

Tod Moody, President
John Carapiet, Vice President
Michael Lasky, Secretary

Catharine Benediktsson, Director
Richard Snyder, Director

**NOTICE AND AGENDA
Regular Board Meeting
at Sanitary District No. 5 of Marin County Meeting Room
2001 Paradise Drive, Tiburon, CA 94920
Thursday, July 18, 2019**

5:00 P.M. REGULAR BOARD MEETING

CALL TO ORDER

ROLL CALL

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

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS

CONSENT CALENDAR:

1. Approval of June 20, 2019, Regular Board Meeting Minutes (Dohrmann)
2. Review and Receive all Electronic Fund Transfers (EFT) and Approve Warrants for June 14 through July 17, 2019; JP Morgan Chase Bank Check No. 6974 through Check No. 7030, all transactions totaling in the amount of \$256,371.71; and Review and Receive June 2019 Payroll, in the amount of \$90,153.55 (Dohrmann)
3. Receipt of Financial Reports for June 2019 (Dohrmann)

MANAGEMENT REPORTS:

4. District Management Summary Report (Rubio)

NEW BUSINESS:

5. Review and Approve Management Succession Plan (Rubio) – Action
6. Review and Approve Revised Final Sanitary District No. 5 of Marin County Code, from Code Publishing (Rubio) – Action
7. Discussion re Current Cyber Security Threats (Rubio) – Discussion only
8. Review Correspondence from Belvedere-Tiburon Library Requesting Waiver of Fees (Rubio) – Action

UNFINISHED BUSINESS:

COMMITTEE REPORTS:

- 9. Capital Improvement Program Committee (Lasky/Moody)
- 10. Governance Committee (Snyder/Lasky)
- 11. Finance & Fiscal Oversight Committee (Benediktsson/Moody)
- 12. Personnel Committee (Moody/Snyder)

OTHER BUSINESS:

ENVIRONMENTAL:

CORRESPONDENCE:

INFORMATIONAL ITEMS:

- 13. County of Marin Department of Finance Correspondence, dated June 30, 2019 re Allocation of Net LAFCO Operating Expenses per AB2838

ADJOURNMENT

The Board will be asked to adjourn the meeting to a Regular Board Meeting on August 15th, 2018, at 5:00 p.m. at the Main Plant of Sanitary District No. 5 of Marin County, located at 2001 Paradise Drive, Tiburon, California.

The Board of Directors may, at its discretion, consider agenda items out of the order in which they appear above.

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. Requests are to be submitted in writing to the District at P.O. Box 227, Tiburon, CA 94920 or rdohrmann@sani5.org at least two days prior to the meeting.*

Discussion by the Board. Motion (Snyder/Lasky) to approve Items No. 1 through No. 3 on the Consent Calendar. Passed 4-0-0-1.

MANAGEMENT REPORTS:

4. 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.

NEW BUSINESS:

5. PUBLIC HEARING: Fiscal Year 2019-2020 Budget

a. Public Comment

b. Consideration of Adoption of Resolution No. 2019-02: A Resolution Approving and Adopting Fiscal Year 2019-2020 Final Budget and Fixing the District's Tax Allocation for Fiscal Year 2019-2020 (Rubio/Dohrmann) – Action

Discussion by the Board. Motion (Snyder/Lasky) to Approve and Adopt Resolution No. 2019-02: A Resolution Approving and Adopting Fiscal Year 2019-2020 Final Budget and Fixing the District's Tax Allocation for Fiscal Year 2019-2020. Passed 4-0-0-1.

6. Consideration of Adoption of Resolution No. 2019-03: A Resolution Approving and Adopting Fiscal Year 2019-2020 Financial Reserve/Fund Policies for the Belvedere and Tiburon/Paradise Cove Zones (Rubio) – Action

Discussion by the Board. Motion (Benediktsson/Snyder) to Adopt Resolution No. 2019-03: A Resolution Approving and Adopting Fiscal Year 2019-2020 Financial Reserve/Fund Policies for the Belvedere and Tiburon/Paradise Cove Zones. Passed 4-0-0-1.

7. Consideration of Adoption of Resolution No. 2019-04: Determination of Appropriations Limit for the Tiburon Zone of Sanitary District No. 5 of Marin County for Fiscal Year 2019-2020 (Rubio) – Action

Discussion by the Board. Motion (Snyder/Benediktsson) to Adopt Resolution No. 2019-04: Determination of Appropriations Limit for the Tiburon Zone of Sanitary District No. 5 of Marin County for Fiscal Year 2019-2020. Passed 4-0-0-1.

8. Review and Approval of SD5 Organization Chart and Publicly Available Pay Scale for FY2019-2020 and Resolution No. 2019-05: A Resolution of the Board of Directors of Sanitary District No. 5 of Marin County Adopting the Annual Cost of Living Increase (3.5%) for All Sanitary District No. 5 of Marin County Employees - Represented, Unrepresented, both Effective July 1, 2019 (Rubio) – Action

Discussion by the Board. Motion (Snyder/Benediktsson) to Approve SD5 Organization Chart and Publicly Available Pay Scale for FY2019-2020 and Adopt Resolution No. 2019-05: A Resolution of the Board of Directors of Sanitary District No. 5 of Marin County Adopting the Annual Cost of Living Increase (3.5%) for All Sanitary District No. 5 of Marin County Employees - Represented, Unrepresented, both Effective July 1, 2019. Passed 4-0-0-1.

9. Consideration of Adoption of Resolution No. 2019-06: Authorizing the District Manager as the Signing Agent for the District to Sign and Submit the California Office of Emergency Services Form 130 For the Purpose of Seeking Certain Financial Assistance Under Public Law 93-288. (Rubio) – Action

Discussion by the Board. Motion (Snyder/Benediktsson) to Adopt Resolution No. 2019-06: Authorizing the District Manager as the Signing Agent for the District to Sign and Submit the California Office of Emergency Services Form 130 for the Purpose of Seeking Certain Financial Assistance Under Public Law 93-288. Passed 4-0-0-1.

10. Accept Lowest Bid for the 2019 Sewer Rehab Project – Tiburon & Belvedere, and Authorize District Manager to Issue a Notice to Proceed (Rubio) – Action

Discussion by the Board. Motion (Snyder/Benediktsson) to Accept Lowest Bid for the 2019 Sewer Rehab Project – Tiburon & Belvedere, and Authorize District Manager to Issue a Notice to Proceed. Passed 4-0-0-1.

11. Review & Approve Updates to SD5 Strategic Plan – Action (Rubio)

Discussion by the Board. Motion (Snyder/Benediktsson) to Approve Updates to SD5 Strategic Plan. Passed 4-0-0-1.

12. Proclamation for SD5 Retiree, Timothy O'Day – Action (Rubio)

Discussion by the Board. Motion (Snyder/Benediktsson) to Approve Proclamation for SD5 Retiree, Timothy O'Day. Passed 4-0-0-1.

UNFINISHED BUSINESS: None

COMMITTEE REPORTS:

13. Capital Improvement Program Committee (Lasky/Moody) – Written & verbal report provided

14. Governance Committee (Snyder/Lasky) – None

15. Finance & Fiscal Oversight Committee (Benediktsson/Moody) – Verbal report provided

16. Personnel Committee (Moody/Snyder) – None

17. Tiburon Pump Station #4 Ad Hoc Committee (Carapiet/Snyder) – None

18. Romberg Center Ad Hoc Committee (Snyder/Carapiet) – None

OTHER BUSINESS:

ENVIRONMENTAL:

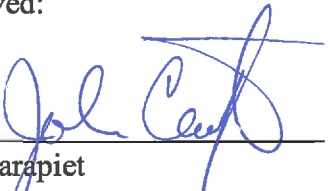
CORRESPONDENCE:

INFORMATIONAL ITEMS:

ADJOURNMENT

The Board adjourned at 5:23 p.m. to a Regular Board Meeting on July 18th, 2019, at 5:00 p.m. at the Main Plant of Sanitary District No. 5 of Marin County, located at 2001 Paradise Drive, Tiburon, California.

Approved:



John Carapiet
Vice President, Board of Directors

Attest.



Michael Lasky
Secretary, Board of Directors

Sanitary Distr. No.5 of Marin Co.
Warrant List Detail
June 14 through July 17, 2019

07/16/19

Date	Num	Name	Memo	Account	Class	Paid Amount
07/03/19	EFT	CalPERS	EFT Health Premium, July '19, Cust #4163206459	JP Morgan Chase - Primary 7399		
			Active Employee Health Premium - Jul '19	8020.05 - Employee Health	Belvedere	-4,972.73
			Active Employee Health Premium - Jul '19	8020.05 - Employee Health	Tiburon:Paradise Cove	-334.65
			Active Employee Health Premium - Jul '19	8020.05 - Employee Health	Tiburon	-8,521.12
			Retiree Health Premium - Jul '19	8022.05 - Retiree Health	Belvedere	-293.43
			Retiree Health Premium - Jul '19	8022.05 - Retiree Health	Tiburon:Paradise Cove	-19.75
			Retiree Health Premium - Jul '19	8022.05 - Retiree Health	Tiburon	-502.82
			Active Employee Health Premium - Jul '19 - Admin Fee	8020.05 - Employee Health	Belvedere	-11.44
			Active Employee Health Premium - Jul '19 - Admin Fee	8020.05 - Employee Health	Tiburon:Paradise Cove	-0.77
			Active Employee Health Premium - Jul '19 - Admin Fee	8020.05 - Employee Health	Tiburon	-19.60
			Retiree Health Premium - Jul '19 - Admin Fee	8022.05 - Retiree Health	Belvedere	-5.39
			Retiree Health Premium - Jul '19 - Admin Fee	8022.05 - Retiree Health	Tiburon:Paradise Cove	-0.36
			Retiree Health Premium - Jul '19 - Admin Fee	8022.05 - Retiree Health	Tiburon	-9.25
	TOTAL					-14,691.31
07/03/19	EFT	PERS	EFT PERS Retirement, June '19	JP Morgan Chase - Primary 7399		
			Retirement June 2019 (Classic 1600 Rate)	8019.05 - PERS Retirement	Belvedere	-3,932.57
			Retirement June 2019 (Classic 1600 Rate)	8019.05 - PERS Retirement	Tiburon:Paradise Cove	-233.19
			Retirement June 2019 (Classic 1600 Rate)	8019.05 - PERS Retirement	Tiburon	-6,730.81
			Retirement June 2019 (PEPRA Rate)	8019.05 - PERS Retirement	Belvedere	-1,338.55
			Retirement June 2019 (PEPRA Rate)	8019.05 - PERS Retirement	Tiburon:Paradise Cove	-79.37
			Retirement June 2019 (PEPRA Rate)	8019.05 - PERS Retirement	Tiburon	-2,291.01
	TOTAL					-14,605.50
07/03/19	EFT	PERS	EFT PERS Retirement, Special Comp, May '19	JP Morgan Chase - Primary 7399		
			Special Comp re Memorial Day, 5.27.19 (Classic 1600 Rate)	8019.05 - PERS Retirement	Belvedere	-142.63
			Special Comp re Memorial Day, 5.27.19 (PEPRA Rate)	8019.05 - PERS Retirement	Belvedere	-36.90
	TOTAL					-179.53
06/14/19	6974	Solenis, LLC	Pyr #: 441488, M.P. Chemicals, Jun '19	JP Morgan Chase - Primary 7399		
			Inv #131462720, M.P. Maint. Chemicals - Praestol for Screwpress & Rotary D...	7024 - Main Plant Chemicals	Belvedere	-1,575.76
			Inv #131462720, M.P. Maint. Chemicals - Praestol for Screwpress & Rotary D...	7024 - Main Plant Chemicals	Tiburon	-2,696.91
			Inv #131457268, M.P. Maint. Chemicals - Praestol for Screwpress & Rotary ...	7024 - Main Plant Chemicals	Belvedere	-1,508.48
			Inv #131457268, M.P. Maint. Chemicals - Praestol for Screwpress & Rotary ...	7024 - Main Plant Chemicals	Tiburon	-2,581.75
	TOTAL					-8,362.90
06/20/19	6975	Burgess, Rita	Cust. Reimb, re: 56 Rolling Hills, Tib, May '19	JP Morgan Chase - Primary 7399		
			Cust. Reimb (Inv #62336576 & #62354143, from John Owens Services, Inc. r...	7011 - Pumps & Lines Maintenance	Tiburon	-879.00
	TOTAL					-879.00
06/20/19	6976	Comcast Business	Acct# 8155 30 11 0149465, Bus. Voice, Internet & Cable, Jun - Jul '19	JP Morgan Chase - Primary 7399		
			Bundle: Internet & Cable, 6.12.19 - 7.11.19	8510 - Data/Alarms/IT Supp & Licensing	Belvedere	-81.76

Sanitary Distr. No.5 of Marin Co.
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Date	Num	Name	Memo	Account	Class	Paid Amount
			Bundle: Internet & Cable, 6.12.19 - 7.11.19	8510 - Data/Alarms/IT Supp & Licensing	Tiburon:Paradise Cove	-4.85
			Bundle: Internet & Cable, 6.12.19 - 7.11.19	8510 - Data/Alarms/IT Supp & Licensing	Tiburon	-139.94
			Bundle: Land Line Phones, 6.12.19 - 7.11.19	8531 - Main Plant Telephones	Belvedere	-90.75
			Bundle: Land Line Phones, 6.12.19 - 7.11.19	8532 - Paradise Cove Telephones	Tiburon:Paradise Cove	-5.38
			Bundle: Land Line Phones, 6.12.19 - 7.11.19	8531 - Main Plant Telephones	Tiburon	-155.32
			Bundle: Taxes & Fees, 6.12.19 - 7.11.19	8510 - Data/Alarms/IT Supp & Licensing	Belvedere	-1.67
			Bundle: Taxes & Fees, 6.12.19 - 7.11.19	8510 - Data/Alarms/IT Supp & Licensing	Tiburon:Paradise Cove	-0.10
			Bundle: Taxes & Fees, 6.12.19 - 7.11.19	8531 - Main Plant Telephones	Tiburon	-2.87
			Bundle: Taxes & Fees, 6.12.19 - 7.11.19	8532 - Paradise Cove Telephones	Belvedere	-1.67
			Bundle: Taxes & Fees, 6.12.19 - 7.11.19	8531 - Main Plant Telephones	Tiburon:Paradise Cove	-0.10
			Bundle: Taxes & Fees, 6.12.19 - 7.11.19	8531 - Main Plant Telephones	Tiburon	-2.87
TOTAL						-487.28
06/20/19	6977	Grag's Locksmithing	M.P. Parts & Svc, RR Door, Jun '19	JP Morgan Chase - Primary 7399		
			Inv #4216 M.P. Parts & Svc, Women's Restroom Door, Jun '19	7022 - Plant Maint. Parts & Service	Belvedere	-284.64
			Inv #4216 M.P. Parts & Svc, Women's Restroom Door, Jun '19	7022 - Plant Maint. Parts & Service	Tiburon	-487.15
TOTAL						-771.79
06/20/19	6978	Ongaro & Sons, Inc.	Client #1082, Belv P&L Maint, Jun '19	JP Morgan Chase - Primary 7399		
			Backflow testing @ HID#848 BPS#1, 6.6.19	7011 - Pumps & Lines Maintenance	Belvedere	-138.00
			Backflow testing @ HID#816 BPS#3, 6.6.19	7011 - Pumps & Lines Maintenance	Belvedere	-83.00
TOTAL						-221.00
06/20/19	6979	Staples, Inc.	Acct #60111000714, Office Supplies, May '19	JP Morgan Chase - Primary 7399		
			Inv #2295329391, Office Supplies, 5.22.19	6047 - Office Supplies	Belvedere	-27.46
			Inv #2295329391, Office Supplies, 5.22.19	6047 - Office Supplies	Tiburon:Paradise Cove	-1.63
			Inv #2295329391, Office Supplies, 5.22.19	6047 - Office Supplies	Tiburon	-47.01
TOTAL						-76.10
07/17/19	6980	Access Answering Service	Acct #4080C, Answering Service, Jul '19	JP Morgan Chase - Primary 7399		
			Inv #20295, Answering Service, July '19 - SSO & Alarm Notifications	8510 - Data/Alarms/IT Supp & Licensing	Belvedere	-21.58
			Inv #20295, Answering Service, July '19 - SSO & Alarm Notifications	8510 - Data/Alarms/IT Supp & Licensing	Tiburon:Paradise Cove	-1.45
			Inv #20295, Answering Service, July '19 - SSO & Alarm Notifications	8510 - Data/Alarms/IT Supp & Licensing	Tiburon	-36.97
TOTAL						-60.00
07/17/19	6981	Alhambra	Acct #647945611762129, Water, May - Jun '19	JP Morgan Chase - Primary 7399		
			Inv #12012314 062819 Water, 05.05.30.19 - 06.26.19	7023 - Janitorial Supplies & Service	Belvedere	-25.87
			Inv #12012314 062819 Water, 05.05.30.19 - 06.26.19	7042 - Paradise Supplies & Chemicals	Tiburon:Paradise Cove	-1.53
			Inv #12012314 062819 Water, 05.05.30.19 - 06.26.19	7023 - Janitorial Supplies & Service	Tiburon	-44.29
TOTAL						-71.69
07/17/19	6982	AT&T	Acct #960732-76375559, May - Jun '19	JP Morgan Chase - Primary 7399		

07/16/19

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Date	Num	Name	Memo	Account	Class	Paid Amount
			PC Plant Telephones, 5.28.19 - 6.27.19 PC Pumps & Lines Telephones, 5.28.19 - 6.27.19 Tib Pumps & Lines Telephones, 5.28.19 - 6.27.19	8532 - Paradise Cove Telephones 8533 - Pumps & Lines Telephones 8533 - Pumps & Lines Telephones	Tiburon;Paradise Cove Tiburon;Paradise Cove Tiburon	-287.99 -173.48 -305.38 -766.85
TOTAL						
07/17/19	6983	Banshee Networks, Inc.	Computer/IT Support, May - Jun '19	JP Morgan Chase - Primary 7399		
			Inv #13864, #13891, #13892, #13890, Monthly System back-ups, Maint. & Tr... Inv #13864, #13891, #13892, #13890, Monthly System back-ups, Maint. & Tr... Inv #13864, #13891, #13892, #13890, Monthly System back-ups, Maint. & Tr...	8510 - Data/Alarms/IT Supp & Licensing 8510 - Data/Alarms/IT Supp & Licensing 8510 - Data/Alarms/IT Supp & Licensing	Belvedere Tiburon;Paradise Cove Tiburon	-3,454.95 -204.87 -5,913.32 -9,573.14
TOTAL						
07/17/19	6984	Bay Alarm	Acct #274428, Jul - Oct '19	JP Morgan Chase - Primary 7399		
			Inv #274428190615M, Alarm Monitoring Fees - Burglar & Fire, 7.1.19 - 10.31.... Inv #274428190615M, Alarm Monitoring Fees - Burglar & Fire, 7.1.19 - 10.31.... Inv #274428190615M, Alarm Monitoring Fees - Burglar & Fire, 7.1.19 - 10.31....	8510 - Data/Alarms/IT Supp & Licensing 8510 - Data/Alarms/IT Supp & Licensing 8510 - Data/Alarms/IT Supp & Licensing	Belvedere Tiburon;Paradise Cove Tiburon	-92.76 -6.24 -158.98 -258.00
TOTAL						
07/17/19	6985	Brelje and Race Laboratories, Inc.	M.P./P.C. Plant Samples, June '19	JP Morgan Chase - Primary 7399		
			Inv #120712, M.P. samples for June '19 Inv #120712, M.P. samples for June '19 Inv #120712, M.P. samples for June '19	7051 - Main Plant Lab Monitoring 7052 - Paradise Cove Monitoring 7051 - Main Plant Lab Monitoring	Belvedere Tiburon;Paradise Cove Tiburon	-348.52 -175.00 -596.48 -1,120.00
TOTAL						
07/17/19	6986	Burke, Williams & Sorensen, LLP	Legal Advice, May '19	JP Morgan Chase - Primary 7399		
			Inv #242241, SD5 DCS, May '19 Inv #242241, SD5 DCS, May '19 Inv #242241, SD5 DCS, May '19	6039 - Legal 6039 - Legal 6039 - Legal	Belvedere Tiburon;Paradise Cove Tiburon	-204.63 -12.13 -350.24 -567.00
TOTAL						
07/17/19	6987	Caltest Analytical Laboratory	M.P./P.C. Lab Sampling, Jun '19	JP Morgan Chase - Primary 7399		
			Inv #9962, #0594, #0653, #0031, #0176, M.P. Testing, 6.2.19, 6.4.19, 6.11.1... Inv #0342, P.C. Testing, 6.18.19 Inv #9962, #0594, #0653, #0031, #0176, M.P. Testing, 6.2.19, 6.4.19, 6.11.1...	7051 - Main Plant Lab Monitoring 7052 - Paradise Cove Monitoring 7051 - Main Plant Lab Monitoring	Belvedere Tiburon;Paradise Cove Tiburon	-445.55 -158.00 -762.55 -1,366.10
TOTAL						
07/17/19	6988	Caltronics Business Systems, Inc.	Acct #SD15, Multi-purpose Copier Contract Fee, Jun '19	JP Morgan Chase - Primary 7399		
			Inv #2806138, Konica Multi-purpose copier contract, 6.2.19 - 7.1.19 Inv #2806138, Konica Multi-purpose copier contract, 6.2.19 - 7.1.19 Inv #2806138, Konica Multi-purpose copier contract, 6.2.19 - 7.1.19 Inv #2791259, Toner Supplies, 6.11.19	6047 - Office Supplies 6047 - Office Supplies 6047 - Office Supplies 6047 - Office Supplies	Belvedere Tiburon;Paradise Cove Tiburon Belvedere	-98.51 -5.84 -168.61 -4.33

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Date	Num	Name	Memo	Account	Class	Paid Amount
			Inv #2791259, Toner Supplies, 6.11.19 Inv #2791259, Toner Supplies, 6.11.19	6047 - Office Supplies 6047 - Office Supplies	Tiburon;Paradise Cove Tiburon	-0.26 -7.42 -284.97
TOTAL						
07/17/19	6989	Clintas Corporation #626	Acct #626-00821, PPE/Safetywear + Service, Jun '19 Inv #7370, #0073, #1953, PPE/Safetywear, 6.14.19, 6.21.19, 6.28.19 Inv #7370, #0073, #1953, PPE/Safetywear, 6.14.19, 6.21.19, 6.28.19 Inv #7370, #0073, #1953, PPE/Safetywear, 6.14.19, 6.21.19, 6.28.19	JP Morgan Chase - Primary 7399 8520 - Personal Protection/Safety Wear 8520 - Personal Protection/Safety Wear 8520 - Personal Protection/Safety Wear	Belvedere Tiburon;Paradise Cove Tiburon	-209.68 -12.43 -358.88 -580.99
TOTAL						
07/17/19	6990	Cornely Company	Cust ID: SANDIST, M.P. Boiler Repair, Apr '19 Inv #INV-16203, M. P. Maint - Boiler Repair, 4.17.19 Inv #INV-16203, M. P. Maint - Boiler Repair, 4.17.19	JP Morgan Chase - Primary 7399 9204 - M.P. Boiler Replacement 9204 - M.P. Boiler Replacement	Belvedere Tiburon	-193.62 -331.38 -525.00
TOTAL						
07/17/19	6991	Cummins Pacific Power Systems	Cust. #: 286183, BPS#2 Generator Rplcmnt, Jul '19 Inv #AS-77374, P&L/PS Nat Genset Replacement, BPS#2, 7.3.19	JP Morgan Chase - Primary 7399 9307 - PS Generator Replacement	Belvedere	-16,027.50 -16,027.50
TOTAL						
07/17/19	6992	Goodman Building Supply Co.	Acct #20070, P&L, PC Grounds Maint., Jun '19 Inv #779888, #779449, M.P. Maint. Supplies, 6.19.19, 8.25.19 Inv #779888, #779449, M.P. Maint. Supplies, 6.19.19, 8.25.19	JP Morgan Chase - Primary 7399 7021 - Plant Maintenance Supplies 7021 - Plant Maintenance Supplies	Belvedere Tiburon	-114.44 -195.86 -310.30
TOTAL						
07/17/19	6993	Home Depot Credit Services	Acct #6035 3220 0516 4334, M.P. Maint., Jun '19 P&L, Antennae material re Pump Stations, 6.16.18 P&L, Antennae material re Pump Stations, 6.16.18 Replacement Emergency Generator, 6.6.19 Replacement Emergency Generator, 6.6.19 M.P. Maintenance Supplies, 6.7.19 M.P. Maintenance Supplies, 6.7.19	JP Morgan Chase - Primary 7399 7011 - Pumps & Lines Maintenance 7011 - Pumps & Lines Maintenance 7022 - Plant Maint. Parts & Service 7022 - Plant Maint. Parts & Service 7021 - Plant Maintenance Supplies 7021 - Plant Maintenance Supplies	Belvedere Tiburon Belvedere Tiburon Belvedere Tiburon	-34.95 -59.83 -108.41 -185.55 -71.96 -123.15 -583.85
TOTAL						
07/17/19	6994	HDR Engineering, Inc.	Biosolids Research & Mngmnt, May - Jun '19 Inv #1200200663, HRD Biosolids Research & Managment, 5.26.19 - 6.29.19 Inv #1200200663, HRD Biosolids Research & Managment, 5.26.19 - 6.29.19 Inv #1200200663, HRD Biosolids Research & Managment, 5.26.19 - 6.29.19	JP Morgan Chase - Primary 7399 6017 - Consulting Fees 6017 - Consulting Fees 6017 - Consulting Fees	Belvedere Tiburon;Paradise Cove Tiburon	-3,116.69 -184.81 -5,334.38 -8,635.88
TOTAL						
07/17/19	6995	JM Integration, LLC	Flowmeter Calibrations, MP Wet Weather Flowmeter, Jul '19	JP Morgan Chase - Primary 7399		

Sanitary Distr. No.5 of Marin Co.
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June 14 through July 17, 2019

07/16/19

Date	Num	Name	Memo	Account	Class	Paid Amount
			Troubleshoot M.P. Flowmeter ghost readings, Inv #19017, 4.0 Hrs + mileage, ...	7022 · Plant Maint. Parts & Service	Belvedere	-247.90
			Troubleshoot M.P. Flowmeter ghost readings, Inv #19017, 4.0 Hrs + mileage, ...	7022 · Plant Maint. Parts & Service	Tiburon	-424.12
						-671.92
07/17/19	6996	Maitby Electric Supply Co., Inc.	Cust No.15953, BPS + M.P. P&L, May '19	JP Morgan Chase - Primary 7399		
			Inv #S1867192.001, #S1867086.001, #S1866282.001-.004, Portable ER Gen...	9314 · Portable Emergency Generators	Belvedere	-367.75
			Inv #S1867192.001, #S1867086.001, #S1866282.001-.004, Portable ER Gen...	9314 · Portable Emergency Generators	Tiburon	-629.39
			Inv #1866.276.001-.004, BPS Upgrades, 6.06.19	7011 · Pumps & Lines Maintenance	Belvedere	-1,296.00
			Inv #1866.276.001-.004, BPS Upgrades, 6.06.19	7027 · Electrical & Instrument	Belvedere	-1,296.00
						-3,589.14
07/17/19	6997	Marin County Tax Collector	Acct #170796, LAFCO Service Charges for FY19-20, Jul '19	JP Morgan Chase - Primary 7399		
			LAFCO Service Charges, FY19-20	6021 · County Fees	Belvedere	-1,732.28
			LAFCO Service Charges, FY19-20	6021 · County Fees	Tiburon:Paradise Cove	-116.58
			LAFCO Service Charges, FY19-20	6021 · County Fees	Tiburon	-2,968.38
						-4,817.24
07/17/19	6998	Marin Municipal Water District	Water, May - Jun '19	JP Morgan Chase - Primary 7399		
			Cust #424791, Cove Rd. BPS - Water, 4.6.19 - 6.5.19	8541 · Water	Belvedere	-50.55
			Cust #424793, Golden Gate BPS - Water, 4.6.19 - 6.5.19	8541 · Water	Belvedere	-46.57
			Cust #138856, Mar West TPS - Water, 4.6.19 - 6.5.19	8541 · Water	Tiburon	-50.55
			Cust #100098, M.P. - Water, 4.6.19 - 6.5.19	8541 · Water	Belvedere	-265.68
			Cust #100098, M.P. - Water, 4.6.19 - 6.5.19	8541 · Water	Tiburon	-454.71
						-868.06
07/17/19	6999	Medical Center of Marin, ES A/R	Acct #:SDN5_B1, Swett Vacc. (#3), Feb '19	JP Morgan Chase - Primary 7399		
			Inv #00113099-00, Employee Health: Hep B Vacc. Injection 2 for D Swett, 2.6...	8020.05 · Employee Health	Belvedere	-3.61
			Inv #00113099-00, Employee Health: Hep B Vacc. Injection 2 for D Swett, 2.6...	8020.05 · Employee Health	Tiburon:Paradise Cove	-0.21
			Inv #00113099-00, Employee Health: Hep B Vacc. Injection 2 for D Swett, 2.6...	8020.05 · Employee Health	Tiburon	-6.18
						-10.00
07/17/19	7000	Mill Valley Refuse Service, Inc.	Acct #032945, Garbage Service + 1 yd rental, Jul '19	JP Morgan Chase - Primary 7399		
			Garbage Service, Including 1 yd trash + 1 yd cardboard rental, 7.1.19 - 7.31.19	7023 · Janitorial Supplies & Service	Belvedere	-86.34
			Garbage Service, Including 1 yd trash + 1 yd cardboard rental, 7.1.19 - 7.31.19	7023 · Janitorial Supplies & Service	Tiburon	-147.96
						-234.30
07/17/19	7001	NSI Lab Solutions, Inc.	Cust#21528, Lab Chemicals, Jun '19	JP Morgan Chase - Primary 7399		
			Inv #367328, Lab Chemicals, 4 cases @ 24 Ampules Chlorine Conc, 1.00 mg...	7025 · Lab Supplies & Chemicals	Belvedere	-99.21
			Inv #367328, Lab Chemicals, 4 cases @ 24 Ampules Chlorine Conc, 1.00 mg...	7025 · Lab Supplies & Chemicals	Tiburon	-169.79

**Sanitary Distr. No.5 of Marin Co.
Warrant List Detail
June 14 through July 17, 2019**

07/16/19

Date	Num	Name	Memo	Account	Class	Paid Amount
TOTAL						-269.00
07/17/19	7002	Nute Engineering Corp.	Consulting & Engr. Svcs., May - Jun '19	JP Morgan Chase - Primary 7399		
			Inv #20412, Cove Rd Force Main Implementation, 5.1.19-5.31.19	6017 - Consulting Fees	Belvedere	-1,576.00
			Inv #20475, Cove Rd Force Main Implementation, 6.1.19 - 6.30.19	6017 - Consulting Fees	Belvedere	-125.75
			Inv #20413, 2019 Sewer Main Rehab - Belvedere (47.5%), 5.1.19-5.31.19	6017 - Consulting Fees	Belvedere	-5,518.31
			Inv #20413, 2019 Sewer Main Rehab - Tiburon, (52.5%), 5.1.19-5.31.19	6017 - Consulting Fees	Tiburon	-6,099.19
			Inv #20478, 2019 Sewer Rehab Project - Belvedere, (47.5%) 6.1.19 - 6.30.19	6017 - Consulting Fees	Belvedere	-1,149.88
			Inv #20476, 2019 Sewer Rehab Project - Tiburon, (52.5%) 6.1.19 - 6.30.19	6017 - Consulting Fees	Tiburon	-1,270.89
			Inv #20427, 2019 Sewer Rehab Project - Belvedere Printing Costs (47.5%)	6017 - Consulting Fees	Belvedere	-329.43
			Inv #20427, 2019 Sewer Rehab Project - Tiburon Printing Costs (52.5%)	6017 - Consulting Fees	Tiburon	-364.10
			Inv #20390, Paradise Beach Park Slide/Sewer Force Main Conflict, 8.1.18 - 1...	6017 - Consulting Fees	Tiburon:Paradise Cove	-6,300.25
TOTAL						-22,733.78
07/17/19	7003	PACE Supply Corp.	Cust #38108-11, M.P. Parts & Srvc, Jun '19	JP Morgan Chase - Primary 7399		
			Inv #045333151, M.P. Parts & Service, 6.18.19	7022 - Plant Maint. Parts & Service	Belvedere	-468.58
			Inv #045333151, M.P. Parts & Service, 6.18.19	7022 - Plant Maint. Parts & Service	Tiburon	-801.98
TOTAL						-1,270.56
07/17/19	7004	Pape Material Handling	Cust #5081167, M.P. Parts & Service, Jun '19	JP Morgan Chase - Primary 7399		
			Inv #19037425, #19037124, Forklift Service, 6.3.19	7022 - Plant Maint. Parts & Service	Belvedere	-922.51
			Inv #19037425, #19037124, Forklift Service, 6.3.19	7022 - Plant Maint. Parts & Service	Tiburon	-1,578.88
TOTAL						-2,501.39
07/17/19	7005	Pacific Gas & Electric	Acct #2908031411-4, Utilities, May-Jun '19	JP Morgan Chase - Primary 7399		
			Acct #2908031411-4, Main Plant Utilities, 5.22.98 - 6.21.19	8542 - Main Plant Utilities	Belvedere	-6,382.78
			Acct #2908031411-4, P.C. Plant Utilities, 5.22.98 - 6.21.19	8543 - Paradise Cove Utilities	Tiburon:Paradise Cove	-1,194.30
			Acct #2908031411-4, Main Plant Utilities, 5.22.98 - 6.21.19	8542 - Main Plant Utilities	Tiburon	-10,924.11
			Acct #2908031411-4, Belv Pump St Utilities, 5.22.98 - 6.21.19	8544 - Pump Station Utilities	Belvedere	-1,206.88
			Acct #2908031411-4, P.C. Pump St Utilities, 5.22.98 - 6.21.19	8544 - Pump Station Utilities	Tiburon:Paradise Cove	-234.45
			Acct #2908031411-4, Tib Pump St Utilities, 5.22.98 - 6.21.19	8544 - Pump Station Utilities	Tiburon	-1,420.55
TOTAL						-21,363.07
07/17/19	7007	Roy's Sewer Service, Inc.	Belv. Annual Line Cleaning + Tib P&L, May-Jun'19	JP Morgan Chase - Primary 7399		
			Inv #205442, Annual Sm Machine Line Cleaning @ Tiburon, 5.14.19 - 5.31.19	7011 - Pumps & Lines Maintenance	Tiburon	-28,320.00
			Inv #205084, Vector Truck Cleaning at Cove Rd., as directed, 5.12.19	7011 - Pumps & Lines Maintenance	Belvedere	-1,625.00
			Inv #205083, Vector Truck Cleaning at 55 Rolling Hills, 5.10.19	7011 - Pumps & Lines Maintenance	Tiburon	-1,950.00
			#205403, Vector Truck Cleaning + Service Van @ M.P. Digester, as directed...	7011 - Pumps & Lines Maintenance	Belvedere	-1,171.86
			#205403, Vector Truck Cleaning + Service Van @ M.P. Digester, as directed...	7011 - Pumps & Lines Maintenance	Tiburon	-2,005.64
			#205408, Vector Truck cleaning at Windward, as directed, 6.25.19	7011 - Pumps & Lines Maintenance	Belvedere	-1,300.00
TOTAL						-36,372.50
07/17/19	7008	SASM	Bioassay Testing, Apr - June '19	JP Morgan Chase - Primary 7399		

Sanitary Distr. No.5 of Marin Co.
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Date	Num	Name	Memo	Account	Class	Paid Amount
			Inv #2987, Blossay testing service, Apr - Jun '19 Inv #2987, Blossay testing service, Apr - Jun '19	7051 · Main Plant Lab Monitoring 7051 · Main Plant Lab Monitoring	Belvedere Tiburon	-663.84 -1,136.16 -1,800.00
TOTAL						
07/17/19	7009	Shape Incorporated	Acct #400M14, Pump & Valve Replacement, Jul '19 Inv #125818, Pump & Valve Replcmnt, 3 Flyght Pumps + ENM Floats, Jul '19 Inv #125818, Pump & Valve Replcmnt, 3 Flyght Pumps + ENM Floats, Jul '19	JP Morgan Chase - Primary 7399 9306 · PS Pump & Valve Replacements 9306 · PS Pump & Valve Replacements	Belvedere Tiburon	-26,123.97 -26,123.98 -52,247.95
TOTAL						
07/17/19	7010	Solenis, LLC	Pyr #: 441488, M.P. Chemicals, May '19 Inv #131457268, M.P. Maint. Chemicals - Praestol for Screwpress & Rotary D... Inv #131457268, M.P. Maint. Chemicals - Praestol for Screwpress & Rotary D...	JP Morgan Chase - Primary 7399 7024 · Main Plant Chemicals 7024 · Main Plant Chemicals	Belvedere Tiburon	-1,508.48 -2,581.75 -4,090.23
TOTAL						
07/17/19	7011	Special District Risk Management...	Member #7665, Life, Vision, DDS & LTD Ins., Jul '19 Employee Life Insurance - Inv #29309, July '19 Employee Life Insurance - Inv #29309, July '19 Employee Life Insurance - Inv #29309, July '19 Employee DDS Insurance - Inv #29309, July '19 Employee DDS Insurance - Inv #29309, July '19 Employee DDS Insurance - Inv #29309, July '19 Employee Vision Insurance - Inv #29309, July '19 Employee Vision Insurance - Inv #29309, July '19 Employee Vision Insurance - Inv #29309, July '19 Employee LTD Insurance - Inv #29309, July '19 Employee LTD Insurance - Inv #29309, July '19 Employee LTD Insurance - Inv #29309, July '19	JP Morgan Chase - Primary 7399 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health 8020.05 · Employee Health	Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon	-56.14 -3.78 -96.19 -324.42 -21.83 -555.93 -100.87 -6.77 -172.50 -57.92 -3.90 -99.28 -1,499.31
TOTAL						
07/17/19	7012	Telstar Instrument, Inc.	Cust #SANDI, BPS Comm Panel Parts, May '19 Inv #99428, Parts for BPS Communication Panel Upgrades, 5.31.19	JP Morgan Chase - Primary 7399 9310 · BPS Communication Project	Belvedere	-1,675.00 -1,675.00
TOTAL						
07/17/19	7013	The Ark Publishing Co. Inc.	Legal Notice, May - Jun '19 Inv #10586, Legal/Public Notice of FY19-20 Budget (ran May-June), 6.19.19 Inv #10586, Legal/Public Notice of FY19-20 Budget (ran May-June), 6.19.19 Inv #10586, Legal/Public Notice of FY19-20 Budget (ran May-June), 6.19.19	JP Morgan Chase - Primary 7399 6001 · Advertising 6001 · Advertising 6001 · Advertising	Belvedere Tiburon:Paradise Cove Tiburon	-117.29 -6.96 -200.75 -325.00
TOTAL						
07/17/19	7014	Town of Tiburon	Fuel, May '19	JP Morgan Chase - Primary 7399		

Sanitary Distr. No.5 of Marin Co.
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June 14 through July 17, 2019

07/16/19

Date	Num	Name	Memo	Account	Class	Paid Amount
			Fuel, May '19	7071 · Fuel	Belvedere	-343.59
			Fuel, May '19	7071 · Fuel	Tiburon:Paradise Cove	-20.37
			Fuel, May '19	7071 · Fuel	Tiburon	-588.08
TOTAL						-952.04
07/17/19	7015	Transene Company Inc.	Acct #400M14, M.P., P.C. Plant & SASM Lab Supplies & Chemicals, Jun '19	JP Morgan Chase - Primary 7399		
			Inv #17308, M.P. Chemicals & Lab Supplies- Sulfuric Acid Solution & Acetate ...	7025 · Lab Supplies & Chemicals	Belvedere	-394.49
			Inv #17308, M.P. Chemicals & Lab Supplies- Sulfuric Acid Solution & Acetate ...	7025 · Lab Supplies & Chemicals	Tiburon	-675.18
TOTAL						-1,069.67
07/17/19	7016	John Carapiet	Brd Mtg Attendance, Jan - Jun '19	JP Morgan Chase - Primary 7399		
			Brd Mtg Attendance (7), Jan - Jun '19	6024 · Director Fees	Belvedere	-252.63
			Brd Mtg Attendance (7), Jan - Jun '19	6024 · Director Fees	Tiburon:Paradise Cove	-14.98
			Brd Mtg Attendance (7), Jan - Jun '19	6024 · Director Fees	Tiburon	-432.39
TOTAL						-700.00
07/17/19	7017	Michael Lasky	Brd Mtg Attendance, Jan - Jun '19	JP Morgan Chase - Primary 7399		
			Brd Mtg Attendance (7), Jan - Jun '19	6024 · Director Fees	Belvedere	-252.63
			Brd Mtg Attendance (7), Jan - Jun '19	6024 · Director Fees	Tiburon:Paradise Cove	-14.98
			Brd Mtg Attendance (7), Jan - Jun '19	6024 · Director Fees	Tiburon	-432.39
TOTAL						-700.00
07/17/19	7018	Catharine Benediktsson	Brd Mtg Attendance, Jan - Jun '19	JP Morgan Chase - Primary 7399		
			Brd Mtg Attendance (7), Jan - Jun '19	6024 · Director Fees	Belvedere	-252.63
			Brd Mtg Attendance (7), Jan - Jun '19	6024 · Director Fees	Tiburon:Paradise Cove	-14.98
			Brd Mtg Attendance (7), Jan - Jun '19	6024 · Director Fees	Tiburon	-432.39
TOTAL						-700.00
07/17/19	7019	Richard Snyder	Brd Mtg Attendance, Jan - Jun '19	JP Morgan Chase - Primary 7399		
			Brd Mtg Attendance (6), Jan - Jun '19	6024 · Director Fees	Belvedere	-216.54
			Brd Mtg Attendance (6), Jan - Jun '19	6024 · Director Fees	Tiburon:Paradise Cove	-12.84
			Brd Mtg Attendance (6), Jan - Jun '19	6024 · Director Fees	Tiburon	-370.62
TOTAL						-600.00
07/17/19	7020	Tod Moody	Brd Mtg Attendance, Jan - Jun '19	JP Morgan Chase - Primary 7399		
			Brd Mtg Attendance (5), Jan - Jun '19	6024 · Director Fees	Belvedere	-180.45
			Brd Mtg Attendance (5), Jan - Jun '19	6024 · Director Fees	Tiburon:Paradise Cove	-10.70
			Brd Mtg Attendance (5), Jan - Jun '19	6024 · Director Fees	Tiburon	-308.85
TOTAL						-500.00

07/16/19

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

June 14 through July 17, 2019

Date	Num	Name	Memo	Account	Class	Paid Amount
07/17/19	7021	United States Treasury	IRS Form 720, Excise Tax for SD5 Retiree Hlth, 2019, 2nd Qtr	JP Morgan Chase - Primary 7399		
			Tax ID#: 94-6003055 - IRS Form 720, Excise Tax for SD5 Retiree Hlth, 2019, ...	8022.05 · Retiree Health	Belvedere	-5.09
			Tax ID#: 94-6003055 - IRS Form 720, Excise Tax for SD5 Retiree Hlth, 2019, ...	8022.05 · Retiree Health	Tiburon:Paradise Cove	-0.30
			Tax ID#: 94-6003055 - IRS Form 720, Excise Tax for SD5 Retiree Hlth, 2019, ...	8022.05 · Retiree Health	Tiburon	-8.70
						-14.09
07/17/19	7022	U.S. Bank	Acc#:4246-0441-0158-3635, May - Jun '19	JP Morgan Chase - Primary 7399		
			#9545: Tri-State Conf. Travel + Accommodations, R Cottrell, + D La Torre, 8.4....	6018.1 · Meetings & Travel	Belvedere	-198.73
			#9545: Tri-State Conf. Travel + Accommodations, R Cottrell, + D La Torre, 8.4....	6018.1 · Meetings & Travel	Tiburon:Paradise Cove	-11.78
			#9545: Tri-State Conf. Travel + Accommodations, R Cottrell, + D La Torre, 8.4....	6018.1 · Meetings & Travel	Tiburon	-340.15
			#9545: Tri-State Conf, 8.6.19 - 8.8.19 (RC & DL); CalPERS Annual Conf, 10....	6020 · Continuing Education	Belvedere	-233.50
			#9545: Tri-State Conf, 8.6.19 - 8.8.19 (RC & DL); CalPERS Annual Conf, 10....	6020 · Continuing Education	Tiburon:Paradise Cove	-13.85
			#9545: Tri-State Conf, 8.6.19 - 8.8.19 (RC & DL); CalPERS Annual Conf, 10....	6020 · Continuing Education	Tiburon	-399.65
			#9545: Mtg Supplies, Woodlands, 6.20.19	6018.1 · Meetings & Travel	Belvedere	-4.32
			#9545: Mtg Supplies, Woodlands, 6.20.19	6018.1 · Meetings & Travel	Tiburon:Paradise Cove	-0.26
			#9545: USPO, 6.10.19	6018.1 · Meetings & Travel	Tiburon	-7.40
			#9545: USPO, 6.10.19	6056 · Postage	Belvedere	-1.48
			#9545: USPO, 6.10.19	6056 · Postage	Tiburon:Paradise Cove	-0.09
			#9545: Harbor Freight, BPS#7, 6.6.19	6056 · Postage	Tiburon	-2.53
			#9545: M.P. Parts & Service, Tractor Supply, 6.6.19	7011 · Pumps & Lines Maintenance	Belvedere	-34.86
			#9545: M.P. Parts & Service, Tractor Supply, 6.6.19	7022 · Plant Maint. Parts & Service	Belvedere	-57.68
			#0822: SCU (Sac), Con't Ed re T Rubio, 5.29.19	7022 · Plant Maint. Parts & Service	Tiburon	-96.73
			#0822: SCU (Sac), Con't Ed re T Rubio, 5.29.19	6020 · Continuing Education	Belvedere	-920.96
			#0822: SCU (Sac), Con't Ed re T Rubio, 5.29.19	6020 · Continuing Education	Tiburon:Paradise Cove	-54.61
			#9545: Advertising (CL,CWEA+Barefoot Student) re FY18-19 Maint OIT	6020 · Continuing Education	Tiburon	-1,576.29
			#9545: Advertising (CL,CWEA+Barefoot Student) re FY18-19 Maint OIT	6001 · Advertising	Belvedere	-54.14
			#9545: Advertising (CL,CWEA+Barefoot Student) re FY18-19 Maint OIT	6001 · Advertising	Tiburon:Paradise Cove	-3.21
			#9545: BPS Panel Upgrade Materials, 6.12.19	8001 · Advertising	Tiburon	-92.66
				9302 · PS Control Panel Upgrades	Belvedere	-276.53
						-4,383.41
07/17/19	7023	Waste Management of Redwood ...	Acct #507-0000190-1507-2, Sludge Disposal, Jun '19	JP Morgan Chase - Primary 7399		
			Inv #0097612-1507-9 Sludge Disposal - 3 pick-ups, 17.68 tons, Jun '19	7029 · Main Plant Sludge Disposal	Belvedere	-249.15
			Inv #0097612-1507-9 Sludge Disposal - 3 pick-ups, 17.68 tons, Jun '19	7043 · Paradise Sludge Disposal	Tiburon:Paradise Cove	-14.77
			Inv #0097612-1507-9 Sludge Disposal - 3 pick-ups, 17.68 tons, Jun '19	7029 · Main Plant Sludge Disposal	Tiburon	-426.45
						-690.37
07/17/19	7024	Billsborough, Chad	Reimb. for Standby Mi + Con't Ed., Jul '19	JP Morgan Chase - Primary 7399		
			M.P. Standby Mi.Reimb., thru 6.1.19	6018.2 · Standby Mileage Expense Reimb	Belvedere	-17.97
			M.P. Standby Mi.Reimb., thru 6.1.19	6018.2 · Standby Mileage Expense Reimb	Tiburon:Paradise Cove	-30.75
			Con't Ed Reimb: Grade I&II Certification Exam Review, 8.26.19 - 8.28.19	6020 · Continuing Education	Belvedere	-179.80
			Con't Ed Reimb: Grade I&II Certification Exam Review, 8.26.19 - 8.28.19	6020 · Continuing Education	Tiburon:Paradise Cove	-12.10
			SD5 Public Outreach @ Marin Co Fair: Mi., Meals/Diem, Prkg, 7.4.19 - 7.5.19	6020 · Continuing Education	Tiburon	-308.10
			SD5 Public Outreach @ Marin Co Fair: Mi., Meals/Diem, Prkg, 7.4.19 - 7.5.19	6018.1 · Meetings & Travel	Belvedere	-71.78
			SD5 Public Outreach @ Marin Co Fair: Mi., Meals/Diem, Prkg, 7.4.19 - 7.5.19	6018.1 · Meetings & Travel	Tiburon:Paradise Cove	-4.83
				6018.1 · Meetings & Travel	Tiburon	-122.99
						-748.32

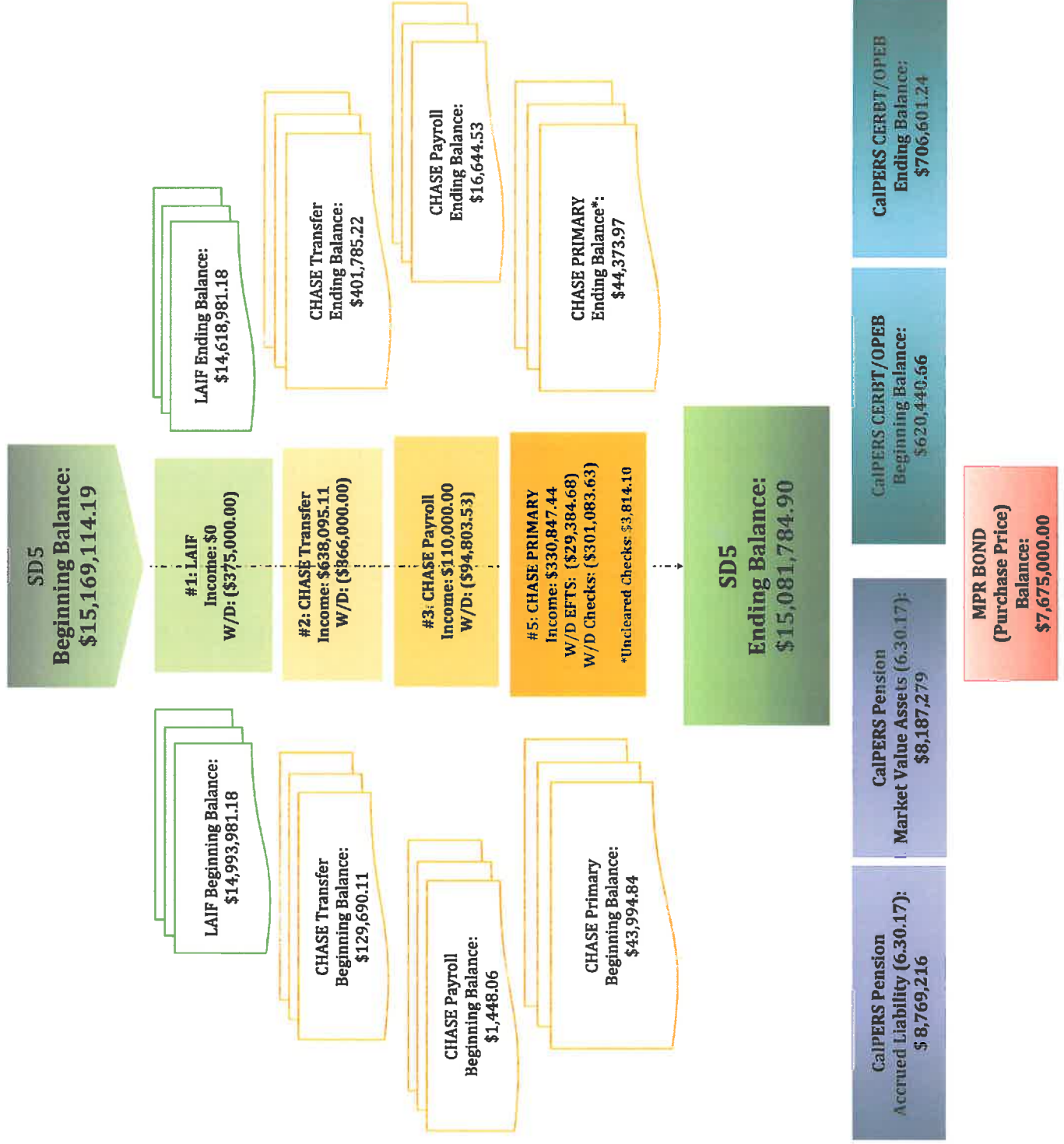
Sanitary Distr. No.5 of Marin Co.
Warrant List Detail
June 14 through July 17, 2019

07/16/19

Date	Num	Name	Memo	Account	Class	Paid Amount
07/17/19	7025	Rosser, John	Standby Mileage Reimb, thru 6.30.19	JP Morgan Chase - Primary 7399		
			Tib P&L Standby Mileage Reimb., thru 6.30.19	6018.2 - Standby Mileage Expense Reimb	Tiburon	-101.59
			Belv P&L Standby Mileage Reimb., thru 6.30.19	6018.2 - Standby Mileage Expense Reimb	Belvedere	-50.92
TOTAL						-152.51
07/17/19	7026	Swett, Drake	Standby Mileage Reimb, thru 7.8.19	JP Morgan Chase - Primary 7399		
			Tib P&L Standby Mileage Reimb, thru 7.8.19	6018.2 - Standby Mileage Expense Reimb	Tiburon	-99.76
			Belv P&L Standby Mileage Reimb., thru 7.8.19	6018.2 - Standby Mileage Expense Reimb	Belvedere	-199.52
TOTAL						-299.28
07/17/19	7027	Univar	Cust ID #STD001, Chemicals, Jun '19	JP Morgan Chase - Primary 7399		
			Inv #SJ946316, Sodium Bisulfite 25% (\$1.057/Gal), 6.19.19	7024 - Main Plant Chemicals	Belvedere	-1,889.88
			Inv #SJ946316, Sodium Bisulfite 25% (\$1.057/Gal), 6.19.19	7042 - Paradise Supplies & Chemicals	Tiburon:Paradise Cove	-112.06
			Inv #SJ946316, Sodium Bisulfite 25% (\$1.057/Gal), 6.19.19	7024 - Main Plant Chemicals	Tiburon	-3,234.63
			Inv #SJ948642, Sodium Bisulfite 25% (\$1.057/Gal), 6.26.19	7024 - Main Plant Chemicals	Belvedere	-697.01
			Inv #SJ948642, Sodium Bisulfite 25% (\$1.057/Gal), 6.26.19	7042 - Paradise Supplies & Chemicals	Tiburon:Paradise Cove	-41.33
			Inv #SJ948642, Sodium Bisulfite 25% (\$1.057/Gal), 6.26.19	7024 - Main Plant Chemicals	Tiburon	-1,192.98
TOTAL						-7,167.89
07/17/19	7030	Recology Sonoma Marin	Cust #A1810470401, Cust ID: SAN#5, Sludge Disposal, May-Jun '19	JP Morgan Chase - Primary 7399		
			Inv #19338, 3 loads/20 Yrd Debris Box/Sludge Disposal - Balance as of 6.4.19	7029 - Main Plant Sludge Disposal	Belvedere	-252.63
			Inv #19338, 3 loads/20 Yrd Debris Box/Sludge Disposal - Balance as of 6.4.19	7043 - Paradise Sludge Disposal	Tiburon:Paradise Cove	-14.98
			Inv #19338, 3 loads/20 Yrd Debris Box/Sludge Disposal - Balance as of 6.4.19	7029 - Main Plant Sludge Disposal	Tiburon	-432.39
			Credit for erroneous Tiburon Lodge Ticket #1640394 - Please see Phyllis	7029 - Main Plant Sludge Disposal	Belvedere	126.32
			Credit for erroneous Tiburon Lodge Ticket #1640394 - Please see Phyllis	7043 - Paradise Sludge Disposal	Tiburon:Paradise Cove	7.49
			Credit for erroneous Tiburon Lodge Ticket #1640394 - Please see Phyllis	7029 - Main Plant Sludge Disposal	Tiburon	216.19
TOTAL						-350.00

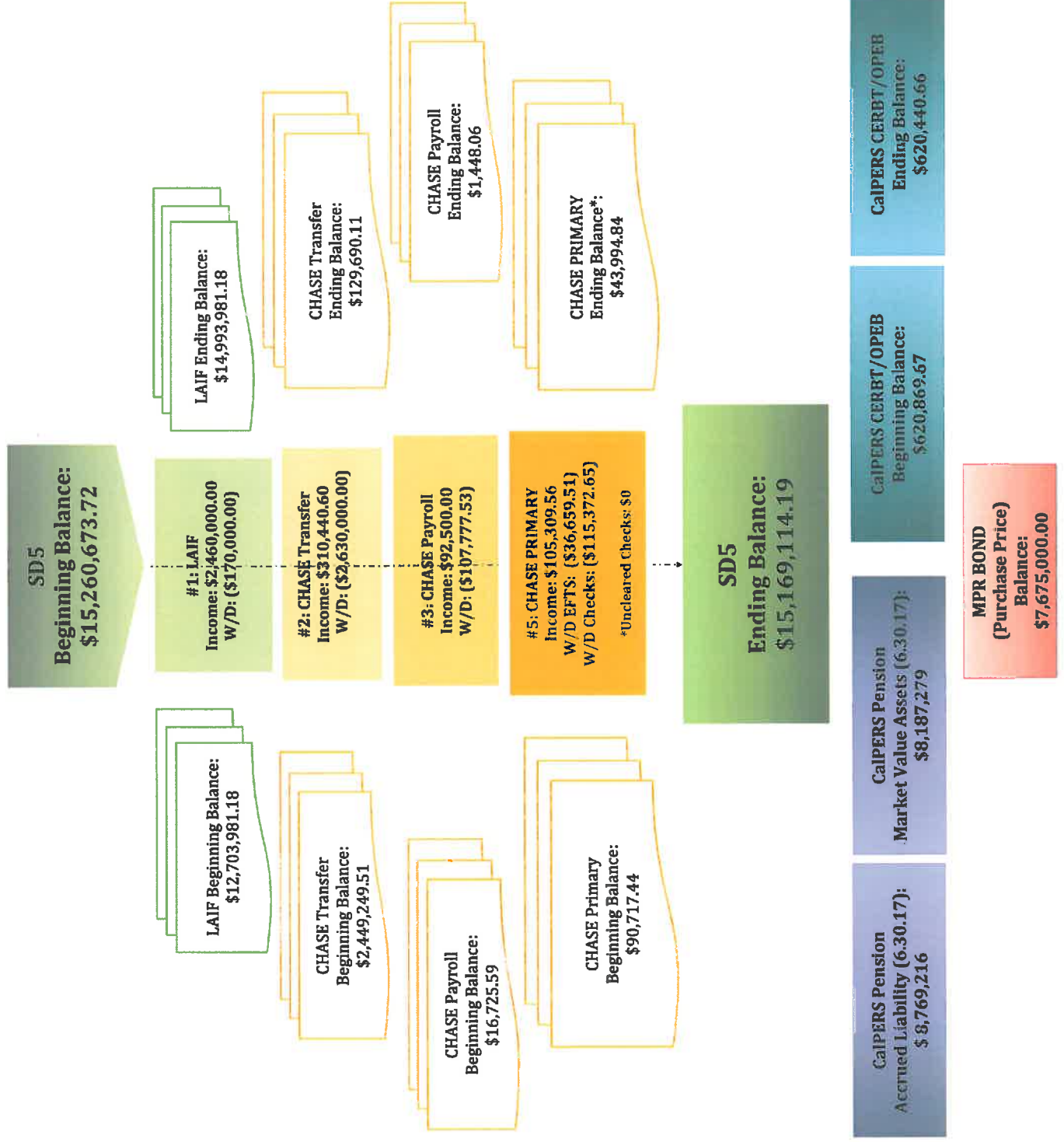
CASH FLOW CHART

SANITARY DISTRICT NO. 5 OF MARIN COUNTY: June, 2019



CASH FLOW CHART

SANITARY DISTRICT NO. 5 OF MARIN COUNTY: May, 2019



JUN 12, 2019

SANITARY DISTRICT NO 5 - 0400-2116
PO BOX 227
BELVEDERE TIBURON, CA 94920

CHECK DATE : 06/14/2019 WEEK 24
PERIOD BEGIN : 06/01/2019
PERIOD END : 06/15/2019

Dear Paychex Preview Client,

Enclosed are your payroll reports and checks. Please verify that all information is accurate and correct. If there are any questions or concerns, please contact us immediately.

If you have tax deposits due, ensure the deposits are initiated at least one banking day prior to the due date to avoid penalties. We will assume that these deposits were made on the due dates and they will be reflected on your returns accordingly.

This is a summary of your payroll transactions of the check date of 06/14/2019. It does not reflect miscellaneous administrative charges. Please refer to your Paychex Human Resource Services Invoice(s) for any additional cash required for this check date.

PAYROLL TOTALS

DIRECT DEPOSIT DEBITED FROM YOUR ACCOUNT	29753.00		
READYCHEX DEBITED FROM YOUR ACCOUNT	0.00	NUMBER OF PAYROLL CHECKS	13
TOTAL NET PAYROLL	29753.00		

BILLING PAYMENT	223.65	Withdrawal made by PAYCHEX INC. on above check date.
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AMOUNT DEBITED FROM TAX ACCOUNT	15333.06		
TOTAL TAX LIABILITY DUE BY CLIENT	0.00		
TOTAL TAX LIABILITY	15333.06	NUMBER OF CHECKS PRINTED	13
TOTAL NET PAYROLL, TAX LIABILITY, AND SERVICES	45086.06		
TOTAL COST OF PAYROLL	45309.71	NUMBER OF MANUAL/VOID TRANSACTIONS	0

TAX DEPOSITS DUE

TAX AGENCY	TAXPAY	NON-TAXPAY	DUE DATE
FEDERAL	12925.89		06/19/2019 Deposit made by PAYCHEX INC. on your behalf.
STATE - CA	2407.17		06/19/2019 Deposit made by PAYCHEX INC. on your behalf.

NEXT PERIOD DATES

CHECK DATE :	06/28/2019 WEEK 26	TRANSMIT DATE :	06/03/2019
PERIOD BEGIN :	06/16/2019		
PERIOD END :	06/30/2019		

JUN 25, 2019

SANITARY DISTRICT NO 5 - 0400-2116
PO BOX 227
BELVEDERE TIBURON, CA 94920

CHECK DATE : 06/28/2019 WEEK 26
PERIOD BEGIN : 06/18/2019
PERIOD END : 06/30/2019

ok
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Dear Paychex Preview Client,

Enclosed are your payroll reports and checks. Please verify that all information is accurate and correct.
If there are any questions or concerns, please contact us immediately.

If you have tax deposits due, ensure the deposits are initiated at least one banking day prior to the due date to avoid penalties. We will assume that these deposits were made on the due dates and they will be reflected on your returns accordingly.

This is a summary of your payroll transactions of the check date of 06/28/2019. It does not reflect miscellaneous administrative charges. Please refer to your Paychex Human Resource Services Invoice(s) for any additional cash required for this check date.

PAYROLL TOTALS

DIRECT DEPOSIT DEBITED FROM YOUR ACCOUNT	29659.93		
READYCHEX DEBITED FROM YOUR ACCOUNT	0.00	NUMBER OF PAYROLL CHECKS	14
TOTAL NET PAYROLL	29659.93		
 BILLING PAYMENT	 228.35	 Withdrawal made by PAYCHEX INC. on above check date.	
 AMOUNT DEBITED FROM TAX ACCOUNT	 14955.56		
TOTAL TAX LIABILITY DUE BY CLIENT	0.00		
TOTAL TAX LIABILITY	14955.56	NUMBER OF CHECKS PRINTED	14
TOTAL NET PAYROLL, TAX LIABILITY, AND SERVICES	44615.49		
TOTAL COST OF PAYROLL	44843.84	NUMBER OF MANUAL/VOID TRANSACTIONS	0

TAX DEPOSITS DUE

TAX AGENCY	TAXPAY	NON-TAXPAY	DUE DATE
FEDERAL	12679.79		07/03/2019 Deposit made by PAYCHEX INC. on your behalf.
STATE - CA	2275.77		07/03/2019 Deposit made by PAYCHEX INC. on your behalf.

NEXT PERIOD DATES

CHECK DATE : 07/12/2019 WEEK 28 TRANSMIT DATE : 06/17/2019
PERIOD BEGIN : 07/01/2019
PERIOD END : 07/15/2019

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07/16/19

Sanitary Distr. No.5 of Marin Co.
Balance Sheet
As of June 30, 2019

	Jun 30, 19	May 31, 19	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
Local Agency Investment Fund			
Belvedere			
Belvedere Operating	3,692,005.06	3,754,866.97	-62,861.91
Belvedere Operating Reserve	284,923.05	284,923.05	0.00
Belvedere Capital & CIP Reserve	3,109,367.66	3,118,622.35	-9,254.69
Belvedere PERS Retirement Trust	152,530.00	152,530.00	0.00
Belvedere Disaster Recovery Fnd	356,250.00	356,250.00	0.00
Total Belvedere	7,595,075.77	7,667,192.37	-72,116.60
Tiburon			
Tiburon Operating	2,106,270.49	2,430,164.01	-323,893.52
Tiburon Operating Reserve	414,430.00	414,430.00	0.00
Tiburon Capital & CIP Reserve	3,583,834.92	3,562,824.80	21,010.12
Tiburon PERS Retirement Trust	275,620.00	275,620.00	0.00
Tiburon Disaster Recovery Fund	643,750.00	643,750.00	0.00
Total Tiburon	7,023,905.41	7,326,788.81	-302,883.40
Total Local Agency Investment Fund	14,618,981.18	14,993,981.18	-375,000.00
JP Morgan Chase - Primary 7399	40,559.87	43,994.84	-3,434.97
JP Morgan Chase - Payroll 7506	16,644.53	1,448.06	15,196.47
JP Morgan Chase - Transfer 7522	401,785.22	129,690.11	272,095.11
Total Checking/Savings	15,077,970.80	15,169,114.19	-91,143.39
Accounts Receivable			
Accounts Receivable	-1,261.89	24,038.43	-25,300.32
Total Accounts Receivable	-1,261.89	24,038.43	-25,300.32
Other Current Assets			
Prepaid Expense	79,147.23	77,118.90	2,028.33
Petty Cash	881.92	881.92	0.00
Total Other Current Assets	80,029.15	78,000.82	2,028.33
Total Current Assets	15,156,738.06	15,271,153.44	-114,415.38
Fixed Assets	19,641,712.20	19,641,712.20	0.00
TOTAL ASSETS	34,798,450.26	34,912,865.64	-114,415.38
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
Compensated Absences Current	154,737.02	154,737.02	0.00
Retainage Payable	41,652.54	37,259.69	4,392.85
MPR Rev Bond Interest Payable	-86,137.50	-86,137.50	0.00
Total Other Current Liabilities	110,252.06	105,859.21	4,392.85
Total Current Liabilities	110,252.06	105,859.21	4,392.85
Long Term Liabilities			
2061 - OPEB Related Liability	853,649.00	853,649.00	0.00
Pension-related Liabilities	-475,963.00	-475,963.00	0.00
MPR Revenue Bonds Payable	7,675,000.00	7,675,000.00	0.00
MPR Rev Bond Premiums Payable	876,279.39	876,279.39	0.00
Total Long Term Liabilities	8,928,965.39	8,928,965.39	0.00
Total Liabilities	9,039,217.45	9,034,824.60	4,392.85
Equity			
3000 - Closing Entries	632,275.00	632,275.00	0.00
3900 - Net Assets	22,660,144.59	22,660,144.59	0.00
Net Income	2,466,813.22	2,585,621.45	-118,808.23
Total Equity	25,759,232.81	25,878,041.04	-118,808.23
TOTAL LIABILITIES & EQUITY	34,798,450.26	34,912,865.64	-114,415.38

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Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Bu...
Ordinary Income/Expense				
Income				
5000 · Property Taxes				
5001.2 · TEETER	792,081.91	700,000.00	92,081.91	113.2%
5002 · UNSEC	14,602.17	13,000.00	1,602.17	112.3%
5003 · PUNS / PRIOR UNSECURED	577.23	0.00	577.23	100.0%
5004 · REDEMPTION / RDMPT	495.14	0.00	495.14	100.0%
5006 · SPLU	153.53	100.00	53.53	153.5%
5041 · SUPSEC	16,804.20	15,000.00	1,804.20	112.0%
5043 · SECU	72.33	500.00	-427.67	14.5%
5046 · Excess ERAF	335,598.25	250,000.00	85,598.25	134.2%
5280 · HOPTR	3,748.37	3,333.00	415.37	112.5%
5483 · Other tax	6,791.66			
Total 5000 · Property Taxes	1,170,924.79	981,933.00	188,991.79	119.2%
5007 · Sewer Service Charge				
5007.1 · Sewer Service - Tiburon Ops	2,188,980.21	2,223,002.68	-34,022.47	98.5%
5007.5 · Sewer Service - Tiburon Cap	502,550.86	507,742.01	-5,191.15	99.0%
5007.2 · Sewer Service-Belv Ops	1,355,360.53	1,346,023.72	9,336.81	100.7%
5007.3 · Sewer Service-Belv Cap	956,949.52	950,357.28	6,592.24	100.7%
Total 5007 · Sewer Service Charge	5,003,841.12	5,027,125.69	-23,284.57	99.5%
5201 · Interest				
5201.1 · Interest County of Marin	508.57			
5201.2 · Interest LAIF	214,159.43	25,000.00	189,159.43	856.6%
Total 5201 · Interest	214,668.00	25,000.00	189,668.00	858.7%
5900.3 · Connection Fees				
5900.30 · Connection Permit Fees	7,950.00	5,000.00	2,950.00	159.0%
5900.31 · Collection	242,156.00	80,000.00	162,156.00	302.7%
5900.34 · Treatment	360,464.00	80,000.00	280,464.00	450.6%
Total 5900.3 · Connection Fees	610,570.00	165,000.00	445,570.00	370.0%
5900.4 · Inspection Permit Fees	23,090.00	7,500.00	15,590.00	307.9%
5900.5 · SASM Expense Reimb.	67,909.57	65,000.00	2,909.57	104.5%
5900.9 · Other Income	0.00	100.00	-100.00	0.0%
5900.10 · Paradise Sewer Line Ext. Fees	0.00	12,863.00	-12,863.00	0.0%
Total Income	7,091,003.48	6,284,521.69	806,481.79	112.8%
Expense				
6000 · Administrative Expenses				
6001 · Advertising	878.76	1,000.00	-121.24	87.9%
6002 · Outreach & Newsletter	0.00	1,000.00	-1,000.00	0.0%
6008 · Audit & Accounting	25,052.03	32,500.00	-7,447.97	77.1%
6017 · Consulting Fees	69,890.95	100,000.00	-30,109.05	69.9%
6018 · Travel & Meetings				
6018.1 · Meetings & Travel	5,571.04	7,000.00	-1,428.96	79.6%
6018.2 · Standby Mileage Expense Reimb	7,034.96	8,000.00	-965.04	87.9%
Total 6018 · Travel & Meetings	12,606.00	15,000.00	-2,394.00	84.0%
6020 · Continuing Education	1,574.05	10,000.00	-8,425.95	15.7%
6021 · County Fees	17,230.26	16,500.00	730.26	104.4%
6024 · Director Fees	2,500.00	9,000.00	-6,500.00	27.8%
6025 · Dues & Subscriptions	10,917.22	12,000.00	-1,082.78	91.0%
6026 · Elections	2,199.28	7,000.00	-4,800.72	31.4%
6033 · Insurance Property & Liability				
6033.1 · PLP Public Entity Phys Damage	7,442.00	14,980.00	-7,538.00	49.7%
6033.2 · General Liability	29,353.50	47,966.00	-18,612.50	61.2%
6033.3 · Physical Property Damage - Auto	1,342.00	1,368.00	-26.00	98.1%
Total 6033 · Insurance Property & Liability	38,137.50	64,314.00	-26,176.50	59.3%

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Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
 July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Bu...
6039 · Legal	39,326.38	70,000.00	-30,673.62	56.2%
6047 · Office Supplies	3,311.06	7,000.00	-3,688.94	47.3%
6056 · Postage	642.57	1,000.00	-357.43	64.3%
6059 · Pollution Prevention/Public Edu	3,647.40	4,000.00	-352.60	91.2%
6065 · Miscellaneous Expense	151.00	0.00	151.00	100.0%
Total 6000 · Administrative Expenses	228,064.46	350,314.00	-122,249.54	65.1%
7000 · Ops & Maintenance Expenses				
7010 · Pumps & Lines Maintenance				
7011 · Pumps & Lines Maintenance	92,620.56	200,000.00	-107,379.44	46.3%
7013 · Emergency Line Repair	36,572.44	50,000.00	-13,427.56	73.1%
Total 7010 · Pumps & Lines Maintenance	129,193.00	250,000.00	-120,807.00	51.7%
7020 · Main Plant Maintenance				
7021 · Plant Maintenance Supplies	7,466.53	10,000.00	-2,533.47	74.7%
7022 · Plant Maint. Parts & Service	43,010.35	50,000.00	-6,989.65	86.0%
7023 · Janitorial Supplies & Service	7,370.25	5,000.00	2,370.25	147.4%
7024 · Main Plant Chemicals	90,483.13	100,000.00	-9,516.87	90.5%
7025 · Lab Supplies & Chemicals	15,750.31	10,000.00	5,750.31	157.5%
7027 · Electrical & Instrument	4,356.49	5,000.00	-643.51	87.1%
7028 · Grounds Maintenance	3,037.58	5,000.00	-1,962.42	60.8%
7029 · Main Plant Sludge Disposal	20,289.04	30,000.00	-9,710.96	67.6%
7030 · Main Plant Outfall	0.00	0.00	0.00	0.0%
Total 7020 · Main Plant Maintenance	191,763.68	215,000.00	-23,236.32	89.2%
7040 · Paradise Cove Plant Maint				
7041 · Paradise Parts & Service	3,072.15	10,000.00	-6,927.85	30.7%
7042 · Paradise Supplies & Chemicals	2,682.19	5,000.00	-2,317.81	53.6%
7043 · Paradise Sludge Disposal	7,295.83	6,000.00	1,295.83	121.6%
Total 7040 · Paradise Cove Plant Maint	13,050.17	21,000.00	-7,949.83	62.1%
7050 · Monitoring				
7051 · Main Plant Lab Monitoring	45,691.82	45,000.00	691.82	101.5%
7052 · Paradise Cove Monitoring	17,284.00	10,000.00	7,284.00	172.8%
7053 · Chronic Toxicity Program Eval	1,845.00			
Total 7050 · Monitoring	64,820.82	55,000.00	9,820.82	117.9%
7060 · Permits/Fees				
7061 · Main Plant NPDES Renewal	4,320.50	0.00	4,320.50	100.0%
7062 · Permits/Fees - General	38,165.51	40,000.00	-1,834.49	95.4%
7063 · Paradise Cove Permits/Fees	5,672.48	8,000.00	-2,327.52	70.9%
7064 · Paradise Cove NPDES Renewal	0.00	0.00	0.00	0.0%
Total 7060 · Permits/Fees	48,158.49	48,000.00	158.49	100.3%
7070 · Truck Maintenance				
7071 · Fuel	6,599.36	8,000.00	-1,400.64	82.5%
7072 · Truck Maintenance	6,175.26	4,000.00	2,175.26	154.4%
Total 7070 · Truck Maintenance	12,774.62	12,000.00	774.62	106.5%
Total 7000 · Ops & Maintenance Expenses	459,760.78	601,000.00	-141,239.22	76.5%
8000 · Salaries and Benefits Expenses				
8001 · Salaries	938,061.46	996,691.40	-58,629.94	94.1%
8003 · Overtime	145,295.17	100,000.00	45,295.17	145.3%
8004 · Standby Pay	70,268.42	67,080.00	3,188.42	104.8%
8005 · Employee Incentives	5,000.00	40,000.00	-35,000.00	12.5%
8006 · Vacation Buyout	41,125.19	25,000.00	16,125.19	164.5%
8013 · Payroll Taxes	87,995.01	88,000.00	-4.99	100.0%
8015 · Payroll/Bank Fees	3,178.18	5,500.00	-2,321.82	57.8%
8016 · Car Allowance	6,000.00	6,000.00	0.00	100.0%

Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Bu...
8019 · PERS Retirement				
8019.05 · PERS Retirement	141,112.34	201,134.11	-60,021.77	70.2%
8019.06 · PERS Retirement - RBP	4,279.08	0.00	4,279.08	100.0%
8019.08 · PERS Retirement - CalPERS UAL	0.00	20,000.00	-20,000.00	0.0%
8019.10 · PERS Retirement Trust	0.00	294,400.00	-294,400.00	0.0%
8019 · PERS Retirement - Other	0.00			
Total 8019 · PERS Retirement	145,391.42	515,534.11	-370,142.69	28.2%
8020 · Employee Health				
8020.05 · Employee Health	177,013.30	174,282.98	2,730.32	101.6%
8021 · Employee Health Deductions	-4,490.17	-8,000.00	3,509.83	56.1%
Total 8020 · Employee Health	172,523.13	166,282.98	6,240.15	103.8%
8022 · Retiree Health				
8022.05 · Retiree Health	52,699.14	58,626.86	-5,927.72	89.9%
8022.10 · CERBT/OPEB Annual Arc Contribtn	68,000.00	67,900.00	100.00	100.1%
Total 8022 · Retiree Health	120,699.14	126,526.86	-5,827.72	95.4%
8023 · Workers Comp Insurance	19,083.01	23,138.50	-4,055.49	82.5%
Total 8000 · Salaries and Benefits Expenses	1,754,620.13	2,159,753.85	-405,133.72	81.2%
8500 · Other Operating Expenses				
8510 · Data/Alarms/IT Supp & Licensing	76,337.29	75,000.00	1,337.29	101.8%
8515 · Safety	6,895.41	20,000.00	-13,104.59	34.5%
8520 · Personal Protection/Safety Wear	15,141.61	15,000.00	141.61	100.9%
8530 · Telephone				
8531 · Main Plant Telephones	7,912.72	11,000.00	-3,087.28	71.9%
8532 · Paradise Cove Telephones	3,771.14	4,000.00	-228.86	94.3%
8533 · Pumps & Lines Telephones	5,737.28	7,000.00	-1,262.72	82.0%
Total 8530 · Telephone	17,421.14	22,000.00	-4,578.86	79.2%
8540 · Utilities				
8541 · Water	3,613.41	3,500.00	113.41	103.2%
8542 · Main Plant Utilities	152,374.09	180,000.00	-27,625.91	84.7%
8543 · Paradise Cove Utilities	12,414.26	13,500.00	-1,085.74	92.0%
8544 · Pump Station Utilities	31,531.17	35,000.00	-3,468.83	90.1%
Total 8540 · Utilities	199,932.93	232,000.00	-32,067.07	86.2%
Total 8500 · Other Operating Expenses	315,728.38	364,000.00	-48,271.62	86.7%
Total Expense	2,758,173.75	3,475,067.85	-716,894.10	79.4%
Net Ordinary Income	4,332,829.73	2,809,453.84	1,523,375.89	154.2%
Other Income/Expense				
Other Expense				
9100 · Capital Expenditures				
9200 · Main Plant Equipment Capital				
9201 · LED Lighting Upgrades	25,571.38	0.00	25,571.38	100.0%
9204 · M.P. Boiler Replacement	5,550.75			
9209 · Screw Press Blend Redundancy	15,733.84	15,000.00	733.84	104.9%
9211 · Odor Control Upgrades	0.00	50,000.00	-50,000.00	0.0%
9212 · Headworks Grinder Replacement	18,829.83	20,000.00	-1,170.17	94.1%
Total 9200 · Main Plant Equipment Capital	65,685.80	85,000.00	-19,314.20	77.3%
9300 · Pumps & Lines Capital				
9301 · Tiburon Sewer Line Rehab Prog	344,693.30	325,000.00	19,693.30	106.1%
9302 · PS Control Panel Upgrades	60,032.53	60,000.00	32.53	100.1%
9303 · Lateral Camera	13,750.48	25,000.00	-11,249.52	55.0%
9304 · Belvedere Sewer Line Rehab Prog	344,441.80	250,000.00	94,441.80	137.8%
9306 · PS Pump & Valve Replacements	4,546.50	75,000.00	-70,453.50	6.1%
9307 · PS Generator Replacement	0.00			
9310 · BPS Communication Project	46,640.69	20,000.00	26,640.69	233.2%
9311 · Cove Rd Force Main Project	0.00	0.00	0.00	0.0%

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Sanitary Distr. No.5 of Marin Co.
Annual Budget vs Actual Expenses
 July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Bu...
9313 • Manholes/Rodholes	0.00	50,000.00	-50,000.00	0.0%
9314 • Portable Emergency Generators	0.00			
9315 • TPS Communication Project	41,747.19	20,000.00	21,747.19	208.7%
Total 9300 • Pumps & Lines Capital	855,852.49	825,000.00	30,852.49	103.7%
9400 • Paradise Cove Capital				
9405 • P.C. Generator Replacement	0.00	0.00	0.00	0.0%
Total 9400 • Paradise Cove Capital	0.00	0.00	0.00	0.0%
9500 • Undesignated Capital				
9510 • Undesignated Cap - M.P.	0.00	25,000.00	-25,000.00	0.0%
9520 • Undesignated Cap - P.C. Plant	0.00	10,000.00	-10,000.00	0.0%
9540 • Undesignated Cap - Tiburon	8,902.30	25,000.00	-16,097.70	35.6%
9550 • Undesignated Cap - Belvedere	23,577.67	25,000.00	-1,422.33	94.3%
Total 9500 • Undesignated Capital	32,479.97	85,000.00	-52,520.03	38.2%
Total 9100 • Capital Expenditures	954,018.26	995,000.00	-40,981.74	95.9%
9700 • Debt Service				
9730 • Debt Service - MPR Project				
9731 • Debt Service MPR Bond Principal	460,000.00	460,000.00	0.00	100.0%
9732 • Debt Service MPR Bond Interest	339,950.00	341,000.00	-1,050.00	99.7%
Total 9730 • Debt Service - MPR Project	799,950.00	801,000.00	-1,050.00	99.9%
Total 9700 • Debt Service	799,950.00	801,000.00	-1,050.00	99.9%
Total Other Expense	1,753,968.26	1,796,000.00	-42,031.74	97.7%
Net Other Income	-1,753,968.26	-1,796,000.00	42,031.74	97.7%
Net Income	2,578,861.47	1,013,453.84	1,565,407.63	254.5%

Sanitary Distr. No.5 of Marin Co.
Zone Report
June 2019

07/16/19

	Paradise ... (Tiburon)	Tiburon - Ot... (Tiburon)	Total Tiburon	Belvedere	TOTAL
Ordinary Income/Expense					
Income					
5000 - Property Taxes					
5001.2 - TEETER	1,199.86	34,616.92	35,816.78	0.00	35,816.78
5004 - REDEMPTION / RDMPT	12.03	7.03	19.06	0.00	19.06
5041 - SUPSEC	34.96	1,008.65	1,043.61	0.00	1,043.61
5280 - HOPTR	18.84	543.41	562.25	0.00	562.25
Total 5000 - Property Taxes	1,265.69	36,176.01	37,441.70	0.00	37,441.70
5007 - Sewer Service Charge					
5007.1 - Sewer Service - Tiburon Ops	3,290.79	94,941.85	98,232.64	0.00	98,232.64
5007.5 - Sewer Service - Tiburon Cap	762.56	22,000.33	22,762.89	0.00	22,762.89
5007.2 - Sewer Service-Belv Ops	0.00	0.00	0.00	61,345.22	61,345.22
5007.3 - Sewer Service-Belv Cap	0.00	0.00	0.00	43,312.66	43,312.66
Total 5007 - Sewer Service Charge	4,053.35	116,942.18	120,995.53	104,657.88	225,653.41
5900.3 - Connection Fees					
5900.30 - Connection Permit Fees	0.00	100.00	100.00	300.00	400.00
5900.31 - Collection	0.00	0.00	0.00	3,665.00	3,665.00
5900.34 - Treatment	0.00	0.00	0.00	2,625.00	2,625.00
Total 5900.3 - Connection Fees	0.00	100.00	100.00	6,590.00	6,690.00
Total Income	5,319.04	153,218.19	158,537.23	111,247.88	269,785.11
Expense					
6000 - Administrative Expenses					
6017 - Consulting Fees	568.32	22,010.44	22,578.76	15,584.54	38,163.30
6018 - Travel & Meetings					
6018.1 - Meetings & Travel	8.36	242.66	251.02	194.38	445.40
6018.2 - Standby Mileage Expense Reimb	0.00	426.11	426.11	325.75	751.86
Total 6018 - Travel & Meetings	8.36	668.77	677.13	520.13	1,197.26
6021 - County Fees	0.07	-0.04	0.03	-0.03	0.00
6025 - Dues & Subscriptions	0.00	0.00	0.00	0.00	0.00
6033 - Insurance Property & Liability					
6033.3 - Physical Property Damage - Auto	0.00	0.00	0.00	0.00	0.00
Total 6033 - Insurance Property & Liability	0.00	0.00	0.00	0.00	0.00
6039 - Legal	630.00	0.00	630.00	0.00	630.00
6047 - Office Supplies	3.45	99.40	102.85	58.08	160.93
6056 - Postage	0.00	0.00	0.00	0.00	0.00
6065 - Miscellaneous Expense	3.23	93.27	96.50	54.50	151.00
Total 6000 - Administrative Expenses	1,213.43	22,871.84	24,085.27	16,217.22	40,302.49
7000 - Ops & Maintenance Expenses					
7010 - Pumps & Lines Maintenance					
7011 - Pumps & Lines Maintenance	0.00	7,635.27	7,635.27	23,857.76	31,493.03
7013 - Emergency Line Repair	0.00	9,895.39	9,895.39	0.00	9,895.39
Total 7010 - Pumps & Lines Maintenance	0.00	17,530.66	17,530.66	23,857.76	41,388.42
7020 - Main Plant Maintenance					
7021 - Plant Maintenance Supplies	0.00	682.15	682.15	398.57	1,080.72
7022 - Plant Maint. Parts & Service	0.00	1,019.22	1,019.22	595.51	1,614.73
7023 - Janitorial Supplies & Service	0.00	224.59	224.59	151.23	375.82
7024 - Main Plant Chemicals	0.00	9,565.82	9,565.82	5,589.07	15,154.89
7025 - Lab Supplies & Chemicals	0.00	1,568.81	1,568.81	916.64	2,485.45
7027 - Electrical & Instrument	0.00	837.36	837.36	718.48	1,555.84
7029 - Main Plant Sludge Disposal	0.00	459.10	459.10	268.24	727.34
Total 7020 - Main Plant Maintenance	0.00	14,357.05	14,357.05	8,637.74	22,994.79
7040 - Paradise Cove Plant Maint					
7042 - Paradise Supplies & Chemicals	150.28	0.00	150.28	0.00	150.28
7043 - Paradise Sludge Disposal	15.90	0.00	15.90	0.00	15.90

Sanitary Distr. No.5 of Marin Co.
Zone Report
June 2019

07/16/19

	Paradise ... (Tiburon)	Tiburon - Ot... (Tiburon)	Total Tiburon	Belvedere	TOTAL
Total 7040 · Paradise Cove Plant Maint	166.18	0.00	166.18	0.00	166.18
7050 · Monitoring					
7051 · Main Plant Lab Monitoring	0.00	2,670.86	2,670.86	1,560.54	4,231.40
7052 · Paradise Cove Monitoring	1,069.00	0.00	1,069.00	0.00	1,069.00
7053 · Chronic Toxicity Program Eval	0.00	1,164.56	1,164.56	680.44	1,845.00
Total 7050 · Monitoring	1,069.00	3,835.42	4,904.42	2,240.98	7,145.40
7060 · Permits/Fees	0.00	-200.00	-200.00	-200.00	-400.00
7070 · Truck Maintenance					
7071 · Fuel	21.77	628.32	650.09	367.11	1,017.20
7072 · Truck Maintenance	4.91	141.65	146.56	82.76	229.32
Total 7070 · Truck Maintenance	26.68	769.97	796.65	449.87	1,246.52
Total 7000 · Ops & Maintenance Expenses	1,261.86	36,293.10	37,554.96	34,986.35	72,541.31
8000 · Salaries and Benefits Expenses					
8001 · Salaries	1,674.18	48,324.22	49,998.40	28,234.10	78,232.50
8003 · Overtime	145.48	3,650.96	3,796.44	2,453.53	6,249.97
8004 · Standby Pay	128.30	4,251.74	4,380.04	2,163.73	6,543.77
8005 · Employee Incentives	0.00	2,446.50	2,446.50	53.50	2,500.00
8007 · Voluntary Deductions	0.00	0.00	0.00	0.00	0.00
8008 · Deferred Comp 457	0.00	0.00	0.00	0.00	0.00
8012 · Wage Garnishments	0.00	0.00	0.00	0.00	0.00
8013 · Payroll Taxes	148.61	4,289.52	4,438.13	2,506.22	6,944.35
8015 · Payroll/Bank Fees	9.68	279.19	288.87	163.13	452.00
8019 · PERS Retirement					
8019.05 · PERS Retirement	255.20	7,365.88	7,621.08	4,303.63	11,924.71
8019.06 · PERS Retirement - RBP	-274.72	-7,929.56	-8,204.28	-4,632.96	-12,837.24
Total 8019 · PERS Retirement	-19.52	-563.68	-583.20	-329.33	-912.53
8020 · Employee Health					
8020.05 · Employee Health	328.68	9,487.28	9,815.96	5,543.07	15,359.03
8021 · Employee Health Deductions	-5.36	-154.68	-160.04	-90.36	-250.40
Total 8020 · Employee Health	323.32	9,332.60	9,655.92	5,452.71	15,108.63
8022 · Retiree Health					
8022.05 · Retiree Health	17.78	513.31	531.09	299.90	830.99
8022.10 · CERBT/OPEB Annual Arc Contribtn	1,455.20	42,003.60	43,458.80	24,541.20	68,000.00
Total 8022 · Retiree Health	1,472.98	42,516.91	43,989.89	24,841.10	68,830.99
8023 · Workers Comp Insurance	-11.34	-327.38	-338.72	-191.27	-529.99
Total 8000 · Salaries and Benefits Expenses	3,871.69	114,200.58	118,072.27	65,347.42	183,419.69
8500 · Other Operating Expenses					
8510 · Data/Alarms/IT Supp & Licensing	37.13	1,071.68	1,108.81	626.13	1,734.94
8515 · Safety	14.98	432.39	447.37	252.63	700.00
8520 · Personal Protection/Safety Wear	20.42	589.54	609.96	344.45	954.41
8530 · Telephone					
8531 · Main Plant Telephones	0.00	393.28	393.28	229.78	623.06
8532 · Paradise Cove Telephones	301.62	0.00	301.62	0.00	301.62
8533 · Pumps & Lines Telephones	173.48	305.38	478.86	0.00	478.86
Total 8530 · Telephone	475.10	698.66	1,173.76	229.78	1,403.54
8540 · Utilities					
8542 · Main Plant Utilities	0.00	9,058.00	9,058.00	5,292.45	14,350.45
8543 · Paradise Cove Utilities	1,224.59	0.00	1,224.59	0.00	1,224.59
8544 · Pump Station Utilities	230.81	1,446.59	1,677.40	1,210.70	2,888.10
Total 8540 · Utilities	1,455.40	10,504.59	11,959.99	6,503.15	18,463.14
Total 8500 · Other Operating Expenses	2,003.03	13,296.86	15,299.89	7,956.14	23,256.03
Total Expense	8,350.01	186,662.38	195,012.39	124,507.13	319,519.52

Sanitary Distr. No.5 of Marin Co.
Zone Report
June 2019

07/16/19

	Paradise ... (Tiburon)	Tiburon - Ot... (Tiburon)	Total Tiburon	Belvedere	TOTAL
Net Ordinary Income	-3,030.97	-33,444.19	-36,475.16	-13,259.25	-49,734.41
Other Income/Expense					
Other Expense					
9100 · Capital Expenditures					
9200 · Main Plant Equipment Capital					
9225.95 · SCADA Upgrade & Replacement	0.00	1,811.23	1,811.23	1,058.27	2,869.50
Total 9200 · Main Plant Equipment Capital	0.00	1,811.23	1,811.23	1,058.27	2,869.50
9300 · Pumps & Lines Capital					
9301 · Tiburon Sewer Line Rehab Prog	0.00	37,383.24	37,383.24	0.00	37,383.24
9302 · PS Control Panel Upgrades	0.00	0.00	0.00	61.18	61.18
9304 · Belvedere Sewer Line Rehab Prog	0.00	0.00	0.00	50,473.96	50,473.96
9310 · BPS Communication Project	0.00	0.00	0.00	7,263.94	7,263.94
Total 9300 · Pumps & Lines Capital	0.00	37,383.24	37,383.24	57,799.08	95,182.32
9500 · Undesignated Capital					
9530 · Undesignated Cap - P & L	0.00	-8,902.30	-8,902.30	-23,577.67	-32,479.97
9540 · Undesignated Cap - Tiburon	0.00	8,902.30	8,902.30	0.00	8,902.30
9550 · Undesignated Cap - Belvedere	0.00	0.00	0.00	23,577.67	23,577.67
Total 9500 · Undesignated Capital	0.00	0.00	0.00	0.00	0.00
Total 9100 · Capital Expenditures	0.00	39,194.47	39,194.47	58,857.35	98,051.82
Total Other Expense	0.00	39,194.47	39,194.47	58,857.35	98,051.82
Net Other Income	0.00	-39,194.47	-39,194.47	-58,857.35	-98,051.82
Net Income	-3,030.97	-72,638.66	-75,669.63	-72,116.60	-147,786.23

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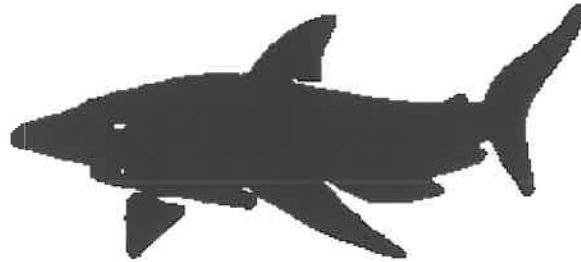
Sanitary Distr. No.5 of Marin Co.
Monthly O.T. Report
June 2019

07/16/19

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
Bilsborough, Chad						
Check	06/28/19	1791-3228	Bilsborough, Chad	8.0 Hrs. O.T. @ 1.5x	399.65	399.65
Check	06/28/19	1791-3228	Bilsborough, Chad	2.0 Hrs. O.T. @ 2.0x	133.22	532.87
Total Bilsborough, Chad					532.87	532.87
Cottrell, Rulon						
Check	06/14/19	151-3216	Cottrell, Rulon	15.0 Hrs. O.T. @ 1.5x	1,107.13	1,107.13
Check	06/14/19	151-3216	Cottrell, Rulon	0.5 Hrs. O.T. @ 2.0x	49.21	1,156.34
Check	06/28/19	1791-3230	Cottrell, Rulon	14.0 Hrs. O.T. @ 1.5x	1,033.32	2,189.66
Check	06/28/19	1791-3230	Cottrell, Rulon	1.0 Hrs. O.T. @ 2.0x	98.41	2,288.07
Total Cottrell, Rulon					2,288.07	2,288.07
Dohrmann, Robin						
Check	06/14/19	151-3218	Dohrmann, Robin	24.0 Hrs. O.T. @ 1.5x	1,771.41	1,771.41
Check	06/28/19	1791-3231	Dohrmann, Robin	3.25 Hrs. O.T. @ 1.5x	239.88	2,011.29
Total Dohrmann, Robin					2,011.29	2,011.29
Driscoll, Stephen						
Check	06/28/19	1791-3233	Driscoll, Stephen	12.5 Hrs. O.T. @ 1.5x	1,017.17	1,017.17
Total Driscoll, Stephen					1,017.17	1,017.17
La Torre, Daniel P.						
Check	06/14/19	151-3222	La Torre, Daniel P.	6.0 Hrs. O.T. @ 1.5x	442.85	442.85
Check	06/14/19	151-3222	La Torre, Daniel P.	0.5 Hrs. O.T. @ 2.0x	49.21	492.06
Total La Torre, Daniel P.					492.06	492.06
Rosser, John						
Check	06/28/19	1791-3236	Rosser, John	3.0 Hrs. O.T. @ 1.5x	210.88	210.88
Total Rosser, John					210.88	210.88
Triola, Joseph						
Check	06/28/19	1791-3240	Triola, Joseph	2.0 Hrs. O.T. @ 1.5x	147.62	147.62
Check	06/28/19	1791-3240	Triola, Joseph	1.0 Hrs. O.T. @ 2.0x	98.41	246.03
Total Triola, Joseph					246.03	246.03
TOTAL					6,798.37	6,798.37

Sanitary District No. 5 of Marin County



District Management Report

June 2019

Contents:

- Transmittal Memo
- Financial/Budgetary
- HR & Personnel
- Business Administration
- Collection System Performance
- Treatment Plant Performance – Paradise Cove
- Treatment Plant Performance – Main Plant
- Pollution Prevention Activities
- Continuing Education & Safety Training
- Capital Improvement Projects

Transmittal Memo

Date: July 18, 2019
To: Board of Directors
From: Tony Rubio, District Manager/ Chief Plant Operator
Subject: Management Report for June 2019

Fiscal Status

Period Covered: July 1, 2018 –June 30, 2019
Percent of Fiscal Year: 100%
Percent of Budgeted Income to Date: 112%
Percent of Budgeted Expenditures to Date: 79.4% operating 95.9% capital

Personnel

Separations: None
New Hires: None
Promotions: None
Recruitment Activities: 2 Maintenance Interns

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
Bio-Solids Compliance: Full Compliance with all regulations
Significant Comments: None

Summary of Operational Highlights are on the following pages.

Significant Events for the Month of June 2019 Include:

Financial/Budgetary/Business Administration

- District Code ready for Codification
- Beginning 19-20 fiscal year capital expenditures
- Working with FEMA-application regarding Vistazo West sewer line repairs

HR and Personnel

- Recruiting for 2 Maintenance Interns- ongoing
- Completed District Draft Management Succession Plan

Continuing Education and Safety Training

- Reviewing District Emergency Response Plan – ongoing
- Creating Emergency Preparedness Plan for use on Districts website - ongoing

Collection System Performance

Belvedere:

- Sewer line cleaning with Rodder truck under way
- Small Machine work completed
- Assisted City of Belvedere to determine leak at 1 oak ave.

Tiburon:

- Sewer line cleaning with Rodder truck under way
- Small machine work completed

Paradise Cove:

- Submitted No Spill report to RWQCB on CIWQS

Treatment Plant Performance

Paradise Cove:

- Tesco Controls investigating L2000 alarm registers.

Main Plant:

- Submitted May 2019 SMR and DMR to the RWQCB

- Work Orders being performed

Pollution Prevention Activities

- CB attended P2 Monthly Meeting.

Capital Improvement Projects

- 19' Sewer Rehabilitation Project Contract awarded to Glosage Engineers Inc
- Design of Cove Road force main rehabilitation project underway. New application to be submitted for open cut trench across Tiburon Blvd.
- Working on getting quotes for Vactor Truck
- Received Emergency Generator for Station #2 Belvedere
- Placed order for control panel at station #2 Belvedere
- Staff installed Control Panels at Station #10 & #11 Belvedere.

Management Succession Plan

For Board Use

Background: Due to the importance of the manager positions within the District, it is critical that a management replacement plan be created and approved by the Board of Directors, for the Directors' use, if and when those management positions become vacant. The District currently has 2 management positions with no support staff that can perform the management of the day-to-day operations, maintenance, financial, and administrative duties required to ensure a safe and reliable running Sewer District. There are many tasks and competencies that each position is required to perform. Please refer to the current Job Descriptions on file.

In the event that one of these positions becomes vacant unexpectedly it is recommended that the Board of Directors use the Mutual Aid Services Agreement and seek immediate assistance from one of the Wastewater Treatment Plant Agencies in Marin. This will require outreach to the agencies to see who may be able to provide temporary assistance during the time it takes to recruit and hire a new manager. (The Mutual Aid Services Agreement is attached for your reference.)

Below, please find the contact information for the five neighboring General Managers. My advice would be to contact SMCSO first as they are similar in size and have a lot of similar responsibilities that SD5 has (provide service to other agencies, multiple sewer service rates and minimal staffing) they also share our same legal counsel. I would not advise seeking assistance from SASM because of the conflict of interest that exists with SD5 providing final dechlorination and sharing of the outfall pipe, which have an agreement for.

Central Marin Sanitation Agency -1301 Andersen Drive, San Rafael, CA 94901. **Phone 415-459-1455**
General Manager: Jason Dow, PE

Las Gallinas Valley Sanitary District - 300 Smith Ranch Rd, San Rafael, CA 94903. **Phone 415-472-1734**
General Manager: Mike Prinz, PE

Novato Sanitary District - 500 Davidson St, Novato, CA 94945. **Phone 415-892-1694**
General Manager: Sandeep Karkal, PE

Sausalito Marin City Sanitary District - 1 East Rd, Sausalito, CA 94965. **Phone 415-332-0244**
General Manager: Jeff Kingston, PE

Sewerage Agency of Southern Marin - 450 Sycamore Ave, Mill Valley, CA 94941. **Phone 415-388-2402**
General Manager: Mark Grushayev

The Board also has a second option, seeking assistance from legal counsel to provide temporary assistance, managing district responsibilities and/or guiding the Board through the steps required in the recruitment and selection of a manager. The estimated cost of going this route would be substantially higher than the first recommended approach.

Once an Interim Manager is in place, it is recommended that an RFP be distributed to the following consultants that are in the business of, and have experience in, recruiting Special District business professionals. There are many other consultants available who provide recruitment services, however, these are the ones I am aware of who perform executive searches for Special Districts, Cities, Towns and Counties.

BHI Management Consulting- 2459 Neptune Ct # 110, Tracy, CA 95304. **Phone 209-835-3772**

Bob Murray & Associates- 1544 Eureka Rd #280, Roseville, CA 95661. **Phone 916-784-9080**

CPS HR Consulting - 2450 Del Paso Rd #220, Sacramento, CA 95834. **Phone 916-263-3614**

Koff & Associates - 2835 Seventh Street, Berkeley, CA 94710. **Phone 510-658-5633**

Ralph Anderson & Associates - 5800 Stanford Ranch Rd #410, Rocklin, CA 95765. **Phone 916-630-4900**

Please note: The recruitment process may take anywhere between 2-4 months, from the time you start, to the time a new manager is appointed and begins work.

Also, note that SD5 has staff in place that can and will continue to keep the operations and maintenance of the District running safely and effectively in the absence of a manager. The financial policies and procedures manual clearly identifies purchasing policies and the approvals required for large expenditures when the District Manager is not available to approve spending.

**Mutual Aid and Assistance Agreement
Between
Marin County Wastewater Agencies**

This agreement (hereinafter "Agreement") is made and entered into by the Novato Sanitary District, Las Gallinas Valley Sanitary District, Central Marin Sanitation Agency, Sewerage Agency of Southern Marin, Sanitary District No.5 of Marin County, and Sausalito Marin City Sanitary District, hereinafter called "Agencies", for the purpose of providing mutual aid and assistance to each other in times of need and to provide for a method of reimbursement for equipment, materials and supplies, and personnel made available under this Agreement.

In consideration of the mutual covenants and agreements hereinafter set forth, the Agencies will consider providing mutual aid and assistance to each another in times of need. Each Agency has the absolute discretion to decline to provide any requested assistance and the execution of this Agreement shall not create any duty to respond on the part of any Agency.

Nothing in this Agreement prohibits or precludes other local agencies in Marin County that provide wastewater services to request participation in the Agreement. Participation must be approved by all Agencies, and the contract amended pursuant to Section 8.

1. Requesting Assistance

The General Manager, or designated representative, of an Agency may request aid and assistance (Requesting Agency) from the General Manager, or designated representative, of another Agency (Responding Agency). Requests for assistance can be made orally or in writing. When made orally, the request for personnel, equipment and supplies shall also be prepared in writing and submitted to the other General Manager as soon as practicable.

When a Responding Agency receives a request for aid or assistance, the General Manager of the Responding Agency will evaluate the request and shall inform, as soon as possible, the Requesting Agency about the type and quantity of available resources, if any, and the approximate arrival time of such assistance, or if aid will not be provided.

Employees provided under this agreement will be under the direction and control of the Requesting Agency. The Requesting and Responding Agency's designated manager or supervisor(s) shall keep accurate records of the equipment and materials used, and the time expended and work performed by personnel during the period of assistance. The Responding Agency's General Manager retains the right to withdraw some or all of its resources at any time for any reason at the Responding Agency's sole discretion.

2. Cost Reimbursement

a. Personnel: The Responding Agency will make such employees as are willing to participate available to the Requesting Agency at the Requesting Agency's expense, defined as being equal to the Responding Agency's full cost, i.e., equal to the employee's applicable salary or hourly wage plus fringe benefits and overhead, including the overtime rate as applicable. The Requesting Agency shall be responsible for all direct and indirect labor costs.

b. Equipment: Use of equipment, such as construction equipment, vehicles, tools, pumps and generators, shall be at the Responding Agency's current equipment rate and subject to the following conditions: The Requesting Agency shall reimburse the Responding Agency for use of equipment including, but not limited to, all fuel, lubrication, maintenance, transportation, and loading/unloading of loaned equipment. All equipment shall be returned to the Responding Agency as soon as is practicable and reasonable under the circumstances.

- 1) At the option of the Responding Agency, equipment may be provided with an operator;
- 2) Equipment shall be returned to the Responding Agency within 24 hours after receipt of an oral or written request for return;
- 3) In the event equipment is damaged while being dispatched to Requesting Agency, or while in the custody and use of Requesting Agency, Requesting Agency shall reimburse the Responding Agency for the reasonable cost of repairing said damaged equipment. If the equipment can not be repaired, the Requesting Agency shall reimburse the Responding Agency for the cost of replacing such equipment with equipment that is of at least equal value and capability as determined by the Responding Agency. If the Responding Agency must lease a piece of equipment while the Requesting Agency's equipment is being repaired or replaced, the Requesting Agency shall reimburse the Responding Agency for such lease cost.

c. Materials and Supplies: The Requesting Agency shall reimburse the Responding Agency in kind or at actual replacement cost, plus handling charges, for use of expendable or non-returnable supplies. Other supplies and reusable items that are returned to the Responding agency in a clean, damage-free condition shall not be charged to the Requesting Agency and no rental fee shall be charged; otherwise, they shall be treated as expendable supplies. Supplies that are returned to the Responding Agency with damage must be treated as expendable supplies for purposes of cost reimbursement.

3. Payment Period

The Responding Agency shall provide an itemized invoice to the Requesting Agency for the expenses incurred in providing assistance under this Agreement not later than the 10th of the month following the month wherein assistance is provided. The Requesting Agency agrees to reimburse the Responding Agency within 15 days from receipt of an invoice.

4. Records

Authorized representatives of each Agency shall have access to the other's books, documents, notes, reports, papers and records for the purpose of reviewing the accuracy of the invoice(s) rendered.

5. Defense and Indemnification

The Requesting Agency shall assume the defense of, fully indemnify, and hold harmless the Responding Agency, their Board members, officers and employees, from all claims, loss, damage, injury and liability of every kind, nature and description, directly or indirectly arising from assistance provided hereunder, including, but not limited to, negligent or wrongful use of equipment, supplies or personnel provided, or faulty workmanship or other negligent acts, errors or omission.

6. Workers' Compensation

Each Agency is responsible for providing worker's compensation benefits and administering worker's compensation for its employees.

7. Termination

Any Agency may terminate this Agreement by providing written notice to the others. Termination does not absolve the Requesting Agency's duty to reimburse the Responding Agency for assistance rendered, which duty shall survive such termination.

8. Modification

Modification to this agreement must be in writing and approved by all parties participating in Agreement at the time of the subject modification.

9. Severability

If any provision of this Agreement is declared by a court of competent jurisdiction to be invalid, the validity of the remaining terms and provisions shall not be affected.

10. Conflict Resolution

If a situation arises where the Responding and Requesting agencies' managers disagree on the interpretation of an Agreement provision or the reimbursement amount for mutual aid services, the parties in disagreement will resolve the situation through an informal Mediation and if Mediation is unsuccessful, then through binding Arbitration. The expenses associated with the conflict resolution process will be shared equally by the Responding and Requesting agencies.

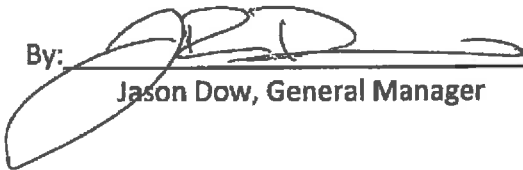
The effective date of this agreement is when it has been executed by all the Agencies.

SAUSALITO-MARIN CITY SANITARY DISTRICT

By: 
Bob Simmons, District Manager

Date: 3/31/11

CENTRAL MARIN SANITATION AGENCY

By: 
Jason Dow, General Manager

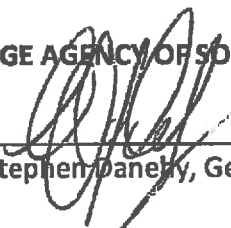
Date: 3/10/2011

NOVATO SANITARY DISTRICT

By: 
Beverly James, Manager/Engineer

Date: 4/8/2011

SEWERAGE AGENCY OF SOUTHERN MARIN

By: 
Stephen Paneky, General Manager

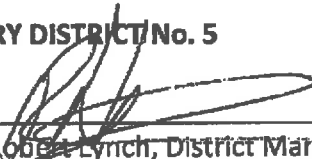
Date: 4/1/11

LAS GALLINAS VALLEY SANITARY DISTRICT

By: 
Mark Williams, District Manager

Date: 8/29/11

SANITARY DISTRICT No. 5

By: 
Robert Lynch, District Manager

Date: 5-20-11

Title 1

GENERAL PROVISIONS

Chapters:

- 1.01 Code Adoption**
- 1.05 Authority to Sign Documents on Behalf of District**
- 1.10 Public Records Requests**

A MATCH MADE IN

CYBER
HELLCYBERCRIMINALS FIND THE CONSTRUCTION WORLD A RICH
PHISHING GROUND WITH FAT PREY AND SOFT TARGETS

BY TOM SAWYER, WITH JEFF RUBENSTONE

At the end of April, just as St. Ambrose Roman Catholic Church in Brunswick, Ohio, neared the close of a five-month-long, \$5.5-million renovation, Father Bob Stec, the parish pastor, was surprised to hear that the contractor, Marous Brothers Construction, Willoughby, Ohio, had not received a \$1.7-million payment.

"We were paying our bills. At some point somebody was able to get into our email system and in the course of that, changed the routing numbers for the wire transfers," the pastor told local reporters. The \$1.7 million disappeared.

The story follows a typical pattern of cybercrime impacting construction, starting with the use of email to divert funds, which vanish. But it also fits a pattern of victims declining to share details about how it happened. Neither Stec nor Marous Brothers responded to mul-

multiple requests from ENR to recount what happened. Most construction victims of cybercrime, including Turner Construction Co.—which had sensitive personnel data stolen in 2016—offer limited descriptions of the incidents and stress the steps they have taken to remediate. To be fair, the Federal Bureau of Investigation is on the case of the church building fund loss in Ohio, which means all parties have been told to clam up. But when it comes to spreading the warning to others, secrecy often prevails.

Big Worries

Contractors, construction managers and owners worry about cybercrime, and with good reason. Their complex projects, with myriad data exchanges among partners and subs, regulators and suppliers, software and systems—and now the internet of things—are tempting targets for hackers. The specific risks are too many to name and evolve constantly. They run the gamut from stolen or

locked data to financial theft, sabotage, and destruction of hardware and equipment.

"Hacking is not just something happening in a distant land or like it is in the movies," says Greg Young, vice president of cybersecurity at computer security firm Trend Micro. "Hacking today is not just getting free long-distance calls, it's all about money."

Young says that many hackers are trained for cyberwarfare by state-sponsored agencies and then go into business for themselves. "These guys are not paid well, so they go off at night and do ransomware, they do for-hire work. If someone wants something to fail, it's easy to hire super capable hackers," Young says.

Phil Weaver, senior director of IT at Warfel Construction, a \$250-million, 300-employee construction firm based in East Petersburg, Pa., thinks the industry is unprepared. "I don't think GC's and CM's are worried enough about the impact a cyber incident can have,"

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he says. "I think there is just a lack of understanding or realization that it can happen to us."

John G. Voeller, retired senior vice president, chief technology officer and chief knowledge officer for Black & Veatch, has a very big picture view, having been drafted over the years by think tanks and the government to help scope risk to critical infrastructure. And from where he sits, the view is bleak.

"Some construction executives are worried, but too large a number of them do not understand the situation well enough, and their risk managers are too often not technical enough, or connected to their [chief security officer] strongly enough, to really see how many holes there are in their dike—and how few thumbs they have that are effective," Voeller says. "They do not realize how precarious their situation is."

Voeller points to the growing activity of state actors and cyber warfare agents, whose tentacles are infiltrating industries and utilities, and whose actions are beginning to move from disruption to outright destruction.

Wire Fraud

At the moment, many security experts are focused on phishing attacks like the one at St. Ambrose and their potential to put companies out of business. "Phishing is the biggest risk because there are many financial transactions conducted over electronic communications," says Everardo Villasenor, construction IT leader and chief information security officer at DPR. "Cyberattacks occur where there are bigger opportunities for financial returns."

David Sheidlower, chief information security officer at Turner, notes the FBI reports that more than \$1.2 billion was lost to email-centered crimes against businesses in 2018. "So, we know the risk is real," Sheidlower says. "That's why Turner devotes such

a high level of attention to raising awareness of the risks among our employees and our partners."

Taking Action

A cybercrime is often a trigger to action. In March 2016, a Turner employee fell for a phishing email and sent tax information on current and former employees to a fraudulent email address. "We notified federal, state and local law enforcement and involved legal, law enforcement, information technology and security experts," says Chris McFadden, vice president for communications. "We secured identity monitoring services at no cost to all impacted employees, including their spouses or partners, for an original term of ten years. Since then, we expanded coverage

which can be bought in bulk on the dark web.

Takaoka says hackers use those credentials to peruse accounts and to find people mingling business with personal email, and sometimes using the same login credentials for both, which can let hackers into corporate email systems. Takaoka says hackers play a long game and research target individuals on sites like LinkedIn to suss out corporate hierarchies and identify people likely to be approving transactions.

"They will watch and monitor and wait for the right time," Takaoka says. "To some extent they have to have the context of the transaction, but once they understand the context, they know when to strike."

He says the emails that trick peo-

"THEY DO NOT REALIZE HOW PRECARIOUS THEIR SITUATION IS."

—JOHN G. VOELLER, RETIRED CTO AND CKO, BLACK & VEATCH

to all Turner employees, who now have access to identity protection services, which are designed to recognize signs of unauthorized use of personal information and help our people respond."

Turner also has put in place an employee resource site with answers to commonly asked questions, data security tips and links to training material and available external resources on the subject of cybersecurity and protecting personal information. The company also has a cybersecurity awareness outreach program for companies it does business with to arm them with information.

Security consultant Scott Takaoka, a vice president at Aon Cyber Solutions, says wire fraud incidents, like the theft of payments, often begin with hackers picking through stolen Gmail or Yahoo credentials,

ple into clicking on malicious attachments or links, or into rerouting payments to bogus accounts, often appear to be genuine and from people the victim is accustomed to dealing with. They also may come at just the moment a transaction is expected to occur—in the right context—with a message about the recipient having a new account number, and asking to route it there.

Takaoka says such phishing emails often show up late on a Friday afternoon when those who might verify the information can be expected to have left for the weekend, so the victim takes the bait and wraps up his or her workday by clicking "send."

Says DPR's Villasenor, "basically, someone is vulnerable and gets hacked, and you didn't even notice. And all of the sudden you have

someone in between. It's very lucrative. They get in the middle and say, 'By the way, we changed our account, can you send it to this one?' Companies can even go out of business when they are victims of this."

"I saw this kind of action first take place in real estate transactions with escrow accounts," Takaoka says. "Then I saw that same play happening with heavy machinery—especially in international transactions with high transaction dollar amounts." With high stakes like that, hackers are willing to invest the

tics, including spearphishing, hijacking legitimate software tools and distributing malicious email attachments. Ransomware infections—which make data unreadable—of individual computers are trending down, but enterprise ransomware attacks were up by 12% in 2018, "demonstrating ongoing threats to organizations," the security vendor says in the report.

Theft drives most of the action, with the diversion of electronic payments to bogus accounts creating a significant threat for construction, the

information. Although primarily used to attack the retail sector, it is increasingly being seen as potentially jeopardizing any supply chain.

Symantec also found a growing interest among attackers in compromising operational and industrial control systems, "with the potential for sabotage," its report said.

"I don't think we know the size of the threat because it is not properly recorded" says DPR's Villaseñor. "I think the number of incidents is increasing, increasing risks to companies and projects."

End Points

Security vendor Sophos, which specializes in end point detection and response technologies, or EDR, commissioned a global study by an outside research firm, Vanson Bourne. It surveyed 3,100 IT managers across the globe in December 2018 and January of this year, including 203 in the construction sector. It found that 68% had been victims of cyberattacks in the previous year—meaning they were unable to prevent the attacker from entering their networks and endpoints—with larger organizations seeing more attacks (73%) than smaller ones (63%).

The researchers suggested that there are two likely reasons for the difference: Larger companies are considered to be more lucrative targets, or larger organizations are just more aware that they have been hit and more likely to have to resources to detect and investigate.

The study also found that most threats were discovered at the server level. It noted that modern attacks tend to start at the endpoints and move to the servers, the more high-value target, and if the attacks were being detected there, "it suggests a lack of visibility into what is happening earlier in the threat chain, as well as endpoint security gaps." When respondents were asked how long

"I DON'T THINK WE KNOW THE SIZE OF THE THREAT BECAUSE IT'S NOT PROPERLY RECORDED."

—EVERARDO VILLASEÑOR, CIO, DPR

time to watch and find the best time to spring, Takaoka says.

The most sinister variant of phishing emails are not fake emails from outside servers disguised to look genuine—spoofs—but emails from genuine accounts that have been hacked. "It's a hack, versus a spoof," says Danielle Roth, a cyberclaims manager with AXA Catlin, a division of AXA XL Insurance. "Microsoft Office 365 mailboxes are controlled by password and credentials, and if a hacker can get that, they can use that to actually gain access from someone's account. The email will look correct—and it is correct—but it is controlled by someone who is not the user."

How Bad Is It?

Cybersecurity vendor Symantec, which claims to have the largest civilian threat-intelligence network in the world, issued its latest global internet security threat report on Feb. 20. The annual review finds that attackers are enhancing proven tac-

report states. The Symantec data reveals that one out of every 39 construction industry email users gets targeted by phishing, but the rate of phishing emails in construction is only one out of every 3,960 emails, which suggests it is being used selectively and with specific individuals in the crosshairs—spearphishing.

Symantec reported that one out of every 382 emails exchanged in the construction industry in 2018 had malicious content, but attackers are trending away from embedding malicious urls in favor of malicious attachments. The company found that Microsoft Office files accounted for 48% of the malicious email attachments tracked by its telemetry in 2018, up from 5% in 2017, and notes that small companies are most at risk from malicious content.

Another technique expanding rapidly is "formjacking," in which malicious code infiltrates a web server used for collecting form data for financial transactions. The malware skims the account and payment

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the most significant cyberattack they had been hit with dwelled undetected in the system, 1,744 responded, and the average dwell time was 13 hours.

The researchers acknowledge that the 13-hour average is at odds with other data-breach investigation reports, such as Verizon's, which found that 68% of data breaches take months to discover. But they suggest the difference may be that their respondents, most of whom detected the intrusions at the server level, might simply be unaware of the full scope of their problems. It found that 17% of the IT managers didn't know how long the threat had been in their environment, and 20% didn't know how it got there.

DPR's Villasenor says the sophistication of attacks and the inclusion of artificial intelligence takes threats to a new level, and keeping employees' cyber awareness knowledge current is a continuing challenge. He also warns that the increase in state-sponsored attacks has the potential for wider disruptions.

"AI is interesting," says Weaver. "It's a new threat vector, but also can be leveraged to help in the cybersecurity fight. You need to try to guard against them all, [but] most of the threats we see are still social engineering based."

What To Do

Aon's Takaoka says a security assessment should come first. "Understand and have a third party come in and provide some guidance, based on your business [and] the size of the company, and come up with recommendation around the biggest areas of weakness," he says. "Construction companies need to consider remediating these areas and do it in a risk-based fashion. It's mostly about reducing the opportunities for damage, not eliminating them, and being ready if it does happen."

Takaoka says contractors should

CRANES VULNERABLE TO HACKING THREAT

When securing a jobsite against malicious hackers, most go to protect computer files, and few look up and worry about the tower cranes. But many cranes—whether tower, mobile or industrial—can be remotely run via radio wireless controllers, a useful feature for when operators need a clearer view of the load from the ground. Unfortunately, these wireless signals are vulnerable to hijacking, according to a study released earlier this year by security research firm Trend Micro. It found that the radio signals these crane controllers use are not encrypted over the air in any way, and can be easily intercepted and spoofed using off-the-shelf equipment and a basic knowledge of electronics and radio engineering.

"In other operational and industrial technology, there are some security measures," says Greg Young, vice president of cybersecurity at Trend Micro. "In this case, we didn't have to find vulnerabilities. There was no need to pick the lock on the door, the door was open—no encryption, no proprietary protocols."

Trend Micro researchers tested 17 brands of wireless controllers at sites in the U.S., Europe and China on real cranes on jobsites and Industrial settings. All of the vendors' radio remote controls were found to be susceptible to attacks.

Typically, a remote control is paired to a crane, and radio signals are used to send and acknowledge commands. What researchers found was their antennae could sniff out and isolate the

crane's radio traffic simply by comparing the signals to the crane's actions. They then guessed that the radios and microcontrollers used standard sub-gigahertz frequencies, and wrote a program to monitor and record traffic and reverse-engineer command signals.

All of the vendors tested were susceptible to what's called a "replay" attack, where an attacker just replays recorded radio signals to make the crane perform the same action as before. This is the simplest form of attack, requiring only high-school knowledge of electronics, according to Young. All of the vendors also fell for the slightly more sophisticated "emergency stop" attack, where analyzer software isolates the crane's shut-off command and transmits it repeatedly, as well as actual command injection, where reverse-engineered commands are sent to the crane, overriding the actual remote. None of the attacks required physical access to the crane or the real controller.

The findings were first published in January 2019, and according to Trend Micro, researchers contacted vendors ahead of time to explain the vulnerabilities in their systems. But Trend Micro says few have taken any action since to close security holes on older, outdated models. "Once these things are deployed, they tend to be in service a very long time," says Young. "There is very little drive to replace them. Even if there is enthusiasm among the vendors, it is going to take a little while to address this problem."

There were some bright spots. While sub-gigahertz-range radio-based controls are outdated and vulnerable, some manufacturers are moving toward Bluetooth and other widely used radio technologies with more robust security. A newer Liebherr crane remote examined by Trend Micro uses standard Bluetooth, which is not subject to the same vulnerabilities as the equipment tested in the study. As manufacturers move to 2.4-GHz standards like Bluetooth to reduce interference and improve reliability, better security may be a side effect. "[Construction] equipment vendors are enthusiastic for things to become more connected, not just for diagnostics but for greater remote control and autonomy," Young says. "They are keen on security, but it's also very new for them. They are focusing on new technology, [but] the legacy of in-service technology will be around for 10 to 20 years." ■

By Jeff Rubenstone

"THERE WAS NO NEED TO PICK THE LOCK ON THE DOOR, THE DOOR WAS OPEN—NO ENCRYPTION, NO PROPRIETARY PROTOCOLS."

—GREG YOUNG, VP OF CYBERSECURITY, TREND MICRO



June 26, 2019

Tod Moody, President
John Carapiet, Vice President
Michael Lasky, Secretary
Catherine Benediktsson, Director
Richard Snyder, Director
Sanitary District No. 5 Marin County

RECEIVED

JUL 11 2019

Sanitary District No. 5
of Marin County

Re: Belvedere Tiburon Library Expansion Project

Dear Mr. Moody and Members of the District Board,

First a thank you for completing the processing of the plans for the Library Expansion project, which we intend to get into construction in the next month or two. Working with your District Manager, Tony Rubio, has made the process understandable and responsive to our requirements.

As you know from the press the Expansion Project is being carried out by our Library, which is a Joint Powers Agency formed by The City of Belvedere and the Town of Tiburon, as a public project predominantly funded by donations from citizens of our two communities.

The Town of Tiburon is the lead agency as the site of the Library is in Tiburon adjacent to Tiburon Town Hall. The Town and the Library also share the parking lot, the civic plaza and Zelinsky Park. The Town has generously waived its usually applied fees for plan review and processing and by this letter we are requesting that the District also waive its fee of \$16,746.00 as a measure of support for this community facility, which serves all the community free of charge.

Should the Board wish us to present the plans for the expansion at one of its meetings we would be pleased to do so.

Your favorable consideration would be very much appreciated.

Respectfully,

A handwritten signature in dark ink, appearing to read "DM", followed by a horizontal line.

Deborah Mazzolini, Library Director

Cc: Tony Rubio, General Manager



DEPARTMENT OF FINANCE

ROY GIVEN, CPA
DIRECTOR OF FINANCE
MINA MARTINOVICH, CPA, ASSISTANT

June 30, 2019

RECEIVED

JUN 11 2019

Sanitary District No. 5
of Marin County

To: Marin County Board of Supervisors
Marin County Cities
Marin County Independent Special Districts

Re: Allocation of Net LAFCO Operating Expenses per AB 2838

Under the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (AB 2838), it is the responsibility of County Auditors to determine the individual expense allocation of each county, city, and independent special district pursuant to this law. The following spreadsheet indicates the expense allocations of the county, each city, and independent special district for FY 2019-20.

The net cost of the Marin County Local Agency Formation Commission (LAFCO) was allocated to the cities and independent special districts on the basis of their proportional share of their "total revenue" as reported to the State Controller provided under Government Code Section 56381 et seq. This section also provides that in the alternative, the net operating costs may be allocated differently, if approved by a majority vote of the Board of Supervisors, majority of the cities (by population) and majority of the special districts (by population).

Also included herewith is the approved FY 2019-20 budget for the Marin County Local Agency Formation Commission, as adopted by their governing board on June 13, 2019. This letter and its attachments are provided for your information only. **A separate County invoice will be prepared and sent to you in connection with this requirement.**

Please feel free to contact Phil Scott at (415) 473-6181 if you have any questions.

Sincerely,

Mina Martinovich, CPA
Assistant Director of Finance

MM: rb
cc: Jason Fried, LAFCO Executive Officer
Enclosure



Marin Local Agency Formation Commission
Regional Service Planning / Subdivision of the State of California

June 14, 2019

Delivered by Electronic Mail:

Mr. Roy Given, Director
Department of Finance
County of Marin
3501 Civic Center Drive, Room 225
San Rafael, California 94903
rgiven@marincounty.org

SUBJECT: Request to Issue Agency Invoices for 2019-2020

Mr. Given:

This communication provides formal notice the Marin Local Agency Formation Commission (LAFCo) adopted a final operating budget for 2019-2020 at its June 13th meeting. The adopted operating budget includes **\$559,522.51** in new agency contributions. This total amount is to be divided in equal one-third shares between the (a) County of Marin, (b) 11 incorporated cities and towns, and (c) 30 independent special districts, with the latter two apportionments determined by the calculation outlined in Government Code Section 56381(b).

With the preceding comments in mind, Marin LAFCo respectfully requests your office prepare and issue invoices to all 42 affected funding agencies totaling \$559,522.51 at your earliest convenience. Should you or your staff have any questions, please contact me by telephone at (415) 578-2304 or by e-mail at jfried@marinlafco.org.

Sincerely,

Jason Fried
Interim Executive Officer

Attachment:

- 1) Resolution No. 19-02
- 2) Staff Report and workplan for FY 19-20 Budget

cc: Phil Scott, Department of Finance, County of Marin
Edmund Dea, Department of Finance, County of Marin



Danion Connolly, Regular
County of Marin

Dennis J. Rodoni, Regular
County of Marin

Judy Arnold, Alternate
County of Marin

Sashi McEntee, Chair
City of Mill Valley

Sloan Bailey, Regular
Town of Corte Madera

Matthew Brown, Alternate
Town of San Anselmo

Craig K. Murray, Vice Chair
Las Gallinas Valley Sanitary

Lew Klous, Regular
Alameda Sanitary District

Tod Moody, Alternate
Sanitary District #5

Larry Loder, Regular
Public Member

Chris Skelton, Alternate
Public Member

MARIN LOCAL AGENCY FORMATION COMMISSION

RESOLUTION 19-02

ADOPTING A FINAL BUDGET FOR FISCAL YEAR 2019-2020

WHEREAS, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 requires the Marin Local Agency Formation Commission ("Commission") to perform certain regulatory and planning duties for purposes of facilitating efficient and accountable local government; and

WHEREAS the Commission is required to adopt proposed and final budgets each year by May 1st and June 15th, respectively; and

WHEREAS the Commission's Executive Officer prepared a written report outlining the recommendations of the Budget Committee with respect to budgetary needs in 2019-2020; and

WHEREAS the Executive Officer's written report on a proposed budget for 2019-2020 has been presented to the Commission in the manner provided by law; and

WHEREAS the Commission has heard and fully considered all the evidence on a proposed budget for 2019-2020 presented at a public hearing held on April 11, 2019;

WHEREAS the Commission has heard and fully considered all the evidence on a final budget for 2018-2019 presented at a public hearing held on June 13, 2019;

WHEREAS, the adoption of a budget is not a project under the California Environmental Quality Act.

NOW, THEREFORE, THE COMMISSION DOES HEREBY RESOLVE, DETERMINE, AND ORDER as follows:

Section 1. The proposed operating budget for 2019-2020 shown as Exhibit "A" is **APPROVED**.

PASSED AND ADOPTED by the Marin Local Agency Formation Commission, on June 13, 2019, by the following vote:

AYES: Commissioners: McEntee, Moody, Bailey, Kious, Arnold, Rodoni, Loder

NOES: None

ABSTAIN: None

ABSENT: None

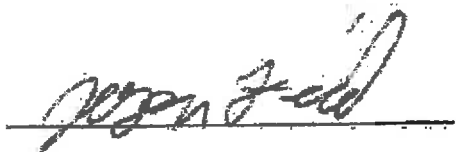


Sashi McEntee, Chair

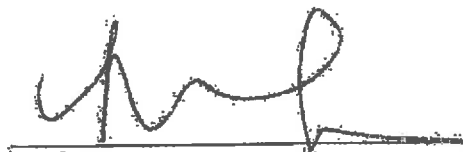
Marin LAFCo

ATTEST:

APPROVED AS TO FORM:



Jason Fried, LAFCO Executive Officer



Malathy Subramanian, LAFCo Counsel

LAFCO Cost Allocation for FY19-20

LAFCO's FY 19-20 budgeted operating cost amounts to \$559,522.51 Per Assembly Bill No. 2838, the county, cities and independent special districts shall each provide a one-third share of the said cost; detailed allocations to the respective parties are shown in this spreadsheet.

Party A						
Marin County's Share						\$ 186,507.50
Party B						
Cities' Share						\$ 186,507.50
Cost Share Breakdown			A	B	C	D = B x C
	TAPIS FUND	MUNIS FUND - crosswalked from TAPIS	Revenues ¹ subject to Cost Allocation	Allocating Factor B= A/\$351,657,501 (cities' total revenues) x 100%	Cities' Share of LAFCO cost	Cost Allocated To Each City
Belvedere	109001	8107	\$ 7,746,786	2.20%		4,108.64
Corte Madera	109002	8108	24,320,193	6.92%		12,898.63
Fairfax	109003	8109	10,650,564	3.03%		5,648.71
Larkspur	109004	8110	23,396,456	6.65%		12,406.71
Mill Valley	109005	8111	47,867,261	13.64%		25,440.25
Novato	109006	8112	52,177,304	14.84%		27,673.12
Ross	109007	8119	9,338,666	2.66%		4,963.02
San Anselmo	109008	8120	21,475,517	6.11%		11,389.90
San Rafael	109019	8121	119,419,034	33.96%		63,335.89
Sausalito	109010	8123	23,248,894	6.61%		12,330.44
Tiburon	109011	8124	11,816,636	3.39%		6,320.19
Cities Subtotal			\$351,657,501	100.00%		186,507.50
PARTY C						
Special Districts' Share						\$ 186,507.51
Cost Share Breakdown			A	B		D = B x C
	TAPIS FUND	MUNIS FUND - crosswalked from TAPIS	Net Revenues ^{1,2} subject to cost allocation	Allocating Factor B = A / \$254,412,368 (Special Districts' total net revenues) x 100%	Special Districts' Share of LAFCO cost	Cost Allocated to each district
Community Services Districts						
Bel Marin Keys CSD	105139	8039	\$ 1,581,636	0.66%		1,232.94
Marin City C.S.D.	105144	8056	2,289,549	0.90%		1,678.45
Marlwood C.S.D.	105150	8067	5,934,272	2.33%		4,350.36
Muir Beach C.S.D.	105166	8069	378,867	0.15%		277.74
Tamapais CSD	105176	8103	6,194,878	2.43%		4,541.41
Tomaes Village CSD	109215	8106	216,067	0.08%		158.40
Fire Protection Districts						
Bolinas Fire Prot. Dist.	106220	8042	740,872	0.29%		543.13
Kentfield Fire Prot. Dist.	106240	8053	5,407,277	2.13%		3,964.03
Novato Fire Prot. Dist.	106260	8076	28,943,103	11.38%		21,217.94
Sleepy Hollow Fire Prot. Dist.	106260	8088	1,510,206	0.59%		1,107.12
Southern Marin Fire Prot. Dist.	106230	8089	14,041,121	5.52%		10,293.42
Stinson Beach Fire Prot. Dist.	105270	8090	794,802	0.31%		582.66
Tiburon Fire Prot. Dist.	105290	8104	7,679,254	3.02%		5,629.59
Public Utility Districts						
Bolinas Community PUD	105505	8046	1,539,688	0.61%		1,128.73
Inverness PUD	105615	8052	947,701	0.37%		694.75
Sanitation Districts						
Almonie Sanitation Dist.	105434	8035	807,531	0.32%		591.98
Alto Sanitary Dist.	105440	8036	731,082	0.29%		535.95
Homestead Valley Sanitation	105446	8051	1,239,776	0.49%		908.87
Las Gallinas Valley Sanitary	105454	8054	14,561,271	5.72%		10,674.74
Novato Sanitary Dist.	105427	8077	20,392,034	8.02%		14,949.22
Richardson Bay Sanitary	105460	8078	3,883,692	1.53%		2,847.10
Ross Valley Sanitation #1	105401	8081	25,260,909	9.93%		18,518.55
Sausalito-Marlin City Sanitation	105475	8087	8,685,982	3.41%		6,362.94
Tiburon Sanitary Dist.#5	105421	8105	6,571,133	2.58%		4,817.24
Water Districts						
Marin Municipal Water Dist.	109192	8062	70,400,410	27.67%		51,609.96
North Marin Water District	105550	8070	19,208,180	7.55%		14,081.35
Stinson Beach Water	105580	8091	2,207,183	0.87%		1,618.07
Others						
Marin Cnty Resource Conserv. Dist.	105120	8028	704	0.00%		0.52
Marin Health Care District	NA	NA	-	0.00%		-
Strawberry Recreation Dist.	105620	8093	2,183,008	0.86%		1,800.34
Special Districts Subtotal			\$ 254,412,368	100.00%		\$ 186,507.51
Grand Total (Sum of Party A through C):						\$ 559,522.51

Notes:
1. Data Source for Revenues
Per Assembly Bill No. 2838, the data source furnished here shall be the most recent edition of Annual Reports for Cities and Independent Special Districts published by the State Controller's Office; and they are