

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, June 20, 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 May 16, 2019, Regular Board Meeting Minutes (Dohrmann)
2. Review and Receive all Electronic Fund Transfers (EFT) and Approve Warrants for May 15 through June 13, 2019; JP Morgan Chase Bank Check No. 6917 through Check No. 6973, all transactions totaling in the amount of \$330,882.08; and Review and Receive May 2019 Payroll, in the amount of \$103,724.59 (Dohrmann)
3. Receipt of Financial Reports for May 2019 (Dohrmann)

MANAGEMENT REPORTS:

4. District Management Summary Report (Rubio)

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

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
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
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
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
10. Accept Lowest Bid for the 2019 Sewer Rehab Project – Tiburon & Belvedere, and Authorize District Manager to Issue a Notice to Proceed (Rubio) – Action
11. Review & Approve Updates to SD5 Strategic Plan – Action (Rubio)
12. Proclamation for SD5 Retiree, Timothy O'Day – Action (Rubio)

UNFINISHED BUSINESS:

COMMITTEE REPORTS:

13. Capital Improvement Program Committee (Lasky/Moody)
14. Governance Committee (Snyder/Lasky)
15. Finance & Fiscal Oversight Committee (Benediktsson/Moody)
16. Personnel Committee (Moody/Snyder)
17. Tiburon Pump Station #4 Ad Hoc Committee (Carapiet/Snyder)
18. Romberg Center Ad Hoc Committee (Snyder/Carapiet)

OTHER BUSINESS:

ENVIRONMENTAL:

CORRESPONDENCE:

INFORMATIONAL ITEMS:

ADJOURNMENT

The Board will be asked to adjourn the meeting to a Regular Board Meeting on July 19th, 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/Carapiet) to approve Items No. 1 through No. 3 on the Consent Calendar. Passed unanimously.

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. Set Hearing for Consideration of Adoption of FY2019-2020 Final Budget at Regular Board Meeting on June 20th, 2019 (Rubio) – Action

Discussion by the Board. Motion (Snyder/Carapiet) Set Hearing for Consideration of Adoption of FY2019-2020 Final Budget at Regular Board Meeting on June 20th, 2019. Passed unanimously.

6. Consideration of Authorization for District Manager to Issue Notice to Proceed Letter to Nute Engineers for Advertising Invitation to Bid re FY2018-2019 Sewer Rehabilitation Project for Tiburon & Belvedere (Rubio) – Action

Discussion by the Board. Motion (Snyder/Carapiet) to Authorize District Manager to Issue Notice to Proceed Letter to Nute Engineers for Advertising Invitation to Bid re FY2018-2019 Sewer Rehabilitation Project for Tiburon & Belvedere. Passed unanimously.

UNFINISHED BUSINESS:

COMMITTEE REPORTS:

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

8. Governance Committee (Snyder/Lasky) – None

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

10. Personnel Committee (Moody/Snyder) – None

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

OTHER BUSINESS: None

ENVIRONMENTAL: None

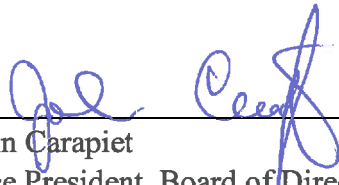
CORRESPONDENCE: None

INFORMATIONAL ITEMS: None

ADJOURNMENT

The Board adjourned at 5:12 p.m. to a Regular Board Meeting on June 20th, 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

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.*

Sanitary Distr. No.5 of Marin Co.
Warrant List Summary
May 15 through June 13, 2019

Item #2

06/11/19

Date	Num	Name	Memo	Amount
JP Morgan Chase - Primary 7399				
05/15/19	EFT	PERS	EFT PERS Retirement, Apr '19	-484.30
06/04/19	EFT	CalPERS	EFT Health Premium, June '19, Cust #4163206459	-14,691.31
06/05/19	EFT	PERS	EFT PERS Retirement, May '19	-14,693.37
05/16/19	6917	Comcast Business	Acct# 8155 30 11 0149465, Bus. Voice, Internet & Cable, May - Jun '19	-487.28
05/16/19	6918	Recology Sonoma Marin	Cust #A1810470401, Cust ID: SANI#5, Sludge Disposal, Apr - May '19	-1,050.00
05/16/19	6919	Staples, Inc.	Acct #60111000714, Office + Mtg Supplies, Apr - May '19	-132.87
05/16/19	6920	Verizon Wireless	Acct #0342125502-00001: iPhones, Apr - May '19	-380.60
05/16/19	6921	California State Disbursement Unit	CSE Case# 200000002184580; Court Case# SFL 81271, Apr - May '19	-600.00
06/13/19	6922	Access Answering Service	Acct #4080C, Answering Service, Jun '19	-60.00
06/13/19	6923	Alhambra	Acct #547945611762129, Water, May '19	-81.63
06/13/19	6924	Alliant Insurance Services	Acct #SANIDIS-03, Auto Ins. Policy Renewal, Jul '19 for FY 2019-2020 (AJE ...	-1,227.00
06/13/19	6925	AT&T	Acct #960732-76375559, Apr-May '19	-766.85
06/13/19	6926	Banshee Networks, Inc.	Computer/IT Support, Apr '19	-818.75
06/13/19	6927	Brelje and Race Laboratories, Inc.	M.P. & P.C. Plant Samples, Apr - May '19	-3,150.00
06/13/19	6928	Burke, Williams & Sorensen, LLP	Legal Advice, Apr '19	-630.00
06/13/19	6929	Cain's Tire, Incorporated	Cust ID M1002, Vehicle Maint, May '19	-229.32
06/13/19	6930	California State Disbursement Unit	CSE Case# 200000002184580; Court Case# SFL 81271, May-June '19	-600.00
06/13/19	6931	CalPERS	#4163206459, GASB 75: CERBT Contribution for OPEB Costs FY18-19, Jun...	-68,000.00
06/13/19	6932	Caltest Analytical Laboratory	M.P./P.C. Lab Sampling, Apr - May '19	-2,150.40
06/13/19	6933	Caltronics Business Systems, Inc.	Acct #SD15, Multi-purpose Copier Contract Fee, May '19	-196.72
06/13/19	6934	Cassandra Prudhel Consulting, LLC	Consulting, May '19	-395.03
06/13/19	6935	Cintas Corporation #626	Acct #626-00821, PPE/Safetywear + Service, May - Jun 19	-954.41
06/13/19	6936	Cole-Parmer Instrument Company	Acct#081169-02: Lab Supplies, May '19	-82.16
06/13/19	6937	CWEA	Balances Paid + Cert Renewal, FY19-20 (AJE FY19-20)	-161.33
06/13/19	6938	DKF Solutions Group, LLC	My Safety Officer Monthly Subscription, Mar + Apr '19	-700.00
06/13/19	6939	Dublin San Ramon Services District	M.P. & P.C. Plants Pooled Chemicals Program for FY19-20 (AJE FY19-20)	-366.00
06/13/19	6940	Goodman Building Supply Co.	Acct #20070, P&L, PC Grounds Maint., May '19	-138.65
06/13/19	6941	Hach Company	Acct #108400, Lab Supplies, May '19	-788.09
06/13/19	6942	HDR Engineering, Inc.	Biosolids Research & Mngmnt, Mar - Jun '19	-26,556.87
06/13/19	6943	Home Depot Credit Services	Acct #6035 3220 0516 4334, M.P. & P&L Supplies, May '19	-54.46
06/13/19	6944	Jamba Construction, Inc.	P&L, May '19	-6,466.40
06/13/19	6945	Linscott Engineering Contractors Inc.	P&L, Tib & Belv, May '19	-11,103.57
06/13/19	6946	Maltby Electric Supply Co., Inc.	Cust No.15953, BPS + M.P. P&L, May '19	-1,785.06
06/13/19	6947	Marin County Assessor's Office	CoM 2017 Assessment Dead Parcel History Report, Jun '19 for FY19-20 (AJ...	-25.00
06/13/19	6948	Marin Resource Recovery Center	Cust #02-1527 0, M.P. Disposal, May '19	-40.00
06/13/19	6949	McC Campbell Analytical, Inc.	M.P. Monitoring, Chron Tox Testing, May '19	-1,845.00
06/13/19	6950	Mill Valley Refuse Service, Inc.	Acct #032945, Garbage Service + 1 yd rental, Jun '19	-222.67
06/13/19	6951	Nute Engineering Corp.	Consulting & Engr. Svcs - Cove Rd+2019 Sewer Rehab, Apr '19	-11,211.40
06/13/19	6952	Pacific Gas & Electric	Acct #2908031411-4, Utilities, Apr-May '19	-18,463.14
06/13/19	6953	Robert L Talavera, LLC	SSGIS ArcView Support, May '19	-625.00
06/13/19	6954	Roy's Sewer Service, Inc.	Belv. Annual Line Cleaning + Tib P&L, Apr - May '19	-22,287.50
06/13/19	6955	Solenis, LLC	Pyr #: 441488, M.P. Chemicals, Jun '19	-4,272.67
06/13/19	6956	Special District Risk Management Authorit	Member #7665, Life, Vision, DDS & LTD Ins., Jun '19	-1,498.71
06/13/19	6957	Telstar Instrument, Inc.	Cust #SANDI, BPS Comm Panel Parts, May '19	-7,263.94
06/13/19	6958	Town of Tiburon	Fuel, Apr '19	-1,017.20
06/13/19	6959	U.S. Bank	Acct#4246-0441-0158-3635, May '19	-624.61
06/13/19	6960	U.S. Postal Service	Box rental #227, 12 Months, FY19-20 (AJE FY19-20)	-106.00
06/13/19	6961	Univar	Cust ID #STD001, Chemicals, May '19	-6,940.52
06/13/19	6962	USA BlueBook	Cust #933682, Lab Supplies, May '19	-1,615.20
06/13/19	6963	Verizon Wireless	Acct #0342125502-00001: iPhones, Jun - Jul '19	-380.60
06/13/19	6964	Waste Management of Redwood Landfill	Acct #507-0000190-1507-2, Sludge Disposal, May '19	-743.24
06/13/19	6965	Water Components & Building Supply	Acct #454, M.P. Parts + P&L Parts, May '19	-1,241.25
06/13/19	6966	Water Environment Federation	Member ID #17586993, Rulon Cottrell, May '19 (AJE FY19-20/FY20-21)	-143.00
06/13/19	6967	Westland Contractors, Inc.	FY17-18 Sewer Rehab Project, PP#4, Nov '18 - May '19	-83,464.35
06/13/19	6968	WorkSmart Automation, Inc.	SCADA System Maintenance, May '19	-2,869.50
06/13/19	6969	Teledyne Instruments, Inc.	Cust #0019798, M.P. Parts & Svc, May '19	-757.27
06/13/19	6970	Cottrell, Rulon	Employee Incentive, Jun '19	-2,500.00
06/13/19	6971	La Torre, Daniel P.	Standby Mileage Reimb, thru 5.12.19	-313.20
06/13/19	6972	Rosser, John	Standby Mileage Reimb, thru 5.12.19	-203.18
06/13/19	6973	Triola, Joseph	Standby Mileage Reimb, thru 5.12.19	-235.48
Total JP Morgan Chase - Primary 7399				-330,892.06
TOTAL				-330,892.06

Sanitary Distr. No.5 of Marin Co.
Warrant List Detail
 May 15 through June 13, 2019

06/11/19

Date	Num	Name	Memo	Account	Class	Paid Amount
06/16/19	EFT	PERS	EFT PERS Retirement, Apr '19	JP Morgan Chase - Primary 7399		
			Retirement April 2019 (Classic 1600 Rate) - Operator Error @ Excel formula ...	8019.05 · PERS Retirement	Belvedere	-174.78
			Retirement April 2019 (Classic 1600 Rate) - Operator Error @ Excel formula ...	8019.05 · PERS Retirement	Tiburon:Paradise Cove	-10.36
			Retirement April 2019 (Classic 1600 Rate) - Operator Error @ Excel formula ...	8019.05 · PERS Retirement	Tiburon	-298.16
			TOTAL			-484.30
06/04/19	EFT	CalPERS	EFT Health Premium, June '19, Cust #4163206459	JP Morgan Chase - Primary 7399		
			Active Employee Health Premium - Jun '19	8020.05 · Employee Health	Belvedere	-4,990.71
			Active Employee Health Premium - Jun '19	8020.05 · Employee Health	Tiburon:Paradise Cove	-295.93
			Active Employee Health Premium - Jun '19	8020.05 · Employee Health	Tiburon	-8,541.87
			Retiree Health Premium - Jun '19	8022.05 · Retiree Health	Belvedere	-294.49
			Retiree Health Premium - Jun '19	8022.05 · Retiree Health	Tiburon:Paradise Cove	-17.46
			Retiree Health Premium - Jun '19	8022.05 · Retiree Health	Tiburon	-504.04
			Active Employee Health Premium - Jun '19 - Admin Fee	8020.05 · Employee Health	Belvedere	-11.48
			Active Employee Health Premium - Jun '19 - Admin Fee	8020.05 · Employee Health	Tiburon:Paradise Cove	-0.68
			Active Employee Health Premium - Jun '19 - Admin Fee	8020.05 · Employee Health	Tiburon	-19.65
			Retiree Health Premium - Jun '19 - Admin Fee	8022.05 · Retiree Health	Belvedere	-5.41
			Retiree Health Premium - Jun '19 - Admin Fee	8022.05 · Retiree Health	Tiburon:Paradise Cove	-0.32
			Retiree Health Premium - Jun '19 - Admin Fee	8022.05 · Retiree Health	Tiburon	-9.27
			TOTAL			-14,691.31
06/06/19	EFT	PERS	EFT PERS Retirement, May '19	JP Morgan Chase - Primary 7399		
			Retirement May 2019 (Classic 1600 Rate)	8019.05 · PERS Retirement	Belvedere	-3,964.28
			Retirement May 2019 (Classic 1600 Rate)	8019.05 · PERS Retirement	Tiburon:Paradise Cove	-235.07
			Retirement May 2019 (Classic 1600 Rate)	8019.05 · PERS Retirement	Tiburon	-6,785.09
			Retirement May 2019 (PEPRA Rate)	8019.05 · PERS Retirement	Belvedere	-1,338.55
			Retirement May 2019 (PEPRA Rate)	8019.05 · PERS Retirement	Tiburon:Paradise Cove	-79.37
			Retirement May 2019 (PEPRA Rate)	8019.05 · PERS Retirement	Tiburon	-2,291.01
			TOTAL			-14,693.37
05/16/19	6917	Comcast Business	Acct# 8155 30 11 0149485, Bus. Voice, Internet & Cable, May - Jun '19	JP Morgan Chase - Primary 7399		
			Bundle: Internet & Cable, 5.12.19 - 6.11.19	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-81.76
			Bundle: Internet & Cable, 5.12.19 - 6.11.19	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise Cove	-4.85
			Bundle: Internet & Cable, 5.12.19 - 6.11.19	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-139.94
			Bundle: Land Line Phones, 5.12.19 - 6.11.19	8531 · Main Plant Telephones	Belvedere	-90.75
			Bundle: Land Line Phones, 5.12.19 - 6.11.19	8531 · Main Plant Telephones	Tiburon:Paradise Cove	-5.38
			Bundle: Land Line Phones, 5.12.19 - 6.11.19	8531 · Main Plant Telephones	Tiburon	-155.32
			Bundle: Taxes & Fees, 5.12.19 - 6.11.19	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-1.67
			Bundle: Taxes & Fees, 5.12.19 - 6.11.19	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise Cove	-0.10
			Bundle: Taxes & Fees, 5.12.19 - 6.11.19	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-2.87
			Bundle: Taxes & Fees, 5.12.19 - 6.11.19	8531 · Main Plant Telephones	Belvedere	-1.67
			Bundle: Taxes & Fees, 5.12.19 - 6.11.19	8531 · Main Plant Telephones	Tiburon:Paradise Cove	-0.10
			Bundle: Taxes & Fees, 5.12.19 - 6.11.19	8531 · Main Plant Telephones	Tiburon	-2.87
			TOTAL			-487.28
05/16/19	6918	Recology Sonoma Marin	Cust #A1810470401, Cust ID: SANH5, Sludge Disposal, Apr - May '19	JP Morgan Chase - Primary 7399		

08/11/19

**Sanitary Distr. No.5 of Marin Co.
Warrant List Detail
May 15 through June 13, 2019**

Date	Num	Name	Memo	Account	Class	Paid Amount
TOTAL			Inv #18363, 3 loads/20 Yrd Debris Box/Sludge Disposal - Balance as of 5.2.19	7029 · Main Plant Sludge Disposal	Belvedere	-378.95
			Inv #18363, 3 loads/20 Yrd Debris Box/Sludge Disposal - Balance as of 5.2.19	7043 · Paradise Sludge Disposal	Tiburon:Paradise Cove	-22.47
			Inv #18363, 3 loads/20 Yrd Debris Box/Sludge Disposal - Balance as of 5.2.19	7029 · Main Plant Sludge Disposal	Tiburon	-648.58
						-1,050.00
05/16/19	6919	Staples, Inc.	Acct #60111000714, Office + Mtg Supplies, Apr - May '19	JP Morgan Chase - Primary 7399		
			Inv #2284120941, Office Supplies, 4.30.19	6047 · Office Supplies	Belvedere	-24.82
			Inv #2284120941, Office Supplies, 4.30.19	6047 · Office Supplies	Tiburon:Paradise Cove	-1.47
			Inv #2284120941, Office Supplies, 4.30.19	6047 · Office Supplies	Tiburon	-42.49
TOTAL			Inv #2284120941, Meeting Supplies, 4.30.19	6018.1 · Meetings & Travel	Belvedere	-23.13
			Inv #2284120941, Meeting Supplies, 4.30.19	6018.1 · Meetings & Travel	Tiburon:Paradise Cove	-1.37
			Inv #2284120941, Meeting Supplies, 4.30.19	6018.1 · Meetings & Travel	Tiburon	-39.59
						-132.87
05/16/19	6920	Verizon Wireless	Acct #0342125502-00001: iPhones, Apr - May '19	JP Morgan Chase - Primary 7399		
			Inv #9829692221: Equipment charges(w/ data plan \$55.41), 5.9.18 - 6.8.19	8531 · Main Plant Telephones	Belvedere	-20.00
			Inv #9829692221: Equipment charges(w/ data plan \$55.41), 4.9.18 - 5.8.19	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-1.19
			Inv #9829692221: Equipment charges(w/ data plan \$55.41), 4.9.18 - 5.8.19	8531 · Main Plant Telephones	Tiburon	-34.23
TOTAL			Inv #9829692221: Monthly Charges	8531 · Main Plant Telephones	Belvedere	-109.57
			Inv #9829692221: Monthly Charges	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-6.50
			Inv #9829692221: Monthly Charges	8531 · Main Plant Telephones	Tiburon	-187.52
			Inv #9829692221: Taxes, Gov't Surcharges & Fees	8531 · Main Plant Telephones	Belvedere	-7.79
TOTAL			Inv #9829692221: Taxes, Gov't Surcharges & Fees	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-0.46
			Inv #9829692221: Taxes, Gov't Surcharges & Fees	8531 · Main Plant Telephones	Tiburon	-13.34
						-380.60
05/16/19	6921	California State Disbursement Unit	CSE Case# 200000002184580; Court Case# SFL 81271, Apr - May '19	JP Morgan Chase - Primary 7399		
			CSE Case# 200000002184580; Court Case# SFL 81271, Recv'd Order 3.28....	8012 · Wage Garnishments	Tiburon	-600.00
						-600.00
05/13/19	6922	Access Answering Service	Acct #4080C, Answering Service, Jun '19	JP Morgan Chase - Primary 7399		
			Inv #20293, Answering Service, June '19 - SSO & Alarm Notifications	8510 · Data/Alarms/T Supp & Licensing	Belvedere	-21.65
			Inv #20293, Answering Service, June '19 - SSO & Alarm Notifications	8510 · Data/Alarms/T Supp & Licensing	Tiburon:Paradise Cove	-1.28
			Inv #20293, Answering Service, June '19 - SSO & Alarm Notifications	8510 · Data/Alarms/T Supp & Licensing	Tiburon	-37.07
TOTAL						-60.00
05/13/19	6923	Alhambra	Acct #547945611762129, Water, May '19	JP Morgan Chase - Primary 7399		
			Inv #12012314 053119 Water, 05.01.19 - 05.31.19	7023 · Janitorial Supplies & Service	Belvedere	-29.46
			Inv #12012314 053119 Water, 05.01.19 - 05.31.19	7042 · Paradise Supplies & Chemicals	Tiburon:Paradise Cove	-1.75
			Inv #12012314 053119 Water, 05.01.19 - 05.31.19	7023 · Janitorial Supplies & Service	Tiburon	-50.42
TOTAL						-81.63

Sanitary Distr. No.5 of Marlin Co.
Warrant List Detail
May 15 through June 13, 2019

06/11/19

Date	Num	Name	Memo	Account	Class	Paid Amount
06/13/19	6924	Alliant Insurance Services	Acct #SANIDIS-03, Auto Ins. Policy Renewal, Jul '19 for FY 2019-2020 (A...	JP Morgan Chase - Primary 7399		
			FY 2019-20 Auto/Public Entity Physical Damage Policy Renewal (AJE FY19-20)	6033.3 · Physical Property Damage - A...	Belvedere	-441.23
			FY 2019-20 Auto/Public Entity Physical Damage Policy Renewal (AJE FY19-20)	6033.3 · Physical Property Damage - A...	Tiburon:Paradise Cove	-29.69
			FY 2019-20 Auto/Public Entity Physical Damage Policy Renewal (AJE FY19-20)	6033.3 · Physical Property Damage - A...	Tiburon	-756.08
						-1,227.00
06/13/19	6925	AT&T	Acct #960732-76375559, Apr-May '19	JP Morgan Chase - Primary 7399		
			PC Plant Telephones, 4.28.19 - 5.27.19	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-287.99
			PC Pumps & Lines Telephones, 4.28.19 - 5.27.19	8533 · Pumps & Lines Telephones	Tiburon:Paradise Cove	-173.48
			Tib Pumps & Lines Telephones, 4.28.19 - 5.27.19	8533 · Pumps & Lines Telephones	Tiburon	-305.38
						-766.85
06/13/19	6926	Banshee Networks, Inc.	Computer/IT Support, Apr '19	JP Morgan Chase - Primary 7399		
			Inv #13828, Monthly System back-ups, Maint. & Troubleshooting, April '19	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-295.49
			Inv #13828, Monthly System back-ups, Maint. & Troubleshooting, April '19	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise Cove	-17.52
			Inv #13828, Monthly System back-ups, Maint. & Troubleshooting, April '19	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-505.74
						-818.75
06/13/19	6927	Brelje and Race Laboratories, Inc.	M.P. & P.C. Plant Samples, Apr - May '19	JP Morgan Chase - Primary 7399		
			Inv #119593, M.P. samples for Apr '19	7051 · Main Plant Lab Monitoring	Belvedere	-473.91
			Inv #119593, P.C. samples for Apr '19	7052 · Paradise Cove Monitoring	Tiburon:Paradise Cove	-580.00
			Inv #119593, M.P. samples for Apr '19	7051 · Main Plant Lab Monitoring	Tiburon	-811.09
			Inv #119940, M.P. samples for May '19	7051 · Main Plant Lab Monitoring	Belvedere	-407.52
			Inv #119940, P.C. samples for May '19	7052 · Paradise Cove Monitoring	Tiburon:Paradise Cove	-180.00
			Inv #119940, M.P. samples for May '19	7051 · Main Plant Lab Monitoring	Tiburon	-697.48
						-3,150.00
06/13/19	6928	Burke, Williams & Sorensen, LLP	Legal Advice, Apr '19	JP Morgan Chase - Primary 7399		
			Inv #241237, A.R., Apr '19	6039 · Legal	Tiburon:Paradise Cove	-252.00
			Inv #241237, CoM Annxn, Apr '19	6039 · Legal	Tiburon:Paradise Cove	-378.00
						-630.00
06/13/19	6929	Cain's Tire, Incorporated	Cust ID M1002, Vehicle Maint, May '19	JP Morgan Chase - Primary 7399		
			Inv #280705, 2 new tires @ Paco Pump, 5.9.19	7072 · Truck Maintenance	Belvedere	-82.76
			Inv #280705, 2 new tires @ Paco Pump, 5.9.19	7072 · Truck Maintenance	Tiburon:Paradise Cove	-4.91
			Inv #280705, 2 new tires @ Paco Pump, 5.9.19	7072 · Truck Maintenance	Tiburon	-141.65
						-229.32
06/13/19	6930	California State Disbursement Unit	CSE Case# 20000002184680; Court Case# SFL 81271, May-June '19	JP Morgan Chase - Primary 7399		

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TOTAL			CSE Case# 20000002184580; Court Case# SFL 81271, Recv'd Order 3.28...	8012 · Wage Garnishments	Tiburon	-600.00
						-600.00
06/13/19	6931	CalPERS	#4163206459, GASB 75: CERBT Contribution for OPEB Costs FY18-19, J...	JP Morgan Chase - Primary 7399		
			CERBT Contribution: GASB 75: CERBT Contribution (Retiree Health Benefits...	8022.10 · CERBT/OPEB Annual Arc Co...	Belvedere	-24,541.20
			CERBT Contribution: GASB 75: CERBT Contribution (Retiree Health Benefits...	8022.10 · CERBT/OPEB Annual Arc Co...	Tiburon:Paradise Cove	-1,455.20
			CERBT Contribution: GASB 75: CERBT Contribution (Retiree Health Benefits...	8022.10 · CERBT/OPEB Annual Arc Co...	Tiburon	-42,003.60
TOTAL						-68,000.00
06/13/19	6932	Caltest Analytical Laboratory	M.P./P.C. Lab Sampling, Apr - May '19	JP Morgan Chase - Primary 7399		
			Inv #8810, #9585, #9010, #9330, #9280, #9551, #9567, M.P. Testing, 4.30.19...	7051 · Main Plant Lab Monitoring	Belvedere	-679.11
			Inv #9254, P.C. Testing, 5.7.19	7052 · Paradise Cove Monitoring	Tiburon:Paradise Cove	-309.00
			Inv #8810, #9585, #9010, #9330, #9280, #9551, #9567, M.P. Testing, 4.30.19...	7051 · Main Plant Lab Monitoring	Tiburon	-1,162.29
TOTAL						-2,150.40
06/13/19	6933	Caltronics Business Systems, Inc.	Acct #SD15, Multi-purpose Copier Contract Fee, May '19	JP Morgan Chase - Primary 7399		
			Inv #2785048, Konica Multi-purpose copier contract, 5.2.19 - 6.1.19	6047 · Office Supplies	Belvedere	-71.00
			Inv #2785048, Konica Multi-purpose copier contract, 5.2.19 - 6.1.19	6047 · Office Supplies	Tiburon:Paradise Cove	-4.21
			Inv #2785048, Konica Multi-purpose copier contract, 5.2.19 - 6.1.19	6047 · Office Supplies	Tiburon	-121.51
TOTAL						-196.72
06/13/19	6934	Cassandra Prudhel Consulting, L...	Consulting, May '19	JP Morgan Chase - Primary 7399		
			Inv #2019-2 Tiburon, ELAP & Lab Testing Consulting, 5.22.19	6017 · Consulting Fees	Belvedere	-81.14
			Inv #2019-2 Tiburon, ELAP & Lab Testing Consulting, 5.22.19	6017 · Consulting Fees	Tiburon	-138.86
			Travel Fees through 5.22.19	6017 · Consulting Fees	Belvedere	-84.55
			Travel Fees through 5.22.19	6017 · Consulting Fees	Tiburon	-110.48
TOTAL						-395.03
06/13/19	6935	Cintas Corporation #626	Acct #626-00821, PPE/Safetywear + Service, May - Jun 19	JP Morgan Chase - Primary 7399		
			Inv #1698, #4915, #6373, #5667, #9533, PPE/Safetywear, 5.10.19, 5.17.19, 5...	8520 · Personal Protection/Safety Wear	Belvedere	-344.45
			Inv #1698, #4915, #6373, #5667, #9533, PPE/Safetywear, 5.10.19, 5.17.19, 5...	8520 · Personal Protection/Safety Wear	Tiburon:Paradise Cove	-20.42
			Inv #1698, #4915, #6373, #5667, #9533, PPE/Safetywear, 5.10.19, 5.17.19, 5...	8520 · Personal Protection/Safety Wear	Tiburon	-599.54
TOTAL						-954.41
06/13/19	6936	Cole-Parmer Instrument Company	Acct#081169-02: Lab Supplies, May '19	JP Morgan Chase - Primary 7399		
			Inv #1862029, Lab Supplies - Membrane Kit, 5.7.19	7025 · Lab Supplies & Chemicals	Belvedere	-30.30
			Inv #1862029, Lab Supplies - Membrane Kit, 5.7.19	7025 · Lab Supplies & Chemicals	Tiburon	-51.86
TOTAL						-82.16
06/13/19	6937	CWEA	Balances Paid + Cert Renewal, FY19-20 (AJE FY19-20)	JP Morgan Chase - Primary 7399		

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			ID# 634361, J Triola, CWEA, Assoc Membership Pro-rated from 8.1.19 - 6.30...	6025 · Dues & Subscriptions	Belvedere	-45.07
			ID# 634361, J Triola, CWEA, Assoc Membership Pro-rated from 8.1.19 - 6.30...	6025 · Dues & Subscriptions	Tiburón:Paradise Cove	-3.03
			ID# 634361, J Triola, CWEA, Assoc Membership Pro-rated from 8.1.19 - 6.30...	6025 · Dues & Subscriptions	Tiburón	-77.23
			ID#0000395321, T Rubio, Cert Renewal re Biosolids Land App Mngmnt, Bala...	6025 · Dues & Subscriptions	Belvedere	-3.24
			ID#0000395321, T Rubio, Cert Renewal re Biosolids Land App Mngmnt, Bala...	6025 · Dues & Subscriptions	Tiburón:Paradise Cove	-0.22
			ID#0000395321, T Rubio, Cert Renewal re Biosolids Land App Mngmnt, Bala...	6025 · Dues & Subscriptions	Tiburón	-5.54
			ID#0000395321, T Rubio, Cert Renewal re Environmental Compliance Inspect...	6025 · Dues & Subscriptions	Belvedere	-3.24
			ID#0000395321, T Rubio, Cert Renewal re Environmental Compliance Inspect...	6025 · Dues & Subscriptions	Tiburón:Paradise Cove	-0.22
			ID#0000395321, T Rubio, Cert Renewal re Environmental Compliance Inspect...	6025 · Dues & Subscriptions	Tiburón	-5.54
			ID#477921, D La Torre, Cert Renewal re Colbxn Sys. Maint. (G1) Balance Due...	6025 · Dues & Subscriptions	Belvedere	-3.24
			ID#477921, D La Torre, Cert Renewal re Colbxn Sys. Maint. (G1) Balance Due...	6025 · Dues & Subscriptions	Tiburón:Paradise Cove	-0.22
			ID#477921, D La Torre, Cert Renewal re Colbxn Sys. Maint. (G1) Balance Due...	6025 · Dues & Subscriptions	Tiburón	-5.54
			ID#Stephen Driscoll, Cert Renewal re Plant Maint. Technologist (G1) Blanace...	6025 · Dues & Subscriptions	Belvedere	-3.24
			ID#Stephen Driscoll, Cert Renewal re Plant Maint. Technologist (G1) Blanace...	6025 · Dues & Subscriptions	Tiburón:Paradise Cove	-0.22
			ID#Stephen Driscoll, Cert Renewal re Plant Maint. Technologist (G1) Blanace...	6025 · Dues & Subscriptions	Tiburón	-5.54
TOTAL						-161.33
06/13/19	6938	DKF Solutions Group, LLC	My Safety Officer Monthly Subscription, Mar + Apr '19	JP Morgan Chase - Primary 7399		
			Inv #14333, #14386, My Safety Officer Monthly Subscription Fee, Mar + Apr '19	8515 · Safety	Belvedere	-252.63
			Inv #14333, #14386, My Safety Officer Monthly Subscription Fee, Mar + Apr '19	8515 · Safety	Tiburón:Paradise Cove	-14.98
			Inv #14333, #14386, My Safety Officer Monthly Subscription Fee, Mar + Apr '19	8515 · Safety	Tiburón	-432.39
TOTAL						-700.00
06/13/19	6939	Dublin San Ramon Services Distri...	M.P. & P.C. Plants Pooled Chemicals Program for FY19-20 (AJE FY19-20)	JP Morgan Chase - Primary 7399		
			M.P. Plant Chem, #BACC 2019-56, Pooled Program for Sod. Bisulfite & Sod. ...	7024 · Main Plant Chemicals	Belvedere	-131.61
			M.P. Plant Chem, #BACC 2019-56, Pooled Program for Sod. Bisulfite & Sod. ...	7024 · Main Plant Chemicals	Tiburón:Paradise Cove	-8.86
			M.P. Plant Chem, #BACC 2019-56, Pooled Program for Sod. Bisulfite & Sod. ...	7024 · Main Plant Chemicals	Tiburón	-225.53
TOTAL						-366.00
06/13/19	6940	Goodman Building Supply Co.	Acct #20070, P&L, PC Grounds Maint., May '19	JP Morgan Chase - Primary 7399		
			Inv #776047, M.P. Maint. Supplies, 5.1.19	7021 · Plant Maintenance Supplies	Belvedere	-7.82
			Inv #776047, M.P. Maint. Supplies, 5.1.19	7021 · Plant Maintenance Supplies	Tiburón	-13.38
			Inv #778136, M.P. Maint. Parts & Service, 5.31.19	7022 · Plant Maint. Parts & Service	Belvedere	-20.75
			Inv #778136, M.P. Maint. Parts & Service, 5.31.19	7022 · Plant Maint. Parts & Service	Tiburón	-35.52
			Inv #776610, BPS#9 Panel Upgrade, 5.9.19	9302 · PS Control Panel Upgrades	Belvedere	-61.18
TOTAL						-138.65
06/13/19	6941	Hach Company	Acct #108400, Lab Supplies, May '19	JP Morgan Chase - Primary 7399		
			Inv #11486774, Lab Supplies, pH Buffer Solution Kit + Chlorine Rgt, 5.28.19	7025 · Lab Supplies & Chemicals	Belvedere	-290.65
			Inv #11486774, Lab Supplies, pH Buffer Solution Kit + Chlorine Rgt, 5.28.19	7025 · Lab Supplies & Chemicals	Tiburón	-497.44
TOTAL						-788.09
06/13/19	6942	HDR Engineering, Inc.	Biosolids Research & Mngmnt, Mar - Jun '19	JP Morgan Chase - Primary 7399		

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			Inv #1200182083, HRD Biolsolids Research & Managment, Mar '19	6017 - Consulting Fees	Belvedere	-1,792.09
			Inv #1200182083, HRD Biolsolids Research & Managment, Mar '19	6017 - Consulting Fees	Tiburon:Paradise Cove	-106.26
			Inv #1200182083, HRD Biolsolids Research & Managment, Mar '19	6017 - Consulting Fees	Tiburon	-3,067.26
			Inv #1200192804, HRD Biolsolids Research & Managment, May '19	6017 - Consulting Fees	Belvedere	-3,246.69
			Inv #1200192804, HRD Biolsolids Research & Managment, May '19	6017 - Consulting Fees	Tiburon:Paradise Cove	-192.52
			Inv #1200192804, HRD Biolsolids Research & Managment, May '19	6017 - Consulting Fees	Tiburon	-5,556.88
			Inv #1200195185, HRD Biolsolids Research & Managment, Jun '19	6017 - Consulting Fees	Belvedere	-4,545.60
			Inv #1200195185, HRD Biolsolids Research & Managment, Jun '19	6017 - Consulting Fees	Tiburon:Paradise Cove	-269.54
			Inv #1200195185, HRD Biolsolids Research & Managment, Jun '19	6017 - Consulting Fees	Tiburon	-7,780.03
						-28,556.87
06/13/19	6943	Home Depot Credit Services	Acct #6035 3220 0516 4334, M.P. & P&L Supplies, May '19	JP Morgan Chase - Primary 7399		
			Mtg Supplies, 5.21.19	6018.1 - Meetings & Travel	Belvedere	-19.65
			Mtg Supplies, 5.21.19	6018.1 - Meetings & Travel	Tiburon	-1.17
			Mtg Supplies, 5.21.19	6018.1 - Meetings & Travel	Belvedere	-33.64
						-54.46
06/13/19	6944	Jamba Construction, Inc.	P&L, May '19	JP Morgan Chase - Primary 7399		
			Relocate Sewer Main @ 1874 Vistazo West, split 50/50 w/ Hardiman Constru...	7011 - Pumps & Lines Maintenance	Tiburon	-6,466.40
						-6,466.40
06/13/19	6945	Linscott Engineering Contractors...	P&L, Tib & Belv, May '19	JP Morgan Chase - Primary 7399		
			Inv #3280, SD5 Manhole Replacement for Cove @ Bch Rd., Belvedere	7011 - Pumps & Lines Maintenance	Belvedere	-1,208.18
			Inv #3288, Sewer Main Blockage @ 55 Rolling Hills, Tiburon	7013 - Emergency Line Repair	Tiburon	-9,895.39
						-11,103.57
06/13/19	6946	Maltby Electric Supply Co., Inc.	Cust No.15953, BPS + M.P. P&L, May '19	JP Morgan Chase - Primary 7399		
			Inv #S1864050.001, PO#488041, BPS Electrical Panel, 5.16.19	7011 - Pumps & Lines Maintenance	Belvedere	-229.22
			Inv #S1864050.001, PO#488041, BPS Electrical Panel, 5.16.19	7027 - Electrical & Instrument	Belvedere	-229.22
			Inv #S1863143.001-003, PO#488039, M.P. Surge Protection, 5.16.19	7027 - Electrical & Instrument	Belvedere	-489.26
			Inv #S1863143.001-003, PO#488039, M.P. Surge Protection, 5.16.19	7027 - Electrical & Instrument	Tiburon	-837.36
						-1,785.06
06/13/19	6947	Marin County Assessor's Office	CoM 2017 Assessment Dead Parcel History Report, Jun '19 for FY19-20 (...)	JP Morgan Chase - Primary 7399		
			CoM Assessment Dead Parcel History Report (for FY19-20 Sewer Fee Calcul...	6021 - County Fees	Belvedere	-9.02
			CoM Assessment Dead Parcel History Report (for FY19-20 Sewer Fee Calcul...	6021 - County Fees	Tiburon:Paradise Cove	-0.54
			CoM Assessment Dead Parcel History Report (for FY19-20 Sewer Fee Calcul...	6021 - County Fees	Tiburon	-15.44
						-25.00
06/13/19	6948	Marin Resource Recovery Center	Cust #02-1527 0, M.P. Disposal, May '19	JP Morgan Chase - Primary 7399		
			Inv #1287989, Tx #1500355, BPS#10 Panel Disposal, 5.24.19	7011 - Pumps & Lines Maintenance	Belvedere	-20.00

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TOTAL			Inv #1287989, Tx #1500355, BPS#10 Panel Disposal, 5.24.19	7023 · Janitorial Supplies & Service	Belvedere	-20.00
						-40.00
06/13/19	6949	McC Campbell Analytical, Inc.	M.P. Monitoring, Chron Tox Testing, May '19	JP Morgan Chase - Primary 7399		
			Inv #1905697 M.P. Monitoring, Chronic Toxicity Testing, 5.29.19	7053 · Chronic Toxicity Program Eval	Belvedere	-680.44
			Inv #1905697 M.P. Monitoring, Chronic Toxicity Testing, 5.29.19	7053 · Chronic Toxicity Program Eval	Tiburon	-1,164.56
TOTAL						-1,845.00
06/13/19	6950	Mill Valley Refuse Service, Inc.	Acct #032945, Garbage Service + 1 yd rental, Jun '19	JP Morgan Chase - Primary 7399		
			Garbage Service, Including 1 yd trash + 1 yd cardboard rental, 6.1.19 - 6.310....	7023 · Janitorial Supplies & Service	Belvedere	-82.12
			Garbage Service, Including 1 yd trash + 1 yd cardboard rental, 6.1.19 - 6.310....	7023 · Janitorial Supplies & Service	Tiburon	-140.55
TOTAL						-222.67
06/13/19	6951	Nute Engineering Corp.	Consulting & Engr. Svcs - Cove Rd+2019 Sewer Rehab, Apr '19	JP Morgan Chase - Primary 7399		
			Inv #20347, Cove Rd Force Main Implementation, 4.1.19 - 4.30.19	6017 · Consulting Fees	Belvedere	-2,724.50
			Inv #20348, 2019 Sewer Main Rehab - Belvedere, 4.1.19 - 4.30.19	6017 · Consulting Fees	Belvedere	-3,129.97
			Inv #20348, 2019 Sewer Main Rehab - Tiburon, 4.1.19 - 4.30.19	6017 · Consulting Fees	Tiburon	-5,356.93
TOTAL						-11,211.40
06/13/19	6952	Pacific Gas & Electric	Acct #2908031411-4, Utilities, Apr-May '19	JP Morgan Chase - Primary 7399		
			Acct #2908031411-4, Main Plant Utilities, 4.22.98 - 5.21.19	8542 · Main Plant Utilities	Belvedere	-5,292.45
			Acct #2908031411-4, P.C. Plant Utilities, 4.22.98 - 5.21.19	8543 · Paradise Cove Utilities	Tiburon:Paradise Cove	-1,224.59
			Acct #2908031411-4, Main Plant Utilities, 4.22.98 - 5.21.19	8542 · Main Plant Utilities	Tiburon	-9,058.00
			Acct #2908031411-4, Belv Pump St Utilities, 4.22.98 - 5.21.19	8544 · Pump Station Utilities	Belvedere	-1,210.70
			Acct #2908031411-4, P.C. Pump St Utilities, 4.22.98 - 5.21.19	8544 · Pump Station Utilities	Tiburon:Paradise Cove	-230.81
			Acct #2908031411-4, Tib Pump St Utilities, 4.22.98 - 5.21.19	8544 · Pump Station Utilities	Tiburon	-1,446.59
TOTAL						-18,463.14
06/13/19	6953	Robert L Talavera, LLC	SSGIS ArcView Support, May '19	JP Morgan Chase - Primary 7399		
			Inv #RLT0519F1, SSGIS ArcView Support - Upload pipe history data, install, t...	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-225.56
			Inv #RLT0519F1, SSGIS ArcView Support - Upload pipe history data, install, t...	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise Cove	-13.38
			Inv #RLT0519F1, SSGIS ArcView Support - Upload pipe history data, install, t...	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-386.06
TOTAL						-625.00
06/13/19	6954	Roy's Sewer Service, Inc.	Belv. Annual Line Cleaning + Tib P&L, Apr - May '19	JP Morgan Chase - Primary 7399		
			Inv #204812, Line cleaning @ MP 2" line, as directed, 4.29.19	7011 · Pumps & Lines Maintenance	Belvedere	-102.34
			Inv #204812, Line cleaning @ MP 2" line, as directed, 4.29.19	7011 · Pumps & Lines Maintenance	Tiburon	-175.16
			Inv #204591, Vector Cleaning at Cove & Beach Rds, as directed, 4.19.19	7011 · Pumps & Lines Maintenance	Belvedere	-1,950.00
			Inv #205100, Annual Line Cleaning @ Belvedere, 5.1.19 - 5.13.19	7011 · Pumps & Lines Maintenance	Belvedere	-20,060.00
TOTAL						-22,287.50

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06/13/19	6955	Solents, LLC	Pyr #: 441488, M.P. Chemicals, Jun '19 Inv #131462720, M.P. Maint, Chemicals - Praestol for Screwpress & Rotary D... Inv #131462720, M.P. Maint, Chemicals - Praestol for Screwpress & Rotary D...	JP Morgan Chase - Primary 7399 7024 - Main Plant Chemicals 7024 - Main Plant Chemicals	Belvedere Tiburon	-1,575.76 -2,686.91 -4,272.67
TOTAL						
06/13/19	6956	Special District Risk Management...	Member #7665, Life, Vision, DDS & LTD Ins., Jun '19 Employee Life Insurance - Inv #29108, June '19 Employee Life Insurance - Inv #29108, June '19 Employee Life Insurance - Inv #29108, June '19 Employee DDS Insurance - Inv #29108, June '19 Employee DDS Insurance - Inv #29108, June '19 Employee Vision Insurance - Inv #29108, June '19 Employee Vision Insurance - Inv #29108, June '19 Employee Vision Insurance - Inv #29108, June '19 Employee LTD Insurance - Inv #29108, June '19 Employee LTD Insurance - Inv #29108, June '19 Employee LTD Insurance - Inv #29108, June '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	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	-56.34 -3.34 -96.43 -325.38 -19.29 -556.91 -58.13 -3.45 -89.50 -101.03 -5.99 -172.92 -1,498.71
TOTAL						
06/13/19	6957	Telstar Instrument, Inc.	Cust #SANDI, BPS Comm Panel Parts, May '19 Inv #99369, Parts for BPS Communication Panel Upgrades, 5.31.19	JP Morgan Chase - Primary 7399 9310 - BPS Communication Project	Belvedere	-7,263.94 -7,263.94
TOTAL						
06/13/19	6958	Town of Tiburon	Fuel, Apr '19 Fuel, Apr '19 Fuel, Apr '19	JP Morgan Chase - Primary 7399 7071 - Fuel 7071 - Fuel 7071 - Fuel	Belvedere Tiburon:Paradise Cove Tiburon	-367.11 -21.77 -628.32 -1,017.20
TOTAL						
06/13/19	6959	U.S. Bank	Acct#:4246-0441-0158-3635, May '19 #0822: Safeway, Staff Mtg., 5.3.19 #0822: Safeway, Staff Mtg., 5.3.19 #0822: Safeway, Staff Mtg., 5.3.19 #9545: Woodlands + Foodniks, Brd & Budget Workshop, 4.24.19, 4.26.19 #9545: Woodlands + Foodniks, Brd & Budget Workshop, 4.24.19, 4.26.19 #9545: Woodlands + Foodniks, Brd & Budget Workshop, 4.24.19, 4.26.19 #9545: CVS, Janitorial Supplies, 5.15.19 #9545: CVS, Janitorial Supplies, 5.15.19 #9545: MV Flowers, JC Sympathy, 5.16.19 #9545: MV Flowers, JC Sympathy, 5.16.19 #9545: MV Flowers, JC Sympathy, 5.16.19 #9545: Royal Equip., Parts for M.P. Surge Protection, 5.17.19 #9545: Royal Equip., Parts for M.P. Surge Protection, 5.17.19	JP Morgan Chase - Primary 7399 6018.1 - Meetings & Travel 6018.1 - Meetings & Travel 6018.1 - Meetings & Travel 6018.1 - Meetings & Travel 6018.1 - Meetings & Travel 7023 - Janitorial Supplies & Service 7023 - Janitorial Supplies & Service 6065 - Miscellaneous Expense 6065 - Miscellaneous Expense 6065 - Miscellaneous Expense 7022 - Plant Maint. Parts & Service 7022 - Plant Maint. Parts & Service	Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon 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	-71.72 -4.25 -122.76 -69.37 -4.11 -118.73 -19.65 -33.62 -54.50 -3.23 -93.27 -10.84 -18.56

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Date	Num	Name	Memo	Account	Class	Paid Amount
TOTAL						-624.61
06/13/19	6960	U.S. Postal Service	Box rental #227, 12 Months, FY19-20 (AJE FY19-20)	JP Morgan Chase - Primary 7399		
			Box rental #227, 7.1.19 - 6.30.19 (AJE FY19-20)	6056 · Postage	Belvedere	-38.12
			Box rental #227, 7.1.19 - 6.30.19 (AJE FY19-20)	6056 · Postage	Tiburon:Paradise Cove	-2.57
			Box rental #227, 7.1.19 - 6.30.19 (AJE FY19-20)	6056 · Postage	Tiburon	-65.31
TOTAL						-106.00
06/13/19	6961	Univar	Cust ID #STD001, Chemicals, May '19	JP Morgan Chase - Primary 7399		
			Inv #SJ940702, Sodium Bisulfite 25% (\$1.057/Gal), 5.16.19	7024 · Main Plant Chemicals	Belvedere	-1,854.91
			Inv #SJ940702, Sodium Bisulfite 25% (\$1.057/Gal), 5.16.19	7024 · Paradise Supplies & Chemicals	Tiburon:Paradise Cove	-109.99
			Inv #SJ940702, Sodium Bisulfite 25% (\$1.057/Gal), 5.16.19	7024 · Main Plant Chemicals	Tiburon	-3,174.79
			Inv #SJ941808, Sodium Hypochlorite 12.5% (\$0.6653/Gal), 5.23.19	7024 · Main Plant Chemicals	Belvedere	-649.92
			Inv #SJ941808, Sodium Hypochlorite 12.5% (\$0.6653/Gal), 5.23.19	7024 · Paradise Supplies & Chemicals	Tiburon:Paradise Cove	-38.54
			Inv #SJ941808, Sodium Hypochlorite 12.5% (\$0.6653/Gal), 5.23.19	7024 · Main Plant Chemicals	Tiburon	-1,112.37
TOTAL						-6,940.52
06/13/19	6962	USA BlueBook	Cust #933682, Lab Supplies, May '19	JP Morgan Chase - Primary 7399		
			Inv #874391, Lab Supplies - pH HH Star/Orton Meter, 5.6.19	7025 · Lab Supplies & Chemicals	Belvedere	-595.69
			Inv #874391, Lab Supplies - pH HH Star/Orton Meter, 5.6.19	7025 · Lab Supplies & Chemicals	Tiburon	-1,019.51
TOTAL						-1,615.20
06/13/19	6963	Verizon Wireless	Acct #0342125602-00001: iPhones, Jun - Jul '19	JP Morgan Chase - Primary 7399		
			Inv #9831668561: Equipment charges(w/ data plan \$55.41), 6.9.18 - 7.8.19	8531 · Main Plant Telephones	Belvedere	-20.00
			Inv #9831668561: Equipment charges(w/ data plan \$55.41), 6.9.18 - 7.8.19	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-1.19
			Inv #9831668561: Equipment charges(w/ data plan \$55.41), 6.9.18 - 7.8.19	8531 · Main Plant Telephones	Tiburon	-34.23
			Inv #9831668561: Monthly Charges	8531 · Main Plant Telephones	Belvedere	-109.57
			Inv #9831668561: Monthly Charges	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-8.50
			Inv #9831668561: Monthly Charges	8531 · Main Plant Telephones	Tiburon	-187.52
			Inv #9831668561: Taxes, Gov't Surcharges & Fees	8531 · Main Plant Telephones	Belvedere	-7.79
			Inv #9831668561: Taxes, Gov't Surcharges & Fees	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-0.46
			Inv #9831668561: Taxes, Gov't Surcharges & Fees	8531 · Main Plant Telephones	Tiburon	-13.34
TOTAL						-380.60
06/13/19	6964	Waste Management of Redwood ...	Acct #507-0000190-1507-2, Sludge Disposal, May '19	JP Morgan Chase - Primary 7399		
			Inv #0097381-1507-1 Sludge Disposal - 3 pick-ups, 17.93 tons, May '19	7029 · Main Plant Sludge Disposal	Belvedere	-288.24
			Inv #0097381-1507-1 Sludge Disposal - 3 pick-ups, 17.93 tons, May '19	7043 · Paradise Sludge Disposal	Tiburon:Paradise Cove	-15.90
			Inv #0097381-1507-1 Sludge Disposal - 3 pick-ups, 17.93 tons, May '19	7029 · Main Plant Sludge Disposal	Tiburon	-459.10
TOTAL						-743.24
06/13/19	6965	Water Components & Building Su...	Acct #454, M.P. Parts + P&L Parts, May '19	JP Morgan Chase - Primary 7399		
			Inv #30500123, Inv #30499615, 50% of Inv #30498933, M.P. Maint. Supplies,...	7021 · Plant Maintenance Supplies	Belvedere	-390.75

**Sanitary Distr. No.5 of Marin Co.
Warrant List Detail
May 15 through June 13, 2019**

06/11/19

Date	Numb	Name	Memo	Account	Class	Paid Amount
			Inv #30500123, Inv #30499615, 50% of Inv #30498933, M.P. Maint. Supplies, ... 50% of Inv #30498933, P&L Supplies, 5.8.19 50% of Inv #30498933, P&L Supplies, 5.8.19	7021 · Plant Maintenance Supplies 7011 · Pumps & Lines Maintenance 7011 · Pumps & Lines Maintenance	Tiburon Belvedere Tiburon	-668.77 -67.02 -114.71 -1,241.25
			Member ID #17566993, Rulon Cottrell, May '19 (AJE FY19-20/FY20-21)	JP Morgan Chase - Primary 7399		
			Rulon Cottrell - 2019 WEF Membership Dues, Code #RE908E (exp 7.31.19) -...	6025 · Dues & Subscriptions	Belvedere	-47.14
			Rulon Cottrell - 2019 WEF Membership Dues, Code #RE908E (exp 7.31.19) -...	6025 · Dues & Subscriptions	Tiburon:Paradise Cove	-3.17
			Rulon Cottrell - 2019 WEF Membership Dues, Code #RE908E (exp 7.31.19) -...	6025 · Dues & Subscriptions	Tiburon	-80.76
			Rulon Cottrell - 2019 WEF Membership Dues, Code #RE908E (exp 7.31.19) -...	6025 · Dues & Subscriptions	Belvedere	-4.29
			Rulon Cottrell - 2019 WEF Membership Dues, Code #RE908E (exp 7.31.19) -...	6025 · Dues & Subscriptions	Tiburon:Paradise Cove	-0.29
			Rulon Cottrell - 2019 WEF Membership Dues, Code #RE908E (exp 7.31.19) -...	6025 · Dues & Subscriptions	Tiburon	-7.35
						-143.00
			FY17-18 Sewer Rehab Project, PP#4, Nov '18 - May '19	JP Morgan Chase - Primary 7399		
			PP#4, C.O. #1, C.O. #2, C.O. #3: FY17-18 Sewer Rehab Project - Belveder...	9304 · Belvedere Sewer Line Rehab Prog	Belvedere	-50,473.96
			PP#4, C.O. #1, C.O. #2, C.O. #3: FY17-18 Sewer Rehab Project - Belveder...	Retainage Payable	Belvedere	2,523.69
			PP#4, C.O. #1, C.O. #2, C.O. #3: FY17-18 Sewer Rehab Project - Tiburon (...	9301 · Tiburon Sewer Line Rehab Prog	Tiburon	-37,383.24
			PP#4, C.O. #1, C.O. #2, C.O. #3: FY17-18 Sewer Rehab Project - Tiburon (...	Retainage Payable	Tiburon	1,869.16
						-83,464.35
			SCADA System Maintenance, May '19	JP Morgan Chase - Primary 7399		
			Inv #4842, SCADA/Bay Alarm Interface w Hypo + WAS PS Feedback, 5.9.19,...	9225.95 · SCADA Upgrade & Replacem...	Belvedere	-1,058.27
			Inv #4842, SCADA/Bay Alarm Interface w Hypo + WAS PS Feedback, 5.9.19,...	9225.95 · SCADA Upgrade & Replacem...	Tiburon	-1,811.23
						-2,869.50
			Cust #0019798, M.P. Parts & Srv, May '19	JP Morgan Chase - Primary 7399		
			Inv #S020326349, M.P. Parts & Service - Replacement Power Supply @ Mot...	7022 · Plant Maint. Parts & Service	Belvedere	-279.28
			Inv #S020326349, M.P. Parts & Service - Replacement Power Supply @ Mot...	7022 · Plant Maint. Parts & Service	Tiburon	-477.99
						-757.27
			Employee Incentive, Jun '19	JP Morgan Chase - Primary 7399		
			FY18-19 Employee Certification Incentive, Obtained at SRJC as of 6.4.19	8005 · Employee Incentives	Tiburon	-902.25
			FY18-19 Employee Certification Incentive, Obtained at SRJC as of 6.4.19	8005 · Employee Incentives	Belvedere	-53.50
			FY18-19 Employee Certification Incentive, Obtained at SRJC as of 6.4.19	8005 · Employee Incentives	Tiburon	-1,544.25
						-2,500.00
			Standby Mileage Reimb, thru 5.12.19	JP Morgan Chase - Primary 7399		
			Tib P&L Standby Mileage thru 5.12.19	6018.2 · Standby Mileage Expense Reimb	Tiburon	-104.40
			Belv P&L Standby Mileage thru 5.12.19	6018.2 · Standby Mileage Expense Reimb	Belvedere	-69.60
			M.P. Standby Call Out thru 5.12.19	6018.2 · Standby Mileage Expense Reimb	Tiburon	-51.34

Sanitary Distr. No.5 of Marin Co.
Warrant List Detail
May 15 through June 13, 2019

06/11/19

Date	Num	Name	Memo	Account	Class	Paid Amount
TOTAL			M.P. Standby Call Out thru 5.12.19	6018.2 · Standby Mileage Expense Reimb	Belvedere	-87.86
						-313.20
06/13/19	6972	Rosser, John	Standby Mileage Reimb, thru 5.12.19	JP Morgan Chase - Primary 7399		
			Tib P&L Standby Mileage thru 5.12.19	6018.2 · Standby Mileage Expense Reimb	Tiburon	-101.59
			Belv P&L Standby Mileage thru 5.12.19	6018.2 · Standby Mileage Expense Reimb	Belvedere	-101.59
TOTAL						-203.18
06/13/19	6973	Triola, Joseph	Standby Mileage Reimb, thru 5.12.19	JP Morgan Chase - Primary 7399		
			Tib P&L Standby Mileage thru 4.30.19	6018.2 · Standby Mileage Expense Reimb	Tiburon	-188.78
			Belv P&L Standby Mileage thru 5.12.19	6018.2 · Standby Mileage Expense Reimb	Belvedere	-66.70
TOTAL						-235.48

MAY 13, 2019

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

CHECK DATE : 05/15/2019 WEEK 20
PERIOD BEGIN : 05/01/2019
PERIOD END : 05/15/2019

ok
21

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 05/15/2019. 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	34776.17	
READYCHEX DEBITED FROM YOUR ACCOUNT	0.00	NUMBER OF PAYROLL CHECKS 15
TOTAL NET PAYROLL	34776.17	

BILLING PAYMENT	233.05	Withdrawal made by PAYCHEX INC. on above check date.
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AMOUNT DEBITED FROM TAX ACCOUNT	18004.23	
TOTAL TAX LIABILITY DUE BY CLIENT	0.00	
TOTAL TAX LIABILITY	18004.23	NUMBER OF CHECKS PRINTED 15
TOTAL NET PAYROLL, TAX LIABILITY, AND SERVICES	52780.40	
TOTAL COST OF PAYROLL	53013.45	NUMBER OF MANUAL/VOID TRANSACTIONS 0

TAX DEPOSITS DUE

TAX AGENCY	TAXPAY	NON-TAXPAY	DUE DATE
FEDERAL	15151.57		05/22/2019 Deposit made by PAYCHEX INC. on your behalf.
STATE - CA	2852.66		05/22/2019 Deposit made by PAYCHEX INC. on your behalf.

NEXT PERIOD DATES

CHECK DATE : 05/31/2019 WEEK 22 **TRANSMIT DATE :** 05/03/2019
PERIOD BEGIN : 05/16/2019
PERIOD END : 05/31/2019

MAY 29, 2019

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

**CHECK DATE : 05/31/2019 WEEK 22
PERIOD BEGIN : 05/16/2019
PERIOD END : 05/31/2019**

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 05/31/2019. 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	33890.56		
READYCHEX DEBITED FROM YOUR ACCOUNT	0.00	NUMBER OF PAYROLL CHECKS	15
TOTAL NET PAYROLL	33890.56		
 BILLING PAYMENT	 233.05	✓	Withdrawal made by PAYCHEX INC. on above check date.

AMOUNT DEBITED FROM TAX ACCOUNT	16587.53	✓	
TOTAL TAX LIABILITY DUE BY CLIENT	0.00		
TOTAL TAX LIABILITY	16587.53	NUMBER OF CHECKS PRINTED	15
TOTAL NET PAYROLL, TAX LIABILITY, AND SERVICES	50478.09		
TOTAL COST OF PAYROLL	50711.14	NUMBER OF MANUAL/VOID TRANSACTIONS	0

TAX DEPOSITS DUE

TAX AGENCY	TAXPAY	NON-TAXPAY	DUE DATE
FEDERAL	14073.73		06/05/2019 Deposit made by PAYCHEX INC. on your behalf;
STATE - CA	2513.80		06/05/2019 Deposit made by PAYCHEX INC. on your behalf.

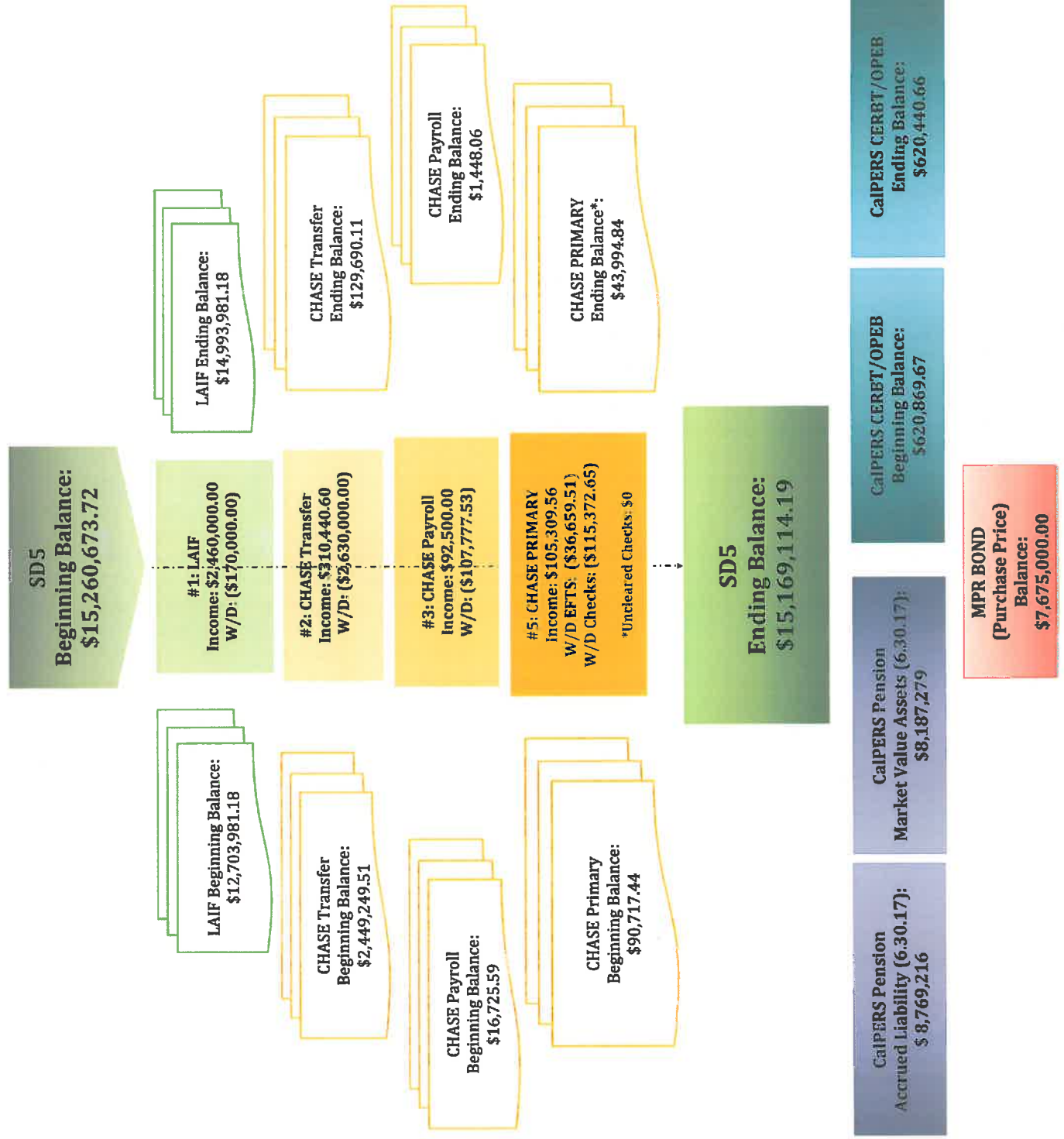
NEXT PERIOD DATES

**CHECK DATE : 06/14/2019 WEEK 24 TRANSMIT DATE : 05/17/2019
PERIOD BEGIN : 06/01/2019
PERIOD END : 06/15/2019**

OK
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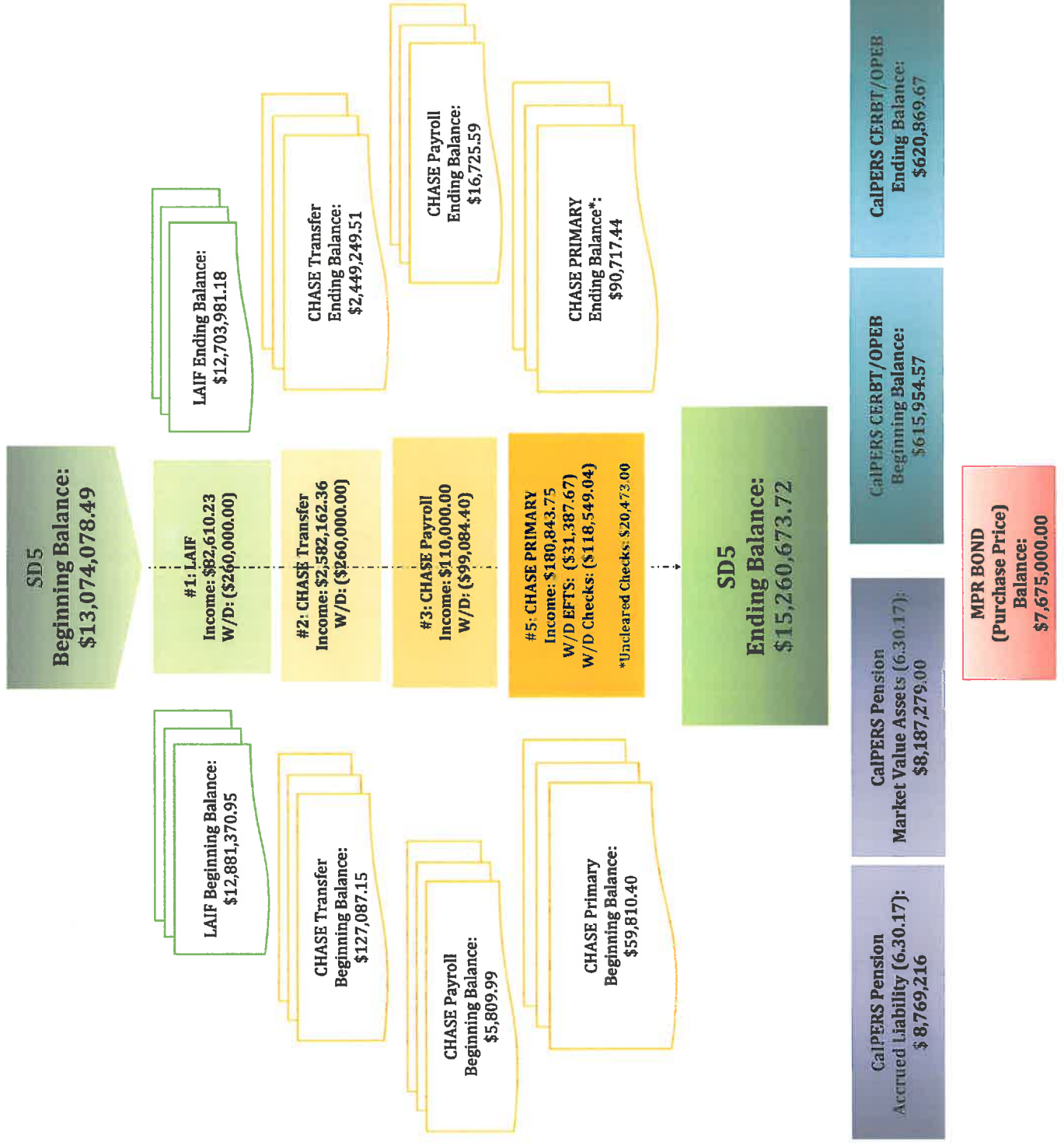
CASH FLOW CHART

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



CASH FLOW CHART

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



10:54 AM
06/11/19

Sanitary Distr. No.5 of Marin Co.
Comparative Balance Sheet - Abbreviated
As of May 31, 2019

Item #3

	May 31, 19	Apr 30, 19	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
Local Agency Investment Fund			
Belvedere			
Belvedere Operating	3,754,866.97	3,839,554.24	-84,687.27
Belvedere Operating Reserve	284,923.05	284,923.05	0.00
Belvedere Capital & CIP Reserve	3,118,622.35	3,118,622.35	0.00
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	<u>7,667,192.37</u>	<u>7,751,879.64</u>	<u>-84,687.27</u>
Tiburon			
Tiburon Operating	2,430,164.01	204,215.34	2,225,948.67
Tiburon Operating Reserve	414,430.00	414,430.00	0.00
Tiburon Capital & CIP Reserve	3,562,824.80	3,414,086.20	148,738.60
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	<u>7,326,788.81</u>	<u>4,952,101.54</u>	<u>2,374,687.27</u>
Total Local Agency Investment Fund	<u>14,993,981.18</u>	<u>12,703,981.18</u>	<u>2,290,000.00</u>
JP Morgan Chase - Primary 7399	43,994.84	70,244.44	-26,249.60
JP Morgan Chase - Payroll 7506	1,448.06	16,725.59	-15,277.53
JP Morgan Chase - Transfer 7522	129,690.11	2,449,249.51	-2,319,559.40
Total Checking/Savings	<u>15,169,114.19</u>	<u>15,240,200.72</u>	<u>-71,086.53</u>
Accounts Receivable			
Accounts Receivable	24,038.43	24,038.43	0.00
Total Accounts Receivable	<u>24,038.43</u>	<u>24,038.43</u>	<u>0.00</u>
Other Current Assets			
Prepaid Expense	77,118.90	76,478.90	640.00
Petty Cash	881.92	881.92	0.00
Total Other Current Assets	<u>78,000.82</u>	<u>77,360.82</u>	<u>640.00</u>
Total Current Assets	<u>15,271,153.44</u>	<u>15,341,599.97</u>	<u>-70,446.53</u>
Fixed Assets	<u>19,641,712.20</u>	<u>19,641,712.20</u>	<u>0.00</u>
TOTAL ASSETS	<u>34,912,865.64</u>	<u>34,983,312.17</u>	<u>-70,446.53</u>
LIABILITIES & EQUITY			
Liabilities	9,034,824.60	9,034,824.60	0.00
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	2,585,621.45	2,656,067.98	-70,446.53
Total Equity	<u>25,878,041.04</u>	<u>25,948,487.57</u>	<u>-70,446.53</u>
TOTAL LIABILITIES & EQUITY	<u>34,912,865.64</u>	<u>34,983,312.17</u>	<u>-70,446.53</u>

10:55 AM

06/11/19

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

	Jul '18 - May 19	Budget	\$ Over Budget	% of Bu...
Ordinary Income/Expense				
Income				
5000 · Property Taxes				
5001.2 · TEETER	756,265.13	700,000.00	56,265.13	108.0%
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	476.08	0.00	476.08	100.0%
5006 · SPLU	153.53	100.00	53.53	153.5%
5041 · SUPSEC	15,760.59	15,000.00	760.59	105.1%
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	3,186.12	3,333.00	-146.88	95.6%
Total 5000 · Property Taxes	1,126,691.43	981,933.00	144,758.43	114.7%
5007 · Sewer Service Charge				
5007.1 · Sewer Service - Tiburon Ops	2,090,747.57	2,223,002.68	-132,255.11	94.1%
5007.5 · Sewer Service - Tiburon Cap	479,787.97	507,742.01	-27,954.04	94.5%
5007.2 · Sewer Service-Belv Ops	1,294,015.31	1,346,023.72	-52,008.41	96.1%
5007.3 · Sewer Service-Belv Cap	913,636.86	950,357.28	-36,720.42	96.1%
Total 5007 · Sewer Service Charge	4,778,187.71	5,027,125.69	-248,937.98	95.0%
5201 · Interest				
5201.2 · Interest LAIF	214,159.43	25,000.00	189,159.43	856.6%
Total 5201 · Interest	214,159.43	25,000.00	189,159.43	856.6%
5900.3 · Connection Fees				
5900.30 · Connection Permit Fees	7,000.00	5,000.00	2,000.00	140.0%
5900.31 · Collection	222,888.00	80,000.00	142,888.00	278.6%
5900.34 · Treatment	346,604.00	80,000.00	266,604.00	433.3%
Total 5900.3 · Connection Fees	576,492.00	165,000.00	411,492.00	349.4%
5900.4 · Inspection Permit Fees	21,500.00	7,500.00	14,000.00	286.7%
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	6,784,940.14	6,284,521.69	500,418.45	108.0%
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	31,727.65	100,000.00	-68,272.35	31.7%
6018 · Travel & Meetings				
6018.1 · Meetings & Travel	5,125.64	7,000.00	-1,874.36	73.2%
6018.2 · Standby Mileage Expense Reimb	6,283.10	8,000.00	-1,716.90	78.5%
Total 6018 · Travel & Meetings	11,408.74	15,000.00	-3,591.26	76.1%
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%

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

	Jul '18 - May 19	Budget	\$ Over Budget	% of Bu...
6039 • Legal	38,696.38	70,000.00	-31,303.62	55.3%
6047 • Office Supplies	3,150.13	7,000.00	-3,849.87	45.0%
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	0.00	0.00	0.00	0.0%
Total 6000 • Administrative Expenses	187,761.97	350,314.00	-162,552.03	53.6%
7000 • Ops & Maintenance Expenses				
7010 • Pumps & Lines Maintenance				
7011 • Pumps & Lines Maintenance	61,127.53	200,000.00	-138,872.47	30.6%
7013 • Emergency Line Repair	26,677.05	50,000.00	-23,322.95	53.4%
Total 7010 • Pumps & Lines Maintenance	87,804.58	250,000.00	-162,195.42	35.1%
7020 • Main Plant Maintenance				
7021 • Plant Maintenance Supplies	6,385.81	10,000.00	-3,614.19	63.9%
7022 • Plant Maint. Parts & Service	41,395.62	50,000.00	-8,604.38	82.8%
7023 • Janitorial Supplies & Service	6,994.43	5,000.00	1,994.43	139.9%
7024 • Main Plant Chemicals	75,328.24	100,000.00	-24,671.76	75.3%
7025 • Lab Supplies & Chemicals	13,264.86	10,000.00	3,264.86	132.6%
7027 • Electrical & Instrument	2,800.65	5,000.00	-2,199.35	56.0%
7028 • Grounds Maintenance	3,037.58	5,000.00	-1,962.42	60.8%
7029 • Main Plant Sludge Disposal	19,561.70	30,000.00	-10,438.30	65.2%
7030 • Main Plant Outfall	0.00	0.00	0.00	0.0%
Total 7020 • Main Plant Maintenance	168,768.89	215,000.00	-46,231.11	78.5%
7040 • Paradise Cove Plant Maint				
7041 • Paradise Parts & Service	3,072.15	10,000.00	-6,927.85	30.7%
7042 • Paradise Supplies & Chemicals	2,531.91	5,000.00	-2,468.09	50.6%
7043 • Paradise Sludge Disposal	7,279.93	6,000.00	1,279.93	121.3%
Total 7040 • Paradise Cove Plant Maint	12,883.99	21,000.00	-8,116.01	61.4%
7050 • Monitoring				
7051 • Main Plant Lab Monitoring	41,460.42	45,000.00	-3,539.58	92.1%
7052 • Paradise Cove Monitoring	16,215.00	10,000.00	6,215.00	162.2%
7053 • Chronic Toxicity Program Eval	0.00			
Total 7050 • Monitoring	57,675.42	55,000.00	2,675.42	104.9%
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	5,582.16	8,000.00	-2,417.84	69.8%
7072 • Truck Maintenance	5,945.94	4,000.00	1,945.94	148.6%
Total 7070 • Truck Maintenance	11,528.10	12,000.00	-471.90	96.1%
Total 7000 • Ops & Maintenance Expenses	386,819.47	601,000.00	-214,180.53	64.4%
8000 • Salaries and Benefits Expenses				
8001 • Salaries	859,828.96	996,691.40	-136,862.44	86.3%
8003 • Overtime	139,045.20	100,000.00	39,045.20	139.0%
8004 • Standby Pay	63,724.65	67,080.00	-3,355.35	95.0%
8006 • Vacation Buyout	41,125.19	25,000.00	16,125.19	164.5%
8013 • Payroll Taxes	81,050.66	88,000.00	-6,949.34	92.1%
8015 • Payroll/Bank Fees	2,726.18	5,500.00	-2,773.82	49.6%
8016 • Car Allowance	6,000.00	6,000.00	0.00	100.0%
8019 • PERS Retirement				
8019.05 • PERS Retirement	129,187.63	201,134.11	-71,946.48	64.2%
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	129,187.63	495,534.11	-366,346.48	26.1%

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

	Jul '18 - May 19	Budget	\$ Over Budget	% of Bu...
8020 - Employee Health				
8020.05 - Employee Health	161,654.27	174,282.98	-12,628.71	92.8%
8021 - Employee Health Deductions	-4,239.77	-8,000.00	3,760.23	53.0%
Total 8020 - Employee Health	157,414.50	166,282.98	-8,868.48	94.7%
8022 - Retiree Health				
8022.05 - Retiree Health	51,868.15	58,626.86	-6,758.71	88.5%
8022.10 - CERBT/OPEB Annual Arc Contribtn	0.00	67,900.00	-67,900.00	0.0%
Total 8022 - Retiree Health	51,868.15	126,526.86	-74,658.71	41.0%
8023 - Workers Comp Insurance	19,613.00	23,138.50	-3,525.50	84.8%
Total 8000 - Salaries and Benefits Expenses	1,551,584.12	2,099,753.85	-548,169.73	73.9%
8500 - Other Operating Expenses				
8510 - Data/Alarms/IT Supp & Licensing	74,602.35	75,000.00	-397.65	99.5%
8515 - Safety	6,195.41	20,000.00	-13,804.59	31.0%
8520 - Personal Protection/Safety Wear	14,187.20	15,000.00	-812.80	94.6%
8530 - Telephone				
8531 - Main Plant Telephones	7,289.66	11,000.00	-3,710.34	66.3%
8532 - Paradise Cove Telephones	3,469.52	4,000.00	-530.48	86.7%
8533 - Pumps & Lines Telephones	5,258.42	7,000.00	-1,741.58	75.1%
Total 8530 - Telephone	16,017.60	22,000.00	-5,982.40	72.8%
8540 - Utilities				
8541 - Water	3,613.41	3,500.00	113.41	103.2%
8542 - Main Plant Utilities	138,023.64	180,000.00	-41,976.36	76.7%
8543 - Paradise Cove Utilities	11,189.67	13,500.00	-2,310.33	82.9%
8544 - Pump Station Utilities	28,643.07	35,000.00	-6,356.93	81.8%
Total 8540 - Utilities	181,469.79	232,000.00	-50,530.21	78.2%
Total 8500 - Other Operating Expenses	292,472.35	364,000.00	-71,527.65	80.3%
Total Expense	2,418,637.91	3,415,067.85	-996,429.94	70.8%
Net Ordinary Income	4,366,302.23	2,869,453.84	1,496,848.39	152.2%
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	307,310.06	325,000.00	-17,689.94	94.6%
9302 - PS Control Panel Upgrades	59,971.35	60,000.00	-28.65	100.0%
9303 - Lateral Camera	13,750.48	25,000.00	-11,249.52	55.0%
9304 - Belvedere Sewer Line Rehab Prog	293,967.84	250,000.00	43,967.84	117.6%
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	39,376.75	20,000.00	19,376.75	196.9%
9311 - Cove Rd Force Main Project	0.00	0.00	0.00	0.0%
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	760,670.17	825,000.00	-64,329.83	92.2%
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%

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

	<u>Jul '18 - May 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Bu...</u>
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	0.00			
9550 - Undesignated Cap - Belvedere	0.00			
Total 9500 - Undesignated Capital	<u>0.00</u>	<u>35,000.00</u>	<u>-35,000.00</u>	<u>0.0%</u>
Total 9100 - Capital Expenditures	<u>826,355.97</u>	<u>945,000.00</u>	<u>-118,644.03</u>	<u>87.4%</u>
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	<u>799,950.00</u>	<u>801,000.00</u>	<u>-1,050.00</u>	<u>99.9%</u>
Total 9700 - Debt Service	<u>799,950.00</u>	<u>801,000.00</u>	<u>-1,050.00</u>	<u>99.9%</u>
Total Other Expense	<u>1,626,305.97</u>	<u>1,746,000.00</u>	<u>-119,694.03</u>	<u>93.1%</u>
Net Other Income	<u>-1,626,305.97</u>	<u>-1,746,000.00</u>	<u>119,694.03</u>	<u>93.1%</u>
Net Income	<u><u>2,739,996.26</u></u>	<u><u>1,123,453.84</u></u>	<u><u>1,616,542.42</u></u>	<u><u>243.9%</u></u>

**Sanitary Distr. No.5 of Marin Co.
Zone Report
May 2019**

06/11/19

	Paradise ... (Tiburon)	Tiburon - Ot... (Tiburon)	Total Tiburon	Belvedere	TOTAL
Ordinary Income/Expense					
Income					
5000 · Property Taxes					
5004 · REDEMPTION / RDMPT	0.16	4.67	4.83	0.00	4.83
5041 · SUPSEC	97.10	2,801.36	2,898.46	0.00	2,898.46
5046 · Excess ERAF	4,563.55	131,661.83	136,225.38	0.00	136,225.38
5280 · HOPTR	43.95	1,267.98	1,311.93	0.00	1,311.93
Total 5000 · Property Taxes	4,704.76	135,735.84	140,440.60	0.00	140,440.60
5900.3 · Connection Fees					
5900.30 · Connection Permit Fees	0.00	450.00	450.00	100.00	550.00
5900.31 · Collection	0.00	3,483.00	3,483.00	0.00	3,483.00
5900.34 · Treatment	0.00	4,815.00	4,815.00	0.00	4,815.00
Total 5900.3 · Connection Fees	0.00	8,748.00	8,748.00	100.00	8,848.00
5900.4 · Inspection Permit Fees	0.00	2,100.00	2,100.00	600.00	2,700.00
5900.9 · Other Income	0.00	0.00	0.00	0.00	0.00
Total Income	4,704.76	146,583.84	151,288.60	700.00	151,988.60
Expense					
6000 · Administrative Expenses					
6008 · Audit & Accounting	-2.92	-84.30	-87.22	-49.26	-136.48
6017 · Consulting Fees	46.53	4,772.25	4,818.78	9,175.02	13,993.80
6018 · Travel & Meetings					
6018.1 · Meetings & Travel	2.16	62.28	64.44	36.39	100.83
6018.2 · Standby Mileage Expense Reimb	47.10	382.85	429.95	182.88	612.83
Total 6018 · Travel & Meetings	49.26	445.13	494.39	219.27	713.66
6020 · Continuing Education	2.52	72.61	75.13	42.42	117.55
6025 · Dues & Subscriptions	47.77	182.88	230.65	106.86	337.51
6039 · Legal	2,082.79	884.84	2,967.63	443.37	3,411.00
6047 · Office Supplies	7.83	225.98	233.81	132.03	365.84
6056 · Postage	0.49	14.22	14.71	8.31	23.02
Total 6000 · Administrative Expenses	2,234.27	6,513.61	8,747.88	10,078.02	18,825.90
7000 · Ops & Maintenance Expenses					
7010 · Pumps & Lines Maintenance					
7011 · Pumps & Lines Maintenance	435.92	5,215.14	5,651.06	-1,561.26	4,089.80
7012 · Sewer Line Spot Repair (>\$5k)	0.00	-900.00	-900.00	0.00	-900.00
7013 · Emergency Line Repair	0.00	-4,050.08	-4,050.08	2,377.63	-1,672.45
Total 7010 · Pumps & Lines Maintenance	435.92	265.06	700.98	816.37	1,517.35
7020 · Main Plant Maintenance					
7022 · Plant Maint. Parts & Service	0.00	9,388.10	9,388.10	5,485.30	14,873.40
7023 · Janitorial Supplies & Service	0.00	1,029.67	1,029.67	601.62	1,631.29
7024 · Main Plant Chemicals	0.00	5,114.94	5,114.94	2,988.48	8,103.42
7025 · Lab Supplies & Chemicals	0.00	2,148.73	2,148.73	1,255.47	3,404.20
7027 · Electrical & Instrument	0.00	0.00	0.00	2,277.57	2,277.57
7028 · Grounds Maintenance	0.00	55.54	55.54	32.45	87.99
7029 · Main Plant Sludge Disposal	0.00	1,417.63	1,417.63	828.28	2,245.91
Total 7020 · Main Plant Maintenance	0.00	19,154.61	19,154.61	13,469.17	32,623.78
7040 · Paradise Cove Plant Maint					
7041 · Paradise Parts & Service	58.60	0.00	58.60	0.00	58.60
7042 · Paradise Supplies & Chemicals	153.57	0.00	153.57	0.00	153.57
7043 · Paradise Sludge Disposal	1,029.11	0.00	1,029.11	0.00	1,029.11
Total 7040 · Paradise Cove Plant Maint	1,241.28	0.00	1,241.28	0.00	1,241.28
7050 · Monitoring					
7051 · Main Plant Lab Monitoring	0.00	2,516.75	2,516.75	1,470.50	3,987.25
7052 · Paradise Cove Monitoring	309.00	0.00	309.00	0.00	309.00
Total 7050 · Monitoring	309.00	2,516.75	2,825.75	1,470.50	4,296.25
7070 · Truck Maintenance					

**Sanitary Distr. No.5 of Marin Co.
Zone Report
May 2019**

06/11/19

	Paradise ... (Tiburon)	Tiburon - Ot... (Tiburon)	Total Tiburon	Belvedere	TOTAL
7072 · Truck Maintenance	86.02	2,482.95	2,568.97	1,450.70	4,019.67
Total 7070 · Truck Maintenance	86.02	2,482.95	2,568.97	1,450.70	4,019.67
Total 7000 · Ops & Maintenance Expenses	2,072.22	24,419.37	26,491.59	17,206.74	43,698.33
8000 · Salaries and Benefits Expenses					
8001 · Salaries	1,682.66	48,569.13	50,251.79	28,377.20	78,628.99
8003 · Overtime	331.67	9,573.66	9,905.33	5,593.54	15,498.87
8004 · Standby Pay	115.78	3,341.76	3,457.54	1,952.48	5,410.02
8006 · Vacation Buyout	75.64	2,183.35	2,258.99	1,275.66	3,534.65
8007 · Voluntary Deductions	0.00	11.62	11.62	0.00	11.62
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	168.33	4,858.76	5,027.09	2,838.80	7,865.89
8015 · Payroll/Bank Fees	54.92	-514.93	-460.01	926.11	466.10
8019 · PERS Retirement					
8019.05 · PERS Retirement	249.95	7,214.74	7,464.69	4,215.30	11,679.99
Total 8019 · PERS Retirement	249.95	7,214.74	7,464.69	4,215.30	11,679.99
8020 · Employee Health					
8020.05 · Employee Health	329.39	9,512.46	9,841.85	5,556.75	15,398.60
8021 · Employee Health Deductions	-5.36	-154.68	-160.04	-90.36	-250.40
Total 8020 · Employee Health	324.03	9,357.78	9,681.81	5,466.39	15,148.20
8022 · Retiree Health					
8022.05 · Retiree Health	17.78	513.31	531.09	299.90	830.99
Total 8022 · Retiree Health	17.78	513.31	531.09	299.90	830.99
Total 8000 · Salaries and Benefits Expenses	3,020.76	85,109.18	88,129.94	50,945.38	139,075.32
8500 · Other Operating Expenses					
8510 · Data/Alarms/IT Supp & Licensing	23.89	689.48	713.37	402.82	1,116.19
8520 · Personal Protection/Safety Wear	25.41	733.42	758.83	428.51	1,187.34
8530 · Telephone					
8531 · Main Plant Telephones	0.00	393.28	393.28	229.78	623.06
8532 · Paradise Cove Telephones	301.59	0.00	301.59	0.00	301.59
8533 · Pumps & Lines Telephones	173.48	305.32	478.80	0.00	478.80
Total 8530 · Telephone	475.07	698.60	1,173.67	229.78	1,403.45
8540 · Utilities					
8541 · Water	0.00	460.04	460.04	332.40	792.44
8542 · Main Plant Utilities	0.00	7,857.58	7,857.58	4,591.06	12,448.64
8543 · Paradise Cove Utilities	1,079.75	0.00	1,079.75	0.00	1,079.75
8544 · Pump Station Utilities	219.64	1,317.91	1,537.55	1,172.56	2,710.11
Total 8540 · Utilities	1,299.39	9,635.53	10,934.92	6,096.02	17,030.94
Total 8500 · Other Operating Expenses	1,823.76	11,757.03	13,580.79	7,157.13	20,737.92
Total Expense	9,151.01	127,799.19	136,950.20	85,387.27	222,337.47
Net Ordinary Income	-4,446.25	18,784.65	14,338.40	-84,687.27	-70,348.87
Net Income	-4,446.25	18,784.65	14,338.40	-84,687.27	-70,348.87

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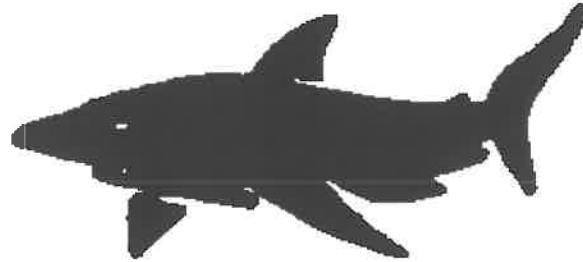
Sanitary Distr. No.5 of Marin Co.
Monthly O.T. Report
May 2019

06/11/19

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
Cottrell, Rulon						
Check	05/15/19	1351-3186	Cottrell, Rulon	70.0 Hrs. Comp Buy-Out	3,444.40	3,444.40
Check	05/31/19	1511-3201	Cottrell, Rulon	14.0 Hrs. O.T. @ 1.5x	688.88	4,133.28
Total Cottrell, Rulon					4,133.28	4,133.28
Dohrmann, Robin						
Check	05/15/19	1351-3188	Dohrmann, Robin	12.5 Hrs. O.T. @ 1.5x	904.15	904.15
Check	05/31/19	1511-3203	Dohrmann, Robin	19.5 Hrs. O.T. @ 1.5x	1,439.27	2,343.42
Total Dohrmann, Robin					2,343.42	2,343.42
Driscoll, Stephen						
Check	05/15/19	1351-3190	Driscoll, Stephen	4.0 Hrs. O.T. @ 1.5x	325.50	325.50
Check	05/15/19	1351-3190	Driscoll, Stephen	2.0 Hrs. O.T. @ 2.0x	217.00	542.50
Check	05/31/19	1511-3205	Driscoll, Stephen	14.0 Hrs. O.T. @ 1.5x	1,139.24	1,681.74
Total Driscoll, Stephen					1,681.74	1,681.74
La Torre, Daniel P.						
Check	05/15/19	1351-3192	La Torre, Daniel P.	80.0 Hrs. Comp Buy-Out	3,936.46	3,936.46
Check	05/31/19	1511-3207	La Torre, Daniel P.	8.5 Hrs. O.T. @ 1.5x	627.37	4,563.83
Total La Torre, Daniel P.					4,563.83	4,563.83
Rosser, John						
Check	05/15/19	1351-3194	Rosser, John	2.75 O.T. @ 1.5x	193.31	193.31
Check	05/15/19	1351-3194	Rosser, John	1.50 O.T. @ 2.0x	140.59	333.90
Check	05/31/19	1511-3209	Rosser, John	5.25 O.T. @ 1.5x	369.04	702.94
Check	05/31/19	1511-3209	Rosser, John	9.0 O.T. @ 2.0x	843.53	1,546.47
Total Rosser, John					1,546.47	1,546.47
Triola, Joseph						
Check	05/15/19	1351-3198	Triola, Joseph	10.0 Hrs. O.T. @ 1.5x	738.09	738.09
Check	05/15/19	1351-3198	Triola, Joseph	2.0 Hrs. O.T. @ 2.0x	196.82	934.91
Check	05/31/19	1511-3213	Triola, Joseph	4.0 Hrs. O.T. @ 1.5x	295.23	1,230.14
Total Triola, Joseph					1,230.14	1,230.14
TOTAL					15,498.88	15,498.88

Sanitary District No. 5 of Marin County



District Management Report May 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: June 20, 2019
To: Board of Directors
From: Tony Rubio, District Manager/ Chief Plant Operator
Subject: Management Report for May 2019

Fiscal Status

Period Covered: July 1, 2018 –May 31, 2019
Percent of Fiscal Year: 91%
Percent of Budgeted Income to Date: 108%
Percent of Budgeted Expenditures to Date: 70.8% (operating only)

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 May 2019 Include:

Financial/Budgetary/Business Administration

- Governance Committee providing one final review of District Code for Codification before bringing to entire board expected at July Board meeting
- Fiscal year19-20 budget completed
- Strategic Plan Reviewed and updated in conjunction with annual budget review
- Completed District Succession Plan.

HR and Personnel

- Recruiting for 2 Maintenance Interns
- Completed District Draft Management Replacement Plan to go to personnel committee for review.

Continuing Education and Safety Training

- Heat Stress
- Reviewing District Emergency Response Plan
- Creating Emergency Preparedness Plan for use on Districts website.

Collection System Performance

Belvedere:

- Sewer line cleaning with Rodder truck under way
- Small Machine work under way

Tiburon:

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

Paradise Cove:

- Submitted No Spill report to RWQCB on CIWQS

Treatment Plant Performance

Paradise Cove:

- Tesco Controls out to site to replace L2000 controller.

Main Plant:

- Submitted April 2019 SMR and DMR to the RWQCB
- Work Orders being performed
- QA/QC Manual developed by Cassie Pruhdel for use in the Lab- Completed

Pollution Prevention Activities

- KC attended P2 Monthly Meeting.

Capital Improvement Projects

- 19 Sewer Rehabilitation Project bid documents prepared by Nute Engineers. Went out to bid May 17. Bids received June 7
- Design of Cove Road force main rehabilitation project underway. Application submitted to Caltrans, new application to be submitted for open cut trench across Tiburon blvd.

RESOLUTION NO. 2019-02

SANITARY DISTRICT NO. 5 OF MARIN COUNTY

**A RESOLUTION APPROVING AND ADOPTING FISCAL YEAR 2018-2019
FINAL BUDGET AND FIXING THE DISTRICT'S TAX ALLOCATION
FOR FISCAL YEAR 2019-2020**

WHEREAS, Sanitary District No. 5 of Marin County has prepared its budget entitled "Fiscal Year 2019-2020 Final Budget" and dated June 20, 2019, and;

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

WHEREAS, Sanitary District No. 5 of Marin County seeks to make certain representations and requests to the County of Marin in regards to the District's tax allocation for fiscal year 2019-2020.

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

1. That the balances on hand as of June 30, 2019, in each of the funds of the District shall be reserved for use by the District during the fiscal year 2019-2020.
2. That the final budget, heretofore presented to the Board, be, and the same is hereby, approved and ordered filed with the County of Marin.
3. That the minimum amount of money required by the District during the fiscal year, ending June 30, 2020, for the purpose of paying the expenses of the District, will be in the sums shown in said budget, and it is hereby estimated that the said sums are the minimum amounts of money required by the District for such purposes during said ensuing fiscal year.
4. That the minimum amount of money required to be raised from taxes for said operating fund will be in the sum shown in said budget, which is the sum that the Board of Supervisors of the County of Marin is hereby requested to direct the County Auditor to allocate to Sanitary District No. 5, or such other amounts as shall be determined to be said District's share of the fiscal year 2019-2020 property tax revenue generated pursuant to the applicable sections of the Revenue and Taxation Code of the State of California and Government Code of the State of California.
5. That the Secretary shall forward certified copies of this resolution to the County of Marin.

* * * * *

I hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Board of Directors of Sanitary District No. 5 of Marin County, California, at a meeting thereof duly held on the 20th day of June 2019, by the following vote:

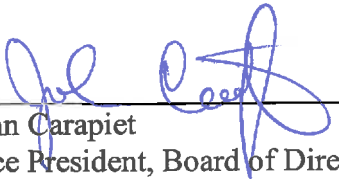
AYES, and in favor thereof, Directors: JOHN CARAPIET, MICHAEL LASKY, CATHERINE BENEDIKTSEN, RICHARD SNYDER

NOES, Directors: NONE

ABSENT, Directors: Tad Macey

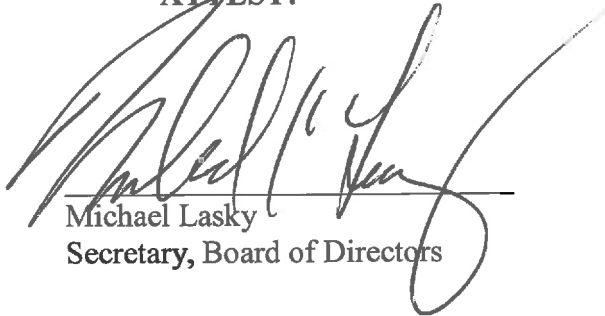
ABSTAIN, Directors: NONE

APPROVED:



John Carapiet
Vice President, Board of Directors

ATTEST:



Michael Lasky
Secretary, Board of Directors

Sanitary District No. 5 of Marin County

FY 2019 - 2020 Budget

June 20, 2019

Prepared by:

Tod Moody, President

John Carapiet, Vice President

Michael Lasky, Secretary

Catharine Benediktsson, Director

Richard Snyder, Director

Tony Rubio, District Manager

Robin Dohrmann, Office Manager

Sanitary District No. 5 of Marin County

Consolidated Budget FY 2019-2020

Income	2018-2019	2018-2019	2019-2020	% Diff.	Tib Zone	Belv Zone
	Budget	Actuals *	Budget			
Property Taxes	981,933	1,169,227	981,933	0%	981,933	0
Tib Sewer Service Charge Revenue	2,730,745	2,691,531	2,710,600	1%	2,710,600	0
Belv Sewer Service Charge Revenue	2,296,381	2,312,310	2,319,969	1%	0	2,319,969
Interest	25,000	214,668	25,000	0%	15,788	9,213
Treatment & Collection Fees	160,000	596,330	200,000	22%	128,080	71,920
Paradise Sewer Extension Fees	12,863	-	13,365	4%	13,365	0
Other Income	100	-	100	0%	63	37
Connection & Inspection Permit Fees	12,500	30,640	20,000	46%	12,630	7,370
SASM Expense Reimbursement	65,000	87,910	65,000	0%	41,049	23,952
Total Budgeted Income	6,284,522	7,102,616	6,335,966	0.8%	3,903,506	2,432,460
Expense						
Operating Expenses	3,467,068	3,393,660	3,716,406	7%	2,393,610	1,322,796
Capital Expenses	1,996,000	2,145,010	3,891,700	64%	2,081,930	1,809,770
Total Budgeted Expenses	5,463,068	5,538,670	7,608,106	32.7%	4,475,540	3,132,566
Net Ordinary Income	821,453	1,563,947	-1,272,140	-154.0%	-572,034	-700,107

* Actual numbers are based on estimates, as of 6.17.19

*** Operating Expenses include Increased CalPERS Reserve Funding

Sanitary District No. 5 of Marin County

Operating Budget

FY 2019 - 2020

Operating Assumptions

Operating Revenue Assumptions:

- Paradise Cove flow represents 2.42% of total flow for District. This percentage reflects Paradise Cove's share of the District-wide revenues
- Tiburon Sewer Service (including Paradise Cove) Charge is \$1,034 per EDU (Equivalent Dwelling Unit). 91.4% Of this revenue is allocated for operational needs to meet SD5's FY19-20 Reserve Fund Policy requirements
- Belvedere Sewer Service Charge is \$1,985 per EDU. 60.2% Of this revenue is allocated for operational needs to meet SD5's FY19-20 Reserve Fund Policy requirements
- Interest revenue for LAIF (Local Agency Investment Fund) accounts is estimated at 1.5% for FY 2019-2020
- "Other Income" account reflects Outstanding A/R, Private Lateral SSO Reimbursements, CAL-Card incentive payments, and CSRMA PLP Dividends

Operating Expense Assumptions:

- "County fees" account reflects Property Tax Collection fees imposed by County (per SB2557) and annual LAFCO (Local Agency Formation Commission) fees
- Salary categories include 3.5% COLA increase
- PERS Classic Members' Employer Contribution Retirement rate is 13.182%, and Employer-paid Employee Contribution rate is 8.64% for FY 2019-2020
- SD5 PERS Classic Members/Employees are scheduled for 3.00% reimbursement to the District for Employer-paid Employee Contribution rate
- Workers compensation premium based on 4.581% composite rate, with an 0.81% experience modification factor
- Paradise Cove operating expense is 2.42% of operating expenses in applicable District-wide categories; this is based on Paradise Cove's average annual percentage of influent flow from the 2018 calendar year
- Belvedere operating expense is 36.85% of main plant-related categories, and 35.96% of expenses that pertain to all three zones; this is based on Belvedere's average annual percentage of influent flow from the 2018 calendar year
- CalPERS Reserve Funding set at 3.5% of CalPERS Market Value Assets, as of 6.30.17

Formulas for Determining Percentage Breakdowns (Operating & Capital)

Belvedere only = 100%

Tiburon only = 100%

Paradise Cove only = 100%

Shared Belvedere : Tiburon = 63.85% : 63.15%

Shared Tiburon : Paradise Cove = 96.22% : 3.78%

Shared Belvedere : Tiburon : Paradise Cove = 35.96% : 61.62% : 2.42%

	2018-2019 Operations Budget	2018-2019 Estimated to Close	2019-2020 Operations Budget	Breakdown by Zone		
				Tib Ops	P.C. Ops	Belv Ops
Operating Income						
Tiburon Sewer Service Charge - Ops	2,198,177	2,172,552	2,454,797	2,362,008	92,791	
Belvedere Sewer Service Charge - Ops	1,346,024	1,355,361	1,396,621	0	0	1,396,621
Other User Fees	24,826	20,235	24,826	24,826	0	0
Interest Earnings	25,000	214,668	25,000	15,405	605	8,990
Connection & Inspection Permit Fees	12,500	30,640	20,000	12,324	484	7,192
SASM Expense Reimbursement	65,000	87,910	65,000	41,049	0	23,952
Other Income	100	100	100	62	2	36
Total Operating Income	3,671,630	3,881,466	3,986,340	2,455,671	93,883	1,436,791

	2018-2019 Operations Budget	2018-2019 Estimated to Close	2019-2020 Operations Budget	Breakdown by Zone		
				Tib Ops	P.C. Ops	Belv Ops
Operating Expense						
Administrative Expenses						
Advertising	1,000	1,000	1,000	616	24	360
Outreach & Newsletter	1,000	0	1,000	616	24	360
Audit & Accounting	32,500	32,500	33,700	20,766	816	12,119
Consulting Fees	100,000	68,550	100,000	61,620	2,420	35,960
Travel & Meetings	15,000	15,000	15,000	9,243	363	5,394
Continuing Education	10,000	2,000	10,000	6,162	242	3,596
County Fees	16,500	17,500	16,500	10,167	399	5,933
Directors Fees	9,000	7,000	9,000	5,546	218	3,236
Dues & Subscriptions	12,000	10,900	25,000	15,405	605	8,990
Elections	7,000	2,200	0	0	0	0
Insurance PLP General Liability	47,966	40,800	42,840	26,398	1,037	15,405
PLP Dividend (FY86/87 - FY10/11)	0	-8,500	0			
Insurance APIP (Real) Property	14,980	13,000	17,377	10,708	421	6,249
Insurance Damage - Auto	1,368	1,350	1,435	884	35	516
Legal	70,000	50,000	70,000	43,134	1,694	25,172
Office Supplies	7,000	4,500	7,000	4,313	169	2,517
Postage	1,000	800	1,000	616	24	360
Pollution Prevention	4,000	4,000	4,000	2,465	97	1,438
Miscellaneous Expense	0	0	0	0	0	0
Total Administrative	350,315	262,600	354,852	218,660	8,587	127,605
Ops & Maintenance Expenses						
Pumps & Lines Maintenance						
Pumps & Lines Maintenance	200,000	200,000	200,000	123,240	4,840	71,920
Emergency Line Repairs	50,000	50,000	50,000	25,000	0	25,000
Total Pumps & Lines Maintenance	250,000	250,000	250,000	148,240	4,840	96,920
Main Plant Maintenance						
Plant Maintenance Supplies	10,000	10,000	10,000	6,315	0	3,685
Plant Maint. Parts & Service	50,000	50,000	50,000	31,575	0	18,425
Janitorial Supplies & Service	5,000	6,000	6,000	3,789	0	2,211
Main Plant Chemicals	100,000	100,000	105,000	66,308	0	38,693
Lab Supplies & Chemicals	10,000	10,000	15,000	9,473	0	5,528
Electrical & Instrument	5,000	5,000	5,000	3,158	0	1,843
Grounds Maintenance	5,000	5,000	8,000	5,052	0	2,948
Main Plant Sludge Disposal	30,000	30,000	30,000	18,945	0	11,055
Main Plant Outfall: SASM	0	0	0	0	0	0
Total Main Plant Maintenance	215,000	216,000	229,000	144,614	0	84,387

	2018-2019 Operations Budget	2018-2019 Estimated to Close	2019-2020 Operations Budget	Breakdown by Zone		
				Tib Ops	P.C. Ops	Belv Ops
Paradise Cove Plant Maintenance						
Paradise Parts & Service	10,000	10,000	10,000	0	10,000	0
Paradise Supplies & Chemicals	5,000	5,000	5,000	0	5,000	0
Paradise Sludge Disposal	6,000	7,000	8,000	0	8,000	0
Total Paradise Cove Plant Maintenance	21,000	22,000	23,000	0	23,000	0
Monitoring						
Main Plant Lab Monitoring	45,000	45,000	45,000	28,418	0	16,583
Paradise Cove Monitoring	10,000	17,000	15,000	0	15,000	0
Dilution Study	0	2,000	20,000	12,630	0	7,370
Total Monitoring	55,000	64,000	80,000	41,048	15,000	23,953
Permits/Fees						
Main Plant NPDES Renewal	0	4,350	0	0	0	0
Permits/Fees - General	40,000	40,000	40,000	25,260	0	14,740
Paradise Cove Permits/Fees	0	6,000	8,000	0	8,000	0
Paradise Cove NPDES Renewal	0	0	0	0	0	0
Total Permits/Fees	40,000	50,350	48,000	25,260	8,000	14,740
Truck Maintenance						
Fuel	8,000	8,000	8,000	4,930	194	2,877
Truck Maintenance	4,000	5,000	5,000	3,081	121	1,798
Total Truck Maintenance	12,000	13,000	13,000	8,011	315	4,675
Total Ops & Maintenance Expenses	593,000	615,350	643,000	367,172	51,155	224,674
Salaries & Benefits						
Salaries	996,691	996,691	1,153,504	710,789	27,915	414,800
Overtime	100,000	130,000	100,000	61,620	2,420	35,960
Standby Pay	67,080	67,080	69,428	42,781	1,680	24,966
Employee Incentives	40,000	5,000	40,000	24,648	968	14,384
Vacation Buyout	25,000	40,000	25,000	15,405	605	8,990
Payroll Taxes	88,000	88,000	94,891	58,472	2,296	34,123
Payroll/Bank Fees	5,500	5,500	5,500	3,389	133	1,978
Car Allowance	6,000	6,000	6,000	3,697	145	2,158
PERS Retirement						
PERS Monthly Contributions	201,134	184,018	147,885	91,127	3,579	53,179
PERS Replacement Benefit Fund (RLL)	0	-8,557	0	0	0	0
PERS UAL Payment	20,000	20,000	20,000	12,324	484	7,192
PERS Asset Gains/Loss	0	0	0	0	0	0
SD5 Retirement Trust	294,400	294,400	286,555	176,575	6,935	103,045
Total PERS Retirement	515,534	489,861	454,440	280,026	10,997	163,417

	2018-2019 Operations Budget	2018-2019 Estimated to Close	2019-2020 Operations Budget	Breakdown by Zone		
				Tib Ops	P.C. Ops	Belv Ops
Salaries & Benefits (Cont'd)						
Employee Health, Dental, Vision, Life Ins., & LTDI						
Retiree Health						
CERBT/OPEB Current Employee Contributions						
Workers Comp Insurance						
Total Salaries & Benefits	2,159,754	2,141,210	2,349,054	1,447,489	56,847	844,720
Other Operating Expenses						
Data/Alarms/IT Support & Licensing						
Safety						
Personal Protection Equipment/Uniforms						
Telephone						
Main Plant Telephones	11,000	11,000	11,000	6,947	0	4,054
Paradise Cove Telephones	4,000	4,000	4,000	0	4,000	0
Pumps & Lines Telephones	7,000	7,000	7,000	6,735	265	0
Total Telephone	22,000	22,000	22,000	13,682	4,265	4,054
Utilities						
Water						
Main Plant Utilities	3,500	4,000	4,000	2,526	0	1,474
Paradise Cove Utilities	180,000	180,000	180,000	113,670	0	66,330
Pump Station Utilities	13,500	13,500	13,500	0	13,500	0
Total Utilities	35,000	35,000	35,000	21,567	847	12,586
Total Other Operating Expenses	364,000	374,500	369,500	222,308	21,395	125,798
Total Operating Expenses	3,467,068	3,393,660	3,716,406	2,255,630	137,980	1,322,796
Net Ordinary Income	204,560	487,810	269,930	200,041	-44,097	113,994

Sanitary District No. 5 of Marin County

Capital Budget

FY 2019 - 2020

Capital Assumptions

Capital Revenue Assumptions:

- Secured Property Tax (TEETER) is a general revenue of the District (Tiburon zone only) and is subject to CA State tax shifts
- Supplemental property tax applies (Tiburon zone only) as homes are re-valued and sold
- Excess ERAF (Educational Revenue Augmentation Fund) reimbursement is announced mid-year
- HOPTR = Home Owner Property Tax Relief
- Belvedere capital income is set at 39.8% of its sewer service charge revenue to meet SD5's FY19-20 Reserve Fund Policy requirements
- Tiburon capital income is set at 8.6% of its sewer service charge revenue to meet SD5's FY19-20 Reserve Fund Policy requirements
- Paradise Drive Sewer Line Extension Fee income estimated: 1 homes @ \$12,838.01 (3.0% CPI Increase) each

Capital Expense Assumptions:

- New capital projects are indicated in notes
- Supplemental property tax applies (Tiburon zone only) as homes are re-valued and sold
- Excess ERAF (Educational Revenue Augmentation Fund) reimbursement is announced mid-year
- HOPTR = Home Owner Property Tax Relief
- Paradise Drive Sewer Line Extension Fee income estimated: 1 homes @ \$13,364.59 (3.9% CPI Increase) each
- Belvedere capital expense is 36.85% of total main plant-related expenditures, based on Belvedere's average annual percentage of influent flow from the 2018 calendar year
- Tiburon capital expense is 63.15% of total main plant-related expenditures, based on Tiburon's average annual percentage of influent flow from the 2018 calendar year
- The remaining (bond payments only) Tiburon Main Plant Rehabilitation (MPR) expense is 64.78% of the total project-related expenditures, based on the MPR Bond split
- The remaining (bond payments only) Belvedere Main Plant Rehabilitation expense is 35.22% of the total project-related expenditures, based on the MPR Bond split

	2018-2019 Capital Budget	2018-2019* Estimated to Close	2019-2020 Capital Budget	Breakdown by Zone		
				Tib Cap	P.C. Cap	Belv. Cap
Capital Income						
Property Taxes						
Property Tax Current Secured - Capital	700,000	792,082	700,000	673,540	26,460	0
Prop Tax Current Unsecured	13,000	14,602	13,000	12,509	491	0
Supplemental Assessment Current	15,000	15,760	15,000	14,433	567	0
Supplemental Assessment Redm	500	476	500	481	19	0
Supplemental Unsecured	100	154	100	96	4	0
Prop Tax Prior Unsecured	0	577	0	0	0	0
Excess ERAF	250,000	335,598	250,000	240,550	9,450	0
HOPTR	3,333	3,186	3,333	3,207	126	0
Other Tax (Unitary, RR, Misc.)	0	6,792	0	0	0	0
Total Property Taxes	981,933	1,169,227	981,933	944,816	37,117	0
Tiburon Sewer Service Charge - Capital	507,742	498,744	230,977	222,246	8,731	0
Belvedere Sewer Service Charge - Capital	950,357	956,950	923,348	0	0	923,348
Connection Fees						
Collection	80,000	238,491	100,000	61,620	2,420	35,960
Treatment	80,000	357,839	100,000	61,620	2,420	35,960
Total Connection Fees	160,000	596,330	200,000	123,240	4,840	71,920
Paradise Drive Sewer Line Extension Fees	12,863	0	13,365	0	13,365	0
Total Capital Income	2,612,895	3,221,250	2,349,622	1,290,302	64,053	995,268

	2018-2019 Capital Budget	2018-2019* Estimated to Close	2019-2020 Capital Budget	Breakdown by Zone		
				Tib Cap	P.C. Cap	Belv. Cap
Capital Expenditures						
Main Plant Equip Capital Expense						
LED Lighting Upgrades	0	25,571	0	0	0	0
Boiler Replacement	0	5,551	0	0	0	0
Screw Press Poly Blend Redundancy	15,000	15,734	0	0	0	0
Odor Control Upgrades	50,000	20,000	0	0	0	0
Headworks Grinder Replacement	20,000	18,830	15,000	9,473	0	5,528
Flare Rehabilitation	0	0	50,000	31,575	0	18,425
Underground Pipe & Valve Replacement	0	0	200,000	126,300	0	73,700
Total Main Plant Equip Capital Expense	85,000	85,686	265,000	167,350	0	97,650
Pumps & Lines Capital						
Tiburon Sewer Line Rehab	325,000	450,000	600,000	600,000	0	0
Pump Station Control Panel Upgrades	60,000	60,000	40,000	0	0	40,000
Lateral Camera	25,000	15,000	0	0	0	0
Belvedere Sewer Line Rehab	250,000	500,000	600,000	0	0	600,000
PS Pump & Valve Replacement Program	75,000	75,000	50,000	25,000	0	25,000
PS Generator Replacement	0	0	20,000	0	0	20,000
Force Main Rehab - Multiple Sites	0	0	400,000	400,000	0	0
Belvedere Pump Station #13 & #14, Communication Project	20,000	47,000	0	0	0	0
Cove Rd. Force Main Replacement - Engineering	100,000	31,450	0	0	0	0
Cove Rd. Force Main Replacement - Construction, Ph. I	100,000	0	600,000	0	0	600,000
Man Hole Rehabilitation	50,000	0	0	0	0	0
Vactor Truck	0	0	300,000	189,450	0	110,550
Tiburon Pump Station Communications (Radio) Upgrade Project	20,000	42,000	0	0	0	0
Total Pumps & Lines Capital	1,025,000	1,220,450	2,610,000	1,214,450	0	1,395,550
Paradise Cove Capital						
P.C. Communications Upgrade	0	0	20,000	0	20,000	0
P.C. Influent Wet Well Access Replacement	0	0	25,000	0	25,000	0
P.C. Flow Meter Replacement	0	0	10,000	0	10,000	0
P.C. Painting at Plant	0	0	75,000	0	75,000	0
P.C. UV Disinfection	0	0	0	0	0	0
Total Paradise Cove Capital	0	0	130,000	0	130,000	0

	2018-2019 Capital Budget	2018-2019* Estimated to Close	2019-2020 Capital Budget	Breakdown by Zone		
				Tib Cap	P.C. Cap	Belv. Cap
Undesignated Capital						
Undesignated Cap - Main Plant	25,000	0	25,000	15,738	0	9,213
Undesignated Cap - Paradise Cove	10,000	8,900	10,000	0	10,000	0
Undesignated Cap - Tiburon	25,000	0	25,000	25,000	0	0
Undesignated Cap - Belvedere	25,000	23,578	25,000	0	0	25,000
Total Undesignated Capital	85,000	32,478	85,000	40,738	10,000	34,213
Debt Service						
Debt Service - MPR Bond Principal	460,000	470,000	470,000	2%	304,466	0
Debt Service - MPR Bond Interest	339,950	335,350	330,650	-3%	214,195	0
Total Debt Service	801,000	806,400	801,700	0.1%	519,341	0
Total Capital Expenditures	1,996,000	2,145,010	3,891,700	64.4%	1,941,930	1,809,770
Net Capital Income	616,900	1,076,240	-1,542,080	-250.0%	-651,630	-814,500

Sanitary District No. 5 of Marin County

Capital Improvement Program

FY 2019/2020 – FY2028/2029

SUMMARY OF CAPITAL IMPROVEMENT PROGRAM

Project Descriptions	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	TOTAL
Main Plant	265,000	230,000	65,000	50,000	275,000	515,000	515,000	15,000	215,000	185,000	2,330,000
Tiburón Pumps & Lines	1,239,450	200,000	375,000	625,000	625,000	775,000	1,125,000	425,000	375,000	425,000	6,189,450
Belvedere Pumps & Lines	1,420,550	770,000	700,000	320,000	300,000	535,000	550,000	535,000	1,050,000	315,000	6,495,550
Paradise Cove	140,000	275,000	285,000	60,000	10,000	70,000	35,000	10,000	110,000	10,000	1,005,000
MPR Debt Service	825,650	825,970	824,000	824,075	818,500	816,875	818,875	814,500	813,750	816,375	8,198,570
TOTAL	3,890,650	2,300,970	2,249,000	1,879,075	2,028,500	2,711,875	3,043,875	1,799,500	2,563,750	1,751,375	24,218,570

MAIN PLANT CAPITAL IMPROVEMENT PROGRAM

M.P. Project Description	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	TOTAL
Screw Press Poly Blend Redundancy		15,000									15,000
Dry Weather Influent Pump				35,000						35,000	70,000
Wet Weather Influent Pump					60,000					60,000	120,000
Flare Rehabilitation	50,000										50,000
Headworks Grinder Replacement	45,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	150,000
Maintenance Shop Replacement/Ops Control					500,000	500,000	500,000				1,000,000
Underground Pipe and Valve Replacement	200,000										200,000
(Utility) Truck Purchase			60,000							75,000	135,000
Emergency Outfall Replacement		200,000							200,000		200,000
Aeration Basin Diffuser Upgrade											
Emergency Generator Replacement											
MPR Bond Payment	300,650	300,000	799,000	799,075	799,500	791,875	793,875	789,500	798,750	791,375	7,948,570
Undesignated Capital Projects	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
<i>Treatment Plant Total</i>	1,090,550	1,055,970	889,000	874,075	1,093,500	1,331,875	1,333,875	829,500	1,028,750	1,001,375	10,528,570

MAIN PLANT CAPITAL IMPROVEMENT PROJECTS

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

TIBURON CAPITAL IMPROVEMENT PROGRAM

<i>Tiburon Project Description</i>	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	TOTAL
Sewer Line Rehabilitation Program	600,000		325,000	325,000	325,000	325,000	325,000	325,000	325,000	325,000	3,200,000
Pump and Valve Replacement Program	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
Communications Upgrade Project											0
Force Main Rehabilitation- Multiple Sites	400,000			200,000	200,000	350,000	700,000				1,850,000
Man Hole Rehabilitation		50,000		50,000		50,000		50,000		50,000	250,000
Flow Meter Upgrade Project					50,000		50,000				100,000
CCTV Sewer System w/ New PACP Data		100,000									100,000
Vector Truck	189,450										189,450
Undesignated Capital Projects	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
<i>Tiburon Total</i>	1,239,450	200,000	375,000	625,000	625,000	775,000	1,125,000	425,000	375,000	425,000	6,189,450

TIBURON ZONE PUMPS & LINES CAPITAL IMPROVEMENT PROJECTS

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

BELVEDERE CAPITAL IMPROVEMENT PROGRAM

Belvedere Project Description	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	TOTAL
Sewer Line Rehabilitation Program	600,000	0	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,600,000
Pump and Valve Replacement Program	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
Pump Station Control Panel - Upgrade	40,000						150,000				190,000
Pump Station - Generator Replacement #1 & #2	20,000		100,000								120,000
Cove Rd. Force Main Rehabilitation Project	500,000	500,000									1,000,000
Force Main Replacement (multiple sites)						200,000		200,000	750,000		1,150,000
Power Feed Improvement Project (BPS #9, #10, #11)			300,000								300,000
CCTV Sewer System w/ New PACP Data		100,000									100,000
Vector Truck	110,550										110,550
San Rafael Ave Diverter Line Install							100,000				100,000
Flow Meter Install Project						15,000		15,000		15,000	45,000
Man Hole Rehabilitation						20,000		20,000			40,000
Undesignated Capital Projects	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
Belvedere Total	1,420,550	770,000	700,000	320,000	300,000	535,000	550,000	535,000	1,050,000	315,000	6,495,550

BELVEDERE ZONE PUMPS & LINES CAPITAL IMPROVEMENT PROJECTS

Belvedere Zone Pumps & Line Project Name	DESCRIPTION
Sewer Line Rehabilitation Program	These funds will be used for the ongoing Board approved 10-year sewer rehabilitation program. 7,844 lf of pipe remain to be rehabbed/replaced from the Harris Reports.
Program	The District has 24 pump stations with 2-3 pumps in each station. The life expectancy for these pumps are 7-10 years. Therefore, the District has a program to replace pumps over a period of time instead of replacing them all at once.
Pump Station Control Panel Replacement	Within the Belvedere Zone, there are many pump stations with single-phase power with capacitors installed in the panel to generate three-phase power. The District is replacing the generators to new standardized control panels. To date - station #15, 14,13,12,5 & 3 control panels have been replaced. Need to purchase panels for #2 & #7
Pump Station Generator Replacement	Standby generators at the Belvedere pump stations were installed in the early 1980. Station #3 Generator recently replaced need to replace station #1 & #2 Generators
Pump Station Comm. Upgrade Project	These funds will be used to provide alarming and communication back to the Main Plant SCADA system. The new communication equipment will be standardized
Cove Rd. Force Main Replacement	These fund will be used to replace 2107 lf of 10' force main. The force main has blown out on two occasions prior to 2005. According to previous Staff, it was difficult to find good pipe material to connect to, when making the repair. Recently the force main was compromised as a result of a 3rd party. Same issue was encountered when repairing. The current pipe size also lacks capacity during major wet weather events.
Lagoon Rd. Power Feed Improvement Project	Lagoon Rd. has 3 pump stations which pump sewage to one another. These station have no back-up power. These funds would be available to purchase a generator and install power conduits to connect all three stations in order to provide immediate back up power to these sifes and it also reduce staff overtime. Emergency preparedness
Flow Meter Installation Project	This project will consist of installing flow meters at certain corresponding pump stations to record flows from each site. This will assist with flow monitoring and assist District's continued effort to reduce l&l.
San Rafael Ave. Diverter Project	This project will consist of evaluating current flows and collection system capacity at the intersection of Westshore and San Rafael Ave., feeding into TPS #3.
Manhole Rehabilitation Project	This Project will consist of rehabilitating or replacing man holes in the Tiburon area that have have defeciencies due to hydrogen sulfide deterioration.
CCTV Sewer System	This project will consist of retelivizing the belvedere collection system in order to get an updated condition of the sewer system and to assist in establishing an updated CIP program for sewer rehabilitation projects.
Undesignated Capital Projects	These monies are for unforeseen problems within the collection system.

PARADISE COVE PLANT CAPITAL IMPROVEMENT PROGRAM

<i>Paradise Cove Project Description</i>	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	TOTAL
Paradise Sewer Line Rehab Project		250,000	250,000								500,000
Grit Removal Project				50,000							50,000
Plant Grating Replacement- Fiberglass		15,000									15,000
Communications Upgrade	20,000										20,000
Influent Wet Well Access Replacement	25,000										25,000
Flow Meter Replacement	10,000										10,000
UV Disinfection						60,000					60,000
Pump Replacement Program			25,000				25,000				50,000
Paint Treatment Plant	75,000								100,000		175,000
Undesignated Capital Projects	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
Paradise Cove Total	140,000	275,000	285,000	60,000	10,000	70,000	35,000	10,000	110,000	10,000	1,005,000

PARADISE COVE ZONE PUMPS & LINES CAPITAL IMPROVEMENT PROJECTS

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

Sanitary District No. 5 of Marin County

Five-Year History: Detailed Comparison

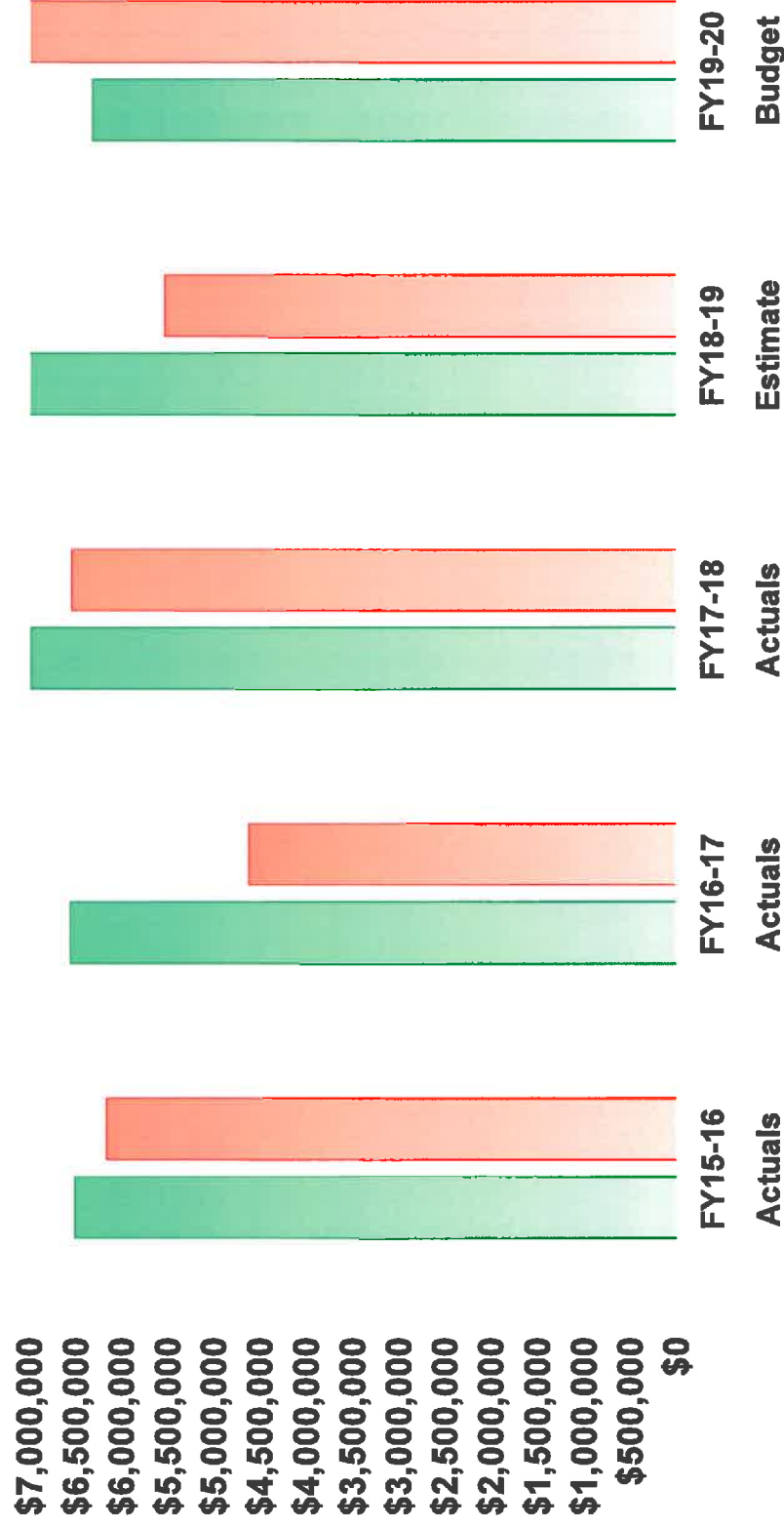
FY 2015/2016 – FY2019/2020

Actuals FY15-16	Actuals FY16-17	Actuals FY17-18	Estimate FY18-19	Budget FY19-20
\$6,525,715	\$6,574,936	\$6,997,488	\$7,102,670	\$6,335,966
\$6,183,400	\$4,632,360	\$6,553,260	\$5,544,107	\$7,604,106

Total Income

Total Expenses

SD5 Five-Year Total Comparison



Ordinary Income/Expense
Income

	Actuals FY15-16	Actuals FY16-17	Actuals FY17-18	Estimate FY18-19	Budget FY19-20
5000 - Property Taxes					
5001.2 - Prop Tax Current Secured - Cap	703,936.84	692,382.26	747,671.84	792,081.91	700,000.00
5002 - Prop Tax Current Unsecured	13,588.06	13,791.23	13,400.78	14,602.17	13,000.00
5003 - Prop Tax Prior Unsecured	506.72	557.01	790.81	577.23	0.00
5006 - Suppl Unsecured	215.73	226.61	914.69	153.53	100.00
5041 - Suppl Assessment - Current	836.53	15,480.13	18,450.91	15,760.00	15,000.00
5043 - Suppl Assessment - Redemption	-554.64	3,757.96	0.00	529.61	500.00
5046 - Excess ERAF	260,418.38	317,953.45	322,493.70	335,598.25	250,000.00
5280 - HOPTR	3,886.46	3,802.18	3,773.58	3,186.12	3,333.00
5483 - Other Tax (Unitary, RR, Misc.)			5,970.54	6,791.66	
Total 5000 - Property Taxes	982,734.08	1,047,950.83	1,113,488.65	1,169,280.48	981,933.00
5007 - Sewer Service Charge					
5007.1 - Sewer Service - Tiburon Ops	2,370,931.70	2,130,009.00	1,732,023.48	2,172,551.71	2,454,797.11
5007.5 - Sewer Service - Tiburon Cap	343,327.50	674,081.48	945,393.11	498,743.98	230,976.53
5007.2 - Sewer Service-Belv Ops	1,073,486.00	997,893.32	1,102,381.07	1,355,360.83	1,398,621.19
5007.3 - Sewer Service-Belv Cap	1,260,179.00	1,944,579.28	1,258,777.49	956,949.52	923,347.56
5007.4 - Other User Fees	25,022.50	26,637.14	24,826.00	20,235.38	24,826.00
Total 5007 - Sewer Service Charge	5,072,947.00	5,172,830.22	5,113,381.15	5,003,841.12	5,030,568.39
5201 - Interest					
5201.1 - Interest County of Marin	0.00	65.85	323.86	508.57	0.00
5201.2 - Interest LAIF	34,201.85	74,341.81	153,338.13	214,159.43	25,000.00
Total 5201 - Interest	34,201.85	74,407.76	153,661.99	214,668.00	25,000.00
5900.3 - Connection Fees					
5900.30 - Connection Permit Fees	2,400.00	4,400.00	9,500.00	7,550.00	10,000.00
5900.31 - Collection	35,293.00	68,448.00	248,852.00	238,491.00	100,000.00
5900.34 - Treatment	47,623.00	86,882.00	257,826.00	357,839.00	100,000.00
Total 5900.3 - Connection Fees	85,316.00	159,530.00	515,978.00	603,880.00	210,000.00
5900.4 - Inspection Permit Fees	8,520.00	17,150.00	16,700.00	23,090.00	10,000.00
5900.5 - SASM Expense Reimb.	73,280.00	102,988.24	83,300.61	87,910.00	65,000.00
5900.7 - Nextel Lease	0.00	0.00	0.00	0.00	0.00
5900.9 - Other Income	241,038.00	279.17	0.00	0.00	100.00
5900.10 - Paradise Sewer Line Ext. Fees	22,678.00	0.00	0.00	0.00	13,364.59
Total Ops & Capital Income	6,525,715.00	6,574,936.00	6,997,488.00	7,102,670.00	6,335,966.00

Expenditure

	Actuals FY16-16	Actuals FY16-17	Estimate FY17-18	Estimate FY18-19	Budget FY18-19
6000 · Administrative Expenses					
6001 · Advertising	625.00	65.00	171.24	1,000.00	1,000.00
6002 · Outreach & Newsletter	0.00	0.00	0.00	0.00	1,000.00
6008 · Audit & Accounting	27,745.00	30,548.58	25,685.11	32,500.00	33,700.00
6017 · Consulting Fees*	75,529.55	94,145.84	132,145.58	98,550.00	100,000.00
6018 · Travel & Meetings					
6018 · 1 Travel & Meetings - Other	5,221.14	5,113.36	6,905.03	7,000.00	8,000.00
6618.2 · Standby Mileage Expense Reimb	6,779.65	6,786.64	6,377.62	8,000.00	7,000.00
Total 6018 · Travel & Meetings	12,000.79	11,900.00	13,282.65	15,000.00	15,000.00
6020 · Continuing Education	8,060.27	3,744.23	5,282.98	2,000.00	10,000.00
6021 · County Fees	12,460.94	15,690.49	16,702.69	17,500.00	16,500.00
6024 · Director Fees	6,800.00	6,700.00	6,500.00	7,000.00	9,000.00
6025 · Dues & Subscriptions	7,622.67	10,963.46	10,521.21	10,900.00	25,000.00
6026 · Elections	8,253.75	230.24	0.00	2,200.00	0.00
6033 · 1 PLP Public Entity Phys Damage	31,647.34	12,405.91	10,745.16	13,000.00	17,376.80
PLP Dividends					
6033 · 2 General Liability	33,805.12	23,352.91	-8,567.00	-3,500.00	0.00
6033 · 3 Physical Property - Auto	7,192.58	1,241.00	11,453.45	40,800.00	42,840.00
6039 · Legal	65,306.99	75,636.07	2,395.00	1,350.00	1,435.00
6047 · Office Supplies	6,989.46	6,015.77	54,668.73	50,000.00	70,000.00
6056 · Postage	587.30	863.93	10,667.61	4,500.00	7,000.00
6059 · Pollution Prevention/Public Edu	3,374.18	2,863.31	386.56	800.00	1,000.00
6065 · Miscellaneous Expense	0.00	2,346.80	2,346.80	4,000.00	4,000.00
6065 · 1 Miscellaneous Expense		1,554.05	0.00	0.00	0.00
Total 6000 · Administrative Expenses	307,995.00	297,981.00	292,369.00	262,600.00	354,852.00
7000 · Ops & Maintenance Expenses					
7010 · Pumps & Lines Maintenance					
7011 · Pumps & Lines Maintenance	190,845.79	248,143.93	184,139.63	200,000.00	200,000.00
7043 · Emergency Line Cleaning	0.00	50,644.22	54,333.61	50,000.00	50,000.00
7045 · Inflow & Infiltration Study	0.00	0.00	0.00	0.00	0.00
Total 7010 · Pumps & Lines Maintenance	190,845.79	298,788.15	238,533.24	250,000.00	250,000.00
7020 · Main Plant Maintenance					
7021 · Plant Maintenance Supplies	8,182.08	5,718.58	9,409.58	10,000.00	10,000.00
7022 · Plant Maint. Parts & Service	49,162.51	40,448.84	55,224.01	50,000.00	50,000.00
7023 · Janitorial Supplies & Service	6,782.15	5,430.65	4,218.03	6,000.00	6,000.00
7024 · Main Plant Chemicals	94,877.34	75,920.46	102,771.14	100,000.00	105,000.00
7025 · Lab Supplies & Chemicals	44,137.12	65,930.16	56,438.21	10,000.00	15,000.00
7027 · Electrical & Instrument	1,882.75	88.24	1,373.17	5,000.00	5,000.00
7028 · Grounds Maintenance	3,344.55	2,919.87	2,162.32	5,000.00	8,000.00
7029 · Main Plant Sludge Disposal	30,453.07	24,122.52	26,949.00	30,000.00	30,000.00
7030 · Main Plant Outfall	12,512.44	0.00	0.00	0.00	0.00
Total 7020 · Main Plant Maintenance	251,315.01	220,479.34	261,544.52	216,000.00	229,000.00

	Actuals FY15-16	Actuals FY16-17	Estimate FY17-18	Budget FY18-19	Budget FY19-20
7040 - Paradise Cove Plant Maint					
7041 - Paradise Parts & Service	3,653.52	11,209.84	6,488.21	10,000.00	10,000.00
7042 - Paradise Supplies & Chemicals	4,369.49	10,962.53	3,464.33	5,000.00	5,000.00
7043 - Paradise Sludge Disposal	3,430.22	6,104.57	5,520.35	7,000.00	7,000.00
Total 7040 - Paradise Cove Plant Maint	17,513.23	30,287.04	15,452.89	22,000.00	23,000.00
7050 - Monitoring					
7051 - Main Plant Lab Monitoring	42,281.40	43,434.06	39,245.25	45,000.00	45,000.00
7052 - Paradise Cove Monitoring	11,660.35	12,783.00	9,755.86	17,000.00	15,000.00
7053 - Chronic Toxicity Program Eval	0.00	0.00	1,845.00	2,000.00	0.00
7065 - Dilution Study				0.00	20,000.00
Total 7050 - Monitoring	53,950.75	56,207.06	50,846.11	64,000.00	60,000.00
7060 - Permits/Fees					
7061 - Main Plant NPDES Renewal	-293.75	0.00	21,028.75	4,350.00	0.00
7062 - Permits/Fees - General	32,236.40	44,287.15	31,705.63	40,000.00	40,000.00
7063 - Paradise Cove Permits/Fees	9,186.42	4,035.47	5,913.33	6,000.00	8,000.00
7064 - Paradise Cove NPDES Renewal	6,743.75	7,994.50	0.00	0.00	0.00
Total 7060 - Permits/Fees	47,348.82	56,307.12	53,248.01	50,350.00	48,000.00
7070 - Truck Maintenance					
7071 - Fuel	7,479.25	6,519.78	6,947.07	8,000.00	8,000.00
7072 - Truck Maintenance	4,347.29	4,090.32	9,344.39	5,000.00	5,000.00
Total 7070 - Truck Maintenance	11,826.54	10,610.10	16,291.46	13,000.00	13,000.00
Total 7000 - Ops & Maintenance Expenses	573,297.75	672,808.74	671,916.23	643,350.00	643,000.00
8000 - Salaries and Benefits Expenses					
8001 - Salaries	703,144.51	876,077.32	969,329.98	996,691.00	1,153,504.00
8003 - Overtime	100,592.04	138,034.13	77,036.89	130,000.00	100,000.00
8004 - Standby Pay	44,577.45	46,537.03	66,746.35	67,000.00	69,427.80
8005 - Employee Incentives	0.00	0.00	0.00	5,000.00	40,000.00
8006 - Vacation Buyout	18,316.25	22,318.11	20,198.25	40,000.00	25,000.00
8013 - Payroll Taxes	85,291.28	92,848.33	90,835.07	98,000.00	94,891.00
8015 - Payroll/Bank Fees	5,527.55	5,110.12	7,990.68	5,500.00	5,500.00
8016 - Car Allowance	5,500.00	6,000.00	6,000.00	6,000.00	6,000.00
8019 - PERS Retirement					
PERS Monthly Contributions	203,682.63	143,748.80	157,236.99	184,017.79	147,885.00
PERS Replacement Benefit Fund (RLI)	6,581.55	2,817.41	20,370.72	4,280.00	0.00
PERS Side Fund/UAL Payment	1,708,377.00	254,448.00	740,733.00	20,000.00	20,000.00
PERS UAL (SD5) Trust Fund	0.00	40,195.00	93,955.00	294,400.00	286,554.77
Total 8019 - PERS Retirement	1,918,641.18	441,009.21	1,012,345.71	502,697.79	454,439.77
8020 - Employee Health					
8020.05 - Employee Health	147,490.75	153,584.98	165,321.18	177,015.00	221,176.00
8021 - Employee Health Deductions	-3,762.24	-8,943.46	-9,380.02	-4,250.00	-4,000.00
Total 8020 - Employee Health	143,728.51	144,641.52	155,941.16	172,765.00	217,176.00
8022 - Retiree Health	64,314.95	59,322.48	53,670.16	52,700.00	79,550.72
CERBT/OPEB Retiree Annual Arc Contribution	27,662.00	37,096.83	65,700.00	68,000.00	70,200.00
Total 8022 - Retiree Health	91,976.95	93,419.31	119,370.16	120,700.00	149,750.72
8023 - Workers Comp Insurance	27,606.00	12,711.00	10,484.00	19,613.00	29,364.53
W.C. Dividend +/or Rebate	-3,185.00	-2,000.00	-2,322.00	-2,000.00	-2,000.00
Total 8023 - Workers Comp Insurance	24,421.00	10,711.00	8,162.00	17,613.00	27,364.53
Total 8000 - Salaries and Benefits Expenses	3,237,177.53	1,972,224.76	2,656,249.10	2,152,047.00	2,345,053.81

	Actuals FY15-16	Actuals FY16-17	Estimate FY17-18	Budget FY16-19	Budget FY18-19
8500 - Other Operating Expenses					
8510 - Data/Alarms/IT Supp & Licensing	34,494.85	43,833.01	75,105.92	35,000.00	80,000.00
8515 - Safety	13,245.60	13,619.19	11,233.79	20,000.00	20,000.00
8520 - Personal Protection/Safety Wear	7,557.24	10,965.86	8,539.90	15,000.00	15,000.00
8530 - Telephone					
8531 - Main Plant Telephones	13,079.71	8,806.47	8,004.61	11,000.00	11,000.00
8532 - Paradise Cove Telephones	3,503.77	2,496.15	3,663.92	4,000.00	4,000.00
8533 - Pumps & Lines Telephones	6,136.59	3,877.57	6,533.07	7,000.00	7,000.00
Total 8530 - Telephone	23,710.07	14,880.19	18,201.60	22,000.00	22,000.00
8540 - Utilities					
8541 - Water	2,815.10	3,618.35	3,699.49	4,000.00	4,000.00
8542 - Main Plant Utilities	158,504.14	179,694.22	168,332.98	180,000.00	180,000.00
8543 - Paradise Cove Utilities	13,762.11	13,814.41	14,027.27	13,500.00	13,500.00
8544 - Pump Station Utilities	32,630.06	42,120.85	32,210.62	35,000.00	35,000.00
Total 8540 - Utilities	207,731.41	239,247.83	219,270.56	232,500.00	232,500.00
8570 - Belvedere West/An Loan Int	0.00	0.00	0.00	0.00	0.00
Total 8500 - Other Operating Expenses	236,739.17	322,706.08	332,401.77	374,500.00	369,500.00
Total OPERATING Expenses	4,405,210.00	3,265,720.00	3,952,940.00	3,404,487.00	3,712,406.00

	Actuals FY15-16	Actuals FY16-17	Estimate FY17-18	Estimate FY18-19	Budget FY18-19
9100 - Capital Expenditures					
9200 - Main Plant Equipment Capital					
9201 - LED Lighting Upgrade	0.00	0.00	25,066.15	25,571.38	0.00
9203 - Slurry Seal & Parking Plan	0.00	0.00	0.00	0.00	0.00
9204 - M.P. Boiler Replacement	0.00	0.00	62,855.00	5,550.75	0.00
9205 - Influent Sumps/RAS Cover Rplcmt	26,744.58	0.00	0.00	0.00	0.00
9206 - Infl Dry Weather Pump Rplcmt	0.00	32,163.94	0.00	0.00	0.00
9207 - Infl Wet Weather Pump Rplcmt	0.00	56,927.58	0.00	0.00	0.00
9208 - Sodium Hypochlorite Feed Pump Rplcmt	0.00	8,943.46	0.00	0.00	0.00
9209 - Screw Press Blend Redundancy	0.00	0.00	0.00	15,733.84	0.00
9210 - Sludge Box Replacement	13,621.09	0.00	15,442.00	0.00	0.00
9211 - Odor Control Upgrades	0.00	0.00	0.00	20,000.00	0.00
9212 - Headworks Grinder Replacement	0.00	0.00	0.00	18,829.83	15,000.00
9213 - Flare Rehabilitation				0.00	50,000.00
9214 - Underground Pipe & Valve Replacement					200,000.00
9215 - M.P. Restroom Remodels (2)	360.50	0.00	0.00	0.00	0.00
9225.95 - SCADA Upgrade					
Total 9200 - Main Plant Equipment Capital	40,726.17	97,734.98	103,363.15	85,685.80	265,000.00
9300 - Pumps & Lines Capital					
9301 - Tiburon Sewer Line Rehab Prog	5,922.00	120,308.13	440,376.23	450,000.00	600,000.00
9302 - Pump Station Control Panel Upgr	2,849.95	62,832.36	85,524.81	60,000.00	40,000.00
9303 - Lateral Camera	0.00	0.00	0.00	15,000.00	0.00
9304 - Belvedere Sewer Line Rehab Prog	37,247.19	78,578.93	195,439.87	500,000.00	600,000.00
9305 - Valve/Wet Well Lid Cover Replac	0.00	0.00	0.00	0.00	0.00
9306 - PS Pump & Valve Replacement	26,847.24	50,938.12	48,660.54	75,000.00	50,000.00
9307 - PS Generator Replacement	0.00	24,529.79	60,284.50	0.00	20,000.00
9308 - Station #5 Rebuild/4 Pumps/Gen			0.00	0.00	0.00
9308.1 - Mar West PS#5, Phase I-Design	0.00	0.00	0.00	0.00	0.00
9308 - Station #5 Rebuild/4 Pumps/Gen - Other	0.00	0.00	0.00	0.00	0.00
9308.11 - Mar West PS#5, Phase I-Constr	546,311.76	0.00	0.00	0.00	0.00
9308.2 - Mar West PS#5, Phase II-Constr	0.00	0.00	790,046.72	0.00	0.00
Total 9308 - Station #5 Rebuild	546,311.76	0.00	790,046.72	0.00	0.00
9309 - Cove Rd. BPS #1 Generator Replacement	0.00	0.00	0.00	0.00	0.00
9310 - Belv Station #13 & # 14 Comm. Project	5,134.90	0.00	0.00	47,000.00	0.00
9311.1 - Cove Rd Force Main Rplcmt - Engineering*	27,972.25	0.00	0.00	31,450.00	0.00
9311.2 - Cove Rd Force Main Rplcmt - Constr., Ph I	0.00	0.00	0.00	0.00	600,000.00
9312 - Force Main Rehab - Multiple Sites				0.00	400,000.00
9313 - Man Hole Rehabilitation	0.00	0.00	0.00	0.00	0.00
9314 - Portable Emergency Generators	0.00	0.00	34,462.47	0.00	0.00
9227.8 - Vehicle	44,044.40	0.00	21,785.00	0.00	300,000.00
9315 - TPS Comm/Radio Upgrade Project	0.00	33,465.60	0.00	42,000.00	0.00
Total 9300 - Pumps & Lines Capital	896,329.69	370,650.93	1,676,580.14	1,220,450.00	2,610,000.00
9400 - Paradise Cove Capital					
9402 - P.C. Flow Meter Replacement	0.00	0.00	0.00	0.00	10,000.00
9403 - P.C. Influent Wet Well Access Rplcmt	0.00	0.00	0.00	0.00	25,000.00
9404 - P.C. Communications Upgrade	0.00	0.00	0.00	0.00	20,000.00
9405 - P.C. Generator Replacement	9,090.07	49,903.24	899.22	0.00	0.00
9410 - P.C. U.V. Disinfection	5,935.88	0.00	0.00	0.00	0.00
9415 - P.C. Painting @ Plant	0.00	0.00	0.00	0.00	75,000.00
Total 9400 - Paradise Cove Capital	15,025.95	49,903.24	899.22	0.00	130,000.00

	Actuals FY15-16	Actuals FY16-17	Estimate FY17-18	Estimate FY18-19	Budget FY18-19
9500 - Undesignated Capital					
9510 - Undesignated Cap - M.P.	15,204.52	0.00	33,817.00	0.00	25,000.00
9520 - Undesignated Cap - P.C. Plant	11,827.00	6,357.50	0.00	0.00	10,000.00
9540 - Undesignated Cap -Tiburou	0.00	0.00	0.00	8,902.30	25,000.00
9550 - Undesignated Cap - Belvedere	13,167.82	0.00	0.00	23,577.60	25,000.00
Total 9500 - Undesignated Capital	40,199.34	6,357.50	33,817.00	32,479.90	85,000.00
0224 - MPR Project	0.00	0.00	0.00	0.00	0.00
9612 - Office/Access - Construction	0.00	0.00	0.00	0.00	0.00
Total 9600 - Main Plant Other Capital	0.00	0.00	0.00	0.00	0.00
Total 9100 - Capital Expenditures	792,281.15	524,646.65	1,814,659.51	1,338,615.70	3,090,000.00
9700 - Debt Service					
9720 - Belvedere Loan					
9723 - Belvedere WestAm Loan Prin	131,429.26	0.00	0.00	0.00	0.00
Total 9720 - Belvedere Loan	131,429.26	0.00	0.00	0.00	0.00
9730 - Debt Service - MPR Project					
9731 - Debt Service MPR Bond Principal	445,000.00	450,000.00	450,000.00	460,000.00	470,000.00
9732 - Debt Service MPR Bond Interest	409,479.10	391,996.84	374,067.94	339,950.00	330,650.00
Total 9730 - Debt Service - MPR Project	854,479.10	841,996.84	824,067.94	801,000.00	801,700.00
Total 9700 - Debt Service	985,908.36	841,996.84	824,067.94	801,000.00	801,700.00
Total CAPITAL Expense	1,778,190.00	1,366,640.00	2,600,320.00	2,139,610.00	3,891,700.00
Total Ops & Capital Expense	6,183,400.00	4,632,360.00	6,553,260.00	5,544,107.00	7,604,106.00
Total Ops & Capital Net Income	342,315.00	1,942,575.19	444,228.00	1,558,563.00	-1,268,140.00

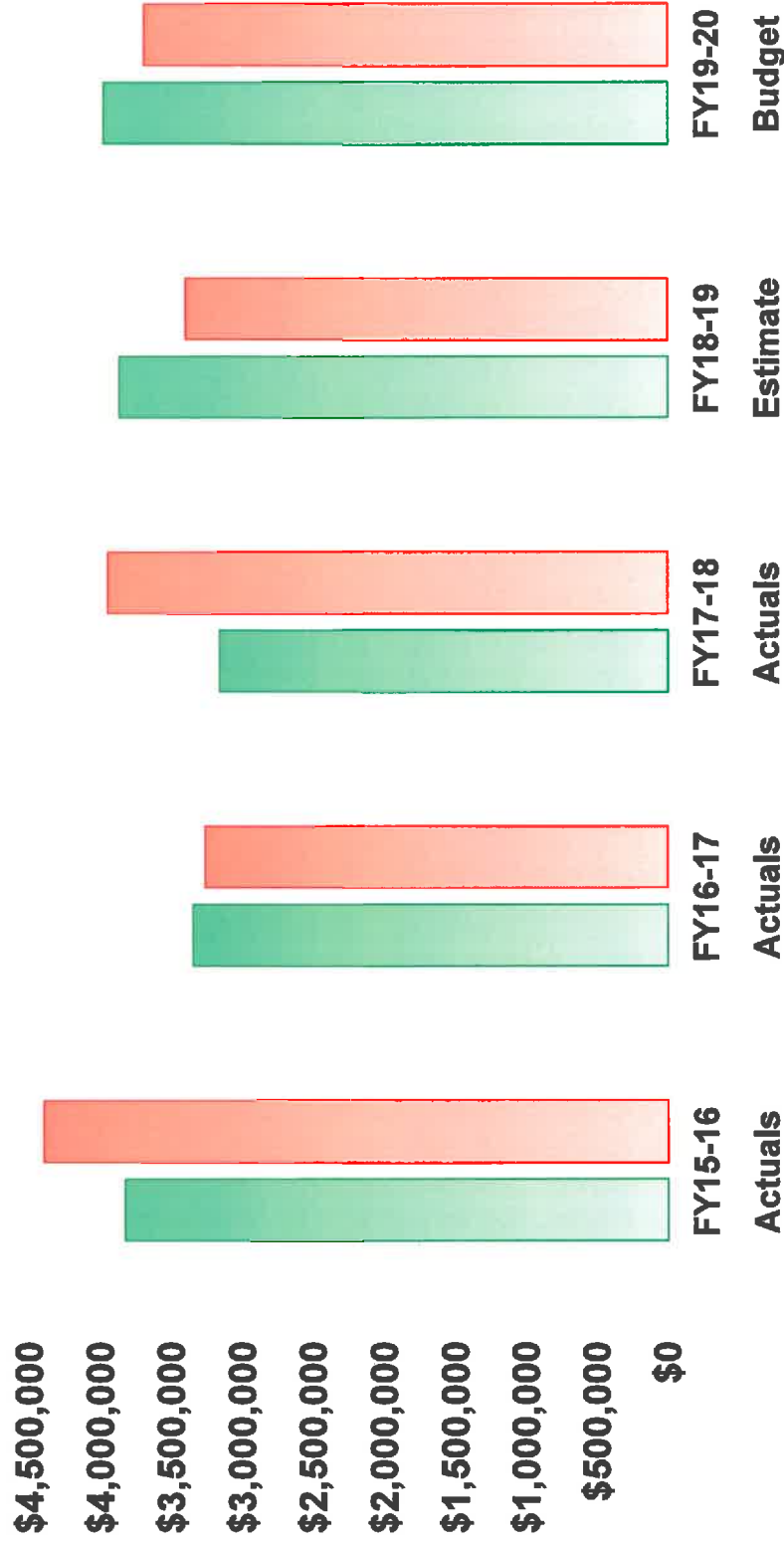
Sanitary District No. 5 of Marin County

Operating vs. Capital Comparisons

FY 2015/2016 – FY2019/2020

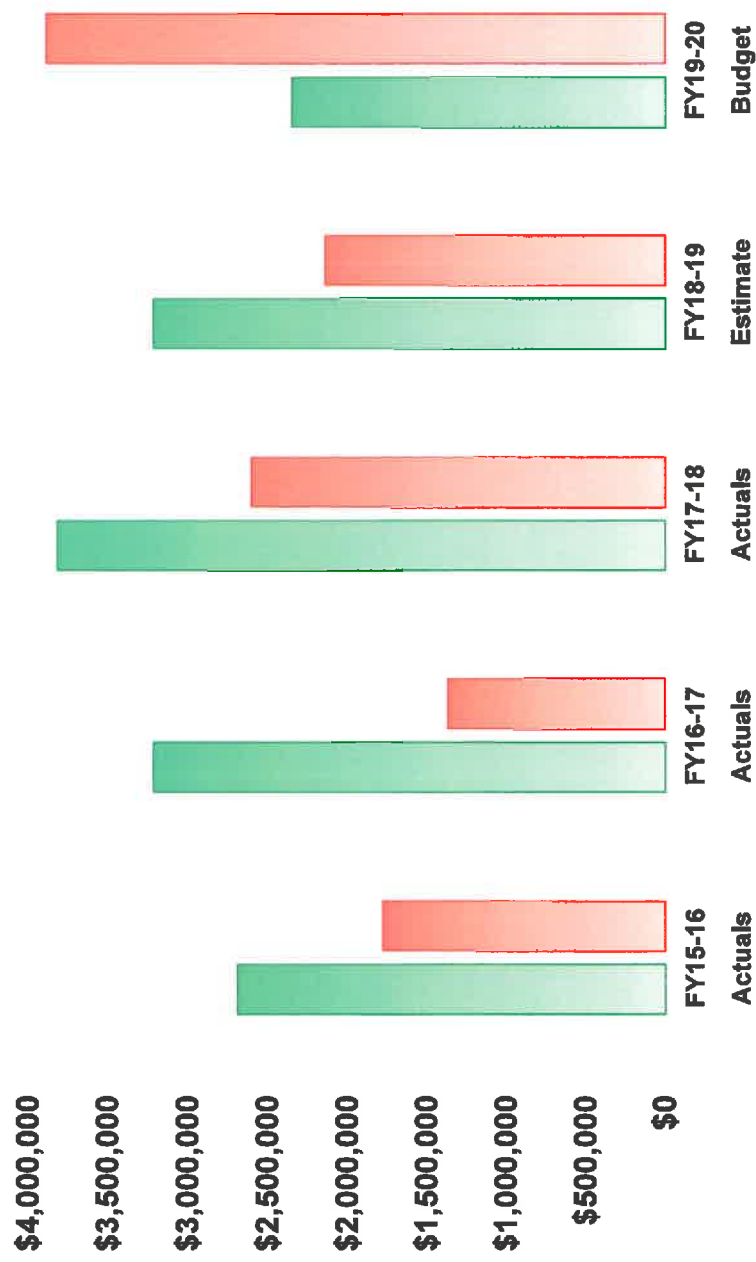
Actuals FY15-16	Actuals FY16-17	Actuals FY17-18	Estimate FY18-19	Budget FY19-20
Total Ops Income \$3,833,880	Total Ops Income \$3,353,195	Total Ops Income \$3,165,873	Total Ops Income \$3,873,816	Total Ops Income \$3,986,344
Total Ops Expenses \$4,405,210	Total Ops Expenses \$3,265,720	Total Ops Expenses \$3,952,940	Total Ops Expenses \$3,404,497	Total Ops Expenses \$3,698,450

SD5 Five-Year Operating Comparison



Total Capital Income	Actuals FY15-16	Actuals FY16-17	Actuals FY17-18	Estimate FY18-19	Budget FY19-20
	\$2,691,835 \$1,778,190	\$3,221,742 \$1,366,640	\$3,824,115 \$2,600,320	\$3,221,304 \$2,139,610	\$2,349,622 \$3,891,700
Total Capital Expenses					

SD5 Five-Year Capital Comparison



Sanitary District No. 5 of Marin County

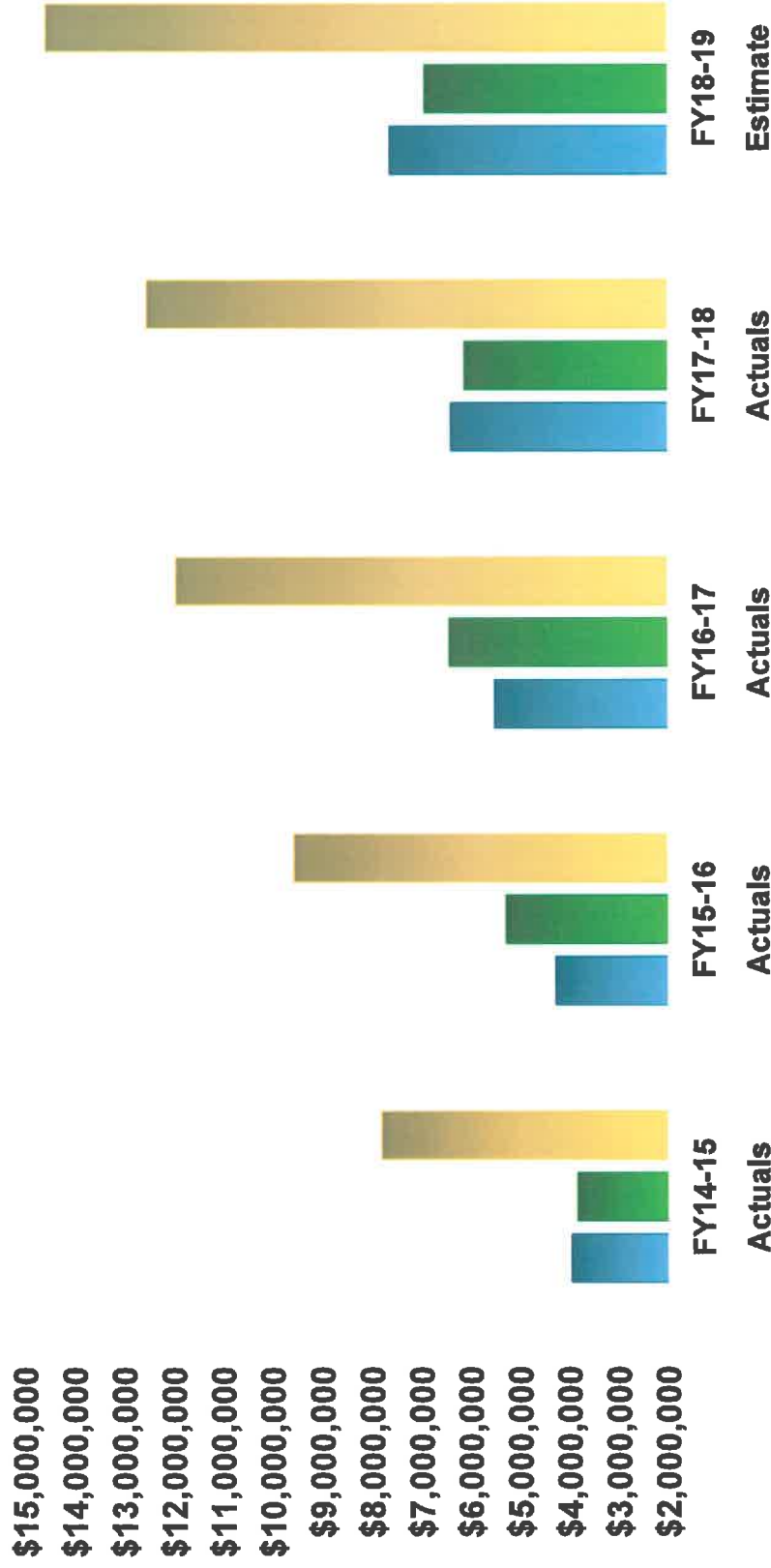
Five-Year History:

Local Agency Investment Fund (LAIF) Comparison

FY 2015/2016 – FY2019/2020

Total LAIF - Belvedere	Actuals FY14-15	Actuals FY15-16	Actuals FY16-17	Actuals FY17-18	Estimate FY18-19
	\$3,979,963	\$4,293,018	\$5,525,448	\$6,424,672	\$7,667,192
	\$3,852,320	\$5,296,367	\$6,453,225	\$6,147,834	\$6,951,789
Total LAIF - Tiburon					
SD5 LAIF Balance	\$7,832,283	\$9,589,385	\$11,978,673	\$12,572,505	\$14,618,981

SD5 LAIF Five-Year History



Sanitary District No. 5 of Marin County

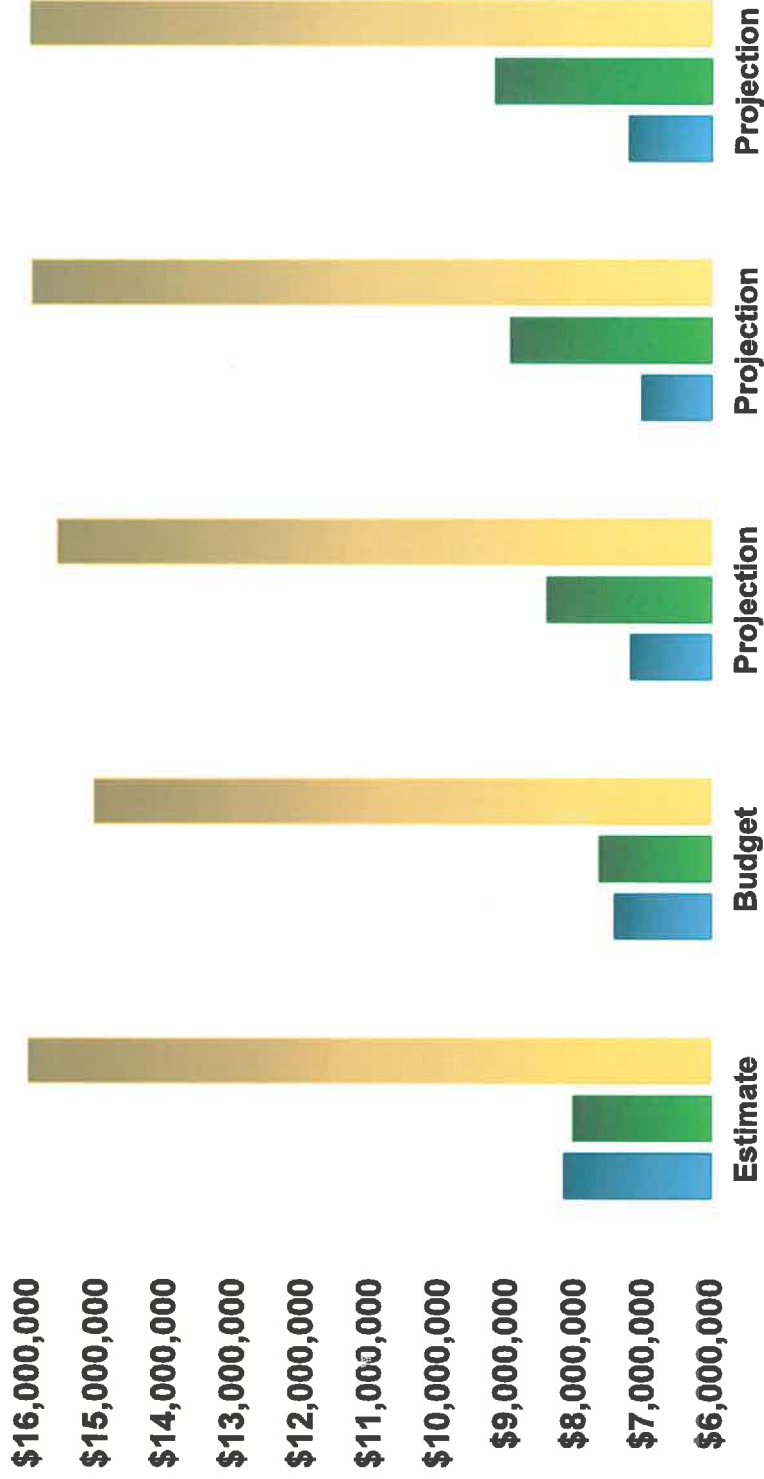
Five-Year Projection:

Local Agency Investment Fund (LAIF) & Cash Comparison

FY 2018/2019 – FY2023/2024

	Estimate FY18-19	Budget FY19-20	Projection FY17-18	Projection FY18-19	Projection FY19-20
Total Belvedere LAIF + Cash Balance	\$8,158,922	\$7,413,994	\$7,179,502	\$7,025,268	\$7,213,796
Total Tiburon LAIF + Cash Balance	\$8,018,621	\$7,635,409	\$8,410,536	\$8,945,696	\$9,182,335
Total SD5 LAIF + Cash Balance	\$16,177,543	\$15,049,403	\$15,590,039	\$15,970,964	\$16,396,131

SD5 Five-Year LAIF + Cash Projections



SD5 CASH BALANCE PROJECTIONS

	Estimate FY2018-2019	Budget FY2019-2020	FY2020-2021	FY2021-2022	FY2022-2023	FY2023-2024
Belvedere Property Tax Income	0.00	0.00	0.00	0.00	0.00	0.00
Tiburon Property Tax Income	1,169,280.48	1,192,666.09	1,216,519.41	1,240,849.80	1,265,666.80	1,290,980.13
Belvedere Sewer Service Charge Income	2,312,310.05	2,312,310.05	2,312,310.05	2,312,310.05	2,312,310.05	2,312,310.05
Tiburon Sewer Service Charge Income	2,691,531.07	2,691,531.07	2,691,531.07	2,691,531.07	2,691,531.07	2,691,531.07
Belvedere Operating Expense	1,192,340.15	1,368,021.61	1,409,062.26	1,451,334.13	1,494,874.15	1,539,720.38
Tiburon Operating Expense	2,212,157.29	2,344,384.39	2,414,715.92	2,487,157.40	2,561,772.12	2,638,625.28
Belvedere Capital Expense	657,344.60	1,420,550.00	770,000.00	700,000.00	320,000.00	300,000.00
Tiburon Capital Expense	595,580.00	1,239,450.00	200,000.00	375,000.00	625,000.00	625,000.00
Paradise Cove Capital Expense	0.00	140,000.00	275,000.00	285,000.00	60,000.00	10,000.00
Main Plant Capital Expense	85,685.80	265,000.00	230,000.00	65,000.00	50,000.00	275,000.00
Belvedere MPR DEBT CIP	282,112.20	291,163.74	281,742.39	290,906.63	290,212.80	288,275.70
Tiburon MPR DEBT CIP	518,887.80	535,536.26	518,207.61	535,063.37	533,787.20	530,224.30
Belvedere Total Income	2,655,127.05	2,432,460.05	2,312,310.05	2,312,310.05	2,312,310.05	2,312,310.05
Belvedere Total Expense	2,163,397.87	3,177,387.85	2,546,801.65	2,466,544.26	2,123,781.95	2,230,818.58
Belvedere Net Income	491,729.18	(744,927.80)	(234,491.60)	(154,234.21)	188,528.10	81,491.47
Belvedere LAIF (Cash) + Net Income	8,138,921.55	7,413,993.75	7,179,502.15	7,025,267.94	7,213,796.03	7,295,287.51
Tiburon Total Income	4,447,542.55	3,903,506.16	3,908,050.48	3,932,380.87	3,957,197.87	3,982,511.20
Tiburon Total Expense	3,380,709.97	4,286,718.15	3,132,923.53	3,397,220.76	3,720,559.32	3,793,849.58
Tiburon Net Income	1,066,832.58	(383,211.99)	775,126.95	535,160.11	236,638.55	188,661.62
Tiburon LAIF (Cash) + Net Income	8,018,621.39	7,635,409.40	8,410,536.35	8,945,696.46	9,182,335.01	9,370,996.62
SD5 TOTAL CASH BALANCE	16,177,542.94	15,049,403.15	15,590,038.50	15,970,964.40	16,396,131.04	16,666,284.13

Sanitary District No. 5 of Marin County

**Income & Expense History & Projection:
Tiburon & Belvedere**

FY2013/2014 – FY2022/2023

RESOLUTION NO. 2019-03

SANITARY DISTRICT NO. 5 OF MARIN COUNTY

**A RESOLUTION APPROVING AND ADOPTING
FISCAL YEAR 2019-2020 FINANCIAL RESERVE/FUND POLICIES
FOR THE BELVEDERE AND TIBURON/PARADISE COVE ZONES**

WHEREAS, Sanitary District No. 5 of Marin County (“SD No. 5”) owns and operates sewer collection systems for the collection, treatment, and disposal of wastewater from the local service area which are highly capital intensive and expensive to operate and maintain; and

WHEREAS, the sewer collection systems operated by SD No. 5 serve two separate zones, the Belvedere Zone, and the Tiburon/Paradise Cove Zone; and

WHEREAS, on December 1, 2003, SD No. 5 adopted Resolution No. 2003-18 which established financial reserve policies and amounts for various SD No. 5 funds, relating to its sewer collection system servicing the Tiburon/Paradise Cove Zone; and

WHEREAS, in accordance with the annexation terms and conditions adopted by SD No. 5, the Belvedere Zone is financially self-supporting, and all funds collected in the Belvedere Zone are used for the Belvedere Zone sewer collection system and the Belvedere Zone’s portion of shared operational costs and capital expenditures in the Main Treatment Facility; and

WHEREAS, the Belvedere Zone is funded by user fees that are generally set once per year, and thereafter available to SD No. 5 two times per year based upon the collection and distribution of the monies by SD No. 5’s agent, the County of Marin Tax Collector’s office; and

WHEREAS, the Tiburon/Paradise Cove Zone is funded substantially through the collection of property taxes and user fees that are generally set once per year, and thereafter available to SD No. 5 two times per year based upon the collection and distribution of the monies by SD No. 5’s agent, the County of Marin Tax Collector’s Office; and

WHEREAS, on July 2, 2007, SD No. 5 adopted Resolution No. 2007-08 which repealed Resolution No. 2003-18 and established updated financial reserve policies and amounts for both the Belvedere Zone, and the Tiburon/Paradise Cove Zone; and

WHEREAS, on January 25, 2011, SD No. 5 adopted Resolution No. 2011-02 which repealed Resolution No. 2007-08, and established further updated financial reserve/fund policies and target amounts for both the Belvedere Zone, and the Tiburon/Paradise Cove Zone; and

WHEREAS, on June 19, 2012, SD No. 5 adopted Resolution No. 2012-03, which repealed Resolution No. 2011-02 and establishes further updated financial reserve/fund policies and target amounts for both the Belvedere Zone, and the Tiburon/Paradise Cove Zone; and

WHEREAS, prudent financial management requires that local governments establish strong and well-considered and developed policies related to the collection and use of public funds for operations and maintenance and capital asset replacement; and

WHEREAS, SD No. 5's customers, the public, and other agencies receiving sewer collection services should be able to understand how and for what purposes SD No. 5 financial reserves in excess of annual operating requirements are maintained and managed; and

WHEREAS, SD No. 5 has substantial requirements to accumulate reserve funds for the renewal and replacement of infrastructure and facilities, including bond debt, to allow SD No. 5 to meet the treatment and disposal requirements placed upon it by the State and Federal government operating permits; and

WHEREAS, certain funding agreements previously entered into by SD No. 5 with the State Water Resources Control Board and the Environmental Protection Agency require SD No. 5 to properly fund and maintain those facilities funded through grant funding at levels appropriate for the replacement and renewal of the assets at the lowest life cycle costs; and

WHEREAS, varying requirements and conditions need to be applied to separate reserves/funds based upon their source and use of the funds; and

WHEREAS, it is prudent for the Board of Directors of Sanitary District No. 5 of Marin County, California ("the Board") to review and analyze necessary funds in order to be able to respond to changes and variations in cash flow at SD No. 5 based upon an assessment of the risks and possibilities of financial disasters resulting from actions outside of SD No. 5's control, such as acts of God, fires, unusual changes in the prices of commodities from suppliers, and man-made disasters that may affect the ability of SD No. 5 to adequately and quickly change the means available to supplement revenues of SD No. 5; and

WHEREAS, the Board believes that it is good public policy to identify a clear and well articulated rationale for the accumulation and management of SD No. 5's reserves/funds; and

WHEREAS, the Board desires to further update the District's financial reserve/fund policies and target amounts for both the Belvedere Zone, and the Tiburon/Paradise Cove Zone, by amending Exhibits A and B;

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of Sanitary District No. 5 of Marin County, California, that the following policies be utilized for the designation of restricted reserves/funds for operating needs and prudent financial management of the various operating funds of SD No. 5 with respect to the Tiburon/Paradise Cove Zone and the Belvedere Zone:

1. All funds belonging to the Tiburon/Paradise Cove Zone and the Belvedere Zone are hereby designated and restricted for each zone as follows:
 - a. Operating Reserve Fund
 - b. Capital Improvements Reserve Fund
 - c. Disaster Recovery Reserve Fund
 - d. CalPERS Retirement Reserve Fund

These restricted reserves/funds, and all restricted reserves/funds designated hereinafter, shall be established respectively as identified in updated **Exhibit A** (the Belvedere Zone), and updated **Exhibit B** (the Tiburon/Paradise Cove Zone), attached hereto, and hereby made a part of this Resolution.

2. All funds deposited in the Capital Improvement Reserve Fund for the Belvedere Zone and the Tiburon/Paradise Cove Zone are hereby designated for the purpose of upgrading and/or replacement of sewage collection, treatment, and disposal facilities, which comprise the present or future sewerage facilities of SD No. 5.
3. All funds collected from connection fee revenue and deposited in the Capital Reserve Fund for the Belvedere Zone and the Tiburon/Paradise Cove Zone are hereby restricted for the construction and acquisition of future improvements related to the expansion or enhancement of capacity or operating conditions at SD No. 5.
4. All designated reserves/funds established by this Resolution shall be identified, reviewed, and confirmed or modified each year as part of SD No. 5's annual budget process.
5. Funds to be used from the reserves shall only be available upon direction and authorization of the Board based upon a detailed report and evaluation of the use of the funds including a proposed method for the reestablishment of the affected reserve balance.

* * * * *

I hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Board of Directors of Sanitary District No. 5 of Marin County, California, at a meeting thereof duly held on the 20th day of June 2019, by the following vote:

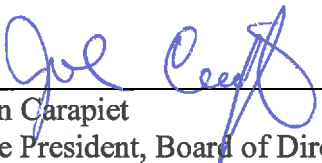
AYES, and in favor thereof, Directors: JOHN CARAPIET, MICHAEL LASKY, CATHARINE BENEKITSSEN, RICHARD SNYDER

NOES, Directors: NONE

ABSENT, Directors: TOD MOODY

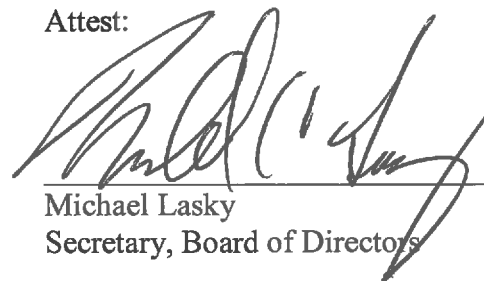
ABSTAIN, Directors: NONE

Approved:



John Carapiet
Vice President, Board of Directors

Attest:



Michael Lasky
Secretary, Board of Directors

**EXHIBIT A: BELVEDERE
SD5 RESERVE POLICY
RESOLUTION NO. 2019-03
June 20, 2019**

	OPERATING RESERVE* #1	CAPITAL IMPROVEMENTS RESERVE #2	CAIPERS RETIREMENT RESERVE* #3	DISASTER RECOVERY RESERVE* #4
FUNDING PURPOSE	To provide sufficient working capital to cover annual operating expenses and cash flow needs, should typical operating funds not be available during the fiscal year	A) to provide adequate funding and conveyance systems; B) to fund debt payments of financed capital projects, C) to finance capital projects as listed in the District's budgeted CIP Plan, and D) to reserve funds for future plant +/- or systemic sewer line renovations E) 2012 Main Plant Rehabilitation (MPR) Bond Service	To provide sufficient annual funding of CAIPERS potential losses, as described in the CAIPERS' Annual Actuarial Valuation Reports under the Miscellaneous Plan's Share of Pool's Investments, Assets & Non-Assets	To provide a level of emergency capital for disaster recovery efforts until long-term financing is established
CURRENT BALANCE	\$284,923* Current Operating Belvedere Reserve Fund Working Belvedere Ops Fund: \$3,294,720*	Belvedere: \$2,712,722* Current Capital & Capital Reserve Balance	\$152,530*	\$356,250*
TARGET BALANCE	Belvedere: \$890,625***	Belvedere: \$5,343,750***	Belvedere: \$356,250***	Belvedere: \$356,250***
PROPOSED ANNUAL FUNDING	(\$2,321,755*) 5% of Sewer Service Charges 5% of Sewer Service Charges ≈ \$116,000*	TBD per Annum	3.5% of SD5's Share of CAIPERS' Market Value Assets (\$8,187,230) FY18-19 ≈ \$102,085***	N/A
FUNDING PROCESS	≈5% of revenues received for sewer service charges (based on annual flow rates) is to be funded each Fiscal Year, until target balance is achieved; no add'l funding required thereafter. If reserve subsequently dips below target balance, funding is to be reinstated.	Sewer service charges, property taxes and other capital-related funds received to be assessed semi-annually and apportioned as needed, based on annual projects; any remaining funds will be reserved for long-term capital needs. (see Funding Purpose above, Items C & D)	3.5% of SD5 Plan's Share of the CAIPERS Pool's Market Value Asset is to be funded each Fiscal Year, until target balance is achieved; no add'l funding required thereafter. If reserve subsequently dips below target balance, funding is to be reinstated.	To be funded one time only, from current Capital Reserve Account. No additional funding required, once target balance is achieved. If reserve subsequently dips below target balance, funding to be reinstated.
AUTHORITY REQUIRED FOR FUNDING & WITHDRAWALS	District Manager is authorized to make withdrawals as necessary, to cover operating shortfalls, as set forth and approved in this Reserve Policy. All other transfers to be presented for review by the Finance Committee, recommended to and approved by the Board prior to withdrawal.	District Manager is authorized to make monthly withdrawals for debt payments and capital improvement projects underway, upon review by the Finance Committee, as set forth in this Reserve policy. All other transfers to be presented for review by the Finance Committee, recommended to and approved by the Board prior to withdrawal.	District Manager is authorized to make withdrawals for payments to CAIPERS for unfunded liabilities. All other transfers to be presented for review by the Finance Committee, recommended to and approved by the Board prior to withdrawal.	All withdrawals and transfers to be presented for review by the Finance Committee and recommended to the Board for approval.

* Balances based on SD5 Balance Sheet, as of 6.17.19

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

**EXHIBIT B: TIBURON/PARADISE COVE
SD5 RESERVE POLICY
RESOLUTION NO. 2019-03
June 20, 2019**

FUNDING ORDER	OPERATING RESERVE* #1	CAPITAL IMPROVEMENTS RESERVE #2	CalPERS RETIREMENT RESERVE* #3	DISASTER RECOVERY RESERVE* #4
	To provide sufficient working capital to cover annual operating expenses and cash flow needs, should typical operating funds not be available during the fiscal year	A) to provide adequate funding and support both treatment plants' operation and conveyance systems. B) to fund debt payments of financed capital projects (MPR), C) to finance capital projects as listed in the District's budgeted CIP Plan, and D) to reserve funds for future plant + /or systemic sewer line renovations	To provide sufficient annual funding of CalPERS potential losses, as described in the CalPERS' Annual Actuarial Valuation Reports under the Miscellaneous Plan's Share of Pool's Investments, Assets & Non-Assets	To provide a level of emergency capital for disaster recovery efforts until long-term financing is established
FUNDING PURPOSE				
CURRENT BALANCE	Tiburon: \$414,430* Working Tiburon Ops Fund: \$1,628,750*	Tiburon: \$2,857,678* Current Capital & Capital Reserve Balance	\$275,620*	\$643,750*
TARGET BALANCE	Tiburon: \$1,609,375*** 5% of Sewer Service Charges 5% of Sewer Service Charges ≈\$134,300**	Tiburon: \$9,656,250*** TBD per Annum	Tiburon: 643,750***	Tiburon: \$643,750***
PROPOSED ANNUAL FUNDING			3.5% of SD5's Share of CalPERS' Market Value Assets (\$8,187,230) FY18-19 ≈ \$184,470***	N/A
FUNDING PROCESS	≈5% of revenues received for sewer service charges (based on annual flow rates) is to be funded each Fiscal Year, until target balance is achieved; no add'l funding required thereafter. If reserve subsequently dips below target balance, funding is to be reinstated.	Based on Capital needs per annum. Sewer service charges, property taxes and other capital-related funds received to be assessed semi-annually and apportioned as needed, based on annual projects; any remaining funds will be reserved for long-term capital needs. (see Funding Purpose above, Items C & D)	3.5% of SD5 Plan's Share of the CalPERS Pool's Market Value Asset is to be funded each Fiscal Year, until target balance is achieved; no add'l funding required thereafter. If reserve subsequently dips below target balance, funding is to be reinstated.	To be funded one time only, from current Capital Reserve Account. No additional funding required, once target balance is achieved. If reserve subsequently dips below target balance, funding is to be reinstated.
AUTHORITY REQUIRED FOR FUNDING & WITHDRAWALS	District Manager is authorized to make withdrawals as necessary, to cover operating shortfalls, as set forth and approved in this Reserve Policy. All other transfers to be presented for review by the Finance Committee, recommended to and approved by the Board prior to withdrawal.	District Manager is authorized to make monthly withdrawals for debt payments and capital improvement projects underway, upon review by the Finance Committee, as set forth in this Reserve policy. All other transfers to be presented for review by the Finance Committee, recommended to and approved by the Board prior to withdrawal.	District Manager is authorized to make withdrawals for payments to CalPERS for unfunded liabilities. All other transfers to be presented for review by the Finance Committee, recommended to and approved by the Board prior to withdrawal.	All withdrawals and transfers to be presented for review by the Finance Committee and recommended to the Board for approval.

* Balances based on SD5 Balance Sheet, as of 6.17.19

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

SD5 RESERVE POLICY
RESOLUTION NO. 2019-03
June 20, 2019

	OPERATING RESERVE* #1	CAPITAL IMPROVEMENTS RESERVE #2	CalPERS RETIREMENT RESERVE* #3	DISASTER RECOVERY RESERVE* #4
FUNDING ORDER				
FUNDING PURPOSE	To provide sufficient working capital to cover annual operating expenses and cash flow needs, should typical operating funds not be available during the fiscal year	To provide adequate funding A) to support both treatment plants' operation and conveyance systems, B) to fund debt payments of financed capital projects, C) to finance capital projects as listed in the District's budgeted CIP Plan, and D) to reserve funds for future plant + /or systemic sewer line renovations E) 2012 Main Plant Rehabilitation (MPR) Bond Service	To provide sufficient annual funding of CalPERS potential losses, as described in the CalPERS' Annual Actuarial Valuation Reports under the Miscellaneous Plan's Share of Pool's Investments, Assets & Non-Assets	To provide a level of emergency capital for disaster recovery efforts until long-term financing is established
CURRENT BALANCE	\$699,353* Current Operating Reserve Fund \$4,923,470* Current Operating Fund	\$5,570,400 (Current Capital & Capital Reserve Balance)	\$428,150* (Current Trust Balance)	\$1,000,000*
TARGET BALANCE	\$2,500,000***	\$15,000,000***	\$1,000,000*	\$1,000,000
PROPOSED ANNUAL FUNDING	5% of Sewer Service Charges (FY18/19 Total \$S Ops Revenue = \$5,010,545) 5% of Sewer Service Charges = \$250,300**	TBD per Annum	3.5% of SD5's Share of CalPERS' FY18-19 = \$286,555** (From Ops)	N/A
FUNDING PROCESS	≈5% of revenues received for sewer service charges (based on annual flow rates) is to be funded each Fiscal Year, until target balance is achieved; no add'l funding required thereafter. If reserve subsequently dips below target balance, funding is to be reinstated.	Based on Capital needs per annum. Sewer service charges, property taxes and other capital-related funds received to be assessed annually and funded as cashflow permits, based on annual projects; any remaining funds will be reserved for long-term capital needs. (see Funding Purpose above, Items C & D)	3.5% of SD5's Pooled Plan Share of CalPERS Market Value Asset is to be funded each Fiscal Year, until target balance is achieved; no add'l funding required thereafter. If reserve subsequently dips below target balance, funding is to be reinstated.	To be funded one time only, from current Capital Reserve Account. No additional funding required, once target balance is achieved. Finance Committee will evaluate the need to reinstate.
AUTHORITY REQUIRED FOR FUNDING & WITHDRAWALS	District Manager is authorized to make withdrawals as necessary, to cover operating shortfalls, upon review by the Finance Committee, as set forth in this Reserve policy. All other transfers to be presented for review by the Finance Committee and recommended prior to withdrawal. Board approval is required for atypical funding.	District Manager is authorized to make monthly withdrawals for debt payments and capital improvement projects underway, upon review by the Finance Committee, as set forth in this Reserve policy. All other transfers to be presented for review by the Finance Committee and recommended prior to withdrawal. Board approval is required for atypical funding.	District Manager is authorized to make withdrawals for payments to CalPERS for unfunded liabilities upon review by the Finance Committee, as set forth in this Reserve policy. All other transfers to be presented for review by the Finance Committee and recommended prior to withdrawal. Board approval is required for atypical funding.	All withdrawals and transfers to be presented for review by the Finance Committee and recommended to the Board for approval.

* Balances based on SD5 Balance Sheet, as of 6.17.19

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

RESOLUTION NO. 2019-04

SANITARY DISTRICT NO. 5 OF MARIN COUNTY

**A RESOLUTION APPROVING THE DETERMINATION OF THE
APPROPRIATIONS LIMIT FOR THE TIBURON ZONE OF
SANITARY DISTRICT NO. 5 OF MARIN COUNTY
FOR FISCAL YEAR 2019-2020**

WHEREAS, the provisions of Article XIII B of the California Constitution were implemented by the State Legislature in Government Code Sections 7900 through 7914, and;

WHEREAS, Sanitary District No. 5 of Marin County is required to adopt an “appropriations limit” annually by resolution, and;

WHEREAS, Sanitary District No. 5 of Marin County’s “appropriations limit” is determined by a mathematical calculation set forth in Government Code Section 7902, and;

WHEREAS, Sanitary District No. 5 of Marin County has performed, or caused to be performed, the mathematical calculation set forth in Government Code Section 7902.

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

1. Pursuant to Article XIII B of the California Constitution, the District’s maximum limit for the appropriation of tax proceeds for the fiscal year of 2019-2020 is TWO MILLION, FIVE HUNDRED SIXTY-SEVEN THOUSAND, EIGHT HUNDRED TWENTY-EIGHT DOLLARS and SIXTY-TWO CENTS (\$2,567,828.62).
2. The calculations for the appropriations limit are available in the Administration Office of the District.

* * * * *

I certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Board of Directors of Sanitary District No. 5 of Marin County, California, at a meeting thereof held on the 20th of June 2019, by the following vote:

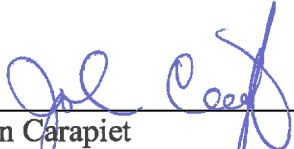
AYES, and in favor thereof, Directors: JOHN CARAPIET, MICHAEL LASKY, CATHERINE BENEDIKSSON, RICHARD SNYDER

NOES, Directors: NONE

ABSENT, Directors: TOD MOODY

ABSTAIN, Directors: NONE

Approved:



John Carapiet
Vice President, Board of Directors

Attest:



Michael Lasky
Secretary, Board of Directors

Agenda – Notes of Explanation
Sanitary District No. Regular Board Meeting
June 20, 2019

Consideration of Adoption of Resolution No. 2019-02: Determination of Appropriations Limit for Fiscal Year 2019-2020 (Dohrmann)

MEMORANDUM:

Appropriation limits are established to determine the maximum amount SD5 can accept in tax revenue from the County of Marin each year. As mandated by the California Department of Finance, following is the methodology used to calculate the Appropriations Limit for Sanitary District No. 5 of Marin County, for the fiscal year 2019-2020:

1. Appropriations Limit for FY2018-2019	\$2,476,677.79
2. Tiburon Population Change (-0.04%)	0.9996
3. CA Per Capita Income Change of Prior Year (3.85%)	<u>x 1.0385</u>
4. FY 2019-2020 Adjustment Factor (0.9996 x 1.0381):	<u>= 1.0381</u>
5. FY 2019-2020 Appropriations Limit (\$2,476,677.79 x 1.0381):	= \$2,571,039.21

RECOMMENDATION:

Review and Approve Appropriation Limits for FY2019-2020 in the amount of **\$2,571,039.21**



Robin Dohrmann
Office Manager

ATTACHMENTS:

- Resolution No. 2019-02: Determination of Appropriation Limit for Fiscal Year 2019-2020
- CA Board of Equalization article on ARTICLE XIII B Constitution Government Spending Limitation
- California Department of Finance, May, 2019: Price & Population Information re: Appropriation Limits



May 2019

Dear Fiscal Officer:

Subject: Price Factor and Population Information

Appropriations Limit

California Revenue and Taxation Code section 2227 requires the Department of Finance to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2019, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2019-20. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2019-20 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The code section and the California Constitution can be accessed at the following website: <http://leginfo.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2019.**

Please Note: The prior year's city population estimates may be revised.

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

KEELY BOSLER
Director
By:

Vivek Viswanathan
Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2019-20 appropriation limit is:

Per Capita Personal Income	
Fiscal Year (FY)	Percentage change over prior year
2019-20	3.85

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2019-20 appropriation limit.

2019-20:

Per Capita Cost of Living Change = 3.85 percent
Population Change = 0.47 percent

Per Capita Cost of Living converted to a ratio:

$$\frac{3.85 + 100}{100} = 1.0385$$

Population converted to a ratio:

$$\frac{(0.04) + 100}{100} = (1.0004) = 0.9996$$

Calculation of factor for FY 2019-20:

$$1.0385 \times 0.9996 = 1.0381$$

Fiscal Year 2019-20

Attachment B
Annual Percent Change In Population Minus Exclusions*
January 1, 2018 to January 1, 2019 and Total Population, January 1, 2019

County City	<u>Percent Change</u>	<u>— Population Minus Exclusions —</u>		<u>Total Population</u>
	<u>2018-2019</u>	<u>1-1-18</u>	<u>1-1-19</u>	<u>1-1-2019</u>
Marin				
Belvedere	0.00	2,148	2,148	2,148
Corte Madera	0.04	10,043	10,047	10,047
Fairfax	0.09	7,714	7,721	7,721
Larkspur	-0.08	12,588	12,578	12,578
Mill Valley	0.04	14,669	14,675	14,675
Novato	-0.09	53,873	53,827	54,115
Ross	-0.08	2,528	2,526	2,526
San Anselmo	-0.05	12,908	12,902	12,902
San Rafael	0.04	60,020	60,046	60,046
Sausalito	-0.07	7,421	7,416	7,416
Tiburon	-0.04	9,366	9,362	9,362
Unincorporated	0.01	65,288	65,292	69,343
County Total	-0.01	258,566	258,540	262,879

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

Fiscal Year 2019-20

Attachment C
Annual Percent Change in Population Minus Exclusions*
January 1, 2018 to January 1, 2019

County	<u>Percent Change</u> 2018-19	<u>Population Minus Exclusions</u> 1-1-18	<u>1-1-19</u>
Los Angeles			
Incorporated	0.09	9,190,183	9,198,624
County Total	-0.01	10,245,275	10,244,542
Madera			
Incorporated	1.27	78,119	79,109
County Total	1.12	151,782	153,484
Marin			
Incorporated	-0.02	193,278	193,248
County Total	-0.01	258,566	258,540
Mariposa			
Incorporated	0.00	0	0
County Total	-0.18	18,013	17,981
Mendocino			
Incorporated	-0.49	29,378	29,233
County Total	-0.14	88,967	88,839
Merced			
Incorporated	1.71	183,570	186,714
County Total	1.28	278,140	281,692
Modoc			
Incorporated	1.10	2,725	2,755
County Total	0.11	9,511	9,521
Mono			
Incorporated	-0.74	8,064	8,004
County Total	-0.82	13,595	13,484
Monterey			
Incorporated	0.83	319,677	322,330
County Total	0.91	425,870	429,764

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

CHAPTER 5

GOVERNMENT APPROPRIATIONS LIMIT: ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION

HIGHLIGHTS

- What is the Appropriations Limit
 - Expenditures Versus Appropriations
 - How the Appropriations Limit Works
 - History of the State's Limit
 - Relationship Between State and Local Limits
-

1. IN BRIEF: WHAT IS THE APPROPRIATIONS LIMIT?

Proposition 4 approved by the voters in November 1979 added California Constitution, Article XIII B. Article XIII B limits the level of most appropriations from tax sources that the state and most local government entities are permitted to make in any given year. The limit for each year is equal to the limit for the prior year, adjusted for changes in the cost-of-living and population. Various other adjustments are also required. The first year in which appropriations limits applied to state and local governments in California was fiscal year (FY) 1980-81.

Article XIII B also requires state and local governments to return to taxpayers (or in certain cases, K-14 education programs) any tax revenues in excess of the amount that can be appropriated in any given FY.

This constitutional provision also contains requirements that the state reimburse local governments and school districts for the costs of complying with state mandates, and requires the Legislature to establish a prudent state reserve fund.

Article XIII B was significantly modified by two initiative constitutional amendments approved by the state's voters in November 1988, Propositions 98 and 99. Proposition 111, approved by the voters in June 1990, made several additional significant revisions in the appropriations limit. Changes made by these propositions are noted in the following sections.

2. EXPENDITURES VERSUS APPROPRIATIONS

The terms "appropriations limit" and "spending limit" or "expenditure limit" are often used interchangeably, and there is some confusion about the difference between appropriations and expenditures.

An appropriation is an action by the Legislature to set aside an amount of money for a specified purpose. In short, an appropriation authorizes money to be spent. Appropriations are made in the annual Budget Bill, or in individual bills providing for specific governmental programs.

The actual expenditure of money occurs later, and is implemented by the State Controller. Writing checks is a ministerial function of the Controller. The Controller has no authority to expend money that has not been appropriated by the Legislature.

The amount of an expenditure on a program may not equal the appropriation for that program. For example, if the number of clients for a particular government service is actually less than anticipated, the appropriation may be larger than the amount actually spent.

Article XIII B sets forth a limit on the amounts that may be appropriated from government proceeds of taxes. In the remainder of this chapter, Article XIII B will be referred to as an appropriations limit, although in casual conversation and popular press it is often called a spending limit.

3. HOW THE APPROPRIATIONS LIMIT WORKS

Most of the operative provisions of Article XIII B are provided in the Constitution. Some features required statutory implementation, which was accomplished by legislation enacted in 1980, and again in 1990 for changes made by Proposition 111.

The paragraphs below describe how the appropriations limit works, based on both constitutional and statutory provisions. Opinions provided by the Legislative Counsel and the Attorney General have contributed to our interpretation of the provisions of Article XIII B.

Which Governmental Agencies Have Limits. Article XIII B applies to the state and to most units of local government -- cities, counties, K-12 school districts, community college districts, and special districts. Each governmental entity has its own appropriations limit. The few local governmental entities that are not subject to an appropriations limit are:

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GOVERNMENT APPROPRIATIONS LIMIT:
ARTICLE XIII B OF THE
CALIFORNIA CONSTITUTION**

- Special districts in existence on January 1, 1987 that did not levy a property tax rate in excess of 12.5% in FY 1977-78; and
- New special districts formed since that time by a vote of the people that are not funded from proceeds of taxes.

Which Revenues Are Subject to Limit. Article XIII B places a limit on appropriations from most, but not all, government revenue sources. The limit applies to appropriations from proceeds of taxes from both the general fund and special funds of government entities. Proceeds of taxes include tax revenues, interest earnings on invested tax revenues, and any revenues collected by a regulatory license fee or user charge in excess of the amount needed to cover the cost of providing the regulation, product, or service.

Appropriations from non-tax revenues are excluded from the limit. Examples of non-tax proceeds include lottery proceeds, tidelands oil revenues, federal funds, proceeds from the sale of government property, revenues from regulatory license fees or user charges equal to the amount needed to cover the cost of providing the function, gifts, and borrowed funds.

Proposition 111 excluded appropriations from the following revenue sources from the limit:

- Gas and diesel tax revenues above nine cents per gallon;
- Sales and use taxes collected on gas and diesel taxes above nine cents per gallon; and
- Truck weight fees that exceed those in effect on January 1, 1990.

Which Appropriations Are Subject to Limit. Appropriations for almost all government functions are subject to limitation under Article XIII B. However, there are some important exceptions.

The original Proposition 4 provided that the following appropriations are not limited, even if made from proceeds of taxes:

- Subventions from the state to local governments and schools, the use of which is unrestricted (these subventions are not subject to the state's limit, but instead are counted as subject to the local entity's limit);
- Appropriations to pay for costs of complying with federal laws and court mandates;

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GOVERNMENT APPROPRIATIONS LIMIT:
ARTICLE XIII B OF THE
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- Payments for interest and redemption charges on pre-existing (i.e., pre-Proposition 4) or voter-approved bonded indebtedness;
- Withdrawals from previously appropriated reserve funds; and
- Refunds of taxes.

Proposition 99, adopted by the voters in November 1988, created another major category of appropriations not subject to the limit. These are appropriations of new tax moneys from cigarette and tobacco products resulting from tax increases imposed by Proposition 99. Under that statutory initiative, beginning in FY 1988-89, state revenues from those new or increased cigarette and tobacco taxes are set aside in special accounts for expenditure on treatment or research of tobacco-related diseases, tobacco health education programs, and wildlife preservation and related programs. All such appropriations are exempt from limitation under Article XIII B.

Proposition 111 excluded capital outlay from the appropriations limit. This change reflects the fact that while capital outlay appropriations are made during a single budget year, they reflect long-term investments that are utilized over a number of years.

Appropriations directly related to an emergency, such as a fire, earthquake, or other natural disaster, were also excluded from the limit by Proposition 111. No reduction in future limits is required for appropriations made for these emergency purposes.

The "Base Year" Limit. The first year that limits were in effect was FY 1980-81. The base year for determining the appropriations limit in FY 1980-81 was FY 1978-79. Actual appropriations in the FY 1978-79 fiscal year that had been financed by the proceeds of taxes were the starting point. Appropriations not subject to limitation (see above) were subtracted from that figure and this became the "base year" level of appropriations for computing all subsequent years' limits.

Proposition 111 updated the base year for calculating the limit for each government entity to FY 1986-87. For fiscal years beginning with FY 1990-91, the limit for each entity is the FY 1986-87 limit adjusted annually as specified by Article XIII B as amended by Proposition 111.

Base year appropriations limits for new local government entities incorporated after the enactment of Article XIII B are to be established by local agency formation commissions or county formation review commissions, and approved by the voters of the incorporation or formation elections.

Annual Adjustments to the Limit. The appropriations limit for each year since FY 1980-81 is calculated by adjusting the base year limit for changes in the cost-of-living

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GOVERNMENT APPROPRIATIONS LIMIT:
ARTICLE XIII B OF THE
CALIFORNIA CONSTITUTION

and population. Proposition 111, passed by the voters in June 1990, revised each of the adjustment factors. Specifically, annual adjustments to limits, either upward or downward, are made as follows:

- Cost-of-Living.

State and schools. Governments' limits are adjusted by the change in California per capita personal income.

Local agencies (except schools). Limits are adjusted by the change in California per capita personal income or the change in the local property tax roll due to the addition of new nonresidential construction.

- Population.

State. The population factor is calculated by adding: (a) the change in the state's total population weighted by the percent of the budget spent on non-educational programs, and (b) the change in average daily attendance (ADA) for K-14 education weighted by the percentage of the budget spent on K-14 education.

Local agencies. The population factor is the percentage change in the jurisdiction or in the county in which the jurisdiction is located. Special districts located in two or more counties may use the change in the county in which the district has the highest assessed valuation.

Counties. The population change for counties can be calculated by using one of three methods: (a) the percentage change in population within the county; (b) the percentage change in population for both the county itself and contiguous counties; or (c) the percentage change in population within the incorporated portion of the county.

K-14 Schools. The change in population is the percentage change in average daily attendance.

- Program Transfers. Limits of governmental entities are modified to reflect transfers of financial responsibility from one level of government to another. The limit of the new service provider is increased by the amount the former service provider's limit is reduced.
- Funding Transfers. Adjustments either upward or downward are made to account for transfers of program funding sources, for example from tax revenues (subject to limit) to fees (not subject to limit).

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GOVERNMENT APPROPRIATIONS LIMIT:
ARTICLE XIII B OF THE
CALIFORNIA CONSTITUTION**

The level of appropriations actually made by a government entity in any year does not have any bearing on the calculation of the appropriations limit for the subsequent years. Each year's limit is computed based on the prior year's limit, not the prior year's appropriations.

If the governing body actually appropriates less money than what would be permitted by the limit, it has "room" under its limit, and the limit will be further adjusted the following year for cost-of-living and population changes. A government entity does not "lose" room under its limit for the future by appropriating less than the maximum permitted in any year.

Appropriations Permitted in Excess of the Limit. Article XIII B sets forth two circumstances under which governments may make appropriations in excess of their limits:

- Emergency. Appropriations for declared emergencies do not count towards and may be made in excess of the limit. Proposition 111 removed the requirement that the limits for future years must be reduced over a three-year period so that there would be no total increase in allowable appropriations.
- Voter Approval. Article XIII B permits voters of a jurisdiction to authorize an increase in the appropriations limit. However, no voter-approved increase may be in effect for more than four years. At the end of the four-year period, either the voters must approve another increase or the limit must return to the level it would otherwise have been.

When Revenues Exceed the Appropriations Limit. A government entity may receive revenues during a fiscal year that exceed its appropriations limit. Proposition 111 allows governments to average appropriations over a two year period before becoming subject to the excess revenue provisions of Article XIII B. In other words, a government entity can offset appropriations that exceeds its appropriations limit in one year of a two-year period by appropriating less than the limit in the other year. If revenues exceed the appropriations limit after taking this two-year averaging into account and authority to appropriate is not provided by either an emergency declaration or voter approval, Article XIII B as amended by Propositions 98 and 111 sets forth a process for disposing of the excess state revenues:

- Education Programs. After the two-year averaging period, 50% of any excess revenues are transferred to the State School Fund for elementary, secondary and community college education. A portion of this excess revenue (25%) may effectively be built into the base used to calculate future funding required by Proposition 98 if the excess funds are used for a specified purpose. The transfer to education is not required if the state's average expenditure per student and average class size is equal to or exceeds that of the ten states with

the best performance in these areas.

- Return of Excess. The 50% of excess revenues remaining after the transfer to education must be returned to taxpayers within the following two years. The return can be made through a reduction in the tax rate or as a fee reduction.

4. HISTORY OF THE STATE'S LIMIT, FYs 1980-81 TO 2006-07

How the Limit is Administered. Under statute, the Governor must submit to the Legislature along with the budget an estimate of the state's appropriations limit for the budget year. The estimate is subject to the budget process, and the official limit is established in the annual Budget Bill. The Department of Finance and the Legislative Analyst's Office have developed the methodologies necessary to compute the limit annually.

Effect of the State's Limit FYs 1980-81 to 1986-87. For the first five years that Article XIII B was operative, it essentially had no constraining effect on state budgets. Changes in population and CPI outpaced the growth in state revenue in the early 1980s, so that actual revenues received were the constraint on the level of state spending until FY 1986-87.

During this period unused "room" under the state's appropriations limit peaked in FY 1982-83 at \$3.4 billion, and declined steadily after that. A decline in the rate of inflation after that time reduced the rate at which the limit was raised annually, while at the same time a robust economy brought steady growth in state revenues. In late 1986, analysts were predicting that by FY 1987-88, the Article XIII B appropriations limit would begin to function as a significant constraint on state spending.

However, an unanticipated surge in tax revenues in the spring of 1987 caught most observers by surprise. That revenue surge, caused primarily by taxpayer reaction to the federal Tax Reform Act of 1986, pushed the state substantially over its appropriations limit for the first time during the 1986-87 fiscal year. The state ended that fiscal year with \$1.1 billion in excess revenues.

FY 1986-87 Rebate of Excess Revenues. During FY 1986-87 Article XIII B required excess revenues to be returned by means of a tax rate reduction or fee reduction. The method selected to deal with the \$1.1 billion in excess state revenues for the 1986-87 FY was to send rebate checks to 11.1 million personal income taxpayers.

The Limit Today. Revisions to the limit calculation implemented by Proposition 111 have continued to result in room under the appropriations limit since 1986. For example, California is expected to be almost \$12 billion under the appropriations cap in FY 2007-08.

**5. RELATIONSHIP BETWEEN THE STATE'S AND LOCAL
GOVERNMENTS' LIMITS**

Subventions. As noted above, subventions from the state to local governments that are unrestricted as to the purposes for which they may be spent are not counted as state expenditures subject to limit, but rather are counted against the local limit.

With respect to K-12 school districts, a portion of a district's revenue limit apportionment from the state constitutes a subvention for purposes of Article XIII B. Subventions are defined as amounts necessary to fund the "foundation program," after taking into account local tax revenues. The "foundation program" represents a computed value that generally is less than the revenue limit amount. The balance of the regular apportionment, as well as apportionments for categorical programs, are not considered to be subventions. State subventions for community college districts are determined similarly.

Reporting Requirements. Legislation enacted in 1987 requires local entities to include information in their annual budget documents relating to their appropriations limits and their appropriations subject to the limit. Proposition 111 requires that the annual calculation of a local government entity's appropriations limit shall be part of that entity's annual financial audit.

6. CODE

California Constitution, Article XIII B

Government Code Sections 7900-7914

Education Code Sections 41203-41206

RESOLUTION NO. 2019-05

SANITARY DISTRICT NO. 5 OF MARIN COUNTY

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

The District Board of Sanitary District No. 5 of Marin County finds and determines it is appropriate to set forth in written form, the terms and conditions of service for the Represented Employees, as established in the Memorandum of Understanding, Implemented on December 19, 2012, and any Unrepresented Employees, as specified per individual Employment Contract.

WHEREAS, in accordance with the Adopted Memorandum of Understanding, approved on April 20, 2017, in Section 7, Classifications and Salaries, under Subsection 7.1, Pay Scale, “Effective July 1, 2017, employees shall receive an annual Cost of Living Allowance (“COLA”) increase based on the San Francisco-Oakland-San Jose Consumer Price Index for all Urban Consumers (“CPI”) using the CPI annual average for the calendar year immediately preceding the commencement of the District’s fiscal year. The minimum COLA increase shall be 2.5% and the maximum COLA increase shall be 3.5%. The COLA increase shall be implemented as a salary adjustment effective July 1, of each fiscal year during the term of this agreement”, and;

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

WHEREAS, Sanitary District No. 5 of Marin County is to assure any Unrepresented Employees not covered by the Memorandum of Understanding, as stated in Unrepresented Employee Benefits Plan Section 12., Salaries, Pay Scale, “Effective July 1, 2017, employees shall receive an annual Cost of Living Allowance (“COLA”) increase based on the San Francisco-Oakland-San Jose Consumer Price Index for all Urban Consumers (“CPI”) using the CPI annual average for the calendar year immediately preceding the commencement of the District’s fiscal year. The minimum COLA increase shall be 2.5% and the maximum COLA increase shall be 3.5%. The COLA increase shall be implemented as a salary adjustment effective July 1, of each fiscal year”, and;

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

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

1. The salaries for all employees of Sanitary District No. 5 of Marin County, as stated on the attached Publicly Available Pay Scale Chart, which reflects an annual Cost of Living increase of 3.5%, effective July 1, 2019, are hereby incorporated in and made part of this Resolution.

* * * * *

I certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Board of Directors of Sanitary District No. 5 of Marin County, California, at a meeting thereof held on the 20th of June 2019, by the following vote:

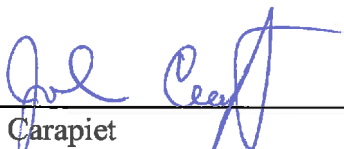
AYES, and in favor thereof, Directors: JOHN CARAPIET, MICHAEL LASKY, CATHARINE BENECKITSEN, RICHARD SNYDER

NOES, Directors: NONE

ABSENT, Directors: TOD MOODY


ABSTAIN, Directors: NONE

Approved:



John Carapiet
Vice President, Board of Directors

Attest:



Michael Lasky
Secretary, Board of Directors

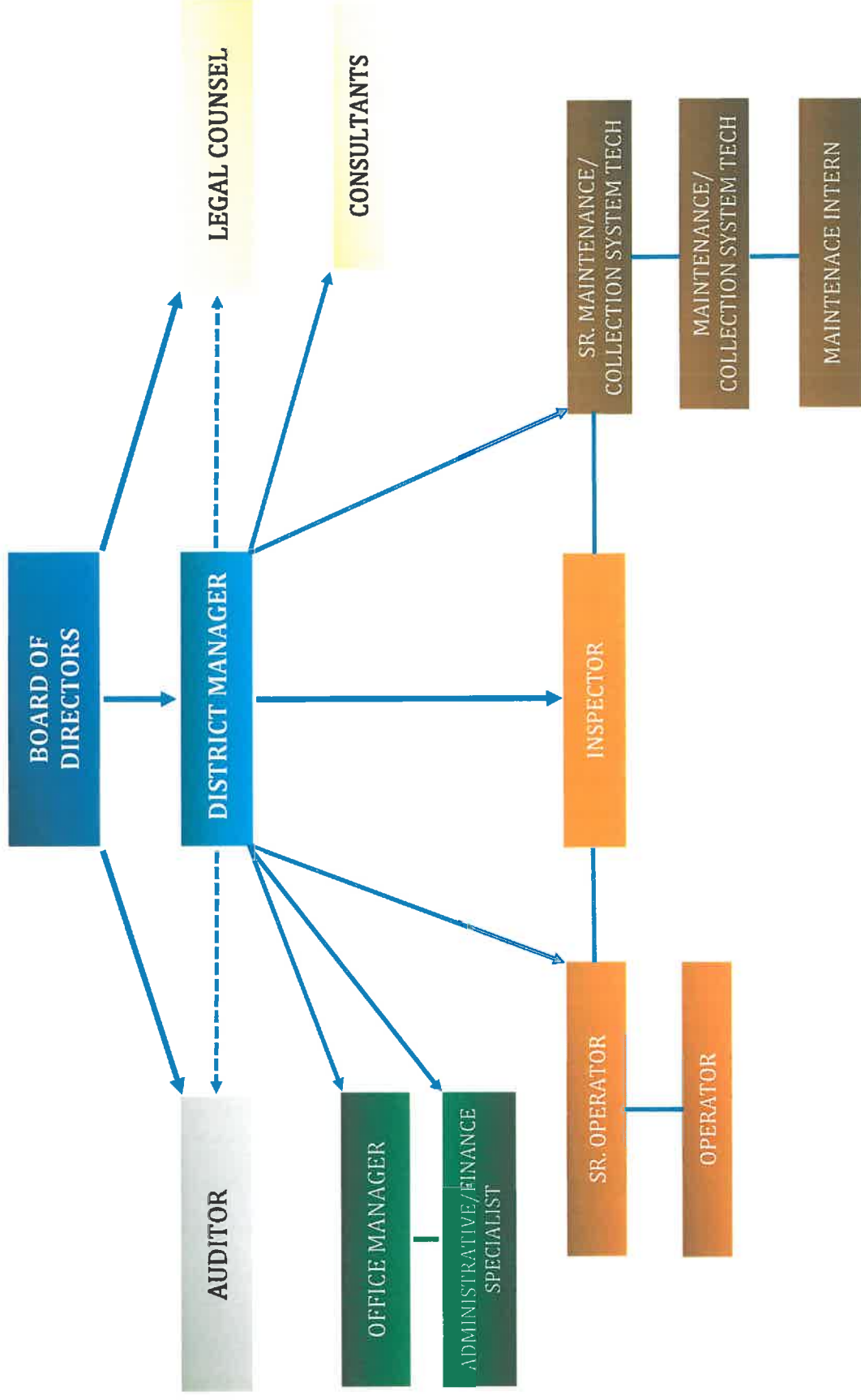
3.5% Increase for Each Salary Step, Approved on June 20, 2019

Salary Step	Monthly Salary	Hourly Rate	District Manager	Office Manager	Administrative/ Finance Specialist	Senior Wastewater Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment Plant Operator		Senior Wastewater Treatment 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SANITARY DISTRICT NO. 5 OF MARIN COUNTY

ORGANIZATION CHART FOR FY2019-2020



RESOLUTION NO. 2019-06

**A RESOLUTION OF SANITARY DISTRICT NO. 5 OF MARIN COUNTY
AUTHORIZING THE CALIFORNIA OFFICE OF EMERGENCY SERVICES (CAL
OES) FORM 130 (DESIGNATION OF APPLICANT'S
AGENT FOR NON-STATE AGENCIES)**

WHEREAS, on February 19, 2019, pursuant to Government Code 8630, the Board of Supervisors of the County of Marin adopted Resolution No. 2019-18 proclaiming a local emergency related to local storm events that began on February 12, 2019; and

WHEREAS, on February 20, 2019, pursuant to Government Code 8630, the Tiburon Town Council adopted Resolution No. 02-2019 proclaiming a local emergency related to local storm events that began on February 12, 2019; and

WHEREAS, the Sanitary District serves both Tiburon and parts of Marin County, and

WHEREAS, The Sanitary District has been impacted by the extreme weather, including heavy rains, winds, and saturated grounds which have toppled trees, washed out roads, and creek banks, and substantially impacted the Sanitary District; and

WHEREAS, the Sanitary District incurred expenses due to the extreme weather conditions during the 2019 storm events; and

WHEREAS, the Sanitary District is applying for reimbursement for expenses incurred during the 2019 storm events; and

WHEREAS, the Sanitary District is required to have a CalOES Form 130 on file to designate signing authority for any reimbursements; and

WHEREAS, the Sanitary District does not have a current CalOES form 130 on file to designate signing authority for any reimbursements; and

WHEREAS, the Sanitary District wishes to apply for approved reimbursements through CalOES.

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

1. This Resolution authorizes the signing of the California Office of Emergency Services Form 130 (Designation of Applicant's Agent Resolution for Non-State Agencies), attached as Exhibit 1, by the District Manager as the authorized signing agent and shall take effect immediately upon adoption.

* * * * *

I certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly passed and adopted by the Board of Directors of Sanitary District No. 5 of Marin County, California, at a meeting thereof held on the 20th of June 2019, by the following vote:

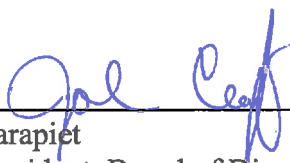
AYES, and in favor thereof, Directors: JOHN CARAPIET, MICHAEL LASKY, CATHARINE BENEDIKSON, RICHARD SNYDER

NOES, Directors: NONE

ABSENT, Directors: TOD MOON

ABSTAIN, Directors: NONE

Approved:



John Carapiet
Vice President, Board of Directors

Attest:



Michael Lasky
Secretary, Board of Directors

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Board of Directors OF THE Sanitary District No. 5 of Marin County
(Governing Body) (Name of Applicant)

THAT Board President, OR
(Title of Authorized Agent)

Board Vice President, OR
(Title of Authorized Agent)

Board Secretary
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Sanitary District No. 5 of Marin County, a public entity
(Name of Applicant)

established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Sanitary District No. 5 of Marin County, a public entity established under the laws of the State of California,
(Name of Applicant)

hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

- ☐ This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.
☒ This is a disaster specific resolution and is effective for only disaster number(s) FEMA-4431-DR-CA

Passed and approved this 20th day of June, 2019

Tod Moody, Board President
(Name and Title of Governing Body Representative)

John Carapiet, Board Vice President
(Name and Title of Governing Body Representative)

Michael Lasky, Board Secretary
(Name and Title of Governing Body Representative)

CERTIFICATION

I, John Carapiet, duly appointed and Vice President of
(Name) (Title)

Sanitary District No. 5 of Marin County, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the Board of Directors of the Sanitary District No. 5 of Marin County
(Governing Body) (Name of Applicant)

on the 20th day of June, 2019.

[Signature]
(Signature)

Vice President
(Title)

Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted Resolution is older than three (3) years from the last date of approval, is invalid or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on page 1. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.

Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California. Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services regarding grants applied for by the Applicant. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents would be entered here, not their names. This allows the document to remain valid (for 3 years) if an Authorized Agent leaves the position and is replaced by another individual in the same title. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

Governing Body Representative: These are the names and titles of the approving Board Members.

Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents, and a minimum of two or more approving board members need to be listed.

Certification Section:

Name and Title: This is the individual that was in attendance and recorded the Resolution creation and approval.

Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member (if a person holds two positions such as City Manager and Secretary to the Board and the City Manager is to be listed as an Authorized Agent, then the same person holding the Secretary position would sign the document as Secretary to the Board (not City Manager) to eliminate "Self Certification."



Item #10

June 10, 2019

Mr. Tony Rubio, District Manager
Sanitary District No. 5
2001 Paradise Drive
Tiburon, CA 94920

Re: 2019 Sewer Rehabilitation Project - Tiburon and Belvedere

Dear Tony:

On June 7, 2019 six bids were received for the above-referenced project. A spreadsheet comparing these bids is enclosed.

The lowest apparent bid of \$1,044,790 was submitted by Glosage Engineering, Inc. of Richmond.

Enclosed is the license detail obtained from the Contractor's License Board which shows that Glosage Engineering, Inc. has a valid Contractor's License and the contractor is registered with the California Department of Industrial Relations (DIR). The second and third contractors qualify also.

We have reviewed their submitted bid package and recommend awarding the contract to Glosage Engineering, Inc.

Very truly yours,

NUTE ENGINEERING

By

A handwritten signature in black ink, appearing to read "Mark T. Wilson", is written over a horizontal line.

Mark T. Wilson, P.E.

Enclosure(s)

**SANITARY DISTRICT NO. 5
MARIN COUNTY, CALIFORNIA
2019 SEWER REHABILITATION PROJECT
TIBURON AND BELVEDERE**

No.	Tib	Quant	Belv	Total	Description	George Engineering Richmond			Precision Engineering San Francisco			Pacific Trenchless Oakland		
						BASE BID		Total	BASE BID		Total	BASE BID		Total
						Unit Price	Amount		Unit Price	Amount		Unit Price	Amount	
1.	50%		50%		LS Mobilization, Demobilization, SWPPP		\$18,000			\$65,000			\$24,350	
2.	2,214	2,090			4,304 LF Pre-Clean and Pre-Televise Sewer Mains	3	\$12,912		2	\$8,608		5	\$21,520	
3.	2,214	2,090			4,304 LF 6.63" OD HDPE Sewer Main - Pipeburst	162	\$695,096		134	\$576,736		195	\$839,280	
4.	1	1			2 Ea Air Gap for Pipebursting at Utility Crossing	1,400	\$2,800		3,500	\$7,000		765	\$1,530	
5.	3	3			8 Ea Install (N) Standard 4' Diameter Manholes	7,700	\$61,600		5,000	\$40,000		6,995	\$55,960	
6.	5	2			7 Ea Install (N) HDPE 4' Diameter Manholes	6,400	\$44,800		6,500	\$45,500		5,995	\$41,965	
7.	1	7			8 Ea Install (N) Shallow Manholes	3,800	\$30,400		3,000	\$24,000		4,995	\$39,960	
8.	4	7			11 Ea Remove Existing Manholes	400	\$4,400		1,000	\$11,000		645	\$7,095	
9.	14	1			15 Ea Connect to Existing Manholes, Replace Rim and Cover and Grade Rings, Rebuild Channels	1,115	\$16,725		1,500	\$22,500		1,155	\$17,325	
10.	4	5			9 Ea Remove and Dispose of Rodholes	50	\$450		1,000	\$9,000		595	\$5,355	
11.	1	1			2 Ea Install Rodholes	950	\$1,900		1,000	\$2,000		995	\$1,990	
12.	34	31			65 Ea Locate & Pothole Existing Laterals	50	\$3,250		300	\$19,500		75	\$4,875	
13.	34	31			65 Ea 4" Lower Laterals, Cleanout Box and Two Way Cleanouts	975	\$63,375		500	\$32,500		85	\$5,525	
14.	408	372			780 Ea 4" Lateral, Fittings & Connections	2	\$1,365		150	\$117,000		1	\$780	
15.	20	20			40 LF Curb and Gutter and AC Curb Replacement	18	\$720		50	\$2,000		25	\$1,000	
16.	20	20			40 SF Concrete Sidewalk and Driveway Approach Replacement	15	\$600		20	\$800		20	\$800	
17.	67	73			Asphalt Concrete Trench Repair and Replacement of Pavement Markings	280	\$39,200		350	\$49,000		195	\$27,300	
18.	1	1			LS Shoring for All Excavations	11,000	\$11,000		54,500	\$54,500		10,695	\$10,695	
19.	6	4			10 Ea Pothole Utility Mains		\$11,150		500	\$5,000			\$6,650	
20.	1	1			LS Traffic Control and Notifications	8,075	\$8,075		29,000	\$29,000		7,105	\$7,105	
21.	1	1			LS Permits and Licenses		\$2,500		1,000	\$1,000			\$1,285	
22.	2,214	2,090			4,304 LF Cleaning and Televising of Completed Sewer Mains		\$12,912		2	\$8,608			\$21,520	
23.	408	372			780 LF Internal Televising of Completed Lower Sewer Laterals		\$1,560		1	\$780			\$3,900	
TOTAL							\$1,044,790			\$1,131,032			\$1,147,765	
Check if Bid Item 1 is less than 5% of total cost							1.72%			5.75%			2.12%	
Addendum Acknowledge							y			n			y	
Bid Signed							y			y			y	
Contractors License Number							1028046			880266			776788A	
Bid Bond							y			y			y/n	
DIR Registration Number							1000051960		exp. 6/29/19	1000001646			1000009279	
Subcontractors (list License/DIR #s if included)							NONE			NONE			NONE	
Site Visit Affidavit							y			y			y	
Major Equipment and Materials Suppliers							y			y			y	
Certification of Drug-Free Workplace							y			y			y	
Certification of Bidder's Experience and Qualifications							y			y			y	
Three Year EMR							1			1.03			0.72	
Three Year RIR							0			0.33			0	
Three Year LIR							0			0			0	
Financial Statement Submitted							y			y			y	
Non-Collusion Affidavit							y			y			y	
Safety Compliance Affidavit							y			y			y	



CONTRACTORS STATE LICENSE BOARD



Contractor's License Detail for License # 1028046

DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations.

Data current as of 6/10/2019 5:29:26 PM

Business Information

GLOSAGE ENGINEERING INC
2212 COALINGA AVENUE
RICHMOND, CA 94801
Business Phone Number: (510) 815-4505

Entity Corporation
Issue Date 06/19/2017
Expire Date 06/30/2021

License Status

This license is current and active.

All information below should be reviewed.

Classifications

A - GENERAL ENGINEERING CONTRACTOR

Bonding Information

Contractor's Bond

This license filed a Contractor's Bond with AMERICAN CONTRACTORS INDEMNITY COMPANY.
Bond Number: 100350921
Bond Amount: \$15,000
Effective Date: 06/06/2017

Bond of Qualifying Individual

The qualifying individual LUIS ARMANDO GUZMAN certified that he/she owns 10 percent or more of the voting stock/membership interest of this company; therefore, the Bond of Qualifying Individual is not required.
Effective Date: 06/19/2017

Workers' Compensation

This license has workers compensation insurance with the NATIONAL LIABILITY AND FIRE INSURANCE COMPANY
Policy Number: A9WC963871
Effective Date: 08/10/2018
Expire Date: 08/10/2019
Workers' Compensation History

Contractor Information

Legal Entity Name
GLOSAGE ENGINEERING INC
Legal Entity Type
Corporation
Status
Active
Registration Number
1000051960
Registration effective date
6/17/2018
Registration expiration date
6/29/2019
Mailing Address
2212 COALINGA AVE RICHMOND 94801 CA Uni...
Physical Address
2212 COALINGA AVE RICHMOND 94801 CA Uni...
Email Address
Trade Name/DBA
GLOSAGE ENGINEERING INC
License Number(s)
Other:1028046

Registration History

Effective Date	Expiration Date
6/17/2018	6/29/2019
8/10/2017	6/29/2018

Legal Entity Information

Corporation Number: 81-3775627
Federal Employment Identification Number:
President Name: LUIS A GUZMAN
Vice President Name:
Treasurer Name:
Secretary Name: BRICEIDA GUZMAN
CEO Name:

Agent of Service Name: GLOSAGE ENGINEERING INC
Agent of Service Mailing Addr... 2212 COALINGA AVE RICHMOND 94801 CA United States of America

Workers Compensation

**Do you lease employees
through Professional
Employer Organization
(PEO)?:**

**Please provide your
current workers
compensation insurance
information below:**

PEO Information	PEO Name	PEO Phone	PEO Email
-----------------	-------------	--------------	--------------

Insured by Carrier

Policy Holder Name: GLOSAGE ENGINEERING INC

Insurance Carrier: NATIONAL LIABILITY & FIRE INSURANCE COMPANY

Policy Number: A9WC836537

Inception date: 8/9/2017

Expiration Date: 8/9/2018

**Sanitary District No. 5 of Marin County
2018-19 Sewer Rehabilitation Project
June 7, 2019 @ 2:00 p.m.**

COMPANY NAME

TOTAL BASE BID

[illegible]

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

**STRATEGIC PLAN
JUNE, 2019**



BOARD OF DIRECTORS:

Tod Moody, President

John Carapiet, Vice President

Michael Lasky, Secretary

Catherine Benediktsson, Director

Richard Snyder, Director

DISTRICT MANAGER:

Tony Rubio

Sanitary District No.5 of Marin County

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1. Introduction, History and Overview

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

In 2005 the City of Belvedere sewage collection system was annexed to the District. When this task was completed, a new sewer rate had to be established for the City of Belvedere residents, as it was treated as a separate zone per the annexation agreement with Belvedere. In that annexation agreement, the City of Belvedere negotiated keeping the sewer service revenue portion of the property tax, thus the higher rates in the City of Belvedere currently. As of 2018 the Belvedere zone sewer service fee charge is \$1985 per EDU compared to \$1034 per EDU in the Tiburon zone. Prior to annexation into Sanitary District No.5 of Marin County, an investigation of the entire sewer collection was performed by Harris & Associates to assist the District in determining the condition of the collection system and the required repairs that would be needed in the future. A similar study was also performed for the collection system owned by the District for the Tiburon zone. Those studies assisted in determining the rates that are in place today.

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

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

The District has a total of 24 pump stations in its service area and 153,120 lateral feet (29 miles) of gravity sewer lines that range in size from 6" to 24" and a total of 26,400 lateral feet (5 miles) of pressure force main. The District is governed by a 5-member Board of Directors, while the day- to-day management is the responsibility of the District Manager, and his or her staff of 9 employees. Many Districts have different priorities, goals and challenges that face them day-to-day and in the future. That is why this District seeks to layout its priorities, address its concerns and prioritize its future challenges with the creation of this strategic plan. This planning would also assist future Board Members and District Managers with staying on-course in

providing the best, safest, and most reliable collection conveyance and treatment of sewage for the Tiburon/Belvedere peninsula residents. The strategic plan shall reflect the direction, insight, and expertise of the Board Members and its District Staff and shall provide for the overall strategic direction of the District.



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



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



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



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



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



2010 Unincorporated East Tiburon- Upgraded Paradise Cove Wastewater Treatment Plant

2. Mission Statement and Values

Mission Statement

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

SD5 Values

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

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

3. Accomplishments

SD5 Accomplishments

A generalized list of recent accomplishments:

Main Treatment Plant:

- Invested \$12 Million dollars and rehabilitated the Main Treatment Plant: this was a 2-year project, which improved treatment plant efficiencies and reliability
- Updated the Sewer Use Ordinance to include sewer lateral inspection and repair mechanism to reduce I&I from the collection system
- Began pump station controls replacement program: 11 of 22 pump stations now have new standardized control panels –Panels have been raised per sea level report study
- 15,500 Linear feet of pipe have been replaced/rehabilitated since 2006
- Completed the Point Tiburon Sewer Line acquisition (a 30+yr dispute/unresolved item)
- Completed the Mar West Phase 1 and Phase 2 Pump Station Upgrade - \$1.5 Million Invested to this site.
- Completed a LED lighting upgrade as part of our continued efforts to conserve energy & keep costs down

Paradise Cove Plant:

- Acceptance of the Seafirth Estates subdivision pump stations: allowed for the decommissioning of Seafirth Estates' Rotating Biological Contactor (RBC) treatment plant
- Acceptance of the Paradise Drive Sewer Line Extension (PDSLE) Line Sewer line: allowed sewer service connections for 52 homes allowing people to decommission septic systems in the unincorporated area of Tiburon an connecting to the public sewer
- Acceptance of Vogt sewer line extension at Paradise Cove which will allow for an additional 12 connections and the connection of the Romberg Tiburon Center
- Established an Outside Sewer Service Agreement with SFSU Romberg Center for Sewer Service
- Paradise Cove Treatment Plant upgrade and installation of new discharge pipe and diffuser: treatment plant capacity doubled and treatment efficiency improvement

Finance & HR:

- Major work on the District's Finances and Capital Improvement Program in FY2009/2010: this led to difficult decisions to increase sewer rates for the prolonged safety and compliance of both treatment plants and its collection system. Prior to 2005, the sewer rates had not been raised in 20+ years
- Made the difficult decisions to cut benefits for new hires, in part of the 2012 Employee Negotiations: this established a lower tier for transferring Classic Members as a result of higher CalPERS pension obligations
- Began funding a California Employee Retirement Benefit Trust (CERBT) for Other Post-Employment Benefits (OPEB) in 2011
- Paid off CalPERS side fund and SD5's unfunded accrued liability, through 2017
- Updated the SD5 Connection Fee Schedule
- Created a District wide succession plan
- Created new Financial Policy & Procedure Manual
- Updated the SD5 Reserve Policy and created a new CalPERS Reserve Trust in order to fund future CalPERS' inability to obtain target returns in their investment strategies

4. Current Conditions, Future Challenges & Opportunities

Current Conditions:

The District overall income is around \$6 million dollars. Total operations and maintenance costs, which includes salary, is averaging around \$3 million dollars (not including CalPERS unfunded liabilities) with about 3% inflation each year. Currently, Capital Expenditures run anywhere between \$1.5 - \$2.5 million dollars yearly including debt service. The Districts net operating/capital income varies between \$500k-\$1 million dollars each year. That is the current overall trend of the District finances as of 2017. Please note that both treatment plants recently were improved so the need for costly capital expenditures at both of these facilities will mostly likely not occur for another 4-9 years.

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

In 2013, CalPERS enacted new retirement formulas for new-hire employees into the CalPERS' retirement system (Public Employees' Pension Reform Act - PEPRA), which keeps our employee overhead costs down. Currently the District has 5 employees under the Classic Member formula of 2.7% @ 55 formula, and 4 employees under the PEPRA formula of 2.0% @ 62. The District has paid its CalPERS pension liabilities up through fiscal year 2016. The Districts OPEB Other Post-Employment Benefits (retiree health) is around 40% funded as of 2017. The District currently has 6 retirees receiving OPEB. The Board of Directors receive compensation of \$100 for attendance at each Board Meeting; no other benefits are granted to the Board of Directors.

Capital Improvement wise, the Districts main function is to provide high quality collection, conveyance, treatment and disposal of the wastewater in this service area. A main priority currently for the District is the rehabilitation of the districts collection system – an ongoing 10 year Capital Improvement Program (CIP) is in place to replace/rehabilitate the collection system based on video reports conducted in 2006 and 2011. Also, the District is currently under way with a project standardizing the control panels at the 24 pump stations, servicing the areas and raising them per the Marin BayWAVE Marin Bay Waterfront Adaptation Vulnerability Evaluation

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

Future Challenges and Opportunities:

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

Wastewater Treatment System:

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

Customer Service:

- Improved web site for ease of customer use
- Development of quarterly newsletter -increased awareness of district activities and accomplishments for customers- for website
- Additional Staff time for permits and Inspections as identified in the recently approved succession plan
- Additional Ark Newspaper Articles

HR and Employee Development:

- Encourage staff to cross train in Operations and Maintenance
- Enhance SR WWTP Maintenance/Collection System Tech Position to a Supervisor to assist in the day to day organization of maintenance and long range planning and responsibility in keeping up to date records- responsible for WDR's (waste discharge requirements) for Main Plant and Paradise Cove (LRO Legally Responsible Official Requirement)-as identified in the recently approved succession plan
- Enhance SR WWTP Operator Position to a Supervisor position to assist in the day-to-day organization of operations and long range planning (Chief Plant Operator) responsible for Main Plant and Paradise Cove permits (designated operator in charge)- as identified in the recently approved succession plan

Renewable Energies and Continued Energy Reduction:

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

Organization, Budget and Finance:

- Sewer Rate Sustainability
- CalPERS Pension Sustainability
- Other Post Employee Benefits (OPEB) Sustainability
- Complete scanning project
- Clean up and organize current District administrative database
- Create standards and file storage location, and file storage paths for staff to save work that all staff need access to

Organization, Budget and Finance (Cont'd):

- Connection Fee Rates
- Contracted Services
- Sewer Rate Study- Last sewer rate survey completed in 2010

Facilities and Operations:

- Rebuild the maintenance shop and create 2nd floor for an overall operations/maintenance building.
- Review of Emergency Planning/Preparedness: Boat access to treatment plant sites, and Vector truck availability, and bypass pumping review
- Planning for future Treatment Plant Rehabilitation or Relocation Options
- Office Upgrades – Limited Space
- Complete a Collection System Master Plan in conjunction with Sewer Rate Study- Last full scale sewer system evaluation completed in 2006

5. SD5 Goals

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

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

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

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

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

The SD5 Board established the following key objectives:

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

Goal Two: Infrastructure Reliability

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

The SD5 Board established the following key objectives:

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

Goal Three: Fiscal Accountability

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

The SD5 Board established the following key objectives:

- Ensure sewer rates are adequate for operation of the District
- Review CalPERS unfunded liabilities annually
- Ensure Achievable CIP Plan is in-line with current level of funding
- Review Sewer Rates (2020-2021)
- Ensure Adequate Sewer Reserves in-line with Reserve Policy
- Review California Employee Retirement Benefit Trust (CERBT) Trust Funding
- Evaluate & Apply for Grant Funding when applicable
- Review MOU obligations regarding Classic and PEPR and keeping pensions costs down

Goal Four: Operational Capability

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

The SD5 Board established the following key objectives:

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

Goal Five: Employee Development

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

The SD5 Board established the following key objectives:

- Create new WWTP Operations Superintendent Position
- Create new WWTP Maintenance & Collection System Superintendent Position
- Create new Permit/Administration Assistant Position
- Maintain Adequate Staffing levels
- Continue Cross training activities
- Review Staff - Bi-annual Performance Evaluations
- Maintain and update succession plan as necessary

Goal Six: Resource Recovery and Energy Reduction

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

The SD5 Board established the following key objectives:

- Develop Bio-Solids Master Plan
- Develop Energy Saving Master Plan
- Seek Economical Go Green options/projects

6. Strategic Plan Review and Monitoring

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

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

TIMOTHY O'DAY – RETIREMENT - FEBRUARY 28, 2019

WHEREAS, the Sanitary District No.5 of Marin County Board of Directors recognizes the extraordinary contributions Timothy O'Day made to the District serving the Town of Tiburon and City of Belvedere in his eighteen years of service, and;

WHEREAS, Timothy O'Day has been an integral part of the District, providing great leadership and mentoring to the District staff, and;

WHEREAS, Timothy O'Day has provided great vision and discipline in protecting public health by operating and maintaining the District's facilities to a high degree of standard, and;

WHEREAS, during his tenure as a Senior Operator and Lab Director, Timothy O'Day has been responsible for the treatment of over 4 Billion gallons of wastewater, and

WHEREAS, Timothy O'Day has the personality and the natural gift to deal with crises and the public on a day to day basis, ensuring public health was protected and that the receiving waters of the State of California were also protected, and;

WHEREAS, Timothy O'Day has successfully supervised the Operations Staff through the construction and startup of several plant improvement projects that significantly impacted operations, all the while continuing to meet permit requirements; and

WHEREAS, Tim has demonstrated how hard work, determination, and perseverance can lead to achieving goals and success; and

WHEREAS, Tim has contributed to the development of wastewater professionals and education of the public through his involvement with the Public Education Group of the Marin sanitation agencies, and

WHEREAS, Tim has conducted over 50 plant tours to the public and to multiple students in the Estuary & Ocean Science Center, San Francisco State University program regarding the importance of wastewater treatment and its role in protecting public health, the SF Bay and the receiving waters of the State of California, and

* * * * *

Proclamation – T O'Day
June 20, 2019

NOW, THEREFORE, BE IT PROCLAIMED, that I, John Carapiet, on behalf of the Sanitary District No.5 of Marin County District Board of Directors, hereby commend Timothy O'Day for his 18 years of loyal service to the public at the District; and express that the Board of Directors, his co-workers and friends, and the citizens of the Town of Tiburon and City of Belvedere appreciate Tim for all his contributions and wish him years of happiness and contentment in retirement.

I certify that the foregoing is a full, true, and correct and passed by the Board of Directors of Sanitary District No. 5 of Marin County, California, at a meeting thereof held on June 20th, 2019, by the following vote:


AYES, and in favor thereof, Directors: JOHN CARAPIET, MICHAEL LASKY, RICHARD SNYDER,
CATHARINE BENEDIKTSSON

NOES, Directors: NONE

ABSTAIN, Directors: NONE

ABSENT, Directors: ED MOODY

APPROVED:



John Carapiet
Vice President, Board of Directors

ATTEST:



Michael Lasky
Secretary, Board of Directors

DECISION/ACTION ITEM LOG

CIP Committee: June 11, 2019

Sanitary District No. 5 of Marin County

ACTIVE ITEMS SHEET

Item #13

No.	Item	Submission Date	Responsible Party	DECISION ONLY Due / Completed	ACTION REQUIRED Due / Completed	Comment/Reference Document
27	FY2017-2018 Sewer Rehab Project	11.7.17	Nute/TR/CIP	1.31.18		Working on Design Drawings for new FY2017-2018 Sewer Rehab Project; CIP Rec'd & Approved Specs, Plans & Estimate for Bid, as of 2.13.18, Notice of Award to be decided at 3.15.18 Brd. Mtg.; Awarded to Westland Contractors, Inc.; NTP issued for 7.1.18; Work currently in progress, as of 7.10.18, 8.15.18, 9.15.18, 10.15.18; Work to be completed no later than Oct. 31st 2018 11.15; Project complete, as of 11.13.18; Waiting on final invoice from Westland, as of 2.12.19 3.12.19 4.9.19 5.14.18 Received 2 Change Orders + 1 Adjusting Change Order; Still waiting for Add'l Work Change Orders
28	2019 Sewer Rehab Project	3.12.19	Nute/TR/CIP			Rec'd Proposal for Project Eng. From Nute, 3.11.19; Currently Reviewing Plans, 5.14.19 - will bring to SD5 Board for approval, 5.16.19; Received Lowest Bid from Glossage Engineering, Inc., 6.7.19
29	Cove Rd. Force Main Replacement Project	3.12.19	Nute/TR/CIP			Nute Preparing Bid Docs, as of 3.12.19; Waiting for CalTrans response re horizontal drilling, as of 5.14.19