

**NOTICE AND AGENDA
Regular Board Meeting
at Sanitary District No. 5 of Marin County Meeting Room
2001 Paradise Drive, Tiburon, CA 94920
Thursday, May 16, 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 April 18, 2019 Regular Board Meeting Minutes and April 25, 2019 Special Board Meeting Minutes (Dohrmann)
2. Review and Receive all Electronic Fund Transfers (EFT) and Approve Warrants for April 12th through May 14th, 2019; JP Morgan Chase Bank Check No. 6873 through Check No. 6916, all transactions totaling in the amount of \$126,503.20; and Review and Receive April 2019 Payroll, in the amount of \$91,920.21 (Dohrmann)
3. Receipt of Financial Reports for April 2019 (Dohrmann)

MANAGEMENT REPORTS:

4. District Management Summary Report (Rubio)

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

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

UNFINISHED BUSINESS:

COMMITTEE REPORTS:

7. Capital Improvement Program Committee (Lasky/Moody)
8. Governance Committee (Snyder/Lasky)
9. Finance & Fiscal Oversight Committee (Benediktsson/Moody)
10. Personnel Committee (Moody/Snyder)
11. Tiburon Pump Station #4 Ad Hoc Committee (Carapiet/Snyder)

OTHER BUSINESS:

ENVIRONMENTAL:

CORRESPONDENCE:

INFORMATIONAL ITEMS:

ADJOURNMENT

The Board will be asked to adjourn the meeting to a Regular Board Meeting on June 20th, 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.

**Minutes of a Regular Board Meeting
at Sanitary District No. 5 of Marin County Meeting Room
2001 Paradise Drive, Tiburon, CA 94920
Thursday, April 18, 2019**

5:00 P.M. REGULAR BOARD MEETING

CALL TO ORDER by President Tod Moody at 5:00 P.M.

ROLL CALL	Directors present:	Tod Moody, President John Carapiet, Vice President Michael Lasky, Secretary (5:06 P.M.) Catharine Benediktsson, Director
	Directors absent:	Richard Snyder, Director
	Staff present:	Tony Rubio, District Manager Robin Dohrmann, Office Manager

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DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

- V. President Carapiet advised he attended the most recent Belvedere City Council Meeting. After a presentation from MMWD regarding an upcoming rate-hike, Carapiet verbally objected to the utility's maladministration of funds, resulting in a \$92M side fund oversight
- Director Benediktsson stated she wrote-in, also protesting the rate-hike, based on MMWD's lack of action regarding their unpaid pension side fund

CONSENT CALENDAR:

1. Approval of March 21, 2019, Regular Board Meeting Minutes (Dohrmann)
2. Review and Receive all Electronic Fund Transfers (EFT) and Approve Warrants for March 15th through April 11th, 2019; JP Morgan Chase Bank Check No. 6828 through Check No. 6872, all transactions totaling in the amount of \$164,858.97; and, Review and Receive March 2019 Payroll, in the amount of \$101,903.50 (Dohrmann)
3. Receipt of Financial Reports for March 2019 (Dohrmann)

Discussion by the Board. Motion (Benediktsson/Carapiet) to approve Items No. 1 through No. 3 on the Consent Calendar. Passed 3-0-0-2.

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. Review & Discuss Draft SD5 Succession Plan (Rubio)

Discussion by the Board. Direction given, no action taken.

UNFINISHED BUSINESS:

6 Discussion re Zero Property Tax Exchange Master Agreement for Jurisdictional Changes for Annexation Filed with LAFCO, Involving Special Districts and the County of Marin (Rubio)

Discussion by the Board. Direction given, no action taken.

COMMITTEE REPORTS:

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

8. Governance Committee (Snyder/Benediktsson) – Verbal report provided

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

10. Personnel Committee (Moody/Snyder) – Verbal report provided

OTHER BUSINESS: None

ENVIRONMENTAL: None

CORRESPONDENCE: None

INFORMATIONAL ITEMS: None

ADJOURNMENT

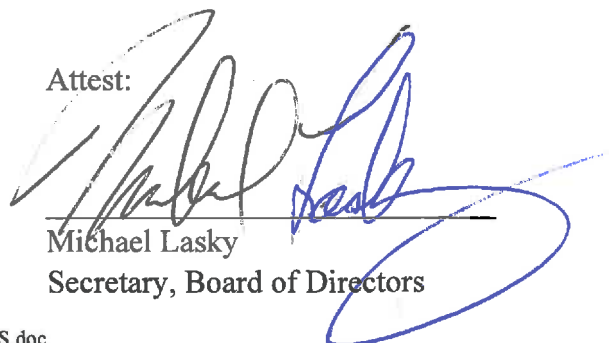
The Board adjourned at 5:46 p.m. to a Special Board Meeting on April 25, at 9:00 a.m. at the Main Plant of Sanitary District No. 5 of Marin County, located at 2001 Paradise Drive, Tiburon, California.

Approved:

A blue ink signature of Tod Moody, written in a cursive style, positioned above a horizontal line.

Tod Moody
President, Board of Directors

Attest:

A blue ink signature of Michael Lasky, written in a cursive style, positioned above a horizontal line.

Michael Lasky
Secretary, Board of Directors

**Minutes of a Special Board Meeting
at Sanitary District No. 5 of Marin County Meeting Room
2001 Paradise Drive, Tiburon, CA 94920
Thursday, April 25, 2019**

9:00 A.M. SPECIAL BOARD MEETING – OPEN SESSION

CALL TO ORDER by President Tod Moody at 9:14 A.M.

ROLL CALL	Directors present:	Tod Moody, President John Carapiet, Vice President Michael Lasky, Secretary Catharine Benediktsson, Director Richard Snyder, Director (left at 9:35 A.M.)
	Staff present:	Tony Rubio, District Manager Robin Dohrmann, Office Manager

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

NEW BUSINESS

1. BUDGET WORKSHOP

- A. Review Fiscal Year 2019-2020 Preliminary Budget (Rubio/Dohrmann)
 - i. Operating Budget Review
 - ii. Capital Budget Review
 - iii. Capital Improvement Program

- B. Review and Consideration of Draft Succession Plan (Rubio) – Action

Discussion by the Board. Motion (Carapiet/Benediktsson) to approve the Succession Plan, as proposed by District Manager, Tony Rubio.

- C. Review and Consideration of the Fiscal Year 2019-2020 Preliminary SD5 Reserve Policies for the Tiburon and Belvedere zones (Rubio) – Action

Discussion by the Board. Motion (Benediktsson/Carapiet) to approve the Fiscal Year 2019-2020 Preliminary SD5 Reserve Policies for the Tiburon and Belvedere zones

2. Review & Discuss Current Strategic Plan (Rubio)

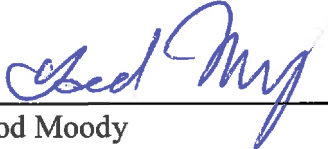
Discussion by the Board.

3. Consideration of Approval of the Fiscal Year 2019-2020 Preliminary Budget in Preparation for Public Notice to be Provided at the May 16th Regular Board Meeting for Consideration of Approval and Adoption of the Fiscal Year 2019-2020 Final Budget (Dohrmann) – Action Discussion by the Board. Motion (Benediktsson/ Carapiet/) to approve the Fiscal Year 2019-2020 Preliminary Budget, including Board-recommended modifications, as presented by District Manager, Tony Rubio.

ADJOURNMENT

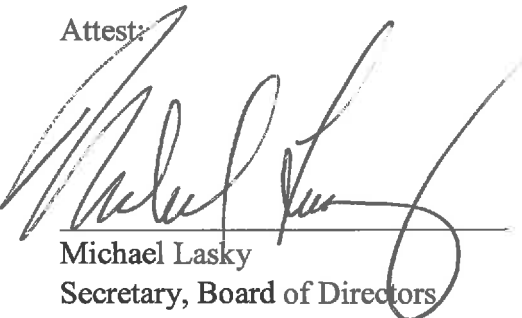
The Board adjourned at 1:29 p.m. to a Regular Board Meeting on May 16, 2019, at 5:00 p.m. at the Main Plant of Sanitary District No. 5 of Marin County, located at 2001 Paradise Drive, Tiburon, California.

Approved:



Tod Moody
President, Board of Directors

Attest:



Michael Lasky
Secretary, Board of Directors

Sanitary Distr. No.5 of Marin Co.

Warrant List Summary

April 12 through May 14, 2019

05/14/19

Date	Num	Name	Memo	Amount
JP Morgan Chase - Primary 7399				
05/06/19	EFT	CalPERS	EFT Health Premium, May '19, Cust #4163206459	-14,691.31
05/06/19	EFT	PERS	EFT PERS Retirement, Apr '19	-13,983.90
04/18/19	6873	Comcast Business	Acct# 8155 30 11 0149465, Bus. Voice, Internet & Cable, Apr - May '19	-487.00
04/18/19	6874	Recology Sonoma Marin	Cust #A1810470401, Cust ID: SANI#5, Sludge Disposal, Feb '19	-1,750.00
04/18/19	6875	Staples, Inc.	Acct #601110007147010, Janitorial supplies, Mar - Apr '19	-173.21
04/18/19	6876	Town of Tiburon	Fuel, Feb + Mar '19	-1,298.53
04/18/19	6877	Verizon Wireless	Acct #0342125502-00001: iPhones, Apr - May '19	-280.60
04/18/19	6878	WorkSmart Automation, Inc.	SCADA System Maintenance, Apr '19	-1,289.75
04/18/19	6879	California State Disbursement Unit	Case# SFL 81271, April '19	-300.00
05/14/19	6880	Access Answering Service	Acct #4080C, Answering Service, May '19	-60.00
05/14/19	6881	ACS Instrumentation & Valves, Inc.	M.P. Parts & Service, May '19	-4,689.86
05/14/19	6882	Alhambra	Acct #547945611762129, Water, Mar - Apr '19	-303.11
05/14/19	6883	AT&T	Acct #960732-76375559, Mar - Apr '19	-786.76
05/14/19	6884	Banshee Networks, Inc.	Computer/IT Support, Mar '19	-825.00
05/14/19	6885	Burke, Williams & Sorensen, LLP	Legal Advice, Mar '19	-3,411.00
05/14/19	6886	Burlingame Engineers, Inc.	M.P. Parts & Svc., Apr '19	-387.54
05/14/19	6887	Caltest Analytical Laboratory	M.P./P.C. Lab Sampling, Mar - Apr '19	-2,496.25
05/14/19	6888	Caltronics Business Systems, Inc.	Acct #SD15, Multi-purpose Copier Contract Fee, Apr '19	-297.06
05/14/19	6889	Cassandra Prudhel Consulting, LLC	Consulting, Mar '19	-650.10
05/14/19	6890	Cintas Corporation #626	Acct #626-00821, PPE/Safetywear + Service, Apr - May '19	-663.60
05/14/19	6891	CWEA	Membership + Multiple Cert Renewals, FY19-20 (AJE FY19-20)	-640.00
05/14/19	6892	Downing Heating & Air Conditioning, Inc.	M.P. Parts & Service, Boiler Flue, Apr '19	-9,796.00
05/14/19	6893	Goodman Building Supply Co.	Acct #20070, P&L, PC Grounds Maint., Apr '19	-87.99
05/14/19	6894	HDR Engineering, Inc.	Biosolids Research & Mngmnt, Mar '19	-2,174.25
05/14/19	6895	Jackson's Hardware, Inc.	Acct #7601, Safetywear/PPE, Mar '19	-294.28
05/14/19	6896	JM Integration, LLC	Flowmeter Calibrations, SD5-wide, Apr '19	-4,649.85
05/14/19	6897	Maltby Electric Supply Co., Inc.	Cust No.15953, BPSS, Apr '19	-4,555.15
05/14/19	6898	Marin Municipal Water District	Water, Feb - Apr '19	-792.44
05/14/19	6899	Martin Bros. Supply	P.C. Landscaping - Potholes, Apr '19	-58.60
05/14/19	6900	Medical Center of Marin, ES A/R	Acct #SDN5_B1, Swett Vacc. (#2), Apr '19	-116.00
05/14/19	6901	Mill Valley Refuse Service, Inc.	Acct #032945, Garbage Service + 1 yd rental + (Jan) 40 yrd box, May '19	-1,334.67
05/14/19	6902	Nute Engineering Corp.	Consulting & Engr. Svcs - Cove Rd+FY18-19 Sewer Rehab, Mar '19	-11,169.45
05/14/19	6903	Pacific Gas & Electric	Acct #2908031411-4, Utilities, Mar - Apr '19	-16,238.50
05/14/19	6904	Roy's Sewer Service, Inc.	Belv. P&L & P.C. Sludge Disposal, Apr '19	-4,195.00
05/14/19	6905	SASM	Bioassay Testing, Jan - Mar '19	-1,800.00
05/14/19	6906	Special District Risk Management Authorit	Member #7665, Life, Vision, DDS & LTD Ins., Apr '19	-1,551.33
05/14/19	6907	U.S. Bank	Acct#:4246-0441-0158-3635, Apr '19	-4,079.43
05/14/19	6908	Univar	Cust ID #STDT001, Chemicals, Apr '19	-6,872.83
05/14/19	6909	USA BlueBook	Cust #933682, Lab Supplies, Apr '19	-2,984.20
05/14/19	6910	Wintersun Chemical	M.P. Chemicals, Apr '19	-1,377.67
05/14/19	6911	Bilsborough, Chad	Reimb. for PPE - Eye Protection, May '19	-347.01
05/14/19	6912	Cottrell, Rulon	Standby + Sample Delivery Reimb., thru 3.31.19	-556.57
05/14/19	6913	Driscoll, Stephen	Reimb. for Standby Mileage, thru 4.20.19	-306.12
05/14/19	6914	Triola, Joseph	Standby Mileage Reimb, thru 4.7.19	-56.26
05/14/19	6915	Waste Management of Redwood Landfill	Acct #507-0000190-1507-2, Sludge Disposal, Apr '19	-1,245.02
05/14/19	6916	Container Management Services, LLC	Acct#: 2007849, M.P. Chem. Container Disposal, Apr '19	-420.00
Total JP Morgan Chase - Primary 7399				-126,503.20
TOTAL				-126,503.20

**Sanitary Distr. No.5 of Marin Co.
Warrant List Detail**
April 12 through May 14, 2019

05/14/19

Date	Numb	Name	Memo	Account	Class	Paid Amount
05/06/19	EFT	CalPERS	EFT Health Premium, May '19, Cust #4163206459	JP Morgan Chase - Primary 7399		
			Active Employee Health Premium - May '19	8020.05 · Employee Health	Belvedere	-4,990.71
			Active Employee Health Premium - May '19	8020.05 · Employee Health	Tiburon:Paradise Cove	-295.93
			Active Employee Health Premium - May '19	8020.05 · Employee Health	Tiburon	-8,541.87
			Retiree Health Premium - May '19	8022.05 · Retiree Health	Belvedere	-294.49
			Retiree Health Premium - May '19	8022.05 · Retiree Health	Tiburon:Paradise Cove	-17.46
			Retiree Health Premium - May '19	8022.05 · Retiree Health	Tiburon	-504.04
			Active Employee Health Premium - May '19 - Admin Fee	8020.05 · Employee Health	Belvedere	-11.48
			Active Employee Health Premium - May '19 - Admin Fee	8020.05 · Employee Health	Tiburon:Paradise Cove	-0.68
			Active Employee Health Premium - May '19 - Admin Fee	8020.05 · Employee Health	Tiburon	-19.65
			Retiree Health Premium - May '19 - Admin Fee	8022.05 · Retiree Health	Belvedere	-5.41
			Retiree Health Premium - May '19 - Admin Fee	8022.05 · Retiree Health	Tiburon:Paradise Cove	-0.32
			Retiree Health Premium - May '19 - Admin Fee	8022.05 · Retiree Health	Tiburon	-9.27
			TOTAL			-14,691.31
05/06/19	EFT	PERS	EFT PERS Retirement, Apr '19	JP Morgan Chase - Primary 7399		
			Retirement April 2019 (Classic 1600 Rate)	8019.05 · PERS Retirement	Belvedere	-3,708.24
			Retirement April 2019 (Classic 1600 Rate)	8019.05 · PERS Retirement	Tiburon:Paradise Cove	-219.88
			Retirement April 2019 (Classic 1600 Rate)	8019.05 · PERS Retirement	Tiburon	-6,346.85
			Retirement April 2019 (PEPRA Rate)	8019.05 · PERS Retirement	Belvedere	-1,338.55
			Retirement April 2019 (PEPRA Rate)	8019.05 · PERS Retirement	Tiburon:Paradise Cove	-79.37
			Retirement April 2019 (PEPRA Rate)	8019.05 · PERS Retirement	Tiburon	-2,291.01
			TOTAL			-13,983.90
04/18/19	6873	Comcast Business	Acct# 8155 30 11 0149465, Bus. Voice, Internet & Cable, Apr - May '19	JP Morgan Chase - Primary 7399		
			Bundle: Internet & Cable, 4.12.19 - 5.11.19	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-81.76
			Bundle: Internet & Cable, 4.12.19 - 5.11.19	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise Cove	-4.85
			Bundle: Internet & Cable, 4.12.19 - 5.11.19	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-139.94
			Bundle: Land Line Phones, 4.12.19 - 5.11.19	8531 · Main Plant Telephones	Belvedere	-90.75
			Bundle: Land Line Phones, 4.12.19 - 5.11.19	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-5.38
			Bundle: Land Line Phones, 4.12.19 - 5.11.19	8531 · Main Plant Telephones	Tiburon	-155.32
			Bundle: Taxes & Fees, 4.12.19 - 5.11.19	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-1.62
			Bundle: Taxes & Fees, 4.12.19 - 5.11.19	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise Cove	-0.10
			Bundle: Taxes & Fees, 4.12.19 - 5.11.19	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-2.78
			Bundle: Taxes & Fees, 4.12.19 - 5.11.19	8531 · Main Plant Telephones	Belvedere	-1.62
			Bundle: Taxes & Fees, 4.12.19 - 5.11.19	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-0.10
			Bundle: Taxes & Fees, 4.12.19 - 5.11.19	8531 · Main Plant Telephones	Tiburon	-2.78
			TOTAL			-487.00
04/18/19	6874	Recology Sonoma Marin	Cust #A1810470401, Cust ID: SANI#5, Sludge Disposal, Feb '19	JP Morgan Chase - Primary 7399		
			Inv #17283, 6 loads/20 Yrd Debris Box/Sludge Disposal - Balance as of 2.21.19	7029 · Main Plant Sludge Disposal	Belvedere	-631.58
			Inv #17283, 6 loads/20 Yrd Debris Box/Sludge Disposal - Balance as of 2.21.19	7043 · Paradise Sludge Disposal	Tiburon:Paradise Cove	-37.45
			Inv #17283, 6 loads/20 Yrd Debris Box/Sludge Disposal - Balance as of 2.21.19	7029 · Main Plant Sludge Disposal	Tiburon	-1,080.97
			TOTAL			-1,750.00

Sanitary Distr. No.5 of Marin Co.
Warrant List Detail
April 12 through May 14, 2019

05/14/19

Date	Nun	Name	Memo	Account	Class	Paid Amount
04/18/19	6875	Staples, Inc.	Acct #601110007147010, Janitorial supplies, Mar - Apr '19 Inv #2262236581, #2272023411, Janitorial Supplies, 3.25.19, 4.5.19 Inv #2262236581, #2272023411, Janitorial Supplies, 3.25.19, 4.5.19	JP Morgan Chase - Primary 7399 7023 - Janitorial Supplies & Service 7023 - Janitorial Supplies & Service	Belvedere Tiburon	-63.88 -109.33 -173.21
04/18/19	6876	Town of Tiburon	Fuel, Feb + Mar '19 Fuel, February '19 Fuel, February '19 Fuel, February '19 Fuel, March '19 Fuel, March '19 Fuel, March '19	JP Morgan Chase - Primary 7399 7071 - Fuel 7071 - Fuel 7071 - Fuel 7071 - Fuel 7071 - Fuel 7071 - Fuel	Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon	-171.41 -10.16 -293.38 -297.23 -17.62 -508.73 -1,298.53
04/18/19	6877	Verizon Wireless	Acct #0342125502-00001: iPhones, Apr - May '19 Inv #9827715723: Equipment charges(w/ data plan \$55.41), 4.9.18 - 5.8.19 Inv #9827715723: Equipment charges(w/ data plan \$55.41), 4.9.18 - 5.8.19 Inv #9827715723: Equipment charges(w/ data plan \$55.41), 4.9.18 - 5.8.19 Inv #9827715723: Monthly Charges Inv #9827715723: Monthly Charges Inv #9827715723: Monthly Charges Inv #9827715723: Taxes, Gov't Surcharges & Fees Inv #9827715723: Taxes, Gov't Surcharges & Fees Inv #9827715723: Taxes, Gov't Surcharges & Fees	JP Morgan Chase - Primary 7399 8531 - Main Plant Telephones 8532 - Paradise Cove Telephones 8531 - Main Plant Telephones 8531 - Main Plant Telephones 8532 - Paradise Cove Telephones 8531 - Main Plant Telephones 8531 - Main Plant Telephones 8532 - Paradise Cove Telephones 8531 - Main Plant Telephones	Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon Belvedere Tiburon:Paradise Cove Tiburon	-20.00 -1.19 -34.23 -73.48 -125.75 -7.79 -0.46 -13.34 -280.80
04/18/19	6878	WorkSmart Automation, Inc.	SCADA System Maintenance, Apr '19 Inv #4823, SCADA/Bay Alarm Interface w Hypo + WAS PS Feedback, 4.1.19 Inv #4823, SCADA/Bay Alarm Interface w Hypo + WAS PS Feedback, 4.1.19	JP Morgan Chase - Primary 7399 9225.95 - SCADA Upgrade & Replacem... 9225.95 - SCADA Upgrade & Replacem...	Belvedere Tiburon	-475.66 -814.09 -1,289.75
04/18/19	6879	California State Disbursement Unit	Case# SFL 81271, April '19 D. Swett, PR Garnishment, Apr '19	JP Morgan Chase - Primary 7399 8012 - Wage Garnishments	Tiburon	-300.00 -300.00
05/14/19	6880	Access Answering Service	Acct #4080C, Answering Service, May '19 Inv #20294, Answering Service, May '19 - SSO & Alarm Notifications Inv #20294, Answering Service, May '19 - SSO & Alarm Notifications Inv #20294, Answering Service, May '19 - SSO & Alarm Notifications	JP Morgan Chase - Primary 7399 8510 - Data/Alarms/IT Supp & Licensing 8510 - Data/Alarms/IT Supp & Licensing 8510 - Data/Alarms/IT Supp & Licensing	Belvedere Tiburon:Paradise Cove Tiburon	-21.65 -1.28 -37.07 -60.00

Sanitary Distr. No.5 of Marin Co.
Warrant List Detail
April 12 through May 14, 2019

05/14/19

Date	Num	Name	Memo	Account	Class	Paid Amount
05/14/19	6881	ACS Instrumentation & Valves, Inc.	M.P. Parts & Service, May '19	JP Morgan Chase - Primary 7399		
			M.P. Parts & Service, Krohne, OptiFlux 1050 + Upgrade, May '19	7022 · Plant Maint. Parts & Service	Belvedere	-1,729.62
			M.P. Parts & Service, Krohne, OptiFlux 1050 + Upgrade, May '19	7022 · Plant Maint. Parts & Service	Tiburon	-2,960.24
						-4,889.86
05/14/19	6882	Alhambra	Acct #547945611762129, Water, Mar - Apr '19	JP Morgan Chase - Primary 7399		
			Inv #12012314 040519, Water, 03.07.19 - 04.03.19	7023 · Janitorial Supplies & Service	Belvedere	-109.39
			Inv #12012314 040519, Water, 03.07.19 - 04.03.19	7042 · Paradise Supplies & Chemicals	Tiburon:Paradise Cove	-6.49
			Inv #12012314 040519, Water, 03.07.19 - 04.03.19	7023 · Janitorial Supplies & Service	Tiburon	-187.23
						-303.11
05/14/19	6883	AT&T	Acct #960732-76375559, Mar - Apr '19	JP Morgan Chase - Primary 7399		
			PC Plant Telephones, 3.28.19 - 4.27.19	8532 · Paradise Cove Telephones	Tiburon:Paradise Cove	-287.96
			PC Pumps & Lines Telephones, 3.28.19 - 4.27.19	8533 · Pumps & Lines Telephones	Tiburon:Paradise Cove	-173.48
			Tib Pumps & Lines Telephones, 3.28.19 - 4.27.19	8533 · Pumps & Lines Telephones	Tiburon	-305.32
						-766.76
05/14/19	6884	Banshee Networks, Inc.	Computer/IT Support, Mar '19	JP Morgan Chase - Primary 7399		
			Inv #13793, Monthly System back-ups, Maint. & Troubleshooting, March '19	8510 · Data/Alarms/IT Supp & Licensing	Belvedere	-297.74
			Inv #13793, Monthly System back-ups, Maint. & Troubleshooting, March '19	8510 · Data/Alarms/IT Supp & Licensing	Tiburon:Paradise Cove	-17.66
			Inv #13793, Monthly System back-ups, Maint. & Troubleshooting, March '19	8510 · Data/Alarms/IT Supp & Licensing	Tiburon	-509.60
						-825.00
05/14/19	6885	Burke, Williams & Sorensen, LLP	Legal Advice, Mar '19	JP Morgan Chase - Primary 7399		
			Inv #240027, SD5 DCS, Mar '19	6039 · Legal	Belvedere	-443.37
			Inv #240027, SD5 DCS, Mar '19	6039 · Legal	Tiburon:Paradise Cove	-26.29
			Inv #240027, SD5 DCS, Mar '19	6039 · Legal	Tiburon	-758.84
			Inv #240027, VW, Tib, Mar '19	6039 · Legal	Tiburon	-126.00
			Inv #240027, CoM Annxn, Mar '19	6039 · Legal	Tiburon:Paradise Cove	-2,056.50
						-3,411.00
05/14/19	6886	Burlingame Engineers, Inc.	M.P. Parts & Svc., Apr '19	JP Morgan Chase - Primary 7399		
			SD5: Inv #BER8043, M.P. Parts & Svc., Pressure relief valves, 4.15.19	7022 · Plant Maint. Parts & Service	Belvedere	-142.92
			SD5: Inv #BER8043, M.P. Parts & Svc., Pressure relief valves, 4.15.19	7022 · Plant Maint. Parts & Service	Tiburon	-244.62
						-387.54

**Sanitary Distr. No.5 of Marin Co.
Warrant List Detail
April 12 through May 14, 2019**

Page 4

05/14/19

Page 5

**Sanitary Distr. No.5 of Marin Co.
Warrant List Detail**
April 12 through May 14, 2019

05/14/19

Date	Numb	Name	Memo	Account	Class	Paid Amount
05/14/19	6898	Marin Municipal Water District	Water, Feb - Apr '19	JP Morgan Chase - Primary 7399		
			Cust #424781, Cove Rd. BPS - Water, 2.6.19 - 4.5.19	8541 - Water	Belvedere	-46.57
			Cust #424793, Golden Gate BPS - Water, 2.6.19 - 4.5.19	8541 - Water	Belvedere	-46.57
			Cust #138856, Mar West TPS - Water, 2.6.19 - 4.5.19	8541 - Water	Tiburon	-50.55
			Cust #100098, M.P. - Water, 2.6.19 - 4.5.19	8541 - Water	Belvedere	-239.26
			Cust #100098, M.P. - Water, 2.6.19 - 4.5.19	8541 - Water	Tiburon	-409.49
						-792.44
05/14/19	6899	Martin Bros. Supply	P.C. Landscaping - Potholes, Apr '19	JP Morgan Chase - Primary 7399		
			1 yard 1/4" crushed rock re landscaping (potholes) at Paradise Cove Plant, 4...	7041 - Paradise Parts & Service	Tiburon:Paradise Cove	-58.60
						-58.60
05/14/19	6900	Medical Center of Marin, ES A/R	Acct #:SDN5_B1, Swett Vacc. (#2), Apr '19	JP Morgan Chase - Primary 7399		
			Inv #114245-00, Employee Health: Hep B Vacc. Injection 2 for D Swett, 3.5.19	8020.05 - Employee Health	Belvedere	-41.86
			Inv #114245-00, Employee Health: Hep B Vacc. Injection 2 for D Swett, 3.5.19	8020.05 - Employee Health	Tiburon:Paradise Cove	-2.48
			Inv #114245-00, Employee Health: Hep B Vacc. Injection 2 for D Swett, 3.5.19	8020.05 - Employee Health	Tiburon	-71.66
						-116.00
05/14/19	6901	Mill Valley Refuse Service, Inc.	Acct #032945, Garbage Service + 1 yd rental + (Jan) 40 yrd box, May '19	JP Morgan Chase - Primary 7399		
			Inv #0003145309, Garbage Service, 5.1.19 - 5.31.19	7023 - Janitorial Supplies & Service	Belvedere	-67.28
			Inv #0003145309, Garbage Service, 5.1.19 - 5.31.19	7023 - Janitorial Supplies & Service	Tiburon	-115.16
			1 yd trash & 1 yd cardboard rental, 5.1.19 - 5.31.19	7023 - Janitorial Supplies & Service	Belvedere	-14.84
			1 yd trash & 1 yd cardboard rental, 5.1.19 - 5.31.19	7023 - Janitorial Supplies & Service	Tiburon	-25.39
			40 yrd Debris Box, 1.16.19 - 1.25.19	7023 - Janitorial Supplies & Service	Belvedere	-410.11
			40 yrd Debris Box, 1.16.19 - 1.25.19	7023 - Janitorial Supplies & Service	Tiburon	-701.89
						-1,334.67
05/14/19	6902	Nute Engineering Corp.	Consulting & Engr. Svcs - Cove Rd+FY18-19 Sewer Rehab, Mar '19	JP Morgan Chase - Primary 7399		
			Inv #20296, Cove Rd Force Main Implementation, 3.1.19 - 3.31.19	6017 - Consulting Fees	Belvedere	-6,386.70
			Inv #20287, FY17-18 Sewer Main Rehab - Belvedere, 3.1.19 - 3.31.19	6017 - Consulting Fees	Belvedere	-1,763.88
			Inv #20297, FY17-18 Sewer Main Rehab - Tiburon, 3.1.19 - 3.31.19	6017 - Consulting Fees	Tiburon	-3,018.87
						-11,169.45

05/14/19

TOTAL

**Sanitary Distr. No.5 of Marin Co.
Warrant List Detail
April 12 through May 14, 2019**

05/14/19

Date	Num	Name	Memo	Account	Class	Paid Amount
05/14/19	6907	U.S. Bank	Acct#:4246-0441-0158-3635, Apr '19	JP Morgan Chase - Primary 7399		
			#9545: Safeway, Woodlands, Staff & Bord Mtgs., 3.27.19, 4.18.19	6018.1 · Meetings & Travel	Belvedere	-13.26
			#9545: Safeway, Woodlands, Staff & Bord Mtgs., 3.27.19, 4.18.19	6018.1 · Meetings & Travel	Tiburon:Paradise Cove	-0.79
			#9545: Safeway, Woodlands, Staff & Bord Mtgs., 3.27.19, 4.18.19	6018.1 · Meetings & Travel	Tiburon	-22.69
			#9545: USPO, Return Lab Supplies, 4.11.19	6056 · Postage	Belvedere	-8.31
			#9545: USPO, Return Lab Supplies, 4.11.19	6056 · Postage	Tiburon:Paradise Cove	-0.49
			#9545: USPO, Return Lab Supplies, 4.11.19	6056 · Postage	Tiburon	-14.22
			#9545: West Coast Deisel, O'Reilly's, 4.5.19, 4.10.19, 4.14.19	7072 · Truck Maintenance	Belvedere	-1,450.70
			#9545: West Coast Deisel, O'Reilly's, 4.5.19, 4.10.19, 4.14.19	7072 · Truck Maintenance	Tiburon:Paradise Cove	-86.02
			#9545: West Coast Deisel, O'Reilly's, 4.5.19, 4.10.19, 4.14.19	7072 · Truck Maintenance	Tiburon	-2,482.95
TOTAL						-4,079.43
05/14/19	6908	Univar	Cust ID #STD001, Chemicals, Apr'19	JP Morgan Chase - Primary 7399		
			Inv #SJ937101, Sodium Bisulfite 25% (\$1.057/Gal), 4.25.19	7024 · Main Plant Chemicals	Belvedere	-1,831.60
			Inv #SJ937101, Sodium Bisulfite 25% (\$1.057/Gal), 4.25.19	7042 · Paradise Supplies & Chemicals	Tiburon:Paradise Cove	-108.61
			Inv #SJ937101, Sodium Bisulfite 25% (\$1.057/Gal), 4.25.19	7024 · Main Plant Chemicals	Tiburon	-3,134.89
			Inv #SJ936345, Sodium Hypochlorite 12.5% (\$0.6653/Gal), 4.22.19	7024 · Main Plant Chemicals	Belvedere	-648.80
			Inv #SJ936345, Sodium Hypochlorite 12.5% (\$0.6653/Gal), 4.22.19	7042 · Paradise Supplies & Chemicals	Tiburon:Paradise Cove	-38.47
			Inv #SJ936345, Sodium Hypochlorite 12.5% (\$0.6653/Gal), 4.22.19	7024 · Main Plant Chemicals	Tiburon	-1,110.46
TOTAL						-6,872.83
05/14/19	6909	USA BlueBook	Cust #933682, Lab Supplies, Apr '19	JP Morgan Chase - Primary 7399		
			Inv #874391, Lab Supplies - pH HH Star/Orion Meter, 20 M line w/2" wght, U...	7025 · Lab Supplies & Chemicals	Belvedere	-1,100.57
			Inv #874391, Lab Supplies - pH HH Star/Orion Meter, 20 M line w/2" wght, U...	7025 · Lab Supplies & Chemicals	Tiburon	-1,883.63
TOTAL						-2,984.20
05/14/19	6910	Wintersun Chemical	M.P. Chemicals, Apr '19	JP Morgan Chase - Primary 7399		
			Inv #1802072-02, M.P. Odor Control - Ferrous Chloride Solution, 4.9.19	7024 · Main Plant Chemicals	Belvedere	-508.08
			Inv #1902072-02, M.P. Odor Control - Ferrous Chloride Solution, 4.9.19	7024 · Main Plant Chemicals	Tiburon	-869.59
TOTAL						-1,377.67
05/14/19	6911	Blisborough, Chad	Reimb. for PPE - Eye Protection, May '19	JP Morgan Chase - Primary 7399		
			PPE/Safety Wear - Eye Protection Reimb., FY19-20	8520 · Personal Protection/Safety Wear	Belvedere	-82.81
			PPE/Safety Wear - Eye Protection Reimb., FY19-20	8520 · Personal Protection/Safety Wear	Tiburon:Paradise Cove	-4.91
			PPE/Safety Wear - Eye Protection Reimb., FY19-20	8520 · Personal Protection/Safety Wear	Tiburon	-141.74
			Con't Ed Reimb: CSU Sac Class for OWTP1, 1.1.19 - 4.30.19	6020 · Continuing Education	Belvedere	-42.42
			Con't Ed Reimb: CSU Sac Class for OWTP1, 1.1.19 - 4.30.19	6020 · Continuing Education	Tiburon:Paradise Cove	-2.52
			Con't Ed Reimb: CSU Sac Class for OWTP1, 1.1.19 - 4.30.19	6020 · Continuing Education	Tiburon	-72.61
TOTAL						-347.01

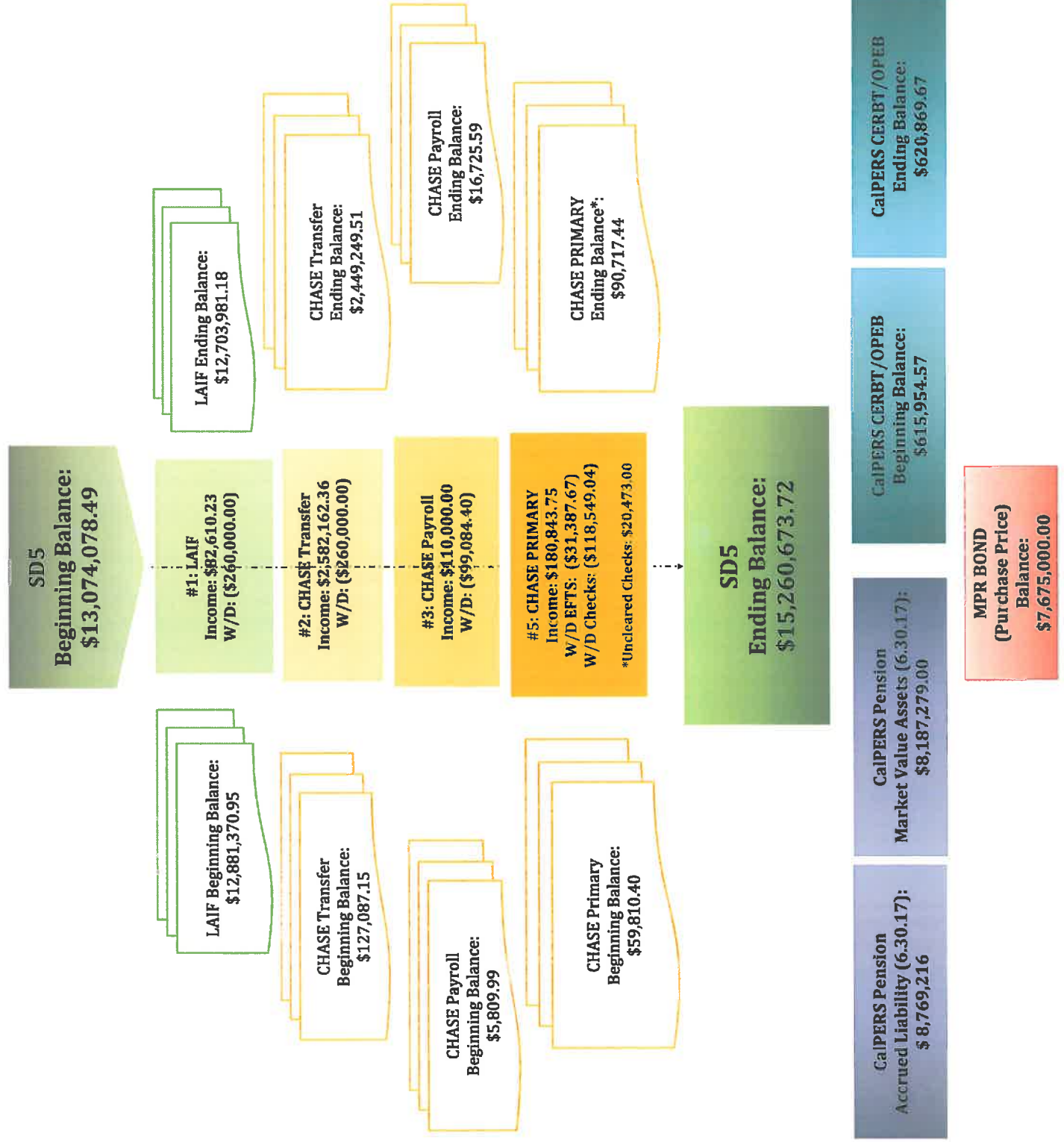
**Sanitary Distr. No.5 of Marin Co.
Warrant List Detail**
April 12 through May 14, 2019

05/14/19

Date	Numb	Name	Memo	Account	Class	Paid Amount
05/14/19	6912	Cottrell, Rulon	Standby + Sample Delivery Reimb., thru 3.31.19	JP Morgan Chase - Primary 7399		
			M.P. Sample Delivery - Belv, thru 3.31.19	6018.2 · Standby Mileage Expense Reimb	Belvedere	-83.68
			M.P. Sample Delivery - Tib thru 3.31.19	6018.2 · Standby Mileage Expense Reimb	Tiburon	-143.22
			M.P. Callout + Belv P&L, thru 3.31.19	6018.2 · Standby Mileage Expense Reimb	Belvedere	-99.20
			P.C. Callout, thru 3.31.19	6018.2 · Standby Mileage Expense Reimb	Tiburon: Paradise Cove	-47.10
			M.P. Callout + Tib P&L, thru 3.31.19	6018.2 · Standby Mileage Expense Reimb	Tiburon	-183.37
						-556.57
05/14/19	6913	Driscoll, Stephen	Reimb. for Standby Mileage, thru 4.20.19	JP Morgan Chase - Primary 7399		
			Reimb. for Standby Mileage, Belv M.P., thru 4.20.19	6025 · Dues & Subscriptions	Belvedere	-95.53
			Reimb. for Standby Mileage, P.C. Plant., thru 4.20.19	6025 · Dues & Subscriptions	Tiburon: Paradise Cove	-47.10
			Reimb. for Standby Mileage, Tib M.P., thru 4.20.19	6025 · Dues & Subscriptions	Tiburon	-163.49
						-306.12
05/14/19	6914	Triola, Joseph	Standby Mileage Reimb, thru 4.7.19	JP Morgan Chase - Primary 7399		
			Tib P&L Standby Mileage thru 4.7.19	6018.2 · Standby Mileage Expense Reimb	Tiburon	-56.26
						-56.26
05/14/19	6915	Waste Management of Redwood ...	Acct #507-0000190-1507-2, Sludge Disposal, Apr '19	JP Morgan Chase - Primary 7399		
			Inv #0097189-1507-8 Sludge Disposal - 5 pick-ups, 31.63 tons, Apr '19	7029 · Main Plant Sludge Disposal	Belvedere	-449.33
			Inv #0097189-1507-8 Sludge Disposal - 5 pick-ups, 31.63 tons, Apr '19	7043 · Paradise Sludge Disposal	Tiburon: Paradise Cove	-26.64
			Inv #0097189-1507-8 Sludge Disposal - 5 pick-ups, 31.63 tons, Apr '19	7029 · Main Plant Sludge Disposal	Tiburon	-769.05
						-1,245.02
05/14/19	6916	Container Management Services, ...	Acct#: 2007849, M.P. Chem. Container Disposal, Apr '19	JP Morgan Chase - Primary 7399		
			Inv #CI069111, M.P. Chemical Container Disposal, 4.8.19	7025 · Lab Supplies & Chemicals	Belvedere	-154.90
			Inv #CI069111, M.P. Chemical Container Disposal, 4.8.19	7025 · Lab Supplies & Chemicals	Tiburon	-265.10
						-420.00

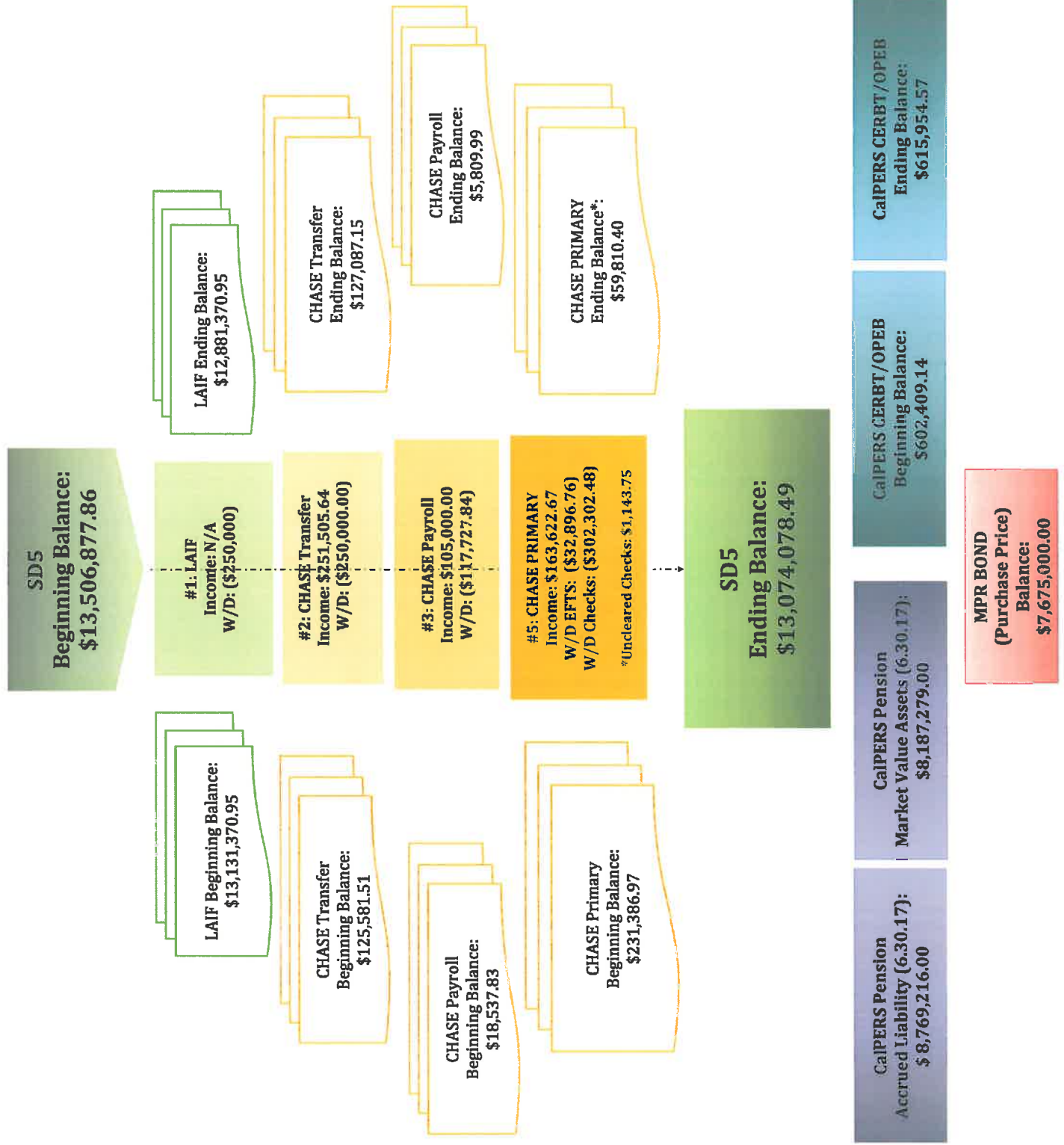
CASH FLOW CHART

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



CASH FLOW CHART

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



APR 10, 2019

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

CHECK DATE : 04/12/2019 WEEK 15
PERIOD BEGIN : 04/01/2019
PERIOD END : 04/15/2019

OK
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Dear Paychex Preview Client,

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

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

This is a summary of your payroll transactions of the check date of 04/12/2019. 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	31729.56		
READYCHEX DEBITED FROM YOUR ACCOUNT	0.00	NUMBER OF PAYROLL CHECKS	14
TOTAL NET PAYROLL	31729.56		
 BILLING PAYMENT	 220.08 ✓	 Withdrawal made by PAYCHEX INC. on above check date.	

AMOUNT DEBITED FROM TAX ACCOUNT	15803.71		
TOTAL TAX LIABILITY DUE BY CLIENT	0.00		
TOTAL TAX LIABILITY	15803.71 ✓	NUMBER OF CHECKS PRINTED	14
TOTAL NET PAYROLL, TAX LIABILITY, AND SERVICES	47533.27		
TOTAL COST OF PAYROLL	47753.35	NUMBER OF MANUAL/VOID TRANSACTIONS	0

TAX DEPOSITS DUE

TAX AGENCY	TAXPAY	NON-TAXPAY	DUE DATE
FEDERAL	13404.60		04/17/2019 Deposit made by PAYCHEX INC. on your behalf.
STATE - CA	2399.11		04/17/2019 Deposit made by PAYCHEX INC. on your behalf.

NEXT PERIOD DATES

CHECK DATE : 04/30/2019 WEEK 18 TRANSMIT DATE : 04/03/2019
PERIOD BEGIN : 04/16/2019
PERIOD END : 04/30/2019

APR 11, 2019

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

CHECK DATE : 04/12/2019-2 WEEK 15
PERIOD BEGIN : 04/01/2019
PERIOD END : 04/15/2019

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Dear Paychex Preview Client,

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

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

This is a summary of your payroll transactions of the check date of 04/12/2019. 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	713.54		
READYCHEX DEBITED FROM YOUR ACCOUNT	0.00	NUMBER OF PAYROLL CHECKS	1
TOTAL NET PAYROLL	713.54 ✓		
 BILLING PAYMENT	19.95 ✓	Withdrawal made by PAYCHEX INC. on above check date.	
 AMOUNT DEBITED FROM TAX ACCOUNT	167.00		
TOTAL TAX LIABILITY DUE BY CLIENT	0.00		
TOTAL TAX LIABILITY	167.00 ✓	NUMBER OF CHECKS PRINTED	1
TOTAL NET PAYROLL, TAX LIABILITY, AND SERVICES	880.54		
TOTAL COST OF PAYROLL	900.49 (P)	NUMBER OF MANUAL/VOID TRANSACTIONS	0

TAX DEPOSITS DUE

TAX AGENCY	TAXPAY	NON-TAXPAY	DUE DATE
FEDERAL	13564.63		04/17/2019 Deposit made by PAYCHEX INC. on your behalf.
STATE - CA	2406.08		04/17/2019 Deposit made by PAYCHEX INC. on your behalf.

NEXT PERIOD DATES

CHECK DATE : 04/12/2019 WEEK 15 TRANSMIT DATE : 04/12/2019
PERIOD BEGIN : 04/01/2019
PERIOD END : 04/15/2019

APR 24, 2019

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

CHECK DATE : 04/30/2019 WEEK 18
PERIOD BEGIN : 04/16/2019
PERIOD END : 04/30/2019

Dear Paychex Preview Client,

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m.

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 04/30/2019. 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	28486.08		
READYCHEX DEBITED FROM YOUR ACCOUNT	0.00	NUMBER OF PAYROLL CHECKS	13
TOTAL NET PAYROLL	28486.08		
 BILLING PAYMENT	 219.52 ✓	 Withdrawal made by PAYCHEX INC. on above check data.	
 AMOUNT DEBITED FROM TAX ACCOUNT	 14560.77		
TOTAL TAX LIABILITY DUE BY CLIENT	0.00		
TOTAL TAX LIABILITY	14560.77 ✓	NUMBER OF CHECKS PRINTED	13
TOTAL NET PAYROLL, TAX LIABILITY, AND SERVICES	43046.85		
TOTAL COST OF PAYROLL	43266.37	NUMBER OF MANUAL/VOID TRANSACTIONS	0

TAX DEPOSITS DUE

TAX AGENCY	TAXPAY	NON-TAXPAY	DUE DATE
FEDERAL	12306.11		05/03/2019 Deposit made by PAYCHEX INC. on your behalf.
STATE - CA	2254.66		05/03/2019 Deposit made by PAYCHEX INC. on your behalf.

NEXT PERIOD DATES

CHECK DATE : 05/15/2019 WEEK 20 TRANSMIT DATE : 04/18/2019
PERIOD BEGIN : 05/01/2019
PERIOD END : 05/15/2019

Sanitary Distr. No.5 of Marin Co.
Comparative Balance Sheet - Abbreviated
As of April 30, 2019

	<u>Apr 30, 19</u>	<u>Mar 31, 19</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Local Agency Investment Fund			
Belvedere			
Belvedere Operating	3,839,554.24	3,294,718.80	544,835.44
Belvedere Operating Reserve	284,923.05	284,923.05	0.00
Belvedere Capital & CIP Reserve	3,118,622.35	2,712,722.40	405,899.95
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>7,751,879.64</u>	<u>6,801,144.25</u>	<u>950,735.39</u>
Tiburon			
Tiburon Operating	204,215.34	1,888,748.82	-1,684,533.48
Tiburon Operating Reserve	414,430.00	414,430.00	0.00
Tiburon Capital & CIP Reserve	3,414,086.20	2,857,677.88	556,408.32
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>4,952,101.54</u>	<u>6,080,226.70</u>	<u>-1,128,125.16</u>
Total Local Agency Investment Fund	<u>12,703,981.18</u>	<u>12,881,370.95</u>	<u>-177,389.77</u>
JP Morgan Chase - Primary 7399	70,244.44	58,666.65	11,577.79
JP Morgan Chase - Payroll 7506	16,725.59	3,494.87	13,230.72
JP Morgan Chase - Transfer 7522	<u>2,449,249.51</u>	<u>127,087.15</u>	<u>2,322,162.36</u>
Total Checking/Savings	<u>15,240,200.72</u>	<u>13,070,619.62</u>	<u>2,169,581.10</u>
Accounts Receivable			
Accounts Receivable	<u>24,038.43</u>	<u>-1,261.89</u>	<u>25,300.32</u>
Total Accounts Receivable	<u>24,038.43</u>	<u>-1,261.89</u>	<u>25,300.32</u>
Other Current Assets			
Prepaid Expense	76,478.90	0.00	76,478.90
Petty Cash	<u>881.92</u>	<u>881.92</u>	<u>0.00</u>
Total Other Current Assets	<u>77,360.82</u>	<u>881.92</u>	<u>76,478.90</u>
Total Current Assets	<u>15,341,599.97</u>	<u>13,070,239.65</u>	<u>2,271,360.32</u>
Fixed Assets	<u>19,641,712.20</u>	<u>19,641,712.20</u>	<u>0.00</u>
TOTAL ASSETS	<u>34,983,312.17</u>	<u>32,711,951.85</u>	<u>2,271,360.32</u>
LIABILITIES & EQUITY	<u>34,983,312.17</u>	<u>32,711,951.85</u>	<u>2,271,360.32</u>

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

	Jul '18 - Apr 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	471.25	0.00	471.25	100.0%
5006 · SPLU	153.53	100.00	53.53	153.5%
5041 · SUPSEC	12,862.13	15,000.00	-2,137.87	85.7%
5043 · SECU	72.33	500.00	-427.67	14.5%
5046 · Excess ERAF	199,372.87	250,000.00	-50,627.13	79.7%
5280 · HOPTR	1,874.19	3,333.00	-1,458.81	56.2%
Total 5000 · Property Taxes	986,250.83	981,933.00	4,317.83	100.4%
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	6,450.00	5,000.00	1,450.00	129.0%
5900.31 · Collection	219,405.00	80,000.00	139,405.00	274.3%
5900.34 · Treatment	341,789.00	80,000.00	261,789.00	427.2%
Total 5900.3 · Connection Fees	567,644.00	165,000.00	402,644.00	344.0%
5900.4 · Inspection Permit Fees	18,800.00	7,500.00	11,300.00	250.7%
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	6,632,951.54	6,284,521.69	348,429.85	105.5%
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	25,188.51	32,500.00	-7,311.49	77.5%
6017 · Consulting Fees	17,733.85	100,000.00	-82,266.15	17.7%
6018 · Travel & Meetings				
6018.1 · Meetings & Travel	5,024.81	7,000.00	-1,975.19	71.8%
6018.2 · Standby Mileage Expense Reimb	5,670.27	8,000.00	-2,329.73	70.9%
Total 6018 · Travel & Meetings	10,695.08	15,000.00	-4,304.92	71.3%
6020 · Continuing Education	1,456.50	10,000.00	-8,543.50	14.6%
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	10,611.10	12,000.00	-1,388.90	88.4%
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 April 2019

	Jul '18 - Apr 19	Budget	\$ Over Budget	% of Bu...
6039 · Legal	35,285.38	70,000.00	-34,714.62	50.4%
6047 · Office Supplies	2,784.29	7,000.00	-4,215.71	39.8%
6056 · Postage	619.55	1,000.00	-380.45	62.0%
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	168,967.46	350,314.00	-181,346.54	48.2%
7000 · Ops & Maintenance Expenses				
7010 · Pumps & Lines Maintenance				
7011 · Pumps & Lines Maintenance	57,037.73	200,000.00	-142,962.27	28.5%
7013 · Emergency Line Repair	28,349.50	50,000.00	-21,650.50	56.7%
Total 7010 · Pumps & Lines Maintenance	85,387.23	250,000.00	-164,612.77	34.2%
7020 · Main Plant Maintenance				
7021 · Plant Maintenance Supplies	6,385.81	10,000.00	-3,614.19	63.9%
7022 · Plant Maint. Parts & Service	26,522.22	50,000.00	-23,477.78	53.0%
7023 · Janitorial Supplies & Service	5,363.14	5,000.00	363.14	107.3%
7024 · Main Plant Chemicals	67,224.82	100,000.00	-32,775.18	67.2%
7025 · Lab Supplies & Chemicals	9,860.66	10,000.00	-139.34	98.6%
7027 · Electrical & Instrument	523.08	5,000.00	-4,476.92	10.5%
7028 · Grounds Maintenance	2,949.59	5,000.00	-2,050.41	59.0%
7029 · Main Plant Sludge Disposal	18,534.17	30,000.00	-11,465.83	61.8%
7030 · Main Plant Outfall	0.00	0.00	0.00	0.0%
Total 7020 · Main Plant Maintenance	137,363.49	215,000.00	-77,636.51	63.9%
7040 · Paradise Cove Plant Maint				
7041 · Paradise Parts & Service	3,013.55	10,000.00	-6,986.45	30.1%
7042 · Paradise Supplies & Chemicals	2,378.34	5,000.00	-2,621.66	47.6%
7043 · Paradise Sludge Disposal	6,277.46	6,000.00	277.46	104.6%
Total 7040 · Paradise Cove Plant Maint	11,669.35	21,000.00	-9,330.65	55.6%
7050 · Monitoring				
7051 · Main Plant Lab Monitoring	37,473.17	45,000.00	-7,526.83	83.3%
7052 · Paradise Cove Monitoring	15,906.00	10,000.00	5,906.00	159.1%
7053 · Chronic Toxicity Program Eval	0.00			
Total 7050 · Monitoring	53,379.17	55,000.00	-1,620.83	97.1%
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	1,926.27	4,000.00	-2,073.73	48.2%
Total 7070 · Truck Maintenance	7,508.43	12,000.00	-4,491.57	62.6%
Total 7000 · Ops & Maintenance Expenses	343,466.16	601,000.00	-257,533.84	57.1%
8000 · Salaries and Benefits Expenses				
8001 · Salaries	781,199.97	996,691.40	-215,491.43	78.4%
8003 · Overtime	123,546.33	100,000.00	23,546.33	123.5%
8004 · Standby Pay	58,314.63	67,080.00	-8,765.37	86.9%
8006 · Vacation Buyout	37,590.54	25,000.00	12,590.54	150.4%
8013 · Payroll Taxes	73,184.77	88,000.00	-14,815.23	83.2%
8015 · Payroll/Bank Fees	2,260.08	5,500.00	-3,239.92	41.1%
8016 · Car Allowance	6,000.00	6,000.00	0.00	100.0%
8019 · PERS Retirement				
8019.05 · PERS Retirement	117,507.64	201,134.11	-83,626.47	58.4%
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	117,507.64	495,534.11	-378,026.47	23.7%

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

	Jul '18 - Apr 19	Budget	\$ Over Budget	% of Bu...
8020 · Employee Health				
8020.05 · Employee Health	146,126.62	174,282.98	-28,156.36	83.8%
8021 · Employee Health Deductions	-3,989.37	-8,000.00	4,010.63	49.9%
Total 8020 · Employee Health	142,137.25	166,282.98	-24,145.73	85.5%
8022 · Retiree Health				
8022.05 · Retiree Health	51,037.16	58,626.86	-7,589.70	87.1%
8022.10 · CERBT/OPEB Annual Arc Contribtn	0.00	67,900.00	-67,900.00	0.0%
Total 8022 · Retiree Health	51,037.16	126,526.86	-75,489.70	40.3%
8023 · Workers Comp Insurance	19,613.00	23,138.50	-3,525.50	84.8%
Total 8000 · Salaries and Benefits Expenses	1,412,391.37	2,099,753.85	-687,362.48	67.3%
8500 · Other Operating Expenses				
8510 · Data/Alarms/IT Supp & Licensing	73,486.16	75,000.00	-1,513.84	98.0%
8515 · Safety	6,195.41	20,000.00	-13,804.59	31.0%
8520 · Personal Protection/Safety Wear	12,999.86	15,000.00	-2,000.14	86.7%
8530 · Telephone				
8531 · Main Plant Telephones	6,666.60	11,000.00	-4,333.40	60.6%
8532 · Paradise Cove Telephones	3,167.93	4,000.00	-832.07	79.2%
8533 · Pumps & Lines Telephones	4,779.62	7,000.00	-2,220.38	68.3%
Total 8530 · Telephone	14,614.15	22,000.00	-7,385.85	66.4%
8540 · Utilities				
8541 · Water	2,820.97	3,500.00	-679.03	80.6%
8542 · Main Plant Utilities	125,575.00	180,000.00	-54,425.00	69.8%
8543 · Paradise Cove Utilities	10,109.92	13,500.00	-3,390.08	74.9%
8544 · Pump Station Utilities	25,932.96	35,000.00	-9,067.04	74.1%
Total 8540 · Utilities	164,438.85	232,000.00	-67,561.15	70.9%
Total 8500 · Other Operating Expenses	271,734.43	364,000.00	-92,265.57	74.7%
Total Expense	2,196,559.42	3,415,067.85	-1,218,508.43	64.3%
Net Ordinary Income	4,436,392.12	2,869,453.84	1,566,938.28	154.6%
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 #13 & #14 Comm 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 Comm/Radio Upgrade Proj	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 April 2019

	<u>Jul '18 - Apr 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	826,355.97	945,000.00	-118,644.03	87.4%
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>2,810,086.15</u></u>	<u><u>1,123,453.84</u></u>	<u><u>1,686,632.31</u></u>	<u><u>250.1%</u></u>

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

	<u>Paradise C... (Tiburon)</u>	<u>Tiburon - Other (Tiburon)</u>	<u>Total Tiburon</u>	<u>Belvedere</u>	<u>TOTAL</u>
Ordinary Income/Expense					
Income					
5000 · Property Taxes					
5001.2 · TEETER	10,665.44	307,705.93	318,371.37	0.00	318,371.37
5004 · REDEMPTION / RDMPT	0.67	19.40	20.07	0.00	20.07
5041 · SUPSEC	66.50	1,918.70	1,985.20	0.00	1,985.20
5483 · Other tax	110.62	3,191.57	3,302.19	0.00	3,302.19
Total 5000 · Property Taxes	10,843.23	312,835.60	323,678.83	0.00	323,678.83
5007 · Sewer Service Charge					
5007.1 · Sewer Service - Tiburon Ops	29,230.99	842,496.45	871,727.44	0.00	871,727.44
5007.5 · Sewer Service - Tiburon Cap	6,773.53	195,226.89	202,000.42	0.00	202,000.42
5007.2 · Sewer Service-Belv Ops	0.00	0.00	0.00	545,028.22	545,028.22
5007.3 · Sewer Service-Belv Cap	0.00	0.00	0.00	384,816.06	384,816.06
Total 5007 · Sewer Service Charge	36,004.52	1,037,723.34	1,073,727.86	929,844.28	2,003,572.14
5201 · Interest					
5201.2 · Interest LAIF	0.00	36,158.53	36,158.53	46,451.70	82,610.23
Total 5201 · Interest	0.00	36,158.53	36,158.53	46,451.70	82,610.23
5900.3 · Connection Fees					
5900.30 · Connection Permit Fees	0.00	400.00	400.00	600.00	1,000.00
5900.31 · Collection	0.00	4,257.00	4,257.00	7,530.00	11,787.00
5900.34 · Treatment	0.00	5,885.00	5,885.00	5,350.00	11,235.00
5900.3 · Connection Fees - Other	0.00	0.00	0.00	-300.00	-300.00
Total 5900.3 · Connection Fees	0.00	10,542.00	10,542.00	13,180.00	23,722.00
5900.4 · Inspection Permit Fees	0.00	400.00	400.00	600.00	1,000.00
5900.5 · SASM Expense Reimb.	0.00	15,325.29	15,325.29	9,975.03	25,300.32
5900.9 · Other Income	0.00	0.00	0.00	0.00	0.00
Total Income	46,847.75	1,412,984.76	1,459,832.51	1,000,051.01	2,459,883.52
Expense					
6000 · Administrative Expenses					
6008 · Audit & Accounting	1.80	51.97	53.77	30.37	84.14
6017 · Consulting Fees	1.49	42.98	44.47	-15,122.39	-15,077.92
6018 · Travel & Meetings					
6018.1 · Meetings & Travel	10.92	315.35	326.27	184.26	510.53
6018.2 · Standby Mileage Expense Reimb	0.00	401.63	401.63	330.85	732.48
Total 6018 · Travel & Meetings	10.92	716.98	727.90	515.11	1,243.01
6020 · Continuing Education	1.61	46.32	47.93	27.07	75.00
6021 · County Fees	0.00	6,122.61	6,122.61	0.00	6,122.61
6025 · Dues & Subscriptions	-94.77	-3,165.96	-3,260.73	-1,832.27	-5,093.00
6033 · Insurance Property & Liability					
6033.2 · General Liability	-399.04	-11,517.94	-11,916.98	-6,729.52	-18,646.50
Total 6033 · Insurance Property & Liability	-399.04	-11,517.94	-11,916.98	-6,729.52	-18,646.50
6039 · Legal	3,213.50	252.00	3,465.50	0.00	3,465.50
6047 · Office Supplies	3.83	110.52	114.35	64.57	178.92
Total 6000 · Administrative Expenses	2,739.34	-7,340.52	-4,601.18	-23,047.06	-27,648.24
7000 · Ops & Maintenance Expenses					
7010 · Pumps & Lines Maintenance					
7011 · Pumps & Lines Maintenance	0.00	4,410.00	4,410.00	1,035.66	5,445.66
Total 7010 · Pumps & Lines Maintenance	0.00	4,410.00	4,410.00	1,035.66	5,445.66

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

	Paradise C... (Tiburon)	Tiburon - Other (Tiburon)	Total Tiburon	Belvedere	TOTAL
7020 · Main Plant Maintenance					
7021 · Plant Maintenance Supplies	1,268.82	178.87	1,447.69	784.78	2,232.47
7022 · Plant Maint. Parts & Service	0.00	1,740.48	1,740.48	1,016.93	2,757.41
7023 · Janitorial Supplies & Service	0.00	602.15	602.15	351.86	954.01
7024 · Main Plant Chemicals	-1,194.04	-3,167.25	-4,361.29	-1,850.74	-6,212.03
7025 · Lab Supplies & Chemicals	0.00	298.40	298.40	174.36	472.76
7026 · SASM Supplies & Chem	0.00	11,916.23	11,916.23	6,962.46	18,878.69
7027 · Electrical & Instrument	11.19	323.11	334.30	188.78	523.08
7028 · Grounds Maintenance	0.00	840.71	840.71	-1,230.65	-389.94
7029 · Main Plant Sludge Disposal	0.00	1,501.40	1,501.40	877.22	2,378.62
Total 7020 · Main Plant Maintenance	85.97	14,234.10	14,320.07	7,275.00	21,595.07
7040 · Paradise Cove Plant Maint					
7042 · Paradise Supplies & Chemicals	305.55	-41.37	264.18	-697.64	-433.46
7043 · Paradise Sludge Disposal	52.02	0.00	52.02	0.00	52.02
Total 7040 · Paradise Cove Plant Maint	357.57	-41.37	316.20	-697.64	-381.44
7050 · Monitoring					
7051 · Main Plant Lab Monitoring	0.00	4,641.22	4,641.22	2,711.78	7,353.00
7052 · Paradise Cove Monitoring	1,689.00	0.00	1,689.00	0.00	1,689.00
Total 7050 · Monitoring	1,689.00	4,641.22	6,330.22	2,711.78	9,042.00
7060 · Permits/Fees					
7061 · Main Plant NPDES Renewal	0.00	-3,939.99	-3,939.99	-2,302.07	-6,242.06
7062 · Permits/Fees - General	0.00	3,424.83	3,424.83	1,656.97	5,081.80
7063 · Paradise Cove Permits/Fees	-213.07	0.00	-213.07	0.00	-213.07
7060 · Permits/Fees - Other	0.00	-1,693.11	-1,693.11	-989.23	-2,682.34
Total 7060 · Permits/Fees	-213.07	-2,208.27	-2,421.34	-1,634.33	-4,055.67
7070 · Truck Maintenance					
7071 · Fuel	27.78	802.11	829.89	468.64	1,298.53
Total 7070 · Truck Maintenance	27.78	802.11	829.89	468.64	1,298.53
Total 7000 · Ops & Maintenance Expenses	1,947.25	21,837.79	23,785.04	9,159.11	32,944.15
8000 · Salaries and Benefits Expenses					
8001 · Salaries	1,660.59	43,878.64	45,539.23	25,636.63	71,175.86
8030 · Salaries Reimbursed by SASM	0.00	4,053.33	4,053.33	2,368.30	6,421.63
8003 · Overtime	195.43	5,640.93	5,836.36	3,295.80	9,132.16
8004 · Standby Pay	126.27	3,644.78	3,771.05	2,129.51	5,900.56
8007 · Voluntary Deductions	0.00	0.00	0.00	0.00	0.00
8008 · Deferred Comp 457	0.00	0.00	0.00	0.00	0.00
8012 · Wage Garnishments	0.00	-300.00	-300.00	0.00	-300.00
8013 · Payroll Taxes	27.87	1,023.48	1,051.35	470.13	1,521.48
8015 · Payroll/Bank Fees	9.84	283.86	293.70	165.85	459.55
8019 · PERS Retirement					
8019.05 · PERS Retirement	255.48	7,374.32	7,629.80	4,308.55	11,938.35
Total 8019 · PERS Retirement	255.48	7,374.32	7,629.80	4,308.55	11,938.35
8020 · Employee Health					
8020.05 · Employee Health	382.45	11,039.09	11,421.54	6,449.76	17,871.30
8021 · Employee Health Deductions	-5.36	-154.68	-160.04	-90.36	-250.40
Total 8020 · Employee Health	377.09	10,884.41	11,261.50	6,359.40	17,620.90
8022 · Retiree Health					
8022.05 · Retiree Health	17.78	20,124.42	20,142.20	-21,120.90	-978.70
Total 8022 · Retiree Health	17.78	20,124.42	20,142.20	-21,120.90	-978.70
8023 · Workers Comp Insurance	-42.80	-1,235.40	-1,278.20	-721.80	-2,000.00
Total 8000 · Salaries and Benefits Expenses	2,627.55	95,372.77	98,000.32	22,891.47	120,891.79

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

	Paradise C... (Tiburon)	Tiburon - Other (Tiburon)	Total Tiburon	Belvedere	TOTAL
8500 · Other Operating Expenses					
8510 · Data/Alarms/IT Supp & Licensing	428.15	6,287.20	6,715.35	20,396.34	27,111.69
8515 · Safety	49.84	1,438.62	1,488.46	840.54	2,329.00
8520 · Personal Protection/Safety Wear	24.46	706.17	730.63	412.58	1,143.21
8530 · Telephone					
8531 · Main Plant Telephones	-5.79	164.32	158.53	96.01	254.54
8532 · Paradise Cove Telephones	299.62	0.00	299.62	0.00	299.62
8533 · Pumps & Lines Telephones	173.46	305.32	478.78	0.00	478.78
Total 8530 · Telephone	467.29	469.64	936.93	96.01	1,032.94
8540 · Utilities					
8542 · Main Plant Utilities	0.00	7,336.53	7,336.53	4,286.61	11,623.14
8543 · Paradise Cove Utilities	1,173.33	0.00	1,173.33	0.00	1,173.33
8544 · Pump Station Utilities	227.42	1,769.21	1,996.63	1,412.99	3,409.62
Total 8540 · Utilities	1,400.75	9,105.74	10,506.49	5,699.60	16,206.09
Total 8500 · Other Operating Expenses	2,370.49	18,007.37	20,377.86	27,445.07	47,822.93
Total Expense	9,684.63	127,877.41	137,562.04	36,448.59	174,010.63
Net Ordinary Income	37,163.12	1,285,107.35	1,322,270.47	963,602.42	2,285,872.89
Other Income/Expense					
Other Expense					
9100 · Capital Expenditures					
9200 · Main Plant Equipment Capital					
9204 · M.P. Boiler Replacement	0.00	3,503.63	3,503.63	2,047.12	5,550.75
9212 · Headworks Grinder Replacement	0.00	11,885.39	11,885.39	6,944.44	18,829.83
9225.95 · SCADA Upgrade & Replacement	0.00	-8,081.27	-8,081.27	-9,237.84	-17,319.11
Total 9200 · Main Plant Equipment Capital	0.00	7,307.75	7,307.75	-246.28	7,061.47
9300 · Pumps & Lines Capital					
9303 · Lateral Camera	60.23	1,738.52	1,798.75	1,015.75	2,814.50
9307 · PS Generator Replacement	0.00	0.00	0.00	-218.00	-218.00
9311 · Cove Rd Force Main Project					
9311.1 · Cove Rd FM - Engineering	0.00	0.00	0.00	19,260.00	19,260.00
Total 9311 · Cove Rd Force Main Project	0.00	0.00	0.00	19,260.00	19,260.00
9312 · Force Main Rehab - Mltpl Sites	0.00	-3,075.57	-3,075.57	0.00	-3,075.57
Total 9300 · Pumps & Lines Capital	60.23	-1,337.05	-1,276.82	20,057.75	18,780.93
9500 · Undesignated Capital					
9510 · Undesignated Cap - M.P.	0.00	-11,885.39	-11,885.39	-6,944.44	-18,829.83
9530 · Undesignated Cap - P & L	0.00	7,500.00	7,500.00	0.00	7,500.00
Total 9500 · Undesignated Capital	0.00	-4,385.39	-4,385.39	-6,944.44	-11,329.83
Total 9100 · Capital Expenditures	60.23	1,585.31	1,645.54	12,867.03	14,512.57
Total Other Expense	60.23	1,585.31	1,645.54	12,867.03	14,512.57
Net Other Income	-60.23	-1,585.31	-1,645.54	-12,867.03	-14,512.57
Net Income	37,102.89	1,283,522.04	1,320,624.93	950,735.39	2,271,360.32

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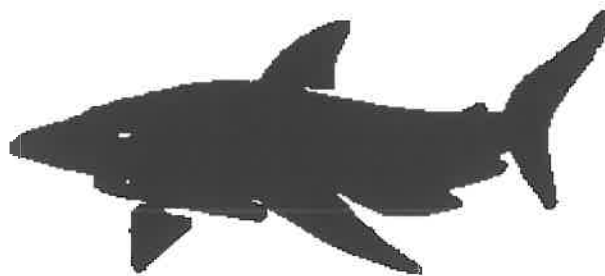
Sanitary Distr. No.5 of Marin Co.
Monthly O.T. Report
April 2019

05/09/19

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
Cottrell, Rulon						
Check	04/12/19	1021-3158	Cottrell, Rulon	10.0 Hrs. O.T. @ 1.5x	669.47	669.47
Check	04/30/19	1201-3173	Cottrell, Rulon	5.0 Hrs. O.T. @ 1.5x...	334.73	1,004.20
Total Cottrell, Rulon					1,004.20	1,004.20
Dohrmann, Robin						
Check	04/12/19	1021-3160	Dohrmann, Robin	26.5 Hrs. O.T. @ 1.5x	1,955.93	1,955.93
Check	04/30/19	1201-3175	Dohrmann, Robin	21.5 Hrs. O.T. @ 1.5x	1,586.88	3,542.81
Total Dohrmann, Robin					3,542.81	3,542.81
Driscoll, Stephen						
Check	04/12/19	1021-3162	Driscoll, Stephen	22.0 Hrs. O.T. @ 1.5x	1,472.89	1,472.89
Total Driscoll, Stephen					1,472.89	1,472.89
La Torre, Daniel P.						
Check	04/12/19	1021-3164	La Torre, Daniel P.	21.0 Hrs. O.T. @ 1.5x	1,549.98	1,549.98
Check	04/12/19	1021-3164	La Torre, Daniel P.	1.0 Hrs. O.T. @ 2.0x	98.41	1,648.39
Total La Torre, Daniel P.					1,648.39	1,648.39
Triola, Joseph						
Check	04/12/19	1021-3169	Triola, Joseph	15.0 Hrs. O.T. @ 1.5x	1,107.13	1,107.13
Check	04/12/19	1021-3169	Triola, Joseph	1.0 Hrs. O.T. @ 2.0x	98.41	1,205.54
Check	04/30/19	1201-3183	Triola, Joseph	3.5.0 Hrs. O.T. @ 1.5x	258.33	1,463.87
Total Triola, Joseph					1,463.87	1,463.87
TOTAL					9,132.16	9,132.16

Sanitary District No. 5 of Marin County



District Management Report April 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: May 16, 2019
To: Board of Directors
From: Tony Rubio, District Manager/ Chief Plant Operator
Subject: Management Report for April 2019

Fiscal Status

Period Covered: July 1, 2018 –April 30, 2019
Percent of Fiscal Year: 83%
Percent of Budgeted Income to Date: 105%
Percent of Budgeted Expenditures to Date: 64.3% (operating only)

Personnel

Separations: 0
New Hires: 0
Promotions: None
Recruitment Activities: None

Regulatory Compliance

MP Collection System WDR Compliance: Full Compliance with all regulations
PC Collection System WDR Compliance: Full Compliance with all regulations
MP NPDES Permit Compliance: Full Compliance with all regulations
PC NPDES Permit Compliance: Full Compliance with all regulations
BAAQMD Compliance: Full Compliance with all regulations
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 April 2019 Include:

Financial/Budgetary/Business Administration

- Received Final Draft of District Code for Codification. Governance Committee providing one final review before bringing to entire board
- Fiscal year 19-20 budget prepared
- Strategic Plan Reviewed in conjunction with annual budget review
- Completed District Succession Plan.
- LAFCO getting ready to perform MSR (municipal service review) for District

HR and Personnel

- Completed succession plan. And added succession plan data into fiscal year 19/20 budget

Continuing Education and Safety Training

- Fall Protection

Collection System Performance

Belvedere:

- Sewer line cleaning with Rodder truck under way
- Evaluating pumping trends for scheduling of smoke testing this upcoming summer
- Small Machine work under way

Tiburon:

- Sewer line cleaning with Rodder truck under way
- Evaluating pumping trends for scheduling of smoke testing this upcoming summer
- Small machine work under way

Paradise Cove:

- Evaluating pumping trends for scheduling of smoke testing this upcoming summer
- Submitted No Spill report to RWQCB on CIWQS

Treatment Plant Performance

Paradise Cove:

- Submitted 1st quarter SMR and DMR to RWQCB
- Annual flow meter calibrations performed

Main Plant:

- Submitted March 2019 SMR and DMR to the RWQCB
- Work Orders being performed
- QA/QC developed by Cassie Pruhdel (consultant) regarding lab analysis.
- Annual Flow meter calibrations performed

Pollution Prevention Activities

- KC attended P2 Monthly Meeting.

Capital Improvement Projects

- 19 Sewer Rehabilitation Project bid documents prepared by Nute Engineers. Estimated to go out to bid May 17
- Design of Cove Road force main rehabilitation project underway. Waiting on response from Caltrans regarding requirement on Tiburon Blvd.

Sanitary District No. 5 of Marin County

FY 2019 - 2020 Budget

May 16, 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		2019-2020		% Diff.	Tib Zone	Belv Zone
	Budget	Actuals *	Budget	Budget			
Property Taxes	981,933	1,130,512	981,933	981,933	0%	981,933	0
Tib Sewer Service Charge Revenue	2,730,745	2,570,536	2,710,600	2,710,600	1%	2,710,600	0
Belv Sewer Service Charge Revenue	2,296,381	2,207,652	2,319,969	2,319,969	1%	0	2,319,969
Interest	25,000	214,668	25,000	25,000	0%	15,788	9,213
Treatment & Collection Fees	160,000	569,492	200,000	200,000	22%	128,080	71,920
Paradise Sewer Extension Fees	12,863	-	13,365	13,365	4%	13,365	0
Other Income	100	-	100	100	0%	63	37
Connection & Inpsection Permit Fees	12,500	28,500	20,000	20,000	46%	12,630	7,370
SASM Expense Reimbursement	65,000	67,910	65,000	65,000	0%	41,049	23,952
Total Budgeted Income	6,284,522	6,789,270	6,335,966	6,335,966	0.8%	3,903,506	2,432,460
Expense							
Operating Expenses	3,467,068	3,462,064	3,716,406	***	7%	2,393,610	1,322,796
Capital Expenses	1,996,000	2,139,590	3,891,700		64%	2,081,930	1,809,770
Total Budgeted Expenses	5,463,068	5,601,654	7,608,106		32.7%	4,475,540	3,132,566
Net Ordinary Income	821,453	1,187,616	-1,272,140		-154.0%	-572,034	-700,107

* Actual numbers are based on estimates, as of 5.14.19

*** 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						
Tiburón Sewer Service Charge - Ops	2,198,177	2,070,512	2,454,797	2,362,006	92,791	
Belvedere Sewer Service Charge - Ops	1,346,024	1,294,015	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	28,500	20,000	12,324	484	7,192
SASM Expense Reimbursement	65,000	67,910	65,000	41,049	0	23,952
Other Income	100	100	100	62	2	36
Total Operating Income	3,671,630	3,695,940	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	100,000	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	5,000	10,000	6,162	242	3,596
County Fees	16,500	17,500	16,500	10,167	399	5,933
Directors Fees	9,000	9,000	9,000	5,546	218	3,236
Dues & Subscriptions	12,000	12,000	25,000	15,405	605	8,990
Elections	7,000	2,500	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	60,000	70,000	43,134	1,694	25,172
Office Supplies	7,000	5,000	7,000	4,313	169	2,517
Postage	1,000	1,000	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	311,150	354,852	218,660	8,587	127,605

Ops & Maintenance Expenses

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	29%	8,000	0
Total Paradise Cove Plant Maintenance	21,000	22,000	23,000	9.1%	23,000	0
Monitoring						
Main Plant Lab Monitoring	45,000	45,000	45,000		28,418	0
Paradise Cove Monitoring	10,000	17,000	15,000	40%	0	15,000
Dilution Study	0	0	20,000		12,630	0
Total Monitoring	55,000	62,000	80,000	37.0%	41,048	23,953
Permits/Fees						
Main Plant NPDES Renewal	0	4,350	0		0	0
Permits/Fees - General	40,000	40,000	40,000		25,260	0
Paradise Cove Permits/Fees	0	6,000	8,000		0	8,000
Paradise Cove NPDES Renewal	0	0	0		0	0
Total Permits/Fees	40,000	50,350	48,000	18.2%	25,260	8,000
Truck Maintenance						
Fuel	8,000	8,000	8,000		4,930	194
Truck Maintenance	4,000	5,000	5,000	22%	3,081	121
Total Truck Maintenance	12,000	13,000	13,000	8.0%	8,011	315
Total Ops & Maintenance Expenses	593,000	613,350	643,000	8.1%	367,172	51,155
						224,674
Salaries & Benefits						
Salaries	996,691	996,691	1,153,504	15%	710,789	27,915
Overtime	100,000	130,000	100,000		51,620	2,420
Standby Pay	67,080	67,080	69,428	3%	42,781	1,680
Employee Incentives	40,000	40,000	40,000		24,648	968
Vacation Buyout	25,000	25,000	25,000		15,405	605
Payroll Taxes	88,000	88,000	94,891	8%	58,472	2,296
Payroll/Bank Fees	5,500	5,500	5,500		3,389	133
Car Allowance	6,000	6,000	6,000		3,697	145
PERS Retirement						
PERS Monthly Contributions	201,134	184,018	147,885	31%	91,127	3,579
PERS Replacement Benefit Fund (RLL)	0	4,279	0		0	0
PERS UAL Payment	20,000	20,000	20,000		12,324	484
PERS Asset Gains/Loss	0	0	0		0	0
SD5 Retirement Trust	294,400	294,400	286,555	3%	176,575	6,935
Total PERS Retirement	515,534	502,697	454,440	12.6%	280,026	10,997
						163,417

	2018-2019 Operations Budget	2018-2019 Estimated to Close	2019-2020 Operations Budget	Breakdown by Zone		
				Tlb Ops	P.C. Ops	Belv Ops
Salaries & Benefits (Cont'd)						
Employee Health, Dental, Vision, Life Ins., & LTDI	166,283	166,283	221,176	136,289	5,352	79,535
Retiree Health	58,627	58,700	79,551	49,019	1,925	28,606
CERBT/OPEB Current Employee Contributions	67,900	68,000	70,200	43,257	1,699	25,244
Workers Comp Insurance	23,139	19,613	29,365	18,094	711	10,559
Total Salaries & Benefits	2,159,754	2,173,564	2,349,054	1,447,489	56,847	844,720
Other Operating Expenses						
Data/Alarms/IT Support & Licensing	75,000	75,000	80,000	49,296	1,936	28,768
Safety	20,000	20,000	20,000	12,324	484	7,192
Personal Protection Equipment/Uniforms	15,000	15,000	15,000	9,243	363	5,394
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	3,500	3,500	4,000	2,526	0	1,474
Main Plant Utilities	180,000	180,000	180,000	113,670	0	66,330
Paradise Cove Utilities	13,500	13,500	13,500	0	13,500	0
Pump Station Utilities	35,000	35,000	35,000	21,567	847	12,586
Total Utilities	232,000	232,000	232,500	137,763	14,347	80,390
Total Other Operating Expenses	364,000	364,000	369,500	222,308	21,395	125,798
Total Operating Expenses	3,467,068	3,462,064	3,716,406	2,255,630	137,980	1,322,796
Net Ordinary Income	204,560	233,880	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	756,265	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	12,862	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	1,130,512	981,933	944,816	37,117	0

Tiburon Sewer Service Charge - Capital	507,742	479,788	230,977	222,246	8,731	0
Belvedere Sewer Service Charge - Capital	950,357	913,637	923,348	0	0	923,348

Connection Fees

Collection	80,000	222,888	100,000	61,620	2,420	35,960
Treatment	80,000	346,604	100,000	61,620	2,420	35,960

Total Connection Fees

Total Connection Fees	160,000	569,492	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

Total Capital Income	2,612,895	3,093,429	2,349,622	1,290,302	64,053	995,268
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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
Boiler Replacement	0	5,551	0	0	0
Screw Press Poly Blend Redundancy	15,000	15,734	0	0	0
Odor Control Upgrades	50,000	20,000	0	0	0
Headworks Grinder Replacement	20,000	18,830	15,000	9,473	5,528
Flare Rehabilitation	0	0	50,000	31,575	18,425
Underground Pipe & Valve Replacement	0	0	200,000	126,300	73,700
Total Main Plant Equip Capital Expense	85,000	85,686	265,000	167,350	97,650

Pumps & Lines Capital

Tiburon Sewer Line Rehab	325,000	450,000	600,000	600,000	0
Pump Station Control Panel Upgrades	60,000	60,000	40,000	0	40,000
Lateral Camera	25,000	15,000	0	0	0
Belvedere Sewer Line Rehab	250,000	500,000	600,000	0	600,000
PS Pump & Valve Replacement Program	75,000	75,000	50,000	25,000	25,000
PS Generator Replacement	0	0	20,000	0	20,000
Force Main Rehab - Multiple Sites	0	0	400,000	400,000	0
Belvedere Pump Station #13 & #14, Communication Project	20,000	40,000	0	0	0
Cove Rd. Force Main Replacement - Engineering	100,000	25,000	0	0	0
Cove Rd. Force Main Replacement - Construction, Ph. I	100,000	0	600,000	0	600,000
Man Hole Rehabilitation	50,000	0	0	0	0
Vactor Truck	0	0	300,000	189,450	110,550
Tiburon Pump Station Communications (Radio) Upgrade Project	20,000	42,000	0	0	0
Total Pumps & Lines Capital	1,025,000	1,207,000	2,610,000	1,214,450	1,395,550

Paradise Cove Capital

P.C. Communications Upgrade	0	0	20,000	0	20,000
P.C. Influent Wet Well Access Replacement	0	0	25,000	0	25,000
P.C. Flow Meter Replacement	0	0	10,000	0	10,000
P.C. Painting at Plant	0	0	75,000	0	75,000
P.C. UV Disinfection	0	0	0	0	0
Total Paradise Cove Capital	0	0	130,000	0	130,000

	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	15,788	0	9,213
Undesignated Cap - Paradise Cove Plant	10,000	0	10,000	0	10,000	0
Undesignated Cap - P&L	50,000	40,500	50,000	25,000	0	25,000
Total Undesignated Capital	85,000	40,500	85,000	40,788	10,000	34,213
Debt Service						
Debt Service - MPR Bond Principal	460,000	470,000	470,000	304,466	0	165,534
Debt Service - MPR Bond Interest	339,950	335,350	330,650	214,195	0	116,455
Total Debt Service	801,000	806,400	801,700	519,341	0	282,359
Total Capital Expenditures	1,996,000	2,139,590	3,891,700	1,941,930	140,000	1,809,770
Net Capital Income	616,900	953,840	-1,542,080	-651,630	-75,950	-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
Tiburou 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	15,000	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				1,000,000
Underground Pipe and Valve Replacement	200,000										200,000
(Utility) Truck Purchase			50,000							75,000	125,000
Emergency Outfall Replacement		200,000									200,000
Aeration Basin Diffuser Upgrade									200,000		200,000
Emergency Generator Replacement					200,000						200,000
MPR Bond Payment	800,650	800,970	799,000	799,075	793,500	791,875	793,875	789,500	788,750	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
Treatment Plant Total	1,090,650	1,055,970	899,000	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	3,250,000
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
Vactor 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 deficiencies due to hydrogen sulfide deterioration.
CCTV Sewer System New PACP Data	This project will consist of retelevising the entire collection system in order to provide updated information regarding the condition of the system and to assist in establishing a new CIP project regarding sewer line rehabilitation
Station No.5 Replacement	<p>This is a phased project of upgrading the main pump station in the Tiburon Zone:</p> <p>Phase I / has been completed, which replaced the motor control center/electrical controls and the installation of a diesel powered standby emergency generator.</p> <p>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 standardization with District requirements. This also eliminated a confined-space entry situation.</p> <p>Phase III consists of rehabilitating the force main servicing this site. It is the last phase of this project anticipated around 2024</p>
Flow Meter Installation Project	This project will consist of installing flow meters at certain corresponding pump stations to record flows from each site. This will assist with flow monitoring and assist in the District's continued effort to reduce I&I.
Vactor Truck Purchase	This purchase will allow the District to clean sewer lines more frequently at typical "hot spot" areas (e.g., downtown area, Pt. Tiburon, Tiburon Blvd., Peninsula, San Rafael Ave., etc.). SD5 will also to perform more frequent cleaning at the Main Plant grit chamber, headworks and split box, as well as pump and transport solids from Paradise Cove back to the Main Plant. Recycle Water will be used for sewer cleaning activities
Force Main Rehabilitation Project	This project will consist of rehabilitating several force mains in the Tiburon Zone. Station #2, #3, #6 & #7
Pump Station Communications Project	Phase I completed. Master radio at the Main Plant has been upgraded, as well as the radio at Station #5. As new control panels come on-line in the Tiburon Zone, funds will be needed to bring the remaining 8 sites into the Main Plant communication network.
Undesignated Capital Projects	These funds are for unforeseen problems within the collection system.

BELVEDERE CAPITAL IMPROVEMENT PROGRAM

Belvedere Project Description	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	600,000	600,000									1,200,000
Force Main Replacement (multiple sites)						200,000		200,000	750,000		1,150,000
Power Feed Improvement Project (BPS #8, #10, #11)			300,000								300,000
CCTV Sewer System w/ New PACP Data		100,000									100,000
Vactor Truck	110,550										110,550
San Rafael Ave Divertor 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		20,000		20,000			80,000
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

<i>Belvedere Zone Pumps & Line Project Name</i>	<i>DESCRIPTION</i>
Sewer Line Rehabilitation Program	These funds will be used for the ongoing Board approved 10-year sewer rehabilitation program. 7,644 lf of pipe remain to be rehabbed/replaced from the Harris Reports.
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 sites and it also reduce staff overtime. Emergency preparedness
Flow Meter Installation Project	This project will consist of installing flow meters at certain corresponding pump stations to record flows from each site. This will assist with flow monitoring and assist District's continued effort to reduce I&I.
San Rafael Ave. Diverter Project	This project will consist of evaluating current flows and collection system capacity at the intersection of Westshore and San Rafael Ave., feeding into TPS #3.
Manhole Rehabilitation Project	This Project will consist of rehabilitating or replacing man holes in the Tiburon area that have have defeciciencies due to hydrogen sulfide deterioration.
CCTV Sewer System	This project will consist of retilivzling 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

Paradise Cove Project Description	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

Paradise Cove Project Name	DESCRIPTION
Influent Pump Replacement Program	Currently there are 6 grinder-style pumps in service at ParadiseCove. Each has a useful 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

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

FY2013/2014 – FY2022/2023

**SD5 RESERVE POLICY
RESOLUTION NO. 2019-XX
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	<p>To provide adequate funding and conveyance systems,</p> <p>A) to fund debt payments of financed capital projects,</p> <p>B) to finance capital projects as listed in the District's budgeted CIP Plan, and</p> <p>C) to reserve funds for future plant +/- or systemic sewer line renovations</p> <p>D) 2012 Main Plant Rehabilitation (MPR) Bond Service</p>	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	<p>\$699,353*</p> <p>Current Operating Reserve Fund</p> <p>\$4,923,470*</p> <p>Current Operating Fund</p>	<p>\$5,570,400</p> <p>(Current Capital & Capital Reserve Balance)</p>	<p>\$428,150*</p> <p>(Current Trust Balance)</p>	\$1,000,000*
TARGET BALANCE	\$2,500,000***	\$15,000,000***	\$1,000,000*	\$1,000,000
PROPOSED ANNUAL FUNDING	<p>5% of Sewer Service Charges</p> <p>(FY18/19 Total SS Ops Revenue = \$5,010,545)</p> <p>5% of Sewer Service Charges ≈ \$250,300**</p>	TBD per Annum	<p>3.5% of SDS's Share of CalPERS' FY17-18 Market Value Assets (\$8.1M)</p> <p>FY18-19 ≈ \$286,555**</p> <p>(From Ops)</p>	N/A
FUNDING PROCESS	<p>≈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.</p> <p>If reserve subsequently dips below target balance, funding is to be reinstated.</p>	<p>Based on Capital needs per annum.</p> <p>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.</p> <p>(see Funding Purpose above, Items C & D)</p>	<p>3.5% of SDS'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.</p>	<p>To be funded one time only, from current Capital Reserve Account.</p> <p>No additional funding required, once target balance is achieved.</p> <p>Finance Committee will evaluate the need to reinstate.</p>
AUTHORITY REQUIRED FOR FUNDING & WITHDRAWALS	<p>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.</p> <p>All other transfers to be presented for review by the Finance Committee and recommended prior to withdrawal.</p> <p>Board approval is required for atypical funding.</p>	<p>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.</p> <p>All other transfers to be presented for review by the Finance Committee and recommended prior to withdrawal.</p> <p>Board approval is required for atypical funding.</p>	<p>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.</p> <p>All other transfers to be presented for review by the Finance Committee and recommended prior to withdrawal.</p> <p>Board approval is required for atypical funding.</p>	<p>All withdrawals and transfers to be presented for review by the Finance Committee and recommended to the Board for approval.</p>

* Balances based on SD5 Balance Sheet as of 5.14.19

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

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

	OPERATING RESERVE* #1	CAPITAL IMPROVEMENTS RESERVE #2	CalPERS 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	<p>To provide adequate funding and support both treatment plants' operation and conveyance systems;</p> <p>B) to fund debt payments of financed capital projects,</p> <p>C) to finance capital projects as listed in the District's budgeted CIP Plan, and</p> <p>D) to reserve funds for future plant +/- or systemic sewer line renovations</p> <p>E) 2012 Main Plant Rehabilitation (MPR) Bond Service</p>	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	<p>\$284,923* Current Operating Belvedere Reserve Fund</p> <p>Working Belvedere Ops Fund: \$3,294,720*</p>	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	<p>(\$2,321,755*) 5% of Sewer Service Charges</p> <p>5% of Sewer Service Charges ≈ \$116,000*</p>	TBD per Annum	3.5% of SD5's Share of CalPERS' 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.	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 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 5.14.19

*** Target Balances, Disaster Recovery & CalPERS 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- XX
June 20, 2019**

FUNDING ORDER	OPERATING RESERVE* #1	CAPITAL IMPROVEMENTS RESERVE #2	CalPERS 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	<p>To provide adequate funding and conveyance systems,</p> <p>A) to support both treatment plants' operation and conveyance systems,</p> <p>B) to fund debt payments of financed capital projects (MPR),</p> <p>C) to finance capital projects as listed in the District's budgeted CIP Plan, and</p> <p>D) to reserve funds for future plant +/- or systemic sewer line renovations</p>	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	<p>Tiburon: \$414,430*</p> <p>Working Tiburon Ops Fund: \$1,628,750*</p>	<p>Tiburon: \$2,857,678*</p> <p>Current Capital & Capital Reserve Balance</p>	\$275,620*	\$643,750*
TARGET BALANCE	<p>Tiburon: \$1,609,375***</p>	Tiburon: \$9,656,250***	Tiburon: 643,750***	Tiburon: \$643,750***
PROPOSED ANNUAL FUNDING	<p>(\$2,688,790)</p> <p>5% of Sewer Service Charges</p> <p>5% of Sewer Service Charges ≈\$134,300**</p>	TBD per Annum	<p>3.5% of SD5's Share of CalPERS' Market Value Assets (\$8,187,230)</p> <p>FY18-19 ≈ \$184,470***</p>	N/A
FUNDING PROCESS	<p>≈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.</p> <p>If reserve subsequently dips below target balance, funding is to be reinstated.</p>	<p>Based on Capital needs per annum.</p> <p>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.</p> <p>(see Funding Purpose above, Items C & D)</p>	<p>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.</p>	<p>To be funded one time only, from current Capital Reserve Account.</p> <p>No additional funding required, once target balance is achieved.</p> <p>If reserve subsequently dips below target balance, funding is to be reinstated.</p>
AUTHORITY REQUIRED FOR FUNDING & WITHDRAWALS	<p>District Manager is authorized to make withdrawals as necessary, to cover operating shortfalls, as set forth and approved in this Reserve Policy.</p> <p>All other transfers to be presented for review by the Finance Committee, recommended to and approved by the Board prior to withdrawal.</p>	<p>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.</p> <p>All other transfers to be presented for review by the Finance Committee, recommended to and approved by the Board prior to withdrawal.</p>	<p>District Manager is authorized to make withdrawals for payments to CalPERS for unfunded liabilities.</p> <p>All other transfers to be presented for review by the Finance Committee, recommended to and approved by the Board prior to withdrawal.</p>	<p>All withdrawals and transfers to be presented for review by the Finance Committee and recommended to the Board for approval.</p>

* Balances based on SD5 Balance Sheet, as of 5.14.19

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

DECISION/ACTION ITEM LOG

CIP Committee: May 14, 2019

Sanitary District No. 5 of Marin County

ACTIVE ITEMS SHEET

Item #7

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 Recv'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.
28	FY2018-2019 Sewer Rehab Project	3.12.19	Nute/TR/CIP			Recv'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;
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