

**NOTICE AND AGENDA
Regular Board Meeting
at Sanitary District No. 5 of Marin County
Thursday, August 19, 2021**

5:00 P.M. REGULAR BOARD MEETING

CORONA VIRUS (COVID-19) ADVISORY NOTICE

Consistent with Executive Orders No. N-25-20 and No. N-29-20 from the Executive Department of the State of California, the Meeting will not be physically open to the public and all Board Members and Staff will be teleconferencing into the meeting.

How to Submit Public Comments:

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

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

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

How to Participate in the Meeting:

Join Zoom Meeting by clicking on the following link:

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

Meeting ID: 623 062 0778

or join by phone:

Call in number: (669) 900-9128 Participant Code: 623 062 0778

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 15, 2021, Regular Board Meeting Minutes (Dohrmann)
2. Review and receive all electronic fund transfers (EFTs) and approve warrants from July 14th through August 10th, 2021 (JP Morgan Chase Bank, check no. 8369 through check no. 8425, all transactions totaling \$305,864.99) and receive July 2021 payroll, in the sum of \$130,597.52 (Dohrmann)
3. Receipt of Financial Reports for July 2021 (Dohrmann)

MANAGEMENT REPORTS:

4. District Management Summary Report (Rubio)

NEW BUSINESS:

5. Review and discuss sampling analysis results re SD5 recycled water project feasibility (Rubio) – Action
6. Review and approve HDR’s evaluation of SD5 Main Plant influent dry weather splitter box repairs (Rubio) – Action
7. Discussion re returning to in-person SD5 Board Meetings, starting in October 2021, in consideration of CA Executive Order N-29-20 expiration on September 30, 2021 (Rubio) – Action
8. Review and approve SD5 Early Exit Plan for FY21-22 (Rubio) – Action

UNFINISHED BUSINESS:

COMMITTEE REPORTS:

9. Capital Improvement Program Committee (Moody/Arias-Montez)
10. Finance & Fiscal Oversight Committee (Benediktsson/Arias-Montez)
11. Governance Committee (Moody/Carapiet)
12. Personnel Committee (Benediktsson/Snyder)
13. Renewable Energy Strategies Ad Hoc Committee (Carapiet/Moody)

OTHER BUSINESS:

ENVIRONMENTAL:

CORRESPONDENCE:

INFORMATIONAL ITEMS:

ADJOURNMENT

The Board will be asked to adjourn the meeting to a Regular Board Meeting on September 16, 2021, at 5:00 P.M.

Item #1

**Minutes of a Regular Board Meeting
Sanitary District No. 5 of Marin County
Thursday, July 15, 2021**

5:00 P.M. REGULAR BOARD MEETING

CORONA VIRUS (COVID-19) ADVISORY NOTICE

Consistent with Executive Orders No. N-25-20 and No. N-29-20 from the Executive Department of the State of California, the Meeting will not be physically open to the public and all Board Members and Staff will be teleconferencing into the meeting.

How to Submit Public Comments:

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

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

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

How to Participate in the Meeting:

Join Zoom Meeting by clicking on the following link:

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

Meeting ID: 623 062 0778

or join by phone:

Call in number: (669) 900-9128 Participant Code: 623 062 0778

CALL TO ORDER by President Richard Snyder at 5:00 P.M.

ROLL CALL

Directors present: Richard Snyder, President
 John Carapiet, Vice President
 Omar Arias-Montez, Secretary
 Catharine Benediktsson, Director
 Tod Moody, Director

Staff present: Tony Rubio, District Manager
 Robin Dohrmann, Office Manager

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.

There were no public comments at this time.

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

- Vice President (VP) Carapiet applauded The Ark's article (7.7.2021) re "San5 plans sewer line upgrades in \$6.6M budget"
- Director Benediktsson inquired into the celebration of SD5's upcoming centennial anniversary
- VP Carapiet requested staff look into parcels in unincorporated Tiburon that may or may not be contributing ad valorem tax to SD5 Tiburon Property Tax income

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS (cont'd):

- President Snyder suggested bringing the unincorporated addresses to legal counsel's attention
- Director Moody broached the subject of SD5 in-person meetings for future discussion
- President Snyder inquired into the upcoming MOU negotiations
- Secretary Arias-Montez inquired into the upcoming SD5 rate study

CONSENT CALENDAR:

1. Approval of June 17, 2021, Regular Board Meeting Minutes (Dohrmann)
2. Review and receive all electronic fund transfers (EFTs) and approve warrants from June 9th through July 13th, 2021 (JP Morgan Chase Bank, check no. 8302 through check no. 8367, all transactions totaling \$314,607.69) and receive June 2021 payroll, in the sum of \$106,653.79 (Dohrmann)
3. Receipt of Financial Reports for June 2021 (Dohrmann)

Discussion by the Board. Motion (Benediktsson/Moody) to approve Items No. 1 through No. 3 on the Consent Calendar. Passed unanimously.

MANAGEMENT REPORTS:

4. District Management Summary Report (Rubio)

District Manager, Tony Rubio, presented a written and verbal report on current District issues, responding to questions from the Board. Discussion by the Board.

NEW BUSINESS:

5. Approval of Resolution No. 2021-05: A Resolution Accepting Completion and Directing District Manager to File Notice of Completion for the Cove Road Force Main Project

Discussion by the Board. Motion (Arias-Montez/Moody) to approve Resolution No. 2021-05: A Resolution Accepting Completion and Directing District Manager to File Notice of Completion for the Cove Road Force Main Project. Passed unanimously.

UNFINISHED BUSINESS: None

COMMITTEE REPORTS: None

6. Capital Improvement Program Committee (Moody/Arias-Montez) - None
7. Finance & Fiscal Oversight Committee (Benediktsson/Arias-Montez) - None
8. Governance Committee (Moody/Carapiet) - None
9. Personnel Committee (Benediktsson/Snyder) - None
10. Renewable Energy Strategies Ad Hoc Committee (Carapiet/Moody) – Verbal update

OTHER BUSINESS: None

ENVIRONMENTAL: None

CORRESPONDENCE: None

INFORMATIONAL ITEMS: None

ADJOURNMENT

The Board adjourned at 5:25 p.m. to a Regular Board Meeting on August 19, 2021, at 5:00 p.m.

Approved:

Attest:

Richard Snyder
President, Board of Directors

Omar Arias-Montez
Secretary, Board of Directors

**Sanitary Distr. No.5 of Marin Co.
Warrant List Summary
July 14 through August 10, 2021**

Item #2

08/09/21

Date	Num	Name	Memo	Amount
JP Morgan Chase - Primary 7399				
08/03/21	EFT	CalPERS	EFT Health Premium, August 2021, Cust #4163206459	-15,882.01
08/06/21	EFT	PERS	EFT PERS Retirement, July 2021	-18,996.23
07/15/21	8369	Staples, Inc.	Acct #60111000714, Office & Janitorial Supplies, June 2021 (AJE FY20-21)	-806.35
07/15/21	8370	Town of Tiburon	Fuel, June 2021 (AJE FY20-21)	-641.88
07/15/21	8371	Verizon Wireless	Acct #0342125502-00001: iPhones, June 2021 (AJE FY20-21)	-310.30
07/15/21	8372	Alvarez, Joel	Reimb for (2) EE Incentives, June 2021 (AJE FY20-21)	-2,000.00
08/10/21	8373	Access Answering Service	Acct #4080C, Answering Service, August 2021	-60.00
08/10/21	8374	Ad-Lite Crane Service, Inc.	Crane Service @ M.P. S.C., Jul 2021	-987.00
08/10/21	8375	Alhambra	Acct #547945611762129, Water, July 2021	-198.75
08/10/21	8376	Banshee Networks, Inc.	Computer/IT Support, June - July 2021 (AJE FY20-21)	-3,415.48
08/10/21	8377	Brelje and Race Laboratories, Inc.	M.P./P.C. Plant Samples, May - June 2021 (AJE FY20-21)	-3,280.00
08/10/21	8378	Burke, Williams & Sorensen, LLP	Legal Advice, June 2021 (AJE FY20-21)	-2,016.00
08/10/21	8379	Cal-Steam	Cust ID# 89563, Safety, June 2021 (AJE FY20-21)	-30.58
08/10/21	8380	Caltest Analytical Laboratory	M.P./P.C. Lab Sampling, July 2021	-2,629.60
08/10/21	8381	Caltronics Business Systems, Inc.	Acct #SD15, Multi-purpose Copier Contract, July 2021	-144.44
08/10/21	8382	Central Marin Sanitation Agency	Pollution Prevention Pub Ed Costs, July 2021	-2,501.25
08/10/21	8383	Cintas Corporation #626	Acct #626-00821, PPE/Safetywear + Service, July 2021	-1,143.50
08/10/21	8384	Code Publishing, Inc.	Project#:329170, Web Update, July 2021	-68.85
08/10/21	8385	CWEA	Member Dues, J Alvarez, July 2021	-192.00
08/10/21	8386	D&K Auto Service	SD5 Truck Maint., July 2021	-3,174.03
08/10/21	8387	Delta Design Services	SD5 Vehicle Maint., July 2021	-400.00
08/10/21	8388	DKF Solutions Group, LLC	My Safety Officer Monthly Subscription, August 2021	-350.00
08/10/21	8389	Frank Olsen Co.	Pump & Valve Replacement Program, July 2021	-4,453.92
08/10/21	8390	Goodman Building Supply Co.	Acct #20070, Truck & M.P. Maint. Supplies, July 2021	-382.65
08/10/21	8391	Harrington Industrial Plastics LLC	Cust #:044227, M.P. Supplies, July 2021	-344.45
08/10/21	8392	Home Depot Credit Services	Acct #6035 3220 0516 4334, M.P. Office/Breakroom, July 2021	-105.76
08/10/21	8393	Jackson's Hardware, Inc.	Acct #7601, PPE & P&L, Grounds Maint., July 2021	-1,186.05
08/10/21	8394	JM Integration, LLC	M.P. Parts & Service, July 2021	-5,205.23
08/10/21	8395	Ken Grady Company, Inc.	P.C. Process Control, July 2021	-3,343.64
08/10/21	8396	Larry Walker Associates, Inc.	Tech Support for M.P. NPDES Reg. Assistance Renewal - June 2021 (AJE FY20-21)	-2,405.05
08/10/21	8397	Linscott Engineering Contractors Inc.	Belvedere P&L, July 2021	-5,545.46
08/10/21	8398	Lystek Int'l, LTD	Biosolids Transport, July 2021	-726.75
08/10/21	8399	Maggiora & Ghilotti, Inc.	M&G Project #7716 - Cove Rd. Force Main Replacement Project, June (AJE FY20-21)	-113,372.24
08/10/21	8400	Maltby Electric Supply Co., Inc.	Cust No.15953, M.P. Supplies, July 2021	-770.42
08/10/21	8401	Marin County Tax Collector	Acct #170796, Cust #21603, LAFCO Service Charges for FY21-22, Jul 2021	-4,165.60
08/10/21	8402	Marin Resource Recovery Center	Cust #02-1527 0, M.P. Disposal, July 2021	-60.00
08/10/21	8403	McCampbell Analytical, Inc.	M.P. Monitoring, Acute & Aquatic Toxicity Testing, July 2021	-1,974.50
08/10/21	8404	Mill Valley Refuse Service, Inc.	Acct #032945, Garbage Service + 1 yd rental, August 2021	-255.15
08/10/21	8405	Mill Valley Refuse Service, Inc.	Acct #063092, SLUDGE TRANSPORT, June (AJE FY20-21) - July 2021	-1,800.00
08/10/21	8406	North Bay Waterworks	SD5 Sewer Manhole Lids, July 2021	-29,459.06
08/10/21	8407	Peterson	Cust #:5656305, TPS#5 & TPS #3 Service, July 2021	-2,975.20
08/10/21	8408	Ram Print and Communications	Admin/Off Supplies, SD5 warrant approval stamp, July 2021	-135.85
08/10/21	8409	Roy's Sewer Service, Inc.	P&L, July 2021	-2,511.50
08/10/21	8410	TESCO Controls, Inc.	Cust #TIBU, M.P. Service, July 2021	-8,450.93
08/10/21	8411	Truckstops	SD5 Waterwagon Trailer, P.C. Maint. Equipment, July 2021	-7,251.42
08/10/21	8412	U.S. Bank	Acct#:4246-0441-0158-3635, June 2021 (AJE FY20-21) - July 2021	-9,269.47
08/10/21	8413	Univar	Cust ID #STDT001, Chemicals, July 2021	-8,400.47
08/10/21	8414	USA BlueBook	Cust #933682, Safety/PPE Supplies, July 2021	-322.59
08/10/21	8415	USA North 811	Cust #165410 re CA Underground Facilities Safe Excavation - July 2021	-451.98
08/10/21	8416	USA North 811	Cust #16541020 re Underground Service Alert of NorCal & NV - July 2021	-851.52
08/10/21	8417	Waste Management of Redwood Landfill	Acct #507-0000190-1507-2, Sludge Disposal, July 2021	-1,038.90
08/10/21	8418	Water Components & Building Supply	Acct #454, M.P. Maint. Supplies, July 2021	-1,912.09
08/10/21	8419	Wintersun Chemical	M.P. Chemicals, July 2021	-1,026.92
08/10/21	8420	WorkSmart Automation, Inc.	SD5 Comm System Maintenance, July - 2021	-620.00
08/10/21	8421	Pacific Gas & Electric	Acct #2908031411-4, Utilities, June 2021 (AJE FY20-21)	-25,138.16
08/10/21	8422	Alvarez, Joel	Mileage Reimb., July 2021	-27.44
08/10/21	8423	Collodi, Peter	S/B Reimb., July 2021	-15.68
08/10/21	8424	Driscoll, Stephen	S/B Mileage reimb., Jan-Jun 2021 (AJE FY20-21)	-411.04
08/10/21	8425	Rosser, John	S/B Reimb., June (AJE FY20-21) - July 2021	-269.65
Total JP Morgan Chase - Primary 7399				-305,864.99
TOTAL				-305,864.99

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

July 14 through August 10, 2021

Date	Num	Name	Memo	Account	Class	Paid Amount
08/03/21	EFT	CalPERS	EFT Health Premium, August 2021, Cust #4163206459	JP Morgan Chase - Primary 7399		
			Active Employee Health Premium - August 2021	8020.05 · Employee Health	Belvedere	-5,383.56
			Active Employee Health Premium - August 2021	8020.05 · Employee Health	Tiburon:Paradise Cove	-437.15
			Active Employee Health Premium - August 2021	8020.05 · Employee Health	Tiburon	-9,150.25
			Retiree Health Premium - August 2021	8022.05 · Reitree Health	Belvedere	-308.54
			Retiree Health Premium - August 2021	8022.05 · Reitree Health	Tiburon:Paradise Cove	-25.05
			Retiree Health Premium - August 2021	8022.05 · Reitree Health	Tiburon	-524.41
			Active Employee Health Premium - August 2021 - Admin Fee	8020.05 · Employee Health	Belvedere	-13.46
			Active Employee Health Premium - August 2021 - Admin Fee	8020.05 · Employee Health	Tiburon:Paradise Cove	-1.09
			Active Employee Health Premium - August 2021 - Admin Fee	8020.05 · Employee Health	Tiburon	-22.88
			Retiree Health Premium - August 2021 - Admin Fee	8022.05 · Reitree Health	Belvedere	-5.62
			Retiree Health Premium - August 2021 - Admin Fee	8022.05 · Reitree Health	Tiburon:Paradise Cove	-0.46
			Retiree Health Premium - August 2021 - Admin Fee	8022.05 · Reitree Health	Tiburon	-9.54
TOTAL						-15,882.01
08/06/21	EFT	PERS	EFT PERS Retirement, July 2021	JP Morgan Chase - Primary 7399		
			Retirement July 2021(Classic 1600 Rate): ER @ 14.194 %; EE @ 3.0%	8019.05 · PERS Retirement	Belvedere	-4,838.51
			Retirement July 2021(Classic 1600 Rate)	8019.05 · PERS Retirement	Tiburon:Paradise Cove	-392.89
			Retirement July 2021(Classic 1600 Rate)	8019.05 · PERS Retirement	Tiburon	-8,223.86
			Retirement July 2021(PEPRA Rates: ER @ 7.732%; EE @ 6.75%	8019.05 · PERS Retirement	Belvedere	-1,992.53
			Retirement July 2021(PEPRA Rate)	8019.05 · PERS Retirement	Tiburon:Paradise Cove	-161.80
			Retirement July 2021(PEPRA Rate)	8019.05 · PERS Retirement	Tiburon	-3,386.64
TOTAL						-18,996.23
07/15/21	8369	Staples, Inc.	Acct #60111000714, Office & Janitorial Supplies, June 2021 (AJE FY...	JP Morgan Chase - Primary 7399		
			Inv #2859579371, Office supplies, June 2021 (AJE FY20-21)	6047 · Office Supplies	Belvedere	-47.08
			Inv #2859579371, Office supplies, June 2021 (AJE FY20-21)	6047 · Office Supplies	Tiburon:Paradise Cove	-3.39
			Inv #2859579371, Office supplies, June 2021 (AJE FY20-21)	6047 · Office Supplies	Tiburon	-80.49
			Inv #2867995161, Janitorial Supplies, June 2021 (AJE FY20-21)	7023 · Janitorial Supplies & Service	Belvedere	-249.29
			Inv #2867995161, Janitorial Supplies, June 2021 (AJE FY20-21)	7023 · Janitorial Supplies & Service	Tiburon	-426.10
TOTAL						-806.35
07/15/21	8370	Town of Tiburon	Fuel, June 2021 (AJE FY20-21)	JP Morgan Chase - Primary 7399		
			Fuel, June 2021 (AJE FY20-21)	7071 · Fuel	Belvedere	-230.76
			Fuel, June 2021 (AJE FY20-21)	7071 · Fuel	Tiburon:Paradise Cove	-16.62
			Fuel, June 2021 (AJE FY20-21)	7071 · Fuel	Tiburon	-394.50
TOTAL						-641.88
07/15/21	8371	Verizon Wireless	Acct #0342125502-00001: iPhones, June 2021 (AJE FY20-21)	JP Morgan Chase - Primary 7399		
			Inv #9883456737: Monthly Charges (\$301.60) New NASPO MA 152 Agm...	8531 · Main Plant Telephones	Belvedere	-108.43
			Inv #9883456737: Monthly Charges (\$301.60) New NASPO MA 152 Agm...	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-7.81
			Inv #9883456737: Monthly Charges (\$301.60) New NASPO MA 152 Agm...	8531 · Main Plant Telephones	Tiburon	-185.36
			Inv #9883456737: Taxes, Gov't Surcharges & Fees (AJE FY20-21)	8531 · Main Plant Telephones	Belvedere	-3.13
			Inv #9883456737: Taxes, Gov't Surcharges & Fees (AJE FY20-21)	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-0.23
			Inv #9883456737: Taxes, Gov't Surcharges & Fees (AJE FY20-21)	8531 · Main Plant Telephones	Tiburon	-5.34
TOTAL						-310.30

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

08/09/21

July 14 through August 10, 2021

Date	Num	Name	Memo	Account	Class	Paid Amount
07/15/21	8372	Alvarez, Joel	Reimb for (2) EE Incentives, June 2021 (AJE FY20-21)	JP Morgan Chase - Primary 7399		
			Employee Incentive/Con't Ed Stipend: Completion of CSU Ops & Maint re...	8005 · Employee Incentives	Belvedere	-359.50
			Employee Incentive/Con't Ed Stipend: Completion of CSU Ops & Maint re...	8005 · Employee Incentives	Tiburon:Paradise Cove	-25.90
			Employee Incentive/Con't Ed Stipend: Completion of CSU Ops & Maint re...	8005 · Employee Incentives	Tiburon	-614.60
			Employee Incentive/Con't Ed Stipend: Completion of CSU Ops & Maint re...	8005 · Employee Incentives	Belvedere	-359.50
			Employee Incentive/Con't Ed Stipend: Completion of CSU Ops & Maint re...	8005 · Employee Incentives	Tiburon:Paradise Cove	-25.90
			Employee Incentive/Con't Ed Stipend: Completion of CSU Ops & Maint re...	8005 · Employee Incentives	Tiburon	-614.60
TOTAL						-2,000.00
08/10/21	8373	Access Answering Service	Acct #4080C, Answering Service, August 2021	JP Morgan Chase - Primary 7399		
			Inv #25794, Answering Service, August 2021- SSO & Alarm Notifications	8510 · Data/Alarms/IT Supp & Licensi...	Belvedere	-21.58
			Inv #25794, Answering Service, August 2021- SSO & Alarm Notifications	8510 · Data/Alarms/IT Supp & Licensi...	Tiburon:Paradise Cove	-1.75
			Inv #25794, Answering Service, August 2021- SSO & Alarm Notifications	8510 · Data/Alarms/IT Supp & Licensi...	Tiburon	-36.67
TOTAL						-60.00
08/10/21	8374	Ad-Lite Crane Service, Inc.	Crane Service @ M.P. S.C., Jul 2021	JP Morgan Chase - Primary 7399		
			Inv #17040, Crane service:Hoist/set Scum Collector at M.P. - July 2021	9307 · PS Generator Replacement	Belvedere	-365.68
			Inv #17040, Crane service:Hoist/set Scum Collector at M.P. - July 2021	9307 · PS Generator Replacement	Tiburon	-621.32
TOTAL						-987.00
08/10/21	8375	Alhambra	Acct #547945611762129, Water, July 2021	JP Morgan Chase - Primary 7399		
			Inv #12012314 072321 Water, 7.01.2021 - 7.23.2021	7023 · Janitorial Supplies & Service	Belvedere	-71.47
			Inv #12012314 072321 Water, 7.01.2021 - 7.23.2021	7042 · Paradise Supplies & Chemicals	Tiburon:Paradise Cove	-5.80
			Inv #12012314 072321 Water, 7.01.2021 - 7.23.2021	7023 · Janitorial Supplies & Service	Tiburon	-121.48
TOTAL						-198.75
08/10/21	8376	Banshee Networks, Inc.	Computer/IT Support, June - July 2021 (AJE FY20-21)	JP Morgan Chase - Primary 7399		
			Inv #14997, Troubleshooting, IT & security renewals + maintenance of all ...	8510 · Data/Alarms/IT Supp & Licensi...	Belvedere	-426.91
			Inv #14997, Troubleshooting, IT & security renewals + maintenance of all ...	8510 · Data/Alarms/IT Supp & Licensi...	Tiburon:Paradise Cove	-30.76
			Inv #14997, Troubleshooting, IT & security renewals + maintenance of all ...	8510 · Data/Alarms/IT Supp & Licensi...	Tiburon	-729.84
			Inv #14997, Troubleshooting, IT & security renewals + maintenance of all ...	8510 · Data/Alarms/IT Supp & Licensi...	Belvedere	-801.18
			Inv #14997, Troubleshooting, IT & security renewals + maintenance of all ...	8510 · Data/Alarms/IT Supp & Licensi...	Tiburon:Paradise Cove	-65.06
			Inv #14997, Troubleshooting, IT & security renewals + maintenance of all ...	8510 · Data/Alarms/IT Supp & Licensi...	Tiburon	-1,361.73
TOTAL						-3,415.48
08/10/21	8377	Brelje and Race Laboratories, I...	M.P./P.C. Plant Samples, May - June 2021 (AJE FY20-21)	JP Morgan Chase - Primary 7399		
			Inv #136200, #136916, M.P. Samples for May - June 2021 (AJE FY20-21)	7051 · Main Plant Lab Monitoring	Belvedere	-1,179.16
			Inv #136200, #136916, M.P. Samples for May - June 2021 (AJE FY20-21)	7052 · Paradise Cove Monitoring	Tiburon:Paradise Cove	-84.95
			Inv #136200, #136916, M.P. Samples for May - June 2021 (AJE FY20-21)	7051 · Main Plant Lab Monitoring	Tiburon	-2,015.89
TOTAL						-3,280.00

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

08/09/21

July 14 through August 10, 2021

Date	Num	Name	Memo	Account	Class	Paid Amount
08/10/21	8378	Burke, Williams & Sorensen, LLP	Legal Advice, June 2021 (AJE FY20-21) Inv #269134, SD5 VLTNS, June 2021 - (AJE FY20-21) Inv #269134, DCS, June 2021 - (AJE FY20-21) Inv #269134, DCS, June 2021 - (AJE FY20-21) Inv #269134, DCS, June 2021 - (AJE FY20-21)	JP Morgan Chase - Primary 7399 6039 · Legal 6039 · Legal 6039 · Legal 6039 · Legal	Tiburon Belvedere Tiburon:Paradise Cove Tiburon	-945.00 -385.02 -27.74 -658.24
TOTAL						-2,016.00
08/10/21	8379	Cal-Steam	Cust ID# 89563, Safety, June 2021 (AJE FY20-21) Inv #4120515, M.P. Supplies, June 2021 (AJE FY20-21) Inv #4120515, M.P. Supplies, June 2021 (AJE FY20-21)	JP Morgan Chase - Primary 7399 7021 · Plant Maintenance Supplies 7021 · Plant Maintenance Supplies	Belvedere Tiburon:Paradise Cove	-11.29 -19.29
TOTAL						-30.58
08/10/21	8380	Caltest Analytical Laboratory	M.P./P.C. Lab Sampling, July 2021 M.P. - B: #3064, #3242, ##3572, #3573, #3652, #3924 - July 2021 M.P. - T: #3064, #3242, ##3572, #3573, #3652, #3924 - July 2021	JP Morgan Chase - Primary 7399 7051 · Main Plant Lab Monitoring 7051 · Main Plant Lab Monitoring	Belvedere Tiburon	-974.27 -1,655.33
TOTAL						-2,629.60
08/10/21	8381	Caltronics Business Systems, I...	Acct #SD15, Multi-purpose Copier Contract, July 2021 Inv #3308461, Konica Multi-purpose copier (C308) contract, July 2021 Inv #3308461, Konica Multi-purpose copier (C308) contract, July 2021 Inv #3308461, Konica Multi-purpose copier (C308) contract, July 2021	JP Morgan Chase - Primary 7399 6047 · Office Supplies 6047 · Office Supplies 6047 · Office Supplies	Belvedere Tiburon:Paradise Cove Tiburon	-51.94 -4.22 -88.28
TOTAL						-144.44
08/10/21	8382	Central Marin Sanitation Agency	Pollution Prevention Pub Ed Costs, July 2021 Inv #00357, Shared Pollution Prevention Public Education Budget Costs,... Inv #00357, Shared Pollution Prevention Public Education Budget Costs,... Inv #00357, Shared Pollution Prevention Public Education Budget Costs,...	JP Morgan Chase - Primary 7399 6059 · Pollution Prevention/Public Edu 6059 · Pollution Prevention/Public Edu 6059 · Pollution Prevention/Public Edu	Belvedere Tiburon:Paradise Cove Tiburon	-899.45 -73.04 -1,528.76
TOTAL						-2,501.25
08/10/21	8383	Cintas Corporation #626	Acct #626-00821, PPE/Safetywear + Service, July 2021 PPE/Safetwear + Service: #4088913453, #4089677399, #4090260983, #... PPE/Safetwear + Service: #4088913453, #4089677399, #4090260983, #... PPE/Safetwear + Service: #4088913453, #4089677399, #4090260983, #... PPE/Safetywear + Service: Add'l Items, #1902309426, #1902310279 - Ju... PPE/Safetywear + Service: Add'l Items, #1902309426, #1902310279 - Ju... PPE/Safetywear + Service: Add'l Items, #1902309426, #1902310279 - Ju...	JP Morgan Chase - Primary 7399 8520 · Personal Protection/Safety Wear 8520 · Personal Protection/Safety Wear 8520 · Personal Protection/Safety Wear 8520 · Personal Protection/Safety Wear 8520 · Personal Protection/Safety Wear	Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon	-63.75 -5.18 -108.36 -347.45 -28.21 -590.55
TOTAL						-1,143.50

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

08/09/21

July 14 through August 10, 2021

Date	Num	Name	Memo	Account	Class	Paid Amount
08/10/21	8384	Code Publishing, Inc.	Project#:329170, Web Update, July 2021	JP Morgan Chase - Primary 7399		
			Inv #70556, SD5 Web Update, July 2021	6017 · Consulting Fees	Belvedere	-24.76
			Inv #70556, SD5 Web Update, July 2021	6017 · Consulting Fees	Tiburon:Paradise Cove	-2.01
			Inv #70556, SD5 Web Update, July 2021	6017 · Consulting Fees	Tiburon	-42.08
TOTAL						-68.85
08/10/21	8385	CWEA	Member Dues, J Alvarez, July 2021	JP Morgan Chase - Primary 7399		
			J alvarez (ID#406719), Membership Dues, 10.1.2021 - 6.30.2022	6025 · Dues & Subscriptions	Belvedere	-57.54
			J alvarez (ID#406719), Membership Dues, 10.1.2021 - 6.30.2022	6025 · Dues & Subscriptions	Tiburon:Paradise Cove	-4.67
			J alvarez (ID#406719), Membership Dues, 10.1.2021 - 6.30.2022	6025 · Dues & Subscriptions	Tiburon	-97.79
			J alvarez (ID#406719), Membership Dues, 7.1.2022 - 9.30.2022 (AJE FY...	6025 · Dues & Subscriptions	Belvedere	-11.51
			J alvarez (ID#406719), Membership Dues, 7.1.2022 - 9.30.2022 (AJE FY...	6025 · Dues & Subscriptions	Tiburon:Paradise Cove	-0.93
			J alvarez (ID#406719), Membership Dues, 7.1.2022 - 9.30.2022 (AJE FY...	6025 · Dues & Subscriptions	Tiburon	-19.56
TOTAL						-192.00
08/10/21	8386	D&K Auto Service	SD5 Truck Maint., July 2021	JP Morgan Chase - Primary 7399		
			Inv #68612, #68655, #68733, #68749, 2011 Silverado, 2013 F-250, 2015...	7072 · Maintenance	Belvedere	-1,141.38
			Inv #68612, #68655, #68733, #68749, 2011 Silverado, 2013 F-250, 2015...	7072 · Maintenance	Tiburon:Paradise Cove	-92.68
			Inv #68612, #68655, #68733, #68749, 2011 Silverado, 2013 F-250, 2015...	7072 · Maintenance	Tiburon	-1,939.97
TOTAL						-3,174.03
08/10/21	8387	Delta Design Services	SD5 Vehicle Maint., July 2021	JP Morgan Chase - Primary 7399		
			Inv #2416, SD5 Vehicle Graphics - July 2021	7072 · Maintenance	Belvedere	-143.84
			Inv #2416, SD5 Vehicle Graphics - July 2021	7072 · Maintenance	Tiburon:Paradise Cove	-11.68
			Inv #2416, SD5 Vehicle Graphics - July 2021	7072 · Maintenance	Tiburon	-244.48
TOTAL						-400.00
08/10/21	8388	DKF Solutions Group, LLC	My Safety Officer Monthly Subscription, August 2021	JP Morgan Chase - Primary 7399		
			Inv #11031, My Safety Officer Monthly Subscription Fee, August 2021	8515 · Safety	Belvedere	-125.86
			Inv #11031, My Safety Officer Monthly Subscription Fee, August 2021	8515 · Safety	Tiburon:Paradise Cove	-10.22
			Inv #11031, My Safety Officer Monthly Subscription Fee, August 2021	8515 · Safety	Tiburon	-213.92
TOTAL						-350.00
08/10/21	8389	Frank Olsen Co.	Pump & Valve Replacement Program, July 2021	JP Morgan Chase - Primary 7399		
			Inv #247242, P&L Pumps & Valves Rplcmnt - July 2021	9306 · PS Pump & Valve Replacements	Belvedere	-1,650.18
			Inv #247242, P&L Pumps & Valves Rplcmnt - July 2021	9306 · PS Pump & Valve Replacements	Tiburon	-2,803.74
TOTAL						-4,453.92

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

08/09/21

July 14 through August 10, 2021

Date	Num	Name	Memo	Account	Class	Paid Amount
08/10/21	8390	Goodman Building Supply Co.	Acct #20070, Truck & M.P. Maint. Supplies, July 2021	JP Morgan Chase - Primary 7399		
			Inv #827817, #827161, #828495, Truck & M.P. supply replenishment - Jul...	7021 · Plant Maintenance Supplies	Belvedere	-137.60
			Inv #827817, #827161, #828495, Truck & M.P. supply replenishment - Jul...	7021 · Plant Maintenance Supplies	Tiburon:Paradise Cove	-11.17
			Inv #827817, #827161, #828495, Truck & M.P. supply replenishment - Jul...	7021 · Plant Maintenance Supplies	Tiburon	-233.88
TOTAL						-382.65
08/10/21	8391	Harrington Industrial Plastics L...	Cust #:044227, M.P. Supplies, July 2021	JP Morgan Chase - Primary 7399		
			Inv #006M6023, M.P. Supply replenishment, July 2021	7025 · Lab Supplies & Chemicals	Belvedere	-127.62
			Inv #006M6023, M.P. Supply replenishment, July 2021	7025 · Lab Supplies & Chemicals	Tiburon	-216.83
TOTAL						-344.45
08/10/21	8392	Home Depot Credit Services	Acct #6035 3220 0516 4334, M.P. Office/Breakroom, July 2021	JP Morgan Chase - Primary 7399		
			M.P. Office/Breakroom kitchen, July 2021	9217 · SD5 Shop Rplcmnt /Ops Control	Belvedere	-39.18
			M.P. Office/Breakroom kitchen, July 2021	9217 · SD5 Shop Rplcmnt /Ops Control	Tiburon	-66.58
TOTAL						-105.76
08/10/21	8393	Jackson's Hardware, Inc.	Acct #7601, PPE & P&L, Grounds Maint., July 2021	JP Morgan Chase - Primary 7399		
			Inv #84314, Grounds Maintenance, July 2021	7028 · Grounds Maintenance	Belvedere	-77.20
			Inv #84314, Grounds Maintenance, July 2021	7028 · Grounds Maintenance	Tiburon	-131.17
			Inv #84240, #85018 - Boots, gloves, surveyor vests, etc., (JT&RC) - July ...	8515 · Safety	Belvedere	-175.79
			Inv #84240, #85018 - Boots, gloves, surveyor vests, etc., (JT&RC) - July ...	8515 · Safety	Tiburon:Paradise Cove	-14.27
			Inv #84240, #85018 - Boots, gloves, surveyor vests, etc., (JT&RC) - July ...	8515 · Safety	Tiburon	-298.78
			Inv #84240, #85018 - Boots, gloves, surveyor vests, etc., (JT&RC) - July ...	8520 · Personal Protection/Safety Wear	Belvedere	-175.79
			Inv #84240, #85018 - Boots, gloves, surveyor vests, etc., (JT&RC) - July ...	8520 · Personal Protection/Safety Wear	Tiburon:Paradise Cove	-14.27
			Inv #84240, #85018 - Boots, gloves, surveyor vests, etc., (JT&RC) - July ...	8520 · Personal Protection/Safety Wear	Tiburon	-298.78
TOTAL						-1,186.05
08/10/21	8394	JM Integration, LLC	M.P. Parts & Service, July 2021	JP Morgan Chase - Primary 7399		
			Inv #21073: M.P. Parts & Service (Replace Sparling Flowmeter), July 2021	7022 · Plant Maint. Parts & Service	Belvedere	-1,928.54
			Inv #21073: M.P. Parts & Service (Replace Sparling Flowmeter), July 2021	7022 · Plant Maint. Parts & Service	Tiburon	-3,276.69
TOTAL						-5,205.23
08/10/21	8395	Ken Grady Company, Inc.	P.C. Process Control, July 2021	JP Morgan Chase - Primary 7399		
			Inv #177247, P.C. Plant Process Control @ O2 Analyzer - July 2021	9400 · Paradise Cove Capital	Tiburon:Paradise Cove	-3,343.64
TOTAL						-3,343.64
08/10/21	8396	Larry Walker Associates, Inc.	Tech Support for M.P. NPDES Reg. Assistance Renewal - June 2021 ...	JP Morgan Chase - Primary 7399		
			Inv #00113.10-20, Paradise Cove Regulatory Assistance Renewal - June ...	7064 · Paradise Cove NPDES Renewal	Tiburon:Paradise Cove	-2,405.05
TOTAL						-2,405.05

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

08/09/21

July 14 through August 10, 2021

Date	Num	Name	Memo	Account	Class	Paid Amount
08/10/21	8397	Linscott Engineering Contracto...	Belvedere P&L, July 2021 Inv #3711, P&L @ BPS#5 - July 2021	JP Morgan Chase - Primary 7399 7011 · Pumps & Lines Maintenance	Belvedere	-5,545.46
TOTAL						-5,545.46
08/10/21	8398	Lystek Int'l, LTD	Biosolids Transport, July 2021 Inv #153-423 Biosolids Transport to Lystek Facility, July 2021 Inv #153-423 Biosolids Transport to Lystek Facility, July 2021	JP Morgan Chase - Primary 7399 7029 · Main Plant Sludge Disposal 7029 · Main Plant Sludge Disposal	Belvedere Tiburon	-269.26 -457.49
TOTAL						-726.75
08/10/21	8399	Maggiora & Ghilotti, Inc.	M&G Project #7716 - Cove Rd. Force Main Replacement Project, Jun... 2020 Cove Rd Force Main Project Close-Out: Retention, Belvedere - Jun... 2020 Cove Rd Force Main Project Close-Out: Retention, Tiburon - June (...)	JP Morgan Chase - Primary 7399 Retainage Payable Retainage Payable	Belvedere Tiburon	-82,455.63 -30,916.61
TOTAL						-113,372.24
08/10/21	8400	Maltby Electric Supply Co., Inc.	Cust No.15953, M.P. Supplies, July 2021 Inv #S1953570.001, P&L Supplies, July 2021 Inv #S1953570.001, P&L Supplies, July 2021 Inv #S1953570.001, P&L Supplies, July 2021 Inv #S1953570.001, Shop/Break Room Remodel Supplies, July 2021 Inv #S1953570.001, Shop/Break Room Remodel Supplies, July 2021 Inv #S1953570.001, M.P. Supplies, July 2021 Inv #S1953570.001, M.P. Supplies, July 2021	JP Morgan Chase - Primary 7399 7011 · Pumps & Lines Maintenance 7011 · Pumps & Lines Maintenance 7011 · Pumps & Lines Maintenance 9217 · SD5 Shop Rplcmnt /Ops Control 9217 · SD5 Shop Rplcmnt /Ops Control 7021 · Plant Maintenance Supplies 7021 · Plant Maintenance Supplies	Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon Belvedere Tiburon	-92.35 -7.50 -156.96 -95.15 -161.66 -95.15 -161.65
TOTAL						-770.42
08/10/21	8401	Marin County Tax Collector	Acct #170796, Cust #21603, LAFCO Service Charges for FY21-22, Jul... Acct #170796, Cust #21603, LAFCO Service Charges for FY21-22 Acct #170796, Cust #21603, LAFCO Service Charges for FY21-22 Acct #170796, Cust #21603, LAFCO Service Charges for FY21-22	JP Morgan Chase - Primary 7399 6021 · County Fees 6021 · County Fees 6021 · County Fees	Belvedere Tiburon:Paradise Cove Tiburon	-1,497.95 -121.64 -2,546.01
TOTAL						-4,165.60
08/10/21	8402	Marin Resource Recovery Center	Cust #02-1527 0, M.P. Disposal, July 2021 Inv #1340623, Tx#: 1741438, M.P. Disposal, July 2021 Inv #1340623, Tx#: 1741438, M.P. Disposal, July 2021	JP Morgan Chase - Primary 7399 7023 · Janitorial Supplies & Service 7023 · Janitorial Supplies & Service	Belvedere Tiburon	-22.23 -37.77
TOTAL						-60.00
08/10/21	8403	McCampbell Analytical, Inc.	M.P. Monitoring, Acute & Aquatic Toxicity Testing, July 2021 Inv #2107878, Inv #2107D34, M.P. Monitoring, Acute Toxicity Testing, Jul... Inv #2107878, Inv #2107D34, M.P. Monitoring, Acute Toxicity Testing, Jul...	JP Morgan Chase - Primary 7399 7053 · Chronic Toxicity 7053 · Chronic Toxicity	Belvedere Tiburon	-731.55 -1,242.95
TOTAL						-1,974.50

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

08/09/21

July 14 through August 10, 2021

Date	Num	Name	Memo	Account	Class	Paid Amount
08/10/21	8404	Mill Valley Refuse Service, Inc.	Acct #032945, Garbage Service + 1 yd rental, August 2021	JP Morgan Chase - Primary 7399		
			Garbage Service, Including 1 yd trash + 1 yd cardboard rental, August 20...	7023 · Janitorial Supplies & Service	Belvedere	-94.53
			Garbage Service, Including 1 yd trash + 1 yd cardboard rental, August 20...	7023 · Janitorial Supplies & Service	Tiburon	-160.62
TOTAL						-255.15
08/10/21	8405	Mill Valley Refuse Service, Inc.	Acct #063092, SLUDGE TRANSPORT, June (AJE FY20-21) - July 2021	JP Morgan Chase - Primary 7399		
			Sludge Transport/Exchange only, 6.4.21, 6.15.21, 6.22.21 - June (AJE F...	7029 · Main Plant Sludge Disposal	Belvedere	-531.50
			Sludge Transport/Exchange only, 6.4.21, 6.15.21, 6.22.21 - June (AJE F...	7029 · Main Plant Sludge Disposal	Tiburon	-908.50
			Sludge Transport/Exchange only, 7.1.21 - July 2021	7029 · Main Plant Sludge Disposal	Belvedere	-133.38
			Sludge Transport/Exchange only, 7.1.21 - July 2021	7029 · Main Plant Sludge Disposal	Tiburon	-226.62
TOTAL						-1,800.00
08/10/21	8406	North Bay Waterworks	SD5 Sewer Manhole Lids, July 2021	JP Morgan Chase - Primary 7399		
			Inv #700, SD5 Sewer Manhol Lids (6) + Custom Logo - July 2021	7011 · Pumps & Lines Maintenance	Belvedere	-10,914.58
			Inv #700, SD5 Sewer Manhol Lids (6) + Custom Logo - July 2021	7011 · Pumps & Lines Maintenance	Tiburon	-18,544.48
TOTAL						-29,459.06
08/10/21	8407	Peterson	Cust #:5656305, TPS#5 & TPS #3 Service, July 2021	JP Morgan Chase - Primary 7399		
			Inv #SW270053646, #SW270053652, TPS #3 & TPS #5 Annual Service -...	7041 · Paradise Parts & Service	Tiburon	-2,975.20
TOTAL						-2,975.20
08/10/21	8408	Ram Print and Communications	Admin/Off Supplies, SD5 warrant approval stamp, July 2021	JP Morgan Chase - Primary 7399		
			Inv #291806 - new SD5 warrant approval stamp, July 2021	6047 · Office Supplies	Belvedere	-48.85
			Inv #291806 - new SD5 warrant approval stamp, July 2021	6047 · Office Supplies	Tiburon:Paradise Cove	-3.97
			Inv #291806 - new SD5 warrant approval stamp, July 2021	6047 · Office Supplies	Tiburon	-83.03
TOTAL						-135.85
08/10/21	8409	Roy's Sewer Service, Inc.	P&L, July 2021	JP Morgan Chase - Primary 7399		
			Inv #213086, Cleared line at Eastview Ave., as directed, 7.1.2021	7011 · Pumps & Lines Maintenance	Tiburon	-1,110.00
			Inv #213128, Cleared line at 2001 Paradise Dr., M.P., as directed, 7.8.2021	7011 · Pumps & Lines Maintenance	Belvedere	-73.73
			Inv #213128, Cleared line at 2001 Paradise Dr., M.P., as directed, 7.8.2021	7011 · Pumps & Lines Maintenance	Tiburon	-125.27
			Inv #213256, Cleared Capri clean-out to M.P., 7.12.2021	7011 · Pumps & Lines Maintenance	Belvedere	-239.90
			Inv #213256, Cleared Capri clean-out to M.P., 7.12.2021	7011 · Pumps & Lines Maintenance	Tiburon	-407.60
			Inv #213306, Cleared Main St., as directed, 7.27.2021	7011 · Pumps & Lines Maintenance	Tiburon	-555.00
TOTAL						-2,511.50
08/10/21	8410	TESCO Controls, Inc.	Cust #TIBU, M.P. Service, July 2021	JP Morgan Chase - Primary 7399		
			Inv #0073888-IN, M.P, 2 VFD motor controllers, July 2021	7011 · Pumps & Lines Maintenance	Belvedere	-3,131.07
			Inv #0073888-IN, M.P, 2 VFD motor controllers, July 2021	7011 · Pumps & Lines Maintenance	Tiburon	-5,319.86
TOTAL						-8,450.93

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

08/09/21

July 14 through August 10, 2021

Date	Num	Name	Memo	Account	Class	Paid Amount
08/10/21	8411	Truckstops	SD5 Waterwagon Trailer, P.C. Maint. Equipment, July 2021	JP Morgan Chase - Primary 7399		
			Ackn/Inv #00450403, Multiquip Water Wagon Trailer, P.C. Maint. Equipm...	9416 · P.C. Equipment	Tiburon:Paradise Cove	-7,251.42
TOTAL						-7,251.42
08/10/21	8412	U.S. Bank	Acct#:4246-0441-0158-3635, June 2021 (AJE FY20-21) - July 2021	JP Morgan Chase - Primary 7399		
			#0822:/9545: Travel & Accomodations (Tri-State Seminar - 2 people), Zo...	6018.1 · Meetings & Travel	Belvedere	-1,036.43
			#0822:/9545: Travel & Accomodations (Tri-State Seminar - 2 people), Zo...	6018.1 · Meetings & Travel	Tiburon:Paradise Cove	-74.67
			#0822:/9545: Travel & Accomodations (Tri-State Seminar - 2 people), Zo...	6018.1 · Meetings & Travel	Tiburon	-1,771.88
			#0822:/9545: TR Travel & Accomdations - (CASA - 2 people) - July 2021	6018.1 · Meetings & Travel	Belvedere	-377.75
			#0822:/9545: TR Travel & Accomdations - (CASA - 2 people) - July 2021	6018.1 · Meetings & Travel	Tiburon:Paradise Cove	-30.67
			#0822:/9545: TR Travel & Accomdations - (CASA - 2 people) - July 2021	6018.1 · Meetings & Travel	Tiburon	-642.06
			#0822:/9545: Tri-State Seminar & training - (AJE FY20-21)	6020 · Continuing Education	Belvedere	-71.18
			#0822:/9545: Tri-State Seminar & training - (AJE FY20-21)	6020 · Continuing Education	Tiburon:Paradise Cove	-5.13
			#0822:/9545: Tri-State Seminar & training - (AJE FY20-21)	6020 · Continuing Education	Tiburon	-121.69
			#0822:/9545: Office Supplies, Amazon - July 2021	6047 · Office Supplies	Belvedere	-58.38
			#0822:/9545: Office Supplies, Amazon - July 2021	6047 · Office Supplies	Tiburon:Paradise Cove	-4.74
			#0822:/9545: Office Supplies, Amazon - July 2021	6047 · Office Supplies	Tiburon	-99.24
			#0822:/9545: Return-receipt postage re add'l Violation Notices, USPO (A...	6056 · Postage	Belvedere	-7.55
			#0822:/9545: Return-receipt postage re add'l Violation Notices, USPO (A...	6056 · Postage	Tiburon:Paradise Cove	-0.54
			#0822:/9545: Return-receipt postage re add'l Violation Notices, USPO (A...	6056 · Postage	Tiburon	-12.91
			#0822:/9545: Fuel - July 2021	7021 · Plant Maintenance Supplies	Belvedere	-37.55
			#0822:/9545: Fuel - July 2021	7021 · Plant Maintenance Supplies	Tiburon	-63.79
			#0822:/9545: Valves for P.C. Plant - July 2021	7041 · Paradise Parts & Service	Tiburon:Paradise Cove	-1,208.00
			#0822:/9545: D.O. Meter Lab Processing Equipment - July 2021	7051 · Main Plant Lab Monitoring	Tiburon	-343.27
			#0822:/9545: D.O. Meter Lab Processing Equipment - July 2021	7051 · Main Plant Lab Monitoring	Belvedere	-583.23
			#0822:/9545: Uniforms - July 2021	8520 · Personal Protection/Safety Wear	Belvedere	-19.68
			#0822:/9545: Uniforms - July 2021	8520 · Personal Protection/Safety Wear	Tiburon:Paradise Cove	-1.60
			#0822:/9545: Uniforms - July 2021	8520 · Personal Protection/Safety Wear	Tiburon	-33.46
			#0822:/9545: Kitchen remodel at M.P. Breakroom (AJE FY20-21)	9217 · SD5 Shop Rplcmnt /Ops Control	Belvedere	-957.73
			#0822:/9545: Kitchen remodel at M.P. Breakroom (AJE FY20-21)	9217 · SD5 Shop Rplcmnt /Ops Control	Tiburon:Paradise Cove	-69.00
			#0822:/9545: Kitchen remodel at M.P. Breakroom (AJE FY20-21)	9217 · SD5 Shop Rplcmnt /Ops Control	Tiburon	-1,637.34
TOTAL						-9,269.47
08/10/21	8413	Univar	Cust ID #STDT001, Chemicals, July 2021	JP Morgan Chase - Primary 7399		
			Inv #49336688, Sodium Bisulfite 25% (\$1.163/Gal), July 2021	7024 · Main Plant Chemicals	Belvedere	-2,339.46
			Inv #49336688, Sodium Bisulfite 25% (\$1.163/Gal), July 2021	7042 · Paradise Supplies & Chemicals	Tiburon:Paradise Cove	-189.97
			Inv #49336688, Sodium Bisulfite 25% (\$1.163/Gal), July 2021	7024 · Main Plant Chemicals	Tiburon	-3,976.31
			Inv #49303924, Sodium Hypochlorite 12.5% (\$0.7001/Gal), July 2021	7024 · Main Plant Chemicals	Belvedere	-681.34
			Inv #49303924, Sodium Hypochlorite 12.5% (\$0.7001/Gal), July 2021	7042 · Paradise Supplies & Chemicals	Tiburon:Paradise Cove	-55.33
			Inv #49303924, Sodium Hypochlorite 12.5% (\$0.7001/Gal), July 2021	7024 · Main Plant Chemicals	Tiburon	-1,158.06
TOTAL						-8,400.47
08/10/21	8414	USA BlueBook	Cust #933682, Safety/PPE Supplies, July 2021	JP Morgan Chase - Primary 7399		
			Inv #657220, New sitting stool @ SACADA counter, July 2021	6047 · Office Supplies	Belvedere	-119.52
			Inv #657220, New sitting stool @ SACADA counter, July 2021	6047 · Office Supplies	Tiburon	-203.07
TOTAL						-322.59

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

08/09/21

July 14 through August 10, 2021

Date	Num	Name	Memo	Account	Class	Paid Amount
08/10/21	8415	USA North 811	Cust #165410 re CA Underground Facilities Safe Excavation - July 20...	JP Morgan Chase - Primary 7399		
			Inv #21DIG165410, CA Underground Facilities Safe Excavation Regulato...	7011 · Pumps & Lines Maintenance	Belvedere	-162.53
			Inv #21DIG165410, CA Underground Facilities Safe Excavation Regulato...	7011 · Pumps & Lines Maintenance	Tiburon:Paradise Cove	-13.20
			Inv #21DIG165410, CA Underground Facilities Safe Excavation Regulato...	7011 · Pumps & Lines Maintenance	Tiburon	-276.25
TOTAL						-451.98
08/10/21	8416	USA North 811	Cust #16541020 re Underground Service Alert of NorCal & NV - July ...	JP Morgan Chase - Primary 7399		
			Inv #1654102021, USA North 811 Tickets + Membership fees, July 2021	7011 · Pumps & Lines Maintenance	Belvedere	-306.21
			Inv #1654102021, USA North 811 Tickets + Membership fees, July 2021	7011 · Pumps & Lines Maintenance	Tiburon:Paradise Cove	-24.86
			Inv #1654102021, USA North 811 Tickets + Membership fees, July 2021	7011 · Pumps & Lines Maintenance	Tiburon	-520.45
TOTAL						-851.52
08/10/21	8417	Waste Management of Redwoo...	Acct #507-0000190-1507-2, Sludge Disposal, July 2021	JP Morgan Chase - Primary 7399		
			Inv #0103131-1507-2, Sludge Disposal - 3 Drop-offs, 25.94 tons, July 2021	7029 · Main Plant Sludge Disposal	Belvedere	-384.91
			Inv #0103131-1507-2, Sludge Disposal - 3 Drop-offs, 25.94 tons, July 2021	7029 · Main Plant Sludge Disposal	Tiburon	-653.99
TOTAL						-1,038.90
08/10/21	8418	Water Components & Building ...	Acct #454, M.P. Maint. Supplies, July 2021	JP Morgan Chase - Primary 7399		
			Inv #30558236, #30558165, #30559401, M.P. Supplies - July 2021	7021 · Plant Maintenance Supplies	Belvedere	-708.43
			Inv #30558236, #30558165, #30559401, M.P. Supplies - July 2021	7021 · Plant Maintenance Supplies	Tiburon	-1,203.66
TOTAL						-1,912.09
08/10/21	8419	Wintersun Chemical	M.P. Chemicals, July 2021	JP Morgan Chase - Primary 7399		
			Inv #1904170-13, M.P. Odor Control - Ferrous Chloride Solution, July 2021	7024 · Main Plant Chemicals	Belvedere	-380.47
			Inv #1904170-13, M.P. Odor Control - Ferrous Chloride Solution, July 2021	7024 · Main Plant Chemicals	Tiburon	-646.45
TOTAL						-1,026.92
08/10/21	8420	WorkSmart Automation, Inc.	SD5 Comm System Maintenance, July - 2021	JP Morgan Chase - Primary 7399		
			Inv #5121, Troubleshooting at SCADA system + Reinstall ITAA softwar...	8510 · Data/Alarms/IT Supp & Licensi...	Belvedere	-222.95
			Inv #5121, Troubleshooting at SCADA system + Reinstall ITAA softwar...	8510 · Data/Alarms/IT Supp & Licensi...	Tiburon:Paradise Cove	-18.10
			Inv #5121, Troubleshooting at SCADA system + Reinstall ITAA softwar...	8510 · Data/Alarms/IT Supp & Licensi...	Tiburon	-378.95
TOTAL						-620.00
08/10/21	8421	Pacific Gas & Electric	Acct #2908031411-4, Utilities, June 2021 (AJE FY20-21)	JP Morgan Chase - Primary 7399		
			Acct #2908031411-4, Main Plant Utilities, June 2021 (AJE FY20-21)	8542 · Main Plant Utilities	Belvedere	-7,119.85
			Acct #2908031411-4, P.C. Plant Utilities, June 2021 (AJE FY20-21)	8543 · Paradise Cove Utilities	Tiburon:Paradise Cove	-2,086.36
			Acct #2908031411-4, Main Plant Utilities, June 2021 (AJE FY20-21)	8542 · Main Plant Utilities	Tiburon	-12,169.92
			Acct #2908031411-4, Belv Pump St Utilities, June 2021 (AJE FY20-21)	8544 · Pump Station Utilities	Belvedere	-1,465.51
			Acct #2908031411-4, P.C. Pump St Utilities, June 2021 (AJE FY20-21)	8544 · Pump Station Utilities	Tiburon:Paradise Cove	-277.60
			Acct #2908031411-4, Tib Pump St Utilities, June 2021 (AJE FY20-21)	8544 · Pump Station Utilities	Tiburon	-2,018.92
TOTAL						-25,138.16

Sanitary Distr. No.5 of Marin Co.

Warrant List Detail

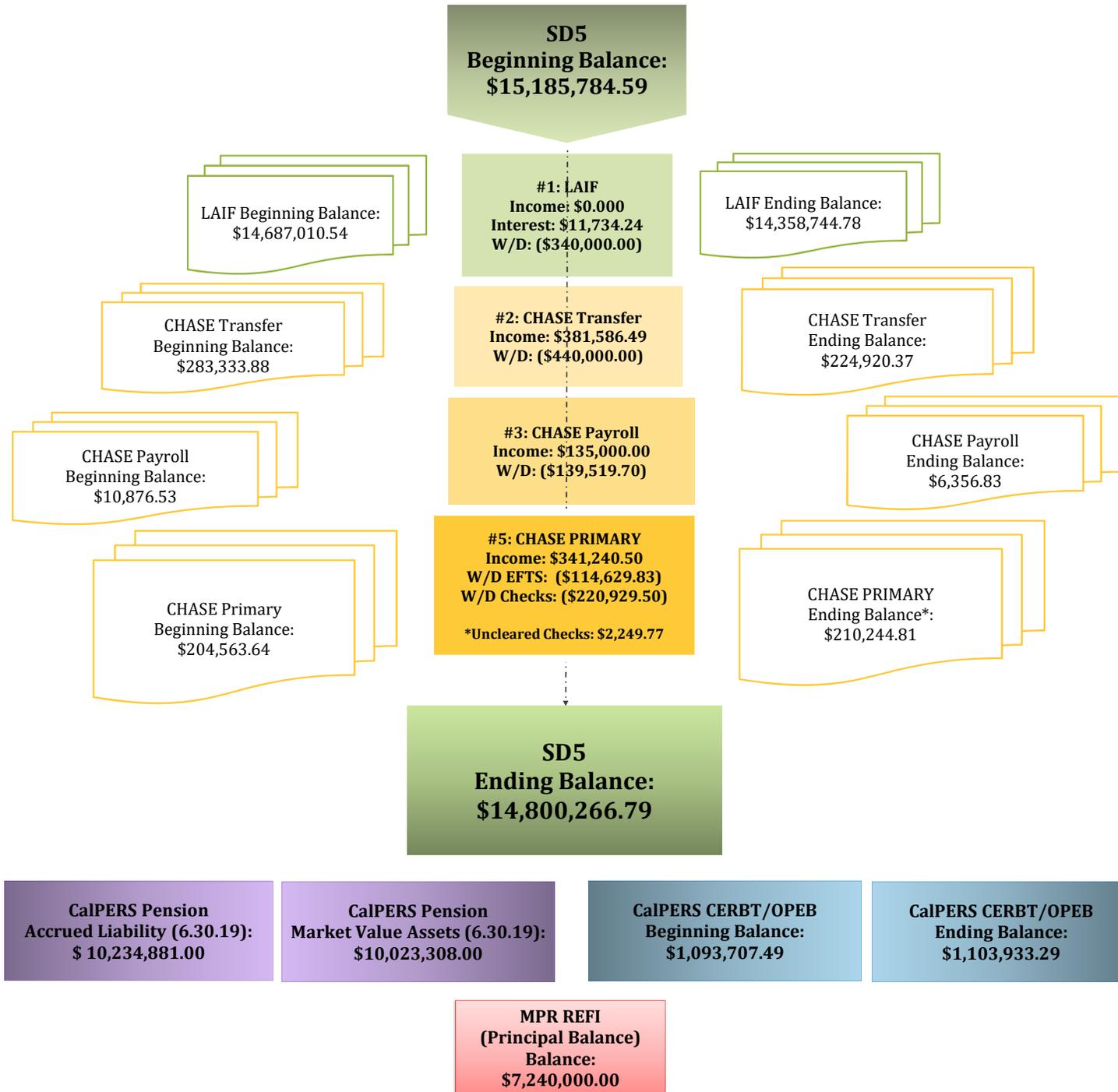
July 14 through August 10, 2021

08/09/21

Date	Num	Name	Memo	Account	Class	Paid Amount
08/10/21	8422	Alvarez, Joel	Mileage Reimb., July 2021	JP Morgan Chase - Primary 7399		
			Mileage Reimb. for Lab samples - July 2021	6018.2 · Standby Mileage Expense R...	Belvedere	-9.87
			Mileage Reimb. for Lab samples - July 2021	6018.2 · Standby Mileage Expense R...	Tiburon:Paradise Cove	-0.80
			Mileage Reimb. for Lab samples - July 2021	6018.2 · Standby Mileage Expense R...	Tiburon	-16.77
TOTAL						-27.44
08/10/21	8423	Collodi, Peter	S/B Reimb., July 2021	JP Morgan Chase - Primary 7399		
			Standby Mileage Reimb. for Lab samples - July 2021	6018.2 · Standby Mileage Expense R...	Belvedere	-5.64
			Standby Mileage Reimb. for Lab samples - July 2021	6018.2 · Standby Mileage Expense R...	Tiburon:Paradise Cove	-0.46
			Standby Mileage Reimb. for Lab samples - July 2021	6018.2 · Standby Mileage Expense R...	Tiburon	-9.58
TOTAL						-15.68
08/10/21	8424	Driscoll, Stephen	S/B Mileage reimb., Jan-Jun 2021 (AJE FY20-21)	JP Morgan Chase - Primary 7399		
			Mileage Reimb. for M.P. Standby, M.P. (B) - Jan-Jun 2021 (AJE FY20-21)	6018.2 · Standby Mileage Expense R...	Belvedere	-127.82
			Mileage Reimb. for P.C. - Jan-Jun 2021 (AJE FY20-21)	6018.2 · Standby Mileage Expense R...	Tiburon:Paradise Cove	-64.74
			Mileage Reimb. for M.P. Standby, M.P. (T) - Jan-Jun 2021 (AJE FY20-21)	6018.2 · Standby Mileage Expense R...	Tiburon	-218.48
TOTAL						-411.04
08/10/21	8425	Rosser, John	S/B Reimb., June (AJE FY20-21) - July 2021	JP Morgan Chase - Primary 7399		
			Standby Mileage Reimb. for Belvedere - June 2021 (AJE FY20-21)	6018.2 · Standby Mileage Expense R...	Belvedere	-171.65
			Standby Mileage Reimb. for Belvedere - July 2021	6018.2 · Standby Mileage Expense R...	Belvedere	-98.00
TOTAL						-269.65

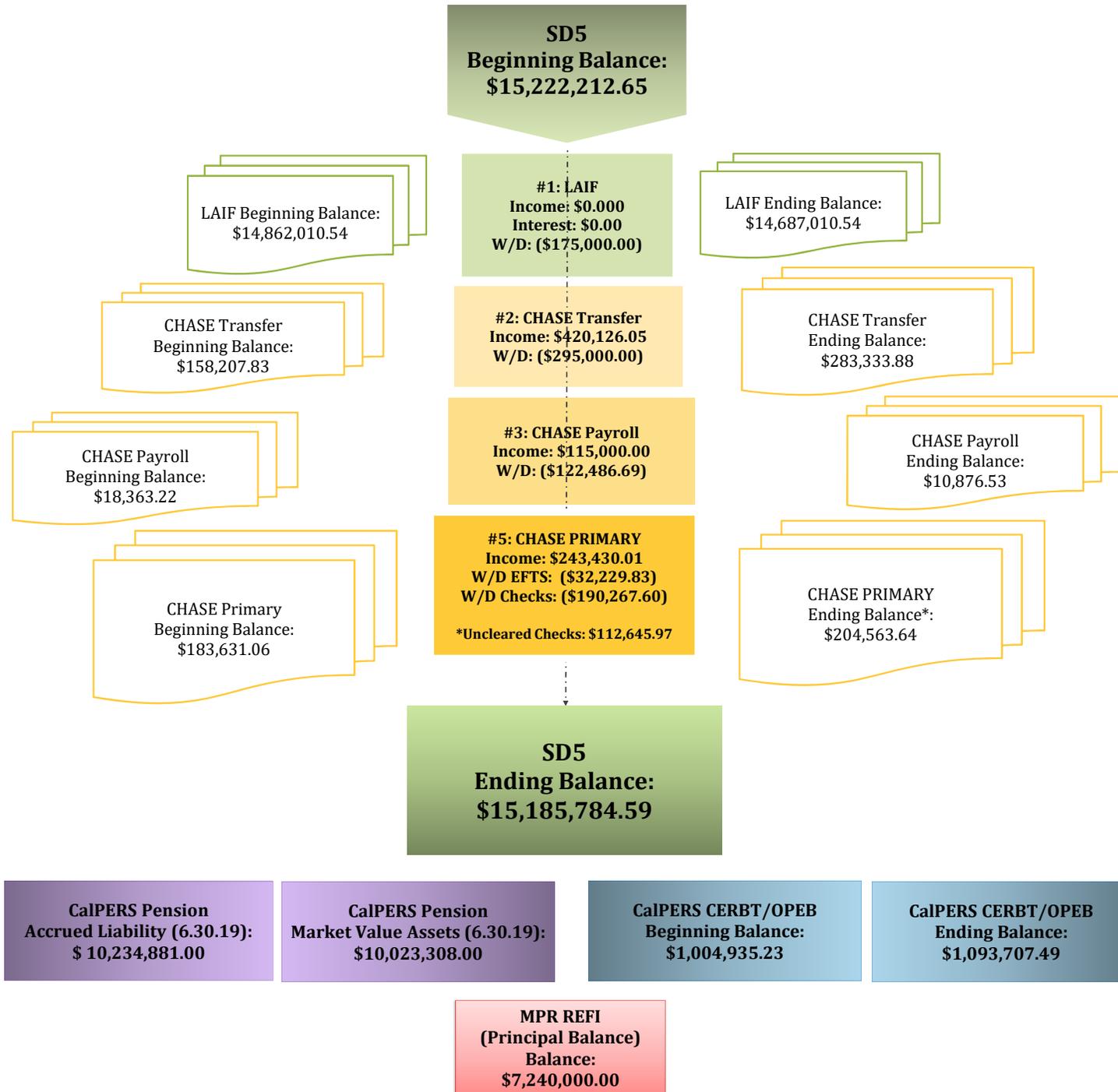
CASH FLOW CHART

SANITARY DISTRICT NO. 5 OF MARIN COUNTY: July 2021



CASH FLOW CHART

SANITARY DISTRICT NO. 5 OF MARIN COUNTY: June 2021



JUL 14, 2021

SANITARY DISTRICT NO 5 - 0400-2116
PO BOX 227
BELVEDERE TIBURON, CA 94920

CHECK DATE : 07/15/2021 WEEK 29
PERIOD BEGIN : 07/01/2021
PERIOD END : 07/15/2021

*off
ju*

Dear Paychex Preview Client,

Enclosed are your payroll reports and checks. Please verify that all information is accurate and correct. If there are any questions or concerns, please contact us immediately.

If you have tax deposits due, ensure the deposits are initiated at least one banking day prior to the due date to avoid penalties. We will assume that these deposits were made on the due dates and they will be reflected on your returns accordingly.

This is a summary of your payroll transactions of the check date of 07/15/2021. It does not reflect miscellaneous administrative charges. Please refer to your Paychex Human Resource Services invoice(s) for any additional cash required for this check date.

PAYROLL TOTALS

DIRECT DEPOSIT DEBITED FROM YOUR ACCOUNT	41400.75		
READYCHEX DEBITED FROM YOUR ACCOUNT	1415.45	NUMBER OF PAYROLL CHECKS	19
TOTAL NET PAYROLL	42816.20		
BILLING PAYMENT	295.30 ✓	Withdrawal made by PAYCHEX INC. on above check date.	
AMOUNT DEBITED FROM TAX ACCOUNT	23062.68		
TOTAL TAX LIABILITY DUE BY CLIENT	0.00		
TOTAL TAX LIABILITY	23062.68 ✓	NUMBER OF CHECKS PRINTED	19
ADJUSTMENTS TO TAX LIABILITY			
TOTAL ADJUSTMENTS	-0.00		
TOTAL NET PAYROLL, TAX LIABILITY, AND SERVICES	65878.88		
TOTAL COST OF PAYROLL	66174.18	NUMBER OF MANUAL/VOID TRANSACTIONS	0

TAX DEPOSITS DUE

TAX AGENCY	TAXPAY	NON-TAXPAY	DUE DATE	
FEDERAL	19693.88		07/21/2021	Deposit made by PAYCHEX INC. on your behalf.
STATE - CA	3237.68		07/21/2021	Deposit made by PAYCHEX INC. on your behalf.

RECEIVED
JUL 15 2021
Sanitary District No. 5
of Marin County

JUL 28, 2021

SANITARY DISTRICT NO 5 - 0400-2116
PO BOX 227
BELVEDERE TIBURON, CA 94920

CHECK DATE : 07/30/2021 WEEK 31
PERIOD BEGIN : 07/16/2021
PERIOD END : 07/31/2021

Dear Paychex Preview Client,

Enclosed are your payroll reports and checks. Please verify that all information is accurate and correct. If there are any questions or concerns, please contact us immediately.

If you have tax deposits due, ensure the deposits are initiated at least one banking day prior to the due date to avoid penalties. We will assume that these deposits were made on the due dates and they will be reflected on your returns accordingly.

This is a summary of your payroll transactions of the check date of 07/30/2021. It does not reflect miscellaneous administrative charges. Please refer to your Paychex Human Resource Services invoice(s) for any additional cash required for this check date.

PAYROLL TOTALS

DIRECT DEPOSIT DEBITED FROM YOUR ACCOUNT	39794.40		
READYCHEX DEBITED FROM YOUR ACCOUNT	0.00	NUMBER OF PAYROLL CHECKS	18
TOTAL NET PAYROLL	39794.40		
 BILLING PAYMENT	 268.20 ✓	 Withdrawal made by PAYCHEX INC. on above check date.	
 AMOUNT DEBITED FROM TAX ACCOUNT	 23059.61		
TOTAL TAX LIABILITY DUE BY CLIENT	0.00		
TOTAL TAX LIABILITY	23059.61 ✓	NUMBER OF CHECKS PRINTED	18
 ADJUSTMENTS TO TAX LIABILITY			
TOTAL ADJUSTMENTS	-0.00		
TOTAL NET PAYROLL, TAX LIABILITY, AND SERVICES	62854.01		
TOTAL COST OF PAYROLL	63122.21	NUMBER OF MANUAL/VOID TRANSACTIONS	0

TAX DEPOSITS DUE

TAX AGENCY	TAXPAY	NON-TAXPAY	DUE DATE
FEDERAL	19200.07		08/04/2021 Deposit made by PAYCHEX INC. on your behalf.
STATE - CA	3662.14		08/04/2021 Deposit made by PAYCHEX INC. on your behalf.

JUL 29, 2021

SANITARY DISTRICT NO 5 - 0400-2116
PO BOX 227
BELVEDERE TIBURON, CA 94920

CHECK DATE : 07/30/2021-2 WEEK 31
PERIOD BEGIN : 07/16/2021
PERIOD END : 07/31/2021

Dear Paychex Preview Client,

Enclosed are your payroll reports and checks. Please verify that all information is accurate and correct. If there are any questions or concerns, please contact us immediately.

If you have tax deposits due, ensure the deposits are initiated at least one banking day prior to the due date to avoid penalties. We will assume that these deposits were made on the due dates and they will be reflected on your returns accordingly.

This is a summary of your payroll transactions of the check date of 07/30/2021. It does not reflect miscellaneous administrative charges. Please refer to your Paychex Human Resource Services invoice(s) for any additional cash required for this check date.

PAYROLL TOTALS

DIRECT DEPOSIT DEBITED FROM YOUR ACCOUNT	1016.24		
READYCHEX DEBITED FROM YOUR ACCOUNT	0.00	NUMBER OF PAYROLL CHECKS	1
TOTAL NET PAYROLL	1016.24 ✓		
 BILLING PAYMENT	 21.15 ✓	 Withdrawal made by PAYCHEX INC. on above check date.	
 AMOUNT DEBITED FROM TAX ACCOUNT	 263.74		
TOTAL TAX LIABILITY DUE BY CLIENT	0.00		
TOTAL TAX LIABILITY	263.74 ✓	NUMBER OF CHECKS PRINTED	1
 ADJUSTMENTS TO TAX LIABILITY			
TOTAL ADJUSTMENTS	-0.00		
TOTAL NET PAYROLL, TAX LIABILITY, AND SERVICES	1279.98		
TOTAL COST OF PAYROLL	1301.13	NUMBER OF MANUAL/VOID TRANSACTIONS	0

TAX DEPOSITS DUE

TAX AGENCY	TAXPAY	NON-TAXPAY	DUE DATE	
FEDERAL	19450.06		08/04/2021	Deposit made by PAYCHEX INC. on your behalf.
STATE - CA	3675.89		08/04/2021	Deposit made by PAYCHEX INC. on your behalf.

Sanitary Distr. No.5 of Marin Co.
Comparative Balance Sheet (per Year-End Adjustments)
As of July 31, 2021

	<u>Jul 31, 21</u>	<u>Jun 30, 21</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Local Agency Investment Fund			
Belvedere			
Belvedere Operating	3,521,223.03	3,521,223.03	0.00
Belvedere Operating Reserve	516,923.05	516,923.05	0.00
Belvedere Capital & CIP Reserve	2,117,930.80	2,117,930.80	0.00
Belvedere PERS Retirement Trust	356,250.00	356,250.00	0.00
Belvedere Disaster Recovery Fnd	356,250.00	356,250.00	0.00
Total Belvedere	6,868,576.88	6,868,576.88	0.00
Tiburon			
Tiburon Operating	1,957,716.82	2,285,982.58	-328,265.76
Tiburon Operating Reserve	683,930.00	683,930.00	0.00
Tiburon Capital & CIP Reserve	3,561,021.08	3,561,021.08	0.00
Tiburon PERS Retirement Trust	643,750.00	643,750.00	0.00
Tiburon Disaster Recovery Fund	643,750.00	643,750.00	0.00
Total Tiburon	7,490,167.90	7,818,433.66	-328,265.76
Total Local Agency Investment Fund	14,358,744.78	14,687,010.54	-328,265.76
JP Morgan Chase - Primary 7399	190,013.90	91,917.67	98,096.23
JP Morgan Chase - Payroll 7506	6,335.68	10,876.53	-4,540.85
JP Morgan Chase - Transfer 7522	224,920.37	283,333.88	-58,413.51
Total Checking/Savings	14,780,014.73	15,073,138.62	-293,123.89
Accounts Receivable			
Accounts Receivable	30,689.24	30,689.24	0.00
Total Accounts Receivable	30,689.24	30,689.24	0.00
Other Current Assets			
Prepaid Expense	78,249.12	78,249.12	0.00
Petty Cash	881.92	881.92	0.00
1499 - Undeposited Funds	16,760.22	0.00	16,760.22
Total Other Current Assets	95,891.26	79,131.04	16,760.22
Total Current Assets	14,906,595.23	15,182,958.90	-276,363.67
Fixed Assets	19,228,004.19	19,228,004.19	0.00
TOTAL ASSETS	<u>34,134,599.42</u>	<u>34,410,963.09</u>	<u>-276,363.67</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable	78,249.12	0.00	78,249.12

Sanitary Distr. No.5 of Marin Co.
Comparative Balance Sheet (per Year-End Adjustments)
As of July 31, 2021

	<u>Jul 31, 21</u>	<u>Jun 30, 21</u>	<u>\$ Change</u>
Other Current Liabilities			
Deferred Income for Permits	156,916.00	156,916.00	0.00
Compensated Absences Current	133,202.91	133,202.91	0.00
Retainage Payable	113,372.24	113,372.24	0.00
MPR Rev Bond Interest Payable	44,888.00	44,888.00	0.00
MPR Rev Bonds Payable Current	580,000.00	580,000.00	0.00
Total Other Current Liabilities	<u>1,028,379.15</u>	<u>1,028,379.15</u>	<u>0.00</u>
Total Current Liabilities	1,106,628.27	1,028,379.15	78,249.12
Long Term Liabilities			
2960 · Deferred Debt Refinancing Costs	120,837.60	120,837.60	0.00
2061 · OPEB Related Liability	691,796.00	691,796.00	0.00
Pension-related Liabilities	-375,847.00	-375,847.00	0.00
MPR Revenue Bonds Payable	6,660,000.00	6,660,000.00	0.00
Total Long Term Liabilities	<u>7,096,786.60</u>	<u>7,096,786.60</u>	<u>0.00</u>
Total Liabilities	8,203,414.87	8,125,165.75	78,249.12
Equity			
3900 · Net Assets	26,285,797.34	26,422,561.02	-136,763.68
Net Income	-354,612.79	-136,763.68	-217,849.11
Total Equity	<u>25,931,184.55</u>	<u>26,285,797.34</u>	<u>-354,612.79</u>
TOTAL LIABILITIES & EQUITY	<u>34,134,599.42</u>	<u>34,410,963.09</u>	<u>-276,363.67</u>

Sanitary Distr. No.5 of Marin Co. Annual Budget vs Actual Expenses (Per Year-End Adjustments) July 2021

	Jul 21	Budget	\$ Over Budget	% of Bud...
Ordinary Income/Expense				
Income				
5000 · Property Taxes				
5001.2 · TEETER	4,168.55	825,000.00	-820,831.45	0.5%
5002 · UNSEC	0.00	15,000.00	-15,000.00	0.0%
5003 · PUNS / PRIOR UNSECURED	0.00	500.00	-500.00	0.0%
5004 · REDEMPTION / RDMPT	32.84			
5006 · SPLU	0.00	300.00	-300.00	0.0%
5041 · SUPSEC	875.84	12,000.00	-11,124.16	7.3%
5043 · SECU	0.00	0.00	0.00	0.0%
5046 · Excess ERAF	0.00	300,000.00	-300,000.00	0.0%
5280 · HOPTR	0.00	3,333.00	-3,333.00	0.0%
5483 · Other tax	1.49			
Total 5000 · Property Taxes	5,078.72	1,156,133.00	-1,151,054.28	0.4%
5007 · Sewer Service Charge				
5007.1 · Sewer Service - Tiburon Ops	18,911.45	2,283,000.00	-2,264,088.55	0.8%
5007.5 · Sewer Service - Tiburon Cap	908.96	12,000.00	-11,091.04	7.6%
5007.2 · Sewer Service-Belv Ops	10,095.85	1,300,000.00	-1,289,904.15	0.8%
5007.3 · Sewer Service-Belv Cap	6,591.51	866,300.00	-859,708.49	0.8%
5007.4 · Other User Fees	0.00	38,700.00	-38,700.00	0.0%
Total 5007 · Sewer Service Charge	36,507.77	4,500,000.00	-4,463,492.23	0.8%
5201 · Interest				
5201.2 · Interest LAIF	11,734.24	100,000.00	-88,265.76	11.7%
Total 5201 · Interest	11,734.24	100,000.00	-88,265.76	11.7%
5900.3 · Connection Fees				
5900.30 · Connection Permit Fees	300.00	10,000.00	-9,700.00	3.0%
5900.31 · Collection	743.00	100,000.00	-99,257.00	0.7%
5900.34 · Treatment	535.00	100,000.00	-99,465.00	0.5%
Total 5900.3 · Connection Fees	1,578.00	210,000.00	-208,422.00	0.8%
5900.4 · Inspection Permit Fees	550.00	17,000.00	-16,450.00	3.2%
5900.5 · SASM Expense Reimb.	16,760.22	100,000.00	-83,239.78	16.8%
5900.9 · Other Income	0.00	100.00	-100.00	0.0%
5900.10 · Paradise Sewer Line Ext. Fees	0.00	14,040.00	-14,040.00	0.0%
Total Income	72,208.95	6,097,273.00	-6,025,064.05	1.2%
Gross Profit	72,208.95	6,097,273.00	-6,025,064.05	1.2%
Expense				
6000 · Administrative Expenses				
6001 · Advertising	325.00	1,000.00	-675.00	32.5%
6008 · Audit & Accounting	0.00	40,000.00	-40,000.00	0.0%
6017 · Consulting Fees	4,915.86	150,000.00	-145,084.14	3.3%
6018 · Travel & Meetings				
6018.1 · Meetings & Travel	54.99	6,000.00	-5,945.01	0.9%
6018.2 · Standby Mileage Expense Reimb	276.93	9,000.00	-8,723.07	3.1%
Total 6018 · Travel & Meetings	331.92	15,000.00	-14,668.08	2.2%
6020 · Continuing Education	250.00	10,000.00	-9,750.00	2.5%
6021 · County Fees	0.00	16,590.00	-16,590.00	0.0%
6024 · Director Fees	3,500.00	9,000.00	-5,500.00	38.9%
6025 · Dues & Subscriptions	4,926.83	31,000.00	-26,073.17	15.9%
6033 · Insurance Property & Liability				
6033.1 · PLP Public Entity Phys Damage	0.00	25,000.00	-25,000.00	0.0%
6033.2 · General Liability	61,710.21	45,000.00	16,710.21	137.1%
6033.3 · Physical Property Damage - Auto	4,174.00	4,000.00	174.00	104.4%
Total 6033 · Insurance Property & Liability	65,884.21	74,000.00	-8,115.79	89.0%
6039 · Legal	3,008.50	50,000.00	-46,991.50	6.0%
6047 · Office Supplies	468.34	10,000.00	-9,531.66	4.7%
6056 · Postage	21.20	1,000.00	-978.80	2.1%
6059 · Pollution Prevention/Public Edu	0.00	5,000.00	-5,000.00	0.0%
6065 · Miscellaneous Expense	0.00			
Total 6000 · Administrative Expenses	83,631.86	412,590.00	-328,958.14	20.3%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses (Per Year-End Adjustments)
July 2021

	Jul 21	Budget	\$ Over Budget	% of Bud...
7000 · Ops & Maintenance Expenses				
7010 · Pumps & Lines Maintenance				
7011 · Pumps & Lines Maintenance	20,306.05	75,000.00	-54,693.95	27.1%
7013 · Emergency Line Repair	13,799.18	50,000.00	-36,200.82	27.6%
Total 7010 · Pumps & Lines Maintenance	34,105.23	125,000.00	-90,894.77	27.3%
7020 · Main Plant Maintenance				
7021 · Plant Maintenance Supplies	392.20	25,000.00	-24,607.80	1.6%
7022 · Plant Maint. Parts & Service	8,512.77	130,000.00	-121,487.23	6.5%
7023 · Janitorial Supplies & Service	1,113.44	9,000.00	-7,886.56	12.4%
7024 · Main Plant Chemicals	-791.86	111,000.00	-111,791.86	-0.7%
7025 · Lab Supplies & Chemicals	1,082.20	20,000.00	-18,917.80	5.4%
7027 · Electrical & Instrument	0.00	15,000.00	-15,000.00	0.0%
7028 · Grounds Maintenance	157.95	6,000.00	-5,842.05	2.6%
7029 · Main Plant Sludge Disposal	1,457.67	41,000.00	-39,542.33	3.6%
7030 · Main Plant Outfall	0.00	6,500.00	-6,500.00	0.0%
Total 7020 · Main Plant Maintenance	11,924.37	363,500.00	-351,575.63	3.3%
7040 · Paradise Cove Plant Maint				
7041 · Paradise Parts & Service	5,042.30	10,000.00	-4,957.70	50.4%
7042 · Paradise Supplies & Chemicals	128.10	5,000.00	-4,871.90	2.6%
Total 7040 · Paradise Cove Plant Maint	5,170.40	15,000.00	-9,829.60	34.5%
7050 · Monitoring				
7051 · Main Plant Lab Monitoring	3,229.60	45,000.00	-41,770.40	7.2%
7052 · Paradise Cove Monitoring	312.55	15,000.00	-14,687.45	2.1%
Total 7050 · Monitoring	3,542.15	60,000.00	-56,457.85	5.9%
7060 · Permits/Fees				
7062 · Permits/Fees - General	6,978.90	50,000.00	-43,021.10	14.0%
7063 · Paradise Cove Permits/Fees	167.76	9,000.00	-8,832.24	1.9%
Total 7060 · Permits/Fees	7,146.66	59,000.00	-51,853.34	12.1%
7070 · Truck Maintenance				
7071 · Fuel	743.22	15,000.00	-14,256.78	5.0%
7072 · Maintenance	153.72	10,000.00	-9,846.28	1.5%
Total 7070 · Truck Maintenance	896.94	25,000.00	-24,103.06	3.6%
Total 7000 · Ops & Maintenance Expenses	62,785.75	647,500.00	-584,714.25	9.7%
8000 · Salaries and Benefits Expenses				
8001 · Salaries	92,742.63	1,353,783.00	-1,261,040.37	6.9%
8003 · Overtime	10,733.01	100,000.00	-89,266.99	10.7%
8004 · Standby Pay	6,419.02	76,043.00	-69,623.98	8.4%
8005 · Employee Incentives	7,000.00	70,000.00	-63,000.00	10.0%
8006 · Vacation Buyout	10,576.11	30,000.00	-19,423.89	35.3%
8013 · Payroll Taxes	10,540.25	101,047.00	-90,506.75	10.4%
8015 · Payroll/Bank Fees	584.65	6,250.00	-5,665.35	9.4%
8016 · Car Allowance	6,000.00	6,000.00	0.00	100.0%
8019 · PERS Retirement				
8019.05 · PERS Retirement	31,091.76	304,705.00	-273,613.24	10.2%
8019.06 · PERS Retirement - RBP	0.00	350.00	-350.00	0.0%
8019.08 · PERS Retirement - CalPERS UAL	0.00	20,000.00	-20,000.00	0.0%
Total 8019 · PERS Retirement	31,091.76	325,055.00	-293,963.24	9.6%
8020 · Employee Health				
8020.05 · Employee Health	15,034.93	223,418.00	-208,383.07	6.7%
8021 · Employee Health Deductions	-195.86			
Total 8020 · Employee Health	14,839.07	223,418.00	-208,578.93	6.6%
8022 · Retiree Health				
8022.05 · Retiree Health	30,968.39	77,127.00	-46,158.61	40.2%
8022.10 · CERBT/OPEB Annual Arc Contribtn	0.00	118,400.00	-118,400.00	0.0%
Total 8022 · Retiree Health	30,968.39	195,527.00	-164,558.61	15.8%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses (Per Year-End Adjustments)
July 2021

	Jul 21	Budget	\$ Over Budget	% of Bud...
8023 · Workers Comp Insurance	42,618.00	55,000.00	-12,382.00	77.5%
Total 8000 · Salaries and Benefits Expenses	264,112.89	2,542,123.00	-2,278,010.11	10.4%
8500 · Other Operating Expenses				
8510 · Data/Alarms/IT Supp & Licensing	14,498.36	100,000.00	-85,501.64	14.5%
8515 · Safety	350.00	40,000.00	-39,650.00	0.9%
8520 · Personal Protection/Safety Wear	724.71	15,000.00	-14,275.29	4.8%
8530 · Telephone				
8531 · Main Plant Telephones	615.75	11,000.00	-10,384.25	5.6%
8532 · Paradise Cove Telephones	350.03	4,000.00	-3,649.97	8.8%
8533 · Pumps & Lines Telephones	483.26	7,000.00	-6,516.74	6.9%
Total 8530 · Telephone	1,449.04	22,000.00	-20,550.96	6.6%
8540 · Utilities				
8541 · Water	1,382.21	8,000.00	-6,617.79	17.3%
8542 · Main Plant Utilities	0.00	200,000.00	-200,000.00	0.0%
8543 · Paradise Cove Utilities	0.00	18,000.00	-18,000.00	0.0%
8544 · Pump Station Utilities	0.00	45,000.00	-45,000.00	0.0%
Total 8540 · Utilities	1,382.21	271,000.00	-269,617.79	0.5%
Total 8500 · Other Operating Expenses	18,404.32	448,000.00	-429,595.68	4.1%
Total Expense	428,934.82	4,050,213.00	-3,621,278.18	10.6%
Net Ordinary Income	-356,725.87	2,047,060.00	-2,403,785.87	-17.4%
Other Income/Expense				
Other Expense				
9100 · Capital Expenditures				
9200 · Main Plant Equipment Capital				
9203 · M.P. Flare Rehabilitation	0.00	30,000.00	-30,000.00	0.0%
9209 · ScrewPress PolyBlend Redundancy	0.00	35,000.00	-35,000.00	0.0%
9212 · M.P. Headworks Grinder Rplcmnt				
9212.1 · Explosion Proof Electric Hoist	0.00	10,000.00	-10,000.00	0.0%
9212 · M.P. Headworks Grinder Rplcmnt - Other	0.00	25,000.00	-25,000.00	0.0%
Total 9212 · M.P. Headworks Grinder Rplcmnt	0.00	35,000.00	-35,000.00	0.0%
9217 · SD5 Shop Rplcmnt /Ops Control	2,949.99			
9219 · C12 Flash Mixer	0.00	15,000.00	-15,000.00	0.0%
Total 9200 · Main Plant Equipment Capital	2,949.99	115,000.00	-112,050.01	2.6%
9300 · Pumps & Lines Capital				
9301 · Tiburon Sewer Line Rehab Prog	0.00	1,000,000.00	-1,000,000.00	0.0%
9302 · PS Control Panel Upgrades	1,285.94			
9304 · Belvedere Sewer Line Rehab Prog	0.00	100,000.00	-100,000.00	0.0%
9306 · PS Pump & Valve Replacements	0.00	50,000.00	-50,000.00	0.0%
9307 · PS Generator Replacement	0.00	100,000.00	-100,000.00	0.0%
9311 · Cove Rd Force Main Project	-23,137.50			
9313 · Manholes/Rodholes	3,259.53	75,000.00	-71,740.47	4.3%
9314 · Portable Emergency Generators	0.00			
Total 9300 · Pumps & Lines Capital	-18,592.03	1,325,000.00	-1,343,592.03	-1.4%
9500 · Undesignated Capital				
9510 · Undesignated Cap - M.P.	0.00	25,000.00	-25,000.00	0.0%
9520 · Undesignated Cap - P.C. Plant	0.00	10,000.00	-10,000.00	0.0%
9530 · Undesignated Cap - P & L	0.00	50,000.00	-50,000.00	0.0%
Total 9500 · Undesignated Capital	0.00	85,000.00	-85,000.00	0.0%
Total 9100 · Capital Expenditures	-15,642.04	1,525,000.00	-1,540,642.04	-1.0%
Total Other Expense	-15,642.04	1,525,000.00	-1,540,642.04	-1.0%
Net Other Income	15,642.04	-1,525,000.00	1,540,642.04	-1.0%
Net Income	-341,083.83	522,060.00	-863,143.83	-65.3%

Sanitary Distr. No.5 of Marin Co.
Zone Report - per Year-End Adjustments
July 2021

	Paradise C... (Tiburon)	Tiburon - Oth... (Tiburon)	Total Tiburon	Belvedere	TOTAL
Ordinary Income/Expense					
Income					
5000 · Property Taxes					
5001.2 · TEETER	168.41	4,000.14	4,168.55	0.00	4,168.55
5004 · REDEMPTION / RDMP	1.33	31.51	32.84	0.00	32.84
5041 · SUPSEC	35.38	840.46	875.84	0.00	875.84
5483 · Other tax	0.06	1.43	1.49	0.00	1.49
Total 5000 · Property Taxes	205.18	4,873.54	5,078.72	0.00	5,078.72
5007 · Sewer Service Charge					
5007.1 · Sewer Service - Tiburon Ops	764.02	18,147.43	18,911.45	0.00	18,911.45
5007.5 · Sewer Service - Tiburon Cap	36.72	872.24	908.96	0.00	908.96
5007.2 · Sewer Service-Belv Ops	0.00	0.00	0.00	10,095.85	10,095.85
5007.3 · Sewer Service-Belv Cap	0.00	0.00	0.00	6,591.51	6,591.51
Total 5007 · Sewer Service Charge	800.74	19,019.67	19,820.41	16,687.36	36,507.77
5201 · Interest					
5201.2 · Interest LAIF	0.00	5,976.87	5,976.87	5,757.37	11,734.24
Total 5201 · Interest	0.00	5,976.87	5,976.87	5,757.37	11,734.24
5900.3 · Connection Fees					
5900.30 · Connection Permit Fees	0.00	100.00	100.00	200.00	300.00
5900.31 · Collection	0.00	743.00	743.00	0.00	743.00
5900.34 · Treatment	0.00	535.00	535.00	0.00	535.00
Total 5900.3 · Connection Fees	0.00	1,378.00	1,378.00	200.00	1,578.00
5900.4 · Inspection Permit Fees	0.00	450.00	450.00	100.00	550.00
5900.5 · SASM Expense Reimb.	0.00	11,681.48	11,681.48	5,078.74	16,760.22
Total Income	1,005.92	43,379.56	44,385.48	27,823.47	72,208.95
Gross Profit	1,005.92	43,379.56	44,385.48	27,823.47	72,208.95
Expense					
6000 · Administrative Expenses					
6001 · Advertising	8.42	199.74	208.16	116.84	325.00
6008 · Audit & Accounting	0.00	0.00	0.00	0.00	0.00
6017 · Consulting Fees	127.32	3,021.29	3,148.61	1,767.25	4,915.86
6018 · Travel & Meetings					
6018.1 · Meetings & Travel	1.42	33.80	35.22	19.77	54.99
6018.2 · Standby Mileage Expense Reimb	0.00	0.00	0.00	276.93	276.93
6018.3 · SASM Mileage Reimbursement	0.00	0.00	0.00	0.00	0.00
Total 6018 · Travel & Meetings	1.42	33.80	35.22	296.70	331.92
6020 · Continuing Education	6.48	153.64	160.12	89.88	250.00
6024 · Director Fees	90.65	2,151.10	2,241.75	1,258.25	3,500.00
6025 · Dues & Subscriptions	128.86	3,026.72	3,155.58	1,771.25	4,926.83
6033 · Insurance Property & Liability					
6033.2 · General Liability	1,719.40	37,802.32	39,521.72	22,188.49	61,710.21
6033.3 · Physical Property Damage - Auto	121.88	2,551.15	2,673.03	1,500.97	4,174.00
Total 6033 · Insurance Property & Liability	1,841.28	40,353.47	42,194.75	23,689.46	65,884.21
6039 · Legal	23.74	2,432.92	2,456.66	551.84	3,008.50
6047 · Office Supplies	12.13	287.84	299.97	168.37	468.34
6056 · Postage	0.55	13.03	13.58	7.62	21.20
6065 · Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00
Total 6000 · Administrative Expenses	2,240.85	51,673.55	53,914.40	29,717.46	83,631.86
7000 · Ops & Maintenance Expenses					
7010 · Pumps & Lines Maintenance					
7011 · Pumps & Lines Maintenance	0.00	10,023.34	10,023.34	10,282.71	20,306.05
7013 · Emergency Line Repair	0.00	13,799.18	13,799.18	0.00	13,799.18
Total 7010 · Pumps & Lines Maintenance	0.00	23,822.52	23,822.52	10,282.71	34,105.23
7020 · Main Plant Maintenance					
7021 · Plant Maintenance Supplies	0.00	247.44	247.44	144.76	392.20
7022 · Plant Maint. Parts & Service	0.00	5,370.71	5,370.71	3,142.06	8,512.77

Sanitary Distr. No.5 of Marin Co.
Zone Report - per Year-End Adjustments
July 2021

	Paradise C... (Tiburon)	Tiburon - Oth... (Tiburon)	Total Tiburon	Belvedere	TOTAL
7023 · Janitorial Supplies & Service	0.00	702.12	702.12	411.32	1,113.44
7024 · Main Plant Chemicals	0.00	-500.41	-500.41	-291.45	-791.86
7025 · Lab Supplies & Chemicals	804.74	-122.30	682.44	399.76	1,082.20
7026 · SASM Supplies & Chem	0.00	4,131.27	4,131.27	2,416.94	6,548.21
7027 · Electrical & Instrument	0.00	0.00	0.00	0.00	0.00
7028 · Grounds Maintenance	0.00	99.65	99.65	58.30	157.95
7029 · Main Plant Sludge Disposal	0.00	919.65	919.65	538.02	1,457.67
Total 7020 · Main Plant Maintenance	804.74	10,848.13	11,652.87	6,819.71	18,472.58
7040 · Paradise Cove Plant Maint					
7041 · Paradise Parts & Service	5,042.30	0.00	5,042.30	0.00	5,042.30
7042 · Paradise Supplies & Chemicals	128.10	0.00	128.10	0.00	128.10
Total 7040 · Paradise Cove Plant Maint	5,170.40	0.00	5,170.40	0.00	5,170.40
7050 · Monitoring					
7051 · Main Plant Lab Monitoring	0.00	2,037.56	2,037.56	1,192.04	3,229.60
7052 · Paradise Cove Monitoring	312.55	0.00	312.55	0.00	312.55
Total 7050 · Monitoring	312.55	2,037.56	2,350.11	1,192.04	3,542.15
7060 · Permits/Fees					
7062 · Permits/Fees - General	0.00	4,458.14	4,458.14	2,520.76	6,978.90
7063 · Paradise Cove Permits/Fees	167.76	0.00	167.76	0.00	167.76
Total 7060 · Permits/Fees	167.76	4,458.14	4,625.90	2,520.76	7,146.66
7070 · Truck Maintenance					
7071 · Fuel	16.62	458.29	474.91	268.31	743.22
7072 · Maintenance	3.98	94.47	98.45	55.27	153.72
7070 · Truck Maintenance - Other	-0.80	-18.93	-19.73	-11.08	-30.81
Total 7070 · Truck Maintenance	19.80	533.83	553.63	312.50	866.13
Total 7000 · Ops & Maintenance Expenses	6,475.25	41,700.18	48,175.43	21,127.72	69,303.15
8000 · Salaries and Benefits Expenses					
8001 · Salaries	2,918.66	56,542.23	59,460.89	33,281.74	92,742.63
8001.1 · Salaries Reimbursed by SASM	0.00	4,549.79	4,549.79	2,661.80	7,211.59
8003 · Overtime	313.40	6,560.02	6,873.42	3,859.59	10,733.01
8004 · Standby Pay	187.44	3,923.30	4,110.74	2,308.28	6,419.02
8005 · Employee Incentives	197.80	4,285.20	4,483.00	2,517.00	7,000.00
8006 · Vacation Buyout	308.82	6,464.12	6,772.94	3,803.17	10,576.11
8007 · Voluntary Deductions	0.00	0.00	0.00	0.00	0.00
8008 · Deferred Comp 457	0.00	-200.03	-200.03	0.00	-200.03
8013 · Payroll Taxes	309.85	6,414.47	6,724.32	3,815.93	10,540.25
8015 · Payroll/Bank Fees	16.45	365.57	382.02	202.63	584.65
8016 · Car Allowance	175.20	3,667.20	3,842.40	2,157.60	6,000.00
8019 · PERS Retirement					
8019.05 · PERS Retirement	832.86	19,080.57	19,913.43	11,178.33	31,091.76
Total 8019 · PERS Retirement	832.86	19,080.57	19,913.43	11,178.33	31,091.76
8020 · Employee Health					
8020.05 · Employee Health	438.28	9,190.10	9,628.38	5,406.55	15,034.93
8021 · Employee Health Deductions	-5.72	-119.70	-125.42	-70.44	-195.86
Total 8020 · Employee Health	432.56	9,070.40	9,502.96	5,336.11	14,839.07
8022 · Retiree Health					
8022.05 · Retiree Health	804.96	19,030.20	19,835.16	11,133.23	30,968.39
Total 8022 · Retiree Health	804.96	19,030.20	19,835.16	11,133.23	30,968.39
8023 · Workers Comp Insurance	1,244.45	0.00	1,244.45	41,373.55	42,618.00
Total 8000 · Salaries and Benefits Expenses	7,742.45	139,753.04	147,495.49	123,628.96	271,124.45
8500 · Other Operating Expenses					
8510 · Data/Alarms/IT Supp & Licensing	375.06	8,910.35	9,285.41	5,212.95	14,498.36
8515 · Safety	10.22	213.92	224.14	125.86	350.00
8520 · Personal Protection/Safety Wear	20.09	444.05	464.14	260.57	724.71

Sanitary Distr. No.5 of Marin Co.
Zone Report - per Year-End Adjustments
July 2021

	Paradise C... (Tiburon)	Tiburon - Oth... (Tiburon)	Total Tiburon	Belvedere	TOTAL
8530 · Telephone					
8531 · Main Plant Telephones	0.00	388.07	388.07	227.68	615.75
8532 · Paradise Cove Telephones	350.03	0.00	350.03	0.00	350.03
8533 · Pumps & Lines Telephones	175.07	308.19	483.26	0.00	483.26
Total 8530 · Telephone	525.10	696.26	1,221.36	227.68	1,449.04
8540 · Utilities					
8541 · Water	0.00	806.14	806.14	576.07	1,382.21
Total 8540 · Utilities	0.00	806.14	806.14	576.07	1,382.21
Total 8500 · Other Operating Expenses	930.47	11,070.72	12,001.19	6,403.13	18,404.32
Total Expense	17,389.02	244,197.49	261,586.51	180,877.27	442,463.78
Net Ordinary Income	-16,383.10	-200,817.93	-217,201.03	-153,053.80	-370,254.83
Other Income/Expense					
Other Expense					
9100 · Capital Expenditures					
9200 · Main Plant Equipment Capital					
9217 · SD5 Shop Rplcmnt /Ops Control	33.32	1,840.17	1,873.49	1,076.50	2,949.99
Total 9200 · Main Plant Equipment Capital	33.32	1,840.17	1,873.49	1,076.50	2,949.99
9300 · Pumps & Lines Capital					
9302 · PS Control Panel Upgrades	0.00	0.00	0.00	1,285.94	1,285.94
9311 · Cove Rd Force Main Project	0.00	-23,137.50	-23,137.50	0.00	-23,137.50
9313 · Manholes/Rodholes	0.00	3,259.53	3,259.53	0.00	3,259.53
9314 · Portable Emergency Generators	0.00	0.00	0.00	0.00	0.00
Total 9300 · Pumps & Lines Capital	0.00	-19,877.97	-19,877.97	1,285.94	-18,592.03
Total 9100 · Capital Expenditures	33.32	-18,037.80	-18,004.48	2,362.44	-15,642.04
Total Other Expense	33.32	-18,037.80	-18,004.48	2,362.44	-15,642.04
Net Other Income	-33.32	18,037.80	18,004.48	-2,362.44	15,642.04
Net Income	-16,416.42	-182,780.13	-199,196.55	-155,416.24	-354,612.79

Sanitary Distr. No.5 of Marin Co.

Monthly O.T. Report

July 2021

Type	Date	Num	Name	Memo	Amount	Balance
Bilsborough, Chad						
Check	07/15/21	1961-4042	Bilsborough, Chad	10.0 Hrs, O.T. @ 1.5x	618.30	618.30
Check	07/15/21	1961-4042	Bilsborough, Chad	2.0 Hrs, O.T. @ 2.0x	164.88	783.18
Check	07/15/21	1961-4043	Bilsborough, Chad	12.0 Hrs, O.T. @ 1.5x	741.96	1,525.14
Check	07/15/21	1961-4043	Bilsborough, Chad	2.0 Hrs. O.T. @ 2.0x	164.88	1,690.02
Check	07/30/21	2111-4060	Bilsborough, Chad	14.0 Hrs, O.T. @ 1.5x	887.26	2,577.28
Check	07/30/21	2111-4060	Bilsborough, Chad	4.5 Hrs, O.T. @ 2.0x	380.26	2,957.54
Total Bilsborough, Chad					2,957.54	2,957.54
Cottrell, Rulon						
Check	07/30/21	2111-4063	Cottrell, Rulon	4.0 Hrs. O.T. @ 1.5x	356.71	356.71
Check	07/30/21	2111-4063	Cottrell, Rulon	3.5 Hrs. O.T. @ 2.0x	416.16	772.87
Check	07/30/21	2111-4064	Cottrell, Rulon	10.0 Hrs. O.T. @ 1.5x	891.76	1,664.63
Total Cottrell, Rulon					1,664.63	1,664.63
Dohrmann, Robin						
Check	07/15/21	1961-4046	Dohrmann, Robin	3.5 Hrs O.T. @ 1.5x	304.50	304.50
Check	07/30/21	2111-4066	Dohrmann, Robin	13.0 Hrs O.T. @ 1.5x	1,159.29	1,463.79
Total Dohrmann, Robin					1,463.79	1,463.79
Driscoll, Stephen						
Check	07/29/21		Driscoll, Stephen	12.0 Hrs. O.T. @ 1.5x	1,070.12	1,070.12
Check	07/29/21		Driscoll, Stephen	1.0 Hrs O.T. @ 2.0x	118.90	1,189.02
Total Driscoll, Stephen					1,189.02	1,189.02
La Torre, Daniel P.						
Check	07/30/21	2111-4069	La Torre, Daniel P.	6.0 Hrs. O.T. @ 1.5x	509.58	509.58
Check	07/30/21	2111-4069	La Torre, Daniel P.	3.0 Hrs. O.T. @ 2.0x	339.72	849.30
Total La Torre, Daniel P.					849.30	849.30
Rosser, John						
Check	07/15/21	1961-4052	Rosser, John	5.5 Hrs. O.T. @ 1.5x	434.02	434.02
Check	07/30/21	2111-4072	Rosser, John	7.0 Hrs. O.T. @ 1.5x	566.20	1,000.22
Check	07/30/21	2111-4072	Rosser, John	3.5 Hrs. O.T. @ 2.0x	377.47	1,377.69
Total Rosser, John					1,377.69	1,377.69
Triola, Joseph						
Check	07/15/21	1961-4057	Triola, Joseph	11.5 Hrs. O.T. @ 1.5x	907.50	907.50
Check	07/30/21	2111-4075	Triola, Joseph	2.0 Hrs. O.T. @ 1.5x	161.77	1,069.27
Check	07/30/21	2111-4075	Triola, Joseph	1.5 Hrs. O.T. @ 2.0x	161.77	1,231.04
Total Triola, Joseph					1,231.04	1,231.04
TOTAL					10,733.01	10,733.01

Sanitary District No. 5 of Marin County



District Management Report

July 2021

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 19, 2021
To: Board of Directors
From: Tony Rubio, District Manager/ Chief Plant Operator
Subject: Management Report for July 2021

Fiscal Status

Period Covered: July 1, 2021 –July 31, 2021
Percent of Fiscal Year: 8 %
Percent of Budgeted Income to Date: 1.2%
Percent of Budgeted Expenditures to Date: 10.6% (operating only)

Personnel

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

Regulatory Compliance

MP Collection System WDR Compliance: Full Compliance with all regulations
PC Collection System WDR Compliance: Full Compliance with all regulations
MP NPDES Permit Compliance: Full Compliance with all regulations
PC NPDES Permit Compliance: Full Compliance with all regulations
BAAQMD Compliance: Full Compliance with all regulations
Bio-Solids 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 2021 Include:

Financial/Budgetary/Business Administration

- Closing of fiscal year 2020-2021 underway in preparation for annual financial audit
- Working on putting together RFP for rate upcoming rate study review
- Will need to begin to plan for in person meetings if executive order (N-25-20 & N-29-20) expires on September 30 as currently planned.

HR and Personnel

- Office is opened back up to the public on June 15 in conjunction with state approved re-opening guidelines.
- Begun the work for putting together recruitment package for new operator in training.
- Have begun preliminary work on successor MOU.
- Daft Early Exit incentive program currently under review for possible adoption at board meeting.
- Working on getting a proposal for a staffing survey prior to rate study and in preparation for upcoming MOU negotiations

Continuing Education and Safety Training.

- DL attended Tri -State Conference
- TR and OA attended Annual CASA conference.

Collection System Performance

Main Plant Tiburon/Belvedere:

- Annual Pump station pump and electrical PM's being performed.
- Small Machine cleaning work underway- Tiburon and Belvedere

Paradise Cove:

- Submitted No Spill report for month of July to RWQCB on CIWQS

Treatment Plant Performance

Paradise Cove:

- NPDES Permit up for renewal- administrative draft is out for public comment- hope to have new permit approved in August 2021.
- Blower Maintenance scheduled to be performed.

Main Plant:

- Submitted June 2021 SMR and DMR to the RWQCB
- Dry Weather Clarifier Maintenance being performed
- Secondary Clarifier Maintenance being performed

Pollution Prevention Activities

- Remote meetings with P2 Group

Capital Improvement Projects

- Working on putting together list of lines for rehabilitation (from the recently completed collection system master plan) goal is to get project out to bid before winter. Belvedere line segments complete
- Also working on determining scope of work for cove road pump station generator and roof replacement- waiting on termite inspection report from Terminix.
- New flooring in break room to be installed in late August prior to appliance delivery
- Waiting for proposal for a possible solar project at Tiburon Station #7 near TPD and will begin discussions with City of Belvedere about a possible partnership for a project near the corp. yard.

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	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 Agency	WWWIFA	Water and Wastewater Infrastructure Financing

SALT TRACKER

DATE	OPERATOR	SAMPLE POINT	CONDUCTIVITY Ms	SALT ppt	SAMPLE TYPE
7/6/2021	CB	INF	8.63	4.6	GRAB
		EFF	7.82	4.15	GRAB
7/7/2021	CB	INF	8.47	4.58	COMP
		EFF	6.41	3.42	COMP
7/14/2021	CB	INF	8.22	4.41	COMP
		EFF	9.25	4.87	COMP
		COVE	8.70	4.65	GRAB
7/14/21	CB	INF EFF COVE	6.55	3.3	COMP
7/15/21	CB	INF EFF COVE	7.59	3.86	COMP
7/16/21	CB	INF EFF COVE	6.78	3.71	COMP
7/17/21	CB	INF EFF COVE	6.48	3.18	COMP
7/19/21	CB	INF	7.29	3.96	COMP
		EFF	6.81	3.52	COMP
		COVE	9.32	5.03	GRAB
7/20/21	CB	INF	8.54	4.73	COMP
		EFF	8.01	4.24	COMP
		COVE	4.73	2.50	GRAB @ 1012
7/21/21	CB	INF EFF COVE	9.05	4.83	COMP

TDS
2/22.6°C/3.34/7.72

SALT TRACKER

DATE/TIME	OPERATOR	SAMPLE POINT	CONDUCTIVITY Ms	SALT ppt	SAMPLE TYPE
0900		Grub INF	16.44	5.77	
7/23/21	SD	Grub EFF	10.17	5.85	Grub
		INF			
		EFF			
7/26/21	KZ	INF	11.20	6.21	COMP
0713		EFF	11.80	6.32	COMP
		COVE	5.65	3.01	GRAB
7/27/21	KZ	INF	8.57	4.87	COMP
		EFF	8.25	4.28	COMP
		COVE	10.40	5.70	GRAB 0810
7/28/21	CB L3 G3	INF	10.10	5.80	GRAB
		EFF	7.94	4.30	GRAB
		COVE	11.50	6.42	GRAB
8/2/21	SD	INF	8.98 9.98	5.04	COMP
		EFF			
		COVE			
8/3/21	SD	INF	9.71	4.99	COMP
		EFF			
		COVE			
8/5/21	SD	INF	9.09	4.88	COMP
		EFF			
		COVE			
8/6/21	SD	INF	8.99	4.69	COMP.
		EFF			
		COVE			
		INF			
		EFF			
		COVE			
		INF			
		EFF			
		COVE			

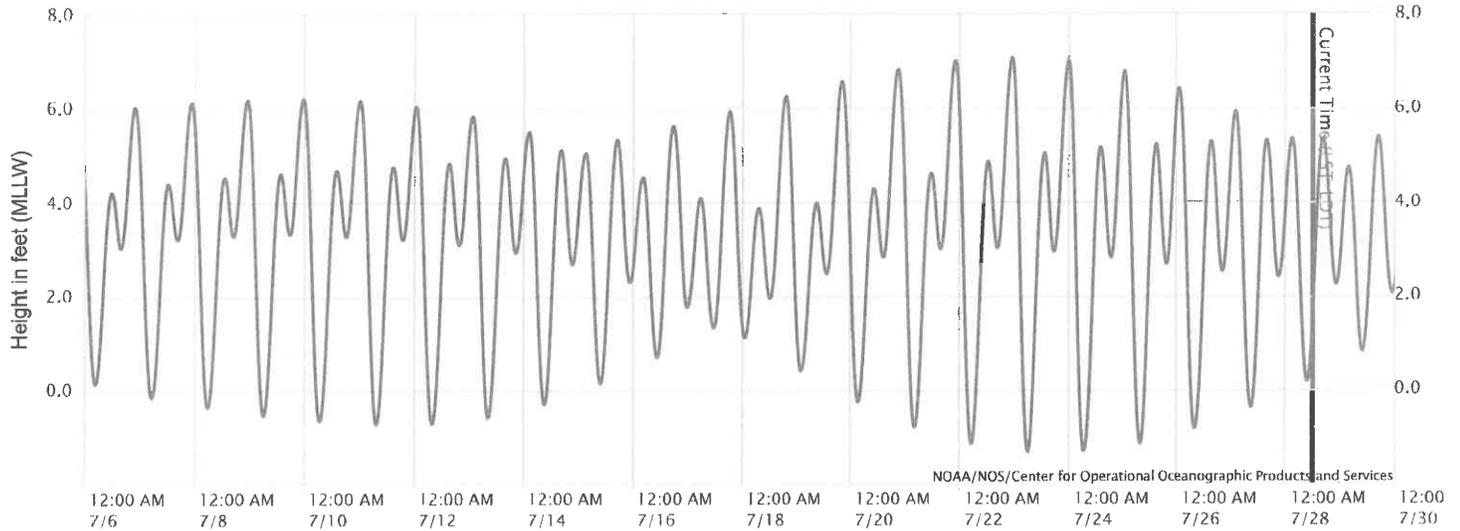
616
at
7/27/21

LOW TIDE



[Help](#) [Print](#)

NOAA/NOS/CO-OPS
Tide Predictions at 9414290, San Francisco CA
From 2021/07/06 12:00 AM LST/LDT to 2021/07/29 11:59 PM LST/LDT



Note: The interval is High/Low, the solid blue line depicts a curve fit between the high and low values and approximates the segments between.
 Disclaimer: These data are based upon the latest information available as of the date of your request, and may differ from the published tide tables.

High/Low Tide Prediction Data Listing

Station Name: San Francisco, CA
 Action: Daily
 Product: Tide Predictions
 Start Date & Time: 2021/7/6 12:00 AM
 End Date & Time: 2021/7/29 11:59 PM

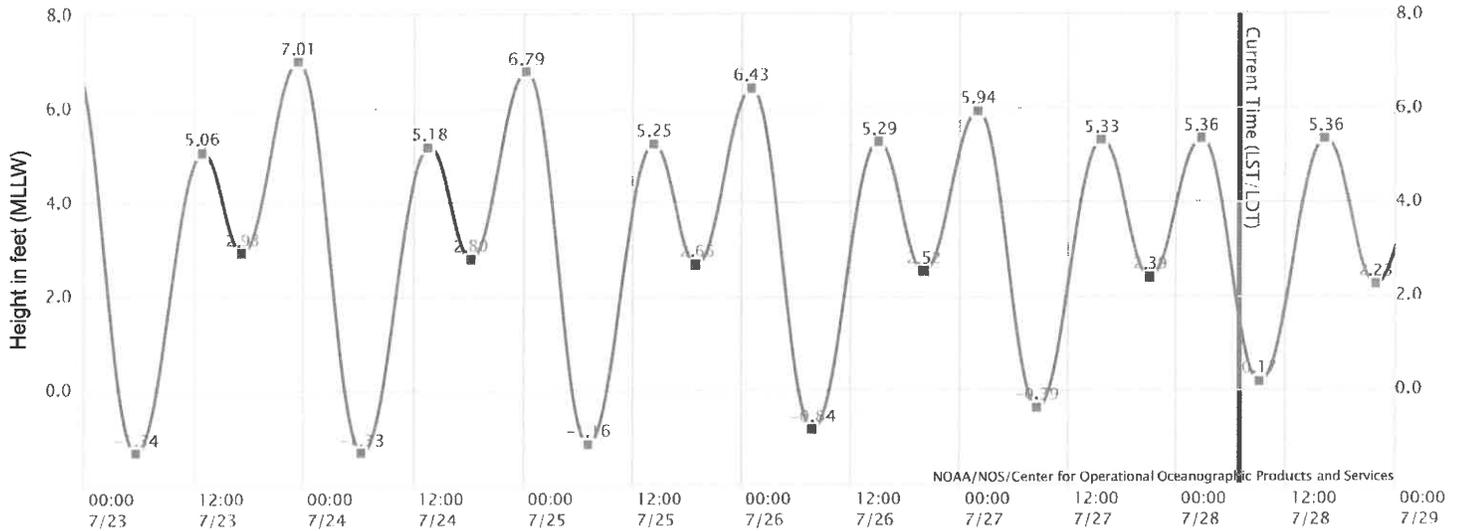
Source: NOAA/NOS/CO-OPS
 Prediction Type: Harmonic
 Datum: MLLW
 Height Units: Feet
 Time Zone: LST/LDT

Date	Day	Time	Hgt	Time	Hgt	Time	Hgt	Time	Hgt
2021/07/06	Tue	04:20 AM	0.11 L	11:29 AM	4.21 H	3:36 PM	3.02 L	9:44 PM	6.04 H
2021/07/07	Wed	04:56 AM	-0.17 L	12:14 PM	4.40 H	4:19 PM	3.19 L	10:20 PM	6.13 H
2021/07/08	Thu	05:31 AM	-0.39 L	12:54 PM	4.53 H	5:00 PM	3.28 L	10:57 PM	6.18 H
2021/07/09	Fri	06:05 AM	-0.55 L	1:31 PM	4.62 H	5:39 PM	3.30 L	11:36 PM	6.20 H
2021/07/10	Sat	06:39 AM	-0.68 L	2:05 PM	4.68 H	6:18 PM	3.27 L		
2021/07/11	Sun	12:14 AM	6.16 H	07:13 AM	-0.75 L	2:40 PM	4.75 H	6:58 PM	3.19 L
2021/07/12	Mon	12:54 AM	6.05 H	07:48 AM	-0.74 L	3:14 PM	4.83 H	7:43 PM	3.08 L
2021/07/13	Tue	01:36 AM	5.83 H	08:25 AM	-0.61 L	3:49 PM	4.95 H	8:34 PM	2.91 L
2021/07/14	Wed	02:22 AM	5.50 H	09:04 AM	-0.33 L	4:25 PM	5.12 H	9:33 PM	2.66 L
2021/07/15	Thu	03:15 AM	5.05 H	09:46 AM	0.11 L	5:03 PM	5.34 H	10:41 PM	2.29 L
2021/07/16	Fri	04:21 AM	4.54 H	10:31 AM	0.68 L	5:43 PM	5.62 H	11:53 PM	1.76 L
2021/07/17	Sat	05:43 AM	4.09 H	11:22 AM	1.32 L	6:26 PM	5.94 H		
2021/07/18	Sun	01:03 AM	1.10 L	07:20 AM	3.88 H	12:19 PM	1.95 L	7:12 PM	6.27 H
2021/07/19	Mon	02:07 AM	0.39 L	08:55 AM	3.99 H	1:20 PM	2.47 L	8:01 PM	6.58 H
2021/07/20	Tue	03:05 AM	-0.27 L	10:13 AM	4.29 H	2:23 PM	2.82 L	8:53 PM	6.84 H
2021/07/21	Wed	03:59 AM	-0.81 L	11:15 AM	4.62 H	3:24 PM	2.99 L	9:45 PM	7.01 H
2021/07/22	Thu	04:49 AM	-1.17 L	12:08 PM	4.88 H	4:22 PM	3.01 L	10:37 PM	7.08 H
2021/07/23	Fri	05:38 AM	-1.34 L	12:55 PM	5.06 H	5:17 PM	2.93 L	11:28 PM	7.01 H
2021/07/24	Sat	06:24 AM	-1.33 L	1:38 PM	5.18 H	6:11 PM	2.80 L		
2021/07/25	Sun	12:18 AM	6.79 H	07:08 AM	-1.16 L	2:20 PM	5.25 H	7:05 PM	2.66 L



[Help](#) [Print](#)

NOAA/NOS/CO-OPS
Tide Predictions at 9414290, San Francisco CA
From 2021/07/23 00:00 LST/LDT to 2021/07/28 23:59 LST/LDT



Note: The interval is High/Low, the solid blue line depicts a curve fit between the high and low values and approximates the segments between.
 Disclaimer: These data are based upon the latest information available as of the date of your request, and may differ from the published tide tables.

High/Low Tide Prediction Data Listing

Station Name: San Francisco, CA
 Action: Daily
 Product: Tide Predictions
 Start Date & Time: 2021/7/23 00:00
 End Date & Time: 2021/7/28 23:59

Source: NOAA/NOS/CO-OPS
 Prediction Type: Harmonic
 Datum: MLLW
 Height Units: Feet
 Time Zone: LST/LDT

Date	Day	Time	Hgt	Time	Hgt	Time	Hgt	Time	Hgt
2021/07/23	Fri	05:38	-1.34 L	12:55	5.06 H	17:17	2.93 L	23:28	7.01 H
2021/07/24	Sat	06:24	-1.33 L	13:38	5.18 H	18:11	2.80 L		
2021/07/25	Sun	00:18	6.79 H	07:08	-1.16 L	14:20	5.25 H	19:05	2.66 L
2021/07/26	Mon	01:07	6.43 H	07:50	-0.84 L	14:59	5.29 H	19:59	2.52 L
2021/07/27	Tue	01:55	5.94 H	08:31	-0.39 L	15:38	5.33 H	20:56	2.39 L
2021/07/28	Wed	02:46	5.36 H	09:12	0.17 L	16:16	5.36 H	21:56	2.23 L

parts per thousand

50+ ppt

30 ppt

.5 ppt

0 ppt

Red Sea - 40 ppt

Mediterranean Sea - 38 ppt

Average seawater - 34.7 ppt

Black Sea - 18 ppt

Baltic Sea - 8 ppt

Limit on agriculture Irrigation - 2 ppt

Drinking water - .1 ppt

*traditional ways to express salinity is in "parts per thousand" or ppt

briny water

brine pools

50+ ppt

saline water

seawater, salt lakes

30-50 ppt

brackish water

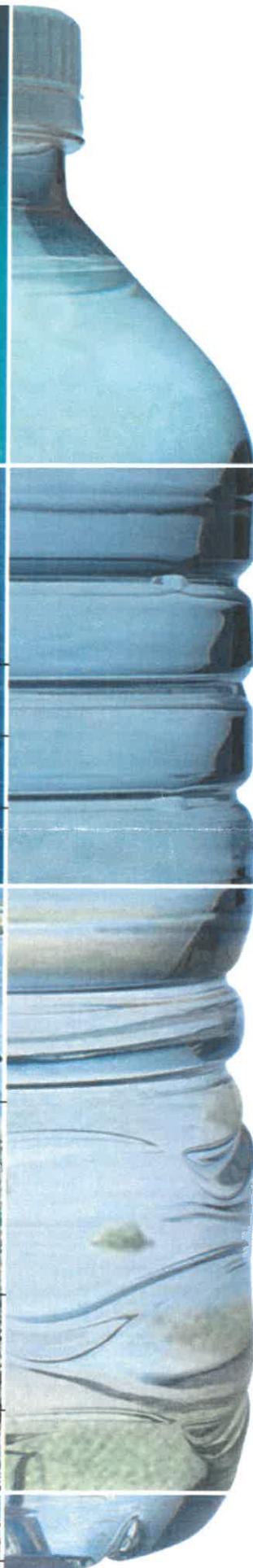
estuaries, mangrove swamps, brackish seas and lake, brackish swamps

.5-30 ppt

fresh water

ponds, lakes, rivers, streams, aquifers

0-.5 ppt





April 14, 2021

Mr. Tony Rubio, District Manager
Sanitary District No. 5 of Marin County
2001 Paradise Drive,
Tiburon, CA 94920

Submitted via email: trubio@sani5.org

RE: Proposal for Engineering Services for Structural Repairs

Dear Mr. Rubio:

In response to your request, HDR Engineering, Inc. (HDR) has prepared this proposal to evaluate structural repair needs at the Sanitary District No. 5 of Marin County (SD5) wastewater treatment plant. This proposal includes the scope of work and fee estimate to perform structural engineering evaluation and design services at the treatment plant's splitter box as listed below.

- Inspect and evaluate the cracking at the splitter box
- Prepare a Technical Memorandum (TM) presenting findings, including specifications and repair details appropriate for a contractor-performed crack repair

Scope of Work

The scope of work will be comprised of the following tasks.

Task 1 — Project Management

HDR's Project Manager (PM) will be responsible for employing project controls to deliver work on-time and within budget. The PM will implement quality control measures for all project deliverables consistent with HDR's Quality Management System guidelines. The PM will include a progress report (via email) with each monthly invoice outlining work performed during the invoice period.

Task 2 — Preliminary Site Walk

HDR will perform a preliminary site walk with SD5 to review structural needs at the site. This includes visual assessment of the splitter box with known leakage through a crack in the concrete. Additionally, HDR will visually assess the feasibility of installing a metal storefront above the headworks building and covering the southeast cell opening in the top slab with concrete per SD5's request. The scope of work associated with the storefront and cover installation will be included in a separate proposal and is not included in this scope of work.

Task 3 — Prepare Draft Technical Memorandum

HDR will prepare a written Draft TM summarizing the findings and repair recommendations at the splitter box. Field observations and photos will be provided in the Draft TM to support the findings. HDR will review record drawings as provided by SD5 as part of their evaluation of findings.

Repair details and specifications (100 percent design level) will be provided for implementation by a contractor or manufacturer.

Task 4 — Present to SD5's Committee and Board

HDR will prepare a PowerPoint presentation of findings and recommendations and present the work to SD5's Committee and Board.

Task 5 — Finalize Technical Memorandum

HDR will prepare the Final TM and incorporate any comments made by the Committee, Board, and/or SD5 staff.

Our Proposed Team

Mary Martis, PE, will serve as the Project Manager. Crystal Starr, SE, will serve as the Project Engineer, performing the structural work. And Phoenix Nguyen, PE, will provide technical oversight and quality control review. Brief bios for each of the team members are attached as Exhibit A.

Estimated Fee

HDR proposes to perform the scope of work on a time and materials basis, for an estimated *nine thousand eight hundred dollars* (\$9,800). A breakdown of estimated cost by task is provided below.

Task	Est. Labor Hours	Est. Cost
Task 1: Project Management	8	\$1,500
Task 2: Preliminary Site Walk	4	\$1,000
Task 3: Prepare Draft TM	20	\$4,700
Task 4: Present to the Committee and Board	4	\$1,100
Task 5: Finalize TM	6	\$1,500
Grand Total	42	\$9,800

Mr. Tony Rubio
April 14, 2021
Page 3

We appreciate the opportunity to provide this proposal to SD5. Should you have any questions, please call Mary directly at 415.741.7025.

Sincerely,
HDR ENGINEERING, INC.

A handwritten signature in blue ink, appearing to read "Holly L.L. Kennedy".

Holly L.L. Kennedy, PE (CA)
Senior Vice President

A handwritten signature in blue ink, appearing to read "Mary C. Martis".

Mary Martis, PE (CA)
Project Manager

Exhibit A

Brief bios for each of the team members are provided.



Mary Martis, PE (CA)

Mary has more than 29 years of experience in the wastewater industry and is a respected technical leader and seasoned project manager. She has been providing professional services to SD5 over the last 2.5 years, delivering high quality work on-time and within budget. She is committed to maintaining the same level of good service to SD5 for this project and will work with our team to address your needs for the crack repair and to meet your expectations.



Crystal Starr, SE (CA)

Crystal is a Senior Structural Engineer with over 14 years of experience in structural evaluation, engineering, design, and construction support of infrastructure projects related to water, wastewater, municipal utilities, and hydropower. The majority of her expertise in structural design and retrofit of building and tank structures are located in high seismic regions in California and along the west coast. She is well-versed in the seismic provisions contained in the latest Building Codes and Standards, which she incorporates into her designs of water containing tanks and structures, buildings, civil structures, and pipeline stress analysis. Her knowledge and experience adhere to the latest industry practices of detailing in water-containing reinforced concrete structures and allow her to create proficient designs that carry exceptional structural integrity and seismic resilience. Crystal is skilled in the latest software and technologies, using finite element analysis to model the precise behavior of structures under seismic, lateral earth pressure, fluid pressure, and hydrodynamic loading.



Phoenix Nguyen, PE (CA)

Phoenix is a senior structural engineer with over 22 years of experience with structural engineering planning, design, and construction of water and wastewater facilities. She has been involved from the early planning and proposal stages through detailed design and construction phases of treatment projects. During her career, Phoenix has designed a variety of buildings and structures used in water treatment, ranging from potable water treatment and storage to wastewater treatment structures. She possesses a high level of proficiency in designing for loads produced by seismic ground motions, hydrostatic/hydrodynamic fluid pressures and wind pressures, seismic detailing of concrete

Mr. Tony Rubio
April 14, 2021
Page 5

and masonry shear walls, steel roof framing and connections, diaphragms, design of deep foundations, and seismic strengthening of existing structures. She has performed structural concrete condition assessments and structural evaluations of aging structures and provided recommendations for repair, rehabilitation, and seismic retrofit.

**VOLUNTARY EARLY EXIT/ SEPARATION AGREEMENT AND GENERAL
RELEASE**

This Voluntary Early Exit/ Separation Agreement and General Release (“Agreement”) is entered into between _____, an individual, (“Employee”) and the Marin Sanitary District No. 5, a public entity, (“DISTRICT”). Employee and DISTRICT are collectively referred to as the “PARTIES.”

RECITALS

A. WHEREAS, a variety of factors have created the need for the DISTRICT to evaluate staffing numbers including, but not limited to: a lack of funds; the lack of work; the interests of economy and efficiency; reorganization for financial reasons; and a loss of revenue due to Covid 19;

B WHEREAS, the Board of Directors met on _____, 2021, and approved a Voluntary Early Incentive Program (“PROGRAM”) in order to minimize or avoid the need for layoffs;

C. WHEREAS, the Program provides a cash-based incentive to eligible Employees who wish to voluntarily resign from DISTRICT employment on or before _____, 2021.

D WHEREAS, the DISTRICT sent all full-time Employees a memorandum from the DISTRICT Manager, dated _____, which notified them of the Board of Director’s action to approve the Program which offers all full-time Employees who are employed in the following classifications: Operations, Maintenance a lump sum payment of \$50,000 in exchange for resignation by no later than _____, 2021.

E. Employees interested in participating in the Program were invited to notify the DISTRICT’s Human Resources Department by no later than _____, 2021.

F. WHEREAS, Employee voluntarily desires to resign in order to receive that incentive and the parties wish to resolve any and all bona fide disputes between them;

G. WHEREAS, Employee has been continuously employed with the DISTRICT since July 1, 2016, and possesses 5 years of full-time employment with the DISTRICT (DISTRICT Employee or Employment).

H. On or around [REDACTED], 2021, Employee timely notified the DISTRICT of Employee's interest in the Program.

I. The DISTRICT has determined that Employee is eligible for the Program.

NOW, THEREFORE, in consideration of the covenants and agreements contained in this AGREEMENT, the PARTIES agree as follows:

TERMS AND SETTLEMENT

1. CONSIDERATION

In consideration for the mutual promises contained in this AGREEMENT, the PARTIES agree as follows:

1.1 Payment. In exchange for the promises and releases set forth herein, the DISTRICT shall provide Employee with a lump sum payment of **fifty thousand dollars and no cents (\$50,000.00)**. DISTRICT Employment ("INCENTIVE PAYMENT"). The PARTIES agree that the INCENTIVE PAYMENT shall be subject to all state and federal withholding requirements. The shall be remitted to EMPLOYEE **by check or by direct deposit within fifteen (15) business days** following the EMPLOYEE's SEPARATION DATE set forth in Paragraph 1.2.

1.2 Voluntary Resignation. EMPLOYEE agrees that EMPLOYEE's signature on this AGREEMENT shall be deemed a voluntary and irrevocable resignation of EMPLOYEE's employment with the DISTRICT, effective at 12:01 a.m. on the EFFECTIVE DATE set forth in Paragraph 2.4.g ("RESIGNATION"). EMPLOYEE and DISTRICT mutually agree that EMPLOYEE's last day of employment pursuant to this RESIGNATION shall be [REDACTED], 2021, and that EMPLOYEE shall be effectively separated from DISTRICT EMPLOYMENT on [REDACTED], 2021 ("SEPARATION DATE"). EMPLOYEE further understands and agrees that the RESIGNATION shall be accepted by the DISTRICT and be binding and irrevocable as of the EFFECTIVE DATE, and that the DISTRICT is acting in reliance upon the RESIGNATION, and that the DISTRICT shall be under no obligation or duty to consider, accept, or in any way allow any attempt by EMPLOYEE to rescind the RESIGNATION.

1.3 Return of Property. No later than close of business on the SEPARATION DATE, EMPLOYEE shall return all of the DISTRICT'S property in EMPLOYEE'S possession including but not limited to keys, office equipment, identification cards, documents, materials, and all other DISTRICT property in whatever form.

1.4 Unemployment Insurance. EMPLOYEE agrees and understands that the RESIGNATION made pursuant to this AGREEMENT is entirely voluntary and thereby renders EMPLOYEE ineligible for Unemployment Insurance benefits. Nothing in this AGREEMENT shall be construed to prohibit the DISTRICT from responding to any request for factual information it receives from the Employment Development Department in the processing or review of any application for Unemployment Insurance.

1.5 Final Settlement Pay. EMPLOYEE agrees and understands that the INCENTIVE PAYMENT shall be considered “final settlement pay” as that term is defined in Government Code section 20636, and shall be excluded from the DISTRICT’s payroll reporting to CalPERS as either payrate or compensation earnable for the EMPLOYEE.

1.6 Full Consideration. EMPLOYEE acknowledges and agrees that the DISTRICT would not provide the INCENTIVE PAYMENT pursuant to the terms of this AGREEMENT but for the execution of this AGREEMENT and the fulfillment of the promises contained herein. EMPLOYEE acknowledges and agrees that INCENTIVE PAYMENT is voluntarily provided by the DISTRICT in exchange for the promises and releases set forth herein, and is not being provided pursuant to any legal, contractual (other than this AGREEMENT), or other obligation of the DISTRICT. EMPLOYEE acknowledges and agrees that the INCENTIVE PAYMENT shall constitute the entire amount of monetary consideration provided to EMPLOYEE under this AGREEMENT. EMPLOYEE further understands and agrees that EMPLOYEE has received all unpaid wages due to EMPLOYEE in the ordinary course of his employment.

1.7 CalPERS Service Retirement. [*IF APPLICABLE] The DISTRICT understands that EMPLOYEE may be eligible to pursue service retirement through the California Public Employee’s Retirement System (“CalPERS”). Should EMPLOYEE elect to retire, the DISTRICT agrees to fully cooperate with CalPERS in processing EMPLOYEE’S voluntary service retirement. EMPLOYEE acknowledges that the DISTRICT cannot direct CalPERS and has no control over the decisions of CalPERS with regard to EMPLOYEE’S retirement or any component of EMPLOYEE’S retirement. Consequently, the DISTRICT makes no representations or guarantees about any aspects of EMPLOYEE’S potential retirement. Additionally, EMPLOYEE understands that it is EMPLOYEE’S sole responsibility to pursue a retirement through CalPERS. If EMPLOYEE elects not to file for retirement with CalPERS, such election will have no impact on the RESIGNATION or the other terms of this AGREEMENT.

2. WAIVER AND RELEASE OF CLAIMS

2.1 General Release: EMPLOYEE agrees that this release of claims includes all claims or disputes of every kind or nature arising from or related to EMPLOYEE’S EMPLOYMENT with the DISTRICT and the termination of EMPLOYEE’s employment with the DISTRICT that may exist as of the EFFECTIVE DATE set forth in Paragraph 2.4.g, including but not limited to, common law, statutory or tort claims for breach of implied or express contract or covenant, promissory estoppel, personal injury, negligence, wrongful termination, violation of public policy, defamation, invasion of privacy, fraud, misrepresentation, emotional distress, attorney’s fees, failure to accommodate, failure to engage in the interactive process, failure to provide insurance or leave benefits; claims related to or arising from any pension or retirement benefits; claims of harassment, retaliation or discrimination based on any legally protected status or criteria; claims under California Labor and Government Codes; claims based upon the California Constitution; claims based on any federal, state or other governmental statute, regulation or ordinance, including, without limitation: the California Family Rights Act, the Family and Medical Leave Act, the California Fair Employment & Housing Act, Title VII of the Civil Rights Act, the Americans with Disabilities Act, the Labor Relations Management Act, the Meyers-Milias-Brown Act, the Employee Retirement Income

Security Act, and any and all other potential claims arising from the EMPLOYEE'S EMPLOYMENT with the DISTRICT which may lawfully be waived pursuant to this AGREEMENT ("RELEASED CLAIMS").

2.2 Effect. EMPLOYEE expressly acknowledges and agrees that the RELEASED CLAIMS against the DISTRICT, each of its departments, as well as each of its past, present or future officers, directors, Employees, officials, agents, representatives, attorneys, assignees, successors, benefit plans, trusts, and fiduciaries are forever barred by this AGREEMENT.

2.3 Release of Unknown Claims. EMPLOYEE agrees and intends that the foregoing release shall be construed broadly and apply to all claims, charges, actions, suits, demands, obligations, damages, injuries, liabilities, losses, and causes of action of every character, nature, kind or description, known or unknown, and suspected or unsuspected that EMPLOYEE may have against the DISTRICT, its officers, agents, Employees, former Employees, or representatives that may exist as of the EFFECTIVE DATE set forth in Paragraph 2.4.g.

EMPLOYEE expressly acknowledges that EMPLOYEE is aware of the existence of California Civil Code § 1542 and its meaning and effect. EMPLOYEE expressly acknowledges that EMPLOYEE has read and understands the following provision of that section which provides:

"A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS THAT THE CREDITOR OR RELEASING PARTY DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE AND THAT, IF KNOWN BY HIM OR HER, WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR OR RELEASED PARTY."

EMPLOYEE expressly waives and releases any right to benefits that EMPLOYEE may have under California Civil Code § 1542 to the fullest extent EMPLOYEE may do so lawfully. EMPLOYEE further acknowledges that EMPLOYEE may later discover facts different from or in addition to those facts now known to EMPLOYEE or believed by EMPLOYEE to be true with respect to any or all of the matters covered by this AGREEMENT, and that this AGREEMENT nevertheless shall remain in full and complete force and effect.

2.4 Waiver Of Rights Or Claims Arising Under The Age Discrimination In Employment Act ("ADEA") and the Older Workers Benefit Protection Act ("OWBPA").

The Age Discrimination in Employment Act of 1967 ("ADEA") makes it illegal for an employer to discharge any individual or otherwise discriminate with respect to the nature and privileges of an individual's employment on the basis that the individual is age forty (40) or older. The Older Workers Benefit Protection Act ("OWBPA", 29 U.S.C. §§ 626, *et. seq.*, Pub L 101-433, 104 Stat. 978 (1990)) further augments the ADEA and prohibits the waiver of any right or claim under the ADEA unless the waiver is knowing and voluntary. By entering into this AGREEMENT, EMPLOYEE acknowledges that EMPLOYEE is knowingly and voluntarily, for just compensation in addition to anything of value to which EMPLOYEE was already entitled, waiving and releasing any rights

EMPLOYEE may have under the ADEA and/or OWBPA. EMPLOYEE further acknowledges that EMPLOYEE has been advised and understands, pursuant to the provisions of the ADEA and OWBPA, that:

- (a) The waivers and releases in this AGREEMENT are written in a manner understood by EMPLOYEE;
- (b) EMPLOYEE is aware of and has been advised of EMPLOYEE's rights under the ADEA and OWBPA, and of the legal significance of his waiver of any possible claims EMPLOYEE currently may have under the ADEA, OWBPA, or similar age discrimination laws;
- (c) This AGREEMENT was presented to EMPLOYEE on [REDACTED], 2021. EMPLOYEE has until [REDACTED] [*at least 45 days out], 2021 to review and consider the AGREEMENT ("REVIEW PERIOD"). EMPLOYEE is entitled to this REVIEW PERIOD as reasonable time of at least forty-five (45) days within which to review and consider this AGREEMENT, and the waiver and release of any rights EMPLOYEE may have under the ADEA, the OWBPA, or similar age discrimination laws, but EMPLOYEE may, in the exercise of EMPLOYEE'S own discretion, sign or reject this AGREEMENT at any time before the expiration of the REVIEW PERIOD;
- (d) The waivers and releases set forth in this AGREEMENT shall not apply to any rights or claims that may arise under the ADEA and/or OWBPA after the EFFECTIVE DATE of this AGREEMENT;
- (e) EMPLOYEE has been advised by this writing that EMPLOYEE should consult with an attorney prior to executing this AGREEMENT;
- (f) EMPLOYEE understands EMPLOYEE has the right to discuss this waiver and release with legal counsel of choice and EMPLOYEE does not need any additional time within which to review and consider this AGREEMENT or engage in further discussions with said legal counsel;
- (g) REVOCATION PERIOD EMPLOYEE has seven (7) days following the parties' full and complete execution of this AGREEMENT to revoke the AGREEMENT (the date of expiration of this seven-day period shall be referred to as the "EFFECTIVE DATE"). The revocation must be in writing and received by the DISTRICT'S Human Resources Manager [*applicable contact information; could also be General Manager This could be by email] within the revocation period; and
- (h) EFFECTIVE DATE This AGREEMENT shall not be effective until the EFFECTIVE DATE, provided the EMPLOYEE has not revoked acceptance of the AGREEMENT before that date ("EFFECTIVE DATE").

2.5 Withdrawal and Modification

- (a) If EMPLOYEE does not provide the DISTRICT with a properly executed copy of this AGREEMENT by [REDACTED] [*insert end date of 45-day Review Period], the offer and terms and conditions contained in this AGREEMENT will be withdrawn.

(b) The REVIEW PERIOD in paragraph 2.4.c does not preclude EMPLOYEE from executing this AGREEMENT before [*insert end date of 45-day Review Period]. If the EMPLOYEE executes this AGREEMENT prior to the expiration of the REVIEW PERIOD, such execution is knowing and voluntary. The DISTRICT will not provide more favorable terms nor will the DISTRICT incentivize the EMPLOYEE to execute this AGREEMENT prior to the REVIEW PERIOD's expiration.

(c) The PARTIES agree that modifications to this AGREEMENT after [*insert date agreement is presented to Employee], whether material or immaterial, will not restart the REVIEW PERIOD.

2.6 Waiver of Additional Claims. EMPLOYEE hereby waives any provisions of state or federal law that might require a more detailed specification of the claims being released pursuant to the provisions of Paragraphs 2.1 through 2.4, above.

2.7 No Actions. EMPLOYEE affirms that EMPLOYEE currently has no action, charge, or administrative claim pending before any court of law, governmental body, or administrative agency, either on the federal or state level. To the extent EMPLOYEE has filed any grievance, action, claim, or dispute related to his employment with EMPLOYER prior to the execution of this AGREEMENT, EMPLOYEE agrees to withdraw such action with prejudice. EMPLOYEE further agrees that EMPLOYEE will not at any time in the future pursue any employment personnel appeal or internal grievance or file any claim for individual relief with any governmental agency or any court arising out of or in any way related to EMPLOYEE'S employment. Nothing in this Agreement shall limit EMPLOYEE'S right to file a charge or complaint with any state or federal agency or to participate or cooperate in such a matter. However, by executing this AGREEMENT, EMPLOYEE hereby agrees to, and does, waive EMPLOYEE'S right to recover monetary damages in any charge or lawsuit filed by EMPLOYEE or anyone else on EMPLOYEE'S behalf.

3. INFORMED CONSENT

EMPLOYEE expressly acknowledges and represents that EMPLOYEE has read this AGREEMENT and fully understands the meaning and effect of each and every provision of this AGREEMENT, in particular the meaning and effect of the release of all claims and waiver of rights under California Civil Code section 1542, as set forth in Paragraph 2.3.

4. REPRESENTATIONS AND WARRANTIES

Each of the PARTIES to this AGREEMENT represents and warrants to, and agrees with, each other party as follows:

4.1 Advice of Counsel: Each party is aware of its right to receive, or has received, independent legal advice from its attorney(s) with respect to the advisability of making the settlement provided for herein, with respect to the advisability of executing this AGREEMENT, and with respect to the meaning of California Civil Code § 1542.

4.2 Voluntary Agreement: The PARTIES certify, warrant and represent that they were not, as of the date of this AGREEMENT, or as a consequence of this

AGREEMENT, under any physical duress, or other threat of harm or injury, and that they have entered into this AGREEMENT freely and voluntarily.

4.3 Joint Negotiation: The PARTIES acknowledge that this AGREEMENT was jointly negotiated and reviewed and approved by each of them. The AGREEMENT shall not be construed by any court of law or equity against any party solely by virtue of any party having drafted this AGREEMENT.

4.4 No Fraud in Inducement: No party (nor any officer, agent, Employee, representative, or attorney of or for any party) has made any statement or representation or failed to make any statement or representation to any other party regarding any fact relied upon in entering into this AGREEMENT, and neither party relies upon any statement, representation, omission, or promise of any other party (or of any officer, agent, Employee, representative, or attorney of or for any party) in executing this AGREEMENT, except as expressly stated in this AGREEMENT.

4.5 Independent Investigation: Each party to this AGREEMENT has made such investigation of the facts pertaining to this AGREEMENT and all the matters pertaining thereto, as it deems necessary.

4.6. Comprehension and Authority: Each party or responsible officer thereof has read this AGREEMENT and understands the contents hereof. Any Employee or representative of the DISTRICT executing this AGREEMENT on behalf of the DISTRICT is empowered to do so and hereby bind the DISTRICT.

4.7 Mistake Waived: In entering into this AGREEMENT and the settlement provided for herein, each party assumes the risk of any misrepresentation, concealment, or mistake. If any party should subsequently discover that any fact relied upon by it in entering into this AGREEMENT was untrue, or that any fact was concealed from it, or that its understanding of the facts or of the law was incorrect, such party shall not be entitled to any relief in connection therewith, including without limitation on the generality of the foregoing any alleged right or claim to set aside or rescind this AGREEMENT. This AGREEMENT is intended to be and is final and binding between the parties, regardless of any claims of misrepresentation, promise made without the intent to perform, concealment of fact, mistake of fact or law, or any other circumstance whatsoever.

4.8 Later Discovery: Each party is aware that it may hereafter discover claims or facts in addition to or different from those it now knows or believes to be true with respect to the matters related herein. Nevertheless, it is the intention of the PARTIES to fully, finally, and forever settle and release all such matters, and all claims relative thereto, which do now exist, may exist, or have previously existed between EMPLOYEE and the DISTRICT as of the EFFECTIVE DATE set forth in Paragraph 2.4.g. In furtherance of such intention, the releases given by EMPLOYEE here shall be and remain in effect as full and complete releases of all such matters, notwithstanding the discovery or existence of any additional or different claims or facts relative thereto.

4.9 No Compensation or Benefits Due: EMPLOYEE expressly acknowledges and represents that the DISTRICT owes EMPLOYEE no wages, bonuses, accrued leave, severance pay, retirement or pension benefits or enhancements, or any other

compensation, benefits, payments, or form of remuneration of any kind or nature, other than that paid to EMPLOYEE upon termination and specifically provided for in this AGREEMENT.

4.10 Ownership of Claims: EMPLOYEE represents and warrants as a material term of this AGREEMENT that EMPLOYEE has not assigned, transferred, released, or granted to any person and/or entity any of the RELEASED CLAIMS. In executing this AGREEMENT, EMPLOYEE further warrants and represents that none of the RELEASED CLAIMS will in the future be assigned, conveyed, or transferred in any fashion to any other person and/or entity.

4.11 Future Cooperation: The PARTIES will execute all such further and additional documents as shall be reasonable, convenient, necessary, or desirable to carry out the provisions of this AGREEMENT.

5. MISCELLANEOUS

5.1 No Admission: Nothing contained herein shall be construed as an admission by the parties of any liability of any kind. Each of the parties hereto denies any liability in connection with any claim and intends hereby solely to avoid litigation and buy its peace.

5.2 Governing Law: This AGREEMENT has been executed and delivered within the State of California, and the rights and obligations of the PARTIES shall be construed and enforced in accordance with, and governed by, the laws of the State of California.

5.3 Full Integration: This AGREEMENT is the entire agreement between the PARTIES with respect to the subject matter hereof and supersedes all prior and contemporaneous oral and written agreements and discussions. This AGREEMENT may be amended only by a further agreement in writing, signed by the PARTIES.

5.4 Continuing Benefit: This AGREEMENT is binding upon and shall inure to the benefit of the parties, their respective agents, Employees, representatives, officers, attorneys, insurers, assigns, heirs, and successors in interest.

5.5 Amendments: The provisions of this AGREEMENT may not be altered, amended or repealed, in whole or in part, except by the written consent of each of the PARTIES.

5.6 Severability: If any term of this AGREEMENT is declared invalid for any reason, that determination shall not affect the validity of the remainder of the AGREEMENT. The remaining parts of this AGREEMENT shall remain in effect as if the AGREEMENT had been executed without the invalid term.

5.7 Counterparts: This AGREEMENT may be executed in counterparts, and when each party has signed and delivered at least one such counterpart, each counterpart shall be deemed an original, and, when taken together with other signed counterparts, shall constitute one AGREEMENT, which shall be binding upon and effective as to all PARTIES as of the EFFECTIVE DATE set forth in Paragraph 2.4.g.

5.8 Notice: Any and all notices given to any party under this AGREEMENT shall be given as provided in this paragraph. All notices given to any party shall be made by certified or registered United States mail, or personal delivery, at the noticing party's discretion, and addressed to the parties as set forth below. Notices shall be deemed, for all purposes, to have been given on the date of personal service or three consecutive calendar days following certified or registered deposit of the same in the United States mail.

As to EMPLOYEE: [REDACTED]
[Address currently on file with Human Resources]

As to DISTRICT: Sanitary District No.5 of Marin County
District Manager's Office
2001 Paradise Drive
Tiburon, CA 94920

Mailing Address
P.O. Box 227
Tiburon, CA 94920

5.9 Attorney's Fees and Costs: Except as otherwise stated herein, the PARTIES shall each bear their own attorney's fees and costs that may exist as of the EFFECTIVE DATE set forth in Paragraph 2.4.g.

THE SIGNATORIES ACKNOWLEDGE HAVING READ THIS SEPARATION AGREEMENT AND GENERAL RELEASE, INCLUDING A RELEASE OF ALL KNOWN AND UNKNOWN CLAIMS. THE SIGNATORIES FULLY UNDERSTAND THE FINAL AND BINDING EFFECT OF THIS AGREEMENT AND ARE SIGNING IT VOLUNTARILY.

Executed by the PARTIES on the dates indicated below.

EMPLOYEE:

Employee: [REDACTED] Date

MARIN SANITARY DISTRICT No. 5:

Tony Rubio, General Manager Date

APPENDIX “A”

Disclosures for the Voluntary Early Separation Incentive Program (“Program”)

EXEMPLAR OF APPENDIX BWS USED WITH A SAMPLE TABLE FROM THE EEOC

APPENDIX “A”

Disclosures for the Voluntary Early Separation Incentive Program (“Program”)

- I. Scope: The Program was announced and offered to all District employees on January 25, 2021.
- II. Eligibility Factors: All current and regular full-time employees who will have been employed by the District for at least Five (5) full years as of June 30, 2021 are eligible to participate in the Program, with the exclusion of those who are employed on a limited-term basis, or who are employed pursuant to a written employment agreement with the District (e.g., General Manager).
- III. Time Limits: Employees interested in participating in the Program are required to notify the District’s Human Resources Department by no later than _____, 2021. Participating employees must agree to voluntarily resign and separate from District employment effective December 31, 2021. The District may consider and allow for an earlier separation date if requested by the employee.
- IV. Job Titles and Ages of All District Employees who are Eligible, and Not Eligible, for the Program:
- V.

[*TABLE TO BE ADDED IN THE FOLLOWING SAMPLE FORMAT:]

Job Title	Age	Eligible	Not Eligible
WWTP Maintenance & Collections System – Technician	56		X
WWTP Maintenance & Collections System – Business Administration Technician	38		X
WWTP Maintenance & Collections System – Technician: Construction Inspector	47	X	
Sr. WWTP Maintenance & Collections System – Technician	56	X	
WWTP Maintenance & Collections System – Superintendent	41	X	
WWTP Operator	V		X
WWTP Operator – Pollution Prevention Coordinator	41		X
Sr. WWTP Operator – Safety Coordinator	56	X	
Sr. WWTP Operator – Lab Director			
WWTP Operations – Superintendent	38	X	
Office Manager	48	X	

DECISION/ACTION ITEM LOG
CIP Committee: August 17, 2021
 Sanitary District No. 5 of Marin County
ACTIVE ITEMS SHEET

Item #9

No.	Item	Submission Date	Responsible Party	DECISION ONLY		ACTION REQUIRED		Comment/Reference Document
				Due	Completed	Due	Completed	
29	Cove Rd. Force Main Replacement Project	3.12.19	Nute/TR/CIP				8.9.2021	Nute Preparing Bid Docs, as of 3.12.19; Waiting for CalTrans response re horizontal drilling, as of 5.14.19; Still working w/ CalTrans, waiting for approval, as of 11.12.19; Design Review from Nute, 12.10.19, 1.14.19, 2.11.20; Received Caltrans Permit, 3.9.2020; Notice for Sealed Bid @ Marin IJ on 4.28.2020 w/ Bids due 5.19.2020; Posted RFP at SD5 Wesbite, (http://www.sani5.org/about/contracts-proposals-bidding), 5.5.2020; Project granted to Maggiora & Ghilotti, Inc.; Work to begin on 7.27.2020; Job well underway and progressing smoothly, as of 10.13.2020; Job is 70% complete, as of 11.10.2020; Job is 95% complete, as of 2.9.2021; Project substantially completed as of 2.25.2021; Final/close-out billing to be approved at 5.20.21; Board Meeting; Received final close-out documents from Marin County's Recorder/Assessor's Office, 8.9.2021
31	FY2020-2021 Sewer Rehab Project		CIP/TR					Small project for Paradise Cove; Engineering to begin in Dec 2020, as of 7.14.2020; Jan 2021, as of 12.8.2020; Will begin once SD5 Collection System Master Plan is in
32	SD5 Collection System Master Plan		CIP/TR				4.15.2021	Posted RFP at SD5 Wesbite, (http://www.sani5.org/about/contracts-proposals-bidding), 5.5.2020; Revised RFP from HDR, as of 7.14.2020; Underway, as of 11.10.2020; CIP asking final questions.tweaking reports, etc., as of 2.9.2021; Presenting Final Draft @ 4.15.2021 Regular Board Mtg;; Board -Approved on 4.15.2021 at Regular Board Meeting