

**NOTICE AND AGENDA**  
**Regular Board Meeting**  
**at Sanitary District No. 5 of Marin County**  
**Thursday, April 20<sup>th</sup>, 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 March 16<sup>th</sup>, 2023, Regular Board Meeting Minutes & March 28 Special Board Meeting Minutes (Rubio)
2. Review and receive all electronic fund transfers (EFTs) and approve warrants from March 9<sup>th</sup>, 2023, through April 13<sup>th</sup>, 2023 (JP Morgan Chase Bank, check no. 9632 through check no. 9701, all transactions totaling \$781,354.22) and receive March 2023, payroll, in the sum of \$185,190.27 (Dohrmann)
3. Approval of amendment of Professional Service Agreement for Burke, Williams, Sorensen, LLP (Rubio)

**MANAGEMENT REPORTS:**

4. District Manager Summary Report (Rubio)

**NEW BUSINESS:**

5. Consideration of adoption of Resolution No. 2023-02: Confirming the SD5 Organization Chart and Publicly Available Pay Scale for FY2023-2024: A Resolution of the Board of Directors of Sanitary District No. 5 of Marin County Adopting the Annual Cost of Living Increase (5.6%) for All Sanitary District No. 5 of Marin County Employees - Represented, Unrepresented, both Effective July 1, 2023 (Rubio) – Action

6. Review and Approval of Bay Area Chemical Consortium (BACC) bids for sodium bisulfite and sodium hypochlorite and authorizing the District Manager to enter into contracts with the low bidder for the procurement of those chemicals (Rubio) - Action
7. **Financial Outlook & Sewer Service Rate Hike Considerations**
  - a. Presentation by HF&H of Final Rate Analysis for proposed increase in sewer service charges.- Action (Rubio)
  - b. Consideration of approval of content of Proposition 218 Legal Notice to property owners of proposed increase in sewer service charges and public hearing, and authorization to issue Public Notice- Action (Rubio)
  - c. Consideration of setting date and time for two (2) public workshops for the Proposed Increase in sewer service charges: scheduled for Wednesday May 10, 2023 and Wednesday May 24, 2023 at 5 pm at the District office. – Action (Rubio)
  - d. Consideration of Setting Date and Time for Public Hearing for Proposed Increase in Sewer Service Charges and First Reading of Ordinance No. 2023-01: An ordinance establishing a single sewer service rate and increasing the Sewer Service Charges district wide– for June 22, 2023 at 5 p.m. – Action (Rubio)
8. Review and consideration of Fiscal Year 2023-2024 Preliminary SD5 Reserve Policies for the District 1 zone (Rubio) – Action
9. Consideration of approval of Fiscal Year 2023-2024 Preliminary Budget for the District 1 zone in preparation for Public Notice to be provided at the June 22, 2023 Special Board Meeting for consideration of approval and adoption of the Fiscal Year 2023-2024 Final Budget (Rubio) – Action
10. Consideration of Approval and Adoption of Fiscal Year 2023-2024 Final SD5 Strategic Plan (Rubio) – Action

**UNFINISHED BUSINESS:**

**COMMITTEE REPORTS:**

11. Capital Improvement Program Committee (Carapiet/Arias-Montez)
12. Finance & Fiscal Oversight Committee (Arias-Montez/Snyder)
13. Governance Committee (Snyder/Benediktsson)
14. Personnel Committee (Snyder/Carapiet)
15. Ad Hoc Committee – Paradise Drive (Carapiet/Benediktsson)

**OTHER BUSINESS:**

**ENVIRONMENTAL:**

**CORRESPONDENCE:**

**INFORMATIONAL ITEMS:**

16. Annual Pollution Prevention (P2) & Outreach Report

**ADJOURNMENT:**

The Board will be asked to adjourn the meeting to a Regular Board Meeting on May 18, 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](mailto:rdohrmann@sani5.org) at least two days prior to the meeting*

**Regular Board Meeting Minutes  
at Sanitary District No. 5 of Marin County  
Thursday, March 16<sup>th</sup>, 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: 1702 hrs.  
Tod Moody, President  
Omar Arias Montez, Vice President  
John Carapiet, Secretary  
Richard Snyder, Director - Teleconference  
Catherine Benediktsson, Director

Staff Present: Tony Rubio, Robin Dohrmann  
Legal Counsel: Benjamin L. Stock, Esq.  
Consultants: Gabe Sasser, Rick Simonson  
(HF&H Consultants)

**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 at this time.

**DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:**

- Secretary Carapiet requested a status report re non-compliant sewer laterals in the service area, as it relates to (I&I) Inflow & Infiltration

**CONSENT CALENDAR:**

Director Carapiet asked to pull Item No. 3 for discussion regarding PG&E bill.

- Motion to review and adopt Resolution No. 2023-01: A Resolution proclaiming the continuing need to meet by teleconference in accordance with Government Code Section 54953 –(Rubio)
- Approval of January 19th, 2023, Regular Board Meeting Minutes (Rubio)
- Review and receive all electronic fund transfers (EFTs) and approve warrants from January 12<sup>th</sup>, 2022, through February 9<sup>th</sup>, 2023 (JP Morgan Chase Bank, check no. 9494 through check no. 9558, all transactions totaling \$288,998.00) and receive December 2022, payroll, in the sum of \$160,427.31 (Dohrmann)

Discussion by the Board. Motion (Snyder/Arias-Montez) to approve Items No. 1, 2 and 4. Passed (4-0-0-1). (Benediktsson absent).

**CONSENT CALENDAR (cont'd):**

Returning to Item No. 3. at Consent Calendar: Manager Rubio explained the PG&E increase was related to Wet Weather pumping during late December and early January storms with biggest energy users being the Main Plant wet weather pumps operation and continuous Cove Road pump station wet weather pumps and mar west pump station pump operations. Motion (Snyder/Carapiet) to approve Item #3 on the Consent Calendar. Passed (5-0-0-0).

**President Moody asked to move to item #5 on the Agenda (5:08 p.m.).**

**NEW BUSINESS:**

5. Review and discuss SD5 Rate Study Progress / Discovery presentation by HF&H Consultants (HF&H) - (Rubio) – Action

Discussion by the Board. Direction given by the Board to finalize the SD5 Sewer Rate Study under the 1-zone scenario. Motion (Snyder/Arias-Montez) to direct HF&H to finalize the 1-zone sewer rate scenario. Passed (5-0-0-0).

**President Moody asked to return to item #4 on the Agenda (5:58 p.m.).**

**MANAGEMENT REPORTS:**

4. District Manager Summary Report (Rubio)

Manager Rubio presented report - answered questions from the Board.

**NEW BUSINESS (Cont'd):**

6. Review and accept changes to the Preliminary Fiscal Year 2023-2024 Budget for final consideration and for noticing the Fiscal Year 2023-2024 Budget public hearing (Rubio) – Action

Discussion by the Board. Motion (Arias-Montez/Snyder) to accept changes to the Preliminary Fiscal Year 2023-2024 Budget for final consideration and noticing the Fiscal Year 2023-2024 Budget Public Hearing. Passed (5-0-0-0-0).

7. Review and discuss (Draft) Sewer Lateral CCTV (Closed Circuit Television) Policy for possible adoption (Rubio) – Action

Discussion by the Board. Motion (Snyder/Benediktsson) to accept and adopt lateral video submittals via streamlined closed circuit television (CCTV) for Sanitary District No. 5 of Marin County's lateral inspections. Passed (5-0-0-0-0).

**UNFINISHED BUSINESS**

**COMMITTEE REPORTS:**

8. Capital Improvement Program Committee (Carapiet/Arias-Montez)
9. Finance & Fiscal Oversight Committee (Arias-Montez/Snyder)
10. Governance Committee (Snyder/Benediktsson) – N/A

**COMMITTEE REPORTS (Cont'd):**

11. Personnel Committee (Snyder/Carapiet) – N/A
12. Ad Hoc Committee – Paradise Drive (Carapiet/Benediktsson) – N/A

**OTHER BUSINESS:**

President Moody advised LAFCO seats are open for anyone interested in applying.

Secretary Carapiet - Belvedere community foundation doing shredding event May 9 for anyone interested.

**ENVIRONMENTAL:**

**CORRESPONDENCE:**

**INFORMATIONAL ITEMS:**

13. CSRMA (California Safety Risk Management Authority) Memorandum: FY23-24 Property Market Update-Insurance

**ADJOURNMENT: 1827hrs**

The Board will be asked to adjourn the meeting to a Regular Board Meeting on April 20<sup>th</sup>, 2023, at 5:00 P.M.

Approved:

Attest:



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Tod Moody  
President, Board of Directors



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John Carapiet  
Secretary, Board of Directors

**Special Board Meeting Minutes  
at Sanitary District No. 5 of Marin County  
Tuesday, March 28<sup>th</sup>, 2023**

**5:30 P.M. SPECIAL BOARD MEETING**

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

**ROLL CALL:**

Directors Present: 1730 hrs.

Tod Moody, President

Omar Arias Montez, Vice President

John Carapiet, Secretary

Staff Present: Tony Rubio, Robin Dohrmann

Richard Snyder, Director - Teleconference

Consultants: Gabe Sasser, Rick Simonson (HF&H Consultants) Catherine Benediktsson, Director

**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:**

**NEW BUSINESS:**

1. Review and discuss HF&H rate scenarios for District. 1 Zone vs Ad Valorem and Non Ad Valorem rates- (Rubio) - discussion only

Presentation by consultant on updated figures of the Districts sewer rate study and discussion of a one sewer service rate option with ad-valorem credit, discussion by the board.

**ADJOURNMENT:**

The Board will be asked to adjourn the meeting to a Regular Board Meeting on April 20<sup>th</sup>, 2023, at 5:00 P.M.

Approved:

Attest:

\_\_\_\_\_  
Tod Moody  
President, Board of Directors

\_\_\_\_\_  
John Carapiet  
Secretary, Board of Directors

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## Sanitary Distr. No.5 of Marin Co.

## Warrant List Summary

March 10 through April 13, 2023

04/11/23

Num	Date	Name	Memo	Amount
<b>JP Morgan Chase - Primary 7399</b>				
EFT	03/20/23	CalPERS	EFT Health Premium, Cust #4163206459 - April 2023	-21,798.84
EFT	04/05/23	PERS	EFT PERS, Jan-Feb 2022 Pro-rated Raises through 3.31.2023	-606.20
EFT	04/05/23	PERS	EFT PERS Pension - March 2023	-22,762.67
9632	03/16/23	Banshee Networks, Inc.	Computer/IT Support, E-Media Installations + Hardware - February - March 2...	-3,904.59
9633	03/16/23	Comcast Business	Acct# 963 425 517, VOIP Service - March 2023	-376.57
9634	03/16/23	Lystek Int'l, LTD	Biosolids Transport - February 2023	-1,421.18
9635	03/16/23	Nute Engineering Corp.	Consulting & Engr. Svcs - February 2023	-1,193.25
9636	03/16/23	Staples, Inc.	Acct #60111000714, Office Supplies - February 2023	-126.27
9637	03/16/23	Verizon Wireless	Acct #0342125502-00001: iPhones & BPS Comm - February - March 2023	-338.45
9638	03/16/23	Rubio, Antonio	Travel Reimb. - March 2023	-1,032.81
9639	03/16/23	Salazar, Ignacio	PPE/Safetywear Reimbursement - March 2023	-828.34
9640	04/13/23	1-800-Got-Junk?	Debris Removal - March 2023	-1,537.00
9641	04/13/23	Access Answering Service	Acct #4080C, Answering Service - March 2023	-75.90
9642	04/13/23	Alameda Electrical Distributors, Inc.	Cust #56156, P.C. Electrical supplies - April 2023	-1,361.47
9643	04/13/23	BAAQMD	SD5 Main Plant Permit Fees - March 2023 (AJE FY23-24)	-436.00
9644	04/13/23	Bay Alarm	Acct #274428, April - June 2023	-258.00
9645	04/13/23	BearCom	Acct#: 1063189, SD5 TelComm Radios - April 2023	-9,445.49
9646	04/13/23	BGE Solutions	M.P. Digester Project - April 2023	-1,370.00
9647	04/13/23	Brelje and Race Laboratories, Inc.	M.P./P.C. Plant Samples - January 2023	-3,103.00
9648	04/07/23	Burke, Williams & Sorensen, LLP	Legal Advice - February 2023	-3,055.50
9649	04/13/23	BWS Distributors, Inc.	Lab Safety Supplies - February 2023	-3,781.95
9650	04/13/23	Cal-West Rentals, Inc.	Cust ID# 373124, M.P. Secondary Clarifier Scaffolding - January - March 2023	-1,411.20
9651	04/13/23	Caltest Analytical Laboratory	Acct: Tiburon5: M.P./P.C. Lab Sampling - March 2023	-9,856.93
9652	04/13/23	Caltronics Business Systems, Inc.	Acct #SD15, Multi-purpose Copier Contract - March 2023	-290.20
9653	04/13/23	Center For Hearing Health, Inc.	Annual on-site hearing tests - December 2022	-680.00
9654	04/13/23	Cintas Corporation #626	Acct #626-00821, PPE/Safetywear - February - March 2023	-942.28
9655	04/13/23	Comcast Business	Acct# 963 425 517, VOIP Service - April 2023	-370.89
9656	04/13/23	Comcast Business	Acct# 8155 30 011 0149465, Bus. Voice, Internet & Cable - April 2023	-453.72
9657	04/13/23	CWEA	Certificates & Membership Renewals - March 2023 (AJE FY23-24)	-245.00
9658	04/13/23	CWEA	Certificates & Membership Renewals - March 2023 (AJE FY23-24)	-297.00
9659	04/13/23	CWEA	Certificates & Membership Renewals - March 2023 (AJE FY23-24)	-95.00
9660	04/13/23	D&K Auto Service	SD5 Truck Maint. - March 2023	-3,107.91
9661	04/13/23	Department of Motor Vehicles	Acct #037060, DL Pull Notices + Replenishment - April 2023	-75.00
9662	04/13/23	DKF Solutions Group, LLC	My Safety Officer Subscription + CalOSHA Training - March 2023	-8,916.25
9663	04/13/23	Environmental Resource Associates	Acct #S057001, M.P. Lab Supplies - July 2022/April 2023	-1,165.38
9664	04/13/23	Fastenal Company	CAPET0959, M.P. Supplies - January - March 2023	-14,498.25
9665	04/13/23	FireMaster	Annual Fire Extinguisher Maintenance, March 2023	-375.00
9666	04/13/23	FKC Co., Ltd.	M.P. Parts & Service - February 2023	-17,174.05
9667	04/13/23	Goodman Building Supply Co.	Acct #20070, BP&L + Lab Project - February - March 2023	-943.07
9668	04/13/23	Hardiman Construction / Trenchless ...	FY21-22 SD5 Sewer Rehab Project, Progress Payment #2 - March 2023	-455,225.75
9669	04/13/23	HDR Engineering, Inc.	Consulting, SD5 MP Digester - March 2023	-16,952.40
9670	04/07/23	HF&H Consultants, LLC	Consulting - March 2023	-6,030.00
9671	04/13/23	Home Depot Credit Services	#6035 3221 4973 2921: M.P. Parts & Svc - March 2023	-1,034.55
9672	04/13/23	JM Integration, LLC	M.P. Parts & Service - February - March 2023	-14,763.03
9673	04/13/23	Ken Grady Company, Inc.	SD5 Plant Parts - March 2023	-6,900.07
9674	04/13/23	Koffler Electrical Mechanical Repair	Cust #00-SAN060, M.P. Parts & Svc. - March 2023	-2,917.98
9675	04/13/23	Lystek Int'l, LTD	Biosolids Transport - March 2023	-830.81
9676	04/13/23	Marin County Registrar of Voters	2022 Election Set up Fee - March 2023	-250.01
9677	04/13/23	McCampbell Analytical, Inc.	M.P. Monitoring, Acute Toxicity Testing - March 2023	-1,112.50
9678	04/13/23	Mill Valley Refuse Service, Inc.	Acct #063092, SLUDGE TRANSPORT - March 2023	-1,800.00
9679	04/13/23	Mill Valley Refuse Service, Inc.	Acct #032945, Garbage Service + 1 yd rental - April 2023	-258.27
9680	04/13/23	MISCOwater	SASM / SD5 M.P. Parts & Svc. - March 2023	-5,734.80
9681	04/13/23	Nute Engineering Corp.	Consulting & Engr. Svcs - March 2023	-370.50
9682	04/13/23	Pacific Gas & Electric	Acct #2908031411-4, Utilities - March 2023	-25,363.87
9683	04/13/23	PAN-PACIFIC SUPPLY COMPANY	Cust #954206: M.P. Pump Repair - March 2023	-1,766.64
9684	04/13/23	Pape Material Handling	Cust #5081167, M.P. Parts & Service - March 2023	-1,706.01
9685	04/13/23	Robert L Talavera, LLC	SSGIS ArcView Support - February 2023	-300.00
9686	04/13/23	Roy's Sewer Service, Inc.	Tib & Belv P&L, February - March 2023	-3,408.75
9687	04/13/23	Shape Incorporated	Acct #400M14, P.C. Pumps - March 2023	-47,760.98
9688	04/13/23	Slembrouck-Many Corporation	Fire Sprinkler/Alarm System - March 2023	-1,460.29
9689	04/13/23	Solenis, LLC	Pyr #: 441488, M.P. Chemicals - February 2023	-4,989.13
9690	04/13/23	Special District Risk Management Au...	Member #7665, Life, Vision, DDS & LTD Ins - May 2023	-2,038.33
9691	04/13/23	Streamline	Website Platform Provider & Mngmnt - March 2023	-1,250.00
9692	04/13/23	U.S. Bank	Acct#: 4246 0470 0067 9545 - January - February 2023	-7,929.29
9693	04/13/23	ULINE	Cust ID#:24834323, Lab supplies - March 2023	-1,880.58
9694	04/13/23	Univar	Cust ID #STDT001, Chemicals - March 2023	-14,471.40
9695	04/13/23	USABlueBook	Cust #933682, M.P. Parts & Lab Supplies - March 2023	-1,252.97
9696	04/13/23	Waste Management of Redwood Lan...	Acct #3-78482-75002, Sludge Disposal - March 2023	-1,653.98
9697	04/13/23	Water Components & Building Supply	Acct #454, M.P. Supplies - March 2023	-213.22
9698	04/13/23	WorkSmart Automation, Inc.	SD5 Comm System Maintenance - March 2023	-7,122.50
9699	04/13/23	XMR Fire Emergency Services Cons...	Website Hosting, Maint & Support, Contract re 2023 Service	-600.00
9700	04/13/23	Salazar, Ignacio	Travel Reimb./Training - March 2023	-416.25



04/11/23

Sanitary Distr. No.5 of Marin Co.  
**Warrant List Summary**  
March 10 through April 13, 2023

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
9701	04/13/23	Triola, Joseph	S/B Mileage Reimb. - April2023	-58.75
		Total JP Morgan Chase - Primary 7399		-781,354.22
<b>TOTAL</b>				<b>-781,354.22</b>

## Sanitary Distr. No.5 of Marin Co.

## Warrant List Detail

March 10 through April 13, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
EFT	03/20/23	CalPERS	EFT Health Premium, Cust #4163206459 - April 2023	JP Morgan Chase - Primary 7399		
			Active Employee Health Premium - April 2023	8020.05 · Employee Health	Belvedere	-8,373.78
			Active Employee Health Premium - April 2023	8020.05 · Employee Health	Tiburon:Paradise C...	-516.26
			Active Employee Health Premium - April 2023	8020.05 · Employee Health	Tiburon	-11,760.46
			Retiree Health Premium - April 2023	8022.05 · Reitree Health	Belvedere	-428.61
			Retiree Health Premium - April 2023	8022.05 · Reitree Health	Tiburon:Paradise C...	-26.43
			Retiree Health Premium - April 2023	8022.05 · Reitree Health	Tiburon	-601.97
			Active Employee Health Premium - April 2023 - Admin Fee	8020.05 · Employee Health	Belvedere	-27.63
			Active Employee Health Premium - April 2023 - Admin Fee	8020.05 · Employee Health	Tiburon:Paradise C...	-1.70
			Active Employee Health Premium - April 2023 - Admin Fee	8020.05 · Employee Health	Tiburon	-38.81
			Retiree Health Premium - April 2023 - Admin Fee	8022.05 · Reitree Health	Belvedere	-9.40
			Retiree Health Premium - April 2023 - Admin Fee	8022.05 · Reitree Health	Tiburon:Paradise C...	-0.58
			Retiree Health Premium - April 2023 - Admin Fee	8022.05 · Reitree Health	Tiburon	-13.21
TOTAL						-21,798.84
EFT	04/05/23	PERS	EFT PERS, Jan-Feb 2022 Pro-rated Raises through 3.31.2023	JP Morgan Chase - Primary 7399		
			Pro-rated raises: JA (1.5.23 - 2.28.23) + CB (2.11.23 - 2.28.23) - PEPRA	8019.05 · PERS Retirement	Belvedere	-56.13
			Pro-rated raises: JA (1.5.23 - 2.28.23) + CB (2.11.23 - 2.28.23) - PEPRA	8019.05 · PERS Retirement	Tiburon:Paradise C...	-3.46
			Pro-rated raises: JA (1.5.23 - 2.28.23) + CB (2.11.23 - 2.28.23) - PEPRA	8019.05 · PERS Retirement	Tiburon	-78.82
			Pro-rated raises: RC + DL (1.4.23 - 2.28.2023) - CLASSIC	8019.05 · PERS Retirement	Belvedere	-189.69
			Pro-rated raises: RC + DL (1.4.23 - 2.28.2023) - CLASSIC	8019.05 · PERS Retirement	Tiburon:Paradise C...	-11.69
			Pro-rated raises: RC + DL (1.4.23 - 2.28.2023) - CLASSIC	8019.05 · PERS Retirement	Tiburon	-266.41
TOTAL						-606.20
EFT	04/05/23	PERS	EFT PERS Pension - March 2023	JP Morgan Chase - Primary 7399		
			Retirement March 2023 (Classic 1600 Rate): ER @ 14.030%; EE @ 8.0%	8019.05 · PERS Retirement	Belvedere	-5,038.58
			Retirement March 2023 (Classic 1600 Rate): ER @ 14.030%; EE @ 8.0%	8019.05 · PERS Retirement	Tiburon:Paradise C...	-310.64
			Retirement March 2023 (Classic 1600 Rate): ER @ 14.030%; EE @ 8.0%	8019.05 · PERS Retirement	Tiburon	-7,076.38
			Retirement March 2023 (PEPRA Rates: ER @ 7.47%; EE @ 6.75%)	8019.05 · PERS Retirement	Belvedere	-4,191.68
			Retirement March 2023 (PEPRA Rates: ER @ 7.47%; EE @ 6.75%)	8019.05 · PERS Retirement	Tiburon:Paradise C...	-258.43
			Retirement March 2023 (PEPRA Rates: ER @ 7.47%; EE @ 6.75%)	8019.05 · PERS Retirement	Tiburon	-5,886.96
TOTAL						-22,762.67
9632	03/16/23	Banshee Networks, Inc.	Computer/IT Support, E-Media Installations + Hardware - February - March 2023	JP Morgan Chase - Primary 7399		
			Inv #15794: 02.15.2023 - 3.01.2023 SD5 IT Support/Software upgrades/software sub...	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-1,583.31
			Inv #15794: 02.15.2023 - 3.01.2023 SD5 IT Support/Software upgrades/software sub...	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise C...	-97.61
			Inv #15794: 02.15.2023 - 3.01.2023 SD5 IT Support/Software upgrades/software sub...	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-2,223.67
TOTAL						-3,904.59
9633	03/16/23	Comcast Business	Acct# 963 425 517, VOIP Service - March 2023	JP Morgan Chase - Primary 7399		
			Inv #167959589, VOIP Phone Service (14) Land Line Phones - March 2023	8531 · Main Plant Telephones	Belvedere	-152.70
			Inv #167959589, VOIP Phone Service (14) Land Line Phones - March 2023	8532 · Paradise Cove Telephones	Tiburon:Paradise C...	-9.41
			Inv #167959589, VOIP Phone Service (14) Land Line Phones - March 2023	8531 · Main Plant Telephones	Tiburon	-214.46
TOTAL						-376.57
9634	03/16/23	Lystek Int'l, LTD	Biosolids Transport - February 2023	JP Morgan Chase - Primary 7399		

## Sanitary Distr. No.5 of Marin Co.

## Warrant List Detail

March 10 through April 13, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
			Inv #153-622, Biosolids Transport to Lystek Facility (15.19 WT) - February 2023	7029 · Main Plant Sludge Disposal	Belvedere	-589.79
			Inv #153-622, Biosolids Transport to Lystek Facility (15.19 WT) - February 2023	7029 · Main Plant Sludge Disposal	Tiburon	-831.39
TOTAL						-1,421.18
<b>9635</b>	<b>03/16/23</b>	<b>Nute Engineering Corp.</b>	<b>Consulting &amp; Engr. Svcs - February 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #22519, 2022 Sewer Rehab Project, Belvedere (40%) - February 2023	6017 · Consulting Fees	Belvedere	-222.00
			5% Retention W/H - Belvedere	Retainage Payable	Belvedere	11.10
			Inv #22432, 2022 Sewer Rehab Project, Tiburon (60%) - February 2023	6017 · Consulting Fees	Tiburon	-333.00
			5% Retention W/H - Tiburon	Retainage Payable	Tiburon	16.65
			Inv #22518, Cove Rd. PS Improvements, Belvedere - February 2023	6017 · Consulting Fees	Belvedere	-666.00
TOTAL						-1,193.25
<b>9636</b>	<b>03/16/23</b>	<b>Staples, Inc.</b>	<b>Acct #60111000714, Office Supplies - February 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #3226610831/TOL-000000008 -Janitorial Supplies for M.P. - February 2023	7023 · Janitorial Supplies & Service	Belvedere	-52.40
			Inv #3226610831/TOL-000000008 -Janitorial Supplies for M.P. - February 2023	7023 · Janitorial Supplies & Service	Tiburon	-73.87
TOTAL						-126.27
<b>9637</b>	<b>03/16/23</b>	<b>Verizon Wireless</b>	<b>Acct #0342125502-00001: iPhones &amp; BPS Comm - February - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #9929571480: Monthly SD5 EE Cell phone Charges (@ \$175/mo.Plan+\$15/ea EE...	8531 · Main Plant Telephones	Belvedere	-174.15
			Inv #9929571480: Monthly SD5 EE Cell phone Charges (@ \$175/mo.Plan+\$15/ea EE...	8532 · Paradise Cove Telephones	Tiburon:Paradise C...	-10.74
			Inv #9929571480: Monthly SD5 EE Cell phone Charges (@ \$175/mo.Plan+\$15/ea EE...	8531 · Main Plant Telephones	Tiburon	-244.59
			Credits provided from 2022: (3) iphones + Otterboxes returned - October-November-D...	8531 · Main Plant Telephones	Belvedere	70.11
			Credits provided from 2022: (3) iphones + Otterboxes returned - October-November-D...	8532 · Paradise Cove Telephones	Tiburon:Paradise C...	4.32
			Credits provided from 2022: (3) iphones + Otterboxes returned - October-November-D...	8531 · Main Plant Telephones	Tiburon	98.47
			Inv #9929571480: Monthly Charges for BPS Telephone lines (BPS#2, #13+#14 / Telst...	8533 · Pumps & Lines Telephones	Belvedere	-35.00
			Inv #9929571480: Monthly Charges for P.C. PS Telephone lines (SF#1+#2+P.C. Plant...	8533 · Pumps & Lines Telephones	Tiburon:Paradise C...	-35.00
			Inv #9929571480: Taxes, Gov't Surcharges & Fees - February - March 2023	8531 · Main Plant Telephones	Belvedere	-4.81
			Inv #9929571480: Taxes, Gov't Surcharges & Fees - February - March 2023	8532 · Paradise Cove Telephones	Tiburon:Paradise C...	-0.30
			Inv #9929571480: Taxes, Gov't Surcharges & Fees - February - March 2023	8531 · Main Plant Telephones	Tiburon	-6.76
TOTAL						-338.45
<b>9638</b>	<b>03/16/23</b>	<b>Rubio, Antonio</b>	<b>Travel Reimb. - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Travel Reimbs: Meals/Diem (3 days) + Daily Parking Tolls (4 days) CASA Policy Foru...	6018.1 · Meetings & Travel	Belvedere	-54.74
			Travel Reimbs: Meals/Diem (3 days) + Daily Parking Tolls (4 days) CASA Policy Foru...	6018.1 · Meetings & Travel	Tiburon:Paradise C...	-3.38
			Travel Reimbs: Meals/Diem (3 days) + Daily Parking Tolls (4 days) CASA Policy Foru...	6018.1 · Meetings & Travel	Tiburon	-76.88
			Travel Reimbs: CASA Policy Forum, Washing D.C. - 2.25.2023 - 2.28.2023 - Car Ren...	6018.1 · Meetings & Travel	Belvedere	-16.22
			Travel Reimbs: CASA Policy Forum, Washing D.C. - 2.25.2023 - 2.28.2023 - Car Ren...	6018.1 · Meetings & Travel	Tiburon:Paradise C...	-1.00
			Travel Reimbs: CASA Policy Forum, Washing D.C. - 2.25.2023 - 2.28.2023 - Car Ren...	6018.1 · Meetings & Travel	Tiburon	-22.78
			Travel Reimbs: CASA Policy Forum, Washing D.C. - 2.25.2023 - 2.28.2023 - Airfare r...	6018.1 · Meetings & Travel	Belvedere	-347.84
			Travel Reimbs: CASA Policy Forum, Washing D.C. - 2.25.2023 - 2.28.2023 - Airfare r...	6018.1 · Meetings & Travel	Tiburon:Paradise C...	-21.45
			Travel Reimbs: CASA Policy Forum, Washing D.C. - 2.25.2023 - 2.28.2023 - Airfare r...	6018.1 · Meetings & Travel	Tiburon	-488.52
TOTAL						-1,032.81
<b>9639</b>	<b>03/16/23</b>	<b>Salazar, Ignacio</b>	<b>PPE/Safetywear Reimbursement - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			PPE/Safetywear reimbursement - March 2023	8520 · Personal Protection/Safety Wear	Belvedere	-92.59
			PPE/Safetywear reimbursement - March 2023	8520 · Personal Protection/Safety Wear	Tiburon:Paradise C...	-5.71

## Sanitary Distr. No.5 of Marin Co.

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Num	Date	Name	Memo	Account	Class	Paid Amount
			PPE/Safetywear reimbursement - March 2023	8520 · Personal Protection/Safety Wear	Tiburon	-130.04
			Health & Wellness Benefit: Electronic Fitwear purchase	8021.05 · EE Health & Wellness	Belvedere	-243.30
			Health & Wellness Benefit: Electronic Fitwear purchase	8021.05 · EE Health & Wellness	Tiburon:Paradise C...	-15.00
			Health & Wellness Benefit: Electronic Fitwear purchase	8021.05 · EE Health & Wellness	Tiburon	-341.70
TOTAL						-828.34
9640	04/13/23	1-800-Got-Junk?	<b>Debris Removal - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #12049706 (PO#953676), Removal of pallets, debris, furniture + misc. @ M.P. - M...	7023 · Janitorial Supplies & Service	Belvedere	-637.86
			Inv #12049706 (PO#953676), Removal of pallets, debris, furniture + misc. @ M.P. - M...	7023 · Janitorial Supplies & Service	Tiburon	-899.14
TOTAL						-1,537.00
9641	04/13/23	Access Answering Service	<b>Acct #4080C, Answering Service - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #29803, Answering Service re SSO & Alarm Notifications - March 2023	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-30.78
			Inv #29803, Answering Service re SSO & Alarm Notifications - March 2023	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise C...	-1.90
			Inv #29803, Answering Service re SSO & Alarm Notifications - March 2023	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-43.22
TOTAL						-75.90
9642	04/13/23	Alameda Electrical Distributors, Inc.	<b>Cust #56156, P.C. Electrical supplies - April 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #S5496833.002 (PO#652167): HOFF Gasket screws - March 2023	7027 · Electrical & Instrument	Tiburon:Paradise C...	-152.95
			Inv #S5510806.001 (PO#652176): Cable supports & LEV L9501 & L9502 - March 2023	7027 · Electrical & Instrument	Tiburon:Paradise C...	-472.75
			Inv #S5533965.001 (PO#753069): Electrical supplies - March 2023	7027 · Electrical & Instrument	Tiburon:Paradise C...	-735.77
TOTAL						-1,361.47
9643	04/13/23	BAAQMD	<b>SD5 Main Plant Permit Fees - March 2023 (AJE FY23-24)</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Cust#: B148907F22957, Inv#: T151335, Renewal #: 673343, Facility ID#: 22957, Main...	7062 · Permits/Fees - General	Tiburon:Paradise C...	-44.20
			Toxic Surcharge, Inventory & Criteria Reporting Fees, 3.1.2023 - 6.30.2023	7062 · Permits/Fees - General	Tiburon:Paradise C...	-2.73
			Renewal Processing Fee, 3.1.2023 - 6.30.2023	7062 · Permits/Fees - General	Tiburon:Paradise C...	-62.07
			Cust#: B148907F22957, Inv#: T151335, Renewal #: 673343, Facility ID#: 22957, Main...	7062 · Permits/Fees - General	Tiburon:Paradise C...	-132.60
			Toxic Surcharge, Inventory & Criteria Reporting Fees, 7.1.2023 - 2.28.2024	7062 · Permits/Fees - General	Tiburon:Paradise C...	-8.18
			Renewal Processing Fee, 7.1.2023 - 2.28.2024	7062 · Permits/Fees - General	Tiburon:Paradise C...	-186.22
TOTAL						-436.00
9644	04/13/23	Bay Alarm	<b>Acct #274428, April - June 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #274428230315M, Alarm Monitoring Fees: Security, Burglar & Fire - April - June 2...	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-104.62
			Inv #274428230315M, Alarm Monitoring Fees: Security, Burglar & Fire - April - June 2...	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise C...	-6.45
			Inv #274428230315M, Alarm Monitoring Fees: Security, Burglar & Fire - April - June 2...	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-146.93
TOTAL						-258.00
9645	04/13/23	BearCom	<b>Acct#: 1063189, SD5 TelComm Radios - April 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #5489953 (PO#RC954160), TelComm Radios - January 2023	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-55.12
			Inv #5489953 (PO#RC954160), TelComm Radios - January 2023	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise C...	-3.40
			Inv #5489953 (PO#RC954160), TelComm Radios - January 2023	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-77.41
			Inv #5502676 (PO#RC955676), TelComm Radios - January 2023	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-3,775.03
			Inv #5502676 (PO#RC955676), TelComm Radios - January 2023	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise C...	-232.74

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Num	Date	Name	Memo	Account	Class	Paid Amount
			Inv #5502676 (PO#RC955676), TelComm Radios - January 2023	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-5,301.79
TOTAL						-9,445.49
9646	04/13/23	BGE Solutions	<b>M.P. Digester Project - April 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #216 (PO#RC955697), M.P.: Varec Flame: refabbed arrestor/adapted drip trap; re...	7022 · Plant Maint. Parts & Service	Belvedere	-568.55
			Inv #216 (PO#RC955697), M.P.: Varec Flame: refabbed arrestor/adapted drip trap; re...	7022 · Plant Maint. Parts & Service	Tiburon	-801.45
TOTAL						-1,370.00
9647	04/13/23	Brelje and Race Laboratories, Inc.	<b>M.P./P.C. Plant Samples - January 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #147776: M.P. Samples - January 2023	7051 · Main Plant Lab Monitoring	Belvedere	-1,244.59
			Inv #147776: P.C. Samples - January 2023	7052 · Paradise Cove Monitoring	Tiburon:Paradise C...	-104.00
			Inv #147776: M.P. Samples - January 2023	7051 · Main Plant Lab Monitoring	Tiburon	-1,754.41
TOTAL						-3,103.00
9648	04/07/23	Burke, Williams & Sorensen, LLP	<b>Legal Advice - February 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #299261, DCS - February 2023	6039 · Legal	Belvedere	-702.53
			Inv #299261, DCS - February 2023	6039 · Legal	Tiburon:Paradise C...	-43.31
			Inv #299261, DCS - February 2023	6039 · Legal	Tiburon	-986.66
			Inv #299261, Non-Compliance Correspondence - February 2023	6039 · Legal	Belvedere	-25.55
			Inv #299261, Non-Compliance Correspondence - February 2023	6039 · Legal	Tiburon:Paradise C...	-1.58
			Inv #299261, Non-Compliance Correspondence - February 2023	6039 · Legal	Tiburon	-35.88
			Inv #299261, CoM Tax Exclusions- February 2023	6039 · Legal	Belvedere	-472.61
			Inv #299261, CoM Tax Exclusions- February 2023	6039 · Legal	Tiburon:Paradise C...	-29.14
			Inv #299261, CoM Tax Exclusions- February 2023	6039 · Legal	Tiburon	-663.74
			Inv #299261, Easement Ltr - February 2023	6039 · Legal	Belvedere	-94.50
TOTAL						-3,055.50
9649	04/13/23	BWS Distributors, Inc.	<b>Lab Safety Supplies - February 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #281855 (PO #IS955703), Lab Safety/ER Station Equipment - February 2023	8515 · Safety	Belvedere	-1,533.58
			Inv #281855 (PO #IS955703), Lab Safety/ER Station Equipment - February 2023	8515 · Safety	Tiburon	-94.55
			Inv #281855 (PO #IS955703), Lab Safety/ER Station Equipment - February 2023	8515 · Safety	Belvedere	-2,153.82
TOTAL						-3,781.95
9650	04/13/23	Cal-West Rentals, Inc.	<b>Cust ID# 373124, M.P. Secondary Clarifier Scaffolding - January - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #377469, Inv #377665, Inv #378083, Secondary Clarifier Project - January - March...	7022 · Plant Maint. Parts & Service	Belvedere	-585.65
			Inv #377469, Inv #377665, Inv #378083, Secondary Clarifier Project - January - March...	7022 · Plant Maint. Parts & Service	Tiburon	-825.55
TOTAL						-1,411.20
9651	04/13/23	Caltest Analytical Laboratory	<b>Acct: Tiburon5: M.P./P.C. Lab Sampling - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			M.P. - B: #705869, #706214 - February 2023	7051 · Main Plant Lab Monitoring	Belvedere	-207.41
			P.C. - #705811 - February 2023	7052 · Paradise Cove Monitoring	Tiburon:Paradise C...	-70.30
			M.P. - T: #705869, #706214 - February 2023	7051 · Main Plant Lab Monitoring	Tiburon	-292.37
			M.P. - B: #706156, #706352, #706362, #706363, #706630, #706947, #706977, #7070...	7051 · Main Plant Lab Monitoring	Belvedere	-1,955.56
			P.C. - #706371, #706372, #706142, #706615, #706944, #707075 - March 2023	7052 · Paradise Cove Monitoring	Tiburon:Paradise C...	-4,574.65

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Num	Date	Name	Memo	Account	Class	Paid Amount
			M.P. - T: #706156, #706352, #706362, #706363, #706630, #706947, #706977, #7070...	7051 · Main Plant Lab Monitoring	Tiburon	-2,756.64
TOTAL						-9,856.93
9652	04/13/23	Caltronics Business Systems, Inc.	<b>Acct #SD15, Multi-purpose Copier Contract - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #3740095, Inv #3737665, Inv #3719195, Konica Multi-purpose copier (C308) contr...	6047 · Office Supplies	Belvedere	-117.68
			Inv #3740095, Inv #3737665, Inv #3719195, Konica Multi-purpose copier (C308) contr...	6047 · Office Supplies	Tiburon:Paradise C...	-7.26
			Inv #3740095, Inv #3737665, Inv #3719195, Konica Multi-purpose copier (C308) contr...	6047 · Office Supplies	Tiburon	-165.26
TOTAL						-290.20
9653	04/13/23	Center For Hearing Health, Inc.	<b>Annual on-site hearing tests - December 2022</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #19785, Safety: Hearing Test for SD5 EEs - December 2022	8515 · Safety	Belvedere	-275.74
			Inv #19785, Safety: Hearing Test for SD5 EEs - December 2022	8515 · Safety	Tiburon:Paradise C...	-17.00
			Inv #19785, Safety: Hearing Test for SD5 EEs - December 2022	8515 · Safety	Tiburon	-387.26
TOTAL						-680.00
9654	04/13/23	Cintas Corporation #626	<b>Acct #626-00821, PPE/Safetywear - February - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #4148275739, #4148974369, #4149585026, #4150385046, #4151090399 - March ...	8520 · Personal Protection/Safety Wear	Belvedere	-70.96
			Inv #4148275739, #4148974369, #4149585026, #4150385046, #4151090399 - March ...	8520 · Personal Protection/Safety Wear	Tiburon:Paradise C...	-4.38
			Inv #4148275739, #4148974369, #4149585026, #4150385046, #4151090399 - March ...	8520 · Personal Protection/Safety Wear	Tiburon	-99.66
			#1439758623, #1903848533, Inv #1903805356, #1903789215 - February - March 2023	8520 · Personal Protection/Safety Wear	Belvedere	-311.13
			#1439758623, #1903848533, Inv #1903805356, #1903789215 - February - March 2023	8520 · Personal Protection/Safety Wear	Tiburon:Paradise C...	-19.19
			#1439758623, #1903848533, Inv #1903805356, #1903789215 - February - March 2023	8520 · Personal Protection/Safety Wear	Tiburon	-436.96
TOTAL						-942.28
9655	04/13/23	Comcast Business	<b>Acct# 963 425 517, VOIP Service - April 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #170234004, VOIP Phone Service (14) Land Line Phones - April 2023	8531 · Main Plant Telephones	Belvedere	-150.40
			Inv #170234004, VOIP Phone Service (14) Land Line Phones - April 2023	8532 · Paradise Cove Telephones	Tiburon:Paradise C...	-9.27
			Inv #170234004, VOIP Phone Service (14) Land Line Phones - April 2023	8531 · Main Plant Telephones	Tiburon	-211.22
TOTAL						-370.89
9656	04/13/23	Comcast Business	<b>Acct# 8155 30 011 0149465, Bus. Voice, Internet &amp; Cable - April 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Bundle: Cable (\$234.75 + add'l fees \$59.75) -- April - May 2023	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-111.31
			Bundle: Cable (\$234.75 + add'l fees \$59.75) -- April - May 2023	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise C...	-6.86
			Bundle: Cable (\$234.75 + add'l fees \$59.75) -- April - May 2023	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-156.33
			Bundle: Internet (\$24.95+\$10 add'l fees) -- April - May 2023	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-20.33
			Bundle: Internet (\$24.95+\$10 add'l fees) -- April - May 2023	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise C...	-1.25
			Bundle: Internet (\$24.95+\$10 add'l fees) -- April - May 2023	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-28.55
			Bundle: Land Line Phones (\$249.50+ \$18.85 add'l Fees) - April - May 2023	8531 · Main Plant Telephones	Belvedere	-52.35
			Bundle: Land Line Phones (\$249.50+ \$18.85 add'l Fees) - April - May 2023	8532 · Paradise Cove Telephones	Tiburon:Paradise C...	-3.23
			Bundle: Land Line Phones (\$249.50+ \$18.85 add'l Fees) - April - May 2023	8531 · Main Plant Telephones	Tiburon	-73.51
TOTAL						-453.72
9657	04/13/23	CWEA	<b>Certificates &amp; Membership Renewals - March 2023 (AJE FY23-24)</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #743121: A Balf (#4285571), YPM/WEF/CWEA: 4.1.2023 - 6.30.2023	6025 · Dues & Subscriptions	Belvedere	-15.21

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## Warrant List Detail

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04/11/23

Num	Date	Name	Memo	Account	Class	Paid Amount
			Inv #743121: A Balf (#4285571), YPM/WEF/CWEA: 4.1.2023 - 6.30.2023	6025 · Dues & Subscriptions	Tiburon:Paradise C...	-0.94
			Inv #743121: A Balf (#4285571), YPM/WEF/CWEA: 4.1.2023 - 6.30.2023	6025 · Dues & Subscriptions	Tiburon	-21.35
			Inv #743121: A Balf (#4285571), YPM/WEF/CWEA: 7.1.2023 - 3.30.2024 (AJE FY23-24)	6025 · Dues & Subscriptions	Belvedere	-45.62
			Inv #743121: A Balf (#4285571), YPM/WEF/CWEA: 7.1.2023 - 3.30.2024 (AJE FY23-24)	6025 · Dues & Subscriptions	Tiburon:Paradise C...	-2.81
			Inv #743121: A Balf (#4285571), YPM/WEF/CWEA: 7.1.2023 - 3.30.2024 (AJE FY23-24)	6025 · Dues & Subscriptions	Tiburon	-64.07
			J Triola (#63436), Cllxn Sys Maint (G1) Renewal: 4.1.2023 - 6.30.2023	6025 · Dues & Subscriptions	Belvedere	-9.63
			J Triola (#63436), Cllxn Sys Maint (G1) Renewal: 4.1.2023 - 6.30.2023	6025 · Dues & Subscriptions	Tiburon:Paradise C...	-0.59
			J Triola (#63436), Cllxn Sys Maint (G1) Renewal: 4.1.2023 - 6.30.2023	6025 · Dues & Subscriptions	Tiburon	-13.53
			J Triola (#63436), Cllxn Sys Maint (G1) Renewal:7.1.2023 - 3.30.2024 (AJE FY23-24)	6025 · Dues & Subscriptions	Belvedere	-28.89
			J Triola (#63436), Cllxn Sys Maint (G1) Renewal:7.1.2023 - 3.30.2024 (AJE FY23-24)	6025 · Dues & Subscriptions	Tiburon:Paradise C...	-1.78
			J Triola (#63436), Cllxn Sys Maint (G1) Renewal:7.1.2023 - 3.30.2024 (AJE FY23-24)	6025 · Dues & Subscriptions	Tiburon	-40.58
TOTAL						-245.00
9658	04/13/23	CWEA	<b>Certificates &amp; Membership Renewals - March 2023 (AJE FY23-24)</b>	<b>JP Morgan Chase - Primary 7399</b>		
			A Hill (#350936), CWEA/SFBS Membership: 3.1.2023 - 6.30.2023	6025 · Dues & Subscriptions	Belvedere	-27.30
			A Hill (#350936), CWEA/SFBS Membership: 3.1.2023 - 6.30.2023	6025 · Dues & Subscriptions	Tiburon:Paradise C...	-1.68
			A Hill (#350936), CWEA/SFBS Membership: 3.1.2023 - 6.30.2023	6025 · Dues & Subscriptions	Tiburon	-38.34
			A Hill (#350936), CWEA/SFBS Membership 7.1.2023 - 2.28.2024 (AJE FY23-24)	6025 · Dues & Subscriptions	Belvedere	-54.61
			A Hill (#350936), CWEA/SFBS Membership 7.1.2023 - 2.28.2024 (AJE FY23-24)	6025 · Dues & Subscriptions	Tiburon:Paradise C...	-3.37
			A Hill (#350936), CWEA/SFBS Membership 7.1.2023 - 2.28.2024 (AJE FY23-24)	6025 · Dues & Subscriptions	Tiburon	-76.70
			A Hill (#350936), Cllxn Sys Maint (G1) Renewal: 4.1.2023 - 6.30.2023	6025 · Dues & Subscriptions	Belvedere	-9.63
			A Hill (#350936), Cllxn Sys Maint (G1) Renewal: 4.1.2023 - 6.30.2023	6025 · Dues & Subscriptions	Tiburon:Paradise C...	-0.59
			A Hill (#350936), Cllxn Sys Maint (G1) Renewal: 4.1.2023 - 6.30.2023	6025 · Dues & Subscriptions	Tiburon	-13.53
			A Hill (#350936), Cllxn Sys Maint (G1) Renewal:7.1.2023 - 3.30.2024 (AJE FY23-24)	6025 · Dues & Subscriptions	Belvedere	-28.89
			A Hill (#350936), Cllxn Sys Maint (G1) Renewal:7.1.2023 - 3.30.2024 (AJE FY23-24)	6025 · Dues & Subscriptions	Tiburon:Paradise C...	-1.78
			A Hill (#350936), Cllxn Sys Maint (G1) Renewal:7.1.2023 - 3.30.2024 (AJE FY23-24)	6025 · Dues & Subscriptions	Tiburon	-40.58
TOTAL						-297.00
9659	04/13/23	CWEA	<b>Certificates &amp; Membership Renewals - March 2023 (AJE FY23-24)</b>	<b>JP Morgan Chase - Primary 7399</b>		
			T Rubio (#39532), Laboratory Analyst (G1) Renewal: 4.1.2023 - 6.30.2023	6025 · Dues & Subscriptions	Belvedere	-9.63
			T Rubio (#39532), Laboratory Analyst (G1) Renewal: 4.1.2023 - 6.30.2023	6025 · Dues & Subscriptions	Tiburon:Paradise C...	-0.59
			T Rubio (#39532), Laboratory Analyst (G1) Renewal: 4.1.2023 - 6.30.2023	6025 · Dues & Subscriptions	Tiburon	-13.53
			T Rubio (#39532), Laboratory Analyst (G1) Renewal:7.1.2023 - 3.30.2024 (AJE FY23-...)	6025 · Dues & Subscriptions	Belvedere	-28.89
			T Rubio (#39532), Laboratory Analyst (G1) Renewal:7.1.2023 - 3.30.2024 (AJE FY23-...)	6025 · Dues & Subscriptions	Tiburon:Paradise C...	-1.78
			T Rubio (#39532), Laboratory Analyst (G1) Renewal:7.1.2023 - 3.30.2024 (AJE FY23-...)	6025 · Dues & Subscriptions	Tiburon	-40.58
TOTAL						-95.00
9660	04/13/23	D&K Auto Service	<b>SD5 Truck Maint. - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #74161 (PO#954018) -- 2011 Chevy Silverado 1500 - Service, tire pressure, headli...	7072 · Maintenance	Belvedere	-156.38
			Inv #74161 (PO#954018) -- 2011 Chevy Silverado 1500 - Service, tire pressure, headli...	7072 · Maintenance	Tiburon:Paradise C...	-9.64
			Inv #74161 (PO#954018) -- 2011 Chevy Silverado 1500 - Service, tire pressure, headli...	7072 · Maintenance	Tiburon	-219.63
			Inv #74137 (PO#954018) -- 2012 Chevy Silverado 2500 - center link & Brake pads - M...	7072 · Maintenance	Belvedere	-405.56
			Inv #74137 (PO#954018) -- 2012 Chevy Silverado 2500 - center link & Brake pads - M...	7072 · Maintenance	Tiburon:Paradise C...	-25.00
			Inv #74137 (PO#954018) -- 2012 Chevy Silverado 2500 - center link & Brake pads - M...	7072 · Maintenance	Tiburon	-569.59
			Inv #74115 (PO#954018) -- 2013 Ford F250 Super Duty XLT - Service, rear brakes & ...	7072 · Maintenance	Belvedere	-698.31
			Inv #74115 (PO#954018) -- 2013 Ford F250 Super Duty XLT - Service, rear brakes & ...	7072 · Maintenance	Tiburon:Paradise C...	-43.05
			Inv #74115 (PO#954018) -- 2013 Ford F250 Super Duty XLT - Service, rear brakes & ...	7072 · Maintenance	Tiburon	-980.75
TOTAL						-3,107.91
9661	04/13/23	Department of Motor Vehicles	<b>Acct #037060, DL Pull Notices + Replenishment - April 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		

**Sanitary Distr. No.5 of Marin Co.  
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04/11/23

March 10 through April 13, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
			Fund replenishment for pull notices - April 2023	6025 · Dues & Subscriptions	Belvedere	-30.41
			Fund replenishment for pull notices - April 2023	6025 · Dues & Subscriptions	Tiburon:Paradise C...	-1.88
			Fund replenishment for pull notices - April 2023	6025 · Dues & Subscriptions	Tiburon	-42.71
TOTAL						-75.00
<b>9662</b>	<b>04/13/23</b>	<b>DKF Solutions Group, LLC</b>	<b>My Safety Officer Subscription + CalOSHA Training - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #21098 (PO #2107131) + 21101 (PO #2107131), DKF CalOSHA Excavation, BBP...	8515 · Safety	Belvedere	-1,608.31
			Inv #21098 (PO #2107131) + 21101 (PO #2107131), DKF CalOSHA Excavation, BBP...	8515 · Safety	Tiburon:Paradise C...	-99.16
			Inv #21098 (PO #2107131) + 21101 (PO #2107131), DKF CalOSHA Excavation, BBP...	8515 · Safety	Tiburon	-2,258.77
			Inv #21115 (PO #2107132) + 21123 (PO #2107131), DKF CalOSHA EE Silica Orient...	8515 · Safety	Belvedere	-1,865.30
			Inv #21115 (PO #2107132) + 21123 (PO #2107131), DKF CalOSHA EE Silica Orient...	8515 · Safety	Tiburon:Paradise C...	-115.00
			Inv #21115 (PO #2107132) + 21123 (PO #2107131), DKF CalOSHA EE Silica Orient...	8515 · Safety	Tiburon	-2,619.70
			Inv #21145, DKF Monthly "TrainingLINK" Subscription - March 2023	8515 · Safety	Belvedere	-141.93
			Inv #21145, DKF Monthly "TrainingLINK" Subscription - March 2023	8515 · Safety	Tiburon:Paradise C...	-8.75
			Inv #21145, DKF Monthly "TrainingLINK" Subscription - March 2023	8515 · Safety	Tiburon	-199.33
TOTAL						-8,916.25
<b>9663</b>	<b>04/13/23</b>	<b>Environmental Resource Associates</b>	<b>Acct #S057001, M.P. Lab Supplies - July 2022/April 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #012735, M.P. Lab Supplies - pH/chlorine Lab Testing - July 2022/April 2023	7025 · Lab Supplies & Chemicals	Belvedere	-483.63
			Inv #012735, M.P. Lab Supplies - pH/chlorine Lab Testing - July 2022/April 2023	7025 · Lab Supplies & Chemicals	Tiburon	-681.75
TOTAL						-1,165.38
<b>9664</b>	<b>04/13/23</b>	<b>Fastenal Company</b>	<b>CAPET0959, M.P. Supplies - January - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #64468, #64464 (PO#654038) - SHOP SUPPLIES RESTOCK - January 2023	7021 · Plant Maintenance Supplies	Belvedere	-291.89
			Inv #64468, #64464 (PO#654038) - SHOP SUPPLIES RESTOCK - January 2023	7021 · Plant Maintenance Supplies	Tiburon	-411.47
			Inv #64192, #64183, #64090, #64114 (PO#955674) - SHOP SUPPLIES RESTOCK - ...	7021 · Plant Maintenance Supplies	Belvedere	-3,379.94
			Inv #64192, #64183, #64090, #64114 (PO#955674) - SHOP SUPPLIES RESTOCK - ...	7021 · Plant Maintenance Supplies	Tiburon	-4,764.50
			Inv #64694, #64792, #64929 (PO#654012) - SHOP SUPPLIES RESTOCK - March 2023	7021 · Plant Maintenance Supplies	Belvedere	-2,344.94
			Inv #64694, #64792, #64929 (PO#654012) - SHOP SUPPLIES RESTOCK - March 2023	7021 · Plant Maintenance Supplies	Tiburon	-3,305.51
TOTAL						-14,498.25
<b>9665</b>	<b>04/13/23</b>	<b>FireMaster</b>	<b>Annual Fire Extinguisher Maintenance, March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #1058621, Maintenance, recharge dry chem, new extinguishers & service fee - Apr...	8515 · Safety	Belvedere	-152.06
			Inv #1058621, Maintenance, recharge dry chem, new extinguishers & service fee - Apr...	8515 · Safety	Tiburon:Paradise C...	-9.38
			Inv #1058621, Maintenance, recharge dry chem, new extinguishers & service fee - Apr...	8515 · Safety	Tiburon	-213.56
TOTAL						-375.00
<b>9666</b>	<b>04/13/23</b>	<b>FKC Co., Ltd.</b>	<b>M.P. Parts &amp; Service - February 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #0013729 (PO#954234), M.P. Parts & Service: Screw Press Cyclo + Motor, Flock ...	9213.1 · Digester Rehab	Belvedere	-7,127.23
			Inv #0013729 (PO#954234), M.P. Parts & Service: Screw Press Cyclo + Motor, Flock ...	9213.1 · Digester Rehab	Tiburon	-10,046.82
TOTAL						-17,174.05
<b>9667</b>	<b>04/13/23</b>	<b>Goodman Building Supply Co.</b>	<b>Acct #20070, BP&amp;L + Lab Project - February - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #865004 (PO#951259), Inv #865158 (PO#952160) - Repairs at BPS#8 - February ...	7011 · Pumps & Lines Maintenance	Belvedere	-244.01



## Sanitary Distr. No.5 of Marin Co.

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March 10 through April 13, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
			Inv #865096 (PO#953671) Inv #865176 + Inv #864197 (PO#953672), Shelving + elect...	7021 · Plant Maintenance Supplies	Belvedere	-197.39
			Inv #865096 (PO#953671) Inv #865176 + Inv #864197 (PO#953672), Shelving + elect...	7021 · Plant Maintenance Supplies	Tiburon	-278.25
			Inv #865345 (PO#953673), Returned (6) power strips - February 2023	7021 · Plant Maintenance Supplies	Belvedere	26.94
			Inv #865345 (PO#953673), Returned (6) power strips - February 2023	7021 · Plant Maintenance Supplies	Tiburon	37.98
			Inv #866088 (PO#DL954015), PVC Pipe testing parts & supplies - March 20023	7021 · Plant Maintenance Supplies	Belvedere	-57.44
			Inv #866088 (PO#DL954015), PVC Pipe testing parts & supplies - March 20023	7021 · Plant Maintenance Supplies	Tiburon	-80.97
			Inv #866199 + Inv #866212 (PO#TR03092023) - Electrical mount at SD5 Borad Room...	6018.1 · Meetings & Travel	Belvedere	-5.52
			Inv #866199 + Inv #866212 (PO#TR03092023) - Electrical mount at SD5 Borad Room...	6018.1 · Meetings & Travel	Tiburon	-7.79
			Inv #866199 + Inv #866212 (PO#TR03092023) - Electrical mount at SD5 Borad Room...	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-5.52
			Inv #866199 + Inv #866212 (PO#TR03092023) - Electrical mount at SD5 Borad Room...	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-7.79
			Inv #866581 (PO#PC952163) - M.P. Supplies - March 2023	7021 · Plant Maintenance Supplies	Belvedere	-51.17
			Inv #866581 (PO#PC952163) - M.P. Supplies - March 2023	7021 · Plant Maintenance Supplies	Tiburon	-72.14
TOTAL						-943.07
9668	04/13/23	Hardiman Construction / Trenchless Ti...	<b>FY21-22 SD5 Sewer Rehab Project, Progress Payment #2 - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Belvedere PP#2:FY21-22 SD5 Sewer Rehab Project, Progress Payment #2 - March 2...	9304 · Belvedere Sewer Line Rehab Prog	Tiburon	-202,475.34
			Belvedere Less Retention #2 re Progress Payment #2 - March 2023 (40%)	Retainage Payable	Tiburon	19,205.57
			Tiburon PP#2:FY21-22 SD5 Sewer Rehab Project, Progress Payment #2 - March 202...	9301 · Tiburon Sewer Line Rehab Prog	Belvedere	-300,764.34
			Tiburon Less Retention #2 re Progress Payment #2 - March 2023 (60%)	Retainage Payable	Belvedere	28,808.36
TOTAL						-455,225.75
9669	04/13/23	HDR Engineering, Inc.	<b>Consulting, SD5 MP Digester - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #1200506221, HDR Consulting, SD5 M.P. Digester Rehab & Cleaning - March 2023	9213 · M.P. Digester	Belvedere	-7,035.25
			Inv #1200506221, HDR Consulting, SD5 M.P. Digester Rehab & Cleaning - March 2023	9213 · M.P. Digester	Tiburon	-9,917.15
TOTAL						-16,952.40
9670	04/07/23	HF&H Consultants, LLC	<b>Consulting - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #9720059, Project #W3829, SD5 Sewer Rate Study - March 2023	6017 · Consulting Fees	Belvedere	-2,445.17
			Inv #9720059, Project #W3829, SD5 Sewer Rate Study - March 2023	6017 · Consulting Fees	Tiburon:Paradise C...	-150.75
			Inv #9720059, Project #W3829, SD5 Sewer Rate Study - March 2023	6017 · Consulting Fees	Tiburon	-3,434.08
TOTAL						-6,030.00
9671	04/13/23	Home Depot Credit Services	<b>#6035 3221 4973 2921: M.P. Parts &amp; Srvc - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #06570317008 (PO#655745) + Inv #0159218292784 (PO#953075) - March 2023	7021 · Plant Maintenance Supplies	Belvedere	-287.92
			Inv #06570317008 (PO#655745) - Paradise Cove + BPS#1 - March 2023	7041 · Paradise Parts & Service	Tiburon:Paradise C...	-51.11
			Inv #06570317008 (PO#655745) + Inv #0159218292784 (PO#953075) - March 2023	7021 · Plant Maintenance Supplies	Tiburon	-402.08
			Order (online) parts for shattered skylight at break Room - March 2023	7021 · Plant Maintenance Supplies	Belvedere	-121.78
			Order (online) parts for shattered skylight at break Room - March 2023	7021 · Plant Maintenance Supplies	Tiburon	-171.66
TOTAL						-1,034.55
9672	04/13/23	JM Integration, LLC	<b>M.P. Parts &amp; Service - February - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #23232 (PO#754201): ER @ Digester #2 + installed new EATON motor starter - F...	7022 · Plant Maint. Parts & Service	Belvedere	-956.45
			Inv #23232 (PO#754201): ER @ Digester #2 + installed new EATON motor starter - F...	7022 · Plant Maint. Parts & Service	Tiburon	-1,348.26
			Inv #23233 (PO#955700): Replaced Power grinder power supply; Troubleshoot @ RA...	7022 · Plant Maint. Parts & Service	Belvedere	-4,569.53
			Inv #23233 (PO#955700): Replaced Power grinder power supply; Troubleshoot @ RA...	7022 · Plant Maint. Parts & Service	Tiburon	-6,441.38
			Inv #23239 (PO#955700): Rewire @ SBS pumps + controls for Pumps 3 +4 - March 2...	7022 · Plant Maint. Parts & Service	Belvedere	-600.68

Sanitary Distr. No.5 of Marin Co.

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Num	Date	Name	Memo	Account	Class	Paid Amount
			Inv #23239 (PO#955700): Rewire @ SBS pumps + controls for Pumps 3 +4 - March 2...	7022 · Plant Maint. Parts & Service	Tiburon	-846.73
TOTAL						-14,763.03
9673	04/13/23	Ken Grady Company, Inc.	<b>SD5 Plant Parts - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #544 (P.O. #955669), (5) SD5 PMC Transducers Sensor repalcements - February ...	7022 · Plant Maint. Parts & Service	Belvedere	-2,863.53
			Inv #544 (P.O. #955669), (5) SD5 PMC Transducers Sensor repalcements - February ...	7022 · Plant Maint. Parts & Service	Tiburon	-4,036.54
TOTAL						-6,900.07
9674	04/13/23	Koffler Electrical Mechanical Repair	<b>Cust #00-SAN060, M.P. Parts &amp; Srvc. - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #0102760-IN (PO#954019), (1) 2.0 HP Motor for M.P. - March 2023	7022 · Plant Maint. Parts & Service	Belvedere	-423.26
			Inv #0102760-IN (PO#954019), (1) 2.0 HP Motor for M.P. - March 2023	7022 · Plant Maint. Parts & Service	Tiburon	-596.65
			Inv #0102761-IN (PO#7954019), (1) 0.75 HP Motor for M.P. - March 2023	7022 · Plant Maint. Parts & Service	Belvedere	-787.70
			Inv #0102761-IN (PO#7954019), (1) 0.75 HP Motor for M.P. - March 2023	7022 · Plant Maint. Parts & Service	Tiburon	-1,110.37
TOTAL						-2,917.98
9675	04/13/23	Lystek Int'l, LTD	<b>Biosolids Transport - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #153-664, Biosolids Transport to Lystek Facility (8.88 WT) - March 2023	7029 · Main Plant Sludge Disposal	Belvedere	-344.79
			Inv #153-664, Biosolids Transport to Lystek Facility (8.88 WT) - March 2023	7029 · Main Plant Sludge Disposal	Tiburon	-486.02
TOTAL						-830.81
9676	04/13/23	Marin County Registrar of Voters	<b>2022 Election Set up Fee - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			2022 Election Set-Up Fee for 2021 Elections - March 2023	6026 · Elections	Belvedere	-101.38
			2022 Election Set-Up Fee for 2021 Elections - March 2023	6026 · Elections	Tiburon:Paradise C...	-6.25
			2022 Election Set-Up Fee for 2021 Elections - March 2023	6026 · Elections	Tiburon	-142.38
TOTAL						-250.01
9677	04/13/23	McCampbell Analytical, Inc.	<b>M.P. Monitoring, Acute Toxicity Testing - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #2303385, M.P. Monitoring, Acute Toxicity Testing - March 2023	7053 · Chronic Toxicity	Belvedere	-461.69
			Inv #2303385, M.P. Monitoring, Acute Toxicity Testing - March 2023	7053 · Chronic Toxicity	Tiburon	-650.81
TOTAL						-1,112.50
9678	04/13/23	Mill Valley Refuse Service, Inc.	<b>Acct #063092, SLUDGE TRANSPORT - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Sludge Transport/Exchange only, 3.7.2023, 3.15.2023, 3.21.2023, 3.28.2023	7029 · Main Plant Sludge Disposal	Belvedere	-747.00
			Sludge Transport/Exchange only, 3.7.2023, 3.15.2023, 3.21.2023, 3.28.2023	7029 · Main Plant Sludge Disposal	Tiburon	-1,053.00
TOTAL						-1,800.00
9679	04/13/23	Mill Valley Refuse Service, Inc.	<b>Acct #032945, Garbage Service + 1 yd rental - April 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Garbage Service, Including 1 yd trash + 1 yd cardboard rental - April 2023	7023 · Janitorial Supplies & Service	Belvedere	-107.18
			Garbage Service, Including 1 yd trash + 1 yd cardboard rental - April 2023	7023 · Janitorial Supplies & Service	Tiburon	-151.09
TOTAL						-258.27

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## Warrant List Detail

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Num	Date	Name	Memo	Account	Class	Paid Amount
9680	04/13/23	MISCOwater	<b>SASM / SD5 M.P. Parts &amp; Srvc. - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #18247PABR (PO #989650), M.P. Chemical Feed (SO3) Replacement Pumps - S...	9208 · M.P. Chem Feed Trx Pump Rplcmnt	Belvedere	-2,209.63
			Inv #18247PABR (PO #989650), M.P. Chemical Feed (SO3) Replacement Pumps - S...	9208 · M.P. Chem Feed Trx Pump Rplcmnt	Tiburon	-3,114.77
			Inv #18247PABR (PO #989650) - Spare Pump Head + Tubing Adapter - September 2...	9208 · M.P. Chem Feed Trx Pump Rplcmnt	Belvedere	-170.32
			Inv #18247PABR (PO #989650) - Spare Pump Head + Tubing Adapter - September 2...	9208 · M.P. Chem Feed Trx Pump Rplcmnt	Tiburon	-240.08
TOTAL						-5,734.80
9681	04/13/23	Nute Engineering Corp.	<b>Consulting &amp; Engr. Srvc. - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #22571, 2022 Sewer Rehab Project, Belvedere (40%) - March 2023	6017 · Consulting Fees	Belvedere	-156.00
			5% Retention W/H - Belvedere	Retainage Payable	Belvedere	7.80
			Inv #22571, 2022 Sewer Rehab Project, Tiburon (60%) - March 2023	6017 · Consulting Fees	Tiburon	-234.00
			5% Retention W/H - Tiburon	Retainage Payable	Tiburon	11.70
TOTAL						-370.50
9682	04/13/23	Pacific Gas & Electric	<b>Acct #2908031411-4, Utilities - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Acct #2908031411-4, Main Plant Utilities - March 2023	8542 · Main Plant Utilities	Belvedere	-6,970.07
			Acct #2908031411-4, P.C. Plant Utilities - March 2023	8543 · Paradise Cove Utilities	Tiburon:Paradise C...	-1,913.94
			Acct #2908031411-4, Main Plant Utilities - March 2023	8542 · Main Plant Utilities	Tiburon	-9,825.27
			Acct #2908031411-4, Belv Pump St Utilities - March 2023	8544 · Pump Station Utilities	Belvedere	-2,267.44
			Acct #2908031411-4, P.C. Pump St Utilities - March 2023	8544 · Pump Station Utilities	Tiburon:Paradise C...	-155.70
			Acct #2908031411-4, Tib Pump St Utilities - March 2023	8544 · Pump Station Utilities	Tiburon	-4,231.45
TOTAL						-25,363.87
9683	04/13/23	PAN-PACIFIC SUPPLY COMPANY	<b>Cust #954206: M.P. Pump Repair - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #29612896 (PO#RC955687): M.P. WAS Coupling Guard Rebuilds - March 2023	7022 · Plant Maint. Parts & Service	Belvedere	-733.16
			Inv #29612896 (PO#RC955687): M.P. WAS Coupling Guard Rebuilds - March 2023	7022 · Plant Maint. Parts & Service	Tiburon	-1,033.48
TOTAL						-1,766.64
9684	04/13/23	Pape Material Handling	<b>Cust #5081167, M.P. Parts &amp; Service - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #8926669 (PO#KC955695) - Tires recycle/disposal/change - October 2022	7072 · Maintenance	Belvedere	-707.99
			Inv #8926669 (PO#KC955695) - Tires recycle/disposal/change - October 2022	7072 · Maintenance	Tiburon	-998.02
TOTAL						-1,706.01
9685	04/13/23	Robert L Talavera, LLC	<b>SSGIS ArcView Support - February 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #RLT0223F1, SSGIS ArcView Support: Upload pipe history data, install, train & su...	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-121.65
			Inv #RLT0223F1, SSGIS ArcView Support: Upload pipe history data, install, train & su...	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise C...	-7.50
			Inv #RLT0223F1, SSGIS ArcView Support: Upload pipe history data, install, train & su...	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-170.85
TOTAL						-300.00
9686	04/13/23	Roy's Sewer Service, Inc.	<b>Tib &amp; Belv P&amp;L, February - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #220659, Cleared Line at Bayview Ave., Tiburon - 2.27.2023	7011 · Pumps & Lines Maintenance	Tiburon	-243.75
			Inv #221136 Cleared Line at badly clogged main at 10 Tara Hill (Broken), Tiburon - 3.2...	7011 · Pumps & Lines Maintenance	Tiburon	-1,365.00

## Sanitary Distr. No.5 of Marin Co.

## Warrant List Detail

March 10 through April 13, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
			Inv #221183, Cleared line at 227 Roundhill Rd (grease) - 3.10.2023	7011 · Pumps & Lines Maintenance	Tiburon	-1,800.00
TOTAL						-3,408.75
9687	04/13/23	Shape Incorporated	<b>Acct #400M14, P.C. Pumps - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #2082 (PO#DL954017), Replacement Pump @ BPS#3 - March 2023	9306 · PS Pump & Valve Replacements	Belvedere	-12,460.66
			Inv #2082 (PO#DL954017), Replacement Pumps @ TPS#3 & TPS#7 - March 2023	9306 · PS Pump & Valve Replacements	Tiburon	-24,921.31
			Inv #2082 (PO#DL954017), Replacement Pump (Stock) - March 2023	9306 · PS Pump & Valve Replacements	Belvedere	-10,379.01
TOTAL						-47,760.98
9688	04/13/23	SlEMBrouck-Many Corporation	<b>Fire Sprinkler/Alarm System - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #4694-3400T (PO#160877), Troubleshooting @ M.P. fire sprinkler/fire alarm syste...	8515 · Safety	Belvedere	-303.01
			Inv #4694-3400T (PO#160877), Troubleshooting @ M.P. fire sprinkler/fire alarm syste...	8515 · Safety	Tiburon	-427.14
			Inv #4694-3400T (PO#160877), Troubleshooting @ M.P. fire sprinkler/fire alarm syste...	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-303.01
			Inv #4694-3400T (PO#160877), Troubleshooting @ M.P. fire sprinkler/fire alarm syste...	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-427.13
TOTAL						-1,460.29
9689	04/13/23	Solenis, LLC	<b>Pyr #: 441488, M.P. Chemicals - February 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #132248664 (PO#183625), M.P. Maint, Chemicals - Praestol (\$1.85/ lb.) for Screw...	7024 · Main Plant Chemicals	Belvedere	-2,070.49
			Inv #132248664 (PO#183625), M.P. Maint, Chemicals - Praestol (\$1.85/ lb.) for Screw...	7024 · Main Plant Chemicals	Tiburon	-2,918.64
TOTAL						-4,989.13
9690	04/13/23	Special District Risk Management Aut...	<b>Member #7665, Life, Vision, DDS &amp; LTD Ins - May 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Employee Life & ADD Insurance - Inv #H41553 - May 2023	8020.05 · Employee Health	Belvedere	-71.69
			Employee Life & ADD Insurance - Inv #H41553 - May 2023	8020.05 · Employee Health	Tiburon:Paradise C...	-4.42
			Employee Life & ADD Insurance - Inv #H41553 - May 2023	8020.05 · Employee Health	Tiburon	-100.69
			Employee LTD Insurance - Inv #H41553 - May 2023	8020.05 · Employee Health	Belvedere	-177.41
			Employee LTD Insurance - Inv #H41553 - May 2023	8020.05 · Employee Health	Tiburon:Paradise C...	-10.94
			Employee LTD Insurance - Inv #H41553 - May 2023	8020.05 · Employee Health	Tiburon	-249.15
			Employee DDS Insurance - Inv #H41553 - May 2023	8020.05 · Employee Health	Belvedere	-491.74
			Employee DDS Insurance - Inv #H41553 - May 2023	8020.05 · Employee Health	Tiburon:Paradise C...	-30.32
			Employee DDS Insurance - Inv #H41553 - May 2023	8020.05 · Employee Health	Tiburon	-690.62
			Employee Vision Insurance - Inv #H41553 - May 2023	8020.05 · Employee Health	Belvedere	-85.70
			Employee Vision Insurance - Inv #H41553 - May 2023	8020.05 · Employee Health	Tiburon:Paradise C...	-5.28
			Employee Vision Insurance - Inv #H41553 - May 2023	8020.05 · Employee Health	Tiburon	-120.37
TOTAL						-2,038.33
9691	04/13/23	Streamline	<b>Website Platform Provider &amp; Mngmnt - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #6C646280-0001, 1 yr. Subscription Website Platform & Management - March 2023	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-518.75
			Inv #6C646280-0001, 1 yr. Subscription Website Platform & Management - March 2023	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-731.25
TOTAL						-1,250.00
9692	04/13/23	U.S. Bank	<b>Acct#: 4246 0470 0067 9545 - January - February 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Owl + TV/Monitor, etc., Zoom + Staff Meetings at SD5 - February - March 2023	6018.1 · Meetings & Travel	Belvedere	-123.24
			Owl + TV/Monitor, etc., Zoom + Staff Meetings at SD5 - February - March 2023	6018.1 · Meetings & Travel	Tiburon:Paradise C...	-7.60

## Sanitary Distr. No.5 of Marin Co.

## Warrant List Detail

March 10 through April 13, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
			Owl + TV/Monitor, etc., Zoom + Staff Meetings at SD5 - February - March 2023	6018.1 · Meetings & Travel	Tiburon	-173.09
			(TR) Travel Accomodations - Conferences - February - March 2023	6018.1 · Meetings & Travel	Belvedere	-486.43
			(TR) Travel Accomodations - Conferences - February - March 2023	6018.1 · Meetings & Travel	Tiburon:Paradise C...	-29.99
			(TR) Travel Accomodations - Conferences - February - March 2023	6018.1 · Meetings & Travel	Tiburon	-683.15
			In-House Cont'g Ed +/- PVC Certifications, QWI Conference/Training - February - Ma...	6020 · Continuing Education	Belvedere	-363.04
			In-House Cont'g Ed +/- PVC Certifications, QWI Conference/Training - February - Ma...	6020 · Continuing Education	Tiburon:Paradise C...	-22.38
			In-House Cont'g Ed +/- PVC Certifications, QWI Conference/Training - February - Ma...	6020 · Continuing Education	Tiburon	-509.87
			Office & Admin supplies (Pens/Pencils/Calculators), Amazon - February - March 2023	6047 · Office Supplies	Belvedere	-65.14
			Office & Admin supplies (Calendars + planners) - February - March 2023	6047 · Office Supplies	Tiburon:Paradise C...	-4.02
			Office & Admin supplies (Calendars + planners) - February - March 2023	6047 · Office Supplies	Tiburon	-91.49
			UPS - PVC Certifications February - March 2023	6056 · Postage	Belvedere	-70.12
			UPS - PVC Certifications February - March 2023	6056 · Postage	Tiburon:Paradise C...	-4.32
			UPS - PVC Certifications February - March 2023	6056 · Postage	Tiburon	-98.47
			BPS#1 - February - March 2023	7011 · Pumps & Lines Maintenance	Belvedere	-570.29
			Plant Supplies - M.P. Supplies + Parts (Harbor Freight)- February - March 2023	7021 · Plant Maintenance Supplies	Belvedere	-81.09
			Plant Supplies - M.P. Supplies + Parts - February - March 2023	7021 · Plant Maintenance Supplies	Tiburon	-114.30
			Plant Parts & Service - February - March 2023	7022 · Plant Maint. Parts & Service	Belvedere	-328.31
			Plant Parts & Service- Cl2 H2O troughs (Tap Plastics), Cal-West M.P. 2ndary Clarifier ...	7022 · Plant Maint. Parts & Service	Tiburon	-462.80
			Janitorial supplies - February - March 2023	7023 · Janitorial Supplies & Service	Belvedere	-169.44
			Janitorial supplies - February - March 2023	7023 · Janitorial Supplies & Service	Tiburon	-238.86
			Lab supplies - Log Books (SD5 & SASM), Scale "Ops Wall," - Amazon - February - M...	7025 · Lab Supplies & Chemicals	Belvedere	-316.07
			Lab supplies - Amazon - February - March 2023	7025 · Lab Supplies & Chemicals	Tiburon	-445.54
			Part & Srv @ Paradise Cove - West Marine/Amazon - February - March 2023	7041 · Paradise Parts & Service	Tiburon:Paradise C...	-480.02
			SD5 Fleet - Battery replacement+RPM Automotive re 2012 Chevy Silverado 2500 (rea...	7072 · Maintenance	Belvedere	-216.40
			SD5 Fleet - Battery replacement+RPM Automotive re 2012 Chevy Silverado 2500 (rea...	7072 · Maintenance	Tiburon:Paradise C...	-13.34
			SD5 Fleet - Battery replacement+RPM Automotive re 2012 Chevy Silverado 2500 (rea...	7072 · Maintenance	Tiburon	-303.91
			IT needs (monitors, keyboards, "mice," cables, etc.) etc. - February - March 2023	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-412.46
			IT needs (monitors, keyboards, "mice") etc. - February - March 2023	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise C...	-25.43
			IT needs (monitors, keyboards, "mice") etc. - February - March 2023	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-579.28
			Safety Supplies (Stormwatch) - February - March 2023	8515 · Safety	Belvedere	-178.18
			Safety Supplies - February - March 2023	8515 · Safety	Tiburon:Paradise C...	-10.99
			Safety Supplies - February - March 2023	8515 · Safety	Tiburon	-250.23
			<b>TOTAL</b>			<b>-7,929.29</b>
<b>9693</b>	<b>04/13/23</b>	<b>ULINE</b>	<b>Cust ID#:24834323, Lab supplies - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #160616492 (PO#953675), SD5 Safety Cones - March 2023	8515 · Safety	Belvedere	-703.34
			Inv #160616492 (PO#953675), SD5 Safety Cones - March 2023	8515 · Safety	Tiburon:Paradise C...	-43.36
			Inv #160616492 (PO#953675), SD5 Safety Cones - March 2023	8515 · Safety	Tiburon	-987.79
			Inv #160616492 (PO#953675), Stainless Steel Wall Mount - March 2023	7025 · Lab Supplies & Chemicals	Belvedere	-60.63
			Inv #160616492 (PO#953675), Stainless Steel Wall Mount - March 2023	7025 · Lab Supplies & Chemicals	Tiburon	-85.46
			<b>TOTAL</b>			<b>-1,880.58</b>
<b>9694</b>	<b>04/13/23</b>	<b>Univar</b>	<b>Cust ID #STDT001, Chemicals - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #51027029 (PO #AB653656), Sodium Bicarb, 50# Bag - March 2023	7024 · Main Plant Chemicals	Belvedere	-866.93
			Inv #51027029 (PO #AB653656), Sodium Bicarb, 50# Bag - March 2023	7025 · Lab Supplies & Chemicals	Tiburon:Paradise C...	-53.45
			Inv #51027029 (PO #AB653656), Sodium Bicarb, 50# Bag - March 2023	7024 · Main Plant Chemicals	Tiburon	-1,217.56
			Inv #51014917 (PO #AB653654) Sodium Bisulfite 25% (\$1.4750/Gal) - March 2023	7024 · Main Plant Chemicals	Belvedere	-3,138.10
			Inv #51014917 (PO #AB653654) Sodium Bisulfite 25% (\$1.4750/Gal) - March 2023	7025 · Lab Supplies & Chemicals	Tiburon:Paradise C...	-193.47
			Inv #51014917 (PO #AB653654) Sodium Bisulfite 25% (\$1.4750/Gal) - March 2023	7024 · Main Plant Chemicals	Tiburon	-4,407.26
			Inv #51016465 (PO #AB653655), Sodium Hypochlorite 12.5% (\$1.464/Gal) - March 20...	7024 · Main Plant Chemicals	Belvedere	-1,863.12
			Inv #51016465 (PO #AB653655), Sodium Hypochlorite 12.5% (\$1.464/Gal) - March 20...	7025 · Lab Supplies & Chemicals	Tiburon:Paradise C...	-114.87
			Inv #51016465 (PO #AB653655), Sodium Hypochlorite 12.5% (\$1.464/Gal) - March 20...	7024 · Main Plant Chemicals	Tiburon	-2,616.64
			<b>TOTAL</b>			<b>-14,471.40</b>

## Sanitary Distr. No.5 of Marin Co.

## Warrant List Detail

March 10 through April 13, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
9695	04/13/23	USABlueBook	<b>Cust #933682, M.P. Parts &amp; Lab Supplies - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #311047 (PO#653659), Misc. lab Supplies - March 2023	7025 · Lab Supplies & Chemicals	Belvedere	-49.55
			Inv #311047 (PO#653659), Misc. lab Supplies - March 2023	7025 · Lab Supplies & Chemicals	Tiburon	-69.85
			Inv #260087, Inv #260348, Inv #286016, Inv#297805 (PO#AB655730/PO#JR953074) ...	8515 · Safety	Belvedere	-578.15
			Inv #260087, Inv #260348, Inv #286016, Inv#297805 (PO#AB655730/PO#JR953074) ...	8515 · Safety	Tiburon:Paradise C...	-35.64
			Inv #260087, Inv #260348, Inv #286016, Inv#297805 (PO#AB655730/PO#JR953074) ...	8515 · Safety	Tiburon	-811.96
			Inv #290484 (PO#655744) - Welch Vacuum Pump (3.5 cm) - March 2023	7025 · Lab Supplies & Chemicals	Belvedere	-894.97
			Inv #290484 (PO#655744) - Welch Vacuum Pump (3.5 cm) - March 2023	7025 · Lab Supplies & Chemicals	Tiburon	-1,261.58
			Inv #292084 (PO#655748) - Foam Buster 50# Bag - March 2023	7025 · Lab Supplies & Chemicals	Belvedere	-204.80
			Inv #292084 (PO#655748) - Foam Buster 50# Bag - March 2023	7025 · Lab Supplies & Chemicals	Tiburon	-288.70
			Inv #315675 (PO#653661) - Lab coat + swing sample dipper - March 2023	7022 · Plant Maint. Parts & Service	Belvedere	-234.19
			Inv #315675 (PO#653661) - Lab coat + swing sample dipper - March 2023	7025 · Lab Supplies & Chemicals	Tiburon	-330.12
			Inv #315886 CREDIT: GDP 110PSI LMI Series AD8 Polyblend - RETURN	7025 · Lab Supplies & Chemicals	Belvedere	699.91
			Inv #315886 CREDIT: GDP 110PSI LMI Series AD8 Polyblend - RETURN	7025 · Lab Supplies & Chemicals	Tiburon	986.63
TOTAL						-3,072.97
9696	04/13/23	Waste Management of Redwood Landfill	<b>Acct #3-78482-75002, Sludge Disposal - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #0107624-1507-2, Sludge Disposal - 5 pick-ups @ 37.11 tons - March 2023	7029 · Main Plant Sludge Disposal	Belvedere	-670.69
			Inv #0107624-1507-2, Sludge Disposal - 5 pick-ups @ 37.11 tons - March 2023	7043 · Paradise Sludge Disposal	Tiburon:Paradise C...	-41.35
			Inv #0107624-1507-2, Sludge Disposal - 5 pick-ups @ 37.11 tons - March 2023	7029 · Main Plant Sludge Disposal	Tiburon	-941.94
TOTAL						-1,653.98
9697	04/13/23	Water Components & Building Supply	<b>Acct #454, M.P. Supplies - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #30604999 (PO#RH754101), M.P. Supplies - March 2023	7025 · Lab Supplies & Chemicals	Belvedere	-88.49
			Inv #30604999 (PO#RH754101), M.P. Supplies - March 2023	7025 · Lab Supplies & Chemicals	Tiburon	-124.73
TOTAL						-213.22
9698	04/13/23	WorkSmart Automation, Inc.	<b>SD5 Comm System Maintenance - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #5294, Installed AVEVA Intouch Access at server S5SCADA1; cleared & reinstalle...	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-2,888.17
			Inv #5294, (Cont'd) Tech support at install, S5SCADA2; hot fix @ Modbus, Organized ...	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise C...	-178.06
			Inv #5294, (Cont'd) software installation media at all servicers + summary of all SCA...	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-4,056.27
TOTAL						-7,122.50
9699	04/13/23	XMR Fire Emergency Services Consult...	<b>Website Hosting, Maint &amp; Support, Contract re 2023 Service</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Inv #2023-001, IT/Alarms/Data: Todd Lando - Website Hosting, Maint & Support, Cont...	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-243.30
			Inv #2023-001, IT/Alarms/Data: Todd Lando - Website Hosting, Maint & Support, Cont...	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise C...	-15.00
			Inv #2023-001, IT/Alarms/Data: Todd Lando - Website Hosting, Maint & Support, Cont...	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-341.70
TOTAL						-600.00
9700	04/13/23	Salazar, Ignacio	<b>Travel Reimb./Training - March 2023</b>	<b>JP Morgan Chase - Primary 7399</b>		
			Travel re Training Seminar, 3.13.2023 - 3.15.2023	6018.1 · Meetings & Travel	Belvedere	-114.05
			Travel re Training Seminar, 3.13.2023 - 3.15.2023	6018.1 · Meetings & Travel	Tiburon:Paradise C...	-7.03
			Travel re Training Seminar, 3.13.2023 - 3.15.2023	6018.1 · Meetings & Travel	Tiburon	-160.17
			Meals/Diem re Training, 3.13.2023 - 3.15.2023	6018.1 · Meetings & Travel	Belvedere	-54.74
			Meals/Diem re Training, 3.13.2023 - 3.15.2023	6018.1 · Meetings & Travel	Tiburon:Paradise C...	-3.38

04/11/23

Sanitary Distr. No.5 of Marin Co.

Warrant List Detail

March 10 through April 13, 2023

Num	Date	Name	Memo	Account	Class	Paid Amount
			Meals/Diem re Training, 3.13.2023 - 3.15.2023	6018.1 · Meetings & Travel	Tiburon	-76.88
TOTAL						-416.25
9701	04/13/23	Triola, Joseph	S/B Mileage Reimb. - April2023	JP Morgan Chase - Primary 7399		
			SD5 M.P. Call-out	6018.1 · Meetings & Travel	Belvedere	-24.38
			SD5 M.P. Call-out	6018.1 · Meetings & Travel	Tiburon	-34.37
TOTAL						-58.75

## Sanitary Distr. No.5 of Marin Co.

## Monthly O.T. Report

March 2023

04/11/23

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
<b>Alvarez, Joel</b>						
Check	03/15/23	397	Alvarez, Joel	Pro-rated reimbursement O.T. @ 1.5x (1.5.2023)	6.65	6.65
Check	03/15/23	397	Alvarez, Joel	Pro-rated reimbursement O.T. @ 2.0x (1.5.2023)	60.62	67.27
Check	03/30/23	411	Alvarez, Joel	1.00 Hrs. O.T. @ 1.5x	69.87	137.14
Total Alvarez, Joel					137.14	137.14
<b>Balf, Abigail</b>						
Check	03/15/23	398	Balf, Abigail	02.50 Hrs. O.T. @ 1.5x	150.90	150.90
Check	03/30/23	412	Balf, Abigail	03.50 Hrs. O.T. @ 1.5x	211.26	362.16
Check	03/30/23	412	Balf, Abigail	02.00 Hrs. O.T. @ 2.0x	160.96	523.12
Total Balf, Abigail					523.12	523.12
<b>Bilsborough, Chad</b>						
Check	03/15/23	399	Bilsborough, Chad	36.00 Hrs O.T. @ 1.5x	4,160.16	4,160.16
Check	03/15/23	399	Bilsborough, Chad	01.50 Hrs. O.T. @ 2.0x	205.42	4,365.58
Check	03/15/23	399	Bilsborough, Chad	Pro-rated reimbursement OT @ 1.5x (3.11.2023) (...)	612.72	4,978.30
Check	03/15/23	399	Bilsborough, Chad	Pro-rated reimbursement OT @ 2.0x (3.11.2023) (...)	149.21	5,127.51
Check	03/30/23	413	Bilsborough, Chad	25.50 Hrs O.T. @ 1.5x	1,964.52	7,092.03
Check	03/30/23	413	Bilsborough, Chad	Over-pymnt @ 3.15.2023 PR: Reimb. to SD5	-447.62	6,644.41
Check	03/30/23	413	Bilsborough, Chad	04.50 Hrs. O.T. @ 2.0x	462.24	7,106.65
Check	03/30/23	413	Bilsborough, Chad	Over-pymnt @ 3.15.2023 PR: Reimb. to SD5	-151.65	6,955.00
Total Bilsborough, Chad					6,955.00	6,955.00
<b>Collodi, Peter</b>						
Check	03/15/23	400	Collodi, Peter	02.00 Hrs. O.T. @ 1.5x	114.96	114.96
Check	03/15/23	400	Collodi, Peter	01.00 Hrs. O.T. @ 2.0x	76.64	191.60
Check	03/30/23	414	Collodi, Peter	22.00 Hrs. O.T. @ 1.5x	1,264.56	1,456.16
Check	03/30/23	414	Collodi, Peter	09.00 Hrs. O.T. @ 2.0x	689.76	2,145.92
Total Collodi, Peter					2,145.92	2,145.92
<b>Cottrell, Rulon</b>						
Check	03/15/23	401	Cottrell, Rulon	22.00 Hrs. O.T. @ 1.5x	1,409.07	1,409.07
Check	03/15/23	401	Cottrell, Rulon	Pro-rated reimbursement O.T. @ 2.0x (2.11.2023)	456.79	1,865.86
Check	03/15/23	401	Cottrell, Rulon	80.00 Hrs. Comp Buy-out	5,780.80	7,646.66
Check	03/15/23	401	Cottrell, Rulon	Pro-rated reimbursement O.T. @ 1.5x (2.11.2023)	981.00	8,627.66
Check	03/30/23	415	Cottrell, Rulon	02.00 Hrs. O.T. @ 1.5x	216.78	8,844.44
Check	03/30/23	415	Cottrell, Rulon	07.00 Hrs. O.T. @ 2.0x	1,011.64	9,856.08
Total Cottrell, Rulon					9,856.08	9,856.08
<b>Dohrmann, Robin</b>						
Check	03/15/23	402	Dohrmann, Robin	00.00 Hrs. O.T. @ 1.5x	23.41	23.41
Check	03/30/23	416	Dohrmann, Robin	23.25 Hrs. O.T. @ 1.5x	2,176.90	2,200.31
Check	03/30/23	416	Dohrmann, Robin	00.50 Hrs. O.T. @ 2.0x	62.42	2,262.73
Total Dohrmann, Robin					2,262.73	2,262.73
<b>Hage, Ross M.</b>						
Check	03/15/23	403	Hage, Ross M.	02.00 Hrs. O.T. @ 1.5x	104.28	104.28
Check	03/15/23	403	Hage, Ross M.	01.00 Hrs. O.T. @ 2.0x	69.52	173.80
Check	03/30/23	417	Hage, Ross M.	Retroactive O.T. @ 1.5x Reimbursement from 3.15....	5.21	179.01
Check	03/30/23	417	Hage, Ross M.	Retroactive O.T. @ 2.0x Reimbursement from 3.15....	3.98	182.99
Total Hage, Ross M.					182.99	182.99
<b>Hill, Arlee S</b>						
Check	03/30/23	418	Hill, Arlee S	02.00 Hrs. O.T. @ 1.5x	114.96	114.96
Check	03/30/23	418	Hill, Arlee S	02.00 Hrs. O.T. @ 2.0x	153.28	268.24
Total Hill, Arlee S					268.24	268.24
<b>La Torre, Daniel P.</b>						
Check	03/15/23	405	La Torre, Daniel P.	08.00 Hrs. O.T. @ 1.5x	786.48	786.48
Check	03/15/23	405	La Torre, Daniel P.	Pro-rated reimbursement O.T. @ 1.5x (1.4.2023)	393.06	1,179.54
Check	03/15/23	405	La Torre, Daniel P.	Pro-rated reimbursement O.T. @ 2.0x (1.4.2023)	60.94	1,240.48
Check	03/30/23	419	La Torre, Daniel P.	21.00 Hrs. O.T. @ 1.5x	2,064.51	3,304.99
Check	03/30/23	419	La Torre, Daniel P.	14.00 Hrs. O.T. @ 2.0x	1,835.12	5,140.11
Total La Torre, Daniel P.					5,140.11	5,140.11



## Sanitary Distr. No.5 of Marin Co.

## Monthly O.T. Report

March 2023

04/11/23

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
<b>Rosser, John</b>						
Check	03/15/23	406	Rosser, John	02.00 Hrs. @ 1.5x	169.86	169.86
Check	03/15/23	406	Rosser, John	01.00 Hrs. @ 2.0x	113.24	283.10
Check	03/30/23	422	Rosser, John	40.0 Comp Buy-Back	2,264.80	2,547.90
Total Rosser, John					2,547.90	2,547.90
<b>Triola, Joseph</b>						
Check	03/15/23	410	Triola, Joseph	03.50 Hrs. O.T. @ 1.5x	297.26	297.26
Check	03/30/23	426	Triola, Joseph	03.50 Hrs. O.T. @ 1.5x	1,019.16	1,316.42
Check	03/30/23	426	Triola, Joseph	00.00 Hrs. O.T. @ 2.0x	113.24	1,429.66
Total Triola, Joseph					1,429.66	1,429.66
<b>TOTAL</b>					<b>31,448.89</b>	<b>31,448.89</b>

**SECOND AMENDMENT TO  
AGREEMENT FOR LEGAL SERVICES**

THIS SECOND AMENDMENT to Agreement for Legal Services (“Amendment”) is made and entered into by and between Sanitary District No. 5 of Marin County (hereinafter "Client"), and Burke, Williams & Sorensen, LLP (hereinafter "Burke"), and shall be effective as of May 1, 2023.

RECITALS

WHEREAS, Client has retained Burke to provide legal services pursuant to the Agreement for Legal Services dated August 13, 2014 (the "Agreement"); and

WHEREAS, Client desires to continue retention of Burke and Burke desires to continue providing legal services to Client,

AGREEMENT

1. Attachment B to the Agreement is hereby amended to provide Partner rates of \$335, and Associate rates of \$305, with the remainder of the terms in the attachment to remain in full force and effect.

2. Except as specifically modified in this Amendment, all remaining terms and conditions of the Agreement shall remain in full force and effect.

This Amendment shall be effective as of the date first above written.

SANITARY DISTRICT NO. 5 OF MARIN  
COUNTY

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Tony Rubio, General Manager

BURKE, WILLIAMS & SORENSEN, LLP

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Benjamin L. Stock

# Sanitary District No. 5 of Marin County



## District Management Report March 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:** April 20, 2023  
**To:** Board of Directors  
**From:** Tony Rubio, District Manager  
**Subject:** Management Report for March 2023

### **Fiscal Status**

Period Covered: July 1, 2022 –March 31, 2023  
Percent of Fiscal Year: 75%  
Percent of Budgeted Income to Date: 60.5%  
Percent of Budgeted Expenditures to Date: 67.2% (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 March 2023 Include:***

### **Financial/Budgetary/Business Administration**

- FY 2023-24 Budget preparations underway- Preliminary budget approved
- Created a draft 1 zone preliminary budget prepared for potential 1 zone sewer rate increase.
- HF&H continues working on cost of service analysis – sewer rate increase recommendations to be presented at April board meeting
- New website – now live. Streamline is new host provider/consultant.
- Business Server file clean up underway.

### **HR and Personnel**

- MOU –Updated COLA increase/Publicly available pay scale chart for FY23/24 on the Agenda for action- Organization Chart included

### **Continuing Education and Safety Training**

- Work with DKF solutions on District safety program updates on-going – Emergency Overflow Response Plan, Covid 19 and Silica policies under review.
- IPS Weld on testing performed (PVC Welding)

### **Collection System Performance**

#### **Main Plant Tiburon/Belvedere:**

- Submitted 1 SSO for the month of February to RWQCB on CIWQS (cat.3- Belvedere Bayview and Beach-roots)
- 0 Odor complaints for reporting period

#### **Paradise Cove:**

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

### **Treatment Plant Performance**

#### **Paradise Cove:**

- Satisfactory

#### **Main Plant:**

- Submitted February 2023 Monthly SMR and DMR to the RWQCB on CIWQS.

### **Pollution Prevention Activities**

- Remote meetings with P2 Group.

### **Capital Improvement Projects**

- 2022 Sewer Rehab - Project nearly completed- All lines done final pavement restoration remains.
- CIP Occupancy Evaluation and CIP program review underway- Draft report submitted in April – will go to full board in May for review and consideration
- Cove Road MCC and Generator replacement project design discussions underway-Nute Engineers worked with Chemical Supplier for size of chemical tanks for design layout. Design layout currently underway to determine location and sizes of Generator and Motor Control Center for possible pre-purchasing recommendations.
- Digester Rehab design work continues along with staff preparation for beginning project- staff evaluating valves requiring replacement for input into HDR design specifications.

## 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 90<sup>th</sup> 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

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

**RESOLUTION NO. 2023-02**

**SANITARY DISTRICT NO. 5 OF MARIN COUNTY**

**A RESOLUTION APPROVING THE ANNUAL COST OF LIVING INCREASE FOR ALL SANITARY DISTRICT NO. 5 OF MARIN COUNTY EMPLOYEES – REPRESENTED, UNREPRESENTED AND MANAGEMENT**

The District Board of Sanitary District No. 5 of Marin County finds and determines it is appropriate to set forth in written form, the terms and conditions of service for the Represented Employees, as established in the Memorandum of Understanding effective July 1 2022, and any Unrepresented Employees, as specified per the Unrepresented employees’ benefits plan effective July 1, 2022.

**WHEREAS**, in accordance with the Adopted Memorandum of Understanding, approved on June 16, 2022, in Section 7, Classifications and Salaries, under Subsection 7.1, Pay Scale, “Effective July 1, 2022, employees shall receive an annual Cost of Living Allowance (“COLA”) increase based on the San Francisco-Oakland-San Jose Consumer Price Index for all Urban Consumers (“CPI”) using the CPI annual average for the calendar year immediately preceding the commencement of the District’s fiscal year with a minimum and maximum set by the terms below:

- July 1, 2022 – set at 5%
- July 1, 2023 – 4% min - 7% max
- July 1, 2024- 3.5% min – 6.5%max
- July 1, 2025- 3% min – 6% max

The COLA increase shall be implemented as a salary schedule or pay scale adjustment effective July 1 of each fiscal year during the term of this agreement.”, and;

**WHEREAS**, Sanitary District No. 5 of Marin County is required to implement the annual COLA increase for Represented Employees, and;

**WHEREAS**, Sanitary District No. 5 of Marin County is to assure any Unrepresented Employees not covered by the Memorandum of Understanding, as stated in Unrepresented Employee Benefits Plan Section 12., Salaries, Pay Scale, “Effective July 1, 2022, employees shall receive an annual Cost of Living Allowance (“COLA”) increase based on the San Francisco-Oakland-San Jose Consumer Price Index for all Urban Consumers (“CPI”) using the CPI annual average for the calendar year immediately preceding the commencement of the District’s fiscal year, with the minimum and maximum set by the terms below:

- July 1, 2022 – set at 5%
- July 1, 2023 – 4% min - 7% max
- July 1, 2024- 3.5% min – 6.5%max
- July 1, 2025- 3% min – 6% max

The COLA increase shall be implemented as a salary schedule or pay scale adjustment effective July 1 of each fiscal year during the term of this agreement”, and;

**WHEREAS**, Sanitary District No. 5 of Marin County is to assure any Management Employees not covered by the Memorandum of Understanding, as stated in exclusive Agreements for Employment in Section IV., Compensation, “[Management Employee] is eligible for any annual cost of living increases granted across-the-board to District employees,” matching the COLA increase provided to Represented Employees.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of Sanitary District No. 5 of Marin County, California, as follows:

1. The salaries for all employees of Sanitary District No. 5 of Marin County, as stated on the attached Publicly Available Pay Scale Chart, which reflects an annual Cost of Living increase of 5.6%, effective July 1, 2023, are hereby incorporated in and made part of this Resolution.

\* \* \* \* \*

I certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Board of Directors of Sanitary District No. 5 of Marin County, California, at a meeting thereof held on the 20<sup>th</sup> of April, 2023, by the following vote:

AYES, and in favor thereof, Directors:

NOES, Directors:

ABSENT, Directors:

ABSTAIN, Directors:

**APPROVED:**

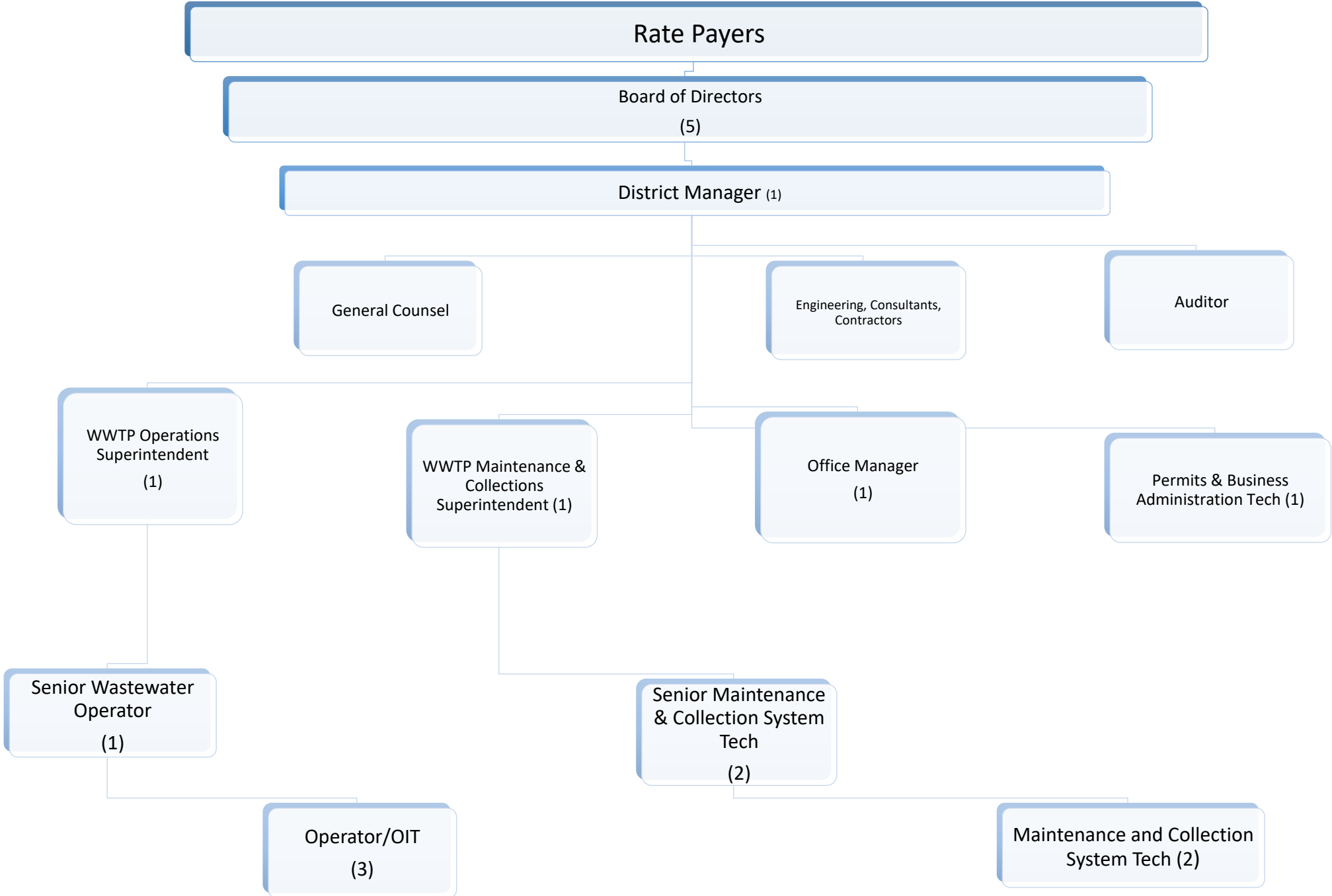
**ATTEST:**

---

Tod Moody  
President, Board of Directors

---

John Carapiet  
Secretary, Board of Directors



**CPI for All Urban Consumers (CPI-U)  
Original Data Value**

**Series Id:** CUURS49BSA0

CPI

**Not Seasonally Adjusted**

FY-23-24 327.060 - 309.721 / 309.721 = .0559 = 5.6%

**Series Title:** All items in San Francisco-Oakland-

**Area:** San Francisco-Oakland-Hayward, CA

**Item:** All items

**Base Period:** 1982-84=100

**Years:** 2013 to 2023

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
2013		242.677		244.675		245.935		246.072		246.617		245.711	245.023
2014		248.615		251.495		253.317		253.354		254.503		252.273	251.985
2015		254.910		257.622		259.117		259.917		261.019		260.289	258.572
2016		262.600		264.565		266.041		267.853		270.306		269.483	266.344
2017		271.626		274.589		275.304		275.893		277.570		277.414	274.924
2018		281.308		283.422		286.062		287.664		289.673		289.896	285.550
2019		291.227		294.801		295.259		295.490		298.443		297.007	295.004
2020		299.690		298.074		300.032		300.182		301.736		302.948	300.084
2021		304.387		309.419		309.497		311.167		313.265		315.805	309.721
2022		320.195		324.878		330.539		328.871		332.062		331.222	327.060
2023		337.173											



# Databases, Tables & Calculators by Subject

Change Output Options: From: 2013 To: 2023

include graphs  include annual averages

[More Formatting Options](#)

Data extracted on: April 15, 2023 (2:12:37 PM)

## CPI for All Urban Consumers (CPI-U)

**Series Id:** CUURS49BSA0

Not Seasonally Adjusted

**Series Title:** All items in San Francisco-Oakland-Hayward, CA, all urban consumers, not seasonally adjusted

**Area:** San Francisco-Oakland-Hayward, CA

**Item:** All items

**Base Period:** 1982-84=100

Download: [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2013		242.677		244.675		245.935		246.072		246.617		245.711	245.023	243.894	246.152
2014		248.615		251.495		253.317		253.354		254.503		252.273	251.985	250.507	253.463
2015		254.910		257.622		259.117		259.917		261.019		260.289	258.572	256.723	260.421
2016		262.600		264.565		266.041		267.853		270.306		269.483	266.344	263.911	268.777
2017		271.626		274.589		275.304		275.893		277.570		277.414	274.924	273.306	276.542
2018		281.308		283.422		286.062		287.664		289.673		289.896	285.550	282.666	288.435
2019		291.227		294.801		295.259		295.490		298.443		297.007	295.004	293.150	296.859
2020		299.690		298.074		300.032		300.182		301.736		302.948	300.084	299.109	301.059
2021		304.387		309.419		309.497		311.167		313.265		315.805	309.721	306.724	312.718
2022		320.195		324.878		330.539		328.871		332.062		331.222	327.060	323.408	330.711
2023		337.173													





Agenda – Notes of Explanation  
Sanitary District No. 5 Special Board Meeting  
April 20, 2022

***Review and authorize District Manager to award Chemical Contracts for FY2023-2024 received through the Bay Area Chemical Consortium Group (BACC) bidding process.***

**STAFF REPORT:**

The District is part of the BACC group for annual bulk chemical contracts for Sodium Hypochlorite and Sodium Bisulfite. The low bidders for this upcoming fiscal year is: HASA for Sodium Hypochlorite and the Districts current supplier Univar for Sodium Bisulfite. The cost of Sodium Bisulfite is increasing 26% from last fiscal year and the cost of Sodium Hypochlorite is increasing 97% from last fiscal year

<u>Fiscal Year 2022-2023 Costs:</u>	<u>Fiscal Year 2023-2024 Costs</u>
Bisulfite = \$1.47/gallon	Bisulfite= \$1.84/gallon
Hypochlorite= \$1.46/gallon	Hypochlorite= \$2.88/gallon

**FISCAL IMPACT:**

A 26% increase for sodium bisulfite and a 97% increase in cost for sodium hypochlorite chemicals.

**CEQA (California Environmental Quality Act)**

Exempt

**Recommendation:**

Approve and Authorize the District Manager to award Chemical Contracts for FY2023-2024 received through the Bay Area Chemical Consortium Group (BACC) bidding process.



Tony Rubio, District Manager

**Attachments:**

Bid sheet estimate and BACC letters with bid break down.



March 16, 2023

Univar Solutions USA Inc.  
Attn: Jennifer Perras  
8201 S 212<sup>th</sup> St.  
Kent, WA 98032

**RE: Award Contract in Response to Bay Area Chemical Consortium (BACC) Bid No. 11-2023 for Supply and Delivery of SODIUM BISULFITE.**

Dear Ms. Perras,

We are pleased to advise you that the bid submitted by Univar Solutions USA Inc. for Bid No. 11-2023 was determined to be the lowest responsive bid for the supply and delivery of SODIUM BISULFITE during the period July 1, 2023 through June 30, 2024.

The participating BACC Agencies should be contacting you shortly to discuss entering into contracts with Univar Solutions USA Inc. for their respective facilities.

Bay Area Chemical Consortium sincerely appreciates your efforts and participation in the competitive bid process.

If you have any questions, please free to contact me at [jdymment@bacwa.org](mailto:jdymment@bacwa.org)

Sincerely,

A handwritten signature in black ink, appearing to read "JDymment", with a long horizontal stroke extending to the right.

Jennifer Dymment  
Assistant Executive Director  
BACWA.org  
as Coordinating Agency for the Bay Area Chemical Consortium

Bay Area Clean Water Agencies  
 Bid Results for Project 11-2023 SODIUM BISULFITE  
 Bid Due on February 23, 2023 4:00 PM (PDT)  
**SINGLE BID AWARD**

Section Description	Sodium Bisulfite 25%						SODIUM BISULFITE 40% Solution			
	East Bay	Marin Sonoma Napa	North Bay	Peninsula	Sacramento	South Bay	Central Valley	East Bay	Peninsula	Sacramento
Unit of Measure	gal	gal	gal	gal	gal	gal	gal	gal	gal	gal
Univar Solutions USA Inc.	1.8450	1.8450	1.8450	1.8450	1.8450	1.8450	3.0450	4.2750	7.9450	2.9450



March 16, 2023

Hasa Inc.  
Attn: Christopher Cornish  
23119 Drayton St.  
Saugus, CA 91530

**RE: Regional Award Contract in Response to Bay Area Chemical Consortium (BACC) Bid No. 13-2023 for Supply and Delivery of SODIUM HYPOCHLORITE 12.5% in the Central Valley, East Bay, Marin Sonoma Napa, North Bay, Peninsula, South Bay and Tri Valley regions, and in 275-gal totes in the North Bay region and SODIUM HYPOCHLORITE 12.5% In Drums to the North Bay region.**

Dear Mr. Cornish,

We are pleased to advise you that the bid submitted by Hasa Inc. for Bid No. 13-2023 was determined to be the lowest responsive bid for the supply and delivery of SODIUM HYPOCHLORITE 12.5% in the Central Valley, East Bay, Marin Sonoma Napa, North Bay, Peninsula, South Bay and Tri Valley regions, and in 275-gal totes in the North Bay region and SODIUM HYPOCHLORITE 12.5% In Drums to the North Bay region during the period July 1, 2023 through June 30, 2024.

The participating BACC Agencies from the above regions should be contacting you shortly to discuss entering into contracts with Hasa Inc. for their respective facilities.

Bay Area Chemical Consortium sincerely appreciates your efforts and participation in the competitive bid process.

If you have any questions, please free to contact me at [jdymment@bacwa.org](mailto:jdymment@bacwa.org)

Sincerely,

A handwritten signature in black ink, appearing to read "JDymment", with a long horizontal stroke extending to the right.

Jennifer Dymment  
Assistant Executive Director  
BACWA.org  
as Coordinating Agency for the Bay Area Chemical Consortium

Bay Area Clean Water Agencies  
 Bid Results for Project 13-2023 SODIUM HYPOCHLORITE 12.5%  
 Bid Due on February 23, 2023 4:00 PM (PDT)

**REGIONAL BID AWARD**

Section	SODIUM HYPOCHLORITE 12.5%										SODIUM HYPOCHLORITE 12.5% In 275-gal totes (Optional bid item)	Sodium Hypochlorite 12.5% In Drums (OPTIONAL BID ITEM)	SODIUM HYPOCHLORITE 5.25% (Optional bid item)
	Central Valley	East Bay	Marin Sonoma		North Bay	Peninsula	Sacramento	South Bay	Tri Valley	North Bay	North Bay	Sacramento	
Description	gal	gal	gal	gal	gal	gal	gal	gal	gal	gal	gal	gal	
Olin Corporation		\$3.09	\$2.89	\$2.99	\$2.99	\$3.05	\$2.89	\$3.09	\$2.99	no bid	no bid	\$1.50	
Hasa, Inc.		\$2.97	\$2.85	\$2.88	\$2.81	\$2.91	\$2.94	\$2.88	\$2.69	\$4.00	\$4.00	\$3.50	

Section	SODIUM HYPOCHLORITE 12.5%										SODIUM HYPOCHLORITE 12.5% In 275-gal totes (Optional bid item)	Sodium Hypochlorite 12.5% In Drums (OPTIONAL BID ITEM)	SODIUM HYPOCHLORITE 5.25% (Optional bid item)
	Central Valley	East Bay	Marin Sonoma		North Bay	Peninsula	Sacramento	South Bay	Tri Valley	North Bay	North Bay	Sacramento	
Description	gal	gal	gal	gal	gal	gal	gal	gal	gal	gal	gal	gal	
Estimated annual quantity (in gals)	1,401,000	1,963,000	1,084,200	2,173,200	940,000	1,304,400	1,370,000	975,500	2,200	3,960	95,000		
Olin Corporation	\$4,329,090.00	\$5,673,070.00	\$3,241,758.00	\$6,497,868.00	\$2,867,000.00	\$3,769,716.00	\$4,233,300.00	\$2,916,745.00	no bid	no bid	\$142,500.00		
Hasa, Inc.	\$4,156,626.90	\$5,598,868.60	\$3,126,832.80	\$6,096,260.64	\$2,736,904.00	\$3,830,501.04	\$3,951,354.00	\$2,626,436.20	\$8,800.00	\$15,840.00	\$332,500.00		

SANITARY DISTRICT  
of MARIN COUNTY



# SANITARY DISTRICT NO. 5 OF MARIN COUNTY

## FY 2023-24 Sewer Rate Study

April 20, 2023

Board Meeting



# AGENDA

- Updates to analysis since 3/28 Board Meeting
- Proposed revenue increases
- Proposed 5-year schedule of rates
- Board of Directors actions

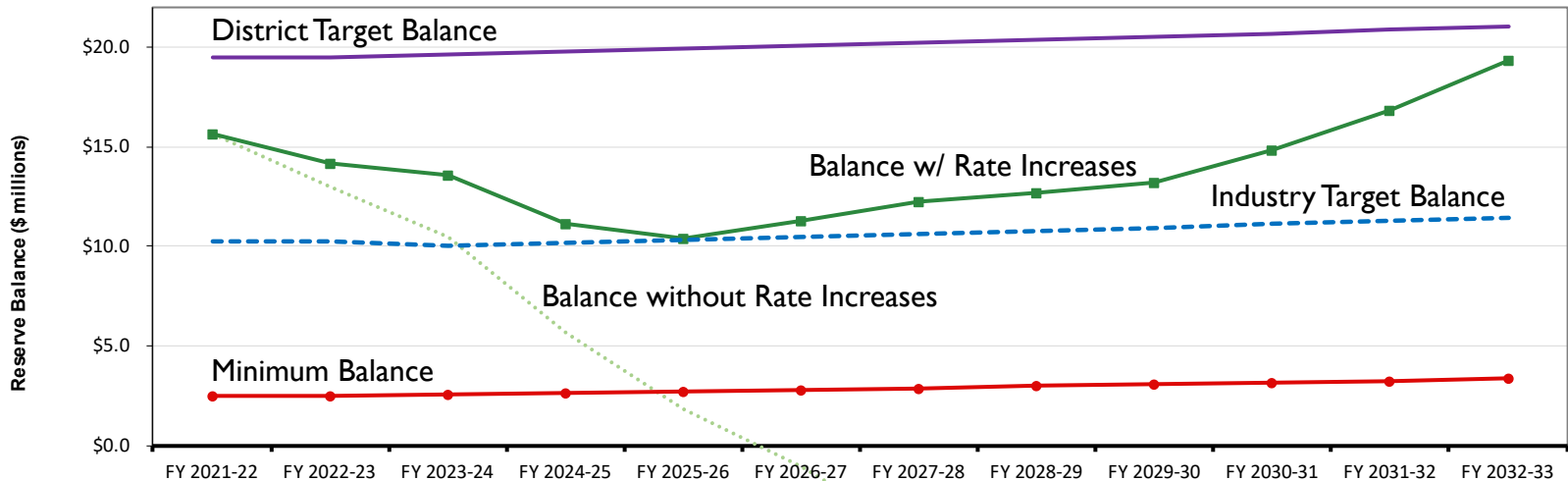
# UPDATES TO ANALYSIS

- Board requested HF&H to update commercial EDU calculations.
- HF&H provided analysis of single-family water use over last five years. 75 HCF was the median value of annual use.
- General Manager directed HF&H to assume 1 EDU = 75 HCF, an increase in flow from FY 2022-23 assumption of 1 EDU = 71 HCF.
  - **1<sup>st</sup> Result:** Reduced Non-residential sewer charges.
  - **2<sup>nd</sup> Result:** Increased ad-valorem credit per EDU.
- Going forward, 1 EDU = 75 HCF. Non-Residential bills will no longer be subject to residential consumption year-to-year.
- HF&H recalculated proposed annual rates.



# PROPOSED REVENUE INCREASES

	Budgeted		Projected									
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33
<b>Increases (SD5 Combined)</b>												
Annual revenue increase	0.0%	13.0%	10.0%	10.0%	10.0%	10.0%	10.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Cumulative increase	0.0%	13.0%	24.4%	36.8%	50.5%	65.5%	70.5%	75.6%	80.9%	86.3%	91.9%	
Non Ad-Valorem Rate	\$1,985	\$1,848	\$2,033	\$2,237	\$2,460	\$2,706	\$2,787	\$2,871	\$2,957	\$3,046	\$3,137	
Ad-Valorem Rate	\$1,034	\$1,358	\$1,534	\$1,728	\$1,942	\$2,179	\$2,250	\$2,324	\$2,400	\$2,479	\$2,560	



- Minimum Balance = \$2.5 million (District policy for Operations)
- Industry Target = \$10.2 million (2 x Avg Annual CIP + Ops + Disaster Recovery + Retirement)
- District Target = \$19.5 million (Ops + CIP + Disaster Recovery + Retirement)
- Target balances include 3% annual inflation for Ops, Retirement, Disaster Recovery beginning FY 2023-24

# FY 2023-24 RATES CALCULATION

FY 2023-24 Units of Service Calculation	
Total Revenue Requirement	\$8,593,823
(Less) Miscellaneous Fee Revenues <sup>1</sup>	(158,800)
Net Revenue Requirement	8,435,023
(Less) Reserves to address shortfall after rate increase	(1,685,300)
Revised Net Revenue Requirement	\$6,749,723
Units of Service (EDUs)	3,651.72
<b>FY 2023-24 Charge per EDU</b>	<b>\$1,848</b>
(Less) Ad-Valorem Revenue per EDU	(\$491)
<b>FY 2023-24 Charge per EDU adjusted for Ad-Valorem</b>	<b>\$1,358</b>

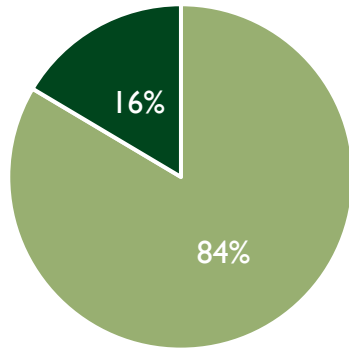
<sup>1</sup>Includes revenue from other user fees, inspection fees, SASM expense reimbursement, and other income.

Proposed FY 2023-24 Sewer Service Charges	\$/EDU
Base Rate Parcel	\$1,848
Ad-Valorem Credited Parcel	\$1,358

# FY 2023-24 REVENUE

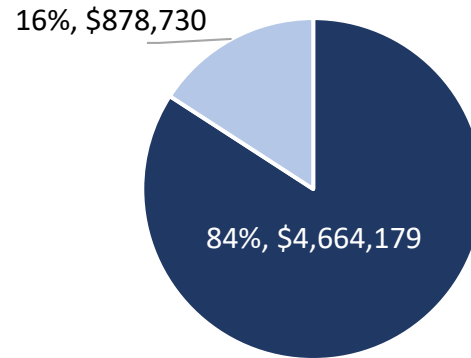
	FY 2023-24 Sanitary Units	% of Total	Charge (\$/EDU)	FY 2023-24 Revenue	% of Total
<b>Residential</b>					
Base Rate	1,065.00		\$1,848	\$1,968,511	
Ad-Valorem Credited	1,985.50		\$1,358	\$2,695,668	
	<u>3,050.50</u>	84%		<u>\$4,664,179</u>	84%
<b>Non-Residential</b>					
Base Rate	127.30		\$1,848	\$235,297	
Ad-Valorem Credited	473.92		\$1,358	\$643,433	
	<u>601.22</u>	16%		<u>\$878,730</u>	16%
<b>Total Billed Sanitary Units</b>	<b>3,651.72</b>	<b>100%</b>		<b>\$5,542,909</b>	<b>100%</b>

**FY 2023-24 Sanitary Billing Units (EDUs)  
by Customer Class**



- Residential Customers
- Non-Residential Customers

**FY 2023-24 Rate Revenue  
by Customer Class**



- Residential Customers
- Non-Residential Customers

# REVENUE INCREASES & PROPOSED RATES

Sewer Service Charges	Adopted	Proposed				
	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
<b>1</b> <u>Base Rate Parcel</u>						
<b>2</b> Annual sewer service charge per EDU	\$1,985	\$1,848	\$2,033	\$2,237	\$2,460	\$2,706
<b>3</b> % Rate Adjustment <sup>1</sup>		-7%	10%	10%	10%	10%
<b>4</b> <u>Ad-Valorem Credited Parcel</u>						
<b>5</b> Calculated sewer service charge per EDU		\$1,848	\$2,033	\$2,237	\$2,460	\$2,706
<b>6</b> (Less) ad valorem credit per EDU		(\$491)	(\$500)	(\$509)	(\$518)	(\$528)
<b>7</b> Annual sewer service charge per EDU	\$1,034	\$1,358	\$1,534	\$1,728	\$1,942	\$2,179
<b>8</b> % Rate Adjustment		31%	13%	13%	12%	12%

<sup>1</sup>Percent rate adjustment for FY 2023-24 will be 78% for current unincorporated Tiburon parcels that do not contribute ad-valorem revenue and are ineligible for the credited rate.

- Current Tiburon rate (\$/EDU) = \$1,034
- Current Paradise Cove rate (\$/EDU)= \$1,034
- Current Belvedere rate (\$/EDU)= \$1,985

# BOARD ACTION

- Consider approval of Draft Proposition 218 notice for mailing
- Consider setting schedule for (2) public workshops
  - May 10 & May 24 at 5 pm
- Consider setting schedule for Public Hearing for proposed sewer service charges
  - June 22 at 5 pm

**SANITARY DISTRICT  
of MARIN COUNTY**



# SANITARY DISTRICT No. 5 OF MARIN COUNTY

## FY 203-24 Sewer Service Charge Study

April 17, 2023 – Draft Report



**HF&H Consultants, LLC**

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# **SANITARY DISTRICT No. 5 OF MARIN COUNTY**

2001 Paradise Drive

Tiburon, California 94920



## **SEWER SERVICE CHARGE STUDY**

April 17, 2023

### **HF&H CONSULTANTS, LLC**

590 Ygnacio Valley Road, Suite 105

Walnut Creek, CA 94596





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Robert D. Hilton, Emeritus  
John W. Farnkopf, PE  
Laith B. Ezzet, CMC  
Rick Simonson  
Marva M. Sheehan, CPA  
Robert C. Hilton

April 17, 2023

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

**Subject: Sewer Service Charge Study – Draft Report**

Dear Tony Rubio:

HF&H Consultants, LLC, is pleased to submit this Draft Sewer Service Charge Study. The report summarizes the projected revenue requirements over the next five fiscal years, updates the annual sewer service charges, and provides a detailed schedule of the recommended sewer service charges for the next five years.

We appreciate your assistance in developing the recommended rates. Thank you for the opportunity to continue to support the District.

Sincerely,

HF&H CONSULTANTS, LLC

Rick Simonson  
Senior Vice President

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## APPENDIX A. RATE MODEL

### ACRONYMS

CIP	Capital Improvement Plan
EDU	Equivalent Dwelling Unit; A standard unit measure of wastewater utility service, based on the volume and strength of wastewater flow.
FY	Fiscal Year
HCF or CCF	Hundred Cubic Feet of metered water; 748 gallons; a cube of water 4.6 feet on edge
MMWD	Marin Municipal Water District
O&M	Operations and Maintenance
PAYGo	Pay-As-You-Go, in reference to funding capital improvements from cash rather than from borrowed sources of revenue.
SASM	Sewerage Agency of Southern Marin

## **ACKNOWLEDGEMENTS**

### **Board of Directors**

Tod Moody, President

Omar Arias-Montez, Vice President

John Carapiet, Director

Catharine Benediktsson, Director

Richard Snyder, Director

### **District Staff**

Tony Rubio, General Manager

Robin Dohrmann, Office Manager

### **HF&H Consultants, LLC**

Rick Simonson, Senior Vice President

Gabe Sasser, Project Manager

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## 1. EXECUTIVE SUMMARY

### 1.1 Findings and Recommendations

- A. **Summary of Services.** The District provides sewer collection and treatment services to the Town of Tiburon, to the City of Belvedere, and to the unincorporated Paradise Cove area.
- B. **Current Rates.** The District has not increased sewer service charges since 2014. All customers within the District's boundaries are provided collection and treatment services. **Figure 1-1** summarizes the current charges by customer class. Residential customers are charged per dwelling unit (DU). Non-residential customers are charged based on their metered flow and wastewater strength. Further details on how the non-residential equivalent dwelling units (EDUs) are calculated can be found in **Section 4.3** of this report.

**Figure 1-1. Current Sewer Service Charges**

Customer Class	Current Charge
<b>Tiburon/Paradise Cove</b>	
Residential	\$1,034 per year per DU
Non-Residential	\$1,034 per year per EDU
<b>Belvedere</b>	
Residential	\$1,985 per year per DU
Non-Residential	\$1,985 per year per EDU

- C. **Revenue Requirement Projections.** The annual net revenue requirement projections to support the District's operation and capital improvement program (CIP) to provide collection and treatment services are shown in **Figure 1-2**.

**Figure 1-2. Annual Net Revenue Requirements**

Net Revenue Requirement	Budget		Projected			
	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Operating Expenses	\$4,574,629	\$5,122,414	\$5,298,402	\$5,480,775	\$5,669,781	\$5,865,676
Debt Service	760,168	760,412	760,284	759,784	758,912	757,668
Capital Improvements	2,869,500	2,046,774	4,217,340	3,003,894	1,908,824	2,378,152
(Less) Non-Operating Revenue	(\$155,800)	(\$158,800)	(\$158,800)	(\$158,800)	(\$158,800)	(\$158,800)
<b>Net Revenue Requirement</b>	<b>\$8,048,497</b>	<b>\$7,770,800</b>	<b>\$10,117,226</b>	<b>\$9,085,654</b>	<b>\$8,178,717</b>	<b>\$8,842,695</b>
<i>Annual Change</i>		-3.5%	30.2%	-10.2%	-10.0%	8.1%

- D. **Combining Zones.** Historically, the District has allocated costs among the two zones to assist with rate-making, Tiburon, which includes Paradise Cove customers, and Belvedere. Through conversations with the Board of Directors, the proposed adjustments include consolidation to one combined zone.
- E. **Recommended Rates – Collection and Treatment.** **Figure 1-3** summarizes the recommended annual rates through the five-year financial planning period (FY 2023-24 through FY 2027-28), by customer class, to cover the increases in the District's net revenue requirements (summarized in



**Figure 1-2)** to provide sewer collection and treatment services during the five-year planning period. The proposed rates reflect the District's preference to move to one combined zone. However, there are two rates to recognize the contributions from Ad-Valorem revenues received from Tiburon customers.<sup>1</sup>

**Figure 1-3. Recommended Annual Sewer Service Charges**

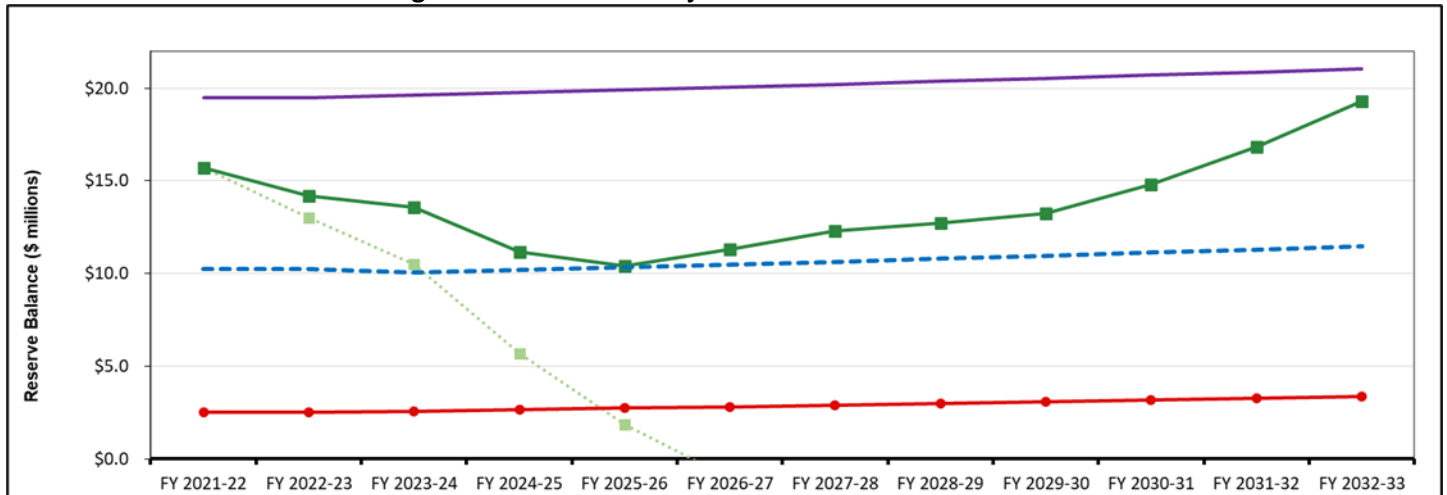
Sewer Service Charges	Adopted	Proposed				
	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
<b>1 Base Rate Parcel</b>						
<b>2 Annual sewer service charge per EDU</b>	\$1,985	\$1,848	\$2,033	\$2,237	\$2,460	\$2,706
<b>3 % Rate Adjustment<sup>1</sup></b>		-7%	10%	10%	10%	10%
<b>4 Ad-Valorem Credited Parcel</b>						
<b>5 Calculated sewer service charge per EDU</b>		\$1,848	\$2,033	\$2,237	\$2,460	\$2,706
<b>6 (Less) ad valorem credit per EDU</b>		(\$491)	(\$500)	(\$509)	(\$518)	(\$528)
<b>7 Annual sewer service charge per EDU</b>	\$1,034	\$1,358	\$1,534	\$1,728	\$1,942	\$2,179
<b>8 % Rate Adjustment</b>		31%	13%	13%	12%	12%

<sup>1</sup>Percent rate adjustment for FY 2023-24 will be 78% for current, unincorporated Tiburon parcels that do not contribute ad-valorem revenue to the District. These parcels are ineligible for the credited rate.

F. **District's Reserve Fund Balance.** As shown in **Figure 1-4**, with the recommended rates in **Figure 1-3**, the District's reserve fund balance (solid green line with squares) will remain at, or slightly above, the Industry Target balance (dashed blue line) during the five-year planning period. The Industry Target addresses annual operating, cash-funded capital, and other reserve requirements. A description of the District's reserve funds and target balances is included in this report, beginning with **Section 3.8**. Beyond FY 2027-28, with inflationary type increases, the District's reserve fund balance will continue to increase, drawing closer to the District's Target balance. Without the recommended increases, the District's reserve fund balance quickly approaches the minimum balance (solid red line with circles). The minimum fund balance (dotted green line with squares) is necessary for the District to achieve its annual cash flow for its basic level of operations but does not allow for capital spending or emergency reserves.

<sup>1</sup> All but two Tiburon customers/parcels contribute Ad-Valorem tax revenue provided by the Marin County Tax Assessor's Office. The District has documentation of which two do not contribute and will be charged at the Base Rate with no Ad-Valorem Credit.

Figure 1-4. District's Projected Year-End Fund Balances



## 1.2 Implementation

- A. **General.** This report documents the rates proposed for adoption by the District, as shown previously in **Figure 1-3**. The proposed rate plan should maintain adequate reserves for cash flow and emergency purposes. Actual revenues and expenses may differ from the projections included in the five-year financial model (included in **Appendix A**), which is the basis for these proposed rate increases. Each year, as part of the annual budget process, the District should confirm the need for the next incremental rate change. The District can implement a lower rate increase, if supported by the financial forecast, without going through the Proposition 218 notification process.

## 2. INTRODUCTION

### 2.1 Study Purpose

The purpose of this study is to update the District's rates to ensure that they generate sufficient revenue and that the rate structure reflects the District's current rate-making objectives. The study was commissioned by the District to evaluate the effect of certain rate structure modifications in response to input from its customers.

### 2.2 Rate-Making Objectives

The District's current rate-making objectives include the following:

- Provide revenue sufficiency and financial stability to fund the projected capital and operating and maintenance (O&M) costs of the District.
- Reflect the proportional impact to the cost of service.
- Meet the District's operations and capital funds reserve targets.
- Reflect equity of costs in proportion to the level of service in ratemaking.
- Provide for efficient administration and execution of utility billing.
- Minimize "rate shock" overall and to any specific customer class.
- Develop clear rates that customers can understand.
- Ensure rates comply with Proposition 218 and applicable State codes.

### 2.3 Background

The District provides wastewater collection and treatment services to the Town of Tiburon, to the City of Belvedere, and to the unincorporated Paradise Cove area. In 2005, the Town of Belvedere's collection system was annexed to the District. The collection systems in Tiburon and Belvedere comprise pipelines and pump stations that are hydraulically separate. However, flows from each collection system converge at the District's main treatment plant. In 2007, the parcels located along Paradise Drive and the corresponding collection system were annexed to the District. Paradise Cove's collection system and treatment plant are separate from the rest of the District's facilities.

### 2.4 Report Organization

The report contains five sections:

1. **Executive Summary** – Summarizes our findings and recommendations.
2. **Introduction** – Provides context for the study.
3. **Projected Revenue Requirements** – Documents the annual revenue requirements and increases in rate revenue for the five-year planning period from FY 2023-24 through FY 2027-28.
4. **Rate Design** – Describes the recommended updates to the existing rate structure and the rationale for these updates.

5. **Cost of Service and Rate Analysis** – Documents the derivation of the rates.
6. **Five-year Rate Plan Recommendations** – Summarizes the recommended rates for the five-year planning period.

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### 3. REVENUE REQUIREMENT PROJECTIONS

Rate analysis begins by determining the net revenue that must be provided from the sewer service charge rates to cover the cost of service to provide collection and treatment services to the District's entire service area. For purposes of this study, a five-year rate projection period was developed using a spreadsheet model (see **Appendix A**). With this model, the net revenue requirements were projected for FY 2023-24 through FY 2032-33. For brevity, only five years have been included in the report. For the full model, refer to **Appendix A**. **Figures 3-1** summarizes the net revenue requirements used to develop the annual sewer service charges and indicate the annual change in revenue.

**Figure 3-1. Net Revenue Requirement**

Net Revenue Requirement	Budget		Projected			
	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
1 Personnel	\$2,930,839	\$2,947,024	\$3,051,084	\$3,159,049	\$3,271,074	\$3,387,322
2 Operations & Maintenance	1,229,500	1,704,000	1,761,786	1,821,629	1,883,607	1,947,800
3 Administrative	414,290	471,390	485,532	500,098	515,101	530,554
4 Debt Service	760,168	760,412	760,284	759,784	758,912	757,668
5 Avg. Annual Capital Improvements	2,869,500	2,710,997	2,710,997	2,710,997	2,710,997	2,710,997
6 Ad-Valorem Revenue	(1,185,133)	(1,206,814)	(1,228,892)	(1,251,374)	(1,274,266)	(1,297,578)
7 Other Non-Operating Revenue	(155,800)	(158,800)	(158,800)	(158,800)	(158,800)	(158,800)
8 <b>Net Revenue Requirement</b>	<b>\$6,863,364</b>	<b>\$7,228,209</b>	<b>\$7,381,991</b>	<b>\$7,541,383</b>	<b>\$7,706,623</b>	<b>\$7,877,962</b>
9 <i>Annual Change</i>		5.3%	2.1%	2.2%	2.2%	2.2%

The operating and capital components of the revenue requirements are based on projections prepared by the District and presented in the District's adopted FY 2022-23 budget and the District's draft FY 2023-24 budget. Factors driving future cost trends (and related revenue requirements) for each of these components are summarized here.

#### 3.1 Personnel Expenses

This cost category includes salaries and benefits. From FY 2024-25 to FY 2027-28, salaries and salary-related expenses have been escalated 3% annually. Pension and benefits have been escalated 5% annually. No staff headcount increases are anticipated.

#### 3.2 Operations & Maintenance

This cost category includes electrical utility costs, fuel, permitting fees, non-capital materials, and equipment. Expenses increased significantly between FY 2022-23 and FY 2023-24 due to material and product shortages, as well as inflation. Utility costs have been escalated 5% annually while all other expenses have been increased 3% annually for FY 2024-25 to FY 2027-28.

#### 3.3 Administrative Expenses

Costs within this category account for office, legal, and insurance expenses. Assessor tax roll preparation fees are also included. The District's administrative costs are projected to increase gradually by 3% annually for the five-year planning period.

#### 3.4 Debt Service

In 2012, the District issued \$12 million in revenue bonds to fund the Main Plant Rehabilitation Project. The District refinanced in 2020 and kept the same maturity date of 2031. The District's annual obligation

ranges between \$760,000 and \$749,000 for the planning period of FY 2022-23 through FY 2027-28. Additional details are included in Table 6 of **Appendix A**.

### 3.5 Capital Improvements

In addition to the major capital improvements funded with debt, the District maintains a capital improvement program (CIP) for replacement and rehabilitation of its system, which is funded through sewer service charge rates on a pay-as-you go (PAYGo) basis. The District's capital improvement plan through FY 2032-33 is detailed in the model (see **Appendix A**). Under the proposed rate structure, all capital costs will be shared equally among the District's customers.

**Figure 3-2. PAYGo Capital Projects Summary**

CIP Project Summary	Budget		Projected			
	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Main Treatment Plant	\$925,000	\$675,000	\$850,000	\$835,000	\$525,000	\$350,000
Paradise Cove Treatment Plant	\$75,000	\$125,000	\$295,000	\$375,000	\$125,000	\$150,000
Tiburon Pumps and Lines	\$1,095,000	\$325,000	\$1,525,000	\$675,000	\$625,000	\$1,100,000
Belvedere Pumps and Lines	\$774,500	\$825,000	\$1,200,000	\$770,000	\$350,000	\$350,000
Subtotal	\$2,869,500	\$1,950,000	\$3,870,000	\$2,655,000	\$1,625,000	\$1,950,000
Construction Cost Index	1.00	1.05	1.09	1.13	1.17	1.22
<b>Escalated CIP Total</b>	<b>\$2,869,500</b>	<b>\$2,046,774</b>	<b>\$4,217,340</b>	<b>\$3,003,894</b>	<b>\$1,908,824</b>	<b>\$2,378,152</b>
	<i>Average Annual Capital Improvements (FY 2023-24 - FY 2027-28)</i>					<b>\$2,710,997</b>

The project costs summarized in **Figure 3-2** include a 5.0% cost escalation in FY 2023-24 and a 3.8% annual inflation factor for future years. The former assumption is based on the five-year compound annual growth rate of the Construction Cost Index of San Francisco between 2017 and 2022, published by Engineering News Record. The latter assumption is based on the ten-year compound annual growth rate between 2012 and 2022.

The anticipated cost of the capital improvement projects from FY 2023-24 to FY 2027-28 fluctuates each year between \$1.9 million to \$4.2 million. However, rates are not set to match these annual variations, which would lead to rate volatility, by increasing rates one year and decreasing the next. Instead, rates are based on multi-year averages. The average annual revenue requirement for capital improvement projects in this study assumes annually recurring costs of \$2,710,997. This value is reflected in **Figure 3-1** and used in the calculation of rates for FY 2023-24, discussed later in **Section 4**.

### 3.6 Ad-Valorem Revenue

This revenue category includes the revenue from the ad-valorem taxes received from Marin County. During this rate study period, the ad-valorem revenues are assumed to increase by 1.8% annually. Marin County does not reimburse the District for unincorporated parcels or Tiburon parcels added to the County register after 2005. In addition, the District does not receive ad-valorem revenues for Belvedere parcels. Therefore, growth does not contribute to an increase in ad-valorem revenues. Instead, this analysis assumes rising property values will lead to future increases in ad-valorem revenues.

### 3.7 Non-Operating Revenue

This revenue category includes the revenue received from other user fees and inspection fees. The District shares an outfall with Sewerage Agency of Southern Marin (SASM). The District is responsible for dechlorinating the effluent from SASM prior to discharging it. In return, SASM pays the District an annual

reimbursement of \$100,000. During this rate study period, all revenues in this category were assumed to remain flat.

### **3.8 Reserves**

In addition to covering annual expenses, rates need to generate revenue to maintain adequate operations and capital reserves. To determine what constitutes adequate reserve amounts, the District's reserve balance was subdivided into the General Operating Fund, Capital Replacement Reserve, Disaster Recovery Reserve, and Retirement Reserve. In this way, it is possible to set recommended target balances for each purpose. On an annual basis, funds will be transferred to and from the reserves to allow the District to pay operating and capital expenses in a timely manner. The following provides a description of the separate reserve funds and the recommended target balances.

#### **3.8.1 General Operating Reserve**

Because of the lag between collection and transfer of sewer service charge payments from the County tax assessor to the District, the Operations Reserve balance is set equal to \$2.5 million to provide adequate cash flow. If this minimum balance is maintained, the District should be able to fund its monthly operations cash flow over a period of six months without relying on the use of a short-term loan. This six-month period matches the gap in property tax payments received. Maintaining the minimum balance for the Operations Reserve is recommended as the highest priority for the District.

#### **3.8.2 Capital Replacement Reserve**

The Capital Replacement Reserve provides liquidity to fund construction for projects that are funded on a PAYGO basis (as opposed to those that are funded from debt). The capital allowance provides working capital to maintain sufficient funds in order to pay contractors so that work can proceed without delay. The Capital Reserve target is set at \$15 million. This target provides more than 1.5 times the average annual cash-funded capital project expenditures over the five-year planning period (~\$4.4 million). Achieving this level of capital reserves would allow the District to meet its goal to fund all projects, planned or unplanned, on a PAYGO basis.

#### **3.8.3 Disaster Recovery Reserve**

The target balances for the Operations and Capital Reserves are sufficient to provide working capital on an ongoing basis, but do not provide for unforeseen contingencies such as emergencies. Should an emergency strike (e.g., earthquake), the District cannot suddenly raise rates to generate additional funds due to state law requirements for such rate increases (e.g., Proposition 218). Moreover, the District bills annually on the tax rolls. Therefore, the District has set a target for the Disaster Recovery reserve equal to \$1 million. With such a reserve, the District would have funds on hand to take immediate remedial steps without waiting to procure a loan or issue bonds. This reserve is fully funded and remains funded through the planning period.

#### **3.8.4 Retirement Reserve**

The District's Retirement Reserve provides for the funding of employees' pension obligations. The target balance for this reserve is \$1 million. This reserve is fully funded and remains funded through the planning period.

### 3.9 Projected Rate Revenue Increases

The District has not increased rates since 2014. As a result, larger revenue increases are needed over the next five years to eliminate the current operating shortfall, as shown in **Figure 3-3**.

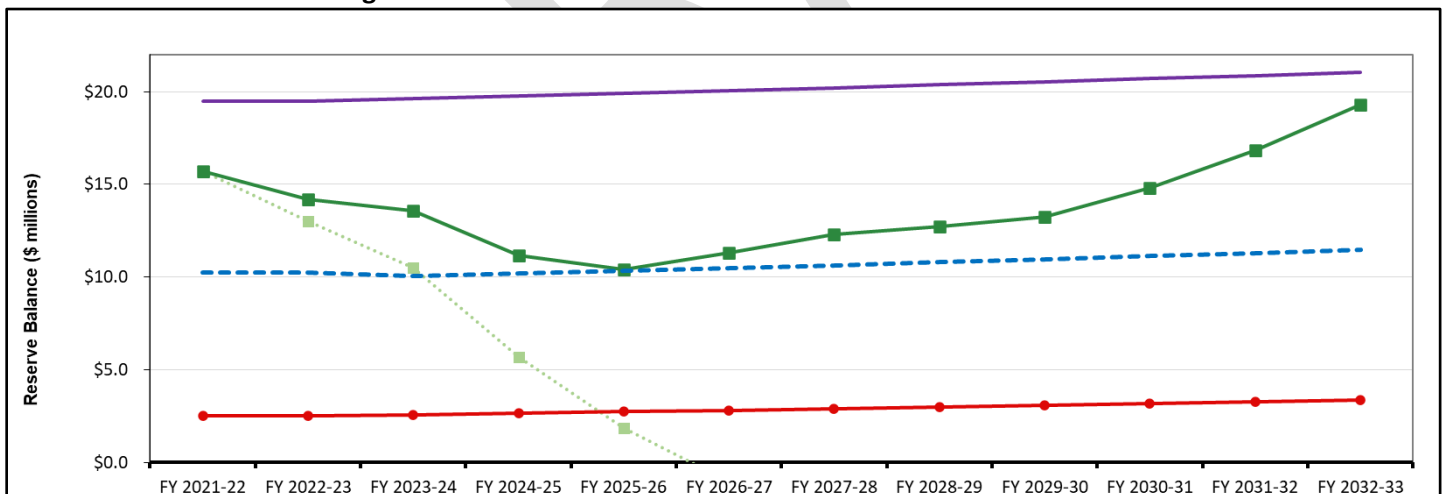
**Figure 3-3. Projected Rate Revenue Increases**

	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
<i>Annual Revenue Increases</i>		13.0%	10.0%	10.0%	10.0%	10.0%
Rate Revenue with Increases	\$5,030,902	\$5,542,909	\$6,107,923	\$6,730,511	\$7,416,537	\$8,172,463
Revenue Requirement	(\$8,204,297)	(\$8,593,823)	(\$8,769,683)	(\$8,951,556)	(\$9,139,690)	(\$9,334,341)
Operating Surplus/(Shortfall)	(\$3,173,395)	(\$3,050,914)	(\$2,661,760)	(\$2,221,046)	(\$1,723,153)	(\$1,161,878)
Ad-Valorem Revenue	1,185,133	1,206,814	1,228,892	1,251,374	1,274,266	1,297,578
Other Non-Operating Revenue	155,800	158,800	158,800	158,800	158,800	158,800
<b>Net Operating Surplus/Shortfall</b>	<b>(\$1,832,462)</b>	<b>(\$1,685,300)</b>	<b>(\$1,274,068)</b>	<b>(\$810,872)</b>	<b>(\$290,087)</b>	<b>\$294,500</b>

### 3.10 Reserve Fund Balance

**Figure 3-4** shows the projected annual fund balances with the rate revenue increases recommended in **Figure 3-3** (solid green line with squares) and without the rate increases (dotted green line with squares). Although the projections show straight lines between years, the fund balance will be drawn down substantially during each year. In other words, the reserves are actively drawn from throughout the year, but only periodically added to when payments are received from the County. The reserves are not simply accumulated without being used. The recommended revenue increases would ensure the reserve fund balance meets the industry target balance (blue dashed line). With inflationary type increases in FY 2028-29 through FY 2032-33, the District’s reserve fund balance will increase and move closer to the established District target balance by the end of the full ten-year period. Discussion for each of these target balances follows.

**Figure 3-4. Fund Balance With and Without Revenue Increases**





### 3.10.1 Minimum Balance

The minimum balance (red line) is the balance that is required to meet the District's O&M expenses during the year. The minimum fund balance is necessary for the District to achieve its annual cash flow needs and because the District bills annually on the tax rolls and receives reimbursement from the County only twice each year. As a result, there are several months over which the District must rely on its operating reserve to meet its monthly cash flow requirements. Because of the lag between payments from the County, the minimum Operations Reserve balance is set equal to \$2.5 million, and is assumed to increase 3% annually, to keep up with inflation.

### 3.10.2 Industry Target Balance

The proposed revenue increases maintain the fund balance (solid green line) above the industry target balance (blue dashed line) by Fiscal Year 2027-28. This target balance is the sum of the minimum balance for operations (red line), plus an allowance for the District's other reserves: Disaster Recovery and Retirement, and two times the average, annual, cash-funded capital improvements (\$2.7 million). The threshold of capital funding included within this target balance aligns with other sewer agencies, who commonly set a goal of maintaining one to two times the annual capital project funding in reserves. This practice provides most sewer agencies the opportunity to utilize reserves, rather than debt issuance, to fund all but the most extraordinary capital improvements. The target is assumed to grow by 3% annually due to inflation, beginning at a value of \$10.0 million in FY 2023-24.

### 3.10.3 Target Fund Balance

The proposed revenue increases over the ten-year period increase the fund balance, bringing it closer to the District's target balance (purple line). The District's current policy, which establishes this target includes the minimum balance for operations, allowances for the District's other reserves: Disaster Recovery and Retirement, and a capital improvements target of \$15 million. Holding this level of reserves allows the District to continue cash-funding larger improvement projects, without future debt issuance. Collectively, this target balance is \$19.6 million in FY 2023-24.

## 4. RATE DESIGN

### 4.1 Introduction

The District's current rate structure charges customers per equivalent dwelling unit (EDU). An EDU is the basic unit of wastewater utility service and reflects the average concentration and strength of flows from a single dwelling unit, which make up most of the District's customer base.

### 4.2 Residential Customer Rate Design

The District provides collection and treatment services to one residential customer class. All residential customers pay a fixed sewer service charge per EDU. In other words, multi-family parcel bills correspond to the number of living units associated with the property. The residential rate structure is recommended to remain the same during this five-year planning period.

### 4.3 Non-Residential Customer Rate Design

Non-residential customers have different impacts on the sewer system, and therefore have individual rates based on the strength (cost to treat) and amount of flow (determined by annual water use). For instance, a restaurant pays more than an office because the grease and food from cooking in a restaurant is a higher strength and thus more costly to treat than wastewater from an office. Historically, non-residential customers have been charged based on their annual water use relative to the average water use of residential customers within the District. As a result, non-residential customer bills have fluctuated based on residential customer's level of conservation, even when a non-residential customer's flow remains the same.

All non-residential customers are subject to a minimum charge equal to one EDU per parcel. This minimum charge matches the sewer service charge billed to a residential customer. This charge allows the District to be reimbursed for fixed costs, even when wastewater flows are minimal.

The District currently uses residential water use data from the prior calendar year to calculate commercial charges. Instead of utilizing a standard that fluctuates annually, it is recommended the District assume a constant value of 75 hundred cubic feet (HCF) per EDU each year. This volume of water use represents the median value of average annual residential flow over the last five years. Establishing a fixed flow standard reduces the volatility in non-residential customer bills, as these customers would not be affected by annual fluctuations in residential water use patterns. Based on FY 2022-23 bills, which used 71 HCF as the annual residential flow standard, this change from 71 to 75 HCF per EDU would result in a reduction in the number of non-residential EDUs, and consequently, the revenue from non-residential customers for FY 2023-24.

Non-residential customers pay per EDU based on a formula that determines each commercial customer's number of EDUs. Each non-residential customer's flow and strength is considered in the determination of their individual sewer bills as shown in the proposed formula below:

- Non-residential EDUs =  $(\text{Annual Flow}^2 \div 75 \text{ HCF}) \times \text{Strength Factor}^3$
- Annual Non-Residential Sewer Service Charge = Non-residential EDUs x Annual Rate

$$\text{Non-Residential Charge} = (\text{Charge per EDU}) \times (\text{flow factor}) \times (\text{strength factor})$$

The study did not evaluate the strength factors used to assess non-residential sewer service charges and these are assumed to remain the same for the five-year period.

#### 4.4 Zone Consolidation

The District requested that future rates be consolidated from two zones into one. Instead of allocating costs separately, based on share of wastewater volumes, or capacity, all expenses and reserves will be shared among all customers. The proposed rates were determined using this approach.

#### 4.5 Ad-Valorem Allocation

One reason the current rates are divided is to account for the District receiving ad-valorem (property tax) revenues from Tiburon customers, but not from Belvedere customers or some unincorporated parcels within Tiburon. While consolidating to one zone, the District would like to continue to provide credit to parcels that contribute ad-valorem revenues. The proposed rates recognize this differential between the Tiburon customers who contribute ad-valorem revenues and all other parcels whose property taxes are not captured by the District. The District anticipates receiving \$1.2 million in ad-valorem revenues for FY 2023-24.

#### 4.6 Calculation of the Sewer Service Charges

To revise the sewer service charges, the analysis must calculate the unit charge. The FY 2023-24 revenue requirement is divided by the units of service to determine a unit charge. The total billed sanitary units are the summation of all residential and non-residential EDUs and represent the units of service in the analysis. For non-residential customers, this value accounts for wastewater strength and assigns a minimum value of one EDU to each parcel. Billed sanitary units for FY 2022-23 were adjusted to account for the proposed flow standard, 75 HCF per EDU. As stated previously, this change reduced the number of calculated non-residential EDUs due to the increased assumption in flow standard from 71 to 75 HCF. For reference, **Figure 4-1** calculates the billed sanitary units.

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<sup>2</sup> Annual flow is defined in the District's current ordinances, Ordinance No. 2010-03 and Ordinance No. 2010-04, as the total volume of water utilized by a commercial property in a previous calendar year as calculated by Marin Municipal Water District (MMWD) meter reading for the property, excluding any MMWED meters designated, or proven to be, only for irrigation purposes or other uses not resulting in water entering the SD No. 5 collection system.

<sup>3</sup> Strength factors are as follows: 1.00 for Non-Residential, Miscellaneous, 1.7 for Hotels, Inns with Dining, 2.0 for Delis, 2.2 for Grocery stores with grinder systems, 2.4 for Restaurants.

**Figure 4-1. FY 2023-24 Billed Sanitary Units**

FY 2023-24 Sanitary Units	
Residential	
Base Rate	1,065.00
Ad-Valorem Credited	1,985.50
	<u>3,050.50</u>
Non-Residential	
Base Rate	127.30
Ad-Valorem Credited	473.92
	<u>601.22</u>
<b>Total Billed Sanitary Units</b>	<b>3,651.72</b>

With the total units of service computed, **Figure 4-2** shows how the FY 2023-24 sewer service charges are determined. The total revenue requirement is obtained from **Figure 3-1**, rows 1-5, which is then added to non-operating revenues from **Figure 3-1**, row 7. The operating shortfall from **Figure 3-3** is added to the net revenue requirement to determine the amount of rate revenues that will be generated from the total billed sanitary units. The base sewer service charge represents the unit cost of service, \$1,848 per EDU. There are 2,463.42 sanitary units that will receive credit for ad-valorem revenues contributed to the District. In exchange, a unit of credit per EDU is calculated by dividing the ad-valorem revenue from **Figure 3-1**, row 6, \$1,206,814, by the number of sanitary units to be credited. This results in a unit of credit per EDU of \$491. When the unit credit is applied to the base sewer service charge, the ad-valorem credited sewer service charge is adjusted to \$1,358 per EDU.

**Figure 4-2. FY 2023-24 Billed Sanitary Units**

FY 2023-24 Units of Service Calculation	
Total Revenue Requirement	\$8,593,823
(Less) Miscellaneous Fee Revenues <sup>1</sup>	<u>(158,800)</u>
Net Revenue Requirement	8,435,023
(Less) Reserves to address shortfall after rate increase	<u>(1,685,300)</u>
Revised Net Revenue Requirement	\$6,749,723
Units of Service (EDUs)	<u>3,651.72</u>
<b>FY 2023-24 Base Sewer Service Charge per EDU</b>	<b>\$1,848</b>
(Less) Ad-Valorem Revenue per EDU	<u>(\$491)</u>
<b>FY 2023-24 Ad-Valorem Credited Sewer Service Charge per EDU</b>	<b>\$1,358</b>

<sup>1</sup>Includes SASM reimbursement, inspection fees, and other user fees.

All current Belvedere customers would be charged the base sewer service charge. Based on County records, all but two parcels, or three billed sanitary units, currently assessed as Tiburon customers, would be charged using the ad-valorem credited sewer service charge.

## 5. FIVE-YEAR RATE PLAN RECOMMENDATION

### 5.1 Recommended Annual Sewer Service Charges

A five-year rate plan was prepared based on the District's net revenue requirements. The rates distinguish the parcels that do and do not contribute ad-valorem revenues to the District. The proposed five-year rate plan is shown in **Figure 5-1**. FY 2023-24 rates not only reflect an increase in rate revenues, but three additional adjustments: 1) the consolidation of all customers into one zone, 2) the change in annual water use attributed to each non-residential EDU, and 3) the ad-valorem revenues contributed from Tiburon parcels. In FY 2024-25 through FY 2027-28, the annual base sewer service charge is increased according to the revenue increases shown previously in **Figure 3-3**. However, the ad-valorem credit is assumed to increase more gradually at a rate of 1.8% versus the 10% annual increases to the base sewer service charge, as increases in assessed property values are limited by Proposition 13. The 1.8% increase is based on the average annual increase seen between FY 2018-19 to FY 2020-21. Therefore, over time the base sewer service charge and ad-valorem credited sewer service charge will grow proportionately closer together. This is apparent in the proportional difference in recommended sewer service charges between FY 2023-24 and FY 2027-28. During the five-year period, the difference in sewer service charges decreases from 27% to 20% of that of the base service charge.

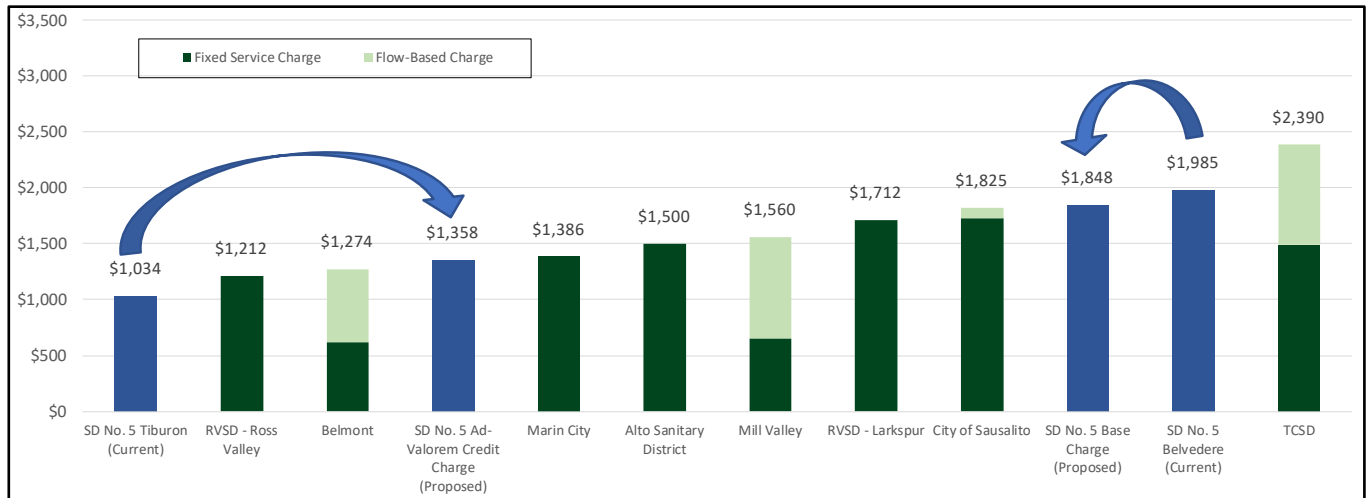
**Figure 5-1. Proposed Annual Sewer Service Charges**

Sewer Service Charges	Adopted		Proposed			
	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
<b>1 Base Rate Parcel</b>						
<b>2 Annual sewer service charge per EDU</b>	\$1,985	\$1,848	\$2,033	\$2,237	\$2,460	\$2,706
<b>3 % Rate Adjustment<sup>1</sup></b>		-7%	10%	10%	10%	10%
<b>4 Ad-Valorem Credited Parcel</b>						
<b>5 Calculated sewer service charge per EDU</b>		\$1,848	\$2,033	\$2,237	\$2,460	\$2,706
<b>6 (Less) ad valorem credit per EDU</b>		(\$491)	(\$500)	(\$509)	(\$518)	(\$528)
<b>7 Annual sewer service charge per EDU</b>	\$1,034	\$1,358	\$1,534	\$1,728	\$1,942	\$2,179
<b>8 % Rate Adjustment</b>		31%	13%	13%	12%	12%

### 5.2 Sewer Service Charge Comparison

Based on available sources, **Figure 5-2** shows the recent charges for sewer service to single-family customers among various representative agencies. Rate structures vary among agencies. For purposes of comparison, flow-based charges assume an annual flow volume of 75 HCF, based on the flow standard per EDU proposed by this study. All current Belvedere customers can expect a decrease in FY 2023-24 from current rates. However, this adjustment does not change the overall position of these customers' rates relative to comparable jurisdictions. The increase to the Tiburon customers from \$1,034 to \$1,358 per EDU moves these customers' rates closer to the median value of the rate comparison. While the District's rates are recommended to increase, not all other agencies included in the comparison reflect recent rate increases. For example, Alto Sanitary District has not increased rates since 2018 and may be due for a series of rate increases, like the District. Other customers benefit from economies of scale that allow larger jurisdictions to spread fixed costs over a larger customer base than the District's estimated service population of 10,000.

**Figure 5-2. Comparison of Annual Sewer Charges for Single-Family Customers**



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# Appendix A: Rate Model

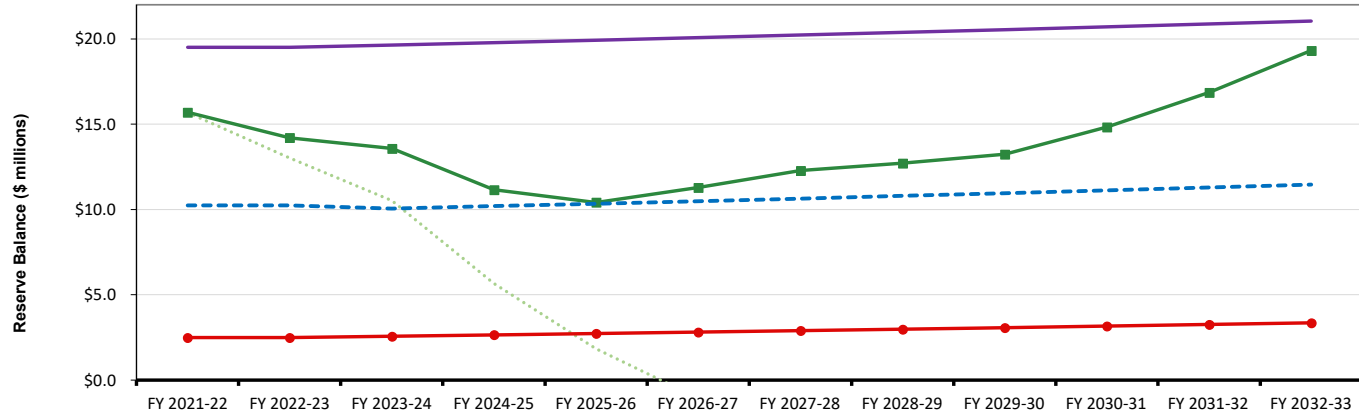


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Sanitary District No. 5 of Marin County  
 2023-24 Cost of Service Wastewater Rate Study  
 Table 1A. 1 Zone Summary

	Budgeted					Projected						
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33
<b>Increases (SD5 Combined)</b>												
Annual revenue increase	0.0%	13.0%	10.0%	10.0%	10.0%	10.0%	10.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Cumulative increase	0.0%	13.0%	24.4%	36.8%	50.5%	65.5%	70.5%	75.6%	80.9%	86.3%	91.9%	
Non Ad-Valorem Rate	\$1,985	\$1,848	\$2,033	\$2,237	\$2,460	\$2,706	\$2,787	\$2,871	\$2,957	\$3,046	\$3,137	
Ad-Valorem Rate	\$1,034	\$1,358	\$1,534	\$1,728	\$1,942	\$2,179	\$2,250	\$2,324	\$2,400	\$2,479	\$2,560	



Sewer Service Charges by District Zone	Projected				
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
<b>1 Base Rate Parcel</b>	13.0%	10.0%	10.0%	10.0%	10.0%
2 cumulative increase	13.0%	24.4%	36.8%	50.5%	65.5%
3 Annual increase	varies	\$185	\$203	\$224	\$246
<b>4 Annual sewer service charge per EDU</b>	<b>\$1,848</b>	<b>\$2,033</b>	<b>\$2,237</b>	<b>\$2,460</b>	<b>\$2,706</b>
<b>5 Ad-Valorem Credited Parcel</b>	13.0%	10.0%	10.0%	10.0%	10.0%
6 cumulative increase	13.0%	24.4%	36.8%	50.5%	65.5%
7 Annual increase	\$814	\$185	\$203	\$224	\$246
<b>8 Calculated sewer service charge per ED</b>	<b>\$1,848</b>	<b>\$2,033</b>	<b>\$2,237</b>	<b>\$2,460</b>	<b>\$2,706</b>
9 (Less) ad valorem credit per EDU	(\$491)	(\$500)	(\$509)	(\$518)	(\$528)
<b>10 Annual sewer service charge per EDU</b>	<b>\$1,358</b>	<b>\$1,534</b>	<b>\$1,728</b>	<b>\$1,942</b>	<b>\$2,179</b>

Sewer Service Charges	Adopted	Proposed				
	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
<b>1 Base Rate Parcel</b>						
2 Annual sewer service charge per EDU	\$1,985	\$1,848	\$2,033	\$2,237	\$2,460	\$2,706
3 % Rate Adjustment <sup>1</sup>		-7%	10%	10%	10%	10%
<b>4 Ad-Valorem Credited Parcel</b>						
5 Calculated sewer service charge per EDU		\$1,848	\$2,033	\$2,237	\$2,460	\$2,706
6 (Less) ad valorem credit per EDU		(\$491)	(\$500)	(\$509)	(\$518)	(\$528)
<b>7 Annual sewer service charge per EDU</b>	<b>\$1,034</b>	<b>\$1,358</b>	<b>\$1,534</b>	<b>\$1,728</b>	<b>\$1,942</b>	<b>\$2,179</b>
8 % Rate Adjustment		31%	13%	13%	12%	12%

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Sanitary District No. 5 of Marin County														
2	2023-24 Cost of Service Wastewater Rate Study														
3	Table 1B. Assumptions														
4															
5															
6															
7															
8			<b>Budgeted</b>	<b>Projected</b>											
9			<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>	<b>FY 2026-27</b>	<b>FY 2027-28</b>	<b>FY 2028-29</b>	<b>FY 2029-30</b>	<b>FY 2030-31</b>	<b>FY 2031-32</b>	<b>FY 2032-33</b>	<b>Notes</b>	
10	a	Interest on Fund Balance	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%	To Table 4A
11	b	General Inflation	Per Budget	Per Budget	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	To Table 2A
12	c	Labor Increases	Per Budget	Per Budget	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	To Table 2A
13	d	Pension & benefit increases	Per Budget	Per Budget	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	To Table 2A
14	e	Power	Per Budget	Per Budget	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	To Table 2A
15	f	Construction Cost Index	Per Budget	4.96%	3.82%	3.8%	3.8%	3.8%	3.8%	3.8%	3.8%	3.8%	3.8%	3.8%	To Table 5; 5-yr CAGR for SF CCI or FY 2023-24, 10-year CAGR for future years.
16	g	Plant, parts, services	Per Budget	Per Budget	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	To Table 2A
17	h	Pumps & Lines	Per Budget	Per Budget	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	To Table 2A
18	i	Growth in Total EDU's		-3.37%	0.18%	0.18%	0.18%	0.18%	0.18%	0.18%	0.18%	0.18%	0.18%	0.18%	From Table 3B, to Table 2A
19	j	Growth in EDU's - Tiburon		0.00%	0.17%	0.17%	0.17%	0.17%	0.17%	0.17%	0.17%	0.17%	0.17%	0.17%	To Tables 2A, 3D
20	k	Tiburon Residential EDUs	1,857.50	1,857.50	1,860.68	1,863.86	1,867.04	1,870.23	1,873.41	1,876.59	1,879.77	1,882.95	1,886.13	1,889.31	To Table 3B; FY 2023-24 assumes same as FY 2022-23
21	l	Tiburon Commercial/Mixed Use EDUs	609.68	473.92	474.73	475.55	476.36	477.17	477.98	478.79	479.60	480.42	481.23	482.04	To Table 3B; FY 2023-24 assumes same as FY 2022-23
22	m	Tiburon Additional EDUs	0.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	To Table 3B; Approximate number of EDUs based on FY 2022-23 budget
23	n	Growth in EDU's - Belvedere		0.00%	0.17%	0.17%	0.17%	0.17%	0.17%	0.17%	0.17%	0.17%	0.17%	0.17%	To Tables 2A, 3B
24	o	Belvedere Residential EDUs	1,056.00	1,056.00	1,057.79	1,059.58	1,061.36	1,063.15	1,064.94	1,066.73	1,068.52	1,070.31	1,072.09	1,073.88	To Table 3B; FY 2023-24 assumes same as FY 2022-23
25	p	Belvedere Commercial/Mixed Use EDUs	125.05	125.05	125.26	125.47	125.69	125.90	126.11	126.32	126.53	126.74	126.96	127.17	To Table 3B; FY 2023-24 assumes same as FY 2022-23
26	q	Belvedere Additional EDUs	0.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	To Table 3D; Approximate number of EDUs based on FY 2022-23 budget
27	r	Growth in EDU's - Paradise Cove		0.00%	0.38%	0.38%	0.38%	0.38%	0.38%	0.37%	0.37%	0.37%	0.37%	0.37%	To Tables 2A, 3B
28	s	Paradise Cove Residential EDUs	131.0	131.0	131.5	132.0	132.5	133.0	133.5	134.0	134.5	135.0	135.5	136.0	To Table 3B; FY 2023-24 assumes same as FY 2022-23
29	t	Paradise Cove Additional EDUs	0.00	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	To Table 3B; Approximate number of EDUs based on FY 2022-23 budget
30	u	Cumulative Growth - PC & Tiburon		0.00%	0.18%	0.18%	0.18%	0.18%	0.18%	0.18%	0.18%	0.18%	0.18%	0.18%	To Tables 2A, 3B
31	v	Tiburon/PC tax revenue increase	Per Budget	1.8%	1.8%	1.8%	1.8%	1.8%	1.8%	1.8%	1.8%	1.8%	1.8%	1.8%	Average increase from FYE 2019-2021
32	w	Annual Tax revenue	\$1,185,133	\$1,206,814	\$1,228,892	\$1,251,374	\$1,274,266	\$1,297,578	\$1,321,316	\$1,345,489	\$1,370,104	\$1,395,169	\$1,420,692.26	\$1,446,215.52	To Tables 2A, 3B
33	x	Proportion of ad valorem revenue to PC	4.93%	4.93%	4.93%	4.93%	4.93%	4.93%	4.93%	4.93%	4.93%	4.93%	4.93%	4.93%	From Table 3B
34	<b>Reserve Policies for Each Area (Tiburon, Belvedere and Paradise Cove)</b>														
35	<u>General Operating Reserve</u>														
36	Purpose	For O&M cash flow during the year													
37	Funding priority	Highest. If not maintained, interfund loans are needed.													
38	Minimum balance	One year's operating expenses													
39	Target balance	\$2,500,000													
40															
41	<u>Capital Improvements Reserve</u>														
42	Purpose	To be used for replacement of existing equipment and facilities previously purchased													
43	Funding priority	2nd Highest													
44	Minimum balance	Zero													
45	Target balance	\$15,000,000													
46															
47	<u>CalPERS Retirement Reserve</u>														
48	Purpose	To provide sufficient annual funding of CalPERS potential losses, as described in the CalPERS Annual Actuarial Valuation Reports under the Misc. Plan's Share of Pool's Investments Assets & Non-Assets.													
49	Funding priority	3rd Highest													
50	Minimum balance	Zero													
51	Target balance	\$1,000,000													
52															
53	<u>Disaster Recovery Reserve</u>														
54	Purpose	To provide a level of emergency capital for disaster recovery efforts until long-term financing is established													
55	Funding priority	Lowest													
56	Minimum balance	Zero													
57	Target balance	\$1,000,000													
58															

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1		Sanitary District No. 5 of Marin County														
2		2023-24 Cost of Service Wastewater Rate Study														
3		Table 2A. Revenue Requirements														
4																
5																
6																
7																
8																
9																
10		Personnel														
11		Salaries, Overtime, Standby Pay, Deferred Comp Match	c		\$1,787,000	\$1,843,548	\$1,898,854	\$1,955,820	\$2,014,495	\$2,074,930	\$2,137,177	\$2,201,293	\$2,267,332	\$2,335,351	\$2,405,412	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
12		Employee Incentives	c		\$60,000	\$60,000	\$61,800	\$63,654	\$65,564	\$67,531	\$69,556	\$71,643	\$73,792	\$76,006	\$78,286	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
13		Vacation Buyout	c		\$65,000	\$80,000	\$82,400	\$84,870	\$87,418	\$90,041	\$92,742	\$95,524	\$98,390	\$101,342	\$104,382	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
14		Payroll Taxes	c		\$155,965	\$110,000	\$113,300	\$116,699	\$120,200	\$123,806	\$127,520	\$131,346	\$135,286	\$139,345	\$143,525	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
15		Payroll Bank Fees	b		\$7,000	\$7,000	\$7,210	\$7,426	\$7,649	\$7,879	\$8,115	\$8,358	\$8,609	\$8,867	\$9,133	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
16		Car Allowance	b		\$6,000	\$6,000	\$6,180	\$6,365	\$6,556	\$6,753	\$6,956	\$7,164	\$7,379	\$7,601	\$7,829	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
17		PERS Retirement	d		\$263,342	\$272,332	\$285,949	\$300,246	\$315,258	\$331,021	\$347,572	\$364,951	\$383,198	\$402,358	\$422,476	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
18		Employee Benefits	d		\$319,272	\$290,000	\$304,500	\$319,725	\$335,711	\$352,497	\$370,122	\$388,628	\$408,059	\$428,462	\$449,885	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
19		Retiree Health, CERBT/OPEB Current Employee	d		\$209,992	\$220,144	\$231,151	\$242,709	\$254,844	\$267,586	\$280,966	\$295,014	\$309,765	\$325,253	\$341,516	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
20		Workers Compensation Insurance	c		\$57,268	\$58,000	\$59,740	\$61,532	\$63,378	\$65,280	\$67,238	\$69,255	\$71,333	\$73,473	\$75,677	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
21		Subtotal, Personnel			\$2,930,839	\$2,947,024	\$3,051,084	\$3,159,049	\$3,271,074	\$3,387,322	\$3,507,964	\$3,633,176	\$3,763,143	\$3,898,058	\$4,038,121	
22		Operations														
23		Supplies (Alarms, IT Support, Safety, PPE)	b	i	\$155,000	\$175,000	\$180,571	\$186,318	\$192,248	\$198,366	\$204,679	\$211,191	\$217,910	\$224,842	\$231,993	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
24		Utilities	e		\$293,000	\$309,000	\$324,450	\$340,673	\$357,706	\$375,591	\$394,371	\$414,090	\$434,794	\$456,534	\$479,360	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
25		Telephones	b		\$18,500	\$18,500	\$19,055	\$19,627	\$20,215	\$20,822	\$21,447	\$22,090	\$22,753	\$23,435	\$24,138	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
26		Subtotal, Operations			\$466,500	\$502,500	\$524,076	\$546,618	\$570,170	\$594,780	\$620,496	\$647,370	\$675,456	\$704,811	\$735,492	
27		Maintenance & Repair														
28		Pumps & Lines Maintenance	h		\$150,000	\$300,000	\$309,000	\$318,270	\$327,818	\$337,653	\$347,782	\$358,216	\$368,962	\$380,031	\$391,432	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
29		Main Plant Maintenance	g		\$397,000	\$673,000	\$693,190	\$713,986	\$735,405	\$757,467	\$780,191	\$803,597	\$827,705	\$852,536	\$878,112	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
30		Paradise Plant Maintenance	g		\$24,500	\$29,500	\$30,385	\$31,297	\$32,235	\$33,203	\$34,199	\$35,225	\$36,281	\$37,370	\$38,491	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
31		Monitoring	b	i	\$57,500	\$90,000	\$92,865	\$95,821	\$98,871	\$102,017	\$105,263	\$108,612	\$112,068	\$115,633	\$119,311	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
32		Permits and Fees	b		\$99,000	\$59,000	\$60,770	\$62,593	\$64,471	\$66,405	\$68,397	\$70,449	\$72,563	\$74,739	\$76,982	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
33		Truck Maintenance	b		\$35,000	\$50,000	\$51,500	\$53,045	\$54,636	\$56,275	\$57,964	\$59,703	\$61,494	\$63,339	\$65,239	Table 2B for FY 2022-23, Table 2C for FY 2023-24.
34		Subtotal, Maintenance & Repair			\$763,000	\$1,201,500	\$1,237,710	\$1,275,011	\$1,313,437	\$1,353,020	\$1,393,796	\$1,435,802	\$1,479,073	\$1,523,648	\$1,569,566	
35		Administrative Expenses	b		\$414,290	\$471,390	\$485,532	\$500,098	\$515,101	\$530,554	\$546,470	\$562,864	\$579,750	\$597,143	\$615,057	Table 2D FY 2022-23, Table 1D
36																
37		Total Operating Expenses			\$4,574,629	\$5,122,414	\$5,298,402	\$5,480,775	\$5,669,781	\$5,865,676	\$6,068,727	\$6,279,212	\$6,497,423	\$6,723,659	\$6,958,236	
38																
39		Non-Operating Revenue														
40		Property taxes	y		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	From Table 3D, Table 1D
41		Other User Fees			(\$38,700)	(\$38,700)	(\$38,700)	(\$38,700)	(\$38,700)	(\$38,700)	(\$38,700)	(\$38,700)	(\$38,700)	(\$38,700)	(\$38,700)	District Budget
42		Inspection Fees			(\$17,000)	(\$20,000)	(\$20,000)	(\$20,000)	(\$20,000)	(\$20,000)	(\$20,000)	(\$20,000)	(\$20,000)	(\$20,000)	(\$20,000)	District Budget
43		SASM Expense Reimbursement			(\$100,000)	(\$100,000)	(\$100,000)	(\$100,000)	(\$100,000)	(\$100,000)	(\$100,000)	(\$100,000)	(\$100,000)	(\$100,000)	(\$100,000)	District Budget
44		Other Income			(\$100)	(\$100)	(\$100)	(\$100)	(\$100)	(\$100)	(\$100)	(\$100)	(\$100)	(\$100)	(\$100)	District Budget
45		Subtotal, Non-Operating Revenue			(\$155,800)	(\$158,800)	(\$158,800)	(\$158,800)	(\$158,800)	(\$158,800)	(\$158,800)	(\$158,800)	(\$158,800)	(\$158,800)	(\$158,800)	
46		Debt Service														
47		2022 Bond			\$760,168	\$760,412	\$760,284	\$759,784	\$758,912	\$757,668	\$761,052	\$758,940	\$761,456	\$763,476	\$0	From Table 6
48		Transfers To/(From) Reserves														
49		Capital Replacement			\$2,869,500	\$2,710,997	\$2,710,997	\$2,710,997	\$2,710,997	\$2,710,997	\$2,389,118	\$2,389,118	\$2,389,118	\$2,389,118	\$2,389,118	From Table 5
50		Disaster Recovery			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	From Table 4
51		Retirement			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	From Table 4
52		Subtotal, Transfers			\$2,869,500	\$2,710,997	\$2,710,997	\$2,710,997	\$2,710,997	\$2,710,997	\$2,389,118	\$2,389,118	\$2,389,118	\$2,389,118	\$2,389,118	
53		Net Revenue Requirement			\$8,048,497	\$8,435,023	\$8,610,883	\$8,792,756	\$8,980,890	\$9,175,541	\$9,060,096	\$9,268,470	\$9,489,196	\$9,717,453	\$9,188,554	To Tables 3A

	A	B	C	D	E
1		<b>Sanitary District No. 5 of Marin County</b>			
2		<b>2023-24 Cost of Service Wastewater Rate Study</b>			
3		<b>Table 2B. FY 2022-23 Revenue Requirement</b>			
4					
5		<b>FY 2022-23 Operating Expenses</b>	<b>Total Expense</b>		
6		Admin			
7		Advertising	\$1,000		
8		Audit & Accounting	\$40,000		
9		Consulting Fees	\$100,000		
10		Travel & Meetings	\$17,000		
11		Continuing Education	\$10,000		
12		County Fees	\$16,590		
13		Director Fees	\$9,000		
14		Dues & Subscriptions	\$31,000		
15		Elections	\$9,000		
16		Insurance PLP General Liability	\$85,000		
17		Insurance APIP (Real) Property	\$25,000		
18		Insurance Damage - Auto	\$4,500		
19		Legal	\$50,000		
20		Office Supplies	\$10,000		
21		Postage	\$1,200		
22		Pollution Prevention	\$5,000		
23		Miscellaneous	\$0		
24		<b>Subtotal Admin</b>	<b>\$414,290</b>		
25					
26		Pumps & Lines			
27		Pumps & Lines Maint.	\$100,000		
28		Emergency Line Repairs	\$50,000		
29		<b>Subtotal Pumps &amp; Lines</b>	<b>\$150,000</b>		
30					
31		Main Plant Maint			
32		Plant Maint Supplies	\$27,000		
33		Plant Maint. Parts & Service	\$150,000		
34		Janitorial Supplies & Service	\$9,000		
35		Main Plant Chemicals	\$120,000		
36		Lab Supplies & Chemicals	\$21,000		
37		Electrical & Instrument	\$15,000		
38		Grounds Maintenance	\$5,000		
39		Main Plant Sludge Disposal	\$50,000		
40		<b>Subtotal Plant Maint</b>	<b>\$397,000</b>		
41					
42		Paradise Cove Maint			
43		PC Parts & Service	\$15,000		
44		PC Supplies & Chemicals	\$6,500		
45		PC Sludge Disposal	\$3,000		
46		<b>Subtotal Paradise Cove Maint</b>	<b>\$24,500</b>		
47					

	A	B	C	D	E
1		<b>Sanitary District No. 5 of Marin County</b>			
2		<b>2023-24 Cost of Service Wastewater Rate Study</b>			
3		<b>Table 2B. FY 2022-23 Revenue Requirement</b>			
48		Monitoring			
49		Main Plant Lab Monitoring	\$45,000		
50		PC Monitoring	\$12,500		
51		Main Plant Outfall SASM	\$0		
52		<b>Subtotal Monitoring</b>	\$57,500		
53					
54		Permits/Fees			
55		Main Plant NPDES Renewal	\$40,000		
56		Permits/Fees - General	\$50,000		
57		PC Permits/Fees	\$9,000		
58		<b>Subtotal Permits/Fees</b>	\$99,000		
59					
60		Truck Maintenance			
61		Fuel	\$15,000		
62		Truck Maintenance	\$20,000		
63		<b>Subtotal Truck Maintenance</b>	\$35,000		
64					
65		Salaries & Benefits			
66		Salaries	\$1,504,000		
67		Overtime	\$125,000		
68		Standby Pay	\$80,000		
69		Employee Incentives	\$60,000		
70		Vacation Buyout	\$65,000		
71		Payroll Taxes	\$155,965		
72		Defered Comp Match	\$78,000		
73		Payroll fees	\$7,000		
74		Car Allowance	\$6,000		
75		PERS Monthly Contributions	\$262,992		
76		PERS Replacement Benefit Fund	\$350		
77		Employee Health, Dental, Vision, Etc.	\$319,272		
78		Retiree Health	\$91,592		
79		Worker's Comp Insurance	\$57,268		
80		<b>Subtotal Salaries &amp; Benefits</b>	\$2,812,439		
81					
82		Other Operating Expenses			
83		Data/Alarms/IT Support & Licensing	\$80,000		
84		Safety	\$60,000		
85		Personal Protective Equipment/Uniforms	\$15,000		
86		Main Plant Telephone	\$11,000		
87		Paradise Cove Telephone	\$500		
88		Pumps & Lines Telephone	\$7,000		
89		<b>Subtotal Other Operating Expenses</b>	\$173,500		
90					
91		Utilities			
92		Water	\$8,000		
93		Main Plant Utilities	\$220,000		
94		Paradise Cove Utilities	\$20,000		
95		Pump Station Utilities	\$45,000		
96		<b>Subtotal Utilities</b>	\$293,000		
97					
98		<b>Total Op Expenses</b>	<b>\$4,456,229</b>		
99					

	A	B	C	D	E
1		<b>Sanitary District No. 5 of Marin County</b>			
2		<b>2023-24 Cost of Service Wastewater Rate Study</b>			
3		<b>Table 2C. FY 2023-24 Revenue Requirement</b>			
4					
5		<b>FY 2023-24 Operating Expenses</b>	<b>Total Expense</b>		
6		Admin			
7		Advertising	\$2,000		
8		Audit & Accounting	\$40,000		
9		Consulting Fees	\$100,000		
10		Travel & Meetings	\$23,000		
11		Continuing Education	\$10,000		
12		County Fees	\$16,590		
13		Director Fees	\$9,000		
14		Dues & Subscriptions	\$33,000		
15		Elections	\$0		
16		Insurance PLP General Liability	\$60,000		
17		Insurance APIP (Real) Property	\$100,000		
18		Insurance Damage - Auto	\$10,000		
19		Legal	\$50,000		
20		Office Supplies	\$11,000		
21		Postage	\$1,300		
22		Pollution Prevention	\$5,500		
23		Miscellaneous	\$0		
24		<b>Subtotal Admin</b>	<b>\$471,390</b>		
25					
26		Pumps & Lines			
27		Pumps & Lines Maint.	\$200,000		
28		Emergency Line Repairs	\$100,000		
29		<b>Subtotal Pumps &amp; Lines</b>	<b>\$300,000</b>		
30					
31		Main Plant Maint			
32		Plant Maint Supplies	\$80,000		
33		Plant Maint. Parts & Service	\$300,000		
34		Janitorial Supplies & Service	\$10,000		
35		Main Plant Chemicals	\$165,000		
36		Lab Supplies & Chemicals	\$25,000		
37		Electrical & Instrument	\$30,000		
38		Grounds Maintenance	\$8,000		
39		Main Plant Sludge Disposal	\$55,000		
40		<b>Subtotal Plant Maint</b>	<b>\$673,000</b>		
41					
42		Paradise Cove Maint			
43		PC Parts & Service	\$20,000		
44		PC Supplies & Chemicals	\$6,500		
45		PC Sludge Disposal	\$3,000		
46		<b>Subtotal Paradise Cove Maint</b>	<b>\$29,500</b>		
47					
48		Monitoring			
49		Main Plant Lab Monitoring	\$50,000		
50		Main Plant Chronic Tox Screening	\$15,000		
51		PC Monitoring	\$10,000		
52		Main Plant Outfall SASM	\$0		
53		<b>Subtotal Monitoring</b>	<b>\$75,000</b>		
54					

	A	B	C	D	E
1		<b>Sanitary District No. 5 of Marin County</b>			
2		<b>2023-24 Cost of Service Wastewater Rate Study</b>			
3		<b>Table 2C. FY 2023-24 Revenue Requirement</b>			
55		Permits/Fees			
56		Main Plant NPDES Renewal	\$0		
57		Permits/Fees - General	\$50,000		
58		PC Permits/Fees	\$9,000		
59		<b>Subtotal Permits/Fees</b>	\$59,000		
60					
61		Truck Maintenance			
62		Fuel	\$20,000		
63		Truck Maintenance	\$30,000		
64		<b>Subtotal Truck Maintenance</b>	\$50,000		
65					
66		Salaries & Benefits			
67		Salaries	\$1,598,548		
68		Overtime	\$100,000		
69		Standby Pay	\$80,000		
70		Employee Incentives	\$60,000		
71		Vacation Buyout	\$80,000		
72		Payroll Taxes	\$110,000		
73		Defered Comp Match	\$65,000		
74		Payroll fees	\$7,000		
75		Car Allowance	\$6,000		
76		PERS Monthly Contributions	\$272,332		
77		PERS Replacement Benefit Fund	\$0		
78		Employee Health, Dental, Vision, Etc.	\$290,000		
79		Retiree Health	\$80,144		
80		CERBT/OPEB Current Employer Contribution	\$140,000		
81		Worker's Comp Insurance	\$58,000		
82		<b>Subtotal Salaries &amp; Benefits</b>	\$2,947,024		
83					
84		Other Operating Expenses			
85		Data/Alarms/IT Support & Licensing	\$100,000		
86		Safety	\$60,000		
87		Personal Protective Equipment/Uniforms	\$15,000		
88		Main Plant Telephone	\$11,000		
89		Paradise Cove Telephone	\$500		
90		Pumps & Lines Telephone	\$7,000		
91		<b>Subtotal Other Operating Expenses</b>	\$193,500		
92					
93		Utilities			
94		Water	\$9,000		
95		Main Plant Utilities	\$230,000		
96		Paradise Cove Utilities	\$22,000		
97		Pump Station Utilities	\$48,000		
98		<b>Subtotal Utilities</b>	\$309,000		
99					
100		<b>Total Op Expenses</b>	<b>\$5,107,414</b>		
101					



	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Sanitary District No. 5 of Marin County													
2	2023-24 Cost of Service Wastewater Rate Study													
3	Table 3A. Revenue Increases													
4														
5														
6														
7			Budgeted	Projected										
8			FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33	Notes
9	<b>One combined zone</b>													
10	<b>Revenue Without Rate Increases</b>													
11			\$5,030,902	\$4,903,101	\$4,911,724	\$4,920,347	\$4,928,970	\$4,937,593	\$4,946,216	\$4,954,839	\$4,963,462	\$4,972,085	\$4,980,708	From Table 3B
12			(\$8,048,497)	(\$8,435,023)	(\$8,610,883)	(\$8,792,756)	(\$8,980,890)	(\$9,175,541)	(\$9,060,096)	(\$9,268,470)	(\$9,489,196)	(\$9,717,453)	(\$9,188,554)	From Table 2A
13			(\$3,017,595)	(\$3,531,922)	(\$3,699,159)	(\$3,872,409)	(\$4,051,920)	(\$4,237,948)	(\$4,113,880)	(\$4,313,631)	(\$4,525,734)	(\$4,745,368)	(\$4,207,846)	To Table 4
14	<b>Revenue With Rate Increases</b>													
15			\$5,030,902	\$4,903,101	\$4,911,724	\$4,920,347	\$4,928,970	\$4,937,593	\$4,946,216	\$4,954,839	\$4,963,462	\$4,972,085	\$4,980,708	From above
16														
17			0.0%	13.0%	10.0%	10.0%	10.0%	10.0%	3.0%	3.0%	3.0%	3.0%	3.0%	From Table 1A
18			0.0%	13.0%	24.4%	36.8%	50.5%	65.5%	70.5%	75.6%	80.9%	86.3%	91.9%	To Table 1A
19														
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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Sanitary District No. 5 of Marin County														
2	2023-24 Cost of Service Wastewater Rate Study														
3	Table 3B. Revenues at Current Rates														
4			Table 1D												
5		Escalation	Estimated	Projected											
6		Factor	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	FY 2030-31	FY 2031-32	FY 2032-33	Notes	
7	Equivalent Dwelling Units														
8	Tiburon														
9		Residential - Tiburon	j	1,857.50	1,861.50	1,864.69	1,867.88	1,871.06	1,874.25	1,877.44	1,880.63	1,883.82	1,887.01	1,890.19	
10		Commercial/Mixed Use	j	609.68	473.92	474.73	475.55	476.36	477.17	477.98	478.79	479.60	480.42	481.23	FY 2023-24 EDUs adjusted to reflect 75 hcf = 1 EDU
11				2,467.18	2,335.42	2,339.42	2,343.42	2,347.42	2,351.42	2,355.42	2,359.42	2,363.42	2,367.42	2,371.42	
12		Paradise Cove - Residential	t	131.00	131.00	131.50	132.00	132.50	133.00	133.50	134.00	134.50	135.00	135.50	
13															
14	Belvedere														
15		Residential	o	1,056.00	1,058.00	1,060.00	1,062.00	1,064.00	1,066.00	1,068.00	1,070.00	1,072.00	1,074.00	1,076.00	
16		Commercial/Mixed Use	o	125.05	127.30	127.30	127.30	127.30	127.30	127.30	127.30	127.30	127.30	127.30	FY 2023-24 EDUs adjusted to reflect 75 hcf = 1 EDU
17				1,181.05	1,185.30	1,187.30	1,189.30	1,191.30	1,193.30	1,195.30	1,197.30	1,199.30	1,201.30	1,203.30	
18		Total EDUs		3,779.23	3,651.72	3,658.22	3,664.72	3,671.22	3,677.72	3,684.22	3,690.72	3,697.22	3,703.72	3,710.22	Rows 11, 13, and 18
19		Annual change			-3.37%	0.18%	0.18%	0.18%	0.18%	0.18%	0.18%	0.18%	0.18%	0.18%	Compared to prior year
20		Percent of total EDUs													
21		Tiburon		65.28%	63.95%	63.95%	63.95%	63.94%	63.94%	63.93%	63.93%	63.92%	63.92%	63.92%	
22		Paradise Cove		3.47%	3.59%	3.59%	3.60%	3.61%	3.62%	3.62%	3.63%	3.64%	3.64%	3.65%	
23		Belvedere		31.25%	32.46%	32.46%	32.45%	32.45%	32.45%	32.44%	32.44%	32.44%	32.43%	32.43%	
24				100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	
25				100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	
26	Current Sewer Service Charges														
27		Tiburon		\$1,034	\$1,034	\$1,034	\$1,034	\$1,034	\$1,034	\$1,034	\$1,034	\$1,034	\$1,034	\$1,034	
28		Paradise Cove		\$1,034	\$1,034	\$1,034	\$1,034	\$1,034	\$1,034	\$1,034	\$1,034	\$1,034	\$1,034	\$1,034	
29		Belvedere		\$1,985	\$1,985	\$1,985	\$1,985	\$1,985	\$1,985	\$1,985	\$1,985	\$1,985	\$1,985	\$1,985	
30	Revenue From Current Rates														
31		Tiburon		\$2,551,064	\$2,414,826	\$2,418,962	\$2,423,098	\$2,427,235	\$2,431,371	\$2,435,507	\$2,439,643	\$2,443,779	\$2,447,915	\$2,452,051	
32		Paradise Cove		\$135,454	\$135,454	\$135,971	\$136,488	\$137,005	\$137,522	\$138,039	\$138,556	\$139,073	\$139,590	\$140,107	
33		Belvedere		\$2,344,384	\$2,352,821	\$2,356,791	\$2,360,761	\$2,364,731	\$2,368,701	\$2,372,671	\$2,376,641	\$2,380,611	\$2,384,581	\$2,388,551	
34				\$5,030,902	\$4,903,101	\$4,911,724	\$4,920,347	\$4,928,970	\$4,937,593	\$4,946,216	\$4,954,839	\$4,963,462	\$4,972,085	\$4,980,708	To Table 3A
35	Tax Revenue/EDU														
36		Tiburon Tax Revenue		\$1,185,133	\$1,206,814	\$1,228,892	\$1,251,374	\$1,274,266	\$1,297,578	\$1,321,316	\$1,345,489	\$1,370,104	\$1,395,169	\$1,420,692	To Table 2A
37		Eligible Tiburon EDUs		2,467.18	2,331.42	2,331.42	2,331.42	2,331.42	2,331.42	2,331.42	2,331.42	2,331.42	2,331.42	2,331.42	
38		Tax revenue per EDU		\$457	\$491	\$500	\$509	\$518	\$528	\$537	\$547	\$557	\$567	\$578	
39		Paradise Cove Tax Revenue		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
40		Paradise Cove EDUs		128.00	128.00	128.00	128.00	128.00	128.00	128.00	128.00	128.00	128.00	128.00	From above less 3 sanitary units, per County
41		Tax revenue per EDU		\$457	\$491	\$500	\$509	\$518	\$528	\$537	\$547	\$557	\$567	\$578	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1		Sanitary District No. 5 of Marin County													
2		2023-24 Cost of Service Wastewater Rate Study													
3		Table 4. Reserves													
4															
5															
6															
7															
8		General Operating Fund													
9		Revenue Increase													
10		Annual increases		0.0%	13.0%	10.0%	10.0%	10.0%	10.0%	3.0%	3.0%	3.0%	3.0%	3.0%	From Table 1A
11		Beginning Balance		\$6,142,954	\$4,362,760	\$2,712,661	\$1,459,350	\$659,017	\$374,070	\$673,783	\$1,377,546	\$2,172,676	\$3,056,659	\$4,032,076	
12		Operating Surplus/(Deficit)		(\$3,017,595)	(\$2,892,114)	(\$2,502,960)	(\$2,062,246)	(\$1,564,353)	(\$1,003,078)	(\$627,759)	(\$568,021)	(\$512,138)	(\$455,019)	\$368,298	From Table 3A
13		Ad-Valorem Revenue		\$1,185,133	\$1,206,814	\$1,228,892	\$1,251,374	\$1,274,266	\$1,297,578	\$1,321,316	\$1,345,489	\$1,370,104	\$1,395,169	\$1,420,692	Table 1B Factor z.
14		Subtotal		(\$1,832,462)	(\$1,685,300)	(\$1,274,068)	(\$810,872)	(\$290,087)	\$294,500	\$693,557	\$777,468	\$857,966	\$940,150	\$1,788,991	
15		Transfers (To)/From													
16		Capital Replacement Reserve		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
17		Capital Expansion Reserve		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
18		Fund Balance Subtotal		\$4,310,493	\$2,677,460	\$1,438,593	\$648,478	\$368,930	\$668,570	\$1,367,340	\$2,155,014	\$3,030,642	\$3,996,808	\$5,821,066	
19		Interest Earnings		\$52,267	\$35,201	\$20,756	\$10,539	\$5,140	\$5,213	\$10,206	\$17,663	\$26,017	\$35,267	\$49,266	Table 1B Factor a.
20		Ending Balance		\$6,142,954	\$4,362,760	\$2,712,661	\$1,459,350	\$659,017	\$374,070	\$673,783	\$1,377,546	\$2,172,676	\$3,056,659	\$4,032,076	\$5,870,332
21		Minimum Balance		\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	\$2,500,000	Current District Policy, escalated 3% annually
22															
23															
24		Consolidated Capital Replacement Reserve													
25		Beginning Balance		\$7,542,858	\$7,819,286	\$8,816,273	\$7,641,811	\$7,675,117	\$8,809,302	\$9,483,154	\$9,195,347	\$8,894,337	\$9,578,095	\$10,617,269	
26		Capital Replacement Projects		(\$2,869,500)	(\$2,046,774)	(\$4,217,340)	(\$3,003,894)	(\$1,908,824)	(\$2,378,152)	(\$3,019,853)	(\$3,030,126)	(\$2,047,262)	(\$1,700,419)	(\$2,147,929)	
27		Consolidated Connection Fees		\$200,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	Per District Budget FY 2023-24
28		Transfers (To)/From													
29		Disaster Recovery Reserve		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
30		Revenue Requirements		\$2,869,500	\$2,710,997	\$2,710,997	\$2,710,997	\$2,710,997	\$2,710,997	\$2,389,118	\$2,389,118	\$2,389,118	\$2,389,118	\$2,389,118	To Table 2A
31		General Operating Fund		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
32		Subtotal, Transfers		\$2,869,500	\$2,710,997	\$2,710,997	\$2,710,997	\$2,710,997	\$2,710,997	\$2,389,118	\$2,389,118	\$2,389,118	\$2,389,118	\$2,389,118	
33		Fund Balance Subtotal		\$7,742,858	\$8,733,509	\$7,559,930	\$7,598,913	\$8,727,290	\$9,392,147	\$9,102,419	\$8,804,339	\$9,486,193	\$10,516,794	\$11,108,458	
34		Interest Earnings		\$76,429	\$82,764	\$81,881	\$76,204	\$82,012	\$91,007	\$92,928	\$89,998	\$91,903	\$100,474	\$108,629	Table 1B Factor a.
35		Ending Balance		\$7,542,858	\$7,819,286	\$8,816,273	\$7,641,811	\$7,675,117	\$8,809,302	\$9,483,154	\$9,195,347	\$8,894,337	\$9,578,095	\$10,617,269	\$11,217,086
36		Target Balance		\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	\$15,000,000	Current District Policy
37															
38		Disaster Recovery Fund													
39		Beginning Balance		\$1,000,000	\$1,010,000	\$1,020,100	\$1,030,301	\$1,040,604	\$1,051,010	\$1,061,520	\$1,072,135	\$1,082,857	\$1,093,685	\$1,104,622	
40		Transfers (To)/From													
41		Capital Replacement Reserve		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
42		Revenue Requirements		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
43		Fund Balance Subtotal		\$1,000,000	\$1,010,000	\$1,020,100	\$1,030,301	\$1,040,604	\$1,051,010	\$1,061,520	\$1,072,135	\$1,082,857	\$1,093,685	\$1,104,622	
44		Interest Earnings		\$10,000	\$10,100	\$10,201	\$10,303	\$10,406	\$10,510	\$10,615	\$10,721	\$10,829	\$10,937	\$11,046	Table 1B Factor a.
45		Ending Balance		\$1,000,000	\$1,010,000	\$1,020,100	\$1,030,301	\$1,040,604	\$1,051,010	\$1,061,520	\$1,072,135	\$1,082,857	\$1,093,685	\$1,104,622	\$1,115,668
46		Target Balance		\$1,000,000	\$1,000,000	\$1,030,000	\$1,060,900	\$1,092,727	\$1,125,509	\$1,159,274	\$1,194,052	\$1,229,874	\$1,266,770	\$1,304,773	Current District Policy, escalated 3% annually
47															
48		Consolidated Retirement Reserve (Pay-As-You-Go)													From North Bay Pensions Exh 2a
49		Beginning Balance		\$1,000,000	\$1,010,000	\$1,020,100	\$1,030,301	\$1,040,604	\$1,051,010	\$1,061,520	\$1,072,135	\$1,082,857	\$1,093,685	\$1,104,622	
50		Benefits Paid		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
51		Transfers (To)/From													
52		Revenue Requirements		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	To Table 2A
53		Fund Balance Subtotal		\$1,000,000	\$1,010,000	\$1,020,100	\$1,030,301	\$1,040,604	\$1,051,010	\$1,061,520	\$1,072,135	\$1,082,857	\$1,093,685	\$1,104,622	
54		Interest Earnings		\$10,000	\$10,100	\$10,201	\$10,303	\$10,406	\$10,510	\$10,615	\$10,721	\$10,829	\$10,937	\$11,046	Table 1B Factor a.
55		Ending Balance		\$1,000,000	\$1,010,000	\$1,020,100	\$1,030,301	\$1,040,604	\$1,051,010	\$1,061,520	\$1,072,135	\$1,082,857	\$1,093,685	\$1,104,622	\$1,115,668
56		Target Balance		\$1,000,000	\$1,000,000	\$1,030,000	\$1,060,900	\$1,092,727	\$1,125,509	\$1,159,274	\$1,194,052	\$1,229,874	\$1,266,770	\$1,304,773	Current District Policy, escalated 3% annually
57															

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1		Sanitary District No. 5 of Marin County														
2		2023-24 Cost of Service Wastewater Rate Study														
3		Table 5. Capital Improvements														
4																
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1		Sanitary District No. 5 of Marin County														
2		2023-24 Cost of Service Wastewater Rate Study														
3		Table 5. Capital Improvements														
4																
5																
6																
7																
73		<b>Belvedere Zone Pumps &amp; Lines CIP</b>														
74		Sewer Line Rehabilitation Program	\$100,000	\$0	\$500,000	\$250,000	\$250,000	\$250,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$2,250,000		
75		Pump & Valve Replacement Program	\$20,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$500,000		
76		Force Main Rehabilitation - Multiple sites	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
77		BPS#1 Control Panel Replacement	\$500,000	\$600,000	\$600,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200,000		
78		CCTV and I&I Inspection		\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000	\$200,000		
79		BPS#2 Force Main&Wet Well Rehab	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0	\$500,000		
80		BPS#3 Force Main&Wet Well Rehab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$510,000	\$0	\$0	\$0	\$510,000		
81		BPS#7 Wet Well Rehab	\$75,000	\$0	\$0	\$420,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$420,000		
82		BPS#9, 10, 11 Wet Well Rehab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
83		BPS#5, 8, 12 Wet Well Rehab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
84		BPS#13 Force Main&Wet Well Rehab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
85		BPS#14 Force Main&Wet Well Rehab	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
86		Power Feed Improvement Project (BPS#9, 10, 11)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
87		San Rafael Ave Diverter Line Install	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000		
88		Man Hole Rehabilitation	\$11,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$250,000		
89		Undesignated Cap Projects	\$68,500	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$250,000		
90		<b>Subtotal, Belvedere</b>	<b>\$774,500</b>	<b>\$825,000</b>	<b>\$1,200,000</b>	<b>\$770,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$800,000</b>	<b>\$810,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$400,000</b>	<b>\$6,105,000</b>		
91																
92		<b>Total Planned Capital Spending</b>	<b>\$2,869,500</b>	<b>\$1,950,000</b>	<b>\$3,870,000</b>	<b>\$2,655,000</b>	<b>\$1,625,000</b>	<b>\$1,950,000</b>	<b>\$2,385,000</b>	<b>\$2,305,000</b>	<b>\$1,500,000</b>	<b>\$1,200,000</b>	<b>\$1,460,000</b>	<b>\$20,900,000</b>		
93																
94		Construction Cost Index	1.00	1.05	1.09	1.13	1.17	1.22	1.27	1.31	1.36	1.42	1.47			From Table 1B Factor f.
95																
96		<b>Escalated Total Planned Capital Spending</b>	<b>\$2,869,500</b>	<b>\$2,046,774</b>	<b>\$4,217,340</b>	<b>\$3,003,894</b>	<b>\$1,908,824</b>	<b>\$2,378,152</b>	<b>\$3,019,853</b>	<b>\$3,030,126</b>	<b>\$2,047,262</b>	<b>\$1,700,419</b>	<b>\$2,147,929</b>	<b>\$25,500,573</b>		

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# NOTICE TO PROPERTY OWNERS OF PROPOSED INCREASE IN SEWER SERVICE CHARGES AND PUBLIC HEARING

(Please share this information with tenants.)

Sanitary District No. 5  
P.O. Box 227  
Tiburon, CA 94920

PRSR STD  
U.S. Postage  
**PAID**  
Complete Mailing  
Service, Inc.

## BOARD OF DIRECTORS:

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

## SANITARY DISTRICT NO. 5 OF MARIN COUNTY

**Proposition 218 requires that a notice be sent and that a public hearing be held before the sewer service charge is increased. Proposition 218 also specifically exempts increases in sewer service charges from voter approval.**

**This notice provides information about a proposed increase in the sewer service charge and a public hearing at which public comments will be considered and the proposed increase voted on by the District's Board of Directors.**

**HEARING DATE: June 22, 2023**

**HEARING TIME: 5:00 p.m.**

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

### Why a Rate Increase Is Needed

FUNDS NEEDED FOR ENVIRONMENTAL COMPLIANCE AND TO PROTECT THE BAY. Rates must be increased to pay for operations, maintenance, facility improvements, and all other District costs. The proposed increase will ensure reliable wastewater service in the District's service area, build reserves to meet the District's target balance to cash fund future capital improvements, and help the District to comply with increasingly strict regulations that are designed to protect the Bay.

### How Were the Proposed Rates Developed?

LONG-TERM FACILITY PLANS DEVELOPED TO LOWER COSTS. The District has developed a ten-year capital improvement program based on a thorough evaluation of its pumps, pipelines, communication systems, treatments plants, and other essential facilities. This long-range, systematic planning helps the District prioritize improvements and organize them to be completed in a cost-effective way.

Last year, the District began a detailed analysis of the District's needs, starting with the list of specific improvements identified in the ten-year capital improvement plan. The estimated costs for maintenance, operations, and other necessary expenses were also factored in. The District then undertook a line-by-line review of virtually every budget item and carefully developed draft rates to fund the identified needs. The needs and proposed rates have been reviewed and refined by an independent financial consultant, District staff, a Board committee, and the full Board. Copies of the rate study are available online at [www.sani5.org](http://www.sani5.org). The public can also contact the District Office Manager to obtain a copy of the study.

RATE PROPOSALS DEVELOPED WITH FULL PUBLIC REVIEW. The District presented summaries of its findings to the public through the District newsletter, the press, web, and fact sheets. The District also received public input by phone and e-mail. Community workshops will be held on May 10 and May 22.

CUSTOMERS PAY FOR THE ACTUAL COST TO PROVIDE SERVICE. The newly proposed sewer service charge is based on the actual cost to collect, transport, and treat wastewater from customers within the District's service area.

### Example of Funding Needs: 2023 to 2028

The funds from the proposed increase are necessary to fund day-to-day operations and specific capital projects to be performed by the District. Increases in costs associated with continuing to provide the current high level of wastewater service our customers expect, include costs associated with Salaries, Pensions and Benefits. Over the next five years, the District plans to spend an average of \$2,710,997 annually on sanitary system repairs, maintenance, upgrades, and improvements. This includes improvements to the sewer pipelines and pump stations via the annual rehabilitation program and major treatment plant upgrades. For example, a pump station control panel replacement, rehabilitation of existing wet wells, treatment plant Digester rehabilitation project, secondary clarifier scum collector replacements, and other specific, needed replacement or repair projects.



**WHAT STEPS HAVE BEEN TAKEN TO CONTROL COSTS AND LIMIT THE INCREASES?**

**Examples of Cost Savings:**

The District has always put a focus on finding cost savings to help keep rates down. Below are examples of recent cost saving successes: Staff replaced 18 of the 24 pump station motor control centers in house, as opposed to contracting out, saving the District around \$150K between 2015-2022. Staff also installed a new plant water-filtering unit and received an exemption from the Regional Water Quality Control Board to use plant effluent instead of potable water for sewer line cleaning purposes saving over \$1,000/year in water costs. The costs of chemicals to provide treatment keeps going up, but staff has been able to efficiently reduce the use of chemicals through enhanced process control operations saving the District \$15K-\$20K year.

**WHAT ARE THE PROPOSED NEW RATES?**

**Sanitary District No.5 Rate History**

The District has not increased sewer service charges since 2014. Currently Belvedere customers are charged \$1,985 per equivalent dwelling unit (EDU) while Tiburon customers are charged \$1,034 per EDU. The lower sewer fee in Tiburon is a result of the District receiving a portion of the Ad-Valorem property tax in that service area. As a condition of the annexation of 2005, the City of Belvedere elected to keep the portion of Ad-Valorem property tax, which continues today. Thus, the difference in rates per zone.

**Proposed Residential Service Charge Increase for District Customers.**

The proposed rates recognize the cumulative benefits all ratepayers receive from services provided by the District. The below rates are proposed to take effect July 1 of each fiscal year.

**Table 1. Current and Proposed Sewer Service Charges (\$/EDU)**

Sewer Service Charges	Adopted		Proposed			
	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28
Base Rate Parcel <sup>1</sup>	\$1,985	\$1,848	\$2,033	\$2,237	\$2,460	\$2,706
Ad-Valorem Credited Parcel	\$1,034	\$1,358	\$1,534	\$1,728	\$1,942	\$2,179

<sup>1</sup> Currently, all but two Tiburon parcels contribute Ad-Valorem property tax revenue to the District, and therefore, all but two parcels in Tiburon will have their base rate reduced by the ad valorem credit.

The District will provide written notice to the specific parcels located within the current Tiburon zone that are not eligible for the Ad-Valorem credited rate.

**Proposed Non-Residential Service Charge Change.**

Non-residential customers have different impacts on the sewer system, and therefore have individual rates based on the strength (cost to treat) and amount of flow (determined by annual water use). Historically, non-residential customers have been charged based on their annual water use relative to the average water use of Southern Marin residential customers. The proposed rates will assume a constant value of 75 hundred cubic feet per EDU each year, which will stabilize the fluctuation in year-to-year changes of conservation that was used in the past formula. Non-residential EDUs will be calculated by following this formula: **EDUs per parcel = metered water use per parcel/75 HCF**

The EDUs per parcel are multiplied by the strength factor assigned to that parcel to determine the Total EDUs subject to the per EDU charge, with a minimum of 1.0 EDU. The table below summarizes the strength factor by user group.

**Table 2. Non-Residential Strength Factors**

User Group	Strength Factor
Non-Residential, Miscellaneous	1.0
Hotels, Inns with Dining	1.7
Delicatessens	2.0
Groceries with Grinders	2.2
Restaurants	2.4

Non-residential customers will be charged the same rate per EDU as residential customers. Whether the parcel contributes Ad-Valorem revenues to the District will determine whether the customer is assessed the Base Rate or Ad-Valorem credited rate when computing the total customer bill.

**HOW TO PROTEST THE PROPOSED CHANGES**

You are invited to attend the public hearing on **June 22, 2023 at 5 p.m.** and provide oral or written comment on the proposed increase. At the public hearing, the Board will consider all public input, but only written protests will be counted. Protests must be mailed or hand delivered to the District office prior to 4:00 p.m. on June 22, 2023, or presented in person before the close of the public comment portion of the hearing on this matter.

Any property owner that owns a parcel in the District’s service area or customer that receives sewer services from the District may submit a written protest to the proposed adjustments to the sewer service charges. However, only one protest will be counted per identified parcel. Protests must be submitted in writing, must identify the property (i.e., address and parcel number) for which the protest is submitted, must identify the owner(s) or customer of the property or properties for which the protest is entered, and must include an original signature. Email protests will not be accepted. If written protests against the proposed sewer service charge are presented by a majority of parcels affected, the District will not approve the proposed changes in charges.

“You are hereby notified, pursuant to Government Code Section 53759, there is a 120-day statute of limitations for challenging any new, increased, or extended wastewater fee, rate, or charge.”

**PLEASE CONTACT US IF YOU HAVE QUESTIONS OR COMMENTS about the proposed sewer service charges, please contact us in any of the following ways:**

**ADDRESS THE DIRECTORS:** Attend the public hearing at the date, location and time listed on the front of this notice.

**Phone: 415/435-1501 ■ email: info@sani5.org ■ Write: P.O. Box 227, Tiburon, CA 94920**

**SD5 RESERVE POLICY  
RESOLUTION NO. 2023-0X  
July 1, 2023**

	OPERATING RESERVE*	CAPITAL IMPROVEMENTS RESERVE	CALPERS RETIREMENT RESERVE*	DISASTER RECOVERY RESERVE*
<b>FUNDING ORDER</b>	#1	#2	#3	#4
<b>FUNDING PURPOSE</b>	To provide sufficient working capital to cover annual operating expenses and cash flow needs, should typical operating funds not be available during the fiscal year	To provide adequate funding A) to support both treatment plants' operation and conveyance systems, B) to fund debt payments of financed capital projects, C) to finance capital projects as listed in the District's budgeted CIP Plan, and D) to reserve funds for future plant +/- or systemic sewer line renovations E) 2012 Main Plant Rehabilitation (MPR) Bond Service	To provide sufficient annual funding of CalPERS potential losses, as described in the CalPERS' Annual Actuarial Valuation Reports under the Miscellaneous Plan's Share of Pool's Investments, Assets & Non-Assets	To provide a level of emergency capital for disaster recovery efforts until long-term financing is established
<b>CURRENT BALANCE</b>	<b>\$1,000,855*</b> <b>Current Operating Reserve Fund</b>  <b>\$1,000,855*</b> <b>Current Operating Fund</b>	<b>\$9,650,760</b>  <b>(Current Capital &amp; Capital Reserve Balance)</b>	<b>\$1,000,000*</b>	<b>\$1,000,000*</b>
<b>TARGET BALANCE</b>	<b>\$2,500,000***</b>	<b>\$15,000,000***</b>	<b>\$1,000,000*</b>	<b>\$1,000,000*</b>
<b>PROPOSED ANNUAL FUNDING</b>	<b>(FY22-23 Sewer Service Fees: 4,917,280)</b>  <b>5% of Sewer Service Charges ≈ \$245,865**</b>	<b>TBD per Annum</b>	<b>\$1,000,000*</b>	<b>\$1,000,000*</b>
<b>FUNDING PROCESS</b>	≈5% of revenues received for sewer service charges (based on annual flow rates) is to be funded each Fiscal Year, until target balance is achieved; no add'l funding required thereafter.  If reserve subsequently dips below target balance, funding is to be reinstated.	Based on Capital needs per annum. Sewer service charges, property taxes and other capital-related funds received to be assessed annually and funded as cashflow permits, based on annual projects; any remaining funds will be reserved for long-term capital needs.  (see Funding Purpose above, Items C & D)	3.5% of SD5's Pooled Plan Share of CalPERS Market Value Asset is to be funded each Fiscal Year, until target balance is achieved; no add'l funding required thereafter. If reserve subsequently dips below target balance, funding is to be reinstated.	To be funded one time only, from current Capital Reserve Account. No additional funding required, once target balance is achieved. Finance Committee will evaluate the need to reinstate.
<b>AUTHORITY REQUIRED FOR FUNDING &amp; WITHDRAWALS</b>	District Manager is authorized to make withdrawals as necessary, to cover operating shortfalls, upon review by the Finance Committee, as set forth in this Reserve policy.  All other transfers to be presented for review by the Finance Committee and recommended prior to withdrawal. Board approval is required for atypical funding.	District Manager is authorized to make monthly withdrawals for debt payments and capital improvement projects underway, upon review by the Finance Committee, as set forth in this Reserve policy.  All other transfers to be presented for review by the Finance Committee and recommended prior to withdrawal. Board approval is required for atypical funding.	District Manager is authorized to make withdrawals for payments to CalPERS for unfunded liabilities upon review by the Finance Committee, as set forth in this Reserve policy.  All other transfers to be presented for review by the Finance Committee and recommended prior to withdrawal. Board approval is required for atypical funding.	All withdrawals and transfers to be presented for review by the Finance Committee and recommended to the Board for approval.

\* Balances based on SD5 Balance Sheet, as of 2.28.2023

\*\*\* Target Balances @ Disaster Recovery & CalPERS Retirement Splits are based on SD5's Historical split: Belvedere @ 35.625% ; Tiburon @ 64.375%

## Sanitary District No. 5 of Marin County

### Consolidated Budget FY 2023-2024

Income	2022-2023 Budget	2022-2023 Actuals *	2023-2024 Budget	% Diff.
Property Taxes- Ad Valorem	981,933	784,795	1,296,500	32%
Sewer Service Charge Revenue	4,976,505	2,771,590	4,976,505	0%
Interest	100,000	120,230	100,000	0%
Treatment & Collection Fees	200,000	337,235	400,000	100%
Sewer Line Extension Fees	14,040	-	14,040	0%
Other Income	100	-	100	0%
Connection & Inpsection Permit Fees	20,000	24,735	32,500	63%
SASM Expense Reimbursement	100,000	60,000	75,000	-25%
<b>Total Budgeted Income</b>	<b>6,392,578</b>	<b>4,098,585</b>	<b>6,894,645</b>	<b>8%</b>
<b>Expense</b>				
Operating Expenses	5,056,811	3,197,670	5,107,414 ***	1%
Capital Expenses	937,790	796,210	3,335,410	256%
<b>Total Budgeted Expenses</b>	<b>5,994,601</b>	<b>3,993,880</b>	<b>8,442,824</b>	<b>41%</b>
<b>Net Ordinary Income</b>	<b>397,977</b>	<b>104,705</b>	<b>-1,548,179</b>	<b>-489%</b>

\* Actual numbers are based on estimates, as of 3.10.2023

\*\*\* Operating Expenses does not include CalPERS Reserve Funding for FY23-24

2022-2023 Operations Budget	2022-2023 Current 3/13/2023	2023-2024 Operations Budget	
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**Operating Income**

<b>Sewer Service Charge - Ops</b>	4,037,347	2,463,120	4,037,347	0.0%
<b>Other User Fees</b>	38,700	0	38,700	0.0%
<b>Interest Earnings</b>	100,000	120,230	100,000	0.0%
<b>Connection &amp; Inspection Permit Fees</b>	20,000	24,735	32,500	62.5%
<b>SASM Expense Reimbursement</b>	100,000	60,000	75,000	-25.0%
<b>Other Income</b>	100	0	100	0.0%
<b>Total Income</b>	<b>4,296,147</b>	<b>2,668,085</b>	<b>4,283,650</b>	<b>-0.3%</b>

2022-2023 Operations Budget	2022-2023 Current 3/13/2023	2023-2024 Operations Budget	
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**Expense**

**Administrative Expenses**

<b>Advertising</b>	2,000	475	2,000	0.0%
<b>Audit &amp; Accounting</b>	40,000	35,195	40,000	0.0%
<b>Consulting Fees</b>	100,000	84,250	100,000	0.0%
<b>Travel &amp; Meetings</b>	25,000	12,715	23,000	-8.0%
<b>Continuing Education</b>	10,000	6,955	10,000	0.0%
<b>County Fees</b>	16,590	9,785	16,590	0.0%
<b>Directors Fees</b>	9,000	3,200	9,000	0.0%
<b>Dues &amp; Subscriptions</b>	31,000	31,255	33,000	6.1%
<b>Elections</b>	9,000	0	0	0.0%
<b>Insurance PLP General Liability</b>	58,000	58,000	60,000	3.4%
<b>PLP (GL) Rating Ajustments</b>				
<b>PLP (GL) Dividends</b>				
<b>Insurance APIP (Real) Property</b>	45,000	84,730	100,000	55.0%
<b>Insurance Damage - Auto</b>	8,000	4,300	10,000	20.0%
<b>Legal</b>	50,000	13,185	50,000	0.0%
<b>Office Supplies</b>	10,000	3,150	11,000	9.1%
<b>Postage</b>	1,200	765	1,300	7.7%
<b>Pollution Prevention</b>	5,000	2,010	5,500	9.1%

<b>Miscellaneous Expense</b>	0	0	0	
<b>Total Administrative</b>	<b>419,790</b>	<b>349,970</b>	<b>471,390</b>	<b>10.9%</b>
<b>Ops &amp; Maintenance Expenses</b>				
<b>Pumps &amp; Lines Maintenance</b>				
<b>Pumps &amp; Lines Maintenance</b>	200,000	42,730	200,000	0.0%
<b>Emergency Line Repairs</b>	100,000	49,000	100,000	0.0%
<b>Total Pumps &amp; Lines Maintenance</b>	<b>300,000</b>	<b>91,730</b>	<b>300,000</b>	<b>0.0%</b>

	2022-2023 Operations Budget	2022-2023 Current 3/13/2023	2023-2024 Operations Budget	
<b>Main Plant Maintenance</b>				
Plant Maintenance Supplies	80,000	57,531	80,000	0.0%
Plant Maint. Parts & Service	300,000	288,115	300,000	0.0%
Janitorial Supplies & Service	9,000	4,220	10,000	10.0%
Main Plant Chemicals	120,000	62,410	165,000	27.3%
Lab Supplies & Chemicals	21,000	16,400	25,000	16.0%
Electrical & Instrument	15,000	2,895	30,000	50.0%
Grounds Maintenance	5,000	1,935	8,000	37.5%
Main Plant Sludge Disposal	50,000	19,825	55,000	9.1%
Main Plant Outfall	0	0	0	0.0%
<b>Total Main Plant Maintenance</b>	<b>600,000</b>	<b>453,331</b>	<b>673,000</b>	<b>10.8%</b>
<b>Paradise Cove Plant Maintenance</b>				
Paradise Parts & Service	20,000	13,735	20,000	0.0%
Paradise Supplies & Chemicals	6,500	1,020	6,500	0.0%
Paradise Sludge Disposal	6,000	4,300	3,000	-100.0%
<b>Total Paradise Cove Plant Maintenance</b>	<b>32,500</b>	<b>19,060</b>	<b>29,500</b>	<b>-10.2%</b>
<b>Monitoring</b>				
Main Plant Lab Monitoring	45,000	27,690	50,000	10.0%
Paradise Cove Monitoring	12,500	2,975	10,000	-25.0%
Dilution Study			0	#DIV/0!
Main Plant Chronic Tox Screening	0	0	15,000	0.0%
<b>Total Monitoring</b>	<b>57,500</b>	<b>30,665</b>	<b>75,000</b>	<b>23.3%</b>

	2022-2023 Operations Budget	2022-2023 Actuals 3/13/2023	2023-2024 Operations Budget	
<b>Permits/Fees</b>				
Main Plant NPDES Renewal	40,000	5,445	0	-100.0%
Permits/Fees - General	50,000	68,110	50,000	0.0%
Paradise Cove Permits/Fees	9,000	8,250	9,000	0.0%
Paradise Cove NPDES Renewal	0	0	0	0.0%
<b>Total Permits/Fees</b>	<b>99,000</b>	<b>81,805</b>	<b>59,000</b>	<b>-67.8%</b>
<b>Truck Maintenance</b>				
Fuel	15,000	11,235	20,000	25.0%
Truck Maintenance	30,000	30,085	30,000	0.0%
<b>Total Truck Maintenance</b>	<b>45,000</b>	<b>41,320</b>	<b>50,000</b>	<b>10.0%</b>
<b>Total Ops &amp; Maintenance Expenses</b>	<b>1,134,000</b>	<b>717,910</b>	<b>1,186,500</b>	<b>4.4%</b>
<b>Salaries &amp; Benefits</b>				
Salaries	1,504,000	903,200	1,598,548	5.9%
Overtime	200,000	150,460	100,000	-100.0%
Standby Pay	80,000	56,315	80,000	0.0%
Employee Incentives	60,000	13,000	60,000	0.0%
Vacation Buyout	65,000	49,145	80,000	18.8%
Payroll Taxes	162,665	77,045	110,000	-47.9%
Deffered Comp Match	65,000	45,470	65,000	0.0%
Payroll fees	6,250	4,430	7,000	10.7%
Car Allowance	6,000	6,000	6,000	0.0%
<b>PERS Retirement</b>				
PERS Monthly Contributions	262,992	109,825	272,332	3.4%
PERS Replacement Benefit Fund (RLL)	350	0	0	0.0%
PERS UAL Payment	20,000	9,505	0	0.0%
SD5 Retirement Trust		0	0	0.0%
<b>Total PERS Retirement</b>	<b>283,342</b>	<b>119,330</b>	<b>272,332</b>	<b>-4.0%</b>
Employee Health, Dental, Vision, Life Ins., & LTDI	319,272	185,750	290,000	-10.1%
Retiree Health	91,592	59,300	80,144	-14.3%
<b>CERBT/OPEB Current Employee Contributions</b>	<b>118,400</b>	<b>118,400</b>	<b>140,000</b>	<b>0.0%</b>

<b>Workers Comp Insurance</b>	55,000	27,635	58,000	5.2%
<b>Total Salaries &amp; Benefits</b>	<b>3,016,521</b>	<b>1,815,480</b>	<b>2,947,024</b>	<b>-2.4%</b>



	2022-2023 Operations Budget	2022-2023 Actuals 3/15/2023	2023-2024 Operations Budget	
<b>Other Operating Expenses</b>				
Data/Alarms/IT Support & Licensing	100,000	78,220	100,000	0.0%
Safety	60,000	54,750	60,000	0.0%
Personal Protection Equipment/Uniforms	15,000	7,315	15,000	0.0%
Telephone				
Main Plant Telephones	11,000	7,785	11,000	0.0%
Paradise Cove Telephones	500	2,820	500	0.0%
Pumps & Lines Telephones	7,000	2,310	7,000	0.0%
<b>Total Telephone</b>	<b>18,500</b>	<b>12,920</b>	<b>18,500</b>	<b>0.0%</b>
Utilities				
Water	8,000	5,460	9,000	11.1%
Main Plant Utilities	220,000	109,560	230,000	4.3%
Paradise Cove Utilities	20,000	13,445	22,000	9.1%
Pump Station Utilities	45,000	32,635	48,000	6.3%
<b>Total Utilities</b>	<b>293,000</b>	<b>161,100</b>	<b>309,000</b>	<b>5.2%</b>
<b>Total Other Operating Expenses</b>	<b>486,500</b>	<b>314,310</b>	<b>502,500</b>	<b>3.2%</b>
<b>Total Operating Expense</b>	<b>5,056,811</b>	<b>3,197,670</b>	<b>5,107,414</b>	<b>1.0%</b>

2022-2023 Capital Budget	2022-2023 Current 3/13/2023	2023-2024 Capital Budget	
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**Capital Income**

**Ad Valorem Property Tax Income Only**

Property Tax Current Secured - Capital	825,000	526,200	905,000	9.7%
Prop Tax Current Unsecured	15,000	16,900	16,500	10.0%
Supplemental Assessment Current	12,000	16,000	20,000	66.7%
Supplemental Assessment Redm	0	640	0	0.0%
Supplemental Unsecured	300	955	1,000	233.3%
Prop Tax Prior Unsecured	500	1,100	500	0.0%
Excess ERAF (Educational Revenue Augmentation Fun	300,000	215,800	350,000	16.7%
HOPTR	3,333	1,800	3,500	5.0%
Other Tax (Unitary, RR, Misc.)	0	5,400	0	0.0%
<b>Total Property Taxes</b>	<b>981,933</b>	<b>784,795</b>	<b>1,296,500</b>	<b>32.0%</b>

**Sewer Service Fees Capital**

	866,300	308,470	900,456	3.9%
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**Connection Fees**

Collection	100,000	146,015	200,000	100.0%
Treatment	100,000	191,220	200,000	100.0%
<b>Total Connection Fees</b>	<b>200,000</b>	<b>337,235</b>	<b>400,000</b>	<b>100.0%</b>

**Sewer Line Extension Fees**

	14,040	0	14,040	0.0%
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**Total Capital Income**

	<b>2,062,273</b>	<b>1,430,500</b>	<b>2,610,996</b>	<b>26.6%</b>
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1.7%

2022-2023 Capital Budget	2022-2023	2023-2024 Capital Budget	
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**Capital Expenditures**

**Main Plant Equip Capital Expense**

92xx - Secondary Clarifier Scum Removal Project

92xx - Maintenance Shop Rehab

92xx MP Roll Up Door Project

9204.1 - M.P. Corrosion Protection Project

92xx Digester Rehabilitation Project

**Total Main Plant Equip Capital Expense**

	0	300,000	
	0	100,000	
	0	75,000	
	0	150,000	
	0	600,000	
	<b>0</b>	<b>1,225,000</b>	

	2022-2023 Capital Budget	2022-2023 Current 3/15/2023	2023-2024 Capital Budget	
<b>Pumps &amp; Lines Capital</b>				
9227.8 - CCTV Project	0	0	250,000	0.0%
9305.2 - Tiburon Wet Wells Rehabilitation (TPS#4)	0	0	50,000	0.0%
9306.0 - PS Pump & Valve Replacement Program	0	0	100,000	0.0%
9309 - Cove Rd. BPS#1 - Rehab Project	0	0	600,000	0.0%
9313.0 - Man Hole Rehabilitation	0	0	75,000	0.0%
9314.0 - San Rafael Ave Diverter Project	0	0	25,000	0.0%
<b>Total Pumps &amp; Lines Capital</b>	<b>0</b>	<b>0</b>	<b>1,100,000</b>	<b>0.0%</b>

	2022-2023 Capital Budget	2022-2023 Current 3/15/2023	2023-2024 Capital Budget	
<b>Paradise Cove Capital</b>				
9406.0 - P.C. Access Road Improvements	0	0	100,000	0.0%
9407.1 - P.C. Pump Replacement	0	0	25,000	0.0%
<b>Total Paradise Cove Capital</b>	<b>0</b>	<b>0</b>	<b>125,000</b>	<b>0.0%</b>
<b>Undesignated Capital</b>				
Undesignated Cap - Main Plant	25,000	43,418	50,000	100.0%
Undesignated Cap - Paradise Cove Plant	10,000	0	25,000	0.0%
Undesignated Cap - P&L	50,000	0	50,000	0.0%
<b>Total Undesignated Capital</b>	<b>85,000</b>	<b>43,418</b>	<b>125,000</b>	<b>0.0%</b>
<b>Debt Service</b>				
Debt Service - MPR Bond REFI Principal	595,000	595,000	610,000	2.5% MPR
Debt Service - MPR Bond REFI Interest	157,790	157,790	150,412	-4.7% MPR
<b>Total Debt Service</b>	<b>752,790</b>	<b>752,790</b>	<b>760,412</b>	<b>1.0%</b>
<b>Total Capital Expenditures</b>	<b>937,790</b>	<b>796,210</b>	<b>3,335,410</b>	<b>71.9%</b>

**MAIN PLANT CAPITAL IMPROVEMENT PROGRAM**

<b>M.P. Project Description</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2025/2026</b>	<b>2026/2027</b>	<b>2027/2028</b>	<b>2028/2029</b>	<b>2029/2030</b>	<b>2030/2031</b>	<b>2031/2032</b>	<b>2032/2033</b>	<b>TOTAL</b>
Secondary Clarifier Scum Collector Project	300,000										300,000
Dry Weather Influent Pump						50,000					50,000
Wet Weather Influent Pump				75,000							75,000
M.P. Boiler Replacement							75,000				75,000
Headworks Influent Screen Project						500,000					500,000
MP Electric Roll Up Door Install	75,000										75,000
MP Corosion Protection Project	150,000									150,000	300,000
(Utility) Truck Purchase				200,000				100,000		100,000	400,000
Dewatering Redundancy --Screw Press					300,000						300,000
Aeration Basin Diffuser Upgrade									200,000		200,000
Emergency Generator Replacement						250,000					250,000
Maintenance Shop-Rehabilitation	100,000										100,000
MP Occupancy Project		750,000	750,000								1,500,000
Digester Roof Recoating and Cleaning	600,000							250,000			850,000
Landscaping Improvements Project		50,000									50,000
Odor Control System Rehabilitation							650,000				650,000
Headworks Valve and Check Valve Replacement											0
HVAC Replacement Project				200,000							200,000
Cl2 Flash Mixer			35,000			35,000				35,000	105,000
MPR Bond Refi	760,412	760,284	759,784	758,912	757,668	761,052	758,940	761,456	763,476		6,841,984
Undesignated Capital Projects	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
<b>Treatment Plant Total</b>	<b>1,275,000</b>	<b>850,000</b>	<b>835,000</b>	<b>525,000</b>	<b>350,000</b>	<b>885,000</b>	<b>775,000</b>	<b>400,000</b>	<b>250,000</b>	<b>335,000</b>	<b>6,480,000</b>

**COLLECTION SYSTEM CAPITAL IMPROVEMENT PROGRAM**

<b>Tiburon Project Description</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2025/2026</b>	<b>2026/2027</b>	<b>2027/2028</b>	<b>2028/2029</b>	<b>2029/2030</b>	<b>2030/2031</b>	<b>2031/2032</b>	<b>2032/2033</b>	<b>TOTAL</b>
Sewer Line Rehabilitation Program		1,500,000	750,000	750,000	750,000	700,000	700,000	700,000	700,000	525,000	7,075,000
CCTV and I&I Investigation Project	250,000									150,000	400,000
Pump and Valve Replacement Program	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,000,000
Force Main Rehabilitation TPS #5-1303lf 8"											0
Man Hole Rehabilitation	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	750,000
TPS #2 Wet Well & Force Main Rehabilitation											0
TPS #3 Wet Well & Force Main Rehabilitation											0
TPS#4 Wet Well & Force Main Rehabilitation	50,000										50,000
TPS #8: Wet Well & Force Main Rehabilitation											0
TPS #6 Wet Well & Force Main Rehabilitation					400,000						400,000
TPS #7 Wet Well & Force Main rehabilitation											0
TPS #9 Wet Well Force Main Rehabilitation		350,000									350,000
BPS #1 Electrical Improvement Project	600,000	600,000									1,200,000
BPS #2 Force Main&Wet Well Rehabilitation						500,000					500,000
BPS #3 Force Main& Wet Well Rehabilitation Proj							510,000				510,000
BPS #7: Wet Well Rehabilitation			420,000								420,000
BPS#5,#8,#12 Wet Well Rehabilitation Project											0
BPS #9,#10,#11 Wet Well Rehabilitation											0
BPS #13 Force Main Rehabilitation Project											0
BPS #14 Force Main Rehabilitation Project											0
Power Feed Improvement Project (BPS#9,#10,#11)											0
San Rafael Ave Diverter Line Install	25,000										25,000
Portable Pump Replacement			50,000							50,000	100,000
Undesignated Capital Projects	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
<b>Tiburon Total</b>	<b>1,150,000</b>	<b>2,675,000</b>	<b>1,445,000</b>	<b>975,000</b>	<b>1,375,000</b>	<b>1,425,000</b>	<b>1,435,000</b>	<b>925,000</b>	<b>925,000</b>	<b>950,000</b>	<b>13,280,000</b>

**PARADISE COVE PLANT CAPITAL IMPROVEMENT PROGRAM**

<b><i>Paradise Cove Project Description</i></b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2025/2026</b>	<b>2026/2027</b>	<b>2027/2028</b>	<b>2028/2029</b>	<b>2029/2030</b>	<b>2030/2031</b>	<b>2031/2032</b>	<b>2032/2033</b>	<b>TOTAL</b>
Paradise Sewer Line Rehab Project		200,000	100,000	100,000	100,000						500,000
Grit Removal Project							50,000				50,000
Plant Grating Replacement- Fiberglass					25,000						25,000
Building Rehabilitation			250,000								250,000
Blower Replacement		20,000					20,000				40,000
P Cove Access Improvements	100,000										100,000
Pump Replacement Program		50,000				50,000				50,000	150,000
Paint Treatment Plant								150,000			150,000
Undesignated Capital Projects	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
<b><i>Paradise Cove Total</i></b>	<b>125,000</b>	<b>295,000</b>	<b>375,000</b>	<b>125,000</b>	<b>150,000</b>	<b>75,000</b>	<b>95,000</b>	<b>175,000</b>	<b>25,000</b>	<b>75,000</b>	<b>1,515,000</b>



**IMPROVEMENT PROGRAM**

<b>Project Descriptions</b>	<b>2023/2024</b>	<b>2024/2025</b>	<b>2025/2026</b>	<b>2026/2027</b>	<b>2027/2028</b>	<b>2028/2029</b>	<b>2029/2030</b>	<b>2030/2031</b>	<b>2031/2032</b>	<b>2032/2033</b>	<b>TOTAL</b>
<b>Main Plant</b>	1,275,000	850,000	835,000	525,000	350,000	885,000	775,000	400,000	250,000	335,000	6,480,000
<b>Tiburon Pumps &amp; Lines</b>	1,150,000	2,675,000	1,445,000	975,000	1,375,000	1,425,000	1,435,000	925,000	925,000	950,000	13,280,000
<b>Paradise Cove</b>	125,000	295,000	375,000	125,000	150,000	75,000	95,000	175,000	25,000	75,000	1,515,000
<b>MPR Debt Service + 2020 Refi</b>	760,412	760,284	759,784	758,912	757,668	761,052	758,940	761,456	763,476	0	6,841,984
<b><i>TOTAL</i></b>	<b>3,310,412</b>	<b>4,580,284</b>	<b>3,414,784</b>	<b>2,383,912</b>	<b>2,632,668</b>	<b>3,146,052</b>	<b>3,063,940</b>	<b>2,261,456</b>	<b>1,963,476</b>	<b>1,360,000</b>	<b>28,116,984</b>

**MAIN PLANT CAPITAL IMPROVEMENT PROJECTS**

<b>Main Plant Project Name</b>	<b>DESCRIPTION</b>
<b>Odor Control Upgrade</b>	This Project will evaluate current odor control system and vulnerabilities and also provide for options to replace, add to or enhance the current system.
<b>Dry Weather Influent Pump</b>	These funds will be used to purchase one new dry weather influent pump. These were not part of the MPR project.
<b>Wet Weather Influent Pump</b>	These funds will be used to purchase one new Wet Weather Influent Pump. These were not part of the MPR project.
<b>Headworks Influent Screen Projcet</b>	These funds will be used to replace 3 grinders with an influent screen to capture and remove rags and other inert matter.
<b>Truck Purchase</b>	These funds will be used to replace trucks at the end of their usefull lifes from the current fleet of district vehicles.
<b>Emergency Outfall Rehabilitation</b>	This project will consist of rehabilitating the abandoned effluent outfall pipe in order to have it available for use during emergency situations. Emergency Preparedeness
<b>Waste Gas Burner Rehabilitation</b>	This project will evaluate current waste gas burner system and will be enhanced or replaced, dependent on evaluation report.
<b>Aeration Basin Diffuser Upgrade</b>	This project consists of replacing the current diffusers in the off line aeration basin with new style diaphragm type diffusers like the online aeration basin this did not get upgraded during the MPR project
<b>Underground Pipe &amp; Valve Rehabilitation</b>	These funds will be used for the replacement of non-working valves and rusted-out pipes in the shipping/receiving area, as well as next to the secondary clarifiers, as identified during the MPR Project.
<b>Secondary Clarifier Scum Collector Project</b>	This project consists of replacing the current scum collector troughs and and helical skimmers with new stainless steel skimmer from polychem/brentwood it also converts the 3 shaft system sludge collector mechanisms to 4 shaft to better assist with skimming and the mitigation of mosquito formation on surface of tank.
<b>Maint Shop Rehabilitation Project</b>	This project will consist of replacing a 35+ y.o. corrugated metal roof and siding on the maintenance shop, not rehabbed during the MPR Project. Also will involve replacing roll up doors installing LED lighting and proper equipment storage racks and hazardous waste storage cabinets
<b>Sludge Box replacement</b>	Replacement of Biosolids container, used for hauling bio-solids to Redwood landfill.
<b>Corrosion Protection Project</b>	This project consists of protecting plant assests and general buildings and grounds with the proper coatings/paint for corrosive environments
<b>MP Roll up doors improvement project</b>	This project consists of installing new powered roll up doors in the chemical room, replacing the roll up doors on the dewatering storage building and replacing the front entrance to headworks roll up doors with new power operated units- Engineering controls to minimize injuries
<b>MP Occupancy Improvements Project</b>	This project consists of creating appropriate restroom and locker room space along with office space for continuous occupancy for staff and laboratory improvements for continued effective and efficient process control and compliance with NPDES permit.
<b>Emergency Generator Replacement</b>	This project will consist of replacing the Main Plant Emergency Generator. These were not part of the MPR project. Generator is currently serviceable but planning and budgeting needs to be in line for 2024/25.
<b>Outfall Difuser Upgrades</b>	Current condition of outfall is serviceable. Outfall is inspected every 5 years and must budget a reasonable amount for repairs or upgrades, as determined by future reports.
<b>Undesignated Capital Projects</b>	These funds will be used for unforeseen projects, which may come up after the MPR project is complete.
<b>MPR Bond</b>	Main Plant Rehabilitation Completed in 2014 - Bond Payments to show true annual CIP projections.

**COLLECTIONS SYSTEM CAPITAL IMPROVEMENT PROJECTS**

<b>Tiburon Zone Pumps &amp; Line Project Name</b>	<b>DESCRIPTION</b>
<b>Sewer Line Rehabilitation Program</b>	These funds will be used for the ongoing Board approved 10 year sewer rehabilitation program. 10,137 lf of pipe remain to be rehabbed/replaced from the Harris report
<b>Pump Station Pump and Valve Replacement Program</b>	The District has 24 pump stations with 2-3 pumps in each station. The life expectancy for these pumps are 7-10 years. Therefore the District has a program to replace pumps over a period of time instead of replacing them all at once.
<b>Pump Station Generator Replacement</b>	The District has standby generators located at many of the Pump Stations. Some generators were installed between 1980 - 1983. These generators (in most cases) are located along the waterfront. The salt air has wreaked havoc on some of these generators; All have been replaced as of 7/1/2018
<b>Pump Station Control Panel - Upgrade</b>	These funds will be used for replacement of control panels at the District Pump Stations. The control panels are of various ages, of which most are obsolete 2 Control Panels remain to be replaced
<b>Man Hole Rehabilitation</b>	This project will consist of rehabilitating or replacing man holes in the Tiburon area that have have defeciencies due to hydrogen sulfide deterioration.
<b>CCTV Sewer System New PACP Data</b>	This project will consist of retelevising the entire collection system in order to provide updated information regarding the condition of the system and to assist in establishing a new CIP project regarding sewer line rehabilitation
<b>Flow Meter Installation Project</b>	This project will consist of installing flow meters at certain corresponding pump stations to record flows from each site. This will assist with flow monitoring and assist in the District's continued effort to reduce I&I.
<b>Force Main Rehabilitation Project</b>	This project will consist of rehabilitating several force mains in the Tiburon Zone. Station #2, #3, #6 & #7
<b>Pump Station Communications Project</b>	Phase I completed. Master radio at the Main Plant has been upgraded, as well as the radio at Station #5. As new control panels come on-line in the Tiburon Zone, funds will be needed to bring the remaining 8 sites into the Main Plant communication network.
<b>Undesignated Capital Projects</b>	These funds are for unforeseen problems within the collection system.

<b>Belvedere Zone Pumps &amp; Line Project Name</b>	<b>DESCRIPTION</b>
<b>Sewer Line Rehabilitation Program</b>	These funds will be used for the ongoing Board approved 10-year sewer rehabilitation program. 7,644 lf of pipe remain to be rehabbed/replaced from the Harris Reports.
<b>Pump Station Control Panel Replacement</b>	Within the Belvedere Zone, there are many pump stations with single-phase power with capacitors installed in the panel to generate three-phase power. The District is replacing the generators to new standardized control panels. To date - station #15, 14,13,12,5 & 3 control panels have been replaced. Need to purchase panels for #2 & #7
<b>Pump Station Generator Replacement</b>	Standby generators at the Belvedere pump stations were installed in the early 1980. Station #3 Generator recently replaced need to replace station #1 & #2 Generators
<b>Cove Rd. Force Main Replacement</b>	These fund will be used to replace 2107 lf of 10' force main. The force main has blown out on two occasions prior to 2005. According to previous Staff, it was difficult to find good pipe material to connect to, when making the repair. Recently the forcemain was compromised as a result of a 3rd party. Same issue was encountered when repairing. The current pipe size also lacks capacity during major wet weather events.
<b>Lagoon Rd. Power Feed Improvement Project</b>	Lagoon Rd. has 3 pump stations which pump sewage to one another. These station have no back-up power. These funds would be available to purchase a generator and install power conduits to connect all three stations in order to provide immediate back up power to these sites and it also reduce staff overtime. Emergency prepartedness
<b>Flow Meter Installation Project</b>	This project will consist of installing flow meters at certain corresponding pump stations to record flows from each site. This will assist with flow monitoring and assist District's continued effort to reduce I&I.
<b>San Rafael Ave. Diverter Project</b>	This project will consist of evaluating current flows and collection system capacity at the intersection of Westshore and San Rafael Ave., feeding into TPS #3.
<b>Manhole Rehabilitation Project</b>	This Project will consist of rehabilitating or replacing man holes in the Tiburon area that have have defeciencies due to hydrogen sulfide deterioration.
<b>CCTV Sewer System</b>	This project will consist of retelivziing the belvedere collection system in order to get an updated condition of the sewer system and to assist in establishing an updated CIP program for sewer rehabilitation projects.
<b>Undesignated Capital Projects</b>	These monies are for unforeseen problems within the collection system.

**PARADISE COVE ZONE PUMPS & LINES CAPITAL IMPROVEMENT PROJECTS**

<i>Paradise Cove Project Name</i>	<i>DESCRIPTION</i>
<b>Influent Pump Replacement Program</b>	Currently there are 6 grinder-style pumps in service at ParadiseCove. Each has a usefule life of 7-10 years. This program is established to replace pumps as needed; not all at once.
<b>Package Plant Coating</b>	Due to its close proximty to the bay, the metal package-plants require marine coatings every 7-10 years.
<b>Influent Well Access Cover Replacement</b>	This project consists of replacing the current access covers with fixed, mounted, flush-to-the-ground, traffic-rated, as there is limited space at the Paradise Cove Plant.
<b>Blower Replacement</b>	The current blowers were installed as part of the 2009 start-up of the upgraded plant. They have a useful life of 7-15 years. SD5 must begin to replace them soon.
<b>Plant Grating Replacement</b>	This project will consist of replacing the current grating with non-rusting fiberglass grating.
<b>Grit Removal Project</b>	This project will consist of evaluating the Paradise Cove Plant for possible grit removal systems in order to prolong the life of the pumps.
<b>UV Disinfection</b>	Possible installation of UV disinfection, which would eliminate the transportation of chemicals to the Paradise Cove plant. Will need a feasibility study. Language included in current permit for future installation date, if feasible.
<b>Plant Access Improvements</b>	This project consists of paving the access road to the plant for bettwe access and quicker road clearing during mud slides- only access point to facility critical.
<b>Undesignated Capital Projects</b>	These funds will be used for unforeseen projects.

**SANITARY DISTRICT NO. 5  
OF MARIN COUNTY**

**STRATEGIC PLAN**

**JULY 1, 2023**



**BOARD OF DIRECTORS:**

*Tod Moody, President*

*Omar Arias, Vice President*

*John Carapiet, Secretary*

*Catherine Benediktsson, Director*

*Richard Snyder, Director*

**DISTRICT MANAGER:**

*Tony Rubio*

# Sanitary District No.5 of Marin County

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## 1. Introduction, History and Overview

Sanitary District No.5 of Marin County was formed in 1922 primarily as a refuse district. In the 1960's a primary treatment plant was constructed at its current location at 2001 Paradise Drive. In the 1980's the District added on a secondary treatment portion to the plant to comply with new local and federal standards of the 1972 Clean Water Act. During that period state and federal grant funding was available for those upgrades which the District took advantage of. Also during the 1980's upgrade the Main Plant treatment facility was designed with a new commonly shared out fall into the SF Bay. The District shares an outfall with SASM (Sewerage Agency of Southern Marin) The District is also responsible for dechlorinating SASM's effluent prior to discharge into the receiving waters of the state of California. In the mid 1980's, a smaller, secondary treatment package plant was constructed on the eastern side of the Tiburon peninsula to serve the unincorporated area of Tiburon, known as the Paradise Cove plant. The District was able to get about 30+ years out of both plants before they were due for major upgrades and were upgraded to improve efficiencies and reliability.

In 2005 the City of Belvedere sewage collection system was annexed to the District. When this task was completed, a new sewer rate had to be established for the City of Belvedere residents, as it was treated as a separate zone per the annexation agreement with Belvedere. In that annexation agreement, the City of Belvedere negotiated keeping the sewer service revenue portion of the property tax (ad valorem) and also transferred over loan that was used for the rehabilitation of sewer lines in the Belvedere service area, thus the higher rates in the City of Belvedere currently. As of 2021 the Belvedere zone sewer service fee charge is \$1985 per EDU compared to \$1034 per EDU in the Tiburon zone. Prior to annexation into Sanitary District No.5 of Marin County, an investigation of the entire sewer collection was performed by Harris & Associates to assist the District in determining the condition of the collection system and the required repairs that would be needed in the future. A similar study was also performed for the collection system owned by the District for the Tiburon zone. Those studies assisted in determining the rates that are in place today.

In 2009, the smaller Paradise Cove plant was upgraded and enlarged to accommodate a growing population on the eastern Tiburon peninsula. Treatment plant capacity went from 20,000 gallons per day up to 40,000 gallons per day, with a peak flow max of 100,000 gallons per day. In conjunction with the treatment plant upgrades, the Seafirth Estates subdivision constructed 2 pump stations to serve the residents in that area, in order for them (Seafirth Estates) to cease operation of the Seafirth Estates RBC (Rotating Biological Contactor) plant that had reached its useful life. Both pump stations were turned over to the District for ownership and operation after a year of successful operation. In 2018 the District worked with San Francisco State Romberg Center in successfully negotiating an outside sewer service agreement which allowed the university to decommission several septic tanks serving the property and allowed for the construction of a new pump station that the university owns and operates to pump into the Districts publicly available sewer system located on Paradise Drive (Vogt Extension Line). SFSU Romberg began service on January 1, 2019.

In 2014 the District invested \$12 million dollars to upgrade and enhance the Main Treatment plant, which serves the City of Belvedere and the residents eastward of Gilmartin Drive in the Town of Tiburon. The electrical system of the plant was upgraded with a more reliable up-to-date system, major treatment plant equipment was replaced with newer, more energy-efficient equipment, and additional wet weather storage was configured into the project using the existing facilities.

In 2017 the District completed a 2-year phased project at the Mar West Pump Station in Tiburon worth 1.5 million dollars. The work involved converting an older dry pit pump station to a wet pet submersible style pump station. It also involved the installation of Diesel standby generator and all new electrical control panels and meters. This pump station is the largest pump station in the Tiburon service area.



In 2021 the District completed a 2.2 Million Dollar force main installation project in which it installed a new sewer force main serving the city of Belvedere starting at the Cove Road Pump Station #1 moving towards Beach road then down Juanita Ln to its terminus point on Tiburon Blvd near the round-about. Part of this project included a bypass line serving Tiburon Pump station #6 located on the corner of Tiburon Blvd and Beach Road.

The District has a total of 24 pump stations in its service area and 153,120 lateral feet (29 miles) of gravity sewer lines that range in size from 6'' to 24'' and a total of 26,400 lateral feet (5 miles) of pressure force main. The District is governed by a 5-member Board of Directors, while the day- to-day management is the responsibility of the District Manager, and his or her staff of 9 employees. Many Districts have different priorities, goals and challenges that face them day-to-day and in the future. That is why this District seeks to layout its priorities, address its concerns and prioritize its future challenges with the creation of this strategic plan. This planning would also assist future Board Members and District Managers with staying on-course in providing the best, safest, and most reliable collection conveyance and treatment of sewage for the Tiburon/Belvedere peninsula residents. The strategic plan shall reflect the direction, insight, and expertise of the Board Members and its District Staff and shall provide for the overall strategic direction of the District.



1920's era –Tiburon Peninsula- Location of future Waste Water Treatment Plant



1960's era- Tiburon Peninsula – Wastewater Treatment Plant in service- Primary Treatment only





1980's era- Tiburon Peninsula- Secondary Treatment additions to Wastewater Treatment Plant



2014 – Tiburon Peninsula –Main Plant Rehabilitation at Wastewater Treatment Plant





1980's era Unincorporated East Tiburon -Paradise Cove Wastewater Treatment Plant



2010 Unincorporated East Tiburon- Upgraded Paradise Cove Wastewater Treatment Plant

## 2. Mission Statement and Values

### Mission Statement

Sanitary District No.5 of Marin County is a special district dedicated to the protection of public health and the environment through effective and economical collection, conveyance, treatment and disposal of wastewater that meets or exceeds all local, state, and federal regulations.

### SD5 Values

Sanitary District No.5 of Marin County Board Members and Staff operate under a set of core values in respect to all District Functions. That set of values include:

- Public Health & Sanitation
- Excellent Customer Service
- Fiscal Responsibility
- Public Transparency
- Work Place Safety
- Effective/Reliable Long Term Capital, Operation, Maintenance, Fiscal Planning
- Valued Work Force
- Effective Communication and Decision Making
- Environmental Stewardship

### **3. Accomplishments**

#### SD5 Accomplishments

A generalized list of recent accomplishments:

##### Main Treatment Plant:

- Invested \$12 Million dollars and rehabilitated the Main Treatment Plant: this was a 2-year project, which improved treatment plant efficiencies and reliability
- Updated the Sewer Use Ordinance to include sewer lateral inspection and repair mechanism to reduce I&I from the collection system
- Began pump station controls replacement program: 20 of 22 pump stations now have new standardized control panels –Panels have been raised per Baywave sea level report study
- 26,300 Linear feet of pipe have been replaced/rehabilitated since 2006
- Completed the Point Tiburon Sewer Line acquisition (a 30+yr dispute/unresolved item)
- Completed the Mar West Phase 1 and Phase 2 Pump Station Upgrade - \$1.5 Million Invested to this site.
- Completed a LED lighting upgrade as part of our continued efforts to conserve energy & keep costs down
- Completed Bio-Solids Management Plan and negotiated disposal contract with Lystek Intl.
- Completed Cove Road Force Main Project- Installation of 2100 LF of 14” HDPE Pressure Force Main.
- Completed Collection System Master Plan
- Completed Alternative Energy Options Study

##### Paradise Cove Plant:

- Acceptance of the Seafirth Estates subdivision pump stations: allowed for the decommissioning of Seafirth Estates’ Rotating Biological Contactor (RBC) treatment plant
- Acceptance of the Paradise Drive Sewer Line Extension (PDSLE) Line Sewer line: allowed sewer service connections for 52 homes allowing people to decommission septic systems in the unincorporated area of Tiburon an connecting to the public sewer
- Acceptance of Vogt sewer line extension at Paradise Cove which will allow for an additional 12 connections and the connection of the Romberg Tiburon Center
- Established an Outside Sewer Service Agreement with SFSU Romberg Center for Sewer Service
- Paradise Cove Treatment Plant upgrade and installation of new discharge pipe and diffuser: treatment plant capacity doubled and treatment efficiency improvement
- Completed another successful NPDES renewal 2021-2016 Order No R2-2021-0017

##### Finance & HR:

- Major work on the District’s Finances and Capital Improvement Program in FY2009/2010: this led to difficult decisions to increase sewer rates for the prolonged safety and compliance of both treatment plants and its collection system. Prior to 2005, the sewer rates had not been raised in 20+ years
- Made the difficult decisions to cut benefits for new hires, in part of the 2012 Employee Negotiations: this established a lower tier for transferring Classic Members as a result of higher CalPERS pension obligations
- Began funding a California Employee Retirement Benefit Trust (CERBT) for Other Post-Employment Benefits (OPEB) in 2011

#### Finance & HR (cont'd):

- Paid off CalPERS side fund and SD5's unfunded accrued liability, through 2018
- Updated the SD5 Connection Fee Schedule
- Created a District wide succession plan
- Created new Financial Policy & Procedure Manual
- Updated the SD5 Reserve Policy and created a new CalPERS Reserve Trust in order to fund future CalPERS' inability to obtain target returns in their investment strategies
- Refinanced the 2012 MPR Revenue Bonds
- Completed Staffing Evaluation Study
- Negotiated updated Memorandum of understanding

#### **4. Current Conditions, Future Challenges & Opportunities**

##### Current Conditions:

The District overall income is around \$6 million dollars. Total operations and maintenance costs, which includes salary, is averaging around \$3 million dollars (not including CalPERS unfunded liabilities) with about 3% inflation each year. Currently, Capital Expenditures run anywhere between \$1.5 - \$2.5 million dollars yearly including debt service. The Districts net operating/capital income varies between \$500k-\$1 million dollars each year. That is the current overall trend of the District finances as of 2022. Please note that both treatment plants recently were improved so the need for costly capital expenditures at both of these facilities will mostly likely not occur for another 2-7 years.

The current National Pollutant Discharge Elimination System (NPDES) permits, for both facilities, have been in compliance year-in and year-out with our current standard of treatment and configuration of both facilities. Labor, Electricity, and Chemicals are the costliest items for operating and maintaining both facilities. The District has done everything possible to reduce those costs, such as installing automated Supervisory Control and Data Acquisition (SCADA) software for improved reliability and to keep labor costs down, installing new energy-efficient equipment (blowers) & completing a LED lighting upgrade throughout the plant to reduce PG&E costs; and performing annual competitive bidding on chemical purchasing contracts to ensure we get the lowest price from the most competitive suppliers.

In 2013, CalPERS enacted new retirement formulas for new-hire employees into the CalPERS' retirement system (Public Employees' Pension Reform Act - PEPRA), which keeps our employee overhead costs down. Currently the District has 5 employees under the Classic Member formula of 2.7% @ 55 formula, and 4 employees under the PEPRA formula of 2.0% @ 62. The District has paid its CalPERS pension liabilities up through fiscal year 2019. The Districts OPEB Other Post-Employment Benefits (retiree health) is around 63% funded as of 2021. The District currently has 6 retirees receiving OPEB. The Board of Directors receive compensation of \$100 for attendance at each Board Meeting; no other benefits are granted to the Board of Directors.

Capital Improvement wise, the Districts main function is to provide high quality collection, conveyance, treatment and disposal of the wastewater in this service area. A main priority currently for the District is the rehabilitation of the districts collection system – an ongoing 10 year Capital Improvement Program (CIP) is in place to replace/rehabilitate the collection system based on video reports conducted in 2006 and 2011. The District recently completed a Collection System Master Plan to further assist and guide the District along in prioritizing the Capital Projects forecasted for the next 15 years. Also, the District is currently under way with a project standardizing the control panels at the 24 pump stations, servicing the

areas and raising them per the Marin BayWAVE Marin Bay Waterfront Adaptation Vulnerability Evaluation

The District when feasible participates in regional programs/partnerships for the benefit of rate payers and the overall enhancement of services in Marin. Some examples include, mutual aid services agreements which allows the District to call on other sewer agencies that participate in the group for assistance with equipment/staffing in times of need, the Marin County Public Education Group, which collaborates with other agencies in the Districts efforts to inform the rate payers and the general public about pollution prevention, and monthly general manager meetings with the managers of the 5 other Treatment plant agencies in Marin to share ideas and assist one another on critical issues facing the agency or the wastewater community.

### Future Challenges and Opportunities:

The District has several challenges in the near and far future. Some of those items include:

#### ***Wastewater Treatment System:***

- Possible Nutrient limits in National Pollutant Discharge Elimination System (NPDES) permits - requiring expensive upgrades to facilities
- Possible Toxicity Limits in NPDES permit- requiring expensive upgrades to facilities
- More stringent requirements from the Bay Area Air Quality Management District (BAAQMD) -New Sources-Emergency Generators and Portable Pumps must comply with new standards
- Increased electrical costs due to provider raising rates
- Increasing chemical costs- prices have doubled since 2015 until 2023
- Treatment Plant Upgrades in 2040
- Opportunities to enhance collaboration with neighboring agencies on larger items like laboratory service and safety training services

#### ***Customer Service:***

- Improved web site for ease of customer use
- Development of quarterly newsletter -increased awareness of district activities and accomplishments for customers- for website
- Additional Ark Newspaper Articles

#### ***HR and Employee Development:***

- Encourage staff to cross train in Operations and Maintenance

#### ***Renewable Energies and Continued Energy Reduction:***

- Investigate all possible paths to energy savings
- Investigate pumping plan development for pumping during off hours and or reducing the start & stops

#### ***Organization, Budget and Finance:***

- Sewer Rate Sustainability
- CalPERS Pension Sustainability
- Other Post Employee Benefits (OPEB) Sustainability



- Complete scanning project
- Clean up and organize current District administrative database

***Organization, Budget and Finance (Cont'd):***

- Create standards and file storage location, and file storage paths for staff to save work that all staff need access to
- Connection Fee Rates
- Contracted Services
- Sewer Rate Study- Last sewer rate survey completed in 2010

***Facilities and Operations:***

- Rebuild the maintenance shop.
- Review of Emergency Planning/Preparedness: Boat access to treatment plant sites, and bypass pumping review
- Planning for future Treatment Plant Rehabilitation or Relocation Options
- Office Upgrades – Limited Space

## 5. SD5 Goals

The SD5 Strategic Plan is organized according to six major goals which assumes Financial Stability as the overall goal:

- **Goal One: *Protecting Public Health and Employee Safety***
- **Goal Two: *Infrastructure Reliability***
- **Goal Three: *Fiscal Accountability***
- **Goal Four: *Operational Capability***
- **Goal Five: *Employee Development***
- **Goal Six: *Resource Recovery/Energy Sustainability***

The Goal areas represent Board members overall top priorities. Within each Goal area, Board Members identified their top priorities and programs which are summarized on the following pages.

## **Goal One: Protecting Public Health and Employee Safety**

The Districts main purpose for existing is for the sole purpose of protecting public health through safe and efficient collection, conveyance, treatment, and disposal of wastewater generated in the Districts service area, and to ensure a safe working environment for all staff.

The SD5 Board established the following key objectives:

- Maintain Adequate Staffing and Training of Staff
- Strive to eliminate all SSO's
- Compliance with National Pollutant Discharge Elimination System (NPDES) and Bay Area Air Quality Management Board (BAAQMD) permit requirements
- Maintain Robust Safety Program
- Proactive with our Maintenance Activities

## **Goal Two: Infrastructure Reliability**

In order to protect public health, the Districts infrastructure reliability goes a long way in achieving that primary purpose. Good, sound planning and management of the District's facilities must be in order, while preventive maintenance must also be a top priority.

The SD5 Board established the following key objectives:

- Maintain and evaluate the on-going 10-year Capital Improvement Plan annually
- Maintain a comprehensive CMMS system for tracking and forecasting of future Capital work and to maintain current equipment in service
- Clean 25% of SD5's sewer line each year- Entire system should be cleaned every 4 years
- Develop Emergency Plan for abandoned emergency outfall line at the Main Plant
- Review Emergency Plan for plant-access during non-access situations (road closures, etc.)
- **Develop a staff occupancy plan for near future funding and completion.**

## **Goal Three: Fiscal Accountability**

To maintain a well-operating and functional District, we must be conscious of its financial obligations, by budgeting accurately and managing the operations of the District fittingly in order to maintain financial stability.

The SD5 Board established the following key objectives:

- Ensure sewer rates are adequate for operation of the District
- Review CalPERS unfunded liabilities annually
- Ensure Achievable CIP Plan is in-line with current level of funding
- Review Sewer Rates (2022-2023)
- Ensure Adequate Sewer Reserves in-line with Reserve Policy
- Review California Employee Retirement Benefit Trust (CERBT) Trust Funding
- Evaluate & Apply for Grant Funding when applicable
- Review MOU obligations regarding Classic and PEPRA and keeping pensions costs down
- Providing high-quality service to our constituents and keeping costs down to the greatest extent possible



## **Goal Four: Operational Capability**

Evaluation of operational strategies to ensure satisfactory collection, conveyance and treatment for possible reductions in operational costs.

The SD5 Board established the following key objectives:

- National Pollutant Discharge Elimination System (NPDES) , Occupational Safety and Health Administration (OSHA), and Bay Area Air Quality Management District (BAAQMD) Compliance
- Reduce Inflow and Infiltration (I&I)
- Reclaim Water Program Review for use in sewer cleaning activities
- Maintain good partnership with Sanitary Agency of Southern Marin SASM
- Continue Collaboration, with MASS Group Marin Association of Sanitary Sewers group
- Evaluate Grit Removal System at Paradise Cove Plant

## **Goal Five: Employee Development**

A well trained and hard-working staff leads to operational success, and a safe and fun work environment. In order to maintain that type of culture and work space, employee development plays a key role.

The SD5 Board established the following key objectives:

- Maintain Adequate Staffing levels
- Continue Cross training activities
- Review Staff - Bi-annual Performance Evaluations
- Continue incentivizing staff to achieve highest level of certifications (CWEA & SWRCB)
- Continue staff development through training, mentoring, conference and workshop attendance.
- Support staff volunteering with CWEA local and state sections.
- Maintain and update succession plan as necessary

## **Goal Six: Resource Recovery and Energy Reduction**

With the operation of two wastewater treatment plants, the District collects, treats, and disposes tons of organic matter each year. That organic matter, which is eliminated during the treatment process, requires a lot of energy to remove it. It also generates energy in the form of methane gas, during the treatment process, which is currently used for heating purposes. Other forms of re-use exist and should be explored. The disposal of bio-solids is becoming increasingly difficult with new regulations and the restrictions of landfills. A comprehensive plan for disposal should be a key objective.

The SD5 Board established the following key objectives:

- Develop Energy Saving Master Plan
- Seek Economical Go Green options/projects
- Continue working with local agencies to seek additional Bio-Solids disposal opportunities

## **6. Strategic Plan Review and Monitoring**

Board members and staff agree that the strategic plan should be reviewed annually, in conjunction with the budget, making review process. Annual reports shall be prepared by SD5 staff for presentation to the Board Members in order to explore top priorities in more depth, as needed or requested by the Board.

# Wastewater Treatment Agencies of Marin County Public Education Program



**1-800-SAV-R-BAY • [savr bay.com](http://savr bay.com)**

• Sanitary District No. 5 of Marin County • Sewerage Agency of Southern Marin • Central Marin Sanitation Agency •  
• Novato Sanitary District • Las Gallinas Valley Sanitary District • Sausalito • Marin City Sanitary District •

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## **I. Introduction**

This report summarizes the Public Education Activities and measures for Pollution Prevention taken as part of the Wastewater Treatment Agencies of Marin County Public Education Program (Public Education Program). The Sausalito-Marín City Sanitary District (SMCSD), Las Gallinas Valley Sanitary District (LGVSD), Central Marin Sanitation Agency (CMSA), Novato Sanitary District (NSD), Sewerage Agency of Southern Marin (SASM), and Sanitary District #5 of Marin County (SD#5) are members of the Public Education Program. This annual report covers the reporting period of January 1, 2022, through December 31, 2022.

## **II. Historical Summary**

Provided below is an historical summary over the last 5 years of the Public Education Program.

### **A. Copper**

The Public Education Program has distributed brochures on how to control copper applications and discharges from pools, spas, fountains, plumbing practices, and demolition. These application brochures were mailed to plumbers, and demolition brochures mailed to construction companies in Marin County. These brochures were also made available in the typical outreach booth and various wastewater treatment facility reception buildings.

### **B. Copper and Mercury**

In 2017 a Copper and Mercury Audit was conducted at one high school with the focus on the sampling of creeks and the bay in Marin County. Sample collection and analysis was conducted for Copper, Mercury, and additional water quality parameters. The Copper and Mercury Audit program was suspended in 2018 due to a change in personnel at high schools participating in this program. This public outreach element has since been discontinued.

### **C. Pharmaceuticals**

The Public Education Program has supported and helps fund the RxSafe Marin program run by Marin County employees, and various community leaders to educate the public on pharmaceuticals and their proper disposal since 2017.

### **D. Mercury**

Annual dental office inspections are performed in the service areas of CMSA, LGVSD, and NSD. These service area inspection programs have prevented Mercury amalgam waste from being released to the sanitary sewers. Additionally, the Public Education Program supports a Mercury Take Back program in which mercury thermometers are exchanged with digital thermometers during outreach events and at the wastewater treatment facilities. The Public Education Program also supports a Mercury Recycling Program in which partnership with the Marin County Household Hazardous Waste Program provides a Marin County-wide

collection day. During these event the program collects Mercury-containing devices, fluorescent tubes, ballasts, and batteries for proper recycling and disposal.

#### **E. Public Education**

The Public Education Program has conducted several public outreach activities, including staffing an outreach booth at several local community events, coordinating in-school outreach shows, and hosting tours at treatment facilities.

### **III. Pollutants of Concern**

A pollutant of concern is any toxic or undesirable substance that passes through a wastewater treatment plant or otherwise imposes undesirable operational costs to the Wastewater Treatment Agencies of Marin County.

In 2012 the Waste Discharge Requirements for Mercury and PCBs from Municipal and Industrial Wastewater Dischargers to San Francisco Bay (Regional Water Board Order R2-2022-0038) was adopted which contained Mercury discharge limits that apply to Publicly Owned Treatment Works (POTWs) in Marin County. Therefore, Mercury is a pollutant of concern for the Public Education Program.

Due to influent copper concentrations and NPDES permit limits for copper, copper is a current pollutant of concern for wastewater treatment agencies in Marin County. The Public Education Program has participated in activities geared toward reducing the discharge of Copper to the sanitary sewer from residents, plumbers, and pool and spa maintenance companies.

Discharge of fats, oils, and grease (FOG) to the sanitary sewer, alone or in conjunction with other factors, is a significant cause of sanitary sewer overflows (SSOs). The Public Education Program directed resources toward providing information to the public and business owners about reducing FOG discharge to the sanitary sewers.

### **IV. Sources of Pollutants of Concern**

Provided below is a list of the potential sources associated with the pollutants of concern identified by the Public Education program.

#### **A. Copper**

Listed below are identified or potential sources of Copper in Marin County. The list is based on available sample data, available references such as the Palo Alto Regional Water Quality Control Plant's (RWQCP) "Copper Source Identification," and best professional judgment.

- Water supply and plumbing corrosion
- Cooling towers
- Copper sulfate root killers
- Auto repair and related activities

## B. Mercury

Listed below are identified or potential sources of Mercury in Marin County. The list is based on available sample data, available references such as the Palo Alto RWQCP's "Mercury Source Identification," and best professional judgment.

- Dental offices
- Residential Mercury disposal
- Photo processes
- Medical facilities
- Auto repair and related activities
- Human feces

## C. Fats, Oils, and Grease (FOG)

Fats, oils, and grease (FOG) is produced by residential cooking operations, commercial food service establishments (FSEs), and industrial food production facilities. Although some collection system FOG-related issues have been reported in residential areas, most FOG issues are caused by FSEs.

# V. Recent, Continuing, and Planned Tasks to Reduce Pollutants of Concern

## A. Copper

In 2022, the Public Education Program handed out the brochure "Good Plumbing Practices Protect San Francisco Bay" and "Maintenance Tips for Pools, Spas, and Fountains" to homeowners and pool and spa maintenance companies.

## B. Mercury

- Dental Amalgam Inspection Program:** During 2022, LGVSD, CMSA and NSD service areas continued their annual dental office inspection programs to minimize the discharge of Mercury to the sanitary sewer from dental offices in Marin County. In 2022 amalgam separators removed approximately 28 lb. of Mercury within the service areas.
- Thermometer Take-Back Program:** All partnered wastewater treatment agencies provided the service of exchanging Mercury-containing thermometers for digital thermometers at their offices for the public.
- Mercury Recycling Program:** The Public Education Program did not partner with the Marin County Household Hazardous Waste Program to staff a booth at their Marin County-wide collection day because the event was not held in 2022. Agencies continued to collect Mercury-containing devices, fluorescent tubes, ballasts, and batteries for proper recycling and disposal.

- iv. **Mercury Outreach Materials:** Mercury disposal brochures produced by the EPA that discuss the toxicity of mercury and how to properly handle their disposal are handed out at all public education and outreach events.

### C. Fats, Oils, and Grease (FOG)

The Public Education Program continues the FOG Outreach Program by handing out information at several public events describing ways to reduce discharge of FOG to the sanitary sewers. Grease scrapers to be used in homes to scrape the grease off dishes prior to washing were also given away and are imprinted with an educational message. On the outreach quiz there is a question about how to properly clean pots, pans, and dishes before washing that was answered by members of the public. Many of the FOG Control Programs of Marin County POTWs regulate FSEs. Multi-lingual posters were handed out and displayed at FSEs about proper handling, recycling, and disposal of FOG including grease trap maintenance. Laminated posters are available at the booths for the public to view. The program also hosts various educational sessions at Senior living facilities where FOG is one of the topics covered.

In 2022, six outreach events were conducted by public education staff and the distribution of door hangers continued to reach a broader diversity of the community. Public outreach materials and door hangers consisted of assorted brochures:

- “Fat-Free Sewers”,
- “Wipes Clog Pipes”,
- “Safe Disposal of Prescription Medicines Saves Lives” by RxSafe Marin.

## VI. Public Education Program Outreach

In 2007, six Marin County POTWs--Central Marin Sanitation Agency (CMSA), Las Gallinas Valley Sanitary District (LGVSD), Novato Sanitary District (NSD), Sewerage Agency of Southern Marin (SASM), Sanitary District No. 5 of Marin County (SD5), and Sausalito-Marín City Sanitary District (SMCSD), implemented the Public Education Program. The educational activities of each Public Education Program member agency are enhanced by combining resources and sharing a unified message.

All of the public outreach and school activities listed below and in Table 1 below are coordinated and administered through the Public Education Program. The public outreach activities listed below are designed to educate students and the public on the following issues:

- The difference between storm drains and sanitary sewers, and their functions.
- Nothing but rainwater should go in storm drains.
- The types of wastes appropriate for the sanitary sewers.
- “Flush Green” - the toilet is not a trash can.

- Ways to properly dispose of wastes that cannot go in the storm drain or sanitary sewers (e.g., household hazardous waste programs).
- Beneficial reuse of treated wastewater and biosolids.
- Hazards and proper disposal of waste Mercury.
- Proper disposal of unused pharmaceuticals through the RxSafe Marin program.
- Sources of Dioxin released to the environment and ways to prevent its release by minimizing burning of household trash and fireplaces.
- Issues relating to preventing FOG-related SSOs.
- Private sewer laterals, responsibility for their maintenance, and their potential to cause infiltration into the collection system which can lead to SSOs.
- Emerging topics are added to the Public Education Program when appropriate.

**Table 1: Public Education Program Budget (July 1, 2022, through June 30, 2023)**

<b>Budget Line-Item Description</b>	<b>Total Budget</b>
Event Enrollment (Booth costs)	\$ 4,000
Juggler Show (20 shows per year annual cost)	\$ 10,000
Fast Forward/Kidspeak Publication	\$ 4,000
Logo Development (every other year)	\$ 2,000
SAV-R-BAY website maintenance	\$ 1,500
Booth Set Up Supplies (yearly events)	\$ 1,000
Booth Technology equipment	\$ 2,000
Brochures (printing/updates/ development)	\$ 3,000
Public Education Video Outreach (Comcast)	\$ 18,000
Promotional Items	\$ 12,000
Marin Science & Environmental Leadership Program at Terra Linda HS (MSEL)	\$ 2,500
<b>Total</b>	<b>\$ 60,000</b>

#### **A. School Outreach**

The Public Education Program works with professional entertainers to produce the scripts for entertaining and educational school outreach shows. The shows address water and pollution issues in a simple, humorous manner suitable for kindergarten to sixth grade. The entertainers are then contracted to present the shows at schools in Marin County. For the 2021 school year, the Public Education Program through the efforts of the “Go With The Flow” producer, converted his in-person show to a virtual show. In 2022, the virtual show was presented to 9 Marin County schools reaching a total of 2,085 students. In-person shows were presented to 12 Marin County schools reaching a total of 3,534 students.

## B. Outreach Booths

The Public Education Program staffs outreach booths at several public events each year. Visitors to the booths have an opportunity to take a quiz concerning the topics listed above. Adults who answer all questions correctly win their choice of a t-shirt, stainless water bottle, stuffed animal, canvas tote, or nylon backpack bag. Children are given a simpler quiz addressing similar issues. If they answer all the questions correctly, they may spin a prize wheel. The quizzes are intended both to educate the people who take them and to provide information on the public's level of awareness on key topics. In addition to administering quizzes, staff members engage the public and answer questions regarding pollution prevention, wastewater treatment, recycled water, and other environmental issues. At outreach events, staff has the opportunity to talk with local teachers and inform them of possible outreach activities including in class presentations and facility tours offered by the Public Education Program member agencies.

The following list includes a description of the events that were attended by the Public Education Program members during 2022.

### *The Mill Valley Spring Eggstravaganza*

On March 26, 2022 the Public Education Program participated in a community outreach event to educate the public on what not to flush. During this event, 275 individuals were engaged by public education staff on what not to flush down the toilet.



### *Novato Farmer's Markets*

The City of Novato sponsors Farmer's Markets with vendors and entertainment in downtown areas. The Public Education Program staffs an outreach booth at the markets during Pollution Prevention and Earth Day Markets.

### *The Marin Rotary Day of Service*

The Rotary Day of Service – Protecting the Environment was held at the Marin County Fairgrounds on April 9, 2022. The event featured local businesses and community members with expertise in sustainability. During this event, staff interacted with 100 members of the public to discuss sustainability in the community.



### *Novato School Fuel*

The Novato School Fuel held an outreach fair on April 23, 2022, for children and parents focusing on educational resources that are available in the community. During this event public education messages were shared with approximately 50 participants.

### *Mill Valley Earth Day*



Mill Valley Earth Day – Earth 2050 had speakers presenting a variety of environmental topics, research projects, studies, and success stories related to environmental concerns and potential impacts. It also had booths with local resources focusing on sustainability and conservation.

### *The Marin County Fair*

From June 30<sup>th</sup> to July 4<sup>th</sup>, 2022, the Public Education Program staffed a community outreach booth to educate the public on key pollution prevention education messages. During this event, 2,488 individuals were engaged by public education staff on conservation and pollution prevention.



### *Marin Sanitary Service Customer Appreciation Day*

The Marin Sanitary Service Customer Appreciation Day is an event where the public can view what should be thrown away, and not thrown away, and is a chance to show them what not to flush down the drains. During this event, approximately 150 individuals were engaged by public education staff on key public education messages.

## **C. TV-ad (and YouTube) campaign**

The Public Education Program partnered with Ross Valley Sanitary District (RVSD) to have TV ads covering specific topics (wipes, FOG, drugs) with all the district logos at the end of the ad to raise our collective visibility and show we are a unified, coordinated front. The ads ran on Effectv (Comcast) from March through June and again in November through December. Ads in the campaign included:

- “Do Not Flush Wipes”.
- “Proper FOG Disposal”.
- “Don’t Flush Meds”.
- “Is Your Sump Pump Connected Properly?”

In 2022, during the first ad campaign, the ads were delivered 72,502 times within premium content and the target audience watched 65,418 (90%) of the ads in their entirety. During the second ad campaign the ads were delivered 132,783 times within



premium content and the target audience watched 107,485 (81%) of the ads in their entirety.

#### **D. Website**

The Public Education Program launched the newly designed website [www.savrbay.com](http://www.savrbay.com) on October 21, 2021. The website has information about what resources are currently available and activities and programs that are offered to schools and members of the community as well as the location and contact information for the six wastewater treatment plants in Marin County. In 2022 quizzes at outreach events were taken online by using phones to scan the quiz QR code. During 2022, 64 children’s quizzes and 74 adult quizzes were completed online. Since October 21, 2021, the website has been visited 10,527 times.



#### **E. Plant Tours**

Agencies conduct tours of the POTWs upon request from schools, community groups, and other members of the public.

#### **F. Brochures**

The Public Education Program has several brochures covering a wide range of topics including materials that should not be flushed, lateral maintenance, and copper. The brochures are regularly reviewed, and informational content is updated when necessary. This year several hundred brochures were distributed through door hanger outreach.

#### **G. Classroom Presentations**

Upon request from teachers, the Public Education Program provides presentations at school classrooms. Each presentation is tailored to the grade level of the class and generally covers the topics listed above. If requested, presentations can be tailored to focus on a specific area of study that is relevant to the teacher’s lesson plan. Each presentation has hands-on activities including looking at wastewater biology through a microscope, a watershed diorama, and a pollution-prevention-related video game.

#### **H. FastForward Publication**

The Public Education Program is a “Major Sponsor” for the FastForward school outreach publication. This magazine written by students covering a large array of subjects including media, arts, sciences, and current events. It gets distributed to over 50 elementary and high schools in Marin (including private schools) to a readership of over 25,000 students by print, and online it reaches an even wider audience, including teachers, administrators, and parents.

## VII. Regional Efforts

### A. STRAW

The Students and Teachers Restoring a Watershed (STRAW) program coordinates and sustains a network of teachers, students, restoration specialists, and community members to plan and implement professional watershed restoration. STRAW provides teachers with resources, materials, and technical support to integrate watershed content into their classrooms. Environmental science education is delivered in coordination with other school science curricula throughout the school year. In 2022, the Public Education Program was not able to meet with STRAW teachers.

### B. BAPPG

Public Education Program Members participate in the Bay Area Pollution Prevention Group (BAPPG). This is an excellent forum for local POTW Pollution Prevention staff to network and coordinate regional projects. The 2022 BAPPG Annual Report is available for download on the BAPPG website ([bacwa.org](http://bacwa.org)) and includes descriptions of projects related to the following pollutants:

- Copper
- Fats, Oils, and Grease (FOG)
- Mercury and Silver
- Pesticides
- Pharmaceuticals
- Triclosan
- Trash and Wipes
- Fipronil / Imidacloprid / Pyrethroids

### C. NBWA

Public Education Program agencies are members of the North Bay Watershed Association (NBWA). They participate in the NBWA Water Quality Committee through individual staff participation. The Water Quality Committee is of particular benefit to the Public Education Program.

### D. BACWA

Public Education Program agencies are associate and affiliate members of the Bay Area Clean Water Agencies (BACWA). BACWA, the Bay Area Municipal Stormwater Collaborative (BAMSC), and the RWQCB have a Memorandum of Understanding for developing San Francisco Bay Total Maximum Daily Limits and SSOs and provide guidance and funding for receiving water monitoring through the Regional Monitoring Program and the San Francisco Estuary Institute.

## VIII. Evaluation of Program and Task Effectiveness Discussion

### A. School Outreach

The Juggler Show premiered in 2014 for grades 3-6 and was based on a similar show that was sponsored in 2004. Teacher feedback from the previous show was used when developing the current show. Evaluation forms are distributed to teachers after the presentation to determine the show effectiveness.

- Developmentally appropriate
- Appropriate length
- Adequately conveys the role that POTWs play in society to protect our water supply and the environment
- Demonstrates the difference between storm drains and sanitary sewers
- Any suggestions for improvement or additional information

The completed forms are used to judge age appropriateness and other elements of the show. The 2019 production was revised and geared towards kindergarten to second grade level children. In 2020, due to COVID-19, the juggler show was revised to a virtual program. In 2021 due to COVID-19, the juggler show was viewed virtually with only a few in-person performances. In 2022, the juggler show was viewed virtually, and in-person shows returned to some locations.

### B. Public Outreach

The 2022 events are described in more detail above (Outreach Booth section). In normal years, quizzes are administered at public outreach booths at several events each year. Assessed solely based on the number of documented contacts with the public, the booths have been a very successful public outreach endeavor. There are many other useful means of contact with the public, in addition to people taking quizzes. It should be noted that whether a successful quiz-taker will exhibit desirable behavior regarding related environmental issues cannot be determined from test score data.

## IX. Summary of Programs Accomplishments and Future Plans

<b>Copper Minimization Program</b>	
<b>Goals</b>	Reduce copper discharge to sanitary sewer from plumbing corrosion, pool, spa, and fountain maintenance and copper root control chemicals.
<b>2022 Accomplishments</b>	Brochures were provided to plumbers, pool, spa, fountain owners, and maintenance companies.
<b>2023 Plans</b>	Continue Public Education efforts through the Public Education Program.

<b>Evaluation Criteria</b>	The number of brochures handed out and questions answered by the public.
<b>Mercury Dental Amalgam Program</b>	
<b>Goals</b>	Reduce mercury discharged to the sanitary sewer by implementing dental amalgam programs requiring amalgam separators.
<b>2022 Accomplishments</b>	Marin county dentist offices were monitored to ensure compliance. Approximately 28 lb. of mercury was collected from amalgam separators.
<b>2023 Plans</b>	Conduct detailed annual inspections in LGVSD, CMSA, and NSD service areas and determine program compliance of individual dental offices.
<b>Evaluation Criteria</b>	Track inspections compliance and ensure amalgam separators are maintained properly. Estimated amount of mercury captured is calculated based on amalgam hauled away and separator maintenance.
<b>Mercury Take Back Program</b>	
<b>Goals</b>	Thermometer exchange program to exchange mercury-containing thermometers for non-mercury digital thermometers. Facilitate removal and recycling of mercury-containing products, including fluorescent tubes, ballasts, switches, bulbs, batteries, and laboratory chemicals.
<b>2022 Accomplishments</b>	Exchange mercury-containing thermometers for digital thermometers at POTWs. In 2022, 20 mercury-containing thermometers were exchanged. POTWs in Marin County recycled 26,688 ft. of fluorescent tubes; 1 lb. ballasts (PCB); and 34,886 lb. of batteries.
<b>2023 Plans</b>	Continue thermometer exchange at participating POTWs. Continue to properly recycle and dispose of mercury-containing fluorescent tubes, mercury-containing devices, and batteries. Hand out mercury disposal brochures at events.
<b>Evaluation Criteria</b>	Calculate the number of thermometers exchanged. Participating agencies will report on collection activity materials collected. The total combined amount of material collected is reported.
<b>Fats, Oils &amp; Grease (FOG) Program</b>	
<b>Goals</b>	Educate the public about minimizing residential FOG discharge.
<b>2022 Accomplishments</b>	Due to COVID-19, agencies were unable to conduct meaningful outreach (i.e., door hangers vs. personal contact) that would allow tabulation of results regarding questions about FOG. However, agencies supported new TV commercial ads on the proper disposal of FOG.
<b>2023 Plans</b>	Continue the current FOG Outreach Program. Develop a new virtual outreach message and continue supporting RVSD's TV commercial outreach for FOG and preventing SSOs.

<b>Evaluation Criteria</b>	Provided multi-lingual FOG outreach material to Marin County residents at outreach booths. Quiz questions, brochures, FOG scrapers, restaurant inspections are performed routinely by some agencies.
<b>County-wide POTW Public Education Program</b>	
<b>Goals</b>	Unify public outreach efforts for all Marin County POTWs.
<b>2022 Accomplishments</b>	Maintained a combined program with 6 POTWs in Marin County.
<b>2023 Plans</b>	Continue the program and expand when beneficial.
<b>Evaluation Criteria</b>	Public Education Program topics and goals will be evaluated.
<b>Marin County Public Education Website</b>	
<b>Goals</b>	Provide contacts and information on Public Education Program outreach program, Pollution Prevention, and contacts at POTWs.
<b>2022 Accomplishments</b>	Launched newly designed website, October 21, 2021. Updated all agencies' website information.
<b>2023 Plans</b>	Continue to update and keep current the <a href="http://www.savrbay.com">www.savrbay.com</a> website. Update website with the new outreach ad campaign on wipes, FOG, and drug proper disposal.
<b>Evaluation Criteria</b>	Website traffic will be calculated.
<b>"Wetlands Days" Program</b>	
<b>Goals</b>	Assist public agencies and non-profit organizations through the countywide Public Education Program during "Wetlands Days".
<b>2022 Accomplishments</b>	Wetlands Days at the SASM facility were suspended in 2022 during a large capital improvement project.
<b>2023 Plans</b>	Resume Wetlands days in 2023.
<b>Evaluation Criteria</b>	Numbers of students and teachers who attend the event.
<b>School Outreach Program</b>	
<b>Goals</b>	Provide educational entertainment to Marin County kindergarten to third grade students on wastewater, stormwater, and related Pollution Prevention topics that are revised every two years to target different age groups.
<b>2022 Accomplishments</b>	21 'Go with the Flow' Juggler shows were performed in 2022 reaching 5,619 students in kindergarten to third grade. Twelve shows were in person, where 3,534 students attended. Nine shows were virtual, where 2,085 students participated.
<b>2023 Plans</b>	Continue newly reworked Juggler show.
<b>Evaluation Criteria</b>	Juggler show presented at local schools for younger children, kindergarten to third grade.

<b>Public Outreach Program (Outreach Booths)</b>	
<b>Goals</b>	Educate the public through various outreach materials, and provide one on one discussions on key Public Education messages between the public and agencies.
<b>2022 Accomplishments</b>	<ol style="list-style-type: none"> <li>1. Eggstravaganza Event – Total of 75 adults and 200 kids.</li> <li>2. Rotary Day of Service – 48 adults took quizzes. Total of 100 visitors.</li> <li>3. Tour of Novato – Total of 50 visitors at the outreach booth.</li> <li>4. Earth 2050 - Total of 112 visitors.</li> <li>5. Marin County Fair – 2,488 visitors.</li> <li>6. Farmer’s Market – 63 adults took quizzes. Total of 160 visitors.</li> <li>7. Marin Sanitary Service Customer Appreciation Day – Total of 125 visitors.</li> </ol>
<b>2023 Plans</b>	Promote appropriate Public Education Programs tailored to meet community needs.
<b>Evaluation Criteria</b>	The number of events attended, and quizzes given to the public.
<b>Commercials for Wastewater Outreach on TV-ad &amp; YouTube</b>	
<b>Goals</b>	Educate the public on proper disposal of unused pharmaceuticals and facilitate proper disposal. Educate the public not to flush “flushable wipes”. Educate the public on disposing of FOG.
<b>2022 Accomplishments</b>	In 2022, during the first ad campaign, the ads were delivered 72,502 times within premium content and the target audience watched 65,418 (90%) of the ads in their entirety. During the second ad campaign the ads were delivered 132,783 times within premium content and the target audience watched 107,485 (81%) of the ads in their entirety.
<b>2023 Plans</b>	Continue to support funding for TV ads on specific topics (wipes, FOGs, pharmaceuticals disposal). These ads will play for a 3-month term and twice per year.
<b>Evaluation Criteria</b>	Decrease of SSOs caused by FOG or wipes.
<b>Websites</b>	
<b>Goals</b>	Provide outreach on District/Agency and Public Education websites.
<b>2022 Accomplishments</b>	The Public Education Program launched the newly designed website <a href="http://www.savrbay.com">www.savrbay.com</a> on October 21, 2021. In 2022 quizzes at outreach events were taken online by using phones to scan the quiz QR code. During 2022, 64 children’s quizzes and 74 adult quizzes were completed online. Since October 21, 2021, the website has been visited 10,527 times.
<b>2023 Plans</b>	Update website with relevant events and upcoming schedule.
<b>Evaluation Criteria</b>	Continue to monitor website traffic.

<b>Plant tours</b>	
<b>Goals</b>	Outreach and education
<b>2022 Accomplishments</b>	In 2022, 273 students and adults toured POTWs countywide.
<b>2023 Plans</b>	Continue providing tours as allowed.
<b>Evaluation Criteria</b>	The number of people who toured Marin County POTWs.
<b>Classroom Presentations</b>	
<b>Goals</b>	Teach students in a classroom setting about how agencies treat wastewater, what can and cannot go down the drains, and why.
<b>2022 Accomplishments</b>	Classroom presentations at Marin schools were not held in 2022.
<b>2023 Plans</b>	Continue to encourage schools to utilize the program and perform additional programs as requested.
<b>Evaluation Criteria</b>	Number of schools and students participating in the program.
<b>Brochure</b>	
<b>Goals</b>	Develop brochures that effectively convey wastewater messages and Pollution Prevention to the public.
<b>2022 Accomplishments</b>	Brochures were handed out in limited quantities as door hanger packets. Additionally, brochures were reviewed, several were retired and noted brochures were marked to be reprinted.
<b>2023 Plans</b>	Develop some of our brochures in Spanish.
<b>Evaluation Criteria</b>	The number of brochures handed out.
<b>FastForward Publication</b>	
<b>Goals</b>	Pollution Prevention Outreach to School-Age Children
<b>2022 Accomplishments</b>	“Major Sponsor” of the student magazine FastForward. These bi-monthly publications are delivered to 50 elementary and high schools in Marin (including private schools) for a readership of over 25,000 students. The magazine is also online and reaches an even wider audience.
<b>2023 Plans</b>	Continue to support and include the current logo.
<b>Evaluation Criteria</b>	Estimate how many students this publication reaches.
<b>STRAW</b>	
<b>Goals</b>	Work with STRAW (Students and Teachers Restoring A Watershed).
<b>2022 Accomplishments</b>	Due to COVID-19, unable to partner with STRAW on wastewater-related Pollution Prevention activities.
<b>2023 Plans</b>	Continue to support STRAW.
<b>Evaluation Criteria</b>	The number of teachers and students receiving information on wastewater-related Pollution Prevention activities.

<b>Bay Area Pollution Prevention Group (BAPPG)</b>	
<b>Goals</b>	Participate in SF Bay area regional Pollution Prevention planning & projects.
<b>2022 Accomplishments</b>	Participated in BAPPG.
<b>2023 Plans</b>	Continue membership and attend meetings.
<b>Evaluation Criteria</b>	See BAPPG Annual Report submitted to Regional Water Quality Control Board (RWQCB).
<b>North Bay Watershed Association</b>	
<b>Goals</b>	Participate in watershed coordination, planning, and projects.
<b>2022 Accomplishments</b>	NBWA event will be held in 2023.
<b>2023 Plans</b>	Continue to participate in NBWA Water Quality Committee.
<b>Evaluation Criteria</b>	Engagement with NBWA.
<b>Bay Area Clean Water Agencies (BACWA)</b>	
<b>Goals</b>	Facilitate SF Bay TMDL, SSO, regional studies development, and other regional planning/projects.
<b>2022 Accomplishments</b>	Associate member of BACWA (CMSA). Affiliate member of BACWA (LGVSD, NSD, SASM, SD#5, and SMCSO).
<b>2023 Plans</b>	Continue membership.
<b>Evaluation Criteria</b>	Facilitate SF Bay TMDL, SSO, regional studies development, and other regional planning/projects.



## X. Appendices

### Appendix A: 2022 Outreach Events

**SPRING EGGSTRAVAGANZA!**

Saturday | March 26, 2022 | 9am - 1pm  
@ the Mill Valley Community Center

**FREE EGG HUNT**

- 9:30am - 2 & Under
- 10:00am - 3 Year Old
- 10:30am - 4 Year Olds
- 11:00am - 5 Year Olds
- 11:30am - 6-8 Year Olds
- 12:00pm - 9-12 Year Olds

Egg Hunt Sponsored By:  
**HOME LOANS bay equity**

Special thanks to Josh Burns Real Estate for his generous donation of egg hunt eggs.

Register Online at [MyMVR.org](http://MyMVR.org)  
COURSE #: 7123

Mill Valley RECREATION



**You know what's EGG-CITING?**



**Not having another toilet overflow!**

**Only flush the three 'P's':**

( Pee, Poop, Toilet Paper )



From your Wastewater Treatment Agencies of Marin County PEEPS.  
[savrbay.com](http://savrbay.com)

#### HIPPIITY HOPPITY MATCHING GAME

Match each item (on the left) to where it should go (either the toilet or trash can on the right) to help prevent a sewer overflow!



**Rotary**  
District 5150

Marin  
San Francisco  
San Mateo  
Counties

**Rotary Day of Service**  
**Protecting The Environment**  
April 9, 2022

A multi-county Service and Learning event  
to help protect our environment

★ Hands on Environmental Projects ★  
★ Protecting The Environment Fair ★  
(EV Car Show and Environmental Related Exhibits)

[www.Rotary5150.org](http://www.Rotary5150.org)  
Contact: Sylvia Barry at [Sylvia@SylviaBarryRE.com](mailto:Sylvia@SylviaBarryRE.com)

Serve To Change Lives

## FASHION ETHICS

By Annelie Kamperin  
Tam High, Senior



*Fatima lives in a two-bedroom apartment with ten people. She sleeps on the floor and can only access water for one hour three*

*times per day. She told her story to OXFAM Australia. Working long hours without toilet access leaves her sick, feverish, and aching. Line chiefs steal money from workers by lying about their pay, bullying workers into signing paylips. When Fatima's wages are low, she sends money to her ill mother and goes hungry.*

According to the International Labour Organization, 170 million children are employed in the textile and garment industry. This is the reality of the fast fashion industry.

The fashion industry grows exponentially yearly. Companies such as Zara and H&M found incredible success as people care less about quality products and more about the latest trends. Consumers bought 60% more garments in 2014 than in 2000 and kept their clothes half as long. In 2011, European fashion companies shifted from two to five clothing lines per year. Now, Zara produces 24 clothing lines.

Fast fashion may be beneficial for consumers and multi-billion dollar corporations, but it doesn't outweigh detrimental labor conditions and environmental impact. The fashion industry contributes up to ten percent of humanities' carbon emissions. The equivalent of one garbage truck full of clothes is burned or dumped in a landfill every second. Global warming intensifies yearly. Humans cannot afford to create immense pollution and waste.

Fast fashion has affected wildlife for many years. It is the second-largest consumer of the world's water and pollutes the ocean with microplastics. A 2017 report from the International Union for Conservation of Nature (IUCN) estimated 35% of all ocean microplastics came from the laundering of synthetic textiles. To make matters worse, more than 60% of fabric fibers

are now synthetic. Microplastics are plastic fragments less than five millimeters in length that pollute the ocean, killing over one million marine animals each year. Microplastics take hundreds to thousands of years to fully decay.

If it looks too good to be true, it probably is.

H&M, Forever 21, Topshop, and Zara produce clothing at rapid rates with low prices. These are key stores to avoid because they own sweatshops that exploit children and workers like Fatima. U.S. companies exploit workers by outsourcing production to countries with weaker labor standards. If an American corporation is unable to outsource production, they employ undocumented immigrants who aren't fully protected by US labor standards. Other companies use "guest workers," (people with a temporary immigration status) because they are instantly deportable when fired and cannot retaliate against abusive employers.

### Solutions and Ethical Brands

If you love fashion as I do, this news is disappointing. Most brands I used to shop were fast fashion or didn't disclose enough information about eco-friendly production and distribution methods. Unfortunately, shopping ethically and eco-friendly tends to be expensive. My recommendation is to buy quality basics you can use forever from ethical brands. There are multiple browser extensions and websites such as good on you that give you information on your favorite brands or help you find new ones.

For more affordable clothing, try to reuse, upcycle, or buy second-hand. Thrift stores are a good option because they contain quality clothing and only about 10-15% of donated clothes end up in the second-hand market. You can also try using apps such as Depop, Poshmark, or Mercari. You can even sell your own clothes to make money, ensuring your clothes don't end up in a landfill.

Overall, fast fashion needs to slow down. Try to shop sustainably. Share your knowledge with friends because fast fashion thrives because of us. Remember to think about the 1,800 gallons of water it takes to produce a single pair of jeans. Remember workers like Fatima. Write your representatives about implementing subsidies for eco-friendly companies and taxing companies that outsource their work to countries with exploitative labor practices. In our world, almost anything is available via the click of a button. We need to remember the hard work put into everything we buy and look after the nature surrounding us.

For more info on ethical eco-friendly brands visit:

<https://donegood.co>

<https://goodonyou.eco>

[www.thegoodtrade.com/features/fair-trade-clothing](http://www.thegoodtrade.com/features/fair-trade-clothing)



PROUD TO SUPPORT ENVIRONMENTAL EDUCATION..

Las Gallinas Valley Sanitary District • Central Marin Sanitation District • Novato Sanitary District  
Sewerage Agency of Southern Marin • Sausalito-Marín City Sanitary District • Tiburon Sanitary District  
To report a polluter call 1-800-SAV-R-BAY



# DELIVER ZERO

By Palmer Dean

Urban High School of San Francisco, Senior

## Take-out and Delivery in Returnable Reusable Containers



The Big Apple, the city that never sleeps. We have all heard of its Broadway musicals and the Statue of Liberty. But what most of us have not heard of is its ongoing

mass production of waste. Every year in New York City, 414,000,000 pounds of restaurant disposables are used. That is equivalent to nearly 1 billion takeout containers a year. As climate change continues to threaten our world, reducing waste is more important than ever. Lauren Sweeney, co-founder of Deliver Zero sat down with me to share her team's approach to growing the zero waste movement in New York City.

Launched in November of 2019 in Brooklyn, Deliver Zero was founded on the idea of creating a "zero waste Seamless." Seamless is the major food delivery platform used in New York. The concept is ordering take-out or delivery like any other food delivery service, except all your food comes in reusable containers. Once you receive your food you can keep the containers for \$3.25 each or return them to a partner restaurant or delivery person within six weeks. Lauren's cofounder started by compelling eight restaurant owners in Park Slope to work with them. From a business perspective, the Deliver Zero team felt that the zero waste movement had so much potential to expand and blow up. They explained to restaurants that a lot of customers would be more inclined to order from these restaurants if there was a zero-waste component, many feel strongly about minimizing waste. After those initial eight partnerships, Deliver Zero has been able to use social media and press to expand into over one hundred restaurants in New York City.

Now, how has the Deliver Zero Team continued to partner with so many restaurants?

What is in it for them? Well, from a cost perspective, partnering with a zero-waste delivery service saves money for a restaurant. To start, restaurant partners are not charged for reusable containers that Deliver Zero puts food in. Restaurants are only charged a commission for each order received through the Deliver Zero platform, but it is lower than the commission

price of all the other food delivery services. In addition to low commission prices, restaurants can save money from not buying single-use plastic containers.

"If you add up the expense of each order, just the containers are costing restaurants a lot of money," Lauren says. "To create a solution that really feels accessible for restaurant operators and for customers, it needs to feel either cheaper or kind of equal to the existing solutions. Rather than making them pay more. It makes it easy for them to make the right choice."

Single-use plastic containers range in price from \$0.18 to \$0.85 a container. This means that the average order for one customer is costing the restaurant \$2 just in containers, all of which will be used for about twenty minutes. It is ridiculous how wasteful and costly this is.

These quick calculations are the most convincing points for a restaurant to want to join forces with Deliver Zero. On the consumer end, Deliver Zero has to focus on drawing customers towards their platform and away from others.

"We're really out to convert the Door Dash customers to order through us because that's how we're reducing waste. We take someone who was ordering in single-use containers and convert them into ordering and reusables."

Lauren and her team have utilized social media to their advantage. One strategy is using humor to point out the absurdity of single-use plastic through Instagram and other platforms.

**"Our goal sounds very challenging — and it is. We want to make participating in our reusable system as easy as throwing something away."**

— Lauren Sweeney, Deliver Zero

"I think the way into people's minds and hearts can be through humor," she says. "So we try to kind of funny and share social stats wherever we can. Stats around climate change, in particular, are more resonant with our customers."

Since Deliver Zero has expanded so widely in the last year, I asked Lauren what the future holds for her business. Deliver Zero hopes to see their reusable containers become an option on other delivery platforms like Seamless so customers do not just have one platform option to save waste. In addition, the team hopes to get their model working within fast-casual chains and grocery stores, creating a network of reusable containers. As one of the company's advisors put it, "Our goal sounds very challenging — and it is. We want to make participating in our reusable system as easy as throwing something away."

For more info, visit: [www.deliverzero.com](http://www.deliverzero.com)



### PROUD TO SUPPORT ENVIRONMENTAL EDUCATION

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Sewerage Agency of Southern Marin • Sausalito-Marín City Sanitary District • Tiburon Sanitary District  
To report a polluter call 1-800-SAV-R-BAY





## Appendix C: 2022 Public Education Brochures

### Fats, oils, and grease aren't just bad for arteries and waistlines; they're bad for sewers, too.

Sewer overflows and backups can cause health hazards, damage home interiors, and threaten the environment. A common cause of overflows is sewer pipes blocked by grease. Grease gets into the sewer from household drains, as well as from poorly maintained grease traps in restaurants and other businesses.

**Caution:** Grease traps or interceptors at restaurants, large buildings, and other commercial establishments must be properly designed to handle the amount of grease that is expected, be installed correctly, and be cleaned and serviced on a frequent basis.



### Las grasas y los aceites no sólo son perjudiciales para las arterias y para la figura; también son dañinos para las alcantarillas.

Los derrames y desbordamientos de aguas residuales pueden ser peligrosos para la salud, dañar el interior de los hogares, y amenazar el medio ambiente. Una causa cada vez más común de derrames es las alcantarillas obstruidas por grasa. La grasa llega a las alcantarillas desde los desagües domésticos y trampas de grasa mal mantenidas en restaurantes y otros negocios.

**Advertencia:** Las trampas de grasa o interceptores en los restaurantes, edificios grandes y otros establecimientos comerciales deben estar diseñados correctamente de modo que puedan manejar la cantidad de grasa esperada, deben estar bien instalados y deben limpiarse y dárseles servicio con frecuencia.

### Helping To Prevent Sewer Overflows and Backups Is Easy.

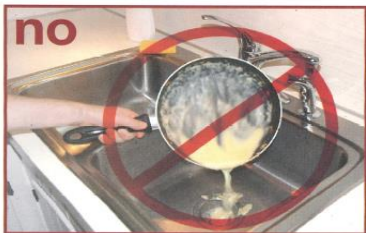
#### Where Does the Grease Come From?

Grease is a byproduct of cooking from meat fats, lard, oils, shortening, butter, margarine, food scraps, baked goods, sauces, and dairy products. When washed down the sink, grease sticks to the insides of sewer pipes (both on your property and under the street). Over time, it can build up and block entire portions of your home's plumbing system.

**Caution:** Home garbage disposals do not keep grease out of the plumbing system. Moreover, hot water and products such as detergents that claim to dissolve grease only pass it down the line and cause problems elsewhere.

#### The results can be:

- Raw sewage overflowing into your home or the house next door.
- An expensive and unpleasant cleanup often required to be paid for by you, the home or business owner.
- Raw sewage overflowing into parks, yards, streets, and streams.
- Potential contact with disease-causing organisms.
- An increase in operation and maintenance costs for local sewer departments, which causes higher sewer bills for customers.



This brochure was prepared under Cooperative Agreement Assistance CX824505-01-0 between the Water Environment Federation and the U.S. Environmental Protection Agency. For more information, contact your local sewer system authority or the

**Water Environment Federation**  
the water quality people®  
601 Wythe Street  
Alexandria, Virginia  
22314-1994 USA  
Tel. 1-800-666-0206  
Fax. 1-703-684-2492  
www.wef.org

Este panfleto fue elaborado de acuerdo con la Asistencia del acuerdo de cooperación CX824505-01-0 entre la Water Environment Federation y la Agencia de protección ambiental de EE.UU. Si desea obtener más información, comuníquese con su autoridad local del sistema de alcantarillas o con la WEF.



Printed on recycled paper using vegetable-based inks and 100% wind power.

HP1902

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### Es fácil prevenir los derrames y desbordamientos de aguas residuales.

#### ¿De dónde proviene la grasa?

La grasa, uno de los productos derivados de la preparación de comida, está presente en la carne, manteca animal, aceite vegetal, manteca vegetal, margarina, sobras de comida, productos horneados, salsas, productos lácteos. Cuando entra por el desagüe, la grasa se pega al interior de las tuberías de alcantarillado (tanto las de su propiedad como las de la calle) y con el tiempo, puede acumularse al punto de bloquear la tubería por completo.

**Advertencia:** Los trituradores de basura domésticos no impiden la entrada de grasa al sistema de cañerías. Es más, el agua caliente y los productos como los detergentes que alegan ser capaces de disolver la grasa, pueden trasladarla por las cañerías y causar problemas en otras zonas.

#### Esto puede traer las siguientes consecuencias:

- Desbordamientos de aguas residuales en el interior de su hogar o el de su vecino.
- Necesidad de una limpieza costosa y desagradable que casi siempre es responsabilidad de usted, el propietario de la casa o el negocio.
- Desbordamiento de aguas residuales hacia parques, jardines y calles.
- Posible contacto con organismos causantes de enfermedades.
- Crecientes costos de operación y mantenimiento para los departamentos locales de alcantarillado y, en consecuencia, facturas más altas para los consumidores.



## Fat-Free Sewers

Prevent Fats, Oils, and Greases from Damaging Your Home and the Environment



## ALCANTARILLAS SIN GRASA

Evite que las grasas y los aceites dañen su hogar y el medio ambiente

**Water Environment Federation**  
the water quality people®

### You Can Help!

#### Help prevent sewer overflows by:

- Never pouring grease or oils down sink drains or into toilets.
- Scraping grease and food scraps into a can or the trash for disposal (or recycling where available).
- Putting baskets/strainers in sink drains to catch food scraps and other solids, and then emptying them into the trash.
- Speaking with your friends and neighbors about how to keep grease out of sewers.

### ¡Usted puede ayudar!

#### Ayude a evitar derrames en las alcantarillas de las siguientes maneras:

- No vierta nunca grasa por el desagüe del fregadero ni en inodoros.
- Raspe la grasa y las sobras de comida y colóquelas en una lata o en la basura para desecharlas (o reciclarlas, si dispone de esta opción).
- Ponga filtros o coladores en los desagües de los fregaderos para atrapar las sobras de comida y otros sólidos, y deseche su contenido en la basura.
- Hable con sus amigos y vecinos sobre cómo impedir que la grasa llegue a las alcantarillas.





## WHEN IT COMES TO GARBAGE, IT BELONGS IN THE TRASH.

Your drains are not a trash can. The water from your home or business (toilet, shower, kitchen, etc.) ends up into one of the most beautiful parts of our community, the San Francisco Bay.

Throwing anything other than toilet paper down the drains can cause sanitary sewer overflows (SSOs) and will severely impact your plumbing system, the city's sewer system, and the processes at the treatment plant.



**PROPERLY DISPOSING OF YOUR WASTE WILL HELP PROTECT PUBLIC HEALTH AND THE ENVIRONMENT.**

1-800-SAV-R-BAY  
www.savrbay.org



Central Marin Sanitation Agency  
1301 Andersen Drive  
San Rafael, CA 94901  
(415) 459-1455 www.cmsa.us



Las Gallinas Valley Sanitary District  
300 Smith Ranch Road  
San Rafael, CA 94902  
(415) 472-1734 www.lgvsd.org



Novato Sanitary District  
500 Davidson Street  
Novato, CA 94945-3399  
(415) 892-1694 www.novatosan.com



Sewerage Agency of Southern Marin  
450 Sycamore Ave., Mill Valley, CA 94941  
(415) 388-2402 www.cityofmillvalley.org



Sausalito-Marin City Sanitary District  
No. 1 Fort Baker Road  
Sausalito CA, 94965  
(415) 332-0244  
www.sausalitomarinacitysanitarydistrict.com



Sanitary District No. 5, Tiburon and Belvedere  
2001 Paradise Drive  
Tiburon CA, 94920  
(415) 435-1501 www.sani5.org

RETHINK  
WHAT YOU FLUSH...

# FLUSH GREEN



PROTECTING WATER QUALITY  
STARTS WITH EACH OF US!

Protecting our water quality starts with each of us, so please...

## FLUSH ONLY TOILET PAPER IN THE TOILET



## the DIRTY DOZEN

all these items belong in the trash, not the toilet



Remember the toilet is not a trash can!

## WHERE TO DISPOSE OF HAZARDOUS WASTE

The Alameda County Household Hazardous Waste Program operates a drop-off facility in Hayward, located at 2091 West Winton Avenue. An appointment is not necessary. For specific days and times, call: 1-800-606-6006 or www.household-hazwaste.org

ACCEPTED MATERIALS	NOT ACCEPTED MATERIALS
<ul style="list-style-type: none"> <li>• Paint, stain, varnish, thinner and adhesives</li> <li>• Auto products such as old fuel, motor oil, oil filters and batteries</li> <li>• Household batteries, fluorescent bulbs, cleaners and sprays</li> <li>• Garden products, including pesticides and fertilizers</li> <li>• Home generated "sharps" waste in approved containers.</li> <li>• Prescription and over the counter medicines, except for controlled substances</li> </ul>	<ul style="list-style-type: none"> <li>• Asbestos</li> <li>• Explosives</li> <li>• Railroad ties (scrap)</li> <li>• Railroad ties (usable)</li> <li>• Radioactive materials</li> <li>• Most compressed gasses</li> <li>• Computer Monitors (working)</li> <li>• Computer Monitors (non-working)</li> <li>• CRTs &amp; TVs (working)</li> <li>• CRTs &amp; TVs (non-working)</li> <li>• Computers (working)</li> <li>• Computers (non-working)</li> <li>• Electronic Equipment (working)</li> <li>• Electronic Equipment (non-working)</li> <li>• Microwave Ovens (working)</li> <li>• Microwave Ovens (non-working)</li> </ul>

For more information on disposal and how to recycle other household products and unwanted pharmaceuticals, call or visit the following:

RECYCLING HOTLINE:  
1-877-STOPWASTE  
www.stopwaste.org  
www.earth911.com

To prevent pollution of our waterways, visit: www.baywise.org



**"Flushable" does not mean "flushable".**

**Flushable wipes are clogging sewer pipes!**

Flushable wipes do not dissolve in the sewer system. Even if you just flush one, eventually wipes will collect in sewer pipes, pumps and equipment causing clogs and blockages.

**THINK BEFORE YOU FLUSH**

Clogs and blockages in sewer pipes lead to sewage spills and overflows. Help us avoid sewage spills and overflows and protect our local environment.

- 

**Central Marin Sanitation Agency**  
1301 Andersen Drive, San Rafael, CA 94901  
415-459-1455 cmsa.us
- 

**Las Gallinas Valley Sanitary District**  
Las Gallinas Valley Sanitary District  
300 Smith Ranch Road, San Rafael, CA 94903  
415-472-1734 lgvsd.org
- 

**Novato Sanitary District**  
500 Davidson Street, Novato, CA 94945  
415-892-1694 novatosan.com
- 

**Sanitary District No. 5 of Marin County**  
Tiburon and Belvedere, 2001 Paradise Drive  
Tiburon, CA 94920  
415-435-1501 sani5.org
- 

**Sausalito-Marin City Sanitary District**  
1 Fort Baker Road, Sausalito, CA 94965  
415-332-0244 sausalitomarincitysanitarydistrict.com
- 

**Sewerage Agency of Southern Marin**  
450 Sycamore Ave., Mill Valley, CA 94941  
415-388-2402 cityofmillvalley.org

**WIPES CLOG PIPES**

**FLUSH ONLY TOILET PAPER**

Protect Your Family, Community and Waterways from Sewer Backups and Overflows

© 2013 Central Marin Agency, Inc.

**Wipes clog pipes. Flush ONLY toilet paper.**

**An overflowing toilet can ruin your home in an instant!**

Wipes do not dissolve like toilet paper. Just one wipe flushed down a toilet can collect with other wipes and materials that should not be flushed, contributing to expensive and messy sewer backups in your home or neighborhood. Do your part and put all wipes in the trash. Think Before You Flush!

**Baby Wipes**

**Cleaning Wipes**

**Facial Wipes**

**Flushable Wipes**

**CLOG**

Photo: Shutterstock © 2013 Central Marin Agency, Inc.

**ONLY HUMAN WASTE AND TOILET PAPER SHOULD BE FLUSHED.**

**THESE ITEMS SHOULD NEVER BE FLUSHED:**



**Wastewater Treatment Agencies of Marin County**





# RE SOURCES

For information on...

...disposal of household hazardous waste: In central, south, or west Marin: Call 485-6806. In north Marin call 892-7344.

...used oil collection and recycling: Call 1-800-CLEAN-UP.

...injured wild animals: (other than marine mammals): Call WildCare at 453-1000

...injured marine mammals: Call The Marine Mammal Center at 289-SEAL

...dead marine mammals: Call the CA Academy of Science at 750-7177

...the Adopt-a-Beach Program: Call the California Coastal Commission at 800-Coast-4-U

Printed on recycled paper

Cover photo: The Marine Mammal Center

...how pollutants affect birds: Call National Audubon Society's Richardson Bay Audubon Center at 388-2524.

...National Marine Sanctuaries along the Marin Coast: Call the Farallones Marine Sanctuary Association at 561-6625

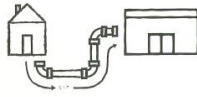
...pollution prevention and how to protect our local waterways, wetlands, and wildlife call:

Marin County Stormwater Pollution Prevention Program (MCSTOPP): 485-3363

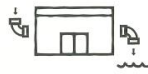
Central Marin Sanitation Agency: 1-800-Sov-B-Bay

Las Gallinas Valley Sanitary District: 472-1734 ext.14

## SEWERS



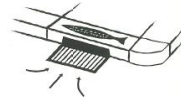
The sanitary sewer system carries wastewater from showers, sinks and toilets in our homes and businesses, through pipes, to a treatment plant.



Here, the water is cleaned up before it is discharged into the Bay. However, some products like paints and pesticides contain compounds that wastewater treatment plants can't remove. Consequently, they pass right through the treatment plant and end up in the Bay!

If a product isn't designed to be placed down a drain - Don't put it there!

## STORM DRAINS



Unlike the sanitary sewer system, anything that enters a storm drain goes directly into Marin's local creeks (over 3,000 miles of them).



Although storm drains were designed to carry rainwater, they carry pollutants as well. Motor oil, pesticides, fertilizers, trash, and other pollutants are washed into the gutter by rain or garden hoses - where they find their way into one of Marin's 13,000 storm drain inlets. The water and pollutants ultimately end up in the Bay without passing through a treatment plant. According to the Bay Area Regional Water Quality Control Board, stormwater pollution has become the leading cause of water pollution in the Bay!

This Brochure was produced by Marin County Stormwater Pollution Prevention Program, Central Marin Sanitation Agency and Las Gallinas Valley Sanitary District

# WE'RE DYING TO TELL YOU



...pollution hurts more than just the Bay!

Much of the debris and toxic substances affecting marine animals originates on land. Things like pesticides, plastic bags, balloons, cigarette butts, motor oil, and fishing line find their way into local waterways either by means of direct dumping, through storm drains (whatever is left on streets and parking lots can be washed into storm drains which lead directly to local waters), or through sanitary sewers (many toxic chemicals and pesticides by-pass the sewage treatment plant and end up in the Bay).

This brochure lists simple actions you can take to protect our local waterways and the creatures that inhabit them. The journey of 1000 miles begins with a single step-take yours today! *Take action!*



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## DEBRIS CAUSING ENTANGLEMENT



Photo: National Audubon Society

Thousands of cormorants are strangled each year due to six-pack rings, strings, or other debris. When fish and other marine life become entangled in such items, they are often unable to free themselves. Eventually they become exhausted and drown. *Take Action: Cut the loops of six-pack rings before discarding them, thus reducing their danger to wildlife.*



Photo: The Marine Mammal Center

Monofilament fishing line can be lethal to seals, sea lions, fish and other animals. This thin line can cause abrasions that become infected and often prevents the ensnared animal from moving about to catch food and avoid predators. At least 267 marine species, including seals, gulls, egrets, herons, pelicans, ducks, loons, jellyfish, starfish, shark, and shellfish have died or suffered injuries from nets, kite string, and fishing line. All of these animals are found in Marin's waterways or the ocean.

*Take Action: Retrieve all fishing line, kite strings, and other debris whenever safely possible.*



Photo: National Audubon Society

## PESTICIDES

Diazinon and many other pesticides washed from your yard (with rain and overwatering) can kill insects on which fish and birds feed. Certain pesticides persist in the environment and can cause damage for years after their use.

*Take Action: Use less-toxic products to control pests. Dispose of unwanted toxic pesticides through your local household hazardous waste collection program. Consult the resource section of this brochure.*

## DEBRIS MISTAKENLY EATEN



©Doug Perrine/Northeast Vision

Trash that ends up in the bay is often eaten by animals that mistake it for food. For example, leatherback sea turtles can choke to death on plastic bags which they mistake for their favorite food - jellyfish. Birds, whales and other marine life can ingest balloons, plastic bags, cigarette butts and other types of trash which can interfere with the digestion of food, causing starvation. This is not a small problem. During Marin's 1997 Coastal Clean-up Day, over 7,000 cigarette butts (which contain plastic pieces) and

nearly 8,000 pieces of foamed plastic were collected! Such items are often found in the stomachs of dead birds. *Take Action: Don't release inflated balloons and always put deflated balloons in the trash-along with debris and other plastic including extinguished cigarettes.*

## USED OIL & OIL DRIPS

Used oil in our waterways can cause a lot of damage. It can coat the feathers of ducks, murres, and other water birds making it impossible for them to fly. It can also coat the fur of

young seals and otters making it impossible for them to stay dry and keep warm. This can lead to hypothermia and death. In addition, animals become ill when they ingest oil in an effort to groom themselves. Motor oil can also coat the gills of fish, making it difficult for them to breathe. *Take Action: A lot of the oil that ends up in local creeks and the Bay comes from people like you and me! If your car leaks oil, the oil can be washed down a storm drain on a rainy day. When changing your oil, never place it in the trash or down a storm drain. Recycle your used motor oil and fix any drips. See the resources section of this brochure.*



Photo: The Marine Mammal Center

## SOAP



Photo: California Trout Inc.

Soap, from dish-washing soap to car washing soap, is harmful to fish and their food supply. Even biodegradable soap can be poisonous to fish and other water creatures.

*Take Action: Rather than washing your car on a street and sending soapy water to the local creek or storm drain, take your car to a commercial car wash where the water can be recycled or directed to a sanitary sewer system and treated before being discharged into the Bay.*



## How to Prepare

Obscure personal info from containers and recycle them.



Place pills in a clear zipper bag. Place creams in packaging. No needles or sharps.



Place your prepared medications into the bins at our dropoff locations. Find them at [rxsafemarin.org](http://rxsafemarin.org).



## RxSAFE MARIN

MARIN COUNTY  
PRESCRIPTION DRUG  
MISUSE AND ABUSE  
INITIATIVE  
[www.rxsafemarin.org](http://www.rxsafemarin.org)

### Contact us:

[rxsafemarin@gmail.com](mailto:rxsafemarin@gmail.com)  
(415) 473-6731  
[www.rxsafemarin.org](http://www.rxsafemarin.org) @rxsafemarin



## HOW TO SAFELY DISPOSE OF UNWANTED AND EXPIRED MEDICINES

## RxSAFE MARIN

MARIN COUNTY  
PRESCRIPTION DRUG  
MISUSE AND ABUSE  
INITIATIVE  
[www.rxsafemarin.org](http://www.rxsafemarin.org)

## Disposal Options



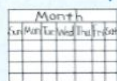
**Check the Package:** If there are specific instructions for disposal on the label, package or package insert, follow those instructions.



**Drop Off Locations:** See next panel for locations to drop off old unused medications in your area or visit [rxsafemarin.org](http://rxsafemarin.org) for more information. Mail-back package distribution locations may also be available in your area.



**Mail-Back:** Mail-back services for unwanted medicine are available to residents upon request. Visit the mail-back section of [med-project.org](http://med-project.org).



**Take-Back Events:** Local take-back events offer residents a free and convenient way to dispose of expired or unwanted medicines. Visit <https://takebackday.dea.gov/> or [rxsafemarin.org](http://rxsafemarin.org) for year round locations.

## Drop Off Locations For Pharmaceutical Waste

**Belvedere:** Belvedere Police Dept., 450 San Rafael Ave, Belvedere Tiburon (415) 435-2611

**Kentfield:** College of Marin Police Dept., 700 College Ave., Village Square 1, Kentfield (415) 485-9696

**Larkspur:** Central Marin Police Authority 250 Doherty Drive, Larkspur (415) 927-5150

**Mill Valley:** Mill Valley Police Dept., One Hamilton Drive, Mill Valley (415) 389-4100

**Novato:** Novato Police Dept., 909 Machin Avenue, Novato (415) 897-4361

Kaiser Permanente, 97 San Marin Drive, Novato

**Ross:** Ross Police Dept., 33 Sir Francis Drake Blvd., Ross (415) 453-2727

**San Anselmo:** Central Marin Police Authority 525 San Anselmo Ave., San Anselmo (415) 927-5150

Jack's Drug Store, 121 Tunstead, San Anselmo (415) 454-1451

**San Rafael:** Golden Gate Pharmacy, 1525 E. Francisco Blvd., Ste. #2 San Rafael (415) 455-9402

Kaiser Downtown Offices, 1033 Third Street, San Rafael (415) 482-6800

Kaiser Medical Center, 99 Montecillo Road, San Rafael (415) 444-2000

Marin Community Clinics Pharmacy, 3110 Kerner Blvd., San Rafael (415) 755-2514

Marin County Environmental Health Services, 3501 Civic Center Dr. Ste. #236 San Rafael (415) 473-6907

Marin County Probation, 3501 Civic Center Drive, Room 259, San Rafael (415) 473-6599

Marin Medical Pharmacy, 750 Las Gallinas Ave., San Rafael (415) 479-1930

San Rafael Police Dept., 1400 Fifth Ave., San Rafael (415) 485-3000

Sheriff's Office/Coroner's Office, 1600 Los Gamos Dr., Suite 205, San Rafael (415) 473-6043

**Sausalito:** Sausalito Police Department, 29 Caledonia St., (415) 289-4170, Rm. 24 (will not accept liquids)

**Tiburon:** Tiburon Police Dept., 1155 Tiburon Blvd., Tiburon (415) 789-2801

More locations to be added, go to [www.rxsafemarin.org](http://www.rxsafemarin.org)

## Which types may I dispose of?

### ACCEPTED:

Medications in any dosage form, except for those listed below, in their original container sealed bag.

### NOT ACCEPTED:

Herbal remedies, vitamins, supplements, cosmetics, other personal care products, compressed cylinders, aerosols, Inhalers, Medical devices, sharps, illicit drugs and iodine-containing medications.

