

Catherine Benediktsson, President
Richard Snyder, Vice President
John Carapiet, Secretary

Omar Arias-Montez, Director
Tod Moody, Director

NOTICE AND AGENDA
Regular Board Meeting
at Sanitary District No. 5 of Marin County
Thursday August 20th, 2026

5:00 P.M. REGULAR BOARD MEETING

Teleconference Location:

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

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

ROLL CALL:

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

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

CONSENT CALENDAR:

1. Approval of July 16th, 2026 Regular Board Meeting Minutes
2. Review and receive all electronic fund transfers (EFTs) and approve warrants from July 10th, 2026, through August 13th, 2026, (JP Morgan Chase Bank, check no.12065 through check no. 12121, all transactions totaling \$511,468.43 and receive July 2026 payroll, in the sum of \$190,402.47 (Rubio)
3. Receipt of Financial Reports through August 13th, 2026 (Rubio)

MANAGEMENT REPORTS:

4. District Manager Summary Report (Rubio)

NEW BUSINESS:

5. Review and Consideration to adopt Resolution 2026-11 "A Resolution Adopting Amended Conflict of Interest Code" (Rubio) – Action
6. Review and Approval of District Response to the Marin County Civil Grand Jury Report titled, "*Better Service at Lower Cost: Optimizing Essential Services for the Future of Marin*", dated June 11, 2026 and provide direction to the District Manager to submit the District final response to the Grand Jury prior to September 11, 2026 pursuant to Penal Section 933.05. (Rubio) – Action

7. Review and consideration to approve certain fund transfers between accounts pursuant to the Districts approved FY26-27 reserve policy targets and as approved by the FY26-27 budget and provide direction to the District Manager to coordinate the transfers with the approved signers on the account (Rubio) – Action
8. Review and acceptance of Schaaf and Wheeler proposal for Design and Construction Management services for the Fiscal Year 26-27 Sewer Rehabilitation Project and providing direction to the District Manager to enter into a professional services agreement with Schaaf and Wheeler for an amount not to exceed \$110,440 (Rubio) – Action
9. Consideration to accept updated Special District Risk Management Authority “SDRMA” Memorandum of Understanding regarding SD5’s continued participation in the SDRMA health benefits program as reviewed by the Governance Committee and Adoption of Resolution 2026-12 “ A Resolution of the Board of Directors of Sanitary District No.5 of Marin County Approving the Form of and Authorizing the Execution of a Memorandum of Understanding and Authorizing the Special District Risk Management Authority’s Health Benefits Program (Rubio) - Action

UNFINISHED BUSINESS:

COMMITTEE REPORTS:

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

OTHER BUSINESS:

ENVIRONMENTAL:

CORRESPONDENCE:

INFORMATIONAL ITEMS:

15. Time Accrual Comparison Form

ADJOURNMENT:

The Board will be asked to adjourn the meeting to a Regular Board Meeting on September 17, 2026, at 5:00 P.M.

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

NOTICE AND AGENDA
Regular Board Meeting - Minutes
at Sanitary District No. 5 of Marin County
Thursday July 16th, 2026

5:00 P.M. REGULAR BOARD MEETING

Teleconference Location:

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

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

ROLL CALL: Director Benediktsson, Carapiet, Snyder (Absent- Arias-Montez & Moody)

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

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS: Director Benediktsson requested an informational item – Spreadsheet of staff time off per year granted by the District per years of service.

CONSENT CALENDAR:

1. Approval of June 18th, 2026 Regular Board Meeting Minutes
2. Review and receive all electronic fund transfers (EFTs) and approve warrants from June 12th, 2026, through July 9th, 2026, (JP Morgan Chase Bank, check no.12003 through check no. 12064, all transactions totaling \$1,020,757.06 and receive June 2026 payroll, in the sum of \$149,827.36 (Rubio)
3. Receipt of Financial Reports through July 9th, 2026 (Rubio)

Motion to approve consent calendar items 1-3

(M/S Snyder/Benediktsson 3-0-2-0)

Ayes: Carapiet, Benediktsson, Snyder

Nos: None

Absent: Arias-Montez, Moody

Abstain: None

MANAGEMENT REPORTS:

4. District Manager Summary Report (Rubio)

NEW BUSINESS:

5. Notice of Intention to Consider Amending the Conflict of Interest Code (Rubio) – Action

Motion to advertise Notice of Intention to Consider Amending the Conflict of Interest Code

(M/S Snyder/Benediktsson 3-0-2-0)

Ayes: Carapiet, Benediktsson, Snyder

Nos: None

Absent: Arias-Montez, Moody

Abstain: None

6. Declaration of Surplus Property and Provide Direction to District Manager to dispose of property per District Policy.- Action (Rubio)

Motion to Declare Surplus Property for the 2005 Chevy 2500 and Provide Direction to District Manager to dispose of property per District Policy

(M/S Snyder/Carapiet 3-0-2-0)

Ayes: Carapiet, Benediktsson, Snyder

Nos: None

Absent: Arias-Montez, Moody

Abstain: None

UNFINISHED BUSINESS:

COMMITTEE REPORTS:

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

OTHER BUSINESS:

ENVIRONMENTAL:

CORRESPONDENCE:

INFORMATIONAL ITEMS:

ADJOURNMENT: 5:23

The Board will be asked to adjourn the meeting to a Regular Board Meeting on August 20, 2026, at 5:00 P.M.

Approved:

Attest:

Catherine Benediktsson
Board President

John Carapiet
Board Secretary

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

08/11/26

Sanitary District No.5 of Marin County
Warrant List Summary
July 10 through August 13, 2026

Date	Num	Name	Memo	Amount
JP Morgan Chase - Primary 7399				
07/21/20	EFT	CalPERS (Health Premium)	Health Insurance Premium - Aug 2026	-29,890.27
07/21/20	EFT	CalPERS (Pension)	Pension - June 2026	-26,372.16
07/21/20	EFT	CalPERS (457 Def Comp)	457 Contributions, semi-monthly, 7/15/26	-6,384.90
07/21/20	EFT	CalPERS (Pension)	annual unfunded PEPRA accrued liability for FY 26/27	-31,876.00
08/04/20	EFT	CalPERS (Pension)	Pension Pepra only - June 2026 additional	-1,235.94
08/11/20	EFT	CalPERS (457 Def Comp)	457 Contributions, semi-monthly, 7/31/26	-6,804.90
07/14/20	12065	AT&T Calnet *4692 (Ops/Main Bldg ...	Operations Dept & Paradise Cove phones, June 2026	-96.49
07/14/20	12066	Lystek International Limited	biosolids delivery - June 2026	-731.96
07/14/20	12067	Mark Thomas & Company Inc	Tiburon Main Plant Survey - boundary survey & staking, Jun...	-1,219.50
07/14/20	12068	Nute Engineering Corp.	Cove Rd Pump Station Improvements & Review Mallard Poin...	-8,772.50
07/14/20	12069	Waste Management, Redwood Land...	Garbage service - June 2026	-1,596.46
07/21/20	12070	CA Assn of Sanitation Agencies (CA...	registration for 2026 annual conference, Aug 2026. T. Rubio ...	-1,750.00
07/21/20	12071	U.S. Postal Service	VOID: annual PO box rental, late fee/price increase	0.00
08/13/20	12072	Access Answering Service	Answering Service - Aug 2026	-120.46
08/13/20	12073	Alliant Insurance Services	Mobile Vehicle Program 2025/2026 4th Quarter Endorsement...	-107.00
08/13/20	12074	APGN Inc - APG Neuros	AB blower filters	-287.40
08/13/20	12075	Aquatic Informatics, Inc.	Lab info systems database: Hach Wims annual Basic Suppo...	-4,299.50
08/13/20	12076	Bay City Boiler	Emergency repair for boiler igniter - 2 day project	-4,393.04
08/13/20	12077	Burke, Williams & Sorensen, LLP	District Counsel Services - June 2026	-5,065.00
08/13/20	12078	Caltest Analytical Laboratory	Lab Monitoring - June 2026	-2,075.75
08/13/20	12079	Central Marin Sanitation Agency (C...	FY 2025/2026 4th Qtr Countywide Public Education Program ...	-1,366.00
08/13/20	12080	Cintas Corporation	weekly: scraper, towels, traffic mats - July 2026	-604.65
08/13/20	12081	Comcast Bus (Internet/Voice/Cable) ...	Business Cable, Internet, Voice - Aug 2026	-746.11
08/13/20	12082	Comcast Business (VOIP) *9079	Business Voice Edge - Aug 2026	-465.49
08/13/20	12083	Corodata Records Management Inc	standard record storage carton & digital services package - ...	-57.19
08/13/20	12084	D&K Auto Service	2023 Ford Maverick XLT, oil change & 2 new tires	-726.87
08/13/20	12085	DKF Solutions Group, LLC	TrainingLink monthly subscription - Aug 2026	-462.00
08/13/20	12086	Fastenal Company	PVC binstock for downstairs shop for ongoing water line rep...	-8,994.67
08/13/20	12087	FlexTG, LLC	Ops Office copier base rate & usage charge - July 2026	-231.33
08/13/20	12088	Fort Bragg Electric Inc	Cove Rd Pump Station, Progress Application 7, July 2026	-237,403.95
08/13/20	12089	Goodman Building Supply Co.	Stmt Date 7/25/26:supplies for MP data line to shop, drill bits...	-362.03
08/13/20	12090	Grainger	boiler pipe insulation bulbs for MCC panels, spray bar valve...	-4,456.07
08/13/20	12091	Harrington Industrial Plastics LLC	glue stock replenishment for downstairs shop	-1,707.85
08/13/20	12092	HDR Engineering Inc	Digester Cleaning & Rehab Project - July 2026	-914.92
08/13/20	12093	Jill Kalehua, DMMS	Accounting Services - July 2026	-2,849.60
08/13/20	12094	John's Dairy & Pool Supply	Paradise Cove pH control chemical	-2,052.82
08/13/20	12095	McCampbell Analytical, Inc.	regulatory testing for MP compliance, June 2026	-2,700.00
08/13/20	12096	Mill Valley Refuse Serv (Garbage) *2...	Garbage service - Aug 2026	-558.02
08/13/20	12097	Natl Assn of Clean Water Agencies (...)	2026 Membership Dues, Oct 2025-Sept 2026	-800.00
08/13/20	12098	Pacific Gas & Electric	Stmt Date 7/29/26, Gas & Electricity - July 2025	-42,805.53
08/13/20	12099	Primo Brands	drinking water - July 2026	-179.32
08/13/20	12100	Roy's Sewer Service, Inc.	Bella Vista/Bay View Ave, service call	-1,590.00
08/13/20	12101	Rubber Cal	new rubber matting for the INF AB channel	-2,690.01
08/13/20	12102	Special Dist Risk Mgmt Authority (S...	Dental, Vision, Basic Life & ADD, LTD, STD, EAP - Sept 2026	-2,644.14
08/13/20	12103	Spex CertiPrep LLC	lab supplies for daily testing compliance	-3,215.03
08/13/20	12104	T-Mobile *1446 cell	Stmt Date 7/21/26, cell phones - July 2026	-405.19
08/13/20	12105	T-Mobile *8704 SIM	(6) SIM cards for pump stations - July 2026	-60.00
08/13/20	12106	Town of Tiburon	Quarterly fuel: gasoline & diesel - Apr-June 2026	-5,712.37
08/13/20	12107	Underground Service Alert of NorCa...	2026 memb fee, plus new unique 2025 billable tickets fee, C...	-1,837.56
08/13/20	12108	USA Blue Book	lab supplies for Main Plant	-123.66
08/13/20	12109	WorkSmart Automation, Inc.	SCADA upgrade: FactoryTalk View SE Development	-20,362.50
08/13/20	12110	Amazon Capital Services (Amazon ...)	Stmt Date 7/31/26:(2) Ring floodlight cams, janitorial supplie...	-1,414.25
08/13/20	12111	D&K Auto Service	2023 Ford Maverick XL, 2 tires & oil change	-619.26
08/13/20	12112	Fastenal Company	PVC binstock and Med & Lrg gloves	-1,238.16
08/13/20	12113	Ferguson	PVC glue	-106.38
08/13/20	12114	Grainger	gas fittings & drain valves for digesters	-352.81
08/13/20	12115	JM Integration, LLC	RDT Polyskid On-Off remote REV.3, PSI DIFF Switches (2)	-5,296.43
08/13/20	12116	Mill Valley Refuse Service (Sludge) *...	Exchanges (2) - July 2026	-1,500.00
08/13/20	12117	Nute Engineering Corp.	Cove Rd Pump Station Improvements - July 2026	-11,543.00
08/13/20	12118	PLATT Electric Supply	material for electric forklift charger install	-2,636.11
08/13/20	12119	U.S. Bank cc *3611	Stmt Date 7/27/26: Tri-State LV conference travel for (2), C...	-3,175.39

08/11/26

Sanitary District No.5 of Marin County
Warrant List Summary
July 10 through August 13, 2026

Date	Num	Name	Memo	Amount
08/13/20	12120	USA Blue Book	SS city water line impact protection / SS poly pump perches ...	-1,411.10
08/13/20	12121	Water Components & Building Supply	hose barb	-11.43
Total JP Morgan Chase - Primary 7399				-511,468.43
TOTAL				-511,468.43

08/11/26

Sanitary District No.5 of Marin County
Warrant List Detail
 July 10 through August 13, 2026

Num	Type	Date	Name	Memo	Account	Paid Amo...
EFT	Check	07/21/2	CalPERS (Health...	Health Insurance Premium - Aug 2026	JP Morgan Chase - ...	
				Active Employee Health Insurance Premi...	8020.05 · Employee ...	-28,911.55
				Retiree Health Insurance Premium, plus ...	8022.05 · Retiree He...	-978.72
TOTAL						-29,890.27
EFT	Check	07/21/2	CalPERS (Pensio...	Pension - June 2026	JP Morgan Chase - ...	
				Pepra, June 2026. FY 2025/2026 AJE	8019.05 · PERS Retir...	-9,840.18
				Classic, June 2026. FY 2025/2026 AJE	8019.05 · PERS Retir...	-16,531.98
TOTAL						-26,372.16
EFT	Check	07/21/2	CalPERS (457 De...	457 Contributions, semi-monthly, 7/15/...	JP Morgan Chase - ...	
				457 Contributions, semi-monthly, 7/15/26	8008 · Deferred Com...	-6,384.90
TOTAL						-6,384.90
EFT	Check	07/21/2	CalPERS (Pensio...	annual unfunded PEPRA accrued liabil...	JP Morgan Chase - ...	
				annual unfunded PEPRA accrued liability ...	8019.05 · PERS Retir...	-31,876.00
TOTAL						-31,876.00

08/11/26

Sanitary District No.5 of Marin County
Warrant List Detail
 July 10 through August 13, 2026

Num	Type	Date	Name	Memo	Account	Paid Amo...
EFT	Check	08/04/2	CalPERS (Pensio...	Pension Pepra only - June 2026 additio...	JP Morgan Chase - ...	
				Pepra, June 2026, J. Vossler member co...	8019.05 · PERS Retir...	-609.71
				Pepra, June 2026, J. Vossler employer co...	8019.05 · PERS Retir...	-626.23
TOTAL						-1,235.94
EFT	Check	08/11/2	CalPERS (457 De...	457 Contributions, semi-monthly, 7/31/...	JP Morgan Chase - ...	
				457 Contributions, semi-monthly, 7/31/26	8008 · Deferred Com...	-6,804.90
TOTAL						-6,804.90
12065	Bill Pmt -...	07/14/2	AT&T Calnet *46...	Operations Dept & Paradise Cove pho...	JP Morgan Chase - ...	
000...	Bill	06/30/2		Operators Control Center phones - 2/12/2...	8531 · Main Plant Tel...	-64.35
				Paradise Cove phones - 2/12/26-3/11/26, ...	8532 · Paradise Cov...	-32.14
TOTAL						-96.49
12066	Bill Pmt -...	07/14/2	Lystek Internatio...	biosolids delivery - June 2026	JP Morgan Chase - ...	
914...	Bill	06/30/2		biosolids delivery - June 2026	7029 · Main Plant Slu...	-731.96
TOTAL						-731.96

08/11/26

Sanitary District No.5 of Marin County
Warrant List Detail
 July 10 through August 13, 2026

Num	Type	Date	Name	Memo	Account	Paid Amo...
12067	Bill Pmt -...	07/14/2	Mark Thomas & ...	Tiburon Main Plant Survey - boundary ...	JP Morgan Chase - ...	
60699	Bill	06/30/2		Tiburon Main Plant Survey - boundary sur...	6017 · Consulting Fees	-1,219.50
TOTAL						-1,219.50
12068	Bill Pmt -...	07/14/2	Nute Engineerin...	Cove Rd Pump Station Improvements ...	JP Morgan Chase - ...	
28395	Bill	06/30/2		Cove Rd Pump Station Improvements - J...	9109.2 · Bel PS#1 R...	-7,404.50
28396	Bill	06/30/2		Review Mallard Pointe - June 2026	6017 · Consulting Fees	-1,368.00
TOTAL						-8,772.50
12069	Bill Pmt -...	07/14/2	Waste Managem...	Garbage service - June 2026	JP Morgan Chase - ...	
011...	Bill	06/30/2		Garbage service - June 2026	7029 · Main Plant Slu...	-1,596.46
TOTAL						-1,596.46
12070	Bill Pmt -...	07/21/2	CA Assn of Sanit...	registration for 2026 annual conferenc...	JP Morgan Chase - ...	
10864	Bill	07/21/2		2026 Annual Conference, 8/5/26-8/7/26, ...	6018.1 · Meetings & ...	-875.00
10865	Bill	07/21/2		2026 Annual Conference, 8/5/26-8/7/26, ...	6018.1 · Meetings & ...	-875.00
TOTAL						-1,750.00

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Sanitary District No.5 of Marin County
Warrant List Detail
 July 10 through August 13, 2026

Num	Type	Date	Name	Memo	Account	Paid Amo...
12071	Bill Pmt -...	07/21/2	U.S. Postal Servi...	VOID: annual PO box rental, late fee/pr...	JP Morgan Chase - ...	
TOTAL						0.00
12072	Bill Pmt -...	08/13/2	Access Answeri...	Answering Service - Aug 2026	JP Morgan Chase - ...	
35741	Bill	08/05/2		Answering Service - Aug 2026	8510 · Data/Alarms/I...	-120.46
TOTAL						-120.46
12073	Bill Pmt -...	08/13/2	Alliant Insurance...	Mobile Vehicle Program 2025/2026 4th ...	JP Morgan Chase - ...	
363...	Bill	07/24/2		Mobile Vehicle Program 2025/2026 4th Q...	6033.3 · Insurance - ...	-107.00
TOTAL						-107.00
12074	Bill Pmt -...	08/13/2	APGN Inc - APG ...	AB blower filters	JP Morgan Chase - ...	
23129	Bill	07/01/2		AB blower filters. PO O-25-247. Inv orig d...	7022 · Plant Maint. P...	-287.40
TOTAL						-287.40

08/11/26

Sanitary District No.5 of Marin County
Warrant List Detail
 July 10 through August 13, 2026

Num	Type	Date	Name	Memo	Account	Paid Amo...
12075	Bill Pmt -...	08/13/2	Aquatic Informat...	Lab info systems database: Hach Wim...	JP Morgan Chase - ...	
119...	Bill	07/24/2		Lab info system database: Hach Wims an...	8510 · Data/Alarms/I...	-3,941.21
				Lab info system database: Hach Wims an...	8510 · Data/Alarms/I...	-358.29
TOTAL						-4,299.50
12076	Bill Pmt -...	08/13/2	Bay City Boiler	Emergency repair for boiler igniter - 2 ...	JP Morgan Chase - ...	
43999	Bill	07/10/2		Emergency repair for boiler igniter - 2 day...	7022 · Plant Maint. P...	-2,570.00
44105	Bill	07/10/2		Emergency repair for boiler igniter - 2 day...	7022 · Plant Maint. P...	-1,823.04
TOTAL						-4,393.04
12077	Bill Pmt -...	08/13/2	Burke, Williams ...	District Counsel Services - June 2026	JP Morgan Chase - ...	
371...	Bill	07/08/2		District Counsel Services - June 2026. FY...	6039 · Legal	-5,065.00
TOTAL						-5,065.00
12078	Bill Pmt -...	08/13/2	Caltest Analytica...	Lab Monitoring - June 2026	JP Morgan Chase - ...	
741...	Bill	07/15/2		Main Plant Lab Monitoring - June 2026. F...	7051 · Main Plant La...	-2,075.75
TOTAL						-2,075.75

08/11/26

Sanitary District No.5 of Marin County
Warrant List Detail
 July 10 through August 13, 2026

Num	Type	Date	Name	Memo	Account	Paid Amo...
12079	Bill Pmt -...	08/13/2	Central Marin Sa...	FY 2025/2026 4th Qtr Countywide Publi...	JP Morgan Chase - ...	
INV...	Bill	07/28/2		FY 2025/2026 4th Qtr Countywide Public ...	6059 · Pollution Prev...	-1,366.00
TOTAL						-1,366.00
12080	Bill Pmt -...	08/13/2	Cintas Corporati...	weekly: scraper, towels, traffic mats - J...	JP Morgan Chase - ...	
Stmnt...	Bill	07/31/2		weekly: scraper, towels, traffic mats - Inv ...	7023 · Janitorial Sup...	-120.93
				weekly: scraper, towels, traffic mats - Inv ...	7023 · Janitorial Sup...	-120.93
				weekly: scraper, towels, traffic mats - Inv ...	7023 · Janitorial Sup...	-120.93
				weekly: scraper, towels, traffic mats - Inv ...	7023 · Janitorial Sup...	-120.93
				weekly: scraper, towels, traffic mats - Inv ...	7023 · Janitorial Sup...	-120.93
TOTAL						-604.65
12081	Bill Pmt -...	08/13/2	Comcast Bus (In...	Business Cable, Internet, Voice - Aug 2...	JP Morgan Chase - ...	
Bill ...	Bill	07/26/2		Business Cable, Internet, Voice - Aug 2026	8531 · Main Plant Tel...	-746.11
TOTAL						-746.11
12082	Bill Pmt -...	08/13/2	Comcast Busine...	Business Voice Edge - Aug 2026	JP Morgan Chase - ...	
001...	Bill	08/03/2		Business Voice Edge - Aug 2026	8531 · Main Plant Tel...	-465.49
TOTAL						-465.49

08/11/26

Sanitary District No.5 of Marin County
Warrant List Detail
 July 10 through August 13, 2026

Num	Type	Date	Name	Memo	Account	Paid Amo...
12083	Bill Pmt -...	08/13/2	Corodata Record...	standard record storage carton & digit...	JP Morgan Chase - ...	
RS3...	Bill	07/31/2		standard record storage carton & digital s...	6017 · Consulting Fees	-57.19
TOTAL						-57.19
12084	Bill Pmt -...	08/13/2	D&K Auto Service	2023 Ford Maverick XLT, oil change & ...	JP Morgan Chase - ...	
84498	Bill	07/15/2		2023 Ford Maverick XLT, oil change servi...	7072 · Maintenance	-298.99
84540	Bill	07/21/2		2023 Ford Maverick XLT, 2 new tires. PO...	7072 · Maintenance	-427.88
TOTAL						-726.87
12085	Bill Pmt -...	08/13/2	DKF Solutions G...	TrainingLink monthly subscription - A...	JP Morgan Chase - ...	
23641	Bill	08/01/2		TrainingLink monthly subscription - Aug 2...	8515 · Safety	-462.00
TOTAL						-462.00
12086	Bill Pmt -...	08/13/2	Fastenal Company	PVC binstock for downstairs shop for ...	JP Morgan Chase - ...	
CAP...	Bill	07/01/2		PVC binstock for downstairs shop for ong...	7022 · Plant Maint. P...	-5,452.56
CAP...	Bill	07/01/2		truck washer fluid. PO O-26-091C. FY 20...	7072 · Maintenance	-31.66
CAP...	Bill	07/01/2		latex disposable gloves, PO O-26-091 B. ...	8520 · Personal Prot...	-209.11
CAP...	Bill	07/16/2		SS strut for ongoing electrical conduit inst...	7022 · Plant Maint. P...	-3,301.34
TOTAL						-8,994.67

08/11/26

Sanitary District No.5 of Marin County
Warrant List Detail
 July 10 through August 13, 2026

Num	Type	Date	Name	Memo	Account	Paid Amo...
12087	Bill Pmt -...	08/13/2	FlexTG, LLC	Ops Office copier base rate & usage c...	JP Morgan Chase - ...	
INV...	Bill	08/04/2		Ops copier: base rate & usage charge - J...	6047 · Office Supplies	-231.33
TOTAL						-231.33
12088	Bill Pmt -...	08/13/2	Fort Bragg Electr...	Cove Rd Pump Station, Progress Appli...	JP Morgan Chase - ...	
J001...	Bill	07/22/2		Cove Rd Pump Station, Progress Applicat...	9109.2 · Bel PS#1 R...	-237,403.95
TOTAL						-237,403.95
12089	Bill Pmt -...	08/13/2	Goodman Buildi...	Stmt Date 7/25/26:supplies for MP data...	JP Morgan Chase - ...	
Clos...	Bill	07/25/2		Inv 935068, supplies for MP data line to s...	7021 · Plant Mainten...	-150.66
				Inv 935976, drill bits and tools for ongoing...	7022 · Plant Maint. P...	-211.37
TOTAL						-362.03
12090	Bill Pmt -...	08/13/2	Grainger	boiler pipe insulation bulbs for MCC p...	JP Morgan Chase - ...	
996...	Bill	07/01/2		boiler pipe insulation after re-routing of w...	7022 · Plant Maint. P...	-34.34
996...	Bill	07/01/2		boiler pipe insulation after re-routing of w...	7022 · Plant Maint. P...	-125.56
996...	Bill	07/01/2		boiler pipe insulation after re-routing of w...	7022 · Plant Maint. P...	-53.28
996...	Bill	07/01/2		boiler pipe insulation after re-routing of w...	7022 · Plant Maint. P...	-510.36
996...	Bill	07/01/2		boiler pipe insulation after re-routing of w...	7022 · Plant Maint. P...	-75.24
996...	Bill	07/01/2		boiler pipe insulation after re-routing of w...	7022 · Plant Maint. P...	-30.10
996...	Bill	07/01/2		boiler pipe insulation after re-routing of w...	7022 · Plant Maint. P...	-60.20

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Sanitary District No.5 of Marin County
Warrant List Detail
 July 10 through August 13, 2026

Num	Type	Date	Name	Memo	Account	Paid Amo...
997...	Bill	07/08/2		boiler pipe insulation after re-routing of w...	7022 · Plant Maint. P...	-28.66
997...	Bill	07/08/2		boiler pipe insulation after re-routing of w...	7022 · Plant Maint. P...	-136.72
998...	Bill	07/09/2		bulbs for MCC panels, spray bar valves fo...	7021 · Plant Mainten...	-190.35
998...	Bill	07/09/2		bulbs for MCC panels, spray bar valves fo...	7021 · Plant Mainten...	-1,737.00
900...	Bill	07/14/2		bio gas parts for H2O water drain on CH4 ...	7022 · Plant Maint. P...	-1,006.31
900...	Bill	07/16/2		LOTO tags/info tags and breathers for pol...	7022 · Plant Maint. P...	-382.58
900...	Bill	07/17/2		LOTO tags/info tags and breathers for pol...	7022 · Plant Maint. P...	-85.37
TOTAL						-4,456.07
12091	Bill Pmt -...	08/13/2	Harrington Indus...	glue stock replenishment for downstai...	JP Morgan Chase - ...	
006...	Bill	07/23/2		glue stock replenishment for downstairs s...	7022 · Plant Maint. P...	-1,707.85
TOTAL						-1,707.85
12092	Bill Pmt -...	08/13/2	HDR Engineerin...	Digester Cleaning & Rehab Project - Ju...	JP Morgan Chase - ...	
120...	Bill	07/30/2		Digester Cleaning & Rehab Project, 6/28/...	9308.12 · Digester R...	-914.92
TOTAL						-914.92
12093	Bill Pmt -...	08/13/2	Jill Kalehua, DM...	Accounting Services - July 2026	JP Morgan Chase - ...	
July ...	Bill	08/01/2		Accounting Services - July 2026	6008 · Audit & Accou...	-2,849.60
TOTAL						-2,849.60

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Warrant List Detail
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Num	Type	Date	Name	Memo	Account	Paid Amo...
12094	Bill Pmt -...	08/13/2	John's Dairy & P...	Paradise Cove pH control chemical	JP Morgan Chase - ...	
SAL...	Bill	07/02/2		Paradise Cove pH control chemical. PO ...	7042 · Paradise Sup...	-2,052.82
TOTAL						-2,052.82
12095	Bill Pmt -...	08/13/2	McCampbell Ana...	regulatory testing for MP compliance, ...	JP Morgan Chase - ...	
260...	Bill	07/06/2		regulatory testing for MP compliance, Jun...	7053 · Chronic Toxicity	-2,700.00
TOTAL						-2,700.00
12096	Bill Pmt -...	08/13/2	Mill Valley Refus...	Garbage service - Aug 2026	JP Morgan Chase - ...	
000...	Bill	08/01/2		Garbage service - Aug 2026	7028 · Grounds Main...	-558.02
TOTAL						-558.02
12097	Bill Pmt -...	08/13/2	Natl Assn of Cle...	2026 Membership Dues, Oct 2025-Sept...	JP Morgan Chase - ...	
91128	Bill	07/01/2		2026 Membership Dues, 10/1/25-6/30/26,...	6025 · Dues & Subsc...	-600.00
				2026 Membership Dues, 7/1/26-9/30/26	6025 · Dues & Subsc...	-200.00
TOTAL						-800.00

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Warrant List Detail
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Num	Type	Date	Name	Memo	Account	Paid Amo...
12098	Bill Pmt -...	08/13/2	Pacific Gas & Ele...	Stmt Date 7/29/26, Gas & Electricity - J...	JP Morgan Chase - ...	
Stmnt...	Bill	07/29/2		Stmt Date 7/29/26: 6/17/26-7/19/26, July ...	8542 · Main Plant Util...	-34,455.30
				Stmt Date 7/29/26: 6/17/26-7/19/26, July ...	8543 · Paradise Cov...	-2,876.71
				Stmt Date 7/29/26: 6/17/26-7/19/26, July ...	8544 · Pump Station ...	-5,473.52
TOTAL						-42,805.53
12099	Bill Pmt -...	08/13/2	Primo Brands	drinking water - July 2026	JP Morgan Chase - ...	
06G...	Bill	07/28/2		drinking water: 6/25/26-7/24/26, July 2026	7023 · Janitorial Sup...	-179.32
TOTAL						-179.32
12100	Bill Pmt -...	08/13/2	Roy's Sewer Ser...	Bella Vista/Bay View Ave, service call	JP Morgan Chase - ...	
235...	Bill	08/04/2		177 Bella Vista/Bay View Ave, service call	7011 · Pumps & Line...	-1,590.00
TOTAL						-1,590.00
12101	Bill Pmt -...	08/13/2	Rubber Cal	new rubber matting for the INF AB cha...	JP Morgan Chase - ...	
SO ...	Bill	08/05/2		new rubber matting for the INF AB chann...	7022 · Plant Maint. P...	-2,690.01
TOTAL						-2,690.01

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Sanitary District No.5 of Marin County
Warrant List Detail
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Num	Type	Date	Name	Memo	Account	Paid Amo...
12102	Bill Pmt -...	08/13/2	Special Dist Risk...	Dental, Vision, Basic Life & ADD, LTD, ...	JP Morgan Chase - ...	
H50...	Bill	08/05/2		Dental, Vision, Basic Life & ADD, LTD, S...	8020.05 · Employee ...	-2,644.14
TOTAL						-2,644.14
12103	Bill Pmt -...	08/13/2	Spex CertiPrep L...	lab supplies for daily testing compliance	JP Morgan Chase - ...	
427...	Bill	07/01/2		lab supplies for daily testing compliance. ...	7025 · Lab Supplies ...	-3,215.03
TOTAL						-3,215.03
12104	Bill Pmt -...	08/13/2	T-Mobile *1446 cell	Stmt Date 7/21/26, cell phones - July 2...	JP Morgan Chase - ...	
Stmt...	Bill	07/21/2		cell phones, Stmt Date 7/21/26: 6/21/26-7...	8530 · Telephone	-405.19
TOTAL						-405.19
12105	Bill Pmt -...	08/13/2	T-Mobile *8704 S...	(6) SIM cards for pump stations - July ...	JP Morgan Chase - ...	
Inv ...	Bill	07/20/2		(6) SIM cards for pump stations - Bill peri...	8533 · Pumps & Line...	-60.00
TOTAL						-60.00

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Warrant List Detail
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Num	Type	Date	Name	Memo	Account	Paid Amo...
12106	Bill Pmt -...	08/13/2	Town of Tiburon	Quarterly fuel: gasoline & diesel - Apr-...	JP Morgan Chase - ...	
Bill ...	Bill	07/30/2		unleaded & diesel, Apr 2026. FY 2025/20...	7071 · Fuel	-1,621.51
				unleaded & diesel, May 2026. FY 2025/2...	7071 · Fuel	-2,316.42
				unleaded & diesel, June 2026. FY 2025/2...	7071 · Fuel	-1,575.91
				admin surcharge for improvements, Apr-J...	7071 · Fuel	-198.53
TOTAL						-5,712.37
12107	Bill Pmt -...	08/13/2	Underground Se...	2026 memb fee, plus new unique 2025 ...	JP Morgan Chase - ...	
165...	Bill	07/20/2		2026 membership fee, plus new unique 2...	6025 · Dues & Subsc...	-1,297.88
165...	Bill	07/23/2		CA State fee for regulatory costs, July 20...	6025 · Dues & Subsc...	-539.68
TOTAL						-1,837.56
12108	Bill Pmt -...	08/13/2	USA Blue Book	lab supplies for Main Plant	JP Morgan Chase - ...	
INV...	Bill	07/16/2		lab supplies for MP, PO O-26-111A	7025 · Lab Supplies ...	-94.27
INV...	Bill	07/17/2		lab supplies for MP. PO O-26-111B	7025 · Lab Supplies ...	-29.39
TOTAL						-123.66

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Num	Type	Date	Name	Memo	Account	Paid Amo...
12109	Bill Pmt -...	08/13/2	WorkSmart Auto...	SCADA upgrade: FactoryTalk View S...	JP Morgan Chase - ...	
5650	Bill	08/03/2		SCADA upgrade: FactoryTalk View SE ...	9313.2 · SCADA Ser...	-20,362.50
TOTAL						-20,362.50
12110	Bill Pmt -...	08/13/2	Amazon Capital ...	Stmt Date 7/31/26:(2) Ring floodlight ca...	JP Morgan Chase - ...	
Stmt...	Bill	07/31/2		Inv 1V4P-VVDG-4RX3, PO Plant site sec...	8515 · Safety	-422.18
				Inv 1MYW-N7WD-KXWD, PO O-26-102, ...	6065 · Miscellaneous...	-148.88
				Inv 1Y7H-7XWH-HRNY, PO Back shop s...	8515 · Safety	-224.07
				Inv 11CT-1QN4-H1V4, PO O-26-109, lab ...	7025 · Lab Supplies ...	-75.18
				Inv 1Y7H-7XWH-C164, PO O-26-116, ho...	7025 · Lab Supplies ...	-56.55
				Inv 1X3D-1YH4-D137, PO M-26-069, jani...	7023 · Janitorial Sup...	-283.80
				Inv 1X3D-1YH4-D137, PO M-26-069, po...	8510 · Data/Alarms/I...	-9.71
				Inv 1X3D-1YH4-GPCX, PO O-26-114CB, ...	7022 · Plant Maint. P...	-144.54
				Inv 1WGM-FMHC-FVTF, PO O-25-120C...	7022 · Plant Maint. P...	-49.34
TOTAL						-1,414.25
12111	Bill Pmt -...	08/13/2	D&K Auto Service	2023 Ford Maverick XL, 2 tires & oil ch...	JP Morgan Chase - ...	
84584	Bill	07/27/2		2 tires and oil change for Maint Maverick, ...	7072 · Maintenance	-619.26
TOTAL						-619.26

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Warrant List Detail
 July 10 through August 13, 2026

Num	Type	Date	Name	Memo	Account	Paid Amo...
12112	Bill Pmt -...	08/13/2	Fastenal Company	PVC binstock and Med & Lrg gloves	JP Morgan Chase - ...	
CAP...	Bill	06/29/2		L gloves, PO O-26-078B. FY 2025/2026, ...	8520 · Personal Prot...	-523.02
CAP...	Bill	07/27/2		PVC binstock, PO O-26-103B	7022 · Plant Maint. P...	-453.63
CAP...	Bill	07/31/2		M gloves, PO O-26-103C	7022 · Plant Maint. P...	-261.51
TOTAL						-1,238.16
12113	Bill Pmt -...	08/13/2	Ferguson	PVC glue	JP Morgan Chase - ...	
682...	Bill	07/29/2		PVC glue, PO O-26-117	7022 · Plant Maint. P...	-106.38
TOTAL						-106.38
12114	Bill Pmt -...	08/13/2	Grainger	gas fittings & drain valves for digesters	JP Morgan Chase - ...	
901...	Bill	07/23/2		gas fittings & drain valves for digesters, P...	7022 · Plant Maint. P...	-352.81
TOTAL						-352.81
12115	Bill Pmt -...	08/13/2	JM Integration, L...	RDT Polyskid On-Off remote REV.3, PS...	JP Morgan Chase - ...	
23643	Bill	07/26/2		RDT Polyskid On-Off remote REV.3, PO ...	7027 · Electrical & In...	-4,154.54
				PSI DIFF Switches (2), PO O-26-093	7022 · Plant Maint. P...	-1,141.89
TOTAL						-5,296.43

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Sanitary District No.5 of Marin County
Warrant List Detail
 July 10 through August 13, 2026

Num	Type	Date	Name	Memo	Account	Paid Amo...
12116	Bill Pmt -...	08/13/2	Mill Valley Refus...	Exchanges (2) - July 2026	JP Morgan Chase - ...	
Inv ...	Bill	08/01/2		Exchanges: (2) Sludges, (0) Debris - July ...	7029 · Main Plant Slu...	-1,500.00
TOTAL						-1,500.00
12117	Bill Pmt -...	08/13/2	Nute Engineerin...	Cove Rd Pump Station Improvements -...	JP Morgan Chase - ...	
28450	Bill	08/07/2		Cove Rd Pump Station Improvements - J...	9109.2 · Bel PS#1 R...	-11,543.00
TOTAL						-11,543.00
12118	Bill Pmt -...	08/13/2	PLATT Electric S...	material for electric forklift charger ins...	JP Morgan Chase - ...	
32Z...	Bill	08/04/2		material for electric forklift charger install. ...	7027 · Electrical & In...	-2,636.11
TOTAL						-2,636.11
12119	Bill Pmt -...	08/13/2	U.S. Bank cc *3611	Stmt Date 7/27/26: Tri-State LV confere...	JP Morgan Chase - ...	
Stmt...	Bill	07/27/2		Zoom.com, annual subscription, July 202...	6025 · Dues & Subsc...	-169.90
				Fastrak reload, 7/22/26	6018 · Travel & Meeti...	-25.00
				Fastrak reload, 7/24/26	6018 · Travel & Meeti...	-25.00
				Marriott Desert Springs Palm Desert, 1 ni...	6018.1 · Meetings & ...	-182.41
				JMAC Supply, fire alarm strobe lights for ...	7021 · Plant Mainten...	-956.20
				Tri-State L. Vegas conference attendance...	6018.1 · Meetings & ...	-99.00
				Laser Printer Checks, Quickbooks check ...	6047 · Office Supplies	-115.81
				Southwest Airlines, Tri-State LV confere...	6018.1 · Meetings & ...	-199.40

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Sanitary District No.5 of Marin County
Warrant List Detail
 July 10 through August 13, 2026

Num	Type	Date	Name	Memo	Account	Paid Amo...
				Golden Nugget Hotel LV, 1 night deposit, ...	6018.1 · Meetings & ...	-145.77
				LIS Inc, filter rounds for process lab contr...	7025 · Lab Supplies ...	-205.38
				Golden Nugget Hotel LV, Tri-State confer...	6018.1 · Meetings & ...	-446.74
				Alaska Airlines, Tri-State conference, D. L...	6018.1 · Meetings & ...	-188.40
				Alaska Airlines, Tri-State conference. R. ...	6018.1 · Meetings & ...	-188.40
				Frontier Airlines, Tri-State conference, R. ...	6018.1 · Meetings & ...	-227.98
TOTAL						-3,175.39
12120	Bill Pmt -...	08/13/2	USA Blue Book	SS city water line impact protection / S...	JP Morgan Chase - ...	
INV...	Bill	07/29/2		SS city water line impact protection / SS p...	7025 · Lab Supplies ...	-1,411.10
TOTAL						-1,411.10
12121	Bill Pmt -...	08/13/2	Water Compone...	hose barb	JP Morgan Chase - ...	
306...	Bill	07/30/2		hose barb 1/2" MPT x BARB, PO O-26-125	7022 · Plant Maint. P...	-11.43
TOTAL						-11.43

Sanitary District No.5 of Marin County
Annual Budget vs Actual Expenses
 July 1 through August 13, 2026

	Jul 1 - Aug 13, 26	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5000 · Property Taxes / AD VALOREM				
5001.2 · TEETER	7,287.35	1,050,000.00	-1,042,712.65	0.7%
5002 · UNSEC	0.00	16,000.00	-16,000.00	0.0%
5003 · PRIOR UNSECURED	0.00	100.00	-100.00	0.0%
5004 · DLNQ / REDEMPTIONS	12.36	500.00	-487.64	2.5%
5006 · SPLU	0.00	1,000.00	-1,000.00	0.0%
5041 · SUPSEC	1,055.73	100.00	955.73	1,055.7%
5043 · SECU / UNSECU	0.00	14,000.00	-14,000.00	0.0%
5046 · EXCESS ERAF	0.00	350,000.00	-350,000.00	0.0%
5280 · HOPTR	0.00	2,000.00	-2,000.00	0.0%
5483 · Other tax	6.13	100.00	-93.87	6.1%
5000 · Property Taxes / AD VALOREM - Other	0.00	0.00	0.00	0.0%
Total 5000 · Property Taxes / AD VALOREM	8,361.57	1,433,800.00	-1,425,438.43	0.6%
5007 · Sewer Service Charge				
5007.1 · Sewer Service - Ops	106,680.21	5,860,602.00	-5,753,921.79	1.8%
5007.2 · Sewer Service - Cap	0.00	2,099,774.00	-2,099,774.00	0.0%
5007 · Sewer Service Charge - Other	0.00	0.00	0.00	0.0%
Total 5007 · Sewer Service Charge	106,680.21	7,960,376.00	-7,853,695.79	1.3%
5201 · Interest				
5201.1 · Interest - County of Marin	0.00	2,000.00	-2,000.00	0.0%
5201.2 · Interest - LAIF	0.00	500,000.00	-500,000.00	0.0%
5201.5 · Income Dividend Reinvest-CLASS	0.00	40,000.00	-40,000.00	0.0%
5201 · Interest - Other	0.00	0.00	0.00	0.0%
Total 5201 · Interest	0.00	542,000.00	-542,000.00	0.0%
5900.10 · Paradise Sewer Line Ext. Fees				
5900.10 · Paradise Sewer Line Ext. Fees	0.00	0.00	0.00	0.0%
5900.3 · Connection Fees				
5900.3 · Connection Fees	103,282.00	300,000.00	-196,718.00	34.4%
5900.4 · Permit Inspection & Admin Fees				
5900.4 · Permit Inspection & Admin Fees	5,875.00	50,000.00	-44,125.00	11.8%
5900.5 · SASM Expense Reimb.				
5900.5 · SASM Expense Reimb.	0.00	50,000.00	-50,000.00	0.0%
5900.9 · Other Income				
5900.9 · Other Income	0.00	0.00	0.00	0.0%
Total Income	224,198.78	10,336,176.00	-10,111,977.22	2.2%
Gross Profit	224,198.78	10,336,176.00	-10,111,977.22	2.2%
Expense				
6000 · Administrative Expenses				
6001 · Advertising	0.00	5,000.00	-5,000.00	0.0%
6008 · Audit & Accounting	2,849.60	90,000.00	-87,150.40	3.2%
6017 · Consulting Fees	57.19	100,000.00	-99,942.81	0.1%
6018 · Travel & Meetings				
6018.1 · Meetings & Travel	3,782.15	0.00	3,782.15	100.0%
6018.2 · Standby Mileage Expense Reimb	366.27	0.00	366.27	100.0%
6018 · Travel & Meetings - Other	50.00	26,000.00	-25,950.00	0.2%
Total 6018 · Travel & Meetings	4,198.42	26,000.00	-21,801.58	16.1%
6020 · Continuing Education				
6020 · Continuing Education	1,536.00	10,000.00	-8,464.00	15.4%
6021 · County Fees				
6021 · County Fees	0.00	20,000.00	-20,000.00	0.0%
6024 · Director Fees				
6024 · Director Fees	0.00	10,000.00	-10,000.00	0.0%
6025 · Dues & Subscriptions				
6025 · Dues & Subscriptions	7,026.18	35,000.00	-27,973.82	20.1%
6026 · Elections				
6026 · Elections	0.00	8,000.00	-8,000.00	0.0%
6033 · Insurance				
6033.1 · Insurance - SD5 Property	0.00	75,000.00	-75,000.00	0.0%
6033.2 · Insurance - SD5 Liability	61,846.53	100,000.00	-38,153.47	61.8%
6033.3 · Insurance - SD5 Auto	5,733.00	10,000.00	-4,267.00	57.3%
6033 · Insurance - Other	0.00	0.00	0.00	0.0%
Total 6033 · Insurance	67,579.53	185,000.00	-117,420.47	36.5%

Sanitary District No.5 of Marin County
Annual Budget vs Actual Expenses
 July 1 through August 13, 2026

	Jul 1 - Aug 13, 26	Budget	\$ Over Budget	% of Budget
6039 · Legal	5,065.00	45,000.00	-39,935.00	11.3%
6047 · Office Supplies	325.97	10,000.00	-9,674.03	3.3%
6056 · Postage	216.00	1,000.00	-784.00	21.6%
6059 · Pollution Prevention/Public Edu	1,366.00	6,000.00	-4,634.00	22.8%
6065 · Miscellaneous Expense	148.88	0.00	148.88	100.0%
6000 · Administrative Expenses - Other	0.00	0.00	0.00	0.0%
Total 6000 · Administrative Expenses	90,368.77	551,000.00	-460,631.23	16.4%
7000 · Ops & Maintenance Expenses				
7010 · Pumps & Lines Maintenance				
7011 · Pumps & Lines Maintenance	1,590.00	200,000.00	-198,410.00	0.8%
7013 · Emergency Line Repair	0.00	100,000.00	-100,000.00	0.0%
7010 · Pumps & Lines Maintenance - Other	0.00	0.00	0.00	0.0%
Total 7010 · Pumps & Lines Maintenance	1,590.00	300,000.00	-298,410.00	0.5%
7020 · Main Plant Maintenance				
7021 · Plant Maintenance Supplies	3,034.21	75,000.00	-71,965.79	4.0%
7022 · Plant Maint. Parts & Service	23,093.82	250,000.00	-226,906.18	9.2%
7023 · Janitorial Supplies & Service	1,067.77	10,000.00	-8,932.23	10.7%
7024 · Main Plant Chemicals	0.00	180,000.00	-180,000.00	0.0%
7025 · Lab Supplies & Chemicals	5,086.90	35,000.00	-29,913.10	14.5%
7026 · SASM Supplies & Chem	0.00	0.00	0.00	0.0%
7027 · Electrical & Instrument	6,790.65	25,000.00	-18,209.35	27.2%
7028 · Grounds Maintenance	1,116.04	15,000.00	-13,883.96	7.4%
7029 · Main Plant Sludge Disposal	1,500.00	60,000.00	-58,500.00	2.5%
7020 · Main Plant Maintenance - Other	0.00	0.00	0.00	0.0%
Total 7020 · Main Plant Maintenance	41,689.39	650,000.00	-608,310.61	6.4%
7040 · Paradise Cove Plant Maint				
7041 · Paradise Parts & Service	0.00	15,000.00	-15,000.00	0.0%
7042 · Paradise Supplies & Chemicals	2,052.82	10,000.00	-7,947.18	20.5%
7043 · Paradise Sludge Disposal	0.00	3,000.00	-3,000.00	0.0%
7040 · Paradise Cove Plant Maint - Other	0.00	0.00	0.00	0.0%
Total 7040 · Paradise Cove Plant Maint	2,052.82	28,000.00	-25,947.18	7.3%
7050 · Monitoring				
7051 · Main Plant Lab Monitoring	2,075.75	55,000.00	-52,924.25	3.8%
7052 · Paradise Cove Monitoring	0.00	10,000.00	-10,000.00	0.0%
7053 · Chronic Toxicity	2,700.00	5,000.00	-2,300.00	54.0%
7050 · Monitoring - Other	0.00	0.00	0.00	0.0%
Total 7050 · Monitoring	4,775.75	70,000.00	-65,224.25	6.8%
7060 · Permits/Fees				
7062 · Permits/Fees - General	0.00	60,000.00	-60,000.00	0.0%
7063 · Paradise Cove Permits/Fees	0.00	10,000.00	-10,000.00	0.0%
7060 · Permits/Fees - Other	0.00	0.00	0.00	0.0%
Total 7060 · Permits/Fees	0.00	70,000.00	-70,000.00	0.0%
7070 · Truck Maintenance				
7071 · Fuel	5,712.37	30,000.00	-24,287.63	19.0%
7072 · Maintenance	1,377.79	20,000.00	-18,622.21	6.9%
7070 · Truck Maintenance - Other	0.00	0.00	0.00	0.0%
Total 7070 · Truck Maintenance	7,090.16	50,000.00	-42,909.84	14.2%
7000 · Ops & Maintenance Expenses - Other	0.00	0.00	0.00	0.0%
Total 7000 · Ops & Maintenance Expenses	57,198.12	1,168,000.00	-1,110,801.88	4.9%

Sanitary District No.5 of Marin County
Annual Budget vs Actual Expenses
 July 1 through August 13, 2026

	Jul 1 - Aug 13, 26	Budget	\$ Over Budget	% of Budget
8000 · Salaries and Benefits Expenses				
8001 · Salaries	149,870.00	1,922,244.00	-1,772,374.00	7.8%
8003 · Overtime	7,704.92	75,000.00	-67,295.08	10.3%
8004 · Standby Pay	8,117.42	98,000.00	-89,882.58	8.3%
8005 · Employee Incentives	0.00	40,000.00	-40,000.00	0.0%
8006 · Vacation Buyout	23,036.40	80,000.00	-56,963.60	28.8%
8008 · Deferred Comp 457	17,695.98	140,000.00	-122,304.02	12.6%
8013 · Payroll Taxes	14,161.60	172,862.00	-158,700.40	8.2%
8015 · Payroll Service Processing Fees	991.50	10,000.00	-9,008.50	9.9%
8016 · Car Allowance	1,666.66	20,000.00	-18,333.34	8.3%
8019 · PERS Retirement				
8019.05 · PERS Retirement	47,989.94	369,320.00	-321,330.06	13.0%
8019.10 · PERS Retirement Trust	0.00	368,074.00	-368,074.00	0.0%
8019 · PERS Retirement - Other	0.00	0.00	0.00	0.0%
Total 8019 · PERS Retirement	47,989.94	737,394.00	-689,404.06	6.5%
8020 · Employee Health				
8020.05 · Employee Health	33,213.80	409,816.00	-376,602.20	8.1%
8021 · Employee Health Deductions	-110.00	0.00	-110.00	100.0%
8020 · Employee Health - Other	0.00	0.00	0.00	0.0%
Total 8020 · Employee Health	33,103.80	409,816.00	-376,712.20	8.1%
8022 · Retiree Health				
8022.05 · Retiree Health	978.72	88,284.00	-87,305.28	1.1%
8022.10 · CERBT/OPEB Annual Arc Contribtn	0.00	0.00	0.00	0.0%
8022 · Retiree Health - Other	0.00	0.00	0.00	0.0%
Total 8022 · Retiree Health	978.72	88,284.00	-87,305.28	1.1%
8023 · Workers Comp Insurance	41,488.00	64,381.00	-22,893.00	64.4%
8000 · Salaries and Benefits Expenses - Other	0.00	0.00	0.00	0.0%
Total 8000 · Salaries and Benefits Expenses	346,804.94	3,857,981.00	-3,511,176.06	9.0%
8500 · Other Operating Expenses				
8510 · Data/Alarms/IT Supp & Licensing	4,808.13	100,000.00	-95,191.87	4.8%
8515 · Safety	1,570.25	40,000.00	-38,429.75	3.9%
8520 · Personal Protection/Safety Wear				
8520.01 · Boot Allowance	521.31	0.00	521.31	100.0%
8520.02 · Eye Protection Allowance	0.00	0.00	0.00	0.0%
8520.03 · Uniform Allowance	0.00	0.00	0.00	0.0%
8520 · Personal Protection/Safety Wear - Other	362.04	15,000.00	-14,637.96	2.4%
Total 8520 · Personal Protection/Safety Wear	883.35	15,000.00	-14,116.65	5.9%
8530 · Telephone				
8531 · Main Plant Telephones	2,419.31	18,000.00	-15,580.69	13.4%
8532 · Paradise Cove Telephones	0.00	1,000.00	-1,000.00	0.0%
8533 · Pumps & Lines Telephones	60.00	6,000.00	-5,940.00	1.0%
8530 · Telephone - Other	405.19	0.00	405.19	100.0%
Total 8530 · Telephone	2,884.50	25,000.00	-22,115.50	11.5%
8540 · Utilities				
8541 · Water	0.00	20,000.00	-20,000.00	0.0%
8542 · Main Plant Utilities	34,455.30	275,000.00	-240,544.70	12.5%
8543 · Paradise Cove Utilities	2,876.71	35,000.00	-32,123.29	8.2%
8544 · Pump Station Utilities	5,473.52	70,000.00	-64,526.48	7.8%
8540 · Utilities - Other	0.00	0.00	0.00	0.0%
Total 8540 · Utilities	42,805.53	400,000.00	-357,194.47	10.7%

Sanitary District No.5 of Marin County
Annual Budget vs Actual Expenses
 July 1 through August 13, 2026

	Jul 1 - Aug 13, 26	Budget	\$ Over Budget	% of Budget
8500 · Other Operating Expenses - Other	0.00	0.00	0.00	0.0%
Total 8500 · Other Operating Expenses	52,951.76	580,000.00	-527,048.24	9.1%
Total Expense	547,323.59	6,156,981.00	-5,609,657.41	8.9%
Net Ordinary Income	-323,124.81	4,179,195.00	-4,502,319.81	-7.7%
Other Income/Expense				
Other Expense				
9000 · Capital Improvements CIP				
9100 · Collection System CIP				
9101 · Sewer Rehab Projects	0.00	1,250,000.00	-1,250,000.00	0.0%
9102 · Pump Replacement CIP				
9102.1 · Tiburon Pump Replacements	0.00	25,000.00	-25,000.00	0.0%
9102.2 · Belvedere Pump Replacements	0.00	25,000.00	-25,000.00	0.0%
9102.3 · P.C. Pump Replacement	0.00	0.00	0.00	0.0%
9102 · Pump Replacement CIP - Other	0.00	0.00	0.00	0.0%
Total 9102 · Pump Replacement CIP	0.00	50,000.00	-50,000.00	0.0%
9103 · Valve & Wet Well Improvements				
9103.1 · Tib Valve & WW Replacements	0.00	525,000.00	-525,000.00	0.0%
9103.2 · Belv Valve & WW Replacements	0.00	25,000.00	-25,000.00	0.0%
9103 · Valve & Wet Well Improvements - Other	0.00	0.00	0.00	0.0%
Total 9103 · Valve & Wet Well Improvements	0.00	550,000.00	-550,000.00	0.0%
9106 · Manhole Replacement Project				
9106.1 · Tib Manhole Replacements	0.00	50,000.00	-50,000.00	0.0%
9106.2 · Belv Manhole Replacements	0.00	25,000.00	-25,000.00	0.0%
9106 · Manhole Replacement Project - Other	0.00	0.00	0.00	0.0%
Total 9106 · Manhole Replacement Project	0.00	75,000.00	-75,000.00	0.0%
9109 · Large PS CIP Projects				
9109.2 · Bel PS#1 Rehabilitation Project	261,441.91	2,000,000.00	-1,738,558.09	13.1%
9109 · Large PS CIP Projects - Other	0.00	0.00	0.00	0.0%
Total 9109 · Large PS CIP Projects	261,441.91	2,000,000.00	-1,738,558.09	13.1%
9100 · Collection System CIP - Other	0.00	0.00	0.00	0.0%
Total 9100 · Collection System CIP	261,441.91	3,925,000.00	-3,663,558.09	6.7%
9200 · Paradise Cove CIP				
9208 · PC Building Rehabilitation	0.00	60,000.00	-60,000.00	0.0%
9209 · PC Access Security Project	0.00	100,000.00	-100,000.00	0.0%
9200 · Paradise Cove CIP - Other	0.00	0.00	0.00	0.0%
Total 9200 · Paradise Cove CIP	0.00	160,000.00	-160,000.00	0.0%
9300 · Main Plant Equipment Capital				
9301 · Headworks Improvements CIP				
9301.06 · WW Inf Pump #2 Replacement	0.00	100,000.00	-100,000.00	0.0%
9301.09 · Inf Grinder#1 Replacement	0.00	35,000.00	-35,000.00	0.0%
9301 · Headworks Improvements CIP - Other	0.00	0.00	0.00	0.0%
Total 9301 · Headworks Improvements CIP	0.00	135,000.00	-135,000.00	0.0%
9308 · Digester Improvements				
9308.12 · Digester Rehab Project	914.92	0.00	914.92	100.0%
9308 · Digester Improvements - Other	0.00	0.00	0.00	0.0%
Total 9308 · Digester Improvements	914.92	0.00	914.92	100.0%
9312 · MP Vehicle Replacements				
9312.4 · Forklift Replacement	0.00	75,000.00	-75,000.00	0.0%
9312 · MP Vehicle Replacements - Other	0.00	0.00	0.00	0.0%
Total 9312 · MP Vehicle Replacements	0.00	75,000.00	-75,000.00	0.0%

Sanitary District No.5 of Marin County
Annual Budget vs Actual Expenses
 July 1 through August 13, 2026

	Jul 1 - Aug 13, 26	Budget	\$ Over Budget	% of Budget
9313 · Controls/Electrical Improvement				
9313.2 · SCADA Server Replacement	98,673.03	400,000.00	-301,326.97	24.7%
9313 · Controls/Electrical Improvement - Other	0.00	0.00	0.00	0.0%
Total 9313 · Controls/Electrical Improvement	98,673.03	400,000.00	-301,326.97	24.7%
9314 · Building & Grounds Improvements				
9314.02 · MP Parking Rehab Project	0.00	75,000.00	-75,000.00	0.0%
9314.03 · MP Back Driveway Upgrades	0.00	0.00	0.00	0.0%
9314.05 · MP Security Fence Upgrades	0.00	75,000.00	-75,000.00	0.0%
9314 · Building & Grounds Improvements - Other	0.00	0.00	0.00	0.0%
Total 9314 · Building & Grounds Improvements	0.00	150,000.00	-150,000.00	0.0%
9300 · Main Plant Equipment Capital - Other	0.00	0.00	0.00	0.0%
Total 9300 · Main Plant Equipment Capital	99,587.95	760,000.00	-660,412.05	13.1%
9500 · Undesignated Capital				
9510 · Undesignated Cap - M.P.	0.00	50,000.00	-50,000.00	0.0%
9520 · Undesignated Cap - P.C. Plant	0.00	25,000.00	-25,000.00	0.0%
9530 · Undesignated Cap - P & L	0.00	50,000.00	-50,000.00	0.0%
9500 · Undesignated Capital - Other	0.00	0.00	0.00	0.0%
Total 9500 · Undesignated Capital	0.00	125,000.00	-125,000.00	0.0%
9000 · Capital Improvements CIP - Other	0.00	0.00	0.00	0.0%
Total 9000 · Capital Improvements CIP	361,029.86	4,970,000.00	-4,608,970.14	7.3%
9700 · Debt Service				
9730 · Debt Service - MPR Project				
9730.01 · Zion Loan - Principal	0.00	655,000.00	-655,000.00	0.0%
9730.02 · Zion Loan - Interest	0.00	103,912.00	-103,912.00	0.0%
9730 · Debt Service - MPR Project - Other	0.00	0.00	0.00	0.0%
Total 9730 · Debt Service - MPR Project	0.00	758,912.00	-758,912.00	0.0%
9700 · Debt Service - Other	0.00	0.00	0.00	0.0%
Total 9700 · Debt Service	0.00	758,912.00	-758,912.00	0.0%
Total Other Expense	361,029.86	5,728,912.00	-5,367,882.14	6.3%
Net Other Income	-361,029.86	-5,728,912.00	5,367,882.14	6.3%
Net Income	-684,154.67	-1,549,717.00	865,562.33	44.1%

Sanitary District No.5 of Marin County
Comparative Balance Sheet
As of August 13, 2026

	Aug 13, 26	Jul 13, 26	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
JP Morgan Chase - Escrow 5213	1.00	1.00	0.00
JP Morgan Chase - Primary 7399	270,329.48	700,744.74	-430,415.26
JP Morgan Chase - Payroll 7506	49,100.59	240,494.55	-191,393.96
JP Morgan Chase - Transfer 7522	115,271.81	1,298.12	113,973.69
Local Agency Investment Fund			
SD5 Capital & CIP Reserve	9,909,384.99	9,909,384.99	0.00
SD5 Operating	3,540,000.53	3,540,000.53	0.00
SD5 Operating Reserve	1,577,661.05	1,577,661.05	0.00
Total Local Agency Investment Fund	15,027,046.57	15,027,046.57	0.00
California CLASS			
CalPERS UAL Fund	567,173.30	567,173.30	0.00
Emergency Replacement Fund	1,076,571.01	1,076,571.01	0.00
Total California CLASS	1,643,744.31	1,643,744.31	0.00
Total Checking/Savings	17,105,493.76	17,613,329.29	-507,835.53
Accounts Receivable			
Accounts Receivable	294,108.66	294,108.66	0.00
Total Accounts Receivable	294,108.66	294,108.66	0.00
Other Current Assets	138,391.28	138,930.22	-538.94
Total Current Assets	17,537,993.70	18,046,368.17	-508,374.47
Fixed Assets	19,257,162.30	19,257,162.30	0.00
Other Assets			
1955 · Net Pension Asset	390,724.00	390,724.00	0.00
1950 · Pension - Deferred Outflows	982,849.00	982,849.00	0.00
1951 · Deferred Outflows - OPEB	570,430.00	570,430.00	0.00
Total Other Assets	1,944,003.00	1,944,003.00	0.00
TOTAL ASSETS	38,739,159.00	39,247,533.47	-508,374.47
LIABILITIES & EQUITY	38,739,159.00	39,247,533.47	-508,374.47



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

California CLASS

California CLASS

Average Monthly Yield: 3.7167%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CA-01-0195-0001	Emergency Replacement Fund	1,076,571.01	0.00	0.00	3,407.70	23,045.05	1,076,680.94	1,079,978.71
CA-01-0195-0002	CalPERS UAL Fund	567,173.30	0.00	0.00	1,795.29	12,140.89	567,231.21	568,968.59
TOTAL		1,643,744.31	0.00	0.00	5,202.99	35,185.94	1,643,912.15	1,648,947.30



Emergency Replacement Fund

Account Summary

Average Monthly Yield: 3.7167%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	1,076,571.01	0.00	0.00	3,407.70	23,045.05	1,076,680.94	1,079,978.71

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
07/01/2026	Beginning Balance			1,076,571.01	
07/31/2026	Income Dividend Reinvestment	3,407.70			
07/31/2026	Ending Balance			1,079,978.71	



CalPERS UAL Fund

Account Summary

Average Monthly Yield: 3.7167%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	567,173.30	0.00	0.00	1,795.29	12,140.89	567,231.21	568,968.59

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
07/01/2026	Beginning Balance			567,173.30	
07/31/2026	Income Dividend Reinvestment	1,795.29			
07/31/2026	Ending Balance			568,968.59	



California CLASS

California CLASS

Date	Dividend Rate	Daily Yield
07/01/2026	0.000101896	3.7192%
07/02/2026	0.000407480	3.7182%
07/03/2026	0.000000000	3.7182%
07/04/2026	0.000000000	3.7182%
07/05/2026	0.000000000	3.7182%
07/06/2026	0.000101744	3.7137%
07/07/2026	0.000101846	3.7174%
07/08/2026	0.000101560	3.7069%
07/09/2026	0.000092359	3.6849%
07/10/2026	0.000302022	3.6746%
07/11/2026	0.000000000	3.6746%
07/12/2026	0.000000000	3.6746%
07/13/2026	0.000118480	3.6916%
07/14/2026	0.000101645	3.7100%
07/15/2026	0.000101835	3.7170%
07/16/2026	0.000102026	3.7240%
07/17/2026	0.000305172	3.7129%
07/18/2026	0.000000000	3.7129%
07/19/2026	0.000000000	3.7129%
07/20/2026	0.000101302	3.6975%
07/21/2026	0.000101284	3.6969%
07/22/2026	0.000101850	3.7175%
07/23/2026	0.000102103	3.7268%
07/24/2026	0.000306963	3.7347%
07/25/2026	0.000000000	3.7347%
07/26/2026	0.000000000	3.7347%
07/27/2026	0.000102404	3.7378%
07/28/2026	0.000102597	3.7448%
07/29/2026	0.000103013	3.7573%
07/30/2026	0.000102825	3.7584%
07/31/2026	0.000102922	3.7566%

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



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

August 11, 2026

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

MARIN COUNTY SANITARY DISTRICT #5

DISTRICT MANAGER
P.O. BOX 227
TIBURON, CA 94920

[Tran Type Definitions](#)

Account Number: 70-21-007

July 2026 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
7/10/2026	7/9/2026	RW	1802118	N/A	JOHN CARAPIET	-1,160,000.00
7/15/2026	7/14/2026	QRD	1803297	N/A	SYSTEM	158,223.84

Account Summary

Total Deposit:	158,223.84	Beginning Balance:	16,187,046.57
Total Withdrawal:	-1,160,000.00	Ending Balance:	15,185,270.41



**CALIFORNIA STATE TREASURER
FIONA MA, CPA**



PMIA Daily Effective Yield

Date	Daily	Quarter to Date	Average Maturity
07/30/26	3.85	3.84	277
07/29/26	3.85	3.84	279
07/28/26	3.85	3.84	279
07/27/26	3.85	3.84	282
07/26/26	3.85	3.84	281
07/25/26	3.85	3.84	282
07/24/26	3.85	3.84	283
07/23/26	3.85	3.84	280
07/22/26	3.84	3.84	278
07/21/26	3.84	3.84	280
07/20/26	3.84	3.84	281
07/19/26	3.84	3.84	282
07/18/26	3.84	3.84	283
07/17/26	3.84	3.84	284
07/16/26	3.84	3.83	281
07/15/26	3.84	3.83	278
07/14/26	3.84	3.83	278
07/13/26	3.84	3.83	273
07/12/26	3.84	3.83	273
07/11/26	3.84	3.83	273
07/10/26	3.84	3.83	273
07/09/26	3.84	3.82	270
07/08/26	3.83	3.83	271
07/07/26	3.83	3.83	272
07/06/26	3.83	3.83	274
07/05/26	3.83	3.83	274
07/04/26	3.83	3.83	274
07/03/26	3.83	3.83	274
07/02/26	3.83	3.83	275
07/01/26	3.83	3.83	276
06/30/26	3.83	3.81	269
06/29/26	3.83	3.81	261
06/28/26	3.83	3.81	264
06/27/26	3.83	3.81	264
06/26/26	3.83	3.81	264
06/25/26	3.82	3.81	263
06/24/26	3.82	3.81	263

*Daily yield does not reflect capital gains or losses

Updated: 8/5/2026



CALIFORNIA STATE TREASURER
FIONA MA, CPA



PMIA Daily Effective Yield

Date	Daily	Quarter to Date	Average Maturity
06/23/26	3.82	3.81	259
06/22/26	3.82	3.81	259
06/21/26	3.82	3.81	262
06/20/26	3.82	3.81	262
06/19/26	3.82	3.81	262
06/18/26	3.82	3.81	263
06/17/26	3.82	3.81	263
06/16/26	3.82	3.81	265
06/15/26	3.82	3.81	264
06/14/26	3.81	3.81	267
06/13/26	3.81	3.81	267
06/12/26	3.81	3.81	267
06/11/26	3.81	3.81	268
06/10/26	3.81	3.81	265
06/09/26	3.81	3.81	267
06/08/26	3.81	3.81	266
06/07/26	3.81	3.81	268
06/06/26	3.81	3.81	268
06/05/26	3.81	3.81	268
06/04/26	3.81	3.81	268
06/03/26	3.81	3.81	270
06/02/26	3.81	3.81	272
06/01/26	3.81	3.81	272

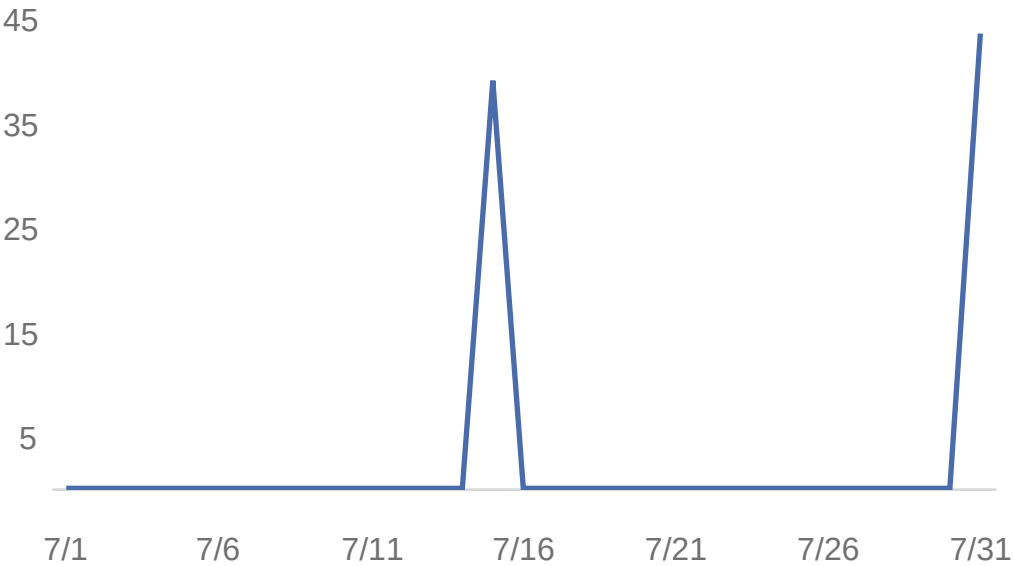
*Daily yield does not reflect capital gains or losses

Updated: 8/5/2026

Overtime hours



Check date



Jul 1, 2026 - Jul 31, 2026

● My Company

82.5 hrs

Overtime amounts



Check date

\$4.5k

\$3.5k

\$2.5k

\$1.5k

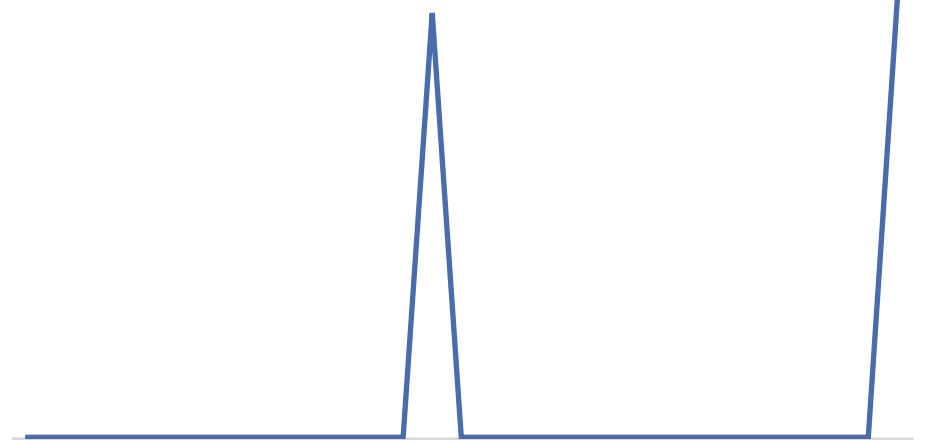
\$500

7/1 7/6 7/11 7/16 7/21 7/26 7/31

Jul 1, 2026 - Jul 31, 2026

● My Company

\$7,704.92



Labor cost ⓘ



Check date

\$100k

\$60k

\$20k

7/1

7/6

7/11

7/16

7/21

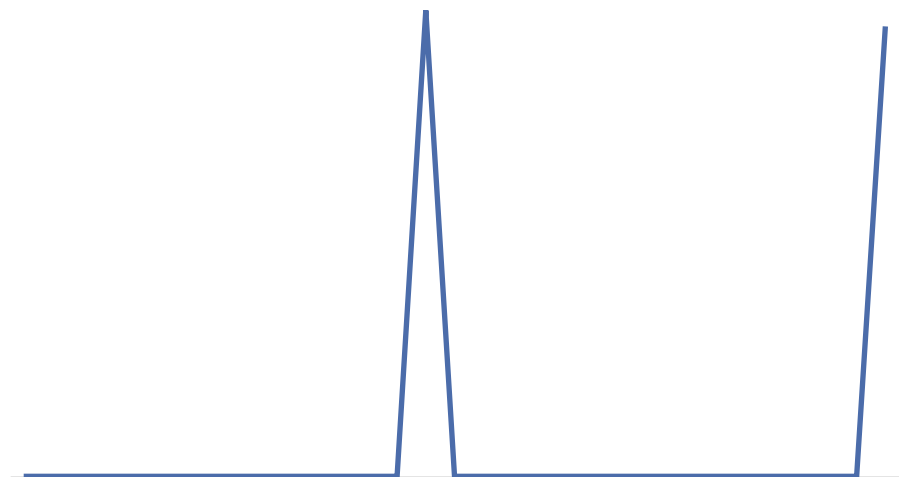
7/26

7/31

Jul 1, 2026 - Jul 31, 2026

● My Company

\$210,270.43



Full name	Overtime amounts	Overtime hours
Alvarez, Joel		
Bilsborough Sr., Chad E	3121.36	27.50
Collodi, Pete		
Cottrell III, Rulon K		
Dutra, Tyler J		
Farrington, Abigail V		
LaTorre, Daniel P		
Rosser, John M	294.57	3.00
Rubio, Antonio		
Salazar, Ignacio G	1238.55	15.00
Thornton, Eric T	2854.06	35.00
Triola, Joseph	196.38	2.00
	7704.92	82.50

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 07/15/26: \$97,142.89

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	97,142.89
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	97,142.89
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	9,828.98
	CASH REQUIRED FOR CHECK DATE 07/15/26	106,971.87

TRANSACTION DETAIL

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

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		BANK DRAFT AMOUNTS & OTHER TOTALS
07/14/26	CHASE BANK, NA	xxxxxxxxxxxxx506	Direct Deposit	Net Pay Allocations	67,091.60	67,091.60
07/14/26	CHASE BANK, NA	xxxxxxxxxxxxx506	Taxpay®	Employee Withholdings		
				Social Security	5,938.17	
				Medicare	1,388.76	
				Fed Income Tax	10,944.12	
				CA Income Tax	4,453.29	
				Total Withholdings	22,724.34	
				Employer Liabilities		
				Social Security	5,938.18	
				Medicare	1,388.77	
				Total Liabilities	7,326.95	30,051.29
				EFT FOR 07/14/26		97,142.89
				TOTAL EFT		97,142.89

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

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		TOTAL
07/15/26	Refer to your records for account	Information	Payroll	Employee Deductions		
				401A Member Contribu	5,747.08	
				Calpers 457B Roth	941.24	
				Calpers 457B TRDL	1,901.21	
				Calpers457b Roth CU	350.00	
				Dep Care EE Pretax	55.00	
				Med FSA EE Pretax	564.98	

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 07/15/26: \$97,142.89

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

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION	TOTAL
07/15/26	Refer to your records for account	Information	Payroll	Employee Deductions (cont.)	
				WT OT Payback	269.47
				Total Deductions	9,828.98
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES					9,828.98

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

DUE DATE	PRODUCT	DESCRIPTION	
07/22/26	Taxpay®	FED IT PMT Group	25,598.00
07/22/26	Taxpay®	CA IT PMT Group	4,453.29

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 07/31/26: \$93,259.58

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	93,259.58
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	93,259.58
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	10,038.98
	CASH REQUIRED FOR CHECK DATE 07/31/26	103,298.56

TRANSACTION DETAIL

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

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		BANK DRAFT AMOUNTS & OTHER TOTALS
07/30/26	CHASE BANK, NA	xxxxxxxxxxxxx506	Direct Deposit	Net Pay Allocations	66,101.00	66,101.00
07/30/26	CHASE BANK, NA	xxxxxxxxxxxxx506	Taxpay®	Employee Withholdings		
				Social Security	5,463.73	
				Medicare	1,370.92	
				Fed Income Tax	9,903.74	
				CA Income Tax	3,585.53	
				Total Withholdings	20,323.92	
				Employer Liabilities		
				Social Security	5,463.73	
				Medicare	1,370.93	
				Total Liabilities	6,834.66	27,158.58
				EFT FOR 07/30/26		93,259.58
				TOTAL EFT		93,259.58

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

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION		TOTAL
07/31/26	Refer to your records for account	Information	Payroll	Employee Deductions		
				401A Member Contribu	5,747.08	
				Calpers 457B Roth	1,151.24	
				Calpers 457B TRDL	1,901.21	
				Calpers457b Roth CU	350.00	
				Dep Care EE Pretax	55.00	
				Med FSA EE Pretax	564.98	

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 07/31/26: \$93,259.58

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

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION	TOTAL
07/31/26	Refer to your records for account	Information	Payroll	Employee Deductions (cont.)	
				WT OT Payback	269.47
				Total Deductions	10,038.98
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES					10,038.98

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

DUE DATE	PRODUCT	DESCRIPTION	
08/05/26	Taxpay®	FED IT PMT Group	23,573.05
08/05/26	Taxpay®	CA IT PMT Group	3,585.53

August 2026

August 2026						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2026						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 26	27	28	29	30	31	Aug 1
2	3	4 Jill - Check Run Prep 10:00am Initial Audit Meeting - Brad Levine (Microsoft Teams)	5 8:00am CASA Annual Conference -Napa Meritage (875 Bordeaux Way (875 Bordeaux Way) 3:00pm	6 Jill - Check Run Prep/Print	7	8
9	10	11 Jill - General Accounting. PR - Time Cards Due T5 County of Marin Final Certification Due	12 1:00pm Governance Committee Meeting (2001 Paradise Dr (2001 Paradise Dr,	13 9:30am CIP Committee Meeting (2001 Paradise Dr) 10:30am Finance Committee Meeting	14	15
16	17	18 Jill - General Accounting.	19	20 5:00pm Regular Board Meeting (2001 Paradise Dr (2001 Paradise Dr,	21	22
23	24	25 Jill - General Accounting. TR @ CSDA Annual Conf PS	26 PR - Time Cards Due TR @CSDA Annual Conference PS	27 TR@ CSDA Annual Conference	28 TR @CSDA Annual Conference	29
30	31	Sep 1	2	3	4	5

September 2026

September 2026							October 2026						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5				1	2	3	
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30				25	26	27	28	29	30	31

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Aug 30	31	Sep 1 Jill - Check Run Prep	2	3 Jill - Check Run Prep/Print	4	5
6	7	8 Jill - General Accounting	9	10 PR - Time Cards Due 9:30am CIP Committee Meeting (2001 Paradise Dr (2001 10:30am Finance Committee Meeting	11	12
13	14 TR off 10hrs admin	15 Jill - General Accounting	16	17 5:00pm Regular Board Meeting (2001 Paradise Dr (2001 Paradise Dr, Belvedere Tiburon, California 94920)) -	18 Jill - General Accounting	19
20	21	22 Jill - General Accounting	23	24 PR - Time Cards Due	25	26
27	28 8:00am WEFTEC New Orleans (New Orleans) - HR	29 Jill - Check Run Prep	30	Oct 1	2	3

Sanitary District No. 5 of Marin County



District Management Report

July 2026

Contents:

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

Transmittal Memo

Date: August 20, 2026
To: Board of Directors
From: Tony Rubio, District Manager
Subject: Management Report for July 2026

Fiscal Status

Period Covered: July 1, 2025 –August 13, 2026
Percent of Fiscal Year: 8.3%
Percent of Budgeted Income to Date: 2.2%
Percent of Budgeted Expenditures to Date: 8.9% (operating only)

Personnel

Separations: 1
New Hires: None
Promotions: None
Recruitment Activities: 1

Regulatory Compliance

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

Summary of Operational Highlights are on the following pages.

Significant Events for the Month of July 2026 Include:

Financial/Budgetary/Business Administration

- Tax Roll FY26-27 Sewer Service Fee Rate information submitted to county & certified
- Lateral Certificate of compliance forms updated along with creation of a Q&A sheet for upload onto districts website

HR and Personnel

- One resignation in the operations department and one recruitment underway in the maintenance department
- The District received the NACWA Platinum Peak Performance Award for recognition of 5+ years of 100% compliance with its NPDES permits (currently at 18 years)

Continuing Education, Safety Training, Pollution Prevention Activities

- Staff attended monthly Public Education Meeting.
- Staff continue completing monthly Training Link CBT's
- Monthly Manager/Staff Updates Continue

Collection System Performance

Main Plant /Paradise Cove

- Vactor and Rodder preventative maintenance work is underway.
- No Spill Report Submitted for Main Plant & Paradise Cove Collection System
- Collection system SSMP review/audit is underway

Treatment Plant Performance

Paradise Cove WWTP:

- Work to the Paradise Cove analyzer room/process control room waterproofing improvements completed
- New motor control center panel is ready for installation this summer for improved process control and enhanced communications back to the main plant. Factory testing of panel scheduled for late August.

Tiburon Main WWTP:

- June 2026 Monthly SMR and DMR submitted to the RWQCB on CIWQS.
- Aeration Basin diffuser inspection on Street Side AB completed- Parts on order for mud valve replacement along with other air-valves
- Electrical conduit upgrades ongoing (nearly complete- Screw Press room recently completed)

Capital Improvement Projects

- 2024-25 Sewer Rehab – Completed will be preparing to close out project and file notice of completion with the County
- 2026-2027 Sewer Rehab Project proposal for design services received and ready for board action
- Cove Road MCC and Generator replacement project underway- concrete pads are ready to be poured (late august) working on obtaining tiny sliver of land for easement purposed tied to PG&E new transformer.
- Digester Cleaning and Rehab project nearly completed- Grinder testing scheduled for late august and punch list items remain along with final clean up.
- Working on getting paving proposals for front parking area and rear driveway along with striping for designated parking

Glossary of Terms

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

Glossary of terms continued...

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

Glossary of terms continued...

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

Wastewater Acronyms

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

RESOLUTION NO. 2026-11

SANITARY DISTRICT NO. 5 OF MARIN COUNTY

A RESOLUTION ADOPTING AMENDED CONFLICT OF INTEREST CODE

WHEREAS, California Government Code §87306.5 requires that Sanitary District No. 5 of Marin County review its Conflict of Interest Code every two years and revise it if necessary; and

WHEREAS, the District List of Designated Employees and Disclosure Categories, as found in the Conflict of Interest Code, requires revision due to staffing changes and for clarification purposes; and

WHEREAS, the Board of Directors of Sanitary District No. 5 of Marin County desires to adopt the amended Conflict of Interest Code.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of Sanitary District No. 5 of Marin County, California, that the amended Conflict of Interest Code attached hereto and incorporated herein is hereby adopted:

* * * * *

I hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Board of Directors of Sanitary District No. 5 of Marin County, California, at a meeting thereof duly held on the 20th day of August, 2026, by the following vote:

AYES, and in favor thereof, Directors:

NOES, Directors:

ABSENT, Directors:

ABSTAIN, Directors:

APPROVED:

ATTEST:

Catherine Benediktsson
President, Board of Directors

John Carapiet
Secretary, Board of Directors

CONFLICT OF INTEREST CODE

SANITARY DISTRICT NO. 5 OF MARIN COUNTY

Updated August 20, 2026

A. PURPOSE

The purposes of this Code are to provide for the disclosure of assets, income, and business positions of designated District employees which may be materially affected by their official actions and to provide for the disqualification of designated employees from participation in District decisions in which they may have a financial interest.

B. BACKGROUND

The Political Reform Act of 1974, Government Code Sections 81000 et seq., requires state and local agencies to adopt and promulgate Conflict of Interest Codes.

The California Fair Political Practices Commission has pursuant to its authority under Section 83112 of the Government Code adopted a regulation which contains the terms of a standard Conflict of Interest Code. This regulation is codified at Title 2 California Code of Regulations Section 18730. This regulation may be incorporated by reference by local agencies and, together with the designation of employees and disclosure categories, meets the requirements of the Political Reform Act.

C. ADOPTION OF CONFLICT OF INTEREST CODE

1. The terms of Title 2 California Code of Regulations Section 18730 are hereby incorporated by reference and, along with the attached Appendix in which officials and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of Sanitary District No 5 of Marin County ("District").

2. Designated employees shall file their Statements of Economic Interests with the District, which will make the statements available for public inspection and reproduction (Government Code Section 81800). Statements of designated employees will be retained by the District. Elected officials and the District Manager shall file their Statements of Economic

Interests with the District, however the District shall then transmit said statements to the County of Marin.

3. As provided in Government Code Section 82011, the code reviewing body is the Marin County Board of Supervisors. Pursuant to Title 2 California Code of Regulations Section 18227, the Marin County Clerk shall be the official responsible for receiving and retaining statements of economic interests filed with the Board of Supervisors.

4. Subsequent amendments to Title 2 California Code of Regulations Section 18730 duly adopted by the Fair Political Practices Commission, after public notice and hearings, are also incorporated by reference unless the Board of Directors of the District, within 90 days after the date on which an amendment to Section 18730 becomes effective, adopts a resolution providing that the amendment is not to be incorporated into this Code.

5. This Conflict of Interest Code supersedes any Conflict of Interest Code previously adopted by the District.

SANITARY DISTRICT NO. 5 OF MARIN COUNTY
LIST OF DESIGNATED EMPLOYEES AND DISCLOSURE
CATEGORIES FOR CONFLICT OF INTEREST CODE

Each person holding any position listed below must file statements disclosing the kinds of financial interests shown for the employee's position. Statements must be filed at the times and on the forms prescribed by law. Failure to file statements on time may result in penalties, including but not limited to late fines.

<u>Designated Positions</u>	<u>Disclosure Category</u>
Administrative Services Manager	1,2,3,4
WWTP Operation Superintendent	1,2,3,4
WWTP Maintenance & Collections System Superintendent	
Consultants**	1,2,3,4

It has been determined that the positions listed below must automatically file a statement of economic interests pursuant to Government Code Section 87200:

Directors
District Manager
District Attorney

** Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The District Manager may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. Such determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

Nothing herein excuses any consultant from any other provisions of this Conflict of Interest Code, specifically those dealing with disqualification.

DESCRIPTION OF DISCLOSURE CATEGORIES

Category 1. Investments

A designated employee assigned to Category 1 is required to disclose investments that may be materially affected by any decision made or participated in by the designated employee. The employee should complete the appropriate schedules of Form 700 for investments.

Category 2. Interests in Real Property

A designated employee assigned to Category 2 is required to disclose interests in real property that may be materially affected by any decision made or participated in by the designated employee. The employee should complete the appropriate schedules of Form 700 for interests in real property.

Category 3. Income

A designated employee assigned to Category 3 is required to disclose income that may be materially affected by any decision made or participated in by the designated employee. The employee should complete the appropriate schedules of Form 700 for income.

Category 4. Business Positions

A designated employee assigned to Category 4 is required to disclose any business entity in which the designated employee is a director, officer, partner, trustee, employee or holds any position of management that may be materially affected by any decision made or participated in by the designated employee. The employee should complete the appropriate schedules of Form 700 for business positions.

RESPONSE FORM: 2025-2026 Marin Civil Grand Jury Report

Report Title: "Better Service at Lower Cost- Optimizing Essential Services for the future of Marin"

Respondent/Agency Name: Sanitary District No.5 of Marin County

Submitter Name: Tony Rubio Title: District Manager

FINDINGS

- Agree with the findings numbered: _____
- Disagree *partially* with the findings numbered: F1, F2, F3, F4, F5, F7
- Disagree *wholly* with the findings numbered: F6

(Attach a **statement** specifying any portions of the findings that are disputed; include an explanation of the reasons therefor.)

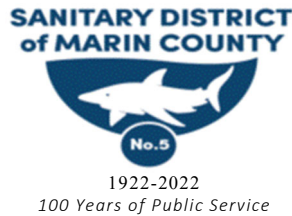
RECOMMENDATIONS

- Recommendations numbered R7,R9 have been implemented.
(Attach a **summary** describing the implemented actions.)
- Recommendations numbered _____ have not yet been implemented, but will be implemented in the future.
(Attach a **timeframe** for the implementation.)
- Recommendations numbered _____ require further analysis.
(Attach an **explanation** and the scope and parameters of an analysis or study, and a **timeframe** for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This **timeframe shall not exceed six months** from the date of publication of the grand jury report.)
- Recommendations numbered R1, R2, R3,R4,R5,R6,R8 will not be implemented because they are not warranted or are not reasonable.
(Attach an **explanation**.)

Date: 8/20/2026 Signed:  _____

Number of pages attached: 9

Management
Tony Rubio District Manager
Joel Alvarez Admin Services Manager
2001 Paradise Drive
Tiburon CA 9420
415-435-1501 Tel
415-435-0221 fax
www.sani5.org



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

August 20, 2026

The Honorable Judge Stephen P Freccero
Marin County Superior Court
P.O. Box 4988
San Rafael, CA 94913-4988
Emailed to: departmentb@marin.courts.ca.gov

Massey Bambara, Foreperson
Marin County Civil Grand Jury
3501 Civic Center Drive, Room #275
San Rafael, CA 94903
Emailed to: grandjury@marincounty.org

Re: Response to Marin County Civil Grand Jury Report
"Better Service at Lower Cost — Optimizing Essential Services for the Future of Marin", June 11, 2026

Dear Honorable Judge Freccero and Foreperson Bambara:

Per your request, Sanitary District No.5 of Marin County (SD5) is providing responses to Finding F1-F7 and Recommendation R1-R9 of Marin Civil Grand Jury Report titled: *"Better Service at Lower Cost — Optimizing Essential Services for the Future of Marin", dated: June 11, 2026*. The responses by SD5 were reviewed and approved by the SD5 Board of Directors at the August 20, 2026 Regular Board Meeting. The responses are attached as required ("Response Form: 2025-2026 Marin Civil Grand Jury Report"), as Attachment 1. Explanations to our responses are provided as Attachment 2 (2 pages).

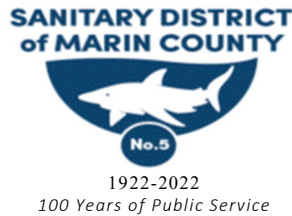
Sincerely,

A handwritten signature in black ink, appearing to read 'Tony Rubio', with a stylized, sweeping flourish at the end.

Tony Rubio
District Manager

Cc; Benjamin Stock, Burke Williams & Sorensen LLP
Catherine Benediktsson, President – Board of Directors (SD5)

Management
Tony Rubio District Manager
Joel Alvarez Admin Services Manager
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Tiburon CA 94920
415-435-1501 Tel
415-435-0221 fax
www.sani5.org



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

Date: August 20, 2026

To: Stephen P. Freccero, Honorable Judge
Marin County Civil Grand Jury
3501 Civic Center Drive, Room #275
San Rafael, CA 94903
Emailed to: grandjury@marincounty.org

From: Tony Rubio, District Manager

Subject: Grand Jury Report Findings Response to *“Better Service at Lower Cost: Optimizing Essential Services for the Future of Marin”*

This letter, along with the attached “Response to Grand Jury Report Form”, represents Sanitary District No.5 of Marin County’s response to the recent Grand Jury report titled *“Better Service at Lower Cost: Optimizing Essential Services for the Future of Marin”*: dated June 11, 2026. Statements or Explanations associated with specific Findings and Recommendations are included below.

FINDINGS

F1 The current fragmented structure of special districts results in unnecessary duplication of administrative services and operational inefficiencies.

Sanitary District No.5 of Marin County (SD5) PARTIALLY DISAGREES WITH THIS FINDING

STATEMENT

SD5 acknowledges that there may be a level of administrative duplication across the various special districts. However, our agency is not intimately knowledgeable of the operations and administrative needs and challenges of other districts. The District can only speak for itself in that it does not have operational inefficiencies or duplication of administrative services. SD5 relies on 3rd parties for administrative services like legal, and accounting/auditing services. All other administrative services are handled internally by capable staff, all of whom wear several hats, and are thus able to have a better understanding of district operations as a whole, and are better suited to serve its rate payers. Further, there is no unnecessary duplication of the District’s administrative services, and any operational inefficiencies, if any, are de minimis. Administration and

operations are tailored to the District, and result in rapid and efficient response to issues as they arise.

- F2** Some districts perform competently but lack sufficient scale to support long-term strategic investment in infrastructure, technology, staffing, and resilience.

Sanitary District No.5 of Marin County (SD5) PARTIALLY DISAGREES WITH THIS FINDING

STATEMENT

SD5 could not find any data or information in the report to substantiate the finding and the District is not knowledgeable of other Districts operation to verify this accuracy of this finding, and the District can only speak for itself in that it does not lack scale to perform strategic investment. One can easily go on the District's website and review the District's approved Comprehensive budget to see how prepared, strategic and resilient the District is.

- F3** Smaller districts are disproportionately vulnerable to staffing disruptions and catastrophic events that could rapidly impair service delivery.

Sanitary District No.5 of Marin County (SD5) PARTIALLY DISAGREES WITH THIS FINDING

STATEMENT

SD5 could not find any data or information in the report to substantiate the finding. While we would acknowledge that the fewer number of employees that an organization has the less redundancy exists in specific roles or functions, but that relationship does not necessarily directly equate to the outcome that the finding suggests. In regard to SD5, that is not the case. The District has staff that cross-train and are able to work and respond to emergencies in both the collection system and the treatment plants, all while providing maintenance services to both. SD5 also has mutual aid agreements in place with 7 neighboring wastewater utilities (NSD, CMSA, SASM, SMCSD, LGVSD, RVSD, RBSD) and 1 water utility (NMWD) and the District's emergency action plan spells out the procedures for requesting assistance during catastrophic events (assistance from specialized contractors that both large and small agencies due not have inhouse)

- F4** Although consolidation is a popular idea among many elected board members, current governance structures, absence of board member term limits, and fear of loss of political influence discourage boards and administrators from initiating consolidation even when they recognize its benefits.

Sanitary District No.5 of Marin County (SD5) PARTIALLY DISAGREES WITH THIS FINDING

STATEMENT

SD5 could not find any data or information in the report to substantiate this finding. Within the Districts service area, fear of loss of political influence due to consolidation is not valid. 20 years ago the District performed a consolidation with the City of Belvedere for its sewer collection system. The consolidation/annexation was completed in 2005 and the District took over the ownership/operation and maintenance responsibilities of the sewer collection system. Again in 2009 the District worked with the Seafirth Estates subdivision to decommission its privately owned wastewater treatment plant, and annexed the subdivision into the District after the installation of 2 pump stations which replaced the privately owned waste water treatment plant.

Further, the directors of the District are elected in staggered elections, and there has been turnover of several members. The length of service of some of the directors has added the benefit of institutional memory and continuity to the District. The directors, and each of them, hold office in public service for the community they serve, and NOT FOR PURPOSES OF POLITICAL INFLUENCE OR AGGRANDISEMENT.

F5 Service and pricing inequities currently exist across Marin and may increase if consolidation and functional collaboration do not accelerate.

Sanitary District No.5 of Marin County (SD5) PARTIALLY DISAGREES WITH THIS FINDING

STATEMENT

SD5 could not find anything in the report to substantiate this finding other than the comparison of sewer service rates between the wastewater agencies. Also, the comparison of sewer service rates in the report is misleading as it appears not to account for other sources of revenue, by way of example and by way of limitation, such as ad valorem property taxes. It is difficult to conclude that pricing Inequities, if any, will increase if consolidation does not accelerate, as there are many variables that affect actual rates for services provided, including geographic, demographic, and environmental factors that are not necessarily eliminated by consolidation. One must also look at and compare each agency's pension and OPEB obligations, first to better understand how pricing might affect consolidation, and otherwise to understand how differences between the Districts in pension and OPEB funding would affect the terms of any consolidation.

- F6** Performance metrics for essential, mission-specific services exist but they are not readily available and standardized, which prevents meaningful public comparison of district effectiveness and undermines accountability.

Sanitary District No.5 of Marin County (SD5) DISAGREES WITH THIS FINDING

STATEMENT

SD5's key mission is to collect, convey and treat wastewater from its service area that complies with various state and federal regulatory requirements specific to wastewater. These requirements include compliance with certain metrics and associated performance indicators which have no application to another special district that provides a different service. There are numerous state laws (and associated court cases) as well as industry standards and methods related to the setting and establishment of water and sewer rates and fees that do not apply to other types of services offered by other special districts. Attempting to standardize SD5's requirements and associated performance with a fire protection agency, for example, is not beneficial to the public and would prove exceedingly difficult. Therefore, SD5 disagrees with the finding.

- F7** Without proactive reform, future consolidations are more likely to occur through crisis-driven intervention, resulting in greater disruption and higher costs.

Sanitary District No.5 of Marin County (SD5) PARTIALLY DISAGREES WITH THIS FINDING

STATEMENT

SD5 could not find anything in the report to substantiate this finding. Absent additional data from all of the agencies regarding pension obligations, financial status of the agencies and capital improvement needs, it is not clear which agencies would benefit from consolidation, and which are better suited operating as they currently do.

RECOMMENDATIONS

- R1** By January 1, 2027, all special district boards should have conducted their first semi-annual consolidation exploration meeting with similar districts and will have established a regular meeting schedule moving forward.

Recommendation will not be implemented because it is not reasonable.

EXPLANATION

As mentioned above the District has already gone through this exploration and accomplished consolidation with agencies within its service area where it made sense (the 2005 City of Belvedere Sewer System annexation into SD5 and the 2009 Seafirth Estates subdivision treatment plant decommissioning and annexation into SD5)

- R2** By October 1, 2026, the Board of Supervisors should direct the development of comprehensive, cost-efficient shared services (such as IT, legal, finance, HR/payroll, harmonized compensation/benefits package, insurance) for special districts to optimize expenses and secure a Marin-wide acceptable quality standard. First limited-service offerings are encouraged to be made available by January 1, 2027.

Recommendation will not be implemented because it is not warranted

EXPLANATION

Recommendation R2 is a recommendation to the Board of Supervisors as to which the District has no control, thus this recommendation should not have been one that was subject to District response.

- R3** By January 31, 2027, with the assistance of the County, all districts should develop and publish on their website standardized, comparable Key Performance Indicators (KPIs) with regard to service pricing, finance, staffing, operations, and customer satisfaction.

Recommendation will not be implemented because it is not reasonable.

EXPLANATION

As mentioned previously in the findings statement F6, the District key mission is to collect, convey and treat wastewater from its service area that complies with various state and federal regulatory requirements specific to wastewater. These requirements include

compliance with certain metrics and associated performance indicators which have no application to another special district that provides a different service. There are numerous state laws (and associated court cases) as well as industry standards and methods related to the setting and establishment of water and sewer rates and fees that do not apply to other types of services offered by other special districts. Attempting to standardize SD5's requirements and associated performance with a fire protection agency, for example, is not beneficial to the public and would prove exceedingly difficult.

- R4 By January 31, 2027, each district should publicly update findings and progress regarding consolidation opportunities, and share those findings with the Board of Supervisors and the public on a semi-annual basis.**

Recommendation will not be implemented because it is not reasonable.

EXPLANATION

As mentioned in recommendation R1 the District has already gone through this practice and has consolidated/annexed what it could and what was financially feasible. If future consolidations should present themselves that make financial sense for our ratepayers, that information will be provided on the District's website and through the already existing proper channels with LAFCO.

- R5 By January 31, 2027, the Board of Supervisors should oversee compliance with R1–R4 and update the public on the districts' performance.**

Recommendation will not be implemented because it is not warranted.

EXPLANATION

Recommendation R5 is a recommendation to the Board of Supervisors as to which the District has no control, thus this recommendation should not have been one that was subject to District response.

- R6 By October 1, 2026, in the process of implementing R1 and R2, districts should prioritize functional consolidation in operations, procurement, training, and administration as a precursor to formal consolidation.**

Recommendation will not be implemented because it is not warranted.

EXPLANATION

Recommendation R6 is not warranted as the District will not be implementing R1 and R2..

- R7** By October 1, 2026, the district's board compensation, benefits, length of service, date of term end, and expenses related to board work should be clearly and prominently posted on each district's website and updated annually.

Recommendation has been implemented (was implemented many years ago before this grand jury report).

EXPLANATION

This information has been on the Districts website and will always be on the Districts website and updated accordingly.

- R8** By June 1, 2027, special districts should adopt term limits of two consecutive four-year terms for all board members. Staggered implementation of term limits to avoid disruptions is encouraged.

Recommendation will not be implemented because it is not warranted or reasonable

EXPLANATION

Continuity of service, the acquisition of deep knowledge as to the operations of the District, and institutional memory have been essential to the success of the District. Term limits, which is a fashionable "idea du jour", works to minimize the effectiveness of the Board, enhances the role of staff in effectively minimizing the role of the Board, is destructive of institutional memory, derogates the rights of voters and ratepayers, and is not otherwise in the best interests of the District or the public which it serves.

- R9** By June 1, 2027, board compensation structures should be reviewed across districts, and considered for adjustment. All components of board compensation should be posted on their website (see best practice example in Appendix B).

Recommendation has been implemented (previously)

EXPLANATION

The SD5 Board member compensation is set by the California Water Code, with additional requirements by the California Government Code. SD5 subsequently established a formal policy in line with those requirements. A copy of the policy is available on SD5's website. Additionally, SD5 already posts annual compensation for its Board members.

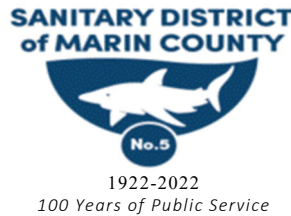
CLOSING STATEMENT

It takes years for a member of the Board to acquire a nuanced understanding of District operations, treatment processes, diversity of physical conditions of the District, familiarity with staff, to understand the long-term capital needs of the District, and otherwise to develop the specialized expertise by which to govern the District. It also takes time for a board to evolve a smoothly working ethos & to work cohesively. There is ample turnover of Board Members due to retirement and natural attrition, all subject to the electorate of the District, without damaging the important continuity of informed and experienced governance.

The District is a model of efficiency and the benefit of fiscal, capital, and operational long-term planning, excellent staffing, all with the aim of serving its public.

Sanitary District No.5 of Marin County appreciates the opportunity to respond to the Grand Jury's report and to explain to the Grand Jury the District's continued transparency regarding consolidation efforts and in the Districts continuing effort to keep our members of the public well informed on all matters relating to our Sanitary District.

Management
Tony Rubio District Manager
Joel Alvarez Administrative Services Manager
2001 Paradise Drive
Tiburon CA 9420
415-435-1501 Tel
415-435-0221 fax
www.sani5.org



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

Date: August 20, 2026
To: Board of Directors – Regular Board Meeting
From: District Manager – Tony Rubio
Subject: Scheduling of fund transfers in accordance with Target Reserve Policy

STAFF REPORT:

Annually the District reviews and approves the Reserve Policy in conjunction with the FY budget, in this case the FY26-27 Budget. Due to the fact that the District Manager is not an authorized signer on the accounts per the Districts Financial Policies, he must get approval to schedule authorized signers to move moneys between CLASS and LAIF accounts.

As we have now closed the FY25-26 budget and begun operating on FY 26-27 budget there is a few fund transfers that need to be scheduled to remain on target with the Districts approved reserve policy.

Fund Transfers to schedule:

1. From Class Accounts Schedule a fund to fund transfer. The emergency replacement fund has a target balance of \$1,000,000 and is currently at \$1,076,680.94. I recommend moving \$76,680.84 to the CalPERS Emergency Fund that currently has a target reserve of \$1,000,000 and is currently funded at \$567,231.21. Moving these funds will results in balance of \$1,000,000 in the emergency replacement fund (100% Funded) and a balance of \$643,912.15 (\$356,087.85 shy of full funded status)
2. From LAIF Account to CLASS CalPERS Emergency Fund, schedule a transfer of \$356,087.85 in order to fully fund the Calpers Fund account as approved in the FY 26-27 budget(FY26-27 budget has a total of \$368,074 approved for transfer)

I recommend the Board authorize the District Manager to work with an approved signer to schedule recommended fund transfers

FISCAL IMPACT:

None- (moving of funds as indicated above)

CEQA (California Environmental Quality Act)

Exempt

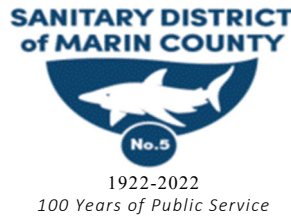
Recommendation:

Approve the recommendation to declare the old Service Truck as surplus and authorize the District Manager to proceed with disposal.

ATTACHMENTS:

None

Management
Tony Rubio District Manager
Joel Alvarez Administrative Services Manager
2001 Paradise Drive
Tiburon CA 9420
415-435-1501 Tel
415-435-0221 fax
www.sani5.org



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

Date: August 20, 2026
To: Board of Directors – Regular Board Meeting
From: District Manager – Tony Rubio
Subject: Authorize District Manager to enter into Professional Services Agreement with Schaaf & Wheeler for the design and construction management services required for the 26-27 Sewer Rehabilitation Project

STAFF REPORT:

As part of the Districts ongoing commitment to reduce and eliminate Inflow and Infiltration into the Districts sewer collection system and also as part of the Districts ongoing 10 year Capital Improvement Program, District management recently reached out to another local engineering design firm for the design and construction management services for the 26-27 Sewer Rehabilitation Project which will consist of Pipe Bursting approximately 5,265 linear ft of existing 6" VCP Vitrified Clay Pipe with new 6" HDPE High Density Polyethylene welded joint Pipeline. The Engineering firm is Schaaf & Wheeler.

Attached is the proposal for design and construction management services which is on average cost with our previous Sewer Rehabilitation Projects (less than 10% of estimated construction costs).

The proposal estimate is listed @ \$110,440 (includes optional geo tech services)

FISCAL IMPACT:

\$110,440 from approved budget (\$1,250,000 budget line item)

CEQA (California Environmental Quality Act)

Exempt

Recommendation:

Authorize the District Manager to execute as professional services agreement with Schaaf & Wheeler for an amount not to exceed \$110,440 for the Design and Construction Management Services required for the FY26-27 Sewer Rehabilitation Project

ATTACHMENTS:

Schaaf & Wheeler Proposal



Proposal

July 1, 2026

PREPARED FOR:

Sanitary District No. 5 of Marin County
2001 Paradise Drive
Tiburon, CA 94920

SCHAAF & WHEELER
CONSULTING CIVIL ENGINEERS

2200 Range Avenue, Suite 201, Santa Rosa, CA 95403
info@swsv.com

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1. Cover Letter

July 1, 2026

Dan LaTorre
WWTP Maintenance Superintendent
Sanitary District no. 5 of Marin County
2001 Paradise Drive
Tiburon, CA 94920

Subject: Proposal for Sewer Rehabilitation 2026 – 2027

Dear Mr. LaTorre:

Schaaf & Wheeler is pleased to submit the enclosed proposal to provide sewer rehabilitation services to Sanitary District No. 5 of Marin County. Our firm has provided similar services throughout Marin County in the past and is well positioned to complete the project on time and within budget.

We have assembled a team of professionals with extensive experience in and around the District related to sanitary sewer capital improvement projects.

With more than 22 years of experience in engineering and design of water resources infrastructure, I will serve as the project manager. I manage our nearby Santa Rosa office and have worked on several similar projects throughout Marin County. Glen M. Anderson, PE will be the principal-in-charge and provide QA/QC services, applying more than 19 years of sanitary sewer experience to review project deliverables.

The enclosed document presents our proposed scope, fee, and experience with similar projects. We welcome the opportunity to meet with the District to discuss our proposal further. Should you need additional information, please contact me at (415) 420-1123 or bshick@swsv.com.

Sincerely,
Schaaf & Wheeler



Benjamin L. Shick, PE
Vice President

2. Qualifications

2.1 Firm Overview

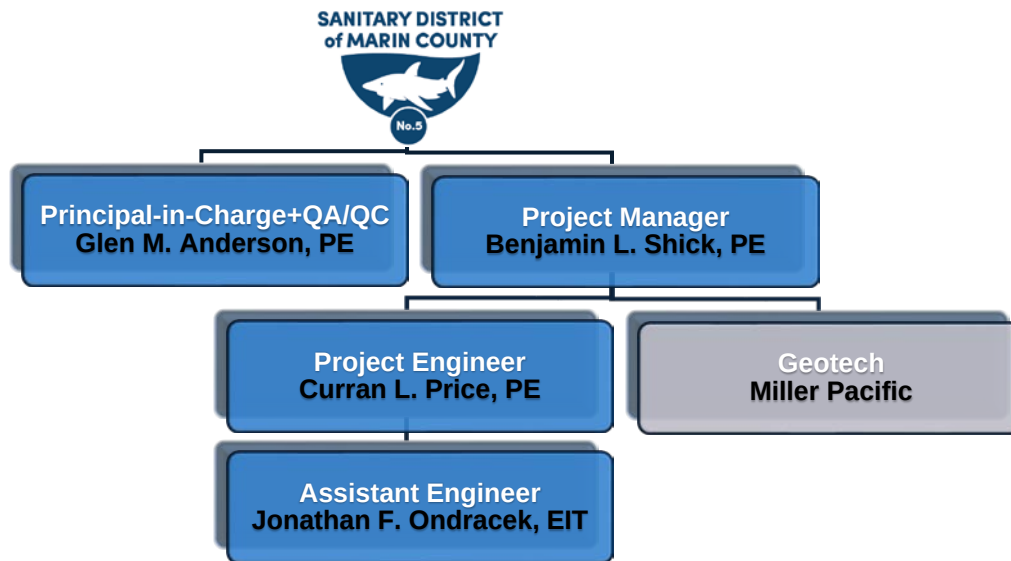
Firm Name:	Schaaf & Wheeler
Type of Organization:	Corporation – Incorporated in California since 1985, in business 41 years
Primary Contact:	Benjamin L. Shick, PE (415) 420-1123; bshick@swwsv.com
Offices:	HQ: 4699 Old Ironsides Drive, Ste. 350, Santa Clara, CA 95054 870 Market Street, Ste. 1278, San Francisco, CA 94102 2200 Range Avenue, Ste. 201, Santa Rosa, CA 95403 3 Quail Run Circle, Ste. 101, Salinas, CA 93907 10236 Donner Pass Road, Suite A, Truckee, CA 96161 250 Bel Marin Keys Boulevard, Bldg. A, Ste. 205, Novato, CA 94949

Schaaf & Wheeler is a civil engineering firm focused in water resources. With more than 40 years of commitment to solving flood control, stormwater, wastewater, potable water, and recycled water problems, Schaaf & Wheeler is recognized by public and private sector clients for its value-added engineering. We are certified as a small business enterprise by the State of California (No. 40527) and operate from six locations: Santa Clara, San Francisco, Santa Rosa, Salinas, Truckee, and Novato. Schaaf & Wheeler has 10 areas of focus within the water resources discipline:

- Hydrology and hydraulics analyses, including site evaluations and modeling;
- Flood control analyses, including floodplain studies and channel design, filing of letters of map revision, and FEMA coordination;
- Watershed assessments, erosion and sediment control, and bioengineered channel stabilization;
- Water quality, including design or review of best management practices (BMPs) for stormwater treatment and hydromodification flow control facilities;
- Stormwater management and drainage services, including master planning, engineering, and design of urban storm drain systems and pump stations;
- Wastewater system master planning, engineering, and design of conveyance systems, including lift stations;
- Potable water system master planning, modeling, engineering; and design of supply, storage, collection and distribution systems, including tanks and booster stations;
- Recycled water systems planning, engineering, and design; including reclamation feasibility studies and customer retrofits;
- Construction management, construction site observation, construction inspection services, value engineering, construction cost analysis, and constructability reviews; and
- Project management, including management of subconsultants, containment of schedule and cost, and communication with clients and stakeholders.

2.2 Staff Qualifications

Schaaf & Wheeler has assembled a dedicated team of in-house engineers and a geotechnical subconsultant to complete the proposed project for the District, as outlined in our organization chart. Brief resumes for key staff are included below, as well as an overview of subconsultant qualifications. Full resumes can be provided upon request.



2.3 Schaaf & Wheeler Team



Benjamin L. Shick, PE: Project Manager

Ben is a vice president and an owner at Schaaf & Wheeler. He has more than 20 years of experience in infrastructure planning and design of wastewater, potable water systems, and stormwater. He has served as principal-in-charge and project manager of water and sewer mains, sewage lift stations, stormwater pumping stations, gravity sewers, flood

plain investigation, shoreline protection studies, drainage studies, channel design and modeling, water rights permitting, wetland analysis and design, and small bridge design for local public agencies. *Ben will delegate project tasks to the team while maintaining the schedule and budget. He will provide technical supervision, peer review, and project oversight. Ben will meet regularly with the District as needed for project updates and to resolve any issues that arise during project development.*

Education

BSCE and MSCE, Montana State University-Bozeman

Licenses

RCE CA #68813



Glen M. Anderson, PE: Principal-in-Charge+QA/QC

Glen is a vice president and owner at Schaaf & Wheeler. From his time with Schaaf & Wheeler, he brings more than 19 years of experience in infrastructure modeling and planning, assessment; and design of wastewater conveyance systems, water supply and distribution systems and stormwater systems. Glen has served as principal-in-charge,

project manager, and project engineer of gravity sewers, force mains, and sewage lift stations for public agencies throughout Northern California. Glen's projects range from small 2-inch water distribution pipelines to 72-inch-diameter storm drain pipe repairs to 61 MGD sewer pump

Education

BSCE, Civil and Environmental Engineering, UC Davis

Licenses

RCE CA #76720

stations. Glen is NASSCO PACP, MACP, and LACP Certified and is a Pump System Assessment Professional, as certified by the Hydraulic Institute. *Glen will provide QA/QC services for this project.*



Curran L. Price, PE: Project Engineer

Curran is an associate engineer at Schaaf & Wheeler. He has 15 years of in-depth experience in infrastructure design of stormwater pump stations, sewer rehabilitation, wastewater facilities, water and recycled water pipelines, flood protection, shoring systems, bridges, buildings, transportation, and slope stabilization projects. He has completed the design of

Education

BSCE, California State Polytechnic University, Pomona

Licenses

RCE CA #74913

over 50 constructed projects. Curran is adept at preparing plans and specifications, performing calculations, cost estimates, and site inspections. Curran recently worked as the project engineer for the condition assessment of Mill Valley's citywide sanitary sewer assessment and is NASSCO certified. *Curran will provide as-needed day-to-day engineering tasks as directed by Ben.*



Jonathan F. Ondracek, EIT: Assistant Engineer

Jonathan is an assistant engineer with more than 14 years of experience in modeling and design for stormwater and wastewater infrastructure projects. He is proficient in running hydraulic models to solve drainage issues and conduct level surveys for small design projects. He has worked throughout the Bay

Education

BSCE, Purdue University, Indiana

Licenses

EIT

Area on a variety of projects such as: sanitary sewer pump station rehabilitation projects, storm drain improvements, roadway improvements, and sanitary sewer rehabilitation projects. *Jonathan will provide as-needed day-to-day engineering tasks as directed by Ben.*

2.4 About Our Subconsultant



Geotechnical Engineering

Miller Pacific Engineering Group (MPEG) is an employee-owned California Corporation and California Small Business (License #0048998) with over 30 years of the firm's professional expertise in geology, geo-civil, and geotechnical engineering. Established in

1989, the vast majority of the firm's projects are in Marin, Sonoma, and Napa Counties. With a home office in Novato and additional offices in Napa and Petaluma (including our soils laboratory), the firm provides numerous public agencies and private clients with services spanning the range of geotechnical planning, geological hazards analysis, geotechnical exploration and testing, foundation engineering, construction monitoring, geo-civil engineering and distressed property evaluation. *MPEG has collaborated on numerous similar projects with Schaaf & Wheeler, included recent sewer rehabilitation work for the San Rafael Sanitation District and the City of Mill Valley.*

2.4.1 Wastewater Project Examples

Client and Contact:

Philip Buckley, PE
San Rafael Sanitation
District
111 Morphew Street
San Rafael, CA 94915
(415) 458-5369
rsrd@cityofsanrafael.org

Contract Value: \$449,676

Construction Cost: \$5.2M

Duration: 2023 – 2025

Project Team:

PM: Benjamin L. Shick, PE
Staff: Glen M. Anderson, PE;
Curran L. Price, PE;
Jonathan F. Ondracek, EIT;
Christian Encarnacion, EIT;
Joshua Vandermeide, EIT

Subconsultants:

Kier + Wright; Miller Pacific;
Subtronic

Sewer Pipe Repair and Replacement Project

Schaaf & Wheeler was contracted by the San Rafael Sanitation District to complete the 2023 Sewer Pipe Repair and Replacement Project. The project included review, assessment, and design of significant sewer repairs in the northern part of the District. Our services included:

- Reviewing approximately 11.2 miles of sewer inspection videos and 231 manhole inspection reports;
- Developing a prioritizing of locations to be rehabilitated as part of capital improvement projects;
- Developing project documents for one construction project to repair approximately 2.5 miles of sewer main;
- Developing project documents to rehabilitate/replace manholes; and
- Provide construction support.

The project included pipe repairs and replacement within easements, small residential streets, and within busy downtown streets which required close coordination and design considerations to minimize impacts during construction.

Client and Contact:

John Brencic
City of Mill Valley
26 Corte Madera Ave.
Mill Valley, CA 94941
(415) 384-4830
jbrencic@cityofmillvalley.org

Contract Value: Various
(\$1M+ total)

Construction Cost: Various

Duration: 2019 – Present

Project Team:

PM: Benjamin L. Shick, PE
Staff: Daniel J. Schaaf, PE;
Robin J. Lee, PE; Curran L.
Price, PE; Jonathan F.
Ondracek, EIT

Subconsultants:

Kier + Wright; Miller Pacific;
Presidio Systems, Inc.

Sanitary Sewer Capital Improvement Projects

Schaaf & Wheeler has been contracted by the City of Mill Valley since 2019 to complete various sanitary sewer capital improvement projects, including:

Repair Projects: Schaaf & Wheeler assessed identified areas with considerable maintenance issues, most of which were located on steep hillsides and backyard easements. We then developed detailed bid documents for recommended improvements, which included open trench replacement, spot repairs, pipe bursting, cured-in-place pipe rehabilitation, manhole repairs, and force main replacement.

Capital Improvement Plan Updates: Schaaf & Wheeler prepared the City's Sanitary Sewer CIP in 2020 and in 2025. As part of CIP development, we reviewed previous sewer CIPs, record drawings, previous CCTV inspection videos, and consulted with City staff. A list of prioritized sewer improvements was developed based on PACP, pipe size, location, risk of failure, and impacts. The CIP includes schedules and recommended budgets for the following:

- CCTV inspection and evaluation
- Annual sewer main repair and rehabilitation
- Pump station improvements
- Flow monitoring and development of a sewer master plan

Client and Contact:

Daniel Patten
City of Pacifica
151 Milagra Drive
Pacifica, CA 94044
(650) 922-7248
DPatten@pacificagov

Contract Value: \$542,000

Construction Cost: \$8.9M

Duration: 2023 – 2025

Project Team:

PM: Benjamin L. Shick, PE
Staff: Curran L. Price, PE;
Jonathan F. Ondracek, EIT;
Christian Encarnacion, EIT;
Joshua Meyde, EIT

Subconsultants:

Kier + Wright; Subtronic

Lower Linda Mar Rehabilitation and Repair Project

The City of Pacifica contracted Schaaf & Wheeler to prepare bid documents for the Lower Linda Mar Rehabilitation and Repair Project. The project involved 29,000 total linear feet of pipe bursting and open trench replacement within the street right-of-way and within easements with close proximity to existing buildings and utilities. Manholes were evaluated and designed for rehabilitation and replacement where necessary.

The project required topographic surveying, mapping, utility locating, and potholing during design. The contract documents include provisions for residents to replace their sewer laterals under pre-negotiated rates. Schaaf & Wheeler provided community outreach to notify residents of the construction project and to present the opportunity for them to replace their private sewer laterals during construction.

The design was completed on schedule, under budget, and the project was constructed with minimal change orders or issues.

Client and Contact:

Chris Good
Town of Corte Madera
300 Tamalpais Drive
Corte Madera, CA 94925
(415) 927-5794
CGood@tcmmail.org

Contract Value: \$342,263

Construction Cost: \$2.64M

Duration: 2021 – 2022

Project Team:

PM: Benjamin L. Shick, PE
Staff: Curran L. Price, PE;
Jonathan F. Ondracek, EIT

Subconsultants:

Kier + Wright; Subtronic

Sewer Rehabilitation Project

Schaaf & Wheeler contracted with the Town of Corte Madera (Sanitary District No. 2) to design sewer rehabilitations and replacement on El Camino Dr, Granada Dr, Estrada Ln, Paloma Dr, Sonora Way, Endeavor Dr, and Endeavor Cove.

This involved 3,900+ LF of sanitary sewer main replacement, 4,400+ LF of lateral replacement, manhole rehabilitation and replacement, utility investigations and potholing, surveying, geotechnical investigation, and CCTV. The project also included sanitary sewer spot repairs, replacement of the sewer using open trench and pipe bursting, re-alignment of the sewer, and replacement of all lower laterals.

This project occurred in an area that is relatively flat with high groundwater and poor soils (underlain with deep layer of Bay Mud).

3. Scope of Services

The District has identified approximately 5,255 linear feet of existing sanitary sewer gravity pipe within easements and street right of way that needs to be rehabilitated as part of the 2026 – 2027 rehabilitation project (project).

It is assumed that all pipe segments will be rehabilitated with pipe bursting construction methods. However, Schaaf & Wheeler will review existing available data to determine the most appropriate rehabilitation/replacement method based on the condition of the existing pipe and site constraints. Pipe segments to be addressed as part of the project are listed below.

TIBURON				BELVEDERE			
MH	MH	FOOTAGE	LOCATION	MH	MH	FOOTAGE	LOCATION
239B	239A	96	MTTIBURON CT	RB7	RB6	52	BELLA VISTA AVE
239A	239	168	MT TIBURON CT	RB6	RB6A	30	BELLA VISTA AVE
239	238	152	MT TIBURON CT	RBSA	R85	130	BELLA VISTA AVE
238	237	180	MT TIBURON CT	RB5	BT	12	BAY VIEW AVE
237	236	135	MT TIBURON CT	RB13	RB4	138	BAY VIEW AVE
236	232	153	MT TIBURON CT	RB4	RB3	186	BAY VIEW AVE
233	232	239	MEADOWHILL DR	RB3	RB2	159	BAY VIEW AVE
232	231	156	TARA HILL RD	RB2	RB8A	184	BAY VIEW AVE
230	221	176	TARA HILL RD	RB8A	RB1	10	BAY VIEW AVE
223A	223	275	MEADOWHILL DR	RB10	RB10A	151	BELLA VISTA AVE
223	221	105	TARA HILL RD	RB10A	RB9	204	BELLA VISTA AVE
228A	228	132	MEADOWHILL DR	RB9	R88	113	BELLA VISTA AVE
228	227	190	MEADOWHILL DR	RB8	RB11A	55	BELLA VISTA AVE
227	226	176	MEADOWHILL DR	RB11A	RB8A	133	BELLA VISTA AVE
226	225	123	MEADOWHILL DR	RB11	RB11A	137	BELLA VISTA AVE
225	224	120	MEADOWHILL DR	FA14	FA13	321	EUCALYPTUS AVE
224	223	234	MEADOWHILL DR	TOTAL		2015	FEET
221A	221	216	TARA HILL RD				
221	220	214	TARA VIEW RD				
TOTAL		3240	FEET				

Schaaf and Wheeler will provide the following scope of services for the project:

Task 1: Project Management and Coordination

1. Schaaf & Wheeler shall be responsible for providing all contract management and quality control services throughout the duration of the project.
2. Kickoff Meeting: Schaaf & Wheeler will facilitate a project kickoff meeting with the District and necessary stakeholders. The project goals, scope, budget, and schedule will be discussed to ensure alignment among the project team. Schaaf & Wheeler will facilitate design review meetings with the District for each draft submittal.

Task 2: Field Investigations and Preliminary Design

1. Schaaf & Wheeler will review existing CCTV inspection data provided by the District to document the existing pipe condition, material, presence of sags, lateral locations, and other pertinent information.

2. Schaaf & Wheeler will prepare project basemaps to be used for design. The basemaps will be prepared based on existing available data from the District and County along with field measurements.
3. Schaaf & Wheeler will coordinate with utility providers to obtain their service maps and to coordinate the project. Utility maps will be used to develop the project basemap, this scope does not include any additional detailed utility investigations. Additional utility investigations and potholing can be provided for a supplementary fee if deemed necessary.
4. Schaaf & Wheeler will conduct site visits throughout the project limits to document existing conditions, inspect manholes, identify construction access/constraints, and to take field measurements.
5. Schaaf & Wheeler's geotechnical subconsultant, Miller Pacific Engineering Group, will conduct a Geotechnical Feasibility Evaluation for the project limits. The evaluation will include review of existing subsurface data and geologic mapping.

The preliminary geotechnical recommendations and guidelines for the project will be developed and summarized in a brief report. If deemed necessary, additional geotechnical investigations and report updates can be provided, which are included as an optional task.

Task 3: 60% Design

Schaaf & Wheeler will initiate the detailed design effort, which will include layouts of sewer lines, lateral locations based on CCTV data, utility locations based on utility basemaps and site visits, construction details, construction cost estimate, and a construction schedule.

The detail and accuracy of the existing available District and County basemaps should be sufficient to develop construction documents. Sewer re-alignment, topographic surveying, easement research, and easement acquisition are not included within this scope of services.

Plan view site plans will be prepared for each pipe segment. Development of pipe profiles are not included in this scope of services.

Task 4: 95% Design

After receiving and reviewing comments from the District, Schaaf & Wheeler will prepare the 95% construction documents. Construction documents will include detailed plans, technical specifications, and engineer's estimates.

The 95% plans will include detailed plans for all pipe segments. The location of all laterals will be identified based on CCTV data and will be shown on the plans.

Task 5: Final Design

After receiving and reviewing comments from the District, Schaaf & Wheeler will prepare the final construction documents. Construction documents will include bid-ready plans, technical specifications, front end specifications, and engineer's estimates.

Task 6: Bid Support Services

Schaaf & Wheeler will provide bid support services, which may include attendance at the pre-bid meeting, responding to questions from bidders, prepare addenda, and evaluation of bids.

Task 7: Construction Support

Schaaf & Wheeler will be available to assist the District as desired throughout the construction process. Construction support assistance may include:

- Pre-construction meeting attendance;
- Review and approval of shop drawings and submittals;
- Review of contractor's request for information (RFIs) and furnishing additional drawings and/or specifications for supplementing, clarifying, and/or correcting purposes;
- Attending meetings and site visits when necessary (up 14 online or telephone meetings and 3 site meetings/visits are included);
- Assisting with the review of construction, and other activities, as required;
- Preparation, review, and recommended approval of change orders as required;
- Providing one set of reproducible record drawings that reflect the changes to the work during construction based upon Contractor markups, drawings and other data furnished by the Contractor, District, and Consultants. The record drawings will also be provided in AutoCAD format.

Optional Tasks:

The following tasks are optional, and they may be included as deemed necessary during design.

Task 8: Geotechnical Investigations

Design level geotechnical investigation will include 8 to 10 borings (two days of drilling) to a depth of 5-feet, testing samples, and develop detailed report with design level recommendations.

Environmental Screening will take two samples from the geotechnical investigation borings, one from the Belvedere area and one from Tiburon area, to test the soil for CAM17 metals, TPH (gasoline, diesel, and motor oil), VOC, SCOC, PCB, pesticides, and corrosivity.

Assumptions and Excluded Items:

The scope was developed based on preliminary information provided by the District. The scope was developed with the following assumed tasks that are not required for the project:

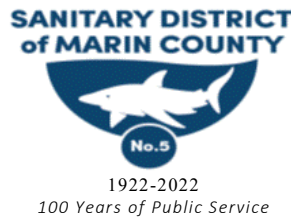
- Schaaf & Wheeler will use existing District CCTV inspection data to develop plans, quantity information, and identify potential spot repair needs. The contractor will be required to re-inspect pipes to identify laterals prior to bursting, but significant missing CCTV data and unclear inspection could result in change orders during construction and bid quantities being off.
- Schaaf & Wheeler will use District basemaps and field measurements to develop drawings. Topographic and utility surveys are excluded from the scope.
- Necessary potholing will be specified to be provided by the contractor prior to construction.
- Schaaf & Wheeler assumes the sewer mains will not need to be realigned.

- Construction support is limited as detailed in the scope. Continuous construction management, testing, and inspection is excluded from this scope.
- Design of upper lateral replacement is not included.
- Environmental review and permitting is not included.
- Acquisition of rights of ways, easements, or rights to entry are not included.

4. Fee Proposal

 SCHAAF & WHEELER CONSULTING CIVIL ENGINEERS Sanitary District No. 5 of Marin County Sewer Rehabilitation 2026 - 2027 Fee Proposal June 30, 2026		Principal Project Manager	Senior Engineer	Assistant Engineer	Schaaf & Wheeler Total	Miller Pacific	10% Markup	Total
Hourly Rates		\$315	\$265	\$210				
Task 1	Project Management and Coordination	11	0	6	\$4,725	\$0	\$0	\$4,725
	1.1 Project coordination & Management	8			\$2,520		\$0	\$2,520
	1.2 Project Meetings (3)	3		6	\$2,205		\$0	\$2,205
Task 2	Field Investigations and Preliminary Design	4	16	52	\$16,420	\$6,500	\$650	\$23,570
	2.1 Review CCTV Inspection Data			12	\$2,520		\$0	\$2,520
	2.2 Prepare Project Basemaps	2		16	\$3,990		\$0	\$3,990
	2.3 Utility Coordination and Mapping			8	\$1,680		\$0	\$1,680
	2.4 Site Visits & Documentation		16	16	\$7,600		\$0	\$7,600
	2.5 Geotechnical Feasibility Evaluation	2			\$630	\$6,500	\$650	\$7,780
Task 3	60% Design	4	10	40	\$12,310	\$0	\$0	\$12,310
	3.1 Prepare 60% Plans	2	4	32	\$8,410		\$0	\$8,410
	3.2 Prepare 60% Specifications	2	6	6	\$3,480		\$0	\$3,480
	3.3 Prepare 60% Estimate			2	\$420		\$0	\$420
Task 4	95% Design	4	12	26	\$9,900	\$0	\$0	\$9,900
	4.1 Prepare 95% Plans	2	4	24	\$6,730		\$0	\$6,730
	4.2 Prepare 95% Specifications	2	8		\$2,750		\$0	\$2,750
	4.3 Prepare 95% Estimate			2	\$420		\$0	\$420
Task 5	Final Design	4	12	25	\$9,690	\$0	\$0	\$9,690
	5.1 Prepare Final Plans	2	8	24	\$7,790		\$0	\$7,790
	5.2 Prepare Final Specifications	2	4		\$1,690		\$0	\$1,690
	5.3 Prepare Final Estimate			1	\$210		\$0	\$210
Task 6	Bid Support	8	4	0	\$3,580	\$0	\$0	\$3,580
	6.1 Bid Support Services	8	4		\$3,580		\$0	\$3,580
Task 7	Construction Support	31	12	24	\$17,985	\$0	\$0	\$17,985
	7.1 Pre-Construction meeting	2	2		\$1,160		\$0	\$1,160
	7.2 Review Submittals	4		16	\$4,620		\$0	\$4,620
	7.3 Review RFIs	2	4		\$1,690		\$0	\$1,690
	7.4 Attend Weekly Construction Meetings (14 Virtual Meetings)	14			\$4,410		\$0	\$4,410
	7.5 Attend Site Visits/Meetings (up to 3)	3	6		\$2,535		\$0	\$2,535
	7.6 Review Change Orders	4			\$1,260		\$0	\$1,260
	7.7 Prepare Record Drawings	2		8	\$2,310		\$0	\$2,310
Total Excluding Optional Tasks		66	66	173	\$74,610	\$6,500	\$650	\$81,760
Optional Tasks								
Task 8	Geotechnical Investigations	2	0	0	\$630	\$25,500	\$2,550	\$28,680
	8.1 Design Level Geotechnical Investigation	2			\$630	\$22,500	\$2,250	\$25,380
	8.2 Environmental Screening				\$0	\$3,000	\$300	\$3,300
Total for Optional Tasks		2	0	0	\$630	\$25,500	\$2,550	\$28,680
Total (Including Optional Tasks)		68	66	173	\$97,870	\$32,000	\$3,200	\$110,440

Management
 Tony Rubio District Manager
 Joel Alvarez Administrative Services Manager
 2001 Paradise Drive
 Tiburon CA 9420
 415-435-1501 Tel
 415-435-0221 fax
www.sani5.org



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

Date: August 20, 2026
To: Board of Directors – Regular Board Meeting
From: District Manager – Tony Rubio
Subject: Acceptance of Updated MOU with SDRMA and Adoption of Resolution 2026-12

STAFF REPORT:

Section	Previous Language	Revised Language	Description of Change
Definitions	Various terms and definitions, some not clearly defined or missing.	Expanded and clarified definitions for "Committee," "Coverage Documents," "Program Participation Agreement," "Program," and "Program Documents."	Improved clarity and specificity of key terms for better understanding and administration.
Entry into Program	ENTITY shall enroll in the Program by making application through SDRMA.	ENTITY shall apply for participation by executing all forms prescribed by SDRMA, subject to approval by the Program's Underwriter.	Clarifies the application process and emphasizes underwriter approval.
Maintenance of Effort	Program provides health benefits to all participants of the ENTITY.	Specifies eligible participants (active employees, retired employees, dependents, public officials) and outlines optional participation for some groups.	Clarifies eligibility and participation requirements.
Premiums	ENTITY will remit monthly premiums based on rates established by SDRMA.	Premiums and rates are set by the Committee; SDRMA adds an administrative fee. Details on billing, penalties for late payment, and termination for non-payment added.	Adds detail on premium calculation, billing, and consequences for late payment.
Benefits	Benefits as set forth in ENTITY's Plan Summary.	Benefits must be agreed upon with employee organizations and approved by the Program underwriter.	Adds requirement for underwriter approval of plan selections.
Assessments & Dividends	Assessments/dividends used sparingly; allocation based on premiums paid.	Committee may impose premium assessments if funds are insufficient; details on liability for withdrawn entities and dividend formula.	Expands on funding adequacy, assessment process, and dividend distribution.
Withdrawal	ENTITY may withdraw with 90 days' notice.	Notice period extended to 120 days prior to January 1; rescission deadline added; 3-year waiting period for re-entry after withdrawal.	Tightens withdrawal process and re-entry requirements.
Arbitration	Not previously specified.	Adds binding arbitration clause for disputes, specifying Sacramento, CA as venue.	Introduces formal dispute resolution process.
Amendment	Amendments require written agreement by both parties.	Clarifies amendment process, including SDRMA's right to terminate if ENTITY does not execute required amendments.	Strengthens amendment and termination provisions.

The above chart shows the summary of changes in the Memorandum of Understanding from the Special District Risk Management Authority (SDRMA). SDRMA is who we use for the procurement of Ancillary benefits (Dental, Vision, Life, Short & Long Term Disability Insurance).

At the June 24, 2026, SDRMA Board Meeting, the SDRMA Board of Directors approved amendments to the SDRMA Health Benefits Memorandum of Understanding (MOU). The amendments were made to better align the MOU with our pool, Public Risk Innovation, Solutions and Management (PRISM) MOU and industry norms.

SDRMA is mailing SD5 a request for its governing body to execute the amended MOU and Resolution. To ensure SD5 follows Section 15 of the amended MOU guideline, the original wet signature or DocuSign MOU and Resolution must be mailed back to SDRMA by **November 1, 2026**. If your entity does not return the MOU and Resolution to SDRMA by **November 1, 2026**, your entity will be deemed as withdrawn and benefits will be terminated effective **January 1, 2027**.

FISCAL IMPACT:

None

CEQA (California Environmental Quality Act)

Exempt

Recommendation:

Approve the updates to the MOU and Adopt Resolution 2026-12 “ A Resolution of the Board of Directors of Sanitary District No.5 of Marin County Approving the Form of and Authorizing the Execution of a Memorandum of Understanding and Authorizing the Special District Risk Management Authority’s Health Benefits Program”

ATTACHMENTS:

Updated MOU and Resolution 2026-12

RESOLUTION NO. 2026-12

A RESOLUTION OF THE OF THE (GOVERNING BODY) OF SANITARY DISTRICT NO.5 of MARIN COUNTY APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING AND AUTHORIZING PARTICIPATION IN THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY'S HEALTH BENEFITS PROGRAM

WHEREAS, Sanitary District No.5 of Marin County, a public agency duly organized and existing under and by virtue of the laws of the State of California (the "ENTITY"), has determined that it is in the best interest and to the advantage of the ENTITY to participate in the Health Benefits Program offered by Special District Risk Management Authority (the "Authority"); and

WHEREAS, the Authority was formed in 1986 in accordance with the provisions of California Government Code 6500 *et seq.*, for the purpose of providing risk financing, risk management programs and other coverage protection programs; and

WHEREAS, participation in Authority programs requires the ENTITY to execute and enter into a Memorandum of Understanding which states the purpose and participation requirements for the Health Benefits Program; and

WHEREAS, all acts, conditions and things required by the laws of the State of California to exist, to have happened and to have been performed precedent to and in connection with the consummation of the transactions authorized hereby do exist, have happened and have been performed in regular and due time, form and manner as required by law, and the ENTITY is now duly authorized and empowered, pursuant to each and every requirement of law, to consummate such transactions for the purpose, in the manner and upon the terms herein provided.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE ENTITY AS FOLLOWS:

Section 1. Findings. The ENTITY's Governing Body hereby specifically finds and determines that the actions authorized hereby relate to the public affairs of the ENTITY.

Section 2. Memorandum of Understanding. The Memorandum of Understanding, to be executed and entered into by and between the ENTITY and the Authority, in the form presented at this meeting and on file with the ENTITY's Secretary, is hereby approved. The ENTITY's Governing Body and/or Authorized Officers ("The Authorized Officers") are hereby authorized and directed, for and in the name and on behalf of the ENTITY, to execute and deliver to the Authority the Memorandum of Understanding.

Section 3. Program Participation. The ENTITY's Governing Body approves participating in the Special District Risk Management Authority's Health Benefits Program.

Section 4. Severability. If any provision of this resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the resolution which can be given effect without the invalid provision or application, and to this end the provisions of this resolution are severable.

Section 5. Other Actions. The Authorized Officers of the ENTITY are each hereby authorized and directed to execute and deliver any and all documents which are necessary in order to consummate the transactions authorized hereby and all such actions heretofore taken by such officers are hereby ratified, confirmed and approved.

Section 6. Effective Date. This resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED this 20th day of August, 2026 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Tony Rubio
Name

District Manager
Title

ENTITY Secretary

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (HEREAFTER “MEMORANDUM”) IS ENTERED INTO BY AND BETWEEN THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (HEREAFTER “SDRMA”) AND THE PARTICIPATING PUBLIC ENTITY (HEREAFTER “ENTITY”) WHO IS SIGNATORY TO THIS MEMORANDUM.

WHEREAS, on August 1, 2006, SDRMA in its capacity as a member of Public Risk Innovation, Solutions and Management (PRISM) and having executed the Joint Powers Agreement (JPA) governing PRISM, was appointed administrator for the purpose of enrolling small public entities into the (PRISM) Health and/or Employee Benefits Small Group Program (hereinafter "Program"); and

WHEREAS, the terms and conditions of the PROGRAM as well as benefit coverage, rates, assessments, and premiums are governed by the PRISM Health Committee and/or PRISM Employee Benefits Committee for the Program (the "Committee") and not SDRMA; and

WHEREAS, ENTITY desires to enroll and participate in the Program, acknowledging that SDRMA acts solely in an administrative capacity and does not establish Program terms.

NOW THEREFORE, SDRMA and ENTITY agree as follows:

1. **DEFINITIONS.** For purposes of this MEMORANDUM, unless the context otherwise requires, the following terms when capitalized have the respective meanings set out below and are applicable to the singular as well as to the plural forms of such terms and to the masculine as well as to the feminine and neuter genders of such terms.
 - a. “Committee” means the PRISM Health Committee and/or PRISM Employee Benefits Committee for the Program.
 - b. “Coverage Documents” means, except as otherwise provided herein, coverage documents from each carrier outlining the coverage provided, including terms and conditions of coverage, are controlling with respect to the coverage of the Program and will be provided by SDRMA to each ENTITY. Documents will be made available through the online SDRMA Portal and be accessible to approved users of the ENTITY.
 - c. “Program Participation Agreement” means the agreement issued by PRISM/AUS Underwriting to the Entity that details the final terms of acceptance and any special exceptions or terms that have been made a part of the underwriting approval and is required to be completed and executed in order to constitute full acceptance as a member of the PRISM Small Group Program.

d. "Program" or "PRISM" means the Public Risk Innovation, Solutions and Management (PRISM) Health and/or Employee Benefits Small Group Program.

e. "Program Documents" means the following: SDRMA Program Administrative Guidelines, SDRMA Resolution, Program Underwriting application and any required underwriting documents, Program approval, Program Underwriting & Eligibility Rules and Program Participation Agreement.

2. PURPOSE. ENTITY is signatory to this MEMORANDUM for the sole purpose of enrolling in the Program.
3. ENTRY INTO PROGRAM. ENTITY shall apply for participation in the Program by executing and all forms prescribed by SDRMA. SDRMA shall submit the completed forms to the Program's Underwriter who has the authority to accept or reject Entity's application in its sole discretion based on the Program's governing documents and in accordance with the Program's eligibility guidelines.
4. MAINTENANCE OF EFFORT. Program provides health benefits to all active employees, retired employees, dependents of an active or retired employee and public officials of the ENTITY who satisfy requirements for participation. ENTITY public officials may participate in the Program only if they are currently being covered and their own ENTITY's enabling act, plans and policies allow it. ENTITY must contribute at least the minimum percentage required by the eligibility requirements
5. PREMIUMS. ENTITY agrees and acknowledges that premiums and rates for the Program are set by the Committee and that SDRMA's Administrative Fee is set by SDRMA For each billing cycle. ENTITY will remit the total monthly amount billed by SDRMA for each category of participants and the census of covered employees, public officials, dependents and retirees. PREMIUMs are based on a full month, and there are no partial months or prorated PREMIUMs. Enrollment for mid-year qualifying events and termination of coverage will be made in accordance with the SDRMA Program Administrative Guidelines.

Late Payment Penalties. ENTITY shall pay all PREMIUM invoices as billed to SDRMA, regardless of any changes to eligibility or adjustments to PREMIUMs that may occur during the billing month and not reflected in the PREMIUM invoice. SDRMA shall issue PREMIUM invoices to ENTITY prior to the coverage month in which they are due. PREMIUM invoices are due by the due date stated on the invoice and considered delinquent thirty (30) calendar days from the due date. In addition to the outstanding balance due for any unpaid invoice, ENTITY shall be liable to SDRMA for a late payment penalty of 1% of the outstanding balance of any unpaid portion of such invoice effective (30) calendar days after the invoice due date. SDRMA reserves the right to terminate the

MEMORANDUM and ENTITY'S Participation Agreement, including immediate cessation of all services under the Program, any time after it provides written notice to ENTITY of its failure to pay the amount due of any invoice.

6. **BENEFITS.** Benefits provided to ENTITY participants shall be as set forth in ENTITY's Plan Summary for the Program and as agreed upon between the ENTITY and its recognized employee organizations as applicable. Not all plan offerings will be available to ENTITY, and plans requested by ENTITY must be submitted to Program underwriter for approval.
7. **ASSESSMENTS AND DIVIDENDS.** The Program annual premium, as approved by the Committee will be established at a level which is anticipated to provide adequate overall funding. The Program will directly manage surpluses and deficits. Premiums are targeted to fund expected claims (including incurred-but-not-reported (IBNR) and run-out), reinsurance (if any), Program/administrative expenses, and any reserve or margin adopted by the Committee.

If Program funds are insufficient (including funding IBNR), the Committee may impose premium assessments on all applicable participating Entities, consistent with the JPA, including ENTITY signing this MEMORANDUM. Entities that have withdrawn from the Program are liable for assessments attributable to plan year(s) in which they participated.

After appropriate reserves and obligations are funded and any Committee-approved margin is achieved, the Committee may declare a dividend or premium credit, using a formula recommended by the Program Underwriters and actuary.

8. **WITHDRAWAL.** ENTITY may withdraw from this MEMORANDUM and terminate its Program Participation Agreement for a subsequent calendar year subject to the following condition: ENTITY shall notify SDRMA in writing of its intent to withdraw from this MEMORANDUM and terminate its Program Participation Agreement at least 120 days prior to January 1st of the subsequent calendar year in which it shall be effective. No withdrawal shall become effective until December 31 of the year that notice of termination is received. ENTITY may rescind its notice of intent to withdraw and terminate no later than October 1st. Once ENTITY withdraws from the Program, there is a 3-year waiting period to come back into the Program, and the ENTITY will be subject to underwriting approval.
9. **ARBITRATION OF DISPUTES.** To the extent permitted by law, all controversies between the ENTITY and SDRMA that may arise out of or relate to any of the services provided by SDRMA under the MEMORANDUM, or the construction, performance or breach of this or any other agreement between the ENTITY and SDRMA, whether entered into prior to, on or subsequent to the date hereof, shall be settled by binding arbitration in the City of

Sacramento, California, under the Commercial Arbitration Rules of the American Arbitration Association. Judgment upon any award rendered by the arbitrator(s) shall be final and may be entered into any court having jurisdiction.

10. GOVERNING LAW. This MEMORANDUM shall be governed in accordance with the laws of the State of California.
11. VENUE. Venue for any dispute or enforcement shall be in the City of Sacramento, California.
12. ATTORNEY FEES. The prevailing party in any dispute shall be entitled to an award of reasonable attorney fees.
13. COMPLETE AGREEMENT. This MEMORANDUM together with the related Program Documents constitutes the full and complete agreement of the ENTITY.
14. SEVERABILITY. Should any provision of this MEMORANDUM be judicially determined to be void or unenforceable, such determination shall not affect any remaining provision.
15. AMENDMENT OF MEMORANDUM; WAIVER. This MEMORANDUM may not be modified, nor shall any provision hereof be waived or amended, except in a writing duly signed by authorized representatives of SDRMA and ENTITY. The failure of either Party to enforce at any time any provision of the MEMORANDUM shall not be construed to be a waiver of such provision, nor in any way to affect the validity of the MEMORANDUM or the right of either party thereafter to enforce each and every such provision. If ENTITY fails or refuses to execute an amendment to this MEMORANDUM by the deadline included in written notice of SDRMA'S execution of said amendment, SDRMA reserves the right to terminate this MEMORANDUM and ENTITY'S Program Participation Agreement effective as of the next annual renewal date.
16. EFFECTIVE DATE. This MEMORANDUM shall become effective on the later of the first date of coverage for the ENTITY or the last date of signing of this MEMORANDUM by the Chief Executive Officer or Board President of SDRMA and the authorized person for the ENTITY.
17. EXECUTION IN COUNTERPARTS. This MEMORANDUM may be executed in several counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.

In Witness Whereof, the undersigned have executed the MEMORANDUM as of the date set forth below.

Dated: _____

By: _____

Special District Risk
Management Authority

Dated: _____

By: _____

Sanitary District No.5 of Marin County

	Bargaining Unit	After 1 Year	After 5 Years	After 10 Years	After 15 Years	After 20 Years	After 25 Years	H	Footnote For Client
Sanitary District No. 5 of Marin County	Effective 7-1-2026	80	120	160	180	180	200	120	Employees can cash out up to 120 hours per year.
Carpinteria Sanitary District	Unrep	80	120	160	160	160	160	96	No cashout provisions.
Central Marin Sanitation Agency	Unrep	80	120	160	200	200	200	104	Once per calendar year an employee may cash out up to one week of accrued vacation due to unique circumstances. Employees in exempt classifications may request a cash out of up to 2 weeks.
Goleta Sanitary District	General Employees	80	120	160	200	200	200	96	
Las Gallinas Valley Sanitary District	ASD Contract	112	152	176	176	192	192	104	Employee can cash out up to 80 hours of vacation twice per year.
Montecito Sanitary District	Unrep	80	120	160	200	200	200	112	
Oro Loma Sanitary District	Unrep	88	120	120	160	168	200	128	No cashout provision.
Valley Sanitary District	Unrep	120	160	200	200	200	200	112	
Mt. View Sanitary District	Unrep	96	144	192	192	240	240	124	
Rodeo Sanitary District	IUOE	88	128	168	168	208	208	96	Employees can cash out up to 80 hours of vacation per year.
Sausalito- Marin City Sanitary District	OE3	80	120	160	160	200	200	104	After 30 years of service employees can cash out up to 80 hours/year.
Sewer Authority Mid-Coastside	IUOE	96	120	144	168	184	184	112	No cashout policy.