

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

Catharine Benediktsson, Director
Tod Moody, Director

NOTICE AND AGENDA
Regular Board Meeting
at Sanitary District No. 5 of Marin County
Thursday, February 15th, 2024

5:00 P.M. REGULAR BOARD MEETING

Teleconference Location:

Director Richard Snyder	Director Catherine Benediktsson
10 Pomander Walk	2348 Mar East Street
Belvedere CA 94920	Tiburon CA 94920

PURSUANT TO THE RALPH M. BROWN ACT, ALL VOTES SHALL BE BY ROLL CALL DUE TO DIRECTOR SNYDER TELECONFERENCE FROM 10 Pomander Walk Belvedere CA 94920 & DIRECTOR BENEDIKTSSON FROM 2348 Mar East Street Tiburon CA 94920

ROLL CALL:

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

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

CONSENT CALENDAR:

1. Approval of January 17th, 2024 Regular Board Meeting Minutes
2. Review and receive all electronic fund transfers (EFTs) and approve warrants from January 12th, 2024, through February 8th, 2024, (JP Morgan Chase Bank, check no.10328 through check no. 10398, all transactions totaling \$275,426.63) and receive January 2024 payroll, in the sum of \$152,954.31 (Rubio)
3. Receipt of Financial Reports for January 2024 (Rubio)
4. Receipt of Sanitary District No 5 of Marin County's FY22-23 Audited Financial Statement (Final), (Perotti & Carrade)

MANAGEMENT REPORTS:

5. District Manager Summary Report (Rubio)

NEW BUSINESS:

6. Review of request by real property owner of #11 and #7 place Moulin to cross over sewer easement to install a disconnectable electrical line for a solar power array and consideration to authorize District Manager to issue agreement relating to real property. (Rubio)- Action

UNFINISHED BUSINESS:

7

COMMITTEE REPORTS:

8. Capital Improvement Program Committee (Moody/Carapiet)
9. Finance & Fiscal Oversight Committee (Arias-Montez/Carapiet)
10. Governance Committee (No Meeting)
11. Personnel Committee (No Meeting)

OTHER BUSINESS:

ENVIRONMENTAL:

12. 2023 Lystek Fairfield Organic Materials Recovery Center Facility Update

CORRESPONDENCE:

INFORMATIONAL ITEMS:

CLOSED SESSION:

ADJOURNMENT:

The Board will be asked to adjourn the meeting to a Regular Board Meeting on March 21, 2024, at 5:00 P.M.

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

Tod Moody, President
Omar Arias-Montez, Vice President
John Carapiet, Secretary

Catharine Benediktsson, Director
Richard Snyder, Director

**NOTICE AND AGENDA
Regular Board Meeting
at Sanitary District No. 5 of Marin County
Thursday, January 18th, 2024**

5:00 P.M. REGULAR BOARD MEETING

Teleconference Location:
Director Richard Snyder
10 Pomander Walk
Belvedere CA 94920

PURSUANT TO THE RALPH M. BROWN ACT, ALL VOTES SHALL BE BY ROLL CALL DUE TO DIRECTOR SNYDER TELECONFERENCE FROM 10 Pomander Walk Belvedere CA 94920

**ROLL CALL: Tod Moody, John Carapiet, Omar Arias-Montez
(consultants present: Kat Harris and Marc Samborski- Perotti&Carrade CPA)**

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:

1. Elections for Officers of the Board – Action

Motion to elect Omar Arias Montez as President of the Board of Directors

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

Ayes: Moody, Carapiet, Arias

Noes: None

Absent: Benediktsson, Snyder

Abstain: None

Motion to elect John Carapiet as Vice President of the Board of Directors

(M/S Moody/Arias-Montez 3-0-2-0)

Ayes: Moody, Carapiet, Arias

Noes: None

Absent: Benediktsson, Snyder

Abstain: None

Motion to elect Richard Snyder as Secretary of the Board of Directors

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

Ayes: Moody, Carapiet, Arias

Noes: None

Absent: Benediktsson, Snyder

Abstain: None

2. Appointment of Committee Members and setting date and time for regular, standing committee meetings – Action
President Omar Arias-Montez took the gavel and appointed committee assignments as followed:
Finance: Chair: Catherine Benediktsson, Member: John Carapiet, Alternate: Omar Arias-Montez
CIP: Chair: Tod Moody, Member: John Carapiet, Alternate: Omar Arias-Montez
Governance: Chair: Omar Arias-Montez, Member: Richard Snyder, Alternate: Catherine Benediktsson
Personnel: Chair: John Carapiet, Member: Richard Snyder, Alternate: Tod Moody

CONSENT CALENDAR: President Arias-Montez moved to new business item #7 as the consultants were waiting to present.

3. Approval of December 14th, 2023 Regular Board Meeting Minutes and December 20th, 2023 Special Meeting Minutes
4. Review and receive all electronic fund transfers (EFTs) and approve warrants from December 9th, 2023, through January 11th, 2024, (JP Morgan Chase Bank, check no.10260 through check no. 10327, all transactions totaling \$400,016.70) and receive December 2023 payroll, in the sum of \$144,715.65 (Rubio)
5. Receipt of Financial Reports for December 2023 (Rubio)

Motion to approve consent calendar items 3-5

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

Ayes: Moody, Carapiet, Arias

Noes: None

Absent: Benediktsson, Snyder

Abstain: None

MANAGEMENT REPORTS:

6. District Manager Summary Report (Rubio)
Manager Rubio provided update and answered questions from the board.

NEW BUSINESS:

7. Review and discussion re Sanitary District No 5 of Marin County's FY22-23 Audited Financial Statement, presented by Kat Harris (Perotti & Carrade) – Action (Rubio) Kat Harris provided general summary of history and engagement and Marc Sambroski provided presentation on FY22/23audit. Answered questions from the board- No Action

Returned to consent Calendar items #3-5

8. Review and discussion regarding updates about the agreement between the District and Wulf Hansen & Co (Municipal Advisor) for assistance with developing and administering an asset allocation program intended to create and maintain a cash management program balanced appropriately between the Districts cash deposits in the Local Agency Investment Fund (LAIF) and US Treasury securities backed by the full faith and credit of the United States Government. (Rubio)- Action

Verbal update provided by Manager Rubio, no action taken

NEW BUSINESS CONTINUED:

9. Review and discussion regarding status of current VW golf TDI and emissions parts availability and consideration to swap car for a new Ford Maverick- (Rubio) – Action

Motion to provide District Manager with authorization to trade in VW Golf TDI for new Ford Maverick when available.

(M/S Carapiet/Arias-Montez 3-0-2-0)

Ayes: Moody, Carapiet, Arias

Noes: None

Absent: Benediktsson, Snyder

Abstain: None

UNFINISHED BUSINESS:

COMMITTEE REPORTS:

10. Capital Improvement Program Committee (Carapiet/Arias-Montez)
11. Finance & Fiscal Oversight Committee (Arias-Montez/Snyder)
12. Governance Committee (Snyder/Benediktsson)
13. Personnel Committee (Snyder/Carapiet)

OTHER BUSINESS:

ENVIRONMENTAL:

CORRESPONDENCE:

INFORMATIONAL ITEMS:

14. Elections Department Courtesy Notice

CLOSED SESSION:

ADJOURNMENT:

The Board will be asked to adjourn the meeting to a Regular Board Meeting on February 15, 2024, at 5:00 P.M.

Board Adjourned at 6:11pm

Approved:

Attest:

Omar Arias-Montez
Board President

Richard Snyder
Board Secretary

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

Sanitary Distr. No.5 of Marin Co.

Warrant List Summary

January 12 through February 12, 2024

02/13/24

Date	Num	Name	Memo	Amount
SD5				
01/19/24			Funds Transfer -	400,000.00
Total SD5				400,000.00
Unclassified				
01/30/24			Counter Deposit	1,778.00
01/30/24			Counter Deposit	62,937.10
01/31/24	WIRE	CalPERS (Health Premium)	EFT Health Premium, Cust #4163206459 - February 2024	-25,100.92
02/06/24	WIRE	CalPERS (Health Premium)	EFT Health Premium, Cust #4163206459 - March 2024	-25,100.92
01/16/24	10328	Void	VOID:	0.00
01/16/24	10329	Void	VOID:	0.00
01/16/24	10330	MISCOWater	Lab Chemicals - January 2024	-1,245.00
01/16/24	10331	JRL Machine & Driveline, Inc.	M.P./Lab Machinery covers - December 2023	-3,589.70
01/21/24	10332	SWRCB - DWOCP	Dues & Subscriptions: SWRCB Drinking Water Cert Renewal - January ...	-60.00
01/21/24	10333	Special District Risk Management Authorit	EE Health: February 2024	-2,016.01
02/08/24	10334	BAAQMD	M.P. Permits/Fees (General) - January 2024	-535.00
02/08/24	10335	Caltest Analytical Laboratory	M.P./Lab Supplies & Chemicals - January 2024	-1,587.45
02/08/24	10336	Brelje and Race Laboratories, Inc.	Lab Samples - December 2023	-1,296.00
02/08/24	10337	Aramark Uniform Services, Inc.	PPE/Safety Wear - January 2024	-573.63
02/08/24	10338	AT&T	VOID: AT&T #960 732-7637 555 9 - December 2023	0.00
02/08/24	10339	Bay City Boiler	M.P.: Expansion tank - December 2023	-4,304.16
02/08/24	10340	California Service Tool	Acct#: 57743, Supplies/Tools - December 2023	-741.37
02/08/24	10341	Cottrell III, Rulon K. (v)	VOID: PPE Reimbursement - January 2024	0.00
02/08/24	10342	Central Marin Sanitation Agency	Pollution Prevention + County-wide Ed. - January 2024	-937.00
02/08/24	10343	Bilsborough, Sr., Chad E. (v)	VOID: Standby Mi. + PPE Reimb. - January 2024	0.00
02/08/24	10344	Cintas Corporation #626	PPE/Uniforms - January 2024	-140.00
02/08/24	10345	Comcast Business (Int)	Acct# 8155 30 011 0149465, Bus. Voice, Internet & Cable - January 2024	-1,315.22
02/08/24	10346	Fast Response On-Site Testing Inc.	Health & Safety: Respirator Training - December 2023	-1,500.00
02/08/24	10347	Fastenal Company	M.P. Supplies - January 2024	-20,992.13
02/08/24	10348	Goodman Building Supply Co.	Acct#: 20070: General supplies - January 2024	-386.34
02/08/24	10349	Grainger	M.P. & Lab Suplies - January 2024	-1,081.39
02/08/24	10350	HASA	M.P. Chemicals - December 2023	-7,513.72
02/08/24	10351	HF&H Consultants, LLC	Consulting re 2022 Sewer Rate Study - January 2024	-5,407.50
02/08/24	10352	Salazar, Ignacio G. (v)	VOID: Mileage Expense Reimb - January 2024	0.00
02/08/24	10353	JM Integration, LLC	Consulting - January 2024	-4,967.66
02/08/24	10354	Triola, Joseph (v)	VOID: Standby Mileage Reimb: J Triola - January 2024	0.00
02/08/24	10355	Ken Grady Company, Inc.	Lab supplies - December 2023	-2,289.89
02/08/24	10356	Larry Walker Associates, Inc.	M.P. NPDES Services - December 2023	-1,138.50
02/08/24	10357	Lystek Int'l, LTD	MP Biosolids Sludge Disposal - August 2023	-706.38
02/08/24	10358	McCampbell Analytical, Inc.	M.P. Monitoring, Acute Toxicity Testing - January 2024	-4,450.00
02/08/24	10359	McMaster-Carr Supply Company	MP Lab Supplies - January 2024	-90.36
02/08/24	10360	MidAmerica Administrative & Retirement So	MidAmerica 3Q23 Administration Fees - December 2023	-261.00
02/08/24	10361	MISCOWater	Chemicals, February 2024	-9,284.45
02/08/24	10362	Nute Engineering Corp.	Consulting - January 2024	-3,632.50
02/08/24	10363	Pacific Gas & Electric	Acct #2908031411-4, SD5 Utilities - January 2024	-30,709.91
02/08/24	10364	Collodi, Pete (v)	VOID: Standby Mileage Expense Reimb: 10/20/2023 - 10/17/2023	0.00
02/08/24	10365	Peterson CAT	5656305	-3,310.75
02/08/24	10366	Screechfield-Lablue, Pierce L. (v)	2 Certifications re: H2O Trx + Ops - February 2024	-2,000.00
02/08/24	10367	Roy's Sewer Service, Inc.	P&L: SD5 MP Holding Tanks - January 2024	-307.50
02/08/24	10368	Sewer Tech, Inc.	Pumps & Lines Maintenance - January 2024	-16,000.00
02/08/24	10369	Solenis, LLC	M.P. Chemicals: Praestol K - January 2023	-4,631.86
02/08/24	10370	ULINE	Plant Maint. Supplies - January 2024	-6,133.21
02/08/24	10371	Univar	Cust ID #STDT001, Chemicals - January 2024	-9,627.77
02/08/24	10372	USABlueBook	M.P. Maintenance - January 2024	-1,856.25
02/08/24	10373	Verizon Wireless	Acct #0342125502-00001: iPhones & BPS Comm - January 2024 - Febru...	-578.12
02/08/24	10374	VWR International, LLC	MP Chemicals - December 2023	-779.45
02/08/24	10375	Waste Management of Redwood Landfill	Cust ID: #3-78482-75002 - January 2024	-1,660.06
02/08/24	10376	Water Environment Federation	WEF Membership #RE90BE - February 2024	-361.00
02/08/24	10377	Alameda Electrical Distributors, Inc.	Customer #57743 - January 2024	-365.21
02/08/24	10378	Alhambra	Water Service - February 2024	-43.45
02/08/24	10379	Burke, Williams & Sorensen, LLP	6000 - Administrative Expenses:6039 - Legal	-8,938.50
02/08/24	10380	AT&T	VOID:	0.00
02/08/24	10381	AT&T	AT&T #960 732-7637 555 9 - January 2024	-1,037.04
02/08/24	10382	Jackson's Hardware, Inc.	Acct#: 7601 Statemen - January 2024	-119.75
02/08/24	10383	Jill Kalehua	Acctg Services (Training) - January 2024	-3,889.80
02/08/24	10384	Peterson CAT	VOID: 5656305	0.00
02/08/24	10385	Peterson CAT	#5656305 Statement - January 2024	-8,672.32
02/08/24	10386	Roy's Sewer Service, Inc.	Small Machine Cleaning (Belvedere) - January 2024	-28,025.00
02/08/24	10387	California Service Tool	MP Supplies - December 2024	-741.37
02/08/24	10388	Rubio, Antonio (v)	Travel Reimb. (TR) - January 2024	-377.41
02/08/24	10389	Water Components & Building Supply	VOID: P&L Maint - January 2024	0.00
02/08/24	10390	Bilsborough, Sr., Chad E. (v)	VOID: Meals per Diem re ER Response @ SD5	0.00
02/08/24	10391	Comcast Business (VOIP)	Acct #: 963425517 - January 2024	-367.61
02/08/24	10392	U.S. Bank cc *3611	4246 0445 5565 3611	-6,475.94
02/08/24	10393	Home Depot Credit Services	VOID:	0.00
02/08/24	10394	Home Depot Credit Services	VOID: Acct #6035 3221 4973 2921 - January 2024	0.00
02/08/24	10394	Home Depot Credit Services	Acct#6035 3221 4973 2921 - January 2024	-100.00

02/13/24

Sanitary Distr. No.5 of Marin Co.
Warrant List Summary
January 12 through February 12, 2024

Date	Num	Name	Memo	Amount
02/08/24	10395	Home Depot Credit Services	VOID: Acct#: 6035 3221 4973 2921 - January 2024	0.00
02/08/24	10396	Banshee Networks, Inc.	Data/Alarms/IT Supp & Licensing - January 2024	-1,750.32
01/26/24	10397	Burke, Williams & Sorensen, LLP	VOID: 6000 · Administrative Expenses:6039 · Legal	0.00
01/26/24	10398	MuniQuip, LLC	M.P. Digester - January 2024	-63,542.75
02/08/24	10399	Burke, Williams & Sorensen, LLP	6000 · Administrative Expenses:6039 · Legal	-703.50
02/08/24	10400	Cottrell III, Rulon K. (v)		-385.95
02/08/24	10401	Bilsborough, Sr., Chad E. (v)		-1,382.73
02/08/24	10402	Salazar, Ignacio G. (v)	Mileage Expense Reimb - January 2024	-50.25
02/08/24	10403	Triola, Joseph (v)	Standby Mileage Reimb: J Triola - January 2024	-188.94
02/08/24	10404	Collodi, Pete (v)	Standby Mileage Expense Reimb: 10/20/2023 - 10/17/2023	-302.61
Total unclassified				-272,945.43
TOTAL				<u>127,054.57</u>

Sanitary Distr. No.5 of Marin Co.
Warrant List Detail
 January 12 through February 13, 2024

02/13/24

Num	Type	Date	Name	Memo	Account	Paid Amo...
WIRE	Check	01/31/24	CalPERS (Health Premi...	EFT Health Premium, Cust #4163206459 - February 2024	JP Morgan Chase - Primary ...	
				Inv #1000 000 17421079, Active Employee Health - Febru...	8020.05 · Employee Health	-23,977.23
				Inv #1000 000 17391219, Retiree Health - February 2024	8022.05 · Retiree Health	-1,123.69
TOTAL						-25,100.92
WIRE	Check	02/06/24	CalPERS (Health Premi...	EFT Health Premium, Cust #4163206459 - March 2024	JP Morgan Chase - Primary ...	
				Inv #1000 000 17391219, Active Employee Health - Febru...	8020.05 · Employee Health	-23,977.23
				Inv #1000 000 17391219, Retiree Health - February 2024	8022.05 · Retiree Health	-1,123.69
TOTAL						-25,100.92
10328	Check	01/16/24	Void	VOID:	JP Morgan Chase - Primary ...	
TOTAL						0.00
10329	Check	01/16/24	Void	VOID:	JP Morgan Chase - Primary ...	
TOTAL						0.00
10330	Bill Pmt -Check	01/16/24	MISCOwater	Lab Chemicals - January 2024	JP Morgan Chase - Primary ...	
AM231...	Bill	01/08/24		#AM231213WWM, Lab ReNu (spare) Pumphead - Decemb...	7022 · Plant Maint. Parts & Se...	-1,245.00
TOTAL						-1,245.00
10331	Bill Pmt -Check	01/16/24	JRL Machine & Drivelin...	M.P./Lab Machinery covers - December 2023	JP Morgan Chase - Primary ...	
25471	Bill	11/22/23		Invoice #25471 (PO#849134) Deisel cover - December 20...	7022 · Plant Maint. Parts & Se...	-1,161.25
				Invoice #25483 (PO#849134) Screw press cover + plates ...	7022 · Plant Maint. Parts & Se...	-2,428.45
TOTAL						-3,589.70

02/13/24

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

January 12 through February 13, 2024

<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
10332	Bill Pmt -Check	01/21/24	SWRCB - DWOCP	Dues & Subscriptions: SWRCB Drinking Water Cert R...	JP Morgan Chase - Primary ...	
Op#44...	Bill	01/21/24		SWRCB-DWOCP Renewal re Drinking Water Operator #4...	6025 · Dues & Subscriptions	-60.00
TOTAL						-60.00
10333	Bill Pmt -Check	01/21/24	Special District Risk Ma...	EE Health: February 2024	JP Morgan Chase - Primary ...	
H44245	Bill	01/01/24		Life, Vision, DDS & LTD Ins - Inv #H42711 - February 2024	8020.05 · Employee Health	-2,016.01
TOTAL						-2,016.01
10334	Bill Pmt -Check	02/08/24	BAAQMD	M.P. Permits/Fees (General) - January 2024	JP Morgan Chase - Primary ...	
T163498	Bill	01/01/24		Inv #T163498, Renewal #: 691286, Cust #: B131791F13811	7062 · Permits/Fees - General	-535.00
TOTAL						-535.00
10335	Bill Pmt -Check	02/08/24	Caltest Analytical Labor...	M.P./Lab Supplies & Chemicals - January 2024	JP Morgan Chase - Primary ...	
715656	Bill	01/12/24		Inv #715656 re M.P./Lab Supplies & Chemicals - January ...	7025 · Lab Supplies & Chemic...	-1,587.45
TOTAL						-1,587.45
10336	Bill Pmt -Check	02/08/24	Brelje and Race Laborat...	Lab Samples - December 2023	JP Morgan Chase - Primary ...	
153547	Bill	01/19/24		MP/PC Plant Lab Samples - December 2023	7051 · Main Plant Lab Monitor...	-1,296.00
TOTAL						-1,296.00
10337	Bill Pmt -Check	02/08/24	Aramark Uniform Servic...	PPE/Safety Wear - January 2024	JP Morgan Chase - Primary ...	
26083...	Bill	01/10/24		PPE/Safety Wear (PO#953092) - January 2024	8520 · Personal Protection/Sa...	-573.63
TOTAL						-573.63

02/13/24

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

January 12 through February 13, 2024

<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
10338	Bill Pmt -Check	02/08/24	AT&T	VOID: AT&T #960 732-7637 555 9 - December 2023	JP Morgan Chase - Primary ...	
TOTAL						0.00
10339	Bill Pmt -Check	02/08/24	Bay City Boiler	M.P.: Expansion tank - December 2023	JP Morgan Chase - Primary ...	
29470	Bill	12/29/23		M.P.:40 Gal. expansion tank w/CalCode sight glass - Dec...	7022 · Plant Maint. Parts & Se...	-4,304.16
TOTAL						-4,304.16
10340	Bill Pmt -Check	02/08/24	California Service Tool	Acct#: 57743, Supplies/Tools - December 2023	JP Morgan Chase - Primary ...	
S5717...	Bill	12/15/23		Inv #S5717967.001 (PO#753069), Supplies/Tools - Dece...	7021 · Plant Maintenance Sup...	-741.37
TOTAL						-741.37
10341	Bill Pmt -Check	02/08/24	Cottrell III, Rulon K. (v)	VOID: PPE Reimbursement - January 2024	JP Morgan Chase - Primary ...	
TOTAL						0.00
10342	Bill Pmt -Check	02/08/24	Central Marin Sanitatio...	Pollution Prevention + County-wide Ed. - January 2024	JP Morgan Chase - Primary ...	
INV01...	Bill	01/12/24		Labratory Services (WO: 2311150, 2311187) - January 20...	6059 · Pollution Prevention/Pu...	-356.00
INV01...	Bill	01/12/24		Labratory Services - January 2024 (WO#S: 2312048, 231...	6059 · Pollution Prevention/Pu...	-581.00
TOTAL						-937.00
10343	Bill Pmt -Check	02/08/24	Bilsborough, Sr., Chad ...	VOID: Standby Mi. + PPE Reimb. - January 2024	JP Morgan Chase - Primary ...	
TOTAL						0.00

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

02/13/24

January 12 through February 13, 2024

Num	Type	Date	Name	Memo	Account	Paid Amo...
10344	Bill Pmt -Check	02/08/24	Cintas Corporation #626	PPE/Uniforms - January 2024	JP Morgan Chase - Primary ...	
41792...	Bill	01/05/24		Inv #4179260902 - January 2024	8520 · Personal Protection/Sa...	-35.00
41800...	Bill	01/12/24		PPE: Inv #4180020028 - January 2024	8520 · Personal Protection/Sa...	-35.00
41807...	Bill	01/19/24		Inv #4180737905 - January 2024	8520 · Personal Protection/Sa...	-35.00
41814...	Bill	01/26/24		Inv #4181464002 - January 2024	8520 · Personal Protection/Sa...	-35.00
TOTAL						-140.00
10345	Bill Pmt -Check	02/08/24	Comcast Business (Int)	Acct# 8155 30 011 0149465, Bus. Voice, Internet & Cab...	JP Morgan Chase - Primary ...	
81553...	Bill	01/26/24		Bundle: Cable, Internet & Land Line Phones -- January 2...	8510 · Data/Alarms/IT Supp &...	-357.52
				Bundle: Land Line Phones -- January 2024	8531 · Main Plant Telephones	-258.89
				Bundle: Cable, Internet & Land Line Phones -- December...	8510 · Data/Alarms/IT Supp &...	-474.06
				Bundle: Land Line Phones -- December 2023	8531 · Main Plant Telephones	-224.75
TOTAL						-1,315.22
10346	Bill Pmt -Check	02/08/24	Fast Response On-Site ...	Health & Safety: Respirator Training - December 2023	JP Morgan Chase - Primary ...	
158522	Bill	12/21/23		Inv #158522 (PO#954191), Staff Fit Testing - December 2...	8515 · Safety	-1,500.00
TOTAL						-1,500.00
10347	Bill Pmt -Check	02/08/24	Fastenal Company	M.P. Supplies - January 2024	JP Morgan Chase - Primary ...	
68300	Bill	01/22/24		Inv #68300 (PO#195173) - Upper plant watch/City water f...	7022 · Plant Maint. Parts & Se...	-20,777.97
68304	Bill	01/22/24		Inv #68304 (PO#CB195177) Upper plant watch/City water...	7021 · Plant Maintenance Sup...	-214.16
TOTAL						-20,992.13
10348	Bill Pmt -Check	02/08/24	Goodman Building Sup...	Acct#: 20070: General supplies - January 2024	JP Morgan Chase - Primary ...	
20070	Bill	01/25/24		Acct#: 20070: Plant Maintenance supplies - January 2024	7021 · Plant Maintenance Sup...	-193.17
				Acct#: 20070: Lab supplies - January 2024	7025 · Lab Supplies & Chemic...	-193.17
TOTAL						-386.34

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

January 12 through February 13, 2024

Num	Type	Date	Name	Memo	Account	Paid Amo...
10349	Bill Pmt -Check	02/08/24	Grainger	M.P. & Lab Suplies - January 2024	JP Morgan Chase - Primary ...	
99482...	Bill	12/29/23		Various lab equipment - December 2023	7025 · Lab Supplies & Chemic...	-230.10
99603...	Bill	01/11/24		New MP Digester Rehab: Hydraulic oil - January 2024	9213.1 · Digester Rehab	-184.62
99686...	Bill	01/19/24		Inv #9968649005 (P.O. #CB195179) MP Maint. Supplies -...	7021 · Plant Maintenance Sup...	-666.67
TOTAL						-1,081.39
10350	Bill Pmt -Check	02/08/24	HASA	M.P Chemicals - December 2023	JP Morgan Chase - Primary ...	
933717	Bill	02/01/24		Inv #920206 (PO #AB754194) Multi-Chlor 25% (\$2.82/Gal...	7024 · Main Plant Chemicals	-7,513.72
TOTAL						-7,513.72
10351	Bill Pmt -Check	02/08/24	HF&H Consultants, LLC	Consulting re 2022 Sewer Rate Study - January 2024	JP Morgan Chase - Primary ...	
W3829...	Bill	01/19/24		Consulting re 2022 Sewer Rate Study - January 2024	6017 · Consulting Fees	-5,407.50
TOTAL						-5,407.50
10352	Bill Pmt -Check	02/08/24	Salazar, Ignacio G. (v)	VOID: Mileage Expense Reimb - January 2024	JP Morgan Chase - Primary ...	
TOTAL						0.00
10353	Bill Pmt -Check	02/08/24	JM Integration, LLC	Consulting - January 2024	JP Morgan Chase - Primary ...	
23357	Bill	01/12/24		Inv #23357 (PO#954199): Hardware (Rohn HB25BG) - Ja...	6017 · Consulting Fees	-2,277.18
23359	Bill	01/28/24		Instrumentation at SD5 Lab & PSs - January 2024	7027 · Electrical & Instrument	-1,345.24
				Applications at SD5 Lab & PSs - January 2024	7021 · Plant Maintenance Sup...	-1,345.24
TOTAL						-4,967.66
10354	Bill Pmt -Check	02/08/24	Triola, Joseph (v)	VOID: Standby Mileage Reimb: J Triola - January 2024	JP Morgan Chase - Primary ...	
TOTAL						0.00

**Sanitary Distr. No.5 of Marin Co.
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<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
10355	Bill Pmt -Check	02/08/24	Ken Grady Company, Inc.	Lab supplies - December 2023	JP Morgan Chase - Primary ...	
5846	Bill	12/21/23		Sensors + Membrane caps - December 2023	7025 · Lab Supplies & Chemic...	-2,289.89
TOTAL						-2,289.89
10356	Bill Pmt -Check	02/08/24	Larry Walker Associate...	M.P. NPDES Services - December 2023	JP Morgan Chase - Primary ...	
00113....	Bill	12/15/23		Inv #00113.11-9, M.P. NPDES Services - December 2023	7061 · Main Plant NPDES Re...	-1,138.50
TOTAL						-1,138.50
10357	Bill Pmt -Check	02/08/24	Lystek Int'l, LTD	MP Biosolids Sludge Disposal - August 2023	JP Morgan Chase - Primary ...	
153-737	Bill	08/31/23		Inv #153-737, Biosolids disposal - August 2023	7029 · Main Plant Sludge Disp...	-706.38
TOTAL						-706.38
10358	Bill Pmt -Check	02/08/24	McC Campbell Analytical, ...	M.P. Monitoring, Acute Toxicity Testing - January 2024	JP Morgan Chase - Primary ...	
2309B21	Bill	09/27/23		Acute Toxicity Testing - September 2023	7051 · Main Plant Lab Monitor...	-1,112.50
2310597	Bill	10/19/23		Acute Toxicity Testing - October 2023	7051 · Main Plant Lab Monitor...	-1,112.50
2311855	Bill	11/28/23		Acute Toxicity Testing - November 2023	7051 · Main Plant Lab Monitor...	-1,112.50
2308A48	Bill	01/12/24		M.P. Monitoring, Acute Toxicity Testing - August 2023	7050 · Monitoring	-1,112.50
TOTAL						-4,450.00
10359	Bill Pmt -Check	02/08/24	McMaster-Carr Supply ...	MP Lab Supplies - January 2024	JP Morgan Chase - Primary ...	
20665...	Bill	01/19/24		Inv #20665057 (PO#CB195180), suction waterhose - Jan...	7025 · Lab Supplies & Chemic...	-90.36
TOTAL						-90.36

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January 12 through February 13, 2024

Num	Type	Date	Name	Memo	Account	Paid Amo...
10360	Bill Pmt -Check	02/08/24	MidAmerica Administrat...	MidAmerica 3Q23 Administration Fees - December 2023	JP Morgan Chase - Primary ...	
0235561	Bill	12/11/23		MidAmerica 3Q23 Administration Fees - December 2023 MidAmerica Flexible Savings Administraton Fees - Decem...	8022.05 · Reitree Health 8021 · Employee Health Dedu...	-225.00 -36.00
TOTAL						-261.00
10361	Bill Pmt -Check	02/08/24	MISCOwater	Chemicals, February 2024	JP Morgan Chase - Primary ...	
20754...	Bill	01/25/24		Inv #20754PABR re tax & freight - January 2024	6065 · Miscellaneous Expense	-131.13
19026...	Bill	01/25/24		Inv #20752BABR re tax & freight - January 2024 Apex 15 sodium bisulfite hose transfer - January 2024	6065 · Miscellaneous Expense 7022 · Plant Maint. Parts & Se...	-93.12 -9,060.20
TOTAL						-9,284.45
10362	Bill Pmt -Check	02/08/24	Nute Engineering Corp.	Consulting - January 2024	JP Morgan Chase - Primary ...	
8999	Bill	01/10/24		Consulting Fees: Cove Rd. PS - January 2023	6017 · Consulting Fees	-3,319.00
9136-PM	Bill	01/10/24		Relocation review re 2088 Paradise Dr. - January 2024	6017 · Consulting Fees	-313.50
TOTAL						-3,632.50
10363	Bill Pmt -Check	02/08/24	Pacific Gas & Electric	Acct #2908031411-4, SD5 Utilities - January 2024	JP Morgan Chase - Primary ...	
29080...	Bill	01/25/24		PS Utilities - January 2024 MP Utilities - January 2024 PC Utilites - January 2024	8544 · Pump Station Utilities 8542 · Main Plant Utilities 8543 · Paradise Cove Utilities	-7,277.22 -18,941.04 -4,491.65
TOTAL						-30,709.91
10364	Bill Pmt -Check	02/08/24	Collodi, Pete (v)	VOID: Standby Mileage Expense Reimb: 10/20/2023 - 1...	JP Morgan Chase - Primary ...	
TOTAL						0.00

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<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
10365	Bill Pmt -Check	02/08/24	Peterson CAT	5656305	JP Morgan Chase - Primary ...	
SW27...	Bill	01/16/24		Inv #SW270058624 (PO#DL749463) TPS#7 Maintenance...	7011 · Pumps & Lines Mainte...	-638.60
SW27...	Bill	01/17/24		Inv #SW270058630 (PO#DL749463) TPS#6 Maintenance...	7011 · Pumps & Lines Mainte...	-654.11
2746991	Bill	01/17/24		Troubleshooting @ TPS#3 - January 2023	7011 · Pumps & Lines Mainte...	-1,362.34
SW27...	Bill	01/25/24		Pumps & Lines Maintenance - January 2024	7011 · Pumps & Lines Mainte...	-655.70
TOTAL						-3,310.75
10366	Bill Pmt -Check	02/08/24	Screechfield-Lablue, Pi...	2 Certifications re: H2O Trx + Ops - February 2024	JP Morgan Chase - Primary ...	
01312...	Bill	01/31/24		FY23/24 Certificate Incentive - Passed Wastewater Opera...	8005 · Employee Incentives	-1,000.00
01312...	Bill	01/31/24		FY23/24 Certificate Incentive - Passed Water Treatment - ...	8005 · Employee Incentives	-1,000.00
TOTAL						-2,000.00
10367	Bill Pmt -Check	02/08/24	Roy's Sewer Service, Inc.	P&L: SD5 MP Holding Tanks - January 2024	JP Morgan Chase - Primary ...	
226305	Bill	01/04/24		P&L: SD5 MP Holding Tanks - January 2024	7011 · Pumps & Lines Mainte...	-307.50
TOTAL						-307.50
10368	Bill Pmt -Check	02/08/24	Sewer Tech, Inc.	Pumps & Lines Maintenance - January 2024	JP Morgan Chase - Primary ...	
2020/1...	Bill	01/18/24		New sewer line (160') @ 8 Eulcalyptus - January 2024	7011 · Pumps & Lines Mainte...	-16,000.00
TOTAL						-16,000.00
10369	Bill Pmt -Check	02/08/24	Solenis, LLC	M.P. Chemicals: Praestol K - January 2023	JP Morgan Chase - Primary ...	
13253...	Bill	01/18/24		Inv #132534215 (PO#AB849148) Praestol K - January 2023	7025 · Lab Supplies & Chemic...	-4,631.86
TOTAL						-4,631.86

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January 12 through February 13, 2024

Num	Type	Date	Name	Memo	Account	Paid Amo...
10370	Bill Pmt -Check	02/08/24	ULINE	Plant Maint. Supplies - January 2024	JP Morgan Chase - Primary ...	
17334...	Bill	01/25/24		Parts & Service: Drum Fan, various containers - January 2...	7021 · Plant Maintenance Sup...	-6,133.21
TOTAL						-6,133.21
10371	Bill Pmt -Check	02/08/24	Univar	Cust ID #STDT001, Chemicals - January 2024	JP Morgan Chase - Primary ...	
51766...	Bill	01/09/24		Inv #51766537 (PO#AB849145) Sodium Bisulfite - Januar...	7024 · Main Plant Chemicals	-9,627.77
TOTAL						-9,627.77
10372	Bill Pmt -Check	02/08/24	USABlueBook	M.P. Maintenance - January 2024	JP Morgan Chase - Primary ...	
INV00...	Bill	01/25/24		Lab supplies - January 2024	7025 · Lab Supplies & Chemic...	-412.12
INV00...	Bill	01/25/24		SpecCheck DPD + Ultra Triode (refillable) - January 2024	7025 · Lab Supplies & Chemic...	-1,444.13
TOTAL						-1,856.25
10373	Bill Pmt -Check	02/08/24	Verizon Wireless	Acct #0342125502-00001: iPhones & BPS Comm - Jan...	JP Morgan Chase - Primary ...	
995 36...	Bill	01/08/24		Acct #0342125502-00001: iPhones & BPS Comm - Janu...	8531 · Main Plant Telephones	-553.43
				Acct #0342125502-00001: iPhones & BPS Comm - Janu...	8532 · Paradise Cove Teleph...	-24.69
TOTAL						-578.12
10374	Bill Pmt -Check	02/08/24	VWR International, LLC	MP Chemicals - December 2023	JP Morgan Chase - Primary ...	
88148...	Bill	12/21/23		MP Chemicals - BDH Potassium Iodide Crystals (2.5 Kg) -...	7025 · Lab Supplies & Chemic...	-779.45
TOTAL						-779.45
10375	Bill Pmt -Check	02/08/24	Waste Management of ...	Cust ID: #3-78482-75002 - January 2024	JP Morgan Chase - Primary ...	
01096...	Bill	01/01/24		Inv #0109685-1507-1: M.P. Sludge Disposal - January 2024	7029 · Main Plant Sludge Disp...	-1,660.06
TOTAL						-1,660.06

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January 12 through February 13, 2024

Num	Type	Date	Name	Memo	Account	Paid Amo...
10376	Bill Pmt -Check	02/08/24	Water Environment Fed...	WEF Membership #RE90BE - February 2024	JP Morgan Chase - Primary ...	
01812...	Bill	01/30/24		T Rubio #RE90BE Membership - February 2024	6025 · Dues & Subscriptions	-361.00
TOTAL						-361.00
10377	Bill Pmt -Check	02/08/24	Alameda Electrical Distr...	Customer #57743 - January 2024	JP Morgan Chase - Primary ...	
Stmnt D...	Bill	01/31/23		M.P. Tools - December 2023 Electrical Tools - January 2024	7021 · Plant Maintenance Sup... 7027 · Electrical & Instrument	-163.66 -201.55
TOTAL						-365.21
10378	Bill Pmt -Check	02/08/24	Alhambra	Water Service - February 2024	JP Morgan Chase - Primary ...	
12012...	Bill	02/02/24		Water Service - February 2024	7023 · Janitorial Supplies & S...	-43.45
TOTAL						-43.45
10379	Bill Pmt -Check	02/08/24	Burke, Williams & Sore...	6000 · Administrative Expenses:6039 · Legal	JP Morgan Chase - Primary ...	
314911	Bill	01/26/24		Legal Services - January 2024	6039 · Legal	-8,938.50
TOTAL						-8,938.50
10380	Check	02/08/24	AT&T	VOID:	JP Morgan Chase - Primary ...	
TOTAL						0.00
10381	Bill Pmt -Check	02/08/24	AT&T	AT&T #960 732-7637 555 9 - January 2024	JP Morgan Chase - Primary ...	
			AT&T	AT&T #960 732-7637 555 9 - January 2024	2000 · Accounts Payable	-1,037.04
TOTAL						-1,037.04

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January 12 through February 13, 2024

<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
10382	Bill Pmt -Check	02/08/24	Jackson's Hardware, Inc.	Acct#: 7601 Statemen - January 2024	JP Morgan Chase - Primary ...	
Stmnt D...	Bill	01/31/24		PPE/Safety Wear - January 2024	8520 · Personal Protection/Sa...	-119.75
TOTAL						-119.75
10383	Bill Pmt -Check	02/08/24	Jill Kalehua	Acctg Services (Training) - January 2024	JP Morgan Chase - Primary ...	
Jan 20...	Bill	02/02/24		Audit & Accounting - January 2024	6008 · Audit & Accounting	-3,889.80
TOTAL						-3,889.80
10384	Check	02/08/24	Peterson CAT	VOID: 5656305	JP Morgan Chase - Primary ...	
TOTAL						0.00
10385	Bill Pmt -Check	02/08/24	Peterson CAT	#5656305 Statement - January 2024	JP Morgan Chase - Primary ...	
5656305	Bill	02/02/24		November 2023 January 2024 Finance Charges	7021 · Plant Maintenance Sup... 7021 · Plant Maintenance Sup... 7021 · Plant Maintenance Sup...	-6,084.93 -2,343.72 -243.67
TOTAL						-8,672.32
10386	Bill Pmt -Check	02/08/24	Roy's Sewer Service, Inc.	Small Machine Cleaning (Belvedere) - January 2024	JP Morgan Chase - Primary ...	
224409	Bill	01/31/24		Small Machine Cleaning (Belvedere) - January 2024	7011 · Pumps & Lines Mainte...	-28,025.00
TOTAL						-28,025.00
10387	Bill Pmt -Check	02/08/24	California Service Tool	MP Supplies - December 2024	JP Morgan Chase - Primary ...	
Stmnt D...	Bill	01/31/23		M.P. Supplies (PSL) - December 2023	7021 · Plant Maintenance Sup...	-741.37
TOTAL						-741.37

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

January 12 through February 13, 2024

Num	Type	Date	Name	Memo	Account	Paid Amo...
10388	Bill Pmt -Check	02/08/24	Rubio, Antonio (v)	Travel Reimb. (TR) - January 2024	JP Morgan Chase - Primary ...	
02052...	Bill	02/08/24		Taxi/Shuttle/Bus expenses - January 2024	6018.1 · Meetings & Travel	-73.63
				Parking - January 2024	6018.1 · Meetings & Travel	-123.78
				4 Days re Meals/Diem - January 2024	6018.1 · Meetings & Travel	-180.00
TOTAL						-377.41
10389	Bill Pmt -Check	02/08/24	Water Components & B...	VOID: P&L Maint - January 2024	JP Morgan Chase - Primary ...	
TOTAL						0.00
10390	Bill Pmt -Check	02/08/24	Bilsborough, Sr., Chad ...	VOID: Meals per Diem re ER Response @ SD5	JP Morgan Chase - Primary ...	
TOTAL						0.00
10391	Bill Pmt -Check	02/08/24	Comcast Business (VOIP)	Acct #: 963425517 - January 2024	JP Morgan Chase - Primary ...	
19402...	Bill	02/01/24		MP Phones - January 2023	8531 · Main Plant Telephones	-367.61
TOTAL						-367.61
10392	Bill Pmt -Check	02/08/24	U.S. Bank cc *3611	4246 0445 5565 3611	JP Morgan Chase - Primary ...	
Stnt D...	Bill	01/25/24		Expenditures - Jan/Feb 2024	6001 · Advertising	-6,475.94
TOTAL						-6,475.94
10393	Check	02/08/24	Home Depot Credit Serv...	VOID:	JP Morgan Chase - Primary ...	
TOTAL						0.00
10394	Bill Pmt -Check	02/08/24	Home Depot Credit Serv...	VOID: Acct #6035 3221 4973 2921 - January 2024	JP Morgan Chase - Primary ...	
TOTAL						0.00

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Warrant List Detail**

January 12 through February 13, 2024

Num	Type	Date	Name	Memo	Account	Paid Amo...
10394	Bill Pmt -Check	02/08/24	Home Depot Credit Serv...	Acct#6035 3221 4973 2921 - January 2024	JP Morgan Chase - Primary ...	
60353...	Bill	02/08/24		Service Charges - January 2024	6065 · Miscellaneous Expense	-100.00
TOTAL						-100.00
10395	Bill Pmt -Check	02/08/24	Home Depot Credit Serv...	VOID: Acct#: 6035 3221 4973 2921 - January 2024	JP Morgan Chase - Primary ...	
TOTAL						0.00
10396	Bill Pmt -Check	02/08/24	Banshee Networks, Inc.	Data/Alarms/IT Supp & Licensing - January 2024	JP Morgan Chase - Primary ...	
16134	Bill	01/17/24		Data/Alarms/IT Supp & Licensing - January 2024	8510 · Data/Alarms/IT Supp &...	-1,750.32
TOTAL						-1,750.32
10397	Bill Pmt -Check	01/26/24	Burke, Williams & Sore...	VOID: 6000 · Administrative Expenses:6039 · Legal	JP Morgan Chase - Primary ...	
TOTAL						0.00
10398	Bill Pmt -Check	01/26/24	MuniQuip, LLC	M.P. Digester - January 2024	JP Morgan Chase - Primary ...	
106771	Bill	01/26/24		2 3" Models C Torque Pump - January 2024	9213 · M.P. Digester	-63,542.75
TOTAL						-63,542.75
10399	Bill Pmt -Check	02/08/24	Burke, Williams & Sore...	6000 · Administrative Expenses:6039 · Legal	JP Morgan Chase - Primary ...	
310168	Bill	10/26/23		File Number 06462-0002, thru Sept 2023	6039 · Legal	-703.50
TOTAL						-703.50

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Warrant List Detail**

January 12 through February 13, 2024

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Num	Type	Date	Name	Memo	Account	Paid Amo...
10400	Bill Pmt -Check	02/08/24	Cottrell III, Rulon K. (v)		JP Morgan Chase - Primary ...	
10252...	Bill	10/25/23		Reimb: Safety Boots - October 2023	8520 · Personal Protection/Sa...	-184.95
10252...	Bill	10/25/23		CWEA, CMS-2 + PM1 - October 2023	6025 · Dues & Subscriptions	-201.00
TOTAL						-385.95
10401	Bill Pmt -Check	02/08/24	Bilsborough, Sr., Chad ...		JP Morgan Chase - Primary ...	
01052...	Bill	01/05/24		Standby MileageExpense Reimb: March 13 - December 2...	6018.2 · Standby Mileage Exp...	-789.93
01212...	Bill	01/21/24		Eye Protection/Safety Glasses - January 2024 (\$300/2 ye...	8515.02 · Eye Protection Allo...	-259.76
				Personal Protection/PPE: Carhartt's Flex Duck Utility pant...	8520 · Personal Protection/Sa...	-243.04
01212...	Bill	01/21/24		Meals per diem (1.13.2024, 1.14.2024) - January 2024	6018.1 · Meetings & Travel	-90.00
TOTAL						-1,382.73
10402	Bill Pmt -Check	02/08/24	Salazar, Ignacio G. (v)	Mileage Expense Reimb - January 2024	JP Morgan Chase - Primary ...	
01312...	Bill	01/31/24		Mileage Expense Reimb - January 2024	6018.2 · Standby Mileage Exp...	-50.25
TOTAL						-50.25
10403	Bill Pmt -Check	02/08/24	Triola, Joseph (v)	Standby Mileage Reimb: J Triola - January 2024	JP Morgan Chase - Primary ...	
01252...	Bill	01/25/24		Standby Mileage Expense Reimb - January 2024	6018.2 · Standby Mileage Exp...	-188.94
TOTAL						-188.94
10404	Bill Pmt -Check	02/08/24	Collodi, Pete (v)	Standby Mileage Expense Reimb: 10/20/2023 - 10/17/2...	JP Morgan Chase - Primary ...	
12282...	Bill	12/28/23		Standby Mileage Expense Reimb: 10/20/2023 - 10/17/2023	6018.2 · Standby Mileage Exp...	-302.61
TOTAL						-302.61

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Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
 July 1, 2023 through February 8, 2024

Ordinary Income/Expense	Jul 1, '23 - Feb ...	Budget	\$ Over Budget	% of Budget
Income				
5000 · Property Taxes / AD VALOREM				
5001.2 · TEETER	3,583,952.73	905,000.00	2,678,952.73	396.0%
5002 · UNSEC	18,240.70	15,000.00	3,240.70	121.6%
5003 · PUNS / PRIOR UNSECURED	1,102.41	1,500.00	-397.59	73.5%
5004 · REDEMPTION / RDMPT	218.81	0.00	218.81	100.0%
5006 · SPLU	1,208.75	0.00	1,208.75	100.0%
5041 · SUPSEC	9,231.94	20,000.00	-10,768.06	46.2%
5043 · SECU	247.96	0.00	247.96	100.0%
5046 · Excess ERAF	220,981.68	255,314.00	-34,332.32	86.6%
5280 · HOPTR	1,778.08	3,000.00	-1,221.92	59.3%
5483 · Other tax	-3,983.14	7,000.00	-10,983.14	-56.9%
Total 5000 · Property Taxes / AD VALOREM	3,832,979.92	1,206,814.00	2,626,165.92	317.6%
5007 · Sewer Service Charge				
5007.1 · Sewer Service - Tiburon Ops	0.00	4,861,118.00	-4,861,118.00	0.0%
5007.2 · Sewer Service-Belv Ops	1,278.00	0.00	1,278.00	100.0%
5007.3 · Sewer Service-Belv Cap	0.00	0.00	0.00	0.0%
5007.4 · Other User Fees	0.00	38,700.00	-38,700.00	0.0%
5007.5 · Sewer Service - Tiburon Cap	0.00	246,296.00	-246,296.00	0.0%
Total 5007 · Sewer Service Charge	1,278.00	5,146,114.00	-5,144,836.00	0.0%
5201 · INTEREST				
5201.1 · Interest County of Marin	565.07	0.00	565.07	100.0%
5201.2 · Interest LAIF	132,110.27	100,000.00	32,110.27	132.1%
Total 5201 · INTEREST	132,675.34	100,000.00	32,675.34	132.7%
5900.10 · Paradise Sewer Line Ext. Fees	0.00	15,479.10	-15,479.10	0.0%
5900.3 · Connection Fees				
5900.30 · Connection Permit Fees	23,802.00	16,250.00	7,552.00	146.5%
5900.31 · Collection	107,370.00	200,000.00	-92,630.00	53.7%
5900.34 · Treatment	148,800.00	200,000.00	-51,200.00	74.4%
Total 5900.3 · Connection Fees	279,972.00	416,250.00	-136,278.00	67.3%
5900.4 · Inspection Permit Fees	4,250.00	16,250.00	-12,000.00	26.2%
5900.5 · SASM Expense Reimb.	18,609.38	75,000.00	-56,390.62	24.8%
5900.9 · Other Income	0.00	100.00	-100.00	0.0%
Total Income	4,269,764.64	6,976,007.10	-2,706,242.46	61.2%
Gross Profit	4,269,764.64	6,976,007.10	-2,706,242.46	61.2%
Expense				
6000 · Administrative Expenses				
6001 · Advertising	6,905.42	2,000.00	4,905.42	345.3%
6002 · Outreach & Newsletter	0.00	0.00	0.00	0.0%
6008 · Audit & Accounting	42,341.18	40,000.00	2,341.18	105.9%
6017 · Consulting Fees	59,864.98	100,000.00	-40,135.02	59.9%
6018 · Travel & Meetings				
6018.1 · Meetings & Travel	11,813.06	15,000.00	-3,186.94	78.8%
6018.2 · Standby Mileage Expense Reimb	2,583.03	8,000.00	-5,416.97	32.3%
Total 6018 · Travel & Meetings	14,396.09	23,000.00	-8,603.91	62.6%
6020 · Continuing Education	6,548.84	10,000.00	-3,451.16	65.5%
6021 · County Fees	0.00	16,590.00	-16,590.00	0.0%
6024 · Director Fees	6,289.32	9,000.00	-2,710.68	69.9%
6025 · Dues & Subscriptions	24,705.53	33,000.00	-8,294.47	74.9%
6026 · Elections	0.00	0.00	0.00	0.0%
6033 · Insurance				
6033.1 · Insurance - SD5 Property	111,326.62	100,000.00	11,326.62	111.3%
6033.2 · Insurance - SD5 Liability	19,585.50	60,000.00	-40,414.50	32.6%
6033.3 · Insurance - SD5 Auto	6,672.87	10,000.00	-3,327.13	66.7%
Total 6033 · Insurance	137,584.99	170,000.00	-32,415.01	80.9%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
 July 1, 2023 through February 8, 2024

	Jul 1, '23 - Feb ...	Budget	\$ Over Budget	% of Budget
6039 · Legal	17,239.50	50,000.00	-32,760.50	34.5%
6047 · Office Supplies	3,680.82	11,000.00	-7,319.18	33.5%
6056 · Postage	1,094.95	1,300.00	-205.05	84.2%
6059 · Pollution Prevention/Public Edu	2,203.91	5,500.00	-3,296.09	40.1%
6065 · Miscellaneous Expense	8,217.96	0.00	8,217.96	100.0%
Total 6000 · Administrative Expenses	331,073.49	471,390.00	-140,316.51	70.2%
7000 · Ops & Maintenance Expenses				
7010 · Pumps & Lines Maintenance				
7011 · Pumps & Lines Maintenance	127,751.00	200,000.00	-72,249.00	63.9%
7013 · Emergency Line Repair	20,550.00	100,000.00	-79,450.00	20.6%
Total 7010 · Pumps & Lines Maintenance	148,301.00	300,000.00	-151,699.00	49.4%
7020 · Main Plant Maintenance				
7021 · Plant Maintenance Supplies	61,759.52	80,000.00	-18,240.48	77.2%
7022 · Plant Maint. Parts & Service	133,044.36	300,000.00	-166,955.64	44.3%
7023 · Janitorial Supplies & Service	4,146.95	10,000.00	-5,853.05	41.5%
7024 · Main Plant Chemicals	94,536.35	165,000.00	-70,463.65	57.3%
7025 · Lab Supplies & Chemicals	33,747.09	25,000.00	8,747.09	135.0%
7027 · Electrical & Instrument	8,638.90	30,000.00	-21,361.10	28.8%
7028 · Grounds Maintenance	3,979.29	8,000.00	-4,020.71	49.7%
7029 · Main Plant Sludge Disposal	33,736.17	55,000.00	-21,263.83	61.3%
Total 7020 · Main Plant Maintenance	373,588.63	673,000.00	-299,411.37	55.5%
7040 · Paradise Cove Plant Maint				
7041 · Paradise Parts & Service	12,085.55	20,000.00	-7,914.45	60.4%
7042 · Paradise Supplies & Chemicals	4,656.76	6,500.00	-1,843.24	71.6%
7043 · Paradise Sludge Disposal	0.00	3,000.00	-3,000.00	0.0%
Total 7040 · Paradise Cove Plant Maint	16,742.31	29,500.00	-12,757.69	56.8%
7050 · Monitoring				
7051 · Main Plant Lab Monitoring	19,359.50	50,000.00	-30,640.50	38.7%
7052 · Paradise Cove Monitoring	640.00	10,000.00	-9,360.00	6.4%
7053 · Chronic Toxicity	-1,917.50	15,000.00	-16,917.50	-12.8%
Total 7050 · Monitoring	18,082.00	75,000.00	-56,918.00	24.1%
7060 · Permits/Fees				
7061 · Main Plant NPDES Renewal	15,658.00	0.00	15,658.00	100.0%
7062 · Permits/Fees - General	51,198.73	50,000.00	1,198.73	102.4%
7063 · Paradise Cove Permits/Fees	8,578.75	9,000.00	-421.25	95.3%
7064 · Paradise Cove NPDES Renewal	0.00	0.00	0.00	0.0%
Total 7060 · Permits/Fees	75,435.48	59,000.00	16,435.48	127.9%
7070 · Truck Maintenance				
7071 · Fuel	13,491.98	20,000.00	-6,508.02	67.5%
7072 · Maintenance	14,491.50	30,000.00	-15,508.50	48.3%
Total 7070 · Truck Maintenance	27,983.48	50,000.00	-22,016.52	56.0%
Total 7000 · Ops & Maintenance Expenses	660,132.90	1,186,500.00	-526,367.10	55.6%
8000 · Salaries and Benefits Expenses				
8001 · Salaries	906,197.10	1,598,548.00	-692,350.90	56.7%
8003 · Overtime	90,532.18	100,000.00	-9,467.82	90.5%
8004 · Standby Pay	56,139.16	80,000.00	-23,860.84	70.2%
8005 · Employee Incentives	12,000.00	60,000.00	-48,000.00	20.0%
8006 · Vacation Buyout	44,294.08	80,000.00	-35,705.92	55.4%
8013 · Payroll Taxes	78,708.65	110,000.00	-31,291.35	71.6%
8015 · Payroll/Bank Fees	5,152.95	7,000.00	-1,847.05	73.6%
8016 · Car Allowance	6,000.00	6,000.00	0.00	100.0%

Sanitary Distr. No.5 of Marin Co. Annual Budget vs Actual Expenses July 1, 2023 through February 8, 2024

	Jul 1, '23 - Feb ...	Budget	\$ Over Budget	% of Budget
8019 · PERS Retirement				
8019.05 · PERS Retirement	48,421.72	272,332.00	-223,910.28	17.8%
8019.06 · PERS Retirement - RBP	0.00	0.00	0.00	0.0%
8019.08 · PERS Retirement - CalPERS UAL	928,049.00	0.00	928,049.00	100.0%
Total 8019 · PERS Retirement	976,470.72	272,332.00	704,138.72	358.6%
8020 · Employee Health				
8020.05 · Employee Health	211,846.06	290,000.00	-78,153.94	73.1%
8021 · Employee Health Deductions	-2,696.84	0.00	-2,696.84	100.0%
8020 · Employee Health - Other	242.00	0.00	242.00	100.0%
Total 8020 · Employee Health	209,391.22	290,000.00	-80,608.78	72.2%
8022 · Retiree Health				
8022.05 · Retiree Health	43,659.25	80,144.00	-36,484.75	54.5%
8022.10 · CERBT/OPEB Annual Arc Contribtn	0.00	140,000.00	-140,000.00	0.0%
8022 · Retiree Health - Other	15,017.94	0.00	15,017.94	100.0%
Total 8022 · Retiree Health	58,677.19	220,144.00	-161,466.81	26.7%
8023 · Workers Comp Insurance	52,609.00	58,000.00	-5,391.00	90.7%
Total 8000 · Salaries and Benefits Expenses	2,496,172.25	2,882,024.00	-385,851.75	86.6%
8500 · Other Operating Expenses				
8510 · Data/Alarms/IT Supp & Licensing	88,004.33	100,000.00	-11,995.67	88.0%
8515 · Safety	53,487.51	60,000.00	-6,512.49	89.1%
8520 · Personal Protection/Safety Wear	6,364.57	15,000.00	-8,635.43	42.4%
8530 · Telephone				
8531 · Main Plant Telephones	9,306.00	11,000.00	-1,694.00	84.6%
8532 · Paradise Cove Telephones	3,620.14	500.00	3,120.14	724.0%
8533 · Pumps & Lines Telephones	1,685.30	7,000.00	-5,314.70	24.1%
Total 8530 · Telephone	14,611.44	18,500.00	-3,888.56	79.0%
8540 · Utilities				
8541 · Water	5,725.86	9,000.00	-3,274.14	63.6%
8542 · Main Plant Utilities	127,225.21	230,000.00	-102,774.79	55.3%
8543 · Paradise Cove Utilities	21,572.35	22,000.00	-427.65	98.1%
8544 · Pump Station Utilities	44,515.99	48,000.00	-3,484.01	92.7%
Total 8540 · Utilities	199,039.41	309,000.00	-109,960.59	64.4%
Total 8500 · Other Operating Expenses	361,507.26	502,500.00	-140,992.74	71.9%
Total Expense	3,848,885.90	5,042,414.00	-1,193,528.10	76.3%
Net Ordinary Income	420,878.74	1,933,593.10	-1,512,714.36	21.8%
Other Income/Expense				
Other Expense				
9100 · Capital Expenditures				
9200 · Main Plant Equipment Capital				
9201 · LED Lighting Upgrades	0.00	0.00	0.00	0.0%
9201.1 · M.P. Roll-Up Doors	59,081.00	75,000.00	-15,919.00	78.8%
9201.2 · M.P. Corrosion Protection	0.00	150,000.00	-150,000.00	0.0%
9202 · M.P. Drainage	0.00	0.00	0.00	0.0%
9206 · Infl Dry Weather Pump Rplcmnt				
9206.1 · Dry Weather Primary Cover	0.00	0.00	0.00	0.0%
Total 9206 · Infl Dry Weather Pump Rplcmnt	0.00	0.00	0.00	0.0%
9208 · M.P. Chem Feed Trx Pump Rplcmnt	0.00	0.00	0.00	0.0%
9212 · M.P. Headworks				
9212.2 · M.P. Switchgear Upgrade/Imprvmt	0.00	0.00	0.00	0.0%
Total 9212 · M.P. Headworks	0.00	0.00	0.00	0.0%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
 July 1, 2023 through February 8, 2024

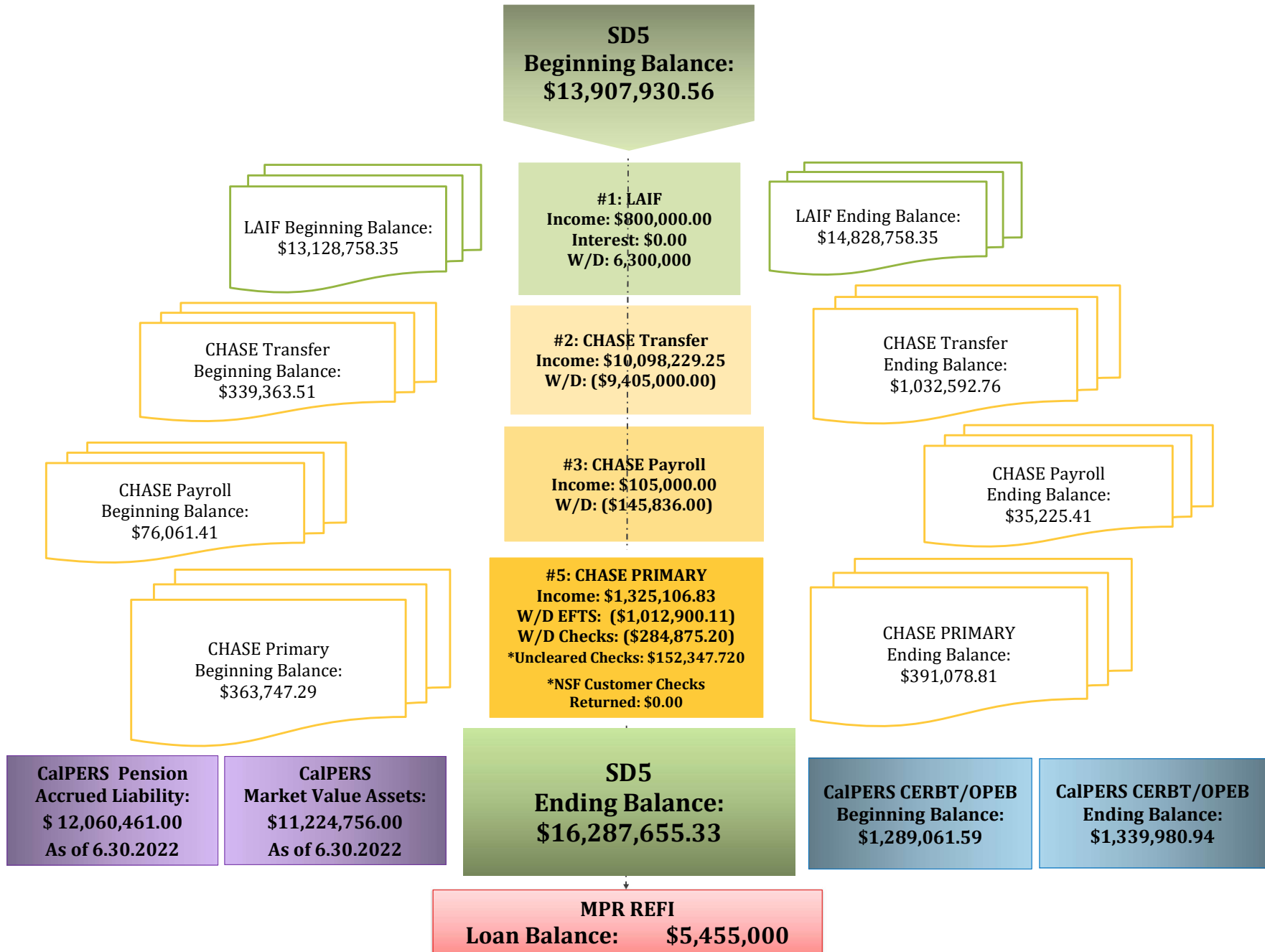
	Jul 1, '23 - Feb ...	Budget	\$ Over Budget	% of Budget
9213 · M.P. Digester				
9213.1 · Digester Rehab	52,527.91	600,000.00	-547,472.09	8.8%
Total 9213 · M.P. Digester	52,527.91	600,000.00	-547,472.09	8.8%
9216 · M.P. Secondary Clarifier				
9216.1 · Scum Removal Project FY22-23	0.00	300,000.00	-300,000.00	0.0%
9216 · M.P. Secondary Clarifier - Other	0.00	0.00	0.00	0.0%
Total 9216 · M.P. Secondary Clarifier	0.00	300,000.00	-300,000.00	0.0%
9217 · SD5 Shop Rplcmnt /Ops Control				
9217.1 · FY23-24 Shop Rehab	146,879.17	100,000.00	46,879.17	146.9%
Total 9217 · SD5 Shop Rplcmnt /Ops Control	146,879.17	100,000.00	46,879.17	146.9%
9229.8 · Vehicle Replacement	58,971.50	0.00	58,971.50	100.0%
9200 · Main Plant Equipment Capital - Other	13,060.25	0.00	13,060.25	100.0%
Total 9200 · Main Plant Equipment Capital	330,519.83	1,225,000.00	-894,480.17	27.0%
9300 · Pumps & Lines Capital				
9301 · Tiburon Sewer Line Rehab Prog	136,628.57	0.00	136,628.57	100.0%
9303 · CCTV Sewer Project	0.00	250,000.00	-250,000.00	0.0%
9304 · Belvedere Sewer Line Rehab Prog	91,085.72	0.00	91,085.72	100.0%
9305 · Valve/Wet Well Replacements				
9305.2 · Tiburon Wet Well Rehab	0.00	50,000.00	-50,000.00	0.0%
Total 9305 · Valve/Wet Well Replacements	0.00	50,000.00	-50,000.00	0.0%
9306 · PS Pump & Valve Replacements	61,565.43	100,000.00	-38,434.57	61.6%
9309 · BPS #1 Generator Replcmnt	0.00	600,000.00	-600,000.00	0.0%
9313 · Manholes/Rodholes	32,508.22	75,000.00	-42,491.78	43.3%
9314.01 · SR Ave Diverter Project	0.00	0.00	0.00	0.0%
9300 · Pumps & Lines Capital - Other	0.00	0.00	0.00	0.0%
Total 9300 · Pumps & Lines Capital	321,787.94	1,075,000.00	-753,212.06	29.9%
9400 · Paradise Cove Capital				
9406 · P.C. Plant Grit Removal	0.00	0.00	0.00	0.0%
9407 · P.C. Pump Replacement	0.00	25,000.00	-25,000.00	0.0%
9408 · P.C. Access Rd Imprvmnts	0.00	100,000.00	-100,000.00	0.0%
9400 · Paradise Cove Capital - Other	0.00	0.00	0.00	0.0%
Total 9400 · Paradise Cove Capital	0.00	125,000.00	-125,000.00	0.0%
9500 · Undesignated Capital				
9510 · Undesignated Cap - M.P.	47,990.53	50,000.00	-2,009.47	96.0%
9520 · Undesignated Cap - P.C. Plant	0.00	25,000.00	-25,000.00	0.0%
9530 · Undesignated Cap - P & L	0.00	50,000.00	-50,000.00	0.0%
Total 9500 · Undesignated Capital	47,990.53	125,000.00	-77,009.47	38.4%
9100 · Capital Expenditures - Other	0.00	0.00	0.00	0.0%
Total 9100 · Capital Expenditures	700,298.30	2,550,000.00	-1,849,701.70	27.5%
9700 · Debt Service				
9701 · Zion Bank Loan- Principal	0.00	0.00	0.00	0.0%
9702 · Zion Bank Loan - Interest	0.00	0.00	0.00	0.0%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
 July 1, 2023 through February 8, 2024

	Jul 1, '23 - Feb ...	Budget	\$ Over Budget	% of Budget
9730 · Debt Service - MPR Project				
9730.01 · Zion Loan - Principal	610,000.00	610,000.00	0.00	100.0%
9730.02 · Zion Loan - Interest	75,205.99	142,848.00	-67,642.01	52.6%
9731 · Debt Service MPR Bond Principal	0.00	0.00	0.00	0.0%
9732 · Debt Service MPR Bond Interest	0.00	0.00	0.00	0.0%
9734 · MPR Refi - Principal	0.00	0.00	0.00	0.0%
9735 · MPR Refi - Interest	0.00	0.00	0.00	0.0%
Total 9730 · Debt Service - MPR Project	<u>685,205.99</u>	<u>752,848.00</u>	<u>-67,642.01</u>	<u>91.0%</u>
Total 9700 · Debt Service	<u>685,205.99</u>	<u>752,848.00</u>	<u>-67,642.01</u>	<u>91.0%</u>
Total Other Expense	<u>1,385,504.29</u>	<u>3,302,848.00</u>	<u>-1,917,343.71</u>	<u>41.9%</u>
Net Other Income	<u>-1,385,504.29</u>	<u>-3,302,848.00</u>	<u>1,917,343.71</u>	<u>41.9%</u>
Net Income	<u><u>-964,625.55</u></u>	<u><u>-1,369,254.90</u></u>	<u><u>404,629.35</u></u>	<u><u>70.4%</u></u>

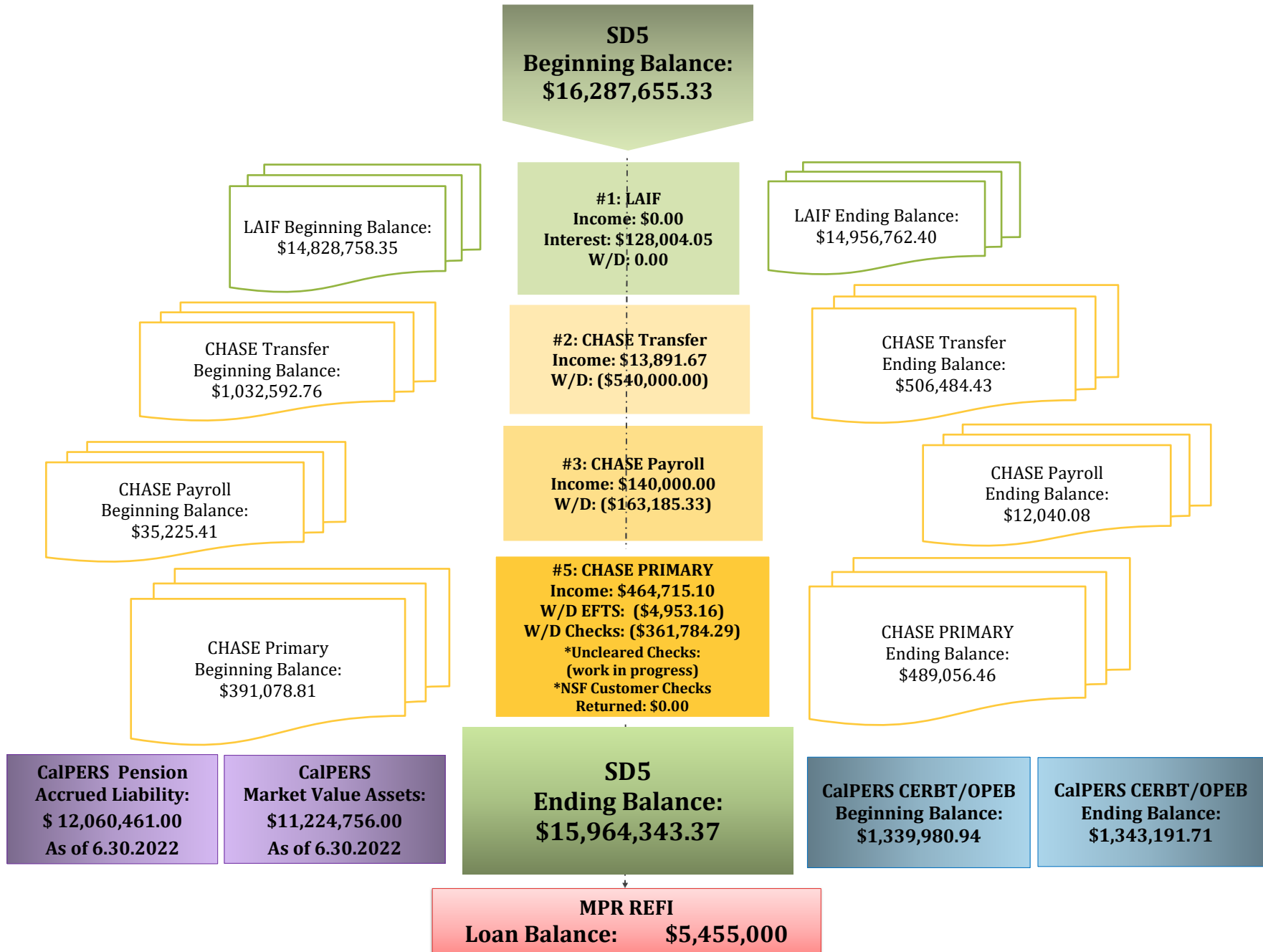
CASH FLOW CHART

SANITARY DISTRICT NO. 5 OF MARIN COUNTY: December 2023



CASH FLOW CHART

SANITARY DISTRICT NO. 5 OF MARIN COUNTY: January 2024





NOTICE OF AUTOMATIC PAYMENT

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

Client # 0082 Y400-2116
Invoice # 2024011001

AUTOMATIC PAYMENT \$590.95

This amount will be deducted from the following bank account at or after 12:01 A.M on 1/12/24.

XXXXXXXXXXXXXXXXXXXX506

ADDRESS SERVICE REQUESTED

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

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

ACCOUNT SUMMARY				AMOUNT
Previous Balance on Invoice#2023122701 Due 12/29/23				353.45
Payment Received - Thank You				-353.45
Balance Forward				0.00
Total New Charges				590.95
Account Balance (Includes Balance Forward, New Charges, and Pending Automatic Payments)				590.95

CHECK DATE	DESCRIPTION OF SERVICE	PROCESSING DATE	# TRANSACTIONS	AMOUNT
NEW CHARGES				
01/12/24	Paychex Productivity	01/10/24	13	352.70
	W-2 Processing		15	207.50
	Quarter End Delivery			4.00
	Year-end Handling			26.00
	Delivery		1	16.54
	Client Discount			-15.79
	Total New Charges			590.95
Automatic Payment (Includes New Charges and applicable credits from Balance Forward above)				590.95

Handwritten notes:
 ✓ ok
 Re
 + W2 PROCESSING
 END OF YEAR

Thank you for choosing Paychex.

ENTERED

SCANNED

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 01/12/24: \$74,716.48

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

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	74,716.48
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	74,716.48
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	8,308.46
	CASH REQUIRED FOR CHECK DATE 01/12/24	83,024.94

TRANSACTION DETAIL

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

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>BANK DRAFT AMOUNTS & OTHER TOTALS</u>
01/11/24	JPMORGAN CHASE BANK,	xxxxxxxxxxxxxx506	Direct Deposit	Net Pay Allocations	46,129.67
01/11/24	JPMORGAN CHASE BANK,	xxxxxxxxxxxxxx506	Taxpay®	Employee Withholdings	
				Social Security	4,568.20
				Medicare	1,068.38
				Fed Income Tax	10,090.78
				CA Income Tax	4,270.87
				Total Withholdings	19,998.23
				Employer Liabilities	
				Social Security	4,568.20
				Medicare	1,068.38
				Fed Unemploy	411.92
				CA Unemploy	2,471.44
				CA Emp Train	68.64
				Total Liabilities	8,588.58

ENTERED
SCANNED

EFT FOR 01/11/24
74,716.48

TOTAL EFT

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

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
01/12/24	Refer to your records for account information		Payroll	Employee Deductions	
				401A Member Contribu	4,692.50
				Calpers 457B Roth	700.00
				Calpers 457B TRDL	2,160.31
				Med 125	222.32



NOTICE OF AUTOMATIC PAYMENT

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

Client # 0082 Y400-2116
Invoice # 2024012901

AUTOMATIC PAYMENT \$353.45

This amount will be deducted from the following bank account at or after 12:01 A.M on 1/31/24.

ADDRESS SERVICE REQUESTED

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

XXXXXXXXXXXXXXXXX506

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

Page 1 of 1

ACCOUNT SUMMARY				AMOUNT
Previous Balance on Invoice#2024011001 Due 01/12/24				590.95
Payment Received - Thank You				-590.95
Balance Forward				0.00
Total New Charges				353.45
Account Balance (Includes Balance Forward, New Charges, and Pending Automatic Payments)				353.45

CHECK DATE	DESCRIPTION OF SERVICE	PROCESSING DATE	# TRANSACTIONS	AMOUNT
NEW CHARGES				
01/31/24	Paychex Productivity	01/29/24	13	352.70
	Delivery		1	16.54
	Client Discount			-15.79
	Total New Charges			353.45
Automatic Payment (Includes New Charges and applicable credits from Balance Forward above)				353.45

Thank you for choosing Paychex.

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 01/31/24: \$78,237.83

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

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -	78,237.83
TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	78,237.83
CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	8,308.46
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	86,546.29
CASH REQUIRED FOR CHECK DATE 01/31/24	

TRANSACTION DETAIL

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

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>BANK DRAFT AMOUNTS & OTHER TOTALS</u>
01/30/24	JPMORGAN CHASE BANK,	xxxxxxxxxxxxxxxx506	Direct Deposit	Net Pay Allocations	49,040.62
01/30/24	JPMORGAN CHASE BANK,	xxxxxxxxxxxxxxxx506	Taxpay®	Employee Withholdings	
				Social Security	4,885.78
				Medicare	1,142.63
				Fed Income Tax	11,396.27
				CA Income Tax	4,784.86
				Total Withholdings	22,209.54
				Employer Liabilities	
				Social Security	4,885.76
				Medicare	1,142.65
				Fed Unemploy	133.84
				CA Unemploy	803.10
				CA Emp Train	22.32
				Total Liabilities	6,987.67
EFT FOR 01/30/24					78,237.83
TOTAL EFT					78,237.83

ENTERED

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

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
01/31/24	Refer to your records for account Information		Payroll	Employee Deductions	
				401A Member Contribu	4,692.50
				Calpers 457B Roth	700.00
				Calpers 457B TRDL	2,160.31
				Med 125	222.32

ENTERED

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 01/31/24: \$78,237.83

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

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
01/31/24	Refer to your records for account Information		Payroll	Employee Deductions (cont.)	
				Med FSA EE Pretax	533.33
				Total Deductions	8,308.46
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES					8,308.46

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

<u>DUE DATE</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>
02/07/24	Taxpay®	FED IT PMT Group
02/07/24	Taxpay®	CA IT PMT Group
		23,453.09
		4,784.86

Sanitary Distr. No.5 of Marin Co.
Monthly O.T. Report
 January 2024

Type	Date	Num	Name	Memo	Amount	Balance
Alvarez, Joel						
Check	01/30/24	691	Alvarez, Joel	02.00 Hrs. O.T. @ 1.5x	162.69	162.69
Check	01/30/24	691	Alvarez, Joel	00.05Hrs. O.T. @ 2.0x	54.23	216.92
Total Alvarez, Joel					216.92	216.92
Balf, Abigail						
Check	01/30/24	692	Balf, Abigail	04.00 Hrs. O.T. @ 1.5x	267.72	267.72
Check	01/30/24	692	Balf, Abigail	02.00 Hrs. O.T. @ 2.0x	178.48	446.20
Total Balf, Abigail					446.20	446.20
Bilsborough, Chad						
Check	01/30/24	693	Bilsborough, Chad	11.00 Hrs O.T. @ 1.5x	894.80	894.80
Check	01/30/24	693	Bilsborough, Chad	17.00 Hrs. O.T. @ 2.0x	1,843.82	2,738.62
Total Bilsborough, Chad					2,738.62	2,738.62
Collodi, Peter						
Check	01/30/24	694	Collodi, Peter	11.00 Hrs. O.T. @ 1.5x	701.09	701.09
Total Collodi, Peter					701.09	701.09
Cottrell, Rulon						
Check	01/12/24	682	Cottrell, Rulon	04.00 Hrs. O.T. @ 1.5x	480.78	480.78
Check	01/30/24	695	Cottrell, Rulon	09.00 Hrs. O.T. @ 1.5x	1,081.76	1,562.54
Check	01/30/24	695	Cottrell, Rulon	05.00 Hrs. O.T. @ 2.0x	801.30	2,363.84
Total Cottrell, Rulon					2,363.84	2,363.84
Dohrmann, Robin						
Check	01/12/24	683	Dohrmann, Robin	18.50 Hrs. O.T. @ 1.5x	1,829.28	1,829.28
Total Dohrmann, Robin					1,829.28	1,829.28
La Torre, Daniel P.						
Check	01/12/24	685	La Torre, Daniel P.	03.00 Hrs. O.T. @ 1.5x	327.06	327.06
Check	01/30/24	698	La Torre, Daniel P.	09.00 Hrs. O.T. @ 1.5x	981.18	1,308.24
Check	01/30/24	698	La Torre, Daniel P.	10.00 Hrs. O.T. @ 2.0x	1,453.60	2,761.84
Total La Torre, Daniel P.					2,761.84	2,761.84
Triola, Joseph						
Check	01/12/24	690	Triola, Joseph	13.00 Hrs. O.T. @ 1.5x	1,165.91	1,165.91
Total Triola, Joseph					1,165.91	1,165.91
TOTAL					12,223.70	12,223.70

February 2024

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 28	29	30	31	Feb 1 8:00am Rob Pankratz's Zoom Meeting (https://us06web.zoom.us/j/82442968219?pwd=fzK5X7C6jvR2guvRbSR5XyVy0FaFaz)	2	3
4	5	6	7	8 9:30am CIP Mtg. 4:00pm Ark Deadline @ High Noon today! 4:30pm Finance Committee Meeting (Microsoft Teams)	9	10
11	12	13	14	15	16	17
TR SWRCB (Drinking) Water Distribution (Cert #53462, GD2), expires 6.1.2024 (send in early)						
TR SWRCB (Drinking) Water Treatment (Cert #44430, GT2), expires 6.1.2024 (send in early)						
	CalPERS 457 Steve D's Bday Timesheets: Part I, Act II			5PM SD5 Reg Board Mtg: 3rd Thursday ea/mo. Chad B's BDay		
18	19	20	21	22 9:00am Hearing Test (2001 Paradise Dr; In front of chemical doors.) - Rulon (Casey) Cottrell	23	24 Abby's Balf's BDay
25	26 Timesheets	27	28	29 CalPERS 457	Mar 1	2

March 2024

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Feb 25	26	27	28	29	Mar 1 APRIL 1: Bond Payment Due to Zion Bank	2
3	4 APRIL 1: MPR Loan Payment Due to Zion Bank (AKA: 2012 MPR Bond)	5	6	7	8	9
10	11	12	13	14	15	16
SWRCB WWTP Operator Certificate #10590 (G5) - T Rubio, Exp. 6.30.2024						
	Timesheets: Part I, Act II			9:30am CIP Mtg. 4:00pm Ark Deadline @ 4:30pm Finance	BEGIN FORMATTING NEW BUDGET & ASK TR FOR FLOW RATE CalPERS 457	
17	18	19	20	21	22	23
BEGIN FORMATTING NEW BUDGET & ASK TR FOR FLOW RATES (B:PC:T & BELV:TIB); RLD TO FIGURE OUT PC:TIB FLOW RATES VIA EDU RATIOS						
Katelina's BDay!				5PM SD5 Reg Board Mtg: 3rd Thursday ea/mo.		
24	25	26	27	28	29	30
BEGIN FORMATTING NEW BUDGET & ASK TR FOR FLOW RATES (B:PC:T & BELV:TIB); RLD TO F						CalPERS 457
	Timesheets					
31	Apr 1	2	3	4	5	6



January 31, 2024

To the Board of Directors of
Sanitary District Number 5 of Marin

We have audited the financial statements of Sanitary District Number 5 of Marin for the year ended June 30, 2023 and have issued our report thereon dated January 31, 2024. Professional standards also require that we communicate to you the following information related to our audit.

Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated October 11, 2023, our responsibility, as described by professional standards, was to express an opinion about whether the financial statements prepared by management with your oversight were fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to RSI, which supplement the basic financial statements, was to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI was not audited and, because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance, we did not express an opinion or provide any assurance on the RSI.

We have been engaged to report on supplementary information, which accompany the financial statements that is not RSI. Our responsibility for this supplementary information, as described by professional standards, was to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information was fairly stated, in all material respects, in relation to the financial statements as a whole.

We have not been engaged to report on statistical information, which accompany the financial statements but is not RSI. Our responsibility with respect to this other information in documents containing the audited financial statements and auditor's report does not extend beyond the financial information identified in the report. We have no responsibility for determining whether this other information is properly stated. This other information was not audited and we do not express an opinion or provide any assurance on it.

Planned Scope and Timing of the Audit

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit involved judgment about the number of transactions to be examined and the areas tested.

Our audit included obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We communicated our significant findings at the conclusion of the audit.

We began our audit as expected, which was in October 2023.

As required by the standards, we identified the following significant risks of material misstatement as part of our audit planning:

- Risk of fraud in revenue
- Risk of fictitious disbursements
- Management override of control

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Sanitary District Number 5 of Marin are described in Note 2 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during the year. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were the actuarially determined obligations of the District's pension and other postemployment benefits and the funding status of the benefits. We evaluated the key factors and assumptions used in evaluating the obligations in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were two uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. The uncorrected misstatements or the matters underlying them could potentially cause future period financial statements to be materially misstated, even though, in our judgment, such uncorrected misstatements are immaterial to the financial statements under audit. The two misstatement were not material to require recording. There was approximately \$32,000 in projected unrecorded payables and an understatement of approximately \$30,000 in deferred permit revenue.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter whether, or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated January 31, 2024.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar, to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the required supplementary information (RSI) that supplement the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during the audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the supplementary information on page 38, which accompany the financial statements, but are not RSI. With respect to the supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with U.S. generally accepted accounting principles, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on statistical information, which accompanies the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it

We have provided a separate letter to the board of directors surrounding internal controls.

Restriction on Use

This information is intended solely for the use of the Board of Directors and management of Sanitary District Number 5 of Marin and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in blue ink that reads "Perotti & Canade". The signature is written in a cursive, flowing style.



January 31, 2024

Board of Directors
Sanitary District Number 5 of Marin

In planning and performing our audit of the financial statements of Sanitary District Number 5 of Marin (the “Organization”) as of and for the year ended June 30, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered Sanitary District Number 5 of Marin’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization’s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the Organization’s financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This communication is intended solely for the information and use of management, the Board of Directors, and others within the Organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in blue ink that reads 'Perotti & Carrade'.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY

FINANCIAL STATEMENTS

JUNE 30, 2023 AND 2022



SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
Sanitary District Number 5 of Marin County

Opinions

We have audited the accompanying financial statements of the business-type activities of the Sanitary District Number 5 of Marin County as of and for the years ended June 30, 2023 and 2022, and the related notes to the financial statements, which collectively comprise the Sanitary District Number 5 of Marin County's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the Sanitary District Number 5 of Marin County, as of June 30, 2023 and 2022, and the respective changes in financial position and, where applicable, cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Sanitary District Number 5 of Marin County, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Sanitary District Number 5 of Marin County's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Sanitary District Number 5 of Marin County's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Sanitary District Number 5 of Marin County's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and Schedule of CalPERS Pension Plan Contribution, Schedule of CalPERS Proportionate Share of Net Pension Liability, Schedule of OPEB Contributions, and Schedule of Net OPEB Liability, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Sanitary District Number 5 of Marin County's basic financial statements. The Schedule of operating and system maintenance and general and administrative expenses and the schedule of activity in cash reserved for infrastructure and other improvements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information. The other information is comprised of the statistical information on page 38 but does not include the basic financial statements and our Auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

January 31, 2024

Perotti & Canade

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2023 AND 2022

This section of the Sanitary District Number 5 of Marin County's annual financial report presents our discussion and analysis of the District's financial performance during the year ended June 30, 2023. The financial statements are presented in a format to comply with the financial statement presentation requirements of the Governmental Accounting Standards Board.

FINANCIAL HIGHLIGHTS

- The net position of the District's business-type activities decreased by approximately \$1,437,000 during the year ended June 30, 2023.
- Total operating revenues decreased by approximately \$5,000 due to an increase in sewer service charges and maintenance agreements, offset by a decrease in connection and inspection fees. Nonoperating revenues (expenses) increased by approximately \$261,000 attributed to an increase of approximately \$281,000 in investment income.
- Total operating expenses for the year ended June 30, 2023 increased by approximately \$5,676,000 compared to the year ended June 30, 2022. The increase in operating expenses was principally attributed to an increase in salaries and benefits of approximately \$5,320,000 as a result of an increase in pension costs due to the amortization of investment and other assumptions required in estimate the pension cost.
- There were no increases in customer rates during the year ended June 30, 2023.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of three parts – management's discussion and analysis (this section), the basic financial statements including related disclosures, and required supplementary information. The basic financial statements include a statement that presents both a short-term and long-term view of the District: Proprietary enterprise fund-type statements offer short and long-term financial information about the activities that the District operates like businesses, such as the District's wastewater collection and treatment system.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of required supplementary information that provides more data about the District's pension plans. Figure A-1 (see following page) summarizes the major features of the District's financial statements, including the portion of the District they cover and the types of information they contain. The remainder of this overview section of management's discussion and analysis explains the structure and contents of each of the statements.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY

MANAGEMENT’S DISCUSSION AND ANALYSIS

JUNE 30, 2023 AND 2022

OVERVIEW OF THE FINANCIAL STATEMENTS (continued)

FIGURE A-1 Major Financial Statement Features

	Basic Financial Statements
Scope	Activities the District operates similar to private businesses; the wastewater collection and treatment systems.
Required financial statements	Statement of Net Position; Statement of Revenues, Expenses, and Changes in Net Position; Statement of Cash Flows.
Accounting basis and measurement focus	Accrual accounting and economic measurement focus.
Type of asset/liability information	All assets and liabilities, both financial and capital, and short-term and long-term focus.
Type of inflow/outflow information	All revenues and expenses during the year, regardless of when cash is received.

Basic Financial Statements

The basic financial statements report information about the District as a whole using accounting methods similar to those used by private-sector companies. The statement of net position includes all the District's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of revenues, expenses, and changes in net position regardless of when cash is received or paid.

The basic financial statements report the District's *net position* and how it has changed. Net position – the difference between the District's assets and liabilities – is one way to measure the District's financial health, or *position*.

Over time, increases or decreases in the District's net position are an indicator of whether its financial health is improving or deteriorating, respectively.

The basic financial statements of the District consist of one category:

Business-type activities – The District charges fees to help it cover the costs of certain services it provides. All of the District's operations are accounted for in this category. The District uses proprietary enterprise fund type accounting principles to account for all operations. Proprietary accounting provides both long-and short-term financial information.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2023 AND 2022

FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE

TABLE A-1: Net Position of the District

	2023	2022	Increase (Decrease) Over 2022	Percent Increase (Decrease)	2021	Increase (Decrease) Over 2021
Cash, including board reserves	\$ 16,651,446	\$ 16,449,870	\$ 201,576	1.23%	\$ 15,080,074	\$ 1,369,796
Capital assets	18,809,156	19,118,201	(309,045)	-1.62%	20,408,185	(1,289,984)
Other assets and deferred outflows of resources	<u>2,551,475</u>	<u>4,002,814</u>	<u>(1,451,339)</u>	-36.26%	<u>778,363</u>	<u>3,224,451</u>
Total assets and deferred outflows of resources	<u>38,012,077</u>	<u>39,570,885</u>	<u>(1,558,808)</u>	-3.94%	<u>36,266,622</u>	<u>3,304,263</u>
Current liabilities	1,300,127	1,182,534	117,593	9.94%	1,222,899	(40,365)
Net pension and OPEB liabilities and related deferred inflows of resources	1,471,569	1,087,078	384,491	35.37%	1,117,194	(30,116)
Bond payable, and note payable from direct borrowing, and related deferred inflows of resources	<u>5,548,985</u>	<u>6,172,411</u>	<u>(623,426)</u>	-10.10%	<u>6,780,838</u>	<u>(608,427)</u>
Total liabilities and deferred inflows of resources	<u>8,320,681</u>	<u>8,442,023</u>	<u>(121,342)</u>	-1.44%	<u>9,120,931</u>	<u>(678,908)</u>
Net position:						
Net investment in capital assets	12,744,156	12,458,201	285,955	2.30%	13,168,185	(709,984)
Unrestricted	<u>16,947,240</u>	<u>18,670,661</u>	<u>(1,723,421)</u>	-9.23%	<u>13,977,506</u>	<u>4,693,155</u>
Total net position	\$ <u>29,691,396</u>	\$ <u>31,128,862</u>	\$ <u>(1,437,466)</u>	-4.62%	\$ <u>27,145,691</u>	\$ <u>3,983,171</u>

Net Position. The District's total net position decreased by \$1,437,466 during the year ended June 30, 2023. This decrease is discussed in detail on the following page. The \$1,558,808 decrease in total assets and deferred outflows of resources is attributed principally to the decrease in net pension assets and related deferred inflows and outflows of approximately \$1,687,000. The \$121,342 decrease in liabilities and deferred inflows of resources is attributed principally to the reduction in bond payable of \$595,000 offset by an increase in net pension related liabilities of \$507,489.

The District's total net position increased by \$3,983,171 during the year ended June 30, 2022. This increase is discussed in detail on the following page. The \$3,304,262 increase in total assets and deferred outflows of resources is attributed principally to the increase in net pension assets and related deferred outflows of approximately \$1,117,000 and an increase in cash of approximately \$1,370,000. The \$678,908 decrease in liabilities and deferred inflows of resources is attributed principally to the reduction in bond payable of \$580,000.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2023 AND 2022

FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE (continued)

TABLE A-2 Condensed Revenues, Expenses and Changes in Net Position

	<u>2023</u>	<u>2022</u>	Increase (Decrease) Over 2022	Percent Increase (Decrease)	<u>2021</u>	Increase (Decrease) Over 2021
Operating revenues	\$ 5,515,663	\$ 5,520,948	\$ (5,285)	-0.10%	\$ 5,300,933	\$ 220,015
Nonoperating revenues	1,791,003	1,545,043	245,960	15.92%	1,381,865	163,178
Total revenues	<u>7,306,666</u>	<u>7,065,991</u>	240,675	3.41%	6,682,798	383,193
Operating expenses	8,603,457	2,927,482	5,675,975	193.89%	5,788,067	(2,860,585)
Nonoperating expenses	140,675	155,338	(14,663)	-9.44%	171,553	(16,215)
Total expenses	<u>8,744,132</u>	<u>3,082,820</u>	5,661,312	183.64%	5,959,620	(2,876,800)
Change in net assets	(1,437,466)	3,983,171	(5,420,637)	-136.09%	723,178	3,259,993
Capital contribution	-	-	-	0.00%	-	-
Net position - beginning of period	<u>31,128,862</u>	<u>27,145,691</u>	3,983,171	14.67%	<u>26,422,513</u>	723,178
Net position - end of period	\$ <u>29,691,396</u>	\$ <u>31,128,862</u>	\$ (1,437,466)	-4.62%	\$ <u>27,145,691</u>	\$ 3,983,171

Overall, during the year ended June 30, 2023, there was an increase of \$240,675, or about 3.41 percent, in total revenues over the year ended June 30, 2022. This was principally due to an increase in investment income of approximately \$281,000.

The District's total expenses for the year ended June 30, 2023 increased by \$5,661,312, or about 183.64 percent, compared to total expenses for the year ended June 30, 2022. Salaries and benefits costs increased by approximately \$5,320,000 principally due to the amortization of pension and OPEB costs.

Overall, during the year ended June 30, 2022, there was an increase of \$383,193, or about 5.73 percent, in total revenues over the year ended June 30, 2021. This was principally due to an increase in connection and inspection fees of approximately \$189,000 and an increase in property taxes income of approximately \$185,000.

The District's total expenses for the year ended June 30, 2022 decreased by \$2,876,800, or about 48.27 percent, compared to total expenses for the year ended June 30, 2021. Salaries and benefits costs decreased by approximately \$3,005,000 principally due to the amortization of pension and OPEB costs.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY

MANAGEMENT’S DISCUSSION AND ANALYSIS

JUNE 30, 2023 AND 2022

CAPITAL ASSET AND DEBT ADMINISTRATION

TABLE A-3 District Investment in Capital Assets, Net of Accumulated Depreciation

	<u>June 30, 2023</u>	<u>June 30, 2022</u>	<u>Increase (Decrease) Over 2022</u>	<u>Percent Increase (Decrease)</u>
Land	\$ 49,295	\$ 49,295	-	0.00%
Main and Paradise Cove plants	7,549,800	8,419,770	(869,970)	-10.33%
Sewer line and pump stations	10,901,119	10,270,830	630,289	6.14%
Plant equipment, vehicles, and other equipment	<u>308,942</u>	<u>378,306</u>	<u>(69,364)</u>	<u>-18.34%</u>
Total capital assets	<u>\$ 18,809,156</u>	<u>\$ 19,118,201</u>	<u>(309,045)</u>	<u>-1.62%</u>

Capital Assets

There was a net decrease in capital assets of \$309,045 during the year ended June 30, 2023 due to the current year’s depreciation of \$1,662,307 and as the District added \$1,353,262 of improvements during the year ended June 30, 2023, most of which was for improvements made to sewer lines.

Long-Term Debt

In fiscal year 2012, the District’s Financing Authority issued \$10,935,000 in revenue bonds to provide financing for the Main Plant Rehabilitation Project. In March 2020, the District was able to refinance the outstanding balance of the revenue bonds, \$7,205,000, with a direct borrowing. The new loan had a principal balance of \$7,900,000, a term of twelve years, and an interest rate of 2.48%. There were approximately \$95,000 of debt refinancing costs.

ECONOMIC FACTORS AND NEXT YEAR’S OPERATING PLAN AND RATES

Several major changes in the district’s financial capabilities and operations are anticipated in the future.

The District’s income for the upcoming fiscal year will be increasing as a result of the Board of Directors approving a 5 year rate increase for sewer service fees. The District had gone 8 years without an increase in rates. Furthermore, commercial activity is back to pre-Covid 19 Pandemic levels which will bring the commercial income back to normal. On the expense side, the cost of goods and services has continued to increase in the past year as a result of heightened inflation.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2023 AND 2022

ECONOMIC FACTORS AND NEXT YEAR'S OPERATING PLAN AND RATES (continued)

The FY 23/24 budget for the Main Plant has an estimated \$6,480,000 of capital work identified in the 10-yr CIP. The Paradise Cove Plant has an estimated \$1,515,000 of capital work identified in the 10-yr CIP. The Collection system serving both treatment plants has an estimated \$13,280,000 of capital work identified in the 10-yr CIP. The District still has debt service in the amount of \$5.5 million (Loan) from the refinancing of the 2012 Main Plant Rehabilitation Project Bond.

The projects and estimates were determined during the year ended June 30, 2023, and do not include future upgrades that may be required by future National Pollutant Discharge Elimination System (NPDES) permits. The Paradise Cove treatment plant NPDES permit was last re-issued in 2021 without any significant changes. The Tiburon treatment plant permit was renewed at the end of calendar year 2023. The new permit calls out for 5 million dollars (\$5M) for collection system improvements during the permit term (5years). The current 5 year projection from the Districts 10 year CIP estimates expenditures to satisfy this requirement at 7.6 million dollars (\$7.6M).

The current rate of return for monies deposited in the District Local Agency Investment Fund (LAIF) account is approaching 4% at the date of this report. The District is currently considering investing some of its cash deposits in LAIF into US Treasuries which also at the time of this report are generating interest returns above 5%.

In regard to work force staffing, the District, in line with its strategic goals and succession completed a staffing level evaluation in 2022 of its current operations to assess the effectiveness of the organizational structure and its ability to maintain its current level of service. The assessment focused on identifying resource gaps, inclusive of staffing, based on their treatment plants and collection systems as compared with industry's "best practice." Periodic objective assessments of the operation are critical as they ensure that the District is meeting its mission in an effective and efficient manner, and that the District can deliver sustainable levels of service in the face of evolving internal and external challenges. The District now has a total of 13 full-time employees which includes the District Manager. The District also completed and entered into a successor Memorandum of Understanding (MOU) with the represented employees. The length of contract is 4 years and the effect of the changes in the MOU were captured in the most recent 2022/2023 Rate Study.

Two other potential changes facing the District are Bio-Solids Management and Disposal and the State of California Advance Clean Fleet Rules.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2023 AND 2022

ECONOMIC FACTORS AND NEXT YEAR'S OPERATING PLAN AND RATES (continued)

Diminishing options to dispose of bio-solids, coupled with new regulations requiring diversion of organics from landfill will create a greater risk of significant cost increases for small Districts like ours, to dispose of Bio-Solids and require far more complex management programs. It is anticipated that costs could potentially double for Bio-Solids' management, if landfill disposal is eliminated as an option, as a result of SB1383 requirements.

As of June 30, 2020, Sanitary District No. 5 of Marin County has completed a Bio-Solids Management Plan providing the district with alternatives for Bio-Solid's disposal and re-use options.

The Advanced Clean Fleets (ACF) regulation is part of the California Air Resources Board's (CARB or Board) overall approach to accelerate a large-scale transition to zero-emission medium- and heavy-duty vehicles.

State and local government fleets, including city, county, special district, and State agency fleets, are required to ensure 50 percent of vehicle purchases are zero-emission beginning in 2024 and 100 percent of vehicle purchases are zero-emission by 2027. Small government fleets (those with 10 or fewer vehicles) and those in designated counties must start their ZEV purchases beginning in 2027.

The District is currently in the planning phase of identifying which medium and heavy duty trucks will be replaced or retired and at what date.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, customers, and creditors with a general overview of the district's finances and to demonstrate the district's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the District Manager, Sanitary District Number 5 of Marin County, 2001 Paradise Drive, Tiburon, California, 94920.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY

**STATEMENTS OF NET POSITION
JUNE 30, 2023 AND 2022**

	2023	2022
<u>ASSETS</u>		
Current Assets:		
Cash and cash equivalents	\$ 3,725,527	\$ 5,706,159
Accounts receivable	225,826	79,912
Prepaid expenses	128,068	73,201
Total current assets	4,079,421	5,859,272
Other Assets:		
Board restricted investments	12,925,919	10,743,711
Net pension asset	-	1,669,791
Capital assets, net of accumulated depreciation	18,809,156	19,118,201
Total other assets	31,735,075	31,531,703
Total Assets	35,814,496	37,390,975
<u>DEFERRED OUTFLOWS OF RESOURCES</u>		
Pension related	1,747,902	1,765,270
OPEB related	449,679	414,640
Total Deferred Outflows of Resources	2,197,581	2,179,910
<u>LIABILITIES</u>		
Current Liabilities:		
Accounts payable	345,397	232,280
Compensated absence liability	196,007	186,052
Accrued interest payable	37,603	41,292
Deferred permit revenue	111,120	127,910
Current portion of note payable from direct borrowing	610,000	595,000
Total current liabilities	1,300,127	1,182,534
Long-term liabilities:		
Net OPEB liability	261,102	496,691
Net pension liability	368,083	-
Note payable from direct borrowing	5,455,000	6,065,000
Total long-term liabilities	6,084,185	6,561,691
Total Liabilities	7,384,312	7,744,225
<u>DEFERRED INFLOWS OF RESOURCES</u>		
Pension related	502,519	363,113
Deferred amount on debt refunding	93,985	107,411
OPEB related	339,865	227,274
Total Deferred Inflows of Resources	936,369	697,798
<u>NET POSITION</u>		
Net investment in capital assets	12,744,156	12,458,201
Unrestricted	16,947,240	18,670,661
Net Position	\$ 29,691,396	\$ 31,128,862

See accompanying notes to the financial statements.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
STATEMENTS OF REVENUES, EXPENSES AND
CHANGES IN NET POSITION
FOR THE YEARS ENDED JUNE 30, 2023 AND 2022

	2023	2022
Operating Revenues:		
Sewer service charges	\$ 4,979,348	\$ 4,937,805
Connection and inspection fees	404,351	493,260
Maintenance agreements	118,569	78,033
Other	13,395	11,850
	5,515,663	5,520,948
Operating Expenses:		
Salaries and benefits	4,649,312	(671,114)
Maintenance and repairs	708,744	569,346
Utilities	289,845	267,765
Supplies (chemicals)	284,610	242,838
Line cleaning and inspection	175,954	242,112
Contracted and professional services	190,599	151,328
Other operating costs	269,105	125,158
Telephone and internet	129,234	106,499
Liability and property insurance	69,442	93,603
Monitoring	79,248	74,483
Other administrative costs	95,057	74,358
Depreciation	1,662,307	1,651,106
	8,603,457	2,927,482
Operating Income (Loss)	(3,087,794)	2,593,466
Non-Operating Revenues (Expenses):		
Property taxes	1,454,080	1,488,925
Investment income	336,923	56,118
Interest expense	(140,675)	(155,338)
	1,650,328	1,389,705
Increase (Decrease) in Net Position	(1,437,466)	3,983,171
Net Position, Beginning of Year	31,128,862	27,145,691
Net Position, End of Year	\$ 29,691,396	\$ 31,128,862

See accompanying notes to the financial statements.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 2023 AND 2022

	2023	2022
Cash Flows from Operating Activities:		
Cash receipts from:		
Sewer service charges	\$ 4,833,434	\$ 4,952,611
Connection and inspection fees	387,561	466,471
Other operating sources	131,964	89,883
Total cash receipts	5,352,959	5,508,965
Cash paid for:		
Salaries and benefits	(2,545,395)	(2,553,478)
Utilities	(282,998)	(271,286)
Contracted and professional services	(253,247)	(90,529)
Supplies (chemicals)	(279,635)	(236,079)
Line cleaning and inspection	(182,968)	(265,178)
Other expenses	(1,292,091)	(1,154,179)
Total cash paid	(4,836,334)	(4,570,729)
Net cash provided by operating activities	516,625	938,236
Cash Flows from Investing Activities:		
Interest income	336,923	56,118
Net cash provided by investing activities	336,923	56,118
Cash Flows from Capital and Related Financing Activities:		
Interest paid on bond debt	(157,790)	(172,361)
Payment on bond debt	(595,000)	(580,000)
Property additions	(1,353,262)	(361,122)
Net cash used for capital and related financing activities	(2,106,052)	(1,113,483)
Cash Flows from Non-Capital and Related Financing Activities:		
Property taxes collected	1,454,080	1,488,925
Net cash provided by non-capital and related financing activities	1,454,080	1,488,925
Net Increase in Cash and Cash Equivalents, and Board Restricted Investments	201,576	1,369,796
Cash and Cash Equivalents, and Board Restricted Investments, Beginning of Year	16,449,870	15,080,074
Cash and Cash Equivalents, and Board Restricted Investments, End of Year	\$ 16,651,446	\$ 16,449,870
Reconciliation of Cash and Cash Equivalents, and Board Restricted Investments to Amounts Reported on the Statement of Net Position:		
Cash and cash equivalents	\$ 3,725,527	\$ 5,706,159
Board restricted investments	12,925,919	10,743,711
	\$ 16,651,446	\$ 16,449,870

See accompanying notes to the financial statements.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
RECONCILIATIONS OF OPERATING INCOME TO NET CASH
PROVIDED BY OPERATING ACTIVITIES
FOR THE YEARS ENDED JUNE 30, 2023 AND 2022

	2023	2022
Operating Income (Loss)	\$ (3,087,794)	\$ 2,593,466
Add or deduct items not requiring the use of cash:		
Depreciation	1,662,307	1,651,106
Changes in operating assets and liabilities:		
Accounts receivable	(145,914)	14,806
Prepaid expenses	(54,867)	5,048
Accounts payable	113,117	(92,187)
Compensated absence liability	9,955	67,207
Deferred permit revenue	(16,790)	(26,789)
Net pension liability	2,037,874	(1,629,065)
Deferred pension outflows and inflows of resources	156,774	(1,283,081)
Net OPEB liability	(235,589)	(167,416)
Deferred OPEB outflows and inflows of resources	77,552	(194,859)
Net Cash Provided by Operating Activities	\$ 516,625	\$ 938,236

See accompanying notes to the financial statements.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023 AND 2022

1. THE ORGANIZATION

Sanitary District Number 5 of Marin County (District) was created on March 17, 1947 as a special district under Provision of the Sanitary District Act of 1923 by a reorganization of previously created districts into a single sanitary district, and it is governed by five elected Directors. The District is an independent special district that provides sewage collection services to a portion of the Town of Tiburon and Belvedere, California. The District is a proprietary fund, also referred to as an enterprise fund, which is a fund established by governmental agencies to account for goods and services provided to the general public that are financed primarily through user charges.

The accompanying financial statements present the District and its component unit, an entity for which the District is considered to be financially accountable. The District has one blended component unit, the Tiburon/Belvedere Wastewater Financing Authority (Authority) which is governed by the District's Board of Directors. The District is responsible for all of the Authority's obligations. The transactions between the Authority and the District have been eliminated from the accompanying financial statements and the Authority's transactions are reported as part of the District's financial activities. Separate financial statements for the Authority are not available.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Significant accounting policies are described below to enhance the usefulness of the financial statements to the reader.

Basis of Presentation and Accounting - The activities of the District are accounted for in a single enterprise fund using the accrual basis of accounting. The District is engaged in only business-type activities and the District's basic financial statements consist of only the financial statements required for enterprise funds. These include management's discussion and analysis, a statement of net position, a statement of revenues, expenses, and changes in net position, a statement of cash flows, these notes to the basic financial statements, and required supplementary information.

Proprietary enterprise funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the District are charges to the households and commercial and public facilities in the district for sewer service. Operating expenses for enterprise funds include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 AND 2022

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Basis of Presentation and Accounting, continued - The District, as authorized by its Board of Directors, charges new users a fee to pay for capital improvements necessitated by their addition. Fees received have been treated as contributed capital and have been expended solely on infrastructure improvements.

Cash and Cash Equivalents, and Board Restricted Investments: Cash includes amounts in demand deposits.

Required disclosures relating to investments include the following components: interest rate risk and credit risk. The credit risk disclosure includes the following components: overall risk, custodial risk and concertation of risk. Investments are reported in the statement of net position at fair value. Changes in fair market value that occur during the fiscal year are recognized as investment income reported for that fiscal year. Investment income includes interest earnings, changes in fair value, and any gains or losses realized upon the liquidation or sale of investments.

The District participates in an investment pool managed by the State of California and regulated by California government code Section 16429 known as the Local Agency Investment Fund (LAIF), which has invested a portion of the pooled funds in structured notes and asset-backed securities. LAIF's investments are subject to credit risk with the full faith and credit of the State of California collateralizing these investments. In addition, the structured notes and asset-backed securities are subject to market risk as to change in interest rates. Investments in LAIF are highly liquid and available virtually on demand. Consequently, the investment has been treated as a cash equivalent in the accompanying statements of net position and statements of cash flows.

Receivables, Property Taxes and Sewer Service Revenues: Property taxes are levied as of July 1 on property values assessed as of the same date. State statutes provide that the property tax rate be limited generally to one percent of market value, be levied by only the County, and be shared by applicable jurisdictions. The County of Marin collects the taxes and distributes them to taxing jurisdictions on the basis of assessed valuations subject to voter-approved debt. Property taxes are due on November 1 and March 1, and become delinquent on December 10 and April 10. The District receives property taxes pursuant to an arrangement with the County known as the "Teeter Plan". Under the plan, the County assumes responsibility for the collection of delinquent taxes and pays the full allocation to the District. The District recognizes property tax revenues in the fiscal year in which they are due to the District and accrues as receivable such taxes. Accordingly, the District provides for no allowance for doubtful accounts.

Sewer service fees (used to supplement tax revenues) are set by the District based upon rates applied to the number of equivalent dwelling units (EDUs). For residential properties the rate is one EDU per living unit. Commercial properties are charged EDUs based on a calculation derived from water flow. The sewer service fees are incorporated into the property tax

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023 AND 2022

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Receivables, Property Taxes and Sewer Service Revenues, continued: billings, and such fees are due in two equal installments on December 10 and April 10 following the assessment date. The District recognizes these fees as revenues in the year earned, which is also the year in which the service is provided to properties within the District. Under the Teeter Plan arrangement discussed above, the County remits substantially all of the sewer fees to the District each year, and the County bears the burden of any uncollectible accounts. Therefore, the District does not provide for an allowance for uncollectible accounts or bad debts.

Capital Assets: Capital assets, which include property, plant, equipment, and infrastructure assets (mainly the existing wastewater system), are reported in the financial statements. Capital assets are defined by the District as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at cost. The costs of normal maintenance and repairs that do not add to the value of an asset or materially extend asset lives are expensed. Major outlays for capital assets and improvements are capitalized as projects are constructed. The portion of interest expense related to spent debt proceeds incurred during the construction phase of capital assets of business-type activities was included as part of the capitalized value of the assets constructed. Depreciation is computed using the straight-line method over the estimated lives of the assets as follows:

Treatment plants	5-40 years
Subsurface lines and pump stations	7-60 years
Equipment and vehicles	5-12 years

Compensated Absences: The District accrues a liability for vacation and other qualified paid time off earned but not yet taken. The District does not provide for payment of unused sick leave at termination dates.

Pensions: For purposes of measuring the net pension liability/asset, deferred outflows/inflows of resources related to pension, and pension expense, information about the fiduciary net position of the Agency's California Public Employees Retirement System (CalPERS) plan (the Plan) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Other Post-Employment Benefits (OPEB): For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense information about the fiduciary net position of the District Retiree Benefits Plan (the Plan) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, the Plan recognizes benefit payments when due and payable in accordance with the benefit terms.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 AND 2022

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Deferred Outflows and Inflows:

Deferred amount on debt refunding – Unamortized gains and losses from current or advance debt refunding result in deferred outflows of resources. This amount is amortized as a component of interest expense over the remaining life of the old debt or the life of the new debt, whichever is shorter.

Pension and OPEB - The District recognizes deferred outflows and inflows of resources pursuant to GASB Statement Number 68 and 75. A deferred outflow of resources is defined as a consumption of net asset (net position) by the government that is applicable to a future reporting period. A deferred inflow of resources is defined as an acquisition of net position by the government that is applicable to a future reporting period.

Net Position: The financial statements utilize a net position presentation. Net positions are categorized as follows:

- Net Investment in Capital Assets - This component of net position consists of capital assets, net of accumulated depreciation and reduced by any outstanding debt against the acquisition, construction or improvement of those assets.
- Restricted Net Position - This component of net position consists of constraints placed on net position use through external constraints imposed by creditors, grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation. As of June 30, 2023 and 2022, there is no restricted net position.
- Unrestricted Net Position - This component of net position consists of net position that is not included in the determination of net investment in capital assets or the restricted component of net position.

Use of Estimates: The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts of assets and liabilities, the disclosures of contingent assets and liabilities, and the reported amounts of revenue and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 AND 2022

3. CASH AND CASH EQUIVALENTS AND BOARD RESTRICTED INVESTMENTS

Cash and cash equivalents and board restricted investments consisted of the following as of June 30, 2023 and 2022:

	<u>2023</u>	<u>2022</u>
Available for operations:		
Demand deposits with banks	\$ 1,257,120	\$ 764,058
LAIF investment fund	2,468,407	4,942,101
Total current	<u>3,725,527</u>	<u>5,706,159</u>
Board restricted investments:		
LAIF investment fund	12,925,919	10,743,711
Total cash & investments (considered cash equivalents)	<u>\$ 16,651,446</u>	<u>\$ 16,449,870</u>

Board restricted reserves are specified for:

	<u>2023</u>	<u>2022</u>
Capital improvements	\$ 9,725,066	\$ 7,542,858
Working capital reserve	1,200,853	1,200,853
Pension plan reserve	1,000,000	1,000,000
Disaster	1,000,000	1,000,000
Total board restricted reserves	<u>\$ 12,925,919</u>	<u>\$ 10,743,711</u>

The District's investment policy is to maintain its operating funds in a local bank and invest idle funds and Board designated reserves with LAIF which is permitted by California law.

LAIF allows local agencies such as the District to participate in a Pooled Money Investment Account managed by the State Treasurers Office and overseen by the Pooled Money Investment Board and State Treasurer investment committee. A Local Agency Investment Advisory Board oversees LAIF. The investments with LAIF are not classified for credit risk due to their diverse nature and are stated at cost, which approximates fair value. The total amount invested by all public agencies in LAIF, as of June 30, 2023, was approximately \$180 billion with an average life of 260 days. Of that amount, 99.99% was invested in non-derivative financial products and less than 0.01% in structured notes and asset-based securities.

Custodial Credit Risk – Deposits: Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District's policy for deposits is that they will be made in institutions in California and they will be insured or collateralized in accordance with section 53562 of the California Government Code. At June 30, 2023, \$1,059,968 of the District's bank balances were exposed to custodial credit risk.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 AND 2022

**3. CASH AND CASH EQUIVALENTS AND BOARD RESTRICTED INVESTMENTS
(continued)**

Custodial Credit Risk – Investments: Custodial risk related to LAIF is mitigated by the oversight provided by independent Boards and extremely conservative nature of the investment policy.

Interest rate risk associated with LAIF investments is mitigated by the short-term nature of the large majority of their investments and the strict limitation on the type of investments made.

4. CAPITAL ASSETS

Changes in the District’s property, equipment and improvements and accumulated depreciation for the years ended June 30, 2022 and 2023 is summarized as follows:

	<u>Balance</u> <u>June 30, 2021</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2022</u>
Capital asset, not being depreciated - Land	\$ 49,295	\$ -	\$ -	\$ 49,295
Capital assets, being depreciated:				
<u>Historical Cost:</u>				
Main plant	27,106,753	186,443	-	27,293,196
Paradise Cove plant	2,026,995	37,817	-	2,064,812
Sewer line and pump stations	18,412,276	136,862	-	18,549,138
Plant equipment, vehicles and and other equipment	<u>902,229</u>	<u>-</u>	<u>-</u>	<u>902,229</u>
Total capital assets, being depreciated	<u>48,448,253</u>	<u>361,122</u>	<u>-</u>	<u>48,809,375</u>
<u>Accumulated Depreciation:</u>				
Main plant	19,101,761	1,109,983	-	20,211,744
Paradise Cove plant	666,726	59,768	-	726,494
Sewer line and pump stations	7,866,317	411,991	-	8,278,308
Plant equipment, vehicles and and other equipment	<u>454,559</u>	<u>69,364</u>	<u>-</u>	<u>523,923</u>
Total accumulated depreciation	<u>28,089,363</u>	<u>1,651,106</u>	<u>-</u>	<u>29,740,469</u>
Total capital assets, being depreciated, net	<u>20,358,890</u>	<u>(1,289,984)</u>	<u>-</u>	<u>19,068,906</u>
Capital assets - net	<u>\$ 20,408,185</u>	<u>\$ (1,289,984)</u>	<u>\$ -</u>	<u>\$ 19,118,201</u>

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 AND 2022

4. CAPITAL ASSETS (continued)

	Balance June 30, 2022	Additions	Deletions	Balance June 30, 2023
Capital asset, not being depreciated - Land	\$ 49,295	\$ -	\$ -	\$ 49,295
Capital assets, being depreciated:				
<u>Historical Cost:</u>				
Main plant	27,293,196	308,804	(48,943)	27,553,057
Paradise Cove plant	2,064,812	-	(1,398)	2,063,414
Sewer line and pump stations	18,549,138	1,044,458	-	19,593,596
Plant equipment, vehicles and other equipment	902,229	-	(15,587)	886,642
Total capital assets, being depreciated	48,809,375	1,353,262	(65,928)	50,096,709
<u>Accumulated Depreciation:</u>				
Main plant	20,211,744	1,116,800	(48,943)	21,279,601
Paradise Cove plant	726,494	61,974	(1,398)	787,070
Sewer line and pump stations	8,278,308	414,169	-	8,692,477
Plant equipment, vehicles and other equipment	523,923	69,364	(15,587)	577,700
Total accumulated depreciation	29,740,469	1,662,307	(65,928)	31,336,848
Total capital assets, being depreciated, net	19,068,906	(309,045)	-	18,759,861
Capital assets - net	\$ 19,118,201	\$ (309,045)	\$ -	\$ 18,809,156

5. LONG-TERM OBLIGATIONS

The Tiburon/Belvedere Wastewater Financing Authority, a joint powers authority, is governed by the same board of directors as the District's board of directors. In February 2012, the Authority issued \$10,935,000 of revenue bonds, at a premium of \$1,076,031, to provide financing for the rehabilitation and renovation of the District's main treatment plant. During the year ended June 30, 2020, the bonds were refinanced with a direct borrowing. The principal balance outstanding on the bond payable was \$7,205,000. The new direct borrowing loan was for \$7,900,000, of which \$95,171 covered loan fees. The remaining proceeds, \$7,804,829, were placed in an escrow fund to be used to pay the interest and principal payments of the bonds maturing on or before October 2021. The new loan has a maturity date of October 1, 2031 and accrues interest at a rate of 2.48%. The difference between the cash paid to refund the debt, \$7,804,829, and the outstanding balance of the bond payable and previous bond premium of \$734,093, are recorded as a deferred inflow of resources – deferred amount on debt refunding and are being amortized over the life of the loan.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 AND 2022

5. LONG-TERM OBLIGATIONS (continued)

The District has pledged all net revenues of its system to the obligations. This pledge constitutes a lien on the District’s net revenues. The pledge and lien exclude any ad valorem property taxes, special assessments, or special taxes levied for the purpose of paying general obligation bonds, special assessments, or special tax obligations of the District. In addition, the District is obligated to generate system net revenues equal to at least 125 percent of all installment payments and principal and interest payments on any parity debt. The outstanding principal balance on the note payable from direct borrowing was \$6,065,000 as of June 30, 2023.

The future debt service on the direct borrowing loan and interest is as follows:

<u>Year ending June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	\$ 610,000	\$ 142,848	\$ 752,848
2025	625,000	127,534	752,534
2026	640,000	111,848	751,848
2027	655,000	95,790	750,790
2028	670,000	79,360	749,360
2029-2032	2,865,000	144,398	3,009,398
Total	<u>\$ 6,065,000</u>	<u>\$ 701,778</u>	<u>\$ 6,766,778</u>

The District expects that the debt service on the bonds will be less than 35 percent of system net revenues as defined in the financing documents. Total principal and interest paid during the years ended June 30, 2023 and 2022 was \$752,790 and \$752,361, respectively. During the years ended June 30, 2023 and 2022 total zone system net revenues as defined were \$4,244,572 and \$1,157,431, respectively.

The \$93,985 of the gain on the defeasance will be amortized at approximately \$12,000 per year over the next seven years.

Amortization for the years ended June 30, 2023 and 2022 was \$13,426 in each year.

6. CALPERS RETIREMENT PLAN AND RELATED LIABILITIES

Plan Description: Employees of the District are provided with pension benefits under one of two plans depending on the employee’s hire date. The plans are part of a cost-sharing multiple-employer public employee pool of similar organizations administered by the California Public Employees Retirement System (CalPERS). CalPERS acts as a common investment and administrative agent for participating California public entities. Benefits provisions and all other requirements are established by State Statute and District Ordinances. CalPERS issues a publicly available financial report that includes financial statements and required supplementary information for CalPERS. That report may be obtained from their website, calpers.gov.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 AND 2022

6. CALPERS RETIREMENT PLAN AND RELATED LIABILITIES (continued)

Benefits Provided: CalPERS provides retirement, disability and death benefits to plan members and beneficiaries. For employees hired before 2013, retirement benefits are determined as 2.7 percent of the employee's single highest year of compensation times the employee's years of service. Employees with 5 years of continuous service are eligible to retire at age 55. Employees hired after 2012, retirement benefits are determined as 2.0 percent of the employee's highest 3-year average compensation times the employee's years of service. Employees with 5 years of continuous service are eligible to retire at age 60.

Contributions: Contribution requirements of active employees and the Districts are established and may be amended by the District. Employees hired before 2013 are required to contribute 8.0% of their annual pay. As a benefit to those employees, the District paid 75% of the employee required contributions during the years ended June 30, 2023 and 2022. The total amount paid by the District on behalf of employees totaled \$18,972 and \$29,109 for the years ended June 30, 2023 and 2022, respectively. Employees hired after 2012 are required to contribute 6.25% of their annual pay. The District did not pay any of the required employee contribution. The District's contractually required contribution rate for employees hired before 2012 was 14.03% and 14.02% of wages for the years ended June 30, 2023 and 2022, respectively. The District's contractually required contribution rate for employees hired after 2012 was 7.47% and 7.59% of wages for the years ended June 30, 2023 and 2022, respectively. The rates are actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Contributions to the pension plans from the District were \$161,656 and \$136,648 for the years ended June 30, 2023 and 2022, respectively. The District's proportionate share of employer contributions allocated to its CalPERS account was \$584,839 and \$493,552 for the measurement years ended June 30, 2022 and 2021, respectively.

Pension Liabilities (Asset), Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Amounts reflected are aggregate amounts for both plans as amounts related to post 2012 employees are minor in comparison to pre-2012 amounts):

At June 30, 2023, the District reported a liability of \$368,083 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liabilities was based on a projection of the District's long-term share of contributions to the pension plans relative to the projected contributions of all participating public entities, actuarially determined. At June 30, 2022 and 2021, the District's proportion was 0.00319 percent and -0.03087 percent, respectively.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 AND 2022

6. CALPERS RETIREMENT PLAN AND RELATED LIABILITIES (continued)

For the years ended June 30, 2023 and 2022, the District recognized pension expense (income) of \$2,402,849 and \$(2,810,362), respectively. At June 30, 2023 and 2022, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

As of June 30, 2023	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference between expected and actual experience	\$ 7,392	\$ 4,951
Changes of assumptions	37,718	-
Net difference between projected and actual earnings on pension plan investments	67,423	-
Differences between actual contributions and proportionate share of contributions	-	497,568
Change in employer proportion	1,473,713	-
District contributions subsequent to the measurement date	161,656	-
Total	<u>\$ 1,747,902</u>	<u>\$ 502,519</u>
As of June 30, 2022	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference between expected and actual experience	\$ (187,250)	-
Changes of assumptions	-	-
Net difference between projected and actual earnings on pension plan investments	1,457,640	-
Differences between actual contributions and proportionate share of contributions	-	363,113
Change in employer proportion	358,232	-
District contributions subsequent to the measurement date	136,648	-
Total	<u>\$ 1,765,270</u>	<u>\$ 363,113</u>

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023 AND 2022

6. CALPERS RETIREMENT PLANS AND RELATED LIABILITIES (continued)

The \$161,656 reported as deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liabilities in the year ended June 30, 2024. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

2024	\$	381,641
2025		401,811
2026		259,037
2027		41,238
Total	\$	<u>1,083,727</u>

Actuarial Assumptions: The total pension liabilities in the June 30, 2022 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Valuation Date	June 30, 2022
Measurement Date	June 30, 2022
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	6.90%
Inflation	2.30%
Payroll Growth	2.80%
Salary increases	Varies by Entry Age and Service
Investment rate of return	6.90%
Mortality Rate	Derived using CalPERS' Membership Data for all Funds
Post Retirement Benefit Increase	Contract COLA up to 2.30% until Purchase Power Protection Allowance Floor on Purchasing Power applies

The mortality table used was developed based on CalPERS-specific data. The table includes 15 years of mortality improvements using the Society of Actuaries Scale MP 2016.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 AND 2022

6. CALPERS RETIREMENT PLANS AND RELATED LIABILITIES (continued)

Discount Rate: The discount rate used to measure the total pension liability was 6.90 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS considered both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds’ asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

The table below reflects long-term expected real rate of return by asset class.

<u>Asset Class (a)</u>	<u>Assumed Asset Allocation</u>	<u>Real Return Years 1 - 10 (1)(2)</u>
Global equity - cap-weighted	30.00%	4.45%
Global equity non-cap-weighted	12.00%	3.84%
Private Equity	13.00%	7.28%
Treasury	5.00%	0.27%
Mortgage-backed Securities	5.00%	0.50%
Investment Grade Corporates	10.00%	1.56%
High Yield	5.00%	2.27%
Emerging Market Debt	5.00%	2.48%
Private Debt	5.00%	3.57%
Real Assets	15.00%	3.21%
Leverage	-5.00%	-0.59%
Total	<u>100.00%</u>	

(1) An expected inflation of 2.30% used for this period.

(2) Figures are based on the 2021-22 Asset Liability Management study.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023 AND 2022

6. CALPERS RETIREMENT PLANS AND RELATED LIABILITIES (continued)

Sensitivity of the District’s Proportionate Share of the Net Pension Liabilities/Assets to Changes in the Discount Rate: The following presents the District’s proportionate share of the net pensions liability/asset calculated using the discount rate of 6.90 percent, as well as what the District’s proportionate share of the net pension liability/asset would be if it were calculated using a discount rate that is 1-percentage-point lower (5.90 percent) or 1-percentage-point higher (7.90 percent) than the current rate:

	1% Decrease (5.90%)	Discount Rate (6.90%)	1% Increase (7.90%)
District's proportionate share of the net pension (asset)	\$1,955,234	\$ 368,083	\$ (937,749)

Pension Plans’ Fiduciary Net Position: Detailed information about the pension plans’ fiduciary net position is available in the separately issued CalPERS financial report.

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB)

Plan Description: The District has established a Retiree Healthcare Plan (HC Plan) and participates in an agent multiple-employer defined benefit retiree healthcare plan, California Employer’s Retiree Benefit Trust (CERBT), a CalPERS program to assist agencies to advance fund OPEB. Retirees are eligible for the PEMHCA Minimum Benefit if they retire at Age 50+, have 5+ years of CalPERS service, and were enrolled in CalPERS plan upon retirement. For Retirees Age 55 with five years of continuous, full-time service leading up to retirement, if the employee was hired before September 1, 2000, the District contributes to the retiree's HRA 100% of premium up to the maximum Kaiser Basic/ Supplemental Rate for coverage of the retiree and eligible dependents, less the PEMHCA Minimum benefit. For Retirees Age 55 with five years of continuous, full-time service leading up to retirement who were hired between September 1, 2000 and July 1, 2017, the District contributes to the retiree's HRA 100% of premium up to the weighted-average of single-member plan premiums, plus 90% of the weighted-average of the additional premium for the four most commonly selected plans that cover dependents. Employees hired after July 1, 2017 are eligible for the PEMHCA minimum health benefit contribution. The District makes contributions based on an actuarially determined rate.

Contributions are invested. The District is responsible for paying monthly OPEB premiums. The District has the ability to request withdrawals from CERBT to cover current annual premiums.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 AND 2022

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB) (continued)

Employees Covered: As of June 30, 2022 actuarial valuation, the following current and former employees were covered by the benefit terms under the HC plan.

Active employees	10
Inactive employees or beneficiaries currently receiving benefits	6
Inactive employees entitled to, but not yet receiving benefits	-
Total	16

Funding Policy: The contribution requirements of the Plan members and the District are established and may be amended by the District. The annual contribution is based on the actuarially determined contribution. For the year ended June 30, 2023, the District's contributions were \$63,193 in payments to the trust and \$21,775 in current year premiums for retired employees. For the year ended June 30, 2022, the District's contributions were \$380,191 in payments to the trust and \$32,489 in current year premiums for retired employees.

Net OPEB Liability: The District's net OPEB liability was measured as of June 30, 2022 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2022 to determine the June 30, 2022 total OPEB liability, based on the following actuarial methods and assumptions.

Discount Rate	6.00%	
Inflation	2.30%	
Salary increases	2.80%. Additional merit-based increases based on CalPERS merit salary increase tables.	
Investment rate of return	6.00%	
Mortality Rate	Derived from CalPERS OPEB Assumptions model	
Pre-Retirement Turnover	Derived from CalPERS OPEB Assumptions model	
Healthcare Trend Rate	6.50% pre-medicare, 5.40% medicare - trending down to 3.73%	

Discount Rate: The discount rate is the rate that is up to the expected long-term rate of return on the assets in the Trust set aside to pay benefits, if the plan sponsor makes regular contributions to the Trust such that the assets are not depleted at any point in the future. If the plans' actuary determines that contributions are not sufficient to keep the Trust funded, a blend of the long-term rate of return and the yield or index rate for 20 year, tax-exempt municipal bonds will be used for the periods when the Trust funds are not sufficient to cover benefit payments.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 AND 2022

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB) (continued)

The long-term expected rate of return is determined using the long-term rates of return developed by the CalPERS Investment Office:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Projected Real Rate of Return</u>
Global equity	49.0%	4.50%
Fixed income	23.0%	1.40%
Real estate investment trusts (REITs)	20.0%	3.70%
Treasury inflation-protected securities (TIPS)	5.0%	0.50%
Commodities	3.0%	1.10%
Total	100%	

Sensitivity of the Net OPEB liability to changes in the discount rate: The following presents the net OPEB liability of the District if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate:

	1% Decrease (5%)	Discount Rate (6%)	1% Increase (7%)
Net OPEB liability	\$ 464,143	\$ 261,102	\$ 92,944

Sensitivity of the Net OPEB liability to changes in the health care cost trend rates: The following presents the net OPEB liability of the District if it were calculated using health care cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current rate:

	1% Decrease	Trend Rate	1% Increase
Net OPEB liability	\$ 67,622	\$ 261,102	\$ 502,932

OPEB Plan Fiduciary Net Position: CERBT issues a publicly available financial report that may be obtained from CalPERS, PO Box 1494, Sacramento, CA 95812.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 AND 2022

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB) (continued)

Changes in the Net OPEB Liability: The changes in the net OPEB liability for the HC Plan are as follows:

	Increase (Decrease)		
	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
Balance at June 30, 2021 (Valuation Date June 30, 2020)	\$ 1,459,290	\$ 795,183	\$ 664,107
Changes recognized for the measurement period:			
Service cost	35,701	-	35,701
Interest	112,439	-	112,439
Differences between expected and actual experie	2,258	-	2,258
Contributions - employer	-	99,524	(99,524)
Implicit rate subsidy	(24,086)	(24,086)	-
Net investment income	-	218,591	(218,591)
Benefits payments	(75,438)	(75,438)	-
Administrative expense	-	(301)	301
Net changes	50,874	218,290	(167,416)
Balance at June 30, 2022 (Valuation Date June 30, 2021)	1,510,164	1,013,473	496,691
Changes recognized for the measurement period:			
Service cost	36,683	-	36,683
Interest	116,294	-	116,294
Changes of benefit terms	(102,846)	-	(102,846)
Differences between expected and actual experie	(284,609)	-	(284,609)
Changes in assumptions	292,960	-	292,960
Contributions - employer	-	446,919	(446,919)
Implicit rate subsidy	(28,508)	(28,508)	-
Net investment income	-	(152,570)	152,570
Benefits payments	(77,611)	(77,611)	-
Administrative expense	-	(278)	278
Net changes	(47,637)	187,952	(235,589)
Balance at June 30, 2023 (Valuation Date June 30, 2022)	\$ 1,462,527	\$ 1,201,425	\$ 261,102

Recognition of Deferred Outflows and Deferred Inflows of Resources: Gains and losses related to changes in total OPEB liability and fiduciary net position are recognized in OPEB expense systematically over time.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 AND 2022

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB) (continued)

Recognition of Deferred Outflows and Deferred Inflows of Resources, continued:
Amounts are first recognized in OPEB expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to OPEB and are to be recognized in future OPEB expense. The recognition period is 7.5 years.

OPEB Expense (income) and Deferred Outflows/Inflows of Resources Related to OPEB:
For the years ended June 30, 2023 and 2022, the District recognized OPEB expense (income) of -\$94,844 and \$17,916, respectively. As of June 30, 2023 and 2022, the District reported deferred outflows of resources related to OPEB from the following sources:

As of June 30, 2023	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference between expected and actual experience	\$ 1,662	\$ 311,872
Changes in assumptions	256,340	27,993
Net difference between projected and actual earnings on pension plan investments	106,709	-
District contributions subsequent to the measurement date	84,968	-
Total	<u>\$ 449,679</u>	<u>\$ 339,865</u>

As of June 30, 2022	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference between expected and actual experience	\$ 1,960	\$ 76,510
Changes in assumptions	-	35,307
Net difference between projected and actual earnings on pension plan investments	-	115,457
District contributions subsequent to the measurement date	412,680	-
Total	<u>\$ 414,640</u>	<u>\$ 227,274</u>

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023 AND 2022

7. OTHER POST-EMPLOYMENT BENEFITS (OPEB) (continued)

The \$84,968 reported as deferred outflows of resources related to contributions subsequent to the June 30, 2022 measurement date will be recognized as a reduction of the net OPEB liability during the fiscal year ending June 30, 2023.

Other amounts reported as deferred outflows of resources related to OPEB will be recognized as expense as follows:

2024	\$	2,134
2025		(58)
2026		(3,746)
2027		33,258
2028		(9,001)
Thereafter		2,259
Total	\$	24,846

8. DEFERRED COMPENSATION PLAN

The District's employees may participate in a 457 Deferred Compensation Program (Program). The Program is available to all District employees and is entirely voluntary. The purpose of the Program is to provide deferred compensation for public employees that elect to participate in the Program. Generally, eligible employees may defer receipt of a portion of their salary until termination, retirement, death or unforeseeable emergency. Until the funds are paid or otherwise made available to the employee, the employee is not obligated to report the deferred salary for income tax purposes. The District makes no matching contributions to the Program.

Federal law requires deferred compensation assets to be held in trust for the exclusive benefit of the participants. The District is in compliance with this legislation. Therefore, these assets are not the legal property of the District, and are not subject to claims of the District's general creditors. The market value of the Program assets held in trust by the District's deferred compensation program at June 30, 2023 amounted to \$1,265,146.

The District has implemented GASB Statement No. 32, Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans. Since the District has little administrative involvement and does not perform the investing function for this plan, the assets and related liabilities are not presented in the accompanying financial statements.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023 AND 2022

9. RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters, for which the District carries insurance. The District is a member of the California Sanitation Risk Management Authority (CSRMA), a Joint Powers Authority for risk pooling, which provides insurance coverage and risk management services to its 58 member agencies through its' coverage programs.

The District participates in CSRMA's Pooled Liability and Workers' Compensation Programs, where each member agency is assessed a deposit based on their ratable exposures. At each program's year end, deposits are retrospectively reviewed for all years of participation, based on actual loss performance of the individual member agencies. If a member's losses exceed their deposit, the member is assessed, through a debit on their renewal invoice, to adjust for this situation. Conversely, if the member's losses are less than the collected deposit, a credit is shown on the member's renewal invoice.

Risk of loss is transferred from the District to CSRMA under the arrangement. CSRMA's Pooled Liability Program provides approximately \$26 million in coverage to the members with a combination of reinsurance and excess insurance, with CSRMA retaining the first \$500,000. The District maintains a \$10,000 liability deductible. Excess workers compensation insurance is also obtained through the Authority covering the first \$750,000 in losses to statutory limits, with Employer's Liability coverage to \$1 million. The District also participates in CSRMA's property insurance program for its buildings and plant with approximately \$26 million in insurable values.

Audited condensed financial information for CSRMA is presented below for the year ended June 30, 2022 (most recent information available):

	<u>June 30, 2022</u>
Total Assets	\$ 32,261,331
Total Liabilities	<u>25,220,675</u>
Total Equity	<u>\$ 7,040,656</u>
Total Revenues	<u>\$ 17,745,882</u>
Total Expenditures	<u>\$ 17,127,478</u>

The District paid no material uninsured losses during the last three fiscal years. There have been no significant reductions in insurance coverage, and there have been no settlements exceeding insurance coverage in the last three years.

Liabilities of the District are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. There were no claims payable as of June 30, 2023.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
REQUIRED SUPPLEMENTAL SCHEDULE OF THE DISTRICT'S
PROPORTIONATE SHARE OF THE NET PENSION LIABILITY/(ASSET)
AND RELATED RATIOS
for the measurement periods ended June 30

CALPERS Employer Retirement Plan
Last 10 Fiscal Years*

<i>Fiscal Year Ended</i>	2023	2022	2021	2020	2019	2018	2017	2016	2015
<i>Measurement period</i>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
District's proportion of the net pension liability (asset)	0.00319%	(0.03087%)	(0.00037%)	(0.00101%)	(0.00274%)	0.0059%	0.0078%	0.0260%	0.0440%
District's proportionate share of the net pension liability (asset)	368,083	(1,669,791)	(40,726)	(103,967)	(264,314)	583,347	676,578	1,786,666	2,757,064
District's covered-employee payroll	1,216,819	1,090,836	1,064,427	1,026,229	1,002,415	953,249	856,421	811,997	878,354
District's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	30.25%	(153.07%)	(3.83%)	(10.13%)	(26.37%)	61.20%	79.00%	220.03%	313.89%
Plan fiduciary net position as a percentage of the total pension liability	96.84%	115.35%	100.39%	101.09%	102.85%	94.23%	92.75%	80.16%	69.16%

* The amounts presented for each fiscal year were determined as of the measurement date, which was one year prior to the fiscal year end date.

The schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, the presented information is for those years for which information is available.

SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
REQUIRED SUPPLEMENTAL SCHEDULE OF THE DISTRICT'S
PENSION CONTRIBUTIONS
for the measurement periods ended June 30

CALPERS Employer Retirement Plan
Last 10 Fiscal Years*

<i>Fiscal Year Ended</i>	2023	2022	2021	2020	2019	2018	2017	2016	2015
<i>Measurement period</i>	2022	2021	2020	2019	2018	2017	2016	2015	2014
Actuarially determined contribution	136,648	128,470	116,931	109,596	106,300	98,415	165,113	190,004	217,873
Contributions in relation to actuarially determined contributions	136,648	224,838	248,708	109,596	847,033	352,863	1,794,175	1,516,679	217,873
Contribution Deficiency (excess)	-	(96,368)	(131,777)	-	(740,733)	(254,448)	(1,629,062)	(1,326,675)	-
Covered payroll	1,216,819	1,090,836	1,064,427	1,026,229	1,002,415	953,249	856,421	811,997	878,354
Contributions as a percentage of covered-employee payroll	11.23%	20.61%	23.37%	10.68%	84.50%	37.02%	209.50%	186.78%	24.80%

Notes to Schedule:

Valuation Date:	June 30, 2022
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	6.90%
Inflation	2.30%
Payroll Growth	Level percentage of payroll
Salary increases	Varies by Entry Age and Service
Investment rate of return	6.90%
Mortality Rate	Derived using CalPERS' Membership Data for all Funds
Post Retirement Benefit Increase	Contract COLA up to 2.30% until Purchase Power Protection Allowance Floor on Purchasing Power applies

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SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
REQUIRED SUPPLEMENTAL SCHEDULE OF CHANGES IN THE
NET OPEB LIABILITY AND RELATED RATIOS
for the measurement periods ended June 30

Last 10 Fiscal Years*

<i>Fiscal Year Ended</i> <i>Measurement Period</i>	2023 <u>2022</u>	2022 <u>2021</u>	2021 <u>2020</u>	2020 <u>2019</u>	2019 <u>2018</u>	2018 <u>2017</u>
Total OPEB liability						
Service cost	\$ 36,683	\$ 35,701	\$ 37,241	\$ 37,269	\$ 35,301	\$ 39,129
Interest	116,294	112,439	115,941	113,333	116,967	87,909
Changes of benefit terms	(102,846)	-	-	-	-	-
Actual and expected experience difference	(284,609)	2,258	(103,657)	(226)	-	-
Change in assumptions	292,960	-	(24,122)	(2,175)	(36,351)	-
Changes in benefit terms	-	-	-	-	-	-
Benefits payments	(77,611)	(75,438)	(80,818)	(55,423)	(55,136)	(56,379)
Implicit Rate Subsidy Fulfilled	(28,508)	(24,086)	(34,014)	(29,093)	(27,041)	-
Net change in total OPEB liability	<u>(47,637)</u>	<u>50,874</u>	<u>(89,429)</u>	<u>63,685</u>	<u>33,740</u>	<u>70,659</u>
Total OPEB Liability - beginning	1,510,164	1,459,290	1,548,719	1,485,034	1,451,294	1,380,635
Total OPEB Liability - ending (a)	<u>\$ 1,462,527</u>	<u>\$ 1,510,164</u>	<u>\$ 1,459,290</u>	<u>\$ 1,548,719</u>	<u>\$ 1,485,034</u>	<u>\$ 1,451,294</u>
Plan Fiduciary Net Position						
Contributions - employer	\$ 446,919	\$ 75,438	\$ 151,018	\$ 123,423	\$ 120,836	\$ 93,476
Implicit Subsidy - employer	-	24,086	34,014	29,093	27,041	-
Implicit Rate Subsidy Fulfilled	(28,508)	(24,086)	(34,014)	(29,093)	(27,041)	-
Net investment income	(152,570)	218,591	25,195	36,822	38,672	43,423
Benefits payments	(77,611)	(75,438)	(80,818)	(55,423)	(55,136)	(56,379)
Administrative expense	(278)	(301)	(343)	(436)	(257)	(212)
Net change in plan fiduciary net position	<u>187,952</u>	<u>218,290</u>	<u>95,052</u>	<u>104,386</u>	<u>104,115</u>	<u>80,308</u>
Plan fiduciary net position - beginning	1,013,473	795,183	700,131	595,745	491,630	411,322
Plan fiduciary net position - ending (b)	<u>\$ 1,201,425</u>	<u>\$ 1,013,473</u>	<u>\$ 795,183</u>	<u>\$ 700,131</u>	<u>\$ 595,745</u>	<u>\$ 491,630</u>
Net OPEB Liability - ending (a) - (b)	<u>\$ 261,102</u>	<u>\$ 496,691</u>	<u>\$ 664,107</u>	<u>\$ 848,588</u>	<u>\$ 889,289</u>	<u>\$ 959,664</u>
Plan fiduciary net position as a percentage of the total OPEB liability	82.15%	67.11%	54.49%	45.21%	40.12%	33.88%
Covered-employee payroll - measurement period	1,148,796	962,819	916,620	888,075	849,372	909,928
Net OPEB liability as a percentage of covered-employee payroll	22.73%	51.59%	72.45%	95.55%	104.70%	105.47%

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SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY

**REQUIRED SUPPLEMENTAL SCHEDULE OF THE DISTRICT'S
OPEB CONTRIBUTIONS**

for the measurement periods ended June 30

Last 10 Fiscal Years*

<i>Fiscal Year Ended</i>	2023	2022	2021	2020	2019	2018
<i>Measurement Period</i>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Actuarially Determined Contribution (ADC)	\$ 108,489	\$ 102,433	\$ 112,895	\$ 106,991	\$ 108,953	\$ 93,476
Contributions in relation to actuarially determined contributions	84,968	446,919	99,524	185,032	152,516	147,877
Contribution Deficiency (excess)	<u>\$ 23,521</u>	<u>\$ (344,486)</u>	<u>\$ 13,371</u>	<u>\$ (78,041)</u>	<u>\$ (43,563)</u>	<u>\$ (54,401)</u>
Covered payroll	1,240,682	1,148,796	962,819	916,620	888,075	849,372
Contributions as a percentage of covered-employee payroll	6.85%	38.90%	10.34%	20.19%	17.17%	17.41%

Notes to Schedule:

Actuarial methods and assumption used to set the actuarially determined contributions for the year ended June 30, 2021 were from the June 30, 2020 actuarial valuation.

Actuarial Cost Method	Entry age normal, level percent of pay
Amortization Method/Period	Closed period, level percent of payroll, 20 years
Asset Valuation Method	Market value
Inflation	2.50%
Salary Increases	2.75% per year
Investment rate of return	5.85%
Healthcare Trend Rate	6.50% trending down to 4.04%
Retirement Age	Derived from CalPERS OPEB Assumptions model
Mortality Rate	Derived from CalPERS OPEB Assumptions model

**REQUIRED SUPPLEMENTAL SCHEDULE OF THE DISTRICT'S
OPEB INVESTMENT RETURNS**

for the measurement periods ended June 30

Last 10 Fiscal Years*

<i>Measurement Period</i>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Annual Money-Weighted Rate of Return, net of investment expense	-13.80%	27.49%	3.43%	5.85%	7.38%	9.57%

The annual money-weighted rate of return, net of investment expenses, is the net investment income for the year divided by the average net position for the year (less investment expenses).

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The schedules are presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, the presented information is for those years for which information is available.

**SANITARY DISTRICT NUMBER 5 OF MARIN COUNTY
SUPPLEMENTARY INFORMATION
COMBINING SCHEDULE OF REVENUES, EXPENSES AND CHANGES IN NET POSITION BY ZONE
FOR THE YEAR ENDED JUNE 30, 2023**

	Tiburon/Paradise Cove				District Total
	<u>Paradise Cove</u>	<u>Tiburon</u>	<u>Zones Combined</u>	<u>Belvedere</u>	
Operating Revenues:					
Sewer service charges	\$ 49,557	\$ 2,585,257	\$ 2,634,814	\$ 2,344,534	\$ 4,979,348
Connection and inspection fees	27,143	213,972	241,115	163,236	404,351
Maintenance agreements	-	85,179	85,179	33,390	118,569
Other	200	8,495	8,695	4,700	13,395
	<u>76,900</u>	<u>2,892,903</u>	<u>2,969,803</u>	<u>2,545,860</u>	<u>5,515,663</u>
Total operating revenues					
Operating Expenses:					
Salaries and benefits	116,475	2,632,402	2,748,877	1,900,435	4,649,312
Maintenance and repairs	84,540	167,661	252,201	456,543	708,744
Line cleaning and inspection	9,043	34,893	43,936	132,018	175,954
Utilities	26,450	158,573	185,023	104,822	289,845
Contracted and professional services	9,271	108,344	117,615	72,984	190,599
Supplies (chemicals)	3,644	162,322	165,966	118,644	284,610
Telephone and internet	6,333	70,732	77,065	52,169	129,234
Other operating costs	15,257	138,841	154,098	115,007	269,105
Monitoring	10,347	41,033	51,380	27,868	79,248
Other administrative costs	2,664	58,698	61,362	33,695	95,057
Liability and property insurance	1,736	39,547	41,283	28,159	69,442
Depreciation	82,506	1,049,451	1,131,957	530,350	1,662,307
	<u>368,266</u>	<u>4,662,497</u>	<u>5,030,763</u>	<u>3,572,694</u>	<u>8,603,457</u>
Total operating expenses					
Operating Loss	<u>(291,366)</u>	<u>(1,769,594)</u>	<u>(2,060,960)</u>	<u>(1,026,834)</u>	<u>(3,087,794)</u>
Non-Operating Revenues (Expenses):					
Property taxes	61,001	1,393,079	1,454,080	-	1,454,080
Investment income	1	167,999	168,000	168,923	336,923
Interest expense	-	(129,570)	(129,570)	(11,105)	(140,675)
	<u>61,002</u>	<u>1,431,508</u>	<u>1,492,510</u>	<u>157,818</u>	<u>1,650,328</u>
Total non-operating revenues (expenses)					
Decrease in Net Position Before Capital Contributions	<u>(230,364)</u>	<u>(338,086)</u>	<u>(568,450)</u>	<u>(869,016)</u>	<u>(1,437,466)</u>
Contributed Capital	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Change in Net Position	<u>\$ (230,364)</u>	<u>\$ (338,086)</u>	<u>\$ (568,450)</u>	<u>\$ (869,016)</u>	<u>\$ (1,437,466)</u>

Sanitary District No. 5 of Marin County



District Management Report

January 2024

Contents:

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

Transmittal Memo

Date: February 15, 2024
To: Board of Directors
From: Tony Rubio, District Manager
Subject: Management Report for January 2024

Fiscal Status

Period Covered: July 1, 2023 –February 15, 2024
Percent of Fiscal Year: 58.3%
Percent of Budgeted Income to Date: 61.2%
Percent of Budgeted Expenditures to Date: 76.3% (operating only)

Personnel

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

Regulatory Compliance

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

Summary of Operational Highlights are on the following pages.

Significant Events for the Month of January 2024 Include:

Financial/Budgetary/Business Administration

- Bookkeeper Jill Kalehua from DMMS (Daily Money Management Services) assisting with monthly AR/AP (accounts receivable/accounts payable)
- Business Server file clean up ongoing
- Connection Fee update work continues with HF&H.
- Financial Policies and Procedures manual in review- more edits will be recommended as a result of recent DM oversight and operations of finance functions.

HR and Personnel

- DM continues the oversight and data entry into CalPERS for retirement and 457 contributions
- Retired annuitant time – no longer needed has been removed from paychex and CalPERS

Continuing Education and Safety Training

- Work with DKF solutions on District safety program updates on-going
- Confined Space Entry Policy review completed
- SCBA Ordered and received- will be placing order for 2nd back up unit as required per policy.

Collection System Performance

Main Plant Tiburon/Belvedere:

- No SSO for the month of December
- Rodder and Vactor work continues being performed by staff
- Smal Machine Cleaning ongoing in Tiburon
- 0 Odor complaints for reporting period

Paradise Cove:

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

Treatment Plant Performance

Paradise Cove:

- In compliance with all permit limits
- Submitted 4th Q SMR and DMR to RWQCB on CIWQS and annual SMR

Main Plant:

- Submitted December 2023 Monthly SMR and DMR to the RWQCB on CIWQS.
- Submitted annual SMR for Main Plant
- Glass and Sash placed order for doors for office partitioning.

Pollution Prevention Activities

- P2 group meeting

Capital Improvement Projects

- 2022 Sewer Rehab - Project complete- awaiting final progress payment from contractor
- Cove Road MCC and Generator replacement project design at 50%
- Digester Cleaning and Rehab project design complete. Finalizing insurance requirements for big package and waiting on Engineers Estimate.

Glossary of Terms

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

Glossary of terms continued...

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

Glossary of terms continued...

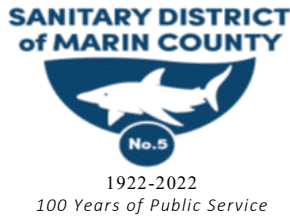
- **Disinfection:** This is the end point for the wastewater- at this point wastewater flows through the chlorine contact tank. This contact tank allows for enough contact time for chlorine solution to disinfect the wastewater. Sodium bisulfite is introduced at the end of the tank to neutralize any residual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

Wastewater Acronyms

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

Management

Tony Rubio District Manager
 Robin Dohrmann Office Manger
 2001 Paradise Drive
 Tiburon CA 9420
 415-435-1501 Tel
 415-435-0221 fax
www.sani5.org

Board of Directors

Omar Arias Montez	President
John Carapiet	Vice President
Richard Snyder	Secretary
Catherine Benediktsson	Director
Tod Moody	Director

Date: February 15, 2024

To: Board of Directors – Regular Board Meeting

From: District Manager – Tony Rubio

Subject: Review of request by real property owner of #11 and #7 Place Moulin (Tiburon CA 94920) to cross over sewer easement to install electrical line for a solar power array and consideration to authorize District Manager to issue agreement relating to real property

STAFF REPORT:

The district recently requested a letter from the contractor working for the property owners at #7 and #11 Place Moulin located in Tiburon CA 94920 for consideration to allow them to install a power cable across the Districts sewer easement for a District owned sewer main serving homes in the neighborhood.

Staff went out to the site to investigate the feasibility of granting such permission and have determined that it would not impede the day to day operation and maintenance of the sewer line. The only concern would be in the event the District would need to dig up the line for replacement and or repairs. This was discussed with the contractor and informed them that the only way that this would be feasible would be to install disconnects crossing the sewer line and of course indemnifying the District for any future work where the power would have to be disconnected.

Counsel was reached to assist in the creation of an agreement relating to real property to allow this crossing of the easement. A draft is included for review and consideration.

FISCAL IMPACT:

None

CEQA (California Environmental Quality Act)

Exempt

Recommendation:

Authorize the District Manager to issue real property agreement to property owner for review and acceptance and issuing permit for the work.

ATTACHMENTS:

1. Letter requesting crossing of District easement.
2. Draft Real Property Agreement



December 28th 2023

Tiburon/Belvedere

Sanitation District No. 5

Property:

David Schanaker

#11 and #7 Place Moulin

RE: Record permission to cross sewer easement

To whom it may concern,

We are seeking permission to cross over the Tiburon/Belvedere District 5 sewer line and easement at 7 and 11 Place Moulin, which are contiguous properties. The purpose of the crossing is to install a disconnectable solar electric line that will power a solar array mounted on the ground approximately 120 feet down the hillside from the residence.

The homeowner acknowledges they are responsible for maintaining and repairing the solar array.

To facilitate the potential repair and maintenance of the sewer line, we will install two in-ground "Christy splice boxes" – one on each side –each located 10 feet from the sewer center line. We will be installing PVC Schd-40 electrical conduits buried 18 inches below the ground surface. We will have electrical power shut-off devices at the property and the solar array. This will enable us to remove the electrical lines for any sewer line repairs that may be required.

Thank you,



**RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:**

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

EXEMPT FROM RECORDING FEES PER GOVERNMENT
CODE §§ 6103, 27383

APN [REDACTED] and APN [REDACTED]

(SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE)

AGREEMENT RELATING TO REAL PROPERTY

This Agreement Relating to Real Property ("**Agreement**") is made and entered into as of [REDACTED], 2024, by and between David Schanaker and [REDACTED], as [community property] (collectively, "**Owner**"), and Sanitary District No. 5 of Marin County, a California special district ("**District**").

RECITALS

- A. Owner owns real property in the Town of Tiburon, County of Marin, State of California, generally known as 7 and 11 Moulin Place, Tiburon, CA 94920 (APN: [REDACTED] and APN: [REDACTED]) ("**Owner's Property**").
- B. District has a sewer easement, ("**Easement**") over Owner's Property for public use for the purposes of constructing, laying, maintaining and operating sewer pipes therein and thereupon, and appurtenances, equipment, facilities and appliances thereto (collectively, "**Equipment**"), together with the reasonable right of access to such Easement for said purposes, which Easement was established via that certain Map of Mount Tiburon, Unit-3, Filed August 18, 1971, Map 58, Page 35, Marin County Records.
- C. Owner desires to construct and to leave in place within the Easement a disconnectable solar electric line to power a solar array, including (i) two in-ground "Christy splice boxes" located on each side of the sewer line approximately ten (10) feet from the sewer center line, (ii) PVC Schd-40 electrical conduits buried 18 inches below the ground surface, and (iii) electrical power shut-off devices at Owner's Property and at the solar array, the location of which is shown on Exhibit A attached hereto and incorporated herein by reference (collectively, "**Improvements**").
- D. The Improvements encroach upon the Easement and Owner desire that the Improvements be installed and allowed to remain in place.
- E. District has determined that, subject to the terms and conditions of this Agreement, it can accommodate the installation and placement of the Improvements within the Easement.

NOW, THEREFORE, in consideration of the foregoing, which are incorporated herein by reference, and for good and valuable consideration, the receipt and sufficiency of which is acknowledged, the parties agree as follows:

1. Easement Acknowledged. Owner expressly acknowledges the right and interest of District in the Easement and agrees never to assail or resist these interests. With the exception of the Improvements, the use of the surfaces of the Easement shall be limited to paving, shrubbery, gardening and landscaping; and the following improvements and activities are specifically prohibited within the Easement: trees or permanent structures, including but not limited to houses, garages, carports, outbuildings, swimming pools, fountains, ponds, artificial streams, retaining walls, decks, barbeques, or any other improvement or activity which may interfere with District's full enjoyment of its Easement rights.
2. Improvements. Pursuant to this Agreement, District will permit the Improvements to be constructed over and within the Easement and to remain in place, so long as Owner and the Improvements strictly comply with the terms and conditions set forth in this Agreement. Owner agrees not to replace, repair, remodel, reconstruct or alter the Improvements in any way without the advance written consent of District.
3. Indemnification for District Equipment. Owner is liable for and responsible to District for all damage to District's Equipment which are caused by the installation, construction, repair, replacement, maintenance, presence of or other activity associated with the Improvements.
4. Indemnification for Extra Costs due to Improvements. Owner is liable and responsible for and will answer to District for additional costs of inspecting, constructing, installing, repairing, replacing, reconstructing, maintaining and operating District Equipment when such additional costs arise out of or relate to the presence of the Improvements within the Easement. If repair or replacement work is contemplated by District, its representatives will meet and confer with Owner to discuss the feasibility and cost of various construction methods, if available. Following the meet and confer process, Owner shall select the construction method to be used within the Easement area. If the selected construction method is more expensive to District than another feasible alternative, then Owner will be solely responsible for such added expense. Some construction methods may cause vibrations in nearby man-made features such as the Improvements or adjacent buildings, and may cause minor damage to those man-made features, for which damage District shall not be responsible.
5. Liability for Damage. Owner agrees: (a) to hold District free and harmless from any and all claims and actions brought against it by reason of any alleged damage to any of Owner's real or personal property, including but not limited to the Improvements, which alleged damage arises out of the inspection, use, maintenance, installation, construction, alteration, reconstruction, replacement, repair and operation of District Equipment to the extent that the alleged damage results in whole or in part from the

presence, use, operation, maintenance, alteration, or repair of the Improvements; and (b) to defend, indemnify (with counsel approved by District) and hold harmless District in any actions brought by persons seeking to enforce any and all claims set out in subsection (a) above. This obligation for Owner to hold harmless, defend and indemnify District shall not extend to alleged damage or injury arising out of District's sole active negligence, intentional acts or willful misconduct.

6. Removal of Improvements. Permission for presence of the Improvements within the Easement under this Agreement may be revoked at any time if District reasonably determines that said Improvements are harmful or detrimental to its use of the Easement or that removal of the Improvements within the Easement is reasonably necessary for actual imminent access required for proper enjoyment of District's Easement rights. Such a determination by District will not be made prior to District's representatives having met and conferred with Owner regarding the nature and severity of the perceived harmful or detrimental effects necessitating removal of the Improvements, and potential mitigation measures, modifications or safeguards that Owner may be able to implement (at Owner's cost) to ameliorate said harmful or detrimental effects and/or allow for District's proper enjoyment of its Easement rights through Owner's provision of an alternative means of access acceptable to District. If the right of Owner to maintain the Improvements within the Easement is revoked by District, Owner shall remove said Improvements, within ninety (90) calendar days of receipt of written notice from District to do so, unless Owner and District agree to an alternative mutually acceptable schedule. If Owner fails to timely remove the Improvements, Owner hereby agrees that District may enter Owner's Property and remove the Improvement at Owner's sole cost, and Owner shall reimburse District within thirty (30) days of receipt of a demand for such costs from District. In the case of emergency, as reasonably determined by District, District may cause any of the Improvements to be removed immediately, with or without notice to Owner. Should Owner or any successor owners voluntarily remove the Improvements and request termination of this Agreement in writing, District will quitclaim or rescind this Agreement and record any documents necessary to document that the Improvements have been removed and that the terms of this Agreement no longer apply to Owner's Property.

7. Agreement Binds Successors. This Agreement pertains to and shall run with Owner's Property for the benefit thereof as a covenant running with the land, equitable servitude, or otherwise, and shall be binding on all parties having or acquiring any right, title or interest in Owner's Property or any part thereof, and their heirs, successors and assigns and shall be for the benefit of and be binding upon each owner and successor in interest of Owner.

8. Attorney's Fees. The prevailing party in any arbitration or lawsuit brought to interpret or enforce the terms of this Agreement, or in any claims whether in contract, tort, or otherwise, arising directly or indirectly out of this Agreement or its performance, shall be entitled to recover its reasonable costs and attorneys' fees from the other party

or parties, and the court or arbitrator shall award such attorneys' fees as an element of costs.

In witness whereof, the parties hereto have executed this instrument on this _____ day of _____, 2024.

OWNER:

David Schanaker

Date: _____

Owner: [REDACTED]

Date: _____

SANITARY SEWER DISTRICT NO. 5 OF MARIN COUNTY

Tony Rubio, District Manager

Date: _____

Approved as to Form:

Ben Stock, District Counsel

Date: _____

ATTACH NOTARY ACKNOWLEDGMENT(S)

Exhibit A - Improvements

[to be added]

Tony Rubio
District Manager
Sanitary District No. 5 of Marin County
P.O. Box 227
Tiburon, CA 94920

January 31, 2024

Subject: **LYSTEK FAIRFIELD OMRC FACILITY UPDATE (2023)**

Dear Tony Rubio:

Lystek International is proud to be a continuing service provider to the Sanitary District No. 5 of Marin County for the acceptance, treatment, and beneficial use of biosolids material.

I want to take this opportunity to update you on our recent year (2023) activities and accomplishments at the Lystek OMRC facility in Fairfield.

- Since opening in August 2016, Lystek has received and processed over 420,000 wet tons of biosolids. In 2023, incoming volumes increased by 30% (above 2022) to more than 94,000 wet tons as our client base has increased from prior years. Within the Greater San Francisco Bay area, new restrictions and reduced alternatives and capacity for biosolids management solutions are making Lystek a preferred choice.
- In conjunction with the above, our land application program continues to “grow” and attract new customers annually. In 2023, we land applied over 168,000 tons of our liquid fertilizer (LysteGro); an increase of 33% over prior year. Our geographic reach for marketing LysteGro has also expanded to include: Solano, Yolo, Colusa, Alameda, and Sutter Counties.
- Lystek is keenly aware of the need to reduce greenhouse gas (GHG) emissions and its impact on climate change. We annually calculate GHG emissions associated with receiving, processing and land application of biosolids and residual organics managed through the Lystek THP technology. **A 2023 Factsheet which highlights the combined contribution of Sanitary District No. 5 and Lystek in this effort is enclosed.** We believe that advanced treatment technologies can make a real change to our environment as compared to traditional biosolids management practices.



- Elsewhere in California, Lystek has partnered with the Goleta Sanitary District (GSD), near Santa Barbara, to implement the Lytsek THP as a commercial pre-digestion operation. After a successful demonstration of this technology, GSD purchased the Lystek unit as a full-scale component to their solids handling process. At GSD, the technology accepts 100% of the pre-digestion TWAS, utilizes the hydrolysis process on a continuous flow basis, and feeds finished product into anaerobic digestors for final treatment. The results have been significant: greater than 22% increase in renewable biogas and a corresponding 20% reduction in overall solids to be sent off-site (and a measurable reduction in operating expenses).

Lystek is continuing its research and development program at the Fairfield OMRC. We are collaborating with staff at the Fairfield-Suisun Sewer District on a nutrient recovery program. Our combined objective is that through better digestate management techniques, we can reduce the quantity of nutrients in the treatment plant effluent and increase the nutrient concentrations in the LysteGro product. The overall benefits would be the improved water quality of our regional waterways, and the enhanced fertilizer value to the farmers and ranchers. We are excited to be able to demonstrate this capability and plan to make presentations at the conferences and symposiums this coming year.

Your participation and partnership with Lystek are very much appreciated and your continued support allows us to offer quality services to the wastewater community across the northern California Area.

If you have any questions or need additional information, please contact me at jdunbar@lystek.com or 707-419-0084.

Sincerely,



James E. Dunbar, P.E.
General Manager
California Operations

Attach.



Nothing wasted. Everything to gain.
www.lystek.com

Sanitary District 5

2023 GHG Factsheet



Lystek uses applicable methodologies for calculating greenhouse-gas (GHG) emissions associated with receiving, processing and land application of biosolids managed through the Lystek THP technology. Based on the amount of biosolids received from Sanitary District 5 in 2023, this contributed to over 20 metric tons CO₂e of the total net carbon displaced; which over the course of the year equates to:



6

OR



70,000

OR



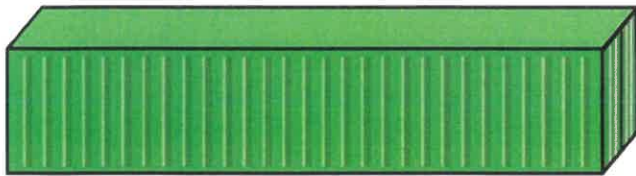
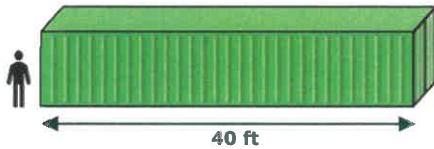
5

Cars off the road

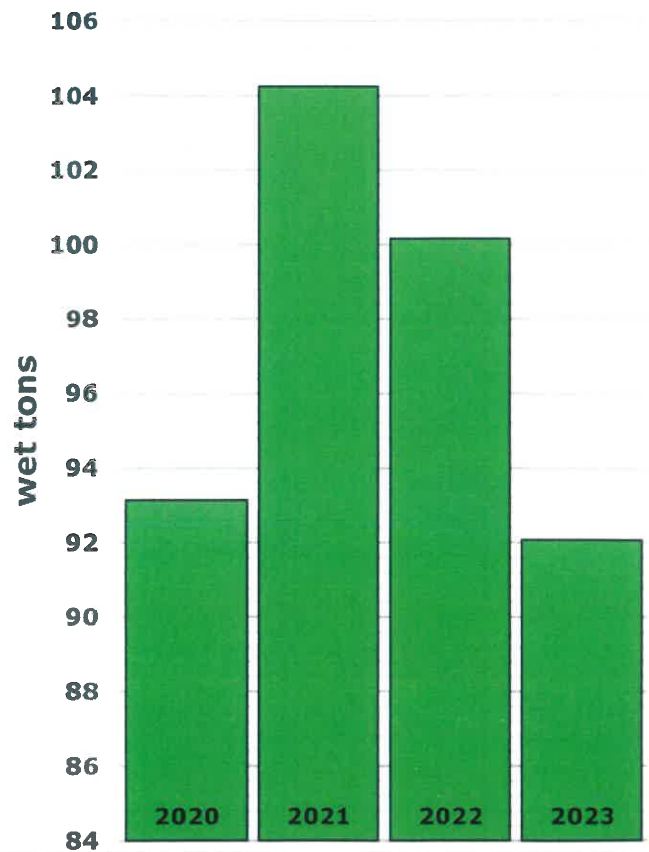
Miles driven by car

Homes powered

Sanitary District 5 diverted to Lystek enough biosolids in 2023 to fill 1 shipping container.



Annual Biosolids Diverted



For the Lystek OMRC facility in 2023, we have displaced over 22,000 metric tons of CO₂e by the diversion of biosolids from all of our customers; and since our inception in 2016, we have displaced over 102,000 metric tons of CO₂e from previous management practices.