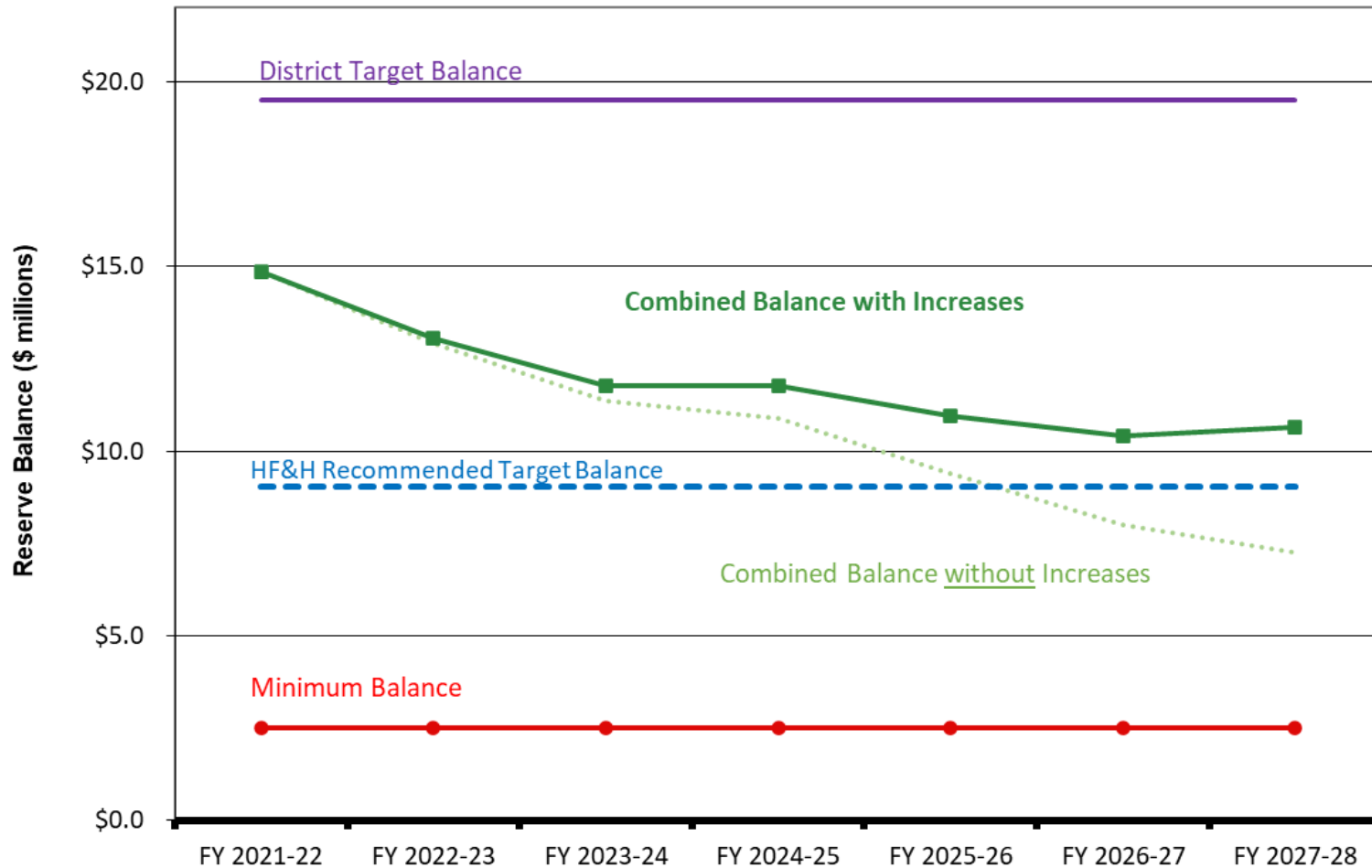
RATE COMPARISON

	FY 21-22	FY 22-23	% Change
Town of Hillsborough			
Collection System (Town)	--	--	
Treatment (San Mateo)	--	--	
Sewer service charge	\$3,685	\$3,832	4%
SD 5 - Belvedere Zone			
Collection System (SD 5)	--	--	
Treatment (SD5)	--	--	
Sewer service charge	\$1,985	\$1,985	0%
City of Sausalito			
Collection System (Sausalito)	\$675	\$702	4%
Treatment (SMCSD)	\$942	\$970	3%
Sewer service charge	\$1,617	\$1,672	3%
RVSD - Larkspur Zone			
Collection System (RVSD)	--	--	
Treatment (CMSD)	--	--	
Sewer service charge	\$1,529	\$1,618	6%
RVSD - Ross Valley Zone			
Collection System (RVSD)	--	--	
Treatment (CMSD)	--	--	
Sewer service charge	\$1,083	\$1,146	6%
Property Tax (approx)	\$428	\$445	
Total Payment	\$1,511	\$1,591	5%
SD 5 - Tiburon Zone			
Collection System (SD 5)	--	--	
Treatment (SD5)	--	--	
Sewer service charge	\$1,034	\$1,086	5%
Property Tax (approx)	\$487	\$487	
Total Payment	\$1,521	\$1,573	3%

	FY 21-22	FY 22-23	% Change
Alto Sanitary District			
Collection System (ASD)	--	--	
Treatment (SASM)	--	--	
Sewer service charge	\$1,500	\$1,500	0%
City of Mill Valley			
Fixed Service Charge (Mill Valley)	\$327	\$491	
Volumetric Charge (Mill Valley)	\$1,143	\$1,000	
Sewer service charge	\$1,470	\$1,491	1%
Tamalpais Community Services District			
Collection System (TCSD)	--	--	
Treatment (SMCSD/SASM)	--	--	
Sewer service charge	\$1,375	\$1,430	4%
Marin City			
Collection System (SMCSD)	--	--	
Treatment (SMCSD)	--	--	
Sewer service charge	\$1,261	\$1,386	10%
West Bay Sanitary District			
Collection System (WBSD)	691	756	
Treatment (SVCW)	\$564	\$524	
Sewer service charge	\$1,255	\$1,280	2%
West Valley Sanitary District			
Collection System (WBSD)	--	--	
Treatment (SJSCRWF)	--	--	
Sewer service charge	\$655	\$692	6%

Based on current rates or proposed increased rates

COMBINED FUND BALANCE PROJECTIONS



PHASE II PREVIEW

- Cost-of-Service Study for FY 2023-24 through FY 2027-28
- Review of allocations among Belvedere and Tiburon zones
- Review of allocations to Paradise Cove parcels
 - Create separate charges for Tiburon and Paradise Cove?
- Potential rate structure design modifications
 - Review strength (EDU) factors
 - Review average annual residential flow and estimated irrigation
- Assess Miscellaneous Fees

Sanitary District No. 5 of Marin County

Fiscal Year 2022-2023

Preliminary Budget

April 14, 2022

Prepared by:

John Carapiet, President

Omar Arias-Montez, Vice President

Tod Moody, Secretary

Catharine Benediktsson, Director

Richard Snyder, Director

Tony Rubio, District Manager

Robin Dohrmann, Office Manager

**Sanitary District No. 5
of Marin County**

Operating Budget

FY 2022- 2023

	2021-2022 Operations Budget	2021-2022 Estimated to Close	2022-2023 Operations Budget		Breakdown by Zone		
					Tib Ops	P.C. Ops	Belv Ops
Operating Income							
Tiburon Sewer Service Charge - Ops	2,283,000		2,333,000	2.2%	2,233,381	99,619	
Belvedere Sewer Service Charge - Ops	1,300,000		1,570,581	20.8%			1,570,581
Other User Fees	38,700		38,700	0.0%	38,700		
Interest Earnings	100,000		100,000	0.0%	56,950	40,550	2,500
Connection & Inspection Permit Fees	27,000		17,000	-37.0%	9,682	6,894	425
SASM Expense Reimbursement	100,000		100,000	0.0%	58,501		41,499
Other Income	100		100	0.0%	57	41	3
Total Income	3,848,800	0	4,159,380	8.1%	2,397,270	147,103	1,615,008

Expense

	2021-2022 Operations Budget	2021-2022 Estimated to Close	2022-2023 Operations Budget		Breakdown by Zone		
					Tib Ops	P.C. Ops	Belv Ops
Administrative Expenses							
Advertising	1,000		1,000	0%	570	406	25
Audit & Accounting	40,000		40,000	0.0%	22,780	16,220	1,000
Consulting Fees	100,000		100,000	0.0%	56,950	40,550	2,500
Travel & Meetings	15,000		17,000	11.8%	9,682	6,894	425
Continuing Education	10,000		10,000	0.0%	5,695	4,055	250
County Fees	0		16,590	100.0%	15,882	708	0
Directors Fees	9,000		9,000	0.0%	5,126	3,650	225
Dues & Subscriptions	31,000		31,000	0.0%	17,655	12,571	775
Elections	0		9,000				
Insurance PLP General Liability	45,000		85,000	47.1%	48,408	34,468	2,125
PLP (GL) Rating Ajustments							
PLP (GL) Dividends							
Insurance APIP (Real) Property	25,000		25,000	0.0%	14,238	10,138	625
Insurance Damage - Auto	4,000		4,500	11.1%	2,563	1,825	113
Legal	50,000		50,000	0.0%	28,475	20,275	1,250
Office Supplies	10,000		10,000	0.0%	5,695	4,055	250
Postage	1,000		1,200	16.7%	683	487	30
Pollution Prevention	5,000		5,000	0.0%	2,848	2,028	125
Miscellaneous Expense							
Total Administrative	346,000	0	414,290	16.5%	237,246	158,326	9,718
Ops & Maintenance Expenses							
Pumps & Lines Maintenance							
Pumps & Lines Maintenance	75,000		100,000	25.0%	56,950	40,550	2,500
Emergency Line Repairs	50,000		50,000	0.0%	25,000		25,000
Total Pumps & Lines Maintenance	125,000	0	150,000	16.7%	81,950	40,550	27,500

	2021-2022 Operations Budget	2021-2022 Estimated to Close	2022-2023 Operations Budget		Breakdown by Zone		
					Tib Ops	P.C. Ops	Belv Ops
Main Plant Maintenance							
Plant Maintenance Supplies	25,000		27,000	7.4%	15,795		11,205
Plant Maint. Parts & Service	130,000		150,000	13.3%	87,750		62,250
Janitorial Supplies & Service	9,000		9,000	0.0%	5,265		3,735
Main Plant Chemicals	111,000		120,000	7.5%	70,200		49,800
Lab Supplies & Chemicals	20,000		21,000	4.8%	12,285		8,715
Electrical & Instrument	15,000		15,000	0.0%	8,775		6,225
Grounds Maintenance	5,000		5,000	0.0%	2,925		2,075
Main Plant Sludge Disposal	41,000		50,000	18.0%	29,250		20,750
Total Main Plant Maintenance	356,000	0	397,000	10.3%	232,245	0	164,755
Paradise Cove Plant Maintenance							
Paradise Parts & Service	10,000		15,000	33.3%		15,000	
Paradise Supplies & Chemicals	5,000		6,500	23.1%		6,500	
Paradise Sludge Disposal	3,000		3,000	0%		3,000	
Total Paradise Cove Plant Maintenance	18,000	0	24,500	26.5%	0	24,500	0
Monitoring							
Main Plant Lab Monitoring	45,000		45,000	0.0%	26,325		18,675
Paradise Cove Monitoring	15,000		15,000	0.0%		15,000	
Main Plant Outfall: SASM					0		0
Total Monitoring	60,000	0	60,000	0.0%	26,325	15,000	18,675
Permits/Fees							
Main Plant NPDES Renewal	0		40,000		23,400		16,600
Permits/Fees - General	50,000		50,000	0.0%	29,250		20,750
Paradise Cove Permits/Fees	9,000		9,000	0.0%		9,000	
Paradise Cove NPDES Renewal	40,000						
Total Permits/Fees	99,000	0	99,000	0.0%	52,650	9,000	37,350

	2021-2022 Operations Budget	2021-2022 Estimated to Close	2022-20223 Operations Budget		Breakdown by Zone		
					Tib Ops	P.C. Ops	Belv Ops

Truck Maintenance

Fuel	10,000		15,000	33%	8,543	6,083	375
Truck Maintenance	15,000		20,000	25%	11,390	8,110	500
Total Truck Maintenance	25,000		35,000	28.6%	19,933	14,193	875
Total Ops & Maintenance Expenses	683,000	0	765,500	10.8%	413,103	103,243	249,155

Salaries & Benefits

Salaries	1,353,783		1,504,000	10%	856,528	609,872	37,600
Overtime	100,000		125,000	20%	71,188	50,688	3,125
Standby Pay	74,261		80,000	7%	45,560	32,440	2,000
Employee Incentives	70,000		70,000	0%	39,865	28,385	1,750
Vacation Buyout	30,000		65,000	54%	37,018	26,358	1,625
Payroll Taxes	101,047		155,965	35%	88,822	63,244	3,899
Deffered Comp Martch	0		78,000	100%	44,421	31,629	1,950
Payroll fees	6,250		7,000	11%			
Car Allowance	6,000		6,000	0%	3,417	2,433	150

PERS Retirement

PERS Monthly Contributions	304,705		262,992	-16%	149,774	106,643	6,575
PERS Replacement Benefit Fund (RLL)	350		350	0%			
PERS UAL Payment	20,000		0		0	0	0
SD5 Retirement Trust			0				

Total PERS Retirement	325,055	0	263,342	-23.4%	149,774	106,643	6,575
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Employee Health, Dental, Vision, Life Ins., & LTDI	223,418		319,272	30%	181,825	129,465	7,982
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Retiree Health	77,127		91,592	16%	52,162	37,141	2,290
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CERBT/OPEB Current Employee Contributions	118,400		0		0	0	0
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Workers Comp Insurance	55,000		57,268	4%	32,614	23,222	1,432
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Total Salaries & Benefits	2,540,341	0	2,822,439	10.0%	1,603,193	1,141,519	70,377
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	2021-2022 Operations Budget	2021-2022 Estimated to Close	2021-2022 Operations Budget		Breakdown by Zone		
					Tib Ops	P.C. Ops	Belv Ops
Other Operating Expenses							
Data/Alarms/IT Support & Licensing	100,000		80,000	-25%	45,560	32,440	2,000
Safety	40,000		45,000	11%	25,628	18,248	1,125
Personal Protection Equipment/Uniforms	15,000		15,000	0%	8,543	6,083	375
Telephone							
Main Plant Telephones	11,000		11,000	0%	6,435		4,565
Paradise Cove Telephones	4,000		500	-700%		500	
Pumps & Lines Telephones	7,000		7,000	0%	6,701	299	
Total Telephone	22,000	0	18,500	-18.9%	13,136	799	4,565
Utilities							
Water	8,000		8,000	0%	4,680		3,320
Main Plant Utilities	200,000		200,000	0%	117,000		83,000
Paradise Cove Utilities	18,000		20,000	10%		20,000	
Pump Station Utilities	45,000		45,000	0%	25,628	18,248	1,125
Total Utilities	271,000	0	273,000	0.7%	147,308	38,248	87,445
Total Other Operating Expenses	448,000	0	431,500	-3.8%	240,174	95,816	95,510
Total Operating Expense	4,017,341	0	4,433,729	9.4%	2,493,720	1,498,900	424,760

Sanitary District No. 5 of Marin County

Capital Budget

FY 2022- 2023

	2021-2022 Capital Budget	2021-2022 Estimated to Close	2022-2023 Capital Budget	Breakdown by Zone		
				Tib Cap	P.C. Cap	Belv. Cap
Capital Income						
Property Taxes				↕ Relevant Splits ↕		
Property Tax Current Secured - Capital	825,000		875,000	837,638	37,363	0
Prop Tax Current Unsecured	15,000		16,000	15,317	683	0
Supplemental Assessment Current	12,000		15,000	14,360	641	0
Supplemental Assessment Redm	0			0	0	0
Supplemental Unsecured	300		300	287	13	0
Prop Tax Prior Unsecured	500		500	0	21	0
Excess ERAF (Educational Revenue Augmentation Fund)	300,000		275,000	263,258	11,743	0
HOPTR	3,333		3,333	3,191	142	0
Other Tax (Unitary, RR, Misc.)				0	0	0
Total Property Taxes	981,933	0	1,185,133	1,134,528	50,605	0
Tiburon Sewer Service Charge - Capital	12,000		0	0	0	0
Belvedere Sewer Service Charge - Capital	866,300		595,719	0	0	595,719
Connection Fees						
Collection	100,000		125,000	71,188	50,688	3,125
Treatment	100,000		125,000	71,188	50,688	3,125
Total Connection Fees	200,000	0	250,000	142,375	101,375	6,250
Paradise Drive Sewer Line Extension Fees	13,806		0	0	0	0
Total Capital Income	1,092,106	0	845,719	1,276,903	151,980	601,969

Capital Expenditures

	2021-2022 Capital Budget	2021-2022 Estimated to Close	2022-2023 Capital Budget	Breakdown by Zone		
				Tib Cap	P.C. Cap	Belv. Cap
Main Plant Equip Capital Expense				⬇ Relevant Splits ⬇		
9202.1 - M.P. Drainage - Infl. Sample Rm Drain+Secondary Drain	75,000		0	0		0
9202.2 - M.P. Drainage - Load-out & Filtering	30,000		0	0		0
9203.0 M.P. Flare Rehabilitation			0	0		0
9204.0 Boiler Replacement			0	0		0
9204.1 - M.P. Boiler - Exhaust Stainless Pipling Replacement	30,000		0	0		0
9205.0 - M.P. Influent Pump Replacement	40,000		0	0		0
9208.0 - M.P. Chemical Feed Transfer Pump Replacement	20,000		0	0		0
9209.0 - M.P. Screw Press Poly Blend Redundancy	35,000		0	0		0
9211.0 M.P. Odor Control Upgrades	0		0	0		0
9212.0 - M.P. Headworks Grinder Replacement	25,000		15,000	8,775		6,225
9212.1 - Digester Rehab	10,000		600,000	351,000		249,000
9214.0 M.P. Underground Pipe & Valve Replacement	0		0	0		0
9217.0 Maintenance Shop Replacement/Ops Control	0		0	0		0
9218.0 - M.P. Generator Control Panel			0			
9219.0 - Cl2 Flash Mixer	15,000		0	0		0
9220.0 - Office, Bath & Breakroom Floor Replacement			0			
9221.0 - Portable Fuel Storage Tank			0			
9225.94 - Bis. Server Replacement + Upgrade			0			
9225.95 - Dry weather Pri. Cover			100,000			
9229.8 - Vehicle Replacement			75,000			
Total Main Plant Equip Capital Expense	280,000	0	790,000	359,780	0	255,230

	2020-2021 Capital Budget	2020-2021 Estimated to Close	2021-2022 Capital Budget	Breakdown by Zone		
				Tib Cap	P.C. Cap	Belv. Cap
Pumps & Lines Capital				↻ Relevant Splits ↻		
9227.8 - Rodder / Vactor Truck						
9301.0 - Tiburon Sewer Line Rehab	1,000,000		0	1,000,000		
9304.0 - Belvedere Sewer Line Rehab	100,000		0			100,000
9305.1 - Belvedere Wet Well Rehabilitation (BPS#7)	75,000		0			75,000
9305.2 - Tiburon Wet Wells Rehabilitation (TPS#4)	50,000		0	50,000		
9306.0 - PS Pump & Valve Replacement Program	50,000		50,000	25,000		25,000
9307.0 - PS Generator Replacement (BPS #1 + roof)	100,000		500,000			100,000
9311.1 - Cove Rd. Force Main - Engineering			0			
9311.2 - Cove Rd. Force Main - Construction			0			
9312.0 - Force Main Rehab - Multiple Sites			0	50,000		25,000
9313.0 - Man Hole Rehabilitation	75,000		0	50,000		25,000
9314.0 - 100kw Portable Emergency Generator			75,000			
Total Pumps & Lines Capital	1,450,000	0	625,000	1,175,000	0	350,000

	2021-2022 Capital Budget	2021-2022 Estimated to Close	2022-2023 Capital Budget		Breakdown by Zone		
					Tib Cap	P.C. Cap	Belv. Cap
Paradise Cove Capital					↕ Relevant Splits ↕		
9401.0 - P.C. Sewer Line Rehab			0				
9402.0 - P.C. Flow Meter Replacement			25,000				
9403.1 - P.C. Communications Upgrade - Cellular	20,000		0			20,000	
9406.0 - P.C. Plant Grating Replacement			50,000				
9415.0 - P.C. Paint at Treatment Plant			0				
Total Paradise Cove Capital	20,000	0	75,000		0	20,000	0
Undesignated Capital					↕ Relevant Splits ↕		
Undesignated Cap - Main Plant	25,000		25,000		14,625		10,375
Undesignated Cap - Paradise Cove Plant	10,000		10,000			10,000	
Undesignated Cap - P&L	50,000		50,000		25,000		25,000
Total Undesignated Capital	85,000	0	85,000		39,625	10,000	35,375
Debt Service					↕ Relevant Splits ↕		
Debt Service - MPR Bond Principal							
Debt Service - MPR Bond Interest	950		0		0		0
Debt Service - MPR Bond REFI Principal	595,000		610,000		395,158		214,842
Debt Service - MPR Bond REFI Interest	15,790		150,412		97,437		52,975
Total Debt Service	611,740	0	760,412		492,595	0	267,817
Total Capital Expenditures	2,446,740	0	2,335,410	-4.8%	2,067,000	30,000	908,420
Net Capital Income	(1,542,080)	0	(1,489,690)	250.0%	-790,100	121,980	-306,450

Sanitary District No. 5 of Marin County

Five-Year History: Detailed Comparison

FY 2017/2018 – FY2021/2022

	Actuals FY17-18	Actuals FY18-19	Actuals FY19-20	Actuals FY20-21	Actuals FY21-22	Budget Estimates FY22-23
Ordinary Income/Expense						
Income						
5000 · Property Taxes						
5001.2 · Prop Tax Current Secured - Cap	747,671.64	802,789.43	825,273.51	869,067.25	825,000.00	875,000.00
5002 · Prop Tax Current Unsecured	13,400.78	14,602.17	15,490.09	16,276.23	15,000.00	16,000.00
5003 · Prop Tax Prior Unsecured	790.81	577.23	623.98	493.50	500.00	500.00
5006 · Suppl Unsecured	914.69	153.53	1,329.82	911.31	300.00	300.00
5041 · Suppl Assessment - Current	18,450.91	17,833.96	17,938.81	17,427.22	12,000.00	15,000.00
5043 · Suppl Assessment - Redemption	0.00	576.94	351.60	86.54	0.00	
5046 · Excess ERAF	322,493.70	368,831.93	347,087.15	388,631.21	300,000.00	275,000.00
5280 · HOPTR	3,773.58	3,748.37	3,727.82	3,689.47	3,333.00	3,333.00
5483 · Other Tax (Unitary, RR, Misc.)	5,970.54	6,809.63	8,369.56	7,121.40	3,700.00	4,000.00
Total 5000 · Property Taxes	1,113,114.03	1,215,923.19	1,220,192.34	1,303,704.00	1,159,833.00	1,189,133.00
5007 · Sewer Service Charge						
5007.1 · Sewer Service - Tiburon Ops	1,782,023.48	2,013,740.22	2,457,932.86	2,458,697.32	2,283,000.00	2,333,000.00
5007.5 · Sewer Service - Tiburon Cap	945,393.11	461,737.65	223,392.96	115,887.52	12,000.00	0.00
5007.2 · Sewer Service-Belv Ops	1,102,361.07	1,359,848.48	1,392,534.36	1,388,618.01	1,300,000.00	1,570,581.00
5007.3 · Sewer Service-Belv Cap	1,258,777.49	960,118.22	920,645.65	913,865.48	866,300.00	595,719.00
5007.4 · Other User Fees	24,826.00	228,464.88	42,021.76	41,711.56	38,700.00	38,700.00
Total 5007 · Sewer Service Charge	5,113,381.15	5,023,909.45	5,036,527.59	4,918,780.00	4,500,000.00	4,538,000.00
5201 · Interest						
5201.1 · Interest County of Marin	323.86	1,778.65	0.00	136.53	0.00	
5201.2 · Interest LAIF	156,338.13	303,511.86	280,649.26	78,026.33	100,000.00	100,000.00
Total 5201 · Interest	156,661.99	305,290.51	280,649.26	78,163.00	100,000.00	100,000.00
5900.3 · Connection Fees						
5900.30 · Connection Permit Fees	9,500.00	5,250.00	16,752.00	21,727.00	7,000.00	10,000.00
5900.31 · Collection	248,652.00	196,705.00	179,736.81	113,562.86	100,000.00	125,000.00
5900.34 · Treatment	257,826.00	320,389.00	212,785.19	155,444.14	100,000.00	125,000.00
Total 5900.3 · Connection Fees	515,978.00	522,344.00	409,274.00	290,734.00	207,000.00	260,000.00
5900.4 · Inspection Permit Fees	16,700.00	22,990.00	16,174.00	24,870.50	20,000.00	7,000.00
5900.5 · SASM Expense Reimb.	83,300.61	85,202.00	65,504.74	52,736.33	100,000.00	100,000.00
5900.9 · Other Income	0.00	0.00	100.00	0.00	100.00	100.00
5900.10 · Paradise Sewer Line Ext. Fees	0.00	0.00	13,364.00	13,806.00	14,040.00	0.00
Total Ops & Capital Income	6,999,136.00	7,175,659.00	7,041,786.00	6,682,794.00	6,100,973.00	\$6,194,233.00

Expense	Actuals FY17-18	Actuals FY18-19	Actuals FY19-20	Actuals FY20-21	Budget FY21-22	Estimate FY22-23
6000 · Administrative Expenses						
6001 · Advertising	171.24	1,428.77	422.85	690.00	1,000.00	1,000.00
6008 · Audit & Accounting	25,666.11	25,052.03	27,848.17	28,350.03	40,000.00	40,000.00
6017 · Consulting Fees	130,145.58	101,260.61	138,030.88	363,035.34	150,000.00	100,000.00
6018 · Travel & Meetings						
6018 ·1 Travel & Meetings - Other	6,905.03	6,133.68	5,988.32	10,869.19	7,000.00	7,000.00
6018.2 · Standby Mileage Expense Reimb	6,377.62	7,765.05	7,785.45	9,115.08	8,000.00	10,000.00
Total 6018 · Travel & Meetings	13,282.65	13,898.73	13,805.99	19,984.27	15,000.00	17,000.00
6020 · Continuing Education	5,282.98	4,772.91	6,417.44	4,844.33	10,000.00	10,000.00
6021 · County Fees	16,702.69	17,230.26	15,950.36	16,570.52	16,590.00	16,590.00
6024 · Director Fees	6,500.00	5,700.00	7,300.00	6,800.00	9,000.00	9,000.00
6025 · Dues & Subscriptions	10,521.21	10,611.10	20,333.64	22,899.39	31,000.00	31,000.00
6026 · Elections	0.00	2,199.28	0.00	250.00	0.00	9,000.00
6033 ·2 PLP General Liability	11,453.45	29,353.50	37,774.84	45,535.00	45,000.00	85,000.00
PLP (GL) Rating Adjustments	-4,240.00	-4,235.00	-771.00	8,204.00	0.00	
PLP (GL) Dividends	-8,962.00	-8,567.00	-9,818.00	-10,401.00	0.00	
6033 ·1 Alliant Public Entity Phys Damage (Rea	10,745.00	12,984.00	16,214.00	23,377.31	25,000.00	25,000.00
6033 ·3 (APD) Physical Property - Auto	1,231.00	1,342.00	1,227.00	3,730.00	4,000.00	4,500.00
6039 · Legal	54,668.73	40,527.88	33,527.90	32,843.50	50,000.00	50,000.00
6047 · Office Supplies	10,667.61	3,596.03	4,043.84	9,933.87	10,000.00	10,000.00
6056 · Postage	386.56	646.67	1,589.01	1,183.51	1,000.00	1,200.00
6059 · Pollution Prevention/Public Edu	2,346.80	4,141.94	2,429.92	5,018.19	5,000.00	5,000.00
6065 · Miscellaneous Expense	0.00	151.00		0.00	0.00	0.00
Total 6000 · Administrative Expenses	286,570.00	262,095.00	316,327.00	582,848.00	412,590.43	414,290.00
7000 · Ops & Maintenance Expenses						
7010 · Pumps & Lines Maintenance						
7011 · Pumps & Lines Maintenance	184,139.63	167,193.31	206,314.25	90,898.24	75,000.00	100,000.00
7013 · Emergency Line Cleaning/Repair	84,393.61	46,160.51	33,294.64	31,032.57	50,000.00	50,000.00
7015 · Inflow & Infiltration Study	0.00	0.00	0.00	0.00	0.00	0.00
Total 7010 · Pumps & Lines Maintenance	268,533.00	213,354.00	239,609.00	121,931.00	125,000.00	150,000.00
7020 · Main Plant Maintenance						
7021 · Plant Maintenance Supplies	9,408.58	7,971.94	19,431.85	22,543.00	25,000.00	27,000.00
7022 · Plant Maint. Parts & Service	58,224.01	47,313.85	129,771.23	117,066.46	130,000.00	150,000.00
7023 · Janitorial Supplies & Service	4,218.03	7,440.41	5,882.20	7,271.27	9,000.00	9,000.00
7024 · Main Plant Chemicals	102,771.14	97,497.63	94,229.90	87,773.60	111,000.00	120,000.00
7025 · Lab Supplies & Chemicals	56,438.21	18,902.70	62,744.99	13,305.04	20,000.00	21,000.00
7027 · Electrical & Instrument	1,373.17	4,620.27	5,876.28	4,068.06	15,000.00	15,000.00
7028 · Grounds Maintenance	2,162.32	3,037.58	7,890.20	6,732.87	5,000.00	5,000.00
7029 · Main Plant Sludge Disposal	26,949.06	22,334.68	33,493.32	39,493.99	41,000.00	50,000.00
7030 · Main Plant Outfall	0.00	0.00	0.00	0.00	6,500.00	
Total 7020 · Main Plant Maintenance	261,545.00	209,119.00	359,320.00	298,254.00	362,500.00	397,000.00

	Actuals FY17-18	Actuals FY18-19	Actuals FY19-20	Actuals FY20-21	Budget FY21-22	Estimate FY 22-23
7040 · Paradise Cove Plant Maint						
7041 · Paradise Parts & Service	6,468.21	3,072.15	8,994.83	15,719.61	10,000.00	15,000.00
7042 · Paradise Supplies & Chemicals	3,464.33	2,837.11	4,385.28	8,667.94	5,000.00	6,500.00
7043 · Paradise Sludge Disposal	5,520.35	8,320.56	9,845.00	2,645.00	0.00	3,000.00
7044 · P.C. Plant Outfall Pipeline				7,250.00	0.00	
Total 7040 · Paradise Cove Plant Maint	15,453.00	14,230.00	23,225.00	34,283.00	15,000.00	24,500.00
7050 · Monitoring						
7051 · Main Plant Lab Monitoring	39,245.25	49,644.92	45,510.27	48,524.85	45,000.00	45,000.00
7052 · Paradise Cove Monitoring	9,755.86	17,617.00	14,983.40	13,634.15	15,000.00	15,000.00
7053 · Chronic Toxicity Program Eval	1,845.00	1,845.00	1,917.50	3,379.50	15,000.00	0.00
7055 · Dilution Study		0.00	18,917.31	0.00	0.00	0.00
Total 7050 · Monitoring	50,846.00	69,107.00	81,328.00	65,539.00	75,000.00	60,000.00
7060 · Permits/Fees						
7061 · Main Plant NPDES Renewal	21,628.75	4,320.50	7,295.00	3,817.00	0.00	40,000.00
7062 · Permits/Fees - General	31,705.63	38,165.51	40,740.40	57,986.41	50,000.00	50,000.00
7063 · Paradise Cove Permits/Fees	5,913.63	5,672.48	6,175.00	7,500.18	9,000.00	9,000.00
7064 · Paradise Cove NPDES Renewal	0.00	0.00	0.00	7,233.55	0.00	0.00
Total 7060 · Permits/Fees	59,248.00	48,158.00	54,210.00	76,537.00	59,000.00	99,000.00
7070 · Truck Maintenance						
7071 · Fuel	6,947.07	6,599.36	14,932.08	9,577.13	10,000.00	15,000.00
7072 · Truck Maintenance	9,344.39	6,675.22	5,581.19	22,507.06	15,000.00	18,000.00
Total 7070 · Truck Maintenance	16,291.00	13,275.00	20,513.00	32,084.00	25,000.00	33,000.00
Total 7000 · Ops & Maintenance Expenses	671,916.00	567,243.00	778,205.00	628,628.00	661,500.00	763,500.00
8000 · Salaries and Benefits Expenses						
8001 · Salaries	969,329.98	918,999.39	1,067,517.87	1,100,328.02	1,503,999.59	1,503,999.59
8003 · Overtime	77,636.89	145,295.17	135,674.44	116,736.06	100,000.00	125,000.00
8004 · Standby Pay	66,746.35	70,268.42	71,679.14	74,045.76	75,896.90	80,000.00
8005 · Employee Incentives	0.00	5,000.00	19,500.00	27,000.00	70,000.00	70,000.00
8006 · Vacation Buyout	20,199.25	41,125.19	27,281.72	31,307.66	30,000.00	65,000.00
8013 · Payroll Taxes	90,835.07	87,995.01	98,101.49	94,060.54	155,964.76	155,965.00
Deferred Comp Mtch						78,000.00
8015 · Payroll/Bank Fees	7,990.68	3,178.18	5,939.59	6,420.96	6,250.00	7,000.00
8016 · Car Allowance	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
8019 · PERS Retirement						
PERS Monthly Contributions	157,286.99	156,446.70	153,127.59	180,910.32	262,991.66	262,992.00
PERS Replacement Benefit Fund (RLL)	20,370.72	4,279.08	0.00	341.64	350.00	350.00
PERS Side Fund/UAL Payment	740,733.00	0.00	132,419.00	96,367.00	20,000.00	0.00
PERS UAL (SD5) Trust Fund	93,955.00	294,400.00	286,554.77	285,295.00	0.00	0.00
Total 8019 · PERS Retirement	1,012,346.00	455,126.00	572,101.00	562,914.00	283,341.66	263,342.00
8020 · Employee Health						
8020.05 · Employee Health	165,321.18	177,013.30	190,901.75	190,208.15	322,540.77	321,772.00
8021 · Employee Health Deductions	-9,380.02	-4,490.17	-2,991.36	-4,748.05	-2,500.00	
Total 8020 · Employee Health	155,941.00	172,523.00	187,910.00	185,460.00	320,040.77	319,272.00
8022 · Retiree Health	53,670.16	54,508.84	95,745.21	57,662.98	78,000.00	91,592.00
CERBT/OPEB Retiree Annual Arc Contributi	65,700.00	66,644.28	70,200.00	72,400.00	118,400.00	0.00
Total 8022 · Retiree Health	119,370.00	121,153.00	165,945.00	130,063.00	196,400.00	91,592.00
8023 · Workers Comp Insurance	18,905.00	19,055.00	30,735.94	39,318.00	55,000.00	57,258.00
W.C. Rating Adjustments	-6,551.00	880.00		1,694.00	0.00	
W.C. Dividend +/- Rebate	-2,322.00	-2,000.00	-2,000.00	-2,000.00	-2,000.00	-2,000.00
Total 8023 · Workers Comp Insurance	10,032.00	17,935.00	28,736.00	39,012.00	53,000.00	55,258.00
Total 8000 · Salaries and Benefits Expenses	2,664,670.00	2,044,598.00	2,386,386.00	2,373,348.00	2,800,894.00	2,820,429.00

	Actuals FY17-18	Actuals FY18-19	Actuals FY19-20	Actuals FY20-21	Budget FY21-22	Estimates FY22-23
8500 · Other Operating Expenses						
8510 · Data/Alarms/IT Supp & Licensing	75,105.92	92,264.32	83,779.99	101,162.02	100,000.00	80,000.00
8515 · Safety	11,283.79	7,595.41	23,472.06	30,100.76	40,000.00	45,000.00
8520 · Personal Protection/Safety Wear	8,539.90	15,922.60	8,216.49	6,793.26	15,000.00	15,000.00
8530 · Telephone						
8531 · Main Plant Telephones	8,004.61	8,161.57	9,707.08	8,994.53	11,000.00	11,000.00
8532 · Paradise Cove Telephones	3,663.92	4,064.58	3,814.21	4,204.41	4,000.00	500.00
8533 · Pumps & Lines Telephones	6,533.07	6,216.14	5,830.34	6,003.37	7,000.00	7,000.00
Total 8530 · Telephone	18,202.00	18,442.00	19,352.00	19,202.00	22,000.00	0.00
8540 · Utilities						
8541 · Water	3,699.49	4,971.70	7,744.56	8,706.35	8,000.00	8,000.00
8542 · Main Plant Utilities	168,332.98	174,652.34	179,270.96	191,597.92	200,000.00	200,000.00
8543 · Paradise Cove Utilities	14,027.27	13,935.20	14,842.64	19,004.22	18,000.00	20,000.00
8544 · Pump Station Utilities	33,210.82	35,171.49	35,727.84	45,939.21	45,000.00	45,000.00
Total 8540 · Utilities	219,271.00	228,731.00	237,586.00	265,248.00	271,000.00	0.00
Total 8500 · Other Operating Expenses	332,403.00	362,955.00	372,407.00	422,506.00	448,000.00	0.00
Total OPERATING Expenses	3,955,893.00	3,237,225.00	3,853,659.00	4,007,664.00	4,323,318.00	##### 4,430,053.00

	Actuals FY17-18	Actuals FY18-19	Actuals FY19-20	Actuals FY20-21	Budget FY21-22	FY FY22-23
9100 · Capital Expenditures						
9200 · Main Plant Equipment Capital						
9201 · LED Lighting Upgrade	25,066.15	25,571.38				
9203 · Slurry Seal & Parking Plan	0.00	0.00				
9202.1 · M.P. Drainage Sample Rm Drain+2nd Drain Replacement					75,000.00	
9202.2 · M.P. Drainage Load-out + Filtering					30,000.00	
9203 · M.P. Flare Rehabilitation				10,596.00	30,000.00	
9204 · M.P. Boiler (Exhaust) Replacement	62,855.00	5,550.75			30,000.00	
9205 · Influent Sumps/RAS Cover Rplcmt						
9206 · Infl Dry Weather Pump Rplcmt					40,000.00	
9207 · Infl Wet Weather Pump Rplcmt						
9208 · M.P. Chemical Feed Pump Replacement					20,000.00	
9209 · Screw Press Blend Redundancy		15,733.84		16,914.54		
9210 · Sludge Box Replacement	15,442.00					
9211 · Odor Control Upgrades						
9212 · M.P. Headworks Grinder Replacement		18,829.83	19,588.07	23,486.90	25,000.00	15,000.00
9212.1 · Digester Rehab					10,000.00	600,000.00
9213 · Flare Rehabilitation						
9214 · Underground Pipe & Valve Replacement			12,307.96			
9215 · M.P. Restroom Remodels (2)						
9217 · M.P. Maint. Shop Replacement /Ops Control					20,892.15	
9218 · M.P. Generator Control Panel						
9219 · M.P. Cl2 Flash Mixer					12,160.81	
9220 · M.P. Office & Bath Floor Replacement					15,000.00	
9221 · M.P. Dry Weather Primary Cover Replacement						100,000.00
9225.94 · Server Upgrade + Replacement				5,323.75		75,000.00
9225.95 · SCADA Upgrade				18,850.00		
9229.8 · Vehicle Replacement				3,000.00		
Total 9200 · Main Plant Equipment Capital	103,363.00	65,686.00	31,896.00	108,224.00	275,000.00	

	Actuals FY17-18	Actuals FY18-19	Actuals FY19-20	Actuals FY20-21	Budget FY21-22	Estimate FY22-23
9300 · Pumps & Lines Capital						
9301 · Tiburon Sewer Line Rehab Prog	440,376.23	439,893.30	723,554.74	1,285.94	1,000,000.00	
9302 · Pump Station Control Panel Upgr	85,524.81	60,247.88	37,178.11			
9303 · Lateral Camera		13,750.48		362.71		
9304 · Belvedere Sewer Line Rehab Prog	195,439.87	344,441.80	891,836.07		100,000.00	
9305 · Valve/Wet Well Lid Cover Replac					75,000.00	
9305.1 · Wet Well Rehabilitation - Belvedere					50,000.00	
9305.2 · Wet Well Rehabilitation - Tiburon					50,000.00	
9306 · PS Pump & Valve Replacement	48,660.54		52,247.95	22,591.76	50,000.00	50,000.00
9307 · PS Generator Replacement	60,284.50		16,123.19	5,914.96		
9308 · Station #5 Rebuild/4 Pumps/Gen						
9308.1 · Mar West PS#5, Phase I-Design						
9308 · Station #5 Rebuild/4 Pumps/Gen - Other						
9308.11 · Mar West PS#5, Phase I-Constr						
9308.2 · Mar West PS#5, Phase II-Cor	790,046.72					
Total 9308 · Station #5 Rebuild	790,046.72	0.00	0.00			
9309 · Cove Rd. BPS #1 Generator Replacement				0.00	100,000.00	500,000.00
9310 · Belv Pump Station Comm. Project		46,640.69		1,552.85		
9311.1 · Cove Rd Force Main Rplcmnt - Engineering		19,260.00	14,250.00	5,656.80		
9311.2 · Cove Rd Force Main Rplcmnt - Constr., Ph I				2,262,482.35		
9312 · Force Main Rehab - Multiple Sites				0.00		
9313 · Man Hole Rehabilitation			17,811.00	47,816.31	75,000.00	75,000.00
9314 · Portable Emergency Generators	34,462.47		997.14	95,587.89		
9227.8 · Vactor Truck	21,785.00		310,144.91	318,036.34		
9315 · TPS Comm/Radio Upgrade Project	0.00	41,747.19		0.00		
Total 9300 · Pumps & Lines Capital	1,676,580.00	965,981.00	2,064,143.00	2,761,288.00	1,450,000.00	625,000.00
9400 · Paradise Cove Capital						
9401 · P.C. Sewer Line Rehab Prog						
9402 · P.C. Flow Meter Replacement				19,501.62		25,000.00
9403.1 · P.C. Communication Upgrade - Cellular					20,000.00	
9404 · P.C. Inf WWI Access Replacement			8,141.00			50,000.00
9405 · P.C. Generator Replacement	899.22					
· P.C. Painting at Plant			52,058.23	52,759.00		
9406 · P.C. Plant Grating Rplcmnt - Fiberglass						
9410 · P.C. U.V. Disinfection						
Total 9400 · Paradise Cove Capital	899.00	0.00	60,199.00	72,261.00	20,000.00	75,000.00
9500 · Undesignated Capital						
9510 · Undesignated Cap - M.P.	33,817.00		14,684.13		25,000.00	25,000.00
9520 · Undesignated Cap - P.C. Plant				26,546.75	10,000.00	10,000.00
9530 · Undesignated Cap - P&L		32,479.97			50,000.00	50,000.00
Total 9500 · Undesignated Capital	33,817.00	32,480.00	14,684.00	26,547.00	85,000.00	85,000.00
Total 9100 · Capital Expenditures	1,814,659.00	1,064,147.00	2,170,922.00	2,968,320.00	1,830,000.00	785,000.00

	Actuals FY17-18	Actuals FY18-19	Actuals FY19-20	Actuals FY20-21	Budget FY21-22	Estimate FY22-23
9700 · Debt Service						
9720 · Belvedere Loan						
9723 · Belvedere WestAm Loan Prin						
Total 9720 · Belvedere Loan						
9730 · Debt Service - MPR Project						
9731 · Debt Service MPR Bond Principal	450,000.00	460,000.00	470,000.00			
9732 · Debt Service MPR Bond Interest	374,067.94	356,348.79	167,675.00			
9734 · Debt Service MPR REFI Principal				660,000.00	595,000.00	610,000.00
9735 · Debt Service MPR REFI Interest				184,979.26	157,790.00	150,412.00
Total 9730 · Debt Service - MPR Project	824,068.00	817,399.00	637,675.00	846,029.00	753,840.00	761,462.00
Total 9700 · Debt Service	824,068.00	817,399.00	637,675.00	846,029.00	753,840.00	761,462.00
Total CAPITAL Expense	2,638,727.00	1,881,546.00	2,808,597.00	3,814,349.00	2,583,840.00	1,546,462.00

Total Ops & Capital Expense	6,594,620.00	5,118,771.00	6,662,256.00	7,822,013.00	6,907,158.00	5,976,515.00
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Total Ops & Capital Net Income	404,516.00	2,056,888.00	379,530.00	-1,139,219.00	-806,185.00	217,718.00
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Robin Dohrmann

From: (Contractor) Nelson, Laura@CalOES <ContractorLaura.Nelson@CalOES.ca.gov>
Sent: Tuesday, April 12, 2022 1:50 PM
To: Robin Dohrmann
Cc: Tony Rubio
Subject: Sanitary District 5 of Marin - (041-UK76F-00) - DR4482-CA
Attachments: copy for Sanitary District 5 of Marin FEMA_Advisory_Guidance_COVID-19_RPA_and_Project_Applications_04012022.pdf; copy for Sanitary District 5 of Marin FEMA_Advisory_90_Percent_Cost_Share_Adjustments_20220318.pdf

Good afternoon Robin,

Please find attached the FEMA Advisory: Guidance on COVID-19 Requests for Public Assistance and Project Applications (April 1, 2022) and as a reminder I have also attached the FEMA Advisory 90 Percent Cost Share Adjustments for your reference.

The recent 4/1/2022 FEMA Advisory states the following (denoted in blue):

- On 3/21/2020, FEMA extended the Request for Public Assistance (RPA) deadline nationally for COVID-19.
- FEMA is establishing **7/1/2022**, as the deadline for Applicants to submit their RPAs for COVID-19. Note: Cal OES leadership recommends RPA submissions by **4/30/2022** in order to allow time for review, approvals, and confirmation receipt by FEMA.
- FEMA is also establishing **12/31/2022**, as the interim deadline for eligible Applicants to submit project applications for COVID-19 work completed from the beginning of the incident period on **1/20/2020 through 7/1/2022**, the end date for 100% Federal Funding. Note: Cal OES leadership recommends project submissions for COVID-19 work completed to be **9/30/2022** in order to allow time for review, approval, and confirmation receipt by FEMA.

As a reminder, FEMA funding will remain available for eligible work conducted after July 1, 2022, under the 90/10% cost share until the COVID-19 incident period is closed.

The two attachments may be of some help while you and the team are making your decision about a project to submit.

I hope you find these useful. Thank you for your time earlier this morning. As you know, COVID-19 is an ongoing event, and changes often can occur.

Please feel free to reach out to me at any time for any matters you wish to address.

Best Regards,
Laura

Laura A. Nelson
Disaster Assistance Program Specialist
California Governor's Office of Emergency Services (Cal OES)

Coronavirus Disease 2019 (COVID-19) Public Health Emergency: Coordinating Public Assistance and Other Sources of Federal Funding

The President's March 13, 2020, COVID-19 nationwide emergency declaration and subsequent major disaster declarations authorize the Federal Emergency Management Agency (FEMA) to provide Public Assistance (PA) Program funding under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act) to state, local, tribal, and territorial (SLTT) government entities and certain private nonprofit (PNP) organizations for emergency protective measures. For COVID-19, Congress authorized over \$3 trillion to multiple federal agencies for them to provide assistance to SLTTs in addressing the effects of this public health emergency pandemic. The extensive COVID-19 authority of other federal agencies in some cases overlaps with FEMA's authority.

Multiple Sources of Funding – Given the need of SLTTs to quickly address the public health threats of the COVID-19 pandemic and that Congress has made funding available to several federal agencies for this purpose, potential applicants for PA have the flexibility to determine which source of funding to use for their costs in order to best meet their needs in response to the COVID-19 pandemic, subject to the purpose and eligibility requirements of each of the federal programs and funding sources. Given the multiple overlapping authorities and funding for the federal response to COVID-19, FEMA may provide PA funding to applicants for eligible costs under the COVID-19 declarations that may also be eligible for funding under another federal agency's authorities. FEMA will not deny a PA eligible cost under a COVID-19 declaration solely because that cost may be eligible under another federal agency's authorities, except as described in the next section. (A list of federal funding for COVID-19 is available at: <https://www.usa.gov/coronavirus>.)

Coordination of Funding – To avoid confusion and streamline options amongst multiple funding sources, FEMA may decide not to pay for certain types of work and may direct SLTTs to another agency with more subject matter expertise or with a more flexible funding source. For example, contact tracing is potentially an eligible PA emergency protective measure, in coordination with the U.S. Department of Health and Human Services (HHS) and the Department of the Treasury (Treasury); however, FEMA has determined that those agencies are the most appropriate for SLTTs seeking funding for contact tracing. As FEMA continues to coordinate with our federal partners to ensure coordination of funding, we will provide additional guidance to SLTTs for where they can seek funding. If an applicant applies to FEMA for PA funding and then determines it no longer wants the funding for the cost of certain activities from FEMA and will instead seek funding from another federal agency, the applicant should notify FEMA as soon as possible. Applicants should notify FEMA by withdrawing or amending their PA project application if funding has not been awarded yet or request an updated version to amend their PA project if funding has been awarded.

Duplication of Benefits – Section 312 of the Stafford Act prohibits all federal agencies from duplicating benefits for disaster relief. Multiple agencies having authority to expend funds for the same purpose is not, by itself, a duplication of



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benefits under Section 312. However, all federal agencies are prohibited by Section 312 from paying SLTTs for the same work twice. FEMA is coordinating closely with other federal agencies to provide information about the eligible use of various COVID-19 funding resources. Recipients and subrecipients are ultimately responsible for ensuring that they do not accept payment for the same item of work twice. FEMA applicants will certify in the PA application process that assistance is not being duplicated.

Cost Share – For COVID-19, PA funding is authorized at 75% federal cost share. Generally, other federal agency funding cannot be used to meet the FEMA non-federal share requirement. For COVID-19, there are two exceptions: Treasury’s CARES Act Coronavirus Relief Fund and the Department of Housing and Urban Development’s Community Disaster Block Grant (CDBG-CV) can be used to meet the PA non-federal share. Cost share requirements vary from agency-to-agency and program-to-program; however, many of the programs funded by the CARES Act and the other supplemental appropriations do not require a non-federal share.

Guidance on COVID-19 Requests for Public Assistance and Project Applications

Since the start of the pandemic, FEMA has provided critical assistance that has helped communities across the country save lives and protect public health and safety. As of March 31, 2022, FEMA's Public Assistance (PA) program has provided more than \$43 billion to state, local, tribal nation, and territorial (SLTT) governments and eligible private nonprofit (PNP) organizations to reimburse a wide variety of projects.

Thanks in part to FEMA assistance, the nation has made significant progress in the fight against COVID-19. In light of this progress, FEMA is establishing several deadlines for the Public Assistance program to assist states, tribal nations, localities, territories, and eligible private nonprofits in making their requests for Public Assistance and submitting their applications for funding for COVID-19-related work conducted under the 100% federal cost share.

Deadlines for COVID-19 Public Assistance

- On March 21, 2020, FEMA extended the Request for Public Assistance (RPA) deadline nationally for the COVID-19 pandemic emergency. At the time, FEMA stated that the RPA submission period would remain open for the duration of the Public Health Emergency, as declared by the Secretary of the U.S. Department of Health and Human Services, unless an earlier deadline is deemed appropriate by the Assistant Administrator, Recovery Directorate. As of March 31, 2022, over 65% of the U.S. population has been fully vaccinated. Caseloads are declining and, in turn, the necessity for heightened public health measures is decreasing. As such, FEMA is establishing July 1, 2022, as the deadline for Applicants to submit their Request for Public Assistance (RPA) for the COVID-19 pandemic incident. RPAs are how Applicants sign up with FEMA in order to submit projects to request funding for specific costs.
- FEMA is also establishing December 31, 2022, as the interim deadline for eligible Applicants to submit project applications for COVID-19 work completed from the beginning of the incident period on January 20, 2020, through July 1, 2022, the end date for 100% Federal funding.

These deadlines will help Applicants in making funding decisions and completing their project submission to FEMA and will enable FEMA to process funding that is needed to reimburse Applicants for the costs they have incurred in responding to the pandemic over the last two years.



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FEMA will develop and issue an interim policy that provides guidance to states, tribal nations, localities, territories, and eligible private nonprofits on the implementation of the established deadlines. This policy will be posted for public comment and stakeholder input prior to finalization and issuance.

Although FEMA has established deadlines for RPAs and project applications for work completed under the 100% cost share, FEMA funding will remain available for eligible work conducted after July 1, 2022, under the 90/10% cost share until the COVID-19 incident period is closed.

Contact Us

If you have any questions, please contact FEMA Office of External Affairs:

- Congressional Affairs at (202) 646-4500 or at FEMA-Congressional-Affairs@fema.dhs.gov
- Intergovernmental Affairs at (202) 646-3444 or at FEMA-IGA@fema.dhs.gov
- Tribal Affairs at (202) 646-3444 or at FEMA-Tribal@fema.dhs.gov
- Private Sector Engagement at (202) 646-3444 or at nbeoc@max.gov

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Also, follow Administrator Deanne Criswell on Twitter @FEMA_Deanne.

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Helping people before, during, and after disasters.

FEMA Announces 90/10 Cost Share Adjustments

Federal Emergency Management Agency Administrator Deanne Criswell announced today that additional disaster funding is available to all states, tribal nations and territories with Presidential major disaster and emergency declarations occurring in 2020 and 2021.

On March 15, President Biden signed “H.R. 2471, Consolidated Appropriations Act, 2022” into law, which granted a minimum 90% federal cost share for any emergency or major disaster declaration declared from or having an incident period beginning between, January 1, 2020 and December 31, 2021.

Specifically, the enacted law authorizes an increase to the standard 75% federal cost share to at least 90% for Public Assistance, the Hazard Mitigation Grant Program and specified Individual Assistance programs authorized under emergency and major disaster declarations.

The assistance authorized as part of H.R. 2471 is in addition to the President’s announcement on March 1, which extended the full federal cost share to 100% to support all eligible work under COVID-19 emergency and major disaster declarations through July 1, 2022.

From January 2020 through December 2021, FEMA responded to disasters that have impacted millions of Americans. This additional assistance will help communities across the country recover, building a stronger, more resilient nation.

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- Intergovernmental Affairs at (202) 646-3444 or at FEMA-IGA@fema.dhs.gov
- Tribal Affairs at (202) 646-3444 or at FEMA-Tribal@fema.dhs.gov
- Private Sector Engagement at (202) 646-3444 or at nbeoc@max.gov

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FEMA Announces 90/10 Cost Share Adjustments

Also, follow Administrator Deanne Criswell on Twitter @FEMA_Deanne.

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In response to the COVID-19 Public Health Emergency, the applicant utilized Force Account Materials, Supplies and Disinfection measures to reduce the threat of Covid-19 exposure to employees and the public.

The applicant took the Emergency Protective Measures of providing personal protective equipment (gloves, masks, N95 respirators), disinfection/cleaning products, thermometers to employees thereby mitigating the possible exposure to Covid-19.

Description of activities:

Cleaning and disinfection-Prior to the COVID-19 emergency, Marin's offices were cleaned regularly by a janitorial service. Per California state guidance for re-opening, Marin management adopted formal COVID-19-related cleaning and disinfection protocols that have become standard daily procedures. The submitted document (VRSD_COVID-19_Cleaning_and_Disinfection_Protocols) provide details on the procedures followed, and the submitted sample log sheets (Marin_COVID-19_Cleaning_and_Disinfection_Log_Samples) provide verification of tracking documentation. 1.2.a. One Marin employee tested positive for COVID-19. That employee notified Marin management of initial exposure on August 3 and of a positive test result and feeling ill on August 24. That employee had not been at work since July 30. Five other employees notified Marin management of initial exposure and self-quarantined during the following periods: Example: April 20-30, June 23-30, July 7-9, July 7-13, and August 5-15. 1.2.b. Applicable disinfecting materials and supplies are registered on the EPA's list N (Disinfectants for Use Against SARS-CoV-2 (COVID-19)) and that human coronavirus is listed as a target pathogen: - Clorox Clean-up Cleaner + Bleach (5813-21) - Clorox Disinfecting Wipes (67619-9) - Lysol Advanced Cleaning Disinfecting Wipes (777-114) - QD-64 Germicidal Cleaner & Deodorant (same chemical make-up as 47317) Two additional products (Purell Hand Sanitizer Gel and Professional Lysol Brand III Disinfectant Spray) are registered with the FDA and were used by VRSD in compliance with the CDC Social Distancing Guidelines.

PPE- Example: Face coverings (primarily KN95 masks) and rubber gloves are being used at a rate of approximately 2,000 and 2,000 pairs per month, respectively. The PPE is being provided primarily to field employees in the solid waste and water/wastewater divisions to provide appropriate protection from customers, vendors, and one another during the normal course of business. Each division employs approximately 30 people at this time.

Plexiglas/acrylic barriers-were purchased as kits and were bolted in place on existing workstations in the following locations: 2001 Paradise Drive, Marin, CA 00000 Build Date: 19?? Offices: Example: Three adjacent customer service workstations and two adjacent finance department workstations Paradise Cove, Marin, CA 00000 Build Date: 2001 Offices: Example: Two adjacent administrative assistant workstations 2.1.a. The only adhesive used was 3M Double-Sided Tape provided in the kits. Please see the submitted SDS for that product. 2.1.b. Employees at each of the office locations are performing their usual functions; the barriers were erected to provide protection from one another due to their proximity and protection for customers, vendors, and others with whom the employees have regular contact

All work completed and net costs 29,886.51 and at 100% in this project fall between as an Example: 4-30-20 and 8-31-20.

Sanitary District 5 of Marin district provided Personal Protective Equipment Supplies and Disinfecting/Cleaning supplies, through Force Account Materials.
Force Account Materials: \$0.00.



Sanitary District 5 of Marin has two Treatment Plants. 2001 Paradise Drive, and Paradise Cove, but the main Plant is where the majority of the staff work. Applicant lost revenue and loss of Payroll. Loss of overtime and double time for people who were sick. Looking for compensation for sick-time, safety requirements, and loss of revenue. FEMA makes the eligibility call for work and expenditures.

Is there a Materials Summary Record for Sanitary District 5 of Marin

List of possible purchases eligible – But will need Vendor's names:

Disinfecting supplies

Sanitizer, face coverings, thermometers

Shelving for disinfecting products

Simple Green cleaner

Clorox wipes, sanitizer, cleaner, gloves, face coverings

Sanitizer, N95 masks, gloves

MASKS,

~~Mass,~~ sanitizer, batteries

Acrylic partitions for offices

Caution tape, plexiglass, and hardware for offices

Chlorine and pray bottle

X Surgical masks

Sanitizer and dispenser pump

Cleaning wipes

Masks, sanitizing wipes, sanitizer, spar bottles

Cleanser

Lysol, sanitizing supplies

Surgical masks, N95 masks

Disinfectant, surgical masks

Workstation barriers

Record of Environmental Consideration - EHP - FEMA ADVISED

General Documents



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Coronavirus (COVID-19) Pandemic: Safe Opening and Operation Work Eligible for Public Assistance (Interim)

FEMA Policy 104-21-0003, Version 2

BACKGROUND

This interim policy supersedes version 1 of the *Coronavirus (COVID-19) Pandemic: Safe Opening and Operation Work Eligible for Public Assistance (Interim)* published on April 5, 2021, and extends the applicable period of eligibility to the beginning of the incident period and the period of 100 percent federal cost share from the beginning of the incident period to December 31, 2021.

Under the March 13, 2020, COVID-19 nationwide emergency declaration¹ and subsequent major disaster declarations for COVID-19, state, local, tribal, and territorial (SLTT) government entities and certain private nonprofit (PNP) organizations are eligible to apply for assistance under the FEMA Public Assistance (PA) Program.² On January 21, 2021, the President issued the “Memorandum to Extend Federal Support to Governors’ Use of the National Guard to Respond to COVID-19 and to Increase Reimbursement and Other Assistance Provided to States,”³ which authorized FEMA to provide funding to all PA Applicants for the safe opening and operation of eligible facilities. Such assistance “may include funding for the provision of personal protective equipment and disinfecting services and supplies.” On August 17, 2021, the President issued the “Memorandum on Maximizing Assistance to Respond to COVID-19,”⁴ which directed FEMA to “provide a 100 percent Federal cost share for all work eligible for assistance under PA Category B, pursuant to sections 403 (42 U.S.C. 5170b), 502 (42 U.S.C. 5192), and 503 (42 U.S.C. 5193) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. § 5121 et seq. (Stafford Act), including work described in section 3(a) of the Presidential Memorandum of January 21, 2021.

PURPOSE

This updated interim policy retroactively extends the period of work eligibility to the beginning of the incident period. It also specifies that work conducted from the beginning of the incident period through December 31, 2021 will be reimbursed at a federal cost share of 100 percent. Work conducted after December 31, 2021 will be reimbursed at the federal cost share established at that time.

¹ www.fema.gov/news-release/2020/03/13/covid-19-emergency-declaration.

² See www.fema.gov/assistance/public/program-overview for more information.

³ <https://www.whitehouse.gov/briefing-room/presidential-actions/2021/01/21/extend-federal-support-to-governors-use-of-national-guard-to-respond-to-covid-19-and-to-increase-reimbursement-and-other-assistance-provided-to-states/>

⁴ <https://www.whitehouse.gov/briefing-room/statements-releases/2021/08/17/memorandum-on-maximizing-assistance-to-respond-to-covid-19/>



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This interim policy also defines the framework, policy details, and requirements for determining the eligibility of safe opening and operation work and costs under the PA program. The purpose of this policy is to ensure consistent and appropriate implementation across all COVID-19 emergency and major disaster declarations.

PRINCIPLES

- A. FEMA will provide support to meet emergency needs during the COVID-19 pandemic.
- B. FEMA will implement this policy and any assistance provided in a consistent manner through informed decision making and review of an Applicant's supporting documentation.
- C. FEMA will engage with interagency partners, including the U.S. Department of Health and Human Services (HHS), Office of the Assistant Secretary for Preparedness and Response (ASPR), the Administration for Children and Families (ACF), the Centers for Disease Control and Prevention (CDC), the Centers for Medicare & Medicaid Services (CMS), the Health Resources and Services Administration (HRSA); the Indian Health Service; the U.S. Department of Agriculture (USDA); the U.S. Department of Housing and Urban Development (HUD); and the U.S. Department of Education, among others, to ensure any PA assistance is provided in a coordinated manner without duplicating assistance.

REQUIREMENTS

A. APPLICABILITY

Outcome: To define the declarations, eligible Applicants, and work to which the safe opening and operation provisions of this interim policy applies.

1. This policy applies to:
 - a. All emergency and major disaster declarations under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. § 5121 *et seq.* (Stafford Act), as amended, issued by the President for the COVID-19 pandemic.
 - b. Eligible PA Applicants under the COVID-19 emergency declaration or any subsequent COVID-19 major disaster declaration.⁵
 - c. Work conducted from the beginning of the incident period until the end of the period of performance. See section E, Work Completion Deadlines, of this policy for more information.
2. This policy does not apply to any other emergency or major disaster declaration.
3. This policy applies to safe opening and operation work conducted from the beginning of the incident period through the end of the period of performance, notwithstanding Section C.3 of FEMA Policy 104-009-19 *Coronavirus (COVID-19) Pandemic: Work Eligible for Public Assistance (Interim)* (effective September 15, 2020).
4. Assistance for eligible costs will be provided at a federal cost share of 100 percent from

⁵ See *Coronavirus (COVID-19) Pandemic: Private Nonprofit Organizations* (April 2, 2020), www.fema.gov/fact-sheet/coronavirus-covid-19-pandemic-private-nonprofit-organizations, for more information on PNP Applicant eligibility.



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the beginning of the incident period through December 31, 2021. Work conducted after that date will be subject to the cost share established at that time.

5. Work that is otherwise eligible under FEMA Policy 104-009-19 *Coronavirus (COVID-19) Pandemic: Work Eligible for Public Assistance* (Interim) remains eligible for assistance.
6. Except where specifically stated otherwise in this policy and other disaster specific COVID-19 policies, assistance is subject to PA program requirements as defined in Version 3.1 of FEMA Policy 104-009-2 *Public Assistance Program and Policy Guide* (PAPPG).⁶

B. ELIGIBILITY CONSIDERATIONS

Outcome: To define the overarching framework for eligible work related to safe opening and operations in COVID-19 declarations.

1. Legal Responsibility: To be eligible for PA, an item of work must be the legal responsibility of an eligible Applicant.⁷
 - a. Measures to protect life, public health, and safety are generally the responsibility of SLTT governments.
 - b. Legally responsible SLTT governments may enter into formal agreements or contracts with private organizations, including PNP organizations, when necessary to carry out eligible emergency protective measures in response to the COVID-19 pandemic. In these cases, PA funding is provided to the legally responsible government entity, which would then pay the private entity for the provision of services under the formal agreement or contract.
 - c. For PNP facilities and for COVID-19 declarations only, FEMA is waiving the primary use and primary ownership policies normally applicable to PNP entities that own or operate mixed-use facilities.⁸
2. Allowability of Costs: To be eligible, claimed costs must be allowable under 2 C.F.R. Part 200.⁹ In considering the allowability of costs, FEMA will evaluate, among other factors:
 - a. Whether the cost was necessary and reasonable to respond to the COVID-19 pandemic. A cost is considered reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost.¹⁰
 - b. Whether the cost conforms to standard PA program eligibility and other federal requirements.¹¹

⁶ Version 3.1 of the PAPPG is applicable to all COVID-19 declarations and is available on the FEMA website at https://www.fema.gov/sites/default/files/documents/fema_pappg-v3.1-archived_policy_5-4-2018.pdf.

⁷ 44 CFR § 206.223(a)(3).

⁸ See PAPPG V3.1 (2018), at page 16.

⁹ 2 CFR § 200.403.

¹⁰ 2 CFR §§ 200.403(a) and 404.

¹¹ See 2 CFR §§ 200.403(b),(d),(e),(f) and (h) and PAPPG V3.1 (2018), and www.fema.gov/grants/procurement for additional guidance.



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- c. Whether the Applicant followed its established policies and procedures that apply when federal funding is not available, including standard billing and fee collection.¹²
- d. Whether the cost is documented with sufficient detail for FEMA to evaluate its compliance with federal laws, rules, and other PA program requirements.¹³

3. Equitable Pandemic Response and Recovery

- a. As stated in the Executive Order on Ensuring an Equitable Pandemic Response and Recovery, dated January 21, 2021, COVID-19 has a disproportionate impact on communities of color and other underserved populations, including members of the LGBTQI+ community, persons with disabilities, those with limited English proficiency, and those living at the margins of our economy.
- b. As a condition of receiving this financial assistance, Recipients and Subrecipients must focus the use of FEMA funding on the highest-risk communities and underserved populations as determined by established measures of social and economic disadvantage (e.g., the CDC Social Vulnerability Index)¹⁴. Recipients and Subrecipients must prioritize resources to ensure an equitable pandemic response. Failure to adhere to this policy could result in funding reductions and/or delays.
- c. FEMA will monitor compliance with this grant condition in conjunction with the stipulations set forth in 44 C.F.R. part 7 and Title VI of the Civil Rights Act of 1964 that no person on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving financial assistance from FEMA; and the requirement of Stafford Act Section 308 (42 U.S.C. § 5151, 44 C.F.R. § 206.11) that distribution of disaster relief be accomplished in an equitable and impartial manner, without discrimination on the grounds of race, color, religion, nationality, sex, age, disability, limited English proficiency, or economic status.

C. WORK ELIGIBILITY

Outcome: To establish parameters for eligible safe opening and operation work under COVID-19 declarations.

1. In accordance with Sections 403 and 502 of the Stafford Act, emergency protective measures necessary to save lives and protect public health and safety may be reimbursed under the PA program.
2. All work must be required as a direct result of the emergency or major disaster in accordance with 44 CFR § 206.223(a)(1).
3. All work must be done in accordance with CDC guidance or that of an

¹² 2 CFR § 200.403(c).

¹³ 2 CFR § 200.302(a).

¹⁴ <https://www.atsdr.cdc.gov/placeandhealth/svi/index.html>



FEMA

appropriate public health official available at the time the work was completed.

4. Safe Opening and Operation work performed from the beginning of the incident period:
 - a. FEMA may provide assistance to all eligible PA Applicants, including SLTTs and eligible PNPs, for the following measures implemented to facilitate the safe opening and operation of all eligible facilities in response to COVID-19 declared events:
 - i. Purchase and distribution of face masks¹⁵, including cloth face coverings, and personal protective equipment (PPE).¹⁶
 - ii. Cleaning and disinfection, including the purchase and provision of necessary supplies and equipment in excess of the Applicant's regularly budgeted costs.¹⁷
 - iii. COVID-19 diagnostic testing.¹⁸
 - iv. Screening and temperature scanning, including, but not limited to, the purchase and distribution of hand-held temperature measuring devices or temperature screening equipment.
 - v. Acquisition and installation of temporary physical barriers, such as plexiglass barriers and screens/dividers, and signage to support social distancing, such as floor decals.
 - vi. Purchase and storage of PPE and other supplies listed in this section should be based on projected needs for the safe opening and operation of the facility.

D. COORDINATION OF FUNDING

Outcome: To provide information on coordinating PA and other sources of federal funding and ensure FEMA avoids any duplication of benefits.

1. Congress has authorized funding to multiple federal agencies to address the effects of the COVID-19 pandemic.
2. FEMA is coordinating closely with other federal agencies about the eligible uses of various COVID-19 funding resources and will continue to provide guidance to eligible

¹⁵ For this policy, face masks, such as cloth face coverings, that are not regulated by the U.S. Food and Drug Administration (FDA) are not considered PPE. Per FDA guidance, these face masks are not PPE, but may be used to prevent or slow the spread of COVID-19. See <https://www.fda.gov/medical-devices/personal-protective-equipment-infection-control/n95-respirators-surgical-masks-and-face-masks> and <https://www.fda.gov/medical-devices/emergency-situations-medical-devices/faqs-emergency-use-authorization-face-masks-non-surgical>.

¹⁶ For this policy, PPE is defined to include items such as N95 and other filtering respirators, surgical masks, gloves, protective eyewear, face shields, and protective clothing (e.g., gowns). Eligibility includes necessary training for proper use of PPE.

¹⁷ Work should be consistent with current PAPPG and public health guidance as it relates to disinfection recommendations. CDC provides disinfection guidance online at <https://www.cdc.gov/coronavirus/2019-ncov/community/clean-disinfect/index.html>.

¹⁸ A diagnostic test determines if an active coronavirus infection is present and if an individual should take steps to quarantine or isolate from others. <https://www.fda.gov/consumers/consumer-updates/coronavirus-disease-2019-testing-basics>.



FEMA

Applicants about where they can seek funding.¹⁹

- a. A list of available federal funding for COVID-19 support is located at: www.usa.gov/coronavirus. General information about available federal funding programs may be found at www.grants.gov.
3. FEMA may provide PA funding to Applicants for eligible work under the COVID-19 declarations that may also be eligible for funding under another federal agency's authorities.
- a. Potential PA Applicants may have the flexibility to determine which source of funding to use for their costs, subject to the purpose and eligibility requirements of each of the federal programs and funding sources.
 - b. If an eligible Applicant applies for PA funding and then determines it will instead seek funding from another federal agency, the Applicant should notify FEMA as soon as possible and no later than 30 days from the date the decision to seek funding from another federal agency is made. Failure to notify FEMA accordingly may result in de-obligation of funding or collections owed.
 - i. If FEMA has not awarded PA funding, the Applicant should withdraw or amend its PA project application as soon as possible and no later than 30 days from the date the agency decides to seek funding from another federal agency.
 - ii. If FEMA has already awarded PA funding, the Applicant should request an updated version of its project application to amend its PA project as soon as possible and no later than 30 days from the date the agency decides to seek funding from another federal agency.
 - c. PA funding should not be considered funding of last resort. PA funding should be considered concurrently with other federal agency programs and sources.
4. For certain types of work that may be eligible for funding under multiple agencies' authorities, but most appropriately funded under a specific source of funding, FEMA, in coordination with other federal agencies and after close examination of available funding (including the Coronavirus Aid, Relief, and Economic Security Act, American Rescue Plan Act, and other supplemental appropriations for COVID-19), has determined that it will not provide reimbursement for such work through the FEMA PA program.

For example, COVID-19 contact tracing may be an emergency protective measure otherwise eligible for PA funding. However, in coordination with other federal agencies, FEMA has determined that PA is not the appropriate source of funding for COVID-19 contact tracing as there are other more appropriate sources of funding.

¹⁹ FEMA has posted a [COVID-19 Resource Summary Report](#) that is a list of resources provided by the federal government since the start of the response to COVID-19. This list is provided as a point of reference and partners should directly consult with each agency to verify the applicability of a specific program. Additional information on COVID-19 supplemental resources is available at www.fema.gov/disasters/coronavirus/supplemental-resources. FEMA also developed [COVID-19 Resource Roadmaps](#) to assist stakeholders in navigating some of the challenges and resources available to address the COVID-19 pandemic.



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5. Section 312 of the Stafford Act prohibits all federal agencies from duplicating benefits for disaster relief.
 - a. Multiple agencies having authority to expend funds for the same purpose is not, by itself, a duplication of benefits under Section 312.²⁰ However, all federal agencies are prohibited by Section 312 from paying Applicants for the same work twice.
 - b. Recipients and Applicants are ultimately responsible for ensuring that they do not receive payment for the same item of work twice. FEMA Applicants must certify in the PA application process that assistance is not being duplicated.

E. WORK COMPLETION DEADLINES

Outcome: To provide for future deadlines for the completion of eligible work.

1. For all COVID-19 declarations, FEMA has extended the deadline for completing emergency work indefinitely and will make notification of changes to this (i.e. establishing a deadline) no later than 30 days prior to the deadline.

Keith Turi
Assistant Administrator
Recovery Directorate

9/8/21

Date

²⁰ See FEMA Fact Sheet *Coronavirus Disease 2019 (COVID-19) Public Health Emergency: Coordinating Public Assistance and Other Sources of Federal Funding (July 1, 2020)* at <https://www.fema.gov/media-collection/public-assistance-disaster-specific-guidance-covid-19-declarations> for more information.



ADDITIONAL INFORMATION

REVIEW CYCLE

FEMA Policy 104-21-0003 *Coronavirus (COVID-19) Pandemic: Safe Opening and Operation Work Eligible for Public Assistance (Interim)*, Version 2, will be reviewed and evaluated regularly throughout the duration of the COVID-19 pandemic. The Assistant Administrator for the Recovery Directorate is responsible for authorizing any changes or updates. This policy will sunset with the closure of the national emergency declaration for COVID-19 and any subsequent major disaster declarations for COVID-19.

AUTHORITIES AND REFERENCES

Authorities

- Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. § 5121-5207, as amended
- Title 44 of the Code of Federal Regulations, Part 7 and Part 206, Subpart H
- Title 2 of the Code of Federal Regulations, Part 200

References

- FEMA Policy 104-009-2 *Public Assistance Program and Policy Guide*, Version 3.1

DEFINITIONS

To establish consistent terminology for purposes of implementing this policy, the following definitions are provided below. These definitions are specific to this policy and may differ from definitions prescribed for the same or similar terms in other policies.

1. Personal Protective Equipment (PPE): PPE refers to items such as N95 and other filtering respirators, surgical masks, gloves, protective eyewear, face shields, and protective clothing (e.g. gowns).

MONITORING AND EVALUATION

FEMA will closely monitor the implementation of this policy through close coordination with regional and field staff, as appropriate, as well as interagency partners and SLTT stakeholders.

QUESTIONS

Applicants should direct questions to their respective FEMA regional office.

1. Loss of Revenue

FEMA cannot provide PA funding for revenue lost as a result of the incident. The following are examples of when loss of revenue may occur as a result of an incident:

- Hospitals release non-critical patients to make room for survivors
- Hospitals sustain damage that reduces pre-existing capacity
- States open a toll road for evacuation and do not charge a toll
- States waive the normal fee for ferry service to encourage alternate transportation after an incident
- A utility system is shut down as a result of the incident
- Events are cancelled as a result of an entity using a venue for incident-related activities, such as sheltering

2. Loss of Useful Service Life

FEMA cannot provide PA funding for the projected loss of useful service life of a facility. For example, if a road has been inundated by flood waters for an extended period of time, FEMA cannot provide PA funding for the value of the projected loss of useful life of the road due to the long-term effects the inundation might have on the road.

3. Tax Assessments

State, Territorial, Tribal, and local governments may conduct tax assessments to re-assess real property values after an incident. Costs related to conducting these assessments are not eligible because the assessments are neither essential to addressing an immediate threat to life or improved property, nor connected with the permanent restoration of eligible facilities.

4. Increased Operating Costs

Increased costs of operating a facility or providing a service are generally not eligible, even when directly related to the incident. However, short-term increased costs that are directly related to accomplishing specific emergency health and safety tasks as part of emergency protective measures may be eligible, as discussed in [Chapter 2:VI.B.2.](#)

R. Ineligible Costs from the Public Assistance and Policy Guide – 2018 version 3

The Stafford Act authorizes FEMA to provide PA funding for specific work performed as a result of the incident. It does not authorize FEMA to provide PA funding for all losses or costs resulting from the incident. The following costs are not eligible because the Stafford Act does not authorize FEMA to provide PA funding for these items.

¹⁵⁵A third party is a private entity or individual that is not involved in the Federal award, i.e., not the Applicant or Federal, State, Territorial, or Tribal government. ¹⁵⁶Stafford Act § 312, 42 U.S.C. § 5155.



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the beginning of the incident period through December 31, 2021. Work conducted after that date will be subject to the cost share established at that time.

- 5. Work that is otherwise eligible under FEMA Policy 104-009-19 *Coronavirus (COVID-19) Pandemic: Work Eligible for Public Assistance* (Interim) remains eligible for assistance.
- 6. Except where specifically stated otherwise in this policy and other disaster specific COVID-19 policies, assistance is subject to PA program requirements as defined in Version 3.1 of FEMA Policy 104-009-2 *Public Assistance Program and Policy Guide* (PAPPG).⁶

B. ELIGIBILITY CONSIDERATIONS

Outcome: To define the overarching framework for eligible work related to safe opening and operations in COVID-19 declarations.

- 1. Legal Responsibility: To be eligible for PA, an item of work must be the legal responsibility of an eligible Applicant.⁷
 - Public Health – a. Measures to protect life, public health, and safety are generally the responsibility of SLTT governments.
 - LOCAL GOVT – b. Legally responsible SLTT governments may enter into formal agreements or contracts with private organizations, including PNP organizations, when necessary to carry out eligible emergency protective measures in response to the COVID-19 pandemic. In these cases, PA funding is provided to the legally responsible government entity, which would then pay the private entity for the provision of services under the formal agreement or contract.
 - N/A – c. For PNP facilities and for COVID-19 declarations only, FEMA is waiving the primary use and primary ownership policies normally applicable to PNP entities that own or operate mixed-use facilities.⁸
- 2. Allowability of Costs: To be eligible, claimed costs must be allowable under 2 C.F.R. Part 200.⁹ In considering the allowability of costs, FEMA will evaluate, among other factors:
 - NECESSARY + REASONABLE – a. Whether the cost was necessary and reasonable to respond to the COVID-19 pandemic. A cost is considered reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost.¹⁰
 - b. Whether the cost conforms to standard PA program eligibility and other federal requirements.¹¹

⁶ Version 3.1 of the PAPPG is applicable to all COVID-19 declarations and is available on the FEMA website at https://www.fema.gov/sites/default/files/documents/fema_pappg-v3.1-archived_policy_5-4-2018.pdf.

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- c. Whether the Applicant followed its established policies and procedures that apply when federal funding is not available, including standard billing and fee collection.¹²
- d. Whether the cost is documented with sufficient detail for FEMA to evaluate its compliance with federal laws, rules, and other PA program requirements.¹³

3. Equitable Pandemic Response and Recovery

- a. As stated in the Executive Order on Ensuring an Equitable Pandemic Response and Recovery, dated January 21, 2021, COVID-19 has a disproportionate impact on communities of color and other underserved populations, including members of the LGBTQI+ community, persons with disabilities, those with limited English proficiency, and those living at the margins of our economy.
- b. As a condition of receiving this financial assistance, Recipients and Subrecipients must focus the use of FEMA funding on the highest-risk communities and underserved populations as determined by established measures of social and economic disadvantage (e.g., the CDC Social Vulnerability Index)¹⁴. Recipients and Subrecipients must prioritize resources to ensure an equitable pandemic response. Failure to adhere to this policy could result in funding reductions and/or delays.
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C. WORK ELIGIBILITY

Outcome: To establish parameters for eligible safe opening and operation work under COVID-19 declarations.

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 - ✓ i. Purchase and distribution of face masks¹⁵, including cloth face coverings, and personal protective equipment (PPE).¹⁶
 - ✓ ii. Cleaning and disinfection, including the purchase and provision of necessary supplies and equipment in excess of the Applicant's regularly budgeted costs.¹⁷
 - ✓ iii. COVID-19 diagnostic testing.¹⁸
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Outcome: To provide information on coordinating PA and other sources of federal funding and ensure FEMA avoids any duplication of benefits.

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For example, COVID-19 contact tracing may be an emergency protective measure otherwise eligible for PA funding. However, in coordination with other federal agencies, FEMA has determined that PA is not the appropriate source of funding for COVID-19 contact tracing as there are other more appropriate sources of funding.

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E. WORK COMPLETION DEADLINES

Outcome: To provide for future deadlines for the completion of eligible work.

1. For all COVID-19 declarations, FEMA has extended the deadline for completing emergency work indefinitely and will make notification of changes to this (i.e. establishing a deadline) no later than 30 days prior to the deadline.

Keith Turi
Assistant Administrator
Recovery Directorate

9/8/21

Date

²⁰ See FEMA Fact Sheet *Coronavirus Disease 2019 (COVID-19) Public Health Emergency: Coordinating Public Assistance and Other Sources of Federal Funding* (July 1, 2020) at <https://www.fema.gov/media-collection/public-assistance-disaster-specific-guidance-covid-19-declarations> for more information.



ADDITIONAL INFORMATION

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FEMA Policy 104-21-0003 *Coronavirus (COVID-19) Pandemic: Safe Opening and Operation Work Eligible for Public Assistance (Interim)*, Version 2, will be reviewed and evaluated regularly throughout the duration of the COVID-19 pandemic. The Assistant Administrator for the Recovery Directorate is responsible for authorizing any changes or updates. This policy will sunset with the closure of the national emergency declaration for COVID-19 and any subsequent major disaster declarations for COVID-19.

AUTHORITIES AND REFERENCES

Authorities

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- Title 44 of the Code of Federal Regulations, Part 7 and Part 206, Subpart H
- Title 2 of the Code of Federal Regulations, Part 200

References

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DEFINITIONS

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1. Personal Protective Equipment (PPE): PPE refers to items such as N95 and other filtering respirators, surgical masks, gloves, protective eyewear, face shields, and protective clothing (e.g. gowns).

MONITORING AND EVALUATION

FEMA will closely monitor the implementation of this policy through close coordination with regional and field staff, as appropriate, as well as interagency partners and SLTT stakeholders.

QUESTIONS

Applicants should direct questions to their respective FEMA regional office.

Completing and Submitting the COVID-19 Streamlined Project Application



FEMA

Public Assistance Applicant Quick Guide

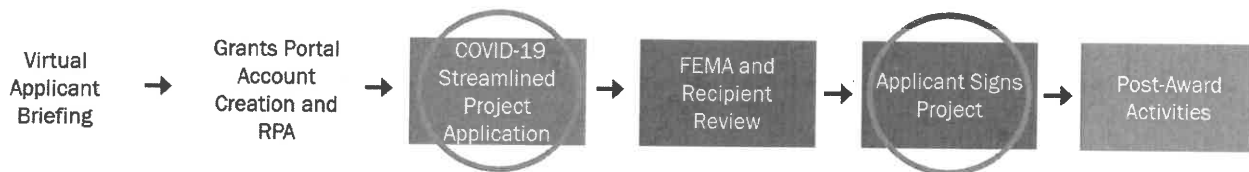
This Quick Guide provides **step-by-step guidance** for **Applicants** on **completing** and **submitting COVID-19 project applications**, including tracking and monitoring the status of submitted projects.

Applicants are state, tribal, territorial, or local governments or private non-profit entities that submit requests for assistance under a Recipient's Federal award. Recipients are state, tribal, or territorial entities that receive and administer Public Assistance Federal awards.

COVID-19 Streamlined Project Application

The **COVID-19 streamlined project application** is the formal request for COVID-19 funding under the Public Assistance program that is submitted online in Grants Portal. The project application requires information and supporting documentation about the activities for which the Applicant is requesting funding. Once the project application is submitted in the system, the Applicant can track project status, answer requests for information, and review and sign the project application.

Grants Portal is the system used by Recipients and Applicants to manage PA grant applications.



The Applicant should plan to spend 1-2 hours completing the project application. For detailed instructions on the information and documentation required to submit a project application, refer to *COVID-19 Streamlined Project Application* in the Resources tab of Grants Portal. It provides a detailed overview of each section and schedule requested in the online project application. The appendix should be used for reference only and should not be used to submit a request for funding to FEMA.

Completing and Submitting Project Application(s) in Grants Portal

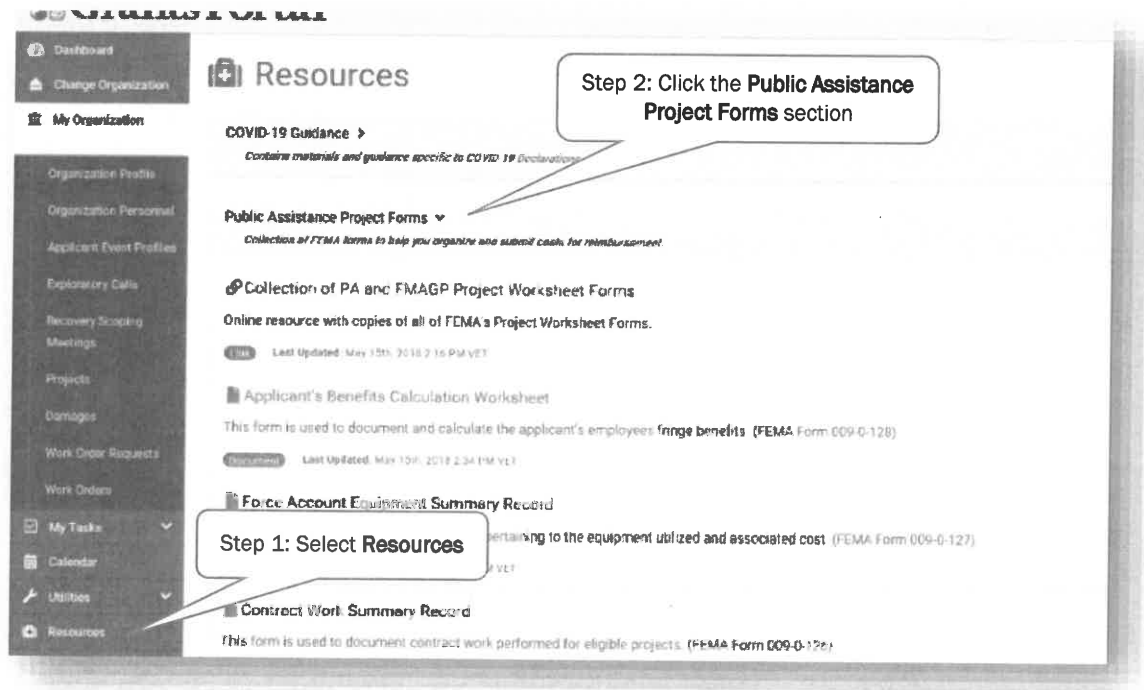
To complete the application, follow the steps below in the system:

- **Preparing to Submit the Project Application**
 - Collect descriptions and itemized summaries of all associated activities and costs along with supporting documentation before submitting the project application. The following forms may be found in the Resources tab of Grants Portal and may be used by the Applicant to collect and respond to the information requested in the system.

Completing and Submitting the COVID-19 Streamlined Project Application

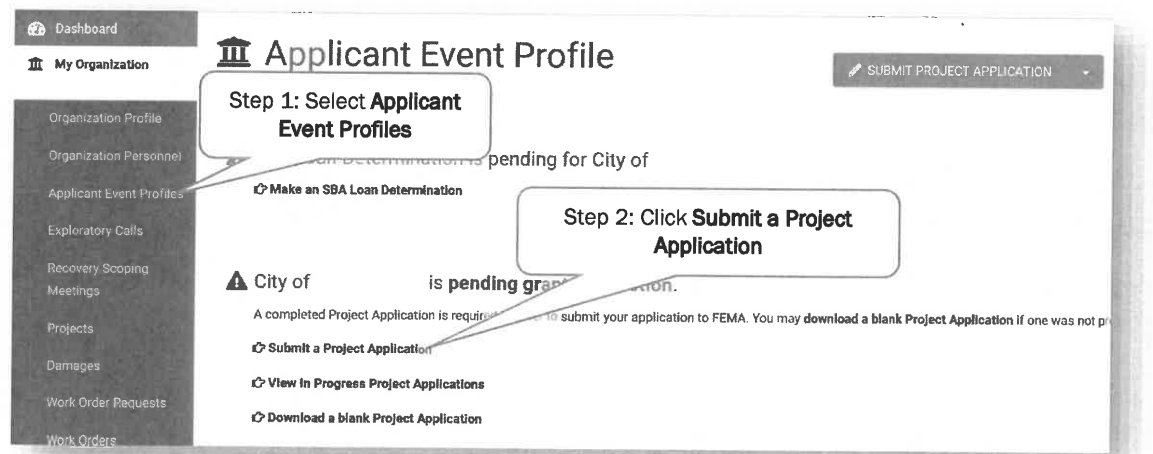
Public Assistance Applicant Quick Guide

- Force Account Equipment Summary Record
- Rented Equipment Summary Record
- Contract Work Summary Record
- Force Account Labor Summary Record
- Applicant's Benefits Calculation Worksheet
- Materials Summary Sheet



Creating the Project Application

- In Grants Portal, navigate to the Applicant Event Profiles tab
- Select "Submit a Project Application" on the yellow banner in the body of the page.



Completing and Submitting the COVID-19 Streamlined Project Application

Public Assistance Applicant Quick Guide

□ Filling Out the Project Application

- The online project application will require the Applicant to fill out four sections:
 - Section I - Project Application Information
 - Basic information identifying the activities for which funding is being requested
 - Section II - Scope of Work
 - Description of activities that the Applicant conducted or will conduct in response to COVID-19
 - Section III - Cost and Work Status Information
 - Cost of activities described in the Scope of Work and whether the work is not started, in progress, or complete.
 - Section IV – Project Certifications
 - Certifications by the Applicant that activities and costs claimed comply with applicable laws and regulations.
 - Based on responses in the first three sections of the online project application, at least one additional form or schedule will be required.
- Read the instructions on the Help page thoroughly before selecting “Start a Project Application”.

Applicant Event Profile Streamlined Project Application Help
3435EM-TX (2453)EM Streamlined Project Application Help

What Will FEMA Reimburse?
Activities and associated costs that are eligible for Public Assistance funding can be found in FEMA's Public Assistance Program and Policy Guide (PAPPG) and guidance documents are available in the Grants Portal Resources page.

What Information is Required?
To complete this application, you will need:

- A description of the activities including when, where, and by whom the activities were completed or will be completed.
- An itemized summary of how much the activities cost, including costs associated with contract labor, equipment, supply, material, and other cost types.
- Documentation supporting the activities completed and costs claimed.

How Many Applications Should I Submit?
To reduce funding delays and maximize your administrative flexibility to track costs, you should generally report all activities on one project application. However, submitting a separate application for distinct activities or time periods:

- **immediate funding need**, you may submit an initial project application to request funding for a limited list of activities and time periods and follow up with an additional application.
- **in-depth environmental or historic preservation review**, ground disturbance, handling hazardous materials, modifications to buildings or new construction may require FEMA to complete a more in-depth environmental or historic preservation review. For these activities, you should submit a separate application. For additional information, see the COVID-19 Fact Sheet: Environmental and Historic Preservation and Emergency Protective Measures for COVID-19.

What Happens After Submitting the Project Application?
FEMA and the Recipient will review the information in the project application and may follow up with limited requests for additional information as part of the process outlined in the FEMA Fact Sheet: Coronavirus (COVID-19) Pandemic Response.

1. FEMA and the Recipient review the project application and validate information. FEMA may request additional information before disbursing funds to you.
2. Upon completion of these reviews, you will be notified that funding for your project is available.
3. Once you sign the subgrant, FEMA makes funding available to the Recipient.
4. Once FEMA obligates and transfers funding for the subgrant, you will begin work on the project.
5. The Recipient will work directly with you to monitor and report on the status of the project. You will also be required to submit reports to FEMA as part of the PAPPG and FEMA's Program Management and Grant Closeout SOP.

Select Start a Project Application

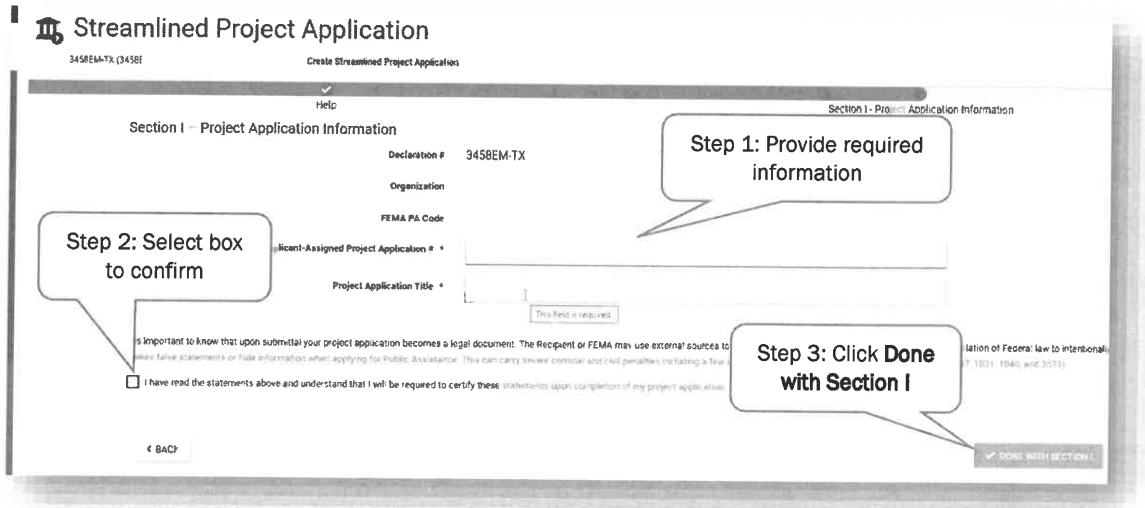
START A PROJECT APPLICATION

Submit Project Application for Applicant BaySide - Town of (51: 06104-00)

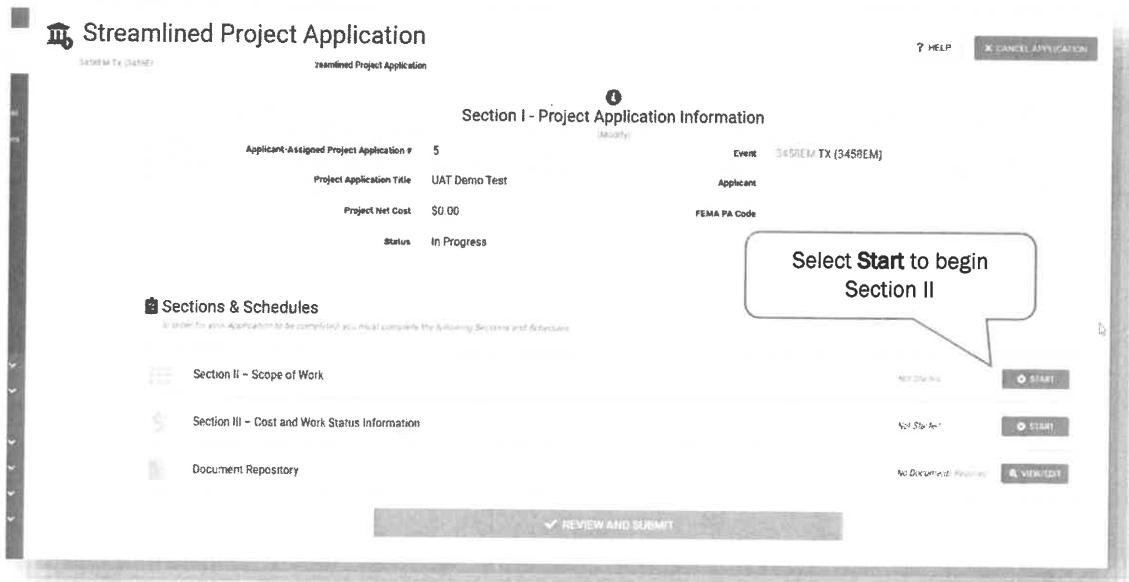
Completing and Submitting the COVID-19 Streamlined Project Application

Public Assistance Applicant Quick Guide

- Provide the required information for Section I - Project Application Information
 - Assign a unique title and number for each project application. This title and number can help the Applicant connect this project application to their accounting or other systems.
 - Select the box at the bottom confirming certification of responses.
 - Click "Done with Section I"



- After completing Section I - Project Application Information, select Section II on the summary page to begin the Scope of Work.



Completing and Submitting the COVID-19 Streamlined Project Application

Public Assistance Applicant Quick Guide

- Provide all required information in the Scope of Work section to include descriptions and locations of activities.

Streamlined Project Application Section II - Scope of Work

3458EM TX (2458EM) Streamlined Project Application

Section II Instructions

Applicants must complete this section and describe the activities that the Applicant conducted or will conduct in response to COVID-19. For certain activities, Applicants must provide additional information in Schedules D and F.

Description of Activities

Please provide a brief description of the activities the Applicant conducted or will conduct. *

Please select all the activities the Applicant conducted or will conduct *

Management, control, and reduction of immediate threats to public health and safety

- Emergency operations center activities
- Training
- Facility disinfection
- Technical assistance on emergency management
- Dissemination of information to the public to provide warnings and guidance
- Pre-positioning or movement of supplies, equipment, or other resources
- Purchase and distribution of food, water, or ice
- Purchase and distribution of other commodities

- After all required questions have been answered, click “Proceed”

Streamlined Project Application Section II - Scope of Work

3458EM TX (2458EM) Streamlined Project Application

- High-risk population sheltering
- Healthcare worker and first responder temporary lodging
- Household pet or assistance animal or service animal sheltering
- Other

Other

- Other Activity

Please select the method(s) of work the Applicant used or will use to complete the activities reported above.

- Establishment of temporary facilities
- Staging resources at an undeveloped site
- Purchase of meals for emergency workers
- Purchase of supplies or equipment
- Purchase of land or buildings

Based on your answers, you will be required to complete a Schedule F form for this Application upon completion of Section II.

*You are required to complete a Schedule F form because of the following being indicated:

- Discontamination systems
- Staging resources at an undeveloped site

Select Proceed

PROCEED >

Completing and Submitting the COVID-19 Streamlined Project Application

Public Assistance Applicant Quick Guide

- After completing Section II - Scope of Work, select Section III on the summary page to begin the Cost and Work Status section.

The screenshot shows the 'Streamlined Project Application' summary page. At the top, it displays the application number '3458EM-TX (3458EM)' and the event '3458EM-TX (3458EM)'. The main section is titled 'Section I - Project Application Information' and contains the following details:

Applicant Assigned Project Application #	5	Event	3458EM-TX (3458EM)
Project Application Title	UAT Demo Test	Applicant	
Project Net Cost	\$0.00	FEMA PA Code	
Status	In Progress		

Below this information is a 'Sections & Schedules' section with a list of sections: Section II - Scope of Work, Section III - Cost and Work Status Information, and Document Repository. A callout box points to the 'START' button for Section III with the text 'Select Start to begin Section III'. At the bottom, there is a 'REVIEW AND SUBMIT' button.

- Provide all required information in the General Cost and Work Status section to include activity status and estimated costs.

The screenshot shows the 'General Cost & Work Status Questions' section. It begins with 'Section III instructions' and a note: 'Applicants must complete this section and provide the costs of the activities reported in Section II. Applicants must also complete Schedule A, B, C, or EZ as instructed to estimate a project cost.' The main heading is 'General Cost & Work Status Questions'. Below this is a paragraph of text explaining expedited funding: 'An Applicant may request approval for expedited funding from the Recipient and FEMA if they have an immediate need for funding to continue life saving emergency protective measures. If approved, the Applicant will be awarded 50% of the FEMA-confirmed project cost based on initial documentation. However, the Applicant will then be required to provide all information, including all documentation to support actual incurred costs, to support the initial 50% of funding before receiving any additional funding. Applicants will be required to return any funds that were not spent in compliance with the program's terms and conditions. In general, Applicants who have never received FEMA Public Assistance funding and do not have significant experience with federal grant requirements should avoid expedited funding or, at a minimum, discuss expedited funding with their Recipient emergency management office prior to requesting expedited funding. Expedited funding is only available for activities completed during specific time periods.'

Below the text is a question: 'Does the Applicant want to request expedited funding?' with radio button options for 'Yes' (selected) and 'No'.

At the bottom, a warning message states: 'Based on your answers, you will be required to complete a Schedule A form for this application upon completion of Section III. You are required to complete a Schedule A form because the Applicant is requesting expedited funding.'

Completing and Submitting the COVID-19 Streamlined Project Application

Public Assistance Applicant Quick Guide

- After all required questions have been answered, click “Proceed”

What is the status of the activities reported in Section II? *

An Applicant may not request funding for activities conducted prior to 01/20/2020, the beginning of the COVID-19 incident period. This question should be answered once to describe all the activities reported in Section II (i.e. the earliest start date and the latest end date). If FEMA's eligibility criteria for certain activities are limited to specific time periods, FEMA will ask for the time period that a particular activity was or will be conducted.

Activities started and completed

Date Started * 04/30/2020

Date Completed * 04/30/2020

Activities started with projected end date

Activities started with no predictable end date

Activities have not started

▲ Based on your answers, you will be required to complete a Schedule EZ form for this application upon completion.

You are required to complete a Schedule EZ form because the Applicant's estimated cost for activities reported in Section II is over \$121,100.

Select Proceed

PROCEED >

- Return to the summary page to complete any additional schedules required based on responses in Sections I-III. These schedules must be completed before submitting the online project application.

□ Uploading Documentation

In each section and schedule, the Applicant must upload supporting documentation. The project application may not be submitted if required documentation is not attached.

- The easiest way to upload required documents is to do so as the Applicant is filling out each section and schedule when prompted. The Applicant can also upload documents on the Document Repository tab of the summary page.

Streamlined Project Application Schedule C - In Progress Work Estimate

34 1 06104.00 Streamlined Project Application

Budget Estimate Project Cost & Cost Register Details Documents Summary

Schedule C Instructions

Applicants must complete this schedule if the Applicant (1) has not started or is in the process of completing the activities reported in Section II and (2) the cost of the activities reported in Section II is over \$121,100.

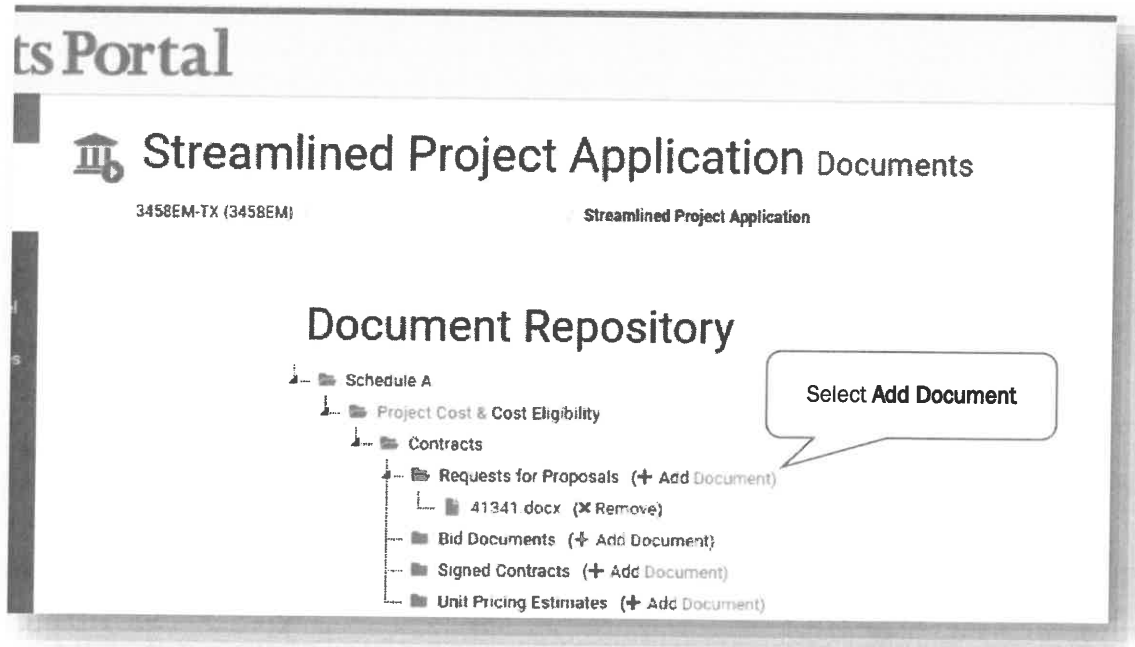
Documents

- Budget Estimates (+ Add Document) (Required)
- Project Cost & Cost Register
- Contracts
 - Contract Cost Summaries (+ Add Document)
 - Contract Documentation (+ Add Document)
 - Change Order (+ Add Document)
 - Summary of Work (+ Add Document)
 - Contractor Price Analysis Documentation (+ Add Document)
 - Procurement Review (+ Add Document)
 - Other Procurement Documentation (+ Add Document)
 - Contractor Oversight Documentation (+ Add Document)
 - Amend Estimate Documentation
 - PA COVID-19 Contract Reports (+ Add Document) (Required)
 - Post-Procurement Documentation (+ Add Document)

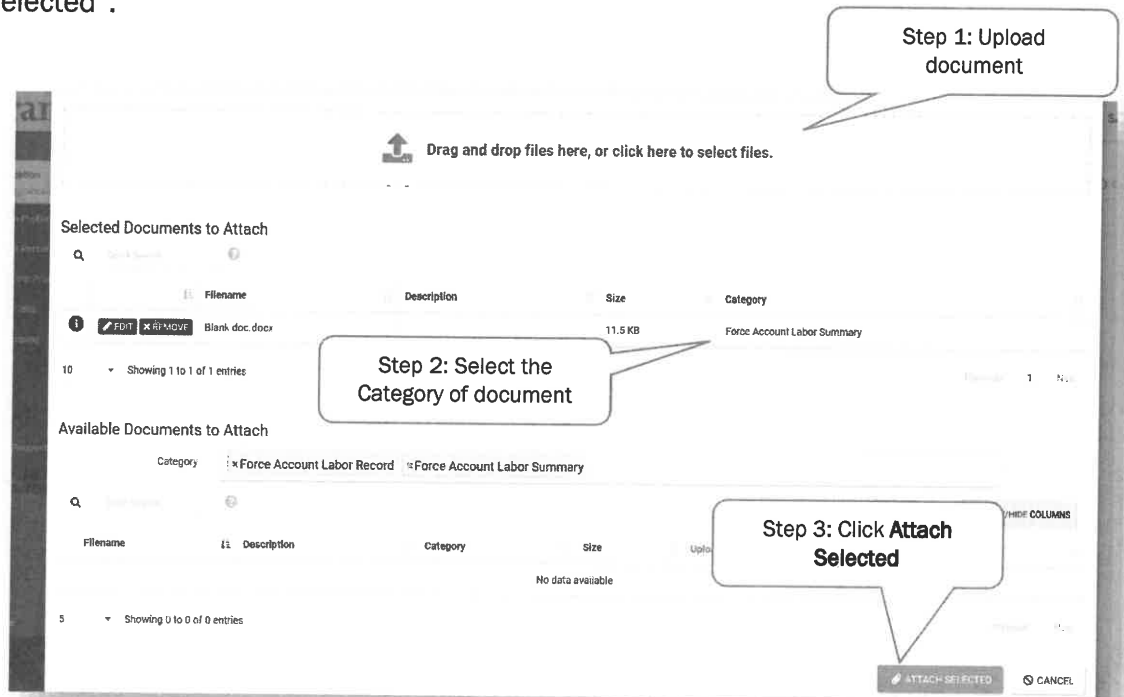
Completing and Submitting the COVID-19 Streamlined Project Application

Public Assistance Applicant Quick Guide

- To submit a document, select “Add Document”.



- Upload the document(s), select the Category if necessary, and click “Attach Selected”.

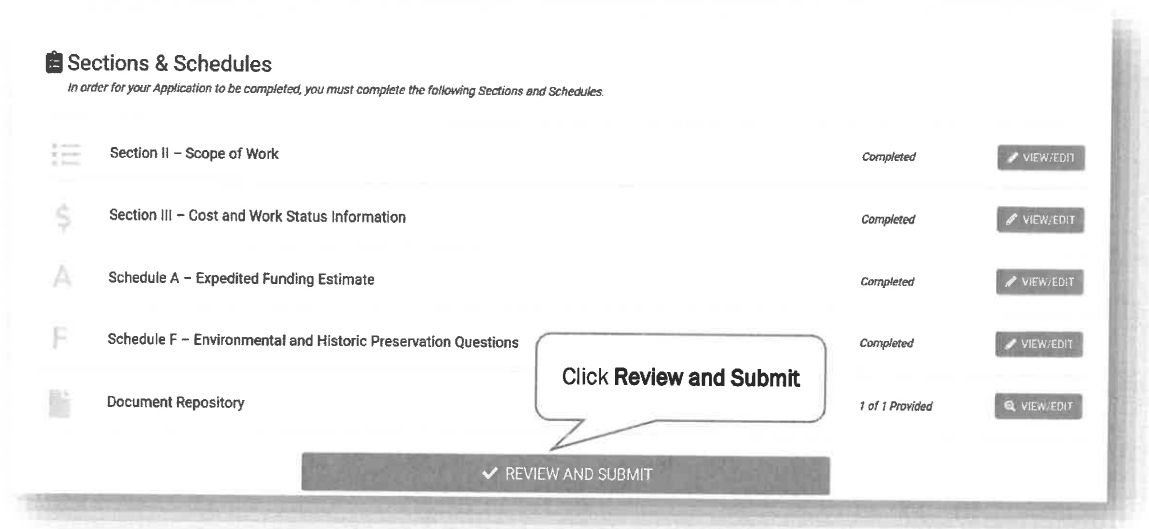


Completing and Submitting the COVID-19 Streamlined Project Application

Public Assistance Applicant Quick Guide

□ Submitting the Project Application

- Once all Sections and Schedules are complete and all required documentation has been uploaded, click the “Review and Submit” button at the bottom of the summary page.



- Review the project summary of Sections I, II, and III on the next page and click “Proceed” on the bottom of the page.
- Thoroughly review all grant certifications in Section IV - Project Certifications. Certify that all costs and activities in the project application are in compliance with applicable federal, state, and local laws by signing as the Authorized Representative.

- The Applicant complied with federal, Recipient, and Applicant procurement requirements.
- The Applicant complied with all FEMA policies regarding equipment rates in accordance with the PAPPG.
- The Applicant complied with all FEMA policies regarding labor in accordance with the PAPPG.

Environmental and Historic Preservation Compliance Certifications

In accordance with the PAPPG, the Applicant will comply with applicable federal, state, and local laws; will provide all documentation requested to allow FEMA to ensure project applications comply with federal Environmental and Historic Preservation (EHP) laws, implementing regulations, and Executive Orders, and will comply with any EHP compliance conditions placed on the grant.

Documentation Certifications

In accordance with 2 C.F.R. §200.333 as well as state and local record retention requirements, the Applicant will maintain all documentation that supports this project application in its own files. This documentation will be required if the Applicant submits an appeal for additional funding, as well as in the case of any audits.

Certifications, Assurances, and Signature

It is important to know that upon submittal your project application, you are certifying that you have used external sources to verify the accuracy of the information you enter. It is a violation of Federal law to intentionally make false statements or omissions. This can carry severe criminal penalties, including a fine of up to \$250,000, imprisonment, or both. (18 U.S.C. §§ 287, 1001, 1040, 1041) Knowledge I understand that, if I intentionally make false statements or omissions in an attempt to obtain Public Assistance, it is a violation of Federal law and civil penalties.



- Click “Submit Project Application”
- The project status in Grants Portal will be updated to “Pending CRC Development”.

Completing and Submitting the COVID-19 Streamlined Project Application

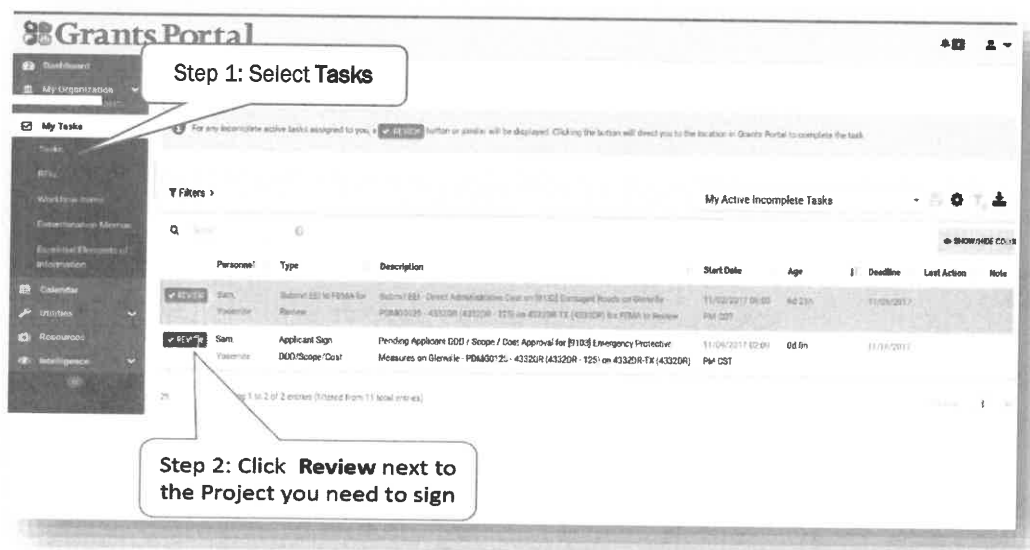
Public Assistance Applicant Quick Guide

- When the application enters “Pending CRC Development” status, the application has been routed to staff at a FEMA Consolidated Resource Center where FEMA specialists scope, cost, validate and review the information in the project application for compliance with all applicable laws and regulations.

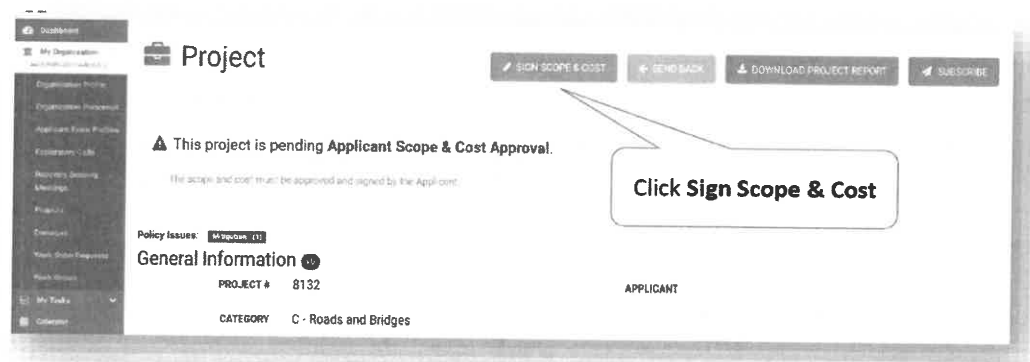
Reviewing and Signing a Project

Following FEMA and Recipient approval of the project application, the Applicant reviews and signs the project in Grants Portal.

- Once FEMA and the Recipient have approved the project, the Grants Portal system will send a notification to the Applicant that the application is ready for review.
- Go to the Tasks tab in Grants Portal and click “Review” to begin reviewing the project application.



- Sign by clicking “Sign Scope and Cost” at the top of the page and then “Click to Sign” at the bottom of the next page to authorize the project.

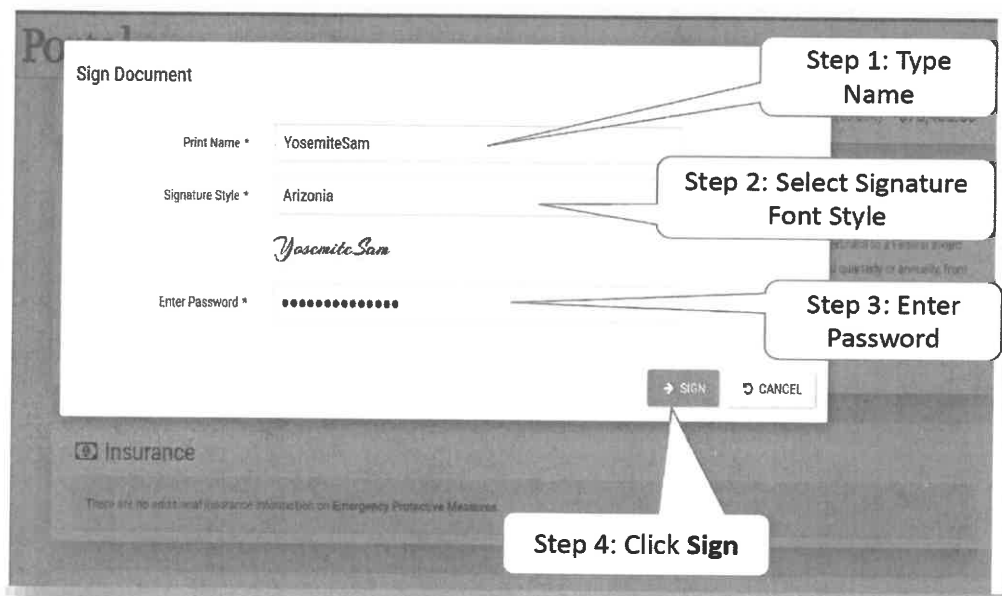


Completing and Submitting the COVID-19 Streamlined Project Application

Public Assistance Applicant Quick Guide



- A prompt will appear to enter name, signature font style, and system password



- Click "Sign" at the bottom to complete

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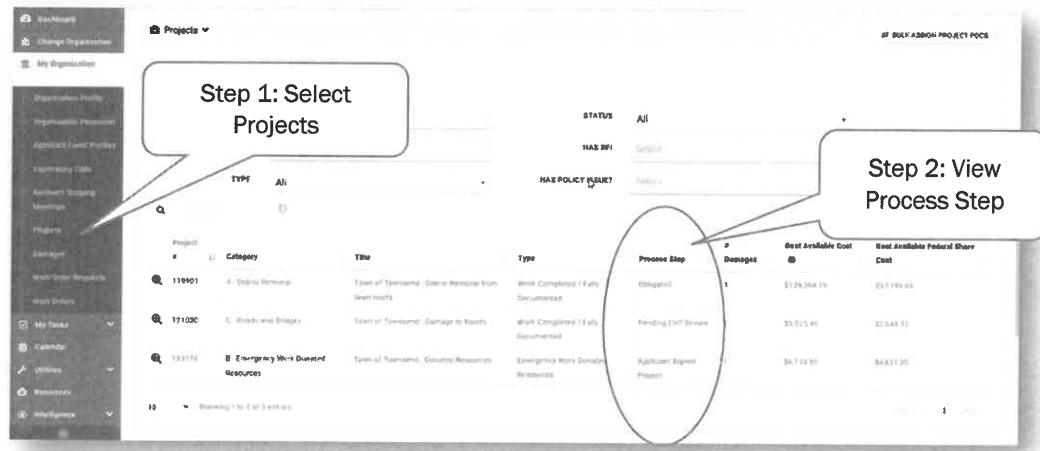
Completing and Submitting the COVID-19 Streamlined Project Application

Public Assistance Applicant Quick Guide

Tracking a Project Submission

The Applicant may see the status of their projects in Grants Portal:

- Navigate to the My Organization tab in Grants Portal
- Click “Projects” on the left side of the dashboard
- A page showing all of the Applicant’s projects will appear
- Identify the current status of the project in the Process Step column



After a project has been submitted, the “Process Step” column will reflect the FEMA or Recipient activities being conducted to review the project. Generally, the Applicant has no action during these steps unless a FEMA or Recipient representative specifically contacts the Applicant. The following table summarizes the processing steps an Applicant may see, and what each of those steps means:

Summary of Process Steps	
Pending Formulation Completion	The project application is pending completion and upload by the Applicant.
Pending CRC Project Development, Peer Review, Insurance Completion, QA Review, or EHP Review	FEMA specialists are processing the project, including reviewing documentation, developing scopes of work and cost estimates, and ensuring compliance with applicable requirements.
Pending Final FEMA Review	A FEMA official is conducting a final application eligibility review.
Pending Recipient Final Review	A Recipient official is conducting a final application eligibility review.
Pending Applicant Project Review	The application is ready for the Applicant’s final review and signature.
Applicant Signed Project	The application is ready for FEMA to make funding available through the Recipient for the Applicant.
Obligated	Federal funding has been approved for release through the Recipient to the Applicant.

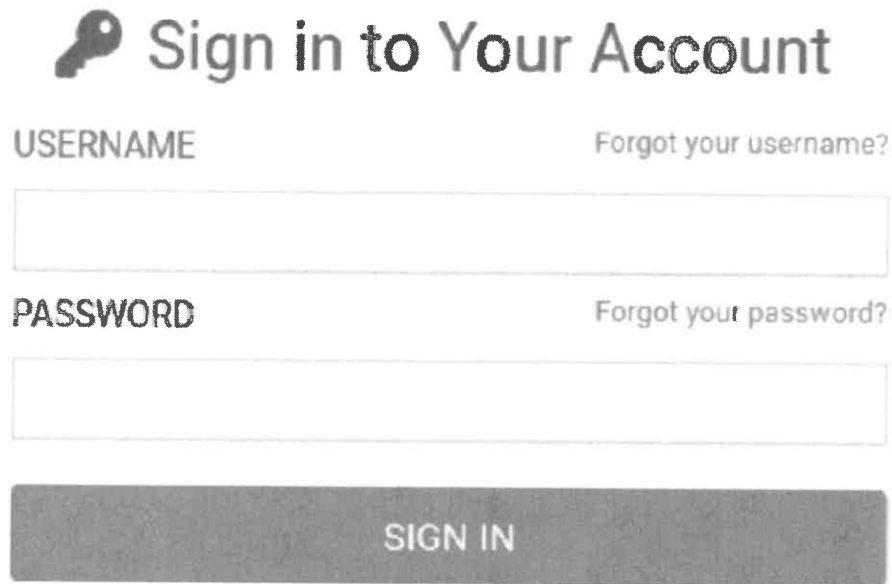
The *Applicant Quick Guide* series is a set of documents that explain the roles and responsibilities of Applicants in key steps in FEMA’s Public Assistance Program delivery process. Read more about Public Assistance Program delivery in the [Public Assistance Program and Policy Guide](#), and other resources available [in Grants Portal](#).


Completing the Recovery Scoping Video in FEMA's Grants Portal

Step-by-Step Guide

This document is intended to be a supplemental resource used to view and sign off on the Recovery Scoping Video. The Recovery Scoping Video will only become available once FEMA has approved your Request for Public Assistance (RPA). Here, screenshots and brief explanations will serve as a step-by-step guide which will provide visuals as you navigate through the process.

1. Log in to FEMA's Grants Portal at grantee.fema.gov.



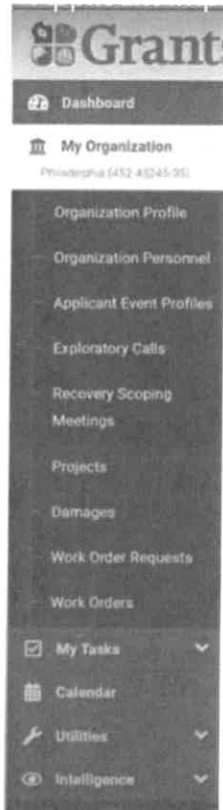
 **Sign in to Your Account**

USERNAME [Forgot your username?](#)

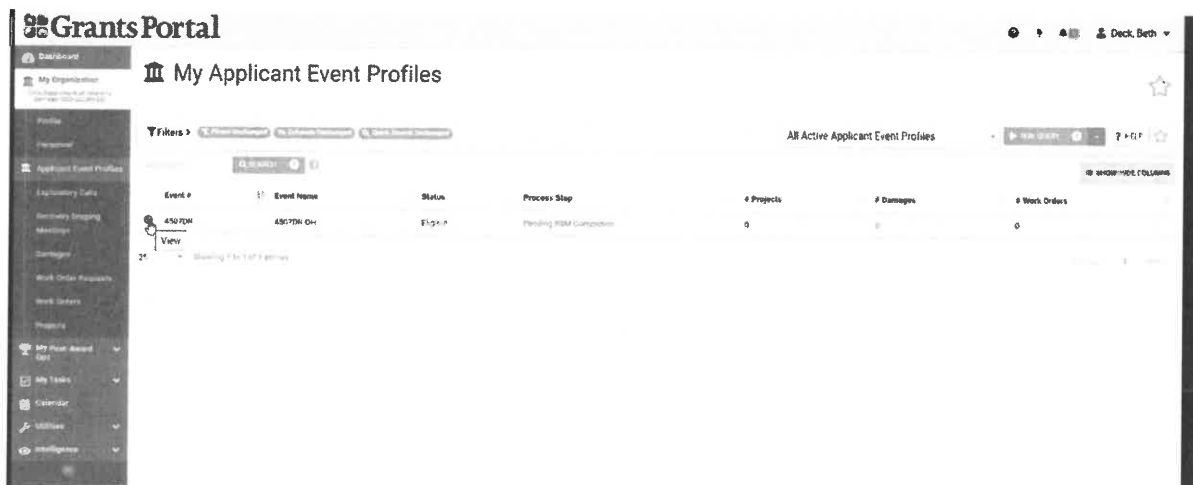
PASSWORD [Forgot your password?](#)

SIGN IN

1. Once signed in, navigate to the menu on the left side of the screen.

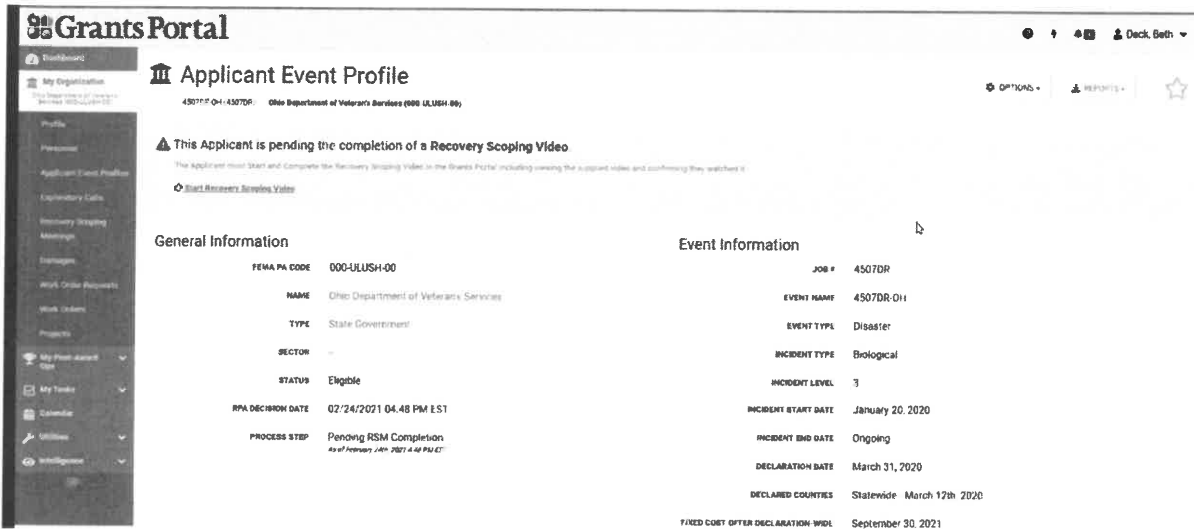


2. Select “Applicant Event Profiles” and click the magnifying glass image to the left of the profile corresponding to COVID-19 (DR4507-OH).





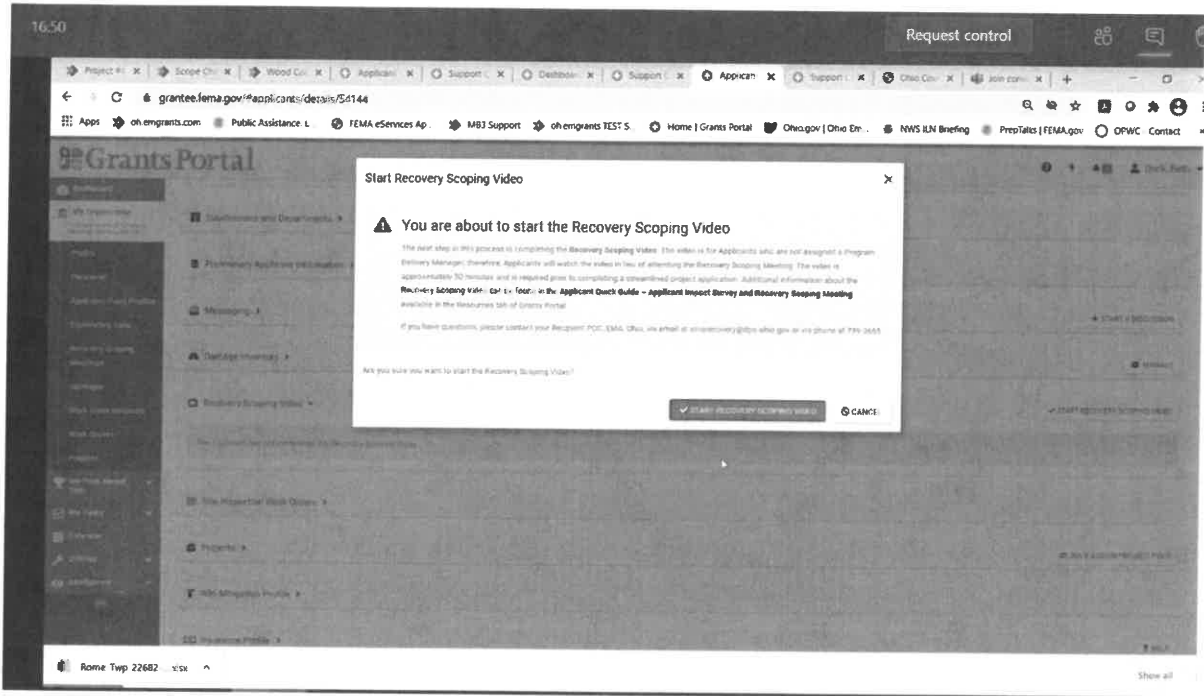
3. A yellow banner will appear within the Applicant Event Profile. Select “Start Recovery Scoping Video.”



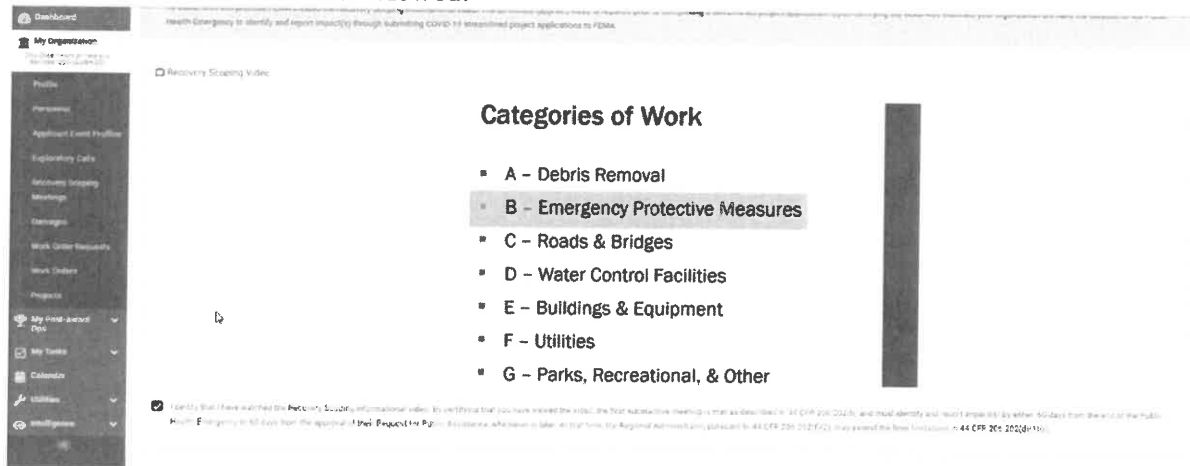
4. If the banner does not appear, scroll down to “Recovery Scoping Video” within the Applicant Event Profile and select “Start Recovery Scoping Video.”



5. The following popup will require that “Start Recovery Scoping Video” is selected again.



6. View the entire video.
7. Once the video has finished, select the check box pictured below, certifying that the entire video has been viewed.



8. Select "Complete Recovery Scoping Video" located at the top of the screen.

Applicant Profile Recovery Scoping Video

45075A OH (ASCTDR) Ohio Department of Veterans Services (DD (U)04-00) Recovery Scoping Video

✓ COMPLETE RECOVERY SCOPING VIDEO

Go BACK

- The streamlined application is the formal request for Public Assistance funding under the Public Assistance program. The streamlined application enables the Applicant to apply directly without relying on FEMA or Recipient staff. For more information about the direct application process using the streamlined application see the Applicant Quick Guide Process Overview available in the Resources tab of the Grants Portal.
- To assist with this process, FEMA created the Recovery Scoping Informational video. The 30 minute (approx.) video is required prior to completing a streamlined project application. Upon certifying the video was watched, your organization will have the duration of the Public Health Emergency to identify and report impact(s) through submitting COVID-19 streamlined project applications to FEMA.

Recovery Scoping Video

Emergency Protective Measures

Work that must be done to save lives, protect public health and safety, protect improved property, or eliminate or lessen immediate threat of damage.



9. Next, select “Complete Recovery Scoping Video” one final time to confirm that this requirement has been satisfied.

Complete Recovery Scoping Video

Upon certifying the video was watched, your organization must identify and report impact(s) by either 60-days from the end of the Public Health Emergency or 60-days from the approval of their Request for Public Assistance, whichever is later. Are you sure you want to certify the video was watched?

✓ COMPLETE RECOVERY SCOPING VIDEO CANCEL

COVID19 - Emergency Protective Measures

FEMA may provide assistance for emergency protective measures including, but not limited to, the following, if not funded by another federal agency:

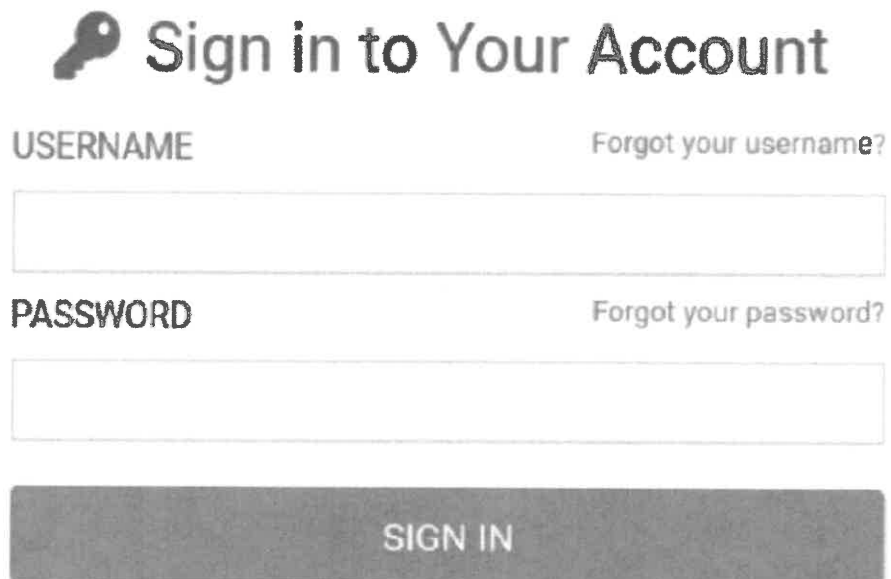
Management, control and reduction of immediate threats to public health and safety	Emergency medical care	Medical sheltering
<ul style="list-style-type: none">EOC costsTraining specific to the declared eventDisinfection of eligible public facilities	<ul style="list-style-type: none">Related medical facility services and suppliesTemporary medical facilitiesUse of specialized medical	<ul style="list-style-type: none">Security and law enforcementPurchase and distribution of food, water, ice, medicine, and other

Completing the Recovery Scoping Video in FEMA's Grants Portal

Step-by-Step Guide

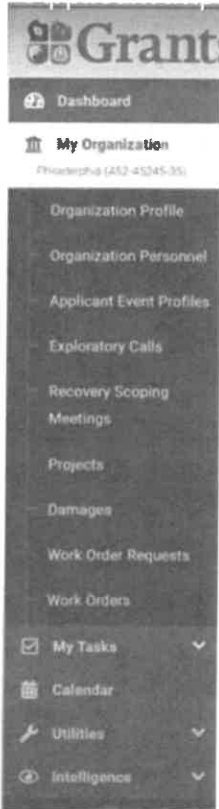
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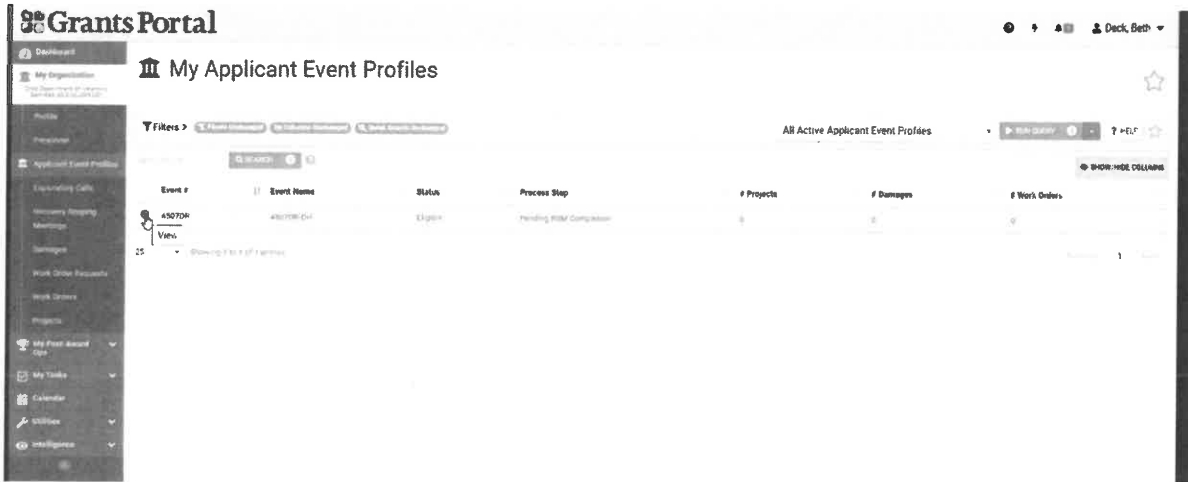


The screenshot shows a sign-in page with a key icon and the text "Sign in to Your Account". Below this are two input fields: "USERNAME" and "PASSWORD". To the right of the "USERNAME" field is a link "Forgot your username?". To the right of the "PASSWORD" field is a link "Forgot your password?". Below the input fields is a dark grey button with the text "SIGN IN".

1. Once signed in, navigate to the menu on the left side of the screen.

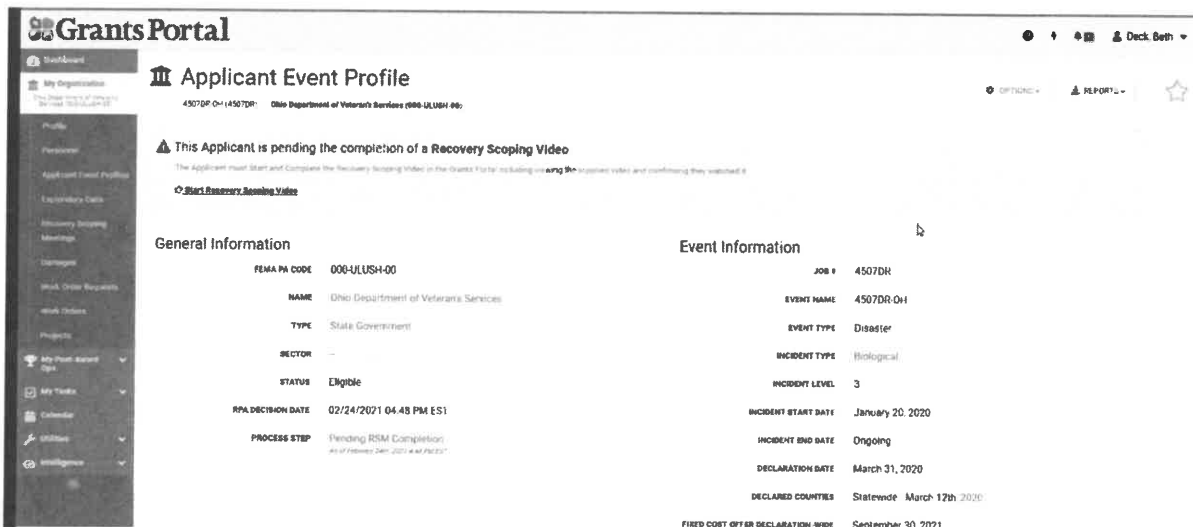


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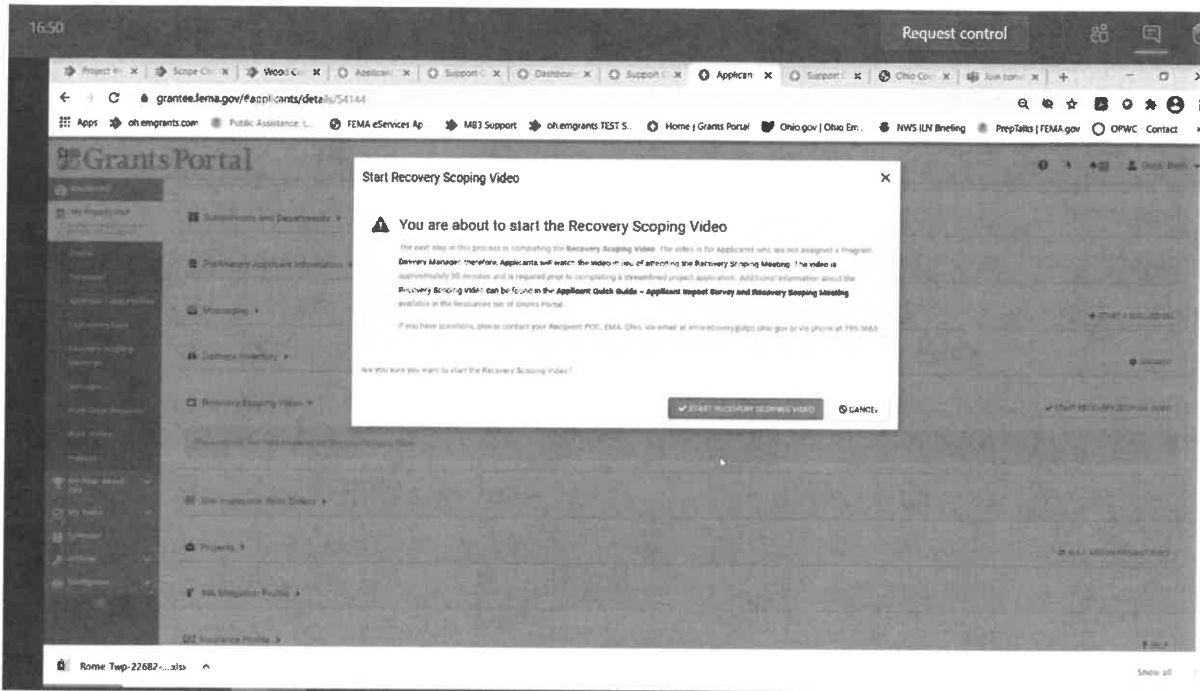
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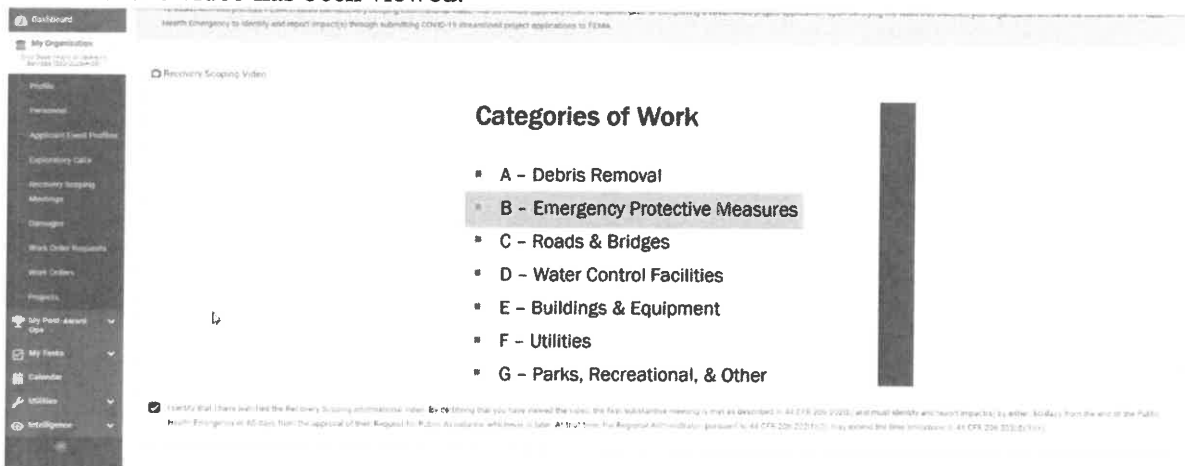
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8. Select "Complete Recovery Scoping Video" located at the top of the screen.

Applicant Profile Recovery Scoping Video

43075A DH (A33706) DHS Department of Veterans Services (000-1A-US-00) Recovery Scoping Video

✓ COMPLETE RECOVERY SCOPING VIDEO

GO BACK

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Recovery Scoping Video

Emergency Protective Measures

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- Next, select “Complete Recovery Scoping Video” one final time to confirm that this requirement has been satisfied.

Complete Recovery Scoping Video

Upon certifying the video was watched, your organization must identify and report impact(s) by either **60-days** from the end of the Public Health Emergency or 60-days from the approval of their Request for Public Assistance, whichever is later. Are you sure you want to certify the video was watched?

✓ COMPLETE RECOVERY SCOPING VIDEO CANCEL

COVID19 – Emergency Protective Measures

FEMA may provide assistance for emergency protective measures including, but not limited to, the following, if not funded by another federal agency:

Management, control and reduction of immediate threats to public health and safety	Emergency medical care:	Medical sheltering
<ul style="list-style-type: none">• EOC costs• Training specific to the declared event• Disinfection of eligible public facilities	<ul style="list-style-type: none">• Related medical facility services and supplies• Temporary medical facilities• Use of specialized medical	<ul style="list-style-type: none">• Security and law enforcement• Purchase and distribution of food, water, ice, medicine, and other

Robin Dohrmann

From: Stephens, Claudia (CTR) <claudia.stephens@associates.fema.dhs.gov>
Sent: Friday, March 25, 2022 12:01 PM
To: Robin Dohrmann
Cc: Laura Nelson; Wareh, Ferass
Subject: DR4482-CA Virtual RSM

Greetings,

My name is Claudia "Daphne" Stephens and I have been assigned by FEMA to be your Program Delivery Manager, PDMG. The role of the PDMG is to help you through the Public Assistance Process. I am your point of contact at FEMA. If you have questions, run into problems, need help with documentation, or something else, feel free to reach out to me. My contact information is given below my signature line. My working hours are 9:00 am to 5:30 pm PST. Along with your representative from the State, I will help guide you along. I look forward to meeting you when time permits. I'm newly assigned to the DR4482-CA so I'm trying to get familiar with all my Applicants and their project(s). Additionally, I'm completing Recovery Scoping Meetings, RSMs, as needed. For this disaster, with the Streamlined Application in use, an actual meeting is not required. The Applicant Briefing and the Recovery Scoping Video provide equivalent information. However, the Grants Manager System requires completion of the RSM. Therefore, I'm completing the Virtual Meeting. You might get 'system generated invitations to meetings, or notifications that the RSM is complete. If so, please just ignore those. What I need you to do is watch the Recovery Scoping Video if you haven't already watched it. [Grants Portal - Applicant Recovery Scoping Video - YouTube](#) Also, if you didn't attend the Applicant Briefing at the start of the disaster, please get with your State Emergency Management representative. I look forward to meeting with you soon.

Regards,

C. Daphne Stephens
Program Delivery Manager (PDMG) | DR4482-CA | FEMA
Mobile: (510) 703-9165
claudia.stephens@associates.fema.dhs.gov

Federal Emergency Management Agency
fema.gov



FEMA

Robin Dohrmann

From: Cal OES <CalOES@public.govdelivery.com>
Sent: Friday, March 25, 2022 11:21 AM
To: Robin Dohrmann
Subject: FEMA - Public Assistance Training Section - Recipient and Applicant Webinars, March 28 - April 1, 2022

FEMA Public Assistance Training Section

Recipient and Applicant Webinars

Week of March 28 – April 1, 2022

Recipient and Applicant Webinars are designed to train State, Local, Tribal, and Territorial (SLTT) stakeholders, but are open to all who want to learn about the Public Assistance (PA) grant process and the FEMA Grants Portal website that is used for PA grants. No preregistration is required. Sessions may be recorded. To watch these webinars and other on-demand videos, visit our other platforms, the [FEMA's Grants Manager/Grants Portal YouTube Channel](#) or the Support Center in Grants Manager and Grants Portal.

Emergency Protective Measures & Donated Resources [EPM & DR]	Debris Removal [Debris]	Streamlined Project Application [SPA]	COVID-19 Streamlined Project Application [COVID SPA]
Understand and document your protective measures and purchases Learn how donated resources can reduce cost shares	Planning and documenting your Debris Removal Activities Understand the steps to consider when monitoring, tracking, and claiming activities	Streamlined Process Flow for Non-COVID-19 Streamlined Declarations Category B Streamlined Project Application in Grants Portal Documentation/Forms	Streamlined Project Application in Grants Portal and Discussion of new additions to the form COVID-19 Documentation / Forms

All sessions are approximately an hour unless otherwise noted
All times are listed in Pacific Time (PT)

Monday 3/28	Tuesday 3/29	Wednesday 3/30	Thursday 3/31	Friday 4/1
<ul style="list-style-type: none"> • 11:00 am: SPA 	<ul style="list-style-type: none"> • 11:00 am: EPM & DR 	<ul style="list-style-type: none"> • 8:00 am: Debris <p>*2 hours</p>	<ul style="list-style-type: none"> • 7:00 am: SPA 	<ul style="list-style-type: none"> • 7:00 am: COVID SPA

Link to attend: <https://fema.zoomgov.com/j/1614502958>

Password: **PA2022**

Meeting ID: **161 450 2958**

To join a webinar, click the corresponding link above at the designated time and enter the meeting password. **Please sign in with your full name, organization, state, and/or territory.**

Trouble Shooting: If you have trouble logging in using the link provided, visit <https://fema.zoomgov.com/>. Choose "Join Meeting," enter the meeting ID and then the password when prompted. You may sign into Zoom as a guest. Your Zoom log-in information is not the same as your Grants Portal log-in information.

Respectfully,

Recovery Team
California Governor's Office of Emergency Services

- [FEMA PA Webinars 2022-3.28 to 4.1.pdf](#)

This email was sent to rdohrmann@sani5.org using GovDelivery Communications Cloud on behalf of: California Governor's Office of Emergency Services · 3650 Schriever Avenue · Mather, California · 95655-4203





ADDITIONAL INFORMATION

REVIEW CYCLE

FEMA Policy 104-21-0003 *Coronavirus (COVID-19) Pandemic: Safe Opening and Operation Work Eligible for Public Assistance (Interim), Version 2*, will be reviewed and evaluated regularly throughout the duration of the COVID-19 pandemic. The Assistant Administrator for the Recovery Directorate is responsible for authorizing any changes or updates. This policy will sunset with the closure of the national emergency declaration for COVID-19 and any subsequent major disaster declarations for COVID-19.

AUTHORITIES AND REFERENCES

Authorities

- Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. § 5121-5207, as amended
- Title 44 of the Code of Federal Regulations, Part 7 and Part 206, Subpart H
- Title 2 of the Code of Federal Regulations, Part 200

References

- FEMA Policy 104-009-2 *Public Assistance Program and Policy Guide, Version 3.1*

DEFINITIONS

To establish consistent terminology for purposes of implementing this policy, the following definitions are provided below. These definitions are specific to this policy and may differ from definitions prescribed for the same or similar terms in other policies.

1. Personal Protective Equipment (PPE): PPE refers to items such as N95 and other filtering respirators, surgical masks, gloves, protective eyewear, face shields, and protective clothing (e.g. gowns).

MONITORING AND EVALUATION

FEMA will closely monitor the implementation of this policy through close coordination with regional and field staff, as appropriate, as well as interagency partners and SLTT stakeholders.

QUESTIONS

Applicants should direct questions to their respective FEMA regional office.

COVID-19 Cost Share Extension

Earlier today, FEMA Administrator Deanne Criswell joined the National Governors Association call with the White House COVID-19 team to discuss the latest 100% COVID-19 federal cost share extension. The extension will be for an additional three months from April 1 to July 1, 2022.

Specifically, this extension allows FEMA to pay 100% federal funding for the costs of activities that have previously been determined eligible from the beginning of the pandemic. Those costs may include the safe opening and operating of eligible facilities, including schools, and to continue COVID-19 related medical care, vaccination and testing efforts.

FEMA will also continue to provide 100% of the federal funding for National Guard activities to combat and respond to the COVID-19 pandemic. National Guard activities under Title 32 remain under the command and control of their respective governors but is funded by the Department of Defense (DoD). FEMA has mission assigned DoD to fund Title 32 National Guard deployments to support state and territorial efforts in response to the pandemic.

Following July 1, the federal cost share will shift to 90%, rather than the statutory minimum 75% federal cost share.

Contact Us

If you have any questions, please contact FEMA Office of External Affairs:

- Congressional Affairs at (202) 646-4500 or at FEMA-Congressional-Affairs@fema.dhs.gov
- Intergovernmental Affairs at (202) 646-3444 or at FEMA-IGA@fema.dhs.gov
- Tribal Affairs at (202) 646-3444 or at FEMA-Tribal@fema.dhs.gov
- Private Sector Engagement at (202) 646-3444 or at nbeoc@max.gov



FEMA

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Also, follow Administrator Deanne Criswell on Twitter [@FEMA Deanne](https://twitter.com/FEMA_Deanne).

FEMA Mission

Helping people before, during, and after disasters.

Streamlined Project Application Steps

PROJECT FORMULATION

APPLICANT: **Pending Application Completion** - Shows projects that are awaiting completion of the Streamlined Project Application.

CalOES: **Pending Recipient Application Review** - Shows projects that are awaiting review of the Streamlined Project Application by the Recipient.

PROJECT VALIDATION

FEMA: **Pending PDMG Application Review** - Shows projects that are awaiting review of the Streamlined Project Application by the PDMG (only if there has been an RSM).
Pending CRC Project Development - Shows projects that are awaiting the completion of CRC Development by a project specialist.
Pending Peer Review - Shows projects that are awaiting the review of the project by a peer reviewer.
Pending Insurance Completion - Shows projects that are awaiting the completion of the Insurance portion of the project.
Pending QA Review - Shows projects that are awaiting Quality Assurance review.
Pending EMMIE Submission - Shows projects that are awaiting processing in EMMIE and the application of the P/W # on the project in the Grants Manager/Grants Portal.
Pending EHP Review - Shows projects that are awaiting the completion of the EHP portion of the project.
Pending Final FEMA Review - Shows projects that are awaiting the final review of the project by the Event Leadership.

CalOES: **Pending Recipient Final Review** - Shows projects that are awaiting the final review of the project by the Recipient.

APPLICANT: **Pending Applicant Project Review** - Shows projects that are awaiting the final review and signature of the project by the Applicant.

FEMA: **Pending DIU EMMIE Final Record Upload** - Shows projects that are pending a final upload of Grants Manager/Grants Portal documentation into EMMIE.

Pending Large Project Review - Shows projects that have been selected for Large Project Notification and are pending review. This is only for projects that have an obligated cost of \$1,000,000 or greater. (FEMA normally designate projects over \$131,100 as a large project.)

APPLICANT: **Applicant Signed Project** - Shows projects that have been signed by the Applicant and are ready for Obligation.

FEMA: **Obligated** - Shows projects that have been obligated either within the Grants Manager or in EMMIE.

Updating State Points of Contact in Grants Portal

It's occasionally necessary to add or replace a State Point of Contact (POC) in Grants Portal. This Standard Operation Procedure (SOP) provides the procedure for updating POCs.

1. Login to Grants Portal
2. Click the Filters toggle arrow to open the Filters section:
 - Select the Event in which you wish to make changes
 - If changing POCs, you may wish list the current Recipient POC
 - Click the blue Run Query button
3. You can either scroll down and select the Applicant you will be updating, or, in the Quick Search type the Applicant's name. Click the blue Search button.
4. Select the View button (looks like a magnifying glass with crosshairs)
5. On the Applicant's Event Profile page, locate the second tab: Staff/Contacts. On the right, select the Manage POCs button. A dialog box will appear titled "Manage Applicant Event Profile Contacts"
 - Use the third drop down to select the new Recipient [State] POC
 - Use the fourth drop down to select the new Alternate Recipient POC
 - Save your updates
6. It's a good idea to notify current and past POCs via email so Applicant information (issues, current Applicant POCs, etc.) can be easily transitioned.
7. Recommend both POCs notify the Applicant of the transition to a new POC.

April 2022

April 2022							May 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	3	4	5	6	7	8	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
Mar 27	28	29	30	31	Apr 1	2
					New PEMHA Health Care Minimum Rate Published for Next Year Dan's Birthday	
3	4	5	6	7	8	9
New PEMHA Health Care Minimum Rate Published for Next Year (@ http://www.calpers.ca.gov/index.jsp?bc=/employer/cir-ltrs) ((Public Emplo						
	Prep for CIP & Finance Meetings!	TIM O'DAY!!! + PERS Retirement DUE		Rulon Cottrell's Hire Date: 4.7.2014 (Email TR Reminder for Job Evaluation)		
10	11	12	13	14	15	16
Tim's Birthday	Timesheets: Part I, Act II 1:00pm SD No. 5 Finance Committee Slides Presentation Review (Microsoft Teams Meeting) - Gabe	2:55pm 3:00 p.m. start time re: SD5 Personnel Meeting 5:00pm Sanitary District No. 5 of Marin County's CIP	Send & Review Board Agenda w/ JC	4:00pm Ark Deadline @ High Noon today! 4:15pm 2nd Thursday of ea/mo. @ 4:30 p.m.: SD5 Regular Finance Meeting	CalPERS 457 Submit PERS Health	
17	18	19	20	21	22	23
SCO COMPENSATION REPORT DUE APRIL 30th EACH YEAR -- MAJOR FINE IF LATE						
	1PM: Budget Workshop	12:00am SEND TO ARK: WHEN & WHERE FINAL BUDGET WILL BE ADOPTED		4:45pm Please join us at 5:00P.M. for Sanitary District No.5 of Marin County's Regular Board Meeting		
24	25	26	27	28	29	30
SCO COMPENSATION REPORT DUE APRIL 30th EACH YEAR -- MAJOR FINE IF LATE						
	Timesheets: Part II, Act II		8:30am BMI Imaging On-site Discovery Meeting (Document Scanning Project)	RETIREMENT PARTY: Omar Arias-Montez's	8:00am SWAP OUT UPS BOXES @ OFFICE ELECTRIC	To May 1 → To May 2 →
						CalPERS 457 Compensation Reports Due!

May 2022

May 2022							June 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
May 1	2	3	4	5	6	7	
← SCO COMPENSATION	Prep for CIP & Finance			Submit PERS Health			
← SASM BILL: JAN - MAR				TIM O'DAY!!! + PERS			
← From Apr 29	SWAP OUT UPS BOXES @ OFFICE ELECTRICAL CLOSET						
8	9	10	11	12	13	14	
		SWAP OUT UPS BOXES @ OFFICE ELECTRICAL CLOSET					
		2:55pm 3:00 p.m. start time re: SD5 Personnel Meeting	Send & Review Board Agenda w/ JC	4:00pm Ark Deadline @ High Noon today!			
		5:00pm Sanitary District No. 5 of Marin	Timesheets: Part I, Act II	4:15pm 2nd Thursday of ea/mo. @ 4:30 p.m.: SD5 Regular Finance			
15	16	17	18	19	20	21	
	SWAP OUT UPS BOXES @ OFFICE ELECTRICAL CLOSET						
CalPERS 457	COMPUTE & SEND ANNUAL OPEB ARC PAYMENT FOR CURRENT FY						
				4:45pm Please join us at 5:00P.M. for Sanitary District No.5 of Marin County's Regular			
22	23	24	25	26	27	28	
	SWAP OUT UPS BOXES @ OFFICE ELECTRICAL CLOSET						
	COMPUTE & SEND ANNUAL OPEB ARC PAYMENT FOR CURRENT FY						
			Timesheets: Part II, Act II			Casey's Birthday! :)	
29	30	31	Jun 1	2	3	4	
COMPUTE & SEND ANNUAL OPEB ARC PAYMENT FOR	CalPERS 457						