

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

**2001 Paradise Drive  
Tiburon, California 94920**

**AGENDA**

**Special Finance & Fiscal Oversight Committee Special Meeting  
Thursday, May 9<sup>th</sup> 2024, 10:30 a.m.**

Teleconference Location:  
Director Catherine Benediktsson  
2352 Mar East Street  
Tiburon CA 94920

PURSUANT TO THE RALPH M. BROWN ACT, ALL VOTES SHALL BE  
BY ROLL CALL DUE TO DIRECTOR BENEDIKTSSON TELECONFERENCE FROM  
2352 Mar East Street Tiburon CA 94920

**I. Roll Call**

**II. Public Comments**

**III. New Business**

- 1. Warrant List Summary for April 12<sup>th</sup> through May 9<sup>th</sup> 2024**
- 2. Warrant List Detail for April 12<sup>th</sup> through May 9<sup>th</sup> 2024**
- 3. Annual Budget vs Actual Expenses July 1, 2023 – May 9, 2024 Report**
- 4. 1 Year Comparative Balance Report May 9, 2023- May 9, 2024 (assets and liabilities)**
- 5. Overtime Reports- Monthly (April 2024) & Yearly to Date**
- 6. Review CLASS (California Cooperative Liquid Assets Securities System) example of investment interest return and fees.**
- 7. Review of FY24/25 Appropriation Limit**
- 8. Review of FY24/25 Preliminary Budget & Updated Estimated to Close Numbers for FY23/24 Budget Operating Expense Line Items**
- 9. Upcoming District obligations for May 2024 through June 2024**

**IV. Adjournment**

*This Committee may be attended by Board Members who do not serve on this committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.*

**Accessible public meetings:** Any member of the public who needs accommodation should email the Distric Manager, at [trubio@sani5.org](mailto:trubio@sani5.org), who will use her best efforts to provide as much accessibility as possible while also maintaining public safety.

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

05/06/24

## Warrant List Summary

April 12 through May 9, 2024

Date	Num	Name	Memo	Amount
JP Morgan Chase - Primary 7399				
05/01/2024	EFT	CalPERS (Health Premium)	EFT Health Premium, Cust #4163206459 - May 2024	-24,076.24
04/22/2024	EFT	CalPERS (457 Def Comp)	SD5 EE + ER 457 Contributions - 4/15/24	-3,828.31
05/02/2024	EFT	CalPERS (457 Def Comp)	SD5 EE + ER 457 Contributions - 4/30/24	-4,078.31
05/09/2024	10533	Access Answering Service	Answering Service - May 2024	-75.90
05/09/2024	10534	Air Technology West	service & repair of plant air compressor & dryer	-1,573.34
05/09/2024	10535	Alameda Electrical Distributors, Inc.	Stmt Date 4/30/24	-3,197.75
05/09/2024	10536	Alhambra	drinking water service - Apr 2024	-234.36
05/09/2024	10537	Alliant Insurance Services	auto insurance maverick, endorsement	-29.00
05/09/2024	10538	Amazon Capital Services (Amazon Busine...	Accounting stamp, ceiling tiles, battery backup	-559.26
05/09/2024	10539	BAAQMD	Fac ID 1523, Renewal #697288, renewal term 6/1/24-6/1/25	-23,283.00
05/09/2024	10540	Balf, Abigail (v)	mileage reimb, D2 Certification, Lab Analyst 1 application & certificatio...	-1,384.66
05/09/2024	10541	Banshee Networks, Inc.	computer services - Mar 2024	-1,672.32
05/09/2024	10542	Breije and Race Laboratories, Inc.	Main Plant samples submitted - Mar 2024	-1,380.00
05/09/2024	10543	California Service Tool	tools	-479.57
05/09/2024	10544	Caltest Analytical Laboratory	Main Plant Lab Monitoring - Mar 2024	-5,348.95
05/09/2024	10545	Caltronics Business Systems, Inc.	copier base rate & usage charge, Mar 2024	-205.56
05/09/2024	10546	Center For Hearing Health, Inc.	annual audiometric testing	-720.00
05/09/2024	10547	Cintas Corporation	weekly supplies - Apr 2024	-140.00
05/09/2024	10548	Collodi, Pete (v)	mileage reimb, CWEA Collection Certification Renewal reimb	-277.28
05/09/2024	10549	Comcast Business (Internet) *9465	8155300110149465	-687.88
05/09/2024	10550	DKF Solutions Group, LLC	Review confined space policy, respiratory protection policy, Training Li...	-2,105.00
05/09/2024	10551	East Bay Muni Utility District	BACC Participation Fee	-799.20
05/09/2024	10552	Fastenal Company	supplies - Mar & Apr 2024	-3,955.11
05/09/2024	10553	Goodman Building Supply Co.	Stmt Date 4/25/24	-573.36
05/09/2024	10554	Grainger	dessicant breathers, assorted hose clamps	-858.20
05/09/2024	10555	Harrington Industrial Plastics LLC	mixer static PVC	-544.92
05/09/2024	10556	HDR Engineering, Inc.	Digester Cleaning & Rehab Project, Dec 2023-Mar 2024	-50,791.91
05/09/2024	10557	HF&H Consultants, LLC	2022 Sewer Rate Study - Mar 2024	-3,240.00
05/09/2024	10558	Jill Kalehua, DMMS	Accounting Services - Apr 2024	-2,595.00
05/09/2024	10559	JPR Systems Inc	MSA Calibration - Aug 2023	-2,183.75
05/09/2024	10560	Larry Walker Associates, Inc.	ROWD and Permit Renewal - Mar 2023	-152.50
05/09/2024	10561	Marin Municipal Water District	2/7/24-4/5/24 - monthly bill for (5) accounts	-2,123.44
05/09/2024	10562	Marin Resource Recovery Center	C & D Material - Apr 2024	-104.00
05/09/2024	10563	Mill Valley Refuse Serv (Garbage) *2945	monthly garbage - Apr 2024	-270.53
05/09/2024	10564	MISCOwater	repair parts for SBS transfer pump	-345.67
05/09/2024	10565	Nute Engineering Corp.	Engineering Services: Cove Rd Pump Station Improvements - Mar 2024	-1,026.00
05/09/2024	10566	Pacific Gas & Electric	2908031411-4, 3/20/24-4/18/24	-25,765.54
05/09/2024	10567	PAN-PACIFIC SUPPLY COMPANY	neoprene ring gasket	-196.69
05/09/2024	10568	Pape Material Handling	diagnose and repaired carriage assembly	-926.11
05/09/2024	10569	PLATT Electric Supply	Stmt Date 4/25/24	-9,552.72
05/09/2024	10570	Rosser, John M. (v)	mileage reimb, tick spray for work in field/hills	-153.06
05/09/2024	10571	Roy's Sewer Service, Inc.	sewer service - Apr 2024, and one from Dec 2023	-36,087.50
05/09/2024	10572	Royal Wholesale	(6) Limit switch 600v	-2,406.78
05/09/2024	10573	Salazar, Ignacio G. (v)	CWEA AC24 Annual Conference & Expo, 4/9-4/12/24	-92.20
05/09/2024	10574	Screechfield-Lablue, Pierce L. (v)	State Water Resources Control Board Exam, 1/10/24	-122.10
05/09/2024	10575	Slembrouck-Many Corporation	annual testing & certification: fire alarm panel & emergency exit smoke ...	-929.90
05/09/2024	10576	Special Dist Risk Mgmt Authority (SDRMA)	Basic Life, ADD, LTD, Dental & Vision - June 2024	-1,906.51
05/09/2024	10577	Streamline	Steamline Web member, annual website subscription, 5/1/24-4/30/25	-2,400.00
05/09/2024	10578	T-Mobile	#996374146, 2/28/24-3/25/24	-105.47
05/09/2024	10579	U.S. Bank cc *3611	Stmt Date 4/25/24	-3,542.13
05/09/2024	10580	Univar	chemicals	-9,736.48
05/09/2024	10581	USABlueBook	Stmt Date 4/3/24, and some invoices from Feb 2023, Feb 2024	-2,547.20
05/09/2024	10582	Verizon Wireless	Main Plant telephones - 3/9/24-4/8/24	-577.91
05/09/2024	10583	Waste Management, Redwood Landfill	garbage service - Mar 2024	-944.17
05/09/2024	10584	Water Environment Federation	annual membership - A. Balf ID 18024134, 4/1/24-3/31/25	-166.00
Total JP Morgan Chase - Primary 7399				-243,058.75
TOTAL				-243,058.75

**Sanitary Distr. No.5 of Marin Co.**  
**Warrant List Detail**  
 April 12 through May 9, 2024

05/06/24

Num	Type	Date	Name	Memo	Account	Paid Amo...
EFT	Check	05/01/202	CalPERS (Health Premi...	EFT Health Premium, Cust #4163206459 - May 2024	JP Morgan Chase - Primary ...	
				Inv #1000 000 17486932, Active Employee Health - May 2024	8020.05 · Employee Health	-22,952.55
				Inv #1000 000 17486932, Retiree Health - May 2024	8022.05 · Retiree Health	-1,123.69
TOTAL						-24,076.24
EFT	Check	04/22/202	CalPERS (457 Def Comp)	SD5 EE + ER 457 Contributions - 4/15/24	JP Morgan Chase - Primary ...	
				SD5 EE + ER 457 Contributions - 4/15/24	8008 · Deferred Comp 457	-3,828.31
TOTAL						-3,828.31
EFT	Check	05/02/202	CalPERS (457 Def Comp)	SD5 EE + ER 457 Contributions - 4/30/24	JP Morgan Chase - Primary ...	
				SD5 EE + ER 457 Contributions - 4/30/24	8008 · Deferred Comp 457	-4,078.31
TOTAL						-4,078.31
10533	Bill Pmt -Check	05/09/202	Access Answering Serv...	Answering Service - May 2024	JP Morgan Chase - Primary ...	
319.79	Bill	05/05/202		Answering Service - May 2024	8510 · Data/Alarms/IT Supp &...	-75.90
TOTAL						-75.90
10534	Bill Pmt -Check	05/09/202	Air Technology West	service & repair of plant air compressor & dryer	JP Morgan Chase - Primary ...	
10142	Bill	04/01/202		service & repair of plant air compressor & dryer. PO 749498	7022 · Plant Maint. Parts & Se...	-1,067.01
10233	Bill	04/23/202		service & repair of plant air compressor & dryer. PO 749498	7022 · Plant Maint. Parts & Se...	-506.33
TOTAL						-1,573.34

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Warrant List Detail**

April 12 through May 9, 2024

05/06/24

Num	Type	Date	Name	Memo	Account	Paid Amo...
<b>10535</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Alameda Electrical Distr...</b>	<b>Stmt Date 4/30/24</b>	<b>JP Morgan Chase - Primary ...</b>	
S5790...	Bill	04/11/202		Tib pump station #4 panel/service. PO 753069	7011 · Pumps & Lines Mainte...	-1,423.45
S5790...	Bill	04/12/202		galv nipples & elbows. PO 753069	7027 · Electrical & Instrument	-388.00
S5793...	Bill	04/16/202		Main Plant supplies. PO 753069	7021 · Plant Maintenance Sup...	-447.60
S5789...	Bill	04/18/202		Tib pump station #4. PO 753069	7011 · Pumps & Lines Mainte...	-567.77
S5798...	Bill	04/23/202		Tib pump station #4 parts. PO 753069	7011 · Pumps & Lines Mainte...	-370.93
TOTAL						-3,197.75
<b>10536</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Alhambra</b>	<b>drinking water service - Apr 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
12012...	Bill	04/26/202		drinking water service - Apr 2024	8541 · Water	-234.36
TOTAL						-234.36
<b>10537</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Alliant Insurance Servic...</b>	<b>auto insurance maverick, endorsement</b>	<b>JP Morgan Chase - Primary ...</b>	
2642698	Bill	04/24/202		auto insurance maverick, endorsement	6033.3 · Insurance - SD5 Auto	-29.00
TOTAL						-29.00
<b>10538</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Amazon Capital Service...</b>	<b>Accounting stamp, ceiling tiles, battery backup</b>	<b>JP Morgan Chase - Primary ...</b>	
1CWT-...	Bill	04/30/202		Accounts Payable Invoice Approval Stamp, PO TR AP Sta...	6047 · Office Supplies	-48.01
1RGQ-...	Bill	04/30/202		(4) APC UPS Battery Backup Surge Protector, PO TR041...	6047 · Office Supplies	-272.75
1DPT-...	Bill	04/30/202		(12) ceiling tiles for office. PO TR Office Ceiling Tiles	6047 · Office Supplies	-238.50
TOTAL						-559.26
<b>10539</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>BAAQMD</b>	<b>Fac ID 1523, Renewal #697288, renewal term 6/1/24-6/1...</b>	<b>JP Morgan Chase - Primary ...</b>	
T168286	Bill	04/02/202		Fac ID 1523, renewal term 6/1/24-6/30/24, 1 month, Fiscal...	7062 · Permits/Fees - General	-1,940.25
				Fac ID 1523, renewal term 7/1/24-6/1/25, 11 months, Fisc...	7062 · Permits/Fees - General	-21,342.75
TOTAL						-23,283.00

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Warrant List Detail**

April 12 through May 9, 2024

05/06/24

<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
<b>10540</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Balf, Abigail (v)</b>	<b>mileage reimb, D2 Certification, Lab Analyst 1 applicat...</b>	<b>JP Morgan Chase - Primary ...</b>	
4/8/24	Bill	04/08/202		mileage reimb - Apr 5, 6, 7 2024	6018.2 · Standby Mileage Exp...	-132.66
4/16/24	Bill	04/16/202		CWEA Lab Analyst Grade 1 Application	6020 · Continuing Education	-192.00
5/1/24	Bill	05/01/202		D2 Certification Renewal	6020 · Continuing Education	-60.00
5/1/24	Bill	05/01/202		Certificate Incentive - Lab Analyst Grade 1	8005 · Employee Incentives	-1,000.00
TOTAL						-1,384.66
<b>10541</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Banshee Networks, Inc.</b>	<b>computer services - Mar 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
16221	Bill	04/15/202		computer services - Mar 2024	8510 · Data/Alarms/IT Supp &...	-1,672.32
TOTAL						-1,672.32
<b>10542</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Brelje and Race Laborat...</b>	<b>Main Plant samples submitted - Mar 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
155594	Bill	04/26/202		Main Plant samples submitted - Mar 2024	7051 · Main Plant Lab Monitor...	-1,380.00
TOTAL						-1,380.00
<b>10543</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>California Service Tool</b>	<b>tools</b>	<b>JP Morgan Chase - Primary ...</b>	
S5798...	Bill	04/23/202		tools. PO 753069	7021 · Plant Maintenance Sup...	-479.57
TOTAL						-479.57
<b>10544</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Caltest Analytical Labor...</b>	<b>Main Plant Lab Monitoring - Mar 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
718725	Bill	04/11/202		Main Plant Lab Monitoring - Mar 2024	7051 · Main Plant Lab Monitor...	-5,348.95
TOTAL						-5,348.95

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April 12 through May 9, 2024

05/06/24

Num	Type	Date	Name	Memo	Account	Paid Amo...
<b>10545</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Caltronics Business Sy...</b>	<b>copier base rate &amp; usage charge, Mar 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
4049370	Bill	04/11/202		Konica Minolta/KON-C308, usage charge, 3/2/24-4/1/24 Konica Minolta/KON-C280, usage charge, 3/2/24-4/1/24 base rate charge plus tax, 3/2/24-4/1/24	6047 · Office Supplies 6047 · Office Supplies 6047 · Office Supplies	-119.83 -0.02 -85.71
TOTAL						-205.56
<b>10546</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Center For Hearing Heal...</b>	<b>annual audiometric testing</b>	<b>JP Morgan Chase - Primary ...</b>	
20599	Bill	03/08/202		annual audiometric testing, PO 953258	8515 · Safety	-720.00
TOTAL						-720.00
<b>10547</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Cintas Corporation</b>	<b>weekly supplies - Apr 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
41886...	Bill	04/05/202		weekly - scraper & towels	7023 · Janitorial Supplies & S...	-35.00
41893...	Bill	04/12/202		Weekly - scraper & towels	7023 · Janitorial Supplies & S...	-35.00
41901...	Bill	04/19/202		Weekly - scraper & towels	7023 · Janitorial Supplies & S...	-35.00
41908...	Bill	04/26/202		Weekly - scraper & towels	7023 · Janitorial Supplies & S...	-35.00
TOTAL						-140.00
<b>10548</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Collodi, Pete (v)</b>	<b>mileage reimb, CWEA Collection Certification Renewa...</b>	<b>JP Morgan Chase - Primary ...</b>	
4/11/24	Bill	04/11/202		mileage reimb - Apr 8, 2024	6018.2 · Standby Mileage Exp...	-56.28
4/15/24	Bill	04/15/202		CWEA Collections Certification Renewal	6018.2 · Standby Mileage Exp...	-221.00
TOTAL						-277.28
<b>10549</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Comcast Business (Inte...</b>	<b>8155300110149465</b>	<b>JP Morgan Chase - Primary ...</b>	
Bill Dat...	Bill	04/26/202		Cable, Internet, Voice - May 2024	8530 · Telephone	-687.88
TOTAL						-687.88

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

April 12 through May 9, 2024

Num	Type	Date	Name	Memo	Account	Paid Amo...
<b>10550</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>DKF Solutions Group, L...</b>	<b>Review confined space policy, respiratory protection ...</b>	<b>JP Morgan Chase - Primary ...</b>	
22143	Bill	04/15/202		consulting: re: confined space policy, Feb 2024	8515 · Safety	-607.50
				consulting re: Respiratory Protection policy, Mar 2024	8515 · Safety	-877.50
				consulting re: CBT development & review, Mar 2024	8515 · Safety	-270.00
22169	Bill	05/01/202		Training Link Subscription - May 2024	8515 · Safety	-350.00
TOTAL						-2,105.00
<b>10551</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>East Bay Muni Utility Di...</b>	<b>BACC Participation Fee</b>	<b>JP Morgan Chase - Primary ...</b>	
8042027	Bill	03/28/202		Bay Area Chemical Consortium chemical bid participation ...	6025 · Dues & Subscriptions	-799.20
TOTAL						-799.20
<b>10552</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Fastenal Company</b>	<b>supplies - Mar &amp; Apr 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
CAPE...	Bill	03/06/202		parts. PO 754220	7022 · Plant Maint. Parts & Se...	-20.38
CAPE...	Bill	03/20/202		spears ball valves. PO 754222	7022 · Plant Maint. Parts & Se...	-1,127.62
CAPE...	Bill	04/03/202		1" tank adapter CPVC. PO 749494	7022 · Plant Maint. Parts & Se...	-327.56
CAPE...	Bill	04/10/202		large latex gloves, 50 ct. PO 848140	8515 · Safety	-213.90
CAPE...	Bill	04/17/202		in line CPVC ball check valves. PO 749499	7022 · Plant Maint. Parts & Se...	-441.40
CAPE...	Bill	04/25/202		10 Fire Extinguishers. PO 848145	8515 · Safety	-751.84
CAPE...	Bill	04/25/202		fender washers, stud anchors, strut nuts, strut straps	7021 · Plant Maintenance Sup...	-858.51
CAPE...	Bill	04/25/202		10 pack, Med latex gloves. PO 848140	8515 · Safety	-213.90
TOTAL						-3,955.11
<b>10553</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Goodman Building Sup...</b>	<b>Stmt Date 4/25/24</b>	<b>JP Morgan Chase - Primary ...</b>	
Clos D...	Bill	04/25/202		parts/supplies for plant, Inv 1122, PO 749493	7021 · Plant Maintenance Sup...	-347.33
				door stopper, stainless steel pan, Inv 1636, PO 848623	6047 · Office Supplies	-21.20
				pest control supplies, In 2331, PO 848143	7028 · Grounds Maintenance	-43.57
				key blanks, Inv 2482, PO TR041824	6047 · Office Supplies	-76.67
				supplies, Inv 2762, PO 848627	7021 · Plant Maintenance Sup...	-73.57
				gorilla glue, Inv 2917, PO 754052	7021 · Plant Maintenance Sup...	-11.02
TOTAL						-573.36

05/06/24

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April 12 through May 9, 2024

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<b>10554</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Grainger</b>	<b>dessicant breathers, assorted hose clamps</b>	<b>JP Morgan Chase - Primary ...</b>	
90859...	Bill	04/15/202		desiccant breathers, PO 195199	7024 · Main Plant Chemicals	-734.49
90995...	Bill	04/25/202		assorted hose clamps. PO 754053	7022 · Plant Maint. Parts & Se...	-123.71
TOTAL						-858.20
<b>10555</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Harrington Industrial Pl...</b>	<b>mixer static PVC</b>	<b>JP Morgan Chase - Primary ...</b>	
00603...	Bill	04/11/202		mixer static PVC. PO 195196	7022 · Plant Maint. Parts & Se...	-544.92
TOTAL						-544.92
<b>10556</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>HDR Engineering, Inc.</b>	<b>Digester Cleaning &amp; Rehab Project, Dec 2023-Mar 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
12006...	Bill	05/01/202		Digester Cleaning & Rehab Project, Dec 2023-Mar 2024	6017 · Consulting Fees	-50,791.91
TOTAL						-50,791.91
<b>10557</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>HF&amp;H Consultants, LLC</b>	<b>2022 Sewer Rate Study - Mar 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
9721108	Bill	04/22/202		2022 Sewer Rate Study - Mar 2024	6017 · Consulting Fees	-3,240.00
TOTAL						-3,240.00
<b>10558</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Jill Kalehua, DMMS</b>	<b>Accounting Services - Apr 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
Apr 2024	Bill	05/01/202		Accounting Services - Apr 2024	6008 · Audit & Accounting	-2,595.00
TOTAL						-2,595.00
<b>10559</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>JPR Systems Inc</b>	<b>MSA Calibration - Aug 2023</b>	<b>JP Morgan Chase - Primary ...</b>	
33143	Bill	04/10/202		MSA Calibration - Aug 2023. PO 955707	8515 · Safety	-2,183.75
TOTAL						-2,183.75



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April 12 through May 9, 2024

05/06/24

<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
<b>10560</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Larry Walker Associate...</b>	<b>ROWD and Permit Renewal - Mar 2023</b>	<b>JP Morgan Chase - Primary ...</b>	
00113....	Bill	04/16/202		ROWD and Permit Renewal - Mar 2023	7061 · Main Plant NPDES Re...	-152.50
TOTAL						-152.50
<b>10561</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Marin Municipal Water ...</b>	<b>2/7/24-4/5/24 - monthly bill for (5) accounts</b>	<b>JP Morgan Chase - Primary ...</b>	
Bill Dat...	Bill	04/10/202		Service #7810, Service Address 2001 Paradise Dr, 2/7/24...	8541 · Water	-1,801.45
Bill Dat...	Bill	04/10/202		Service #36898, Service Address Mar West St, 2/7/24-4/5...	8541 · Water	-79.54
Bill Dat...	Bill	04/10/202		Service #41054, Service Address Cove Rd, 2/7/24-4/5/24	8541 · Water	-79.54
Bill Dat...	Bill	04/10/202		Service #27862, Service Address Golden Gate Ave, 2/7/2...	8541 · Water	-79.54
Bill Dat...	Bill	04/10/202		Service #27861, Service Address San Rafael Ave, 2/7/24-...	8541 · Water	-83.37
TOTAL						-2,123.44
<b>10562</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Marin Resource Recove...</b>	<b>C &amp; D Material - Apr 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
1408470	Bill	04/16/202		C & D material, 4/16/24. PO 848624	7028 · Grounds Maintenance	-54.00
1408941	Bill	04/24/202		min C & D material. PO 848626	7028 · Grounds Maintenance	-50.00
TOTAL						-104.00
<b>10563</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Mill Valley Refuse Serv (...)</b>	<b>monthly garbage - Apr 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
Stmt D...	Bill	04/01/202		Garbage Service, Apr 2024	7028 · Grounds Maintenance	-270.53
TOTAL						-270.53
<b>10564</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>MISCOWater</b>	<b>repair parts for SBS transfer pump</b>	<b>JP Morgan Chase - Primary ...</b>	
29898...	Bill	01/26/202		repair parts for SBS transfer pump. PO 749468	7022 · Plant Maint. Parts & Se...	-345.67
TOTAL						-345.67

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**Sanitary Distr. No.5 of Marin Co.  
Warrant List Detail  
April 12 through May 9, 2024**

Num	Type	Date	Name	Memo	Account	Paid Amo...
<b>10565</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Nute Engineering Corp.</b>	<b>Engineering Services: Cove Rd Pump Station Improve...</b>	<b>JP Morgan Chase - Primary ...</b>	
27170	Bill	04/08/202		Engineering Services: Cove Rd Pump Station Improveme...	6017 · Consulting Fees	-1,026.00
TOTAL						-1,026.00
<b>10566</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Pacific Gas &amp; Electric</b>	<b>2908031411-4, 3/20/24-4/18/24</b>	<b>JP Morgan Chase - Primary ...</b>	
Stmt D...	Bill	04/26/202		Stmt Date 4/26/24 Stmt Date 4/26/24 Stmt Date 4/26/24	8542 · Main Plant Utilities 8543 · Paradise Cove Utilities 8544 · Pump Station Utilities	-17,632.40 -3,475.89 -4,657.25
TOTAL						-25,765.54
<b>10567</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>PAN-PACIFIC SUPPLY ...</b>	<b>neoprene ring gasket</b>	<b>JP Morgan Chase - Primary ...</b>	
29615...	Bill	04/26/202		neoprene ring gasket, PO 754225	7022 · Plant Maint. Parts & Se...	-196.69
TOTAL						-196.69
<b>10568</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Pape Material Handling</b>	<b>diagnose and repaired carriage assembly</b>	<b>JP Morgan Chase - Primary ...</b>	
19078...	Bill	04/09/202		diagnose and repaired carriage assembly	7072 · Maintenance	-926.11
TOTAL						-926.11
<b>10569</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>PLATT Electric Supply</b>	<b>Stmt Date 4/25/24</b>	<b>JP Morgan Chase - Primary ...</b>	
Stmt D...	Bill	04/25/202		wire connectors, shrink tube, drill bits, Inv 5B52921, PO 8... PVC coated conduit fittings, Inv Y879106, PO 848621 pump station panels, etc, Inv Y879112, PO 848620 pump station panels, etc, Inv 5C40795, PO 848620 pump station panels, etc, Inv 5C72791, PO 848620 stepladders, Inv 5C88784, PO 848625	7022 · Plant Maint. Parts & Se... 7022 · Plant Maint. Parts & Se... 7011 · Pumps & Lines Mainte... 7021 · Plant Maintenance Sup... 7021 · Plant Maintenance Sup... 7021 · Plant Maintenance Sup...	-228.20 -6,220.03 -1,205.93 -218.54 -1,238.23 -441.79
TOTAL						-9,552.72

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

April 12 through May 9, 2024

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Num	Type	Date	Name	Memo	Account	Paid Amo...
<b>10570</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Rosser, John M. (v)</b>	<b>mileage reimb, tick spray for work in field/hills</b>	<b>JP Morgan Chase - Primary ...</b>	
4/24/24	Bill	04/24/202		mileage reimb - Apr 2024	6018.2 · Standby Mileage Exp...	-117.36
5/1/24	Bill	05/01/202		reimb: tick spray for CCTV work in hills	8515 · Safety	-35.70
TOTAL						-153.06
<b>10571</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Roy's Sewer Service, Inc.</b>	<b>sewer service - Apr 2024, and one from Dec 2023</b>	<b>JP Morgan Chase - Primary ...</b>	
226216	Bill	12/27/202		Maintenance-Spring Cleaning, Tiburon zone. Hand machi...	7011 · Pumps & Lines Mainte...	-31,712.50
227103	Bill	04/10/202		53 Alcatraz Ave, Belvedere - service call	7011 · Pumps & Lines Mainte...	-235.00
224624	Bill	04/11/202	132 Marinero Circle, Tibu...	132 Marinero Circle, Tiburon - bill back customer	7011 · Pumps & Lines Mainte...	-600.00
227230	Bill	04/18/202		280 Round Hill Rd-clogged sewer line	7011 · Pumps & Lines Mainte...	-470.00
224656	Bill	04/22/202		Beach Rd & Tiburon Blvd: vactor truck & crew, emergency...	7011 · Pumps & Lines Mainte...	-2,600.00
227278	Bill	04/26/202		2 Santa Ana Ct, clogged sewer line	7011 · Pumps & Lines Mainte...	-470.00
TOTAL						-36,087.50
<b>10572</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Royal Wholesale</b>	<b>(6) Limit switch 600v</b>	<b>JP Morgan Chase - Primary ...</b>	
7914-1...	Bill	03/27/202		(6) Limit switch 600v. PO 848618	7022 · Plant Maint. Parts & Se...	-2,406.78
TOTAL						-2,406.78
<b>10573</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Salazar, Ignacio G. (v)</b>	<b>CWEA AC24 Annual Conference &amp; Expo, 4/9-4/12/24</b>	<b>JP Morgan Chase - Primary ...</b>	
4/11/24	Bill	04/11/202		mileage reimb, CWEA AC24 Annual Conference & Expo, ...	6018.1 · Meetings & Travel	-40.20
				meals per diem, CWEA AC24 Annual Conference & Expo,...	6018.1 · Meetings & Travel	-45.00
				parking, CWEA AC24 Annual Conference & Expo, 4/9-4/1...	6018.1 · Meetings & Travel	-7.00
TOTAL						-92.20
<b>10574</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Screechfield-Lablue, Pi...</b>	<b>State Water Resources Control Board Exam, 1/10/24</b>	<b>JP Morgan Chase - Primary ...</b>	
4/2/24	Bill	04/02/202		State Water Resources Control Board Exam, 1/10/24	6020 · Continuing Education	-122.10
TOTAL						-122.10

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

April 12 through May 9, 2024

05/06/24

Num	Type	Date	Name	Memo	Account	Paid Amo...
<b>10575</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Slembrouck-Many Corp...</b>	<b>annual testing &amp; certification: fire alarm panel &amp; emer...</b>	<b>JP Morgan Chase - Primary ...</b>	
5472-3...	Bill	04/08/202		annual testing & certification; fire alarm panel & emergenc...	8515 · Safety	-929.90
TOTAL						-929.90
<b>10576</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Special Dist Risk Mgmt ...</b>	<b>Basic Life, ADD, LTD, Dental &amp; Vision - June 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
Sampl...	Bill	05/05/202		Basic Life & ADD, LTD, Dental, Vision - June 2024	8020.05 · Employee Health	-1,906.51
TOTAL						-1,906.51
<b>10577</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Streamline</b>	<b>Steamline Web member, annual website subscription,...</b>	<b>JP Morgan Chase - Primary ...</b>	
6C646...	Bill	05/01/202		Steamline Web member, annual website subscription, Ma...	8510 · Data/Alarms/IT Supp &...	-200.00
				Steamline Web member, annual website subscription, July...	8510 · Data/Alarms/IT Supp &...	-2,200.00
TOTAL						-2,400.00
<b>10578</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>T-Mobile</b>	<b>#996374146, 2/28/24-3/25/24</b>	<b>JP Morgan Chase - Primary ...</b>	
Inv 99...	Bill	03/25/202		2/28/24-3/25/24, 925-584-8053, service 2/28/24-3/25/24	8531 · Main Plant Telephones	-105.47
TOTAL						-105.47
<b>10579</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>U.S. Bank cc *3611</b>	<b>Stmt Date 4/25/24</b>	<b>JP Morgan Chase - Primary ...</b>	
Stmt D...	Bill	04/25/202		Sign Dynamics, Inv 9263, new Maverick vehicle decal, PO...	7072 · Maintenance	-271.13
				Viridian Wastewater Consulting LLC, (2) Grade 4 & 5 Certi...	6020 · Continuing Education	-1,500.00
				Canon, computer printer, PO 848138	6047 · Office Supplies	-504.42
				Amazon, food grade minieral oil, gardening gloves, PO 84...	7021 · Plant Maintenance Sup...	-29.14
				Zoom subscription, recurring	6025 · Dues & Subscriptions	-87.97
				3 Day PACP/LACP/MACP Course	6020 · Continuing Education	-1,075.00
				Woodlands Market, drinks/snacks 4/11/24	6065 · Miscellaneous Expense	-74.47
TOTAL						-3,542.13

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

April 12 through May 9, 2024

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<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
<b>10580</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Univar</b>	<b>chemicals</b>	<b>JP Morgan Chase - Primary ...</b>	
51945...	Bill	03/19/202		chemicals. PO 848133	7024 · Main Plant Chemicals	-9,736.48
TOTAL						-9,736.48
<b>10581</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>USABlueBook</b>	<b>Stmt Date 4/3/24, and some invoices from Feb 2023, F...</b>	<b>JP Morgan Chase - Primary ...</b>	
263111	Bill	02/09/202		remaining balance due on this invoice. PO 113613	7022 · Plant Maint. Parts & Se...	-439.05
INV00...	Bill	02/12/202		A321 pH Meter. PO AB48103	7025 · Lab Supplies & Chemic...	-973.72
INV00...	Bill	02/15/202		HACH buffer, eye saline concentrate. PO AB848112	7025 · Lab Supplies & Chemic...	-354.38
INV00...	Bill	04/04/202		(2) Sludge Judge Ultra Complete. PO 848139	7025 · Lab Supplies & Chemic...	-560.50
INV00...	Bill	04/25/202		HACH pH Buffer. PO 848148	7025 · Lab Supplies & Chemic...	-219.55
TOTAL						-2,547.20
<b>10582</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Verizon Wireless</b>	<b>Main Plant telephones - 3/9/24-4/8/24</b>	<b>JP Morgan Chase - Primary ...</b>	
99610...	Bill	04/08/202		Main Plant telephones - 3/9/24-4/8/24	8531 · Main Plant Telephones	-577.91
TOTAL						-577.91
<b>10583</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Waste Management, Re...</b>	<b>garbage service - Mar 2024</b>	<b>JP Morgan Chase - Primary ...</b>	
01103...	Bill	04/01/202		Main Plant Sludge Disposal - Mar 2024	7029 · Main Plant Sludge Disp...	-944.17
TOTAL						-944.17
<b>10584</b>	<b>Bill Pmt -Check</b>	<b>05/09/202</b>	<b>Water Environment Fed...</b>	<b>annual membership - A. Balf ID 18024134, 4/1/24-3/31/25</b>	<b>JP Morgan Chase - Primary ...</b>	
3/31/24	Bill	03/31/202		annual membership - A. Balf ID 18024134, 4/1/24-6/30/24...	6025 · Dues & Subscriptions	-41.50
				annual membership - A Balf ID 18024134, 7/1/24-3/31/25....	6025 · Dues & Subscriptions	-124.50
TOTAL						-166.00

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05/06/24

**Sanitary Distr. No.5 of Marin Co.**  
**Annual Budget vs Actual Expenses**  
 July 1, 2023 through May 9, 2024

	Jul 1, '23 - May ...	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
5000 · Property Taxes / AD VALOREM				
5001.2 · TEETER	963,637.24	905,000.00	58,637.24	106.5%
5002 · UNSEC	18,240.70	15,000.00	3,240.70	121.6%
5003 · PUNS / PRIOR UNSECURED	1,102.41	1,500.00	-397.59	73.5%
5004 · REDEMPTION / RDMPT	253.58	0.00	253.58	100.0%
5006 · SPLU	1,208.75	0.00	1,208.75	100.0%
5041 · SUPSEC	14,689.94	20,000.00	-5,310.06	73.4%
5043 · SECU	247.96	0.00	247.96	100.0%
5046 · Excess ERAF	372,415.20	255,314.00	117,101.20	145.9%
5280 · HOPTR	3,022.73	3,000.00	22.73	100.8%
5483 · Other tax	-3,983.14	7,000.00	-10,983.14	-56.9%
<b>Total 5000 · Property Taxes / AD VALOREM</b>	<b>1,370,835.37</b>	<b>1,206,814.00</b>	<b>164,021.37</b>	<b>113.6%</b>
5007 · Sewer Service Charge				
5007.1 · Sewer Service - Ops	5,231,018.01	4,861,118.00	369,900.01	107.6%
5007.2 · Sewer Service - Cap	0.00	0.00	0.00	0.0%
<b>Total 5007 · Sewer Service Charge</b>	<b>5,231,018.01</b>	<b>4,861,118.00</b>	<b>369,900.01</b>	<b>107.6%</b>
5201 · INTEREST				
5201.1 · Interest County of Marin	565.07	0.00	565.07	100.0%
5201.2 · Interest LAIF	260,114.32	100,000.00	160,114.32	260.1%
<b>Total 5201 · INTEREST</b>	<b>260,679.39</b>	<b>100,000.00</b>	<b>160,679.39</b>	<b>260.7%</b>
5900.10 · Paradise Sewer Line Ext. Fees	15,123.77	15,479.10	-355.33	97.7%
5900.3 · Connection Fees				
5900.31 · Collection	137,442.00	200,000.00	-62,558.00	68.7%
5900.34 · Treatment	211,904.00	200,000.00	11,904.00	106.0%
<b>Total 5900.3 · Connection Fees</b>	<b>349,346.00</b>	<b>400,000.00</b>	<b>-50,654.00</b>	<b>87.3%</b>
5900.4 · Permit Inspection & Admin Fees	17,750.00	16,250.00	1,500.00	109.2%
5900.5 · SASM Expense Reimb.	18,609.38	75,000.00	-56,390.62	24.8%
5900.9 · Other Income	0.00	100.00	-100.00	0.0%
<b>Total Income</b>	<b>7,263,361.92</b>	<b>6,674,761.10</b>	<b>588,600.82</b>	<b>108.8%</b>
<b>Gross Profit</b>	<b>7,263,361.92</b>	<b>6,674,761.10</b>	<b>588,600.82</b>	<b>108.8%</b>
<b>Expense</b>				
6000 · Administrative Expenses				
6001 · Advertising	0.00	2,000.00	-2,000.00	0.0%
6002 · Outreach & Newsletter	0.00	0.00	0.00	0.0%
6008 · Audit & Accounting	54,890.78	40,000.00	14,890.78	137.2%
6017 · Consulting Fees	128,622.79	100,000.00	28,622.79	128.6%
6018 · Travel & Meetings				
6018.1 · Meetings & Travel	13,384.30	15,000.00	-1,615.70	89.2%
6018.2 · Standby Mileage Expense Reimb	4,378.85	8,000.00	-3,621.15	54.7%
<b>Total 6018 · Travel &amp; Meetings</b>	<b>17,763.15</b>	<b>23,000.00</b>	<b>-5,236.85</b>	<b>77.2%</b>
6020 · Continuing Education	8,589.96	10,000.00	-1,410.04	85.9%
6021 · County Fees	5,776.19	16,590.00	-10,813.81	34.8%
6024 · Director Fees	6,289.32	9,000.00	-2,710.68	69.9%
6025 · Dues & Subscriptions	35,033.69	33,000.00	2,033.69	106.2%
6026 · Elections	0.00	0.00	0.00	0.0%
6033 · Insurance				
6033.1 · Insurance - SD5 Property	111,326.62	100,000.00	11,326.62	111.3%
6033.2 · Insurance - SD5 Liability	19,585.50	60,000.00	-40,414.50	32.6%
6033.3 · Insurance - SD5 Auto	6,701.87	10,000.00	-3,298.13	67.0%
<b>Total 6033 · Insurance</b>	<b>137,613.99</b>	<b>170,000.00</b>	<b>-32,386.01</b>	<b>80.9%</b>

**Sanitary Distr. No.5 of Marin Co.**  
**Annual Budget vs Actual Expenses**  
 July 1, 2023 through May 9, 2024

	Jul 1, '23 - May ...	Budget	\$ Over Budget	% of Budget
6039 · Legal	23,463.50	50,000.00	-26,536.50	46.9%
6047 · Office Supplies	15,941.47	11,000.00	4,941.47	144.9%
6056 · Postage	1,109.11	1,300.00	-190.89	85.3%
6059 · Pollution Prevention/Public Edu	2,203.91	5,500.00	-3,296.09	40.1%
6065 · Miscellaneous Expense	12.03	0.00	12.03	100.0%
<b>Total 6000 · Administrative Expenses</b>	<b>437,309.89</b>	<b>471,390.00</b>	<b>-34,080.11</b>	<b>92.8%</b>
<b>7000 · Ops &amp; Maintenance Expenses</b>				
7010 · Pumps & Lines Maintenance				
7011 · Pumps & Lines Maintenance	146,869.19	200,000.00	-53,130.81	73.4%
7013 · Emergency Line Repair	63,844.65	100,000.00	-36,155.35	63.8%
<b>Total 7010 · Pumps &amp; Lines Maintenance</b>	<b>210,713.84</b>	<b>300,000.00</b>	<b>-89,286.16</b>	<b>70.2%</b>
7020 · Main Plant Maintenance				
7021 · Plant Maintenance Supplies	68,565.15	80,000.00	-11,434.85	85.7%
7022 · Plant Maint. Parts & Service	245,642.52	300,000.00	-54,357.48	81.9%
7023 · Janitorial Supplies & Service	4,411.50	10,000.00	-5,588.50	44.1%
7024 · Main Plant Chemicals	142,487.70	165,000.00	-22,512.30	86.4%
7025 · Lab Supplies & Chemicals	15,047.78	25,000.00	-9,952.22	60.2%
7027 · Electrical & Instrument	12,447.95	30,000.00	-17,552.05	41.5%
7028 · Grounds Maintenance	4,987.13	8,000.00	-3,012.87	62.3%
7029 · Main Plant Sludge Disposal	47,582.33	55,000.00	-7,417.67	86.5%
<b>Total 7020 · Main Plant Maintenance</b>	<b>541,172.06</b>	<b>673,000.00</b>	<b>-131,827.94</b>	<b>80.4%</b>
7040 · Paradise Cove Plant Maint				
7041 · Paradise Parts & Service	12,085.55	20,000.00	-7,914.45	60.4%
7042 · Paradise Supplies & Chemicals	4,500.76	6,500.00	-1,999.24	69.2%
7043 · Paradise Sludge Disposal	0.00	3,000.00	-3,000.00	0.0%
<b>Total 7040 · Paradise Cove Plant Maint</b>	<b>16,586.31</b>	<b>29,500.00</b>	<b>-12,913.69</b>	<b>56.2%</b>
7050 · Monitoring				
7051 · Main Plant Lab Monitoring	49,507.50	50,000.00	-492.50	99.0%
7052 · Paradise Cove Monitoring	5,946.30	10,000.00	-4,053.70	59.5%
7053 · Chronic Toxicity	1,857.50	15,000.00	-13,142.50	12.4%
<b>Total 7050 · Monitoring</b>	<b>57,311.30</b>	<b>75,000.00</b>	<b>-17,688.70</b>	<b>76.4%</b>
7060 · Permits/Fees				
7061 · Main Plant NPDES Renewal	19,331.00	0.00	19,331.00	100.0%
7062 · Permits/Fees - General	76,852.73	50,000.00	26,852.73	153.7%
7063 · Paradise Cove Permits/Fees	8,578.75	9,000.00	-421.25	95.3%
7064 · Paradise Cove NPDES Renewal	0.00	0.00	0.00	0.0%
<b>Total 7060 · Permits/Fees</b>	<b>104,762.48</b>	<b>59,000.00</b>	<b>45,762.48</b>	<b>177.6%</b>
7070 · Truck Maintenance				
7071 · Fuel	14,714.69	20,000.00	-5,285.31	73.6%
7072 · Maintenance	18,381.54	30,000.00	-11,618.46	61.3%
<b>Total 7070 · Truck Maintenance</b>	<b>33,096.23</b>	<b>50,000.00</b>	<b>-16,903.77</b>	<b>66.2%</b>
<b>Total 7000 · Ops &amp; Maintenance Expenses</b>	<b>963,642.22</b>	<b>1,186,500.00</b>	<b>-222,857.78</b>	<b>81.2%</b>
<b>8000 · Salaries and Benefits Expenses</b>				
8001 · Salaries	1,247,872.71	1,598,548.00	-350,675.29	78.1%
8003 · Overtime	134,324.06	100,000.00	34,324.06	134.3%
8004 · Standby Pay	72,010.44	80,000.00	-7,989.56	90.0%
8005 · Employee Incentives	22,000.00	60,000.00	-38,000.00	36.7%
8006 · Vacation Buyout	73,848.74	80,000.00	-6,151.26	92.3%
8013 · Payroll Taxes	109,962.80	110,000.00	-37.20	100.0%
8015 · Payroll/Bank Fees	8,269.09	7,000.00	1,269.09	118.1%
8016 · Car Allowance	8,000.00	6,000.00	2,000.00	133.3%

**Sanitary Distr. No.5 of Marin Co.**  
**Annual Budget vs Actual Expenses**  
 July 1, 2023 through May 9, 2024

	Jul 1, '23 - May ...	Budget	\$ Over Budget	% of Budget
<b>8019 · PERS Retirement</b>				
8019.05 · PERS Retirement	120,458.91	272,332.00	-151,873.09	44.2%
8019.06 · PERS Retirement - RBP	0.00	0.00	0.00	0.0%
8019.08 · PERS Retirement - CalPERS UAL	928,049.00	0.00	928,049.00	100.0%
<b>Total 8019 · PERS Retirement</b>	1,048,507.91	272,332.00	776,175.91	385.0%
<b>8020 · Employee Health</b>				
8020.05 · Employee Health	273,478.53	290,000.00	-16,521.47	94.3%
8021 · Employee Health Deductions	-3,816.73	0.00	-3,816.73	100.0%
8020 · Employee Health - Other	0.00	0.00	0.00	0.0%
<b>Total 8020 · Employee Health</b>	269,661.80	290,000.00	-20,338.20	93.0%
<b>8022 · Retiree Health</b>				
8022.05 · Retiree Health	46,081.63	80,144.00	-34,062.37	57.5%
8022.10 · CERBT/OPEB Annual Arc Contribtn	0.00	140,000.00	-140,000.00	0.0%
8022 · Retiree Health - Other	15,017.94	0.00	15,017.94	100.0%
<b>Total 8022 · Retiree Health</b>	61,099.57	220,144.00	-159,044.43	27.8%
<b>8023 · Workers Comp Insurance</b>	52,609.00	58,000.00	-5,391.00	90.7%
<b>Total 8000 · Salaries and Benefits Expenses</b>	3,108,166.12	2,882,024.00	226,142.12	107.8%
<b>8500 · Other Operating Expenses</b>				
8510 · Data/Alarms/IT Supp & Licensing	104,016.20	100,000.00	4,016.20	104.0%
8515 · Safety	72,879.52	60,000.00	12,879.52	121.5%
8520 · Personal Protection/Safety Wear	8,508.75	15,000.00	-6,491.25	56.7%
8530 · Telephone				
8531 · Main Plant Telephones	12,359.91	11,000.00	1,359.91	112.4%
8532 · Paradise Cove Telephones	220.40	500.00	-279.60	44.1%
8533 · Pumps & Lines Telephones	5,542.30	7,000.00	-1,457.70	79.2%
<b>Total 8530 · Telephone</b>	18,122.61	18,500.00	-377.39	98.0%
8540 · Utilities				
8541 · Water	11,962.46	9,000.00	2,962.46	132.9%
8542 · Main Plant Utilities	183,204.16	230,000.00	-46,795.84	79.7%
8543 · Paradise Cove Utilities	33,110.45	22,000.00	11,110.45	150.5%
8544 · Pump Station Utilities	66,060.59	48,000.00	18,060.59	137.6%
<b>Total 8540 · Utilities</b>	294,337.66	309,000.00	-14,662.34	95.3%
<b>Total 8500 · Other Operating Expenses</b>	497,864.74	502,500.00	-4,635.26	99.1%
<b>Total Expense</b>	5,006,982.97	5,042,414.00	-35,431.03	99.3%
<b>Net Ordinary Income</b>	2,256,378.95	1,632,347.10	624,031.85	138.2%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
9100 · Capital Expenditures				
9200 · Main Plant Equipment Capital				
9201 · LED Lighting Upgrades	0.00	0.00	0.00	0.0%
9201.1 · M.P. Roll-Up Doors	59,081.00	75,000.00	-15,919.00	78.8%
9201.2 · M.P. Corrosion Protection	0.00	150,000.00	-150,000.00	0.0%
9202 · M.P. Drainage	0.00	0.00	0.00	0.0%
9206 · Infl Dry Weather Pump Rplcmnt	0.00	0.00	0.00	0.0%
9208 · M.P. Chem Feed Trx Pump Rplcmnt	0.00	0.00	0.00	0.0%
9212 · M.P. Headworks	0.00	0.00	0.00	0.0%
9213 · M.P. Digester				
9213.1 · Digester Rehab	53,216.01	600,000.00	-546,783.99	8.9%
<b>Total 9213 · M.P. Digester</b>	53,216.01	600,000.00	-546,783.99	8.9%
9216 · M.P. Secondary Clarifier	0.00	300,000.00	-300,000.00	0.0%



**Sanitary Distr. No.5 of Marin Co.**  
**Annual Budget vs Actual Expenses**  
 July 1, 2023 through May 9, 2024

	Jul 1, '23 - May ...	Budget	\$ Over Budget	% of Budget
9217 · SD5 Shop Rplcmnt /Ops Control				
9217.1 · FY23-24 Shop Rehab	127,579.23	100,000.00	27,579.23	127.6%
<b>Total 9217 · SD5 Shop Rplcmnt /Ops Control</b>	<b>127,579.23</b>	<b>100,000.00</b>	<b>27,579.23</b>	<b>127.6%</b>
9229.8 · Vehicle Replacement	81,586.51	0.00	81,586.51	100.0%
9200 · Main Plant Equipment Capital - Other	0.00	0.00	0.00	0.0%
<b>Total 9200 · Main Plant Equipment Capital</b>	<b>321,462.75</b>	<b>1,225,000.00</b>	<b>-903,537.25</b>	<b>26.2%</b>
9300 · Pumps & Lines Capital				
9301 · Tiburon Sewer Line Rehab Prog	136,628.57	0.00	136,628.57	100.0%
9303 · CCTV Sewer Project	0.00	250,000.00	-250,000.00	0.0%
9304 · Belvedere Sewer Line Rehab Prog	91,085.72	0.00	91,085.72	100.0%
9305 · Valve/Wet Well Replacements				
9305.2 · Tiburon Wet Well Rehab	0.00	50,000.00	-50,000.00	0.0%
<b>Total 9305 · Valve/Wet Well Replacements</b>	<b>0.00</b>	<b>50,000.00</b>	<b>-50,000.00</b>	<b>0.0%</b>
9306 · PS Pump & Valve Replacements	103,081.47	100,000.00	3,081.47	103.1%
9309 · BPS #1 Generator Replcmnt	0.00	600,000.00	-600,000.00	0.0%
9313 · Manholes/Rodholes	60,617.67	75,000.00	-14,382.33	80.8%
9314.01 · SR Ave Diverter Project	0.00	0.00	0.00	0.0%
9300 · Pumps & Lines Capital - Other	0.00	0.00	0.00	0.0%
<b>Total 9300 · Pumps &amp; Lines Capital</b>	<b>391,413.43</b>	<b>1,075,000.00</b>	<b>-683,586.57</b>	<b>36.4%</b>
9400 · Paradise Cove Capital				
9406 · P.C. Plant Grit Removal	0.00	0.00	0.00	0.0%
9407 · P.C. Pump Replacement	0.00	25,000.00	-25,000.00	0.0%
9408 · P.C. Access Rd Imprvmnts	0.00	100,000.00	-100,000.00	0.0%
9400 · Paradise Cove Capital - Other	0.00	0.00	0.00	0.0%
<b>Total 9400 · Paradise Cove Capital</b>	<b>0.00</b>	<b>125,000.00</b>	<b>-125,000.00</b>	<b>0.0%</b>
9500 · Undesignated Capital				
9510 · Undesignated Cap - M.P.	47,990.53	50,000.00	-2,009.47	96.0%
9520 · Undesignated Cap - P.C. Plant	0.00	25,000.00	-25,000.00	0.0%
9530 · Undesignated Cap - P & L	0.00	50,000.00	-50,000.00	0.0%
<b>Total 9500 · Undesignated Capital</b>	<b>47,990.53</b>	<b>125,000.00</b>	<b>-77,009.47</b>	<b>38.4%</b>
9100 · Capital Expenditures - Other	0.00	0.00	0.00	0.0%
<b>Total 9100 · Capital Expenditures</b>	<b>760,866.71</b>	<b>2,550,000.00</b>	<b>-1,789,133.29</b>	<b>29.8%</b>
9700 · Debt Service				
9701 · Zion Bank Loan- Principal	0.00	0.00	0.00	0.0%
9702 · Zion Bank Loan - Interest	0.00	0.00	0.00	0.0%
9730 · Debt Service - MPR Project				
9730.01 · Zion Loan - Principal	610,000.00	610,000.00	0.00	100.0%
9730.02 · Zion Loan - Interest	142,847.99	142,848.00	-0.01	100.0%
9731 · Debt Service MPR Bond Principal	0.00	0.00	0.00	0.0%
9732 · Debt Service MPR Bond Interest	0.00	0.00	0.00	0.0%
9734 · MPR Refi - Principal	0.00	0.00	0.00	0.0%
9735 · MPR Refi - Interest	0.00	0.00	0.00	0.0%
<b>Total 9730 · Debt Service - MPR Project</b>	<b>752,847.99</b>	<b>752,848.00</b>	<b>-0.01</b>	<b>100.0%</b>
<b>Total 9700 · Debt Service</b>	<b>752,847.99</b>	<b>752,848.00</b>	<b>-0.01</b>	<b>100.0%</b>
<b>Total Other Expense</b>	<b>1,513,714.70</b>	<b>3,302,848.00</b>	<b>-1,789,133.30</b>	<b>45.8%</b>
<b>Net Other Income</b>	<b>-1,513,714.70</b>	<b>-3,302,848.00</b>	<b>1,789,133.30</b>	<b>45.8%</b>
<b>Net Income</b>	<b>742,664.25</b>	<b>-1,670,500.90</b>	<b>2,413,165.15</b>	<b>-44.5%</b>

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Sanitary Distr. No.5 of Marin Co.  
Comparative Balance Sheet  
As of May 9, 2024

	May 9, 24	May 9, 23	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
JP Morgan Chase - Primary 7399	230,917.64	325,485.44	-94,567.80
JP Morgan Chase - Payroll 7506	160,735.43	87,491.56	73,243.87
JP Morgan Chase - Transfer 7522	263,677.97	429,816.90	-166,138.93
<b>Local Agency Investment Fund</b>			
SD5 CalPERS Retirement Trust	71,951.00	0.00	71,951.00
SD5 Operating Reserve	1,200,853.05	0.00	1,200,853.05
SD5 Operating	4,458,892.36	0.00	4,458,892.36
SD5 Disaster Recovery Fund	1,000,000.00	0.00	1,000,000.00
SD5 Capital & CIP Reserve	9,725,065.99	0.00	9,725,065.99
<b>Belvedere</b>			
Belvedere Capital & CIP Reserve	0.00	4,543,490.96	-4,543,490.96
Belvedere Disaster RecoveryFund	0.00	356,250.00	-356,250.00
Belvedere Operating	0.00	1,467,362.11	-1,467,362.11
Belvedere Operating Reserve	0.00	516,923.05	-516,923.05
Belvedere PERS Retirement Trust	0.00	356,250.00	-356,250.00
<b>Total Belvedere</b>	<b>0.00</b>	<b>7,240,276.12</b>	<b>-7,240,276.12</b>
<b>Tiburon</b>			
Tiburon Capital & CIP Reserve	0.00	5,018,792.24	-5,018,792.24
Tiburon Disaster Recovery Fund	0.00	643,750.00	-643,750.00
Tiburon Operating	0.00	2,063,828.01	-2,063,828.01
Tiburon Operating Reserve	0.00	683,930.00	-683,930.00
Tiburon PERS Retirement Trust	0.00	643,750.00	-643,750.00
<b>Total Tiburon</b>	<b>0.00</b>	<b>9,054,050.25</b>	<b>-9,054,050.25</b>
<b>Total Local Agency Investment Fund</b>	<b>16,456,762.40</b>	<b>16,294,326.37</b>	<b>162,436.03</b>
<b>Total Checking/Savings</b>	<b>17,112,093.44</b>	<b>17,137,120.27</b>	<b>-25,026.83</b>
<b>Accounts Receivable</b>			
Accounts Receivable	0.00	33,092.15	-33,092.15
<b>Total Accounts Receivable</b>	<b>0.00</b>	<b>33,092.15</b>	<b>-33,092.15</b>
<b>Other Current Assets</b>			
Petty Cash	781.92	881.92	-100.00
<b>Total Other Current Assets</b>	<b>781.92</b>	<b>881.92</b>	<b>-100.00</b>
<b>Total Current Assets</b>	<b>17,112,875.36</b>	<b>17,171,094.34</b>	<b>-58,218.98</b>
<b>Fixed Assets</b>			
<b>Land</b>			
Land	49,295.00	49,295.00	0.00
<b>Main Plant</b>			
<b>Chlorination</b>			
A/D - Chlorination	-10,888.00	-10,888.00	0.00
Cost - Chlorination	10,888.00	10,888.00	0.00
<b>Total Chlorination</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Collection &amp; Treatment</b>			
A/D - Collection & Treatment	-1,479,034.40	-1,473,263.40	-5,771.00
Cost - Collection & Treatment	1,728,200.72	1,484,374.72	243,826.00
<b>Total Collection &amp; Treatment</b>	<b>249,166.32</b>	<b>11,111.32</b>	<b>238,055.00</b>
<b>Electrical</b>			
A/D - Electrical	-1,075,781.83	-964,978.83	-110,803.00
Cost - Electrical	2,025,892.00	2,025,892.00	0.00
<b>Total Electrical</b>	<b>950,110.17</b>	<b>1,060,913.17</b>	<b>-110,803.00</b>
<b>Main Plant General</b>			
A/D Main Plant General	-15,874,322.58	-15,044,092.58	-830,230.00
Cost Main Plant General	20,403,927.67	20,353,877.67	50,050.00
<b>Total Main Plant General</b>	<b>4,529,605.09</b>	<b>5,309,785.09</b>	<b>-780,180.00</b>
<b>Mechanical</b>			
A/D - Mechanical	-2,277,062.44	-2,147,033.44	-130,029.00
Cost - Mechanical	2,815,158.00	2,838,343.00	-23,185.00
<b>Total Mechanical</b>	<b>538,095.56</b>	<b>691,309.56</b>	<b>-153,214.00</b>
<b>Miscellaneous</b>			
A/D - Miscellaneous	-124,558.76	-114,856.76	-9,702.00
Cost - Miscellaneous	187,571.48	190,088.48	-2,517.00
<b>Total Miscellaneous</b>	<b>63,012.72</b>	<b>75,231.72</b>	<b>-12,219.00</b>
<b>Odor Control</b>			
A/D - Odor Control	-562,511.67	-571,487.67	8,976.00
Cost - Odor Control	568,989.95	579,819.95	-10,830.00
<b>Total Odor Control</b>	<b>6,478.28</b>	<b>8,332.28</b>	<b>-1,854.00</b>
<b>Total Main Plant</b>	<b>6,336,468.14</b>	<b>7,156,683.14</b>	<b>-820,215.00</b>

**Sanitary Distr. No.5 of Marin Co.**  
**Comparative Balance Sheet**  
As of May 9, 2024

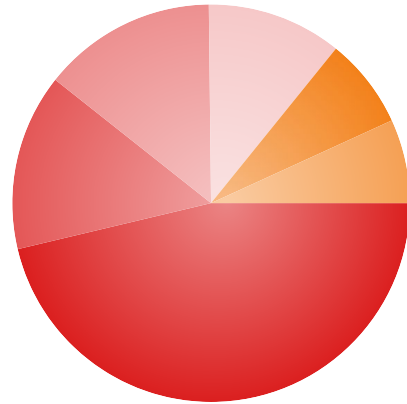
	May 9, 24	May 9, 23	\$ Change
<b>Misc Equipment</b>			
A/D - Misc Equipment	-20,760.00	-23,619.00	2,859.00
Cost - Misc Equipment	20,760.00	23,619.00	-2,859.00
<b>Total Misc Equipment</b>	0.00	0.00	0.00
<b>Office Equipment</b>			
A/D - Office Equipment	-38,766.21	-44,909.21	6,143.00
Cost - Office Equipment	46,902.90	57,113.90	-10,211.00
<b>Total Office Equipment</b>	8,136.69	12,204.69	-4,068.00
<b>Paradise Cove Plant</b>			
A/D - P.C. Plant	-787,070.42	-726,494.42	-60,576.00
Cost - P.C. Plant	2,063,413.80	2,064,811.80	-1,398.00
<b>Total Paradise Cove Plant</b>	1,276,343.38	1,338,317.38	-61,974.00
<b>Pump Stations - Belvedere</b>			
A/D - Pump Stations Belv	-996,076.59	-952,684.59	-43,392.00
Cost - Pump Stations Belv	1,262,801.63	1,239,961.63	22,840.00
<b>Total Pump Stations - Belvedere</b>	266,725.04	287,277.04	-20,552.00
<b>Pump Stations - Tiburon</b>			
A/D - Pump Stations Tib	-1,800,464.27	-1,640,616.27	-159,848.00
Cost - Pump Stations Tib	3,382,837.76	3,357,916.76	24,921.00
<b>Total Pump Stations - Tiburon</b>	1,582,373.49	1,717,300.49	-134,927.00
<b>Sewer Lines - Belvedere</b>			
A/D - Sewer Lines Belv	-2,124,571.52	-2,011,189.52	-113,382.00
Cost - Sewer Lines Belv	7,158,821.16	6,759,768.16	399,053.00
<b>Total Sewer Lines - Belvedere</b>	5,034,249.64	4,748,578.64	285,671.00
<b>Sewer Lines - Tiburon</b>			
A/D - Sewer Lines Tib	-3,771,364.15	-3,673,817.15	-97,547.00
Cost - Sewer Lines Tib	7,789,134.50	7,191,490.50	597,644.00
<b>Total Sewer Lines - Tiburon</b>	4,017,770.35	3,517,673.35	500,097.00
<b>Vehicles</b>			
A/D - Vehicles	-393,614.79	-340,537.79	-53,077.00
Cost - Vehicles	631,408.36	631,408.36	0.00
<b>Total Vehicles</b>	237,793.57	290,870.57	-53,077.00
<b>Total Fixed Assets</b>	18,809,155.30	19,118,200.30	-309,045.00
<b>TOTAL ASSETS</b>	<b>35,922,030.66</b>	<b>36,289,294.64</b>	<b>-367,263.98</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable			
2000 - Accounts Payable	0.00	1,247.44	-1,247.44
<b>Total Accounts Payable</b>	0.00	1,247.44	-1,247.44
<b>Other Current Liabilities</b>			
Compensated Absences Current	196,007.08	186,051.95	9,955.13
MPR Zion Loan Current Payable	610,000.00	595,000.00	15,000.00
MPR Zion Loan Interest Payable	37,603.00	41,292.00	-3,689.00
Retainage Payable	83,555.42	72,711.88	10,843.54
<b>Total Other Current Liabilities</b>	927,165.50	895,055.83	32,109.67
<b>Total Current Liabilities</b>	927,165.50	896,303.27	30,862.23
<b>Long Term Liabilities</b>			
MPR Zion Loan Payable	5,455,000.00	6,065,000.00	-610,000.00
Pension-related Liabilities	-877,300.00	-3,071,948.00	2,194,648.00
2061 - OPEB Related Liability	151,288.00	309,325.00	-158,037.00
2960 - Deferred Debt Refinancing Costs	93,985.20	107,411.20	-13,426.00
<b>Total Long Term Liabilities</b>	4,822,973.20	3,409,788.20	1,413,185.00
<b>Total Liabilities</b>	5,750,138.70	4,306,091.47	1,444,047.23
<b>Equity</b>			
3900 - Net Assets	29,693,259.92	31,130,099.56	-1,436,839.64
Net Income	478,632.04	853,103.61	-374,471.57
<b>Total Equity</b>	30,171,891.96	31,983,203.17	-1,811,311.21
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>35,922,030.66</b>	<b>36,289,294.64</b>	<b>-367,263.98</b>

## Account Balances

Account	Balance
*Local Agency Investment Fund	16,456,762.40
*SD5 CalPERS Retirement Trust	71,951.00
*SD5 Operating Reserve	1,200,853.05
*SD5 Operating	4,458,892.36
*SD5 Disaster Recovery Fund	1,000,000.00
*SD5 Capital & CIP Reserve	9,725,065.99
*Debt Service	5,912,877.62
*Debt Service - MPR Project	4,725,652.70
*Zion Loan - Principal	610,000.00
*Zion Loan - Interest	142,847.99
*JP Morgan Chase - Transfer 7522	263,677.97
*JP Morgan Chase - Primary 7399	230,917.64
*Compensated Absences Current	196,007.08
*JP Morgan Chase - Payroll 7506	160,735.43
*OPEB Related Liability	151,288.00
*Retainage Payable	83,555.42
*Pension-related Liabilities	-877,300.00

## Expense Breakdown

This year-to-date



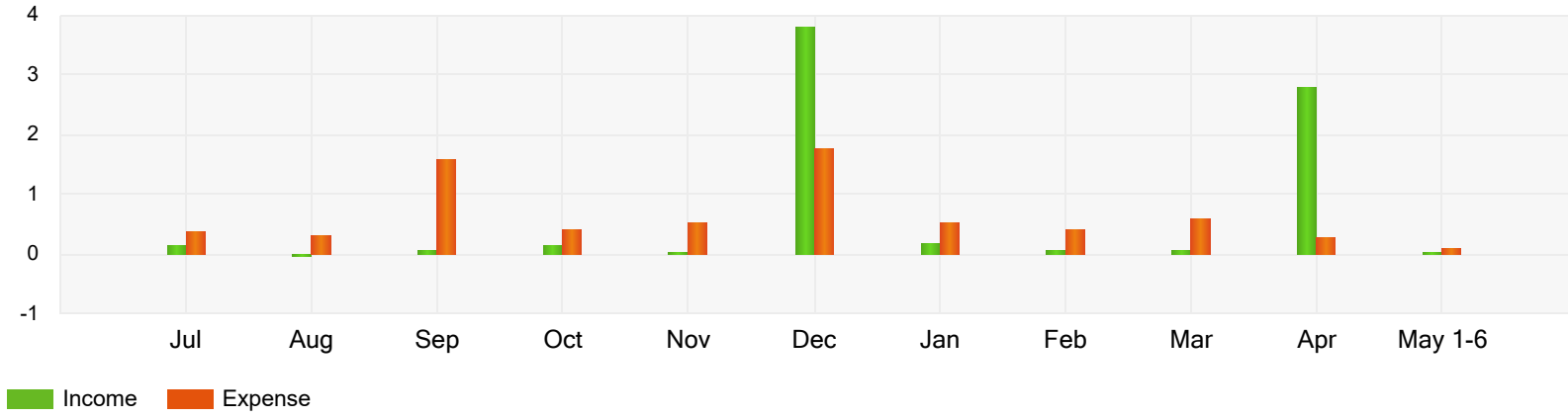
- 8000 · Salaries and Benefits Expenses
- 7000 · Ops & Maintenance Expenses
- 9100 · Capital Expenditures
- 9700 · Debt Service
- 8500 · Other Operating Expenses
- 6000 · Administrative Expenses
- Other Accounts

**Total: \$6,846,308.16**

### Income and Expense Trend

\$ in 1,000,000s

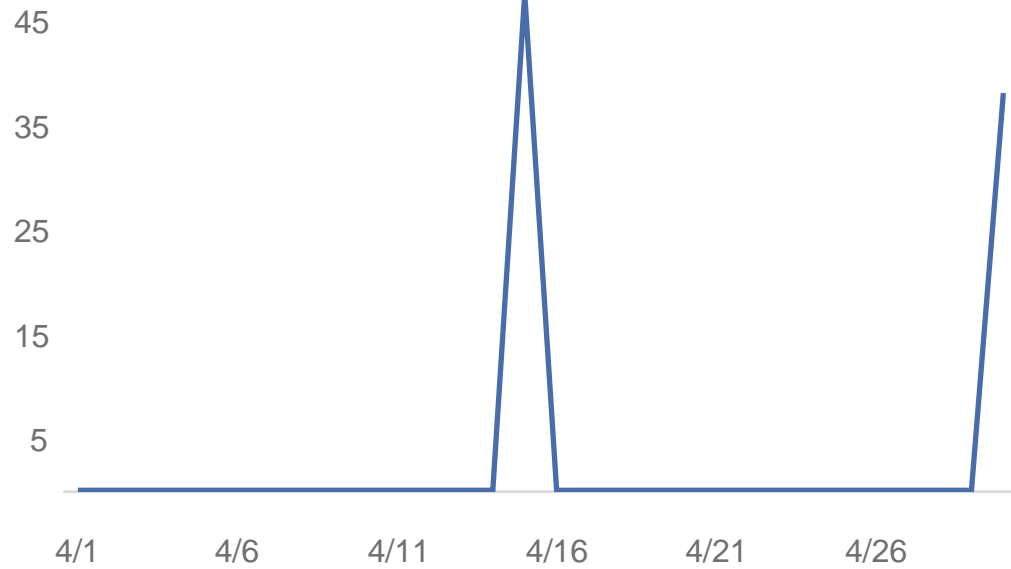
This year-to-date



## Overtime hours



Check date



Apr 1, 2024 - Apr 30, 2024

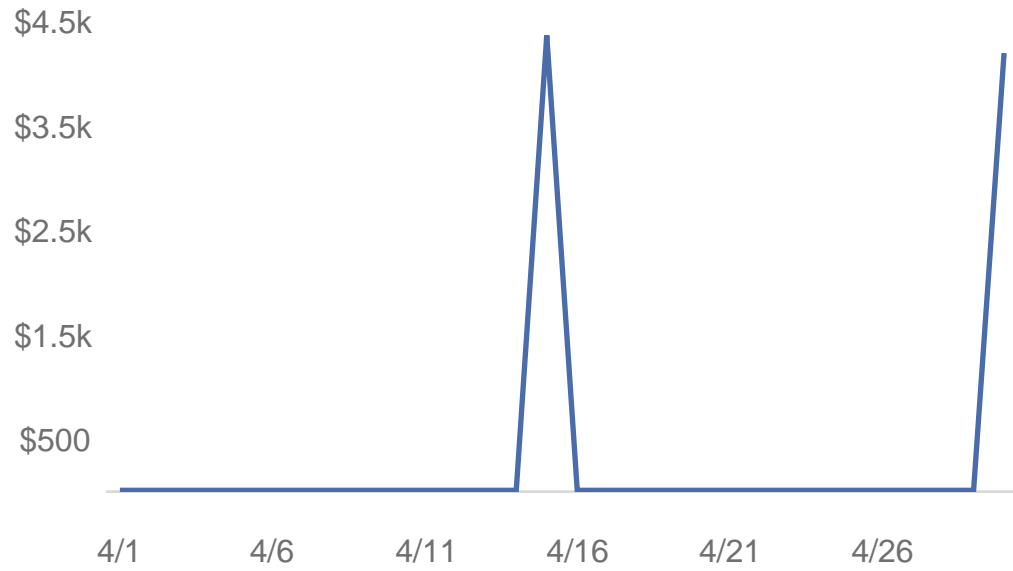
● My Company

**85.5 hrs**

## Overtime amounts



Check date



Apr 1, 2024 - Apr 30, 2024

● My Company

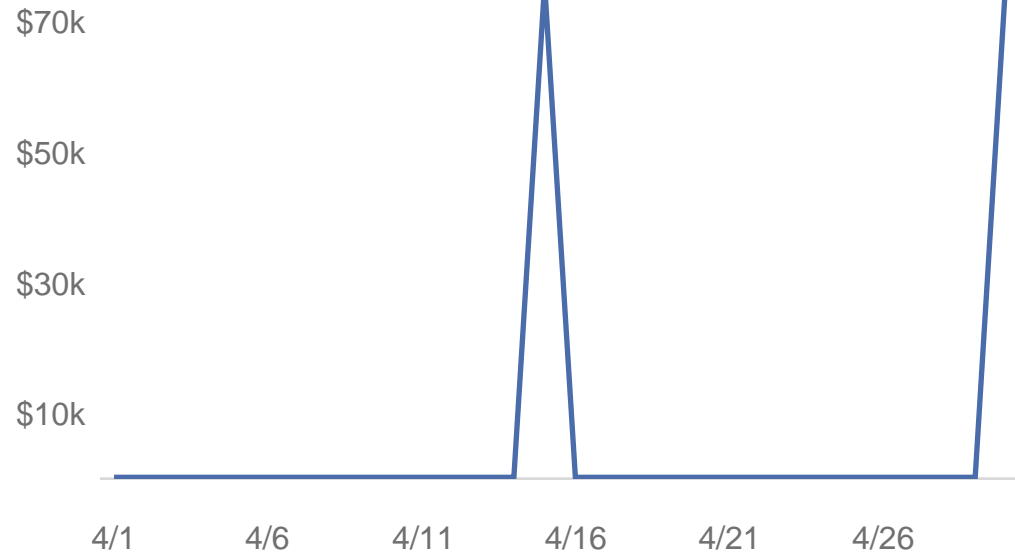
**\$8,535.38**



# Labor cost ⓘ



Check date



Apr 1, 2024 - Apr 30, 2024

● My Company

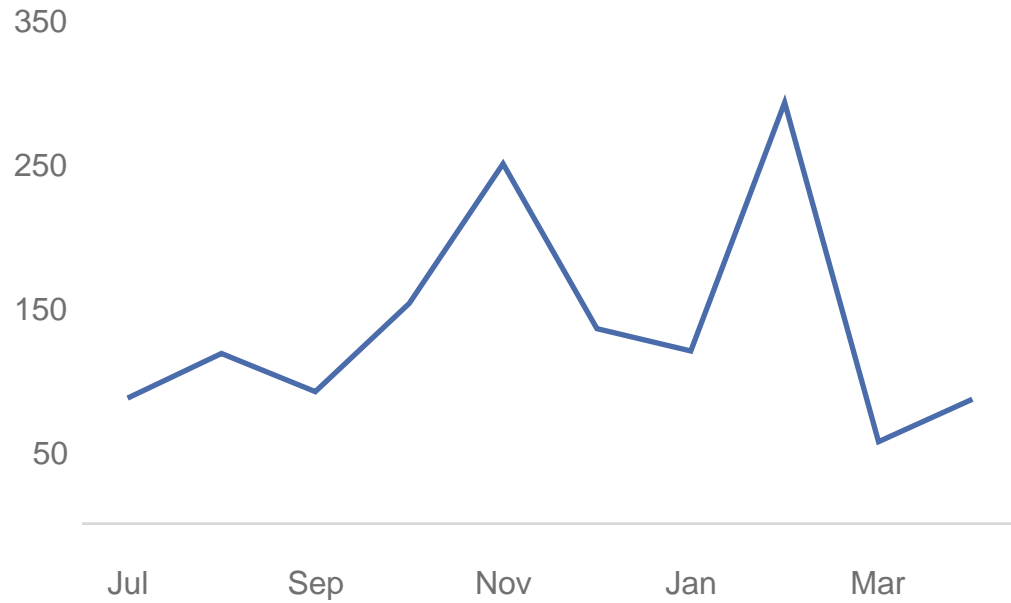
**\$151,945.99**

<b>Full name</b>	<b>Overtime amounts</b>	<b>Overtime hours</b>
Alvarez, Joel	329.60	3.00
Balf, Abigail	1003.95	15.00
Bilsborough Sr., Chad E	1599.38	17.00
Collodi, Pete		
Cottrell III, Rulon K	1542.51	12.50
Hill, Arlee S		
LaTorre, Daniel P	2580.14	23.00
Rosser, John M	1479.80	15.00
Rubio, Antonio		
Salazar, Ignacio G		
Screechfield-Lablue, Pierce L		
Triola, Joseph		
	<b>8535.38</b>	<b>85.50</b>

### Overtime hours



Check date



Jul 1, 2023 - Apr 30, 2024

● My Company

**1,381.75 hrs**

## Overtime amounts



Check date

\$35k

\$25k

\$15k

\$5k

Jul 1, 2023 - Apr 30, 2024

● My Company

**\$133,553.30**

Jul

Sep

Nov

Jan

Mar



## Labor cost ⓘ



Check date

\$250k

\$150k

\$50k

Jul

Sep

Nov

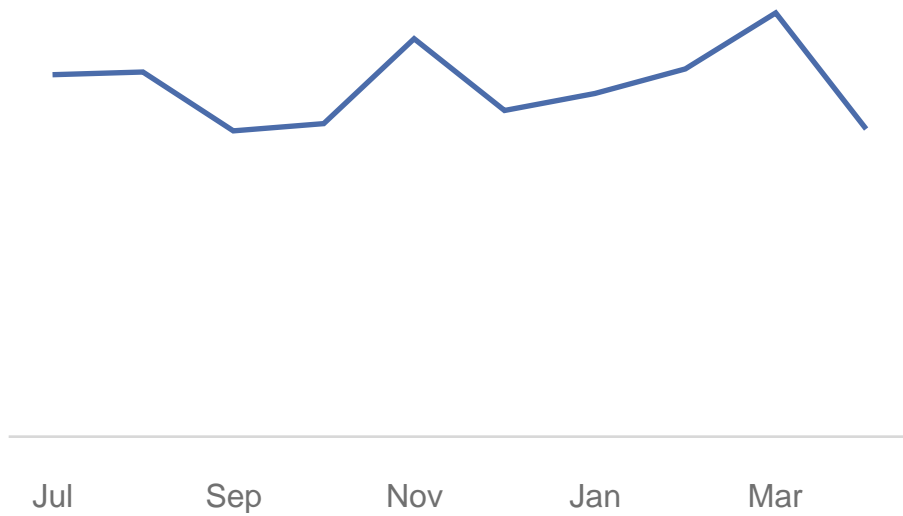
Jan

Mar

Jul 1, 2023 - Apr 30, 2024

● My Company

**\$1,735,409.16**



<b>Full name</b>	<b>Overtime amounts</b>	<b>Overtime hours</b>
Alvarez, Joel	\$4,840.82	59.00
Balf, Abigail	\$10,013.35	147.00
Bilsborough Sr., Chad E	\$31,279.89	351.00
Collodi, Pete	\$4,244.53	66.00
Cottrell III, Rulon K	\$32,317.92	260.50
Dohrmann, Robin L	\$7,144.08	72.25
Hage, Ross M		
Hill, Arlee S		
LaTorre, Daniel P	\$21,807.58	187.00
Mulloy, Jayne		
Rosser, John M	\$11,411.77	122.00
Rubio, Antonio		
Salazar, Ignacio G	\$781.89	12.50
Screechfield-Lablue, Pierce L	\$698.12	11.50
Triola, Joseph	\$9,013.35	93.00
	<b>\$133,553.30</b>	<b>1381.75</b>



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**California CLASS Registration Packet**



## Welcome to California CLASS

Thank you for choosing California CLASS!

This packet contains all the materials necessary to set up your California CLASS account(s). If you have any questions about the registration process or about your California CLASS account(s), please do not hesitate to contact us. The California CLASS Client Service team can be reached any business day from 8:00 a.m. to 4:00 p.m. PT by phone at (877) 930-5213 or by email at [clientservices@californiaclass.com](mailto:clientservices@californiaclass.com).

California CLASS is not a bank. An investment in California CLASS is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although California CLASS Prime seeks to preserve the value of your investment at \$1.00 per share, there is no guarantee it will do so. Please read the applicable California CLASS Information Statements carefully before making an investment decision. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.



## Registration Procedures

**To participate in California CLASS, please complete the following:**

- 1) Review the Joint Exercise of Powers Agreement and the applicable Information Statements relating to the California CLASS Prime Fund and the Enhanced Cash Fund (located in the Document Center at [www.californiaclass.com](http://www.californiaclass.com)).
- 2) Complete the California CLASS Participant Representation Form (page 4).
- 3) Complete the Participant Registration (page 5).
- 4) Complete the Authorized Contacts Form (pages 6/7).
- 5) Should you be interested in participating in California CLASS Prime, complete the California CLASS Prime Fund Account(s) to be Established form; you may open as many accounts as you wish (page 8).
- 6) Should you be interested in participating in California CLASS Enhanced Cash, complete the Enhanced Cash Participant Acknowledgement Form (page 9) and the California CLASS Enhanced Cash Fund Account(s) to be Established Form; you may open as many accounts as you wish (page 10).
- 7) Should you be interested in establishing Dual Authorization on the account, the Dual Authorization Form can be completed (page 11)
- 8) Keep the original forms for your records and send the completed packet to the California CLASS Client Service team by fax (877) 930-5214 or by email [clientservices@californiaclass.com](mailto:clientservices@californiaclass.com).

**Questions? Please contact us; we would love to hear from you:**

California CLASS Client Service Team  
T (877) 930-5213  
[clientservices@californiaclass.com](mailto:clientservices@californiaclass.com)

Through the California CLASS website, [www.californiaclass.com](http://www.californiaclass.com), Participants will be regularly informed of important program information, holidays, upcoming Board meetings, Participant events, conferences, and more. Board of Trustee meetings, which are open to the public, are generally held quarterly and discuss relevant issues to the governance and operations of the California CLASS program.



## Participant Representation Form

### Participant Information

Entity Name (Participant) \_\_\_\_\_

### Participant Representations

The undersigned Authorized Signer for the Participant hereby represents and warrants the following during the period the Participant is investing in the California CLASS Investment Program:

- The Participant is (1) a Public Agency (as defined in the Joint Exercise of Powers Agreement) and (2)(a) a political subdivision of the State of California or (b) an organization whose income is excluded from taxable gross income under Section 115 of the Internal Revenue Code, in each case, that has the authority to invest funds in its treasury in investments in accordance with Section 53601 of the California Government Code.
- The Participant is authorized to invest in the California CLASS.
- Any Authorized Signer for the Participant designated in this California CLASS Registration Packet has full power and authority to make investments for the above Participant in the California CLASS Investment Program unless the California CLASS receives written notice from the Participant otherwise.
- The Participant has reviewed and agrees to the limitations described in the Joint Exercise of Powers Agreement and the Information Statements for the Funds within the California CLASS Investment Program and acknowledges that it has been supplied with or been given access to information it requested in connection with making an investment in the California CLASS Investment Program.
- The Participant has reviewed the Investment Policies for the Funds within the California CLASS Investment Program and has determined that they are consistent with the legal and policy limitations applicable to the Participant’s investments.
- The Participant has consulted with its own counsel and advisers as to all matters concerning investment in the California CLASS Investment Program.

### Authorized Signer

_____ Signature	_____ Date
_____ Print Name	_____ Title

Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.



### Participant Registration

#### Entity Information

Entity Name (Participant) \_\_\_\_\_

Entity Type: City/Town County School District Special District  
Other (Specify) \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ County \_\_\_\_\_

Physical Address (if different than above) \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ County \_\_\_\_\_

Tax ID \_\_\_\_\_ Fiscal Year End Date (Month/Day) \_\_\_\_\_

California CLASS and its transfer agent and administrator are authorized by the Participant to act on any instructions believed to be genuine for any service authorized on this form. To the extent permitted by law, the Participant agrees that California CLASS, its transfer agent, and administrator, Public Trust Advisors LLC, and their respective officers, directors, affiliates, representatives, employees and agents (each an "Indemnified Party") will not be liable for any losses, claims, expenses and liabilities (collectively, the "Losses") that result from accepting such instructions, and agrees to indemnify and hold harmless each Indemnified Party from and against any and all Losses arising from or resulting from such reliance on, or acceptance of, such instructions. Withdrawal proceeds can be sent only to the bank(s) indicated below unless changed by written instructions. Each Participant is responsible for notifying California CLASS of any changes to its account(s).

Wires will be distributed every hour with the final distribution ending at 11:00 a.m. PT; distribution times are subject to change as needed by the California CLASS Administrator. Additionally, California CLASS must be notified of any contributions by 11:00 a.m. PT to receive same day credit. **If funds are not received by 2:00 p.m. PT, contribution orders will be voided.**

#### Banking Information

Bank Name \_\_\_\_\_ Bank Routing Number (ABA) \_\_\_\_\_

Account Title \_\_\_\_\_ Account Number \_\_\_\_\_

Bank Contact\* \_\_\_\_\_ Contact's Phone Number \_\_\_\_\_

Wire ACH Both

#### Additional Banking Information (Optional)

Bank Name \_\_\_\_\_ Bank Routing Number (ABA) \_\_\_\_\_

Account Title \_\_\_\_\_ Account Number \_\_\_\_\_

Bank Contact\* \_\_\_\_\_ Contact's Phone Number \_\_\_\_\_

Wire ACH Both

\*If there will only be one Authorized Signer on the California CLASS account, bank contact must be provided to verify bank account information



### Authorized Contacts

Authorized Signers Can:	Read-Only Users Can:
Approve changes to the Investor Profile Update banking/contact information Process transactions Receive account updates	Receive account updates Request "view-only" access to monthly statements and transaction confirmations

#### Authorized Signer

Print First and Last Name

Title

**Signature Required**

Phone (Required)

Email (Required)

Fax

#### Additional Contact (Optional) – Note: California CLASS strongly advises each Participant to have multiple authorized signers to help prevent fraud

Print First and Last Name

Title

**\*(Signature Required if Authorized Signer)**

Phone (Required)

Email (Required)

Fax

#### Permissions (check one only)

- Authorized Signer to Move Funds\*
- Read-Only Access

#### Additional Contact (Optional)

Print First and Last Name

Title

**\*(Signature Required if Authorized Signer)**

Phone (Required)

Email (Required)

Fax

#### Permissions (check one only)

- Authorized Signer to Move Funds\*
- Read-Only Access



### Authorized Contacts (cont.)

#### Additional Contact (Optional)

Print First and Last Name

Title

**\*(Signature Required if Authorized Signer)**

Phone (Required)

Email (Required)

Fax

**Permissions** (check one only)

- Authorized Signer to Move Funds\*
- Read-Only Access

#### Additional Contact (Optional)

Print First and Last Name

Title

**\*(Signature Required if Authorized Signer)**

Phone (Required)

Email (Required)

Fax

**Permissions** (check one only)

- Authorized Signer to Move Funds\*
- Read-Only Access

#### Additional Contact (Optional)

Print First and Last Name

Title

**\*(Signature Required if Authorized Signer)**

Phone (Required)

Email (Required)

Fax

**Permissions** (check one only)

- Authorized Signer to Move Funds\*
- Read-Only Access



### California CLASS Prime Fund Account(s) to be Established

Entity Name (Participant): \_\_\_\_\_

Desired Subaccount Name(s)\* i.e. General Fund, etc.:

(To be completed by Participant, **at least one Subaccount is required**)

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\*Name must be limited to 35 characters.

Once your California CLASS account has been established, you will receive a confirmation email with your login credentials from [no-reply@californiaclass.com](mailto:no-reply@californiaclass.com). If you do not receive your login credentials within 48 business hours of submission, please first check your junk or spam folder before calling the California CLASS Client Service team.



# Enhanced Cash Participant Acknowledgement Form

## Participant Information

Entity Name (Participant) \_\_\_\_\_

## Participant Acknowledgement

The undersigned Authorized Signer for the Participant hereby acknowledges the following:

- The Participant has received and reviewed the California CLASS Enhanced Cash Information Statement.
- All Enhanced Cash investments are made in accordance with the California CLASS Enhanced Cash Investment Policy.
- California CLASS Enhanced Cash is designed to complement the daily liquidity of the California CLASS Prime Fund by gaining exposure to a diversified portfolio of high-quality securities. California CLASS Enhanced Cash is better suited for funds not needed on a frequent or near-term basis. California CLASS Enhanced Cash is designed for investors with a slightly longer investment horizon and the ability to tolerate a higher risk profile.
- California CLASS Enhanced Cash does not seek to maintain a stable net asset value (NAV) and does not offer daily liquidity. Unlike the California CLASS Prime Fund, investing in California CLASS Enhanced Cash introduces the potential for the reporting of unrealized and realized gains and losses.
- Withdrawals are unlimited and met on a transaction date plus one (1) business day basis (T+1).
- Withdrawals can only be initiated in the Participant Portal.
- Any Authorized Signer has full power and authority to make investments for the above Participant.

## Authorized Signer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

The investment advisor providing these services is Public Trust Advisors, LLC (Public Trust), an investment adviser registered with the SEC under the Investment Advisers Act of 1940, as amended. Registration with the SEC does not imply a certain level of skill or training. Additionally, this registration provides no guarantee of return or protection against loss. California CLASS is not a bank. An investment in California CLASS is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Please read the applicable California CLASS Information Statements carefully before making an investment decision. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses



## California CLASS Enhanced Cash Fund Account(s) to be Established

Entity Name (Participant): \_\_\_\_\_

Desired Subaccount Name(s)\*:

(To be completed by Participant)

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California CLASS Enhanced Cash is designed to complement the daily liquidity of the California CLASS Prime Fund. California CLASS Enhanced Cash is better suited for funds not needed on a frequent or near-term basis. California CLASS Enhanced Cash is designed for investors with a slightly longer investment horizon and the ability to tolerate a higher risk profile.

**California CLASS Enhanced Cash does not seek to maintain a stable net asset value (NAV) and does not offer daily liquidity.** Unlike the California CLASS Prime Fund, investing in California CLASS Enhanced Cash introduces the potential for the reporting of unrealized and realized gains and losses.

If you have questions about which of your local government’s funds are appropriate for the California CLASS Enhanced Cash portfolio, please contact your California CLASS representative or email [info@californiaclass.com](mailto:info@californiaclass.com).

\*Name must be limited to 35 characters.

Once your California CLASS account has been established, you will receive a confirmation email with your login credentials from [no-reply@californiaclass.com](mailto:no-reply@californiaclass.com). If you do not receive your login credentials within 48 business hours of submission, please first check your junk or spam folder before calling the California CLASS Client Service team.



## Dual Authorization Form

Participant Name: \_\_\_\_\_

Please utilize this form to request dual authorization capabilities on your California CLASS account. Dual authorization ensures that any transaction entered via the California CLASS online transaction portal requires approval from a second Authorized Signer in order to be processed (internal transfers between subaccounts do not require dual authorization). **Note:** All Authorized Signers listed on the account can enter transactions and approve them (not just the users below).

### Request to Add Dual Authorization

Dual authorization is hereby approved for \_\_\_\_\_ by the Authorized Signer below. By approving dual authorization, the Authorized Signer acknowledges that transactions not approved by the 11:00 a.m. PT cutoff will not be processed. Please ensure transactions are entered in a timely manner and that other authorized signers are available to approve the transactions for processing.

\_\_\_\_\_  
Authorized Signer's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title



April 30, 2024

Dear Fiscal Officer:

## Price Factor and Population Information

### Appropriations Limit

California Revenue and Taxation Code section 2227 requires the Department of Finance to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2024, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2024-25. Attachment A provides the change in California's per capita personal income and an example for utilizing the factors to calculate the 2024-25 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

### Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. [California Revenue and Taxation Code section 2228](#) provides additional information regarding the appropriations limit. [Article XIII B, section 9\(C\) of the California Constitution](#) exempts certain special districts from the appropriations limit calculation mandate. Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

### Population Certification

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2024.** Please note: The prior year's city population estimates may be revised. The per capita personal income change is based on historical data.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

/s Richard Gillihan

RICHARD GILLIHAN  
Chief Operating Officer

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2024-25 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2024-25	3.62

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2024-25 appropriation limit.

**2024-25:**

Per Capita Cost of Living Change = 3.62 percent  
Population Change = 0.17 percent

Per Capita Cost of Living converted to a ratio:  $\frac{3.62 + 100}{100} = 1.0362$

Population converted to a ratio:  $\frac{0.17 + 100}{100} = 1.0017$

Calculation of factor for FY 2024-25:  $1.0362 \times 1.0017 = 1.0379$

Fiscal Year 2024-25

**Attachment B**  
**Annual Percent Change in Population Minus Exclusions\***  
**January 1, 2023 to January 1, 2024 and Total Population, January 1, 2024**

<b>County City</b>	<b><u>Percent Change</u></b>	<b><u>--- Population Minus Exclusions ---</u></b>		<b><u>Total Population</u></b>
	<b>23-24</b>	<b>1-1-23</b>	<b>1-1-24</b>	<b>1-1-24</b>
Marin				
Belvedere	-0.15	2,046	2,043	2,043
Corte Madera	-0.44	9,916	9,872	9,882
Fairfax	-0.38	7,399	7,371	7,371
Larkspur	0.13	12,638	12,655	12,655
Mill Valley	-0.44	13,695	13,635	13,635
Novato	-1.08	51,415	50,861	51,140
Ross	-0.26	2,278	2,272	2,272
San Anselmo	-0.14	12,443	12,426	12,426
San Rafael	-0.45	59,855	59,585	59,585
Sausalito	-0.55	6,894	6,856	6,856
Tiburon	-0.36	8,841	8,809	8,809
Unincorporated	-0.45	62,940	62,656	66,170
County Total	-0.53	250,360	249,041	252,844

\*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Agenda – Notes of Explanation  
Sanitary District No. Regular Board Meeting  
May 16, 2024

Consideration of Adoption of Resolution No. 2024-05: Determination of Appropriations Limit for Fiscal Year 2024 - 2025

MEMORANDUM:

Appropriation limits are established to determine the maximum amount SD5 can accept in tax revenue from the County of Marin each year. As mandated by the California Department of Finance, following is the methodology used to calculate the Appropriations Limit for Sanitary District No. 5 of Marin County, for the fiscal year 2024-2025:

1. Appropriations Limit for FY2023-2024	\$3,331,209.50
2. Tiburon Population Change (-0.36%)	[0.9964
3. CA Per Capita Income Change of Prior Year (3.62%)	x 1.0362]
4. FY 2023-2024 Adjustment Factor (0.9964 x 1.0362):	= 1.0324
<b>5. FY 2024-2025 Appropriations Limit (\$3,331,209.50 x 1.0324):</b>	<b>= \$3,439,140.60</b>

RECOMMENDATION:

Review and Approve Appropriation Limits for FY2024-2025 in the amount of **\$3,439,140.60**

ATTACHMENTS:

- Resolution No. 2024-05: Determination of Appropriation Limit for Fiscal Year 2024-2025
- CA Board of Equalization article on ARTICLE XIII B Constitution Government Spending Limitation
- California Department of Finance, May 2024: Price & Population Information re: Appropriation Limits

## Sanitary District No. 5 of Marin County

## Consolidated Budget FY 2024-2025 (preliminary)

	2023-2024 Budget	2023-2024 Actuals	2024-2025 * Budget	% Diff.
<b>Income</b>				
Property Taxes- Ad Valorem	1,206,814	1,370,584	1,258,600	4%
Sewer Service Charge Revenue	4,976,505	5,231,018	6,143,508	23%
Interest	100,000	260,679	200,000	100%
Treatment & Collection Fees	200,000	349,346	400,000	100%
Sewer Line Extension Fees	16,250	17,750	14,040	-14%
Other Income	100	-	100	0%
Connection & Inpsection Permit Fees	32,500	17,750	32,500	0%
SASM Expense Reimbursement	75,000	18,609	75,000	0%
<b>Total Budgeted Income</b>	<b>6,607,169</b>	<b>7,265,736</b>	<b>8,123,748</b>	<b>23%</b>
<b>Expense</b>				
Operating Expenses	5,107,411	5,011,640	5,391,212	6%
Capital Expenses	2,502,790	924,560	7,065,280	182%
<b>Total Budgeted Expenses</b>	<b>7,610,201</b>	<b>5,936,200</b>	<b>12,456,492</b>	<b>64%</b>
<b>Net Ordinary Income</b>	<b>-1,003,032</b>	<b>1,329,536</b>	<b>-4,332,744</b>	<b>332%</b>

\* Actual numbers are based on estimates, as of 4.11.2024

2023-2024 Operations Budget	2023-2024 Actuals as of 5/9/2024	2024-2025 Operations Budget	
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**Operating Income**

Sewer Service Charge - Ops	4,861,118	4,861,118	5,115,266	5.2%
Other User Fees	38,700	0	38,700	0.0%
Interest Earnings	100,000	260,679	200,000	100.0%
Connection & Inspection Permit Fees	32,500	17,750	32,500	0.0%
SASM Expense Reimbursement	75,000	18,609	75,000	0.0%
Other Income	100	0	100	0.0%
<b>Total Income</b>	<b>5,107,418</b>	<b>5,158,156</b>	<b>5,461,570</b>	<b>6.9%</b>

2023-2024 Operations Budget	2023-2024 Actuals as of 5/9/2024	2024-2025 Operations Budget	
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**Expense**

**Administrative Expenses**

Advertising	2,000	0	1,000	-100.0%
Audit & Accounting	40,000	54,890	90,000	55.6%
Consulting Fees	100,000	128,622	125,000	20.0%
Travel & Meetings	23,000	17,613	25,000	8.7%
Continuing Education	10,000	8,589	10,000	0.0%
County Fees	16,590	5,776	16,590	0.0%
Directors Fees	9,000	6,289	9,000	0.0%
Dues & Subscriptions	33,000	35,033	35,000	5.7%
Elections	0	0	10,000	0.0%
Insurance PLP General Liability	60,000	19,585	60,000	0.0%
PLP (GL) Rating Ajustments				
PLP (GL) Dividends				
Insurance APIP (Real) Property	100,000	111,326	120,000	16.7%
Insurance Damage - Auto	10,000	6,701	10,000	0.0%
Legal	50,000	23,463	45,000	-11.1%
Office Supplies	11,000	15,941	10,000	-10.0%
Postage	1,300	1,109	1,000	-30.0%
Pollution Prevention	5,500	2,203	5,500	0.0%

<b>Miscellaneous Expense</b>	0	0	0	
<b>Total Administrative</b>	<b>471,390</b>	<b>437,140</b>	<b>573,090</b>	<b>17.7%</b>



2023-2024 Operations Budget	2023-2024 Actuals as of 5/9/2024	2024-2025 Operations Budget	
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**Ops & Maintenance Expenses**

**Pumps & Lines Maintenance**

Pumps & Lines Maintenance	200,000	145,273	200,000	0.0%
Emergency Line Repairs	100,000	63,844	100,000	0.0%
<b>Total Pumps &amp; Lines Maintenance</b>	<b>300,000</b>	<b>209,117</b>	<b>300,000</b>	<b>0.0%</b>

**Main Plant Maintenance**

Plant Maintenance Supplies	80,000	49,265	80,000	0.0%
Plant Maint. Parts & Service	300,000	232,582	300,000	0.0%
Janitorial Supplies & Service	10,000	4,411	10,000	0.0%
Main Plant Chemicals	165,000	142,487	170,000	2.9%
Lab Supplies & Chemicals	25,000	15,047	25,000	0.0%
Electrical & Instrument	30,000	12,447	30,000	0.0%
Grounds Maintenance	8,000	4,987	8,000	0.0%
Main Plant Sludge Disposal	55,000	47,582	60,000	8.3%
Main Plant Outfall	0	0	0	0.0%
<b>Total Main Plant Maintenance</b>	<b>673,000</b>	<b>508,808</b>	<b>683,000</b>	<b>1.5%</b>

**Paradise Cove Plant Maintenance**

Paradise Parts & Service	20,000	12,085	20,000	0.0%
Paradise Supplies & Chemicals	6,500	4,500	6,500	0.0%
Paradise Sludge Disposal	3,000	0	3,000	0.0%
<b>Total Paradise Cove Plant Maintenance</b>	<b>29,500</b>	<b>16,590</b>	<b>29,500</b>	<b>0.0%</b>

**Monitoring**

Main Plant Lab Monitoring	50,000	49,507	50,000	0.0%
Paradise Cove Monitoring	10,000	5,946	10,000	0.0%
Dilution Study			0	
<b>Main Plant Chronic Tox Screening</b>	<b>15,000</b>	<b>1,857</b>	<b>15,000</b>	<b>0.0%</b>

<b>Total Monitoring</b>	<b>75,000</b>	<b>57,310</b>	<b>75,000</b>	<b>0.0%</b>
<b>Permits/Fees</b>				
<b>Main Plant NPDES Renewal</b>	0	19,331	0	
<b>Permits/Fees - General</b>	50,000	76,852	53,000	5.7%
<b>Paradise Cove Permits/Fees</b>	9,000	8,578	10,000	10.0%
<b>Paradise Cove NPDES Renewal</b>	0	0	0	0.0%
<b>Total Permits/Fees</b>	<b>59,000</b>	<b>104,761</b>	<b>63,000</b>	<b>6.3%</b>
<b>Truck Maintenance</b>				
<b>Fuel</b>	20,000	14,714	20,000	0.0%
<b>Truck Maintenance</b>	30,000	18,381	30,000	0.0%
<b>Total Truck Maintenance</b>	<b>50,000</b>	<b>33,095</b>	<b>50,000</b>	<b>0.0%</b>
<b>Total Ops &amp; Maintenance Expenses</b>	<b>1,186,500</b>	<b>929,680</b>	<b>1,200,500</b>	<b>1.2%</b>

2023-2024 Operations Budget	2023-2024 Actuals as of 5/9/2024	2024-2025 Operations Budget	
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**Salaries & Benefits**

Salaries	1,598,545	1,247,872	1,636,799	2.3%
Overtime	100,000	134,324	125,000	20.0%
Standby Pay	80,000	72,010	80,000	0.0%
Employee Incentives	60,000	22,000	25,000	-140.0%
Vacation Buyout	80,000	73,848	80,000	0.0%
Payroll Taxes	110,000	109,962	110,000	0.0%
Deffered Comp Match	65,000	50,000	60,000	-8.3%
Payroll fees	7,000	8,269	8,000	12.5%
Car Allowance	6,000	8,000	8,000	25.0%
<b>PERS Retirement</b>				
PERS Monthly Contributions	272,332	120,458	312,068	12.7%
PERS Replacement Benefit Fund (RLL)	0	0	0	0.0%
PERS UAL Payment	0	928,049	0	0.0%
SD5 Retirement Trust	0	0	68,000	<b>100.0%</b>
<b>Total PERS Retirement</b>	<b>272,332</b>	<b>1,048,507</b>	<b>380,068</b>	<b>28.3%</b>
Employee Health, Dental, Vision, Life Ins., & LTDI	290,000	273,478	297,500	2.5%
Retiree Health	80,144	46,081	75,000	-6.9%
CERBT/OPEB Current Employee Contributions	140,000	0	140,000	0.0%
Workers Comp Insurance	58,000	52,609	45,755	-26.8%
<b>Total Salaries &amp; Benefits</b>	<b>2,947,021</b>	<b>3,146,960</b>	<b>3,071,122</b>	<b>4.0%</b>

	2023-2024 Operations Budget	2023-2024 Actuals as of 5/9/2024	2024-2025 Operations Budget	
<b>Other Operating Expenses</b>				
<b>Data/Alarms/IT Support &amp; Licensing</b>	100,000	104,016	100,000	0.0%
<b>Safety</b>	60,000	72,879	60,000	0.0%
<b>Personal Protection Equipment/Uniforms</b>	15,000	8,508	15,000	0.0%
<b>Telephone</b>				
<b>Main Plant Telephones</b>	11,000	12,359	12,000	8.3%
<b>Paradise Cove Telephones</b>	500	220	1,500	66.7%
<b>Pumps &amp; Lines Telephones</b>	7,000	5,542	7,000	0.0%
<b>Total Telephone</b>	<b>18,500</b>	<b>18,120</b>	<b>20,500</b>	<b>9.8%</b>
<b>Utilities</b>				
<b>Water</b>	9,000	11,962	11,000	18.2%
<b>Main Plant Utilities</b>	230,000	183,204	240,000	4.2%
<b>Paradise Cove Utilities</b>	22,000	33,110	35,000	37.1%
<b>Pump Station Utilities</b>	48,000	66,060	65,000	26.2%
<b>Total Utilities</b>	<b>309,000</b>	<b>294,340</b>	<b>351,000</b>	<b>12.0%</b>
<b>Total Other Operating Expenses</b>	<b>502,500</b>	<b>497,860</b>	<b>546,500</b>	<b>8.1%</b>
<b>Total Operating Expense</b>	<b>5,107,411</b>	<b>5,011,640</b>	<b>5,391,212</b>	<b>5.3%</b>

2023-2024 Capital Budget	2023-2024 Actuals as of 5/9/2024	2024-2025 Capital Budget	
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**Capital Income**

**Ad Valorem Property Tax Income Only**

Property Tax Current Secured - Capital	905,000	963,637	910,000	0.6%
Prop Tax Current Unsecured	15,000	18,240	16,000	6.7%
Supplemental Assessment Current	12,000	1,208	20,000	66.7%
Supplemental Assessment Redm		254	100	
Supplemental Unsecured	20,000	14,689	1,000	-95.0%
Prop Tax Prior Unsecured	1,500	1,102	1,500	0.0%
Excess ERAF (Educational Revenue Augmentation Fund)	255,314	372,415	300,000	17.5%
HOPTR	3,000	3,022	3,000	0.0%
Other Tax (Unitary, RR, Misc.)	7,000	-3,983	7,000	0.0%
<b>Total Property Taxes</b>	<b>1,206,814</b>	<b>1,370,584</b>	<b>1,258,600</b>	<b>4.3%</b>

**Sewer Service Fees Capital**

		369,900	1,028,242	
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**Connection Fees**

Collection	200,000	137,442	200,000	0.0%
Treatment	200,000	211,904	200,000	0.0%
<b>Total Connection Fees</b>	<b>200,000</b>	<b>349,346</b>	<b>400,000</b>	<b>100.0%</b>
Sewer Line Extension Fees	16,250	17,750	14,040	0.0%
<b>Total Capital Income</b>	<b>1,423,064</b>	<b>2,107,580</b>	<b>2,700,882</b>	<b>89.8%</b>

1.7%

2023-2024 Capital Budget	2023-2024 Actuals as of 5/9/2024	2024-2025 Capital Budget	
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**Capital Expenditures**

**Main Plant Equip Capital Expense**

- 92xx - MP HVAC Replacement
- 92xx - Occupancy Improvement Project
- 92xx MP Digester Rehab Project
- Total Main Plant Equip Capital Expense**

	0	30,000	
	0	250,000	
	0	3,000,000	
<b>Total Main Plant Equip Capital Expense</b>	<b>0</b>	<b>3,280,000</b>	

<b>Pumps &amp; Lines Capital</b>					
92xx - Book Truck Replacement	0	0	200,000		
93xx Wet Wells Rehabilitation	0	0	0		
9306.0 - PS Pump & Valve Replacement Program	100,000	103,081	100,000		
9309 - Cove Rd. BPS#1 - Rehab Project	0	0	1,500,000		
9313.0 - Man Hole Rehabilitation	0	0	50,000		
93xx - Sewer Line Rehabilitation Project	0	0	1,000,000		
<b>Total Pumps &amp; Lines Capital</b>	<b>0</b>	<b>103,081</b>	<b>2,850,000</b>		
<b>Paradise Cove Capital</b>					
9406.0 - P.C. Access Road Improvements	0	0	0		
9407.1 - P.C. Pump Replacement	25,000	20,701	50,000	100.0%	
<b>Total Paradise Cove Capital</b>	<b>25,000</b>	<b>20,701</b>	<b>50,000</b>	<b>100.0%</b>	
<b>Undesignated Capital</b>					
Undesignated Cap - Main Plant	50,000	47,990	50,000	0.0%	
Undesignated Cap - Paradise Cove Plant	25,000	0	25,000	0.0%	
Undesignated Cap - P&L	50,000	0	50,000	0.0%	
<b>Total Undesignated Capital</b>	<b>125,000</b>	<b>47,990</b>	<b>125,000</b>	<b>0.0%</b>	
<b>Debt Service</b>					
Debt Service - MPR Bond REFI Principal	595,000	595,000	610,000	2.5%	MPR
Debt Service - MPR Bond REFI Interest	157,790	157,790	150,284	-4.8%	MPR
<b>Total Debt Service</b>	<b>752,790</b>	<b>752,790</b>	<b>760,284</b>	<b>1.0%</b>	
<b>Total Capital Expenditures</b>	<b>2,502,790</b>	<b>924,560</b>	<b>7,065,280</b>	<b>64.6%</b>	
<b>Net Capital Income</b>	<b>(1,079,730)</b>		<b>(4,364,400)</b>	<b>250.0%</b>	

# May 2024

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 28	29	30	May 1 Appropriations Limit Calculated- Department of Finance CA to send Report	2	3	4
5	6 FY23/34 Audit Engagment Letter Signed	7	8	9 9:30am Capital Improvement Program Committee 10:30am Finance Committee Meeting (2001 Paradise Drive)	10	11
12	13 Pay Roll Due	14	15	16 5:00pm Regular Scheduled Board of Directors Meeting (2001 Paradise Drive Tiburon CA 94920)	17	18
19	20	21	22	23	24	25
26	27 Memorial Day	28 DM Off-Site	29 DM Off-Site	30 DM Off-Site Pay Roll Due	31 DM-Off Site	Jun 1



# June 2024

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 26	27	28	29	30	31	Jun 1
2	3	4	5	6	7	8
9	10	11	12 Pay Roll Due	13 9:30am Capital Improvement 10:30am 10:30-12:00 Finance Committee	14	15
16	17	18	19	20 5:00pm 5pm Regular Scheduled Board of Directors Meeting (2001 Paradise Drive	21	22
23	24	25	26	27 Pay Roll Due	28 UPDATE CALPERS AND PAYCHEX DATA for FY24/25 Changes	29
30	Jul 1	2	3	4	5	6