

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

Catharine Benediktsson, Director
Richard Snyder, Director

NOTICE AND AGENDA
Regular Board Meeting
at Sanitary District No. 5 of Marin County
Thursday, July 20th, 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 June 29th, 2023 Special Board Meeting Minutes
2. Review and receive all electronic fund transfers (EFTs) and approve warrants from June 22th, 2023, through July 13th, 2023 (JP Morgan Chase Bank), check no. 9841 through check no. 9903, all transactions totaling \$243,171.13) and receive June 2023, payroll, in the sum of \$144,598.02 (Dohrmann)
3. Receipt of Financial Reports for June 2023 (Dohrmann)

MANAGEMENT REPORTS:

4. District Manager Summary Report (Rubio)

NEW BUSINESS:

5. Review and Discuss Draft Response to Marin County Civil Grand Jury Report Titled "Build More ADUs – An Rx for Increasing Marin's Housing Supply" and possible approval to provide direction to the District Manager to submit the Districts final response to the Grand Jury prior to September 15, 2023 (Rubio) – Action
6. Review and accept MP CIP review and Occupancy Optimization report and provide direction to District Manager to create a plan that will produce additional workspaces for staff that are equitable and efficient based on some of the recommendations provided in the report. (Rubio)- Action

UNFINISHED BUSINESS:

COMMITTEE REPORTS:

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

OTHER BUSINESS:

ENVIRONMENTAL:

CORRESPONDENCE:

INFORMATIONAL ITEMS:

ADJOURNMENT:

The Board will be asked to adjourn the meeting to a Regular Board Meeting on August 17, 2023, at 5:00 P.M.

**Special Board Meeting Minutes
at Sanitary District No. 5 of Marin County
Thursday, June 29th, 2023**

Item #1

5:00 P.M. SPECIAL BOARD MEETING

ROLL CALL:

Directors Present: 1700 hrs.

Tod Moody, President

Omar Arias-Montez, Vice President

John Carapiet, Secretary

Catharine Benediktsson (5:07 p.m.)

Staff Present: Tony Rubio, Robin Dohrmann

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

No public comments.

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

- President Moody praised the SD5 Maintenance & Collection crew on their work at Roundhill Rd. pump station

CONSENT CALENDAR:

1. Approval of June 22nd, 2023 Special Board Meeting Minutes (Rubio)

Discussion by the Board. Motion (Moody/Benediktsson) to approve the Consent Calendar. Passed (4-0-0-1).

MANAGEMENT REPORTS: N/A

NEW BUSINESS:

2. Consideration of Adoption and Second Reading of Ordinance No. 2023-01: An ordinance of the Board of Directors establishing a base sewer service rate and increasing the Sewer Service Charges district wide – Action (Rubio)

Discussion by the Board. Motion (Moody/Benediktsson) to Adopt Second Reading of Ordinance No. 2023-01: An ordinance of the Board of Directors establishing a base sewer service rate and increasing the sewer service charges District-wide. Passed (4-0-0-1).

UNFINISHED BUSINESS: N/A

COMMITTEE REPORTS: N/A

OTHER BUSINESS: N/A

ENVIRONMENTAL: N/A

CORRESPONDENCE: N/A

INFORMATIONAL ITEMS: N/A

ADJOURNMENT: 1708 hrs.

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

Approved:

Attest:

Tod Moody
President, Board of Directors

John Carapiet
Secretary, Board of Directors

Sanitary Distr. No.5 of Marin Co.

07/12/23

Warrant List Summary

June 16 through July 13, 2023

Item #2

| Num | Date | Name | Memo | Amount |
|---------------------------------------|----------|---------------------------------------|--|--------------------|
| JP Morgan Chase - Primary 7399 | | | | |
| EFT | 06/19/23 | CalPERS | EFT Health Premium, Cust #4163206459 - July 2023 (AJE FY23-24) | -21,798.84 |
| EFT | 07/13/23 | PERS | EFT PERS Pension - June 2023 (AJE FY22-23) | -22,454.26 |
| 9841 | 07/13/23 | Access Answering Service | Acct #4080C, Answering Service - July 2023 | -75.90 |
| 9842 | 07/13/23 | Alameda Electrical Distributors, Inc. | Cust #56156, Electrical & Grounds Maintenance - June 2023 (AJE FY2...) | -3,785.77 |
| 9843 | 07/13/23 | Alhambra | Acct #547945611762129, Water - June 2023 (AJE FY22-23) | -131.90 |
| 9844 | 07/13/23 | Alliant Insurance Services | Acct #SANIDIS-03, Auto Ins. Policy Renewal FY23-24 - July 2023 | -3,505.00 |
| 9845 | 07/13/23 | AT&T | Acct #960732-76375559 - June 2023 (AJE FY23-24) | -808.64 |
| 9846 | 07/13/23 | Banshee Networks, Inc. | Computer/IT Support, E-Media Installations - May - June 2023 (AJE FY...) | -6,777.98 |
| 9847 | 07/13/23 | Bay Alarm | Acct #274428, Jul - Sept 2023 | -258.00 |
| 9848 | 07/13/23 | Bay City Boiler | Acct #274428, M.P. Flue - June 2023 (AJE FY22-23) | -4,860.00 |
| 9849 | 07/13/23 | BearCom | Acct#: 1063189, SD5 TelComm Radios - April 2023 (AJE FY22-23) | -854.83 |
| 9850 | 07/13/23 | Brelje and Race Laboratories, Inc. | M.P. Plant Samples - May 2023 (AJE FY22-23) | -1,530.00 |
| 9851 | 07/13/23 | Burke, Williams & Sorensen, LLP | Legal Advice - June 2023 (AJE FY23-24) | -827.00 |
| 9852 | 07/13/23 | Caltest Analytical Laboratory | Acct: Tiburon5: M.P./P.C. Lab Sampling - May - June 2023 (AJE FY22-...) | -1,902.27 |
| 9853 | 07/13/23 | Caltronics Business Systems, Inc. | Acct #SD15, Multi-purpose Copier Contract - June 2023 (AJE FY22-23) | -378.00 |
| 9854 | 07/13/23 | Cintas Corporation #626 | Acct #626-00821, PPE/Safetywear - May / June 2023 (AJE FY22-23) | -661.73 |
| 9855 | 07/13/23 | Comcast | Acct# 963 425 517, VOIP Service - July 2023 | -370.89 |
| 9856 | 07/13/23 | Comcast Business | Acct# 8155 30 011 0149465, Bus. Voice, Internet & Cable - August 2023 | -453.72 |
| 9857 | 07/13/23 | D&K Auto Service | SD5 Vehicle Maint. - June 2022 (AJE FY22-23) | -214.25 |
| 9858 | 07/13/23 | DKF Solutions Group, LLC | My Safety Officer Subscription + CalOSHA Training - June (AJE FY22-...) | -7,537.50 |
| 9859 | 07/13/23 | Environmental Resource Associates | Acct #S057001, M.P. Lab Supplies & Chemicals - June 2023 (AJE FY...) | -1,222.44 |
| 9860 | 07/13/23 | Fastenal Company | CAPE0959, M.P. Supplies - June 2023 (AJE FY22-23) | -1,172.94 |
| 9861 | 07/13/23 | Friedman's Home Improvement | Acct #20070, PPE/Safetywear - June 2023 (AJE FY22-23) | -23.25 |
| 9862 | 07/13/23 | Goodman Building Supply Co. | Acct #20070, M.P. Supplies - June 2023 (AJE FY22-23) | -204.46 |
| 9863 | 07/13/23 | HDR Engineering, Inc. | Consulting, SD5 MP Digester - June 2023 (AJE FY22-23) | -5,668.57 |
| 9864 | 07/13/23 | HF&H Consultants, LLC | Consulting - June 2023 (AJE FY22-23) | -6,140.40 |
| 9865 | 07/13/23 | JM Integration, LLC | M.P. Parts & Service - May 2023 (AJE FY22-23) | -2,365.28 |
| 9866 | 07/13/23 | Marin Water | Water: March - June 2023 (AJE FY22-23) | -1,716.14 |
| 9867 | 07/13/23 | Mill Valley Refuse Service, Inc. | Acct #063092, SLUDGE TRANSPORT - May - June 2023 (AJE FY22-23) | -7,200.00 |
| 9868 | 07/13/23 | Mill Valley Refuse Service, Inc. | Acct #032945, Garbage Service + 1 yd rental - June 2023 (AJE FY22-23) | -270.53 |
| 9869 | 07/13/23 | MSA Safety, LLC | SD5 M.P. Parts & Srvc. - March 2023 (AJE FY22-23) | -10,322.54 |
| 9870 | 07/13/23 | Nute Engineering Corp. | Consulting & Engr. Srvc - June (AJE FY22-23) | -297.00 |
| 9871 | 07/13/23 | Pacific Gas & Electric | Acct #2908031411-4, Utilities - June 2023 (AJE FY22-23) | -26,326.91 |
| 9872 | 07/13/23 | Pacific Water Resources | M.P. Parts & Service - June 2023 (AJE FY22-23) | -19,524.62 |
| 9873 | 07/13/23 | SERVICE TOOL | Cust #56156, M.P. Parts & Supplies - June 2023 (AJE FY22-213) | -334.40 |
| 9874 | 07/13/23 | Sewer Tek | M.P. Parts & Service - June 2023 (AJE FY22-23) | -27,000.00 |
| 9875 | 07/13/23 | McCampbell Analytical, Inc. | M.P. Monitoring, Acute Toxicity Testing - May 2023 (AJE FY22-23) | -3,030.00 |
| 9876 | 07/13/23 | Special District Risk Management ... | Member #7665, Life, Vision, DDS & LTD Ins - August 2023 | -2,038.33 |
| 9877 | 07/13/23 | ThermoFisher Scientific | Cust #0019798, M.P. Lab Equipment - June 2023 (AJE FY21-22) | -2,096.45 |
| 9878 | 07/13/23 | Transene Company Inc. | Acct #400M14, M.P. & Lab Supplies & Chemicals (+SASM) - June 202...) | -1,541.56 |
| 9879 | 07/13/23 | ULINE | Cust ID#:24834323, M.P. Parts + Safety - June 2023 (AJE FY22-23) | -650.53 |
| 9880 | 07/13/23 | Univar | Cust ID #STDT001, Chemicals - June 2023 (AJE FY22-23) | -7,671.23 |
| 9881 | 07/13/23 | US Bank | Acct#:4246 0445 5565 3611, May - June 2022 (AJE FY21-22) | -1,099.30 |
| 9882 | 07/13/23 | USABlueBook | Cust #933682, M.P. Parts & Lab Supplies - June 2023 (AJE FY22-23) | -1,795.56 |
| 9883 | 07/13/23 | Waste Management of Redwood ... | Acct #3-78482-75002, Sludge Disposal - June 2023 (AJE FY23-24) | -1,129.71 |
| 9884 | 07/13/23 | Water Components & Building Su... | Acct #454, Lab Supplies - June 2023 (AJE FY22-23) | -659.24 |
| 9885 | 07/13/23 | Catharine Benediktsson | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | -900.00 |
| 9886 | 07/13/23 | John Carapiet | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | -1,100.00 |
| 9887 | 07/13/23 | Richard Snyder | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | -900.00 |
| 9888 | 07/13/23 | Tod Moody | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | -800.00 |
| 9889 | 07/13/23 | Omar Arias-Montez | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | -1,100.00 |
| 9890 | 07/13/23 | Alvarez, Joel | FY22-23 Incentives/Reimbs. - June 2023 (AJE FY22-23) | -575.00 |
| 9891 | 07/13/23 | Balf, Abigail | EE Incentive Program - June 2023 (AJE FY22-23) | -1,120.40 |
| 9892 | 07/13/23 | Bilsborough, Chad | FY22-23 Incentives/Reimbs. - June 2023 (AJE FY22-23) | -5,240.00 |
| 9893 | 07/13/23 | Cottrell, Rulon | FY22-23 Incentives/Reimbs. - June 2023 (AJE FY22-23) | -5,000.00 |
| 9894 | 07/13/23 | Dohrmann, Robin | FY22-23 Eye Safety Glasses - June 2023 (AJE FY22-23) | -300.00 |
| 9895 | 07/13/23 | Hage, Ross M. | FY22-23 Incentives/Reimbs. - June 2023 (AJE FY23-24) | -800.00 |
| 9896 | 07/13/23 | La Torre, Daniel P. | FY22-23 Health & Wellness Reimbursement - June (AJE FY22-23) | -600.00 |
| 9898 | 07/13/23 | Rubio, Antonio | FY22-23 Incentives/Reimbs. - June 2023 (AJE FY23-24) | -1,652.40 |
| 9899 | 07/13/23 | Salazar, Ignacio | FY22-23 Incentives/Reimbs. - June 2023 (AJE FY22-23) | -2,115.26 |
| 9900 | 07/13/23 | Rubio, Antonio | FY22-23 Incentives/Reimbs. - June 2023 (AJE FY23-24) | -200.00 |
| 9901 | 07/13/23 | Rosser, John | FY22-23 Health & Wellness (Partial) Reimbursement - July 2023 | -250.00 |
| 9902 | 07/13/23 | MISCOwater | SASM / SD5 M.P. Parts & Srvc. - June 2023 (AJE FY22-23) | -9,060.20 |
| 9903 | 07/13/23 | Environmental Systems Research ... | Cust #356200, ArcGIS Maintenance - July 2023 | -770.00 |
| Total JP Morgan Chase - Primary 7399 | | | | -243,171.13 |
| TOTAL | | | | -243,171.13 |

Sanitary Distr. No.5 of Marin Co.

Warrant List Detail

June 16 through July 13, 2023

Item #2A

07/17/23

| Num | Date | Name | Memo | Account | Class | Paid Amount |
|-------|----------|---------------------------------------|--|--|----------------------|-------------|
| EFT | 06/19/23 | CalPERS | EFT Health Premium, Cust #4163206459 - July 2023 (AJE FY23-24) | JP Morgan Chase - Primary 7399 | | |
| | | | Active Employee Health Premium - July 2023 (AJE FY23-24) | 8020.05 · Employee Health | Belvedere | -8,373.78 |
| | | | Active Employee Health Premium - July 2023 (AJE FY23-24) | 8020.05 · Employee Health | Tiburon:Paradise ... | -516.26 |
| | | | Active Employee Health Premium - July 2023 (AJE FY23-24) | 8020.05 · Employee Health | Tiburon | -11,760.46 |
| | | | Retiree Health Premium - July 2023 (AJE FY23-24) | 8022.05 · Reitree Health | Belvedere | -428.61 |
| | | | Retiree Health Premium - July 2023 (AJE FY23-24) | 8022.05 · Reitree Health | Tiburon:Paradise ... | -26.43 |
| | | | Retiree Health Premium - July 2023 (AJE FY23-24) | 8022.05 · Reitree Health | Tiburon | -601.97 |
| | | | Active Employee Health Premium - July 2023 - Admin Fee (AJE FY23-24) | 8020.05 · Employee Health | Belvedere | -27.63 |
| | | | Active Employee Health Premium - July 2023 - Admin Fee (AJE FY23-24) | 8020.05 · Employee Health | Tiburon:Paradise ... | -1.70 |
| | | | Active Employee Health Premium - July 2023 - Admin Fee (AJE FY23-24) | 8020.05 · Employee Health | Tiburon | -38.81 |
| | | | Retiree Health Premium - July 2023 - Admin Fee (AJE FY23-24) | 8022.05 · Reitree Health | Belvedere | -9.40 |
| | | | Retiree Health Premium - July 2023 - Admin Fee (AJE FY23-24) | 8022.05 · Reitree Health | Tiburon:Paradise ... | -0.58 |
| | | | Retiree Health Premium - July 2023 - Admin Fee (AJE FY23-24) | 8022.05 · Reitree Health | Tiburon | -13.21 |
| TOTAL | | | | | | -21,798.84 |
| EFT | 07/13/23 | PERS | EFT PERS Pension - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Retirement June 2023 (Classic 1600 Rate): ER @ 14.030%; EE @ 8.0% (AJE F... | 8019.05 · PERS Retirement | Belvedere | -5,038.58 |
| | | | Retirement June 2023 (Classic 1600 Rate): ER @ 14.030%; EE @ 8.0% (AJE F... | 8019.05 · PERS Retirement | Tiburon:Paradise ... | -310.64 |
| | | | Retirement June 2023 (Classic 1600 Rate): ER @ 14.030%; EE @ 8.0% (AJE F... | 8019.05 · PERS Retirement | Tiburon | -7,076.38 |
| | | | Retirement June 2023 (PEPRA Rates: ER @ 7.47%; EE @ 6.75% (AJE FY22-23) | 8019.05 · PERS Retirement | Belvedere | -4,066.62 |
| | | | Retirement June 2023 (PEPRA Rates: ER @ 7.47%; EE @ 6.75% (AJE FY22-23) | 8019.05 · PERS Retirement | Tiburon:Paradise ... | -250.72 |
| | | | Retirement June 2023 (PEPRA Rates: ER @ 7.47%; EE @ 6.75% (AJE FY22-23) | 8019.05 · PERS Retirement | Tiburon | -5,711.32 |
| TOTAL | | | | | | -22,454.26 |
| 9841 | 07/13/23 | Access Answering Service | Acct #4080C, Answering Service - July 2023 | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #29844, Answering Service re SSO & Alarm Notifications - July 2023 | 8510 · Data/Alarms/IT Supp & Licensing | SD5 | -75.90 |
| TOTAL | | | | | | -75.90 |
| 9842 | 07/13/23 | Alameda Electrical Distributors, Inc. | Cust #56156, Electrical & Grounds Maintenance - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | S5609121.001, 002, 003 (PO#753069), Conduit, wire, boxes, switches; supplies ... | 7027 · Electrical & Instrument | Belvedere | -1,598.79 |
| | | | S5609121.001, 002, 003 (PO#753069), Conduit, wire, boxes, switches; supplies ... | 7027 · Electrical & Instrument | Tiburon:Paradise ... | -98.57 |
| | | | S5609121.001, 002, 003 (PO#753069), Conduit, wire, boxes, switches; supplies ... | 7027 · Electrical & Instrument | Tiburon | -2,245.40 |
| | | | S5558758.001 (PO#652184): Looped Rod Arm - June 2023 (AJE FY22-23) | 7027 · Electrical & Instrument | Belvedere | -47.96 |
| | | | S5558758.001 (PO#652184): Looped Rod Arm - June 2023 (AJE FY22-23) | 7027 · Electrical & Instrument | Tiburon:Paradise ... | -2.96 |
| | | | S5558758.001 (PO#652184): Looped Rod Arm - June 2023 (AJE FY22-23) | 7027 · Electrical & Instrument | Tiburon | -67.36 |
| | | | CREDIT: S5524474.001 (AJE FY22-23) | 7027 · Electrical & Instrument | Belvedere | 111.62 |
| | | | CREDIT: S5524474.001 (AJE FY22-23) | 7027 · Electrical & Instrument | Tiburon:Paradise ... | 6.88 |
| | | | CREDIT: S5524474.001 (AJE FY22-23) | 7027 · Electrical & Instrument | Tiburon | 156.77 |
| TOTAL | | | | | | -3,785.77 |

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

07/17/23

June 16 through July 13, 2023

| Num | Date | Name | Memo | Account | Class | Paid Amount |
|-------|----------|----------------------------|--|--|----------------------|-------------|
| 9843 | 07/13/23 | Alhambra | Acct #547945611762129, Water - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #12012314 052623, Water - June 2023 (AJE FY22-23) | 7023 · Janitorial Supplies & Service | Belvedere | -53.49 |
| | | | Inv #12012314 052623, Water - June 2023 (AJE FY22-23) | 7042 · Paradise Supplies & Chemicals | Tiburon:Paradise ... | -3.30 |
| | | | Inv #12012314 052623, Water - June 2023 (AJE FY22-23) | 7023 · Janitorial Supplies & Service | Tiburon | -75.11 |
| TOTAL | | | | | | -131.90 |
| 9844 | 07/13/23 | Alliant Insurance Services | Acct #SANIDIS-03, Auto Ins. Policy Renewal FY23-24 - July 2023 | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #2344169, FY23-24 Auto/Public Entity Physical Damage Policy Renewal | 6033.3 · Insurance - SD5 Auto | SD5 | -3,505.00 |
| TOTAL | | | | | | -3,505.00 |
| 9845 | 07/13/23 | AT&T | Acct #960732-76375559 - June 2023 (AJE FY23-24) | JP Morgan Chase - Primary 7399 | | |
| | | | PC Plant Telephones - June 2023 (AJE FY23-24) | 8532 · Paradise Cove Telephones | Tiburon:Paradise ... | -73.16 |
| | | | PC Pumps & Lines Telephones - June 2023 (AJE FY23-24) | 8533 · Pumps & Lines Telephones | Tiburon:Paradise ... | -10.10 |
| | | | Tib Pumps & Lines Telephones - June 2023 (AJE FY23-24) | 8533 · Pumps & Lines Telephones | Tiburon | -725.38 |
| TOTAL | | | | | | -808.64 |
| 9846 | 07/13/23 | Banshee Networks, Inc. | Computer/IT Support, E-Media Installations - May - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #15909 Annual IT Electronic software distributions x 12EEs - June 2023 (AJ... | 8510 · Data/Alarms/IT Supp & Licensing | Belvedere | -1,085.12 |
| | | | Inv #15909 Annual IT Electronic software distributions x 12EEs - June 2023 (AJ... | 8510 · Data/Alarms/IT Supp & Licensing | Tiburon:Paradise ... | -66.90 |
| | | | Inv #15909 Annual IT Electronic software distributions x 12EEs - June 2023 (AJ... | 8510 · Data/Alarms/IT Supp & Licensing | Tiburon | -1,523.98 |
| | | | Inv #15886, Connectivity devise: CISCO Meraki MR28 WI-FI Indoor AP WRLS (I... | 8510 · Data/Alarms/IT Supp & Licensing | Belvedere | -289.59 |
| | | | Inv #15886, Connectivity devise: CISCO Meraki MR28 WI-FI Indoor AP WRLS (I... | 8510 · Data/Alarms/IT Supp & Licensing | Tiburon:Paradise ... | -17.85 |
| | | | Inv #15886, Connectivity devise: CISCO Meraki MR28 WI-FI Indoor AP WRLS (I... | 8510 · Data/Alarms/IT Supp & Licensing | Tiburon | -406.72 |
| | | | Inv #15864: 5.02.2023 - 6.01.2023: Monthly SD5 IT Support/Software upgrades -... | 8510 · Data/Alarms/IT Supp & Licensing | Belvedere | -1,373.76 |
| | | | Inv #15864: 5.02.2023 - 6.01.2023: Monthly SD5 IT Support/Software upgrades -... | 8510 · Data/Alarms/IT Supp & Licensing | Tiburon:Paradise ... | -84.70 |
| | | | Inv #15864: 5.02.2023 - 6.01.2023: Monthly SD5 IT Support/Software upgrades -... | 8510 · Data/Alarms/IT Supp & Licensing | Tiburon | -1,929.36 |
| TOTAL | | | | | | -6,777.98 |
| 9847 | 07/13/23 | Bay Alarm | Acct #274428, Jul - Sept 2023 | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #274428230315M, Alarm Monitoring Fees: Security, Burglar & Fire - July - Se... | 8510 · Data/Alarms/IT Supp & Licensing | SD5 | -258.00 |
| TOTAL | | | | | | -258.00 |
| 9848 | 07/13/23 | Bay City Boiler | Acct #274428, M.P. Flue - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #26753 (PO#RC754209), M.P. ER Boiler Rental + Install - June 2023 (AJE F... | 7022 · Plant Maint. Parts & Service | Belvedere | -2,016.90 |
| | | | Inv #26753 (PO#RC754209), M.P. ER Boiler Rental + Install - June 2023 (AJE F... | 7022 · Plant Maint. Parts & Service | Tiburon | -2,843.10 |
| TOTAL | | | | | | -4,860.00 |

Sanitary Distr. No.5 of Marin Co.

Warrant List Detail

June 16 through July 13, 2023

07/17/23

| Num | Date | Name | Memo | Account | Class | Paid Amount |
|------|----------|------------------------------------|--|--|----------------------|-------------|
| 9849 | 07/13/23 | BearCom | Acct#: 1063189, SD5 TelComm Radios - April 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | SD5 | |
| | | | Inv #5576717 SO (PO#RC955696), TelComm Radios accessories - June 2023 (...) | 8510 · Data/Alarms/IT Supp & Licensing | Belvedere | -346.63 |
| | | | Inv #5576717 SO (PO#RC955696), TelComm Radios accessories - June 2023 (...) | 8510 · Data/Alarms/IT Supp & Licensing | Tiburon:Paradise ... | -21.37 |
| | | | Inv #5576717 SO (PO#RC955696), TelComm Radios accessories - June 2023 (...) | 8510 · Data/Alarms/IT Supp & Licensing | Tiburon | -486.83 |
| | | TOTAL | | | | -854.83 |
| 9850 | 07/13/23 | Brelje and Race Laboratories, Inc. | M.P. Plant Samples - May 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #149541: M.P. Samples - May 2023 (AJE FY22-23) | 7051 · Main Plant Lab Monitoring | Belvedere | -634.95 |
| | | | Inv #149541: M.P. Samples - May 2023 (AJE FY22-23) | 7051 · Main Plant Lab Monitoring | Tiburon | -895.05 |
| | | TOTAL | | | | -1,530.00 |
| 9851 | 07/13/23 | Burke, Williams & Sorensen, LLP | Legal Advice - June 2023 (AJE FY23-24) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #303777, DCS - June 2023 (AJE FY23-24) | 6039 · Legal | Belvedere | -63.87 |
| | | | Inv #303777, DCS - June 2023 (AJE FY23-24) | 6039 · Legal | Tiburon:Paradise ... | -3.94 |
| | | | Inv #303777, DCS - June 2023 (AJE FY23-24) | 6039 · Legal | Tiburon | -89.70 |
| | | | Inv #303777, Sewer Fee Ordinance - June 2023 (AJE FY23-24) | 6039 · Legal | Belvedere | -191.72 |
| | | | Inv #303777, Sewer Fee Ordinance - June 2023 (AJE FY23-24) | 6039 · Legal | Tiburon:Paradise ... | -11.82 |
| | | | Inv #303777, Sewer Fee Ordinance - June 2023 (AJE FY23-24) | 6039 · Legal | Tiburon | -269.27 |
| | | | Inv #303777, Q&A - Brown Act Question - June 2023 (AJE FY23-24) | 6039 · Legal | Belvedere | -37.22 |
| | | | Inv #303777, Q&A - Brown Act Question - June 2023 (AJE FY23-24) | 6039 · Legal | Tiburon:Paradise ... | -2.30 |
| | | | Inv #303777, Q&A - Brown Act Question - June 2023 (AJE FY23-24) | 6039 · Legal | Tiburon | -52.28 |
| | | | Inv #303777, Permits - June 2023 (AJE FY23-24) | 6039 · Legal | Belvedere | -42.53 |
| | | | Inv #303777, Permits - June 2023 (AJE FY23-24) | 6039 · Legal | Tiburon:Paradise ... | -2.62 |
| | | | Inv #303777, Permits - June 2023 (AJE FY23-24) | 6039 · Legal | Tiburon | -59.73 |
| | | TOTAL | | | | -827.00 |
| 9852 | 07/13/23 | Caltest Analytical Laboratory | Acct: Tiburon5: M.P./P.C. Lab Sampling - May - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | #707912 (paid in May), #236497, #708545, #709218, #709293, #709297, #709... | 7051 · Main Plant Lab Monitoring | Belvedere | -643.18 |
| | | | #709266 - June 2023 (AJE FY22-23) | 7052 · Paradise Cove Monitoring | Tiburon:Paradise ... | -352.45 |
| | | | #707912 (paid in May), #236497, #708545, #709218, #709293, #709297, #709... | 7051 · Main Plant Lab Monitoring | Tiburon | -906.64 |
| | | TOTAL | | | | -1,902.27 |
| 9853 | 07/13/23 | Caltronics Business Systems, Inc. | Acct #SD15, Multi-purpose Copier Contract - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #3814393, Konica Multi-purpose copier (C308) contract - June 2023 (AJE F... | 6047 · Office Supplies | Belvedere | -147.20 |
| | | | Inv #3814393, Konica Multi-purpose copier (C308) contract - June 2023 (AJE F... | 6047 · Office Supplies | Tiburon:Paradise ... | -9.08 |
| | | | Inv #3814393, Konica Multi-purpose copier (C308) contract - June 2023 (AJE F... | 6047 · Office Supplies | Tiburon | -206.72 |
| | | | Inv #761148, Konica Multip-purpose copier - Toner (yellow) - June 2023 (AJE F... | 6047 · Office Supplies | Belvedere | -6.08 |
| | | | Inv #761148, Konica Multip-purpose copier - Toner (yellow) - June 2023 (AJE F... | 6047 · Office Supplies | Tiburon:Paradise ... | -0.38 |
| | | | Inv #761148, Konica Multip-purpose copier - Toner (yellow) - June 2023 (AJE F... | 6047 · Office Supplies | Tiburon | -8.54 |
| | | TOTAL | | | | -378.00 |

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|------|----------|-----------------------------------|---|--|----------------------|-------------|
| 9854 | 07/13/23 | Cintas Corporation #626 | Acct #626-00821, PPE/Safetywear - May / June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #4157386833, #4158798406 (PIF), #4159500713, #4160194347 - May/June ... | 8520 · Personal Protection/Safety Wear | Belvedere | -56.77 |
| | | | Inv #4157386833, #4158798406 (PIF), #4159500713, #4160194347 - May/June ... | 8520 · Personal Protection/Safety Wear | Tiburon:Paradise ... | -3.50 |
| | | | Inv #4157386833, #4158798406 (PIF), #4159500713, #4160194347 - May/June ... | 8520 · Personal Protection/Safety Wear | Tiburon | -79.73 |
| | | | Special Orders #1904047016, #1904002027, #1904060390 - May/June 2023 (A... | 8520 · Personal Protection/Safety Wear | Belvedere | -211.56 |
| | | | Special Orders #1904047016, #1904002027, #1904060390 - May/June 2023 (A... | 8520 · Personal Protection/Safety Wear | Tiburon:Paradise ... | -13.04 |
| | | | Special Orders #1904047016, #1904002027, #1904060390 - May/June 2023 (A... | 8520 · Personal Protection/Safety Wear | Tiburon | -297.13 |
| | | TOTAL | | | | -661.73 |
| 9855 | 07/13/23 | Comcast | Acct# 963 425 517, VOIP Service - July 2023 | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #170234004, VOIP Phone Service (14) Land Line Phones - July 2023 | 8531 · Main Plant Telephones | SD5 | -370.89 |
| | | TOTAL | | | | -370.89 |
| 9856 | 07/13/23 | Comcast Business | Acct# 8155 30 011 0149465, Bus. Voice, Internet & Cable - August 2023 | JP Morgan Chase - Primary 7399 | | |
| | | | Bundle: Cable - July 2023 | 8510 · Data/Alarms/IT Supp & Licensing | SD5 | -324.63 |
| | | | Bundle: Land Line Phones -- July 2023 | 8531 · Main Plant Telephones | SD5 | -129.09 |
| | | TOTAL | | | | -453.72 |
| 9857 | 07/13/23 | D&K Auto Service | SD5 Vehicle Maint. - June 2022 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #75067, PO#754213 -- 2015 VW TDI S - oil change and exhause fluids - Jun... | 7072 · Maintenance | Belvedere | -86.87 |
| | | | Inv #75067, PO#754213 -- 2015 VW TDI S - oil change and exhause fluids - Jun... | 7072 · Maintenance | Tiburon:Paradise ... | -5.36 |
| | | | Inv #75067, PO#754213 -- 2015 VW TDI S - oil change and exhause fluids - Jun... | 7072 · Maintenance | Tiburon | -122.02 |
| | | TOTAL | | | | -214.25 |
| 9858 | 07/13/23 | DKF Solutions Group, LLC | My Safety Officer Subscription + CalOSHA Training - June (AJE FY22-23) - ... | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #21398 (PO #160861) - DKF CalOSHA Safety - Refined spaces + Confer w/ ... | 8515 · Safety | Belvedere | -301.08 |
| | | | Inv #21398 (PO #160861) - DKF CalOSHA Safety - Refined spaces + Confer w/ ... | 8515 · Safety | Tiburon:Paradise ... | -18.56 |
| | | | Inv #21398 (PO #160861) - DKF CalOSHA Safety - Refined spaces + Confer w/ ... | 8515 · Safety | Tiburon | -422.86 |
| | | | Inv #21359, DKF Monthly "TrainingLINK" Subscription - July 2023 | 8515 · Safety | SD5 | -395.00 |
| | | | Inv #21443 (PO#2302203-1) - Spills & SERP training - July 2023 | 8515 · Safety | SD5 | -6,400.00 |
| | | TOTAL | | | | -7,537.50 |
| 9859 | 07/13/23 | Environmental Resource Associates | Acct #S057001, M.P. Lab Supplies & Chemicals - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #044518 (PO#:RC954168), M.P. Lab Supplies & Chemicals - pH/chlorine Lab... | 7025 · Lab Supplies & Chemicals | Belvedere | -507.31 |
| | | | Inv #044518 (PO#:RC954168), M.P. Lab Supplies & Chemicals - pH/chlorine Lab... | 7025 · Lab Supplies & Chemicals | Tiburon | -715.13 |
| | | TOTAL | | | | -1,222.44 |

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|-------|----------|-----------------------------|---|--|----------------------|-------------|
| 9860 | 07/13/23 | Fastenal Company | CAPET0959, M.P. Supplies - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #CAPET66090 (PO#654038) - SHOP SUPPLIES RESTOCK - June 2023 (AJ... | 7021 · Plant Maintenance Supplies | Belvedere | -486.77 |
| | | | Inv #CAPET66090 (PO#654038) - SHOP SUPPLIES RESTOCK - June 2023 (AJ... | 7021 · Plant Maintenance Supplies | Tiburon | -686.17 |
| TOTAL | | | | | | -1,172.94 |
| 9861 | 07/13/23 | Friedman's Home Improvement | Acct #20070, PPE/Safetywear - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #16956640 (PO#AB653694) - June 2023 (AJE FY22-23) | 8520 · Personal Protection/Safety Wear | Belvedere | -9.43 |
| | | | Inv #16956640 (PO#AB653694) - June 2023 (AJE FY22-23) | 8520 · Personal Protection/Safety Wear | Tiburon | -0.58 |
| | | | Inv #16956640 (PO#AB653694) - June 2023 (AJE FY22-23) | 8520 · Personal Protection/Safety Wear | Belvedere | -13.24 |
| TOTAL | | | | | | -23.25 |
| 9862 | 07/13/23 | Goodman Building Supply Co. | Acct #20070, M.P. Supplies - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #872815 (PO#RH754102), M.P Painting supplies - June 2023 (AJE FY22-23) | 7021 · Plant Maintenance Supplies | Belvedere | -84.85 |
| | | | Inv #872815 (PO#RH754102), M.P Painting supplies - June 2023 (AJE FY22-23) | 7021 · Plant Maintenance Supplies | Tiburon | -119.61 |
| TOTAL | | | | | | -204.46 |
| 9863 | 07/13/23 | HDR Engineering, Inc. | Consulting, SD5 MP Digester - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #1200534112, HDR Consulting, SD5 M.P. Digester Rehab & Cleaning - June... | 9213 · M.P. Digester | Belvedere | -2,352.46 |
| | | | Inv #1200534112, HDR Consulting, SD5 M.P. Digester Rehab & Cleaning - June... | 9213 · M.P. Digester | Tiburon | -3,316.11 |
| TOTAL | | | | | | -5,668.57 |
| 9864 | 07/13/23 | HF&H Consultants, LLC | Consulting - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #9720261, Project #W3829, SD5 Sewer Rate Study - June 2023 (AJE FY22-... | 6017 · Consulting Fees | Belvedere | -2,489.93 |
| | | | Inv #9720261, Project #W3829, SD5 Sewer Rate Study - June 2023 (AJE FY22-... | 6017 · Consulting Fees | Tiburon:Paradise ... | -153.51 |
| | | | Inv #9720261, Project #W3829, SD5 Sewer Rate Study - June 2023 (AJE FY22-... | 6017 · Consulting Fees | Tiburon | -3,496.96 |
| TOTAL | | | | | | -6,140.40 |
| 9865 | 07/13/23 | JM Integration, LLC | M.P. Parts & Service - May 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #23263 (Agrmnt #: Q230413): Troubleshooting at M.P. TWAS Pump (MCC R... | 7022 · Plant Maint. Parts & Service | Belvedere | -981.59 |
| | | | Inv #23263 (Agrmnt #: Q230413): Troubleshooting at M.P. TWAS Pump (MCC R... | 7022 · Plant Maint. Parts & Service | Tiburon | -1,383.69 |
| TOTAL | | | | | | -2,365.28 |

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|-------|----------|----------------------------------|---|--|-----------|-------------|
| 9866 | 07/13/23 | Marin Water | Water: March - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Cust #:424793, Golden Gate BPS: March - June 2023 (AJE FY22-23) | 8541 · Water | Belvedere | -86.63 |
| | | | Cust #:424791, Cove Rd. BPS: March - June 2023 (AJE FY22-23) | 8541 · Water | Belvedere | -86.63 |
| | | | Cust #:558095, San Rafael Ave. BPS: March - June 2023 (AJE FY22-23) | 8541 · Water | Belvedere | -86.63 |
| | | | Cust #138856, Mar West TPS: March - June 2023 (AJE FY22-23) | 8541 · Water | Tiburon | -86.63 |
| | | | Cust #100098, M.P. Belvedere: March - June 2023 (AJE FY22-23) | 8541 · Water | Belvedere | -568.39 |
| | | | Cust #100098, M.P. Tiburon: March - June 2023 (AJE FY22-23) | 8541 · Water | Tiburon | -801.23 |
| TOTAL | | | | | | -1,716.14 |
| 9867 | 07/13/23 | Mill Valley Refuse Service, Inc. | Acct #063092, SLUDGE TRANSPORT - May - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Sludge Transport/Exchange only: 4.4.23, 4.18.23, 4.24.23 (AJE FY22-23) | 7029 · Main Plant Sludge Disposal | Belvedere | -597.60 |
| | | | Sludge Transport/Exchange only: 4.4.23, 4.18.23, 4.24.23 (AJE FY22-23) | 7029 · Main Plant Sludge Disposal | Tiburon | -842.40 |
| | | | Sludge Transport/Exchange only: 5.3.23, 5.9.23, 5.16.23, 5.22.23, 5.24.23, 5.26.... | 7029 · Main Plant Sludge Disposal | Belvedere | -1,195.20 |
| | | | Sludge Transport/Exchange only: 5.3.23, 5.9.23, 5.16.23, 5.22.23, 5.24.23, 5.26.... | 7029 · Main Plant Sludge Disposal | Tiburon | -1,684.80 |
| | | | Sludge Transport/Exchange only: 6.6.23, 6.9.23, 6.13.23, 6.16.23, 6.19.23, 6.26.... | 7029 · Main Plant Sludge Disposal | Belvedere | -1,195.20 |
| | | | Sludge Transport/Exchange only: 6.6.23, 6.9.23, 6.13.23, 6.16.23, 6.19.23, 6.26.... | 7029 · Main Plant Sludge Disposal | Tiburon | -1,684.80 |
| TOTAL | | | | | | -7,200.00 |
| 9868 | 07/13/23 | Mill Valley Refuse Service, Inc. | Acct #032945, Garbage Service + 1 yd rental - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Garbage Service, Including 1 yd trash + 1 yd cardboard rental - June 2023 (AJE ... | 7023 · Janitorial Supplies & Service | Belvedere | -112.27 |
| | | | Garbage Service, Including 1 yd trash + 1 yd cardboard rental - June 2023 (AJE ... | 7023 · Janitorial Supplies & Service | Tiburon | -158.26 |
| TOTAL | | | | | | -270.53 |
| 9869 | 07/13/23 | MSA Safety, LLC | SD5 M.P. Parts & Srvcs. - March 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #963208967 (PO #955705), Gas monitor replacements @ M.P. Heaworks - ... | 9208 · M.P. Chem Feed Trx Pump Rplc... | Belvedere | -3,919.42 |
| | | | Inv #963208967 (PO #955705), Gas monitor replacements @ M.P. Heaworks - ... | 9208 · M.P. Chem Feed Trx Pump Rplc... | Tiburon | -5,524.97 |
| | | | Inv #963212092 (PO #955705), Gas monitor replacements @ M.P. Heaworks - ... | 9208 · M.P. Chem Feed Trx Pump Rplc... | Belvedere | -364.43 |
| | | | Inv #963212092 (PO #955705), Gas monitor replacements @ M.P. Heaworks - ... | 9208 · M.P. Chem Feed Trx Pump Rplc... | Tiburon | -513.72 |
| TOTAL | | | | | | -10,322.54 |
| 9870 | 07/13/23 | Nute Engineering Corp. | Consulting & Engr. Srvcs - June (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #26686, FY22-23 Sewer Improvement Project (Belvedere) - June 2023 | 6017 · Consulting Fees | Belvedere | -118.80 |
| | | | Inv #26686, FY22-23 Sewer Improvement Project (Tiburon) - June 2023 | 6017 · Consulting Fees | Tiburon | -178.20 |
| TOTAL | | | | | | -297.00 |

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|-------|----------|---------------------------------------|---|---------------------------------------|----------------------|-------------|
| 9871 | 07/13/23 | Pacific Gas & Electric | Acct #2908031411-4, Utilities - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Acct #2908031411-4, Main Plant Utilities - June 2023 (AJE FY22-23) | 8542 · Main Plant Utilities | Belvedere | -8,100.90 |
| | | | Acct #2908031411-4, P.C. Plant Utilities - June 2023 (AJE FY22-23) | 8543 · Paradise Cove Utilities | Tiburon:Paradise ... | -2,030.35 |
| | | | Acct #2908031411-4, Main Plant Utilities - June 2023 (AJE FY22-23) | 8542 · Main Plant Utilities | Tiburon | -11,419.34 |
| | | | Acct #2908031411-4, Belv Pump St Utilities - June 2023 (AJE FY22-23) | 8544 · Pump Station Utilities | Belvedere | -1,510.11 |
| | | | Acct #2908031411-4, P.C. Pump St Utilities - June 2023 (AJE FY22-23) | 8544 · Pump Station Utilities | Tiburon:Paradise ... | -302.28 |
| | | | Acct #2908031411-4, Tib Pump St Utilities - June 2023 (AJE FY22-23) | 8544 · Pump Station Utilities | Tiburon | -2,963.93 |
| TOTAL | | | | | | -26,326.91 |
| 9872 | 07/13/23 | Pacific Water Resources | M.P. Parts & Service - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #23168 (PO#DL954003), M.P. Parts & Service - M.P. Pump Bowl replaceme... | 7022 · Plant Maint. Parts & Service | Belvedere | -8,102.72 |
| | | | Inv #23168 (PO#DL954003), M.P. Parts & Service - M.P. Pump Bowl replaceme... | 7022 · Plant Maint. Parts & Service | Tiburon | -11,421.90 |
| TOTAL | | | | | | -19,524.62 |
| 9873 | 07/13/23 | SERVICE TOOL | Cust #56156, M.P. Parts & Supplies - June 2023 (AJE FY22-213) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #S5609126.001 (PO#753069): M.P. Power Tools - June 2023 (AJE FY22-213) | 7021 · Plant Maintenance Supplies | Belvedere | -138.78 |
| | | | Inv #S5609126.001 (PO#753069): M.P. Power Tools - June 2023 (AJE FY22-213) | 7021 · Plant Maintenance Supplies | Tiburon | -195.62 |
| TOTAL | | | | | | -334.40 |
| 9874 | 07/13/23 | Sewer Tek | M.P., P.C., Sm. Machine + Manhole - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #2020/1083 (PO#DL954035), M.P. wet tank floor + new concrete (AJE FY22-... | 7022 · Plant Maint. Parts & Service | Belvedere | -4,565.00 |
| | | | Inv #2020/1083 (PO#DL954035), M.P. wet tank floor + new concrete (AJE FY22-... | 7022 · Plant Maint. Parts & Service | Tiburon | -6,435.00 |
| | | | Inv #2020/1083 (PO#DL954035), Clean out at box fabrication at P.C. (AJE FY22-... | 7041 · Paradise Parts & Service | Tiburon:Paradise ... | -3,000.00 |
| | | | Inv #2020/1083 (PO#DL954035), Road grading at P.C. (AJE FY22-23) | 7041 · Paradise Parts & Service | Tiburon:Paradise ... | -3,000.00 |
| | | | Inv #2020/1083 (PO#DL954035), Sm. machine cleaning - Belvedere (AJE FY22-... | 7011 · Pumps & Lines Maintenance | Belvedere | -5,000.00 |
| | | | Inv #2020/1083 (PO#DL954035), Install hard pipe and patch at manhole (AJE FY... | 9313 · Manholes/Rodholes | Belvedere | -5,000.00 |
| TOTAL | | | | | | -27,000.00 |
| 9875 | 07/13/23 | McC Campbell Analytical, Inc. | M.P. Monitoring, Acute Toxicity Testing - May 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #2305522 + #2305523, M.P. Monitoring, Acute Toxicity Testing - May 2023 (...) | 7053 · Chronic Toxicity | Belvedere | -1,257.45 |
| | | | Inv #2305522 + #2305523, M.P. Monitoring, Acute Toxicity Testing - May 2023 (...) | 7053 · Chronic Toxicity | Tiburon | -1,772.55 |
| TOTAL | | | | | | -3,030.00 |
| 9876 | 07/13/23 | Special District Risk Management A... | Member #7665, Life, Vision, DDS & LTD Ins - August 2023 | JP Morgan Chase - Primary 7399 | | |
| | | | Life, Vision, DDS & LTD Ins - Inv #H42558 - August 2023 | 8020.05 · Employee Health | SD5 | -2,038.33 |
| TOTAL | | | | | | -2,038.33 |

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| 9877 | 07/13/23 | ThermoFisher Scientific | Cust #0019798, M.P. Lab Equipment - June 2023 (AJE FY21-22) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #06232023RCW (PO#754211), M.P. fan motor repair at fridge - June 2023 (...) | 7025 · Lab Supplies & Chemicals | Belvedere | -870.03 |
| | | | Inv #06232023RCW (PO#754211), M.P. fan motor repair at fridge - June 2023 (...) | 7025 · Lab Supplies & Chemicals | Tiburon | -1,226.42 |
| TOTAL | | | | | | -2,096.45 |
| 9878 | 07/13/23 | Transene Company Inc. | Acct #400M14, M.P. & Lab Supplies & Chemicals (+SASM) - June 2023 (AJE ... | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #219973, M.P. Chemicals & Lab Supplies - Sulfuric Acid Solution & Acetate ... | 7025 · Lab Supplies & Chemicals | Belvedere | -319.87 |
| | | | Inv #219973, M.P. Chemicals & Lab Supplies - Sulfuric Acid Solution & Acetate ... | 7025 · Lab Supplies & Chemicals | Tiburon | -450.91 |
| | | | Inv #219973, SASM Chemicals & Lab Supplies- Sulfuric Acid Solution & Acetate ... | 7025 · Lab Supplies & Chemicals | Belvedere | -319.87 |
| | | | Inv #219973, SASM Chemicals & Lab Supplies- Sulfuric Acid Solution & Acetate ... | 7025 · Lab Supplies & Chemicals | Tiburon | -450.91 |
| TOTAL | | | | | | -1,541.56 |
| 9879 | 07/13/23 | ULINE | Cust ID#:24834323, M.P. Parts + Safety - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #2271103 (PO#JR953082), Universal Spill Sets - June 2023 (AJE FY22-23) | 8515 · Safety | Belvedere | -263.79 |
| | | | Inv #2271103 (PO#JR953082), Universal Spill Sets - June 2023 (AJE FY22-23) | 8515 · Safety | Tiburon:Paradise ... | -16.26 |
| | | | Inv #2271103 (PO#JR953082), Universal Spill Sets - June 2023 (AJE FY22-23) | 8515 · Safety | Tiburon | -370.48 |
| TOTAL | | | | | | -650.53 |
| 9880 | 07/13/23 | Univar | Cust ID #STDT001, Chemicals - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #51276747 (PO #AB653699) Sodium Bisulfite 25% (\$1.4750/Gal) - June 202... | 7024 · Main Plant Chemicals | Belvedere | -3,183.56 |
| | | | Inv #51276747 (PO #AB653699) Sodium Bisulfite 25% (\$1.4750/Gal) - June 202... | 7024 · Main Plant Chemicals | Tiburon | -4,487.67 |
| TOTAL | | | | | | -7,671.23 |
| 9881 | 07/13/23 | US Bank | Acct#:4246 0445 5565 3611, May - June 2022 (AJE FY21-22) | JP Morgan Chase - Primary 7399 | | |
| | | | NASSCO + CWEA Certificates - Education recertifications - June 2023 | 6020 · Continuing Education | Belvedere | -184.50 |
| | | | NASSCO + CWEA Certificates - Education recertifications - June 2023 | 6020 · Continuing Education | Tiburon:Paradise ... | -11.38 |
| | | | NASSCO + CWEA Certificates - Education recertifications - June 2023 | 6020 · Continuing Education | Tiburon | -259.12 |
| | | | Fastrack (2 months), May + June, 2023 | 6025 · Dues & Subscriptions | Belvedere | -12.89 |
| | | | Fastrack (2 months), May + June, 2023 | 6025 · Dues & Subscriptions | Tiburon:Paradise ... | -0.80 |
| | | | Fastrack (2 months), May + June, 2023 | 6025 · Dues & Subscriptions | Tiburon | -18.11 |
| | | | Alhambra H2O (billing cycle not in synch) - May - June, 2023 | 7023 · Janitorial Supplies & Service | Belvedere | -95.45 |
| | | | Alhambra H2O (billing cycle not in synch) - May - June, 2023 | 7023 · Janitorial Supplies & Service | Tiburon | -134.54 |
| | | | #0822/9545: Amazon - lab supplies - May - June 2023 | 7025 · Lab Supplies & Chemicals | Belvedere | -148.50 |
| | | | #0822/9545: Amazon - lab supplies - May - June 2023 | 7025 · Lab Supplies & Chemicals | Tiburon | -209.32 |
| | | | Fuel fill-up (SF). 5.23.2023 | 7071 · Fuel | Belvedere | -10.01 |
| | | | Fuel fill-up (SF). 5.23.2023 | 7071 · Fuel | Tiburon:Paradise ... | -0.62 |
| | | | Fuel fill-up (SF). 5.23.2023 | 7071 · Fuel | Tiburon | -14.06 |
| TOTAL | | | | | | -1,099.30 |

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

07/17/23

June 16 through July 13, 2023

| Num | Date | Name | Memo | Account | Class | Paid Amount |
|-------|----------|------------------------------------|--|---------------------------------------|----------------------|-------------|
| 9882 | 07/13/23 | USABlueBook | Cust #933682, M.P. Parts & Lab Supplies - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #00061871 (PO#AB754152), Strike Midge Fly Control - June 2023 (AJE FY22-23) | 7025 · Lab Supplies & Chemicals | Belvedere | -621.45 |
| | | | Inv #00061871 (PO#AB754152), Strike Midge Fly Control - June 2023 (AJE FY22-23) | 7025 · Lab Supplies & Chemicals | Tiburon | -876.03 |
| | | | Inv #00052099 (PO#AB653697), Hach pH Buffer - June 2023 (AJE FY22-213) | 7025 · Lab Supplies & Chemicals | Belvedere | -123.70 |
| | | | Inv #00052099 (PO#AB653697), Hach pH Buffer - June 2023 (AJE FY22-213) | 7025 · Lab Supplies & Chemicals | Tiburon | -174.38 |
| TOTAL | | | | | | -1,795.56 |
| 9883 | 07/13/23 | Waste Management of Redwood La... | Acct #3-78482-75002, Sludge Disposal - June 2023 (AJE FY23-24) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #0108381-1507-8, Sludge Disposal - 6 pick-ups @ 44.11 tons - June 2023 (A... | 7029 · Main Plant Sludge Disposal | Belvedere | -468.83 |
| | | | Inv #0108381-1507-8, Sludge Disposal - 6 pick-ups @ 44.11 tons - June 2023 (A... | 7029 · Main Plant Sludge Disposal | Tiburon | -660.88 |
| TOTAL | | | | | | -1,129.71 |
| 9884 | 07/13/23 | Water Components & Building Supply | Acct #454, Lab Supplies - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #30610809 (PO#CB953680), Lab Supplies - June 2023 (AJE FY22-23) | 7021 · Plant Maintenance Supplies | Belvedere | -127.29 |
| | | | Inv #30610809 (PO#CB953680), Lab Supplies - June 2023 (AJE FY22-23) | 7021 · Plant Maintenance Supplies | Tiburon | -179.44 |
| | | | Inv #30612199 (PO#PC952168), Painting supplies - June 2023 (AJE FY22-23) | 7021 · Plant Maintenance Supplies | Belvedere | -146.29 |
| | | | Inv #30612199 (PO#PC952168), Painting supplies - June 2023 (AJE FY22-23) | 7021 · Plant Maintenance Supplies | Tiburon | -206.22 |
| TOTAL | | | | | | -659.24 |
| 9885 | 07/13/23 | Catharine Benediktsson | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | 6024 · Director Fees | Belvedere | -364.95 |
| | | | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | 6024 · Director Fees | Tiburon:Paradise ... | -22.50 |
| | | | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | 6024 · Director Fees | Tiburon | -512.55 |
| TOTAL | | | | | | -900.00 |
| 9886 | 07/13/23 | John Carapiet | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | 6024 · Director Fees | Belvedere | -446.05 |
| | | | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | 6024 · Director Fees | Tiburon:Paradise ... | -27.50 |
| | | | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | 6024 · Director Fees | Tiburon | -626.45 |
| TOTAL | | | | | | -1,100.00 |
| 9887 | 07/13/23 | Richard Snyder | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | 6024 · Director Fees | Belvedere | -364.95 |
| | | | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | 6024 · Director Fees | Tiburon:Paradise ... | -22.50 |
| | | | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | 6024 · Director Fees | Tiburon | -512.55 |
| TOTAL | | | | | | -900.00 |

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

07/17/23

June 16 through July 13, 2023

| Num | Date | Name | Memo | Account | Class | Paid Amount |
|-------|----------|-------------------|--|---------------------------------------|----------------------|-------------|
| 9888 | 07/13/23 | Tod Moody | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | 6024 · Director Fees | Belvedere | -324.40 |
| | | | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | 6024 · Director Fees | Tiburon:Paradise ... | -20.00 |
| | | | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | 6024 · Director Fees | Tiburon | -455.60 |
| TOTAL | | | | | | -800.00 |
| 9889 | 07/13/23 | Omar Arias-Montez | SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Attendance at SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | 6024 · Director Fees | Belvedere | -446.05 |
| | | | Attendance at SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | 6024 · Director Fees | Tiburon:Paradise ... | -27.50 |
| | | | Attendance at SD5 Board Mtgs, Jan - June 2023 (AJE FY22-23) | 6024 · Director Fees | Tiburon | -626.45 |
| TOTAL | | | | | | -1,100.00 |
| 9890 | 07/13/23 | Alvarez, Joel | FY22-23 Incentives/Reimbs. - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | FY22-23 Boot Allowance/Reimbursement, 6.30.2023 (AJE FY22-23) | 8515.01 · Boot Allowance | Belvedere | -81.10 |
| | | | FY22-23 Boot Allowance/Reimbursement, 6.30.2023 (AJE FY22-23) | 8515.01 · Boot Allowance | Tiburon:Paradise ... | -5.00 |
| | | | FY22-23 Boot Allowance/Reimbursement, 6.30.2023 (AJE FY22-23) | 8515.01 · Boot Allowance | Tiburon | -113.90 |
| | | | FY22-23 NASSCO Re-certification, 6.30.2023 (AJE FY22-23) | 6020 · Continuing Education | Belvedere | -152.06 |
| | | | FY22-23 NASSCO Re-certification, 6.30.2023 (AJE FY22-23) | 6020 · Continuing Education | Tiburon:Paradise ... | -9.38 |
| | | | FY22-23 NASSCO Re-certification, 6.30.2023 (AJE FY22-23) | 6020 · Continuing Education | Tiburon | -213.56 |
| TOTAL | | | | | | -575.00 |
| 9891 | 07/13/23 | Balf, Abigail | EE Incentive Program - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Safety: FY22-23 Boot Allowance (AJE FY22-23) | 8515.01 · Boot Allowance | Belvedere | -48.82 |
| | | | Safety: FY22-23 Boot Allowance (AJE FY22-23) | 8005 · Employee Incentives | Tiburon:Paradise ... | -3.01 |
| | | | Safety: FY22-23 Boot Allowance (AJE FY22-23) | 8005 · Employee Incentives | Tiburon | -68.57 |
| | | | EE Incentive Program: CSU- Sac: Secondary Trxmnt, V2, Cert #620835, June 20... | 8005 · Employee Incentives | Belvedere | -405.50 |
| | | | EE Incentive Program: CSU- Sac: Secondary Trxmnt, V2, Cert #620835, June 20... | 8005 · Employee Incentives | Tiburon:Paradise ... | -25.00 |
| | | | EE Incentive Program: CSU- Sac: Secondary Trxmnt, V2, Cert #620835, June 20... | 8005 · Employee Incentives | Tiburon | -569.50 |
| TOTAL | | | | | | -1,120.40 |
| 9892 | 07/13/23 | Bilsborough, Chad | FY22-23 Incentives/Reimbs. - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | FY22-23 Reimbursement re costs + fees re (3) SCU-Sac courses (AJE FY22-23) | 6020 · Continuing Education | Belvedere | -97.32 |
| | | | FY22-23 Reimbursement re costs + fees re (3) SCU-Sac courses (AJE FY22-23) | 6020 · Continuing Education | Tiburon:Paradise ... | -6.00 |
| | | | FY22-23 Reimbursement re costs + fees re (3) SCU-Sac courses (AJE FY22-23) | 6020 · Continuing Education | Tiburon | -136.68 |
| | | | FY22-23 EE Incentive Program @ SCU-Sac: Certs:#624103, #624125, #619053,... | 8005 · Employee Incentives | Belvedere | -2,027.50 |
| | | | FY22-23 EE Incentive Program @ SCU-Sac: Certs:#624103, #624125, #619053,... | 8005 · Employee Incentives | Tiburon:Paradise ... | -125.00 |
| | | | FY22-23 EE Incentive Program @ SCU-Sac: Certs:#624103, #624125, #619053,... | 8005 · Employee Incentives | Tiburon | -2,847.50 |
| TOTAL | | | | | | -5,240.00 |

Sanitary Distr. No.5 of Marin Co.

Warrant List Detail

June 16 through July 13, 2023

07/17/23

| Num | Date | Name | Memo | Account | Class | Paid Amount |
|-------|----------|---------------------|--|---------------------------------------|----------------------|-------------|
| 9893 | 07/13/23 | Cottrell, Rulon | FY22-23 Incentives/Reimbs. - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | FY22-23 EE Incentive Program @ SCU-Sac: Certs:#Membrane BioReactors, Dis... | 8005 · Employee Incentives | Belvedere | -2,027.50 |
| | | | FY22-23 EE Incentive Program @ SCU-Sac: Certs:#Membrane BioReactors, Dis... | 8005 · Employee Incentives | Tiburon:Paradise ... | -125.00 |
| | | | FY22-23 EE Incentive Program @ SCU-Sac: Certs:#Membrane BioReactors, Dis... | 8005 · Employee Incentives | Tiburon | -2,847.50 |
| TOTAL | | | | | | -5,000.00 |
| 9894 | 07/13/23 | Dohrmann, Robin | FY22-23 Eye Safety Glasses - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | FY22-23 Eye Protection Allowance - June 2023 (AJE FY22-23) | 8515.02 · Eye Protection Allowance | Belvedere | -121.65 |
| | | | FY22-23 Eye Protection Allowance - June 2023 (AJE FY22-23) | 8515.02 · Eye Protection Allowance | Tiburon:Paradise ... | -7.50 |
| | | | FY22-23 Eye Protection Allowance - June 2023 (AJE FY22-23) | 8515.02 · Eye Protection Allowance | Tiburon | -170.85 |
| TOTAL | | | | | | -300.00 |
| 9895 | 07/13/23 | Hage, Ross M. | FY22-23 Incentives/Reimbs. - June 2023 (AJE FY23-24) | JP Morgan Chase - Primary 7399 | | |
| | | | FY22-23 Health & Wellness (AJE FY22-23) | 8021.05 · EE Health & Wellness | Belvedere | -243.30 |
| | | | FY22-23 Health & Wellness (AJE FY22-23) | 8021.05 · EE Health & Wellness | Tiburon:Paradise ... | -15.00 |
| | | | FY22-23 Health & Wellness (AJE FY22-23) | 8021.05 · EE Health & Wellness | Tiburon | -341.70 |
| | | | FY22-23 Boot Allowance (AJE FY22-23) | 8515.01 · Boot Allowance | Belvedere | -81.10 |
| | | | FY22-23 Boot Allowance (AJE FY22-23) | 8515.01 · Boot Allowance | Tiburon:Paradise ... | -5.00 |
| | | | FY22-23 Boot Allowance (AJE FY22-23) | 8515.01 · Boot Allowance | Tiburon | -113.90 |
| TOTAL | | | | | | -800.00 |
| 9896 | 07/13/23 | La Torre, Daniel P. | FY22-23 Health & Wellness Reimbursement - June (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | FY22-23 Health & Wellness Reimbursement - June (AJE FY22-23) | 8021.05 · EE Health & Wellness | Belvedere | -243.30 |
| | | | FY22-23 Health & Wellness Reimbursement - June (AJE FY22-23) | 8021.05 · EE Health & Wellness | Tiburon:Paradise ... | -15.00 |
| | | | FY22-23 Health & Wellness Reimbursement - June (AJE FY22-23) | 8021.05 · EE Health & Wellness | Tiburon | -341.70 |
| TOTAL | | | | | | -600.00 |
| 9898 | 07/13/23 | Rubio, Antonio | FY22-23 Incentives/Reimbs. - June 2023 (AJE FY23-24) | JP Morgan Chase - Primary 7399 | | |
| | | | FY22-23 Health & Wellness - June 2023 (AJE FY22-23) | 8021.05 · EE Health & Wellness | Belvedere | -243.30 |
| | | | FY22-23 Health & Wellness - June 2023 (AJE FY22-23) | 8021.05 · EE Health & Wellness | Tiburon:Paradise ... | -15.00 |
| | | | FY22-23 Health & Wellness - June 2023 (AJE FY22-23) | 8021.05 · EE Health & Wellness | Tiburon | -341.70 |
| | | | Airfare + Shuttles re WEF Cllxn Sys. Conference, 6.27.2023 - 6.30.2023 (AJE F... | 6018.1 · Meetings & Travel | Belvedere | -353.76 |
| | | | Airfare + Shuttles re WEF Cllxn Sys. Conference, 6.27.2023 - 6.30.2023 (AJE F... | 6018.1 · Meetings & Travel | Tiburon:Paradise ... | -21.81 |
| | | | Airfare + Shuttles re WEF Cllxn Sys. Conference, 6.27.2023 - 6.30.2023 (AJE F... | 6018.1 · Meetings & Travel | Tiburon | -496.83 |
| | | | Meals/Diem re WEF Cllxn Sys. Conference, 6.27.2023 - 6.30.2023 (AJE FY22-23) | 6018.1 · Meetings & Travel | Belvedere | -72.99 |
| | | | Meals/Diem re WEF Cllxn Sys. Conference, 6.27.2023 - 6.30.2023 (AJE FY22-23) | 6018.1 · Meetings & Travel | Tiburon:Paradise ... | -4.50 |
| | | | Meals/Diem re WEF Cllxn Sys. Conference, 6.27.2023 - 6.30.2023 (AJE FY22-23) | 6018.1 · Meetings & Travel | Tiburon | -102.51 |
| TOTAL | | | | | | -1,652.40 |

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

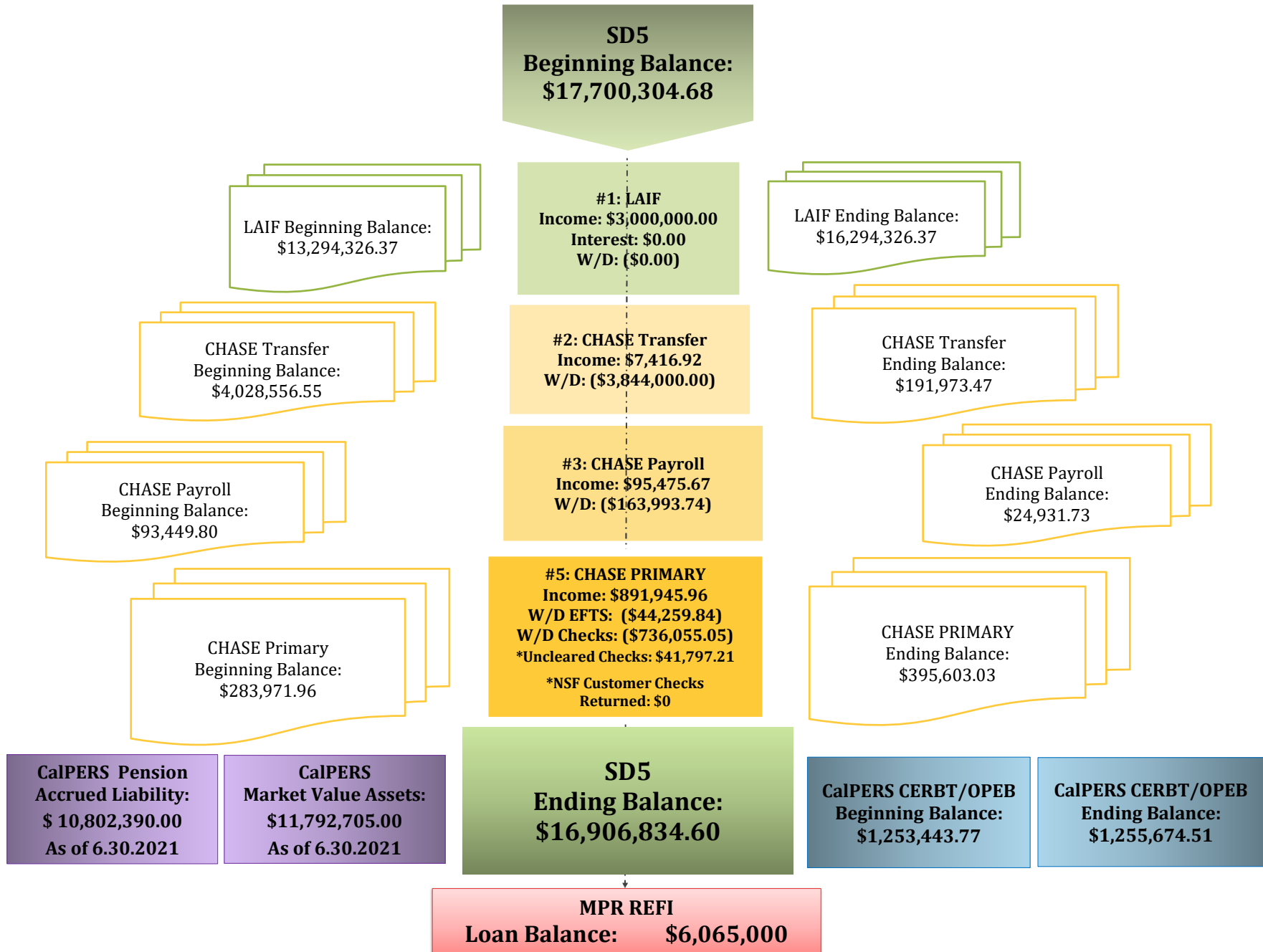
07/17/23

June 16 through July 13, 2023

| Num | Date | Name | Memo | Account | Class | Paid Amount |
|------|----------|--------------------------------------|--|--|----------------------|------------------|
| 9899 | 07/13/23 | Salazar, Ignacio | FY22-23 Incentives/Reimbs. - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | FY22-23 Reimbursement re costs + fees re (2) SCU-Sac courses (AJE FY22-23) | 6020 · Continuing Education | Belvedere | -28.39 |
| | | | FY22-23 Reimbursement re costs + fees re (2) SCU-Sac courses (AJE FY22-23) | 6020 · Continuing Education | Tiburon:Paradise ... | -1.75 |
| | | | FY22-23 Reimbursement re costs + fees re (2) SCU-Sac courses (AJE FY22-23) | 6020 · Continuing Education | Tiburon | -39.86 |
| | | | 5.18.2023 Samples delivered to CalTest (73 mi.) (AJE FY22-23) | 6018.1 · Meetings & Travel | Belvedere | -18.35 |
| | | | 5.18.2023 Samples delivered to CalTest (73 mi.) (AJE FY22-23) | 6018.1 · Meetings & Travel | Tiburon:Paradise ... | -1.13 |
| | | | 5.18.2023 Samples delivered to CalTest (73 mi.) (AJE FY22-23) | 6018.1 · Meetings & Travel | Tiburon | -25.78 |
| | | | FY22-23 EE Incentive Program @ SCU-Sac: Certs:#622737 (Solids Mngmnt (V1... | 8005 · Employee Incentives | Belvedere | -811.00 |
| | | | FY22-23 EE Incentive Program @ SCU-Sac: Certs:#622737 (Solids Mngmnt (V1... | 8005 · Employee Incentives | Tiburon:Paradise ... | -50.00 |
| | | | FY22-23 EE Incentive Program @ SCU-Sac: Certs:#622737 (Solids Mngmnt (V1... | 8005 · Employee Incentives | Tiburon | -1,139.00 |
| | | | TOTAL | | | -2,115.26 |
| 9900 | 07/13/23 | Rubio, Antonio | FY22-23 Incentives/Reimbs. - June 2023 (AJE FY23-24) | JP Morgan Chase - Primary 7399 | | |
| | | | FY22-23 Boot Allowance - June 2023 (AJE FY22-23) | 8515.01 · Boot Allowance | Belvedere | -81.10 |
| | | | FY22-23 Boot Allowance - June 2023 (AJE FY22-23) | 8515.01 · Boot Allowance | Tiburon:Paradise ... | -5.00 |
| | | | FY22-23 Boot Allowance - June 2023 (AJE FY22-23) | 8515.01 · Boot Allowance | Tiburon | -113.90 |
| | | | TOTAL | | | -200.00 |
| 9901 | 07/13/23 | Rosser, John | FY22-23 Health & Wellness (Partial) Reimbursement - July 2023 | JP Morgan Chase - Primary 7399 | | |
| | | | FY23-24 Health & Wellness (Partial) Reimbursement - July 2023 | 8021.05 · EE Health & Wellness | SD5 | -250.00 |
| | | | TOTAL | | | -250.00 |
| 9902 | 07/13/23 | MISCOwater | SASM / SD5 M.P. Parts & Srv. - June 2023 (AJE FY22-23) | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #19026PABR (PO #954027), M.P. Chemical Feed (SO3) SASM Replacemen... | 9208 · M.P. Chem Feed Trx Pump Rplc... | Belvedere | -1,879.99 |
| | | | Inv #19026PABR (PO #954027), M.P. Chemical Feed (SO3) SASM Replacemen... | 9208 · M.P. Chem Feed Trx Pump Rplc... | Tiburon | -2,650.11 |
| | | | Inv #19026PABR (PO #954027), M.P. Chemical Feed (SO3) SASM Replacemen... | 9208 · M.P. Chem Feed Trx Pump Rplc... | Belvedere | -1,879.99 |
| | | | Inv #19026PABR (PO #954027), M.P. Chemical Feed (SO3) SASM Replacemen... | 9208 · M.P. Chem Feed Trx Pump Rplc... | Tiburon | -2,650.11 |
| | | | TOTAL | | | -9,060.20 |
| 9903 | 07/13/23 | Environmental Systems Research In... | Cust #356200, ArcGIS Maintenance - July 2023 | JP Morgan Chase - Primary 7399 | | |
| | | | Inv #94523550, ArcGIS for Desktop Basic Single User Primary & Secondary Mai... | 8510 · Data/Alarms/IT Supp & Licensing | SD5 | -770.00 |
| | | | TOTAL | | | -770.00 |

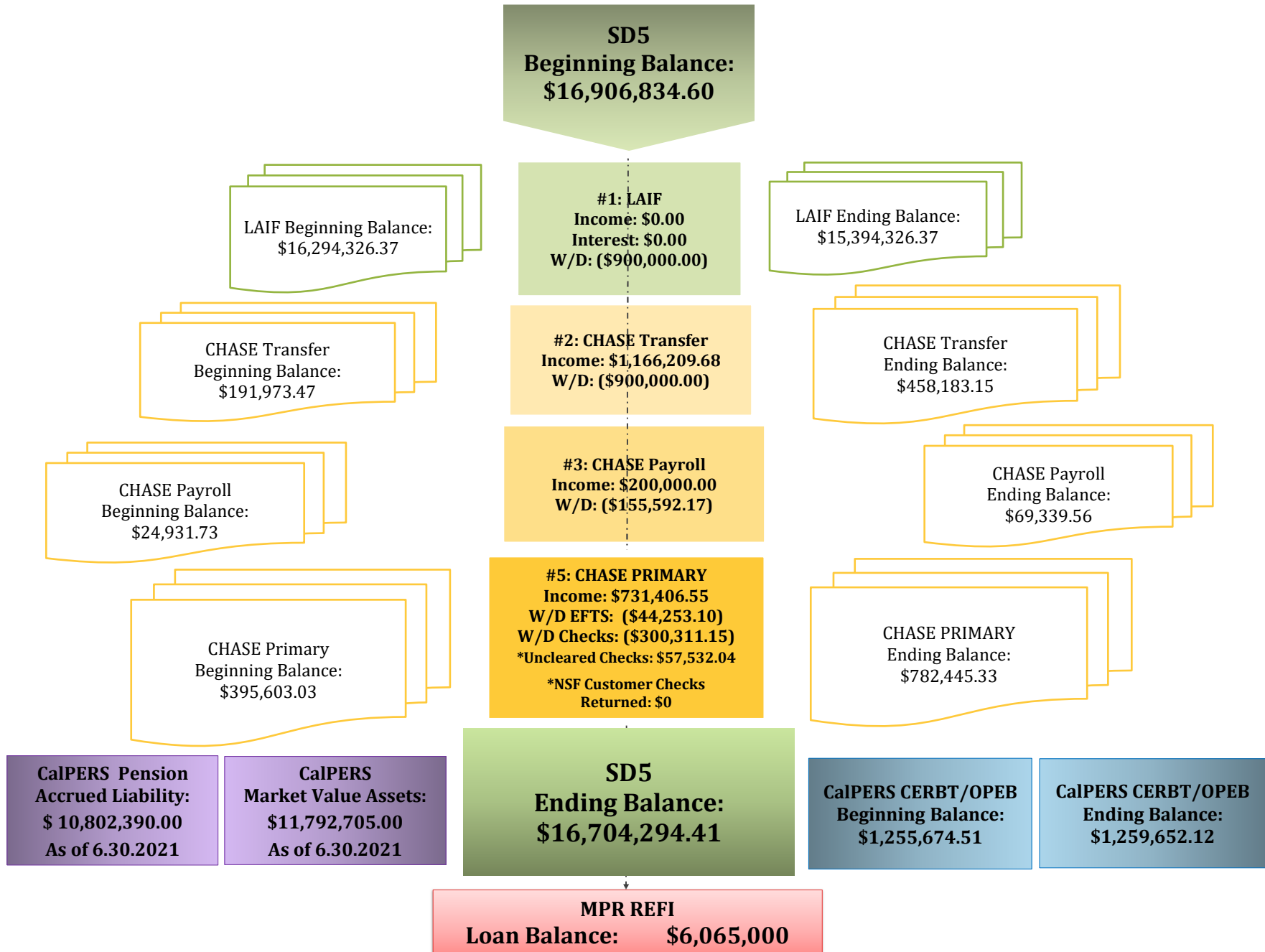
CASH FLOW CHART

SANITARY DISTRICT NO. 5 OF MARIN COUNTY: May 2023



CASH FLOW CHART

SANITARY DISTRICT NO. 5 OF MARIN COUNTY: June 2023





NOTICE OF AUTOMATIC PAYMENT

SCANNED: 6.19.2023

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

Client # 0082 Y400-2116
Invoice # 2023061401

AUTOMATIC PAYMENT \$400.23

This amount will be deducted from the following bank account at or after 12:01 A.M on 6/15/23.

ADDRESS SERVICE REQUESTED

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

XXXXXXXXXXXXXXXXX506

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

Page 1 of 1

| ACCOUNT SUMMARY | | | | AMOUNT |
|--|--|--|--|---------------|
| Previous Balance on Invoice#2023053001 Due 05/31/23 | | | | 377.67 |
| Payment Received - Thank You | | | | -377.67 |
| Balance Forward | | | | 0.00 |
| Total New Charges | | | | 400.23 |
| Account Balance (Includes Balance Forward, New Charges, and Pending Automatic Payments) | | | | 400.23 |

| CHECK DATE | DESCRIPTION OF SERVICE | PROCESSING DATE | # TRANSACTIONS | AMOUNT |
|---|-----------------------------------|-----------------|----------------|---------------|
| NEW CHARGES | | | | |
| 06/15/23 | Paychex Productivity | 06/14/23 | 15 | 364.50 |
| | Direct Deposit Premium Processing | | | 60.00 |
| | Delivery | | 1 | 16.54 |
| | Client Discount | | | -40.81 |
| | Total New Charges | | | 400.23 |
| Automatic Payment (Includes New Charges and applicable credits from Balance Forward above) | | | | 400.23 |

OK

Thank you for choosing Paychex.

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 06/15/23: \$78,359.84

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

TRANSACTION SUMMARY

| | | |
|--------------------------------------|---|------------------|
| SUMMARY BY TRANSACTION TYPE - | TOTAL ELECTRONIC FUNDS TRANSFER (EFT) | 78,359.84 |
| | CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT | 78,359.84 |
| | TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES | 9,315.30 |
| | CASH REQUIRED FOR CHECK DATE 06/15/23 | 87,675.14 |

TRANSACTION DETAIL

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

| <u>TRANS. DATE</u> | <u>BANK NAME</u> | <u>ACCOUNT NUMBER</u> | <u>PRODUCT</u> | <u>DESCRIPTION</u> | | BANK DRAFT AMOUNTS & OTHER TOTALS |
|--------------------|----------------------|-----------------------|----------------|---------------------------|------------------|--|
| 06/15/23 | JPMORGAN CHASE BANK, | xxxxxxxxxxxxx506 | Direct Deposit | Net Pay Allocations | 49,429.66 | ④ 49,429.66 |
| 06/15/23 | JPMORGAN CHASE BANK, | xxxxxxxxxxxxx506 | Taxpay® | Employee Withholdings | | |
| | | | | Social Security | 5,023.05 | |
| | | | | Medicare | 1,174.75 | |
| | | | | Fed Income Tax | 11,628.44 | |
| | | | | CA Income Tax | 4,767.30 | |
| | | | | Total Withholdings | 22,593.54 | |
| | | | | Employer Liabilities | | |
| | | | | Social Security | 5,023.02 | |
| | | | | Medicare | 1,174.75 | |
| | | | | Fed Unemploy | 5.43 | |
| | | | | CA Disability | 99.94 | |
| | | | | CA Unemploy | 32.59 | |
| | | | | CA Emp Train | 0.91 | |
| | | | | Total Liabilities | 6,336.64 | ④ 28,930.18 |
| | | | | EFT FOR 06/15/23 | | 78,359.84 |
| | | | | TOTAL EFT | | 78,359.84 |

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

| <u>TRANS. DATE</u> | <u>BANK NAME</u> | <u>ACCOUNT NUMBER</u> | <u>PRODUCT</u> | <u>DESCRIPTION</u> | | <u>TOTAL</u> |
|--------------------|-----------------------------------|-----------------------|----------------|----------------------|----------|--------------|
| 06/15/23 | Refer to your records for account | Information | Payroll | Employee Deductions | | |
| | | | | 401A Member Contribu | 3,685.45 | |
| | | | | Calpers 457B Roth | 1,012.00 | |
| | | | | Calpers 457B TRDL | 1,817.12 | |
| | | | | Med 125 | 194.61 | |



NOTICE OF AUTOMATIC PAYMENT

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

Client # 0082 Y400-2116
Invoice # 2023062801

AUTOMATIC PAYMENT \$334.98

This amount will be deducted from the following bank account at or after 12:01 A.M on 6/30/23.

XXXXXXXXXXXXXXXXX506

ADDRESS SERVICE REQUESTED

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

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

| ACCOUNT SUMMARY | | | | AMOUNT |
|--|--|--|--|---------------|
| Previous Balance on Invoice#2023061401 Due 06/15/23 | | | | 400.23 |
| Payment Received - Thank You | | | | -400.23 |
| Balance Forward | | | | 0.00 |
| Total New Charges | | | | 334.98 |
| Account Balance (Includes Balance Forward, New Charges, and Pending Automatic Payments) | | | | 334.98 |

| CHECK DATE | DESCRIPTION OF SERVICE | PROCESSING DATE | # TRANSACTIONS | AMOUNT |
|---|------------------------|-----------------|----------------|---------------|
| NEW CHARGES | | | | |
| 06/30/23 | Paychex Productivity | 06/28/23 | 14 | 358.60 |
| | Delivery | | 1 | 16.54 |
| | Client Discount | | | -40.16 |
| | Total New Charges | | | 334.98 |
| Automatic Payment (Includes New Charges and applicable credits from Balance Forward above) | | | | 334.98 |

Thank you for choosing Paychex.

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 06/30/23: \$65,502.97

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

TRANSACTION SUMMARY

| | | |
|--------------------------------------|---|------------------|
| SUMMARY BY TRANSACTION TYPE - | TOTAL ELECTRONIC FUNDS TRANSFER (EFT) | 65,502.97 |
| | CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT | <u>65,502.97</u> |
| | TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES | 9,576.35 |
| | CASH REQUIRED FOR CHECK DATE 06/30/23 | <u>75,079.32</u> |

TRANSACTION DETAIL

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

| <u>TRANS. DATE</u> | <u>BANK NAME</u> | <u>ACCOUNT NUMBER</u> | <u>PRODUCT</u> | <u>DESCRIPTION</u> | | BANK DRAFT AMOUNTS & OTHER TOTALS |
|--------------------|----------------------|-----------------------|----------------|---------------------------|-------------------------|--|
| 06/29/23 | JPMORGAN CHASE BANK, | xxxxxxxxxxxxx506 | Direct Deposit | Net Pay Allocations | 41,888.13 | 41,888.13 |
| | | | | | EFT FOR 06/29/23 | 41,888.13 |
| 06/30/23 | JPMORGAN CHASE BANK, | xxxxxxxxxxxxx506 | Taxpay@ | Employee Withholdings | | |
| | | | | Social Security | 4,298.87 | |
| | | | | Medicare | 1,005.38 | |
| | | | | Fed Income Tax | 9,055.52 | |
| | | | | CA Income Tax | 3,833.95 | |
| | | | | Total Withholdings | <u>18,193.72</u> | |
| | | | | Employer Liabilities | | |
| | | | | Social Security | 4,298.85 | |
| | | | | Medicare | 1,005.37 | |
| | | | | Fed Unemploy | 2.90 | |
| | | | | CA Disability | 96.14 | |
| | | | | CA Unemploy | 17.38 | |
| | | | | CA Emp Train | 0.48 | |
| | | | | Total Liabilities | <u>5,421.12</u> | 23,614.84 |
| | | | | | EFT FOR 06/30/23 | 23,614.84 |
| | | | | | TOTAL EFT | 65,502.97 |

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

| <u>TRANS. DATE</u> | <u>BANK NAME</u> | <u>ACCOUNT NUMBER</u> | <u>PRODUCT</u> | <u>DESCRIPTION</u> | | TOTAL |
|--------------------|---|-----------------------|----------------|----------------------|----------|--------------|
| 06/30/23 | Refer to your records for account Information | | Payroll | Employee Deductions | | |
| | | | | 401A Member Contribu | 3,946.50 | |
| | | | | Calpers 457B Roth | 1,012.00 | |
| | | | | Calpers 457B TRDL | 1,817.12 | |
| | | | | Med 125 | 194.61 | |

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

| | <u>Jun 30, 23</u> | <u>May 31, 23</u> | <u>\$ Change</u> |
|---|-----------------------------|-----------------------------|---------------------------|
| ASSETS | | | |
| Current Assets | | | |
| Checking/Savings | | | |
| JP Morgan Chase - Payroll 7506 | 268,571.89 | 24,164.06 | 244,407.83 |
| JP Morgan Chase - Primary 7399 | 1,125,363.29 | 760,335.96 | 365,027.33 |
| JP Morgan Chase - Transfer 7522 | -141,816.85 | -208,026.53 | 66,209.68 |
| Local Agency Investment Fund | | | |
| Belvedere | | | |
| Belvedere Capital & CIP Reserve | 4,600,899.21 | 4,558,501.71 | 42,397.50 |
| Belvedere Disaster RecoveryFund | 356,250.00 | 356,250.00 | 0.00 |
| Belvedere Operating | 1,220,038.24 | 1,303,594.83 | -83,556.59 |
| Belvedere Operating Reserve | 516,923.05 | 516,923.05 | 0.00 |
| Belvedere PERS Retirement Trust | 356,250.00 | 356,250.00 | 0.00 |
| Total Belvedere | <u>7,050,360.50</u> | <u>7,091,519.59</u> | <u>-41,159.09</u> |
| Tiburon | | | |
| Tiburon Capital & CIP Reserve | 5,176,799.04 | 5,111,338.16 | 65,460.88 |
| Tiburon Disaster Recovery Fund | 643,750.00 | 643,750.00 | 0.00 |
| Tiburon Operating | 1,195,736.83 | 2,120,038.62 | -924,301.79 |
| Tiburon Operating Reserve | 683,930.00 | 683,930.00 | 0.00 |
| Tiburon PERS Retirement Trust | 643,750.00 | 643,750.00 | 0.00 |
| Total Tiburon | <u>8,343,965.87</u> | <u>9,202,806.78</u> | <u>-858,840.91</u> |
| Total Local Agency Investment Fund | <u>15,394,326.37</u> | <u>16,294,326.37</u> | <u>-900,000.00</u> |
| Total Checking/Savings | <u>16,646,444.70</u> | <u>16,870,799.86</u> | <u>-224,355.16</u> |
| Other Current Assets | | | |
| Petty Cash | 881.92 | 881.92 | 0.00 |
| Total Other Current Assets | <u>881.92</u> | <u>881.92</u> | <u>0.00</u> |
| Total Current Assets | <u>16,647,326.62</u> | <u>16,871,681.78</u> | <u>-224,355.16</u> |
| Fixed Assets | <u>19,118,200.30</u> | <u>19,118,200.30</u> | <u>0.00</u> |
| TOTAL ASSETS | <u>35,765,526.92</u> | <u>35,989,882.08</u> | <u>-224,355.16</u> |
| LIABILITIES & EQUITY | 35,765,526.92 | 35,989,882.08 | -224,355.16 |

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
 July 2022 through June 2023

Item #3A

| | Jul '22 - Jun 23 | Budget | \$ Over Budget | % of Bu... |
|---|---------------------|---------------------|-------------------|---------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 5000 · Property Taxes / AD VALOREM | | | | |
| 5001.2 · TEETER | 951,944.15 | 875,000.00 | 76,944.15 | 108.8% |
| 5002 · UNSEC | 16,910.43 | 16,000.00 | 910.43 | 105.7% |
| 5003 · PUNS / PRIOR UNSECURED | 955.59 | 0.00 | 955.59 | 100.0% |
| 5004 · REDEMPTION / RDMPT | 703.05 | 0.00 | 703.05 | 100.0% |
| 5006 · SPLU | 1,110.61 | 5,000.00 | -3,889.39 | 22.2% |
| 5041 · SUPSEC | 32,215.84 | 15,000.00 | 17,215.84 | 214.8% |
| 5043 · SECU | 0.00 | 300.00 | -300.00 | 0.0% |
| 5046 · Excess ERAF | 375,208.60 | 275,000.00 | 100,208.60 | 136.4% |
| 5280 · HOPTR | 3,601.02 | 3,333.00 | 268.02 | 108.0% |
| 5483 · Other tax | 10,258.45 | 0.00 | 10,258.45 | 100.0% |
| Total 5000 · Property Taxes / AD VALOREM | 1,392,907.74 | 1,189,633.00 | 203,274.74 | 117.1% |
| 5007 · Sewer Service Charge | | | | |
| 5007.1 · Sewer Service - Tiburon Ops | 2,662,019.51 | 2,368,000.00 | 294,019.51 | 112.4% |
| 5007.2 · Sewer Service-Belv Ops | 1,780,699.53 | 1,570,581.00 | 210,118.53 | 113.4% |
| 5007.3 · Sewer Service-Belv Cap | 553,910.43 | 605,719.00 | -51,808.57 | 91.4% |
| 5007.4 · Other User Fees | -39,085.20 | 38,700.00 | -77,785.20 | ***** |
| 5007.5 · Sewer Service - Tiburon Cap | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 5007 · Sewer Service Charge | 4,957,544.27 | 4,583,000.00 | 374,544.27 | 108.2% |
| 5201 · Interest | | | | |
| 5201.1 · Interest County of Marin | 18.13 | 0.00 | 18.13 | 100.0% |
| 5201.2 · Interest LAIF | 219,583.51 | 100,000.00 | 119,583.51 | 219.6% |
| Total 5201 · Interest | 219,601.64 | 100,000.00 | 119,601.64 | 219.6% |
| 5900.10 · Paradise Sewer Line Ext. Fees | 14,491.00 | 0.00 | 14,491.00 | 100.0% |
| 5900.3 · Connection Fees | | | | |
| 5900.30 · Connection Permit Fees | 18,284.00 | 10,000.00 | 8,284.00 | 182.8% |
| 5900.31 · Collection | 209,487.20 | 125,000.00 | 84,487.20 | 167.6% |
| 5900.34 · Treatment | 272,408.80 | 125,000.00 | 147,408.80 | 217.9% |
| Total 5900.3 · Connection Fees | 500,180.00 | 260,000.00 | 240,180.00 | 192.4% |
| 5900.4 · Inspection Permit Fees | 13,295.50 | 10,000.00 | 3,295.50 | 133.0% |
| 5900.5 · SASM Expense Reimb. | 93,040.70 | 100,000.00 | -6,959.30 | 93.0% |
| 5900.9 · Other Income | 0.00 | 100.00 | -100.00 | 0.0% |
| Total Income | 7,191,060.85 | 6,242,733.00 | 948,327.85 | 115.2% |
| Gross Profit | 7,191,060.85 | 6,242,733.00 | 948,327.85 | 115.2% |
| Expense | | | | |
| 6000 · Administrative Expenses | | | | |
| 6001 · Advertising | 455.00 | 1,000.00 | -545.00 | 45.5% |
| 6002 · Outreach & Newsletter | 20.00 | 0.00 | 20.00 | 100.0% |
| 6008 · Audit & Accounting | 35,192.80 | 40,000.00 | -4,807.20 | 88.0% |
| 6017 · Consulting Fees | 125,602.50 | 100,000.00 | 25,602.50 | 125.6% |
| 6018 · Travel & Meetings | | | | |
| 6018.1 · Meetings & Travel | 17,524.59 | 17,000.00 | 524.59 | 103.1% |
| 6018.2 · Standby Mileage Expense Reimb | 3,441.49 | 8,000.00 | -4,558.51 | 43.0% |
| Total 6018 · Travel & Meetings | 20,966.08 | 25,000.00 | -4,033.92 | 83.9% |
| 6020 · Continuing Education | 9,386.83 | 10,000.00 | -613.17 | 93.9% |
| 6021 · County Fees | 15,969.14 | 16,590.00 | -620.86 | 96.3% |
| 6024 · Director Fees | 3,200.00 | 9,000.00 | -5,800.00 | 35.6% |
| 6025 · Dues & Subscriptions | 33,988.84 | 31,000.00 | 2,988.84 | 109.6% |
| 6026 · Elections | 250.01 | 9,000.00 | -8,749.99 | 2.8% |
| 6033 · Insurance | | | | |
| 6033.1 · Insurance - SD5 Property | 45,558.14 | 58,000.00 | -12,441.86 | 78.5% |
| 6033.2 · Insurance - SD5 Liability | 39,171.00 | 52,000.00 | -12,829.00 | 75.3% |
| 6033.3 · Insurance - SD5 Auto | 4,298.00 | 4,500.00 | -202.00 | 95.5% |
| Total 6033 · Insurance | 89,027.14 | 114,500.00 | -25,472.86 | 77.8% |

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
July 2022 through June 2023

| | Jul '22 - Jun 23 | Budget | \$ Over Budget | % of Bu... |
|--|---------------------|---------------------|-------------------|---------------|
| 6039 · Legal | 25,606.46 | 50,000.00 | -24,393.54 | 51.2% |
| 6047 · Office Supplies | 7,778.74 | 10,000.00 | -2,221.26 | 77.8% |
| 6056 · Postage | 6,248.83 | 1,200.00 | 5,048.83 | 520.7% |
| 6059 · Pollution Prevention/Public Edu | 1,596.44 | 5,000.00 | -3,403.56 | 31.9% |
| 6065 · Miscellaneous Expense | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 6000 · Administrative Expenses | 375,288.81 | 422,290.00 | -47,001.19 | 88.9% |
| 7000 · Ops & Maintenance Expenses | | | | |
| 7010 · Pumps & Lines Maintenance | | | | |
| 7011 · Pumps & Lines Maintenance | 75,345.95 | 100,000.00 | -24,654.05 | 75.3% |
| 7013 · Emergency Line Repair | 95,608.42 | 100,000.00 | -4,391.58 | 95.6% |
| Total 7010 · Pumps & Lines Maintenance | 170,954.37 | 200,000.00 | -29,045.63 | 85.5% |
| 7020 · Main Plant Maintenance | | | | |
| 7021 · Plant Maintenance Supplies | 87,385.97 | 80,000.00 | 7,385.97 | 109.2% |
| 7022 · Plant Maint. Parts & Service | 491,937.65 | 300,000.00 | 191,937.65 | 164.0% |
| 7023 · Janitorial Supplies & Service | 11,723.82 | 9,000.00 | 2,723.82 | 130.3% |
| 7024 · Main Plant Chemicals | 99,371.74 | 120,000.00 | -20,628.26 | 82.8% |
| 7025 · Lab Supplies & Chemicals | 21,859.56 | 21,000.00 | 859.56 | 104.1% |
| 7027 · Electrical & Instrument | 17,169.77 | 15,000.00 | 2,169.77 | 114.5% |
| 7028 · Grounds Maintenance | 5,685.13 | 5,000.00 | 685.13 | 113.7% |
| 7029 · Main Plant Sludge Disposal | 32,723.92 | 50,000.00 | -17,276.08 | 65.4% |
| Total 7020 · Main Plant Maintenance | 767,857.56 | 600,000.00 | 167,857.56 | 128.0% |
| 7040 · Paradise Cove Plant Maint | | | | |
| 7041 · Paradise Parts & Service | 22,975.42 | 20,000.00 | 2,975.42 | 114.9% |
| 7042 · Paradise Supplies & Chemicals | 1,095.35 | 6,500.00 | -5,404.65 | 16.9% |
| 7043 · Paradise Sludge Disposal | 4,447.92 | 6,000.00 | -1,552.08 | 74.1% |
| Total 7040 · Paradise Cove Plant Maint | 28,518.69 | 32,500.00 | -3,981.31 | 87.7% |
| 7050 · Monitoring | | | | |
| 7051 · Main Plant Lab Monitoring | 49,537.61 | 45,000.00 | 4,537.61 | 110.1% |
| 7052 · Paradise Cove Monitoring | 9,584.22 | 12,500.00 | -2,915.78 | 76.7% |
| Total 7050 · Monitoring | 59,121.83 | 57,500.00 | 1,621.83 | 102.8% |
| 7060 · Permits/Fees | | | | |
| 7061 · Main Plant NPDES Renewal | 5,443.25 | 40,000.00 | -34,556.75 | 13.6% |
| 7062 · Permits/Fees - General | 74,388.48 | 50,000.00 | 24,388.48 | 148.8% |
| 7063 · Paradise Cove Permits/Fees | 8,359.90 | 9,000.00 | -640.10 | 92.9% |
| Total 7060 · Permits/Fees | 88,191.63 | 99,000.00 | -10,808.37 | 89.1% |
| 7070 · Truck Maintenance | | | | |
| 7071 · Fuel | 21,716.76 | 15,000.00 | 6,716.76 | 144.8% |
| 7072 · Maintenance | 48,780.52 | 30,000.00 | 18,780.52 | 162.6% |
| Total 7070 · Truck Maintenance | 70,497.28 | 45,000.00 | 25,497.28 | 156.7% |
| Total 7000 · Ops & Maintenance Expenses | 1,185,141.36 | 1,034,000.00 | 151,141.36 | 114.6% |
| 8000 · Salaries and Benefits Expenses | | | | |
| 8001 · Salaries | 1,392,921.61 | 1,504,000.00 | -111,078.39 | 92.6% |
| 8003 · Overtime | 218,837.85 | 200,000.00 | 18,837.85 | 109.4% |
| 8004 · Standby Pay | 85,281.34 | 80,000.00 | 5,281.34 | 106.6% |
| 8005 · Employee Incentives | 15,995.00 | 60,000.00 | -44,005.00 | 26.7% |
| 8006 · Vacation Buyout | 60,208.44 | 65,000.00 | -4,791.56 | 92.6% |
| 8013 · Payroll Taxes | 124,349.57 | 155,965.00 | -31,615.43 | 79.7% |
| 8015 · Payroll/Bank Fees | 6,733.52 | 7,000.00 | -266.48 | 96.2% |
| 8016 · Car Allowance | 6,000.00 | 6,000.00 | 0.00 | 100.0% |
| 8019 · PERS Retirement | | | | |
| 8019.05 · PERS Retirement | 168,759.61 | 262,992.00 | -94,232.39 | 64.2% |
| 8019.06 · PERS Retirement - RBP | 0.00 | 350.00 | -350.00 | 0.0% |
| 8019.08 · PERS Retirement - CalPERS UAL | 9,503.04 | 0.00 | 9,503.04 | 100.0% |
| Total 8019 · PERS Retirement | 178,262.65 | 263,342.00 | -85,079.35 | 67.7% |

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
July 2022 through June 2023

| | Jul '22 - Jun 23 | Budget | \$ Over Budget | % of Bu... |
|--|------------------|--------------|----------------|------------|
| 8020 · Employee Health | | | | |
| 8020.05 · Employee Health | 277,834.32 | 319,272.00 | -41,437.68 | 87.0% |
| 8021 · Employee Health Deductions | -4,337.50 | 0.00 | -4,337.50 | 100.0% |
| Total 8020 · Employee Health | 273,496.82 | 319,272.00 | -45,775.18 | 85.7% |
| 8022 · Retiree Health | | | | |
| 8022.05 · Retiree Health | 89,563.13 | 91,592.00 | -2,028.87 | 97.8% |
| 8022.10 · CERBT/OPEB Annual Arc Contribtn | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 8022 · Retiree Health | 89,563.13 | 91,592.00 | -2,028.87 | 97.8% |
| 8023 · Workers Comp Insurance | 27,636.99 | 57,268.00 | -29,631.01 | 48.3% |
| Total 8000 · Salaries and Benefits Expenses | 2,479,286.92 | 2,809,439.00 | -330,152.08 | 88.2% |
| 8500 · Other Operating Expenses | | | | |
| 8510 · Data/Alarms/IT Supp & Licensing | 108,376.32 | 100,000.00 | 8,376.32 | 108.4% |
| 8515 · Safety | 110,686.56 | 60,000.00 | 50,686.56 | 184.5% |
| 8520 · Personal Protection/Safety Wear | 15,372.63 | 15,000.00 | 372.63 | 102.5% |
| 8530 · Telephone | | | | |
| 8531 · Main Plant Telephones | 11,416.15 | 11,000.00 | 416.15 | 103.8% |
| 8532 · Paradise Cove Telephones | 3,147.28 | 500.00 | 2,647.28 | 629.5% |
| 8533 · Pumps & Lines Telephones | 2,930.17 | 7,000.00 | -4,069.83 | 41.9% |
| Total 8530 · Telephone | 17,493.60 | 18,500.00 | -1,006.40 | 94.6% |
| 8540 · Utilities | | | | |
| 8541 · Water | 9,215.75 | 8,000.00 | 1,215.75 | 115.2% |
| 8542 · Main Plant Utilities | 175,091.90 | 220,000.00 | -44,908.10 | 79.6% |
| 8543 · Paradise Cove Utilities | 20,945.89 | 20,000.00 | 945.89 | 104.7% |
| 8544 · Pump Station Utilities | 54,745.82 | 45,000.00 | 9,745.82 | 121.7% |
| Total 8540 · Utilities | 259,999.36 | 293,000.00 | -33,000.64 | 88.7% |
| Total 8500 · Other Operating Expenses | 511,928.47 | 486,500.00 | 25,428.47 | 105.2% |
| Total Expense | 4,551,645.56 | 4,752,229.00 | -200,583.44 | 95.8% |
| Net Ordinary Income | 2,639,415.29 | 1,490,504.00 | 1,148,911.29 | 177.1% |
| Other Income/Expense | | | | |
| Other Expense | | | | |
| 9100 · Capital Expenditures | | | | |
| 9200 · Main Plant Equipment Capital | | | | |
| 9206 · Infl Dry Weather Pump Rplcmnt | | | | |
| 9206.1 · Dry Weather Primary Cover | 0.00 | 100,000.00 | -100,000.00 | 0.0% |
| Total 9206 · Infl Dry Weather Pump Rplcmnt | 0.00 | 100,000.00 | -100,000.00 | 0.0% |
| 9208 · M.P. Chem Feed Trx Pump Rplcmnt | 6,120.55 | 0.00 | 6,120.55 | 100.0% |
| 9212 · M.P. Headworks | | | | |
| 9212.2 · M.P. Switchgear Upgrade/Imprvmt | 0.00 | 100,000.00 | -100,000.00 | 0.0% |
| 9212.3 · Grinder Replacement | 12,978.38 | 25,000.00 | -12,021.62 | 51.9% |
| Total 9212 · M.P. Headworks | 12,978.38 | 125,000.00 | -112,021.62 | 10.4% |
| 9213 · M.P. Digester | | | | |
| 9213.1 · Digester Rehab | 141,328.65 | 600,000.00 | -458,671.35 | 23.6% |
| Total 9213 · M.P. Digester | 141,328.65 | 600,000.00 | -458,671.35 | 23.6% |
| 9229.8 · Vehicle Replacement | 0.00 | 75,000.00 | -75,000.00 | 0.0% |
| Total 9200 · Main Plant Equipment Capital | 160,427.58 | 900,000.00 | -739,572.42 | 17.8% |

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
July 2022 through June 2023

| | Jul '22 - Jun 23 | Budget | \$ Over Budget | % of Bu... |
|--|----------------------|----------------------|----------------------|---------------|
| 9300 · Pumps & Lines Capital | | | | |
| 9301 · Tiburon Sewer Line Rehab Prog | 597,644.34 | 1,000,000.00 | -402,355.66 | 59.8% |
| 9304 · Belvedere Sewer Line Rehab Prog | 399,053.34 | 100,000.00 | 299,053.34 | 399.1% |
| 9306 · PS Pump & Valve Replacements | 47,760.98 | 50,000.00 | -2,239.02 | 95.5% |
| 9309 · BPS #1 Generator Replcmnt | 0.00 | 500,000.00 | -500,000.00 | 0.0% |
| 9313 · Manholes/Rodholes | 7,300.00 | 75,000.00 | -67,700.00 | 9.7% |
| Total 9300 · Pumps & Lines Capital | 1,051,758.66 | 1,725,000.00 | -673,241.34 | 61.0% |
| 9400 · Paradise Cove Capital | | | | |
| 9406 · P.C. Plant Grit Removal | 0.00 | 50,000.00 | -50,000.00 | 0.0% |
| 9407 · P.C. Pump Replacement | 20,701.49 | 25,000.00 | -4,298.51 | 82.8% |
| Total 9400 · Paradise Cove Capital | 20,701.49 | 75,000.00 | -54,298.51 | 27.6% |
| 9500 · Undesignated Capital | | | | |
| 9510 · Undesignated Cap - M.P. | 43,418.00 | 25,000.00 | 18,418.00 | 173.7% |
| 9530 · Undesignated Cap - P & L | 0.00 | 50,000.00 | -50,000.00 | 0.0% |
| Total 9500 · Undesignated Capital | 43,418.00 | 75,000.00 | -31,582.00 | 57.9% |
| Total 9100 · Capital Expenditures | 1,276,305.73 | 2,775,000.00 | -1,498,694.27 | 46.0% |
| 9700 · Debt Service | | | | |
| 9701 · Zion Bank Loan- Principal | 595,000.00 | 595,000.00 | 0.00 | 100.0% |
| 9702 · Zion Bank Loan - Interest | 157,790.00 | 157,790.00 | 0.00 | 100.0% |
| 9730 · Debt Service - MPR Project | | | | |
| 9734 · MPR Refi - Principal | 0.00 | | | |
| 9735 · MPR Refi - Interest | 0.00 | | | |
| Total 9730 · Debt Service - MPR Project | 0.00 | | | |
| Total 9700 · Debt Service | 752,790.00 | 752,790.00 | 0.00 | 100.0% |
| Total Other Expense | 2,029,095.73 | 3,527,790.00 | -1,498,694.27 | 57.5% |
| Net Other Income | -2,029,095.73 | -3,527,790.00 | 1,498,694.27 | 57.5% |
| Net Income | 610,319.56 | -2,037,286.00 | 2,647,605.56 | -30.0% |

**Sanitary Distr. No.5 of Marin Co.
Zone Report
June 2023**

07/11/23

Item #3B

| | Paradise C... (Tiburon) | Tiburon - O... (Tiburon) | Total Tiburon | Belvedere | TOTAL |
|---|----------------------------|-----------------------------|-------------------|-------------------|-------------------|
| Ordinary Income/Expense | | | | | |
| Income | | | | | |
| 5000 · Property Taxes / AD VALOREM | | | | | |
| 5001.2 · TEETER | 1,838.35 | 41,214.40 | 43,052.75 | 0.00 | 43,052.75 |
| 5004 · REDEMPTION / RDMPT | 1.05 | 23.56 | 24.61 | 0.00 | 24.61 |
| 5041 · SUPSEC | 56.12 | 1,258.24 | 1,314.36 | 0.00 | 1,314.36 |
| 5280 · HOPTR | 23.06 | 517.10 | 540.16 | 0.00 | 540.16 |
| Total 5000 · Property Taxes / AD VALOREM | 1,918.58 | 43,013.30 | 44,931.88 | 0.00 | 44,931.88 |
| 5007 · Sewer Service Charge | | | | | |
| 5007.1 · Sewer Service - Tiburon Ops | 4,963.29 | 111,273.07 | 116,236.36 | 0.00 | 116,236.36 |
| 5007.2 · Sewer Service-Belv Ops | 0.00 | 0.00 | 0.00 | 80,210.69 | 80,210.69 |
| 5007.3 · Sewer Service-Belv Cap | 0.00 | 0.00 | 0.00 | 24,830.75 | 24,830.75 |
| 5007.5 · Sewer Service - Tiburon Cap | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total 5007 · Sewer Service Charge | 4,963.29 | 111,273.07 | 116,236.36 | 105,041.44 | 221,277.80 |
| 5900.3 · Connection Fees | | | | | |
| 5900.30 · Connection Permit Fees | 0.00 | 250.00 | 250.00 | 700.00 | 950.00 |
| 5900.31 · Collection | 0.00 | 6,693.00 | 6,693.00 | 11,145.00 | 17,838.00 |
| 5900.34 · Treatment | 0.00 | 1,605.00 | 1,605.00 | 8,025.00 | 9,630.00 |
| 5900.3 · Connection Fees - Other | 0.00 | 300.00 | 300.00 | 600.00 | 900.00 |
| Total 5900.3 · Connection Fees | 0.00 | 8,848.00 | 8,848.00 | 20,470.00 | 29,318.00 |
| 5900.4 · Inspection Permit Fees | | | | | |
| | 0.00 | 1,498.50 | 1,498.50 | 200.00 | 1,698.50 |
| Total Income | 6,881.87 | 164,632.87 | 171,514.74 | 125,711.44 | 297,226.18 |
| Gross Profit | 6,881.87 | 164,632.87 | 171,514.74 | 125,711.44 | 297,226.18 |
| Expense | | | | | |
| 6000 · Administrative Expenses | | | | | |
| 6001 · Advertising | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 6008 · Audit & Accounting | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 6017 · Consulting Fees | 7,978.60 | 8,037.77 | 16,016.37 | 8,198.98 | 24,215.35 |
| 6018 · Travel & Meetings | | | | | |
| 6018.1 · Meetings & Travel | 29.60 | 674.19 | 703.79 | 480.05 | 1,183.84 |
| 6018.2 · Standby Mileage Expense Reimb | 59.52 | 327.91 | 387.43 | 225.68 | 613.11 |
| 6018 · Travel & Meetings - Other | 0.51 | 11.56 | 12.07 | 8.24 | 20.31 |
| Total 6018 · Travel & Meetings | 89.63 | 1,013.66 | 1,103.29 | 713.97 | 1,817.26 |
| 6020 · Continuing Education | 20.06 | 456.73 | 476.79 | 325.21 | 802.00 |
| 6025 · Dues & Subscriptions | 14.23 | 324.05 | 338.28 | 230.73 | 569.01 |
| 6039 · Legal | 68.29 | 1,932.61 | 2,000.90 | 1,107.57 | 3,108.47 |
| 6047 · Office Supplies | 75.37 | 1,716.97 | 1,792.34 | 1,222.52 | 3,014.86 |
| 6056 · Postage | 24.21 | 1,922.74 | 1,946.95 | 1,429.23 | 3,376.18 |
| 6059 · Pollution Prevention/Public Edu | -66.64 | -1,517.71 | -1,584.35 | -1,080.65 | -2,665.00 |
| Total 6000 · Administrative Expenses | 8,203.75 | 13,886.82 | 22,090.57 | 12,147.56 | 34,238.13 |
| 7000 · Ops & Maintenance Expenses | | | | | |
| 7010 · Pumps & Lines Maintenance | | | | | |
| 7011 · Pumps & Lines Maintenance | 2,750.00 | 15,154.14 | 17,904.14 | 8,134.46 | 26,038.60 |
| 7013 · Emergency Line Repair | 0.00 | 0.00 | 0.00 | 46,608.42 | 46,608.42 |
| Total 7010 · Pumps & Lines Maintenance | 2,750.00 | 15,154.14 | 17,904.14 | 54,742.88 | 72,647.02 |
| 7020 · Main Plant Maintenance | | | | | |
| 7021 · Plant Maintenance Supplies | 0.00 | 11,990.84 | 11,990.84 | 10,338.33 | 22,329.17 |
| 7022 · Plant Maint. Parts & Service | 0.00 | 22,204.50 | 22,204.50 | 14,436.37 | 36,640.87 |

Sanitary Distr. No.5 of Marin Co.
Zone Report
June 2023

07/11/23

| | Paradise C... (Tiburon) | Tiburon - O... (Tiburon) | Total Tiburon | Belvedere | TOTAL |
|--|----------------------------|-----------------------------|-------------------|-------------------|-------------------|
| 7023 · Janitorial Supplies & Service | 0.00 | 780.27 | 780.27 | 553.84 | 1,334.11 |
| 7024 · Main Plant Chemicals | 0.00 | 11,826.16 | 11,826.16 | 8,400.86 | 20,227.02 |
| 7025 · Lab Supplies & Chemicals | 235.71 | 1,317.88 | 1,553.59 | 967.43 | 2,521.02 |
| 7027 · Electrical & Instrument | 0.00 | 4,839.27 | 4,839.27 | 3,432.99 | 8,272.26 |
| 7028 · Grounds Maintenance | 0.00 | 355.48 | 355.48 | 252.18 | 607.66 |
| 7029 · Main Plant Sludge Disposal | 0.00 | 2,971.71 | 2,971.71 | 2,113.52 | 5,085.23 |
| Total 7020 · Main Plant Maintenance | 235.71 | 56,286.11 | 56,521.82 | 40,495.52 | 97,017.34 |
| 7040 · Paradise Cove Plant Maint | | | | | |
| 7041 · Paradise Parts & Service | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7042 · Paradise Supplies & Chemicals | 5.10 | 0.00 | 5.10 | 0.00 | 5.10 |
| 7043 · Paradise Sludge Disposal | 89.80 | 0.00 | 89.80 | 0.00 | 89.80 |
| Total 7040 · Paradise Cove Plant Maint | 94.90 | 0.00 | 94.90 | 0.00 | 94.90 |
| 7050 · Monitoring | | | | | |
| 7051 · Main Plant Lab Monitoring | 0.00 | 2,958.59 | 2,958.59 | 2,098.82 | 5,057.41 |
| 7052 · Paradise Cove Monitoring | 142.54 | 0.00 | 142.54 | 0.00 | 142.54 |
| 7050 · Monitoring - Other | 10.38 | 236.34 | 246.72 | 168.28 | 415.00 |
| Total 7050 · Monitoring | 152.92 | 3,194.93 | 3,347.85 | 2,267.10 | 5,614.95 |
| 7060 · Permits/Fees | | | | | |
| 7062 · Permits/Fees - General | 0.00 | 7,812.89 | 7,812.89 | 5,545.85 | 13,358.74 |
| 7063 · Paradise Cove Permits/Fees | 56.26 | 0.00 | 56.26 | 0.00 | 56.26 |
| Total 7060 · Permits/Fees | 56.26 | 7,812.89 | 7,869.15 | 5,545.85 | 13,415.00 |
| 7070 · Truck Maintenance | | | | | |
| 7071 · Fuel | 51.22 | 1,166.79 | 1,218.01 | 830.79 | 2,048.80 |
| 7072 · Maintenance | 230.43 | 7,494.03 | 7,724.46 | 5,330.06 | 13,054.52 |
| Total 7070 · Truck Maintenance | 281.65 | 8,660.82 | 8,942.47 | 6,160.85 | 15,103.32 |
| Total 7000 · Ops & Maintenance Expenses | 3,571.44 | 91,108.89 | 94,680.33 | 109,212.20 | 203,892.53 |
| 8000 · Salaries and Benefits Expenses | | | | | |
| 8001 · Salaries | 3,103.06 | 70,687.57 | 73,790.63 | 50,331.53 | 124,122.16 |
| 8003 · Overtime | 259.70 | 5,915.97 | 6,175.67 | 4,212.35 | 10,388.02 |
| 8004 · Standby Pay | 171.44 | 3,905.34 | 4,076.78 | 2,780.71 | 6,857.49 |
| 8005 · Employee Incentives | 70.50 | 1,708.25 | 1,778.75 | 1,216.25 | 2,995.00 |
| 8006 · Vacation Buyout | 74.88 | 2,981.45 | 3,056.33 | 1,214.47 | 4,270.80 |
| 8013 · Payroll Taxes | 242.30 | 7,585.39 | 7,827.69 | 3,930.07 | 11,757.76 |
| 8015 · Payroll/Bank Fees | 890.04 | -14,213.70 | -13,323.66 | 14,436.53 | 1,112.87 |
| 8016 · Car Allowance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 8019 · PERS Retirement | | | | | |
| 8019.05 · PERS Retirement | 377.39 | 8,323.63 | 8,701.02 | 6,121.29 | 14,822.31 |
| Total 8019 · PERS Retirement | 377.39 | 8,323.63 | 8,701.02 | 6,121.29 | 14,822.31 |
| 8020 · Employee Health | | | | | |
| 8020.05 · Employee Health | 572.05 | 13,031.28 | 13,603.33 | 9,278.64 | 22,881.97 |
| 8021 · Employee Health Deductions | | | | | |
| 8021.05 · EE Health & Wellness | 37.50 | 854.25 | 891.75 | 608.25 | 1,500.00 |
| 8021.10 · EE Medical Opt-Out | 0.00 | 400.00 | 400.00 | 0.00 | 400.00 |
| 8021.15 · EE Medical FSA (PreTax) | 1.25 | -225.53 | -224.28 | 20.28 | -204.00 |
| 8021 · Employee Health Deductions - Other | -9.74 | -221.66 | -231.40 | -157.82 | -389.22 |
| Total 8021 · Employee Health Deductions | 29.01 | 807.06 | 836.07 | 470.71 | 1,306.78 |
| Total 8020 · Employee Health | 601.06 | 13,838.34 | 14,439.40 | 9,749.35 | 24,188.75 |
| 8022 · Retiree Health | | | | | |
| 8022.05 · Retiree Health | 37.77 | 860.05 | 897.82 | 612.38 | 1,510.20 |
| Total 8022 · Retiree Health | 37.77 | 860.05 | 897.82 | 612.38 | 1,510.20 |
| Total 8000 · Salaries and Benefits Expenses | 5,828.14 | 101,592.29 | 107,420.43 | 94,604.93 | 202,025.36 |

Sanitary Distr. No.5 of Marin Co.
Zone Report
June 2023

07/11/23

| | Paradise C... (Tiburon) | Tiburon - O... (Tiburon) | Total Tiburon | Belvedere | TOTAL |
|--|----------------------------|-----------------------------|-------------------|--------------------|--------------------|
| 8500 · Other Operating Expenses | | | | | |
| 8510 · Data/Alarms/IT Supp & Licensing | -479.78 | -10,496.46 | -10,976.24 | -3,880.88 | -14,857.12 |
| 8515 · Safety | 521.17 | 11,872.24 | 12,393.41 | 4,859.37 | 17,252.78 |
| 8520 · Personal Protection/Safety Wear | 48.70 | 1,109.33 | 1,158.03 | 789.87 | 1,947.90 |
| 8530 · Telephone | | | | | |
| 8531 · Main Plant Telephones | 0.00 | 753.50 | 753.50 | 536.52 | 1,290.02 |
| 8532 · Paradise Cove Telephones | 268.04 | 0.00 | 268.04 | 0.00 | 268.04 |
| 8533 · Pumps & Lines Telephones | 18.10 | 288.48 | 306.58 | 35.00 | 341.58 |
| Total 8530 · Telephone | 286.14 | 1,041.98 | 1,328.12 | 571.52 | 1,899.64 |
| 8540 · Utilities | | | | | |
| 8542 · Main Plant Utilities | 0.00 | 10,733.07 | 10,733.07 | 7,614.05 | 18,347.12 |
| 8543 · Paradise Cove Utilities | 1,977.03 | 0.00 | 1,977.03 | 0.00 | 1,977.03 |
| 8544 · Pump Station Utilities | 304.32 | 3,011.61 | 3,315.93 | 1,549.26 | 4,865.19 |
| Total 8540 · Utilities | 2,281.35 | 13,744.68 | 16,026.03 | 9,163.31 | 25,189.34 |
| Total 8500 · Other Operating Expenses | 2,657.58 | 17,271.77 | 19,929.35 | 11,503.19 | 31,432.54 |
| Total Expense | 20,260.91 | 223,859.77 | 244,120.68 | 227,467.88 | 471,588.56 |
| Net Ordinary Income | -13,379.04 | -59,226.90 | -72,605.94 | -101,756.44 | -174,362.38 |
| Other Income/Expense | | | | | |
| Other Expense | | | | | |
| 9100 · Capital Expenditures | | | | | |
| 9200 · Main Plant Equipment Capital | | | | | |
| 9212 · M.P. Headworks | | | | | |
| 9212.3 · Grinder Replacement | 0.00 | 7,592.35 | 7,592.35 | 5,386.03 | 12,978.38 |
| Total 9212 · M.P. Headworks | 0.00 | 7,592.35 | 7,592.35 | 5,386.03 | 12,978.38 |
| 9213 · M.P. Digester | | | | | |
| 9213.1 · Digester Rehab | 0.00 | 13,777.73 | 13,777.73 | 9,773.94 | 23,551.67 |
| 9213 · M.P. Digester - Other | 0.00 | 1,797.64 | 1,797.64 | 1,275.25 | 3,072.89 |
| Total 9213 · M.P. Digester | 0.00 | 15,575.37 | 15,575.37 | 11,049.19 | 26,624.56 |
| Total 9200 · Main Plant Equipment Capital | 0.00 | 23,167.72 | 23,167.72 | 16,435.22 | 39,602.94 |
| 9300 · Pumps & Lines Capital | | | | | |
| 9301 · Tiburon Sewer Line Rehab Prog | 0.00 | 609.90 | 609.90 | 0.00 | 609.90 |
| Total 9300 · Pumps & Lines Capital | 0.00 | 609.90 | 609.90 | 0.00 | 609.90 |
| Total 9100 · Capital Expenditures | 0.00 | 23,777.62 | 23,777.62 | 16,435.22 | 40,212.84 |
| Total Other Expense | 0.00 | 23,777.62 | 23,777.62 | 16,435.22 | 40,212.84 |
| Net Other Income | 0.00 | -23,777.62 | -23,777.62 | -16,435.22 | -40,212.84 |
| Net Income | -13,379.04 | -83,004.52 | -96,383.56 | -118,191.66 | -214,575.22 |

12:30 PM

07/13/23

Accrual Basis

Sanitary Distr. No.5 of Marin Co.

Monthly O.T. Report

June 2023

Item #3C

| Type | Date | Num | Name | Memo | Amount | Balance |
|----------------------------|----------|-----|---------------------|------------------------|------------------|------------------|
| Balf, Abigail | | | | | | |
| Check | 06/15/23 | 483 | Balf, Abigail | 14.00 Hrs. O.T. @ 1.5x | 845.04 | 845.04 |
| Total Balf, Abigail | | | | | 845.04 | 845.04 |
| Bilsborough, Chad | | | | | | |
| Check | 06/15/23 | 484 | Bilsborough, Chad | 10.00 Hrs O.T. @ 1.5x | 770.40 | 770.40 |
| Check | 06/29/23 | 499 | Bilsborough, Chad | 10.00 Hrs O.T. @ 1.5x | 770.40 | 1,540.80 |
| Total Bilsborough, Chad | | | | | 1,540.80 | 1,540.80 |
| Collodi, Peter | | | | | | |
| Check | 06/29/23 | 500 | Collodi, Peter | 05.00 Hrs. O.T. @ 1.5x | 287.40 | 287.40 |
| Check | 06/29/23 | 500 | Collodi, Peter | 01.00 Hrs. O.T. @ 2.0x | 76.64 | 364.04 |
| Total Collodi, Peter | | | | | 364.04 | 364.04 |
| Cottrell, Rulon | | | | | | |
| Check | 06/15/23 | 486 | Cottrell, Rulon | 36.00 Hrs. O.T. @ 1.5x | 3,902.04 | 3,902.04 |
| Check | 06/15/23 | 486 | Cottrell, Rulon | 03.00 Hrs. O.T. @ 2.0x | 433.56 | 4,335.60 |
| Total Cottrell, Rulon | | | | | 4,335.60 | 4,335.60 |
| Dohrmann, Robin | | | | | | |
| Check | 06/15/23 | 487 | Dohrmann, Robin | 03.00 Hrs. O.T. @ 1.5x | 280.89 | 280.89 |
| Check | 06/29/23 | 502 | Dohrmann, Robin | 06.00 Hrs. O.T. @ 1.5x | 561.78 | 842.67 |
| Total Dohrmann, Robin | | | | | 842.67 | 842.67 |
| La Torre, Daniel P. | | | | | | |
| Check | 06/29/23 | 505 | La Torre, Daniel P. | 04.00 Hrs. O.T. @ 1.5x | 393.24 | 393.24 |
| Total La Torre, Daniel P. | | | | | 393.24 | 393.24 |
| Rosser, John | | | | | | |
| Check | 06/15/23 | 492 | Rosser, John | 13.00 Hrs. @ 1.5x | 1,104.09 | 1,104.09 |
| Check | 06/15/23 | 492 | Rosser, John | 02.50 Hrs. @ 2.0x | 283.10 | 1,387.19 |
| Total Rosser, John | | | | | 1,387.19 | 1,387.19 |
| Triola, Joseph | | | | | | |
| Check | 06/15/23 | 496 | Triola, Joseph | 04.00 Hrs. O.T. @ 1.5x | 339.72 | 339.72 |
| Check | 06/15/23 | 496 | Triola, Joseph | 03.00 Hrs. O.T. @ 2.0x | 339.72 | 679.44 |
| Total Triola, Joseph | | | | | 679.44 | 679.44 |
| TOTAL | | | | | 10,388.02 | 10,388.02 |

Sanitary District No. 5 of Marin County



District Management Report

June 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: July 20, 2023
To: Board of Directors
From: Tony Rubio, District Manager
Subject: Management Report for June 2023

Fiscal Status

Period Covered: July 1, 2022 –June 30, 2023
Percent of Fiscal Year: 100%
Percent of Budgeted Income to Date: 117.1%
Percent of Budgeted Expenditures to Date: 95.8% (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 June 2023 Include:

Financial/Budgetary/Business Administration

- FY 2023-24 commercial sewer calculations completed.
- Business Server file clean up ongoing.
- Simplified time sheets created for payroll purposes.
- Secondary time sheet created for each department to track important tasks/areas of work for superintendents to identify deficiencies, create efficiencies and to limit/reduce overtime where possible.
- Quickbooks software update completed
- Zone splits to be eliminated as a result of 1 base rate.

HR and Personnel

- RFP created for Staff Climate Survey now that the District is fully staffed and the Occupancy Optimization review has been completed and options have been recommended.

Continuing Education and Safety Training

- Work with DKF solutions on District safety program updates on-going
- Confined Space Entry Training Scheduled
- Confined space policy update completed

Collection System Performance

Main Plant Tiburon/Belvedere:

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

Paradise Cove:

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

Treatment Plant Performance

Paradise Cove:

- New HMI installation and integration scheduled for the week of June 19-completed

Main Plant:

- Submitted May 2023 Monthly SMR and DMR to the RWQCB on CIWQS.
- NPDES Permit renewal- draft tentative order to be received end of July.

Pollution Prevention Activities

- Meetings with P2 Group.

Capital Improvement Projects

- 2022 Sewer Rehab - Project completed- awaiting final progress payment
- CIP Occupancy Evaluation and CIP program review completed- Draft report reviewed by CIP committee- will be brought back to full board for acceptance at the July regular meeting
- Cove Road MCC and Generator replacement project design underway Site layout – priority for discussions with City of Belvedere
- Digester Rehab Project 60% design work and plans and specs submitted to District for review
- Ford Mavericks scheduled to be built the last week of June with hopeful delivery in July/August 2023

Glossary of Terms

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

Glossary of terms continued...

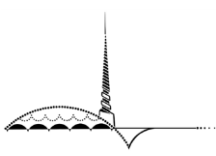
- **Headworks:** The point where all raw wastewater enters the treatment plant. In this building wastewater goes through 3 grinders to grind up all large objects that could possibly damage our influent and sludge pumps further down the treatment process.
- **Primary Sedimentation:** The next treatment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

Glossary of terms continued...

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

Wastewater Acronyms

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



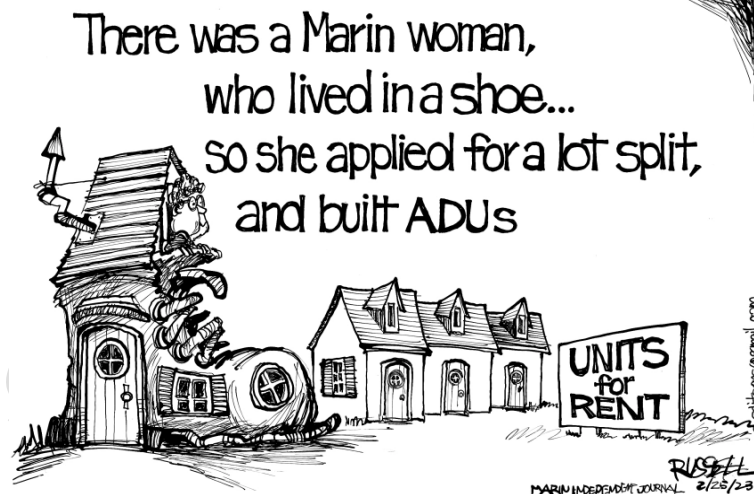
Build More ADUs - An Rx to Increase Marin's Housing Supply

June ??, 2023

SUMMARY

As a result of California's new state mandated Housing Element, Marin County and all its municipalities are obligated to build 14,210 new housing units by 2031.¹ Accessory Dwelling Units (ADUs) can help fill that need.

Marin County's housing production is not keeping pace with demand. The lack of housing supply to meet people's needs impacts affordability and causes average housing costs, particularly for renters in Marin, to rise significantly. As affordable housing becomes less accessible, people drive longer distances between homes they can afford and their workplace, or pack themselves into smaller shared spaces, both of which reduce quality of life and produce negative environmental impacts.



By permission of George Russell/Marin Independent Journal

* Note: The law does not require a lot split to build an ADU

One approach that could help achieve these housing goals is based upon a recognition that many property owners and residents reside on land on which they could build additional or secondary housing units. These second units, variously called granny flats, in-law units, garage houses, and under state law "Accessory Dwelling Units" (ADUs) and "Junior Accessory Dwelling Units" (JADUs) have become an increasingly popular form of housing. Unfortunately, they have not always been treated as "legal" under local law. Now, California law has effectively legalized

¹ 4,171 (very low income <50 percent AMI (Area Median Income), 2,400 (low income <80 percent AMI), 2,182 5,652 Total: 14,405. https://abag.ca.gov/sites/default/files/documents/2022-04/Final_RHNA_Methodology_Report_2023-2031_March2022_Update.pdf (accessed March 6, 2023); www.hcd.ca.gov/policy-and-research/accessory-dwelling-units/ Several Marin jurisdictions' Housing Elements make similar arguments; Ross, Appendix C-15.

their construction and occupancy.² Because building these units (a) does not require purchasing additional land, (b) can be added to existing structures and (c) can have fewer construction requirements than traditional single family houses on a square foot basis, they may be built less expensively. California's new law recognizes that ADUs can help fulfill the state's housing mandate, and can do so affordably and with a lesser impact on land use and the environment.³ Contrary to the sentiment expressed in the introductory cartoon, neither the "Marin woman who lived in a shoe" nor anyone else has to "apply for a lot split" before building an ADU.

Allowing ADUs in single-family and multifamily residential zones provides additional rental housing stock which are an essential component of the housing supply in California.⁴ Every Marin jurisdiction has increased ADU production, but there are a number of improvements that can be made to accelerate this process. This report highlights best practices in Marin and other Bay Area communities and suggests ways to facilitate development of ADUs and Junior Accessory Dwelling Units (collectively herein "ADUs").

ADU development has grown throughout the county since 2019.⁵ Marin County's local governments' recently enacted Housing Elements assume that 9.5 percent of their required housing units could be fulfilled with ADUs.⁶ One planning model shows a potential of 9,500 units, which is 66 percent of the requirement.⁷ For example, in Vancouver, Canada, 35 percent of single family houses have ADUs.⁸

² <https://www.hcd.ca.gov/policy-and-research/accessory-dwelling-units> (accessed March 6, 2023)

³ Calif. Gov. Code 65852.2 (m). A local agency may count an accessory dwelling unit for purposes of identifying adequate sites for housing, as specified in subdivision (a) of Section 65583.1, subject to authorization by the department and compliance with this division.

⁴ SB 1069 (2016). M. Nolan Gray, "The Housing Revolution is Coming," *The Atlantic*, October 5, 2022

⁵ Cities and County Housing Element Submissions 2022. Marin County, 2023-2031 Regional Housing Needs Assessment Appeal Request, July 9, 2021 notes the County's goal of increasing the supply of Accessory Dwelling Units along the City Centered Corridor.

⁶ Marin County's share of the region's housing allocation is 3.265 percent while Sonoma County's share is 3.3 percent. <https://abag.ca.gov/our-work/housing/rhna-regional-housing-needs-allocation> (Accessed March 6, 2023).

⁷ <https://turnercenter.berkeley.edu/wp-content/uploads/2021/07/SB-9-Brief-July-2021-Final.pdf> (accessed March 6, 2023). This approach uses an algorithm based on mapping the community.

⁸ <https://www.sightline.org/2016/02/17/why-vancouver-trounces-the-rest-of-cascadia-in-building-adus/> (Accessed March 6, 2023).

Table 1
Marin County and Cities
Housing Regional Housing Needs Allocation (RHNA) Requirements and
Projected ADUs by 2031

| Communities | RHNA | ADU History | | | | | ADU Goal '23-'31 | % of RHNA | |
|----------------------|---------------|-------------|------|------|------|------|------------------|-------------|------|
| | | 2018 | 2019 | 2020 | 2021 | 2022 | | | |
| Belvedere | 160 | | 4 | | | | 0 | 0.00 | |
| Corte Madera | 725 | 7 | 4 | 20 | 21 | | 100 | 13.79 | |
| Fairfax | 490 | 14 | 16 | 11 | 12 | | 86 | 17.55 | |
| Larkspur | 979 | | 6 | 6 | 6 | | 48 | 4.90 | |
| Mill Valley | 865 | 0 | 16 | 16 | 29 | 1 | 160 | 18.50 | |
| Novato | 2,090 | 6 | 10 | 16 | 27 | | 118 | 5.65 | |
| Ross | 111 | 0 | 0 | 1 | 3 | 10 | 80 | 72.07 | |
| San Anselmo | 833 | 6 | 9 | 22 | 24 | | 160 | 19.21 | |
| San Rafael | 3,220 | 78 | | | | | | 200 | 6.21 |
| Sausalito | 724 | | 10 | 10 | 12 | 15 | 64 | 8.84 | |
| Tiburon | 639 | 4 | 5 | 5 | 11 | | 72 | 11.27 | |
| Unincorporated Marin | 3,569 | | 37 | 32 | 35 | | 280 | 7.85 | |
| Total Units | 14,405 | | | | | | 1,368 | 9.50 | |

Source: 2022 Housing Elements submitted by County and municipalities; Sausalito: Housing Element HBR-120, Table 56 HBR-95 calculations. Accessed December 2022.

Many community planning professionals have argued these additional second units could benefit property owners as an additional source of income, assistance for older residents who could “retire in place” or a place for caregivers, as well as a home for family members. Community rewards might include housing for the local workforce, integrating energy-efficient housing, and reduced overcrowding.⁹

BACKGROUND

What is an ADU?

An ADU is an accessory dwelling of a primary residence and has complete independent living facilities for one or more persons. There are different types of ADUs:

- Detached: The unit is separated from the primary structure.
- Attached: The unit is attached to the primary structure.
- Converted Existing Space: A space (e.g., primary bedroom, attached garage, storage area or similar use, or an accessory structure) on the lot of the primary residence that is converted into an independent living unit.

⁹ <https://www.hcd.ca.gov/policy-and-research/accessory-dwelling-units> (Accessed March 9, 2023). Several Marin jurisdictions’ Housing Elements make similar arguments; Ross, Appendix C-15.

- Junior Accessory Dwelling Unit (JADU): A specific type of conversion of existing space that is contained entirely within an existing or proposed single-family residence.¹⁰

ADUs are not new. In previous eras they were given a variety of names, e.g., in-law units, backyard cottages, or granny units. They are quite common throughout the United States and California. In California, which has passed a series of laws enabling the use of ADUs, permits rose to nearly 20,000 in 2021 from about 1,200 in 2016.¹¹

The addition of ADUs to neighborhoods may promote what Jane Jacobs, in her book *The Death and Life of Great American Cities*, called "social capital," "mixed primary uses," and "eyes on the street."¹² This "gentle density" permits a range of casual public interactions which promote safety, contact, and the assimilation of children.

Planning, financing, and building an ADU is straightforward. It requires suitable land, a means to finance the project, and the ability to find a qualified building contractor. Fortunately, there are a number of public and private organizations that can help. For example, the CASITA Coalition provides individual homeowners guides and directions for how to work with public agencies, identify financing options, and even provides examples of building plans.¹³

ADUs Can Be Affordable to Build

Because of their small footprint, ADUs are significantly less expensive to build than new detached single-family homes. They also offer benefits that address common development barriers, such as land use and environmental sustainability. Because ADUs must be built on lots with existing or proposed housing, they do not require paying for new land or other costly infrastructure often required to build a new single-family home. It's a way to add capacity within the existing footprint, a strategy planners sometimes call "gentle density."¹⁴ ADUs do not require much government investment in infrastructure, and they reduce energy consumption and costs.

JADUs are contained inside existing or proposed single-family homes, and thus require relatively modest renovations and can be more affordable to complete. ADUs are often built with cost-effective one- or two-story wood frames, which are also less expensive than other construction types. Additionally, prefabricated ADUs (e.g., manufactured housing and factory-built housing) can be directly purchased and can further reduce construction time and cost. ADUs can provide as much living space as apartments and condominiums, and work well for couples, small families, friends, young people, and seniors.

ADUs Can Be Affordable for Renters

A regional survey of ADU affordability was conducted by the Association of Bay Area Governments (ABAG) to support the 6th Cycle Housing Elements.¹⁵ This survey examined rental costs by region, including Marin, Napa, and Sonoma Counties in the North Bay Region. The survey concluded that when accounting for ADUs rented at market rates, and ADUs rented at discounted rates to families and friends, 29 percent are affordable to very low income

¹⁰ <https://adumarin.org/thinking> (Accessed March 6, 2023).

¹¹ <https://www.nytimes.com/2023/01/29/health/elderly-housing-adu.html> (Accessed Mar. 6, 2023). See Appendix B.

¹² Jane Jacobs, *The Death and Life of Great American Cities* (Random House 1961).

¹³ <https://www.casitacoalition.org/adu-blog-info-for-homeowners/> (Accessed March 6, 2023).

¹⁴ <https://www.nytimes.com/2023/01/29/health/elderly-housing-adu.html> (Accessed March 6, 2023).

¹⁵ <https://abag.ca.gov/our-work/housing/rhna-regional-housing-needs-allocation> (Accessed March 6, 2023).

households, 44 percent to low income households, 26 percent to moderate income households, and 7 percent to above moderate income households. Sausalito undertook a similar survey.¹⁶

Based on the responses from the two surveys, it appears that: 16.2 percent of ADUs are projected to be affordable to very low income households, 32.4 percent to low income households, 32.4 percent to moderate income households, and 18.9 percent to above moderate income households.

Appearance

ADUs come in a variety of flavors. Here is a small sample from Marin.¹⁷



Construction costs

As with any construction, the cost varies considerably based on, among other things, the terrain and the finishes. Construction costs per square foot for ADUs are generally in line with the cost of building any single family dwelling.¹⁸ The four ADUs built in Marin shown above ranged from \$60 to \$521 per square foot (2019 costs). However, because of their size, ADUs may be

¹⁶ <https://housingelementsmarin.org/city-of-sausalito> (Accessed March 5, 2023).

¹⁷ Upper left photo, <https://adumarin.org/spotlights/neighbor-spotlight-brenda-and-donal-in-corte-madera> ; Upper Right photo, <https://adumarin.org/spotlights/neighbor-spotlight-cheryl-and-kathy-in-marin>; Lower Left photo, <https://adumarin.org/spotlights/neighbor-spotlight-jane-and-doug-in-mill-valley>, Lower Right photo, <https://adumarin.org/spotlights/neighbor-spotlight-julie-and-tim-in-san-anselmo>, (all Accessed March 31, 2023)

¹⁸ The median cost to build an ADU in California is about \$150,000 according to a 2021 (using 2019 data) survey according to calculations by Turner Center staff, page 3. See more: <https://www.aducalifornia.org/wp-content/uploads/2021/04/Implementing-the-Backyard-Revolution.pdf> (Accessed March 6, 2023).

more amenable to prefab construction and thus less expensive. You can even buy kits from such retailers as Home Depot, Amazon or others.¹⁹

Constructing an ADU will increase the value of the property. Generally, the subsequent improvement will be incorporated in the property's tax bill.²⁰ The property as a whole is not reassessed, but the county will issue a supplemental tax bill reflecting the increased value of the property from construction of the ADU.²¹

Some jurisdictions outside of California waive property tax increases under certain conditions. For example, in Oregon a special state act granted homeowners in Salem the option of exempting the value of an accessory dwelling unit (ADU) on their property from their property taxes so long as they are renting the ADU, including utilities, for a monthly amount affordable for those at or below 70 percent of the area median income.²²

Financing

Generally, property owners finance the construction of ADUs using conventional means, e.g., from their savings, equity loans, or by refinancing existing mortgages. Recently, some private lenders have introduced products to meet the growing ADU building demand.

To build upon the early success of ADU legislation, more financial tools are needed to facilitate greater ADU development amongst low to moderate income homeowners who do not have access to cash savings and cannot leverage home equity.²³

ADU financing may present some challenges for those without conventional means. Lending institutions may offer financing options. One institution that the Grand Jury is aware of is Redwood Credit Union (RCU). Among other things, RCU can take into account the future rental value of the ADU in order to determine the borrower's qualifications. RCU can also take over the fund management of the project, if requested.²⁴

In other communities local governments have initiated low-interest loan and grant programs, often with specific conditions designed to keep rents affordable.²⁵ Marin County has \$5 million available county-wide for various affordable housing projects.²⁶ However, claimants for these funds are non-profit developers and other government agencies. Unlike many other communities in California, Marin County and its municipalities have not created financing programs to assist individuals in building affordable housing. However, Marin County does have a program

¹⁹ <https://www.homedepot.com/p/The-Wave-Comfort-ADU-1-Bedroom-410-87-sq-ft-Tiny-Home-Steel-Frame-Building-Kit-Cabin-Guest-House-TWVP1B410/321417498> (Accessed March 6, 2023).

²⁰ <https://www.boe.ca.gov/proptaxes/newconstructionproperty.htm> (Accessed March 6, 2023).

²¹ <https://www.sccoplanning.com/ADU/FAQ.aspx> (Accessed March 6, 2023).

²² <https://www.salemma.gov/adu> (Accessed March 6, 2023).

²³ <https://ternercenter.berkeley.edu/> (Accessed March 6, 2023).

²⁴ <https://www.redwoodcu.org/loans/home/mortgage/construction-loans/> (Accessed March 6, 2023).

²⁵ See <https://www.sccoplanning.com/Portals/2/County/adu/ADU%20Loan%20Program%20Summary%202021.pdf> (Accessed March 6, 2023).

²⁶ The available funding includes roughly \$2.3 million in County Affordable Housing Funds (including a one-for-one match from the State Permanent Housing Allocation), \$2.4 million in new HOME-ARP funds through the U.S. Department of Housing and Urban Development (HUD), and \$600,000 in Community Development Block Grant funds specific to housing projects, also allocated by HUD.

restricted to residences in unincorporated areas so as to lower or mitigate permitting fees for private property owners desiring to build an ADU.²⁷

The California Housing Finance Agency (HFA) has an ADU Grant program for homeowners with low or moderate income.²⁸ It provides up to \$40,000 towards pre-development and non-recurring closing costs associated with the construction of an ADU. Predevelopment costs include site preparation, architectural designs, permits, soil tests, impact fees, property survey, and energy reports. Few, if any, of Marin County's or cities' websites prominently refer to this program.

The California Department of Housing and Community Development had these comments for Marin County by letter dated October 17, 2022:

- Develop a plan that incentivizes and promotes the creation of accessory dwelling units that can be offered at affordable rent... (Gov. Code, § 65583, subd. (c)(7).)
- Review the production of ADUs once in the planning period. A review of production should also: (1) assess affordability, (2) conduct a review more than once in the plan period (e.g., 3-4 times), and (3) commit to a menu of alternative actions that includes rezoning, if necessary, by a specific date (e.g., within six months of review).

APPROACH

The Grand Jury reviewed a broad range of relevant public information related to the planning, permitting, financing and building of ADUs. It did not obtain fee information from every municipality and special district. Additionally, appropriate information from County staff, and several knowledgeable people in the field of community planning and development of ADUs in other Bay Area counties was secured. The Grand Jury received documentation that was relevant in informing these decision makers and guiding their actions.

Many reports, written materials, and internet resources were studied, including but not limited to:

- Recently submitted housing elements by Marin County, Cities, and Towns
- California State ADU and relevant housing laws
- ADU Affordability Best Practices Guidelines
- California HFA ADU Grant Program.
- California Department of Housing and Community Development
- Marin County Community Development
- Understanding the Market: ADUs in Napa and Sonoma County report
- ADU Marin website
- Napa-Sonoma ADU website.

²⁷ <https://www.helloadu.org/marin-adu-services> (Accessed March 6, 2023).

²⁸ <https://www.calhfa.ca.gov/adu/> (Accessed March 6, 2023).

DISCUSSION

ADUs will allow for increased housing utilizing existing space from single family homes, which is the bulk of Marin's housing stock. According to the latest US Census, 62% of all Marin residences are considered detached residences, i.e., an equivalency to single family homes. Many of these detached residences could accommodate a second unit. As Table 2 shows, there are many lots that could *theoretically* have capacity for an ADU or JADU.

Table 2:

Estimating How Many Residences in Marin Are Detached

| | Total Residences | Estimated Number of Detached Residences | Calculated Percentage |
|-------------------------|------------------|---|-----------------------|
| Belvedere | 1,054 | 931 | 88.3% |
| Corte Madera | 4,104 | 2,782 | 67.8% |
| Fairfax | 3,676 | 2,447 | 66.6% |
| Larkspur | 6,652 | 2,418 | 36.4% |
| Mill Valley | 6,375 | 4,550 | 71.3% |
| Novato | 21,490 | 12,413 | 58.2% |
| Ross | 947 | 900 | 95.0% |
| San Anselmo | 5,265 | 3,978 | 75.6% |
| San Rafael | 24,678 | 11,496 | 46.6% |
| Sausalito | 4,332 | 1,813 | 41.9% |
| Tiburon | 3,853 | 2,535 | 65.8% |
| Unincorporated | 23,188 | 18,253 | 78.7% |
| Total for County | 111,570 | 69,866 | 62.6% |

Source: United States Census, 2020.

ADUs come in all shapes. However, sizes are limited by local regulation. In general, the minimum size is 150 square feet, and the maximum is 1,200 square feet. There are certain financial incentives for ADUs of less than 750 square feet.²⁹ By way of comparison, in 1950 the average American single family home size was 983 square feet.³⁰

Marin jurisdictions, as shown in Table 1 above, have identified the potential of building at least 1,385 ADUs. The table illustrates the jurisdictions' projections (based upon historical trends and their own plans) vary considerably due to multiple factors: typography, willingness to encourage these developments, and the simple matter of available space. Marin communities could increase the actual number of ADUs which can be built.³¹

Marin County has made some efforts to encourage ADUs. It recently created a new ADU Technical Assistance program for homeowners to help make the process less overwhelming. The program provides free feasibility and project management support for qualified homeowners

²⁹ Calif. Gov. Code 65852.2 (f) (3)

³⁰ <https://www.investopedia.com/articles/pf/07/mcmansion.asp> (Accessed March 6, 2023).

³¹ Several California governments have adopted various incentive programs which have already increased the number of ADUs beyond projections. For example, the city of San Diego more than doubled the number of ADUs since 2021. <https://turnercenter.berkeley.edu/research-and-policy/san-diego-adu-bonus-program/> (Accessed March 6, 2023).

who live in the unincorporated areas of the County provided by HelloADU and paid for by the County.³² Marin County's "Make Room for Marin" website provides property owners with a step-by-step overview of the processes associated with ADU development.³³ However, the County and its towns and cities could do a more to encourage and facilitate the building of ADUs. There are often unnecessary delays in issuing building permits. San Jose, for example, offers same day permits in some instances.³⁴

As part of a state grant program, a partnership was established between ten cities and towns and the County called "ADUMarin." This partnership aims to promote the development of ADUs. It includes a variety of information sources on the County website, <https://adumarin.org>, providing interactive workbooks and webinars to assist interested property owners through all aspects of the ADU process.

Napa Sonoma ADU, in comparison, has at least one full time employee and is supported by grants from the Napa Valley Community Foundation and Sonoma County Community Foundation. It provides significantly more comprehensive services and support. Among other things, it offers an ADU calculator, local ADU rules, an address lookup tool, an ADU workbook, stories and floor plans, webinars, vendor registry, a newsletter, and social media.³⁵ Additionally, for a fee, it has an ADU feasibility consult, and permit-ready ADU plans.

On May 25, 2021, the Marin County Board of Supervisors approved an extension to the Accessory Dwelling Unit Fee Waiver Program, which offers property owners in the unincorporated areas of the county (which is approximately 27 percent of the population) fee waivers for the development of ADUs.³⁶ Under the program, in exchange for a property owner's agreement to rent their unit at affordable rates, county permit fees for ADUs may be waived up to the following:

- \$10,000 for ADUs that are rented at rates at or below 80 percent the Area Median Income
- \$5,000 for ADUs that are rented at rates between 81-120 percent of the Area Median income
- \$2,500 for ADUs that are rented at market-rate

The fees waived may include Community Development Agency fees such as planning, building and safety, environmental health services, and Department of Public Works fees such as traffic mitigation.

Impact Fees – Exceptionally Confusing in Spite of State Law

A significant number of Marin homeowners interested in building ADUs on their property are dissuaded from doing so due to prohibitively high impact and mitigation (a.k.a. connection or capacity) fees. One ADU professional characterized these fees as "piracy."

³² <https://www.helloadu.org/free-marin-county-services> (Accessed March 6, 2023).

³³ <https://www.marincounty.org/depts/cd/divisions/housing/make-room-for-marin> (Accessed March 9, 2023).

³⁴ <https://www.sanjoseca.gov/business/development-services-permit-center/accessory-dwelling-units-adus/preapproved-adus> (Accessed April 28, 2023).

³⁵ <https://napasonomaadu.org/> (Accessed March 6, 2023).

³⁶ <https://www.marincounty.org/-/media/files/departments/cd/housing/affordable-housing/adu-affordability/adupacketvfinal> (Accessed March 6, 2023).

SB 13 created a tiered fee structure that charges ADUs based on their size. This fee structure takes into consideration the impact of an ADU on a neighborhood's infrastructure and services, which is different from the impact created by single-family homes or multifamily buildings.³⁷ For example, an ADU of less than 750 square feet is likely to have only one bedroom and unlikely to have school age children living there. This would minimize the impact on schools, water, and sewers, among other services.

Local governments and Special Districts (listed in Appendix A) can charge a variety of fees for a development. These fees, commonly known as impact or mitigation fees, go toward infrastructure development (such as adding lanes or roads or supporting additional traffic) or other public benefits (such as new parks, schools, or affordable housing). In the wake of the passage of Proposition 13 in 1978 and the loss of significant property tax revenue, local governments and school districts have also turned to development fees as a means to generate revenue. Given that California cities have tightly restricted funding sources, fees are one of the few ways cities can pay for the indirect costs of growth.³⁸

State law governs the imposition of impact fees on ADUs.³⁹ Nonetheless, the agencies that might charge impact or mitigation fees have interpreted that state law differently. For example, the new construction of a detached 700 square foot ADU would incur no connection fee from Marin Water (formerly MMWD) but would cost \$8,675 in NMWD.⁴⁰ This discrepancy may be a result of different interpretations of how North Marin Water District interprets the applicable code to exempt ADUs from connection charges. North Marin Water District reads the code as exempting only ADUs created within an existing structure. In some instances, school impact fees provide another example. State law states that such fees are waived for ADUs smaller than 750 square feet, but many cities waive fees only for ADUs smaller than 500 square feet.⁴¹

Different agencies and municipalities throughout the county charge different fees. For example, Tiburon requires new and separate utility connections directly between the ADU and the utility. Consistent with Government Code section 66013, the service may be subject to a connection fee or capacity charge that is proportionate to the burden of the proposed ADU.⁴² In Napa and Sonoma counties, capacity charges for ADUs are waived if the unit is under 499 square feet, and then based upon a square footage charge for larger units.⁴³ In contrast, those fees in Marin have reportedly been as much as \$41,000.⁴⁴

These wide variations aside, it is uniformly challenging for a proponent of an ADU in Marin to get an accurate estimate for impact and connection fees simply by inspecting a town, city, or special district's website or even talking directly with staff of the planning and building

³⁷ <https://openstates.org/ca/bills/20192020/SB13/> (Accessed March 6, 2023).

³⁸ (Chapter 653, Statutes of 2019); <https://openstates.org/ca/bills/20192020/SB13/> (Accessed March 6, 2023).

³⁹ Calif. Gov. Code 65852.2 (f). See Appendix B for the complete text.

⁴⁰ Northern Marin Water District website.

⁴¹ See e.g. <https://www.tamdistrict.org/cms/lib/CA01000875/Centricity/Domain/1547/Nicasio%20-%20Residential.pdf>; <https://www.cityofbelvedere.org/DocumentCenter/View/79/School-Facilities-Fee?bidId=> (Accessed April 28, 2023).

⁴² <http://www.townoftiburon.org/DocumentCenter/View/3266/594ADU-21622?bidId=> (Accessed March 6, 2023).

⁴³ <https://www.napasan.com/151/Capacity-Charges> (Accessed March 6, 2023).

⁴⁴ Grand Jury interview.

departments. In Belvedere, fees for a 700 square foot attached ADU total \$19,530.⁴⁵ Illustrating the consequence and complexity in understanding permit and fee requirements imposed by *almost every* government agency in Marin, we examined the rules imposed by the City of Novato and connected agencies. We assumed permitting and building two comparable ADUs costing \$350/sq. ft.: one at 700 sq. ft. and the other at 800 sq. ft. Applying the information set forth in Novato's Housing Element Update, reviewing the city and special districts' fee schedules and direct conversation with staff members, it is clear individuals face a daunting task in determining the process and the potential of substantial fees. Here, an ADU larger than 750 sq. feet costs well over \$34,000 in fees. Even when a smaller 700 sq. ft. ADU is proposed, fees exceed \$18,000. If Marin County and municipalities genuinely believe, as they have stated in multiple forums, that their housing needs can be met by encouraging the building of ADUs, they should re-examine the various impact fees that they have imposed.

⁴⁵ https://www.cityofbelvedere.org/DocumentCenter/View/8495/6th-Cycle-Housing-Element-Update_Public-Draft-Reduced-compressed (Accessed May 9, 2023).

Table 3
Estimated Novato ADU Permit and Development Fees

| | Fee | 700 sq. ft. Estimated \$ | 800 sq. ft. Estimated \$ |
|---|------------------------|-------------------------------------|-------------------------------------|
| City of Novato | | | |
| ADU Planning Permit | \$820.00 | exempt | \$820.00 |
| Building Permit | sliding scale | \$2,156.60 | \$2,558.40 |
| subtotal | | \$2,156.60 | \$3,378.40 |
| Novato City Public Facilities Fees | | | |
| Recreational,Cultural Facilities | \$4,725.23 | exempt | \$4,725.23 |
| Civic Facilities | \$847.29 | exempt | \$847.29 |
| General Government Systems | \$367.54 | exempt | \$367.54 |
| Open Space | \$1,022.02 | exempt | \$1,022.02 |
| Drainage | \$580.68 | exempt | \$580.68 |
| subtotal | | \$0.00 | \$7542.76 |
| Novato City Traffic Impact Fees | | | |
| Streets & Intersections | \$2,601 | exempt | \$2,601.00 |
| Transit Facilities | \$89.84 | exempt | \$89.84 |
| Corporation Yard | \$56.07 | exempt | \$56.07 |
| subtotal | | \$0.00 | \$2,746.91 |
| Outside Agency Impact Fees | | | |
| Novato Unified School District | \$4.08 /sq. ft. | exempt | \$3,264.00 |
| Novato Sanitary District* | \$12,000/dwelling unit | \$7,617.50 | \$8,700.00 |
| Novato Fire District | \$.0622/sq. ft. | exempt | exempt |
| North Marin Water District* | \$7,640/ADU plus | \$8,675.00 | \$8,675.00 |
| subtotal | | \$16,292.50 | \$20,639.00 |
| Subtotal Fees (estimated) | | | |
| City | | \$2,156.60 | \$13,668.07 |
| Outside Agencies | | \$16,292.50 | \$20,639.00 |
| TOTAL FEES (estimated) | | \$18,449.10 | \$34,307.07 |

Source: City of Novato Housing Element Update, November 2022, C34-C36, Novato Sanitary District: Pro-rata of 1,200 sq. ft, North Marin Water District, Facility Reserve Charge Study, Final Report, November 15, 2022, Grand Jury interviews. The estimated amounts were calculated March 17, 2023.

Legalizing Marin's Existing Non-Conforming Second Units

According to a 2016 report by McKinsey and Company entitled "A Tool Kit to Close California's Housing Gap: 3.5 Million Homes by 2025,"⁴⁶ one way to encourage homeowners to add ADUs is to create an amnesty path for ADUs that are not properly permitted.⁴⁷ Some jurisdictions have been at the forefront of encouraging ADUs. Part of their success has been the legalization of existing non-conforming units through amnesty programs. It is estimated that 40 percent to 70 percent of all construction throughout Marin is done without permits.⁴⁸ This number includes all forms of construction, from adding a new water heater to building an in-law unit.

For example, Fairfax has an amnesty program in which all penalties are waived and all ADUs (legalizing illegal existing ones or permitting new ones) housing the elderly get 50 percent off the permit fees normally charged.⁴⁹ San Mateo County had a limited-term ADU Amnesty program (beginning in October/November 2018), which allowed property owners to bring an unpermitted unit into compliance. It featured a low-cost initial inspection as well as detailed guidance on any required improvements necessary to meet the current building code. All fines for unpermitted construction were waived, and planning and building permit fees were either waived or significantly reduced during the initial pilot phase. Code enforcement actions were also suspended, allowing potential applicants the opportunity to explore the program without risk of penalty.⁵⁰

ADUs can help address housing needs of Marin's aging population

Marin County's Age Forward Plan (2020) suggests that ADUs could help older adults.⁵¹ The share of older adults in Marin will continue to increase and is projected to reach 35 percent of the county's population by 2025 and 38 percent by 2030.⁵² The Age Forward plan offered three action items in this regard:

- Community: Explore opportunities to build ADUs on properties; advocate for measures to expand ADU programs throughout the county.
- County Leadership: Foster increase of ADUs, encourage greater awareness of and research for ADU programs and opportunities for residents, explore permit fee waivers and fee reductions, including fee adjustments to incentivize affordable rental units

⁴⁶ See

<https://www.mckinsey.com/~/media/mckinsey/featured%20insights/urbanization/closing%20californias%20housing%20gap/closing-californias-housing-gap-full-report.pdf>, (Accessed March 6, 2023).

⁴⁷ <https://ternercenter.berkeley.edu/blog/san-diego-adu-bonus-program/> (Accessed March 6, 2023).

⁴⁸ Marin Builders Exchange survey. <https://www.marinbuilders.com/permit-simplicity-and-customer-satisfaction> (accessed March 6, 2023).

⁴⁹ <https://www.townoffairfax.org/opportunities-for-adu-jadu-permitting-and-construction/> (Accessed March 6, 2023).

⁵⁰ <https://www.smcgov.org/planning/accessory-dwelling-unit-amnesty-health-safety-certification-program> (Accessed March 6, 2023).

⁵¹ "Age Forward, a framework for an Age-Friendly County of Marin," January 2020 https://www.marinhhs.org/sites/default/files/files/servicepages/2022_06/cc_af_com_plan_final_ada.pdf (Accessed March 15, 2023)

⁵² California Department of Finance. (2019). Population projections for California. Retrieved from <https://dof.ca.gov/Forecasting/Demographics/Projections/> (Accessed March 6, 2023).

- County Departments: Promote ADU programs and facilitate advocacy for greater flexibility, work together to advocate for solutions (Aging & Adult Services, Community Development Agency).⁵³

Confusion Reigns

Much of the public is confused about what the requirements are for an ADU.⁵⁴ The Grand Jury's research has found that some jurisdictions in Marin have not updated their planning and building policies to conform with current California ADU laws. Some people do not know whether an ADU requires a lot split, must be rented, what size refrigerator or sink is required, or what the sewer fees would be. Potential ADU owners (not just those with limited incomes) would benefit from a central "one stop shop" for this information. The County and local municipalities would be better served if this "one stop shop" is identified by each municipality to be the authoritative source for all local information. Ideally it would become linked with Napa Sonoma ADU. At the very least, the ADU Marin effort should become more closely aligned with the Napa Sonoma ADU programs. In addition, each municipality should clearly point to such a source of assistance on its website. For example, Fairfax has a model amnesty program, but there is no obvious link to it from the building department website. In addition to the Napa and Sonoma counties efforts, we reviewed the successful San Mateo "Second Unit Resource Center," which has demonstrated that a one stop shop open to all has value:



Getting Started

Are you interested in building a second unit? Here's information on how to get it one.



⁵³ "Age Forward, a framework for an Age-Friendly County of Marin," January 2020 https://www.marinhhs.org/sites/default/files/files/servicepages/2022_06/cc_af_com_plan_final_ada.pdf (Accessed March 15, 2023)

⁵⁴ See e.g. https://nextdoor.com/p/y-BghLzP7XWt?view=detail&init_source=search&query=adu (Accessed March 6, 2023).

If Marin is serious about helping individuals build ADUs, our review of current and planned efforts initiated by Marin's cities and municipalities leads us to three obvious conclusions:

- Currently, required information is not easily obtained either from officials or contained on agencies' websites.
- Fee information from Marin's water, fire, sanitary, and school districts is not easy to understand and follow.
- Marin's mandated housing goals can be met when every public agency in the county aligns its policies toward these objectives. Cooperation should be the mantra. It benefits everyone.

FINDINGS

- F1. More housing in Marin is needed and ADUs are one solution.
- F2. Many homeowners lack information and knowledge about ADU development, and Marin's jurisdictions are not always helpful to homeowners seeking information about ADU development.
- F3. It is often difficult, if not impossible, for a Marin homeowner to determine the planning, building, connection, capacity and impact fees associated with developing an ADU in a particular jurisdiction.
- F4. Many Bay Area cities and counties, for example Napa and Sonoma, have implemented comprehensive websites and related support to help homeowners create ADUs.
- F5. ADUs may be rented affordably and provide additional benefits for older adults and their caregivers.
- F6. Most Marin jurisdictions could provide better resources offering or identifying financing incentives for ADU development.
- F7. Impact, connection, and capacity fees vary considerably throughout the County and such fees can be a disincentive to homeowners considering ADU development.
- F8. Not every jurisdiction in Marin has updated its planning and building policies to conform with current California ADU laws.
- F9. Granting amnesty, following safety inspection, to existing non-conforming second units could help Marin meet its housing obligations.
- F10. ADU Marin and HelloADU are a good start. However, compared to several other Bay Area cities and counties, for example Napa and Sonoma, they could be substantially enhanced and expanded.

RECOMMENDATIONS

- R1. On or before December 31, 2023, the Marin County Board of Supervisors should direct the Community Development Agency's Development Priority Setting Committee to:
- 1) Identify available funding/financing information for residents who need help with the cost of building an ADU,
 - 2) Transmit the collected information to all the jurisdictions represented on the Committee.
 - 3) Start a continuous monitoring program to update the information sources as they become available.
- R2. By December 1, 2023, begin investigation to consider an amnesty program to legalize existing unpermitted second units. Add a marketing communications plan so that citizens can be made aware of it.
- R3. By December 1, 2023, begin the process of merging and/or collaborating with Napa/Sonoma ADU, and hiring a full-time Marin ADU Program Coordinator. The program coordinator should work with all jurisdictions on the development of ADUs and identify impact and connection fees within each jurisdiction.
- R4. By December 1, 2023, begin a feasibility assessment of waiving or significantly lowering impact and connection fees for units smaller than 750 square feet.
- R5. By December 1, 2023, begin creating plans to accelerate the permit approval process for ADU applications to within 30 days, or less, of submission. Implement such plans no later than July 1, 2024.
- R6. By December 1, 2023, begin feasibility assessments of new incentives for ADU development, such as pre-approved plans, technical assistance, property tax relief, development fee waivers, and forgivable loans; implement at least one such incentive no later than July 1, 2024.

REQUIRED RESPONSES

Pursuant to Penal Code section 933.05, the Grand Jury requires responses from the following governing bodies:

- School Districts
 - Bolinas-Stinson School District Board of Trustees (F7, R4)
 - Kentfield School District Board of Trustees (F7, R4)
 - Laguna Joint School District Board of Directors (F7, R4)
 - Lagunitas School District Board of Trustees (F7, R4)
 - Larkspur-Corte Madera School District Board of Trustees (F7, R4)
 - Marin County Office of Education (F7, R4)
 - Mill Valley School District Board of Trustees (F7, R4)
 - Miller Creek Elementary School District Board of Trustees (F7, R4)
 - Nicasio School District Board of Trustee (F7, R4)
 - Novato Unified School District Board of Trustees (F7, R4)
 - Reed Union School District Board of Trustees (F7, R4)
 - Ross School District Board of Trustees (F7, R4)
 - Ross Valley School District Board of Trustees (F7, R4)
 - San Rafael City Schools Board of Education (F7, R4)
 - Sausalito/Marin City School District Board of Trustees (F7, R4)
 - Shoreline Unified School District Board of Trustees (F7, R4)
 - Tamalpais Union High School District Board of Trustees (F7, R4)
- Municipalities
 - City of Belvedere (F1-F13, R1-R6)
 - City of Larkspur (F1-F13, R1-R6)
 - City of Mill Valley (F1-F13, R1-R6)
 - City of Novato (F1-F13, R1-R6)
 - City of San Rafael (F1-F13, R1-R6)
 - City of Sausalito (F1-F13, R1-R6)
 - Marin County Board of Supervisors (F1-F13, R1-R6)
 - Town of Corte Madera (F1-F13, R1-R6)
 - Town of Fairfax (F1-F13, R1-R6)
 - Town of Ross (F1-F13, R1-R6)
 - Town of San Anselmo (F1-F13, R1-R6)
 - Town of Tiburon (F1-F13, R1-R6)
- Water Districts
 - Bolinas Community Public Utility District (F7, R4)
 - Marin Municipal Water District (F7, R4)
 - North Marin Water District (F7, R4)
 - Stinson Beach County Water District (F7, R4)

- Fire Protection Districts
 - Bolinas Fire Protection District (F7, R4)
 - Central Marin Fire Department (F7, R4)
 - Inverness Public Utility District F7, R4)
 - Kentfield Fire Protection District (F7, R4)
 - Marin County Fire Department (F7, R4)
 - Marinwood Community Services District (F7, R4)
 - Novato Fire Protection District (F7, R4)
 - Ross Valley Fire Department (F7, R4)
 - Southern Marin Fire Protection District (F7, R4)
 - Stinson Beach Fire Protection District (F7, R4)
 - Tiburon Fire Protection District (F7, R4)

- Sanitary Districts
 - Almonte Sanitary District (F7, R4)
 - Alto Sanitary District (F7, R4)
 - Central Marin Sanitation Agency (F7, R4)
 - Corte Madera Sanitary District No. 2 (F7, R4)
 - Homestead Valley Sanitary District (F7, R4)
 - Las Gallinas Valley Sanitary District (F7, R4)
 - Novato Sanitary District (F7, R4)
 - Richardson Bay Sanitary District (F7, R4)
 - Ross Valley Sanitary District (F7, R4)
 - San Rafael Sanitation District (F7, R4)
 - Sausalito Marin City Sanitary District (F7, R4)
 - Sewerage Agency of Southern Marin (F7, R4)
 - Tiburon Sanitary District 5 (F7, R4)

The governing bodies indicated above should be aware that the comment or response of the governing body must be conducted in accordance with Penal Code section 933 (c) and subject to the notice, agenda and open meeting requirements of the Brown Act.

Note: At the time this report was prepared information was available at the websites listed.

Reports issued by the Civil Grand Jury do not identify individuals interviewed. Penal Code Section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Civil Grand Jury. The California State Legislature has stated that it intends the provisions of Penal Code Section 929 prohibiting disclosure of witness identities to encourage full candor in testimony in Grand Jury investigations by protecting the privacy and confidentiality of those who participate in any Civil Grand Jury investigation.

APPENDIX A

Impact, connection, and capacity fees vary considerably within these districts throughout Marin County.

| <u>School Districts</u> | <u>Water Districts</u> | <u>Fire Protection Districts</u> | <u>Sanitary Districts</u> |
|----------------------------------|----------------------------------|----------------------------------|---------------------------|
| Bolinas-Stinson | Bolinas Community Public Utility | Bolinas | Almonte |
| Kentfield | Marin Municipal | Central Marin | Alto |
| Laguna | North Marin | Inverness Public Utility | Central Marin |
| Lagunitas | Stinson Beach County | Kentfield | Corte Madera |
| Larkspur-Corte Madera | | Marin County | Homestead Valley |
| Marin County Office of Education | | Marinwood Community Services | Las Gallinas |
| Mill Valley | | Novato | Novato |
| Miller Creek | | Ross Valley | Richardson Bay |
| Nicasio | | Southern Marin | Ross Valley |
| Novato Unified | | Stinson Beach | San Rafael |
| Reed Union | | Tiburon | Sausalito/Marin City |
| Ross | | | Southern Marin |
| Ross Valley | | | Tiburon |
| San Rafael City | | | |
| Sausalito/Marin City | | | |
| Shoreline Unified | | | |
| Tamalpais Union | | | |

APPENDIX B

For reference only: These are the primary laws affecting ADU development:

- AB 68/AB 881 - Requires local agencies to approve or deny an ADU project more quickly and prohibits local agencies from adopting ADU ordinances that impose minimum lot size requirements, set certain maximum dimensions, or require replacement off-street parking in certain situations. Also allows for an ADU as well as a “junior” ADUs where certain access, setback and other criteria are met.
- SB 13 - Provides, until January 1, 2025, that cities may not condition approval of ADU building permit applications on the applicant being the “owner-applicant” of either the primary dwelling or the ADU, and prohibits impact fees on ADUs under 750 square feet.
- AB 587 - Provides that local agencies may now allow ADUs to be sold or conveyed separately from a primary residence if certain conditions are met. This law is expected to increase the ability of affordable housing organizations to sell deed-restricted ADUs to eligible low-income homeowners.
- AB 670 - Prevents homeowners' associations from barring ADUs. AB 670 makes unlawful any HOA condition that "prohibits or unreasonably restricts" the construction of ADUs on single-family residential lots.
- AB 671 - Requires local governments to include in their General Plan housing elements plans to incentivize and promote the creation of affordable ADUs. The law also requires HCD (Housing and Community Development) to develop, by December 31, 2020, a list of state grants and financial incentives for ADU development.
- New California legislation went into effect on January 1st, 2023, that allows 2-story ADUs in some instances, provides more flexibility in where ADUs can be located on a property, and makes obtaining an ADU permit a more transparent and streamlined process.

ARTICLE 2. Adoption of Regulations [65850 - 65863.13] (*Article 2 added by Stats. 1965, Ch. 1880.*)

65852.2. https://california.public.law/codes/ca_gov%27t_code_section_65852.2
(*Amended (as amended by Stats. 2021, Ch. 343, Sec. 1) by Stats. 2022, Ch. 664, Sec. 2.5. (SB 897) Effective January 1, 2023.*)

RESPONSE FORM: 2022-2023 Marin Civil Grand Jury Report

Report Title: "Build More ADU's -An Rx to Increase Marin's Housing Supply"

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

Submitter Name: Tod Moody Title: Board President

FINDINGS

- Agree with the findings numbered: _____
- Disagree *partially* with the findings numbered: F7
- Disagree *wholly* with the findings numbered: _____

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

RECOMMENDATIONS

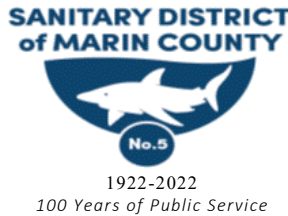
- Recommendations numbered _____ have been implemented.
(Attach a **summary** describing the implemented actions.)
- Recommendations numbered _____ have not yet been implemented, but will be implemented in the future.
(Attach a **timeframe** for the implementation.)
- Recommendations numbered _____ require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

Date: _____ Signed: _____

Number of pages attached: _____

Management

Tony Rubio District Manager
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Board of Directors

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

Date: July 13, 2023

To: The Honorable Judge James Chou
Marin County Superior Court
P.O. Box 4988
San Rafael, CA 94913-4988

From: Tod Moody, Board President

Subject: **Grand Jury Report Findings Response to “Build More ADUs - An Rx to Increase Marin’s Housing Supply”**

This letter, along with the attached “Response to Grand Jury Report Form”, represents Sanitary District No.5 of Marin County’s response to the recent Grand Jury report titled “**Build More ADUs - An Rx to Increase Marin’s Housing Supply**”: dated June 15, 2023. Statements or Explanations associated with specific Findings and Recommendations are included below.

FINDINGS

F7 – Impact, connection, and capacity fees vary considerably throughout the County and such fees can be a disincentive to homeowners considering ADU development.

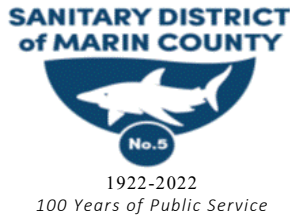
Sanitary District No.5 of Marin County (SD5) PARTIALLY DISAGREES WITH THIS FINDING

STATEMENT

It is not clear from any customer feedback to SD5 that its connection fees are a direct disincentive to homeowners considering ADU development. The Report doesn’t address whether SD5 in particular is any more or less a cost factor than say the cost of the roofing or the foundation of the structure (all of which are critical for habitation); or for that matter what PG&E may charge for a new electrical or gas service to the ADU, also critical for habitation. More importantly, SD5 has not conducted a survey of “impact, connection, and capacity fees throughout the County” and thus cannot comment about whether they vary considerably or not, within Marin County or in the greater Bay Area.

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

RECOMMENDATIONS

R4- By December 1, 2023, begin a feasibility assessment of waiving or significantly lowering impact and connection fees for units smaller than 750 square feet

Recommendation will not be implemented because it is not reasonable.

EXPLANATION

If SD5 does not recover the true cost of providing service to a new ADU, it must recover those costs in some other fashion and there are constitutional constraints on SD5’s ability to raise revenues necessary to meet costs, and exempting a certain category of users from paying their fair share. SD5’s primary responsibility is to its ratepayers, and it is difficult to justify as a matter of policy and fiscal responsibility placing the costs to serve new development on its existing ratepayers.

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



Marin Sanitary District 5

Occupancy Spacing and CIP Evaluation
(DRAFT)

Tiburon, California

PREPARED and PRODUCED BY
Mike Falk, PhD PE
Michael Lambert, RA
HDR Inc.

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INTRODUCTION

Marin Sanitary District 5 Main Wastewater Treatment Plant and the Paradise Cove Wastewater Treatment Plant were the subject of site visit discussions aimed at improving overall office space/layout as a means to improve operations. Furthermore, the costs associated with the Capital Improvement Program (CIP) is presented as it includes funding for the occupancy evaluations as well.

Over the course of two days in late 2022 (December 14 and 15, 2022), treatment plant staff provided HDR with plant tours. As part of the site visits, HDR led individual interviews with plant staff. A follow-up site visit occurred on February 9, 2023 to update plant staff and verify/validate draft findings.

Project Objectives:

- Collect information and develop conceptual office space layouts for future project scoping.
- Verify and organize the Capital Improvement Projects over time

Report Organization: the report includes a summary of findings for the occupancy concepts and CIP, followed by the detailed notes from the site visits plus appendices that capture details.

SUMMARY OF FINDINGS

The findings are separated by the occupancy concepts for both treatments plants, as well as the CIP for the Main Plant.

Occupancy Concepts

HDR spent two full days in late Fall 2022, followed by a follow-up site visit in February 2023 to review and verify/present draft occupancy concepts and costs. The concepts at the Main Plant range from securing office and parking lot space off-site (e.g., Bank of America in Tiburon is a strong potential candidate) to multi-million-dollar options. Several of the concepts are smaller scale (e.g., upgraded the locker room(s)) that could be used in tandem with most of the concepts.

Main Plant Concepts

The concepts for the Main Plant were sorted by “Top Tier” and “Second Tier”. The Top Tier is based on a piecemeal approach of solutions over time, whereas the Second Tier is based on a larger more global approach. While the Second Tier approach addresses numerous long-term issues, the solutions come at a cost (over \$9 Mil). As a result, the Top Tier options are recommended as they have a means to eventually achieve the larger more global approach solutions associated with the Second Tier.

An aerial plan for the Top Tier concepts for the Main Plant is provided in Figure 1 and a brief description with benefits/challenges and costs is provided in Table 1. The recommended sequence order for the Main Plant projects are as follows:

1. Elevated office space over chlorine contact basin (KN2): up to \$2.4 Mil

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- | | |
|--|------------------|
| 2. Office over Dewatering Building Roof (KN3): | up to \$0.86 Mil |
| 3. Move desks out of Laboratory (KN5): | To Be Determined |
| 4. Locker Room modifications (KN6): | Up to \$0.65 Mil |
| 5. Remove office spaces from Break Room (KN7): | Up to \$0.32 Mil |
| 6. Convert Surge Tank roof into offices (KN9): | Up to \$0.86 Mil |
| 7. Convert roof into 3 executive offices (KN8): | Up to \$0.46 Mil |
| 8. Convert Blower Building roof into offices (KN10): | Up to \$0.86 Mil |
| 9. Replace General Manager office (KN1): | Up to 0.06 Mil |
| 10. Build offices over Maintenance Building (KN4): | Up to \$1.3 Mil |

Note: this list is predicated on the notion that the off-site office lease is not feasible and there will be a signed waiver from the District permitting ADA noncompliance in many key areas. In the event that the off-site facility is available, it offers numerous benefits such as additional space and storage as noted in Table 1 that would need to be considered.

The total cost for all the listed Main Plant projects in Table 1 is \$7.8 Mil. Such improvements would provide long-term benefits in terms of occupancy space. While relatively expensive, the unit costs for such improvements divided by the treatment capacity is on the order of \$7.9/gpd (the average dry weather capacity is 0.98 million gallons per day (mgd)). For perspective, a new wastewater treatment plant would likely cost \$35 - \$70/gpd (i.e., \$35 to \$70 Mil).

Paradise Cove Plant Concepts

The Paradise Cove Plant site visit was less focused on occupancy spacing and more focused on general improvements. The concepts for Paradise Cove Plant are presented as an aerial plan in Figure 2 and a brief description with benefits/challenges and costs is provided in Table 2. The recommended sequence order for are as follows:

- | | |
|---------------------------------|-------------------------------------|
| 1. Radio repeater (KN22): | To Be Determined |
| 2. Pave access road. (KN14): | To Be Determined |
| 3. Potable water source (KN21): | To Be Determined |
| 4. New Building (KN19): | Up to \$1.3 Mil |
| 5. Tower (KN15): | Up to \$0.36 Mil |
| 6. Headworks (KN25): | Up to \$0.45 Mil |
| 7. Remove storage bins (KN20): | To Be Determined |
| 8. Remove utility pole (KN16): | To Be Determined |
| 9. Boat Dock (KN23): | Up to \$0.60 Mil (Excludes Permits) |

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- | | |
|----------------------------|-------------------|
| 10. Bridge (KN18): | To Be Determined |
| 11. Automatic gate (KN24): | Up to \$0.015 Mil |
| 12. Catwalk (KN17): | To Be Determined |

Note: while a building concept was developed (KN19), most of the concepts are for general improvements (e.g., removing a storage bin as it is an obstacle). The new building concept is estimated to cost approximately \$1.3 Mil. The majority of those that are general improvements were not costed out as the emphasis was on occupancy spacing.

The total cost for all the listed and projects costed out at Paradise Cove in Table 2 is \$2.2

Mil. Such improvements would provide long-term benefits in terms of operational ease and overall occupancy space. While relatively expensive, the unit costs for such improvements divided by the treatment capacity is on the order of \$55/gpd (the average dry weather capacity is 0.04 mgd). This is considerably more expensive than those projects listed for the Main Plant (\$7.9/gpd versus \$55/gpd). Such a large increase is attributed to economies of scale coupled with the need for a new building.

Capital Improvement Program

HDR was provided the current CIP for the Main Treatment Plant. Note: costs for the collection system CIP projects are not included as they can be found in the Collection System Master Plan. Besides equipment identified in the Main Treatment Plant and Collection System CIP, HDR added several new line items (those highlighted in orange): i) digester valve/piping replacement, digester cleaning, and digested solids chopper pump replacement, ii) secondary clarifier mechanisms replacement, iii) routine maintenance of structures/equipment (annualized over time), iv) unspecified maintenance (annualized over time), and v) ArcFlash electrical system improvements to enhance safety (annualized over time). Note: no costs were provided for ArcFlash as the extent of equipment replacement for safety purposes is unclear at this time.

In general, the values from the District provided CIP understate costs. While the equipment replacement costs were derived from historical purchasing and engineer’s best judgment, the original values were based on pre-supply chain issues and inflation. Such challenges have become evident the last couple years (i.e., since COVID19). The pricing in 2023 does seem to be more stable than during COVID19, but supply chain and inflation are still of concern.

HDR updated the costs to reflect costs in 2023 dollars and added potential projects from the Site Visits based on Engineer’s Best Judgment. The updated CIP over time is provided in Table 3.

The total amount to address CIP items through year 2032 is just under \$13.4 Mil. This value is approximately double the amount listed in the CIP provided by the District.

The largest line item is the Main Plant Occupancy Project, as it includes all the items listed in Table 1 (represents over half of the monies). The increase in funds for the Main Plant Occupancy Project is \$6.3 Mil greater than the original value in the CIP provided to HDR by the District. While improving the occupancy spacing is essential for providing a safe and long-term viable working environment, the decision on which components are included/excluded for the Occupancy Project is less firm than replacing essential equipment at the end of its useful life (e.g., wet weather influent pump). Regardless, it is apparent that the funds required to address the

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Occupancy Project will exceed the originally slated \$1.5 Mil as part of the Main Treatment Plant and Collection System CIP.

It is recommended that the District prioritize and score the various components that make up the \$7.8 Mil for the Occupancy Project. Otherwise, it will be difficult to make an informed decision on which components to include/exclude.

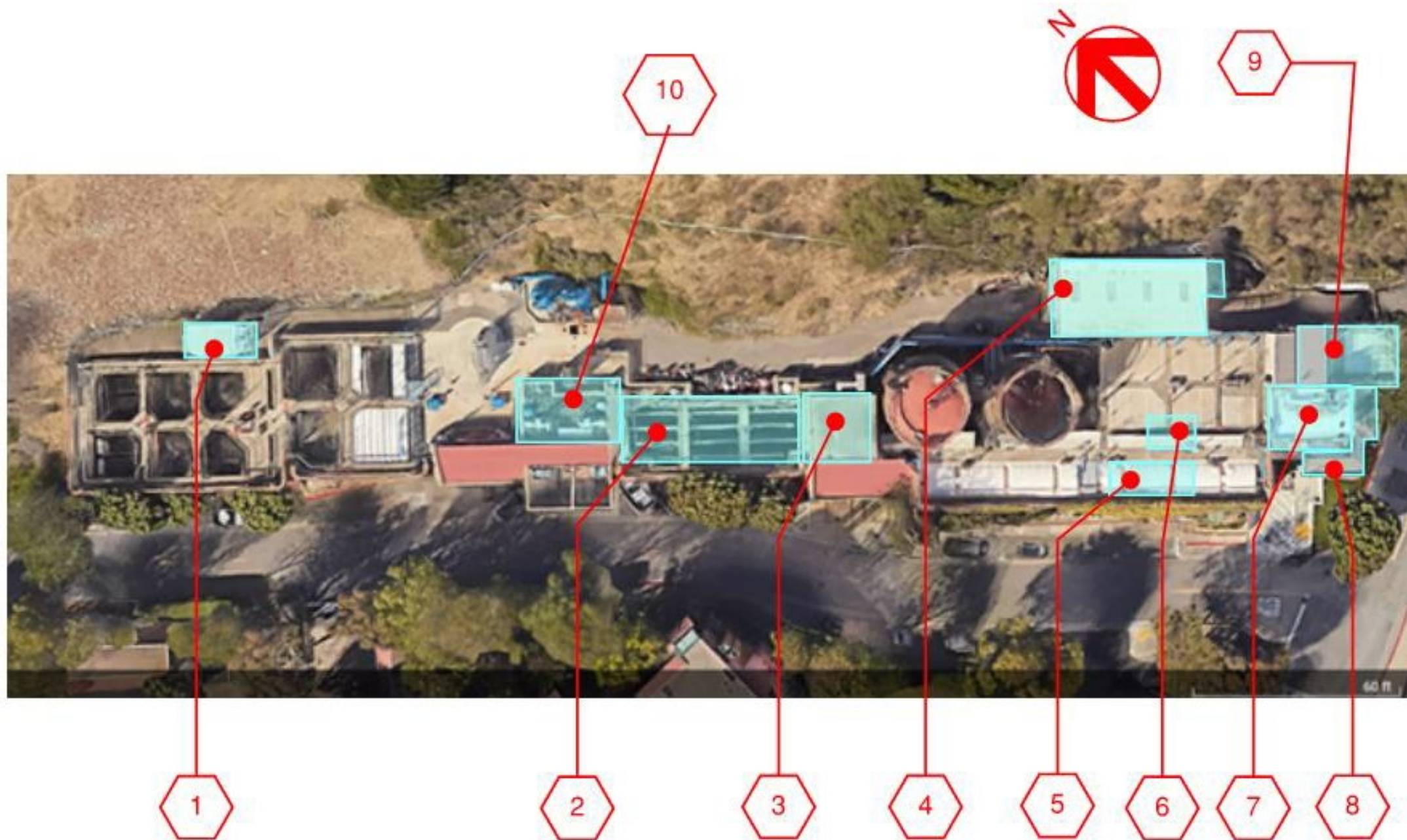


Figure 1. Top Tier Occupancy Concepts for the Main Plant in Tiburon, CA

Table 1. Summary of Occupancy Spacing Concepts at the Main Plant and the Corresponding Comments/Ideas

| ID Number | Brief Description | Footprint, sf | Benefits | Challenges | Costs |
|-------------------------------|--|---------------|--|---|---|
| Outside the Plant (Not Shown) | Move the administrative facilities to downtown Tiburon (possibly at the Bank of America Facility) | -- | <ul style="list-style-type: none"> i. Moves the administrative facilities elsewhere and frees up space at the Main Plant. ii. Potential to store large equipment. iii. Public access outside of the Main Plant. | <ul style="list-style-type: none"> i. Moving administrative facilities. ii. Effective coordination with the Main Plant. iii. Long-term and affordable contract with the City. | To be determined |
| 1 | Replace current General Manager Office with 50'x10' furnished mobile office trailer | 500 sf | <ul style="list-style-type: none"> i. This option would remove the shipping container serving as in favor of a pre-fabricated modular trailer office. ii. Relatively fast track improvement. iii. Utilities are fairly easy to provide. iv. A scum trough to headworks could be installed. | <ul style="list-style-type: none"> i. At the toe of a stabilized landslide. ii. Adding underground utilities. iii. Trailer will have to be delivered by crane as route through maintenance building is too narrow. | Up to \$60,000 |
| 2 | Construct office level elevated above chlorine contact basin at same elevation as the Dewatering Building Roof | 2,200 sf | <ul style="list-style-type: none"> i. This option would add open flexible floor area. ii. Does not require breaking of new ground. iii. Utilities can be routed through plant. iv. Potentially great office views. v. This option would not inhibit maintenance operations of chlorine contact basin. vi. Connected to Option 3. | <ul style="list-style-type: none"> i. Potential chlorine smell. ii. Corrosive vapors nearby. iii. Egress stairs would be required on uphill side and on street side. Uphill side driveway width would be affected. iv. Elevator recommended. v. Structural viability of existing plant building required. vi. Ground leading up to the proposed stair and elevator uneven. | Up to \$2.4 Mil |
| 3 | Construct office level on Dewatering Building Roof | 800 sf | <ul style="list-style-type: none"> i. This option would add open flexible floor area. ii. Connected to Option 2. iii. Utilities can be routed through plant. iv. Potentially great office views. v. One exit stair required if not connected to Option 2. | <ul style="list-style-type: none"> i. Potential chlorine smell. ii. Corrosive vapors nearby. iii. Egress stair would impact width of uphill side driveway. iv. Structural viability of existing plant building required. v. Ground leading up to the proposed stair uneven. | Up to \$864,000 |
| 4 | Construct office level above Maintenance Building Roof | 1,200 sf | <ul style="list-style-type: none"> i. This option would add open flexible floor area. ii. Utilities routed in existing building. iii. Great office views. | <ul style="list-style-type: none"> i. Code modification letter would be required to get an elevator waiver. Elevator is recommended. ii. Extensive upgrade of existing moment frame and exterior skin. iii. Ground leading up to the stairway uneven or sloped more than 1:20. iv. Bio-gas torch is very close on the south end. v. Exhaust stack from the boiler produces odor and corrosive gases. vi. Standby generator exhaust points in the direction of proposed improvement. | Up to \$1.3 M |
| 5 | Laboratory: move desks and related furniture to another location | 200 - 300 sf | <ul style="list-style-type: none"> i. Laboratory space will be at optimal size with desks relocated elsewhere. ii. Cleaner air with mechanical modifications. | <ul style="list-style-type: none"> i. Desks potentially move out of laboratory adjacency. | No construction (cost = to be determined) |
| 6 | Modify locker rooms by adding footprint and bathroom and stall(s) | 600 sf | <ul style="list-style-type: none"> i. Improve and enlarge men's locker room, add toilet and shower. | <ul style="list-style-type: none"> i. No major challenges. | Up to \$648,000 |

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| ID Number | Brief Description | Footprint, sf | Benefits | Challenges | Costs |
|-----------|---|---------------|--|---|-----------------|
| 7 | Remove office cubicles and create separate break room and conference room | 600 sf | <ul style="list-style-type: none"> ii. Plumbing is available for toilet and shower improvements. i. Conference and Break Room functions will be better accommodated without office space. | <ul style="list-style-type: none"> i. This room is served by less than standard access and egress. ii. This option works only if other floor space option accommodates. iii. Assuming there is no intention of making this space ADA accessible, a code modification letter will be required. iv. Matching floor with Option 8. v. Windows will be removed with Option 8 employed. | Up to \$324,000 |
| 8 | Convert roof into three executive offices | 425 sf | <ul style="list-style-type: none"> i. Great views. ii. Privacy for executive staff. iii. Can connect to Option 9. | <ul style="list-style-type: none"> i. Roof top HVAC ducts and equipment will need to move elsewhere. ii. Assuming there is no intention of making this space ADA accessible, a code modification letter will be required. iii. Space is served by less than standard access and egress. | Up to \$459,000 |
| 9 | Surge tank roof conversion | 800 sf | <ul style="list-style-type: none"> i. Can connect to Option 8 ii. Space can be set up for a flexible office space and toilet room. iii. Utilities can be routed from existing building below. | <ul style="list-style-type: none"> i. Assuming there is no intention of making this space ADA accessible, a code modification letter will be required. ii. Space is served by less than standard access and egress. | Up to \$864,000 |
| 10 | Blower building roof floor area | 800 sf | <ul style="list-style-type: none"> i. Could connect to Option 2. ii. Space can be set up for a flexible office space and toilet room. iii. Utilities can be routed through existing building below. | <ul style="list-style-type: none"> i. Assuming there is no intention of making this space ADA accessible, a code modification letter will be required. ii. Space is served by less than standard access and egress. iii. Congested ductwork will need to be removed and put somewhere else. iv. Different elevation heights with Option 2. | Up to \$864,000 |

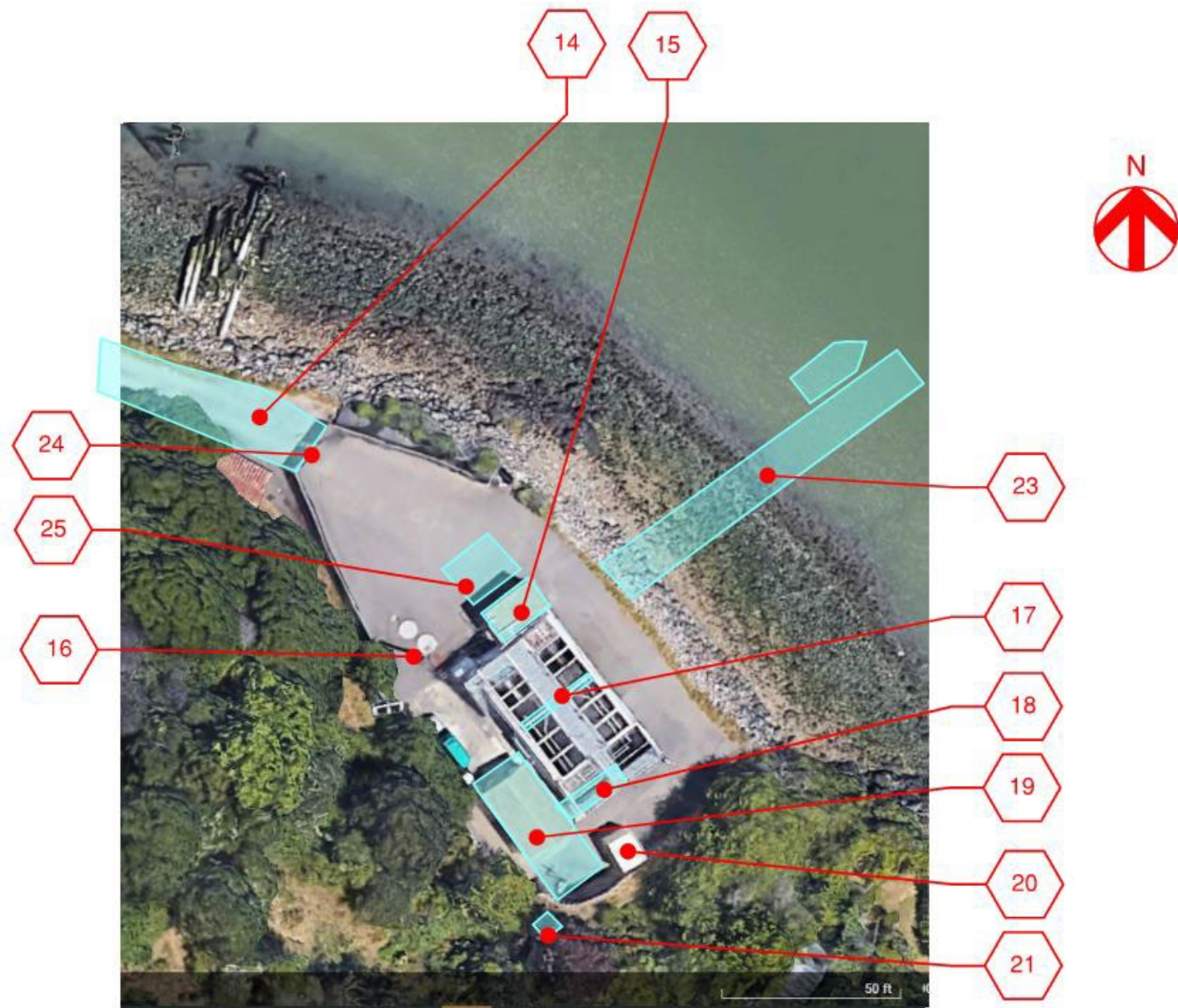


Figure 2. Concepts Developed for the Paradise Cove Plant

Table 2. Summary of Concepts/Improvements for the Paradise Cove Plant and the Corresponding Comments/Ideas

| ID Number | Brief Description | Footprint, sf | Benefits | Challenges | Costs |
|-----------|---|---------------|--|---|--|
| 14 | Pave the access road | N/A | <ul style="list-style-type: none"> i. Frequent use of dirt access road is a cause of wear on vehicles and potholes. ii. Improve air quality by less dirt in the air. | <ul style="list-style-type: none"> i. N/A | To Be Determined |
| 15 | Tower: lower part would house a sound deadening chamber for the blower equipment. Upper part would have a gantry crane, rail, and hoisting improvements. It would also have a roof over the deck and building code compliant standard stairs. Also, an area at the top is needed for powdered chemical storage and mixer. Chemicals are currently in 75-gallon drums (heavy). | 400 sf | <ul style="list-style-type: none"> i. Operational ease for storing, moving, and mixing chemicals. ii. Reduce noise. iii. Ability to reliably and easily move blower and other equipment (crane). | <ul style="list-style-type: none"> i. Pick spot needs a concrete pad. ii. Gantry crane needs to be configured so that hoisting can clear the guardrail. Otherwise, if height is an issue, fall protection with removable rail sections could be explored. | Up to \$360,000 |
| 16 | Remove the utility pole and place power and communications underground from off-site power pole. | N/A | <ul style="list-style-type: none"> i. This would allow better access by trucks. | <ul style="list-style-type: none"> i. N/A | To Be Determined |
| 17 | Additional catwalk over treatment trains. | N/A | <ul style="list-style-type: none"> i. Flexibility to access locations throughout the train. | <ul style="list-style-type: none"> i. N/A | To Be Determined |
| 18 | Bridge between Option 19 and treatment trains. | N/A | <ul style="list-style-type: none"> i. This would allow direct access from residence to top deck. | <ul style="list-style-type: none"> i. N/A | To Be Determined |
| 19 | New building that would include various features: two floors, lower floor includes the following (laboratory/analyzer room, chemical storage with chemicals in separate rooms, chemical storage and laboratory separated by an exterior breezeway, toilet room), and an upper floor that includes a residential suite with sleeping quarters and full bath, connection to upper level of wastewater treatment trains. | 1,400 sf | <ul style="list-style-type: none"> i. Fully functional and well-laid out facility to improve working conditions. ii. Residential quarters provide staff a place for rest that is needed during wet weather events. iii. Updated laboratory iv. Multiple toilet rooms. v. Direct access to wastewater treatment plant. | <ul style="list-style-type: none"> i. Funding | Estimated cost: \$1.3 Mil |
| 20 | Remove storage bin as it is an obstacle | N/A | <ul style="list-style-type: none"> i. This would allow for better truck access. | <ul style="list-style-type: none"> i. N/A | To Be Determined |
| 21 | Potable water source (multiple Options): Option A – A freshwater tank regularly replenished by truck delivery. Option B to consider – A water main buried along the existing power utility easement. | N/A | <ul style="list-style-type: none"> i. Potable water access on-site | <ul style="list-style-type: none"> i. N/A | To Be Determined |
| 22 | Radio repeater (not referenced in diagram). | N/A | <ul style="list-style-type: none"> i. Improve operational communication. ii. Make emergency communications more reliable. | <ul style="list-style-type: none"> i. N/A | To Be Determined |
| 23 | Boat dock (boat not included). | 1,500 sf | <ul style="list-style-type: none"> i. This will enable a second way off site in case the road is blocked. | <ul style="list-style-type: none"> i. Securing permits can be timely and costly. | Estimated cost: \$60,000 (Excludes Permits) |
| 24 | Automatic gate: a sliding vehicle gate activated by access control. Recommend a pedestrian gate to allow egress to public way (easement). | N/A | <ul style="list-style-type: none"> i. Gate activated by access control (ease for operators) ii. Egress to public way | <ul style="list-style-type: none"> i. N/A | Estimated cost \$15,000. This estimate can vary widely |

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| ID Number | Brief Description | Footprint, sf | Benefits | Challenges | Costs |
|-----------|-------------------------------------|---------------|---|--|--|
| 25 | Headworks concrete masonry building | 500 sf | <ul style="list-style-type: none"> <li data-bbox="1205 425 1628 479">i. Protect equipment and improve longevity by keeping it indoors. <li data-bbox="1205 485 1690 540">ii. Ease of working on equipment as it is all indoors. | <ul style="list-style-type: none"> <li data-bbox="1712 425 1846 451">i. N/A | depending on accessories and design. Estimated cost for building only: \$450,000. |

Table 3. Summary of CIP Projects and Costs over Time*

| Main Plant Projects | 2023 / 2024 | 2024 / 2025 | 2025 / 2026 | 2026 / 2027 | 2027 / 2028 | 2028 / 2029 | 2029 / 2030 | 2030 / 2031 | 2031 / 2032 | 2032 / 2033 | TOTAL | Description |
|---|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------|---|
| Dry Weather Influent Pump | | | | | | 55,000 | | | | | 55,000 | Replace one new dry weather influent pump in-kind. |
| Wet Weather Influent Pump | | | | 82,500 | | | | | | | 82,500 | Replace one new wet weather influent pump in-kind. |
| Headworks Influent Screen Project | 550,000 | | | | | | | | | | 550,000 | Replace three grinders in-kind with an influent screen to capture and remove rags and inert matter. |
| Odor Control System Rehabilitation | | | | | | | 682,500 | | | | 682,500 | Evaluate current odor control system and options to replace in-kind, expand, or enhance the current system. |
| Headworks Valve and Check Valve Replacement | 11,000 | | | | | | | | | | 11,000 | Replace the existing valves/check valves in-kind. |
| Secondary Clarifier Scum Collector Project | 330,000 | | | | | | | | | | 330,000 | Replace in-kind the current scum collector troughs and helical skimmers with new stainless-steel skimmer from Polychem/Brentwood. It will also convert the existing three shaft system sludge collector mechanisms with a four shaft to better assist with skimming and the mitigation of mosquito formation on the tank surface. |
| Aeration Basin Diffuser Upgrade | | | | | | | | | 210,000 | | 210,000 | Replace diffusers in-kind in the off-line basin with a similar style as the on-line basin. |
| Cl ₂ Flash Mixer | | | 38,500 | | | 38,500 | | | | 38,500 | 115,500 | Replace in-kind the existing chlorine flash mixer as it is at the end of its useful life. |
| Dewatering Redundancy -- Screw Press | | | | | 330,000 | | | | | | 330,000 | Add a mechanical dewatering screw press for redundancy purposes. |
| Emergency Generator Replacement | | | | | | 287,500 | | | | | 287,500 | Replace the existing generator in-kind (Note: the existing generator is serviceable) |
| Occupancy Project | | 866,667 | 866,667 | 866,667 | 866,667 | 866,667 | 866,667 | 866,667 | 866,667 | 866,667 | 7,800,000 | 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. Details on the various components and sequence were previously provided in this report. |
| Digester Roof Recoating and Cleaning | | | | | | | | 250,000 | | | 250,000 | Recoating of the roof and clean-up as it is at the end of its useful life. |
| Landscaping Improvements Project | | 50,000 | | | | | | | | | 50,000 | Improve the landscaping around the Main Plant. |
| HVAC Replacement Project | | | | 210,000 | | | | | | | 210,000 | Replace the existing HVAC system in-kind as it is at the end of its useful life. |

Commented [FM1]: Tony: please confirm that a 2nd unit will be added OR the existing will be replaced. Feel free to update accordingly.

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| Main Plant Projects | 2023 / 2024 | 2024 / 2025 | 2025 / 2026 | 2026 / 2027 | 2027 / 2028 | 2028 / 2029 | 2029 / 2030 | 2030 / 2031 | 2031 / 2032 | 2032 / 2033 | TOTAL | Description |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|-------------------|---|
| Boiler Replacement | | | | | | | 78,750 | | | | 78,750 | Replace the existing Boiler in-kind as it is at the end of its useful life. |
| Electric Roll Up Door Install | 82,500 | | | | | | | | | | 82,500 | This project consists of installing new powered roll up doors in the chemical room, replacing the roll up doors on the dewatering storage building in-kind, and replacing the front entrance to headworks roll up doors with new power operated units. The projects will include controls to minimize injuries. |
| Corrosion Protection Project | 157,500 | | | | | | | | | 157,500 | 315,000 | Replacement of non-working valves and rusted-out pipes in-kind in the shipping/receiving area, as well as next to the secondary clarifiers. |
| (Utility) Truck Purchase | | | | 220,000 | | | | 110,000 | | 110,000 | 440,000 | Replace District trucks in-kind as they are at the end of their useful life. |
| Maintenance Shop-Rehabilitation | 105,000 | | | | | | | | | | 105,000 | Replace the existing corrugated metal roof and siding on the maintenance shop as both are at the end of their useful life. The project also includes replacing the existing roll up doors in-kind, installing LED lighting, and adding proper equipment storage racks and hazardous waste storage cabinets. |
| MPR Bond Refi | 752,848 | 752,534 | 751,848 | 750,793 | 749,360 | 752,496 | 750,198 | 752,466 | | | 6,012,543 | Main Plant Rehabilitation (completed in 2014) - bond payments to show true annual CIP projections. |
| 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 | These funds will be used for unforeseen projects, which may come up after the MPR project is complete. |
| Digester Rehab, Digester Valve/Pip Replacement, and Digested Solids Chopper Pump Replacement | 287,500 | | | | | | | | | | 287,500 | This project will replace various valves/piping at the digesters, as well as clean-out the digesters. The chopper pump located downstream of the digesters will also be replaced. |
| Secondary Clarifier Mechanisms | | | | 100,000 | | | | | | | 100,000 | Replace the existing secondary clarifier mechanisms in-kind. |
| Routine Structures/Equipment Maintenance | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 100,000 | These funds will be used for unforeseen structures/equipment maintenance projects. |
| Unspecified Maintenance | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 400,000 | These funds will be used for unforeseen maintenance projects. |
| ArcFlash Electrical Improvements | | | | | | | | | | | | To Be Determined. No cost provided as the extent of equipment replacement for safety purposes is unclear at this time. |
| Total | 1,336,000 | 1,016,667 | 1,005,167 | 1,579,167 | 1,296,667 | 1,347,667 | 1,727,917 | 1,326,667 | 1,176,667 | 1,272,667 | 13,372,750 | |

Commented [FM2]: Tony: please confirm that this is the appropriate write-up. Feel free to update accordingly.

* Note: costs for the collection system CIP projects are not included as they can be found in the Collection System Master Plan.

DETAILED NOTES FROM SITE VISITS

The subsections that follow provide detailed notes in a tabular format for both the Main Plant and the Paradise Cove Plants.

Main Plant Site Visit on December 14, 2022

The HDR Team met Tony Rubio and other plant staff on December 14, 2022. A plan view of the main plant located in Tiburon, CA is provided in Figure 3. The locations visited with notes is provided in Table 4.



Figure 3. Plan View of the Main Plant Located in Tiburon, CA

Note: the top of the figure is approximately northeast. Assume property line on the northeast side is the toe of the hillslope, not the fence line.

Table 4. Summary of Site Locations Visited at the Main Plant and the Corresponding Comments/Ideas

| Location | Comments/Ideas |
|---|---|
| Existing Administration Office on 1 st Floor | Size of Administration Office space on first floor is approximately 570 sf. |
| Walked along the southwest perimeter; Mar West Drive. | The primary issue is parking. This is where District vehicles are parallel parked out in view of condominiums across the street. Also, there is not enough parking for personal vehicles and delivery vehicles. When chemical trucks arrive, the cars parked must be moved. |

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| Location | Comments/Ideas |
|---|--|
| | <p>An idea to add parking was discussed between two buttresses along the building façade. By taking out landscaping, a tree and a sidewalk that does not have clear beginning or end, either diagonal parking for personal vehicles or a screened pull in parking spot for the vector truck could be added.</p> <p>Regarding noise and odor, no complaints have been received.</p> <p>The plant overall is outdated in appearance. Brick veneer has damage around an oval window. Some veneer brick is stained with efflorescence.</p> <p>Suggest with improvements come updated aesthetic improvements. The plant is in very close proximity to high value real estate.</p> |
| <p>Walked into the delivery entrance next to the Administration entrance.</p> | <p>There is a condensation problem dripping from one of the large ducts overhead to the floor.</p> |
| <p>Laboratory.</p> | <p>This is very cramped. Laboratory would be appropriate size if desks were removed.</p> |
| <p>Men’s Locker.</p> | <p>There are eight full sized lockers and two half sized lockers, no shower, a toilet in a stall, a urinal, and a gang lavatory with three faucets and a mirror.</p> <p>The biggest issue here is the lack of a shower for men. Another concern is the need for more toilets and more privacy. The locker space is small, and it is difficult to take care of getting dressed and keeping out of each other’s way.</p> |
| <p>Women’s Locker</p> | <p>There is a shower, one double locker, a toilet, and a lavatory with a mirror. There is no complaint here except that the door has to be locked.</p> |
| <p>Laundry Room</p> | <p>Laundry service is available; however staff has the option of washing their own clothes.</p> <p>Loads for each person has to be done one at a time.</p> <p>Additional washer and dryer would be helpful to relieve congestion.</p> |
| <p>Wet storage</p> | <p>There is a bank of ventilated lockers for storage of raincoats. Includes a bench. This seems to be a space carved out of a pump room.</p> |
| <p>Stairway</p> | <p>All stairways within the plant are noncompliant with current building code. Width is too narrow with handrail on one side.</p> |

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| Location | Comments/Ideas |
|---|---|
| Office Break Room | <p>Since the building appears to be fully sprinklered, egress stairs could be 44” wide. If occupancy load could be determined to be less than 10, egress stair could be as little as 36” wide. Extensions and handrails on both sides would be required.</p> <p>2022 California Existing Building Code provides relief in Section 503.1 Exception 1 and 2. Exceptions allow existing stairs to remain as is as long as the stair is not made steeper. Handrail extensions are not required where extensions would cause a hazard. Handrails on both sides are still required which would make the already narrow stair narrower.</p> <p>The second floor office and break room need to be one or the other. Break room and conference room activities are disruptive to office activities. Zoom calls seem to be the biggest challenge.</p> <p>This room was recently given fresh finishes including floor and cabinetry.</p> <p>Note that the elevation of the floor of this room is not at the same elevation of the Surge Tank Deck.</p> <p>Also note that there is an awkward stair entry to this room.</p> |
| Surge Tank Deck | <p>The surge tank is used as a wet storage room. The deck at the top of the tanks is currently used as a patio. This space is a prime location for additional office space.</p> <p>This option could provide 900 sf of new office space.</p> <p>Note that the elevation of the floor of this room is not the same elevation of the Office Break Room.</p> |
| Roof adjacent to Surge Tank Deck and Office Break Room. | <p>If the roof top ducts, exhaust vents, and mechanical equipment could be relocated, office space along the perimeter of the lower floor roof could be a candidate for executive administration offices with a view of the Golden Gate.</p> <p>This option could provide about 650 sf of office space.</p> |
| Over Back Driveway | <p>An option to build floor area over the back driveway was discussed. This would have to be high enough to clear trucks moving below.</p> |

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

| Location | Comments/Ideas |
|--|---|
| Recommendation for Elevator(s) | <p>Potential floor area is estimated at 500 sf.</p> <p>The challenge would be to connect the Surge Tank Deck office space and have a clear path to egress.</p> <p>This plant has a lot of vertical circulation. A passenger elevator is recommended.</p> <p>Due to driveway access at the northeast edge of the lot, a freight elevator is not considered essential. However, if improvement necessitates developing this part of the lot and vertical access becomes more of a challenge, a freight elevator might become more viable so that this kind of access is provided along Mar West Street.</p> |
| At the top of the Digester roof. (Edited 02 10 2023) | <p>Overlooked the Dewatering Roof below. Substantial floor area could be utilized at this location. A stair would be required along the side of the current driveway. Resolution of keeping driveway width and providing egress stair may be a challenge.</p> <p>This option will require acoustic sound deadening.</p> <p>This could realize an estimated 550 sf of office space.</p> |
| Chlorine Contact Basin (Edited 02 10 2023) | <p>An idea to roof over the chlorine contact basin with an elevated floor for office space was discussed. In combination with the floor space over the Dewatering roof, this could realize an estimated 2,700 sf floor area. The area over chlorine contact basin by itself is approximately 2,150 sf.</p> <p>One concern to work through is proximity to a corrosive agent. This addition would require concrete construction with ferric metals either covered or coated.</p> <p>This option will require acoustic sound deadening.</p> <p>12 feet of clear head height will be required over the chlorine contact basin deck for maintenance.</p> <p>This idea shall be coordinated with a one or two level addition over the Dewatering Building.</p> <p>Dewatering building could have 4 feet of height removed before two levels are added.</p> |
| Maintenance Shed | <p>As proposed in May 2020, a floor over this building would provide an estimated 1,300 sf of office space.</p> |

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

| Location | Comments/Ideas |
|-------------------------|---|
| District Manager Office | This is a metal shed at the toe of a landslide in the back part of the lot. Need to get this back into the main building. |
| Office Trailer | A trailer for an office can be an option; temporary or permanent. The constraint is getting the trailer through the two overhead doors at the Maintenance Shed. The size of the overhead door openings are each 12' wide by 14'-9" high. Office Trailers come in varying lengths but come in two standard widths that could fit through these openings: 8 and 10 feet. Vertical dimension will need to be verified with vendor. |

Paradise Cove Plant Site Visit on December 15, 2022

The HDR Team met plant staff on December 15, 2022. A plan view of the Paradise Cove Treatment Plant is provided in Figure 4. The locations visited with notes is provided in Table 5.



Figure 4. Plan View of the Paradise Cove Plant
Note: the Top of figure is north.

Table 5. Summary of Site Locations Visited at the Paradise Cove Plant and the Corresponding Comments/Ideas

| Location | Comments/Ideas |
|--|---|
| Introduction (Edited 02 10 2023) | <p>This small wastewater treatment plant is at the end of an unpaved private easement road situated next to the shore of San Francisco Bay and at the base of a steep forested hill.</p> <p>There are two buildings and two wastewater package plant trains. Building to the north is known as the “Blower Shed”. The building to the southwest is known as the “Analyzer Shack”.</p> <p>Next to the Blower Shed is a Telemetry Cabinet.</p> <p>Between the Analyzer Shack and the package trains, up against the train, are the power breakers. The power line goes from the pole under the paving and rises into the electrical cabinet.</p> |
| Analyzer Shack - Drainage | <p>Building is not elevated. Storm water seeps in under the walls of the building. The floor of the building is at the same level as the concrete outside.</p> <p>Flexible rainwater leaders have been added to the bottom of the metal rainwater leaders to help direct water away from the building.</p> |
| Analyzer Shack – Interior (Edited 02 10 2010) | <p>The building is very small.</p> <p>Metering and testing are all done in the same room.</p> <p>Building has no potable water.</p> <p>There is a small toilet room with a shower curtain for a door. To flush the toilet, one must first fill the tank with a five gallon bucket. There are terrible stains on the porcelain of the fixture. There is a sewer line to the plant.</p> <p>Sodium hypochlorite, sodium bisulfite and sodium bicarbonate are stored and fed to the system in the same room. Sodium bicarbonate comes in powder form in large paper bags. Some bags arrive at the site damaged. Powder residue shows evidence of the difficulties in storing and transferring chemical.</p> <p>Pumps are noisy.</p> <p>If two chemicals come in contact, there is a risk of explosion. Questionable if they should be in the same room.</p> |

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

| Location | Comments/Ideas |
|--|--|
| Analyzer Shack - “What we would like.” | <p data-bbox="480 432 1073 457"><u>There is a tank supplied emergency eye wash, but no shower.</u></p> <p data-bbox="480 464 1073 537">Two story building with sleeping accommodations and an office at the second level and laboratory and pumps on the lower floor.</p> <p data-bbox="480 543 1073 617">Potable water could be provided by a refillable water tank at the top of the retaining wall, or a water line could be brought in within the same easement as the aerial power line.</p> <p data-bbox="480 653 1073 705">From the second floor, have a catwalk that connects over to the plant platforms.</p> <p data-bbox="480 737 1073 762">Exercise equipment would be nice.</p> <p data-bbox="480 793 1073 846">This site is fairly isolated. Self sufficiency and livability are need for extended shifts.</p> <p data-bbox="480 877 1073 903">Climate control is required. Summers can get hot.</p> <p data-bbox="480 934 1073 987">For new building, hold the existing wall line on the northeast side.</p> <p data-bbox="480 1018 1073 1071">Lower floor should have a chemical storage room and an analyzer room separated by an exterior breezeway.</p> <p data-bbox="480 1102 1073 1127">Upper floor should span the entire foot print below.</p> <p data-bbox="480 1159 1073 1232">A kitchenette is needed with refrigerator and pantry for self sufficiency required due to remote location and need to stay on site.</p> <p data-bbox="480 1264 1073 1316">Since there is no natural gas on site, everything should run on electricity.</p> |
| Blower Shed – “What we would like.” | <p data-bbox="480 1325 1073 1350">Blowers are noisy. Encase within concrete masonry walls.</p> <p data-bbox="480 1356 1073 1381">Create a building code compliant stair to the second level.</p> <p data-bbox="480 1388 1073 1514">Utilize gantry crane to pick up drums, tools etc. to the plant platform level. This would possibly affect existing railing configuration. Basically, this structure would become a roofed tower with blowers on first floor and mobilization area at top with the gantry crane.</p> <p data-bbox="480 1520 1073 1593">Powdered chemical storage and mixer would be at the top level with mobilization. Chemicals are in 75 gallon drums. Sodium Bicarbonate is very heavy.</p> |

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

| Location | Comments/Ideas |
|---|--|
| Site – “What we would like” and other comments. | <p>There is an adequate pick spot at ground level for the crane in its existing location, but it is on asphalt. Should be a concrete paved pick point.</p> <p>Gantry crane needs to be higher so load can clear guardrails. The idea of putting a gate in the guardrail is problematic since one side of the gate would be a high drop.</p> <p>Move the power pole from its current location. This would allow better truck access.</p> <p>A 20 yard dewatering box could help lessen the number of trips. This would be in conjunction with the Isuzu truck procurement. Dimensions are 8.5 feet x 15 feet. Currently Mill Valley would have to be contracted for this work.</p> <p>Site has only a vehicular gate for access. To have access to public way, a separate pedestrian gate should be added.</p> <p>Unmarked parking is ok. Typically only one car a day.</p> <p>Site serves as storage site for empty totes due to lack of space at the Main Plant. There are 4 to 5 totes stored here per year.</p> <p>There is an aerial power easement serving the plant. Adding a water line for potable water to serve the new Analyzer Shack would be very expensive.</p> <p>There is a metal storage shed on the south part of the site that would be good to get rid of in the interest of better truck access.</p> <p>A boat and dock could help when the road is out. Access is important.</p> <p>Need automatic gate.</p> <p>The site is not secure on the shore side. Graffiti is not a problem; however vandals have made there way on site and have turned switches off. This is a minor security issue.</p> <p>Kayakers frequently use the waters nearby for recreation.</p> <p>Noise from the blowers is a steady constant noise that disturbs the area beyond the site.</p> |

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

| Location | Comments/Ideas |
|---|--|
| Publicity | <p>There are early signs of the key block retaining wall failing. There is a noticeable bulge in the wall.</p> <p>There is an emergency generator on site near the power pole.</p> <p>Recently received media attention for being the second most vulnerable wastewater treatment plant to sea level rise in the bay area.</p> <p>There is ongoing discussion statewide on the massive amount of freshwater from wastewater treatment plants discharging directly into the ocean waters and not put back into aquifers. This plant and the main plant discharge into the bay.</p> <p>Originally, this site was going to be a pump station to pump sewage to Main Plant. But turned into a wastewater treatment plant.</p> <p>Two package trains were brought in by barge and set on the site by crane during a high tide event.</p> |
| Package Plants – “What we would like” and other comments. | <p>There is no grit or rag removal. This plant could use a headworks instead of the grinder.</p> <p>Vactor comes down to remove solids.</p> <p>Stairs to the top of plant are very steep. They would like building code compliant stairs.</p> <p>Existing stairs are compliant with CAL OSHA but not the building code.</p> <p>A platform needs to be added spanning midway across each of the plant trains.</p> <p>At south end is a tsunami warning system. The sound is reported to be surprisingly low level considering how far the sound is supposed to reach.</p> <p>Pole lights were just installed and are long life LED fixtures. No need to improve access for changing.</p> <p>There are two trains. One gets used for a year and the other remains empty or used for overflow. The empty one get cleaned. After a year the trains switch.</p> |

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

| Location | Comments/Ideas |
|----------------|---|
| Access Road | <p data-bbox="480 432 1065 506">As noted previously in the Blower Shed section, a less steep stair is needed. It is particularly hazardous in inclement weather and when carrying something.</p> <p data-bbox="480 516 948 537">This is a private road crossing through an estate.</p> <p data-bbox="480 569 935 590">Unpaved portion is frequently muddy or dusty.</p> <p data-bbox="480 621 1045 674">There is a single light vehicle that travels this route once a day.</p> <p data-bbox="480 705 1045 758">The tractor truck travels this road on average six times per week.</p> |
| Communications | <p data-bbox="480 768 997 821">Emergency communication relies on a “two bar” cell coverage.</p> <p data-bbox="480 852 841 873">There is no internet service available.</p> <p data-bbox="480 905 1065 957">Line of sight radio is preferred, but the hill blocks the signal. This would be justification for a repeater.</p> <p data-bbox="480 989 1040 1094">Because of the remoteness of the site and weak communication, to service this site properly, visits should not be by a single person. Two minimum should be the policy.</p> <p data-bbox="480 1125 997 1199">Fiber optic would be another option and could be accommodated at the same time of potable water line construction.</p> |
| Miscellaneous | <p data-bbox="480 1209 1032 1262">Boards tend to respond to state demands better than staff requests.</p> <p data-bbox="480 1293 1024 1346">There are very few pests with two notable exceptions of paper wasps and deer.</p> |

Interviews

A series of interviews were held for plant staff. A summary of the questions and responses for each interviewee is provided below.

Tony Rubio – District Manager

| | |
|--|--|
| Q: What are the priorities? | A: #1 Office space. #2 Restrooms. #3 Lockers and Showers. |
| Q: What is the breakdown of staff? | A: Operations = 5 Maintenance = 4 Administration = 2 New Hire = 1 District Manager = 1 Total = 13 This planning number should be adequate for the next ten (10) years. |
| Q: What are the locker room needs? | A: Members of the Operations and Maintenance each need a locker. There are nine (9) total members with eight (8) male and one (1) female. Currently there is one shower and that is located in the normally locked women's locker room. The men do not have a shower. A shower for the men's locker room is a critical need. |
| Q: Do you think a mud room would be useful? | A: This would be a "nice to have" item, but not essential. |
| Q: Are there any current projects? | A: Yes, a new headworks screening in the next year to replace the grinders. |
| Q: Where are the big opportunities to resolve some or all of these space needs? | A: Dewatering Building roof. Blower Building Roof. Former Surge Tank. This is currently the wet weather storage that will no longer be needed. |
| Q: What positions will need privacy (an office with a door)? | A: District Manager. Office Manager. Operations Superintendent. Collections Superintendent. |

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

| | Permits/Business Administrator. |
|---|---|
| Q: What are the current electrical standards used? | A: CAT5 for internet and computer. Ethernet for SCADA. |
| Q: Describe current break room, office, and conference room issue. | A: Offices are in the break room. Break room activities disrupt office activities (zoom calls). Break room also serves as a conference room. All of these functions need to be separate. |
| Q: HDR provided a proposal for a second floor to the existing workshop in May 2020. Is that still being considered as an option? | A: Yes. |

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

Casey Cottrell – Operations Supervisor/Laboratory Director

| | |
|---|---|
| Q: Describe your job. | A: Responsible for compiling lab data, chief plant operations, process control and lab tests that are not reported to the state. Provides weekly reports. |
| Q: Lab testing. | A: Most of the testing goes to outside labs. We don't have the accreditation or equipment, and we are not planning to get the equipment. We are not wanting to expand the lab. |
| Q: Lab space. | A: Lab space is adequate if it is just the lab. Need more counter space for process testing. Hood is a red flag for lack of air exchange. Need mechanical air balance evaluation. Emergency eyewash and shower will destroy the microscope and centrifuge if used in an emergency. It does not have a drain and must use a bucket to test. Currently glassware is washed by hand. Need glassware washer. |
| Q: Thoughts on Improvements | SCADA is located in lab. (Envision) A: Dewatering roof would be a good place for office space, namely cubicles. |
| Q: What do you think about ADA? | A: For current administration office only. No public tours. Only able bodied people work on staff. If injury happens, they take disability. |
| Q: What are the priority issues for improvement? | A: <ol style="list-style-type: none">1. Parking2. Lockers3. Administration office.4. Place to sleep. |
| Q: Describe the need for a sleeping area. | A: This is not a 24/7 plant. When there are stormy days and 16 hour shifts, it is not worth traveling home and returning. Some have up to two hour commutes one way in evening rush hour. |

There needs to be two rooms set aside as sleeping quarters. Cots would be appropriate.

Reference: Storm in October 2021.

Q:
Who do you supervise?

A:
Two operators in training (OIT) and 3 operators.

Q:
What are some of your best ideas?

A:

1. Control building over Dewatering.
2. Purchase building downtown.
Advocate for acquiring the Bank of America building. It is centrally located and the parking would be a huge benefit.
Currently, parking is not guaranteed. This goes for personal and district vehicles.
Parking is very problematic with chemical deliveries. Staff has to coordinate and move vehicles with each delivery.
3. Partnership with Richardson Bay.
Taxes would help this district.
4. Locker room needs shower stalls.

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

Chad Billsborough – Senior Operator – 4 years with MSD5

| | |
|---|---|
| Q: What do you perceive as problems? | A: Everything. |
| Comment: | Chad appreciates a holistic approach to problem solving rather than quick fixes. |
| Q: What works well? | A: Watson Marlow parasol pump for chemical feed. 33:1 turnout ratio. |
| Q: What are critical needs? | A: <ol style="list-style-type: none"> 1. Staffing needs space. 2. State reporting is becoming more of a challenge. 1 cuvet needed originally, now 3 are required. 3. Supply storage is insufficient. Need more room for “ph buffers” and “pillow packets”. |
| Q: Describe lab needs. | A: <p>If the desks were out of the way, there would be sufficient lab space. Storage would also be sufficient if desks were moved out.</p> <p>The furnace is not being used.</p> <p>There is oxygen piped into the laboratory but not used.</p> <p>There is a need for compressed air.</p> <p>Need more counter space.</p> |
| Q: Describe locker needs. | A: <p>Need more toilets and a shower.</p> <p>Except for the two narrow lockers, the wide lockers store both dirty and clean clothes.</p> |
| Q: Describe laundry situation. | A: <p>Laundry is done individually, not collectively. Adding another washer and dryer would be helpful.</p> <p>Slope of steps above current location prevents stacking.</p> |
| Q: Any concerns decontaminating when returning to the plant? | A: <p>It will be helpful to have both a mud room and wet storage.</p> <p>Need to add a shower fixture.</p> |

| | |
|--|---|
| | Regularly staff will be exposed to splashing of sodium bisulfite and 12% sodium hypochlorite. The drops (pointing to examples) produce white spots on clothing. |
| Q: Is noise an issue? | A: The noise levels in the shop and biosolids can be bothersome. |
| Q: Describe the parking concerns. | A: There is no proper place to store the vector truck. The trip to Redwood Sanitary Landfill can take up to 1 ½ hours. Discussed the possibility of removing a tree, landscaping and side walk, and building a screened pull through parking stall parallel along Mar West Street. Advocated for a wash rack with spray jets to wash out containment vessel. Currently the vector truck is parked at the far end of the plant along Mar West Street. |
| Q: Do you have any solutions in mind for some of the problems? | A: The Bank of America building would solve a lot of problems. This would be a valuable asset. Location for board meetings, storage, record storage, and administration staff offices. Collections staff could be also based here. Parking lot could easily have a big truck wash. This kind of a move could free up space for a properly sized locker room at the plant. |
| Q: Do you have any solutions in mind for some of the problems? (continued). | A: |

| | |
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| | <p>There is a short wheelbase Isuzu truck that can haul a grit box among other useful things. This purchase would save on fuel and the wear and tear of the dirt road to Paradise Cove. See Appendix A.</p> <p>Instead of collecting the grit in the vactor truck, a grit box could be set up for pickup and delivery with the Isuzu truck.</p> <p>On average, there are six trips per week to remove grit by the vactor truck.</p> <p>The Isuzu truck can haul 450 to 500 gallons of grit and sludge.</p> |
| <p>Q: Do you have any solutions in mind for some of the problems? (Continued).</p> | <p>Belvedere PS 1 is currently under discussions for sea level rise improvements. The pump station will be made higher. The area under the pump station could be used to store three generators, a trailer and a water buffalo. Current unbuilt design will have to be modified to accommodate this idea.</p> |
| <p>Q: What are your thoughts on complying with ADA?</p> | <p>A: In favor of not complying since being able-bodied is a pre-requisite for working at the plant.</p> |
| <p>Q: What are your thoughts on traffic?</p> | <p>A: A one hour commute one way is common. No one on staff lives in Tiburon. 2 to 6pm is heavy traffic.</p> <p>When rain happens, 16 hour shifts are common. The commute required makes going home impractical during these days.</p> |

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

Abby Balf – Operator – 1 year with MSD5

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|---|--|
| Q: What are your responsibilities? | A: “Everything”. Performs the lab tests. Adjusts the pump valves (chemical, sludge, wastes). Performs the same tasks for Paradise Cove. Repairs equipment. |
| Q: What are your responsibilities? (Continued.) | A: Every day goes over to Paradise Cove. Everything is adjusted manually. Usually leave the Main Plant by 7:40am. School traffic gets heavy after 8:30am. |
| Q: Are you providing maintenance to the truck fleet? | A: Truck maintenance is done off-site. |
| Q: Do you have any safety concerns? | A: The operation to fill up drums with sodium bisulfite and sodium hypochlorite are problematic. Spillage is a constant issue and chemical gets splashed onto face and clothing. Drums are heavy, especially the sodium bisulfite. A mention about hauling this over a curb was a big obstacle. |
| Q: Do you have any issues with the locker room? | A: No issues. Does not use the shower. There is a work-around to allow the men to use the shower. |
| Q: Any concerns about the lab? | A: Remove the desks and there will be enough room for lab work. More counterspace is needed. Abby will probably take over lab responsibilities at some point. Sample room is not being used to store samples. |
| Q: How do you collect samples? | A: There is a daily 250 mil samples for chlorine, pH, chlorinated and dechlorinated, and colorimetric analysis. In addition to Main Plant and Paradise Cove, samples for Mill Valley are also taken. |

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

| | |
|--|--|
| Q: What works well? | A: Staff. The team works well together and is very open to resolving problems. Abby delegates to OIT staff. |
| Q: What are some additional safety concerns? | A: Abby regularly handles nitric acid and sulfuric acid. She has to refill analyzer. She has had sulfuric acid on her face before and used the eyewash. Water is not tempered in eyewash stations. |
| Q: What are top concerns? | A: Personal space is at a premium. Wednesdays are very busy. Parking spaces are a problem. Abby drives to the Main Plant herself on Wednesdays. Monday and Tuesdays shares a ride. She has a 45 minute commute. Sleep overs are a concern. |
| Q: What are top concerns? (Continued)? | A: Aging infrastructure. There are two separate teams: operations and maintenance. Each team seems to delegate to the other. |
| Q: List the vehicles in the District’s fleet. | A: Operations truck. Volkswagen Ford Ranger Ford F250 Boom truck. Vactor Joe-the Electrician’s vehicle Rodder The rodder is equipment to keep collection lines clean. |
| Q: | A: Look into utilizing the blower room. |

Are there any solutions you have thought about?

Q:
Last safety concern.

A:
Generator is very loud. Estimated sound level is 120 dB given that 65 is ambient, and 85 is low level when hearing protection might be needed.

When the power fails, there are a few seconds to relocate or put on ear protection

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

Ignacio Salzar – Operator in Training (OIT) – 5 months with MSD5

| | |
|--|---|
| Q: Describe your responsibilities. | A: Same as an operator, except more “hands-on”. Provides trouble shooting, maintains pumps and valves, and plumbing. No collections experience. His domain starts where the influent comes into the plant. Will be taking the operator exam in April 2023. May become an operator as soon as July 2023. |
| Q: What do you think are critical needs? | A: Layout space for breaking down pumps and valves that are not repaired in place. Many repairs are done in place. Contractors are used to move large equipment through the plant. When the RAS pump was taken off-line, it was a challenge to navigate through the congested plant and out. |
| Q: What works well for you? | A: Ignacio likes the challenge of “figuring it out.” Nothing else comes to mind. |
| Q: Are there any safety concerns? | A: As Abby expressed, the transfer of chemicals is a problem. Ignacio helps out Abby with the lab work. PH and chlorine tests are what he does. |
| Q: What are the top problems with plant operations? | A: Office space. His space is in the lab. Zoom calls are a challenge. District needs to “figure out” goals. Is the staff going to increase? Will the improvements made to the plant satisfy future needs? |

Q:
What are the top problems with plant operations? (Continued.)

A:
He thinks that the District should look into peracetic acid for treatment. It is growing in popularity in Europe but is rare in the United States. It has the potential of using less floor space.

Q:
Do you have any safety concerns?

A:
Need protection system for when workers are in the tank. This is a confined space situation.

Respirators and gas monitors are available.

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

Arle Hill – Operator – 3 months with MSD5

Q: What are your responsibilities?

A: Arle has previous operator experience in Richmond and Discovery Bay districts.

Arle’s day-to-day responsibilities include working in the, general housekeeping, and sometimes maintenance.

Q: What are your concerns with the lab?

A: The desks need to be moved out.

Lab is sufficient size without desks.

Eyewash is next to electrical equipment and possibly a shock hazard.

There is no drain for the emergency eyewash and shower (EEWS). They use a bucket to test the shower.

Arle has never used the hood.

Normally, samples are sent out to a lab.

Q: What are your concerns about the locker room?

A: Arle likes having two smaller lockers to separate clean and dirty laundry.

Q: Any comment on the laundry facilities?

A: Laundry works well.

Q: What works well?

A: Arle likes to be in the field.

Q: Any issues with parking or commute?

A: 1 hour 15 minutes to get to the main plant.
2 hours to get home.
His home is in Antioch.
This is a daily commute.
Sometimes he will carpool.

Q: Are there any specific solutions you have been thinking about?

A: Bank of America building seems like the best option.

| | |
|--|--|
| | His previous employers had larger plants with lots of room. “Spread out” is better for organizing and housekeeping. This plant is very complex. |
| Q: What are your current challenges? | A: Becoming familiar enough with the plant so he knows where everything is without really thinking about it. |
| Q: Do you have any comments regarding safety? | A: Arle has a passion for safety to the point that he would welcome any leadership opportunities that are offered to him. Need wayfinding plaques for orientation during an emergency. Fall protection is lacking in some locations. Some location of height have no way to attached a lanyard. Would like to see more safety yellow applied to hazards including curbs that might be obstacles or tripping hazards. He does not work in confined spaces. |

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

Joel Alvarez – Permits and Business Administration Technician – 3 years with MSD5

| | |
|---|--|
| Q: Background. | A: Joel is a veteran of the Marine Corps and served at Camp Pendleton in the mid 2000s. |
| Q: What are your responsibilities? | A: Involved in the process of intake permitting including remote reviews, report drafting, and interactions with owners, general public, agents, and contractors. He conducts site visits. He is available for helping in emergencies. |
| Q: What space is required? | A: Joel mostly works at his desk, communicating via phone and email. Before COVID, many conversations were face-to-face at the conference table, looking over plans. Now, everything is electronic. Rarely does the public visit. Joel prefers that they come into the office to deliver checks. Face-to-face visits generally happen at the site. |
| Q: What are the filing needs? | A: There is still a significant need for paper files. Need for filing space is increasing. No longer keeping full sized plans. Plans are on PDFs. Video records are cloud based. AlienVault is used or was used. Used in connection to stormwater infiltrating into sewer(?). File cabinet space is split between Joel and Robin. |
| Q: What improvements are needed in the office environment? | A: Larger and more private office would be nice. White noise needed to deaden background noise distractions on phone calls. |

Conference room functions need to be separated from office.

It would be nice have a chair for visitors next to the desk.

Q:
What are some solutions that you have been thinking about?

- A:
1. Space mitigation. Joel works with John mostly, with some work with Tony.
 2. Parking for facility.
 3. IT server system in MEP room. Not the best place. It is not cool. Needs separate server room with dedicated air conditioning. This might actually need to be a “technology room” that would also include SCADA and FAX.
-

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

John Rosser – Inspector – 23 years with MSD5

| | |
|--|--|
| Q: Describe your responsibilities. | A: Field work, final inspections, sewer replacements, final reports, and manages keeping of photo and video records. Also, help with maintenance part of the time. |
| Q: How many permits do you accomplish per day on average? | A: Five. |
| Q: What vehicle do you use? | A: Volkswagen sedan. |
| Q: What works well for you? | A: Transitioning from paper records to computer based files. Anticipates need for more paper file storage. |
| Q: What do you think about compliance with ADA? | A: Sympathetic, but not realistic. The front office is the only place it should be required. |
| Q: What problems are the top priority to resolve? | A: <ol style="list-style-type: none">1. Office space.2. Safety trainings. John would like to see more training offered.3. Small locker rooms. Plus lockers are small. |
| Q: Where do you do laundry? | A: Here (at Main Plant). Laundry facilities are sufficient. |
| Q: What would be nice to have? | A: An exercise room. Some exercise equipment is located in the Blower Room. |
| Q: What is your commute like? | A: 45 minutes in; 1 hour 20 minutes home daily. Exercising before going home would be better use of time and reduce time on the road. School traffic in Tiburon starts around 3:30pm weekdays. |

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

Robin Dohrmann – Office Manager – 10 years at MSD5

Q: What are your responsibilities?

A: Not involved with Operations.
Accounts Payable
Accounts Receivable
Answer phones.
Provides board meeting agenda and invitations.
Expanding to more bills and more payroll.
Health and benefits.
Meet and greeter.
Robin has one assistant, Jane, who works four days per month.

Robin enjoys a very special view from her desk of the San Francisco Bay and the Golden Gate Bridge.

Q: What works well?

A: Her view of the San Francisco Bay.

She is given a lot of independence to get her work done in the way she wants.

Robin reports directly to Tony and helps prioritize his work.

Q: What are your concerns?

A: To give some perspective related to her comments, Robin had the role of “Den Mother” for nine years being the only female on staff. Now there are three women on staff. They had to put a lock on the women’s restroom because delivery drivers were using the women’s toilet for “number 2” because it afforded more privacy. They didn’t clean up after themselves. It is a hassle now that the women’s restroom has to be locked. Shower has to be shared and coordination has to take place for the men to use it.

Q: What are your concerns? (Continued.)

A: The Board meets at the conference table in the first floor administration office. They love using this table and this space. However,

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

| | |
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| | Robin said that it would be better use of space if conference table were elsewhere, and the recovered space turned into cubicles. |
| Q: What are your concerns? (Continued.) | A: Robin has 30 years worth of files in plastic bins. These are paper files with major transactions. There needs to be an effort made to go through and scan them. There is a rat infestation. Robin has seen a rat during business hours running through these files. Also outside there are rats during the day that are very bold. One instance a rat came right up to the front door. Vermin proof design needs to be part of future improvements. |
| Q: What are your concerns? (Continued.) | A: The current website software used is one of the most difficult to manipulate. Need a more user-friendly program. |
| Q: Do you have any safety concerns? | A: None. |
| Q: Do you have any ideas to offer facility improvements? | A: Robin suggested adding solar panels. |

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

Peter Collodi – Collection Systems Maintenance – 1 ½ years with MSD5

| | |
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| Q: Background. | A: Peter has 37 years of experience as a plumber. He is a Navy veteran who served in the boiler room of the USS Midway. |
| Q: What are your responsibilities? | A: Clean and maintain sewer lines. Plant maintenance. Services and maintains 24 pump stations in Tiburon and Belvedere. Limited video. Mostly done by a contractor. Property owner is responsible for their line up to sewer connection. Maintenance of vehicles – small repairs and housekeeping. |
| Q: What vehicles do you use? | A: The vactor and the rodder. |
| Q: What works? | A: Loves the work. Loves coming to work every day. Likes physical work and being out in the field. He does some “shovel” work. |
| Q: What improvements would you like to see? | A: Spacious locker room. Separate lockers for clean and dirty. Peter takes all of his laundry home. Does not use the plant facilities. Equipment room. Currently there is equipment in the Blower Room. |
| Q: What improvements would you like to see? (Continued.) | A: Parking. Peter has to get to the plant by 5:30 to get a parking spot. Work trucks are a problem. Chemical deliveries and removal of the grit box requires special coordination. |
| Q: Describe your current office. | A: A desk and computer in the lunchroom. Limited time spent on computer. |
| Q: | A: |

| | |
|--|--|
| What are some thoughts and concerns related to the shop? | <p>Shop is chaotic. Nothing has a home. Stuff is everywhere.</p> <p>Peter likes clean, well-organized shop spaces. He likes to take the time to put things away in their proper order after tools and materials have been used. There should be time to organize and put everything back.</p> <p>Would like additional rack space, consumables, stock storage. Need about 20'x20' space for plumbing storage.</p> <p>Peter is starting to rebuild pumps. Need layout space. Some of these kind of repairs are in place.</p> <p>Peter does not have a tool crib. It would be nice to have his own tools and control over their care and organization.</p> <p>No problems moving vertically within the plant. Although would prefer no stairs.</p> |
| <hr/> <p>Q: Identify the top three problems needing to be addressed.</p> | <p>A:</p> <ol style="list-style-type: none">1. Space for organizing.2. Parking.3. Lockers. Enough space to keep out of each other's way. Sleeping accommodations would also be nice. <hr/> |

Dan Latorre – Maintenance and Collections Superintendent – 17 ½ years with MSD5

Q: What are your responsibilities?

A: Similar to what Peter does.
In addition, setting up service arrangements for equipment.
Email with district manager, city officials, and receives complaints.
City of Tiburon and City of Belvedere coordination.

Q: What works?

A: Dan likes field work. Likes “turning a wrench”. He is in the office 30 to 40% of the time.

The alarm systems work well at 24 lift stations. Low level and high level parameters are all fed through SCADA.

Q: Shipping and receiving.

A: Shipping and receiving is all done independently. Each person orders and receives what they need.

Q: Shop Spaces:

A: Downstairs shop is okay. However, forklift is too tight to move things around.

Need more room for new tools.

Need separate storage for electrical, plumbing, and consumable supplies.

Need layout space.

Roof leaks in upstairs shop. Lots of obstacles in the way.

Need to get things up and off the ground.
Need deep racks for motor storage.

Pipes 2 inches and smaller need to be stored inside.

Need an area equal to half the existing downstairs shop added to the shop.

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

| | |
|--|---|
| Q: Locker Room. | A: Separate lockers for clean/dry and dirty/wet would be nice. Need showers for men. Need more toilets. Need more room. |
| Q: What are your top priorities? | A: Room for staff. Break room, four office spaces and conference need to go from one room to three separate rooms. |
| Q: What are your top priorities? (Continued.) | A: Adding more building space at Main Plant. More equipment storage space. 60 to 70% of the plant are on backup systems waiting for parts. These are supply chain issues that storage space could help improve. Dan advocates for keeping parts storage on site. This helps with supply chain issues. A current wait time on a pump is one year. Parts have been ordered, but many parts have several months for a lead time. Repair leaking roof is needed. |
| Q: What are your top priorities? (Continued.) | A: Complete sewer system cleaning and video project. Rehabilitation of pump stations. The walls of the wet well at T and 9 th streets are tilting. This makes it very difficult to install systems that are intended for plumb construction. Need to order tripods, winches and harnesses. |
| Q: | A: |

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

| | |
|--|---|
| What are your top priorities? (Continued.) | Safety training and equipment are improving. |
| | There are not enough staff members for properly operating the vector truck and rodger. Each piece of equipment should have four people on the crew. |
| Q: What is your commute like? | A: Dan get a start from home at 4:15am. It takes 35 minutes to get to the Main Plant. |
| | It takes him 45 minutes to get home. |
| Q: Miscellaneous. | A: Digester needs ½ of the contact tank for possible construction logistics. |
| | Turning the vehicles around on Mar West Street is not a problem. Vehicles are able to navigate the narrow streets. |

APPENDIX A - ISUZU TRUCK

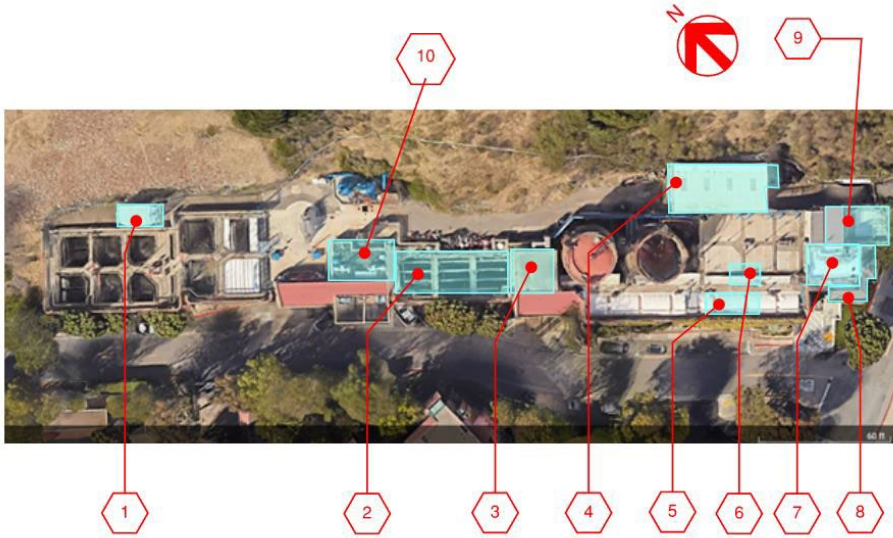


The link below has a good picture of a Roll Off truck using three different platforms (skids)

<http://www.westerncascade.net/Water%20Tanks.htm>

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APPENDIX B – TOP TIER OPTIONS (MAIN PLANT)



- Conventional construction costs assume \$900/sf relative to a proposal submitted from HDR in 2020.
- Contingency is 20% plus and minus.
- Small Cubicle = 60 square feet
- Large Cubicle = 80 square feet
- Private Office = 100 square feet
- Executive Office = 120 square feet
- Unisex Toilet Room = 60 square feet.

1. Replace current General Manager Office with 50'x10' furnished mobile office trailer.
 - a. Square feet: 500 sf
 - b. Vendor provided.
 - c. Estimated Cost: \$46,000 to purchase, plus hookups. Disposal of existing not included.
 - i. (Range: \$36,800 to \$55,200)
 - d. Potential for 2 offices and a toilet room.
 - e. Benefits
 - i. This option would remove the shipping container serving as in favor of a pre-fabricated modular trailer office.
 - ii. Relatively fast track improvement.
 - iii. Utilities are fairly easy to provide.
 - iv. A scum trough to headworks could be installed.

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

- f. Challenges
 - i. At the toe of a stabilized landslide.
 - ii. Adding underground utilities.
 - iii. Trailer will have to be delivered by crane as route through maintenance building is too narrow.

- 2. Construct office level elevated above chlorine contact basin at same elevation as the Dewatering Building Roof.
 - a. Square feet: 2,200 sf.
 - b. Conventional construction.
 - c. Estimated Cost: \$2 million.
 - i. *(Range: \$1,584,000 to \$2,376,000)*
 - d. Potential to satisfy cubicle level office layout.
 - e. Benefits
 - i. This option would add open flexible floor area.
 - ii. Does not require breaking of new ground.
 - iii. Utilities can be routed through plant.
 - iv. Potentially great office views.
 - v. This option would not inhibit maintenance operations of chlorine contact basin.
 - vi. Connected to Option 3.
 - f. Challenges
 - i. Potential chlorine smell.
 - ii. Corrosive vapors nearby.
 - iii. Egress stairs would be required on uphill side and on street side. Uphill side driveway width would be affected.
 - iv. Elevator recommended.
 - v. Structural viability of existing plant building required.
 - vi. Ground leading up to the proposed stair and elevator uneven.

- 3. Construct office level on Dewatering Building Roof.
 - a. Square feet: 800 sf.
 - b. Conventional construction.
 - c. Estimated cost: \$720,000.
 - i. *(Range: \$576,000 to \$864,000)*
 - d. Potential for 4 offices and a toilet room.
 - e. Two floor version of this option could potentially double the floor area (and cost).
 - f. Benefits
 - i. This option would add open flexible floor area.
 - ii. Connected to Option 2.
 - iii. Utilities can be routed through plant.
 - iv. Potentially great office views.
 - v. One exit stair required if not connected to Option 2.
 - g. Challenges

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

- i. Potential chlorine smell.
 - ii. Corrosive vapors nearby.
 - iii. Egress stair would impact width of uphill side driveway.
 - iv. Structural viability of existing plant building required.
 - v. Ground leading up to the proposed stair uneven.

- 4. Construct office level above Maintenance Building Roof.
 - a. Square feet: 1,200 sf.
 - b. Conventional construction.
 - c. Estimated cost: \$1.1 million.
 - i. *(Range: \$864,000 to \$1,296,000)*
 - d. Potential to satisfy office needs and one toilet room.
 - e. Benefits
 - i. This option would add open flexible floor area.
 - ii. Utilities routed in existing building.
 - iii. Great office views.
 - f. Challenges
 - i. Code modification letter would be required to get an elevator waiver. Elevator is recommended.
 - ii. Extensive upgrade of existing moment frame and exterior skin.
 - iii. Ground leading up to the stairway uneven or sloped more than 1:20.
 - iv. Bio-gas torch is very close on the south end.
 - v. Exhaust stack from the boiler produces odor and corrosive gases.
 - vi. Standby generator exhaust points in the direction of proposed improvement.

- 5. Laboratory.
 - a. 200-300 sf.
 - b. No construction.
 - c. Estimated cost: To be determined.
 - d. Move desks and related furniture to one of the other options to create better working space for the existing laboratory.
 - e. Air quality issues may justify moving laboratory to one of the new options.
 - f. Benefits
 - i. Laboratory space will be at optimal size with desks relocated elsewhere.
 - ii. Cleaner air with mechanical modifications.
 - g. Challenges
 - i. Desks potentially move out of laboratory adjacency.

- 6. Modify locker rooms.
 - a. Square feet: 600 sf.
 - b. Conventional construction.
 - c. Estimated cost: \$540,000.
 - i. *(Range: \$432,000 to \$648,000)*

Marin Sanitary District 5 – Occupancy Spacing and CIP Evaluation (DRAFT)

- d. Sub options.
 - i. Move the women’s locker room to another location and recover floor area for modified men’s locker room. Or vice versa.
 - ii. Move men’s locker room to another location and modify women’s locker room and expand laundry.
 - iii. Current laboratory becomes additional restroom and locker space. Laboratory is incorporated into another option.
 - e. Benefits
 - i. Improve and enlarge men’s locker room, add toilet and shower.
 - ii. Plumbing is available for toilet and shower improvements.
 - f. Challenges
 - i. No major challenges.
7. Remove office cubicles and create separate break room and conference room.
- a. Square feet: 600 sf.
 - b. Conventional construction.
 - c. Estimated cost: \$270,000
 - i. *(Range: \$216,000 to \$324,000)*
 - d. Benefits
 - i. Conference and Break Room functions will be better accommodated without office space.
 - e. Challenges
 - i. This room is served by less than standard access and egress.
 - ii. This option works only if other floor space option accommodates.
 - iii. Assuming there is no intention of making this space ADA accessible, a code modification letter will be required.
 - iv. Matching floor with Option 8.
 - v. Windows will be removed with Option 8 employed.
8. Convert roof into three executive offices.
- a. Square feet: 425 sf.
 - b. Conventional construction.
 - c. Can add floor space to connect with existing stair well.
 - d. Estimated cost: \$382,000.
 - i. *(Range: \$306,000 to \$459,000)*
 - e. Benefits
 - i. Great views.
 - ii. Privacy for executive staff.
 - iii. Can connect to Option 9.
 - f. Challenges
 - i. Roof top HVAC ducts and equipment will need to move elsewhere.
 - ii. Assuming there is no intention of making this space ADA accessible, a code modification letter will be required.
 - iii. Space is served by less than standard access and egress.

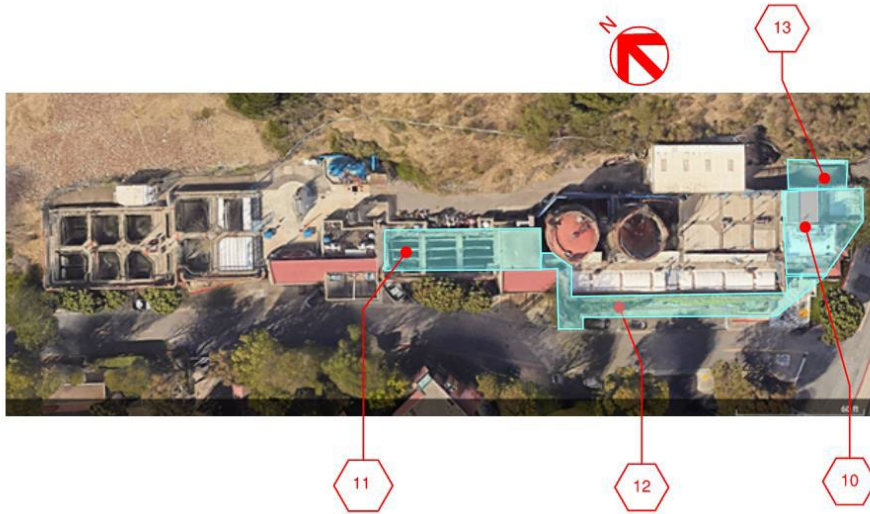
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9. Surge tank roof conversion.
 - a. Square feet: 800 sf.
 - b. Conventional construction.
 - c. Estimated cost: \$720,000.
 - i. *(Range: \$576,000 to \$864,000)*
 - d. Benefits
 - i. Can connect to Option 8
 - ii. Space can be set up for a flexible office space and toilet room.
 - iii. Utilities can be routed from existing building below.
 - e. Challenges
 - i. Assuming there is no intention of making this space ADA accessible, a code modification letter will be required.
 - ii. Space is served by less than standard access and egress.

10. Blower building roof floor area.
 - a. Square feet: 800 sf
 - b. Conventional construction
 - c. Estimated cost: \$720,000.
 - i. *(Range: \$576,000 to \$864,000)*
 - d. Benefits
 - i. Could connect to Option 2.
 - ii. Space can be set up for a flexible office space and toilet room.
 - iii. Utilities can be routed through existing building below.
 - e. Challenges
 - i. Assuming there is no intention of making this space ADA accessible, a code modification letter will be required.
 - ii. Space is served by less than standard access and egress.
 - iii. Congested ductwork will need to be removed and put somewhere else.
 - iv. Different elevation heights with Option 2.

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APPENDIX C – SECOND TIER OPTIONS (MAIN PLANT)



- 10. Construct a new two-story elevated office building.
 - a. Square footage: Approximately 4,400 sf
 - b. Conventional construction
 - c. Estimated cost: \$4 million
 - d. Features:
 - i. Demolish the entire existing administration wing and unused surge tank.
 - ii. Ground level would be parking for one ADA accessible stall plus up to four conventional stalls.
 - 1. *Based on the public parking stall across Mar West as an example, with 4,000 sf, 8 conventional stalls and one ADA accessible stall.*
 - iii. ADA compliant office levels. Potentially could provide all of the office, conference room and locker room needs. Areas suggested are approximate.
 - 1. Thirteen 80 sf office spaces (1,040 sf)
 - 2. One large 500 sf conference room.
 - 3. One large 500 sf break room and conference room.
 - 4. One 600 sf area for 13 lockers, 2 showers, 4 toilets, 2 urinals, 2 lavatories.
 - 5. One 100 sf area for female locker, toilet, and shower.
 - 6. 440 sf for circulation (10% of total area).
 - 7. This scope comes to 3,180 square feet. When taken to the next level of design, the scope can be adjusted to meet the proposed building footprint. Surplus floor area could improve or augment

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other administration and operational functions, such as making a limited number of the office spaces larger or adding amenities to the locker rooms.

- iv. Potential option for a 3 or 4 story building within same footprint. Possible lease out to other parties. High value office space with view would be the draw.
- v. Proposed building would be equipped with an elevator and egress stairs compliant with current building codes.

11. Similar to Option #4, flexible floor area over chlorine contact basin and dewatering building.

- a. Square footage: Approximately 2,600 sf.
- b. Conventional construction.
- c. Estimated cost: \$2.3 million
- d. Benefits:
 - i. With a freight elevator, this could provide shop space and layout space for repairs.
 - ii. Could be used for office space.
- e. Challenges
 - i. Corrosive vapors nearby. Chlorine is diluted; it may not be a problem.

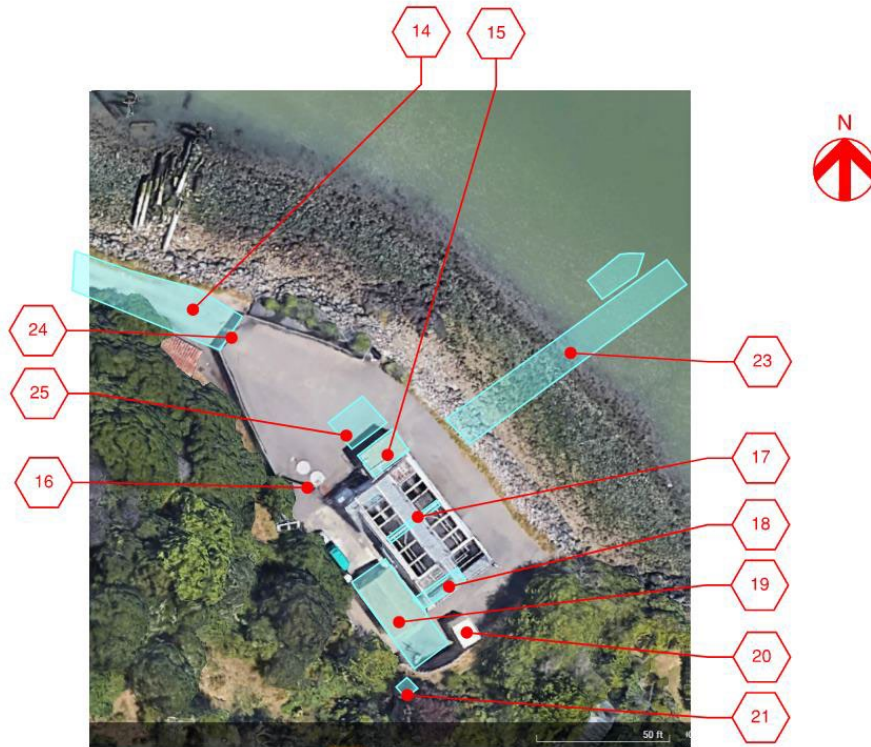
12. Bridge between administration and flexible floor over chlorine contact basin.

- a. Square footage: Approximately 2,700 sf.
- b. Conventional construction.
- c. Estimated cost: \$2.4 million.
- d. Features:
 - i. Freight elevator.
 - ii. Passenger elevator.
 - iii. Bridges from upper floor administration to proposed flexible floor over chlorine contact basin.
 - iv. Can cover a proposed screened parallel parking area for District vehicles. The screen could enhance elevation seen by high value property across the street.

13. Deck over rear access driveway.

- a. Deck area: 350 sf.
- b. Estimated cost: \$200,000.
- c. Features:
 - i. Exterior deck space for employee use.
 - ii. Elevated over driveway to allow traffic below to pass through.

APPENDIX D – PARADISE COVE OPTIONS



14. Pave the access road

- a. Frequent use of dirt access road is a cause of wear on vehicles and potholes.
- b. Estimated cost: To be determined.

15. Tower

- a. Lower part would house a sound deadening chamber for the blower equipment.
- b. Upper part would have a gantry crane, rail, and hoisting improvements. It would also have a roof over the deck and building code compliant standard stairs. Also, an area at the top is needed for powdered chemical storage and mixer. Chemical are in 75 gallon drums. Sodium Bicarbonate is very heavy.
- c. Pick spot needs a concrete pad.

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- d. Gantry crane needs to be configured so that hoisting can clear the guardrail. Otherwise, if height is an issue, fall protection with removable rail sections could be explored.
 - e. Estimated square footage: 400 sf
 - f. Estimated cost: \$360,000
16. Remove utility pole.
- a. Place power and communications underground from off-site power pole. This would allow better access by trucks.
 - b. Estimated cost: To be determined.
17. Additional catwalk over treatment trains.
- a. Estimated cost: To be determined.
18. Bridge between Option 19 and treatment trains.
- a. This would allow direct access from residence to top deck.
 - b. Estimated cost: To be determined.
19. New building.
- a. Lower floor:
 - i. Laboratory/analyzer room.
 - ii. Chemical storage with chemicals in separate rooms.
 - iii. Chemical storage and laboratory separated by an exterior breezeway.
 - iv. Toilet room.
 - b. Upper floor:
 - i. Residential suite with sleeping quarters and full bath.
 - ii. Connection to upper level of wastewater treatment trains.
 - c. Total square footage: 1,400 sf.
 - d. Estimated cost: \$1.3 million.
20. Remove storage bin.
- a. This would allow for better truck access.
 - b. Estimated cost: To be determined.
21. Potable water source.
- a. Option A to consider – A freshwater tank regularly replenished by truck delivery.
 - b. Option B to consider – A water main buried along the existing power utility easement.
 - c. Estimated cost: To be determined.
22. Radio repeater (not referenced in diagram).
- a. Improve operational communication.
 - b. Make emergency communications more reliable.
 - c. Estimated cost: To be determined.

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23. Boat dock (boat not included).

- a. This will enable a second way off site in case the road is blocked.
- b. Area: 1,500 sf.
- c. Estimated cost: \$60,000.

24. Automatic gate.

- a. A sliding vehicle gate activated by access control.
- b. Recommend a pedestrian gate to allow egress to public way (easement).
- c. Estimated cost \$15,000. This estimate can vary widely depending on accessories and design.

25. Headworks

- a. 500 sf concrete masonry building.
- b. Estimated cost for building only: \$450,000.

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