

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, October 19th, 2023

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:

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

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

CONSENT CALENDAR:

1. Approval of September 21st, 2023 Regular Board Meeting Minutes
2. Review and receive all electronic fund transfers (EFTs) and approve warrants from September 14th, 2023, through October 15th, 2023, (JP Morgan Chase Bank, check no. 9965 through check no. 10036, all transactions totaling \$1,295,106.23) and receive July 2023 payroll, in the sum of \$158,735.28 (Dohrmann)
3. Receipt of Financial Reports for September 2023 (Dohrmann)

MANAGEMENT REPORTS:

4. District Manager Summary Report (Rubio)

NEW BUSINESS:

5. Presentation from Wulff, Hansen & Co. regarding possibility of investing in short term U.S. Treasury Securities. (Rubio) - Discussion only
6. Consideration to reschedule the December Regular board meeting to December 14, 2023 @ 5pm. (Rubio) – Action

UNFINISHED BUSINESS:

COMMITTEE REPORTS:

7. Capital Improvement Program Committee (Carapiet/Arias-Montez)
8. Finance & Fiscal Oversight Committee (Arias-Montez/Snyder)
9. Governance Committee (Snyder/Benediktsson)
10. Personnel Committee (Snyder/Carapiet)
11. Ad Hoc Committee – Paradise Drive (Carapiet/Benediktsson)

OTHER BUSINESS:

ENVIRONMENTAL:

CORRESPONDENCE:

INFORMATIONAL ITEMS:

CLOSED SESSION:

12. Convene to Closed Session (The public may provide comments regarding the closed session item(s) just prior to the Board beginning the Closed Session. Closed sessions are not open to the public.)
 - a) Closed Session pursuant to Section 54957(b) (1) – Employee Performance Evaluation
Employee – District Manager

ADJOURNMENT:

The Board will be asked to adjourn the meeting to a Regular Board Meeting on November 16, 2023, 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

**Regular Board Meeting Minutes
at Sanitary District No. 5 of Marin County
Thursday, September 21st, 2023**

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:

Directors Present: 1700 hrs.

Tod Moody, President

Omar Arias-Montez, Vice President

John Carapiet, Secretary

Richard Snyder, Director – Teleconference

Directors Not Present:

Staff Present:

Tony Rubio, District Manger

Robin Dohrmann, Office Manager

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

No public comments

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

None

CONSENT CALENDAR:

1. Approval of August 19th, 2023 Regular Board Meeting Minutes (Rubio)
2. Review and receive all electronic fund transfers (EFTs) and approve warrants from September 14th, 2023, through October 15th, 2023, (JP Morgan Chase Bank, check no. 9965 through check no. 10036, all transactions totaling \$1,295,106.23) and receive July 2023 payroll, in the sum of \$158,735.28 (Dohrmann)

3. Receipt of Financial Reports for August 2023 (Dohrmann)

Discussion by the Board. Motion (Arias-Montez/Benediktsson) to approve the Consent Calendar.
Passed (5-0-0-0)

MANAGEMENT REPORTS:

4. District Manager Summary Report (Rubio)

District Manager Rubio provided Board members with a monthly update followed by Board discussion.

NEW BUSINESS:

5. Review and discuss letter from Wulff, Hansen & Co. regarding possibility of investing in short term U.S. Treasury Securities. (Rubio) - Discussion only

Discussion by the Board.

6. Discussion regarding Office reception area and possible expenditure of funds to install wall partitions to provide privacy/efficiencies in the office. (Rubio) - Discussion only

District Manager Rubio responded to questions by Board Members.

UNFINISHED BUSINESS: None

COMMITTEE REPORTS:

7. Capital Improvement Program Committee (Carapiet/Arias-Montez) - None

8. Finance & Fiscal Oversight Committee (Arias-Montez/Snyder) - Zone Reports

9. Governance Committee (Snyder/Benediktsson) - Finance Policies

10. Personnel Committee (Snyder/Carapiet) - None

11. Ad Hoc Committee – Paradise Drive (Carapiet/Benediktsson) - Survey Points

OTHER BUSINESS: None

ENVIRONMENTAL:

12. CARB (California Air Resources Board) Advanced Clean Fleet Regulations “Accelerating Zero Emission Truck Markets”.

CORRESPONDENCE: None

INFORMATIONAL ITEMS:

13. Receipt of SD5 GASB 75 Disclosures for Fiscal Year Ending June 30, 2023 based on OPEB (Other Post Employment Benefits) Valuation as of June 30, 2022- Prepared by GovInvest
14. Receipt of SD5 CalPERS Miscellaneous Plan (Classic Members 2.7%@55) Annual Valuation report as of June 30, 2022
15. Receipt of SD5 CalPERS PEPRA Plan (PEPRA Members 2.0%@62) Annual Valuation report as of June 30, 2022

ADJOURNMENT:

The Board adjourned the meeting at 1751 hrs. to a Regular Board Meeting on October 19, 2023, at 5:00 P.M.

Approved:

Attest:

Todd Moody
Board President

John Carapiet
Board Secretary

Warrant List Summary

July 14 through August 10, 2023

08/14/23

Num	Date	Name	Memo	Amount
JP Morgan Chase - Primary 7399				
9906	08/10/23	Access Answering Service	Acct #4080C, Answering Service - August 2023	-75.90
9907	08/10/23	Alameda Electrical Distributors, Inc.	Acct #56156: Electrical parts & supplies - July 2023	-1,323.89
9908	08/10/23	Alhambra	Acct #547945611762129, Water - July 2023	-313.30
9909	08/10/23	AT&T	Acct #960732-76375559 - July 2023	-676.87
9957	08/10/23	Balf, Abigail	EE Incentive Program - July 2023	-1,144.20
9910	08/10/23	Banshee Networks, Inc.	Acct #400M14, M.P. Parts & Service - July 2023	-2,421.55
9911	08/10/23	Bay City Boiler	Acct #274428, M.P. Flue - July 2023	-1,170.00
9912	08/10/23	Brelje and Race Laboratories, Inc.	M.P./P.C. Plant Samples - June 2023 (AJE FY23-24)	-1,296.00
9913	08/10/23	Burke, Williams & Sorensen, LLP	Legal Advice - July 2023	-2,043.00
9914	08/10/23	California Association of Sanitation ...	CASA Membership Dues - July 2023	-675.00
EFT	08/10/23	CalPERS	EFT Health Premium, Cust #4163206459 - August 2023	-21,796.07
EFT	08/10/23	CalPERS	#4163206459, GASB 68 Actuarial Valuation Report Fees (AJE FY22-...	-700.00
9915	08/10/23	Caltest Analytical Laboratory	Acct: Tiburon5: M.P./P.C. Lab Sampling - June (AJE FY22-23) - Aug...	-3,652.75
9916	08/10/23	Caltronics Business Systems, Inc.	Acct #SD15, Multi-purpose Copier Contract - July 2023	-280.90
9917	08/10/23	Cintas Corporation #626	Acct #626-00821, PPE/Safetywear - July 2023	-140.00
9958	08/10/23	Collodi, Peter	Standby Mileage Reimb., April - July, 2023 (AJE FY22-23)	-192.57
9918	08/10/23	Comcast	Acct# 963 425 517, VOIP Service - August 2023	-374.81
9919	08/10/23	Comcast Business	Acct# 8155 30 011 0149465, Bus. Voice, Internet & Cable - August 2...	-453.88
9920	08/10/23	County of Marin - Central Collections	FY23-24 LAFCO Charges - July 2023	-3,356.05
9921	08/10/23	CSRMA California Sanitation Risk M...	Phys. Property + W.C., FY2023-2024	-112,014.62
9922	08/10/23	D&K Auto Service	SD5 Vehicle Maint. - July 2023	-174.42
EFT	08/10/23	Deluxe	New SD5 Checks - July 2023	-915.78
9923	08/10/23	Department of Motor Vehicles	Acct #037060, DL Pull Notices / Replenishment - August 2023	-150.00
9924	08/10/23	DKF Solutions Group, LLC	My Safety Officer Subscription + CalOSHA Training - July 2023	-7,796.08
9964	08/10/23	Fastenal Company	CAPET0959, M.P. Supplies - June (AJE FY22-23) + July 2023	-11,186.41
9926	08/10/23	Goodman Building Supply Co.	Acct #20070, M.P. Supplies - August 2023	-185.38
9927	08/10/23	Grainger	Acct #810128785, M.P. Supplies - July 2023	-200.15
9959	08/10/23	Hage, Ross M.	FY23-24 Incentives/Hlth & Wellness - August 2023	-600.00
9928	08/10/23	HDR Engineering, Inc.	Consulting, SD5 MP Digester - May & June 2023 (FY AJE22-23)	-6,640.26
9960	08/10/23	Hill, Arlee S	Misc. Reimb. A Hill, Certification Reimb. - June 2023 (AJE FY22-23)	-925.00
9929	08/10/23	Home Depot Credit Services	#6035322005164334: M.P. Supplies - June (AJE FY22-23) - July 2023	-139.97
9930	08/10/23	Ireland Robinson Hadley	31 Alcatraz Permit Fees Refund - July 2023	-11,602.00
9931	08/10/23	Jackson's Hardware, Inc.	Acct #7601, Supplies - July 2023	-338.87
9932	08/10/23	JM Integration, LLC	M.P. Parts & Service - May 2023 (AJE FY22-23) - July 2023	-19,427.97
9933	08/10/23	Ken Grady Company, Inc.	SD5 Plant Parts - July 2023	-1,371.75
9934	08/10/23	Koffler Electrical Mechanical Repair	Cust #00-SAN060, M.P. Parts & Srv. - June 2023 (AJE FY22-23)	-3,654.76
9935	08/10/23	Larry Walker Associates, Inc.	Tech Support for M.P. NPDES Reg. Assistance - February - June 2...	-9,973.50
9936	08/10/23	Lystek Int'l, LTD	Biosolids Transport - June 2023 (AJE FY22-23)	-768.13
9937	08/10/23	Marin County Tax Collector	Acct #170796, Cust #21603, LAFCO Service Charges for FY23-24 - ...	-3,356.05
9938	08/10/23	Mill Valley Refuse Service, Inc.	Acct #032945, Garbage Service + 1 yd rental - July 2023	-270.53
9939	08/10/23	Mill Valley Refuse Service, Inc.	Acct #063092, SLUDGE TRANSPORT - July 2023	-3,844.00
9940	08/10/23	Owen Equipment Sales	Acct #C10655, SD5 Vactor Truck Service - July 2023	-282.69
9941	08/10/23	Pacific Gas & Electric	Acct #2908031411-4, Utilities - July 2023	-26,464.14
9942	08/10/23	pdblowers, Inc.	P.C. Parts & Srv. Blowers - June 2023 (AJE FY22-23)	-8,199.41
EFT	08/10/23	PERS	EFT PERS Pension - July 2023	-25,756.27
EFT	07/17/23	PERS	EFT PERS Spec. Comp./Holiday - 7.4.2023	-124.81
9943	08/10/23	Robert L Talavera, LLC	SSGIS ArcView Support - July 2023	-1,050.00
9961	08/10/23	Rosser, John	Standby Mileage Reimb., J Rosser, June 2023 (AJE FY22-23) - July ...	-5,916.22
9944	08/10/23	Roy's Sewer Service, Inc.	P&L - July 2023	-780.00
9965	08/10/23	Royal Wholesale	Acct#: 50-93968: M.P. Supplies - May 2022 (AJE FY22-23)	-6,496.76
9963	08/10/23	Salazar, Ignacio	Raingear/Boots Reimb - August 2023	-375.71
9905	08/03/23	Serramonte Ford	SD5 Trucks - August 2023	-29,485.75
9904	08/03/23	Serramonte Ford	SD5 Trucks - August 2023	-29,485.75
9946	08/10/23	Special District Risk Management A...	Member #7665, Life, Vision, DDS & LTD Ins - September 2023	-2,038.33
9947	08/10/23	Staples, Inc.	Acct #60111000714, Office Supplies - June 2023 (FY22-23 AJE)	-366.04
EFT	08/10/23	State Water Resources Control Board	I Salazar - SWRCB Application Fee, WWTP Operator G1 - August 2...	-125.00
EFT	08/10/23	State Water Resources Control Board	J Rosser - SWRCB G1 Renewal Fee, WWTP Operator G1 - August 2...	-150.00
9948	08/10/23	Town of Tiburon	Fuel - May + June - 2023 (AJE FY22-23)	-3,610.72
9949	08/10/23	Underground Service Alert	Acct #165410, Annual Fee - July 2023	-875.03
9950	08/10/23	Underground Service Alert of NorCa...	Acct #165410, Annual Fee, FY23-24 Tickets & CA Fees - July 2023	-315.20
9951	08/10/23	Univar	Cust ID #STDT001, Chemicals - June (AJE FY22-23) - July 2023	-16,382.26
9952	08/10/23	US Bank	Acct#:4246 0445 5565 3611, June - July 2023 (AJE FY22-23)	-8,434.82
9953	08/10/23	USABlueBook	Cust #933682, M.P. Parts & Lab Supplies - July 2023	-3,837.87
9954	08/10/23	USP Technologies	Cust #: UCO500893, Chemicals - July 2023	-8,139.26
9955	08/10/23	Verizon Wireless	Acct #0342125502-00001: iPhones & BPS Comm - June - July 2023 ...	-549.79
9956	08/10/23	Water Components & Building Supply	Acct #454, M.P. Supplies - July 2023	-72.54
Total JP Morgan Chase - Primary 7399				-416,936.74
TOTAL				-416,936.74

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

September 15 through October 12, 2023

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Paid Amount</u>
EFT	10/12/23	PERS	EFT PERS Retroactive Salary Adjustment (I Salazar) - September 2023 Retroactive Pay (I Salazar) - September, 2023	JP Morgan Chase - Primary 7399 8019.05 · PERS Retirement	SD5	-548.11
TOTAL						-548.11
EFT	10/10/23	CalPERS	EFT Health Premium, Cust #4163206459 - October 2023 Active Employee Health - September 2023 Retiree Health - September 2023	JP Morgan Chase - Primary 7399 8020.05 · Employee Health 8022.05 · Retiree Health	SD5 SD5	-20,793.76 -85.65
TOTAL						-20,879.41
EFT	10/10/23	PERS	EFT PERS Pension - September 2023 Retirement September 2023 (Classic 1600 Rate): ER @ 15.95%; EE @ 8.0% Retirement September 2023 (PEPRA Rate): ER @ 7.68%; EE @ 7.75%	JP Morgan Chase - Primary 7399 8019.05 · PERS Retirement 8019.05 · PERS Retirement	SD5 SD5	-14,264.76 -10,707.19
TOTAL						-24,971.95
10038	10/12/23	Access Answering Service	Acct #4080C, Answering Service - September 2023 Inv #30479, Answering Service re SSO & Alarm Notifications - September 2023	JP Morgan Chase - Primary 7399 8510 · Data/Alarms/IT Supp & Licensing	SD5	-75.90
TOTAL						-75.90
10039	10/12/23	Alameda Electrical Distributors, Inc.	Acct #56156: Electrical parts & supplies - September 2023 Inv #S5659788.001 (PO#753069), parts & supplies - September 2023	JP Morgan Chase - Primary 7399 7021 · Plant Maintenance Supplies	SD5	-625.36
TOTAL						-625.36
10040	10/12/23	AT&T	Acct #960732-76375559 - August + September 2023 PC Plant Telephones - August 2023 PC Pumps & Lines Telephones - August 2023 Tib Pumps & Lines Telephones - August 2023 Late Fee - August 2023 PC Plant Telephones - September 2023 PC Pumps & Lines Telephones - September 2023 Tib Pumps & Lines Telephones - September 2023	JP Morgan Chase - Primary 7399 8532 · Paradise Cove Telephones 8533 · Pumps & Lines Telephones 8533 · Pumps & Lines Telephones 8533 · Pumps & Lines Telephones 8532 · Paradise Cove Telephones 8533 · Pumps & Lines Telephones 8533 · Pumps & Lines Telephones	SD5 SD5 SD5 SD5 SD5 SD5 SD5	-209.44 -7.02 -289.89 -10.00 -207.98 -7.73 -289.53
TOTAL						-1,021.59
10041	10/12/23	Banshee Networks, Inc.	Acct #400M14, IT Support, E-Media Installations - August 2023 Inv #16005: SD5 IT Support/Software upgrades/software subscriptions renewals +/-or Installations...	JP Morgan Chase - Primary 7399 8510 · Data/Alarms/IT Supp & Licensing	SD5	-2,860.32
TOTAL						-2,860.32

10/10/23

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

September 15 through October 12, 2023

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Paid Amount</u>
10042	10/12/23	Bay Alarm	Acct #274428, Oct - Dec, 2023 Inv #20816685, Alarm Monitoring Fees: Security, Burglar & Fire - October - December 2023	JP Morgan Chase - Primary 7399 8510 · Data/Alarms/IT Supp & Licensing	SD5	-258.00
TOTAL						-258.00
10043	10/12/23	BGE Solutions	M.P. Digester Project - August 2023 Inv #221 (PO#RC954169), M.P. Digester Replacement Project - August 2023	JP Morgan Chase - Primary 7399 7022 · Plant Maint. Parts & Service	SD5	-6,594.40
TOTAL						-6,594.40
10044	10/12/23	Burke, Williams & Sorensen, LLP	Legal Advice - August 2023 Inv #308423, Legal Advice - August 2023	JP Morgan Chase - Primary 7399 6039 · Legal	SD5	-679.50
TOTAL						-679.50
10046	10/12/23	Caltronics Business Systems, Inc.	Acct #SD15, Multi-purpose Copier Contract - September 2023 Inv #3867280, Inv #3841022, Konica Multi-purpose copier (C308) contract - September 2023	JP Morgan Chase - Primary 7399 6047 · Office Supplies	SD5	-351.56
TOTAL						-351.56
10047	10/12/23	Cintas Corporation #626	Acct #626-00821, PPE/Safetywear - September 2023 Inv #4166506634, #4167150005, Inv #4167891682, Special Orders: Inv #1904195985 (CB Spec. Order) - September 2023	JP Morgan Chase - Primary 7399 8520 · Personal Protection/Safety Wear 8520 · Personal Protection/Safety Wear	SD5 SD5	-175.00 -489.86
TOTAL						-664.86
10049	10/12/23	Comcast Business	Acct# 8155 30 011 0149465, Bus. Voice, Internet & Cable - October 2023 Bundle: Cable, Internet & Land Line Phones -- October 2023 Bundle: Land Line Phones -- October 2023	JP Morgan Chase - Primary 7399 8510 · Data/Alarms/IT Supp & Licensing 8531 · Main Plant Telephones	SD5 SD5	-324.87 -132.63
TOTAL						-457.50
10050	10/12/23	CWEA	Certificates & Membership Renewals - September 2023 J Rosser (#54889), CWEA Membersihp Renewal: 10.1.2023 - 6.30.2024 J Rosser (#54889), CWEA Membersihp Renewal: 7.1.2024 - 8.31.2024 (AJE FY23-24) J Alvarez (#406719), CWEA Membersihp Renewal: 10.1.2023 - 6.30.2024 J Alvarez (#406719), CWEA Membersihp Renewal: 7.1.2024 - 8.31.2024 (AJE FY23-24)	JP Morgan Chase - Primary 7399 6025 · Dues & Subscriptions 6025 · Dues & Subscriptions 6025 · Dues & Subscriptions 6025 · Dues & Subscriptions	SD5 SD5 SD5 SD5	-165.75 -55.25 -165.75 -55.25
TOTAL						-442.00
10051	10/12/23	D&K Auto Service	SD5 Vehicle Maint. - August 2023 Inv #75627, #75712 (PO#954170) SD5 Fleet Maintenance - August 2023	JP Morgan Chase - Primary 7399 7072 · Maintenance	SD5	-751.19
TOTAL						-751.19

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

10/10/23

September 15 through October 12, 2023

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Paid Amount</u>
10052	10/12/23	Department of the Treasury	EIN#:94-6003055, Form 720, 2nd Qtr 2022	JP Morgan Chase - Primary 7399		
			Retiree Health, Req'd Filing for MidAmerica: PCOR Fees, IRS Form 720, 2nd Qtr, 2022	8022.05 · Retiree Health	SD5	-10.84
TOTAL						-10.84
10053	10/12/23	DKF Solutions Group, LLC	My Safety Officer Subscription + CalOSHA Training - September 2023	JP Morgan Chase - Primary 7399		
			Inv #21584*, #21654, #21679, #21691 (PO #160861), DKF CalOSHA Safety: CBT/SERP *Credit applied to #21584	8515 · Safety 8515 · Safety	SD5 SD5	-4,201.48 441.08
TOTAL						-3,760.40
10055	10/12/23	Goodman Building Supply Co.	Acct #20070, TPS #5 - September 2023	JP Morgan Chase - Primary 7399		
			Inv #877893 (PO#PC952178) TPS#5 - September 2023	7011 · Pumps & Lines Maintenance	SD5	-108.53
TOTAL						-108.53
10057	10/12/23	Grainger	Acct #810128785, M.P. Supplies - August 2023	JP Morgan Chase - Primary 7399		
			Inv #9775906580 (PO#AB754167), Inv #9745934555 (PO#AB653696) - Inv #9793393563 (PO#AB754173), ER Shower & Inv #9822073970 (PO#AB754187) -	7025 · Lab Supplies & Chemicals 8515 · Safety 7025 · Lab Supplies & Chemicals	SD5 SD5 SD5	-247.49 -1,123.53 -131.02
TOTAL						-1,502.04
10058	10/12/23	Harrington Industrial Plastics LLC	Cust #:044227, M.P. Supplies - September 2023	JP Morgan Chase - Primary 7399		
			Inv #006N9836 (PO#AB754193), Inv #00600191 (PO#754199) Polyblend Units - September 2023	7025 · Lab Supplies & Chemicals	SD5	-183.65
TOTAL						-183.65
10059	10/12/23	HASA	Cust ID #STDT001, Chemicals - September 2023	JP Morgan Chase - Primary 7399		
			Inv #961152 (PO #AB754194) Multi-Chlor 25% (\$2.82/Gal) - September 2023	7024 · Main Plant Chemicals	SD5	-8,632.33
TOTAL						-8,632.33
10060	10/12/23	HDR Engineering, Inc.	Consulting, SD5 MP Digester - September 2023	JP Morgan Chase - Primary 7399		
			Inv #1200537413, HDR Consulting, SD5 M.P. Digester Rehab & Cleaning - September 2023	9213 · M.P. Digester	SD5	-13,265.29
TOTAL						-13,265.29
10061	10/12/23	Home Depot Credit Services	#6035322005164334: M.P. Supplies - September 2023	JP Morgan Chase - Primary 7399		
			Inv #2914501 (PO#CB53687), Inv #9523518 (PO#CB9523518) - Late Fees & Finance Charges	9217.1 · FY23-24 Shop Rehab 6065 · Miscellaneous Expense	SD5 SD5	-98.86 -63.04
TOTAL						-161.90

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

10/10/23

September 15 through October 12, 2023

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Paid Amount</u>
10062	10/12/23	Jackson's Hardware, Inc.	Acct #7601, Supplies - October 2023	JP Morgan Chase - Primary 7399		
			Inv #139823 (PO#JT95180), Supplies - September 2023	7021 · Plant Maintenance Supplies	SD5	-7.80
TOTAL						-7.80
10063	10/12/23	Koffler Electrical Mechanical Repair	Cust #00-SAN060, M.P. Parts & Srvc. - September 2023	JP Morgan Chase - Primary 7399		
			Inv #0104003-IN, AUX 2 (PO#DL749451), (1) 5.0 HP Motor (#DD072515-2) - September 2023	7041 · Paradise Parts & Service	SD5	-726.45
			Inv #0104002-IN (PO#DL954038), (1) 4.0 HP Motor (NIDEC #T0812716542-0001M0008 - Septe...	7022 · Plant Maint. Parts & Service	SD5	-1,712.04
			Inv #0104004-IN (PO#DL954038), (1) 10.0 HP Motor (APG#1) - September 2023	7041 · Paradise Parts & Service	SD5	-1,018.60
TOTAL						-3,457.09
10064	10/12/23	Lystek Int'l, LTD	Biosolids Transport - September 2023	JP Morgan Chase - Primary 7399		
			Inv #153-753, Biosolids Transport to Lystek Facility (6.26WT) - September 2023	7029 · Main Plant Sludge Disposal	SD5	-585.59
TOTAL						-585.59
10065	10/12/23	MidAmerica	Acct#: SD5MARIN0G5, 2023 Rates, July - December 2023	JP Morgan Chase - Primary 7399		
			(2023 Rates) HRA Retiree Health Reimbursements for July - December 2023	8022.05 · Retiree Health	SD5	-25,290.18
TOTAL						-25,290.18
10066	10/12/23	Mill Valley Refuse Service, Inc.	Acct #032945, Garbage Service + 1 yd rental - September 2023	JP Morgan Chase - Primary 7399		
			Garbage Service, Including 1 yd trash + 1 yd cardboard rental - September 2023	7023 · Janitorial Supplies & Service	SD5	-270.53
TOTAL						-270.53
10067	10/12/23	Mill Valley Refuse Service, Inc.	Acct #063092, SLUDGE TRANSPORT - September 2023	JP Morgan Chase - Primary 7399		
			Sludge Transport/Exchange only: 5 loads + 1 Sludge Box delivery - September 2023	7029 · Main Plant Sludge Disposal	SD5	-1,800.00
TOTAL						-1,800.00
10068	10/12/23	MISCOwater	SASM / SD5 M.P. Parts & Srvc. - September 2023	JP Morgan Chase - Primary 7399		
			Inv #20141PABR (PO #CB953685), M.P. (8) SB12 Pressure Relief Valves + 0-200 psi back mou...	7025 · Lab Supplies & Chemicals	SD5	-3,855.78
			Inv #20113PABR (PO #CB953685), (8) Qdos Relay pumps @ 201/hr 4 bar / 60PSI Re Ny pumph...	9213.1 · Digester Rehab	SD5	-23,214.23
			Inv #20143PABR (PO #CB953685), SASM (8) SB12 Pressure Relief Valves + 0-200 psi back ...	7025 · Lab Supplies & Chemicals	SD5	-1,950.58
			Inv #20139PABR (PO #CB953685), M.P. (20) Propylene Compression fittings - September 2023	7025 · Lab Supplies & Chemicals	SD5	-236.60
TOTAL						-29,257.19
10069	10/12/23	NSI Lab Solutions, Inc.	Cust#21528, Lab Chemicals - September 2023	JP Morgan Chase - Primary 7399		
			Inv #424837 (PO#AB754178), Lab Chemicals, 10 cases @ 24 Ampules Chlorine Conc, 1.00 mg/...	7025 · Lab Supplies & Chemicals	Belve...	-948.00
TOTAL						-948.00

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

10/10/23

September 15 through October 12, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
10070	10/12/23	Ongaro & Sons, Inc.	Client #1082, HVAC Testing / Eval - September 2023	JP Morgan Chase - Primary 7399		
			Inv #194690 (PO#DL954031) SD5 Breakroom AC/Heater Evaluation - September 2023	7027 · Electrical & Instrument	SD5	-207.00
TOTAL						-207.00
10071	10/12/23	Owen Equipment Sales	Acct #C10655, SD5 Vactor Truck Service - September 2023	JP Morgan Chase - Primary 7399		
			Inv #00061318 (PO#: DL54049), Vactor Truck service / replacement items - September 2023	7072 · Maintenance	SD5	-7,116.45
TOTAL						-7,116.45
10072	10/12/23	Pacific Gas & Electric	Acct #2908031411-4, Utilities - August - September 2023	JP Morgan Chase - Primary 7399		
			Acct #2908031411-4, SD5 Utilities - August - September 2023	8542 · Main Plant Utilities	SD5	-22,152.96
			Acct #2908031411-4, P.C. Plant Utilities - August - September 2023	8543 · Paradise Cove Utilities	SD5	-2,104.97
			Acct #2908031411-4, SD5 Pump St Utilities - August - September 2023	8544 · Pump Station Utilities	SD5	-3,824.80
			Acct #2908031411-4, P.C. Pump St Utilities - August - September 2023	8544 · Pump Station Utilities	SD5	-304.50
TOTAL						-28,387.23
10073	10/12/23	Peterson	Cust #:5656305, Portable Generator Service - September 2023	JP Morgan Chase - Primary 7399		
			Inv #SW270057878 (PO#2746473), Portable Generator Service (20kw) - September 2023	7011 · Pumps & Lines Maintenance	SD5	-1,158.67
TOTAL						-1,158.67
10074	10/12/23	PLATT Electric Supply	Cust #02241 8759, SD5 - MP, Lansdcaping + Electrical supplies - September 2023	JP Morgan Chase - Primary 7399		
			Ref #UC93249 + Ref#4J59376 (PO#JT652195), Front landscaping lights - June 2023	7027 · Electrical & Instrument	SD5	205.24
			Ref #4K39765, M.P. Electrical parts, feeders, building materials + panels + J boxes - September...	7027 · Electrical & Instrument	SD5	-244.93
			Ref #4K39765, M.P. Electrical parts, feeders, building materials + panels + J boxes - September...	7027 · Electrical & Instrument	SD5	244.93
			Ref #0179787 (PO#652195), Replenish Electrical parts @ MP/PC/P+L - August 2023	7027 · Electrical & Instrument	SD5	-5,762.22
			Ref #4J59322 (PO#652195), Ladders - September 2023	7021 · Plant Maintenance Supplies	SD5	-381.47
			Ref #4J52005 (PO#652195), Conduit - September 2023	7027 · Electrical & Instrument	SD5	-670.00
			Ref #4J51995 (PO#652195), Electrical parts @ MP/PC/P+L- September 2023	7027 · Electrical & Instrument	SD5	-1,801.43
			Ref #4J11599 (PO#652195), Electrial supplies @ MP/PC/P+L- September 2023	7027 · Electrical & Instrument	SD5	-237.51
			Ref #4J48737 (PO#652195), Electrial parts @ MP/PC/P+L- September 2023	7027 · Electrical & Instrument	SD5	-214.23
			Ref #4I94478 (PO#652195), Electrial parts @ MP/PC/P+L- September 2023	7027 · Electrical & Instrument	SD5	-181.23
			Ref #4K39765 (PO#652198), Electrical parts @ MP - September 2023	7027 · Electrical & Instrument	SD5	-244.93
TOTAL						-9,287.78
10075	10/12/23	Quill Corporation	Acct #9828190: Office supplies - September 2023	JP Morgan Chase - Primary 7399		
			Inv #34815743, Copy paper - September 2023	6047 · Office Supplies	SD5	-194.81
TOTAL						-194.81
10076	10/12/23	Robert L Talavera, LLC	SSGIS ArcView Support - September 2023	JP Morgan Chase - Primary 7399		
			Inv #RLT0923-F1, SSGIS ArcView Support: pipe history data, install,	8510 · Data/Alarms/IT Supp & Licensing	SD5	-225.00
TOTAL						-225.00

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

10/10/23

September 15 through October 12, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
10077	10/12/23	Roy's Sewer Service, Inc.	P&L at M.P. - September 2023 Inv #223276, M.P. root intrusion at 4" line - September 2023	JP Morgan Chase - Primary 7399 7011 · Pumps & Lines Maintenance	SD5	-410.00
TOTAL						-410.00
10078	10/12/23	Special District Risk Management A...	Member #7665, Life, Vision, DDS & LTD Ins - October 2023 Life, Vision, DDS & LTD Ins - Inv #H42711 - October 2023	JP Morgan Chase - Primary 7399 8020.05 · Employee Health	SD5	-2,038.33
TOTAL						-2,038.33
10079	10/12/23	Tiburon Mail Services	Cust ID#: 37/Account1, Postage - October 2023 Customer ID#: 37: (2) Notarized Letters re SAM.GOV - October 2023	JP Morgan Chase - Primary 7399 6056 · Postage	SD5	-30.00
TOTAL						-30.00
10080	10/12/23	ULINE	Cust ID#:24834323, FY23-24 Shop Rehab - September 2023 Inv #168215282, #169226717, (PO#CB953695) Shop Rehab - September 2023	JP Morgan Chase - Primary 7399 9217.1 · FY23-24 Shop Rehab	SD5	-14,791.62
TOTAL						-14,791.62
10081	10/12/23	Univar	Cust ID #STDT001, Chemicals - September 2023 Inv #51510905, PO#AB754197, Sodium Bisulfite 25% (\$1.8450/Gal) - September 2023 Inv #51512463, PO #AB754198, Sodium Bisulfite Bags (\$0.7900/Gal) - September 2023	JP Morgan Chase - Primary 7399 7024 · Main Plant Chemicals 7024 · Main Plant Chemicals	SD5 SD5	-9,607.63 -2,137.94
TOTAL						-11,745.57
10082	10/12/23	US Bank	Acct#:4246 0445 5565 3611, August - September 2023 Out-of-the-Box QB Advisors - August / September 2023 Zoom/Food - August / September 2023 Local Travel (Fastrak) - August / September 2023 #0822/9545: WEF & CWEA - August / September 2023 #0822/9545: Office supplies (new chair) - August / September 2023 #0822/9545: Late Payment Charge - August / September 2023 #0822/9545: Sewer manhole lid opener - Clean Waters - August / September 2023 #0822/9545: Laundry Detergent, softener, etc. - August / September 2023 #0822/9545: Amazon - lab supplies - August / September 2023 #0822/#9545: M.P. front Landscaping - August / September 2023 #0822/9545: Safety Training (Training, LLC) - August / September 2023 #0822/9545: FY23-24 Shop Rehab - August /September 2023	JP Morgan Chase - Primary 7399 6008 · Audit & Accounting 6018.1 · Meetings & Travel 6018.1 · Meetings & Travel 6025 · Dues & Subscriptions 6047 · Office Supplies 6065 · Miscellaneous Expense 7011 · Pumps & Lines Maintenance 7023 · Janitorial Supplies & Service 7025 · Lab Supplies & Chemicals 7028 · Grounds Maintenance 8515 · Safety 9217.1 · FY23-24 Shop Rehab	SD5 SD5 SD5 SD5 SD5 SD5 SD5 SD5 SD5 SD5 SD5 SD5	-683.68 -91.69 -147.89 -102.99 -398.34 -79.75 -770.00 -49.59 -257.59 -918.25 -2,326.77 -226.48
TOTAL						-6,053.02
10083	10/12/23	USP Technologies	Cust #: UCO500893, Chemicals - August 2023 Inv #CIN70014313 (PO #AB) Sulfelox Totes (\$7.5500/Gal) - August 2023	JP Morgan Chase - Primary 7399 7024 · Main Plant Chemicals	SD5	-7,170.07
TOTAL						-7,170.07

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

September 15 through October 12, 2023

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Paid Amount</u>
10084	10/12/23	Water Components & Building Supply	Acct #454, M.P. Supplies - August 2023	JP Morgan Chase - Primary 7399		
			Inv #30614854 (PO#JT652190), Grounds Maintenance - August 2023	7028 · Grounds Maintenance	SD5	-444.88
			Inv #30616434 (PO#PC952177), Inv #30616338 (PO#PC952176) M.P. Maint. Supplies - August ...	7021 · Plant Maintenance Supplies	SD5	-357.06
			Credits applied, Grounds maintenance - August 2023	7028 · Grounds Maintenance	SD5	311.55
TOTAL						-490.39
10085	10/12/23	Weco Industries, LLC	Acct #:MARINC, Rodder Truck Parts & Supplies - September 2023	JP Morgan Chase - Primary 7399		
			Inv #0052266-IN (PO#DL954042), Rodder Truck parts & Supplies - September 2023	7072 · Maintenance	SD5	-577.68
TOTAL						-577.68
10086	10/12/23	WorkSmart Automation, Inc.	SD5 Comm System Maintenance - September 2023	JP Morgan Chase - Primary 7399		
			Inv #5339, SCADA / AVEVA, TopView troubleshoot+alarm - September 2023	8510 · Data/Alarms/IT Supp & Licensing	SD5	-1,110.00
TOTAL						-1,110.00
10087	10/12/23	Balf, Abigail	Standby Mileage - Aug - September 2023	JP Morgan Chase - Primary 7399		
			M.P. Alarm (8.23.2023) + Shift coverage (9.10.2023) - August - September	6018.2 · Standby Mileage Expense Rei...	SD5	-86.46
TOTAL						-86.46
10088	10/12/23	Cottrell, Rulon	Mls/Diem Travel Reimb. - September 2023	JP Morgan Chase - Primary 7399		
			Travel Reimbs: 6 Days re Meals/Diem @ Tri-state Conference, NV: 8.6.23 - 8.11.2023	6018.1 · Meetings & Travel	SD5	-270.00
TOTAL						-270.00
10089	10/12/23	Dohrmann, Robin	Health + Wellness / Boot Reimb. - October 2023	JP Morgan Chase - Primary 7399		
			FY23-24 Health & Wellness Reimbursement - September 2023	8021.07 · Employee Health & Wellness ...	SD5	-600.00
			FY23-24 Boot Allowance - September 2023	8515.01 · Boot Allowance	SD5	-200.00
TOTAL						-800.00
10090	10/12/23	La Torre, Daniel P.	Reimb. for Enrollmnt @ CSU + Certificate - Con't Ed. - September 2023	JP Morgan Chase - Primary 7399		
			Reimb.for CSU Water Program - Membrane Bioreactor + Secondary Trx - September 2023	6020 · Continuing Education	SD5	-105.00
			Reimb.for CSU Water Program Fees (above), Cert #630024 - September 2023	8005 · Employee Incentives	SD5	-1,000.00
TOTAL						-1,105.00
10093	10/12/23	Martin Bros. Supply	M.P. Grounds Maint. - August 2023	JP Morgan Chase - Primary 7399		
			Inv #196052, #196575, #196607 (PO#652196) roofing gravel @ M.P. - August 2023	7022 · Plant Maint. Parts & Service	SD5	-633.38
			#197831 (PO652196) - (front) Grounds Maintenance, M.P. - August 2023	7028 · Grounds Maintenance	SD5	-305.70
TOTAL						-939.08

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

10/10/23

September 15 through October 12, 2023

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Class</u>	<u>Paid Amount</u>
10094	10/12/23	Comcast	Acct# 963 425 517, VOIP Service - September 2023	JP Morgan Chase - Primary 7399		
			Inv #170234004, VOIP Phone Service (14) Land Line Phones - September 2023	8531 · Main Plant Telephones	SD5	-374.70
TOTAL						-374.70
10095	10/12/23	Comcast	Acct# 963 425 517, VOIP Service - October 2023	JP Morgan Chase - Primary 7399		
			Inv #170234004, VOIP Phone Service (14) Land Line Phones - October 2023	8531 · Main Plant Telephones	SD5	-377.01
TOTAL						-377.01
10096	10/12/23	Caltest Analytical Laboratory	Acct: Tiburon5: M.P./P.C. Lab Sampling - September 2023	JP Morgan Chase - Primary 7399		
			Inv #Y080110001, #Y080110002, #Y080364001, #Y080364002, #Y7080625001, Inv #Y0806260...	7051 · Main Plant Lab Monitoring	SD5	-1,369.90
			Inv #Y080627001, Inv #080627002 - August 2023	7042 · Paradise Supplies & Chemicals	SD5	-93.10
			Per overpayment by \$100 @ Inv #9976 - July 2023	7051 · Main Plant Lab Monitoring	SD5	101.65
TOTAL						-1,361.35
10097	10/12/23	Fastenal Company	CAPET0959, M.P. Supplies - September 2023	JP Morgan Chase - Primary 7399		
			Inv #66799 (PO#DL954045), #66860 (PO#654038), M.P. Supplies - August 2023	7021 · Plant Maintenance Supplies	SD5	-363.86
			Inv #67136 (PO#654038), Inv #66469 (PO#954039), Inv #66712 (PO#654038) Shop supplies - S...	7021 · Plant Maintenance Supplies	SD5	-712.96
			Inv #66633 (PO#654038) - Shop Supplies	7021 · Plant Maintenance Supplies	SD5	-326.62
			Crdt #65557 + Crdt #65823	7021 · Plant Maintenance Supplies	SD5	181.43
TOTAL						-1,222.01
10098	10/12/23	Rosser, John	Reimb. re J Rosser PR Taxes - September 2023	JP Morgan Chase - Primary 7399		
			Reimbursement re error @ CalPERS pension contribution (8% > 6%) - September 2023	8013 · Payroll Taxes	SD5	-207.28
			FY23-24 - Health & Well Program: complete	8021.05 · EE Health & Wellness	SD5	-100.00
			TPS#7 - Pump Failure/de-rag, 9.9.0223	6018.2 · Standby Mileage Expense Rei...	SD5	-57.36
TOTAL						-364.64
10099	10/12/23	Rubio, Antonio	Reimb. re Rubio PR Taxes - September 2023	JP Morgan Chase - Primary 7399		
			Reimbursement re error @ CalPERS pension contribution (8% > 6%) - September 2023	8013 · Payroll Taxes	SD5	-390.86
TOTAL						-390.86



NOTICE OF AUTOMATIC PAYMENT

#1

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

Client # 0082 Y400-2116
 Invoice # 2023081101

AUTOMATIC PAYMENT \$340.23

This amount will be deducted from the following bank account at or after 12:01 A.M on 8/15/23.

ADDRESS SERVICE REQUESTED

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

XXXXXXXXXXXXXXXXXXXX506

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

Page 1 of 1

ACCOUNT SUMMARY				AMOUNT
Previous Balance on Invoice#2023072701 Due 07/31/23				334.98
Payment Received - Thank You				-334.98
Balance Forward				0.00
Total New Charges				340.23
Account Balance (Includes Balance Forward, New Charges, and Pending Automatic Payments)				340.23

CHECK DATE	DESCRIPTION OF SERVICE	PROCESSING DATE	# TRANSACTIONS	AMOUNT
NEW CHARGES				
08/15/23	Paychex Productivity	08/11/23	15	364.50
	Delivery		1	16.54
	Client Discount			-40.81
	Total New Charges			340.23
Automatic Payment (Includes New Charges and applicable credits from Balance Forward above)				340.23

Thank you for choosing Paychex.

CASH REQUIREMENTS

#(

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 08/15/23: \$78,250.64

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)	78,250.64
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	78,250.64
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	9,876.45
	CASH REQUIRED FOR CHECK DATE 08/15/23	88,127.09

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>		BANK DRAFT AMOUNTS & OTHER TOTALS
08/14/23	JPMORGAN CHASE BANK,	xxxxxxxxxxxxx506	Direct Deposit	Net Pay Allocations	50,562.72	50,562.72
08/14/23	JPMORGAN CHASE BANK,	xxxxxxxxxxxxx506	Taxpay@	Employee Withholdings		
				Social Security	4,509.27	
				Medicare	1,189.00	
				Fed Income Tax	11,342.25	
				CA Income Tax	4,841.68	
				Total Withholdings	21,882.20	
				Employer Liabilities		
				Social Security	4,509.35	
				Medicare	1,188.99	
				CA Disability	107.38	
				Total Liabilities	5,805.72	27,687.92
				EFT FOR 08/14/23		78,250.64
				TOTAL EFT		78,250.64

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>		TOTAL
08/15/23	Refer to your records for account	Information	Payroll	Employee Deductions		
				401A Member Contribu	4,566.40	
				Calpers 457B Roth	1,012.00	
				Calpers 457B TRDL	1,836.10	
				Med 125	194.61	
				Med FSA EE Pretax	127.00	
				Total Deductions	7,736.11	

NOTICE OF AUTOMATIC PAYMENT

PAYCHEX

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

Client # 0082 Y400-2116
 Invoice # 2023083001

AUTOMATIC PAYMENT \$340.23

This amount will be deducted from the following bank account at or after 12:01 A.M on 8/31/23.

XXXXXXXXXXXXXXXXX506

ADDRESS SERVICE REQUESTED

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

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

Page 1 of 1

ACCOUNT SUMMARY				AMOUNT
Previous Balance on Invoice#2023081101 Due 08/15/23				340.23
Payment Received - Thank You				-340.23
Balance Forward				0.00
Total New Charges				340.23
Account Balance (Includes Balance Forward, New Charges, and Pending Automatic Payments)				340.23

CHECK DATE	DESCRIPTION OF SERVICE	PROCESSING DATE	# TRANSACTIONS	AMOUNT
NEW CHARGES				
08/31/23	Paychex Productivity Direct Deposit Premium Processing	08/30/23	15	364.50 0.00
	Delivery		1	16.54
	Client Discount			-40.81
	Total New Charges			340.23
Automatic Payment (Includes New Charges and applicable credits from Balance Forward above)				340.23

Thank you for choosing Paychex.

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 08/31/23: \$73,948.63

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)	73,948.63
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	73,948.63
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	8,431.23
	CASH REQUIRED FOR CHECK DATE 08/31/23	82,379.86

TRANSACTION DETAIL

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

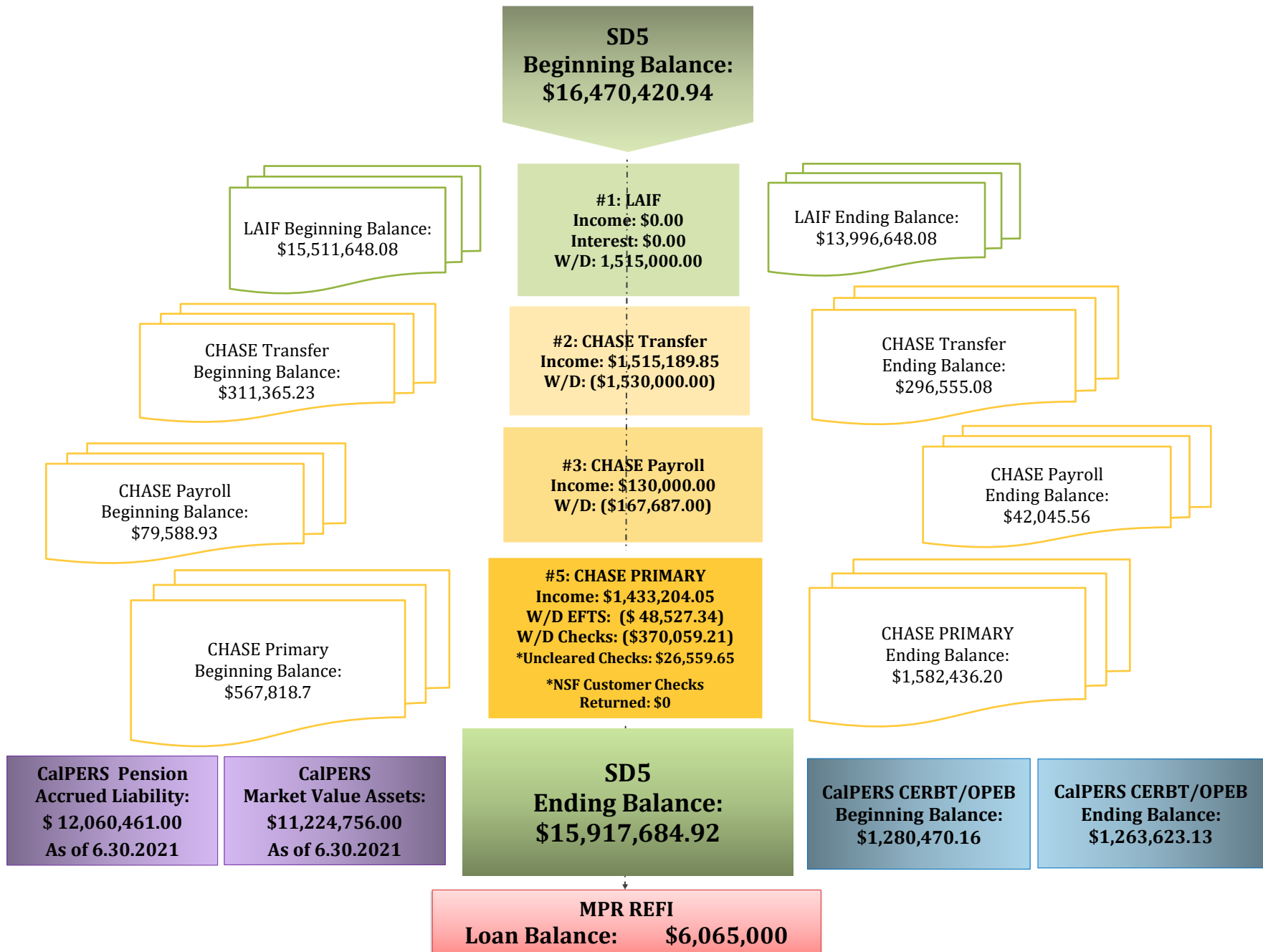
<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>BANK DRAFT AMOUNTS & OTHER TOTALS</u>
08/31/23	JPMORGAN CHASE BANK,	xxxxxxxxxxxxx506	Direct Deposit	Net Pay Allocations	48,908.32
08/31/23	JPMORGAN CHASE BANK,	xxxxxxxxxxxxx506	Taxpay@	Employee Withholdings	
				Social Security	3,734.00
				Medicare	1,119.46
				Fed Income Tax	10,762.22
				CA Income Tax	4,571.18
				Total Withholdings	20,186.86
				Employer Liabilities	
				Social Security	3,733.99
				Medicare	1,119.46
				Total Liabilities	4,853.45
				EFT FOR 08/31/23	73,948.63
				TOTAL EFT	73,948.63

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>
08/31/23	Refer to your records for account information		Payroll	Employee Deductions	
				401A Member Contribu	4,706.52
				Calpers 457B Roth	1,012.00
				Calpers 457B TRDL	2,391.10
				Med 125	194.61
				Med FSA EE Pretax	127.00
				Total Deductions	8,431.23
				TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	8,431.23

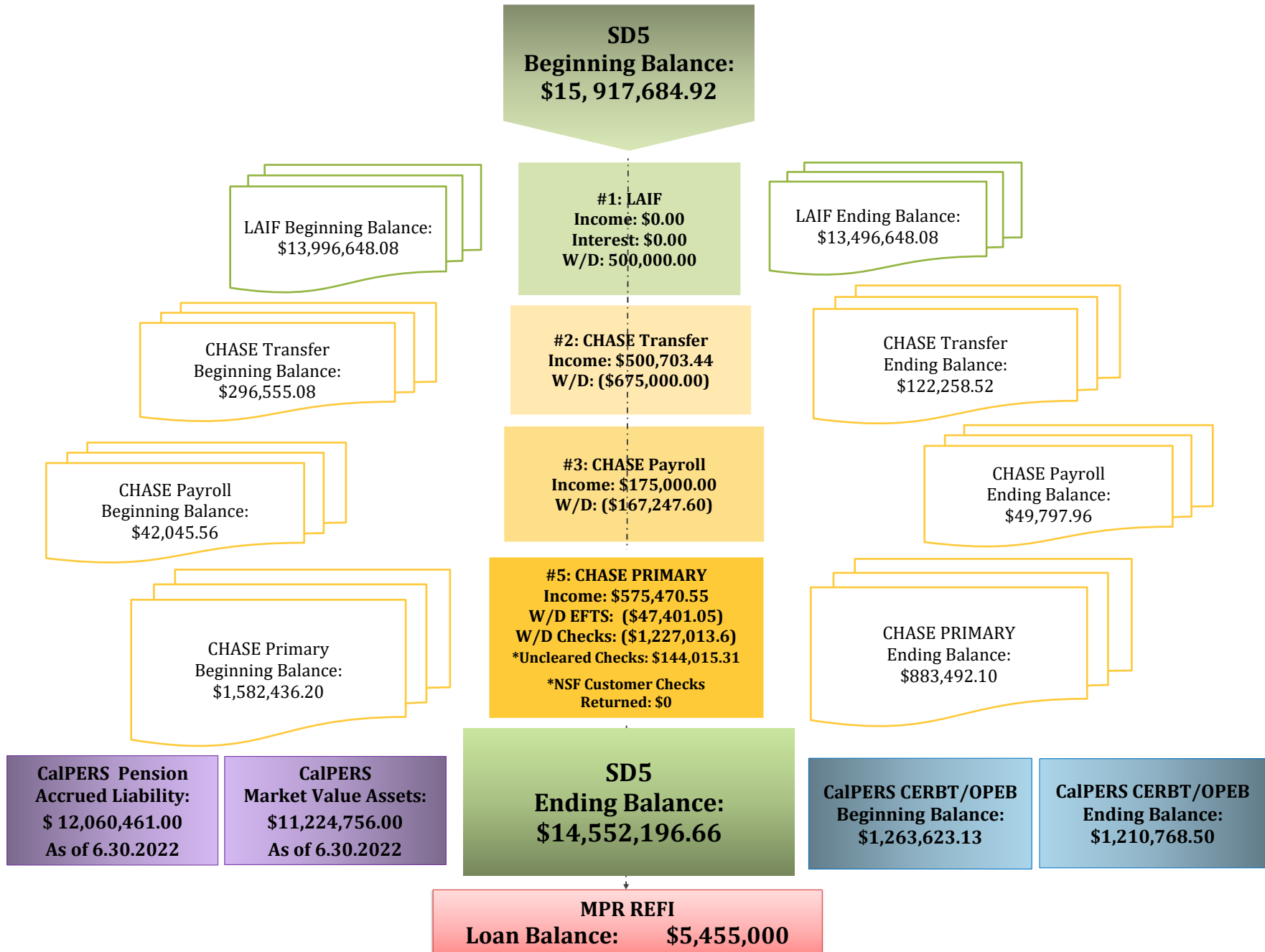
CASH FLOW CHART

SANITARY DISTRICT NO. 5 OF MARIN COUNTY: August 2023



CASH FLOW CHART

SANITARY DISTRICT NO. 5 OF MARIN COUNTY: September 2023



Sanitary Distr. No.5 of Marin Co.
Comparative Balance Sheet
As of September 30, 2023

Item #2A

	<u>Sep 30, 23</u>	<u>Aug 31, 23</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
JP Morgan Chase - Payroll 7506	50,459.16	29,861.18	20,597.98
JP Morgan Chase - Primary 7399	738,987.71	1,555,988.06	-817,000.35
JP Morgan Chase - Transfer 7522	722,258.52	297,120.15	425,138.37
Local Agency Investment Fund			
Belvedere			
Belvedere Capital & CIP Reserve	4,585,323.71	4,585,323.71	0.00
Belvedere Disaster Recovery Fund	356,250.00	356,250.00	0.00
Belvedere Operating	1,159,193.96	1,159,193.96	0.00
Belvedere Operating Reserve	516,923.05	516,923.05	0.00
Belvedere PERS Retirement Trust	356,250.00	356,250.00	0.00
Total Belvedere	<u>6,973,940.72</u>	<u>6,973,940.72</u>	<u>0.00</u>
Tiburon			
Tiburon Capital & CIP Reserve	5,139,742.28	5,139,742.28	0.00
Tiburon Disaster Recovery Fund	643,750.00	643,750.00	0.00
Tiburon Operating	-1,088,464.92	-88,464.92	-1,000,000.00
Tiburon Operating Reserve	683,930.00	683,930.00	0.00
Tiburon PERS Retirement Trust	643,750.00	643,750.00	0.00
Total Tiburon	<u>6,022,707.36</u>	<u>7,022,707.36</u>	<u>-1,000,000.00</u>
Total Local Agency Investment Fund	<u>12,996,648.08</u>	<u>13,996,648.08</u>	<u>-1,000,000.00</u>
Total Checking/Savings	<u>14,508,353.47</u>	<u>15,879,617.47</u>	<u>-1,371,264.00</u>
Other Current Assets			
Petty Cash	881.92	881.92	0.00
Total Other Current Assets	<u>881.92</u>	<u>881.92</u>	<u>0.00</u>
Total Current Assets	<u>14,509,235.39</u>	<u>15,880,499.39</u>	<u>-1,371,264.00</u>
Fixed Assets	<u>19,118,200.30</u>	<u>19,118,200.30</u>	<u>0.00</u>
TOTAL ASSETS	<u>33,627,435.69</u>	<u>34,998,699.69</u>	<u>-1,371,264.00</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
Compensated Absences Current	186,051.95	186,051.95	0.00
MPR Zion Loan Current Payable	610,000.00	610,000.00	0.00
MPR Zion Loan Interest Payable	37,603.00	37,603.00	0.00
Retainage Payable	83,555.42	72,711.88	10,843.54
Total Other Current Liabilities	<u>917,210.37</u>	<u>906,366.83</u>	<u>10,843.54</u>
Total Current Liabilities	<u>917,210.37</u>	<u>906,366.83</u>	<u>10,843.54</u>

Sanitary Distr. No.5 of Marin Co.
Comparative Balance Sheet
As of September 30, 2023

	<u>Sep 30, 23</u>	<u>Aug 31, 23</u>	<u>\$ Change</u>
Long Term Liabilities			
MPR Zion Loan Payable	5,455,000.00	5,455,000.00	0.00
Pension-related Liabilities	-375,847.00	-375,847.00	0.00
2061 · OPEB Related Liability	691,796.00	691,796.00	0.00
2960 · Deferred Debt Refinancing Costs	93,985.20	93,985.20	0.00
Total Long Term Liabilities	<u>5,864,934.20</u>	<u>5,864,934.20</u>	<u>0.00</u>
Total Liabilities	6,782,144.57	6,771,301.03	10,843.54
Equity			
3900 · Net Assets	28,998,345.64	28,998,345.64	0.00
Net Income	-2,153,054.52	-770,946.98	-1,382,107.54
Total Equity	<u>26,845,291.12</u>	<u>28,227,398.66</u>	<u>-1,382,107.54</u>
TOTAL LIABILITIES & EQUITY	<u>33,627,435.69</u>	<u>34,998,699.69</u>	<u>-1,371,264.00</u>

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
 July through September 2023

Item #2B

	Jul - Sep 23	Budget	\$ Over Budget	% of Bu...
Ordinary Income/Expense				
Income				
5000 · Property Taxes / AD VALOREM				
5001.2 · TEETER	4,818.52	905,000.00	-900,181.48	0.5%
5002 · UNSEC	0.00	15,000.00	-15,000.00	0.0%
5003 · PUNS / PRIOR UNSECURED	0.00	1,500.00	-1,500.00	0.0%
5004 · REDEMPTION / RDMPT	459.57	0.00	459.57	100.0%
5006 · SPLU	0.00	0.00	0.00	0.0%
5041 · SUPSEC	1,428.58	20,000.00	-18,571.42	7.1%
5043 · SECU	0.00	0.00	0.00	0.0%
5046 · Excess ERAF	0.00	255,314.00	-255,314.00	0.0%
5280 · HOPTR	0.00	3,000.00	-3,000.00	0.0%
5483 · Other tax	0.00	7,000.00	-7,000.00	0.0%
Total 5000 · Property Taxes / AD VALOREM	6,706.67	1,206,814.00	-1,200,107.33	0.6%
5007 · Sewer Service Charge				
5007.1 · Sewer Service - Tiburon Ops	11,879.14	4,861,118.00	-4,849,238.86	0.2%
5007.2 · Sewer Service-Belv Ops	7,578.44	0.00	7,578.44	100.0%
5007.3 · Sewer Service-Belv Cap	2,346.05	0.00	2,346.05	100.0%
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	21,803.63	5,146,114.00	-5,124,310.37	0.4%
5201 · INTEREST				
5201.1 · Interest County of Marin	565.07	0.00	565.07	100.0%
5201.2 · Interest LAIF	117,321.71	100,000.00	17,321.71	117.3%
Total 5201 · INTEREST	117,886.78	100,000.00	17,886.78	117.9%
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	2,150.00	16,250.00	-14,100.00	13.2%
5900.31 · Collection	39,458.00	200,000.00	-160,542.00	19.7%
5900.34 · Treatment	48,150.00	200,000.00	-151,850.00	24.1%
Total 5900.3 · Connection Fees	89,758.00	416,250.00	-326,492.00	21.6%
5900.4 · Inspection Permit Fees	2,100.00	16,250.00	-14,150.00	12.9%
5900.5 · SASM Expense Reimb.	25,528.05	75,000.00	-49,471.95	34.0%
5900.9 · Other Income	0.00	100.00	-100.00	0.0%
Total Income	263,783.13	6,976,007.10	-6,712,223.97	3.8%
Gross Profit	263,783.13	6,976,007.10	-6,712,223.97	3.8%
Expense				
6000 · Administrative Expenses				
6001 · Advertising	0.00	2,000.00	-2,000.00	0.0%
6002 · Outreach & Newsletter	0.00	0.00	0.00	0.0%
6008 · Audit & Accounting	4,674.46	40,000.00	-35,325.54	11.7%
6017 · Consulting Fees	30,057.15	100,000.00	-69,942.85	30.1%
6018 · Travel & Meetings				
6018.1 · Meetings & Travel	10,252.35	15,000.00	-4,747.65	68.3%
6018.2 · Standby Mileage Expense Reimb	368.86	8,000.00	-7,631.14	4.6%
Total 6018 · Travel & Meetings	10,621.21	23,000.00	-12,378.79	46.2%
6020 · Continuing Education	3,543.50	10,000.00	-6,456.50	35.4%
6021 · County Fees	3,356.05	16,590.00	-13,233.95	20.2%
6024 · Director Fees	4,800.00	9,000.00	-4,200.00	53.3%
6025 · Dues & Subscriptions	2,620.80	33,000.00	-30,379.20	7.9%
6026 · Elections	0.00	0.00	0.00	0.0%
6033 · Insurance				
6033.1 · Insurance - SD5 Property	63,641.62	100,000.00	-36,358.38	63.6%
6033.2 · Insurance - SD5 Liability	0.00	60,000.00	-60,000.00	0.0%
6033.3 · Insurance - SD5 Auto	6,334.87	10,000.00	-3,665.13	63.3%
Total 6033 · Insurance	69,976.49	170,000.00	-100,023.51	41.2%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
July through September 2023

	Jul - Sep 23	Budget	\$ Over Budget	% of Bu...
6039 · Legal	4,338.50	50,000.00	-45,661.50	8.7%
6047 · Office Supplies	2,031.47	11,000.00	-8,968.53	18.5%
6056 · Postage	0.00	1,300.00	-1,300.00	0.0%
6059 · Pollution Prevention/Public Edu	0.00	5,500.00	-5,500.00	0.0%
6065 · Miscellaneous Expense	0.00	0.00	0.00	0.0%
Total 6000 · Administrative Expenses	136,019.63	471,390.00	-335,370.37	28.9%
7000 · Ops & Maintenance Expenses				
7010 · Pumps & Lines Maintenance				
7011 · Pumps & Lines Maintenance	13,490.23	200,000.00	-186,509.77	6.7%
7013 · Emergency Line Repair	20,550.00	100,000.00	-79,450.00	20.6%
Total 7010 · Pumps & Lines Maintenance	34,040.23	300,000.00	-265,959.77	11.3%
7020 · Main Plant Maintenance				
7021 · Plant Maintenance Supplies	10,683.53	80,000.00	-69,316.47	13.4%
7022 · Plant Maint. Parts & Service	74,403.11	300,000.00	-225,596.89	24.8%
7023 · Janitorial Supplies & Service	1,948.52	10,000.00	-8,051.48	19.5%
7024 · Main Plant Chemicals	22,219.51	165,000.00	-142,780.49	13.5%
7025 · Lab Supplies & Chemicals	13,711.34	25,000.00	-11,288.66	54.8%
7027 · Electrical & Instrument	939.67	30,000.00	-29,060.33	3.1%
7028 · Grounds Maintenance	1,037.68	8,000.00	-6,962.32	13.0%
7029 · Main Plant Sludge Disposal	23,906.25	55,000.00	-31,093.75	43.5%
Total 7020 · Main Plant Maintenance	148,849.61	673,000.00	-524,150.39	22.1%
7040 · Paradise Cove Plant Maint				
7041 · Paradise Parts & Service	15,490.21	20,000.00	-4,509.79	77.5%
7042 · Paradise Supplies & Chemicals	3,959.72	6,500.00	-2,540.28	60.9%
7043 · Paradise Sludge Disposal	0.00	3,000.00	-3,000.00	0.0%
Total 7040 · Paradise Cove Plant Maint	19,449.93	29,500.00	-10,050.07	65.9%
7050 · Monitoring				
7051 · Main Plant Lab Monitoring	10,100.17	50,000.00	-39,899.83	20.2%
7052 · Paradise Cove Monitoring	937.45	10,000.00	-9,062.55	9.4%
7053 · Chronic Toxicity	4,142.50	15,000.00	-10,857.50	27.6%
Total 7050 · Monitoring	15,180.12	75,000.00	-59,819.88	20.2%
7060 · Permits/Fees				
7061 · Main Plant NPDES Renewal	13,675.25	0.00	13,675.25	100.0%
7062 · Permits/Fees - General	3,272.15	50,000.00	-46,727.85	6.5%
7063 · Paradise Cove Permits/Fees	0.00	9,000.00	-9,000.00	0.0%
7064 · Paradise Cove NPDES Renewal	0.00	0.00	0.00	0.0%
Total 7060 · Permits/Fees	16,947.40	59,000.00	-42,052.60	28.7%
7070 · Truck Maintenance				
7071 · Fuel	3,775.80	20,000.00	-16,224.20	18.9%
7072 · Maintenance	15,325.38	30,000.00	-14,674.62	51.1%
Total 7070 · Truck Maintenance	19,101.18	50,000.00	-30,898.82	38.2%
Total 7000 · Ops & Maintenance Expenses	253,568.47	1,186,500.00	-932,931.53	21.4%
8000 · Salaries and Benefits Expenses				
8001 · Salaries	387,858.58	1,598,548.00	-1,210,689.42	24.3%
8003 · Overtime	27,484.41	100,000.00	-72,515.59	27.5%
8004 · Standby Pay	18,546.23	80,000.00	-61,453.77	23.2%
8005 · Employee Incentives	20,000.00	60,000.00	-40,000.00	33.3%
8006 · Vacation Buyout	28,100.08	80,000.00	-51,899.92	35.1%
8013 · Payroll Taxes	33,413.29	110,000.00	-76,586.71	30.4%
8015 · Payroll/Bank Fees	2,084.49	7,000.00	-4,915.51	29.8%
8016 · Car Allowance	6,000.00	6,000.00	0.00	100.0%
8019 · PERS Retirement				
8019.05 · PERS Retirement	46,454.22	272,332.00	-225,877.78	17.1%
8019.08 · PERS Retirement - CalPERS UAL	0.00	0.00	0.00	0.0%
Total 8019 · PERS Retirement	46,454.22	272,332.00	-225,877.78	17.1%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
July through September 2023

	Jul - Sep 23	Budget	\$ Over Budget	% of Bu...
8020 · Employee Health				
8020.05 · Employee Health	47,809.15	290,000.00	-242,190.85	16.5%
8021 · Employee Health Deductions	-1,175.96	0.00	-1,175.96	100.0%
Total 8020 · Employee Health	46,633.19	290,000.00	-243,366.81	16.1%
8022 · Retiree Health				
8022.05 · Retiree Health	2,158.98	80,144.00	-77,985.02	2.7%
8022.10 · CERBT/OPEB Annual Arc Contribtn	0.00	140,000.00	-140,000.00	0.0%
Total 8022 · Retiree Health	2,158.98	220,144.00	-217,985.02	1.0%
8023 · Workers Comp Insurance	48,373.00	58,000.00	-9,627.00	83.4%
Total 8000 · Salaries and Benefits Expenses	667,106.47	2,882,024.00	-2,214,917.53	23.1%
8500 · Other Operating Expenses				
8510 · Data/Alarms/IT Supp & Licensing	45,952.24	100,000.00	-54,047.76	46.0%
8515 · Safety	45,818.34	60,000.00	-14,181.66	76.4%
8520 · Personal Protection/Safety Wear	1,525.59	15,000.00	-13,474.41	10.2%
8530 · Telephone				
8531 · Main Plant Telephones	3,235.13	11,000.00	-7,764.87	29.4%
8532 · Paradise Cove Telephones	595.86	500.00	95.86	119.2%
8533 · Pumps & Lines Telephones	1,071.03	7,000.00	-5,928.97	15.3%
Total 8530 · Telephone	4,902.02	18,500.00	-13,597.98	26.5%
8540 · Utilities				
8541 · Water	4,221.98	9,000.00	-4,778.02	46.9%
8542 · Main Plant Utilities	63,854.92	230,000.00	-166,145.08	27.8%
8543 · Paradise Cove Utilities	6,478.68	22,000.00	-15,521.32	29.4%
8544 · Pump Station Utilities	13,246.24	48,000.00	-34,753.76	27.6%
Total 8540 · Utilities	87,801.82	309,000.00	-221,198.18	28.4%
Total 8500 · Other Operating Expenses	186,000.01	502,500.00	-316,499.99	37.0%
Total Expense	1,242,694.58	5,042,414.00	-3,799,719.42	24.6%
Net Ordinary Income	-978,911.45	1,933,593.10	-2,912,504.55	-50.6%
Other Income/Expense				
Other Expense				
9100 · Capital Expenditures				
9200 · Main Plant Equipment Capital				
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%
9208 · M.P. Chem Feed Trx Pump Rplcmnt	19,382.74	0.00	19,382.74	100.0%
9213 · M.P. Digester				
9213.1 · Digester Rehab	11,807.57	600,000.00	-588,192.43	2.0%
Total 9213 · M.P. Digester	11,807.57	600,000.00	-588,192.43	2.0%
9216 · M.P. Secondary Clarifier				
9216.1 · Scum Removal Project FY22-23	0.00	300,000.00	-300,000.00	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	42,512.21	100,000.00	-57,487.79	42.5%
Total 9217 · SD5 Shop Rplcmnt /Ops Control	42,512.21	100,000.00	-57,487.79	42.5%
9229.8 · Vehicle Replacement	58,971.50			
Total 9200 · Main Plant Equipment Capital	191,755.02	1,225,000.00	-1,033,244.98	15.7%
9300 · Pumps & Lines Capital				
9301 · Tiburon Sewer Line Rehab Prog	136,628.57			
9303 · CCTV Sewer Project	0.00	250,000.00	-250,000.00	0.0%
9304 · Belvedere Sewer Line Rehab Prog	91,085.72			
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%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
July through September 2023

	Jul - Sep 23	Budget	\$ Over Budget	% of Bu...
9306 · PS Pump & Valve Replacements	0.00	100,000.00	-100,000.00	0.0%
9309 · BPS #1 Generator Replcmnt	0.00	600,000.00	-600,000.00	0.0%
9313 · Manholes/Rodholes	5,000.00	75,000.00	-70,000.00	6.7%
Total 9300 · Pumps & Lines Capital	232,714.29	1,075,000.00	-842,285.71	21.6%
9400 · Paradise Cove Capital				
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%
Total 9400 · Paradise Cove Capital	0.00	125,000.00	-125,000.00	0.0%
9500 · Undesignated Capital				
9510 · Undesignated Cap - M.P.	14,112.53	50,000.00	-35,887.47	28.2%
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	14,112.53	125,000.00	-110,887.47	11.3%
Total 9100 · Capital Expenditures	438,581.84	2,550,000.00	-2,111,418.16	17.2%
9700 · Debt Service				
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%
Total 9730 · Debt Service - MPR Project	685,205.99	752,848.00	-67,642.01	91.0%
Total 9700 · Debt Service	685,205.99	752,848.00	-67,642.01	91.0%
Total Other Expense	1,123,787.83	3,302,848.00	-2,179,060.17	34.0%
Net Other Income	-1,123,787.83	-3,302,848.00	2,179,060.17	34.0%
Net Income	<u>-2,102,699.28</u>	<u>-1,369,254.90</u>	<u>-733,444.38</u>	<u>153.6%</u>

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

10/10/23

September 2023

Item #2C

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
Balf, Abigail						
Check	09/15/23	572	Balf, Abigail	02.00 Hrs. O.T. @ 1.5x	127.47	127.47
Check	09/28/23	585	Balf, Abigail	02.00 Hrs. O.T. @ 1.5x	127.47	254.94
Check	09/28/23	585	Balf, Abigail	06.50 Hrs. O.T. @ 2.0x	552.37	807.31
Total Balf, Abigail					807.31	807.31
Bilsborough, Chad						
Check	09/15/23	573	Bilsborough, Chad	12.500 Hrs O.T. @ 1.5x	1,016.81	1,016.81
Check	09/15/23	573	Bilsborough, Chad	01.00 Hrs. O.T. @ 2.0x	108.46	1,125.27
Check	09/28/23	586	Bilsborough, Chad	02.00 Hrs O.T. @ 1.5x	162.69	1,287.96
Check	09/28/23	586	Bilsborough, Chad	02.00 Hrs. O.T. @ 2.0x	216.92	1,504.88
Total Bilsborough, Chad					1,504.88	1,504.88
Collodi, Peter						
Check	09/15/23	574	Collodi, Peter	08.50 Hrs. O.T. @ 1.5x	318.68	318.68
Check	09/15/23	574	Collodi, Peter	Pro-rated reimbursement Salary (7.6.2023)	10.61	329.29
Total Collodi, Peter					329.29	329.29
Cottrell, Rulon						
Check	09/28/23	588	Cottrell, Rulon	10.00 Hrs. O.T. @ 1.5x	1,144.65	1,144.65
Check	09/28/23	588	Cottrell, Rulon	02.00 Hrs. O.T. @ 2.0x	305.24	1,449.89
Total Cottrell, Rulon					1,449.89	1,449.89
Dohrmann, Robin						
Check	09/15/23	576	Dohrmann, Robin	02.00 Hrs. O.T. @ 1.5x	222.48	222.48
Check	09/28/23	589	Dohrmann, Robin	16.00 Hrs. O.T. @ 1.5x	1,582.08	1,804.56
Total Dohrmann, Robin					1,804.56	1,804.56
La Torre, Daniel P.						
Check	09/15/23	578	La Torre, Daniel P.	02.00 Hrs. O.T. @ 1.5x	207.66	207.66
Check	09/15/23	578	La Torre, Daniel P.	02.00 Hrs. O.T. @ 2.0x	276.88	484.54
Check	09/28/23	592	La Torre, Daniel P.	15.00 Hrs. O.T. @ 1.5x	1,557.45	2,041.99
Check	09/28/23	592	La Torre, Daniel P.	03.50 Hrs. O.T. @ 2.0x	484.54	2,526.53
Total La Torre, Daniel P.					2,526.53	2,526.53
Rosser, John						
Check	09/28/23	594	Rosser, John	05.00 Hrs. @ 1.5x	448.43	448.43
Total Rosser, John					448.43	448.43
TOTAL					8,870.89	8,870.89

Sanitary District No. 5 of Marin County



District Management Report September 2023

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: October 21, 2023
To: Board of Directors
From: Tony Rubio, District Manager
Subject: Management Report for September 2023

Fiscal Status

Period Covered: July 1, 2023 –October 19, 2023
Percent of Fiscal Year: 25%
Percent of Budgeted Income to Date: 4.6%
Percent of Budgeted Expenditures to Date: 28% (operating only)

Personnel

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

Regulatory Compliance

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

Summary of Operational Highlights are on the following pages.

Significant Events for the Month of September 2023 Include:

Financial/Budgetary/Business Administration

- Business Server file clean up ongoing.
- Working with paychex to streamline payroll reporting- online with multiple manager time off and overtime approvals.
- Quickbooks Clean Up and 1 zone implementation ongoing
- Connection Fee update work has begun with HF&H
- Financial Policies and Procedures manual in 2nd review.
- 50 boxes of historical files sent to be scanned - 25 boxes currently in the process of being scanned/filed and disposed of if records retention policy allows.

HR and Personnel

- Currently recruiting for Operator/OIT (Operator In Training) Offer of employment made to top candidate.

Continuing Education and Safety Training

- Work with DKF solutions on District safety program updates on-going
- Hearing Tests scheduled for first part of November
- IIPP (Injury and Illness Prevention Plan) online companion module review and approval completed.

Collection System Performance

Main Plant Tiburon/Belvedere:

- Submitted no spill report for the month of August to RWQCB on CIWQS
- Rodder and Vactor work continues being performed by staff
- 0 Odor complaints for reporting period

Paradise Cove:

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

Treatment Plant Performance

Paradise Cove:

- New blowers in process of being installed at P. Cove.
- New Vfd's are also in the process of installation

Main Plant:

- Submitted August 2023 Monthly SMR and DMR to the RWQCB on CIWQS.
- NPDES Permit renewed by RWQCB. New Order No R2-2023-0018 goes into effect December 1, 2023 and expires on November 20, 2028
- Will be needing to replace 2 HVAC units for motor control center MP and WP- waiting on updated quotes from vendors.

Pollution Prevention Activities

- District participated in 2nd annual Get Ready to Go 94920 event on October 14, 2023 at Zelinsky Park between 11am-3pm. (Emergency Preparedness Event)

Capital Improvement Projects

- 2022 Sewer Rehab - Project completed- awaiting final progress payment from contractor
- Cove Road MCC and Generator replacement project design underway Site layout plans under review and revisions – to be designed above flood plain.
- Digester Rehab Project meeting scheduled for October 23 to review final items before finalizing plan specifications.
- New Service truck (moving up CIP schedule) discussed at CIP committee in reference to current service truck and advanced clean fleet regulations from CARB. (California Air Resources Board)
- Working on putting together scope of work for CCTV/II investigation work for further fine tuning of the Districts CIP Program

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

Sanitary District No. 5 of Marin County

Investing in a Laddered Portfolio of U.S. Treasury Securities

October 12, 2023



WULFF, HANSEN & Co.

ESTABLISHED 1931



Why Invest in U.S. Treasury Securities: Safety, Liquidity, Flexibility and Yield

Safety: Treasury securities are widely considered to be among the safest investments in the world, because the payment of principal and interest is guaranteed by the ‘full faith and credit’ of the U.S. Treasury, which is the same pledge that secures FDIC-insured bank account deposits. However, unlike FDIC insurance there is no dollar limit on the unconditional Federal guarantee for Treasury securities.

Treasury securities are direct debt obligations of the United States Federal Government that are issued to fund its day-to-day outlays for national defense, entitlement programs, discretionary spending, etc.

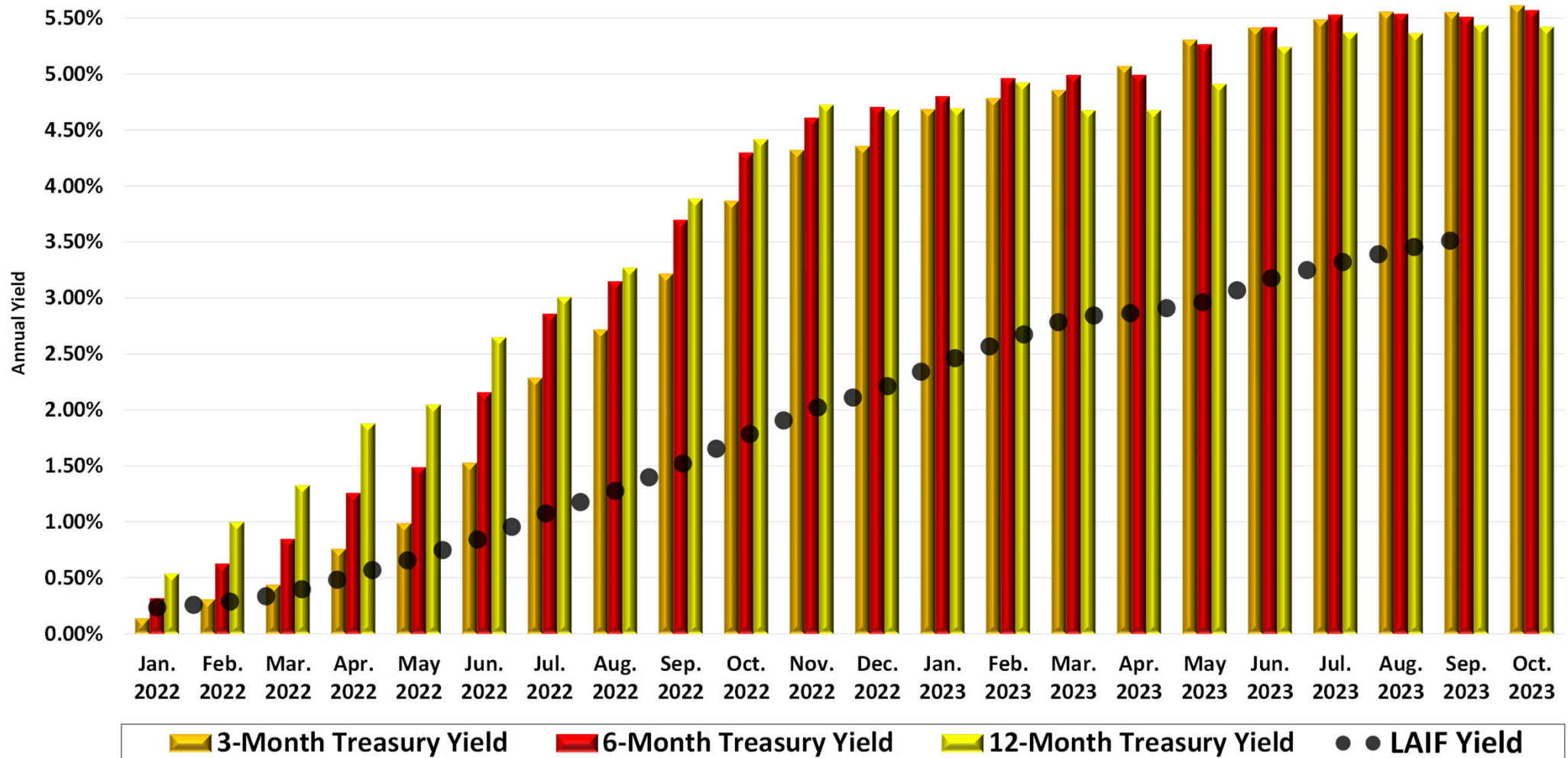
Liquidity: Treasury securities are widely considered to be among the most liquid investments in the world, because the market for Treasury securities is so vast. Approximately \$26.4 trillion of Treasury securities are currently owned by public and private investors worldwide including foreign central banks, foreign and domestic commercial banks, mutual funds, private individuals, corporations, insurance companies, pension funds, State and local governments, etc. Moreover, on average, investors worldwide buy and sell more than \$500 billion of Treasury securities every day on the ‘secondary market’.

Flexibility: Treasury securities are widely considered to be among the most flexible investments in the world, because they come in so many varieties – some Treasury securities mature in 30 days while others mature in 30 years, and virtually everything in between. The wide variety of Treasury securities offers investors like the District the flexibility to design an investment portfolio that exactly matches its expected future cash flow requirements and liquidity needs.

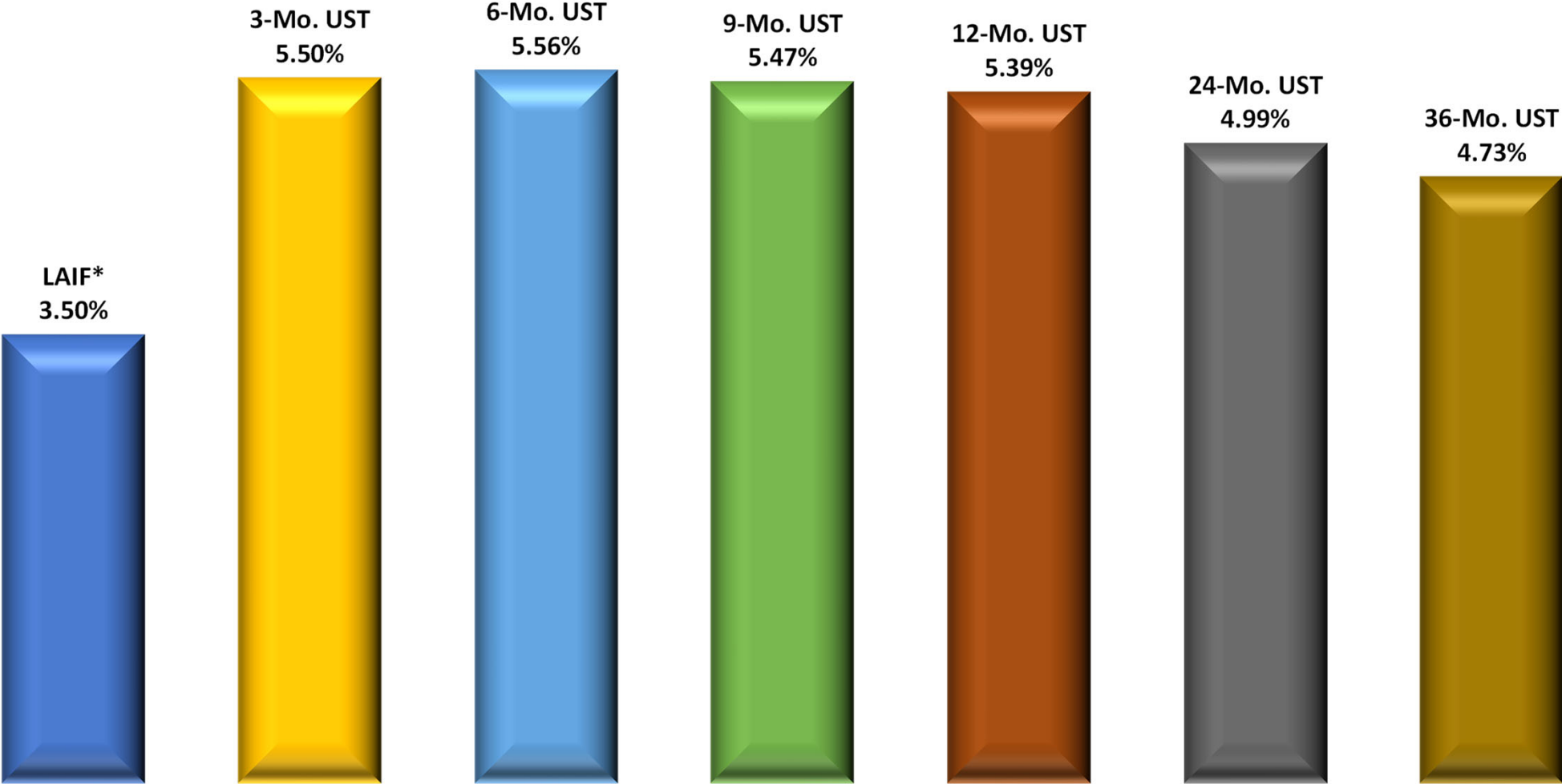
Yield: Treasury yields have increased dramatically since early 2022, due to sharply higher inflation and due to the Federal Reserve Board’s efforts to combat inflation by aggressively raising short-term interest rates.

Yield Comparison: Short-Term U.S. Treasury Securities vs. LAIF

(Data Sources: U.S. Department of the Treasury and California State Treasurer's Office as of October 11, 2023)



Yield Curve as of October 11, 2023



* LAIF rate as of September 29, 2023

12-Month Laddered Portfolio of U.S. Treasury Securities with Quarterly Principal Maturities

Investment Date	Investment Amount	Investment Term	Maturity Date	Annual Yield (10-11-2023)	Year 1 Earnings ⁴
11/1/2023	1,250,000	3 months	1/31/2024	5.50%	17,000
11/1/2023	1,250,000	6 months	4/30/2024	5.56%	34,000
11/1/2023	1,250,000	9 months	7/31/2024	5.47%	51,000
11/1/2023	1,250,000	12 months	10/31/2024	5.39%	67,000
	5,000,000				169,000

Reinvestment Date ¹	Reinvestment Amount	Reinvestment Term	Maturity Date ²	Annual Yield (10-11-2023) ³	Year 1 Earnings ⁴
1/31/2024	1,267,000	12 months	1/31/2025	5.39%	51,000
4/30/2024	1,284,000	12 months	4/30/2025	5.39%	35,000
7/31/2024	1,301,000	12 months	7/31/2025	5.39%	18,000
	3,852,000				104,000

Year 1 Gross Interest Earnings	5.46%	273,000
One-Time Up-Front Expenses	-0.41%	(20,250)
On-Going Annual Expenses	-0.25%	(12,250)
Year 1 Net Interest Earnings	4.81%	240,500

¹ Re-investment of the proceeds from each maturing Treasury security.

² Denotes securities that will also generate interest earnings during year 2.

³ Re-investment rate as of 10/11/2023; actual re-investment rate will be higher or lower.

⁴ Earnings are rounded to the nearest thousand dollars.

Wulff Hansen U.S. Treasury Program Fees

	\$5MM Portfolio	\$10MM Portfolio
One-Time Up-Front Fees¹		
Municipal Advisor	\$14,500	\$17,000
Bidding Agent	\$5,000	\$5,000
Custodian Bank	\$750	\$750
	\$20,250	\$22,750
 On-Going Annual Fees²		
Municipal Advisor ³	\$6,750	\$8,500
Bidding Agent ⁴	\$3,000	\$3,400
Custodian Bank ⁵	\$2,500	\$2,500
	\$12,250	\$14,400

¹ All one-time up-front fees are fully contingent and payable only upon delivery of the portfolio of Treasury securities to the Custodian Bank.

² All on-going annual fees are payable quarterly in arrears.

³ Municipal Advisor does not receive any form of compensation from any third party; Municipal Advisor is compensated exclusively by the District.

⁴ Annual Bidding Agent fee is estimated; actual fee will depend on the size and frequency of reinvestments.

⁵ Annual Custodian Bank fee is 1.25 basis points subject to \$2,500 minimum; payable quarterly in arrears.



Why Invest in a Laddered Portfolio

- A laddered portfolio can be created and maintained at relatively low cost and is easy to understand, administer, modify and track performance.
- A laddered portfolio can accommodate whatever principal payment schedule and term structure best align with the District's expected cash flow requirements and liquidity needs.
- Every quarter when a security matures, the District can use the proceeds for operating expenses, capital outlays, debt service payments, or any other lawful purpose. Alternatively, if the District prefers, those funds can be reinvested in new Treasury securities.
- Over time as economic, financial and budgetary circumstances change, it is easy to modify the size or term structure of a laddered portfolio to properly align with the District's cash flow requirements and liquidity needs.
- When interest rates rise, the proceeds from each maturing security can be reinvested in new, higher yielding Treasury securities. Likewise, when interest rates fall the impact on earnings is cushioned by blending higher yielding older securities with lower yielding newer securities.
- If an emergency occurs and the District needs its money back right away, Treasury securities can be liquidated very quickly, typically within two business days. However, depending on market conditions the prices received may be more or less than the initial cost.



Other Features of the Wulff Hansen U.S. Treasury Program

Custody Account

All securities in the District's portfolio will be held in trust for the District by its Custody Bank. Only authorized District staff will have access to these funds. The Custody Bank will provide the District with monthly and on-line account statements documenting account holdings, earnings, transactions, etc.

Competitive Bidding Process

To ensure the District pays a competitive price for the securities in its portfolio, the entire portfolio and each reinvestment is competitively bid, much like the competitive RFP process used by the District to purchase other goods and services.

Reinvestment Process

Approximately 30-days prior to the maturity of every security, we send each client a brief memo entitled "Reinvestment Options". The memo provides a concise summary of their portfolio holdings, the cash flows produced by these holdings, and various options for how to reinvest some or all of the proceeds from the upcoming maturity. We then meet with each client to discuss their expected future cash flow requirements and liquidity needs, and to help them select the reinvestment option that best suits their needs.

Quarterly Review

Every quarter, Wulff Hansen provides each client with a 'Quarterly Review' that details the composition of their portfolio holdings and the results that were achieved during the quarter, including book earnings and book yield.



Schedule

- Week 1** Select Custody Bank and Bidding Agent; open Custody Account;
- Week 2** Transfer funds to Custody Account; finalize and post bid specs;
- Week 3** Receive bids, award bid, lock-in rates;
- Week 4** Portfolio of U.S. Treasury securities delivered to Custody Account.