

**NOTICE AND AGENDA
Regular Board Meeting
at Sanitary District No. 5 of Marin County
Thursday, June 16, 2022**

5:00 P.M. REGULAR BOARD MEETING

COVID-19 ADVISORY NOTICE

Consistent with Assembly Bill 361 revising Government Code section 54953, and Resolution No. 2021-07 of this Board enacted in accordance therewith, the Meeting will not be physically open to the public and all Board Members and Staff will be teleconferencing into the meeting.

How to Submit Public Comments:

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

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

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

How to Participate in the Meeting:

Join Zoom Meeting by clicking on the following link:

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

Meeting ID: 623 062 0778 or join by phone:

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

ROLL CALL

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

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

CONSENT CALENDAR:

1. Motion to review and affirm Resolution No. 2021-08: A Resolution proclaiming the continuing need to meet by teleconference in accordance with Government Code Section 54953 – Action
2. Approval of May 19, 2022 Regular Board Meeting Minutes (Dohrmann)
3. Review and receive all electronic fund transfers (EFTs) and approve warrants from May 13th, 2022, through June 9th, 2022 (JP Morgan Chase Bank, check no. 8931 through check no. 8985, all transactions totaling \$195,858.90) and receive May 2022, payroll, in the sum of \$125,726.47 (Dohrmann)
4. Receipt of Financial Reports for May 2022 (Dohrmann)

MANAGEMENT REPORTS:

5. District Management Summary Report (Rubio)

NEW BUSINESS:

6. PUBLIC HEARING: Fiscal Year 2022-2023 Budget

a. Public Comment

b. Consideration of adoption of Resolution No. 2022-03: A Resolution Approving and Adopting Fiscal Year 2022-2023 Final Budget and Fixing the District's Tax Allocation for Fiscal Year

7. Review and Approval of Resolution No. 2022-04: A Resolution of the Board of Directors of Sanitary District No. 5 of Marin County Adopting the Memorandum of Understanding with the Employees of Sanitary District No. 5 of Marin County Covering the Period from July 1, 2022 through June 30, 2026 (Rubio) – Action
8. Review and Approval of Resolution No. 2022-05: A Resolution of the Board of Directors of Sanitary District No. 5 of Marin County Adopting the Employee Benefits Plan for Unrepresented Employees of Sanitary District No. 5 of Marin County, Effective July 1, 2022 (Rubio) – Action
9. Review and Approval of SD5 Organization Chart and Publicly Available Pay Scale for FY2022-2023 and Resolution No. 2022-06: A Resolution of the Board of Directors of Sanitary District No. 5 of Marin County Adopting the Annual Cost of Living Increase (5.0%) for All Sanitary District No. 5 of Marin County Employees - Represented, Unrepresented, both Effective July 1, 2022 (Rubio) – Action
10. Review and discuss draft provisional will serve letter for the Mallard Point Project (Rubio) – Action
11. Review, Discuss and Cast SD5 Vote for California Special District Association (CSDA) District Representative (Bay Area Network, Seat B) 2023-2025 – Action (Rubio)

UNFINISHED BUSINESS:

COMMITTEE REPORTS:

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

OTHER BUSINESS:

ENVIRONMENTAL:

CORRESPONDENCE:

INFORMATIONAL ITEMS:

ADJOURNMENT

The Board will be asked to adjourn the meeting to a Regular Board Meeting on July 21, 2022, at 5:00 P.M.

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

RESOLUTION 2021-08

SANITARY DISTRICT NO. 5 OF MARIN COUNTY

A RESOLUTION PROCLAIMING THE CONTINUING NEED TO MEET BY TELECONFERENCE IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953

WHEREAS, on January 30, 2020, the World Health Organization declared the COVID-19 outbreak a public health emergency of international concern; and

WHEREAS, on March 4, 2020, the Governor of the State of California declared a state of emergency in order to address the COVID-19 pandemic; and

WHEREAS, on March 3, 2020, Marin County declared a local emergency due to the COVID-19; and

WHEREAS, to allow local government bodies to safely conduct public meetings during the COVID-19 pandemic as well as to ensure public access to governmental meetings, the Governor of the State of California issued Executive Orders N-25-20 and N-29-20, which streamlined notice requirements for teleconference meetings under the Ralph M. Brown Act; and

WHEREAS, the Sanitary District No. 5 (“District”) has been conducting meetings of the District Board as well as its Committees pursuant to the provisions of these executive orders since their issuance; and

WHEREAS, the California State Legislature approved and the Governor signed AB 361 into law, which amended the Ralph M. Brown Act to allow local legislative bodies to continue meeting by teleconference during a gubernatorial proclaimed state of emergency if the local legislative body determines, by majority vote, that as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees (California Government Code section 54953(e)(1)(B)); and

WHEREAS, the State of Emergency remains in effect; and

WHEREAS, COVID-19 continues to threaten the health and lives of District residents; and

WHEREAS, there is scientific consensus that variants of COVID-19, such as the Delta variant, are highly transmissible in indoor settings; and

WHEREAS, in individuals that are vaccinated, breakthrough cases of COVID-19 are becoming increasingly common; and

WHEREAS, AB 361 requires the District to reconsider the circumstances of the emergency and review whether it continues to directly impact the ability of the members to meet safely in person;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Sanitary District No. 5 does hereby resolve, declare, determine, and order as follows:

SECTION 1. The above recitals are correct and are material to this Resolution and are incorporated into this Resolution as findings of the District Board.

SECTION 2. Pursuant to the requirements of Government Code Section 54953 (e)(3), the District Board makes the following findings:

- A) The District Board has considered the circumstances of the continuing state of emergency;
- B) The state of emergency continues to directly impact the ability of the members and the public to meet safely in person;
- C) Due to COVID-19, holding meetings in person will present imminent risks to the health and safety to attendees; and
- D) The District Board will continue to meet by teleconference in accordance with Government Code section 54953(e).

SECTION 3. The aforementioned findings apply to all Commissions, Committees, or advisory bodies of the District, which are classified as legislative bodies per Government Code Section 54952.

SECTION 4. The District Board will reconsider, not more than every 30 days, the circumstances of the emergency and review whether it continues to directly impact the ability of the members to meet safely in person.

SECTION 5. All portions of this resolution are severable. If an individual component of this resolution is adjudged by a court to be invalid and unenforceable, then the remaining portions will continue in effect.

* * * * *

I hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Board of Directors of Sanitary District No. 5 of Marin County, California, at a meeting thereof duly held on the 21st day of October 2021, by the following vote:


AYES, and in favor thereof, Directors: *RICHARD SNYDER, JOHN CARAPIET, TOM MOODY, CATHERINE BENEDIKTSSON*

NOES, Directors: *NONE*

ABSENT, Directors: *OMAR AQUAS MONTEZ*

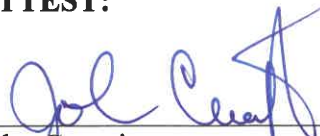
ABSTAIN, Directors: *NONE*

APPROVED:



Richard Snyder
President, Board of Directors

ATTEST:



John Carapiet
Vice President, Board of Directors

**Regular Board Meeting Minutes
Sanitary District No. 5 of Marin County
Thursday, May 19, 2022**

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

CALL TO ORDER by President Carapiet at 5:01 p.m.

ROLL CALL

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

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

Consultants present: Benjamin Stock, District Counsel

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

There were no public comments at this time.

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

There were no public comments or Directors' comments at this time.

CONSENT CALENDAR:

1. Motion to review and affirm Resolution No. 2021-08: A Resolution proclaiming the continuing need to meet by teleconference in accordance with Government Code Section 54953 – Action
2. Approval of April 21, 2022 Regular Board Meeting Minutes (Dohrmann)
3. Review and receive all electronic fund transfers (EFTs) and approve warrants from April 15th, 2022, through May 12th, 2022 (JP Morgan Chase Bank, check no. 8879 through check no. 8930, all transactions totaling \$417,714.36) and receive March 2022, payroll, in the sum of \$138,430.70 (Dohrmann)
4. Receipt of Financial Reports for April 2022 (Dohrmann)

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

MANAGEMENT REPORTS:

5. District Management Summary Report (Rubio)

District Manager, Tony Rubio, presented a written and verbal report on current District issues, responding to questions from the Board. Discussion by the Board. President Carapiet inquired into the SD5 Employee Overtime.

NEW BUSINESS:

6. Review and accept HDR proposal for Main Plant (MP) Digester Rehabilitation Project and authorize District Manager to enter into Professional Services Agreement with HDR for engineering services regarding the MP Digester Rehabilitation Project (Rubio) – Action

Discussion by the Board. Motion (Benediktsson/Arias-Montez) to accept HDR proposal for Main Plant Digester Rehabilitation Project and authorize District Manager to enter into Professional Services Agreement with HDR for engineering services regarding the MP Digester Rehabilitation Project, with the exception of Task #2.5 and Task #4, not to exceed \$126,705.00 (One hundred twenty-six thousand, seven hundred and five dollars only). Passed (4-0-0-1).

7. Consideration of adoption of Resolution No. 2022-02: Determination of Appropriations Limit for the Tiburon Zone of Sanitary District No. 5 of Marin County for Fiscal Year 2022-2023 (Rubio) – Action

Discussion by the Board. Motion (Benediktsson/Snyder) to adopt Resolution No. 2022-02: Determination of Appropriations Limit for the Tiburon Zone of Sanitary District No. 5 of Marin County for Fiscal Year 2022-2023. Passed (4-0-0-1).

8. Review and discuss conditional will-serve letter for the Mallard Point Project (Rubio) – Action

Discussion by the Board. President Carapiet offered his concern regarding Mallard Point's proposed submerged garage Item #8 to be tabled to the June 16th Regular Board Meeting, for further legal review.

9. Review and Approval of Bay Area Chemical Consortium (BACC) bids for sodium bisulfite and sodium hypochlorite- (Rubio) – Action

Discussion by the Board. Motion (Snyder/Benediktsson) to approve the Bay Area Chemical Consortium (BACC) bids for sodium bisulfite and sodium hypochlorite. Passed (4-0-0-1).

10. Review and discuss radio quote/proposal from BearCom and authorize District Manager to purchase radios for District enhanced emergency preparedness and improved staff communications. – (Rubio) Action

Discussion by the Board. Motion (Benediktsson/Snyder) to approve the proposal and authorize District Manager to purchase radios for District enhanced emergency preparedness and improved staff communications. Passed (4-0-0-1).

11. Review and discuss proposal from BayCity Boiler regarding re-tube work, which must be performed prior to Digester rehab project. Accept proposal and authorize District Manager to schedule re-tubing- (Rubio) Action

Discussion by the Board. Motion (Snyder/Benediktsson) to accept the proposal and authorize District Manager to schedule re-tubing. Passed (4-0-0-1).

12. Review and discuss upcoming ARC (annual required contribution) payment to CERBT (California Employee Retirement Benefit Trust) for paying down OPEB (other post-employment benefits) liability- Action (Rubio)

Discussion by the Board. Motion (Snyder/Arias-Montez) to approve the annual required FY21-22 contribution to the California Employee Retirement Benefit Trust (CERBT), in the amount of \$118,400.00 (one hundred eighteen thousand, four hundred dollars only), and to make an additional one-time prefunding payment using CalPERS' Strategy #2, of \$150,000.00 (one hundred, fifty thousand dollars only). Passed (4-0-0-1).

President Carapiet moved to Unfinished Business for consideration, as described on the agenda to this time (6:17 p.m.).

UNFINISHED BUSINESS: None

COMMITTEE REPORTS: None

15. Capital Improvement Program Committee (Arias-Montez/Moody) – None
16. Finance & Fiscal Oversight Committee (Benediktsson/Arias-Montez) – None
17. Governance Committee (Moody/Snyder) – None
18. Personnel Committee (Snyder/Carapiet) – None

OTHER BUSINESS: None

ENVIRONMENTAL: None

CORRESPONDENCE: None

INFORMATIONAL ITEMS:

19. "Marine center may close amid budget shortfalls." *The Ark Newspaper*. Lang, Gretchen. May 11, 2022.
20. "New water ethic should include drinking recycled wastewater"- *Marin IJ*. Moore, Steve. May 5, 2022 –

Director Benediktsson took offense to the article title "New water ethic should include drinking recycled wastewater," and highly recommending people *DO NOT DRINK* recycled sewer water considering substances, such as hormones and medications, are not removed presently.

President Carapiet returned to Item No. 13, under Closed Session, for consideration, as described on the agenda to this time (6:23 p.m.).

CONVENE TO CLOSED SESSION:

CALL TO ORDER by President Carapiet at 6:38 P.M.

ROLL CALL

Directors present:	John Carapiet, President Omar Arias-Montez, Vice President Tod Moody, Secretary Richard Snyder, Director Catharine Benediktsson, Director
Staff present:	Tony Rubio, District Manager
Consultants present:	Benjamin Stock, District Counsel

13. Convene to Closed Session (the public may provide comments regarding the closed session item(s) just prior to the Board beginning the Closed Session. Closed sessions are not open to the public.)
- A) CONFERENCE WITH LABOR NEGOTIATORS:
- i. Agency designated representatives: (Tony Rubio)
 - ii. Employee organization: (Employees of Sanitary District No. 5 of Marin County)

Direction given, no action taken.

14. Report out of Closed Session: 6:38 p.m.

ADJOURNMENT

The Board adjourned at 6:39 p.m. to a Regular Board Meeting on June 16, 2022, at 5:00 P.M.

Approved:

Attest:

John Carapiet
President, Board of Directors

Omar Arias-Montez
Vice President, Board of Directors

06/09/22

Warrant List Summary

May 13 through June 9, 2022

Date	Num	Name	Memo	Amount
JP Morgan Chase - Primary 7399				
05/19/22	EFT	CalPERS	EFT Health Premium, June 2022, Cust #4163206459	-16,012.55
06/02/22	EFT	PERS	EFT PERS Pension - May 2022	-18,368.41
05/19/22	EFT	Deluxe	New SD5 Checks via EFT	-903.45
05/19/22	8931	Dohrmann, Robin	PR error 3.16.2022, 4.18.2022, 4.31.2022 - R Dohrmann	-450.00
05/19/22	8932	Lystek Int'l, LTD	Biosolids Transport - April 2022	-702.10
05/19/22	8933	Mill Valley Refuse Service, Inc.	Acct #063092, SLUDGE TRANSPORT - April 2022	-5,040.00
05/19/22	8934	Nevada Seal & Pump	P&L Srvc & Maint - January 2022	-2,900.00
05/19/22	8935	Roy's Sewer Service, Inc.	P&L: M.P., Tiburon & Belvedere - March - May 2022	-5,340.00
05/19/22	8936	Staples, Inc.	Acct #60111000714, Office Supplies, April 2022	-96.10
05/19/22	8937	Verizon Wireless	Acct #0342125502-00001: iPhones & BPS Comm, May 2022	-408.71
06/09/22	8938	AAAA Generator Services, Inc.	SD5 M.P. Diagnostics, May 2022	-463.50
06/09/22	8939	Access Answering Service	Acct #4080C, Answering Service, June 2022	-66.00
06/09/22	8940	Alameda Electrical Distributors, Inc.	Acct #56156: M.P., Collxn, & P.C. - Tools, Materials & Supplies, ...	-13,809.92
06/09/22	8941	Alhambra	Acct #547945611762129, Water, June 2022	-172.30
06/09/22	8942	Banshee Networks, Inc.	Computer/IT Support, E-Media Installations - May 2022	-4,198.39
06/09/22	8943	Bay City Boiler	Acct #274428, May 2022	-12,152.40
06/09/22	8944	Beecher Engineering, Inc.	M.P. Motor Control Ctr Modifications - May 2022	-5,040.00
06/09/22	8945	Caltest Analytical Laboratory	M.P./P.C. Lab Sampling - May 2022	-3,476.20
06/09/22	8946	Cintas Corporation #626	Acct #626-00821, PPE/Safetywear + Service, May 2022	-177.84
06/09/22	8947	D&K Auto Service	SD5 Vehicle Maint., May 2022	-1,144.37
06/09/22	8948	DKF Solutions Group, LLC	My Safety Officer Monthly Subscription - June 2022	-350.00
06/09/22	8949	Fastenal Company	CASA10962, M.P. Parts & Service, May 2022	-1,061.75
06/09/22	8950	Febronio Tree Service	M.P. Grounds Maint., May 2022	-5,050.00
06/09/22	8951	Goodman Building Supply Co.	Acct #20070, M.P. & P.C. Supplies + P&L, May 2022	-904.70
06/09/22	8952	Grainger	Acct #810128785, Lab Supplies, May 2022	-869.25
06/09/22	8954	Hach Company, Inc.	Acct# 108400, Lab Chemicals/ Con't Ed - May 2022	-68.00
06/09/22	8955	Harrington Industrial Plastics LLC	Cust #:044227, M.P. Supplies - May 2022	-718.55
06/09/22	8956	HF&H Consultants, LLC	Consulting - May 2022	-8,925.00
06/09/22	8958	Jackson's Hardware, Inc.	Acct #7601, M.P. Supplies & Safety - May 2022	-672.02
06/09/22	8959	JM Integration, LLC	M.P. Parts & Service, February - May 2022	-15,803.96
06/09/22	8960	Linscott Engineering Contractors I...	SD5 M.P., Belv & Tib P&L - May 2022	-15,843.93
06/09/22	8961	Lystek Int'l, LTD	Biosolids Transport - May 2022	-888.66
06/09/22	8962	McCampbell Analytical, Inc.	P.C. Monitoring, Acute & Aquatic Toxicity Testing - May 2022	-2,267.50
06/09/22	8963	MidAmerica Administrative & Retir...	HRA Retiree Health Reimb. Admin Fees, 4Q21/1Q22 - May 2022	-450.00
06/09/22	8965	Mill Valley Refuse Service, Inc.	Acct #032945, Garbage Service + 1 yd rental, May 2022	-263.12
06/09/22	8966	Owen Equipment Sales	Acct #C10655, SD5 Vactor Truck Hose Wheel - May 2022	-988.13
06/09/22	8967	PACE Supply Corp.	M.P. Parts & Service - May 2022	-2,433.24
06/09/22	8968	Robert L Talavera, LLC	SSGIS ArcView Support, May 2022	-525.00
06/09/22	8969	Roy's Sewer Service, Inc.	P&L: M.P., Tiburon & Belvedere - May 2022	-11,605.00
06/09/22	8970	Shape Incorporated	Acct #400M14, P&L, May 2022	-1,778.88
06/09/22	8971	Solenis, LLC	Pyr #: 441488, M.P. Chemicals, May 2022	-4,989.13
06/09/22	8972	U.S. Bank	Acct#: 4246 0470 0067 9545, April - May 2022	-6,455.47
06/09/22	8973	U.S. Postal Service	Box rental #227, 12 Months, FY22-23 (FYAJE 22-23)	-182.00
06/09/22	8974	Univar	Cust ID #STDT001, Chemicals - April 2022	-6,813.42
06/09/22	8975	USA BlueBook	Cust #933682, M.P. & P.C. Lab Supplies & Chemicals - May 2022	-1,245.89
06/09/22	8976	VWR International, LLC	Acct #80012138, Lab Supplies, May 2022	-1,137.05
06/09/22	8977	Waste Management of Redwood ...	Acct #507-0000190-1507-2, Sludge Disposal, May 2022	-1,054.65
06/09/22	8979	Balf, Abigail	Con't Ed. Reimb, May 2022	-50.00
06/09/22	8980	La Torre, Daniel P.	S/B + Tool Reimb - May 2022	-424.24
06/09/22	8981	Rosser, John	S/B Reimb - May 2022	-256.13
06/09/22	8982	Caltronics Business Systems, Inc.	Acct #SD15, Multi-purpose Copier Contract, May 2022	-151.99
06/09/22	8983	Mill Valley Refuse Service, Inc.	Acct #063092, SLUDGE TRANSPORT - May 2022	-1,440.00
06/09/22	8984	Mill Valley Refuse Service, Inc.	Acct #063092, Sludge Box / M.P. Digester - February - May 2022	-6,120.00
06/09/22	8985	Grier Argall Plumbing, Inc.	Acct #810128785, SSO, May 2022	-3,150.00
Total JP Morgan Chase - Primary 7399				-195,858.90
TOTAL				-195,858.90

Sanitary Distr. No.5 of Marin Co.

Warrant List Detail

May 13 through June 9, 2022

06/09/22

Date	Num	Name	Memo	Account	Class	Paid Amount
05/19/22	EFT	CalPERS	EFT Health Premium, June 2022, Cust #4163206459	JP Morgan Chase - Primary 73...		
			Active Employee Health Premium - June 2022	8020.05 · Employee Health	Belvedere	-5,362.66
			Active Employee Health Premium - June 2022	8020.05 · Employee Health	Tiburon:Paradise C...	-435.46
			Active Employee Health Premium - June 2022	8020.05 · Employee Health	Tiburon	-9,114.74
			Retiree Health Premium - June 2022	8022.05 · Reitree Health	Belvedere	-375.06
			Retiree Health Premium - June 2022	8022.05 · Reitree Health	Tiburon:Paradise C...	-30.46
			Retiree Health Premium - June 2022	8022.05 · Reitree Health	Tiburon	-637.48
			Active Employee Health Premium - June 2022 - Admin Fee	8020.05 · Employee Health	Belvedere	-13.41
			Active Employee Health Premium - June 2022 - Admin Fee	8020.05 · Employee Health	Tiburon:Paradise C...	-1.09
			Active Employee Health Premium - June 2022 - Admin Fee	8020.05 · Employee Health	Tiburon	-22.78
			Retiree Health Premium - June 2022 - Admin Fee	8022.05 · Reitree Health	Belvedere	-6.98
			Retiree Health Premium - June 2022 - Admin Fee	8022.05 · Reitree Health	Tiburon:Paradise C...	-0.57
			Retiree Health Premium - June 2022 - Admin Fee	8022.05 · Reitree Health	Tiburon	-11.86
TOTAL						-16,012.55
06/02/22	EFT	PERS	EFT PERS Pension - May 2022	JP Morgan Chase - Primary 73...		
			Retirement May 2022 (Classic 1600 Rate): ER @ 14.020%; EE @ 4.0%	8019.05 · PERS Retirement	Belvedere	-4,160.91
			Retirement May 2022 (Classic 1600 Rate): ER @ 14.020%; EE @ 4.0%	8019.05 · PERS Retirement	Tiburon:Paradise C...	-337.87
			Retirement May 2022 (Classic 1600 Rate): ER @ 14.020%; EE @ 4.0%	8019.05 · PERS Retirement	Tiburon	-7,072.15
			Retirement May 2022 (PEPRA Rates: ER @ 7.590%; EE @ 6.75%	8019.05 · PERS Retirement	Belvedere	-2,444.37
			Retirement May 2022 (PEPRA Rates: ER @ 7.590%; EE @ 6.75%	8019.05 · PERS Retirement	Tiburon:Paradise C...	-198.49
			Retirement May 2022 (PEPRA Rates: ER @ 7.590%; EE @ 6.75%	8019.05 · PERS Retirement	Tiburon	-4,154.62
TOTAL						-18,368.41
05/19/22	EFT	Deluxe	New SD5 Checks via EFT	JP Morgan Chase - Primary 73...		
			EFT: Item #SSLT104-2, Ordered 100 new checks/warrants, Dbl signatur...	6008 · Audit & Accounting	Tiburon	-324.88
			EFT: Item #SSLT104-2, Ordered 100 new checks/warrants, Dbl signatur...	6008 · Audit & Accounting	Tiburon:Paradise C...	-26.38
			EFT: Item #SSLT104-2, Ordered 100 new checks/warrants, Dbl signatur...	6008 · Audit & Accounting	Belvedere	-552.19
TOTAL						-903.45
05/19/22	8931	Dohrmann, Robin	PR error 3.16.2022, 4.18.2022, 4.31.2022 - R Dohrmann	JP Morgan Chase - Primary 73...		
			Reimb - PR error 3.16.2022, 4.18.2022, 4.31.2022 (Savings)	8007 · Voluntary Deductions	Tiburon	-161.82
			Reimb - PR error 3.16.2022, 4.18.2022, 4.31.2022 (Savings)	8007 · Voluntary Deductions	Tiburon:Paradise C...	-13.14
			Reimb - PR error 3.16.2022, 4.18.2022, 4.31.2022 (Savings)	8007 · Voluntary Deductions	Belvedere	-275.04
TOTAL						-450.00
05/19/22	8932	Lystek Int'l, LTD	Biosolids Transport - April 2022	JP Morgan Chase - Primary 73...		
			Inv #153-531, Biosolids Transport to Lystek Facility - April 2022	7029 · Main Plant Sludge Dispo...	Belvedere	-260.13
			Inv #153-531, Biosolids Transport to Lystek Facility - April 2022	7029 · Main Plant Sludge Dispo...	Tiburon	-441.97
TOTAL						-702.10

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

06/09/22

May 13 through June 9, 2022

Date	Num	Name	Memo	Account	Class	Paid Amount
05/19/22	8933	Mill Valley Refuse Service, Inc.	Acct #063092, SLUDGE TRANSPORT - April 2022	JP Morgan Chase - Primary 73...		
			Acct #63092, Sludge Transport/Exchange only, 4.7.22, 4.12.22, 4.15.22,...	7029 · Main Plant Sludge Dispo...	Belvedere	-1,867.32
			Acct #63092, Sludge Transport/Exchange only, 4.7.22, 4.12.22, 4.15.22,...	7029 · Main Plant Sludge Dispo...	Tiburon	-3,172.68
TOTAL						-5,040.00
05/19/22	8934	Nevada Seal & Pump	P&L Srvc & Maint - January 2022	JP Morgan Chase - Primary 73...		
			Inv #NSP4765, PO #160524, M.P. Service at seals + fittings @ pot syst...	7022 · Plant Maint. Parts & Serv...	Belvedere	-1,074.45
			Inv #NSP4765, PO #160524, M.P. Service at seals + fittings @ pot syst...	7022 · Plant Maint. Parts & Serv...	Tiburon	-1,825.55
TOTAL						-2,900.00
05/19/22	8935	Roy's Sewer Service, Inc.	P&L: M.P., Tiburon & Belvedere - March - May 2022	JP Morgan Chase - Primary 73...		
			Inv #216667, Cleared Digester Pump line at M.P., as directed, 3.30.2022	7011 · Pumps & Lines Maintena...	Belvedere	-563.16
			Inv #216667, Cleared Digester Pump line at M.P., as directed, 3.30.2022	7011 · Pumps & Lines Maintena...	Tiburon	-956.84
			Inv #216862, Cleared line @1345 Mar West, as directed, 4.20.2022	7011 · Pumps & Lines Maintena...	Tiburon	-380.00
			Inv #216974, Cleared line at 54 Alcatraz, as directed 4.25.2022	7011 · Pumps & Lines Maintena...	Belvedere	-570.00
			Inv #216904, Pumped Sludge out from P.C.+ transported to M.P., as dir...	7029 · Main Plant Sludge Dispo...	Tiburon:Paradise C...	-1,060.00
			Inv #216639, Maintenance @ M.P., cleaning thru P-trap (@ Pumps), as ...	7011 · Pumps & Lines Maintena...	Belvedere	-137.09
			Inv #216639, Maintenance @ M.P., cleaning thru P-trap (@ Pumps), as ...	7011 · Pumps & Lines Maintena...	Tiburon	-232.91
			Inv #216779, 1823 Centro West, cleaned line as directed, 4.29.2022	7011 · Pumps & Lines Maintena...	Tiburon	-190.00
			Inv #21716, Pumped Sludge out from P.C.+ transported to M.P., as dire...	7029 · Main Plant Sludge Dispo...	Tiburon:Paradise C...	-1,060.00
			Inv #217257, Cleaned drains & lines at M.P., as directed, 5.16.22	7011 · Pumps & Lines Maintena...	Belvedere	-70.40
			Inv #217257, Cleaned drains & lines at M.P., as directed, 5.16.22	7011 · Pumps & Lines Maintena...	Tiburon	-119.60
TOTAL						-5,340.00
05/19/22	8936	Staples, Inc.	Acct #60111000714, Office Supplies, April 2022	JP Morgan Chase - Primary 73...		
			Inv #3058737571, Order #3059819701, Office supplies, April 2022	6047 · Office Supplies	Belvedere	-34.56
			Inv #3058737571, Order #3059819701, Office supplies, April 2022	6047 · Office Supplies	Tiburon:Paradise C...	-2.81
			Inv #3058737571, Order #3059819701, Office supplies, April 2022	6047 · Office Supplies	Tiburon	-58.73
TOTAL						-96.10
05/19/22	8937	Verizon Wireless	Acct #0342125502-00001: iPhones & BPS Comm, May 2022	JP Morgan Chase - Primary 73...		
			Inv #9901157584: Monthly SD5 EE Cell phone Charges (@ \$175/mo.Pl...	8531 · Main Plant Telephones	Belvedere	-118.60
			Inv #9901157584: Monthly SD5 EE Cell phone Charges (@ \$175/mo.Pl...	8532 · Paradise Cove Telephones	Tiburon:Paradise C...	-9.63
			Inv #9901157584: Monthly SD5 EE Cell phone Charges (@ \$175/mo.Pl...	8531 · Main Plant Telephones	Tiburon	-201.58
			Inv #9901157584: Monthly Charges for BPS Telephone lines (BPS#2, #...	8533 · Pumps & Lines Telephon...	Belvedere	-35.00
			Inv #9901157584: Monthly Charges for P.C. PS Telephone lines (SF#1+...	8533 · Pumps & Lines Telephon...	Tiburon:Paradise C...	-35.00
			Inv #9901157584: Taxes, Gov't Surcharges & Fees, May 2022	8531 · Main Plant Telephones	Belvedere	-3.20
			Inv #9901157584: Taxes, Gov't Surcharges & Fees, May 2022	8532 · Paradise Cove Telephones	Tiburon:Paradise C...	-0.26
			Inv #9901157584: Taxes, Gov't Surcharges & Fees, May 2022	8531 · Main Plant Telephones	Tiburon	-5.44
TOTAL						-408.71

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06/09/22	8938	AAAA Generator Services, Inc.	SD5 M.P. Diagnostics, May 2022	JP Morgan Chase - Primary 73...		
			Inv #52221 (PO#753052), M.P. Diagnostics @ solenoid fuel pump - May...	7022 · Plant Maint. Parts & Serv...	Belvedere	-171.73
			Inv #52221 (PO#753052), M.P. Diagnostics @ solenoid fuel pump - May...	7022 · Plant Maint. Parts & Serv...	Tiburon	-291.77
TOTAL						-463.50
06/09/22	8939	Access Answering Service	Acct #4080C, Answering Service, June 2022	JP Morgan Chase - Primary 73...		
			Inv #27947, Answering Service, June 2022 - SSO & Alarm Notifications	8510 · Data/Alarms/IT Supp & Li...	Belvedere	-23.73
			Inv #27947, Answering Service, June 2022 - SSO & Alarm Notifications	8510 · Data/Alarms/IT Supp & Li...	Tiburon:Paradise C...	-1.93
			Inv #27947, Answering Service, June 2022 - SSO & Alarm Notifications	8510 · Data/Alarms/IT Supp & Li...	Tiburon	-40.34
TOTAL						-66.00
06/09/22	8940	Alameda Electrical Distributors,...	Acct #56156: M.P., Collxn, & P.C. - Tools, Materials & Supplies, May ...	JP Morgan Chase - Primary 73...		
			Inv #S5339418.001 (PO#954064); Inv #S5329109.002 (PO #954062); S...	7021 · Plant Maintenance Suppl...	Belvedere	-4,002.61
			Inv #S5339418.001 (PO#954064); Inv #S5329109.002 (PO #954062); S...	7042 · Paradise Supplies & Che...	Tiburon:Paradise C...	-2,494.71
			Inv #S5339418.001 (PO#954064); Inv #S5329109.002 (PO #954062); S...	7021 · Plant Maintenance Suppl...	Tiburon	-6,800.65
			Inv #S5339418.001 (PO#954064), M.P. Parts & Service - May 2022	7022 · Plant Maint. Parts & Serv...	Belvedere	-189.68
			Inv #S5339418.001 (PO#954064), M.P. Parts & Service - May 2022	7022 · Plant Maint. Parts & Serv...	Tiburon	-322.27
TOTAL						-13,809.92
06/09/22	8941	Alhambra	Acct #547945611762129, Water, June 2022	JP Morgan Chase - Primary 73...		
			Inv #12012314 0052722, Water, 5.06.2022 - 5.25.2022	7023 · Janitorial Supplies & Ser...	Belvedere	-61.96
			Inv #12012314 0052722, Water, 5.06.2022 - 5.25.2022	7042 · Paradise Supplies & Che...	Tiburon:Paradise C...	-5.03
			Inv #12012314 0052722, Water, 5.06.2022 - 5.25.2022	7023 · Janitorial Supplies & Ser...	Tiburon	-105.31
TOTAL						-172.30
06/09/22	8942	Banshee Networks, Inc.	Computer/IT Support, E-Media Installations - May 2022	JP Morgan Chase - Primary 73...		
			Inv #15398, Inv #15409: Update workstations, software subscriptions+ S...	8510 · Data/Alarms/IT Supp & Li...	Belvedere	-791.88
			Inv #15398, Inv #15409: Update workstations, software subscriptions+ S...	8510 · Data/Alarms/IT Supp & Li...	Tiburon:Paradise C...	-64.30
			Inv #15398, Inv #15409: Update workstations, software subscriptions+ S...	8510 · Data/Alarms/IT Supp & Li...	Tiburon	-1,345.93
			Inv #15400: Order, set-up, install software and replacement of new work...	8510 · Data/Alarms/IT Supp & Li...	Belvedere	-717.86
			Inv #15400: Order, set-up, install software and replacement of new work...	8510 · Data/Alarms/IT Supp & Li...	Tiburon:Paradise C...	-58.29
			Inv #15400: Order, set-up, install software and replacement of new work...	8510 · Data/Alarms/IT Supp & Li...	Tiburon	-1,220.13
TOTAL						-4,198.39
06/09/22	8943	Bay City Boiler	Acct #274428, May 2022	JP Morgan Chase - Primary 73...		
			Inv #W19461 (PO#160600), Inv #W19144 (PO#954157), M.P. service c...	7022 · Plant Maint. Parts & Serv...	Belvedere	-4,502.46
			Inv #W19461 (PO#160600), Inv #W19144 (PO#954157), M.P. service c...	7022 · Plant Maint. Parts & Serv...	Tiburon:Paradise C...	-7,649.94

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Date	Num	Name	Memo	Account	Class	Paid Amount
TOTAL						-12,152.40
06/09/22	8944	Beecher Engineering, Inc.	M.P. Motor Control Ctr Modifications - May 2022	JP Morgan Chase - Primary 73...		
			Inv #0322-35, M.P., MCC Room Switchgear recommendations and servi...	7022 · Plant Maint. Parts & Serv...	Belvedere	-622.44
			Inv #0322-35, M.P., MCC Room Switchgear recommendations and servi...	7022 · Plant Maint. Parts & Serv...	Tiburon:Paradise C...	-1,057.56
			Inv #0522-35, M.P., MCC Room Switchgear recommendations and servi...	8510 · Data/Alarms/IT Supp & Li...	Belvedere	-1,244.88
			Inv #0522-35, M.P., MCC Room Switchgear recommendations and servi...	8510 · Data/Alarms/IT Supp & Li...	Tiburon	-2,115.12
TOTAL						-5,040.00
06/09/22	8945	Caltest Analytical Laboratory	M.P./P.C. Lab Sampling - May 2022	JP Morgan Chase - Primary 73...		
			M.P. - B: #632891, #632990, #633349, #633433, #633434 - May 2022	7051 · Main Plant Lab Monitoring	Belvedere	-1,179.88
			P.C.: #633452, #632890 - May 2022	7052 · Paradise Cove Monitoring	Tiburon:Paradise C...	-291.65
			M.P. - T: #632891, #632990, #633349, #633433, #633434 - May 2022	7051 · Main Plant Lab Monitoring	Tiburon	-2,004.67
TOTAL						-3,476.20
06/09/22	8946	Cintas Corporation #626	Acct #626-00821, PPE/Safetywear + Service, May 2022	JP Morgan Chase - Primary 73...		
			PPE/Safetwear + Service: #4118636717, #4119322601, #190356446, #...	8520 · Personal Protection/Safe...	Belvedere	-63.95
			PPE/Safetwear + Service: #4118636717, #4119322601, #190356446, #...	8520 · Personal Protection/Safe...	Tiburon:Paradise C...	-5.19
			PPE/Safetwear + Service: #4118636717, #4119322601, #190356446, #...	8520 · Personal Protection/Safe...	Tiburon	-108.70
TOTAL						-177.84
06/09/22	8947	D&K Auto Service	SD5 Vehicle Maint., May 2022	JP Morgan Chase - Primary 73...		
			Inv #71341, PO #753055 -- 2013 Ford F-250 Super Duty, Repair/Mainte...	7072 · Maintenance	Belvedere	-353.41
			Inv #71341, PO #753055 -- 2013 Ford F-250 Super Duty, Repair/Mainte...	7072 · Maintenance	Tiburon:Paradise C...	-28.70
			Inv #71341, PO #753055 -- 2013 Ford F-250 Super Duty, Repair/Mainte...	7072 · Maintenance	Tiburon	-600.67
			Inv #71412, PO#286884 -- 2015 VW Golf TDI - mount & balance tires - ...	7072 · Maintenance	Belvedere	-58.11
			Inv #71412, PO#286884 -- 2015 VW Golf TDI - mount & balance tires - ...	7072 · Maintenance	Tiburon:Paradise C...	-4.72
			Inv #71412, PO#286884 -- 2015 VW Golf TDI - mount & balance tires - ...	7072 · Maintenance	Tiburon	-98.76
TOTAL						-1,144.37
06/09/22	8948	DKF Solutions Group, LLC	My Safety Officer Monthly Subscription - June 2022	JP Morgan Chase - Primary 73...		
			Inv #20546, My Safety Officer Monthly Subscription Fee, June 2022	8515 · Safety	Belvedere	-125.86
			Inv #20546, My Safety Officer Monthly Subscription Fee, June 2022	8515 · Safety	Tiburon:Paradise C...	-10.22
			Inv #20546, My Safety Officer Monthly Subscription Fee, June 2022	8515 · Safety	Tiburon	-213.92
TOTAL						-350.00
06/09/22	8949	Fastenal Company	CASA10962, M.P. Parts & Service, May 2022	JP Morgan Chase - Primary 73...		
			Inv #CAPET0959 (PO#954115), Inv #CAPET61414 (PO#954143), Inv #...	7021 · Plant Maintenance Suppl...	Belvedere	-393.38

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			Inv #CAPET0959 (PO#954115), Inv #CAPET61414 (PO#954143), Inv #...	7021 · Plant Maintenance Suppl...	Tiburon	-668.37
TOTAL						-1,061.75
06/09/22	8950	Febronio Tree Service	M.P. Grounds Maint., May 2022	JP Morgan Chase - Primary 73...		
			Inv #1861 Inv #1870 (PO# 1870), M.P. Grounds Maint., Tree removal an...	7028 · Grounds Maintenance	Belvedere	-1,871.03
			Inv #1861 Inv #1870 (PO# 1870), M.P. Grounds Maint., Tree removal an...	7028 · Grounds Maintenance	Tiburon	-3,178.97
TOTAL						-5,050.00
06/09/22	8951	Goodman Building Supply Co.	Acct #20070, M.P. & P.C. Supplies + P&L, May 2022	JP Morgan Chase - Primary 73...		
			Inv #848312 - USA Flag - May 2022	6001 · Advertising	Belvedere	-28.34
			Inv #848312 - USA Flag - May 2022	6001 · Advertising	Tiburon:Paradise C...	-2.30
			Inv #848312 - USA Flag - May 2022	6001 · Advertising	Tiburon	-48.17
			Inv #848142 (PO# 954137), Inv #846711 (PO #954058), Inv #847311 (P...	7042 · Paradise Supplies & Che...	Tiburon:Paradise C...	-347.89
			Inv #846711 (PO #954058) - P&L (P.C.)	7011 · Pumps & Lines Maintena...	Tiburon:Paradise C...	-76.39
			Inv #848259 (PO#286887), Inv #847257 (PO #954122) - M.P. Supplies	7021 · Plant Maintenance Suppl...	Belvedere	-148.79
			Inv #848259 (PO#286887), Inv #847257 (PO #954122) - M.P. Supplies	7021 · Plant Maintenance Suppl...	Tiburon	-252.82
TOTAL						-904.70
06/09/22	8952	Grainger	Acct #810128785, Lab Supplies, May 2022	JP Morgan Chase - Primary 73...		
			Inv #9315249004, Inv #9314779605 (PO #954126), Chemical Room Saf...	8515 · Safety	Belvedere	-191.83
			Inv #9315249004, Inv #9314779605 (PO #954126), Chemical Room Saf...	8515 · Safety	Tiburon	-325.93
			Inv #9326510519 (PO#954140), Lab Cleaning Supplies - May 2022	7025 · Lab Supplies & Chemicals	Belvedere	-18.08
			Inv #9326510519 (PO#954140), Lab Cleaning Supplies - May 2022	7025 · Lab Supplies & Chemicals	Tiburon	-30.71
			Inv #9333653468 (PO#753058), Hyde Oil DTE Ultra re Pumps @ BPS S...	7011 · Pumps & Lines Maintena...	Belvedere	-108.85
			Inv #9333653468 (PO#753058), Hyde Oil DTE Ultra re Pumps @ P.C. P...	7011 · Pumps & Lines Maintena...	Tiburon:Paradise C...	-8.84
			Inv #9333653468 (PO#753058), Hyde Oil DTE Ultra re Pumps @ TPS S...	7011 · Pumps & Lines Maintena...	Tiburon	-185.01
TOTAL						-869.25
06/09/22	8954	Hach Company, Inc.	Acct# 108400, Lab Chemicals/ Con't Ed - May 2022	JP Morgan Chase - Primary 73...		
			Inv #13050306 (PO# 954124) < Lab Skills - Intro to pH - May 2022	6020 · Continuing Education	Belvedere	-24.45
			Inv #13050306 (PO# 954124) < Lab Skills - Intro to pH - May 2022	6020 · Continuing Education	Tiburon:Paradise C...	-1.99
			Inv #13050306 (PO# 954124) < Lab Skills - Intro to pH - May 2022	6020 · Continuing Education	Tiburon	-41.56
TOTAL						-68.00
06/09/22	8955	Harrington Industrial Plastics L...	Cust #:044227, M.P. Supplies - May 2022	JP Morgan Chase - Primary 73...		
			Inv #006N1932 (PO #954109), M.P. Supplies - May 2022	7021 · Plant Maintenance Suppl...	Belvedere	-17.99
			Inv #006N1932 (PO #954109), M.P. Supplies - May 2022	7021 · Plant Maintenance Suppl...	Tiburon	-30.57
			Inv #006N2068 (PO #954109), M.P. Supplies - May 2022	7021 · Plant Maintenance Suppl...	Belvedere	-248.23
			Inv #006N2068 (PO #954109), M.P. Supplies - May 2022	7021 · Plant Maintenance Suppl...	Tiburon	-421.76

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TOTAL						-718.55
06/09/22	8956	HF&H Consultants, LLC	Consulting - May 2022	JP Morgan Chase - Primary 73...		
			Inv #9719234, Project #W3829 - May 2022	6017 · Consulting Fees	Belvedere	-3,209.43
			Inv #9719234, Project #W3829 - May 2022	6017 · Consulting Fees	Tiburon:Paradise C...	-260.61
			Inv #9719234, Project #W3829 - May 2022	6017 · Consulting Fees	Tiburon	-5,454.96
TOTAL						-8,925.00
06/09/22	8958	Jackson's Hardware, Inc.	Acct #7601, M.P. Supplies & Safety - May 2022	JP Morgan Chase - Primary 73...		
			Inv #106405 (PO# 954063 - JA), Safety boots - May 2022	8515 · Safety	Belvedere	-64.67
			Inv #106405 (PO# 954063 - JA), Safety boots - May 2022	8515 · Safety	Tiburon:Paradise C...	-5.25
			Inv #106405 (PO# 954063 - JA), Safety boots - May 2022	8515 · Safety	Tiburon	-109.92
			Inv #106411 (PO# 954065) - SD5 tools & supplies - all zones + truck re-...	7021 · Plant Maintenance Suppl...	Belvedere	-176.99
			Inv #106411 (PO# 954065) - SD5 tools & supplies - all zones + truck re-...	7042 · Paradise Supplies & Che...	Tiburon:Paradise C...	-14.37
			Inv #106411 (PO# 954065) - SD5 tools & supplies - all zones + truck re-...	7021 · Plant Maintenance Suppl...	Tiburon	-300.82
TOTAL						-672.02
06/09/22	8959	JM Integration, LLC	M.P. Parts & Service, February - May 2022	JP Morgan Chase - Primary 73...		
			Inv #22142 (PO#954156): M.P. Parts & Service - Wiring @ new junction ...	7022 · Plant Maint. Parts & Serv...	Belvedere	-1,432.90
			Inv #22142 (PO#954156): M.P. Parts & Service - Wiring @ new junction ...	7022 · Plant Maint. Parts & Serv...	Tiburon	-2,434.58
			Inv #22142 (PO#954156): M.P. Parts & Service - Wiring @ new junction ...	7022 · Plant Maint. Parts & Serv...	Belvedere	-1,707.26
			Inv #22142 (PO#954156): M.P. Parts & Service - Wiring @ new junction ...	7022 · Plant Maint. Parts & Serv...	Tiburon	-2,900.74
			Inv #22143 (PO#954155): M.P. Parts & Service - M.P. Control Panels re...	7022 · Plant Maint. Parts & Serv...	Belvedere	-714.27
			Inv #22143 (PO #954155): P.C. Parts & Service - P.C. Troubleshoot (lo...	7041 · Paradise Parts & Service	Tiburon:Paradise C...	-1,006.44
			Inv #22143 (PO#954155): M.P. Parts & Service - M.P. Control Panels re...	7022 · Plant Maint. Parts & Serv...	Tiburon	-1,213.58
			Inv #22154 (PO# 954162): M.P. Parts & Service - Wiring for pumps 1-3 -...	7022 · Plant Maint. Parts & Serv...	Belvedere	-254.70
			Inv #22154 (PO# 954162): M.P. Parts & Service - Wiring for pumps 1-3 -...	7022 · Plant Maint. Parts & Serv...	Tiburon	-432.74
			Inv #22154 (PO# 954162): SASM Parts & Service - Wiring for pumps 1-...	7022 · Plant Maint. Parts & Serv...	Belvedere	-254.70
			Inv #22154 (PO# 954162): SASM Parts & Service - Wiring for pumps 1-...	7022 · Plant Maint. Parts & Serv...	Tiburon	-432.74
			Inv #22157 (PO# 954165): M.P. Parts & Service - Trouble-shooting VFD...	7022 · Plant Maint. Parts & Serv...	Belvedere	-745.77
			Inv #22157 (PO #954165): P.C. Parts & Service - reduce flow spikes co...	7011 · Pumps & Lines Maintena...	Tiburon:Paradise C...	-1,006.44
			Inv #22157 (PO# 954165): M.P. Parts & Service - Trouble-shooting VFD...	7022 · Plant Maint. Parts & Serv...	Tiburon	-1,267.10
TOTAL						-15,803.96
06/09/22	8960	Linscott Engineering Contracto...	SD5 M.P., Belv & Tib P&L - May 2022	JP Morgan Chase - Primary 73...		
			Inv #3878, Sewer Lateral Repair @ 101 Acacia & McLean Lane	7011 · Pumps & Lines Maintena...	Tiburon:Paradise C...	-11,031.06
			Inv #3883, SD5 Rodhole (#308A) @ Tiburon Blvd + Las Palmas	7011 · Pumps & Lines Maintena...	Tiburon	-4,812.87
TOTAL						-15,843.93
06/09/22	8961	Lystek Int'l, LTD	Biosolids Transport - May 2022	JP Morgan Chase - Primary 73...		
			Inv #153-542, Biosolids Transport to Lystek Facility - May 2022	7029 · Main Plant Sludge Dispo...	Belvedere	-329.25

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			Inv #153-542, Biosolids Transport to Lystek Facility - May 2022	7029 · Main Plant Sludge Dispo...	Tiburon	-559.41
TOTAL						-888.66
06/09/22	8962	McC Campbell Analytical, Inc.	P.C. Monitoring, Acute & Aquatic Toxicity Testing - May 2022	JP Morgan Chase - Primary 73...		
			Inv #2205481 (PO#954164), M.P. Monitoring, Acute Mysid Renewal Dilu...	7053 · Chronic Toxicity	Tiburon:Paradise C...	-2,267.50
TOTAL						-2,267.50
06/09/22	8963	MidAmerica Administrative & R...	HRA Retiree Health Reimb. Admin Fees, 4Q21/1Q22 - May 2022	JP Morgan Chase - Primary 73...		
			Inv #MAR19646, HRA Retiree Health Reimburs. Administration Fees, 4...	8022.05 · Reitree Health	Belvedere	-80.91
			Inv #MAR19646, HRA Retiree Health Reimburs. Administration Fees, 4...	8022.05 · Reitree Health	Tiburon:Paradise C...	-6.57
			Inv #MAR19646, HRA Retiree Health Reimburs. Administration Fees, 4...	8022.05 · Reitree Health	Tiburon	-137.52
			Inv #MAR19646, HRA Retiree Health Reimburs. Administration Fees, 1...	8022.05 · Reitree Health	Belvedere	-80.91
			Inv #MAR19646, HRA Retiree Health Reimburs. Administration Fees, 1...	8022.05 · Reitree Health	Tiburon:Paradise C...	-6.57
			Inv #MAR19646, HRA Retiree Health Reimburs. Administration Fees, 1...	8022.05 · Reitree Health	Tiburon	-137.52
TOTAL						-450.00
06/09/22	8965	Mill Valley Refuse Service, Inc.	Acct #032945, Garbage Service + 1 yd rental, May 2022	JP Morgan Chase - Primary 73...		
			Garbage Service, Including 1 yd trash + 1 yd cardboard rental - May 2022	7023 · Janitorial Supplies & Ser...	Belvedere	-97.49
			Garbage Service, Including 1 yd trash + 1 yd cardboard rental - May 2022	7023 · Janitorial Supplies & Ser...	Tiburon	-165.63
TOTAL						-263.12
06/09/22	8966	Owen Equipment Sales	Acct #C10655, SD5 Vactor Truck Hose Wheel - May 2022	JP Morgan Chase - Primary 73...		
			Inv #00056328 (PO# 753056), Vactor Truck Hose Wheel - May 2022	9227.8 · Rodder/Vactor Truck	Belvedere	-355.33
			Inv #00056328 (PO# 753056), Vactor Truck Hose Wheel - May 2022	9227.8 · Rodder/Vactor Truck	Tiburon:Paradise C...	-28.85
			Inv #00056328 (PO# 753056), Vactor Truck Hose Wheel - May 2022	9227.8 · Rodder/Vactor Truck	Tiburon	-603.95
TOTAL						-988.13
06/09/22	8967	PACE Supply Corp.	M.P. Parts & Service - May 2022	JP Morgan Chase - Primary 73...		
			Inv #047470129 (PO#TBD) - M.P. Parts & Service - May 2022	7022 · Plant Maint. Parts & Serv...	Belvedere	-901.52
			Inv #047470129 (PO#TBD) - M.P. Parts & Service - May 2022	7022 · Plant Maint. Parts & Serv...	Tiburon	-1,531.72
TOTAL						-2,433.24
06/09/22	8968	Robert L Talavera, LLC	SSGIS ArcView Support, May 2022	JP Morgan Chase - Primary 73...		
			Inv #RLT0522F1, SSGIS ArcView Support: Upload pipe history data, ins...	8510 · Data/Alarms/IT Supp & Li...	Belvedere	-188.79
			Inv #RLT0522F1, SSGIS ArcView Support: Upload pipe history data, ins...	8510 · Data/Alarms/IT Supp & Li...	Tiburon:Paradise C...	-15.33
			Inv #RLT0522F1, SSGIS ArcView Support: Upload pipe history data, ins...	8510 · Data/Alarms/IT Supp & Li...	Tiburon	-320.88
TOTAL						-525.00

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

06/09/22

May 13 through June 9, 2022

Date	Num	Name	Memo	Account	Class	Paid Amount
06/09/22	8969	Roy's Sewer Service, Inc.	P&L: M.P., Tiburon & Belvedere - May 2022	JP Morgan Chase - Primary 73...		
			Inv #217309, Grit Chamber Cleaning @ 2001 Paradise Drive, 5.5.22 - 5...	7011 · Pumps & Lines Maintena...	Belvedere	-3,519.75
			Inv #217309, Grit Chamber Cleaning @ 2001 Paradise Drive, 5.5.22 - 5...	7011 · Pumps & Lines Maintena...	Tiburon	-5,980.25
			Inv #217139, M.P. Service call: Cleared Floor Drain @ analyzer Rm outs...	7011 · Pumps & Lines Maintena...	Belvedere	-105.59
			Inv #217139, M.P. Service call: Cleared Floor Drain @ analyzer Rm outs...	7011 · Pumps & Lines Maintena...	Tiburon	-179.41
			Inv #217377, M.P. Service call: Attempted to lcean clogged floor drains i...	7011 · Pumps & Lines Maintena...	Belvedere	-281.58
			Inv #217377, M.P. Service call: Attempted to lcean clogged floor drains i...	7011 · Pumps & Lines Maintena...	Tiburon	-478.42
			Inv #217461, Pumped Sludge out from P.C.+ transported to M.P., as dir...	7043 · Paradise Sludge Disposal	Tiburon:Paradise C...	-1,060.00
TOTAL						-11,605.00
06/09/22	8970	Shape Incorporated	Acct #400M14, P&L, May 2022	JP Morgan Chase - Primary 73...		
			Inv #1097 (PO#753051) New cable & 2 Gommets for 5HP TPS Pumps -...	9306 · PS Pump & Valve Repla...	Tiburon	-1,778.88
TOTAL						-1,778.88
06/09/22	8971	Solenis, LLC	Pyr #: 441488, M.P. Chemicals, May 2022	JP Morgan Chase - Primary 73...		
			Inv #132036333 (PO#183625), M.P. Maint, Chemicals - Praestol for Scr...	7024 · Main Plant Chemicals	Belvedere	-1,848.47
			Inv #132036333 (PO#183625), M.P. Maint, Chemicals - Praestol for Scr...	7024 · Main Plant Chemicals	Tiburon	-3,140.66
TOTAL						-4,989.13
06/09/22	8972	U.S. Bank	Acct#: 4246 0470 0067 9545, April - May 2022	JP Morgan Chase - Primary 73...		
			#0822:/9545: Zoom Platform re SD5 Meetings	6018.1 · Meetings & Travel	Belvedere	-19.77
			#0822:/9545: Zoom Platform re SD5 Meetings	6018.1 · Meetings & Travel	Tiburon:Paradise C...	-1.61
			#0822:/9545: Zoom Platform re SD5 Meetings	6018.1 · Meetings & Travel	Tiburon	-33.61
			#0822:/9545: USPO Return-Receipt postage, 4.28.2022	6056 · Postage	Belvedere	-2.93
			#0822:/9545: USPO Return-Receipt postage, 4.28.2022	6056 · Postage	Tiburon:Paradise C...	-0.24
			#0822:/9545: USPO Return-Receipt postage, 4.28.2022	6056 · Postage	Tiburon	-4.99
			#0822:/9545: M.P. Supplies & Tools: Amazon, Harbor Freight, K&N Engi...	7021 · Plant Maintenance Suppl...	Belvedere	-1,017.22
			#0822:/9545: M.P. Supplies & Tools: Amazon, Harbor Freight, K&N Engi...	7021 · Plant Maintenance Suppl...	Tiburon	-1,728.32
			#0822:/9545: Honey Bucket Services, 4.20.22-5.17.22; Grit Chamber Cle...	7022 · Plant Maint. Parts & Serv...	Belvedere	-419.07
			#0822:/9545: Honey Bucket Services, 4.20.22-5.17.22; Grit Chamber Cle...	7022 · Plant Maint. Parts & Serv...	Tiburon	-712.03
			#0822:/9545: Electrical @ Breakroom, 4.28.2022	7027 · Electrical & Instrument	Belvedere	-286.09
			#0822:/9545: Electrical @ Breakroom, 4.28.2022	7027 · Electrical & Instrument	Tiburon	-486.09
			#0822:/9545: Monitors for Lab, 4.28.2022	8510 · Data/Alarms/IT Supp & Li...	Belvedere	-220.45
			#0822:/9545: Monitors for Lab, 4.28.2022	8510 · Data/Alarms/IT Supp & Li...	Tiburon:Paradise C...	-17.90
			#0822:/9545: Monitors for Lab, 4.28.2022	8510 · Data/Alarms/IT Supp & Li...	Tiburon	-374.70
			#0822:/9545: Eyewash Station	8515 · Safety	Belvedere	-406.51
			#0822:/9545: Eyewash Station	8515 · Safety	Tiburon:Paradise C...	-33.01
			#0822:/9545: Eyewash Station	8515 · Safety	Tiburon	-690.93
TOTAL						-6,455.47
06/09/22	8973	U.S. Postal Service	Box rental #227, 12 Months, FY22-23 (FYAJE 22-23)	JP Morgan Chase - Primary 73...		

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

06/09/22

May 13 through June 9, 2022

Date	Num	Name	Memo	Account	Class	Paid Amount
			Box rental #227, 7.1.22- 6.30.23 (AJE FY22-23)	6056 · Postage	Belvedere	-65.45
			Box rental #227, 7.1.22- 6.30.23 (AJE FY22-23)	6056 · Postage	Tiburon:Paradise C...	-5.31
			Box rental #227, 7.1.22- 6.30.23 (AJE FY22-23)	6056 · Postage	Tiburon	-111.24
TOTAL						-182.00
06/09/22	8974	Univar	Cust ID #STDT001, Chemicals - April 2022	JP Morgan Chase - Primary 73...		
			Inv #50182487 (PO #954104), Sodium Bisulfite 25% (\$1.300/Gal) - Apri...	7024 · Main Plant Chemicals	Belvedere	-2,450.11
			Inv #50182487 (PO #954104), Sodium Bisulfite 25% (\$1.300/Gal) - Apri...	7042 · Paradise Supplies & Che...	Tiburon:Paradise C...	-198.95
			Inv #50182487 (PO #954104), Sodium Bisulfite 25% (\$1.300/Gal) - Apri...	7024 · Main Plant Chemicals	Tiburon	-4,164.36
TOTAL						-6,813.42
06/09/22	8975	USA BlueBook	Cust #933682, M.P. & P.C. Lab Supplies & Chemicals - May 2022	JP Morgan Chase - Primary 73...		
			Inv #974031 (PO #183648), Inv #961740 (PO #954107) Lab supplies & ...	7025 · Lab Supplies & Chemicals	Belvedere	-157.74
			Inv #974031 (PO #183648), Inv #961740 (PO #954107) Lab supplies & ...	7025 · Lab Supplies & Chemicals	Tiburon	-268.02
			Inv #993197 (PO#954139), Inv #992984 (PO#954139), Lab Supplies & ...	7025 · Lab Supplies & Chemicals	Belvedere	-303.86
			Inv #993197 (PO#954139), Inv #992984 (PO#954139), Lab Supplies & ...	7025 · Lab Supplies & Chemicals	Tiburon	-516.27
TOTAL						-1,245.89
06/09/22	8976	VWR International, LLC	Acct #80012138, Lab Supplies, May 2022	JP Morgan Chase - Primary 73...		
			Inv #880833482 (PO #954111), Lab Supplies for digesters - May 2022	7025 · Lab Supplies & Chemicals	Belvedere	-421.28
			Inv #880833482 (PO #954111), Lab Supplies for digesters - May 2022	7025 · Lab Supplies & Chemicals	Tiburon	-715.77
TOTAL						-1,137.05
06/09/22	8977	Waste Management of Redwoo...	Acct #507-0000190-1507-2, Sludge Disposal, May 2022	JP Morgan Chase - Primary 73...		
			Inv #0105399-1507-3 Sludge Disposal - 4 Drop-offs + Reg-waste approv...	7029 · Main Plant Sludge Dispo...	Belvedere	-390.75
			Inv #0105399-1507-3 Sludge Disposal - 4 Drop-offs + Reg-waste approv...	7029 · Main Plant Sludge Dispo...	Tiburon	-663.90
TOTAL						-1,054.65
06/09/22	8979	Balf, Abigail	Con't Ed. Reimb, May 2022	JP Morgan Chase - Primary 73...		
			CSU, Sac State: Books for Ops & Maint. of WW Collxn Sysys (V1, E8), 2...	6020 · Continuing Education	Belvedere	-17.98
			CSU, Sac State: Books for Ops & Maint. of WW Collxn Sysys (V1, E8), 2...	6020 · Continuing Education	Tiburon:Paradise C...	-1.46
			CSU, Sac State: Books for Ops & Maint. of WW Collxn Sysys (V1, E8), 2...	6020 · Continuing Education	Tiburon	-30.56
TOTAL						-50.00
06/09/22	8980	La Torre, Daniel P.	S/B + Tool Reimb - May 2022	JP Morgan Chase - Primary 73...		
			Standby Mileage Reimb. for Belvedere P&L, thru May 5, 2022	6018.2 · Standby Mileage Expe...	Belvedere	-245.70
			Standby Mileage Reimb. for Tiburon P&L, thru May 5, 2022	6018.2 · Standby Mileage Expe...	Tiburon	-140.40
			Reimb. for M.P. Tools: Harbor Freight, 3-jaw pullet set (4 pc)	7021 · Plant Maintenance Suppl...	Belvedere	-14.13

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

06/09/22

May 13 through June 9, 2022

Date	Num	Name	Memo	Account	Class	Paid Amount
			Reimb. for M.P. Tools: Harbor Freight, 3-jaw pullet set (4 pc)	7021 · Plant Maintenance Suppl...	Tiburon	-24.01
TOTAL						-424.24
06/09/22	8981	Rosser, John	S/B Reimb - May 2022	JP Morgan Chase - Primary 73...		
			Standby Mileage Reimb. for Belvedere P&L, thru May 27, 2022	6018.2 · Standby Mileage Expe...	Belvedere	-75.92
			Standby Mileage Reimb. for P.C. P&L, thru May 27, 2022	6018.2 · Standby Mileage Expe...	Tiburon:Paradise C...	-51.23
			Standby Mileage Reimb. for Tiburon P&L, thru May 27, 2022	6018.2 · Standby Mileage Expe...	Tiburon	-128.98
TOTAL						-256.13
06/09/22	8982	Caltronics Business Systems, I...	Acct #SD15, Multi-purpose Copier Contract, May 2022	JP Morgan Chase - Primary 73...		
			Inv #3512036, Konica Multi-purpose copier (C308) contract, May 2022	6047 · Office Supplies	Belvedere	-54.66
			Inv #3512036, Konica Multi-purpose copier (C308) contract, May 2022	6047 · Office Supplies	Tiburon:Paradise C...	-4.43
			Inv #3512036, Konica Multi-purpose copier (C308) contract, May 2022	6047 · Office Supplies	Tiburon	-92.90
TOTAL						-151.99
06/09/22	8983	Mill Valley Refuse Service, Inc.	Acct #063092, SLUDGE TRANSPORT - May 2022	JP Morgan Chase - Primary 73...		
			Acct #63092, Sludge Transport/Exchange only, 5.6.22, 5.18.22, 5.24.22 ...	7029 · Main Plant Sludge Dispo...	Belvedere	-533.52
			Acct #63092, Sludge Transport/Exchange only, 5.6.22, 5.18.22, 5.24.22 ...	7029 · Main Plant Sludge Dispo...	Tiburon	-906.48
TOTAL						-1,440.00
06/09/22	8984	Mill Valley Refuse Service, Inc.	Acct #063092, Sludge Box / M.P. Digester - February - May 2022	JP Morgan Chase - Primary 73...		
			Inv #0003390704, Sludge Box (M.P. Digester) Pick up & Replacement: ...	7029 · Main Plant Sludge Dispo...	Belvedere	-533.52
			Inv #0003390704, Sludge Box (M.P. Digester) Pick up & Replacement: ...	7029 · Main Plant Sludge Dispo...	Tiburon	-906.48
			Inv #0003407451, Sludge Box (M.P. Digester) Pick up & Replacement: ...	7029 · Main Plant Sludge Dispo...	Belvedere	-933.66
			Inv #0003407451, Sludge Box (M.P. Digester) Pick up & Replacement: ...	7029 · Main Plant Sludge Dispo...	Tiburon	-1,586.34
			Inv #0003408563, Sludge Box (M.P. Digester) Pick up & Replacement: ...	7029 · Main Plant Sludge Dispo...	Belvedere	-800.28
			Inv #0003408563, Sludge Box (M.P. Digester) Pick up & Replacement: ...	7029 · Main Plant Sludge Dispo...	Tiburon	-1,359.72
TOTAL						-6,120.00
06/09/22	8985	Grier Argall Plumbing, Inc.	Acct #810128785, SSO, May 2022	JP Morgan Chase - Primary 73...		
			Inv #14926 (PO#286886), Supplies to clear line at 2 Beach Rd. - May 20...	7011 · Pumps & Lines Maintena...	Belvedere	-3,150.00
TOTAL						-3,150.00

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 05/13/22: \$61,644.86

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)	61,644.86
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	61,644.86
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	4,315.52
	CASH REQUIRED FOR CHECK DATE 05/13/22	65,960.38

TRANSACTION DETAIL

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

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>BANK DRAFT AMOUNTS & OTHER TOTALS</u>
05/12/22	JPMORGAN CHASE BANK,	xxxxxxxxxxxxx506	Direct Deposit	Net Pay Allocations	37,457.14
				EFT FOR 05/12/22	37,457.14 ✓
05/13/22	JPMORGAN CHASE BANK,	xxxxxxxxxxxxx506	Taxpay®	Employee Withholdings	
				Social Security	3,793.37
				Medicare	887.18
				Fed Income Tax	10,482.05
				CA Income Tax	4,344.57
				Total Withholdings	19,507.17
				Employer Liabilities	
				Social Security	3,793.38
				Medicare	887.17
				Total Liabilities	4,680.55
				EFT FOR 05/13/22	24,187.72 ✓
				TOTAL EFT	61,644.86 (D)

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>
05/13/22	Refer to your records for account Information		Payroll	Employee Deductions	
				401A Member Contribu	2,572.61
				Calpers 457B	1,446.47
				Calpers 457B Roth	200.00
				Med 125	96.44
				Total Deductions	4,315.52
				TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	4,315.52

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 05/31/22: \$64,081.61

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)	64,081.61
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	64,081.61
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	4,803.27
	CASH REQUIRED FOR CHECK DATE 05/31/22	68,884.88

TRANSACTION DETAIL

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

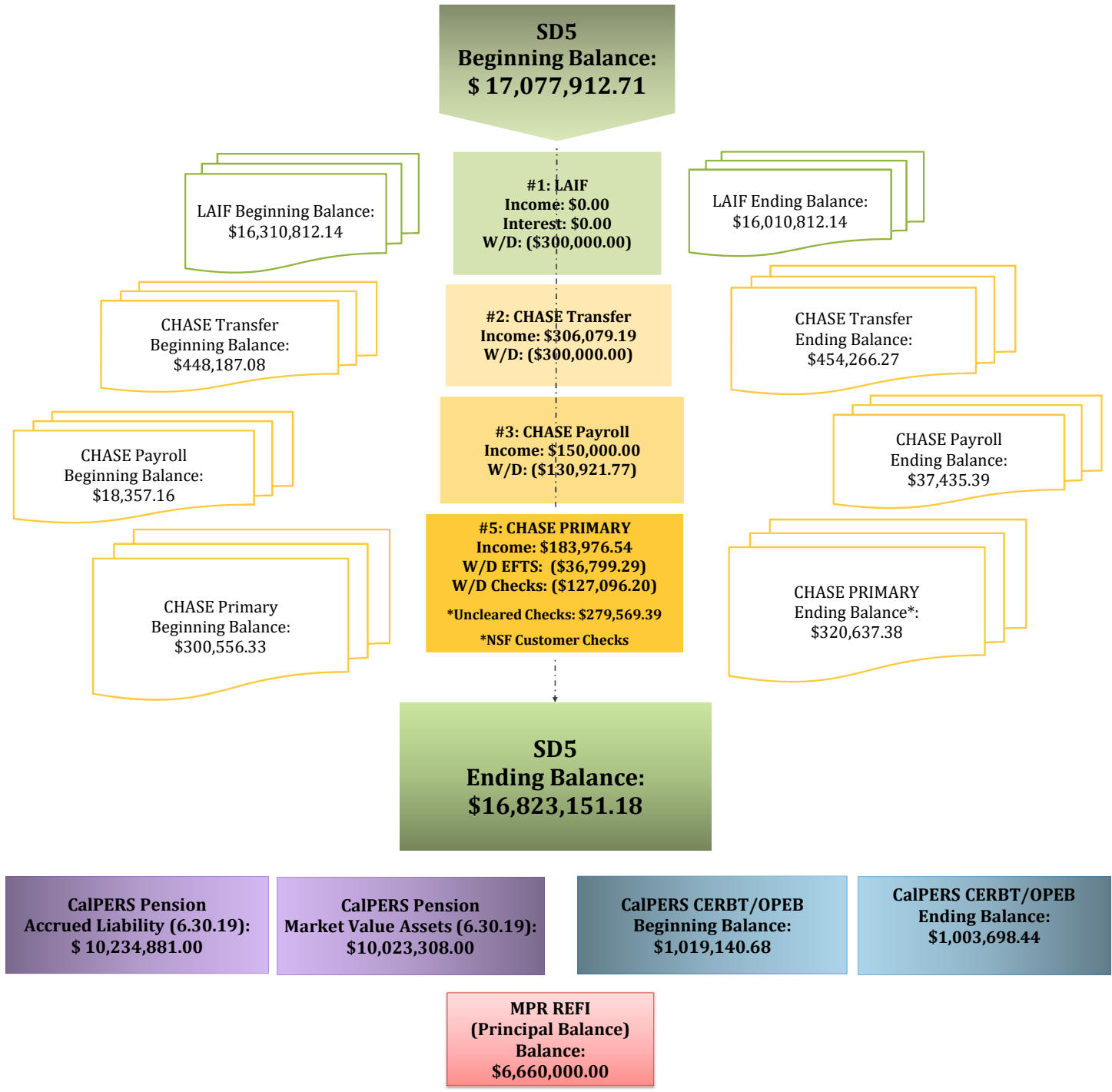
<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		BANK DRAFT AMOUNTS & OTHER TOTALS
05/27/22	JPMORGAN CHASE BANK,	xxxxxxxxxxxxx506	Direct Deposit	Net Pay Allocations	38,453.25	38,453.25
						EFT FOR 05/27/22
05/31/22	JPMORGAN CHASE BANK,	xxxxxxxxxxxxx506	Taxpay®	Employee Withholdings		38,453.25
				Social Security	3,961.79	
				Medicare	926.53	
				Fed Income Tax	11,227.96	
				CA Income Tax	4,623.73	
				Total Withholdings	20,740.01	
				Employer Liabilities		
				Social Security	3,961.80	
				Medicare	926.55	
				Total Liabilities	4,888.35	25,628.36
						EFT FOR 05/31/22
						25,628.36
						TOTAL EFT
						64,081.61

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>
05/31/22	Refer to your records for account	Information	Payroll	Employee Deductions		
				401A Member Contribu	2,572.61	
				Calpers 457B	1,434.22	
				Calpers 457B Roth	700.00	
				Med 125	96.44	
				Total Deductions	4,803.27	
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES						4,803.27

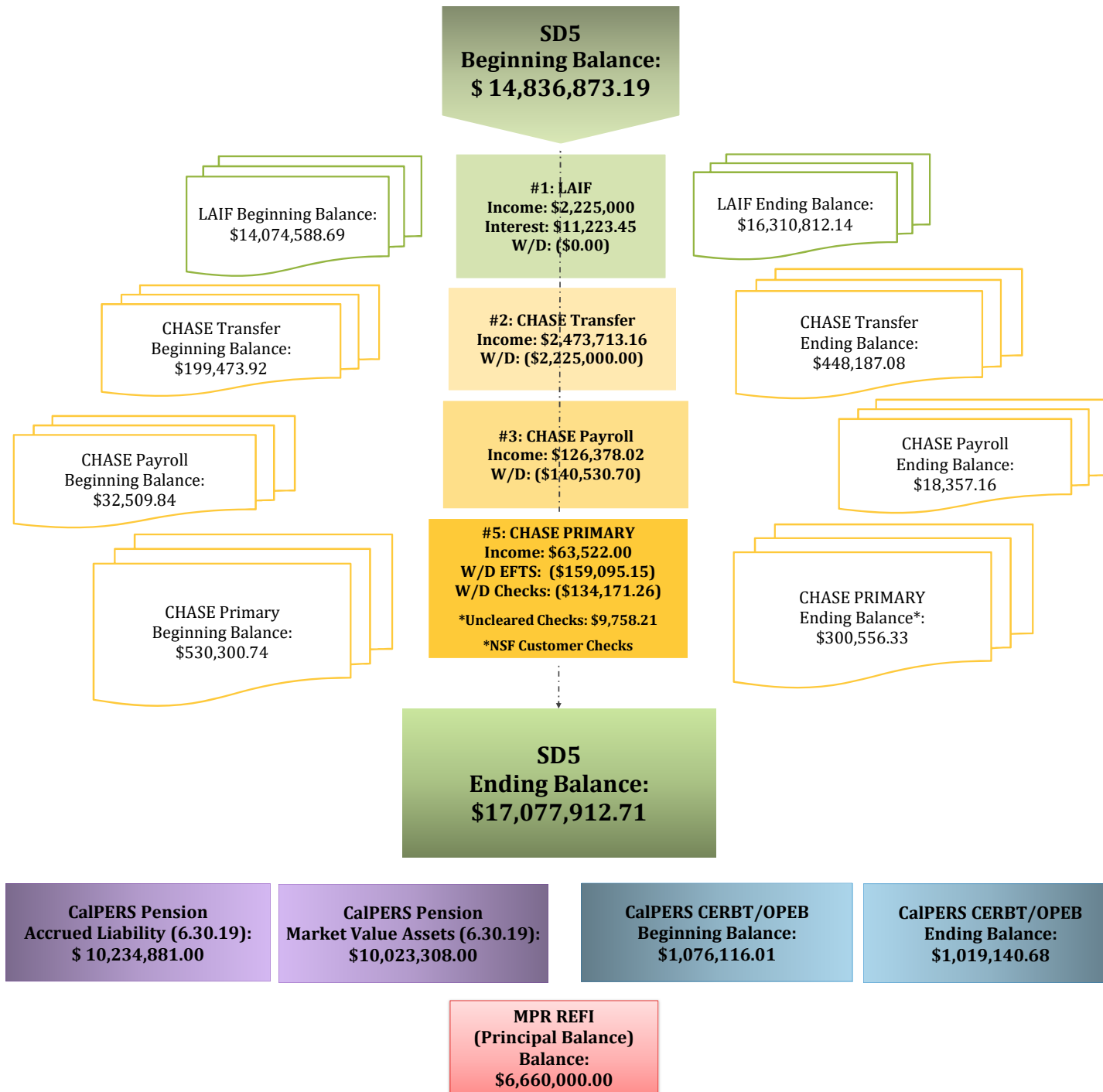
CASH FLOW CHART

SANITARY DISTRICT NO. 5 OF MARIN COUNTY: May 2022



CASH FLOW CHART

SANITARY DISTRICT NO. 5 OF MARIN COUNTY: April 2022



Sanitary Distr. No.5 of Marin Co.
Comparative Balance Sheet
As of May 31, 2022

	<u>May 31, 22</u>	<u>Apr 30, 22</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Local Agency Investment Fund			
Belvedere			
Belvedere Operating	3,638,261.73	3,638,261.73	0.00
Belvedere Operating Reserve	516,923.05	516,923.05	0.00
Belvedere Capital & CIP Reserve	2,826,970.79	2,826,970.79	0.00
Belvedere PERS Retirement Trust	356,250.00	356,250.00	0.00
Belvedere Disaster Recovery Fnd	356,250.00	356,250.00	0.00
Total Belvedere	<u>7,694,655.57</u>	<u>7,694,655.57</u>	<u>0.00</u>
Tiburon			
Tiburon Operating	2,133,375.61	2,133,375.61	0.00
Tiburon Operating Reserve	683,930.00	683,930.00	0.00
Tiburon Capital & CIP Reserve	4,511,350.96	4,511,350.96	0.00
Tiburon PERS Retirement Trust	643,750.00	643,750.00	0.00
Tiburon Disaster Recovery Fund	643,750.00	643,750.00	0.00
Total Tiburon	<u>8,616,156.57</u>	<u>8,616,156.57</u>	<u>0.00</u>
Total Local Agency Investment Fund	<u>16,310,812.14</u>	<u>16,310,812.14</u>	<u>0.00</u>
JP Morgan Chase - Primary 7399	24,664.46	272,429.71	-247,765.25
JP Morgan Chase - Payroll 7506	37,535.39	17,016.08	20,519.31
JP Morgan Chase - Transfer 7522	153,816.27	448,187.08	-294,370.81
Total Checking/Savings	<u>16,526,828.26</u>	<u>17,048,445.01</u>	<u>-521,616.75</u>
Accounts Receivable			
Accounts Receivable	22,355.66	3,688.00	18,667.66
Total Accounts Receivable	<u>22,355.66</u>	<u>3,688.00</u>	<u>18,667.66</u>
Other Current Assets			
Prepaid Expense	48,532.70	48,532.70	0.00
Petty Cash	881.92	881.92	0.00
Total Other Current Assets	<u>49,414.62</u>	<u>49,414.62</u>	<u>0.00</u>
Total Current Assets	<u>16,598,598.54</u>	<u>17,101,547.63</u>	<u>-502,949.09</u>
Fixed Assets	<u>20,408,185.19</u>	<u>20,408,185.19</u>	<u>0.00</u>
TOTAL ASSETS	<u>37,006,783.73</u>	<u>37,509,732.82</u>	<u>-502,949.09</u>
LIABILITIES & EQUITY			
Liabilities	7,993,981.79	7,993,981.79	0.00
Equity			
3900 · Net Assets	27,340,940.03	27,340,940.03	0.00
Net Income	1,671,861.91	2,174,811.00	-502,949.09
Total Equity	<u>29,012,801.94</u>	<u>29,515,751.03</u>	<u>-502,949.09</u>
TOTAL LIABILITIES & EQUITY	<u>37,006,783.73</u>	<u>37,509,732.82</u>	<u>-502,949.09</u>

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
July 2021 through May 2022

	Jul '21 - May 22	Budget	\$ Over Budget	% of Bud...
Ordinary Income/Expense				
Income				
5000 · Property Taxes				
5001.2 · TEETER	864,830.08	825,000.00	39,830.08	104.8%
5002 · UNSEC	16,343.29	15,000.00	1,343.29	109.0%
5003 · PUNS / PRIOR UNSECURED	953.72	500.00	453.72	190.7%
5004 · REDEMPTION / RDMPT	395.35	0.00	395.35	100.0%
5006 · SPLU	659.77	300.00	359.77	219.9%
5041 · SUPSEC	27,874.39	12,000.00	15,874.39	232.3%
5043 · SECU	346.98	0.00	346.98	100.0%
5046 · Excess ERAF	476,384.31	300,000.00	176,384.31	158.8%
5280 · HOPTR	3,124.03	3,333.00	-208.97	93.7%
5483 · Other tax	8,647.08	0.00	8,647.08	100.0%
Total 5000 · Property Taxes	1,399,559.00	1,156,133.00	243,426.00	121.1%
5007 · Sewer Service Charge				
5007.1 · Sewer Service - Tiburon Ops	2,481,897.32	2,283,000.00	198,897.32	108.7%
5007.5 · Sewer Service - Tiburon Cap	0.00	12,000.00	-12,000.00	0.0%
5007.2 · Sewer Service-Belv Ops	1,384,757.61	1,300,000.00	84,757.61	106.5%
5007.3 · Sewer Service-Belv Cap	861,620.95	866,300.00	-4,679.05	99.5%
5007.4 · Other User Fees	0.00	38,700.00	-38,700.00	0.0%
Total 5007 · Sewer Service Charge	4,728,275.88	4,500,000.00	228,275.88	105.1%
5201 · Interest				
5201.1 · Interest County of Marin	119.96			
5201.2 · Interest LAIF	27,067.36	100,000.00	-72,932.64	27.1%
Total 5201 · Interest	27,187.32	100,000.00	-72,812.68	27.2%
5900.3 · Connection Fees				
5900.30 · Connection Permit Fees	12,250.00	10,000.00	2,250.00	122.5%
5900.31 · Collection	207,554.44	100,000.00	107,554.44	207.6%
5900.34 · Treatment	238,690.96	100,000.00	138,690.96	238.7%
Total 5900.3 · Connection Fees	458,495.40	210,000.00	248,495.40	218.3%
5900.4 · Inspection Permit Fees	11,250.00	17,000.00	-5,750.00	66.2%
5900.5 · SASM Expense Reimb.	78,033.03	100,000.00	-21,966.97	78.0%
5900.9 · Other Income	0.00	100.00	-100.00	0.0%
5900.10 · Paradise Sewer Line Ext. Fees	0.00	14,040.00	-14,040.00	0.0%
Total Income	6,702,800.63	6,097,273.00	605,527.63	109.9%
Gross Profit	6,702,800.63	6,097,273.00	605,527.63	109.9%
Expense				
6000 · Administrative Expenses				
6001 · Advertising	1,172.00	1,000.00	172.00	117.2%
6008 · Audit & Accounting	29,153.45	40,000.00	-10,846.55	72.9%
6017 · Consulting Fees	22,193.93	150,000.00	-127,806.07	14.8%
6018 · Travel & Meetings				
6018.1 · Meetings & Travel	10,934.67	6,000.00	4,934.67	182.2%
6018.2 · Standby Mileage Expense Reimb	7,349.50	9,000.00	-1,650.50	81.7%
Total 6018 · Travel & Meetings	18,284.17	15,000.00	3,284.17	121.9%
6020 · Continuing Education	3,148.83	10,000.00	-6,851.17	31.5%
6021 · County Fees	16,241.34	16,590.00	-348.66	97.9%
6024 · Director Fees	3,300.00	9,000.00	-5,700.00	36.7%
6025 · Dues & Subscriptions	19,656.62	31,000.00	-11,343.38	63.4%
6033 · Insurance Property & Liability				
6033.1 · PLP Public Entity Phys Damage	0.00	25,000.00	-25,000.00	0.0%
6033.2 · General Liability	86,246.71	45,000.00	41,246.71	191.7%
6033.3 · Physical Property Damage - Auto	7,567.96	4,000.00	3,567.96	189.2%
Total 6033 · Insurance Property & Liability	93,814.67	74,000.00	19,814.67	126.8%
6039 · Legal	20,316.65	50,000.00	-29,683.35	40.6%
6047 · Office Supplies	5,815.02	10,000.00	-4,184.98	58.2%
6056 · Postage	673.78	1,000.00	-326.22	67.4%
6059 · Pollution Prevention/Public Edu	2,274.42	5,000.00	-2,725.58	45.5%
6065 · Miscellaneous Expense	500.00			
Total 6000 · Administrative Expenses	236,544.88	412,590.00	-176,045.12	57.3%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
July 2021 through May 2022

	Jul '21 - May 22	Budget	\$ Over Budget	% of Bud...
7000 · Ops & Maintenance Expenses				
7010 · Pumps & Lines Maintenance				
7011 · Pumps & Lines Maintenance	167,696.05	75,000.00	92,696.05	223.6%
7013 · Emergency Line Repair	34,100.49	50,000.00	-15,899.51	68.2%
Total 7010 · Pumps & Lines Maintenance	201,796.54	125,000.00	76,796.54	161.4%
7020 · Main Plant Maintenance				
7021 · Plant Maintenance Supplies	32,226.92	25,000.00	7,226.92	128.9%
7022 · Plant Maint. Parts & Service	236,048.15	130,000.00	106,048.15	181.6%
7023 · Janitorial Supplies & Service	6,245.66	9,000.00	-2,754.34	69.4%
7024 · Main Plant Chemicals	136,896.69	111,000.00	25,896.69	123.3%
7025 · Lab Supplies & Chemicals	17,360.40	20,000.00	-2,639.60	86.8%
7027 · Electrical & Instrument	23,643.87	15,000.00	8,643.87	157.6%
7028 · Grounds Maintenance	2,661.89	6,000.00	-3,338.11	44.4%
7029 · Main Plant Sludge Disposal	35,195.83	41,000.00	-5,804.17	85.8%
7030 · Main Plant Outfall	5,925.00	6,500.00	-575.00	91.2%
Total 7020 · Main Plant Maintenance	496,204.41	363,500.00	132,704.41	136.5%
7040 · Paradise Cove Plant Maint				
7041 · Paradise Parts & Service	13,021.91	10,000.00	3,021.91	130.2%
7042 · Paradise Supplies & Chemicals	6,242.36	5,000.00	1,242.36	124.8%
7043 · Paradise Sludge Disposal	3,050.22			
Total 7040 · Paradise Cove Plant Maint	22,314.49	15,000.00	7,314.49	148.8%
7050 · Monitoring				
7051 · Main Plant Lab Monitoring	43,554.88	45,000.00	-1,445.12	96.8%
7052 · Paradise Cove Monitoring	12,140.85	15,000.00	-2,859.15	80.9%
7053 · Chronic Toxicity	2,529.50			
Total 7050 · Monitoring	58,225.23	60,000.00	-1,774.77	97.0%
7060 · Permits/Fees				
7061 · Main Plant NPDES Renewal	852.50			
7062 · Permits/Fees - General	46,354.71	50,000.00	-3,645.29	92.7%
7063 · Paradise Cove Permits/Fees	4,613.07	9,000.00	-4,386.93	51.3%
7064 · Paradise Cove NPDES Renewal	0.00			
Total 7060 · Permits/Fees	51,820.28	59,000.00	-7,179.72	87.8%
7070 · Truck Maintenance				
7071 · Fuel	10,548.47	15,000.00	-4,451.53	70.3%
7072 · Maintenance	8,743.07	10,000.00	-1,256.93	87.4%
Total 7070 · Truck Maintenance	19,291.54	25,000.00	-5,708.46	77.2%
Total 7000 · Ops & Maintenance Expenses	849,652.49	647,500.00	202,152.49	131.2%
8000 · Salaries and Benefits Expenses				
8001 · Salaries	1,138,775.39	1,353,783.00	-215,007.61	84.1%
8003 · Overtime	209,598.54	100,000.00	109,598.54	209.6%
8004 · Standby Pay	74,497.13	76,043.00	-1,545.87	98.0%
8005 · Employee Incentives	54,460.04	70,000.00	-15,539.96	77.8%
8006 · Vacation Buyout	43,667.05	30,000.00	13,667.05	145.6%
8013 · Payroll Taxes	100,888.05	101,047.00	-158.95	99.8%
8015 · Payroll/Bank Fees	6,416.36	6,250.00	166.36	102.7%
8016 · Car Allowance	6,000.00	6,000.00	0.00	100.0%
8019 · PERS Retirement				
8019.05 · PERS Retirement	133,042.95	304,705.00	-171,662.05	43.7%
8019.06 · PERS Retirement - RBP	0.00	350.00	-350.00	0.0%
8019.08 · PERS Retirement - CalPERS UAL	0.00	20,000.00	-20,000.00	0.0%
8019 · PERS Retirement - Other	-120.39			
Total 8019 · PERS Retirement	132,922.56	325,055.00	-192,132.44	40.9%
8020 · Employee Health				
8020.05 · Employee Health	196,577.74	223,418.00	-26,840.26	88.0%
8021 · Employee Health Deductions	-2,164.28			
Total 8020 · Employee Health	194,413.46	223,418.00	-29,004.54	87.0%
8022 · Retiree Health				
8022.05 · Retiree Health	111,030.47	77,127.00	33,903.47	144.0%
8022.06 · OPEB Adjustment	0.00	0.00	0.00	0.0%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
July 2021 through May 2022

	Jul '21 - May 22	Budget	\$ Over Budget	% of Bud...
8022.10 · CERBT/OPEB Annual Arc Contribtn	268,400.00	118,400.00	150,000.00	226.7%
Total 8022 · Retiree Health	379,430.47	195,527.00	183,903.47	194.1%
8023 · Workers Comp Insurance	39,211.30	55,000.00	-15,788.70	71.3%
Total 8000 · Salaries and Benefits Expenses	2,380,280.35	2,542,123.00	-161,842.65	93.6%
8500 · Other Operating Expenses				
8510 · Data/Alarms/IT Supp & Licensing	75,106.29	100,000.00	-24,893.71	75.1%
8515 · Safety	37,059.19	40,000.00	-2,940.81	92.6%
8520 · Personal Protection/Safety Wear	7,514.70	15,000.00	-7,485.30	50.1%
8530 · Telephone				
8531 · Main Plant Telephones	6,612.86	11,000.00	-4,387.14	60.1%
8532 · Paradise Cove Telephones	4,124.62	4,000.00	124.62	103.1%
8533 · Pumps & Lines Telephones	5,811.19	7,000.00	-1,188.81	83.0%
Total 8530 · Telephone	16,548.67	22,000.00	-5,451.33	75.2%
8540 · Utilities				
8541 · Water	7,783.38	8,000.00	-216.62	97.3%
8542 · Main Plant Utilities	160,017.90	200,000.00	-39,982.10	80.0%
8543 · Paradise Cove Utilities	19,140.60	18,000.00	1,140.60	106.3%
8544 · Pump Station Utilities	38,082.39	45,000.00	-6,917.61	84.6%
Total 8540 · Utilities	225,024.27	271,000.00	-45,975.73	83.0%
Total 8500 · Other Operating Expenses	361,253.12	448,000.00	-86,746.88	80.6%
Total Expense	3,827,730.84	4,050,213.00	-222,482.16	94.5%
Net Ordinary Income	2,875,069.79	2,047,060.00	828,009.79	140.4%
Other Income/Expense				
Other Expense				
9100 · Capital Expenditures				
9200 · Main Plant Equipment Capital				
9202 · M.P. Drainage				
9202.1 · Infl Smple Rm+Secondary Drains	0.00	75,000.00	-75,000.00	0.0%
9202.2 · Load-out & Filtering	25,986.51	30,000.00	-4,013.49	86.6%
Total 9202 · M.P. Drainage	25,986.51	105,000.00	-79,013.49	24.7%
9203 · M.P. Flare Rehabilitation	0.00	30,000.00	-30,000.00	0.0%
9204 · M.P. Boiler Replacement				
9204.1 · M.P. Boiler Exhaust Piping	0.00	0.00	0.00	0.0%
9204 · M.P. Boiler Replacement - Other	37,665.12	0.00	37,665.12	100.0%
Total 9204 · M.P. Boiler Replacement	37,665.12	0.00	37,665.12	100.0%
9206 · Infl Dry Weather Pump Rplcmnt	40,927.16	40,000.00	927.16	102.3%
9208 · M.P. Chemical Feed Pump Rplcmnt	34,830.64	0.00	34,830.64	100.0%
9209 · ScrewPress PolyBlend Redundancy	-722.34	35,000.00	-35,722.34	-2.1%
9212 · M.P. Headworks Grinder Rplcmnt				
9212.1 · Explosion Proof Electric Hoist	0.00	10,000.00	-10,000.00	0.0%
9212 · M.P. Headworks Grinder Rplcmnt - O...	0.00	25,000.00	-25,000.00	0.0%
Total 9212 · M.P. Headworks Grinder Rplcmnt	0.00	35,000.00	-35,000.00	0.0%
9217 · SD5 Shop Rplcmnt /Ops Control	1,836.69	0.00	1,836.69	100.0%
9218 · Generator Control Panel	1,435.44	0.00	1,435.44	100.0%
9219 · C12 Flash Mixer	8,582.00	15,000.00	-6,418.00	57.2%
Total 9200 · Main Plant Equipment Capital	150,541.22	260,000.00	-109,458.78	57.9%
9300 · Pumps & Lines Capital				
9301 · Tiburon Sewer Line Rehab Prog	0.00	1,000,000.00	-1,000,000.00	0.0%
9302 · PS Control Panel Upgrades	0.00	0.00	0.00	0.0%
9304 · Belvedere Sewer Line Rehab Prog	0.00	100,000.00	-100,000.00	0.0%
9305 · Valve/Wet Well Replacements				
9305.2 · Tiburon Wet Well Rehab	0.00	50,000.00	-50,000.00	0.0%
9305.1 · Belvedere Wet Well Rehab	0.00	75,000.00	-75,000.00	0.0%
Total 9305 · Valve/Wet Well Replacements	0.00	125,000.00	-125,000.00	0.0%
9306 · PS Pump & Valve Replacements	37,879.06	50,000.00	-12,120.94	75.8%
9307 · PS Generator Replacement	3,751.00	100,000.00	-96,249.00	3.8%
9310 · BPS Communication Project	6,672.73	0.00	6,672.73	100.0%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
July 2021 through May 2022

	Jul '21 - May 22	Budget	\$ Over Budget	% of Bud...
9313 · Manholes/Rodholes	32,902.24	75,000.00	-42,097.76	43.9%
9314 · Portable Emergency Generators	0.00			
9315 · TPS Communication Project	946.43	0.00	946.43	100.0%
9227.8 · Rodder/Vactor Truck	0.00			
Total 9300 · Pumps & Lines Capital	82,151.46	1,450,000.00	-1,367,848.54	5.7%
9400 · Paradise Cove Capital				
9403 · P.C. Communication Upgrades				
9403.1 · Cellular	27,814.43	20,000.00	7,814.43	139.1%
9403 · P.C. Communication Upgrades - Other	9,240.81			
Total 9403 · P.C. Communication Upgrades	37,055.24	20,000.00	17,055.24	185.3%
9404 · P.C. Infl WWI Access Replcmnt	0.00			
9415 · P.C. Paint @ Treatment Plant	0.00			
9416 · P.C. Equipment	0.00			
Total 9400 · Paradise Cove Capital	37,055.24	20,000.00	17,055.24	185.3%
9500 · Undesignated Capital				
9510 · Undesignated Cap - M.P.	26,558.00	25,000.00	1,558.00	106.2%
9520 · Undesignated Cap - P.C. Plant	0.00	10,000.00	-10,000.00	0.0%
9530 · Undesignated Cap - P & L	136,861.85	50,000.00	86,861.85	273.7%
Total 9500 · Undesignated Capital	163,419.85	85,000.00	78,419.85	192.3%
Total 9100 · Capital Expenditures	433,167.77	1,815,000.00	-1,381,832.23	23.9%
9700 · Debt Service				
9701 · MPR Bond REFI - Principal	580,000.00	580,000.00	0.00	100.0%
9702 · MPR Bond REFI - Interest	172,359.99	172,360.00	-0.01	100.0%
9703 · MPR Bond Refi - Admin Fees	0.00	950.00	-950.00	0.0%
Total 9700 · Debt Service	752,359.99	753,310.00	-950.01	99.9%
Total Other Expense	1,185,527.76	2,568,310.00	-1,382,782.24	46.2%
Net Other Income	-1,185,527.76	-2,568,310.00	1,382,782.24	46.2%
Net Income	<u>1,689,542.03</u>	<u>-521,250.00</u>	<u>2,210,792.03</u>	<u>-324.1%</u>

**Sanitary Distr. No.5 of Marin Co.
Zone Report
May 2022**

06/07/22

	Paradise ... (Tiburon)	Tiburon - O... (Tiburon)	Total Tiburon	Belvedere	TOTAL
Ordinary Income/Expense					
Income					
5000 · Property Taxes					
5004 · REDEMPTION / RDMPT	0.10	2.11	2.21	0.00	2.21
5041 · SUPSEC	218.93	4,571.68	4,790.61	0.00	4,790.61
5280 · HOPTR	58.79	1,227.58	1,286.37	0.00	1,286.37
Total 5000 · Property Taxes	277.82	5,801.37	6,079.19	0.00	6,079.19
5900.3 · Connection Fees					
5900.30 · Connection Permit Fees	200.00	1,200.00	1,400.00	800.00	2,200.00
5900.31 · Collection	0.00	7,353.00	7,353.00	2,972.00	10,325.00
5900.34 · Treatment	6,510.00	10,165.00	16,675.00	2,140.00	18,815.00
Total 5900.3 · Connection Fees	6,710.00	18,718.00	25,428.00	5,912.00	31,340.00
5900.4 · Inspection Permit Fees					
5900.4	200.00	600.00	800.00	1,250.00	2,050.00
5900.5 · SASM Expense Reimb.					
5900.5	0.00	18,667.66	18,667.66	0.00	18,667.66
Total Income	7,187.82	43,787.03	50,974.85	7,162.00	58,136.85
Gross Profit	7,187.82	43,787.03	50,974.85	7,162.00	58,136.85
Expense					
6000 · Administrative Expenses					
6001 · Advertising	11.39	238.37	249.76	140.24	390.00
6008 · Audit & Accounting	26.38	324.88	351.26	552.19	903.45
6017 · Consulting Fees	146.95	3,676.66	3,823.61	1,959.89	5,783.50
6018 · Travel & Meetings					
6018.1 · Meetings & Travel	30.97	648.23	679.20	381.37	1,060.57
6018.2 · Standby Mileage Expense Reimb	0.00	362.37	362.37	213.27	575.64
Total 6018 · Travel & Meetings	30.97	1,010.60	1,041.57	594.64	1,636.21
6020 · Continuing Education					
6020	46.86	980.91	1,027.77	577.11	1,604.88
6025 · Dues & Subscriptions					
6025	14.18	296.42	310.60	174.40	485.00
6039 · Legal					
6039	46.91	981.90	1,028.81	703.69	1,732.50
6047 · Office Supplies					
6047	28.14	589.01	617.15	346.55	963.70
6056 · Postage					
6056	0.00	0.00	0.00	0.00	0.00
6065 · Miscellaneous Expense					
6065	0.00	0.00	0.00	0.00	0.00
Total 6000 · Administrative Expenses	351.78	8,098.75	8,450.53	5,048.71	13,499.24
7000 · Ops & Maintenance Expenses					
7010 · Pumps & Lines Maintenance					
7011 · Pumps & Lines Maintenance	0.00	2,615.24	2,615.24	5,957.48	8,572.72
Total 7010 · Pumps & Lines Maintenance	0.00	2,615.24	2,615.24	5,957.48	8,572.72
7020 · Main Plant Maintenance					
7021 · Plant Maintenance Supplies	0.00	1,609.40	1,609.40	947.24	2,556.64
7022 · Plant Maint. Parts & Service	0.00	12,980.45	12,980.45	7,628.33	20,608.78
7023 · Janitorial Supplies & Service					
7023	0.00	626.40	626.40	368.66	995.06
7024 · Main Plant Chemicals					
7024	0.00	463.14	463.14	272.49	735.63
7025 · Lab Supplies & Chemicals					
7025	0.00	901.19	901.19	530.40	1,431.59
7027 · Electrical & Instrument					
7027	0.00	0.00	0.00	0.00	0.00
7028 · Grounds Maintenance					
7028	0.00	1,290.89	1,290.89	759.78	2,050.67
7029 · Main Plant Sludge Disposal	2,120.00	4,785.85	6,905.85	2,816.78	9,722.63
Total 7020 · Main Plant Maintenance	2,120.00	22,657.32	24,777.32	13,323.68	38,101.00
7040 · Paradise Cove Plant Maint					
7041 · Paradise Parts & Service	0.00	125.01	125.01	0.00	125.01
7042 · Paradise Supplies & Chemicals	64.70	0.00	64.70	0.00	64.70
Total 7040 · Paradise Cove Plant Maint	64.70	125.01	189.71	0.00	189.71
7050 · Monitoring					
7051 · Main Plant Lab Monitoring	0.00	3,963.93	3,963.93	2,333.02	6,296.95
7052 · Paradise Cove Monitoring	706.60	0.00	706.60	0.00	706.60
Total 7050 · Monitoring	706.60	3,963.93	4,670.53	2,333.02	7,003.55

**Sanitary Distr. No.5 of Marin Co.
Zone Report
May 2022**

06/07/22

	Paradise ... (Tiburon)	Tiburon - O... (Tiburon)	Total Tiburon	Belvedere	TOTAL
7060 · Permits/Fees					
7062 · Permits/Fees - General	0.00	17,439.85	17,439.85	10,153.15	27,593.00
Total 7060 · Permits/Fees	0.00	17,439.85	17,439.85	10,153.15	27,593.00
7070 · Truck Maintenance					
7071 · Fuel	39.59	828.59	868.18	487.51	1,355.69
7072 · Maintenance	7.60	159.09	166.69	93.60	260.29
Total 7070 · Truck Maintenance	47.19	987.68	1,034.87	581.11	1,615.98
Total 7000 · Ops & Maintenance Expenses	2,938.49	47,789.03	50,727.52	32,348.44	83,075.96
8000 · Salaries and Benefits Expenses					
8001 · Salaries	0.00	103,413.46	103,413.46	0.00	103,413.46
8003 · Overtime	0.00	15,652.62	15,652.62	0.00	15,652.62
8004 · Standby Pay	0.00	6,210.28	6,210.28	0.00	6,210.28
8005 · Employee Incentives	58.40	1,222.40	1,280.80	719.20	2,000.00
8007 · Voluntary Deductions	13.14	161.82	174.96	275.04	450.00
8008 · Deferred Comp 457	0.00	-498.53	-498.53	0.00	-498.53
8013 · Payroll Taxes	0.00	9,568.90	9,568.90	0.00	9,568.90
8015 · Payroll/Bank Fees	0.00	472.06	472.06	0.00	472.06
8019 · PERS Retirement					
8019.05 · PERS Retirement	536.36	6,081.55	6,617.91	6,605.28	13,223.19
8019 · PERS Retirement - Other	0.00	0.00	0.00	0.00	0.00
Total 8019 · PERS Retirement	536.36	6,081.55	6,617.91	6,605.28	13,223.19
8020 · Employee Health					
8020.05 · Employee Health	464.19	9,716.25	10,180.44	5,716.58	15,897.02
8021 · Employee Health Deductions	0.00	-192.88	-192.88	0.00	-192.88
Total 8020 · Employee Health	464.19	9,523.37	9,987.56	5,716.58	15,704.14
8022 · Retiree Health					
8022.05 · Retiree Health	31.03	649.34	680.37	382.04	1,062.41
8022.10 · CERBT/OPEB Annual Arc Cont...	7,837.28	164,046.08	171,883.36	96,516.64	268,400.00
Total 8022 · Retiree Health	7,868.31	164,695.42	172,563.73	96,898.68	269,462.41
Total 8000 · Salaries and Benefits Expenses	8,940.40	316,503.35	325,443.75	110,214.78	435,658.53
8500 · Other Operating Expenses					
8510 · Data/Alarms/IT Supp & Licensing	104.90	2,195.83	2,300.73	1,291.92	3,592.65
8515 · Safety	30.89	656.86	687.75	720.52	1,408.27
8520 · Personal Protection/Safety Wear	15.79	330.38	346.17	194.38	540.55
8530 · Telephone					
8531 · Main Plant Telephones	0.00	387.81	387.81	228.16	615.97
8532 · Paradise Cove Telephones	526.55	0.00	526.55	0.00	526.55
8533 · Pumps & Lines Telephones	43.27	314.01	357.28	35.00	392.28
Total 8530 · Telephone	569.82	701.82	1,271.64	263.16	1,534.80
8540 · Utilities					
8541 · Water	0.00	878.51	878.51	716.20	1,594.71
8542 · Main Plant Utilities	0.00	8,059.81	8,059.81	4,743.70	12,803.51
8543 · Paradise Cove Utilities	1,892.97	0.00	1,892.97	0.00	1,892.97
8544 · Pump Station Utilities	246.46	1,723.20	1,969.66	1,196.09	3,165.75
Total 8540 · Utilities	2,139.43	10,661.52	12,800.95	6,655.99	19,456.94
Total 8500 · Other Operating Expenses	2,860.83	14,546.41	17,407.24	9,125.97	26,533.21
Total Expense	15,091.50	386,937.54	402,029.04	156,737.90	558,766.94
Net Ordinary Income	-7,903.68	-343,150.51	-351,054.19	-149,575.90	-500,630.09
Other Income/Expense					
Other Expense					
9100 · Capital Expenditures					
9200 · Main Plant Equipment Capital					
9204 · M.P. Boiler Replacement	0.00	0.00	0.00	0.00	0.00
9218 · Generator Control Panel	0.00	0.00	0.00	0.00	0.00
Total 9200 · Main Plant Equipment Capital	0.00	0.00	0.00	0.00	0.00

**Sanitary Distr. No.5 of Marin Co.
Zone Report
May 2022**

	Paradise ... (Tiburon)	Tiburon - O... (Tiburon)	Total Tiburon	Belvedere	TOTAL
9300 · Pumps & Lines Capital					
9310 · BPS Communication Project	0.00	0.00	0.00	859.19	859.19
9314 · Portable Emergency Generators	0.00	0.00	0.00	0.00	0.00
Total 9300 · Pumps & Lines Capital	0.00	0.00	0.00	859.19	859.19
9400 · Paradise Cove Capital					
9403 · P.C. Communication Upgrades	1,459.81	0.00	1,459.81	0.00	1,459.81
Total 9400 · Paradise Cove Capital	1,459.81	0.00	1,459.81	0.00	1,459.81
Total 9100 · Capital Expenditures	1,459.81	0.00	1,459.81	859.19	2,319.00
Total Other Expense	1,459.81	0.00	1,459.81	859.19	2,319.00
Net Other Income	-1,459.81	0.00	-1,459.81	-859.19	-2,319.00
Net Income	-9,363.49	-343,150.51	-352,514.00	-150,435.09	-502,949.09

Sanitary Distr. No.5 of Marin Co.
Monthly O.T. Report
May 2022

06/07/22

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
Balf, Abigail						
Check	05/13/22	138	Balf, Abigail	8.50 Hrs. O.T. @ 1.5x	465.38	465.38
Check	05/31/22	149	Balf, Abigail	5.50 Hrs. O.T. @ 1.5x	301.11	766.49
Check	05/31/22	149	Balf, Abigail	3.50 Hrs. O.T. @ 2.0x	255.49	1,021.98
Total Balf, Abigail					1,021.98	1,021.98
Bilsborough, Chad						
Check	05/13/22	139	Bilsborough, Chad	37.0 Hrs O.T. @ 1.5x	2,585.19	2,585.19
Check	05/13/22	139	Bilsborough, Chad	2.00 Hrs. O.T. @ 2.0x	186.32	2,771.51
Check	05/31/22	150	Bilsborough, Chad	49.50 Hrs O.T. @ 1.5x	3,458.57	6,230.08
Check	05/31/22	150	Bilsborough, Chad	3.50 Hrs. O.T. @ 2.0x	326.06	6,556.14
Total Bilsborough, Chad					6,556.14	6,556.14
Cottrell, Rulon						
Check	05/13/22	141	Cottrell, Rulon	7.500 Hrs. O.T. @ 1.5x	737.33	737.33
Check	05/31/22	152	Cottrell, Rulon	18.50 Hrs. O.T. @ 1.5x	1,818.74	2,556.07
Check	05/31/22	152	Cottrell, Rulon	5.50 Hrs. O.T. @ 2.0x	720.94	3,277.01
Total Cottrell, Rulon					3,277.01	3,277.01
Dohrmann, Robin						
Check	05/13/22	142	Dohrmann, Robin	21.00 Hrs. O.T. @ 1.5x	1,872.68	1,872.68
Check	05/13/22	142	Dohrmann, Robin	1.00 Hrs. O.T. @ 2.0x	118.90	1,991.58
Total Dohrmann, Robin					1,991.58	1,991.58
La Torre, Daniel P.						
Check	05/31/22	154	La Torre, Daniel P.	06.00 Hrs. O.T. @ 1.5x	535.05	535.05
Check	05/31/22	154	La Torre, Daniel P.	03.00 Hrs. O.T. @ 2.0x	356.70	891.75
Total La Torre, Daniel P.					891.75	891.75
Rosser, John						
Check	05/31/22	156	Rosser, John	08.00 Hrs. @ 1.5x	647.04	647.04
Check	05/31/22	156	Rosser, John	06.00 Hrs. O.T. @ 2.0x	647.04	1,294.08
Total Rosser, John					1,294.08	1,294.08
Triola, Joseph						
Check	05/13/22	147	Triola, Joseph	4.00 Hrs. O.T. @ 1.5x	323.52	323.52
Check	05/13/22	147	Triola, Joseph	0.50 Hrs. O.T. @ 2.0x	53.92	377.44
Check	05/31/22	158	Triola, Joseph	3.00 Hrs. O.T. @ 1.5x	242.64	620.08
Total Triola, Joseph					620.08	620.08
TOTAL					15,652.62	15,652.62

Sanitary District No. 5 of Marin County



District Management Report

May 2022

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: June 16, 2022
To: Board of Directors
From: Tony Rubio, District Manager
Subject: Management Report for May 2022

Fiscal Status

Period Covered: July 1, 2021 –May 31, 2022
Percent of Fiscal Year: 91%
Percent of Budgeted Income to Date: 109%
Percent of Budgeted Expenditures to Date: 94.5% (operating only)

Personnel

Separations: None
New Hires: 2
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 May 2022 Include:

Financial/Budgetary/Business Administration

- Board and committee meetings will continue to be held virtually in compliance with AB361 and status of need will be reviewed every month.
- CERBT Arc Payment scheduled along with additional one pre funding payment of \$150K

HR and Personnel

- Work on successor MOU completed- tentative agreement signed by represented employees- track change new MOU (2022-2026) on agenda for final approval.
- Work on unrepresented employee benefits plan updated to coincide with the recent MOU negotiations
- Recruitment of Part Time administrative assistant and Operator In Training completed- offers of employment sent to the top candidates.

Continuing Education and Safety Training.

- Work with DKF solutions on District safety program updates on going Fall Protection and traffic control policies under review.

Collection System Performance

Main Plant Tiburon/Belvedere:

- Submitted 2 Category 3 SSO's to RWQCB on CIWQS (1-Tib 1823 Centro West 50 gallons) (1 Belv- 54 Alcatraz 15 gallons)
- Pilot project began in collection system- nearly completed- 5-20 gallons per day of product required during dry weather conditions and variation in use is tied to weather (heat)

Paradise Cove:

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

Treatment Plant Performance

Paradise Cove:

- Continue training Operations Superintendent on reporting requirements and submitting reports on CIWQS (part of our succession planning)

Main Plant:

- Submitted April 2022 and Monthly SMR and DMR to the RWQCB on CIWQS
- Continue training Operations Superintendent on reporting requirements and submitting reports on CIWQS (part of our succession planning)

Pollution Prevention Activities

- Remote meetings with P2 Group

Capital Improvement Projects

- PSA sent to HDR for Digester Cleaning and Piping replacement project
- 2022 Sewer Rehab out to bid.
- Plant drains rehabilitation work now complete
- Received proposals for possible future CIP Projects – (additional screw press and headworks screening)

Glossary of Terms

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

Glossary of terms continued...

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

Glossary of terms continued...

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

Wastewater Acronyms

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

RESOLUTION NO. 2022-03

SANITARY DISTRICT NO. 5 OF MARIN COUNTY

**A RESOLUTION APPROVING AND ADOPTING FISCAL YEAR 2022-2023
FINAL BUDGET AND FIXING THE DISTRICT'S TAX ALLOCATION
FOR FISCAL YEAR 2022-2023**

WHEREAS, Sanitary District No. 5 of Marin County has prepared its budget entitled "Fiscal Year 2022-2023 Final Budget" and dated June 16, 2021, and;

WHEREAS, Sanitary District No. 5 of Marin County is required to file its annual budget with the County of Marin, and;

WHEREAS, Sanitary District No. 5 of Marin County seeks to make certain representations and requests to the County of Marin in regards to the District's tax allocation for fiscal year 2022-2023.

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

1. That the balances on hand as of June 30, 2022, in each of the funds of the District shall be reserved for use by the District during the fiscal year 2022-2023.
2. That the final budget, heretofore presented to the Board, be, and the same is hereby, approved and ordered filed with the County of Marin.
3. That the minimum amount of money required by the District during the fiscal year, ending June 30, 2022, for the purpose of paying the expenses of the District, will be in the sums shown in said budget, and it is hereby estimated that the said sums are the minimum amounts of money required by the District for such purposes during said ensuing fiscal year.
4. That the minimum amount of money required to be raised from taxes for said operating fund will be in the sum shown in said budget, which is the sum that the Board of Supervisors of the County of Marin is hereby requested to direct the County Auditor to allocate to Sanitary District No. 5, or such other amounts as shall be determined to be said District's share of the fiscal year 2022-2023 property tax revenue generated pursuant to the applicable sections of the Revenue and Taxation Code of the State of California and Government Code of the State of California.
5. That the Secretary shall forward certified copies of this resolution to the County of Marin.

Resolution No. 2022-03
June 16, 2022

* * * * *

I hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Board of Directors of Sanitary District No. 5 of Marin County, California, at a meeting thereof duly held on the 16th day of June 2021, by the following vote:

AYES, and in favor thereof, Directors:

NOES, Directors:

ABSENT, Directors:

ABSTAIN, Directors:

APPROVED:

ATTEST:

John Carapiet
President, Board of Directors

Tod Moody
Secretary, Board of Directors

Sanitary District No. 5 of Marin County

**Fiscal Year 2022-2023 Budget
June 16, 2022**

Prepared by:

John Carapiet, President

Omar Arias-Montez, Vice President

Tod Moody, Secretary

Catharine Benediktsson, Director

Richard Snyder, Director

Tony Rubio, District Manager

Robin Dohrmann, Office Manager

Sanitary District No. 5 of Marin County

Consolidated Budget FY 2022-2023

Income	2021-2022 Budget	2021-2022 Actuals *	2022-2023 Budget	% Diff.	Tib Zone	Belv Zone
Property Taxes	981,933	1,441,632	1,185,133	21%	1,185,133	0
Tib Sewer Service Charge Revenue	2,333,700	2,590,175	2,406,700	3%	2,406,700	0
Belv Sewer Service Charge Revenue	2,166,300	2,347,630	2,176,300	0%	0	2,176,300
Interest	100,000	36,253	100,000	0%	63,090	36,910
Treatment & Collection Fees	200,000	446,245	250,000	25%	148,625	101,375
Paradise Sewer Extension Fees	14,040	-	-	-100%	0	0
Other Income	100	-	100	0%	63	37
Connection & Inpsection Permit Fees	27,000	23,500	20,000	-26%	12,618	7,382
SASM Expense Reimbursement	100,000	104,044	100,000	0%	58,501	41,499
Total Budgeted Income	5,923,073	6,989,479	6,238,233	5%	3,874,730	2,363,503
Expense						
Operating Expenses	4,023,341	4,345,560	4,456,229 ***	11%	2,673,710	1,782,519
Capital Expenses	2,688,740	1,454,560	3,535,410	31%	2,209,430	1,325,980
Total Budgeted Expenses	6,712,081	5,800,120	7,991,639	19%	4,883,140	3,108,499
Net Ordinary Income	-789,008	1,189,359	-1,753,406	122%	-1,008,410	-744,996

* Actual numbers are based on estimates, as of 4.18.2022

*** Operating Expenses does not include CalPERS Reserve Funding for FY22-23

**Sanitary District No. 5
of Marin County**

**Operating Budget
FY 2022- 2023**

Operating Assumptions

Operating Revenue Assumptions:

- Paradise Cove flow represents 2.5% of total flow for District. This percentage reflects Paradise Cove’s share of the District-wide revenues
- Tiburon Sewer Service (including Paradise Cove) Charge is \$1,034 per EDU (Equivalent Dwelling Unit)
- Belvedere Sewer Service Charge is \$1,985 per EDU. 76.361% of this revenue is allocated for operational needs to meet reserve/fund policy requirements
- Interest revenue for LAIF (Local Agency Investment Fund) accounts is estimated at 0.35% for FY 2022-2023
- “Other Income” account reflects Outstanding A/R, Private Lateral SSO Reimbursements, CAL-Card incentive payments, and CSRMA PLP Dividends

Operating Expense Assumptions:

- “County fees” account reflects Property Tax Collection fees imposed by County (per SB2557) and annual LAFCO (Local Agency Formation Commission) fees
- Salary categories include 5.0% COLA increase
- PERS Classic Members’ Employer Contribution Retirement rate is 14.03%, and Employer-paid Employee Contribution rate is 7.96% for FY 2022-2023
- SD5 PERS Classic Members/Employees are scheduled for 5.00% reimbursement to the District for Employer-paid Employee Contribution rate
- Workers compensation premium based on 3.11% select combined rate (sanitation, clerical, sales (ie., management), and engineering), with an 0.88% experience modification factor
- Paradise Cove operating expense is 2.5% of operating expenses in applicable District-wide categories; this is based on Paradise Cove's average annual percentage of influent flow from the 2021 calendar year
- Belvedere operating expense is 41.5% of main plant-related categories, and 40.55% of expenses that pertain to all three zones; this is based on Belvedere's average annual percentage of influent flow from the 2021 calendar year
- CalPERS Reserve fully funded at 100.00% as of 6.30.2022

Formulas for Determining Percentage Breakdowns (Operating & Capital)

Belvedere only = 100% ❖ Tiburon only = 100% ❖ Paradise Cove only = 100%
Shared (3-way): Belvedere ❖ Tiburon ❖ Paradise Cove = 40.55% ❖ 56.95% ❖ 2.5%
Shared (2-way): Belvedere ❖ Tiburon = 41.50% ❖ 58.50%
Shared (2-way): Tiburon ❖ Paradise Cove = 95.73% ❖ 4.27%

2021-2022 Operations Budget	2021-2022 Estimated to Close	2022-2023 Operations Budget		Breakdown by Zone		
				Tib Ops	P.C. Ops	Belv Ops

Operating Income

Tiburon Sewer Service Charge - Ops	2,283,000	2,548,463	2,368,000	3.7%	2,266,886	101,114	
Belvedere Sewer Service Charge - Ops	1,300,000	1,447,173	1,570,581	20.8%			1,570,581
Other User Fees	38,700	41,712	38,700	0.0%	38,700		
Interest Earnings	100,000	36,253	100,000	0.0%	56,950	2,500	40,550
Connection & Inspection Permit Fees	27,000	23,500	20,000	-25.9%	11,390	500	8,110
SASM Expense Reimbursement	100,000	104,044	100,000	0.0%	58,501		41,499
Other Income	100	0	100	0.0%	57	3	41
Total Income	3,848,800	4,201,145	4,197,380	9.1%	2,432,484	104,116	1,660,781

2021-2022 Operations Budget	2021-2022 Current 3/4 Thru FY	2022-2023 Operations Budget		Breakdown by Zone		
				Tib Ops	P.C. Ops	Belv Ops

Expense

Administrative Expenses

Advertising	1,000	1,250	1,000	0.0%	570	25	406
Audit & Accounting	40,000	29,155	40,000	0.0%	22,780	1,000	16,220
Consulting Fees	100,000	40,000	100,000	0.0%	56,950	2,500	40,550
Travel & Meetings	15,000	20,000	17,000	13.3%	9,682	425	6,894
Continuing Education	10,000	3,500	10,000	0.0%	5,695	250	4,055
County Fees	0	16,250	16,590	100.0%	15,882	708	0
Directors Fees	9,000	7,300	9,000	0.0%	5,126	225	3,650
Dues & Subscriptions	31,000	25,000	31,000	0.0%	17,655	775	12,571
Elections	0	0	9,000	0.0%	5,126	225	3,650
Insurance PLP General Liability	45,000	49,073	85,000	88.9%	48,408	2,125	34,468
PLP (GL) Rating Adjustments							
PLP (GL) Dividends							
Insurance APIP (Real) Property	25,000	36,699	25,000	0.0%	14,238	625	10,138
Insurance Damage - Auto	4,000	9,578	4,500	11.1%	2,563	113	1,825
Legal	50,000	27,500	50,000	0.0%	28,475	1,250	20,275
Office Supplies	10,000	8,000	10,000	0.0%	5,695	250	4,055
Postage	1,000	900	1,200	16.7%	683	30	487
Pollution Prevention	5,000	2,500	5,000	0.0%	2,848	125	2,028
Miscellaneous Expense	0	0	0				
Total Administrative	346,000	276,705	414,290	16.5%	242,372	10,651	161,267

Ops & Maintenance Expenses

Pumps & Lines Maintenance

Pumps & Lines Maintenance	75,000	199,000	100,000	25.0%	56,950	2,500	40,550
Emergency Line Repairs	50,000	34,000	50,000	0.0%	25,000		25,000
Total Pumps & Lines Maintenance	125,000	233,000	150,000	16.7%	81,950	2,500	65,550

2021-2022 Operations Budget	2021-2022 Estimated to Close	2022-2023 Operations Budget		Breakdown by Zone		
				Tib Ops	P.C. Ops	Belv Ops

Main Plant Maintenance

Plant Maintenance Supplies	25,000	48,500	27,000	7.4%	15,795		11,205
Plant Maint. Parts & Service	130,000	268,000	150,000	13.3%	87,750		62,250
Janitorial Supplies & Service	9,000	6,700	9,000	0.0%	5,265		3,735
Main Plant Chemicals	111,000	148,500	120,000	7.5%	70,200		49,800
Lab Supplies & Chemicals	20,000	20,000	21,000	4.8%	12,285		8,715
Electrical & Instrument	15,000	24,500	15,000	0.0%	8,775		6,225
Grounds Maintenance	5,000	7,700	5,000	0.0%	2,925		2,075
Main Plant Sludge Disposal	41,000	44,700	50,000	18.0%	29,250		20,750
Main Plant Outfall	6,000	6,000	0	0.0%			
Total Main Plant Maintenance	362,000	574,600	397,000	8.8%	232,245	0	164,755

Paradise Cove Plant Maintenance

Paradise Parts & Service	10,000	14,000	15,000	33.3%		15,000	
Paradise Supplies & Chemicals	5,000	9,300	6,500	23.1%		6,500	
Paradise Sludge Disposal	3,000	4,100	3,000	0.0%		3,000	
Total Paradise Cove Plant Maintenance	18,000	27,400	24,500	26.5%	0	24,500	0

Monitoring

Main Plant Lab Monitoring	45,000	46,700	45,000	0.0%	26,325		18,675
Paradise Cove Monitoring	15,000	12,500	12,500	-20.0%		12,500	
Main Plant Outfall: SASM	0	0	0	0.0%	0		0
Total Monitoring	60,000	59,200	57,500	-4.3%	26,325	12,500	18,675

	2021-2022 Operations Budget	2021-2022 Estimated to Close	2022-20223 Operations Budget		Breakdown by Zone		
					Tib Ops	P.C. Ops	Belv Ops
Permits/Fees							
Main Plant NPDES Renewal	0	850	40,000	100.0%	23,400		16,600
Permits/Fees - General	50,000	46,400	50,000	0.0%	29,250		20,750
Paradise Cove Permits/Fees	9,000	4,600	9,000	0.0%		9,000	
Paradise Cove NPDES Renewal	40,000	0	0	0.0%			
Total Permits/Fees	99,000	51,850	99,000	0.0%	52,650	9,000	37,350
Truck Maintenance							
Fuel	10,000	0	15,000	33.3%	8,543	375	6,083
Truck Maintenance	15,000	0	20,000	25.0%	11,390	500	8,110
Total Truck Maintenance	25,000	0	35,000	28.6%	19,933	875	14,193
Total Ops & Maintenance Expenses	689,000	946,050	763,000	9.7%	413,103	49,375	300,523
Salaries & Benefits							
Salaries	1,353,783	1,186,800	1,504,000	10.0%	856,528	37,600	609,872
Overtime	100,000	220,000	125,000	20.0%	71,188	3,125	50,688
Standby Pay	74,261	78,000	80,000	7.2%	45,560	2,000	32,440
Employee Incentives	70,000	54,500	60,000	-16.7%	34,170	1,500	24,330
Vacation Buyout	30,000	44,000	65,000	53.8%	37,018	1,625	26,358
Payroll Taxes	101,047	106,000	155,965	35.2%	88,822	3,899	63,244
Deffered Comp Match	0	0	78,000	100.0%	44,421	1,950	31,629
Payroll fees	6,250	6,700	7,000	10.7%	3,987	175	2,839
Car Allowance	6,000	6,000	6,000	0.0%	3,417	150	2,433
PERS Retirement							
PERS Monthly Contributions	304,705	132,000	262,992	-15.9%	149,774	6,575	106,643
PERS Replacement Benefit Fund (RLL)	350	0	350	0.0%	199	9	142
PERS UAL Payment	20,000	9,187	0	0.0%	0	0	0
SD5 Retirement Trust		0	0	0.0%	0	0	0
Total PERS Retirement	325,055	141,187	263,342	-23.4%	149,973	6,584	106,785
Employee Health, Dental, Vision, Life Ins., & LTDI	223,418	196,000	319,272	30.0%	181,825	7,982	129,465
Retiree Health	77,127	378,400	91,592	15.8%	52,162	2,290	37,141
CERBT/OPEB Current Employee Contributions	118,400	268,400	0	0.0%	0	0	0
Workers Comp Insurance	55,000	42,618	57,268	4.0%	32,614	1,432	23,222
Total Salaries & Benefits	2,540,341	2,728,605	2,812,439	9.7%	1,601,684	70,311	1,140,444

	2021-2022 Operations Budget	2021-2022 Estimated to Close	2022-2023 Operations Budget		Breakdown by Zone		
					Tib Ops	P.C. Ops	Belv Ops
Other Operating Expenses							
Data/Alarms/IT Support & Licensing	100,000	85,000	80,000	-25.0%	45,560	2,000	32,440
Safety	40,000	39,500	60,000	33.3%	34,170	1,500	24,330
Personal Protection Equipment/Uniforms	15,000	7,700	15,000	0.0%	8,543	375	6,083
Telephone							
Main Plant Telephones	11,000	6,600	11,000	0.0%	6,435	0	4,565
Paradise Cove Telephones	4,000	4,600	500	-700.0%	0	500	0
Pumps & Lines Telephones	7,000	6,000	7,000	0.0%	6,701	299	0
Total Telephone	22,000	17,200	18,500	-18.9%	13,136	799	4,565
Utilities							
Water	8,000	7,800	8,000	0.0%	4,680	0	3,320
Main Plant Utilities	200,000	175,000	220,000	9.1%	128,700	0	91,300
Paradise Cove Utilities	18,000	21,000	20,000	10.0%	0	20,000	0
Pump Station Utilities	45,000	41,000	45,000	0.0%	25,628	1,125	18,248
Total Utilities	271,000	244,800	293,000	7.5%	159,008	21,125	112,868
Total Other Operating Expenses	448,000	394,200	466,500	4.0%	260,416	25,799	180,285
Total Operating Expense	4,023,341	4,345,560	4,456,229	9.7%	2,517,570	156,140	1,782,519

**Sanitary District No. 5
of Marin County**

**Capital Budget
FY 2022- 2023**

Capital Assumptions

Capital Revenue Assumptions:

- Secured Property Tax (TEETER) is a general revenue of the District (Tiburon zone only) and is subject to CA State tax shifts
- Supplemental property tax applies (Tiburon zone only) as homes are re-valued and sold
- Excess ERAF (Educational Revenue Augmentation Fund) reimbursement is announced mid-year
- HOPTR = Home Owner Property Tax Relief
- Belvedere capital income is set at 60.6% of its sewer service charge revenue to meet reserve/fund policy requirements
- Paradise Drive Sewer Line Extension Fee income estimated: 1 homes @ \$14,491.01 (3.21% CPI Increase) each

Capital Expense Assumptions:

- New capital projects are indicated in notes
- Supplemental property tax applies (Tiburon zone only) as homes are re-valued and sold
- Excess ERAF (Educational Revenue Augmentation Fund) reimbursement is announced mid-year
- HOPTR = Home Owner Property Tax Relief
- Belvedere capital income is set at 23.639% of its sewer service charge revenue to meet reserve/fund policy requirements
- Paradise Drive Sewer Line Extension Fee income estimated: 1 home @ \$14,491.01 (3.21% CPI Increase) each; Vogt Extended Sewer Line Fee estimate is \$3,423.26 (5.0% negotiated annual increase) each
- Belvedere capital expense is 41.5% of total main plant-related expenditures, based on Belvedere's average annual percentage of influent flow from the 2021 calendar year
- Tiburon capital expense is 58.5% of total main plant-related expenditures, based on Tiburon's average annual percentage of influent flow from the 2021 calendar year
- The remaining (bond payments only) Tiburon Main Plant Rehabilitation (MPR) was refinanced in FY19-20. The new “MPR Refi Loan” amount for Tiburon remains at the same expense ratio (64.78%) of the total project-related expenditures, based on the MPR Bond split
- The remaining (bond payments only) Belvedere Main Plant Rehabilitation (MPR) was refinanced in FY19-20. The new “MPR Refi Loan” amount for Belvedere remains at the same expense ratio (35.22%) of the total project-related expenditures, based on the MPR Bond split

2021-2022 Capital Budget	2021-2022 Current (3/4 Thru FY)	2022-2023 Capital Budget		Breakdown by Zone		
				Tib Cap	P.C. Cap	Belv. Cap

Capital Income

Property Taxes

Relevant Splits		
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Property Tax Current Secured - Capital	825,000	904,885	875,000	6.1%	837,638	37,363	0
Prop Tax Current Unsecured	15,000	16,343	16,000	6.7%	15,317	683	0
Supplemental Assessment Current	12,000	29,327	15,000	25.0%	14,360	641	0
Supplemental Assessment Redm	0	410	0	0.0%	0	0	0
Supplemental Unsecured	300	1,007	300	0.0%	287	13	0
Prop Tax Prior Unsecured	500	954	500	0.0%	913	21	0
Excess ERAF (Educational Revenue Augmentation Fund)	300,000	476,384	275,000	-8.3%	263,258	11,743	0
HOPTR	3,333	3,675	3,333	0.0%	3,191	142	0
Other Tax (Unitary, RR, Misc.)	0	8,647	0	0.0%	0	0	0
Total Property Taxes	981,933	1,441,632	1,185,133	20.7%	1,134,528	50,605	0

Tiburon Sewer Service Charge - Capital	12,000	0	0	0.0%	0	0	0
Belvedere Sewer Service Charge - Capital	866,300	900,457	605,719	-30.1%	0	0	605,719

Connection Fees

Collection	100,000	207,554	125,000	25.0%	71,188	3,125	50,688
Treatment	100,000	238,691	125,000	25.0%	71,188	3,125	50,688
Total Connection Fees	200,000	446,245	250,000	25.0%	142,375	6,250	101,375
Paradise Drive Sewer Line Extension Fees	14,040	0	0	0.0%	0	0	0
Total Capital Income	2,074,273	2,788,333	2,040,852	-1.6%	1,276,903	56,855	707,094

2021-2022	2021-2022	2022-2023		Breakdown by Zone		
Capital	Estimated	Capital				
Budget	(3/4 Thru FY)	Budget		Tib Cap	P.C. Cap	Belv. Cap

Capital Expenditures

Main Plant Equip Capital Expense

					Relevant Splits		
9202.1 - M.P. Drainage - Infl. Sample Rm Drain+Secondary Drain	75,000	75,000	0	0.0%	0	0	0
9202.2 - M.P. Drainage - Load-out & Filtering	30,000	26,000	0	0.0%	0	0	0
9203.0 M.P. Flare Rehabilitation		30,000	0	0.0%	0	0	0
9204.0 Boiler Replacement	0	0	0	0.0%	0	0	0
9204.1 - M.P. Boiler - Exhaust Stainless Pipling Replacement	30,000	37,600	0	0.0%	0	0	0
9205.0 - M.P. Influent Pump Replacement	40,000	41,000	0	0.0%	0	0	0
9208.0 - M.P. Chemical Feed Transfer Pump Replacement	20,000	35,000	0	0.0%	0	0	0
9209.0 - M.P. Screw Press Poly Blend Redundancy	35,000	0	0	0.0%	0	0	0
9211.0 M.P. Odor Control Upgrades	0	0	0	0.0%	0	0	0
9212.0 - M.P. Headworks Grinder Replacement	25,000	25,000	25,000	0.0%	14,625	0	10,375
9212.1 - Digester Rehab	10,000	10,000	600,000	#####	351,000	0	249,000
9212.2 - M.P. Switch Gear Upgrade/Improvements	0	0	100,000	100.0%	58,500	0	41,500
9217.0 - Maintenance Shop Replacement/Ops Control	0	2,000	0	0.0%	0	0	0
9218.0 - M.P. Generator Control Panel	0	1,500	0	0.0%	0	0	0
9219.0 - Cl2 Flash Mixer	15,000	8,600	0	0.0%	0	0	0
9220.0 - Office, Bath & Breakroom Floor Replacement	0		0	0.0%	0	0	0
9221.0 - Portable Fuel Storage Tank	0	0	0	0.0%	0	0	0
9225.94 - Bis. Server Replacement + Upgrade	0	0	0	0.0%	0	0	0
9225.95 - Dry weather Pri. Cover	0	0	100,000	100.0%	58,500	0	41,500
9229.8 - Vehicle Replacement	0	0	75,000	100.0%	42,710	1,875	30,411
Total Main Plant Equip Capital Expense	280,000	291,700	900,000	221.4%	525,330	1,880	372,790

2021-2022 Capital Budget	2021-2022 Estimated (3/4 Thru FY)	2022-2023 Capital Budget		Breakdown by Zone		
				Tib Cap	P.C. Cap	Belv. Cap
				↻ Relevant Splits ↻		
0	0	0	0.0%	0	0	0
1,000,000	0	1,000,000	0.0%	1,000,000	0	0
100,000	0	100,000	0.0%	0	0	100,000
0	7,500	0	0.0%	0	0	0
75,000	75,000	0	0.0%	0	0	0
50,000	50,000	0	0.0%	0	0	0
50,000	40,000	50,000	0.0%	25,000	0	25,000
100,000	4,000	0	0.0%	0	0	0
0	0	500,000	100.0%	0	0	500,000
0	0	0	0.0%	0	0	0
0	0	0	0.0%	0	0	0
0	0	0	0.0%	0	0	0
0	0	0	0.0%	0	0	0
75,000	33,000	75,000	0.0%	50,000	0	25,000
0	0	0	0.0%	0	0	0
0	0	0	0.0%	0	0	0
Total Pumps & Lines Capital	1,450,000	209,500	19.0%	1,075,000	0	650,000

Pumps & Lines Capital

9227.8 - Rodder / Vactor Truck

9301.0 - Tiburon Sewer Line Rehab

9304.0 - Belvedere Sewer Line Rehab

9305.0 - Valve/Wet Well Lid Cover Replacement

9305.1 - Belvedere Wet Well Rehabilitation (BPS#7)

9305.2 - Tiburon Wet Wells Rehabilitation (TPS#4)

9306.0 - PS Pump & Valve Replacement Program

9307.0 - PS Generator Replacement (BPS #1 + roof)

9309 - Cove Rd. BPS#1 - Generator Replacement

9310.0 - Belvedere Pump Station Comm. Project

9311.1 - Cove Rd. Force Main - Engineering

9311.2 - Cove Rd. Force Main - Construction

9312.0 - Force Main Rehab - Multiple Sites

9313.0 - Man Hole Rehabilitation

9314.0 - 100kw Portable Emergency Generator

9315.0 - Tiburon Pump Station Comm. Project

Total Pumps & Lines Capital

	2021-2022	2021-2022	2022-2023		Breakdown by Zone		
	Capital Budget	Estimated (3/4 Thru FY)	Capital Budget		Tib Cap	P.C. Cap	Belv. Cap
Paradise Cove Capital					↻ Relevant Splits ↻		
9401.0 - P.C. Sewer Line Rehab	0	0	0	0.0%	0	0	0
9403.1 - P.C. Communications Upgrade - Cellular	20,000	37,000	0	0.0%	0	0	0
9406.0 - P.C. Grit Removal	0	0	50,000	0.0%	0	50,000	0
9407.1 - P.C. Pump Replacement	0	0	25,000	0.0%	0	25,000	0
9415.0 - P.C. Paint at Treatment Plant	0	0	0	0.0%	0	0	0
Total Paradise Cove Capital	20,000	37,000	75,000	0.0%	0	75,000	0
Undesignated Capital					↻ Relevant Splits ↻		
Undesignated Cap - Main Plant	25,000	27,000	25,000	0.0%	14,625	0	10,375
Undesignated Cap - Paradise Cove Plant	10,000	0	0	0.0%	0	-	0
Undesignated Cap - P&L	50,000	137,000	50,000	0.0%	25,000	0	25,000
Total Undesignated Capital	85,000	164,000	75,000	0.0%	39,625	0	35,375
Debt Service					↻ Relevant Splits ↻		
Debt Service - MPR Bond Principal							
Debt Service - MPR Bond Interest	950		0	0.0%	0		0
Debt Service - MPR Bond REFI Principal	595,000	580,000	610,000	2.5%	395,158		214,842
Debt Service - MPR Bond REFI Interest	157,790	172,360	150,412	-4.7%	97,437		52,975
Total Debt Service	753,740	752,360	760,412	0.9%	492,595	0	267,817
Total Capital Expenditures	2,688,740	1,454,560	3,535,410	23.9%	2,132,550	76,880	1,325,980

**Sanitary District No. 5
of Marin County**

**Five-Year History: Detailed Comparison
FY 2017/2018 – FY2021/2022**

		Actuals	Actuals	Actuals	Actuals	ESTIMATED	Budget
		FY17-18	FY18-19	FY19-20	FY20-21	Actuals	Estimates
						FY21-22	FY22-23
Ordinary Income/Expense							
Income							
5000 · Property Taxes							
5001.2 · Prop Tax Current Secured - Cap		747,671.64	802,789.43	825,273.51	869,067.25	904,885.00	875,000.00
5002 · Prop Tax Current Unsecured		13,400.78	14,602.17	15,490.09	16,276.23	16,343.00	16,000.00
5003 · Prop Tax Prior Unsecured		790.81	577.23	623.98	493.50	954.00	500.00
5006 · Suppl Unsecured		914.69	153.53	1,329.82	911.31	1,007.00	300.00
5041 · Suppl Assessment - Current		18,450.91	17,833.96	17,938.81	17,427.22	29,327.00	15,000.00
5043 · Suppl Assessment - Redemption		0.00	576.94	351.60	86.54	409.51	
5046 · Excess ERAF		322,493.70	368,831.93	347,087.15	388,631.21	476,384.00	275,000.00
5280 · HOPTR		3,773.58	3,748.37	3,727.82	3,689.47	3,675.00	3,333.00
5483 · Other Tax (Unitary, RR, Misc.)		5,970.54	6,809.63	8,369.56	7,121.40	8,647.00	4,000.00
Total 5000 · Property Taxes	3.00%	1,113,114.03 #REF!	1,215,923.19	1,220,192.34	1,303,704.00	1,441,631.00	\$1,189,133.00
5007 · Sewer Service Charge							
5007.1 · Sewer Service - Tiburon Ops		1,782,023.48	2,013,740.22	2,457,932.86	2,458,697.32	2,548,463.00	2,368,000.00
5007.5 · Sewer Service - Tiburon Cap		945,393.11	461,737.65	223,392.96	115,887.52	0.00	0.00
5007.2 · Sewer Service-Belv Ops		1,102,361.07	1,359,848.48	1,392,534.36	1,388,618.01	1,447,173.08	1,570,581.00
5007.3 · Sewer Service-Belv Cap		1,258,777.49	960,118.22	920,645.65	913,865.48	900,456.97	605,719.00
5007.4 · Other User Fees		24,826.00	228,464.88	42,021.76	41,711.56	41,712.00	38,700.00
Total 5007 · Sewer Service Charge		5,113,381.15	5,023,909.45	5,036,527.59	4,918,780.00	4,937,805.00	4,583,000.00
5201 · Interest							
5201.1 · Interest County of Marin		323.86	1,778.65	0.00	136.53	0.00	
5201.2 · Interest LAIF		156,338.13	303,511.86	280,649.26	78,026.33	36,253.00	100,000.00
Total 5201 · Interest		156,661.99	305,290.51	280,649.26	78,163.00	36,253.00	100,000.00
5900.3 · Connection Fees							
5900.30 · Connection Permit Fees		9,500.00	5,250.00	16,752.00	21,727.00	12,250.00	10,000.00
5900.31 · Collection		248,652.00	196,705.00	179,736.81	113,562.86	207,554.00	125,000.00
5900.34 · Treatment		257,826.00	320,389.00	212,785.19	155,444.14	238,691.00	125,000.00
Total 5900.3 · Connection Fees		515,978.00	522,344.00	409,274.00	290,734.00	458,495.00	260,000.00
5900.4 · Inspection Permit Fees		16,700.00	22,990.00	16,174.00	24,870.50	11,250.00	10,000.00
5900.5 · SASM Expense Reimb.		83,300.61	85,202.00	65,504.74	52,736.33	104,044.00	100,000.00
5900.9 · Other Income		0.00	0.00	100.00	0.00	0.00	100.00
5900.10 · Paradise Sewer Line Ext. Fees		0.00	0.00	13,364.00	13,806.00	0.00	0.00
Total Ops & Capital Income	4.00%	6,999,136.00 #REF!	7,175,659.00	7,041,786.00	-1.87% 6,682,794.00	-5.10% 6,989,478.00	4.59% \$6,242,233.00

Expense	Actuals FY17-18	Actuals FY18-19	Actuals FY19-20	Actuals FY20-21	Budget FY21-22	Estimate FY22-23
6000 · Administrative Expenses						
6001 · Advertising	171.24	1,428.77	422.85	690.00	1,250.00	1,000.00
6008 · Audit & Accounting	25,666.11	25,052.03	27,848.17	28,350.03	29,155.00	40,000.00
6017 · Consulting Fees	130,145.58	101,260.61	138,030.88	363,035.34	40,000.00	100,000.00
6018 · Travel & Meetings						
6018 ·1 Travel & Meetings - Other	6,905.03	6,133.68	5,988.32	10,869.19	12,000.00	7,000.00
6018.2 · Standby Mileage Expense Reimb	6,377.62	7,765.05	7,785.45	9,115.08	8,000.00	10,000.00
Total 6018 · Travel & Meetings	13,282.65	13,898.73	13,805.99	19,984.27	20,000.00	17,000.00
6020 · Continuing Education	5,282.98	4,772.91	6,417.44	4,844.33	3,500.00	10,000.00
6021 · County Fees	16,702.69	17,230.26	15,950.36	16,570.52	16,250.00	16,590.00
6024 · Director Fees	6,500.00	5,700.00	7,300.00	6,800.00	7,300.00	9,000.00
6025 · Dues & Subscriptions	10,521.21	10,611.10	20,333.64	22,899.39	25,000.00	31,000.00
6026 · Elections	0.00	2,199.28	0.00	250.00	0.00	9,000.00
6033 ·2 PLP General Liability	11,453.45	29,353.50	37,774.84	45,535.00	49,073.00	85,000.00
PLP (GL) Rating Adjustments	-4,240.00	-4,235.00	-771.00	8,204.00	0.00	
PLP (GL) Dividends	-8,962.00	-8,567.00	-9,818.00	-10,401.00	0.00	
6033 ·1 Alliant Public Entity Phys Damage (Realty)	10,745.00	12,984.00	16,214.00	23,377.31	36,699.00	25,000.00
6033 ·3 (APD) Physical Property - Auto	1,231.00	1,342.00	1,227.00	3,730.00	9,578.00	4,500.00
6039 · Legal	54,668.73	40,527.88	33,527.90	32,843.50	27,500.00	50,000.00
6047 · Office Supplies	10,667.61	3,596.03	4,043.84	9,933.87	8,000.00	10,000.00
6056 · Postage	386.56	646.67	1,589.01	1,183.51	900.00	1,200.00
6059 · Pollution Prevention/Public Edu	2,346.80	4,141.94	2,429.92	5,018.19	2,500.00	5,000.00
6065 · Miscellaneous Expense	0.00	151.00		0.00	0.00	0.00
Total 6000 · Administrative Expenses	286,570.00	262,095.00	316,327.00	582,848.00	276,705.43	414,290.00
7000 · Ops & Maintenance Expenses						
7010 · Pumps & Lines Maintenance						
7011 · Pumps & Lines Maintenance	184,139.63	167,193.31	206,314.25	90,898.24	199,000.00	100,000.00
7013 · Emergency Line Cleaning/Repair	84,393.61	46,160.51	33,294.64	31,032.57	34,000.00	50,000.00
7015 · Inflow & Infiltration Study	0.00	0.00	0.00	0.00	0.00	0.00
Total 7010 · Pumps & Lines Maintenance	268,533.00	213,354.00	239,609.00	121,931.00	233,000.00	150,000.00
7020 · Main Plant Maintenance						
7021 · Plant Maintenance Supplies	9,408.58	7,971.94	19,431.85	22,543.00	48,500.00	27,000.00
7022 · Plant Maint. Parts & Service	58,224.01	47,313.85	129,771.23	117,066.46	268,000.00	150,000.00
7023 · Janitorial Supplies & Service	4,218.03	7,440.41	5,882.20	7,271.27	6,700.00	9,000.00
7024 · Main Plant Chemicals	102,771.14	97,497.63	94,229.90	87,773.60	148,500.00	120,000.00
7025 · Lab Supplies & Chemicals	56,438.21	18,902.70	62,744.99	13,305.04	20,000.00	21,000.00
7027 · Electrical & Instrument	1,373.17	4,620.27	5,876.28	4,068.06	24,500.00	15,000.00
7028 · Grounds Maintenance	2,162.32	3,037.58	7,890.20	6,732.87	7,700.00	5,000.00
7029 · Main Plant Sludge Disposal	26,949.06	22,334.68	33,493.32	39,493.99	44,700.00	50,000.00
7030 · Main Plant Outfall	0.00	0.00	0.00	0.00	6,000.00	
Total 7020 · Main Plant Maintenance	261,545.00	209,119.00	359,320.00	298,254.00	574,600.00	397,000.00

	Actuals FY17-18	Actuals FY18-19	Actuals FY19-20	Actuals FY20-21	Budget FY21-22	Estimate FY 22-23
7040 · Paradise Cove Plant Maint						
7041 · Paradise Parts & Service	6,468.21	3,072.15	8,994.83	15,719.61	14,000.00	15,000.00
7042 · Paradise Supplies & Chemicals	3,464.33	2,837.11	4,385.28	8,667.94	9,300.00	6,500.00
7043 · Paradise Sludge Disposal	5,520.35	8,320.56	9,845.00	2,645.00	4,100.00	3,000.00
7044 · P.C. Plant Outfall Pipeline				7,250.00	0.00	
Total 7040 · Paradise Cove Plant Maint	15,453.00	14,230.00	23,225.00	34,283.00	27,400.00	24,500.00
7050 · Monitoring						
7051 · Main Plant Lab Monitoring	39,245.25	49,644.92	45,510.27	48,524.85	46,700.00	45,000.00
7052 · Paradise Cove Monitoring	9,755.86	17,617.00	14,983.40	13,634.15	12,500.00	15,000.00
7053 · Chronic Toxicity Program Eval	1,845.00	1,845.00	1,917.50	3,379.50	5,000.00	0.00
7055 · Dilution Study		0.00	18,917.31	0.00	0.00	0.00
Total 7050 · Monitoring	50,846.00	69,107.00	81,328.00	65,539.00	64,200.00	60,000.00
7060 · Permits/Fees						
7061 · Main Plant NPDES Renewal	21,628.75	4,320.50	7,295.00	3,817.00	850.00	40,000.00
7062 · Permits/Fees - General	31,705.63	38,165.51	40,740.40	57,986.41	46,400.00	50,000.00
7063 · Paradise Cove Permits/Fees	5,913.63	5,672.48	6,175.00	7,500.18	4,600.00	9,000.00
7064 · Paradise Cove NPDES Renewal	0.00	0.00	0.00	7,233.55	0.00	0.00
Total 7060 · Permits/Fees	59,248.00	48,158.00	54,210.00	76,537.00	51,850.00	99,000.00
7070 · Truck Maintenance						
7071 · Fuel	6,947.07	6,599.36	14,932.08	9,577.13	12,000.00	15,000.00
7072 · Truck Maintenance	9,344.39	6,675.22	5,581.19	22,507.06	10,000.00	18,000.00
Total 7070 · Truck Maintenance	16,291.00	13,275.00	20,513.00	32,084.00	22,000.00	33,000.00
Total 7000 · Ops & Maintenance Expenses	671,916.00	567,243.00	778,205.00	628,628.00	973,050.00	763,500.00
8000 · Salaries and Benefits Expenses						
8001 · Salaries	969,329.98	918,999.39	1,067,517.87	1,100,328.02	1,186,800.00	1,503,999.59
8003 · Overtime	77,636.89	145,295.17	135,674.44	116,736.06	220,000.00	125,000.00
8004 · Standby Pay	66,746.35	70,268.42	71,679.14	74,045.76	78,000.00	80,000.00
8005 · Employee Incentives	0.00	5,000.00	19,500.00	27,000.00	54,500.00	60,000.00
8006 · Vacation Buyout	20,199.25	41,125.19	27,281.72	31,307.66	44,000.00	65,000.00
8013 · Payroll Taxes	90,835.07	87,995.01	98,101.49	94,060.54	106,000.00	155,965.00
Deffered Comp Mtch						78,000.00
8015 · Payroll/Bank Fees	7,990.68	3,178.18	5,939.59	6,420.96	6,700.00	7,000.00
8016 · Car Allowance	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
8019 · PERS Retirement						
PERS Monthly Contributions	157,286.99	156,446.70	153,127.59	180,910.32	132,000.00	262,992.00
PERS Replacement Benefit Fund (RLL)	20,370.72	4,279.08	0.00	341.64	0.00	350.00
PERS Side Fund/UAL Payment	740,733.00	0.00	132,419.00	96,367.00	9,187.00	0.00
PERS UAL (SD5) Trust Fund	93,955.00	294,400.00	286,554.77	285,295.00	0.00	0.00
Total 8019 · PERS Retirement	1,012,346.00	455,126.00	572,101.00	562,914.00	141,187.00	263,342.00
8020 · Employee Health						
8020.05 · Employee Health	165,321.18	177,013.30	190,901.75	190,208.15	196,000.00	322,541.00
8021 · Employee Health Deductions	-9,380.02	-4,490.17	-2,991.36	-4,748.05	-2,500.00	-2,500.00
Total 8020 · Employee Health	155,941.00	172,523.00	187,910.00	185,460.00	193,500.00	319,272.00
8022 · Retiree Health	53,670.16	54,508.84	95,745.21	57,662.98	110,000.00	91,592.00
CERBT/OPEB Retiree Annual Arc Contribution*	65,700.00	66,644.28	70,200.00	72,400.00	268,400.00	0.00
Total 8022 · Retiree Health	119,370.00	121,153.00	165,945.00	130,063.00	378,400.00	91,592.00
8023 · Workers Comp Insurance	18,905.00	19,055.00	30,735.94	39,318.00	42,618.00	57,258.00
W.C. Rating Adjustments	-6,551.00	880.00		1,694.00	0.00	
W.C. Dividend +/- Rebate	-2,322.00	-2,000.00	-2,000.00	-2,000.00	-2,000.00	-2,000.00
Total 8023 · Workers Comp Insurance	10,032.00	17,935.00	28,736.00	39,012.00	42,618.00	55,258.00
Total 8000 · Salaries and Benefits Expenses	2,664,670.00	2,044,598.00	2,386,386.00	2,373,348.00	2,457,705.00	2,810,429.00

	Actuals FY17-18	Actuals FY18-19	Actuals FY19-20	Actuals FY20-21	Budget FY21-22	Estimates FY22-23
8500 · Other Operating Expenses						
8510 · Data/Alarms/IT Supp & Licensing	75,105.92	92,264.32	83,779.99	101,162.02	85,000.00	80,000.00
8515 · Safety	11,283.79	7,595.41	23,472.06	30,100.76	39,500.00	60,000.00
8520 · Personal Protection/Safety Wear	8,539.90	15,922.60	8,216.49	6,793.26	7,700.00	15,000.00
8530 · Telephone						
8531 · Main Plant Telephones	8,004.61	8,161.57	9,707.08	8,994.53	6,600.00	11,000.00
8532 · Paradise Cove Telephones	3,663.92	4,064.58	3,814.21	4,204.41	4,600.00	500.00
8533 · Pumps & Lines Telephones	6,533.07	6,216.14	5,830.34	6,003.37	6,000.00	7,000.00
Total 8530 · Telephone	18,202.00	18,442.00	19,352.00	19,202.00	17,200.00	0.00
8540 · Utilities						
8541 · Water	3,699.49	4,971.70	7,744.56	8,706.35	7,800.00	8,000.00
8542 · Main Plant Utilities	168,332.98	174,652.34	179,270.96	191,597.92	175,000.00	220,000.00
8543 · Paradise Cove Utilities	14,027.27	13,935.20	14,842.64	19,004.22	21,000.00	20,000.00
8544 · Pump Station Utilities	33,210.82	35,171.49	35,727.84	45,939.21	41,000.00	45,000.00
Total 8540 · Utilities	219,271.00	228,731.00	237,586.00	265,248.00	244,800.00	0.00
Total 8500 · Other Operating Expenses	332,403.00	362,955.00	372,407.00	422,506.00	394,200.00	0.00
Total OPERATING Expenses	3,955,893.00	3,237,225.00	3,853,659.00	4,007,664.00	4,101,994.00	4,455,053.00

**Sanitary District No. 5
of Marin County**

Five-Year History: Capital Comparison

FY 2017/2018 – FY2022/2023

	Actuals FY17-18	Actuals FY18-19	Actuals FY19-20	Actuals FY20-21	Budget FY21-22	FY FY22-23
9100 · Capital Expenditures						
9200 · Main Plant Equipment Capital						
9201 · LED Lighting Upgrade	25,066.15	25,571.38				
9203 · Slurry Seal & Parking Plan	0.00	0.00				
9202.1 · M.P. Drainage Sample Rm Drain+2nd Drain Replacement					75,000.00	
9202.2 · M.P. Drainage Load-out + Filtering					26,000.00	
9203 · M.P. Flare Rehabilitation				10,596.00	30,000.00	
9204 · M.P. Boiler (Exhaust) Replacement	62,855.00	5,550.75			37,600.00	
9205 · Influent Sumps/RAS Cover Rplcmt						
9206 · Infl Dry Weather Pump Rplcmt					41,000.00	
9207 · Infl Wet Weather Pump Rplcmt						
9208 · M.P. Chemical Feed Pump Replacement					35,000.00	
9209 · Screw Press Blend Redundancy		15,733.84		16,914.54		
9210 · Sludge Box Replacement	15,442.00					
9211 · Odor Control Upgrades						
9212 · M.P. Headworks Grinder Replacement		18,829.83	19,588.07	23,486.90	25,000.00	25,000.00
9212.1 · Digester Rehab					10,000.00	600,000.00
9213 · Flare Rehabilitation						
9214 · Underground Pipe & Valve Replacement			12,307.96			
9215 · M.P. Restroom Remodels (2)						
9217 · M.P. Ops Control				20,892.15	2,000.00	
9218 · M.P. Generator Control Panel					1,500.00	
9219 · M.P. Cl2 Flash Mixer				12,160.81	8,600.00	
92XX · M.P. Switch Gear Improvements						100,000.00
9221 · M.P. Dry Weather Primary Cover Replacement						100,000.00
9225.94 · Server Upgrade + Replacement				5,323.75		
9225.95 · SCADA Upgrade				18,850.00		
9229.8 · Vehicle Replacement				3,000.00		75,000.00
Total 9200 · Main Plant Equipment Capital	103,363.00	65,686.00	31,896.00	108,224.00	291,700.00	

	Actuals FY17-18	Actuals FY18-19	Actuals FY19-20	Actuals FY20-21	Budget FY21-22	Estimate FY22-23
9300 · Pumps & Lines Capital						
9301 · Tiburon Sewer Line Rehab Prog	440,376.23	439,893.30	723,554.74	1,285.94	1,000,000.00	1,000,000.00
9302 · Pump Station Control Panel Upgr	85,524.81	60,247.88	37,178.11			
9303 · Lateral Camera		13,750.48		362.71		
9304 · Belvedere Sewer Line Rehab Prog	195,439.87	344,441.80	891,836.07		100,000.00	100,000.00
9305 · Valve/Wet Well Lid Cover Replac					7,500.00	
9305.1 · Wet Well Rehabilitation - Belvedere					75,000.00	
9305.2 · Wet Well Rehabilitation - Tiburon					50,000.00	
9306 · PS Pump & Valve Replacement	48,660.54		52,247.95	22,591.76	40,000.00	50,000.00
9307 · PS Generator Replacement	60,284.50		16,123.19	5,914.96	4,000.00	
9308 · Station #5 Rebuild/4 Pumps/Gen						
9308.1 · Mar West PS#5, Phase I-Design						
9308 · Station #5 Rebuild/4 Pumps/Gen - Other						
9308.11 · Mar West PS#5, Phase I-Constr						
9308.2 · Mar West PS#5, Phase II-Constr	790,046.72					
Total 9308 · Station #5 Rebuild	790,046.72	0.00	0.00			
9309 · Cove Rd. BPS #1 Generator Replacement				0.00		500,000.00
9310 · Belv Pump Station Comm. Project		46,640.69		1,552.85	7,000.00	
9311.1 · Cove Rd Force Main Rplcmnt - Engineering		19,260.00	14,250.00	5,656.80		
9311.2 · Cove Rd Force Main Rplcmnt - Constr., Ph I				2,262,482.35		
9312 · Force Main Rehab - Multiple Sites				0.00		
9313 · Man Hole Rehabilitation			17,811.00	47,816.31	33,000.00	75,000.00
9314 · Portable Emergency Generators	34,462.47		997.14	95,587.89		
9227.8 · Vactor Truck	21,785.00		310,144.91	318,036.34		
9315 · TPS Comm/Radio Upgrade Project	0.00	41,747.19		0.00	1,000.00	
Total 9300 · Pumps & Lines Capital	1,676,580.00	965,981.00	2,064,143.00	2,761,288.00	1,317,500.00	1,725,000.00
9400 · Paradise Cove Capital						
9401 · P.C. Sewer Line Rehab Prog						
94XX · P.C. Pump replacement				19,501.62		25,000.00
9403.1 · P.C. Communication Upgrade - Cellular					37,000.00	
94XX · P.C. Grit Removal Project			8,141.00			50,000.00
9405 · P.C. Generator Replacement	899.22					
· P.C. Painting at Plant			52,058.23	52,759.00		
9406 · P.C. Plant Grating Rplcmnt - Fiberglass						
9410 · P.C. U.V. Disinfection						
Total 9400 · Paradise Cove Capital	899.00	0.00	60,199.00	72,261.00	37,000.00	75,000.00
9500 · Undesignated Capital						
9510 · Undesignated Cap - M.P.	33,817.00		14,684.13		27,000.00	25,000.00
9520 · Undesignated Cap - P.C. Plant				26,546.75	0.00	10,000.00
9530 · Undesignated Cap - P&L		32,479.97			137,000.00	50,000.00
Total 9500 · Undesignated Capital	33,817.00	32,480.00	14,684.00	26,547.00	164,000.00	85,000.00
Total 9100 · Capital Expenditures	1,814,659.00	1,064,147.00	2,170,922.00	2,968,320.00	1,810,200.00	1,885,000.00

	Actuals FY17-18	Actuals FY18-19	Actuals FY19-20	Actuals FY20-21	Budget FY21-22	Estimate FY22-23
9700 · Debt Service						
9720 · Belvedere Loan						
9723 · Belvedere WestAm Loan Prin						
Total 9720 · Belvedere Loan						
9730 · Debt Service - MPR Project						
9731 · Debt Service MPR Bond Principal	450,000.00	460,000.00	470,000.00			
9732 · Debt Service MPR Bond Interest	374,067.94	356,348.79	167,675.00			
9734 · Debt Service MPR REFI Principal				660,000.00	580,000.00	610,000.00
9735 · Debt Service MPR REFI Interest				184,979.26	172,360.00	150,412.00
Total 9730 · Debt Service - MPR Project	824,068.00	817,399.00	637,675.00	846,029.00	753,410.00	761,462.00
Total 9700 · Debt Service	824,068.00	817,399.00	637,675.00	846,029.00	753,410.00	761,462.00
Total CAPITAL Expense	2,638,727.00	1,881,546.00	2,808,597.00	3,814,349.00	2,563,610.00	2,646,462.00
Total Ops & Capital Expense	6,594,620.00	5,118,771.00	6,662,256.00	7,822,013.00	6,665,604.00	7,101,515.00

**Sanitary District No. 5
of Marin County**

**Capital Improvement Program
FY 2022/2023 – FY2031/2032**

MAIN PLANT CAPITAL IMPROVEMENT PROGRAM

M.P. Project Description	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	TOTAL
Screw Press 3W Filtering Unit											0
Dry Weather Influent Pump							50,000				50,000
Wet Weather Influent Pump					75,000						75,000
M.P. Boiler Replacement						50,000					50,000
Headworks Grinder Replacement	25,000			25,000			25,000				75,000
MP Electric Roll Up Door Install		55,000									55,000
Chemical Feed Transfer Pump						20,000					20,000
(Utility) Truck Purchase	75,000		40,000								115,000
Dewatering Redundancy --Screw Press					300,000						300,000
Aeration Basin Diffuser Upgrade		200,000									200,000
Emergency Generator Replacement							250,000				250,000
Maintenance Shop-Rehabilitation			500,000	500,000							1,000,000
Headworks Grinder Retrofit-Channel Monster		50,000									50,000
Digester Roof Recoating and Cleaning	600,000							250,000			850,000
Dry Weather Primary Tank Cover Replacement	100,000										100,000
Odor Control System Rehabilitation									650,000		650,000
Headworks Valve and Check Valve Replacement		75,000									75,000
MP Switch Gear Improvements	100,000										100,000
C12 Flash Mixer			20,000			20,000				15,000	55,000
MPR Bond Refi	752,790	752,848	752,534	751,848	750,793	749,360	752,496	750,198	752,466		6,765,333
Undesignated Capital Projects	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
Treatment Plant Total	925,000	405,000	585,000	550,000	400,000	115,000	350,000	275,000	675,000	40,000	4,320,000

MAIN PLANT CAPITAL IMPROVEMENT PROJECTS

Main Plant Project Name	DESCRIPTION
Odor Control Upgrade	This Project will evaluate current odor control system and vulnerabilities and also provide for options to replace, add to or enhance the current system.
Dry Weather Influent Pump	These funds will be used to purchase one new dry weather influent pump. These were not part of the MPR project.
Wet Weather Influent Pump	These funds will be used to purchase one new Wet Weather Influent Pump. These were not part of the MPR project.
Headworks Grinder Replacement	These funds will be used to replace grinders that have a usefule life of 5-10 years. Grinders were not replaced during MPR Project only the cutting cartridges were replaced.
Truck Purchase	These funds will be used to replace the Utility truck from the current fleet of vehicles.
Emergency Outfall Rehabilitation	This project will consist of rehabilitating the abandoned effluent outfall pipe in order to have it available for use during emergency situations. Emergency Preparedeness
Waste Gas Burner Rehabilitation	Tiger mag flow meters with Krohne flow meters. These were not part of the MPR project. This project will evaluate current waste gas burner system and will be enhanced or replaced, dependent on evaluation report.
Aeration Basin Diffuser Upgrade	This project consists of replacing the current diffusers in the off line aeration basin with new style diaphragm type diffusers like the online aeration basin this did not get upgraded during the MPR project
Underground Pipe & Valve Rehabilitation	These funds will be used for the replacement of non-working valves and rusted-out pipes in the shipping/receiving area, as well as next to the secondary clarifiers, as identified during the MPR Project.
Maint Shop/Replacement/Ops Control Room	This project will consist of replacing a 35+ y.o. corrugated metal maintenance shop, not rehabbed during the MPR Project. Consideration will be given to making the building 2 stories for a a new operator/maintenance control room.
Sludge Box Replacement	Replacement of Biosolids container, used for hauling bio-solids to Redwood landfill.
Emergency Generator Replacement	This project will consist of replacing the Main Plant Emergency Generator. These were not part of the MPR project. Generator is currently serviceable but planning and budgeting needs to be in line for 2024/25.
Outfall Difuser Upgrades	Current condition of outfall is serviceable. Outfall is inspected every 5 years and must budget a reasonable amount for repairs or upgrades, as determined by future reports.
Undesignated Capital Projects	These funds will be used for unforeseen projects, which may come up after the MPR project is complete.
MPR Bond	Main Plant Rehabilitation Completed in 2014 - Bond Payments to show true annual CIP projections.

TIBURON CAPITAL IMPROVEMENT PROGRAM

<i>Tiburon Project Description</i>	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	TOTAL
Sewer Line Rehabilitation Program	1,000,000		500,000		500,000		500,000		500,000		3,000,000
Pump and Valve Replacement Program	20,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	245,000
Force Main Rehabilitation TPS #2- 357lf-6"		200,000									200,000
Force Main Rehabilitation TPS #3- 379lf-6"			200,000								200,000
Force Main Rehabilitation TPS #5-1303lf 8"					750,000						750,000
Force Main Rehabilitation TPS #7-903lf-6"								300,000			300,000
Man Hole Rehabilitation	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
TPS #2 Wet Well Rehabilitation									75,000		75,000
TPS #3 Wet Well Rehabilitation							75,000				75,000
TPS #8: Wet Well Rehabilitation										75,000	75,000
TPS #6 Wet Well Rehabilitation				75,000							75,000
TPS #7 Wet Well rehabilitation						75,000					75,000
TPS #9 Wet Well Rehabilitation		250,000									250,000
Portable Pump Replacement			50,000								50,000
Undesignated Capital Projects	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
<i>Tiburon Total</i>	1,095,000	550,000	850,000	175,000	1,350,000	175,000	675,000	400,000	675,000	175,000	6,120,000

TIBURON ZONE PUMPS & LINES CAPITAL IMPROVEMENT PROJECTS

Tiburon Zone Pumps & Line Project Name	DESCRIPTION
Sewer Line Rehabilitation Program	These funds will be used for the ongoing Board approved 10 year sewer rehabilitation program. 10,137 lf of pipe remain to be rehabbed/replaced from the Harris Report.
Pump Station Pump and Valve Replacement Program	The District has 24 pump stations with 2-3 pumps in each station. The life expectancy for these pumps are 7-10 years. Therefore the District has a program to replace pumps over a period of time instead of replacing them all at once.
Pump Station Generator Replacement	The District has standby generators located at many of the Pump Stations. Some generators were installed between 1980 - 1983. These generators (in most cases) are located along the waterfront. The salt air has wreaked havoc on some of these generators; All have been replaced as of 7/1/2018
Pump Station Control Panel - Upgrade	These funds will be used for replacement of control panels at the District Pump Stations. The control panels are of various ages, of which most are extremely old/obsolete. / With the exception of stations #6 & #7, which are furthest away from marine conditions, all SD5 tiburon control panels have been replaced as of 7/1/2018
Man Hole Rehabilitation	This project will consist of rehabilitating or replacing man holes in the Tiburon area that have have defeciencies due to hydrogen sulfide deterioration.
CCTV Sewer System New PACP Data	This project will consist of retelevising the entire collection system in order to provide updated information regarding the condition of the system and to assist in establishing a new CIP project regarding sewer line rehabilitation
Station No.5 Replacement	<p>This is a phased project of upgrading the main pump station in the Tiburon Zone:</p> <p><i>Phase I</i> has been completed, which replaced the motor control center/electrical controls and the installation of a diesel powered standby emergency generator</p> <p><i>Phase II</i> has also been completed, which converted the dry-pit configuration into a wet-pit configuration, thus eliminating the need for dry-pit centrifugal pumps (whic are now obsolete). The old pumps were replaced with 2 new submersible flygt pumps for standarization with District requirements. This also eliminated a confined-space entry situation.</p> <p><i>Phase III</i> consists of rehabilitating the force main servicing this site. It is the last phase of this project anticipated around 2024</p>
Flow Meter Installation Project	This project will consist of installing flow meters at certain corresponding pump stations to record flows from each site. This will assist with flow monitoring and assist in the District's continued effort to reduce I&I.
Vactor Truck Purchase	This purchase will allow the District to clean sewer lines more frequently at typical "hot spot" areas (e.g., downtown area, Pt. Tiburon, Tiburon Blvd., Peninsula, San Rafael Ave., etc.). SD5 will also to perform more frequent cleaning at the Main Plant grit chamber, headworks and split box, as well as pump and transport solids from Paradise Cove back to the Main Plant. Recycle Water will be used for sewer cleaning activities
Force Main Rehabilitation Project	This project will consist of rehabilitating several force mains in the Tiburon Zone. Station #2, #3, #6 & #7
Pump Station Communications Project	Phase I completed. Master radio at the Main Plant has been upgraded, as well as the radio at Station #5. As new control panels come on-line in the Tiburon Zone, funds will be needed to bring the remaining 8 sites into the Main Plant communication network.
Undesignated Capital Projects	These funds are for unforeseen problems within the collection system.

BELVEDERE CAPITAL IMPROVEMENT PROGRAM

Belvedere Project Description	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	TOTAL
Sewer Line Rehabilitation Program	100,000	500,000		500,000		500,000		500,000		500,000	2,600,000
Pump and Valve Replacement Program	20,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	245,000
BPS #1 Control Panel Replacement	500,000										500,000
BPS #1 Emergency Generator& Roof Replacmnt	0										0
BPS #2 Force Main&Wet Well Rehabilitation				200,000							200,000
BPS #3 Force Main& Wet Well Rehabilitation Proj			750,000								750,000
BPS #7: Wet Well Rehabilitation	75,000										75,000
BPS#5,#8,#12 Wet Well Rehabilitation Project						200,000					200,000
BPS #9,#10,#11 Wet Well Rehabilitation					200,000						200,000
BPS #13 Force Main Rehabilitation Project										200,000	200,000
BPS #14 Force Main Rehabilitation Project								200,000			200,000
Power Feed Improvement Project (BPS#9,#10,#11)									300,000		300,000
San Rafael Ave Diverter Line Install							100,000				100,000
Man Hole Rehabilitation	11,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	236,000
Undesignated Capital Projects	68,500	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	293,500
<i>Belvedere Total</i>	774,500	575,000	825,000	775,000	275,000	775,000	175,000	775,000	375,000	775,000	6,099,500

BELVEDERE ZONE PUMPS & LINES CAPITAL IMPROVEMENT PROJECTS

Belvedere Zone Pumps & Line Project Name	DESCRIPTION
Sewer Line Rehabilitation Program	These funds will be used for the ongoing Board approved 10-year sewer rehabilitation program. 7,644 lf of pipe remain to be rehabbed/replaced from the Harris Reports.
Pump Station Rehabilitation Program	The District has 24 pump stations with 2-3 pumps in each station. The life expectancy for these pumps are 7-10 years. Therefore, the District has a program to replace pumps over a period of time instead of replacing them all at once.
Pump Station Control Panel Replacement	Within the Belvedere Zone, there are many pump stations with single-phase power with capacitors installed in the panel to generate three-phase power. The District is replacing the generators to new standardized control panels. To date - station #15, 14,13,12,5 & 3 control panels have been replaced. Need to purchase panels for #2 & #7
Pump Station Generator Replacement	Standby generators at the Belvedere pump stations were installed in the early 1980. Station #3 Generator recently replaced need to replace station #1 & #2 Generators
Pump Station Comm. Upgrade Project	These funds will be used to provide alarming and communication back to the Main Plant SCADA system, The new communication equipment will be standardized
Cove Rd. Force Main Replacement	These fund will be used to replace 2107 lf of 10' force main. The force main has blown out on two occasions prior to 2005. According to previous Staff, it was difficult to find good pipe material to connect to, when making the repair. Recently the forcemain was compromised as a result of a 3rd party. Same issue was encountered when repairing. The current pipe size also lacks capacity during major wet weather events.
Lagoon Rd. Power Feed Improvement Project	Lagoon Rd. has 3 pump stations which pump sewage to one another. These station have no back-up power. These funds would be available to purchase a generator and install power conduits to connect all three stations in order to provide immediate back up power to these sites and it also reduce staff overtime. Emergency preparedness
Flow Meter Installation Project	This project will consist of installing flow meters at certain corresponding pump stations to record flows from each site. This will assist with flow monitoring and assist District's continued effort to reduce I&I.
San Rafael Ave. Diverter Project	This project will consist of evaluating current flows and collection system capacity at the intersection of Westshore and San Rafael Ave., feeding into TPS #3.
Manhole Rehabilitation Project	This Project will consist of rehabilitating or replacing man holes in the Tiburon area that have have defeciciencies due to hydrogen sulfide deterioration.
CCTV Sewer System	This project will consist of retelivziing the belvedere collection system in order to get an updated condition of the sewer system and to assist in establishing an updated CIP program for sewer rehabilitation projects.
Undesignated Capital Projects	These monies are for unforeseen problems within the collection system.

PARADISE COVE PLANT CAPITAL IMPROVEMENT PROGRAM

<i>Paradise Cove Project Description</i>	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	TOTAL
Paradise Sewer Line Rehab Project				500,000							500,000
Grit Removal Project	50,000										50,000
Plant Grating Replacement- Fiberglass							25,000				25,000
Building Rehabilitation		100,000									100,000
Blower Replacement			20,000					20,000			40,000
UV Disinfection				60,000							60,000
Pump Replacement Program	25,000					25,000				25,000	75,000
Paint Treatment Plant									150,000		150,000
Undesignated Capital Projects	0	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	90,000
<i>Paradise Cove Total</i>	75,000	110,000	30,000	570,000	10,000	35,000	35,000	30,000	160,000	35,000	1,090,000

PARADISE COVE ZONE PUMPS & LINES CAPITAL IMPROVEMENT PROJECTS

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

IMPROVEMENT PROGRAM

Project Descriptions	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	TOTAL
Main Plant	925,000	405,000	585,000	550,000	400,000	115,000	350,000	275,000	675,000	40,000	4,320,000
Tiburon Pumps & Lines	1,095,000	550,000	850,000	175,000	1,350,000	175,000	675,000	400,000	675,000	175,000	6,120,000
Belvedere Pumps & Lines	774,500	575,000	825,000	775,000	275,000	775,000	175,000	775,000	375,000	775,000	6,099,500
Paradise Cove	75,000	110,000	30,000	570,000	10,000	35,000	35,000	30,000	160,000	35,000	1,090,000
MPR Debt Service + 2020 Refi	752,790	752,848	752,534	751,848	750,793	749,360	752,496	750,198	752,466	0	6,765,333
TOTAL	3,622,290	2,392,848	3,042,534	2,821,848	2,785,793	1,849,360	1,987,496	2,230,198	2,637,466	1,025,000	24,394,833

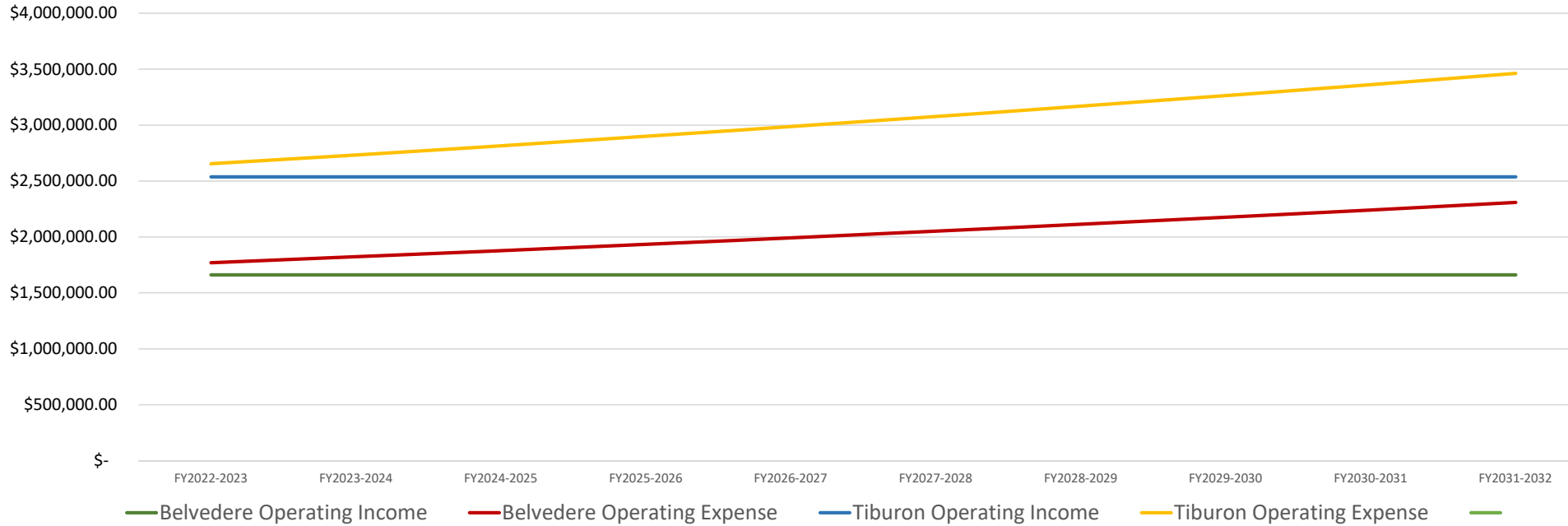
**Sanitary District No. 5
of Marin County**

**SD5 Operations Projections:
Tiburon & Belvedere**

FY 2022/2023 – FY2031/2032

22-23 Budget Projections	FY2022-2023	FY2023-2024	FY2024-2025	FY2025-2026	FY2026-2027	FY2027-2028	FY2028-2029	FY2029-2030	FY2030-2031	FY2031-2032
Belvedere Operating Income	\$ 1,660,781.00	\$ 1,660,781.00	\$ 1,660,781.00	\$ 1,660,781.00	\$ 1,660,781.00	\$ 1,660,781.00	\$ 1,660,781.00	\$ 1,660,781.00	\$ 1,660,781.00	\$ 1,660,781.00
Belvedere Operating Expense	\$ 1,769,353.00	\$ 1,822,434.00	\$ 1,877,107.00	\$ 1,933,420.00	\$ 1,991,422.00	\$ 2,051,165.00	\$ 2,112,700.00	\$ 2,176,081.00	\$ 2,241,363.00	\$ 2,308,604.00
Tiburon Operating Income	\$ 2,537,000.00	\$ 2,537,000.00	\$ 2,537,000.00	\$ 2,537,000.00	\$ 2,537,000.00	\$ 2,537,000.00	\$ 2,537,000.00	\$ 2,537,000.00	\$ 2,537,000.00	\$ 2,537,000.00
Tiburon Operating Expense	\$ 2,653,880.00	\$ 2,733,496.00	\$ 2,815,501.00	\$ 2,899,966.00	\$ 2,986,965.00	\$ 3,076,574.00	\$ 3,168,872.00	\$ 3,263,938.00	\$ 3,361,856.00	\$ 3,462,711.00

2022-2023 & Future Operating Income vs Operating Expense Projections



Please note: Income projections assume no change in Sewer Service Charge revenue, nor does it account for interest earnings and inspection fees. Operating Expense assumptions account for 3% annual increase across all operating expense line items.

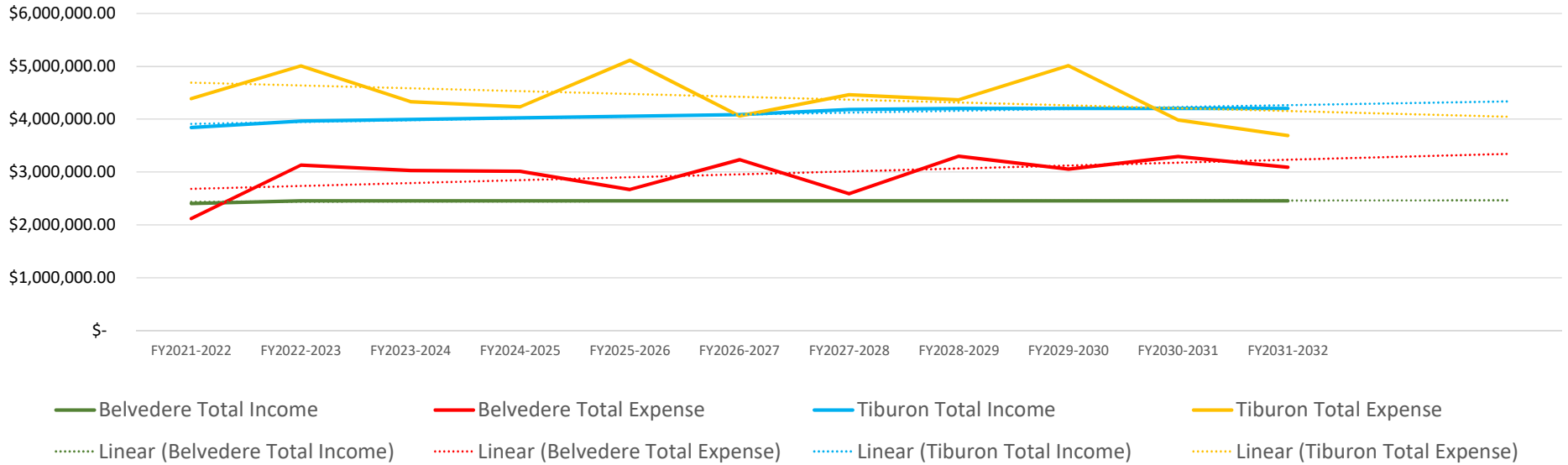
**Sanitary District No. 5
of Marin County**

**SD5 Income & Expense Projections:
Tiburon & Belvedere**

FY 2022/2023 – FY2031/2032

22-23 Budget Projection:	FY2021-2022	FY2022-2023	FY2023-2024	FY2024-2025	FY2025-2026	FY2026-2027	FY2027-2028	FY2028-2029	FY2029-2030	FY2030-2031	FY2031-2032
Belvedere Total Income	\$ 2,405,642.00	\$ 2,455,642.00	\$ 2,455,642.00	\$ 2,455,642.00	\$ 2,455,642.00	\$ 2,455,642.00	\$ 2,455,642.00	\$ 2,455,642.00	\$ 2,455,642.00	\$ 2,455,642.00	\$ 2,455,642.00
Belvedere Total Expense	\$ 2,120,557.00	\$ 3,133,833.00	\$ 3,033,430.00	\$ 3,016,993.00	\$ 2,669,316.00	\$ 3,233,949.00	\$ 2,589,941.00	\$ 3,301,573.00	\$ 3,056,900.00	\$ 3,293,726.00	\$ 3,093,604.00
Tiburon Total Income	\$ 3,842,781.00	\$ 3,965,985.00	\$ 3,995,985.00	\$ 4,025,985.00	\$ 4,055,985.00	\$ 4,085,985.00	\$ 4,185,985.00	\$ 4,205,985.00	\$ 4,205,985.00	\$ 4,205,985.00	\$ 4,205,985.00
Tiburon Total Expense	\$ 4,387,284.00	\$ 5,008,720.00	\$ 4,330,347.00	\$ 4,238,148.00	\$ 5,115,917.00	\$ 4,065,230.00	\$ 4,462,158.00	\$ 4,367,494.00	\$ 5,013,316.00	\$ 3,986,958.00	\$ 3,692,711.00

Total Income vs. Expense Per Zone



Please note: Capital Expense Assumptions are rough estimates of future capital work and fiscal year status may change from year to year

RESOLUTION NO. 2022-04

SANITARY DISTRICT NO. 5 OF MARIN COUNTY

A RESOLUTION ADOPTING THE MEMORANDUM OF UNDERSTANDING, WITH THE REPRESENTED EMPLOYEES OF SANITARY DISTRICT NO. 5 OF MARIN COUNTY, EFFECTIVE, JULY 1st, 2022 THROUGH JUNE 30th, 2026

WHEREAS, Resolution No. 2017-03 reestablishes procedures for Employee-Employer Relations within Sanitary District No. 5 of Marin County; and

WHEREAS, Resolution No. 2014-14 amends the procedures for Employee-Employer Relations within Sanitary District No. 5 of Marin County; and

WHEREAS, Resolution No. 2012-15 reestablishes procedures for Employee-Employer Relations within Sanitary District No. 5 of Marin County; and

WHEREAS, Resolution No. 2012-08 establishes procedures for Employee-Employer Relations within Sanitary District No. 5 of Marin County; and

WHEREAS, the Meyers-Milias-Brown Act, Government Code Section 3500 et seq., requires certain procedures to be followed regarding employee-employer relations; and

WHEREAS, the Employees of Sanitary District No. 5 of Marin County is recognized as the exclusive representative of certain classifications of miscellaneous employees of Sanitary District No. 5 of Marin County; and

WHEREAS, representatives of Sanitary District No. 5 of Marin County met and conferred with representatives of the Employees of Sanitary District No. 5 of Marin County and reached an agreement on a new Memorandum of Understanding effective July 1, 2022 and expiring June 30, 2026; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Sanitary District No. 5 of Marin County, California, that the attached Memorandum of Understanding (MOU) between Sanitary District No. 5 of Marin County and the Employees of Sanitary District No. 5 of Marin County is approved for execution by the President of the Board of Directors of Sanitary District No. 5 of Marin County; and

BE IT FURTHER RESOLVED that the District Manager is hereby authorized to make appropriate adjustments to the District's annual budget, including implementation of necessary administrative changes as may be required, to implement the terms and conditions set forth in the MOU.

* * * * *

June 16, 2022
Resolution No. 2022-04

I hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Board of Directors of Sanitary District No. 5 of Marin County, California, at a meeting thereof duly held on the 16th day of June, 2022, by the following vote:

AYES, and in favor thereof, Directors:

NOES, Directors:

ABSENT, Directors:

ABSTAIN, Directors:

APPROVED:

ATTEST:

John Carapiet
President, Board of Directors

Tod Moody
Secretary, Board of Directors

MEMORANDUM OF UNDERSTANDING

SANITARY DISTRICT NO. 5 OF MARIN COUNTY and THE EMPLOYEES OF SANITARY DISTRICT NO. 5 OF MARIN COUNTY

IT IS HEREBY AGREED by and between the Sanitary District No. 5 of Marin County (“District”) and the Employees of Sanitary District No. 5 of Marin County (“Employees”), acting pursuant to and in compliance with the terms and provisions of section 3500 *et seq.* of the California Government Code, that the following terms and conditions shall be applicable to the individuals in the bargaining unit represented by the Employees.

Section 1. Recognition

The District has voluntarily recognized the Employees of Sanitary District No. 5 of Marin County as the exclusive representative of all regular (e.g., permanent and probationary) full-time District employees with the exclusion of management and confidential employees.

Section 2. Implementation

This Memorandum of Understanding shall become binding upon the parties when adopted by the Board of Directors.

Section 3. Term

This Memorandum of Understanding shall be deemed effective as of the date of July 1, 2022 and remain in full force and effect until June 30, 2026.

Section 4. District Rights

The rights of the District include, but are not limited to, the exclusive right to determine its mission; set standards of service; determine the procedures and standards of selection for employment and promotion; train and direct its employees; take disciplinary action; relieve its employees from duty because of lack of work or for other legitimate reasons; maintain the efficiency of governmental operations; determine the methods, means and personnel by which governmental operations are to be conducted; determine the content of job classifications; take all necessary actions to carry out its mission in emergencies; exercise complete control and discretion over its organization and the technology of performing its work; and to make rules and regulations for its employees consistent with this MOU.

Section 5. Hours of Work

5.1 Regular Workweek and Regular Workday

The regular workweek shall consist of forty (40) hours and the regular workday shall consist of eight (8) hours, nine (9) hours, or ten (10) hours as determined by the District. The District may change the schedule due to operational requirements or needs.

The District may assign a fourteen (14) day schedule, 44/36-80 hours in any two (2) week period, as follows:

1. Any combination of eight (8) working days of a maximum of nine (9) hours per day and one (1) working day of a maximum of eight (8) hours, that results in no more than 80 hours being worked within a fourteen (14) calendar day period.
2. The fourteen (14) calendar day period shall consist of one (1) seven (7) day period which consists of five (5) consecutive working days and two (2) consecutive days off of forty-eight (48) hours and a second seven (7) day period consisting of four (4) consecutive working days and (3) consecutive days off of seventy-two (72) hours. The two (2) seven (7) day periods can be scheduled in any order.

A workday begins at 12:01 a.m. and ends twenty-four hours later. For purposes of compliance with the Fair Labor Standards Act the regular workweek shall begin at 12:01 a.m. on Sunday and conclude the following Saturday at midnight.

Employees are required to be in uniform at the beginning of their assigned work hours and to remain in uniform until their assigned shift has ended.

Management retains the discretion to determine work shifts.

5.2 Schedules

Work schedules showing employees' shifts, workdays and hours shall be posted on department bulletin boards at all times.

In the event the District must change an employee's shift, the employee must receive ten (10) working days notice before the new shift becomes effective, except in cases of emergency as determined by the District Manager.

5.3 Rest and Lunch Periods

Under normal conditions, the work schedule of all employees shall provide a fifteen (15) minute rest period during each four (4) hour work period.

Employees shall have a paid 30-minute lunch period. Employees must stay within District boundaries during the lunch break.

Section 6. Overtime, Call Back and Standby Pay

6.1 Overtime Defined

Overtime is authorized time worked beyond eight (8) hours per day, or nine (9) hours per day for employees assigned to 44/36-80 workweeks, or ten (10) hours per day for employees assigned to a 4/10 workweek, or forty (40) hours per week.

6.2 Authorization

All overtime worked must be approved in advance by the District Manager or the District Manager's designated representative, except when an employee is on standby or is responding to an emergency.

6.3 Notification

If, in the judgment of the District, work beyond the normal workday, workweek, or work period is required, the District will notify an employee of the apparent need for such overtime as soon as practical prior to when the overtime is expected to begin.

No employee will be allowed to work in excess of sixteen (16) hours consecutively due to safety and liability concerns, except in the event of an actual emergency. Any employee who works sixteen (16) hours consecutively must have a rest period of at least eight (8) hours, plus travel time to and from the employee's home, before returning to work.

6.4 Compensation for Overtime

Overtime shall be compensated at one and one-half (1-1/2) times the straight-time hourly wage rate or in accordance with applicable state and federal laws. Overtime shall be charged in one-half (1/2) hour increments.

Compensation for hours in excess of twelve (12) hours in one (1) workday will be paid at double the regular rate of pay. Employees shall not work more than sixteen (16) consecutive hours without a rest period of at least eight (8) hours, plus travel time to and from the employee's home. For purposes of MOU overtime, an employee who is working prior to 12:001 am on day one of the FLSA work week and who continues to work past 12:01 am on day two of the work

week will be treated for MOU overtime purposes as if the continuous hours worked over day one and day two were worked on day one alone. For example, Employee A, an employee on a 8am - 5:00 work schedule worked their usual 8 hour shift on day one and is later called back because of an emergency and works another 4.5 hours between 10:00 pm on day one and 2:30 am on day two. Employee A will receive MOU overtime pay as if the Employee worked 12.5 hours on day one. The straight time pay that is worked on the second day (12-2:30 am) will still be credited and applied to the second day; however the Employee will not receive MOU overtime credit on day two for that 2.5 hours MOU overtime that was credited to day one if the employee later worked enough hours on day two to trigger MOU overtime on day 2 to trigger MOU overtime for day 2. For FLSA overtime calculation purposes all hours worked must be credited to the day and week actually worked.

Employees who accrue overtime in a pay period will receive overtime pay unless the employee notifies the payroll officer in writing regarding converting the overtime into compensatory time.

Employees may accumulate compensatory time in lieu of overtime pay up to a maximum of eighty (80) hours at any one time. An employee who wishes to take accumulated compensatory time must receive prior approval for taking time off and the time off may only be taken when it does not result in an economic cost to the District. During each pay period, all hours earned above the maximum of eighty (80) hours will be compensated in cash at the employee's base hourly rate. The District also reserves the right to cash out accumulated CTO at any time.

6.5 Call Back

If an employee is called back to work, the employee, upon receiving the call to return to work, shall be entitled to pay at the applicable rate (port to port). The employee shall be entitled to a minimum of two (2) hours' work, or if two (2) hours' work is not furnished, a minimum of two (2) hours' pay at the applicable rate. If the employee is required to work more than two (2) hours, the employee shall receive pay for the actual time worked. This provision does not apply to instances in which the employee is called to report before the employee's regular starting time and has worked from the time the employee reports to the employee's regular starting time.

6.6 Standby Pay

Employees on standby shall receive 14 hours of straight-time pay per week, paid at a rate of 2 hours of straight-time pay per day. No overtime shall be paid for calls/responses that do not require reporting in.

Section 7. Classification and Salaries

7.1 Pay Scale

Effective July 1, 2022, employees shall receive an annual Cost of Living Allowance ("COLA") increase based on the San Francisco-Oakland-San Jose Consumer Price Index for all Urban Consumers ("CPI") using the CPI annual

average for the calendar year immediately preceding the commencement of the District’s fiscal year with a minimum and maximum set by the terms below:

July 1, 2022 – set at 5%

July 1, 2023 – 4% min - 7% max

July 1, 2024- 3.5% min – 6.5%max

July 1, 2025- 3% min – 6% max

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

7.2 Promotions

An employee shall receive a promotion within class only if he/she has the specified time in grade and has demonstrated satisfactory performance, and the promotion is approved by the District Manager.

7.3 Educational Incentive

(a) The District will reimburse employees for fees paid for pre-approved courses and examinations only when the employee passes the course or examination. This one-time stipend shall be reported to CalPERS as special compensation.

(b) Educational incentive program available, see “Attachment A, Education Incentive Program” for specific details.

7.4 Section 7.4 Job Titles and Step Ranges

Job Title	Salary Step Range
WWTP Operations Superintendent	28-34 (7 Steps)
WWTP Maintenance & Collection System Superintendent	27-33 (7 Steps)
Senior WWTP Operator / Lab Director	24-30 (7 Steps)
Senior WWTP Operator / Safety Coordinator	24-30 (7 Steps)
Senior WWTP Operator /Pollution Prevention Coordinator	24-30 (7Steps)
Senior WWTP Maintenance & Collection System Tech	22-28 (7 Steps)
SR WWTP Maint &Collections Tech/Construction Inspector	22-28 (7 Steps)
WWTP Operator	20-26 (7 Steps)
WWTP Maintenance & Collection System Tech	19-25 (7 Steps)
Permits - Business Administration Technician	20-26 (7 Steps)

7.5 Salary and Benefits Survey

The District will hire a consultant to perform a salary and benefits survey 1 year prior to expiration of MOU. The comparative agencies will be LGVSD (Las Galinas Valley Sanitary District), SMCS (Sausalito Marin City Sanitary District), MVSD (MT View Sanitary District), RSD (Rodeo Sanitary District) and SAM (Sewer Authority Mid Coast Side) Salary and Benefit survey will begin on July 1, 2025. Report shall be completed by October 31, 2025. Total Compensation - will be the adjustment factor if one is needed if positions are not within the

range of the top 3 comparative agencies. A One- time equity adjustment effective January 1, 2026 for any position not in the top 3 with a cap of 5% increase per position.

Section 8. Health and Welfare

8.1 Available Benefits

(a) Medical Benefits

The District shall continue to contract with the California Public Employees' Retirement System (CalPERS) to provide employees (and their eligible dependents) and retirees (and their eligible dependents) with hospital-medical insurance pursuant to the California Public Employees' Medical and Hospital Care Act (PEMHCA).

As soon as administratively possible, the District shall pay the PEMHCA minimum contribution as provided in California Government Code section 22892 on behalf of each eligible employee and qualified annuitant. The District shall establish an IRS Section 125 cafeteria plan for active employees, and a Health Reimbursement Arrangement or similar funding mechanism chosen by the District for annuitants to fund the remainder of medical benefits as discussed below.

(b) Dental Plan

The District shall provide a Dental Plan for eligible employees (and their eligible dependents). During the life of this agreement the District may change providers or plan(s) provided that the change is implemented in accordance with the meet and confer requirements of state law. Any cost for the current or substitute plan not paid by the District will be paid by the employee through the employee's Section 125 Cafeteria Plan (described in Section 8.2.b, below) and/or payroll deduction.

(c) Vision Insurance

The District shall provide a vision insurance plan for eligible employees (and their dependents, at employee cost). During the life of this agreement the District may change providers or plan(s). Any cost for the current or substitute plan not paid by the District will be paid by the employee through the employee's Section 125 Cafeteria Plan (described in Section 8.2.b, below) and/or payroll deduction.

(d) Life Insurance

The District shall provide a Basic Life and Accidental Death and Dismemberment Insurance plan in the amount of \$50,000. During the life of this agreement the District may change providers or plan(s).

8.2 Current Employees

(a) Employer Contribution

The District shall adopt a PEMHCA Resolution providing that the District’s contribution toward medical insurance provided by CalPERS Health will be the minimum contribution level established by CalPERS pursuant to Government Code 22892, plus administrative fees and Contingency Reserve Fund assessments. Any remaining premium amount shall be paid by the employee either through the Section 125 Cafeteria Plan (described in Section 8.2.b, below), payroll deductions, or a combination thereof.

(b) Cafeteria Benefit Plan

As soon as administratively possible, the District shall establish a cafeteria benefit plan in accordance with Section 125 of the Internal Revenue Code, allowing employees to use pre-tax compensation for PEMHCA employee medical, dependent medical, employee dental, dependent dental, employee vision, dependent vision, eligible uninsured medical expenses, or a combination thereof.

(c) Contribution Levels

In addition to the minimum employer contribution established annually by CalPERS, the District shall contribute up to the amounts listed below, based on the level of medical plan enrollment, to each active employee's Section 125 Plan account.

Hire Date	Enrollment Level	District Contribution
Before Dec 12, 2012	Employee only	100% Kaiser Basic plus administrative fees and Contingency Reserve Fund assessments for employee only, minus employer PEMHCA contribution; plus cost of dental plan for employee only; plus cost of vision plan for employee only
Before Dec 12 2012	Employee + 1	100% Kaiser Basic plus administrative fees and Contingency Reserve Fund assessments for employee plus eligible dependent, minus employer PEMHCA contribution; plus cost of dental plan for employee and eligible dependent; plus cost of vision plan for employee only
Before	Employee + 2	100% Kaiser Basic plus administrative fees and Contingency

Dec 12 2012	or more	Reserve Fund assessments for employee plus eligible dependents, minus employer PEMHCA contribution; plus cost of dental plan for employee and eligible dependents; plus cost of vision plan for employee only
Post- Dec 12, 2012)	Employee only, Employee + 1, or Employee + 2 or more	100% of Kaiser Basic plus administrative fees and Contingency Reserve Fund assessments for employee and eligible dependents , minus employer PEMHCA contribution; plus cost of dental plan for employee only; plus cost of vision plan for employee only

Re

Any cost for the current or substitute plan not paid by the District will be paid by the employee through the Section 125 Cafeteria Plan and/or payroll deductions.

(d) Opt-Out

Eligible employees who are covered by health insurance through their spouse or other group plan may waive coverage under the District sponsored Plans and receive a in lieu of cash benefit of \$400 per month. The employee shall sign a waiver form provided by management and provide proof of alternative group coverage. Employees receiving the health insurance waiver benefit must notify the Human Resources Department if they cease to be covered by any other health plan, thereby making them ineligible for the health waiver benefit. The employee must understand that re-enrollment in the District sponsored CalPERS Plan is subject to the limitations/exclusions/time period instituted by CalPERS. Employees are eligible to re-enroll during the CalPERS open enrollment period.

(e) Miscellaneous

Procedures for the administration of the Section 125 Plan shall be determined by the District. The District shall assume the administrative cost for the Plan.

8.3 Retiree Health Benefits

(a) Employer Contributions

As stated in Section 8.2.a, above, the District shall adopt a PEMHCA Resolution providing that the District's contribution toward medical insurance provided by CalPERS Health will be the minimum contribution level established by CalPERS pursuant to Government Code 22892, plus administrative fees and Contingency Reserve Fund assessments. Any remaining premium shall be paid by the annuitant either through the annuitant's Health Care Reimbursement Account (described in Section 8.3.b, below), or by direct payment from the annuitant.

(b) Health Care Reimbursement Accounts

As soon as administratively possible, the District shall establish a Health Reimbursement Arrangement (HRA) or similar funding mechanism for eligible annuitants.

(c) Additional Contributions Based On Hire Date

Pursuant to Resolution Nos. 2000-12, 2000-13 and 2002-09, eligible employees hired prior to the effective date of this Memorandum of Understanding are entitled to the following additional retiree medical benefits:

Eligible retired employees hired by the District before September 1, 2000.

(1) To be eligible for benefits under this subsection upon retirement, the annuitant must have been a full-time District employee for a minimum of five continuous years (which must be immediately preceding retirement for eligible retired employees hired by the District before September 1, 2000), must be at least 55 years of age and must retire from the District with PERS retirement. Any additional PERS requirements will also apply. The District shall contribute to the annuitant's HRA or similar funding mechanism the amount necessary to pay the cost of the enrollment of the annuitant, including the enrollment of his or her eligible dependents, in a health benefit plan, up to a maximum of the Kaiser basic/supplemental rates per month plus administrative fees and Contingency Reserve Fund assessment, minus the minimum PEMHCA contribution made by the District on the retiree's behalf.

(2) Eligible retired employees hired by the District after September 1, 2000.

To be eligible for benefits under this subsection, the annuitant must have been a full-time District employee for a minimum of five continuous years, must be at least 55 years of age and must retire from the District with PERS retirement. Any additional PERS requirements will also apply. The District shall contribute to the annuitant's HRA or similar funding mechanism the amount necessary to pay the full cost of the annuitant's enrollment, including the enrollment of his or her eligible dependents, in a health benefits plan or plans up to a maximum of one hundred percent (100%) of the weighted average of the health benefits plan premiums for employees or annuitants enrolled for self alone plus ninety percent (90%) of the weighted average of the additional premiums required for enrollment of his or her eligible dependents in the four (4) health benefits plans which have the largest number of enrollments during the year to which the formula is applied plus administrative fees and Contingency Reserve Fund assessment, but

not more than one hundred percent (100%) of premium applicable to him or her.

- (3) Eligible employees hired by the District on or after December 12, 2012, are entitled to the minimum employer contribution established annually by CalPERS-

8.4. Long Term Disability Insurance

The District shall provide each employee with Long Term Disability Insurance (“LTD”). The District shall contribute for each employee the sum necessary per month to cover the entire premium cost of a long-term disability insurance policy selected by the District. During the life of this agreement the District may change providers or plan(s) provided that the change is implemented in accordance with the meet and confer requirements of state law.

8.5 Employee Health and Wellness Program

A total of \$600 is available for reimbursement for the fiscal year per participating employee for health and wellness reimbursements approved under CSRMA’s (District Workers Comp Insurance Program) Health and Wellness Program.

Section 9. Retirement Benefits

9.1 CalPERS Pension

The District shall continue to contract with the California Public Employees’ Retirement System (CalPERS) to provide retirement benefits for eligible employees as described in this Section.

9.2 Tier One: “2.7% at 55” Retirement Benefit Formula – Employees Hired On or before December 30, 2012

This Section 9.2, including subsections, shall apply to employees hired on or before December 30, 2012.

9.2.1 “2.7% at 55” Pension Benefit Formula

The “2.7% at 55” pension benefit formula will be available to employees covered by this Section 9.2.

9.2.2 Final Compensation Based On 12-Month Period

For purposes of determining a pension benefit, final compensation for employees covered by this Section 9.2 shall mean the highest twelve (12) consecutive month period as specified in Government Code Section 21362.2.

9.3 Tier Two: “2% @ 60” Retirement Formula Benefit – Employees Hired After December 30, 2012 and Employees Qualified for Reciprocity (Classic Member)

This Section 9.3, including subsections, shall apply to employees hired after December 30, 2012 and employees hired on or after January 1, 2013 who are qualified for pension reciprocity as stated in Government Code Section 7522.02(c) and related CalPERS reciprocity (Classic Member) requirements.

9.3.1. “2% @ 60” Pension Formula

The “2% at 60” pension benefit formula will be available to employees covered by this Section 9.3.

9.3.2 Final Compensation Based On 36-Months

For the purposes of determining a retirement benefit, final compensation for employees covered by this Section 9.3 shall mean the highest annual average pensionable compensation earned during a period of thirty-six (36) consecutive months of service.

9.4 Tier One and Tier Two Employees: Employer Paid Member Contribution and Pension Cost-Sharing

Under the Public Employees’ Retirement Law, two types of contributions are required to fund the District’s PERS benefits: (1) member (employee) contributions and (2) employer contributions. Employee and employer contributions are stated as a percentage of pensionable compensation.

Member contributions for District employees are set by statute: 8% for Tier One employees (“2.7% at 55” retirement benefit formula) and 7% for Tier Two employees (“2% at 60” retirement benefit formula.) The District’s contribution rates are set by CalPERS.

Government Code Section 20691 permits an employer to pay all or a portion of the member (employee) contributions for employees hired on or before December 31, 2012. (“Employer paid member contribution” or “EMPC”)

Government Code Section 20516 permits employees to share a portion of their employer’s pension cost. (“Pension cost-sharing”)

9.4.1 For Tier One and Tier Two employees subject to Sections 9.2 or 9.3 above, the District shall pay the member (employee) contribution (“employer paid member contribution,” or “EPMC”) and the employees shall pension cost-share as follows:

For FY 2022-2023: The District shall pay the full member contribution, and the employee shall pay, through payroll deduction, 5% of PERSable compensation as permitted by Government Code Section 20516(f).

For FY 2023-2024: The District shall pay the full member contribution, and the employee shall pay, through payroll deduction, 6% of PERSable compensation as permitted by Government Code Section 20516(f).

For FY 2024-2025 The District shall pay the full member contribution, and the employee shall pay, through payroll deduction, 7% of PERSable compensation as permitted by Government Code Section 20516(f).

For FY 2025-2026: The District shall pay the full member contribution, and the employee shall pay, through payroll deduction, 8% of PERSable compensation as permitted by Government Code Section 20516(f).

9.4.2 Implementation of Internal Revenue Code Section 414(h)(2)

All EPMCs for employees are reported to CalPERS as compensation in accordance with Government Code Section 20636(c)(4). The District shall continue to implement Internal Revenue Code Section 414 (h)(2).

9.5 Tier Three: PEPPRA Retirement Tier Required For Employees Hired On or After January 1, 2013 and Not Qualified For Reciprocity (Not A Classic Member)

This Section 9.5 including subsections shall apply to employees who were hired on or after January 1, 2013, and who do not qualify for pension reciprocity (not a Classic Member) as stated in Government Code Section 7522.02(c) of the Public Employees' Pension Reform Act ("PEPPRA").

9.5.1 2% at 62 Pension Formula

The "2% @ 62" retirement program as described in Government Code Section 7522.20 will be available to employees covered by this Section 9.5.

9.5.2 Final Compensation Based On 36-Months

Effective January 1, 2013, for the purposes of determining a retirement benefit, final compensation for employees covered by this Section 9.5 shall mean the highest average annual pensionable compensation earned during a period of thirty-six (36) consecutive months of service.

9.5.3 Required Employee (Member) Contributions

January 1, 2013, bargaining unit members covered by this Section 9.5 shall pay, through payroll deduction, fifty percent (50%) of normal costs as determined by CalPERS.

9.6 Other Options Included In CalPERS Contract

Subject to CalPERS rules and regulations, employees shall be eligible for other options included in the District's contract with CalPERS:

- (a) Sick leave credit

- (b) Non-Industrial Disability
- (c) Optional Settlement 2W Pre-Retirement Death Benefit
- (d) \$500 lump sum post-retirement death benefit
- (e) 2% COLA
- (f) Full formula plus social security
- (g) Military service credit as public service

9.7 Reopener

This Section 9 shall be subject to a reopener confined to addressing any state law mandates that become effective during the term of the MOU impacting any aspect of the pension benefits/funding as are applicable to any unit members. Agreement in the above regard is not required.

9.8 Deferred Compensation

For willing participants the District offers a deferred compensation match of up to \$5,000 per employee per calendar year.

Section 10. Safety Uniforms and Equipment

The District provides uniforms and laundry service to all personnel potentially coming in contact with raw sewage or hazardous chemicals. Operations, Maintenance and Collections personnel must wear their safety uniforms at all time while on the job.

The monetary value for the purchase, rental, and/or maintenance of uniforms through Sanitary District No. 5-contracted uniform providers is reportable to CalPERS as “special compensation.” This excludes items that are for personal health and safety such as protective garments and safety shoes. In accordance with the Public Employees’ Pension Reform Act (Government Code Section 7522 et. seq.) the reporting of uniform and maintenance value as “special compensation” for CalPERS members hired on or after January 1, 2013 is prohibited.

The parties agree that effective July 1, 2011, the average annual cost incurred by Sanitary District No. 5 for the purchase, rental, and/or maintenance of employee uniforms will be reported as special compensation pursuant to Section 571(a)(5) of the CalPERS regulations. The amount reportable for the purchase, rental, and/or maintenance of uniforms is based on the average annual cost paid for by Sanitary District No. 5 for each employee over the previous six fiscal years (FY 2011-2012, FY 2012-2013, FY 2013-2014, FY 2014-2015, FY 2015-2016, FY 2016-2017) and shall not exceed four hundred dollars (\$400.00) per year. The annual amount shall be reported on a per bi-weekly pay period basis.

Laboratory personnel must wear a laboratory coat or safety uniform while performing sampling analysis, or any activity where they potentially come into contact with raw sewage or hazardous chemicals.

Gloves, rain gear, safety goggles or face masks, respirators, hearing protection, hard hats, aprons, and other safety equipment provided by the District shall be worn by all employees when required by the particular work or circumstance.

Employees shall be provided safety shoes and safety glasses as set forth below:

- (1) Safety Shoes – All employees shall be reimbursed up to a maximum of \$200.00 per fiscal year for the purchase of safety shoes. The District employee must submit a receipt to the District Manager for the safety shoes. Employees must replace safety shoes as necessary.
- (2) Safety Glasses – Employees in the Operations and Maintenance Departments may seek reimbursement for prescription safety glasses. The District will reimburse an employee the actual cost for the purchase of prescription safety glasses up to a maximum amount not to exceed \$300.00 every 2 years. District employees may seek reimbursement for one pair of prescription safety glasses per fiscal year, and the District Manager may authorize reimbursement for additional prescription safety glasses under this policy in special circumstances. The District employee must submit a receipt to the District Manager for the prescription safety glasses purchases.

Section 11. Holidays

11.1 Holiday Eligibility and Compensation

Regular full-time employees shall be eligible for holiday pay, not to exceed eight (8) hours for any one (1) day, or nine (9) hours for employees assigned to 44/36-80 workweeks, or ten (10) hours for employees assigned to a 4-10 weekly work schedule, provided they are in a pay status on one of their regularly scheduled workdays either immediately preceding or following the holiday. The rate of compensation for the holiday shall be based upon the employee's regular hourly wage rate.

11.2 Holidays Covered

The holidays observed in this District shall be:

The holidays observed in this District shall be (6):

1. New Years Day
2. Memorial Day
3. Independence Day
4. Thanksgiving Day
5. Day After Thanksgiving Day
6. Christmas Day

Employees shall have six (6) floating holiday in addition to the existing 6 holidays per year. Requests to schedule floating holidays shall be presented to the District Manager and are subject to rescheduling based on the needs of the District.

11.3 Compensation for Holidays Falling on Scheduled Days Off

When a holiday falls on a full-time employee's regularly scheduled day off, the employee shall receive eight (8) hours of additional time, or nine (9) hours for employees assigned to 44/36-80 workweeks, or ten (10) hours for employees assigned to a 4-10 weekly schedule, at a time determined by agreement between the District Manager and the employee. Such time off earned must be taken within six (6) months of the holiday as scheduled with the District Manager; provided, however, that with the approval of the District Manager the time limit may be extended.

11.4 Compensation for Work on Holidays

An employee who is required to work on a holiday and who meets the eligibility requirements contained herein shall receive, in addition to the employee's regular pay, time off for each hour worked at the rate of time and one-half; provided, however, that with the approval of the District Manager the employee may receive pay for each hour worked at the rate of time and one-half. Such approval shall not be unreasonably withheld. Such request of Holiday pay shall be reported to CalPERS as special compensation.

Section 12. Vacation

12.1 Vacation Benefits

Regular full-time employees shall be entitled to annual vacation leave as follows:

From one (1) to three (3) years of employment – 80 hours
From four (4) to seven (7) years of employment – 120 hours
From eight (8) to twenty-five (25) years of employment – 160 hours
After twenty-five (25) years – 200 hours

12.2 Vacation Accrual

The District encourages employees to annually take their vacation leave. An employee may defer vacation leave up to a limit of four hundred (400) hours. Upon accruing the maximum number of vacation hours, the employee will cease to accrue vacation until the employee's unused vacation accrual is reduced below the cap.

Employees may sell back up to 120 hours of vacation per fiscal year. Employees with an unforeseen financial emergency may address the District Manager in writing explaining the financial burden and requesting permission to sell back additional accrued vacation hours. The District Manager will review all requests on a case by case basis. The District Manager has the right to deny the employee request with no right of appeal.

12.3 Vacation Scheduling

Vacation scheduling must be coordinated to ensure there is adequate coverage of job responsibilities. The District Manager will make final determinations and approve all employees' vacation schedules.

An employee shall be given preference in scheduling vacations within the limits necessary for the efficient operation of the department to which the employee is assigned.

In the event of a conflict or dispute with regard to vacation scheduling in a department, the department supervisor shall establish a system for assignment of vacations. Such system of assignment shall provide for reasonable recognition of seniority and annual rotation.

12.4 Vacations in Emergency

No scheduled vacations shall be cancelled except in the case of an emergency, as determined by the District Manager.

12.5 Illness While on Vacation

Time spent ill while on vacation leave shall be applied to sick leave rather than vacation leave, provided that the illness of the employee was of such a nature to preclude the effective use of vacation, and the illness would prevent the employee from performing the employee's regular job duties for the District; and further, provided that the employee must notify the employee's supervisor prior to the end of the vacation leave and request that the time spent ill while on vacation leave be applied to sick leave. Any such request must be accompanied by medical verification of bona fide illness.

12.6 Vacation Pay at Termination

An employee separating from the District, for reasons other than retirement, shall be paid for accrued vacation in a lump sum payment.

An employee separating from the District due to retirement from the District may elect to either take vacation leave accrued or receive a lump sum payment for vacation leave accrued. Such election must be made in writing to the District Manager at least four (4) weeks prior to the expected date of retirement.

Section 13. Sick Leave

13.1 Benefits

Regular full-time employees shall accrue sick leave at the rate of one hundred twenty (120) hours per fiscal year.

Sick leave may be granted because of illness, injury, exposure to contagious disease, illness or injury of a member of the employee's immediate family requiring the employee's attendance, and medical, dental and optical appointments to the extent that such appointments cannot be scheduled outside the work day.

An employee's immediate family shall consist of the employee's: spouse; domestic partner; children; step-children; or the mother, father, brother, sister, grandchildren or grandparents of the employee, spouse, or domestic partner; or other members of the employee's family residing in the employee's home; or other members of the employee's family primarily dependent upon the employee.

An employee may be granted sick leave only in case of actual sickness as defined above. In the event that an employee or a member of the employee's immediate family recovers from any such sickness after being granted sick leave, and during the regularly scheduled hours of work, then such employee shall notify the appropriate supervisor and be available to return to duty.

Sick leave may not be used before it is earned. In no event shall sick leave be converted into a cash bonus.

Excessive use of sick leave, tardiness, and failing to use the call-in procedures when absent or tardy can negatively impact job performance and affect others in the performance of their jobs. Factors that will be considered in determining whether use of sick leave is excessive include, but are not limited to, the number of absences compared to other employees, whether absenteeism is limited to a finite time period or whether it continues over time, the basis for the absenteeism and the significance of the impact on the performance of the employee or of others.

13.2 Notification Requirement

In order to receive compensation when absent on sick leave, the employee shall notify the employee's supervisor at least four (4) hours prior to the time set for beginning the employee's duties, unless the employee is prevented from doing so by an emergency. Employees assigned to work the day shift shall provide notice to the employee's supervisor as soon as reasonably possible.

13.3 Doctor's Certificate or Other Proof

The District may require a physician's certification at any time regarding the sickness or injury of the employee or their immediate family member and the date of the employee's intended return to work.

13.4 Accrual of Sick Leave

To allow employees to maintain sick leave for its intended use, actual illness or disability, the District shall place no maximum accrual on sick leave.

Sick leave will not be accrued by an employee absent from duty after separation from service, or during an authorized leave of absence without pay, or any other absence from duty not authorized by the employer.

13.5 Personal Necessity Leave

An employee may use up to sixteen (16) hours of accrued sick leave for personal emergencies with the approval of the District Manager.

Section 14. Probationary Period

All original and promotional appointments shall be subject to a probationary period. The probationary period shall be regarded as a part of the testing process and shall be utilized for closely observing the employee's work, for securing the most effective adjustment of a new employee to the employee's position and for rejecting any probationary employee whose performance does not meet the required standards of work performance.

The probationary period for employees is one (1) year. The probationary period for employees receiving promotional appointments is six (6) months.

During the probationary period, an employee may be rejected at any time by the District Manager without cause and without the right of appeal.

Any employee rejected during the probationary period following a promotional appointment shall be reinstated to the position from which the employee was promoted, unless the employee is discharged.

Section 15. Layoff and Re-employment

15.1 Notice of Layoff

The District Manager shall give at least three (3) weeks' advance written notice to employees to be laid off.

15.2 Order of Layoff

Layoffs shall be by job classification in reverse order of seniority as determined by length of continuous service with the District in full-time, non-probationary status. Layoffs and leaves of absence without pay shall be bridged in computing the employee's length of continuous service.

15.3 Bumping Rights

An employee who has achieved full-time, non-probationary status at the time of layoff may displace the least senior employee in a lower classification provided, however, that the employee to be laid off has greater District seniority than the least senior employee in the lower classification.

15.4 Recall and Reemployment

An employee who has achieved full-time, non-probationary status at the time of layoff shall have the employee's name placed on a recall list which shall be maintained for twelve (12) months from the time of layoff. Employees on the recall list shall be first called by seniority to be reemployed in openings in the classification from which the employees were laid off before other employees are hired to fill those openings. Employees bumped as a result of a layoff shall be allowed to return to openings in the position from which they were bumped by seniority at the salary for the position to which the employee returns. Employees restored to previously held positions shall be deemed to have returned from a leave of absence for the purpose of seniority.

15.5 Termination of Service

Service with the District shall be terminated by discharge, resignation, or layoff. .

Section 16. Disciplinary Action

16.1 Right of Discharge and Discipline

The District shall have the right by verbal or written order to discharge and discipline, including but not limited to suspension, demotion and reduction in pay, any regular employee for grounds including but not limited to the following:

- (a) dishonesty
- (b) insubordination
- (c) incompetence
- (d) negligence
- (e) abuse of sick leave and time off
- (f) failure to perform work as required
- (g) failure to observe the District's safety and house rules and regulations (which must be conspicuously posted and not in derogation of the Memorandum of Understanding)
- (h) engaging in strikes, individual or group slowdowns or work stoppages during the term of this Memorandum of Understanding
- (i) refusal to accept overtime
- (j) violation or ordering the violation of the Memorandum of Understanding
- (k) fraud
- (l) willful damage to public property or waste of public supplies or equipment
- (m) willful violation of these rules or District rules
- (n) failure to achieve minimum certification after three (3) years of employment
- (o) consuming or being under the influence of alcohol or other intoxicants during the workday

- (p) conviction of a felony sufficiently serious and job-related to justify the action
- (q) any act that establishes moral turpitude, and or establishes a threat to the District
- (r) moving violations or other actions resulting in failure to meet the standards for insurability as a driver under the District's insurance policy in effect at the time

16.2 Disciplinary Action

(a) Notice of Intent to Impose Disciplinary Action

Before a termination, suspension, reduction in pay or suspension of more than five (5) days becomes effective and before the District ceases paying the employee, the employee is entitled to receive written notice of the intent to impose disciplinary action and an opportunity to dispute the charges and/or to present any information the employee believes should be considered before a final decision is made.

The employee will be provided a written notice of intent to discipline that contains the following:

1. The level of discipline intended to be imposed;
2. The specific charges upon which the intended discipline is based;
3. A summary of the facts upon which the charges are based;
4. A copy of all written materials, reports, or documents upon which the intended discipline is based;
5. Notice of the employee's right to respond to the department director regarding the charges within five (5) calendar days from the date of the Notice, either by requesting a conference, or by providing a written response, or both;
6. Notice of the employee's right to have a representative of his or her choice at the conference, should he or she choose to respond orally; and
7. Notice that the failure to respond at the time specified shall constitute a waiver of the right to respond prior to the imposition of discipline.

(b) Pre-disciplinary Opportunity to be Heard

The notice of intent shall be delivered to the employee personally or sent by certified mail to the employee's home address. Within seven (7) calendar days of receipt of the notice of intent, or ten (10) days after the notice of intent is mailed to the employee, the employee may request a meeting with the District Manager to respond to the charges. In the alternative, the employee may submit a written response to the District Manager within that time.

If the employee requests a conference to respond orally to the charge(s), the conference must be scheduled at least seven (7) calendar days after the date of the Notice. The conference will be an informal meeting with the District Manager at which the employee has an opportunity to rebut the charges against him or her and present any mitigating circumstances. The District Manager will consider the employee's presentation before any final disciplinary action.

The employee's failure to make an oral response at the arranged conference time, or the employee's failure to cause his or her written response to be delivered by the date and time specified in the notice, constitutes a waiver of the employee's right to respond prior to the imposition of the discipline. In that case, the proposed disciplinary action will be imposed on the date specified.

(c) Final Notice of Dismissal/Demotion/Disciplinary Action

Within five (5) calendar days of receipt of the employee's timely written response or within five (5) calendar days of the informal conference, the District Manager will (1) dismiss the notice of intent and take no disciplinary action against the employee, (2) modify the intended disciplinary action, or (3) impose the intended disciplinary action.

In any event, the District Manager will prepare and provide the employee with a notice that contains the following:

- i. The level of discipline, if any, to be imposed and the effective date of the discipline;
- ii. The specific charges upon which the discipline is based;
- iii. A summary of the facts upon which the charges are based;
- iv. A copy of all written materials, reports, or documents upon which the discipline is based; and
- v. A statement of the nature of the employee's right to appeal.

16.3 Appeal Process

16.3 Appeal

The employee may, within ten (10) days from the date the order was filed with the Board, file, in duplicate, a written reply to the order and a copy to the District Manager. In that written reply the employee may specifically appeal the action and request a hearing before the Board of Directors. The Board of Directors, at its sole discretion, may delegate responsibility for conducting the hearing to a hearing officer.

(1) Hearing

The Board of Directors at its next regular meeting shall set the appeal for a hearing. The Board shall conduct a hearing and upon the conclusion thereof, either affirm, modify, or revoke the order of the District Manager. Hearings shall be informally conducted and the rules of evidence need not apply. Both parties may present witnesses, evidence and argument, and retain counsel at their own expense.

All hearings before the Board shall be noticed and occur in public pursuant to the Brown Act unless the employee requests a private hearing. If the employee requests a private hearing, the Board shall notice a closed session for that purpose.

In either event, the Board may deliberate in closed session pursuant to the Brown Act.

(2) Decision

The Board of Directors must uphold, modify or reject the discipline imposed by the District Manager. Within fifteen (15) days after concluding the hearing, the Board shall issue a written decision stating the bases for the decision, to the employee and to the District Manager. If the Board of Directors reverses or modifies the disciplinary action, the employee shall be reinstated and/or reimbursed for any loss of salary.

(3) Statute of Limitations

The Board of Directors' written findings and decision is final. There is no process for reconsideration. Pursuant to Code of Civil Procedure section 1094.6, the parties have ninety (90) days from the date of the proof of service of mailing of the written findings and decision to appeal the decision to the Superior Court in and for the County of Marin.

16.4 Paid Administrative Leave

If the District Manager believes that the interests of the District or public require that an employee be placed on administrative leave with pay pending an investigation or for other reasons, the District Manager will notify the employee and offer the employee an opportunity to be heard regarding the placement on administrative leave with pay.

Section 17. Grievance Procedure

17.1 Definition

A grievance shall be defined as any claimed violation, misinterpretation, inequitable application or non-compliance with provisions of this MOU.

17.2 Right to File and Representation

A grievance may be filed by an employee on the employee's own behalf, or jointly by any group of employees, or by an employee's representative.

An aggrieved employee may be represented by a representative of the employee's choice at any stage of the proceedings.

The District office shall act as a central repository for all grievance records.

Any time limit may be extended only by mutual agreement of the parties in writing.

17.3 Informal Grievance

Within ten (10) working days of the event giving rise to a grievance, the employee shall present the grievance informally for disposition by the employee's supervisor, or at any appropriate level of authority.

Presentation of an informal grievance shall be a mandatory prerequisite to the institution of a formal grievance.

17.4 Formal Grievance

If the employee believes that the grievance has not been redressed within five (5) working days of presenting the grievance informally, the employee may initiate a formal grievance within five (5) working days thereafter. A formal grievance can only be initiated by completing and filing with the District a written form. The form shall contain the following elements: Identification of the grievant; date grievance initiated; statement of any previous action upon the grievance; a clear statement of the nature of the grievance; a proposed solution to the grievance; signature of the grievant.

Step 1

Within ten (10) working days after a formal grievance is filed, the District Manager or designee shall investigate the grievance, and confer with the employee in an attempt to resolve the grievance, and make a decision in writing. If the grievance is not resolved at Step 1, it may be referred to Step 2.

Step 2

Ad Hoc Adjustment Boards, consisting of two (2) members representing each of the parties hereto, shall be set up for the purpose of hearing and deciding grievances. No employee representative member of the Adjustment Board shall be an employee of the District and no Employer member of the Adjustment Board shall be an employee of the District. In the case of a deadlock on any matter, the issue in dispute may be submitted to Step 3.

Step 3

Within ten (10) working days after a deadlocked Adjustment Board and submission to the District Manager, the District Manager shall investigate the grievance and confer with the employee and/or his representative in an attempt to resolve the grievance and make a decision in writing.

Step 4

A final appeal may be filed, in writing, with the District Board of Directors not more than five (5) working days from the employee's receipt of the Step 2 decision or the Step 3 decision if the Step 2 Adjustment Panel deadlocks.

The grievance shall be determined by the Board of Directors. The Board will provide a written decision within thirty (30) calendar days after the filing of the appeal. The Board's decision shall be final and binding on all parties.

Section 18. Outside Employment

No full-time employee shall engage in employment that may constitute a conflict of interest for the employee or the District. No employee shall engage in any outside employment whatsoever during the employee's working hours. No emblem, badge or other employee identification shall be worn by any person while in the employment of any agency or person other than the District.

Section 19. No Strike

Employees and their representatives agree that they will not engage in, authorize, sanction, or support any strike, slowdown, stoppage of work, curtailment of production, concerted refusal of overtime work, refusal to operate designated equipment (provided such equipment is safe and sound) or to perform customary duties.

Section 20. Miscellaneous: Driving Standards

The parties have met and conferred and agreed to the District's driving standards.

Section 21. Past Practices, and Prior/Existing Memoranda of Understanding

Past practices not addressed in this Memorandum of Understanding are not binding. This Memorandum of Understanding shall supersede all existing memoranda of understanding and any side letter not incorporated into their MOU between the District and the Employees.

Section 22. Existing Laws, Regulations and Policies

This Memorandum of Understanding is subject to all existing state and federal laws, ordinances and regulations of Sanitary District No. 5 of Marin County, and may be modified subsequent to law enacted hereafter. The District and the Employees, unless otherwise specified herein, shall be entitled to all benefits conferred thereby and shall observe all obligations engendered thereby.

Section 23. Separability of Provisions

Should any Section, clause or provision of this Memorandum of Understanding be declared illegal or unenforceable by a court of competent jurisdiction, or is rendered invalid by state or federal legislative enactment, such invalidation of such Section, clause or provision shall not invalidate the remaining portions hereof, and such remaining portions shall remain in full force and effect for the duration of this Memorandum of Understanding.

Upon such invalidation the parties agree to meet and confer concerning substitute provisions for those rendered or declared illegal.

Section 24. Scope of Memorandum of Understanding

Except as otherwise specifically provided herein, this Memorandum of Understanding fully and completely incorporates the understandings of the parties hereto and constitutes the sole and entire understanding between the parties on any and all matters subject to meeting and conferring; provided, however, that nothing herein shall prohibit the parties from changing the terms of this Memorandum of Understanding by mutual agreement

Attachment A
Sanitary District No. 5 of Marin County
Education Incentive Program

The following is the training incentive stipend and continuing education incentive stipend program for Sanitary District No.5 of Marin County staff which includes both maintenance and operations.

The stipend(s) will be available to all employees represented under the MOU and will be based on a multi tier system: \$1,000, \$2,000, \$3,000, \$4,000 and \$5,000. This Education Incentive Program is designed to promote higher learning and professionalism in the District and to increase the knowledge and industry expertise of the staff.

\$1,000, \$2,000, \$3,000, \$4,000 and \$5,000 Training Stipend For CWEA Certifications (Collection System Workers)

As shown below, stipends may be awarded to staff who complete any CWEA certificate that does not fall within the employee's current job description:

- Example: The \$1,000 stipend may be awarded to staff who complete any CWEA grade I certificate that does not fall within the employee's normal job description. A Collection System Maintenance worker who earns a CWEA Electrical/Instrumentation Technologist Grade I, Mechanical Technologist Grade I, Environmental Compliance Inspections Grade I, Bio-solids Land Application Management Grade I, Laboratory Analyst Grade I or Industrial Treatment Plant Operations Grade I would be eligible for a \$1,000 stipend per certificate earned.
- The same employee who earns any of the above listed certificates at a Grade II level, would be eligible for an additional \$2,000 stipend
- A \$3,000 would be available for those employees who earn a Grade III from the certificates listed above.
- An additional \$4,000 stipend is available for those who earn a CWEA certificate listed above at a Grade IV level, (if applicable) or higher, (if applicable) in any of the listed fields.

Employees who have earned any of the above certificates BEFORE JULY 1, 2022 will not be eligible for these stipends.

For the Collection System Certificate the following will apply:

- CWEA Collections System Grade I: No stipend offered as this part of the employee's job description.
- CWEA Collection System Grade II: \$2,000

- CWEA Collection System Grade III: \$3,000
- CWEA Collections System Grade IV: \$4,000

\$1,000, \$2,000, \$3,000, \$4,000 and \$5,000 Training Incentive Stipends For CWEA Certifications (Operations Staff)

As shown below, stipends may be awarded to operations staff members who complete any CWEA certificate that does not fall within the employee's current job description. Employees who have earned any of the above certificates BEFORE JULY 1, 2022 will not be eligible for these stipends for certificates already earned.

- An employee in operations that earns a CWEA Electrical/ Instrumentation Technologist Grade I, Mechanical Technologist Grade I, Environmental Compliance Inspections Grade I, Bio-solids Land Application Management Grade I, Industrial Treatment Plant Operations Grade I or Collection System Maintenance Grade I would be eligible for a \$1,000 stipend per certificate earned.
- The same employee who earns any of the above listed certificates at a Grade II level, would be eligible for an additional \$2,000 stipend per certificate earned, and
- An additional \$3,000 stipend would be available for those employees who earn a Grade III level certificate from the listed certificates above.
- An additional \$4,000 stipend per listed CWEA certificate is available for those who earn a CWEA certificate at a Grade IV (if applicable) or higher in any of the listed fields.
- For any non-senior operator who successfully earns a CWEA Laboratory Analyst Grade I, a \$1,000 stipend will be awarded. Senior Operators will not be eligible for a stipend for earning a Laboratory Analyst Grade I as this is part of the Senior Operator's job description.

For Laboratory Analyst certificate Grade II and higher, the following will apply for both senior and non-senior operators:

- For earning a CWEA Lab Analyst Grade II, a \$3,000 stipend will be awarded.
- An additional \$4,000 stipend will be awarded to any operator who earns a Lab Analyst Grade III certificate,
- And, an additional \$5,000 stipend will be awarded for earning a Grade IV CWEA Lab Analyst certificate.

For the WWTP Plant Operator Certificate the following will apply:

- CSWRCB WWTP Operator Grade I: No stipend offered as this is a minimum requirement
- CSWRCB WWTP Operator Grade II: No stipend offered as this is a minimum requirement
- CSWRCB WWTP Operator Grade III: \$3,000 stipend
- CSWRCB WWTP Operator Grade IV: \$4,000 stipend
- CSWRCB: WWTP Operator Grade V: \$5,000 stipend

Operators Certifications for Both Maintenance and Operations

Maintenance employees will also be eligible for stipends for successfully completing a CSWRCB-WWTP Operator certificate after July 1, 2022, as follows:

- A \$2,000 stipend for successfully completing a CSWRCB WWTP Operator Grade I or II certificate.
- The same employee who successfully completes a CSWRCB WWTP Operator Grade III certificate will be eligible for an additional \$4,000 stipend for that certificate earned.
- Any maintenance worker who earns a CSWRCB WWTP Operator Grade IV or V certificate would be eligible for an additional \$5,000 stipend per certificate earned.

Any operations staff member who successfully completes a CSWRCB WWTP Operator Grade IV would be eligible for a \$4,000 or V would be eligible for a \$5,000 stipend per certificate earned. (Please note that any Collection System Worker interested in pursuing a WWTP Operator certificate must apply for an O.I.T. certificate in order to become eligible for this program.) Current District employees who possess any CSWRCB WWTP Operator certificate are not eligible for a stipend for certificates held prior to July 1, 2022.

Training Incentive Stipends and Future Hires

Future operators hired on or after July 1st 2022 who possess any of the above listed certifications at the time of hire will not be eligible for a stipend for any previously held certificates. New hires will be eligible for the stipends described above for any certificates initially earned after the employee's date of hire with the District and not required by their job description.

Example: If a new operator is hired by the District and holds a WWTP Grade III certificate at the time of hire, that certificate will not be eligible for a stipend. However, if the new employee earns a WWTP Grade IV or V after their hire date that was not held before their date of hire, then that employee would be eligible for the stipend program. (Reminder: Any

future operators are not eligible for stipends for the Grade I or Grade II as this is a minimum requirement for employment with the District as an operator and is also part of their job description.)

Continuing Education Stipends

It is highly recommended for staff to improve their industry knowledge and personal education. Sanitary District No. 5 strongly encourages employees to seek out opportunities to attend classes and earn certificates offered through local community colleges or local universities or online colleges. It is even more desirable that employees earn college degrees related to the treatment of wastewater and wastewater technologies. For this reason, the District, at the discretion of the District Manager, may offer stipends to employees for the following certificates or degrees. To assure that a certificate program or degree program qualifies for a continuing education stipend under the District's program, an employee should seek the District Manager's approval before enrolling in one of the following programs:

- For successful completion of any college level professional certificate program of at least 12 units related to the field of water or wastewater treatment, environmental science or any combination of water technology or any certificate program with an emphasis on public service, a \$5,000 stipend will be awarded.
- For successful completion of any college level vocational certificate program of at least 4 units that may benefit the District (welding, engine or mechanical repair, electrical repair or automotive repair, public relations, human resources etc. are some examples), a \$2,000 stipend will be awarded.
- For earning any AS degree with a Water or Wastewater focus, or any AA/AS/BS /BA degree with at least 12 science units related to biology, environmental sciences, ecology, chemistry, engineering water treatment or wastewater industries, or any Associates or Bachelor's Degree with coursework related to public service, a \$5,000 stipend will be awarded.

Any certification or training program that is not listed here may still be eligible for the incentive program by the following method:

- If an employee finds a technical training or vocational training that the employee feels meets the requirements of the Education Incentive Program, the employee will first write a written request to attend the training outlining the reasons the proposed training meets the criteria and presents the request to the District Manager.
- The District Manager will then convene a committee that will consist of 4 members: the District Manager; Office Manager; one representative from operations, either a Senior WWTP Operator or the WWTP Operations Superintendent; and the WWTP Maintenance and Collection System Superintendent. The committee will review the employee's request and discuss the merit of the training and the benefit it would provide to the employee AND District.

- If the committee determines that the request falls within the prescribed guidelines of this program, the committee will vote on the monetary value of the requested training. (Not less than \$1,000.)
- If the committee determines that the request is ill suited for this program or does not coincide with the guidelines of this program or does not meet the committee's approval, the request for the stipend will be formally denied and a written letter will be signed by all four members and returned to the employee.
- In the event that the committee voting is split 2/2, the District Manager will exercise his or her authority and break the tie to either approve or deny the request. This tie-breaking authority of the District Manager extends to both the training request as well as the dollar amount of the stipend in the event that the committee voting is split 2/2 on either issue.

**General Provisions Applying to the Education Incentive Program
(Training/Certification Stipends and Continuing Education Stipends)**

- Each District employee under the 2022 MOU is eligible to earn up to, but not exceed \$5,000 per fiscal year in any combination of training incentive stipends and/or continuing education stipends. This program does not guarantee that any employee will earn this maximum amount in any year. Stipend payments will be based on the level of certification and/or number of certifications completed by the employee within each fiscal year.
- Stipend amounts are not negotiable with individual employees. The training incentive stipends and continuing education incentive stipends are established above or are established pursuant to the committee method.
- No employee is eligible for a stipend under this program for any certificate that is required for the District position held by the employee.
- Employees are not eligible for a stipend for any certificate or degree earned prior to July 1, 2022. Future hires are not eligible for a stipend for any certificate or degree earned prior to District employment.
- Each stipend is awarded on a one-time, nonrecurring basis only.

Conclusion

The goal of this program is to create incentive for employees to better their education, bolster and support creative and critical thinking and to have greater fulfillment in their career with the District. Although none of the incentives are required, it is strongly encouraged that staff take advantage of the program to better themselves both personally and professionally. A highly educated staff can be a significant factor to the successful operation a public agency and can greatly improve public image.

RESOLUTION NO. 2022-05

SANITARY DISTRICT NO. 5 OF MARIN COUNTY

A RESOLUTION OF THE BOARD OF DIRECTORS OF SANITARY DISTRICT NO. 5 OF MARIN COUNTY APPROVING AN EMPLOYEE BENEFITS PLAN FOR UNREPRESENTED EMPLOYEES

WHEREAS, Resolution No. 2017-04 establishes procedures for Employee-Employer Relations within Sanitary District No. 5 of Marin County; and

WHEREAS, Resolution No. 2014-08 establishes procedures for Employee-Employer Relations within Sanitary District No. 5 of Marin County; and

WHEREAS, Sanitary District No. 5 of Marin County has adopted a Memorandum of Understanding with the exclusive representative for its represented employees (“MOU”) that describes benefits for the District’s represented employees; and

WHEREAS, Sanitary District No. 5 has certain full-time employees that are employed in classifications that are not represented and are not covered by the MOU; and

WHEREAS, Sanitary District No. 5 desires to adopt a Benefits Plan for these unrepresented employees that describes their applicable benefits under the terms described in the Plan;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Sanitary District No. 5 of Marin County, California, that the attached Employee Benefits Plan for Unrepresented Employees is approved.

* * * * *

I hereby certify that the forgoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Board of Directors of Sanitary District No. 5 of Marin County , California, at a meeting thereof duly held on the 16th day of June, 202022, by the following vote:

AYES, and in favor thereof, Directors:

NOES, Directors:

ABSENT, Directors:

ABSTAIN, Directors:

APPROVED:

ATTEST:

John Carapiet
President, Board of Directors

Tod Moody
Secretary, Board of Directors

SANITARY DISTRICT NO. 5 of MARIN COUNTY
EMPLOYEE BENEFITS PLAN FOR UNREPRESENTED EMPLOYEES
EFFECTIVE JULY 1, 2022

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EMPLOYEE BENEFITS PLAN FOR UNREPRESENTED EMPLOYEES

This document summarizes the benefits for individuals employed in full-time classifications at Sanitary District No. 5 of Marin County (“District”) that are not represented by recognized employee organizations, and applies to the following classifications:

District Manager

Office Manager

These benefits apply to full-time employees in these classifications unless otherwise superseded by an employment agreement that is approved by the District Board of Directors. Employees covered by the Plan will also be eligible for any additional benefits approved by the Board of Directors that apply to their classifications. All employees covered by this benefits plan are “at-will” employees unless otherwise specified in an employment agreement or other legislative action of the Board of Directors.

Section 1. Dental Benefits

The District shall make a dental benefit available to employees covered by this Benefits Plan. The actual dental plan and terms of coverage shall be determined by the District. For any employee desiring coverage under this dental benefit, the District shall contribute the current rate for the employee and eligible dependents portion per month toward the benefit. Any cost for the dental benefit that is not paid by the District will be paid by the employee through the employee’s Section 125 Cafeteria Plan and/or payroll deduction.

Section 2. Vision Insurance Benefits

The District shall make a vision benefit available for employees covered by this Benefits Plan. The actual vision plan and terms of coverage shall be determined by the District. For any employee desiring coverage under this vision benefit, the District shall contribute the current rate for the employee only portion per month toward the benefit. Any cost for the vision benefit that is not paid by the District will be paid by the employee through the employee’s Section 125 Cafeteria Plan and/or payroll deduction.

Section 3. Life Insurance Benefits

The District shall provide a Basic Life and Accidental Death and Dismemberment Insurance plan in the amount of \$50,000.

Section 4. Health Benefits

The District provides health coverage through CalPERS. The District’s contribution toward medical insurance will be the minimum contribution level established by CalPERS pursuant to Government Code 22892. Any remaining premium amount shall be paid by the employee either through the Section 125 Cafeteria Plan described below, through payroll deductions, or a combination thereof.

The District has established a cafeteria benefit plan in accordance with Section 125 of the Internal Revenue Code, allowing employees to use pre-tax compensation for medical, dependent medical, employee dental, dependent dental, employee vision, dependent vision, eligible uninsured medical expenses, or a combination thereof.

In addition to the minimum contribution amount established annually by CalPERS for medical benefits, the District shall contribute an additional amount to an employee’s cafeteria plan. The amount contributed to the cafeteria plan in combination with the medical contribution shall equal the amounts listed below, based on the level of medical plan enrollment, to each active employee's Section 125 Plan account.

Hire Date	Enrollment Level	District Contribution
Before Dec 18 2012	Employee only	100% Kaiser Basic plus administrative fees and Contingency Reserve Fund assessments for employee only, minus employer PEMHCA contribution; plus cost of dental plan for employee only; plus cost of vision plan for employee only
Before Dec 18 2012	Employee + 1	100% Kaiser Basic plus administrative fees and Contingency Reserve Fund assessments for employee plus eligible dependent, minus employer PEMHCA contribution; plus cost of dental plan for employee and eligible dependent; plus cost of vision plan for employee only
Before Dec 18 2012	Employee + 2 or more	100% Kaiser Basic plus administrative fees and Contingency Reserve Fund assessments for employee plus eligible dependents, minus employer PEMHCA contribution; plus cost of dental plan for employee and eligible dependents; plus cost of vision plan for employee only
After Dec 18 2012	Employee only, Employee + 1, or Employee + 2 or more	100% of Kaiser Basic plus administrative fees and Contingency Reserve Fund assessments for employee plus eligible dependents, minus employer PEMHCA contribution; plus cost of dental plan for employee only; plus cost of vision plan for employee only

Any cost for the plan not paid by the District will be paid by the employee through the Section 125 Cafeteria Plan and/or payroll deductions.

Eligible employees who are covered by health insurance through their spouse or other source with benefits comparable to those provided through District sponsored plans may waive coverage under the District sponsored Plans. The employee shall sign a waiver form provided by the District. The employee must understand that re-enrollment is subject to any provisions of the medical plan. Procedures for the administration of the Section 125 Plan shall be determined by the District.

4.2 (d) Opt-out

Eligible employees who are covered by health insurance through their spouse or other group health plan may waive coverage under the District sponsored Plans and receive a in lieu of cash benefit of \$400 per month. The employee shall sign a waiver form provided by management and provide proof of coverage in another group health plan, Employees receiving the health insurance waiver benefit must notify the Human Resources Department if they cease to be covered by any other medical plan, thereby making them ineligible for the health insurance waiver benefit. The employee must understand that re-enrollment in the District sponsored CalPERS Plan is subject to the limitations/exclusions/time period instituted by CalPERS. Employees are eligible to re-enroll during the CalPERS open enrollment period.

4.3 Employee Health and Wellness Program

A total of \$600 is available for reimbursement for the fiscal year per participating employee for health and wellness reimbursements approved under CSRMA's (District Workers Comp Insurance Program) Health and Wellness Program.

Section 5. Long Term Disability Insurance Benefits

The District shall provide each employee with Long Term Disability Insurance ("LTD"). The District shall contribute for each employee the sum necessary per month to cover the entire premium cost of a long-term disability insurance policy selected by the District.

Section 6. Retirement Benefits

6.1 CalPERS Pension

The District shall continue to contract with the California Public Employees' Retirement System (CalPERS) to provide retirement benefits for eligible employees as described in this Section.

6.2 Tier One: "2.7% at 55" Retirement Benefit Formula – Employees Hired On or Before December 30, 2012

This Section 6.2, including subsections, shall apply to employees hired on or before December 30, 2012.

6.2.1 “2.7% at 55” Pension Benefit Formula

The “2.7% at 55” pension benefit formula will be available to employees covered by this Section 9.2.

6.2.2 Final Compensation Based On 12-Month Period

For purposes of determining a pension benefit, final compensation for employees covered by this Section 9.2 shall mean the highest twelve (12) consecutive month period as specified in Government Code Section 21362.2.

6.3 Tier Two: “2% @ 60” Retirement Formula Benefit – Employees Hired After December 30, 2012 and Employees Qualified for Reciprocity (Classic Member)

This Section 6.3, including subsections, shall apply to employees hired after December 30, 2012 and employees hired on or after January 1, 2013 who are qualified for pension reciprocity as stated in Government Code Section 7522.02(c) and related CalPERS reciprocity (Classic Member) requirements.

6.3.1. “2% @ 60” Pension Formula

The “2% at 60” pension benefit formula will be available to employees covered by this Section 9.3.

6.3.2 Final Compensation Based On 36-Months

For the purposes of determining a retirement benefit, final compensation for employees covered by this Section 9.3 shall mean the highest annual average pensionable compensation earned during a period of thirty-six (36) consecutive months of service.

6.4 Tier One and Tier Two Employees: Employer Paid Member Contribution and Pension Cost-Sharing

Under the Public Employees’ Retirement Law, two types of contributions are required to fund the District’s PERS benefits: (1) member (employee) contributions and (2) employer contributions. Employee and employer contributions are stated as a percentage of pensionable compensation.

Member contributions for District employees are set by statute: 8% for Tier One employees (“2.7% at 55” retirement benefit formula) and 7% for Tier Two employees (“2% at 60” retirement benefit formula.) The District’s contribution rates are set by CalPERS.

Government Code Section 20691 permits an employer to pay all or a portion of the member (employee) contributions for employees hired on or before December 31, 2012. (“Employer paid member contribution” or “EMPC”)

Government Code Section 20516 permits employees to share a portion of their employer's pension cost. ("Pension cost-sharing")

6.4.1 For Tier One and Tier Two employees subject to Sections 6.2 or 6.3 above, the District shall pay the member (employee) contribution ("employer paid member contribution," or "EPMC") and the employees shall pension cost-share as follows:

For FY 2022-2023: The District shall pay the full member contribution, and the employee shall pay, through payroll deduction, 5% of PERSable compensation as permitted by Government Code Section 20516(f).

For FY 2023-2024: The District shall pay the full member contribution, and the employee shall pay, through payroll deduction, 6% of PERSable compensation as permitted by Government Code Section 20516(f).

For FY 2024-2025: The District shall pay the full member contribution, and the employee shall pay, through payroll deduction, 7% of PERSable compensation as permitted by Government Code Section 20516(f).

For FY 2025-2026: The District shall pay the full member contribution, and the employee shall pay, through payroll deduction, 8% of PERSable compensation as permitted by Government Code Section 20516(f).

6.4.2 Implementation of Internal Revenue Code Section 414(h)(2)

All EPMCs for employees are reported to CalPERS as compensation in accordance with Government Code Section 20636(c)(4). The District shall continue to implement Internal Revenue Code Section 414 (h)(2).

6.5 Tier Three: PEPR Retirement Tier Required For Employees Hired On or After January 1, 2013 and Not Qualified For Reciprocity (Not A Classic Member)

This Section 6.5 including subsections shall apply to employees who were hired on or after January 1, 2013, and who do not qualify for pension reciprocity (not a Classic Member) as stated in Government Code Section 7522.02(c) of the Public Employees' Pension Reform Act ("PEPRA").

6.5.1 2% at 62 Pension Formula

The "2% @ 62" retirement program as described in Government Code Section 7522.20 will be available to employees covered by this Section 6.5.

6.5.2 Final Compensation Based On 36-Months

Effective January 1, 2013, for the purposes of determining a retirement benefit, final compensation for employees covered by this Section 6.5 shall mean the

highest average annual pensionable compensation earned during a period of thirty-six (36) consecutive months of service.

6.5.3 Required Employee (Member) Contributions

January 1, 2013, bargaining unit members covered by this Section 6.5 shall pay, through payroll deduction, fifty percent (50%) of normal costs as determined by CalPERS.

6.6 For willing participants the District offers a deferred compensation match of up to \$5,000 per employee per fiscal year. The District currently offer participation into Calpers deferred comp (<https://www.calpers.ca.gov/page/active-members/retirement-benefits/deferred-compensation>)

6.6 Other Options Included In CalPERS Contract

Subject to CalPERS rules and regulations, employees shall be eligible for other options included in the District's contract with CalPERS:

- (a) Sick leave credit
- (b) Non-Industrial Disability
- (c) Optional Settlement 2W Pre-Retirement Death Benefit
- (d) \$500 lump sum post-retirement death benefit
- (e) 2% COLA
- (f) Full formula plus social security
- (g) Military service credit as public service

Section 7. Retiree Health Benefits

7.1 Pursuant to Resolution Nos. 2000-12, 2000-13 and 2002-09, eligible employees hired prior to November 18, 2012 are entitled to the following additional retiree medical benefits:

- (a). Eligible retired employees hired by the District before September 1, 2000

To be eligible for benefits under this subsection upon retirement, the annuitant must have been a full-time District employee for a minimum of five continuous years (which must be immediately preceding retirement for eligible retired employees hired by the District before September 1, 2000), must be at least 55 years of age

and must retire from the District with PERS retirement. Any additional PERS requirements will also apply. The District shall contribute to the annuitant's HRA or similar funding mechanism the amount necessary to pay the cost of the enrollment of the annuitant, including the enrollment of his or her eligible dependents, in a health benefit plan, up to a maximum of the Kaiser basic/supplemental rates per month plus administrative fees and Contingency Reserve Fund assessment, minus the minimum PEMHCA contribution made by the District on the retiree's behalf.

- (b) Eligible retired employees hired by the District after September 1, 2000.

To be eligible for benefits under this subsection, the annuitant must have been a full-time District employee for a minimum of five continuous years, must be at least 55 years of age and must retire from the District with PERS retirement. Any additional PERS requirements will also apply. The District shall contribute to the annuitant's HRA or similar funding mechanism the amount necessary to pay the full cost of the annuitant's enrollment, including the enrollment of his or her eligible dependents, in a health benefits plan or plans up to a maximum of one hundred percent (100%) of the weighted average of the health benefits plan premiums for employees or annuitants enrolled for self alone plus ninety percent (90%) of the weighted average of the additional premiums required for enrollment of his or her eligible dependents in the four (4) health benefits plans which have the largest number of enrollments during the year to which the formula is applied plus administrative fees and Contingency Reserve Fund assessment, but not more than one hundred percent (100%) of premium applicable to him or her.

- (c) Eligible employees hired by the District on or after November 18, 2012 are entitled to the minimum employer contribution established annually by CalPERS.

Section 8. Holidays

Regular full-time employees shall be eligible for holiday pay, not to exceed eight (8) hours for any one (1) day, or nine (9) hours for employees assigned to 9-80 workweeks, or ten (10) hours for employees assigned to a 4-10 weekly work schedule, provided they are in a pay status on one of their regularly scheduled workdays either immediately preceding or following the holiday. The rate of compensation for the holiday shall be based upon the employee's regular hourly wage rate.

The holidays observed in this District shall be:

- (1) New Year's Day, January 1
- (2) Memorial Day
- (3) Independence Day, July 4
- (4) Thanksgiving Day
- (5) Day after Thanksgiving Day
- (6) Christmas

Employees shall have six (6) floating holiday in addition to the existing six (6) holidays per fiscal year. Requests to schedule floating holidays shall be presented to the employee's supervisor, and are subject to rescheduling based on the needs of the District.

When a holiday falls on a full-time employee's regularly scheduled day off, the employee shall receive eight (8) hours of additional time, or nine (9) hours for employees assigned to 9-80 workweeks, or ten (10) hours for employees assigned to a 4-10 weekly schedule, at a time determined by agreement between the District Manager and the employee. Such time off earned must be taken within six (6) months of the holiday as scheduled with the District Manager; provided, however, that with the approval of the District Manager the time limit may be extended.

Section 9. Vacation

Regular full-time employees shall be entitled to annual vacation leave as follows:

- From one (1) to three (3) years of employment – 80 hours
- From four (4) to seven (7) years of employment – 120 hours
- From eight (8) to twenty-five (25) years of employment – 160 hours
- After twenty-five (25) years – 200 hours

The District encourages employees to annually take their vacation leave. An employee may defer vacation leave up to a limit of four hundred (400) hours. Upon accruing the maximum number of vacation hours, the employee will cease to accrue vacation until the employee's unused vacation accrual is reduced below the cap.

Employees may sell back up to 120 hours of vacation per fiscal year. Employees with an unforeseen financial emergency may address the District Manager in writing explaining the financial burden and requesting permission to sell back additional accrued vacation hours. The District Manager will review all requests on a case by case basis. The District Manager has the right to deny the employee request with no right of appeal.

Section 10. Sick Leave

Regular full-time employees shall accrue sick leave at the rate of one hundred twenty (120) hours per fiscal year. Sick leave may be granted because of illness, injury, exposure to contagious disease, illness or injury of a member of the employee's immediate family requiring

the employee's attendance, and medical, dental and optical appointments to the extent that such appointments cannot be scheduled outside the work day.

An employee's immediate family shall consist of the employee's: spouse; domestic partner; children; step-children; or the mother, father, brother, sister, grandchildren or grandparents of the employee, spouse, or domestic partner; or other members of the employee's family residing in the employee's home; or other members of the employee's family primarily dependent upon the employee.

An employee may be granted sick leave only in case of actual sickness as defined above. In the event that an employee or a member of the employee's immediate family recovers from any such sickness after being granted sick leave, and during the regularly scheduled hours of work, then such employee shall notify the appropriate supervisor and be available to return to duty. Sick leave may not be used before it is earned. In no event shall sick leave be converted into a cash bonus.

Excessive use of sick leave, tardiness, and failing to use the call-in procedures when absent or tardy can negatively impact job performance and affect others in the performance of their jobs. Factors that will be considered in determining whether use of sick leave is excessive include, but are not limited to, the number of absences compared to other employees, whether absenteeism is limited to a finite time period or whether it continues over time, the basis for the absenteeism and the significance of the impact on the performance of the employee or of others.

In order to receive compensation when absent on sick leave, the employee shall notify the employee's supervisor at least four (4) hours prior to the time set for beginning the employee's duties, unless the employee is prevented from doing so by an emergency. Employees assigned to work the day shift shall provide notice to the employee's supervisor as soon as reasonably possible.

The District may require a physician's certification at any time regarding the sickness or injury of the employee or their immediate family member and the date of the employee's intended return to work.

An employee may use up to sixteen (16) hours of accrued sick leave for personal emergencies with the approval of their supervisor and the District Manager.

Section 11. Rest and Lunch Periods

Under normal conditions, the work schedule of all employees shall provide a fifteen (15) minute rest period during each four (4) hour work period. Employees shall also normally have a paid 30-minute lunch period. Employees must stay within District boundaries during their lunch break.

Section 12. Salaries Pay Scale

Effective July 1, 2022, employees shall receive an annual Cost of Living Allowance (“COLA”) increase based on the San Francisco-Oakland-San Jose Consumer Price Index for all Urban Consumers (“CPI”) using the CPI annual average for the calendar year immediately preceding the commencement of the District’s fiscal year with a minimum and maximum set by the terms below:

July 1, 2022 – set at 5%

July 1, 2023 – 4% min - 7% max

July 1, 2024- 3.5% min – 6.5%max

July 1, 2025- 3% min – 6% max

RESOLUTION NO. 2022-06

SANITARY DISTRICT NO. 5 OF MARIN COUNTY

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

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

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

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

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

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

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

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

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

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

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

1. The salaries for all employees of Sanitary District No. 5 of Marin County, as stated on the attached Publicly Available Pay Scale Chart, which reflects an annual Cost of Living increase of 5.0%, effective July 1, 2022, are hereby incorporated in and made part of this Resolution.

* * * * *

I certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Board of Directors of Sanitary District No. 5 of Marin County, California, at a meeting thereof held on the 16th of June, 2022, by the following vote:

AYES, and in favor thereof, Directors:

NOES, Directors:

ABSENT, Directors:

ABSTAIN, Directors:

Approved:

Attest:

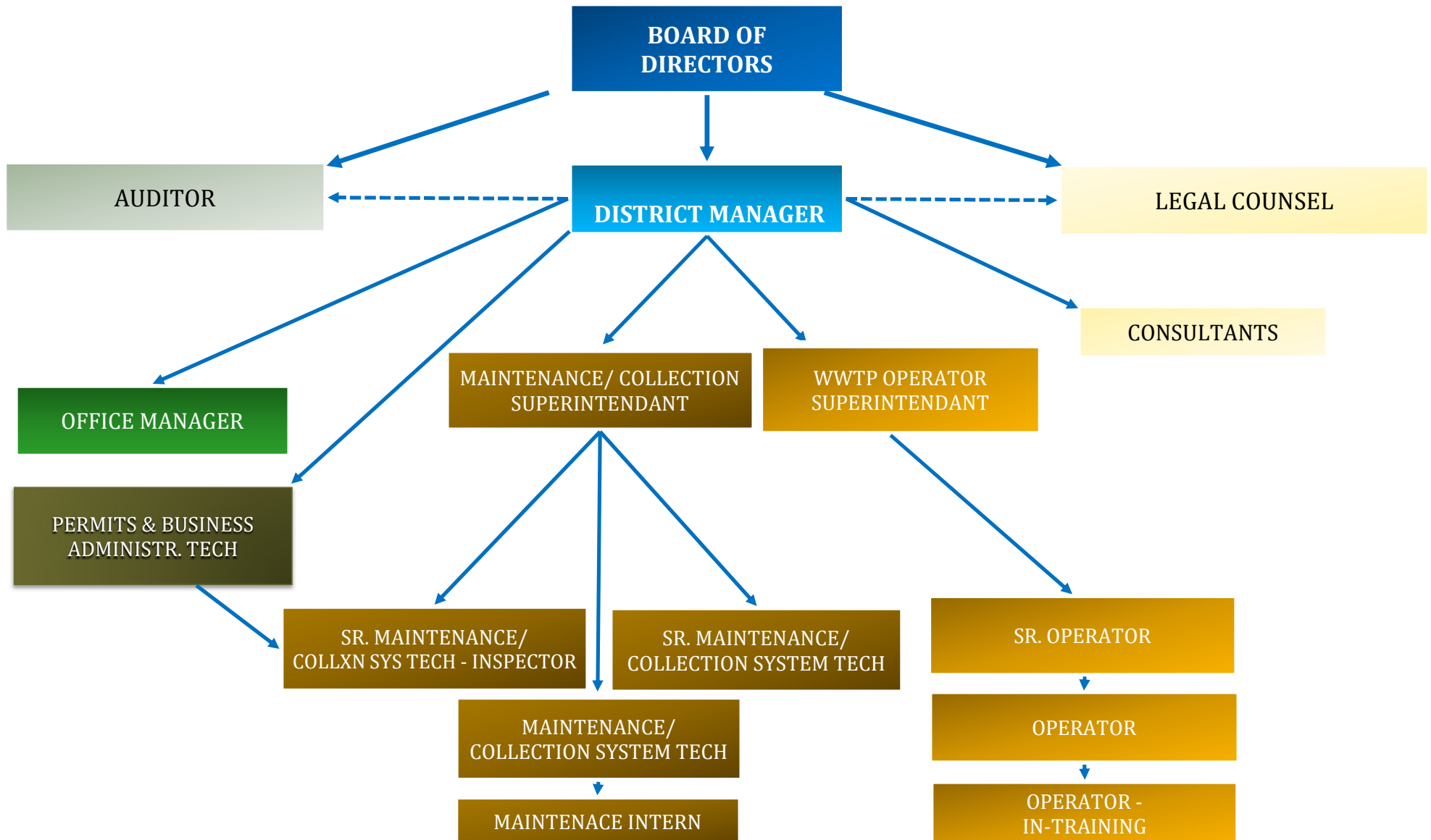
John Carapiet
President, Board of Directors

Tod Moody
Secretary, Board of Directors



SANITARY DISTRICT NO. 5 OF MARIN COUNTY

ORGANIZATION CHART FOR FY2022-2023



Management

Tony Rubio District Manager
Robin Dorhrmann Office Manager

**2001 Paradise Drive
Tiburon CA 94920
415-435-1501 Tel.
415-435-0221 Fax.
www.sani5.org**

**SANITARY DISTRICT
of MARIN COUNTY**



1922-2022

Board of Directors

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

100 Years Of Public Service

Date: June 16, 2022
Property Owner: Mallard Point 1951, LLC
Property Owner Address: 39 Forrest Street Mill Valley CA 94941
Applicant: Bruce Dorfman
BD@ThompsonDorfman.com
Project Name: Mallard Point Project Will Serve Request
Project Address: 1-22 Mallard Rd, Belvedere CA 94920
Project APN: APN 060-072-18, 060-072-27, 060-072-28

RE: Will Serve Letter

Dear Mr. Dorfman,

The purpose of this letter is to confirm that Sanitary District No. 5 of Marin County has determined that, at this time, based off the additional units (20) to be added to the current (22) per day (42 total units), the Districts Main WWTP has the ability to provide sanitary sewer service for the property located at 1-22 Mallard Drive, CA 94920. This letter only serves to notify you that sanitary sewer services are currently available to this property. This letter does not constitute preliminary or final approval of any proposed project until such time that building plans, approved by the City of Belvedere, have been submitted to the District for review and approval. Service will be granted subject to compliance with the District’s regulations governing sanitary sewer service and any and all rates and charges, which may include sanitary sewer main extensions, and/or off-site pipeline improvements at the applicant’s sole expense. Please note that private lateral connections to the District’s Main are the sole responsibility of the property owner, at the property owner’s cost, and the feasibility of such a connection is not addressed by this letter.

The terms and conditions of approval for this connection are as followed:

1. The applicant will be required to install the sanitary sewer improvements as specified in any District Conditions of Approval for the project established at the time of the application.
2. The applicant will be required to pay the appropriate connection and inspection fees, and shall be subject to all applicable rules and regulations of the District for compliance with Sewer Use Ordinance 2014-02 and it associated standard specifications

3. The current Mallard Pointe Subdivision sewerage system is privately owned and maintained. Clarify who will own and maintain each part of the proposed private sewer system and the commonly shared privately owned sewer main prior to connection to the SD5 system, and what legal mechanism will be imposed on the homeowners for adequate maintenance of the private sewer system. Additionally, if the Project applicant intends to offer for dedication any portion of the private sewer system to the District, please provide draft conveyance documents as required by section 3.05.410 sanitary code. The District will have the sole discretion determining whether to offer any such dedications.
4. Final walkthrough of the property to determine total fixture count for calculating SD5 connection fees and payment of those connection fees.
5. Provision of sanitary sewer services to the property owner is contingent upon the development meeting the requirements of any governmental entity having jurisdiction over such development.
6. No Storm Water Discharge- Applicant shall adopt and implement a storm water mitigation plan so that there will be no storm water entering the District's system at any time.

Please be advised that, prior to connection, you must complete the District's permitting process and pay all required connection and inspection fees in full and also comply with all District standards and specifications.

The connection fees in Belvedere Zone are currently set at \$1278 per fixture unit.

By issuing this Will-Serve Letter, Sanitary District No.5 of Marin County is not incurring any liability of any nature, including but not limited to mandate, damages, or injunctive relief. SD5 is making no representation to the applicant nor waiving any rights it has under any applicable state or federal law. In the event there is any court imposed moratorium or a government agency imposes a moratorium on SD5 a connection to the District may not occur. Furthermore, in the event there is not sufficient capacity, a connection to the District may not occur. The property owner acknowledges that this letter does not constitute any guaranty that at the time of connection, sanitary sewer service will be available. All service pursuant to this letter is expressly conditioned with the District's rules and regulations as they may be amended from time to time.

If connection has not been made within three years the allocation will be terminated without prejudice and you will be able to re-apply for allocation. Please sign and date the original of this letter and return it to the District office within 30 days. The copy is for your records.

Sincerely,

Tony Rubio
District Manager

AGREED:

Project Applicant

Date

CC: Benjamin Stock, Legal Counsel- Burke Williams Sorenson LLP
John Carapiet, Board President
Joel Alvarez, SD5 Permits



- Home
- How It Works
- Logout **Robin Dohrmann**

CSDA Board of Directors Election Ballot - Term 2023-2025; Seat B - Bay Area Network

Please vote for your choice

Choose **one** of the following candidates:

- Ryan Clausnitzer, Alameda Mosquito Abatement District*
- Matthew Fuzie, Livermore Area Recreation and Park District

*Incumbent

This question is **required**. You may select **one** of the following.
Click on any **view details** link to view more information.

Ryan Clausnitzer* [\[view details\]](#)

Mathew Fuzie [\[view details\]](#)

Continue

Cancel



**California Special
Districts Association**
Districts Stronger Together

2022 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Ryan Clausnitzer, MPA, CSDM

District/Company: Alameda County Mosquito Abatement District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: Ten years total: three as Trustee, seven as General Manager

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Ex officio membership in all CSDA committees: Legislative, Professional Development, Fiscal (former Chair), Member Services, Audit, Bylaws and Elections, Executive (chair). Speaker and Panelist at GM Summit and Annual Conference. Certified Special District Manager (CSDM). Recognition of Special District Governance, SDLF Leadership Academy, District Board Secretary/ Clerk.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

Coastal Region representative on the MVCAC Legislative Committee and the Ad-Hoc Sterile Insect Technique Sub-committees

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Board member of the Alameda County Special District Chapter, Executive Committee member of the East Bay Economic Development Agency, special district representative to CA Secretary of State's 2020 election task force.

4. List civic organization involvement:

Member of Rotary Club of Alameda leading the program to find employment for Afghan refugees. Youth girls basketball and track coach, girls basketball athletic coordinator.

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 31, 2022 will not be included with the ballot.**

March 11, 2022

Bay Area Special Districts

Re: CSDA Board of Directors Bay Area Network Seat B

I am seeking your support for a third term on the CSDA Board of Directors in the Bay Area Network based on my CSDA leadership, my involvement in the community specifically focused on raising awareness of special districts, my 25 years of experience in all levels of government, and my academic background in public policy.

In my current 3-year term on the Board of CSDA, my fellow directors chose me as Vice-President for the first year and President the following two. Other than serving on the Board of the Alameda CSDA chapter, I was pleased to be able to attend several virtual county chapter meetings in Santa Clara, San Mateo, Contra Costa, Marin, with a formation meeting in Sonoma County. These connections allow me to better represent the entire region at CSDA meetings and advocacy events. Regarding events, in 2021, I led CSDA to make its first connections with the Boys and Girls State of California leading to a presentation and career day inclusion at the 2021 virtual Boys State. CSDA has assurances from both the Girls and Boys State that we will engage again in 2022 and beyond. This fulfills my goal in my first year as President to increase the visibility of special districts to future directors and as a viable career option.

The goal in my second year of CSDA Presidency is for special districts to better represent the communities that they serve. I began this process by working with the Institute for Local Government and will be bringing these initiatives directly to CSDA's strategic planning session this summer.

The San Francisco Bay Area is a very amazing place to live and it is our job to make life here even better by delivering critical services to our communities as efficiently and effectively as possible. I would be honored to represent your special district once again on the CSDA Board of Directors.

Sincerely,

Ryan Clausnitzer, MPA, CSDM, REHS
General Manager
Alameda County Mosquito Abatement District
23187 Connecticut Street
Hayward, CA 94545
510-925-1756
ryan@mosquitoes.org

Encl: Nomination form, candidate information sheet, Board resolution



**California Special
Districts Association**
Districts Stronger Together

2022 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Mathew L. Fuzie

District/Company: Livermore Area Recreation and Park District (LARPD)

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 3.5 Years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Member, Alameda County Special Districts Association

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

Served on the Board of Directors for CAPRI (the California Association for Park & Recreation Indemnity)

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Livermore Valley Intergovernmental Committee

4. List civic organization involvement:

N/A

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 31, 2022 will not be included with the ballot.**



**California Special
Districts Association**
Districts Stronger Together

Candidate Statement: Mathew L. Fuzie

I have been in Recreation and Law Enforcement since 1981. After a 33-year career with California State Parks finishing as Deputy Director, I retired on August 4 of 2018. On August 6, 2018, I started as General Manager of the Livermore Area Recreation and Park District (LARPD). My experiences with State Government translated very well into the management of a special district. My experience translates very well into this position as well. I have worked in every corner of California and at high levels in Sacramento. I know my way around the Capitol buildings and have many contacts. I am very comfortable working with legislators and their staff. I am a very good problem solver and professional who can get things done.