

SANITARY DISTRICT NO. 5 OF MARIN COUNTY

**2001 Paradise Drive
Tiburon, California 94920**

AGENDA

**Special Finance & Fiscal Oversight Committee Special Meeting
Thursday, August 8th 2024, 10:30 a.m.**

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

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

I. Roll Call

II. Public Comments

III. New Business

- 1. Warrant List Summary for July 12th through August 8th 2024**
- 2. Warrant List Detail for July 12th through August 8th 2024**
- 3. Annual Budget vs Actual Expenses July 1, 2024 – August 8, 2024 Report**
- 4. Cash Flow Chart as of August 8, 2024**
- 5. Overtime Reports- Monthly (July 2024) & Yearly to Date**
- 6. Upcoming District obligations for August 2024 through September 2024**

IV. Adjournment

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

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

Sanitary District No.5 of Marin County

Warrant List Summary

July 12 through August 8, 2024

08/05/24

Date	Num	Name	Memo	Amount
JP Morgan Chase - Primary 7399				
07/15/2024	EFT	CalPERS (Pension)	CalPERS Pension - June 2024	-23,137.22
07/29/2024	EFT	CalPERS (457 Def Comp)	457 Contributions, semi-monthly, 7/15/24	-4,989.34
07/29/2024	EFT	CalPERS (Health Premium)	Health Premium - Aug 2024	-22,413.59
07/29/2024	10718	Interstate Assembly Systems Inc	Acct 287915, Pro Forma Inv, 2023 Ford F550, Mechanics Truck	-216,076.20
08/08/2024	10719	Access Answering Service	Answering Service - July 2024, new rate	-87.29
08/08/2024	10720	Alhambra	drinking water service - June & July 2024	-297.79
08/08/2024	10721	Alliant Insurance Services	Vehicle Program Policy Renewal, July 2024-June 2025	-3,432.00
08/08/2024	10722	Amazon Capital Services (Amazon Busine...	Stmt Date 7/31/24: eye protection allowance, office & cleaning supplies,...	-449.95
08/08/2024	10723	Banshee Networks, Inc.	IT services - June 2024, & annual Microsoft Office 365 subscriptions	-5,488.26
08/08/2024	10724	Brelje and Race Laboratories, Inc.	lab monitoring - May & June 2024	-2,854.00
08/08/2024	10725	Burke, Williams & Sorensen, LLP	District Counsel legal services - June 2024	-7,025.00
08/08/2024	10726	CA Assn of Sanitation Agencies (CASA)	2024 Annual Conference, Omar Arias, 7/31/24-8/2/24	-695.00
08/08/2024	10727	Caltest Analytical Laboratory	Main Plant & Paradise Cove Lab Monitoring - June 2024	-1,361.35
08/08/2024	10728	Caltronics Business Systems, Inc.	copier base rate & usage charge, June 2024	-215.16
08/08/2024	10729	Central Marin Sanitation Agency	FY 2024, 4th Qtr Countywide Public Education Program	-571.32
08/08/2024	10730	Cintas Corporation	weekly scraper & towels service - June 2024, & work clothing	-532.23
08/08/2024	10731	Comcast Business (Internet) *9465	cable, internet, voice - Aug 2024	-688.71
08/08/2024	10732	Employment Development Department	payroll tax liab outstanding, from Sept 2022 & Mar 2023	-4,770.90
08/08/2024	10733	Fastenal Company	latex disposable gloves	-184.35
08/08/2024	10734	Ghilotti Construction Company	Mar East St, force main repair: Final T&M billing-July 2024	-13,466.87
08/08/2024	10735	Goodman Building Supply Co.	Stmt Date 7/25/24: storage containers for office paperwork, plumbing p...	-475.04
08/08/2024	10736	Grainger	chemical transfer pump parts, water hose assembly, cam & groove cou...	-595.57
08/08/2024	10737	HDR Engineering Inc	Digester Cleaning & Rehab Project-12/3/23-3/28/24	-20,031.18
08/08/2024	10738	HF&H Consultants, LLC	2022 Sewer Rate Study - June 2024	-4,005.00
08/08/2024	10739	Jackson's Hardware, Inc.	tie downs for admin truck	-31.63
08/08/2024	10740	Marin County Tax Collector	LAFCO charges, FY 2024-2025	-4,121.67
08/08/2024	10741	Mountain General Engineering LLC	final installment-Tiburon Wet Well Rehab, June 2024	-13,790.00
08/08/2024	10742	Nute Engineering Corp.	Cove Rd pump station improvements, 2022 sewer rehab project: Tib & ...	-6,135.00
08/08/2024	10743	Pacific Gas & Electric (PG&E)	July 2024	-28,455.92
08/08/2024	10744	Robert L Talavera, LLC	SSGIS Support, add software on new computer	-300.00
08/08/2024	10745	Solenis, LLC	polymers - screw press & RDT	-9,990.46
08/08/2024	10746	Special Dist Risk Mgmt Authority (SDRMA)	dental, vision, Life, ADD and LTD insurance - Sept 2024	-1,906.51
08/08/2024	10747	The Sherwin Williams Company	exterior paint, 30 gallons, for main plant paint job	-1,186.12
08/08/2024	10748	U.S. Bank cc *3611	seminar attendance fees for 2 employees, hotel lodging for Board Mem...	-1,406.83
08/08/2024	10749	Underground Service Alert of NorCal & NV	CA State fee for regulatory costs (July 2024-June 2025), 2024 members...	-1,497.74
08/08/2024	10750	Water Environment Federation	annual professional membership and MA(s): CA, Casey Cottrell, Aug 20...	-361.00
Total JP Morgan Chase - Primary 7399				-403,026.20
TOTAL				-403,026.20

08/05/24

**Sanitary District No.5 of Marin County
Warrant List Detail
July 12 through August 8, 2024**

Num	Type	Date	Name	Memo	Account	Paid Amo...
EFT	Check	07/15/202	CalPERS (Pension)	CalPERS Pension - June 2024	JP Morgan Chase - Primary ...	
				Pepra, June 2024	8019.05 · PERS Retirement	-8,570.38
				Classic, June 2024	8019.05 · PERS Retirement	-14,566.84
TOTAL						-23,137.22
EFT	Check	07/29/202	CalPERS (457 Def Comp)	457 Contributions, semi-monthly, 7/15/24	JP Morgan Chase - Primary ...	
				457 Contributions, semi-monthly, 7/15/24	8008 · Deferred Comp 457	-4,989.34
TOTAL						-4,989.34
EFT	Check	07/29/202	CalPERS (Health Premi...	Health Premium - Aug 2024	JP Morgan Chase - Primary ...	
				Active Employee Health - Aug 2024	8020.05 · Employee Health	-21,296.07
				Retiree Health - Aug 2024	8022.05 · Retiree Health	-1,117.52
TOTAL						-22,413.59
10718	Bill Pmt -Check	07/29/202	Interstate Assembly Sy...	Acct 287915, Pro Forma Inv, 2023 Ford F550, Mechani...	JP Morgan Chase - Primary ...	
Pro Fo...	Bill	07/22/202		Acct 287915, Pro Forma Inv, 2023 Ford F550, Mechanics ...	9229.8 · Vehicle Replacement	-216,076.20
TOTAL						-216,076.20
10719	Bill Pmt -Check	08/08/202	Access Answering Serv...	Answering Service - July 2024, new rate	JP Morgan Chase - Primary ...	
32275	Bill	07/05/202		Answering Service - July 2024, new rate	8510 · Data/Alarms/IT Supp &...	-87.29
TOTAL						-87.29
10720	Bill Pmt -Check	08/08/202	Alhambra	drinking water service - June & July 2024	JP Morgan Chase - Primary ...	
12012...	Bill	06/21/202		drinking water service - June 2024, AJE FY 2023-2024	8541 · Water	-155.39
12012...	Bill	07/19/202		drinking water service - July 2024	8541 · Water	-142.40
TOTAL						-297.79

08/05/24

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July 12 through August 8, 2024

<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
10721	Bill Pmt -Check	08/08/202	Alliant Insurance Servic...	Vehicle Program Policy Renewal, July 2024-June 2025	JP Morgan Chase - Primary ...	
2711565	Bill	07/01/202		Vehicle Program Policy Renewal, July 2024-June 2025	6033.3 · Insurance - SD5 Auto	-3,432.00
TOTAL						-3,432.00
10722	Bill Pmt -Check	08/08/202	Amazon Capital Service...	Stmnt Date 7/31/24: eye protection allowance, office & ...	JP Morgan Chase - Primary ...	
July 20...	Bill	07/31/202		Inv 1C1G-3W4P-6PR6, Oakley's sunglasses, D. Latorre, ... Inv 1WK3-CLPV-4RQH, Raid ant & roach spray, PO O-24... Inv 1C1G-3W4P-6HJ1, note pads, PO O-24-012 Inv 1LPR-RM3F-63VT, office supplies: copy paper, note p...	8515.02 · Eye Protection Allo... 7023 · Janitorial Supplies & S... 6047 · Office Supplies 6047 · Office Supplies	-119.08 -24.46 -14.36 -292.05
TOTAL						-449.95
10723	Bill Pmt -Check	08/08/202	Banshee Networks, Inc.	IT services - June 2024, & annual Microsoft Office 365 ...	JP Morgan Chase - Primary ...	
16331	Bill	07/18/202		computer services - June 2024, AJE FY23-24	8510 · Data/Alarms/IT Supp &...	-2,802.48
16332	Bill	07/18/202		computer services - July 2024	8510 · Data/Alarms/IT Supp &...	-225.78
				Microsoft 365 software subscriptions-annual billing, July 2...	8510 · Data/Alarms/IT Supp &...	-2,460.00
TOTAL						-5,488.26
10724	Bill Pmt -Check	08/08/202	Brelje and Race Laborat...	lab monitoring - May & June 2024	JP Morgan Chase - Primary ...	
157365	Bill	07/23/202		samples submitted for Main Plant - May 2024, AJE FY 20...	7051 · Main Plant Lab Monitor...	-1,496.00
157366	Bill	07/23/202		samples submitted for Main Plant - June 2024, AJE FY 20...	7051 · Main Plant Lab Monitor...	-1,358.00
TOTAL						-2,854.00
10725	Bill Pmt -Check	08/08/202	Burke, Williams & Sore...	District Counsel legal services - June 2024	JP Morgan Chase - Primary ...	
324950	Bill	07/15/202		District Counsel legal services - June 2024, AJE 2023-2024	6039 · Legal	-7,025.00
TOTAL						-7,025.00

08/05/24

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July 12 through August 8, 2024

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10726	Bill Pmt -Check	08/08/202	CA Assn of Sanitation A...	2024 Annual Conference, Omar Arias, 7/31/24-8/2/24	JP Morgan Chase - Primary ...	
8460	Bill	07/23/202		2024 Annual Conference Monterey CA, Omar Arias, 7/31/...	6018 · Travel & Meetings	-695.00
TOTAL						-695.00
10727	Bill Pmt -Check	08/08/202	Caltest Analytical Labor...	Main Plant & Paradise Cove Lab Monitoring - June 2024	JP Morgan Chase - Primary ...	
721262	Bill	07/15/202		Main Plant Lab Monitoring - June 2024, AJE FY 2023-2024 PC lab monitoring - June 2024, AJE FY 2023-2024	7051 · Main Plant Lab Monitor... 7052 · Paradise Cove Monitori...	-1,268.25 -93.10
TOTAL						-1,361.35
10728	Bill Pmt -Check	08/08/202	Caltronics Business Sy...	copier base rate & usage charge, June 2024	JP Morgan Chase - Primary ...	
4121292	Bill	07/10/202		Konica Minolta/KON-C308, usage charge, June 2024, AJ... Konica Minolta/KON-C308, base rate charge plus tax, Jun...	6047 · Office Supplies 6047 · Office Supplies	-127.23 -87.93
TOTAL						-215.16
10729	Bill Pmt -Check	08/08/202	Central Marin Sanitatio...	FY 2024, 4th Qtr Countywide Public Education Program	JP Morgan Chase - Primary ...	
INV01...	Bill	07/22/202		FY 2024, 4th Qtr Countywide Public Education Program, ...	6059 · Pollution Prevention/Pu...	-571.32
TOTAL						-571.32
10730	Bill Pmt -Check	08/08/202	Cintas Corporation	weekly scraper & towels service - June 2024, & work c...	JP Morgan Chase - Primary ...	
19050...	Bill	07/24/202		workwear clothing - 22 items, PO O-24-003	8520 · Personal Protection/Sa...	-392.23
Stmt J...	Bill	07/31/202		weekly - scraper & towels, Inv 4197926420, 7/5/24	7023 · Janitorial Supplies & S...	-35.00
				weekly - scraper & towels, Inv 4198679007, 7/12/24	7023 · Janitorial Supplies & S...	-35.00
				weekly - scraper & towels, Inv 4199386203, 7/19/24	7023 · Janitorial Supplies & S...	-35.00
				weekly - scraper & towels, Inv 4200098745, 7/26/24	7023 · Janitorial Supplies & S...	-35.00
TOTAL						-532.23

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10731	Bill Pmt -Check	08/08/202	Comcast Business (Inte...	cable, internet, voice - Aug 2024	JP Morgan Chase - Primary ...	
Bill Dat...	Bill	07/26/202		Cable, Internet, Voice - Aug 2024	8531 · Main Plant Telephones	-688.71
TOTAL						-688.71
10732	Bill Pmt -Check	08/08/202	Employment Developm...	payroll tax liab outstanding, from Sept 2022 & Mar 2023	JP Morgan Chase - Primary ...	
L1429...	Bill	07/15/202		payroll tax outstanding liability, penalties & interest from S... payroll tax outstanding liability, penalties & interest from ...	8013 · Payroll Taxes 8013 · Payroll Taxes	-52.66 -4,718.24
TOTAL						-4,770.90
10733	Bill Pmt -Check	08/08/202	Fastenal Company	latex disposable gloves	JP Morgan Chase - Primary ...	
CAPE...	Bill	07/10/202		latex disposable gloves, PO AB195126	7021 · Plant Maintenance Sup...	-184.35
TOTAL						-184.35
10734	Bill Pmt -Check	08/08/202	Ghilotti Construction C...	Mar East St, force main repair: Final T&M billing-July ...	JP Morgan Chase - Primary ...	
28982	Bill	07/31/202		Mar East St, force main repair: Final T&M billing-July 2024	7013 · Emergency Line Repair	-13,466.87
TOTAL						-13,466.87
10735	Bill Pmt -Check	08/08/202	Goodman Building Sup...	Stmt Date 7/25/24: storage containers for office paper...	JP Morgan Chase - Primary ...	
Clos D...	Bill	07/25/202		plumbing parts for repairs to TWAS pump #1 water feed s... storage containers for office paperwork, PO O-24-016 storage containers for office paperwork, PO O-24-016 key blanks/keys for new door, PO M-24-005	7022 · Plant Maint. Parts & Se... 6065 · Miscellaneous Expense 6065 · Miscellaneous Expense 7028 · Grounds Maintenance	-61.83 -205.57 -164.45 -43.19
TOTAL						-475.04

08/05/24

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10736	Bill Pmt -Check	08/08/202	Grainger	chemical transfer pump parts, water hose assembly, c...	JP Morgan Chase - Primary ...	
91821...	Bill	07/15/202		chemical transfer pump parts, PO O-24-008	7041 · Paradise Parts & Service	-23.49
91861...	Bill	07/18/202		water hose assembly/cam and groove couplings, PO O-24...	7022 · Plant Maint. Parts & Se...	-551.84
91882...	Bill	07/19/202		cable for Tiburon PS #4 hoist, PO M-24-006	7011 · Pumps & Lines Mainte...	-20.24
TOTAL						-595.57
10737	Bill Pmt -Check	08/08/202	HDR Engineering Inc	Digester Cleaning & Rehab Project-12/3/23-3/28/24	JP Morgan Chase - Primary ...	
12006...	Bill	07/24/202		Digester Cleaning & Rehab Project-12/3/23-3/28/24, AJE ...	9213 · M.P. Digester	-20,031.18
TOTAL						-20,031.18
10738	Bill Pmt -Check	08/08/202	HF&H Consultants, LLC	2022 Sewer Rate Study - June 2024	JP Morgan Chase - Primary ...	
9721304	Bill	07/09/202		2022 Sewer Rate Study - June 2024, AJE FY 2023-2024	6017 · Consulting Fees	-4,005.00
TOTAL						-4,005.00
10739	Bill Pmt -Check	08/08/202	Jackson's Hardware, Inc.	tie downs for admin truck	JP Morgan Chase - Primary ...	
158862	Bill	07/16/202		tie downs for admin truck, PO M-24-007	7022 · Plant Maint. Parts & Se...	-31.63
TOTAL						-31.63
10740	Bill Pmt -Check	08/08/202	Marin County Tax Colle...	LAFCO charges, FY 2024-2025	JP Morgan Chase - Primary ...	
Notice ...	Bill	07/18/202		LAFCO charges, FY 2024-2025	7062 · Permits/Fees - General	-4,121.67
TOTAL						-4,121.67
10741	Bill Pmt -Check	08/08/202	Mountain General Engi...	final installment-Tiburon Wet Well Rehab, June 2024	JP Morgan Chase - Primary ...	
00089	Bill	06/25/202		final installment-Tiburon Wet Well Rehab, June 2024, AJE...	9305.2 · Tiburon Wet Well Re...	-13,790.00
TOTAL						-13,790.00

08/05/24

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Warrant List Detail**

July 12 through August 8, 2024

<u>Num</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
10742	Bill Pmt -Check	08/08/202	Nute Engineering Corp.	Cove Rd pump station improvements, 2022 sewer reh...	JP Morgan Chase - Primary ...	
27288	Bill	07/12/202		Engineering Services: 2022 Sewer rehabilitation project-Ti...	9301 · Tiburon Sewer Line Re...	-648.00
27296	Bill	07/12/202		Engineering Services: Cove Rd pump station improvemen...	9309 · BPS #1 Generator Rep...	-5,487.00
TOTAL						-6,135.00
10743	Bill Pmt -Check	08/08/202	Pacific Gas & Electric (...)	July 2024	JP Morgan Chase - Primary ...	
Stmnt D...	Bill	07/29/202		Stmnt Date 7/29/24, need to break down	8542 · Main Plant Utilities	-28,455.92
TOTAL						-28,455.92
10744	Bill Pmt -Check	08/08/202	Robert L Talavera, LLC	SSGIS Support, add software on new computer	JP Morgan Chase - Primary ...	
RLT07...	Bill	07/31/202		SSGIS Support, add software on new computer	8510 · Data/Alarms/IT Supp &...	-300.00
TOTAL						-300.00
10745	Bill Pmt -Check	08/08/202	Solenis, LLC	polymers - screw press & RDT	JP Morgan Chase - Primary ...	
13291...	Bill	07/17/202		Praestol K 148-L-VA IBC, screw press polymer, PO O-24-...	7024 · Main Plant Chemicals	-4,631.86
13293...	Bill	07/22/202		Praestol K 290 FLX IBC, RDT polymer, PO O-24-014	7024 · Main Plant Chemicals	-5,358.60
TOTAL						-9,990.46
10746	Bill Pmt -Check	08/08/202	Special Dist Risk Mgmt ...	dental, vision, Life, ADD and LTD insurance - Sept 2024	JP Morgan Chase - Primary ...	
Sept 2...	Bill	08/05/202		Basic Life & ADD, LTD, Dental, Vision - Sept 2024. Used ...	8020.05 · Employee Health	-1,906.51
TOTAL						-1,906.51
10747	Bill Pmt -Check	08/08/202	The Sherwin Williams C...	exterior paint, 30 gallons, for main plant paint job	JP Morgan Chase - Primary ...	
4272-4	Bill	07/16/202		exterior paint for Plant, 15 gallons. Redwood Painting.	7022 · Plant Maint. Parts & Se...	-593.06
4307-8	Bill	07/16/202		exterior paint for Plant, 15 gallons. Redwood Painting	7022 · Plant Maint. Parts & Se...	-593.06
TOTAL						-1,186.12

08/05/24

**Sanitary District No.5 of Marin County
Warrant List Detail**

July 12 through August 8, 2024

Num	Type	Date	Name	Memo	Account	Paid Amo...
10748	Bill Pmt -Check	08/08/202	U.S. Bank cc *3611	seminar attendance fees for 2 employees, hotel lodgin...	JP Morgan Chase - Primary ...	
Stmnt D...	Bill	07/25/202		TriState Seminar Registration Las Vegas NV, Casey Cottr...	6020 · Continuing Education	-95.63
				Zoom Workplace Pro Annual, 7/2/24-7/1/25, 7/2/24	6025 · Dues & Subscriptions	-154.45
				Hotel.Com, 7/23/24, Omar Arias in Monterey CA conferen...	6018.1 · Meetings & Travel	-768.74
				TriState Seminar Registration Las Vegas NV, Dan LaTorr...	6020 · Continuing Education	-95.62
				Marin County Ford, window moulding, 7/23/24	9999 · Uncategorized Expens...	-116.28
				Pace Supply, royal sloan, 7/23/24	9999 · Uncategorized Expens...	-176.11
TOTAL						-1,406.83
10749	Bill Pmt -Check	08/08/202	Underground Service AI...	CA State fee for regulatory costs (July 2024-June 2025...	JP Morgan Chase - Primary ...	
16541...	Bill	07/22/202		2024 membership fee and new unique 2023 billable ticket...	6025 · Dues & Subscriptions	-1,124.21
16541...	Bill	07/26/202		CA State fee for regulatory costs, July 2024-June 2025	6025 · Dues & Subscriptions	-373.53
TOTAL						-1,497.74
10750	Bill Pmt -Check	08/08/202	Water Environment Fed...	annual professional membership and MA(s): CA, Case...	JP Morgan Chase - Primary ...	
Cottrell...	Bill	07/29/202		annual professional membership, Casey Cottrell, 8/1/24-6/...	6025 · Dues & Subscriptions	-128.33
				annual professional membership, Casey Cottrell, July 202...	6025 · Dues & Subscriptions	-11.67
				annual MA(s): CA, Casey Cottrell, 8/1/24-6/30/25	6025 · Dues & Subscriptions	-202.58
				annual MA (s): CA,Casey Cottrell, July 2025, AJE FY 202...	6025 · Dues & Subscriptions	-18.42
TOTAL						-361.00

Sanitary District No.5 of Marin County Annual Budget vs Actual Expenses July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5000 · Property Taxes / AD VALOREM				
5001.2 · TEETER	5,869.74	999,999.00	-994,129.26	0.6%
5002 · UNSEC	0.00	16,000.00	-16,000.00	0.0%
5003 · PUNS / PRIOR UNSECURED	0.00	1,500.00	-1,500.00	0.0%
5004 · REDEMPTION / RDMPT	-4.87	0.00	-4.87	100.0%
5006 · SPLU	0.00	100.00	-100.00	0.0%
5041 · SUPSEC	806.25	20,000.00	-19,193.75	4.0%
5046 · Excess ERAF	0.00	300,000.00	-300,000.00	0.0%
5280 · HOPTR	0.00	3,000.00	-3,000.00	0.0%
5483 · Other tax	7.78	7,000.00	-6,992.22	0.1%
Total 5000 · Property Taxes / AD VALOREM	6,678.90	1,347,599.00	-1,340,920.10	0.5%
5007 · Sewer Service Charge				
5007.1 · Sewer Service - Ops	55,075.95	5,115,266.00	-5,060,190.05	1.1%
5007.2 · Sewer Service - Cap	0.00	1,028,242.00	-1,028,242.00	0.0%
Total 5007 · Sewer Service Charge	55,075.95	6,143,508.00	-6,088,432.05	0.9%
5201 · INTEREST				
5201.1 · Interest County of Marin	-85.55	100.00	-185.55	-85.6%
5201.2 · Interest LAIF	0.00	200,000.00	-200,000.00	0.0%
Total 5201 · INTEREST	-85.55	200,100.00	-200,185.55	-0.0%
5900.10 · Paradise Sewer Line Ext. Fees	0.00	0.00	0.00	0.0%
5900.3 · Connection Fees				
5900.31 · Collection	12,337.00	200,000.00	-187,663.00	6.2%
5900.34 · Treatment	10,165.00	200,000.00	-189,835.00	5.1%
Total 5900.3 · Connection Fees	22,502.00	400,000.00	-377,498.00	5.6%
5900.4 · Permit Inspection & Admin Fees	1,600.00	35,000.00	-33,400.00	4.6%
5900.5 · SASM Expense Reimb.	15,401.45	75,000.00	-59,598.55	20.5%
Total Income	101,172.75	8,201,207.00	-8,100,034.25	1.2%
Gross Profit	101,172.75	8,201,207.00	-8,100,034.25	1.2%
Expense				
6000 · Administrative Expenses				
6008 · Audit & Accounting	0.00	90,000.00	-90,000.00	0.0%
6017 · Consulting Fees	4,005.00	125,000.00	-120,995.00	3.2%
6018 · Travel & Meetings				
6018.1 · Meetings & Travel	735.63	17,000.00	-16,264.37	4.3%
6018.2 · Standby Mileage Expense Reimb	295.58	8,000.00	-7,704.42	3.7%
Total 6018 · Travel & Meetings	1,031.21	25,000.00	-23,968.79	4.1%
6020 · Continuing Education	198.00	10,000.00	-9,802.00	2.0%
6021 · County Fees	0.00	16,590.00	-16,590.00	0.0%
6024 · Director Fees	2,900.00	9,000.00	-6,100.00	32.2%
6025 · Dues & Subscriptions	2,574.39	35,000.00	-32,425.61	7.4%
6026 · Elections	0.00	10,000.00	-10,000.00	0.0%
6033 · Insurance				
6033.1 · Insurance - SD5 Property	69,285.84	100,000.00	-30,714.16	69.3%
6033.2 · Insurance - SD5 Liability	0.00	60,000.00	-60,000.00	0.0%
6033.3 · Insurance - SD5 Auto	3,432.00	10,000.00	-6,568.00	34.3%
Total 6033 · Insurance	72,717.84	170,000.00	-97,282.16	42.8%
6039 · Legal	7,025.00	50,000.00	-42,975.00	14.1%
6047 · Office Supplies	492.64	11,000.00	-10,507.36	4.5%
6056 · Postage	-2,407.70	1,300.00	-3,707.70	-185.2%
6059 · Pollution Prevention/Public Edu	571.32	5,500.00	-4,928.68	10.4%
6065 · Miscellaneous Expense	370.02	0.00	370.02	100.0%
Total 6000 · Administrative Expenses	89,477.72	558,390.00	-468,912.28	16.0%

Sanitary District No.5 of Marin County Annual Budget vs Actual Expenses July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
7000 · Ops & Maintenance Expenses				
7010 · Pumps & Lines Maintenance				
7011 · Pumps & Lines Maintenance	220.39	200,000.00	-199,779.61	0.1%
7013 · Emergency Line Repair	13,466.87	100,000.00	-86,533.13	13.5%
Total 7010 · Pumps & Lines Maintenance	13,687.26	300,000.00	-286,312.74	4.6%
7020 · Main Plant Maintenance				
7021 · Plant Maintenance Supplies	184.35	80,000.00	-79,815.65	0.2%
7022 · Plant Maint. Parts & Service	4,612.49	300,000.00	-295,387.51	1.5%
7023 · Janitorial Supplies & Service	164.46	10,000.00	-9,835.54	1.6%
7024 · Main Plant Chemicals	9,990.46	165,000.00	-155,009.54	6.1%
7025 · Lab Supplies & Chemicals	0.00	25,000.00	-25,000.00	0.0%
7027 · Electrical & Instrument	0.00	30,000.00	-30,000.00	0.0%
7028 · Grounds Maintenance	333.95	8,000.00	-7,666.05	4.2%
7029 · Main Plant Sludge Disposal	0.00	55,000.00	-55,000.00	0.0%
Total 7020 · Main Plant Maintenance	15,285.71	673,000.00	-657,714.29	2.3%
7040 · Paradise Cove Plant Maint				
7041 · Paradise Parts & Service	23.49	20,000.00	-19,976.51	0.1%
7042 · Paradise Supplies & Chemicals	0.00	6,500.00	-6,500.00	0.0%
7043 · Paradise Sludge Disposal	0.00	3,000.00	-3,000.00	0.0%
Total 7040 · Paradise Cove Plant Maint	23.49	29,500.00	-29,476.51	0.1%
7050 · Monitoring				
7051 · Main Plant Lab Monitoring	4,122.25	50,000.00	-45,877.75	8.2%
7052 · Paradise Cove Monitoring	93.10	9,000.00	-8,906.90	1.0%
7053 · Chronic Toxicity	0.00	15,000.00	-15,000.00	0.0%
Total 7050 · Monitoring	4,215.35	74,000.00	-69,784.65	5.7%
7060 · Permits/Fees				
7061 · Main Plant NPDES Renewal	0.00	0.00	0.00	0.0%
7062 · Permits/Fees - General	4,121.67	50,000.00	-45,878.33	8.2%
7063 · Paradise Cove Permits/Fees	0.00	9,000.00	-9,000.00	0.0%
Total 7060 · Permits/Fees	4,121.67	59,000.00	-54,878.33	7.0%
7070 · Truck Maintenance				
7071 · Fuel	0.00	20,000.00	-20,000.00	0.0%
7072 · Maintenance	0.00	30,000.00	-30,000.00	0.0%
Total 7070 · Truck Maintenance	0.00	50,000.00	-50,000.00	0.0%
Total 7000 · Ops & Maintenance Expenses	37,333.48	1,185,500.00	-1,148,166.52	3.1%
8000 · Salaries and Benefits Expenses				
8001 · Salaries	127,960.70	1,636,798.00	-1,508,837.30	7.8%
8003 · Overtime	7,812.27	125,000.00	-117,187.73	6.2%
8004 · Standby Pay	7,756.58	80,000.00	-72,243.42	9.7%
8005 · Employee Incentives	5,000.00	25,000.00	-20,000.00	20.0%
8006 · Vacation Buyout	21,804.40	80,000.00	-58,195.60	27.3%
8013 · Payroll Taxes	18,015.04	110,000.00	-91,984.96	16.4%
8015 · Payroll Service Processing Fees	889.87	8,000.00	-7,110.13	11.1%
8016 · Car Allowance	8,000.00	8,000.00	0.00	100.0%
8019 · PERS Retirement				
8019.05 · PERS Retirement	14,050.46	312,067.00	-298,016.54	4.5%
Total 8019 · PERS Retirement	14,050.46	312,067.00	-298,016.54	4.5%
8020 · Employee Health				
8020.05 · Employee Health	46,180.45	300,000.00	-253,819.55	15.4%
8021 · Employee Health Deductions	-341.74	2,500.00	-2,841.74	-13.7%
8020 · Employee Health - Other	1,906.51			
Total 8020 · Employee Health	47,745.22	302,500.00	-254,754.78	15.8%

Sanitary District No.5 of Marin County Annual Budget vs Actual Expenses July 2024 through June 2025

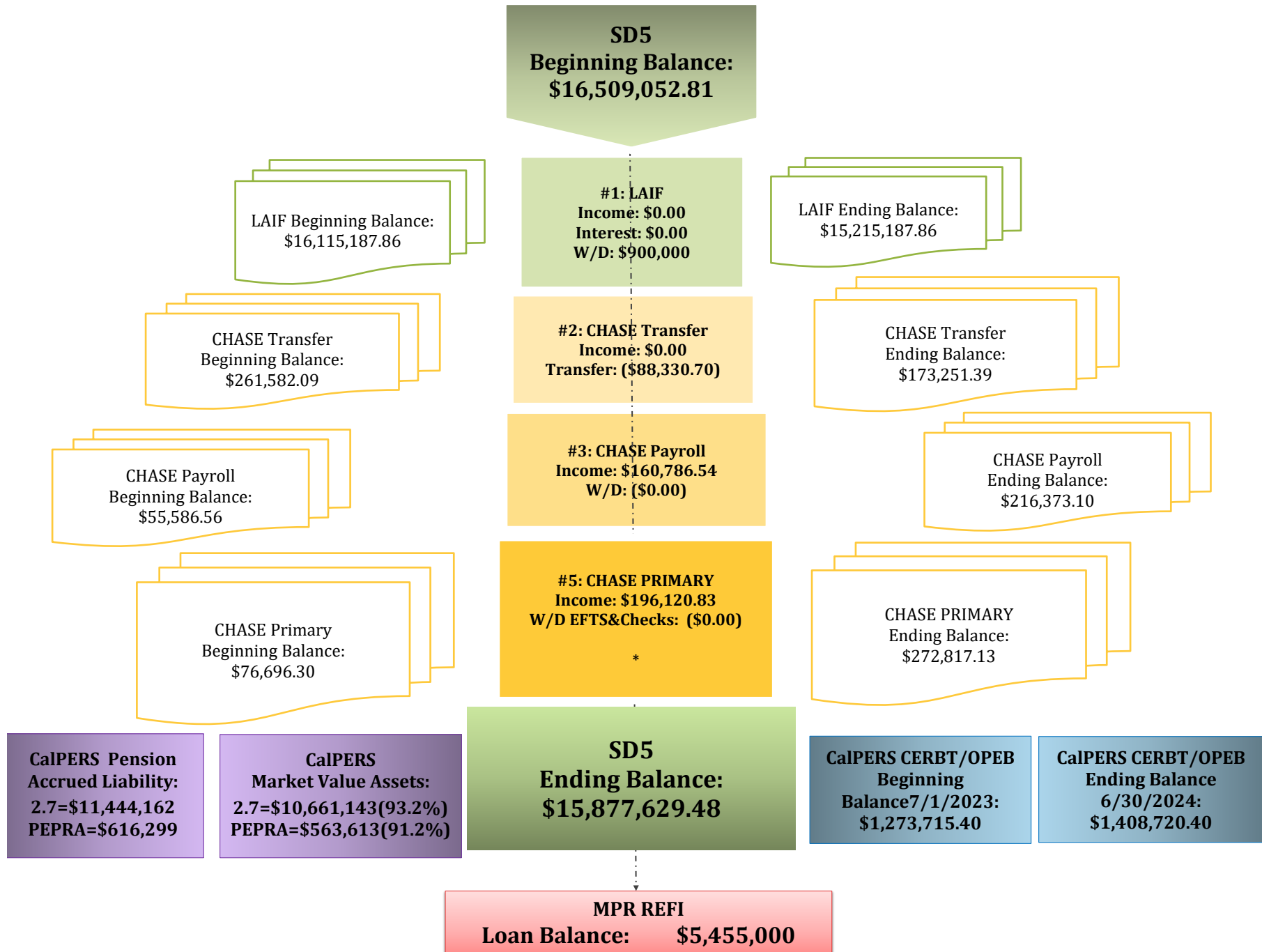
	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
8022 · Retiree Health				
8022.05 · Retiree Health	2,241.21	75,000.00	-72,758.79	3.0%
8022.10 · CERBT/OPEB Annual Arc Contribtn	0.00	140,000.00	-140,000.00	0.0%
Total 8022 · Retiree Health	2,241.21	215,000.00	-212,758.79	1.0%
8023 · Workers Comp Insurance	0.00	56,000.00	-56,000.00	0.0%
Total 8000 · Salaries and Benefits Expenses	261,275.75	2,958,365.00	-2,697,089.25	8.8%
8500 · Other Operating Expenses				
8510 · Data/Alarms/IT Supp & Licensing	8,076.65	100,000.00	-91,923.35	8.1%
8515 · Safety	462.00	60,000.00	-59,538.00	0.8%
8520 · Personal Protection/Safety Wear	604.17	15,000.00	-14,395.83	4.0%
8530 · Telephone				
8531 · Main Plant Telephones	1,753.57	12,000.00	-10,246.43	14.6%
8532 · Paradise Cove Telephones	140.96	1,500.00	-1,359.04	9.4%
8533 · Pumps & Lines Telephones	609.42	7,000.00	-6,390.58	8.7%
Total 8530 · Telephone	2,503.95	20,500.00	-17,996.05	12.2%
8540 · Utilities				
8541 · Water	142.40	11,000.00	-10,857.60	1.3%
8542 · Main Plant Utilities	28,455.92	240,000.00	-211,544.08	11.9%
8543 · Paradise Cove Utilities	0.00	35,000.00	-35,000.00	0.0%
8544 · Pump Station Utilities	0.00	65,000.00	-65,000.00	0.0%
Total 8540 · Utilities	28,598.32	351,000.00	-322,401.68	8.1%
Total 8500 · Other Operating Expenses	40,245.09	546,500.00	-506,254.91	7.4%
Total Expense	428,332.04	5,248,755.00	-4,820,422.96	8.2%
Net Ordinary Income	-327,159.29	2,952,452.00	-3,279,611.29	-11.1%
Other Income/Expense				
Other Expense				
9100 · Capital Expenditures	222,211.20	0.00	222,211.20	100.0%
Total Other Expense	222,211.20	0.00	222,211.20	100.0%
Net Other Income	-222,211.20	0.00	-222,211.20	100.0%
Net Income	-549,370.49	2,952,452.00	-3,501,822.49	-18.6%

**Sanitary District No.5 of Marin County
Comparative Balance Sheet
As of July 31, 2024**

	<u>Jul 31, 24</u>	<u>Jun 30, 24</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
JP Morgan Chase - Primary 7399	272,817.13	76,696.30	196,120.83
JP Morgan Chase - Payroll 7506	216,373.10	55,586.56	160,786.54
JP Morgan Chase - Transfer 7522	173,251.39	261,582.09	-88,330.70
Local Agency Investment Fund			
SD5 CalPERS Retirement Trust	71,951.00	71,951.00	0.00
SD5 Operating Reserve	1,200,853.05	1,200,853.05	0.00
SD5 Operating	3,217,317.82	4,117,317.82	-900,000.00
SD5 Disaster Recovery Fund	1,000,000.00	1,000,000.00	0.00
SD5 Capital & CIP Reserve	9,725,065.99	9,725,065.99	0.00
Total Local Agency Investment Fund	<u>15,215,187.86</u>	<u>16,115,187.86</u>	<u>-900,000.00</u>
Total Checking/Savings	15,877,629.48	16,509,052.81	-631,423.33
Accounts Receivable			
Accounts Receivable	15,401.45	0.00	15,401.45
Total Accounts Receivable	<u>15,401.45</u>	<u>0.00</u>	<u>15,401.45</u>
Other Current Assets			
Petty Cash	781.92	781.92	0.00
Total Other Current Assets	<u>781.92</u>	<u>781.92</u>	<u>0.00</u>
Total Current Assets	15,893,812.85	16,509,834.73	-616,021.88
Fixed Assets	18,809,155.30	18,809,155.30	0.00
TOTAL ASSETS	<u>34,702,968.15</u>	<u>35,318,990.03</u>	<u>-616,021.88</u>
LIABILITIES & EQUITY	34,702,968.15	35,318,990.03	-616,021.88

CASH FLOW CHART

SANITARY DISTRICT NO. 5 OF MARIN COUNTY: July 2024



Overtime hours



Check date

70

50

30

10

7/1

7/6

7/11

7/16

7/21

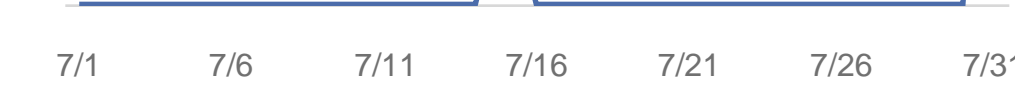
7/26

7/31

Jul 1, 2024 - Jul 31, 2024

● My Company

75 hrs



Overtime amounts



Check date

\$7k

\$5k

\$3k

\$1k

7/1

7/6

7/11

7/16

7/21

7/26

7/31

Jul 1, 2024 - Jul 31, 2024

● My Company

\$7,812.27

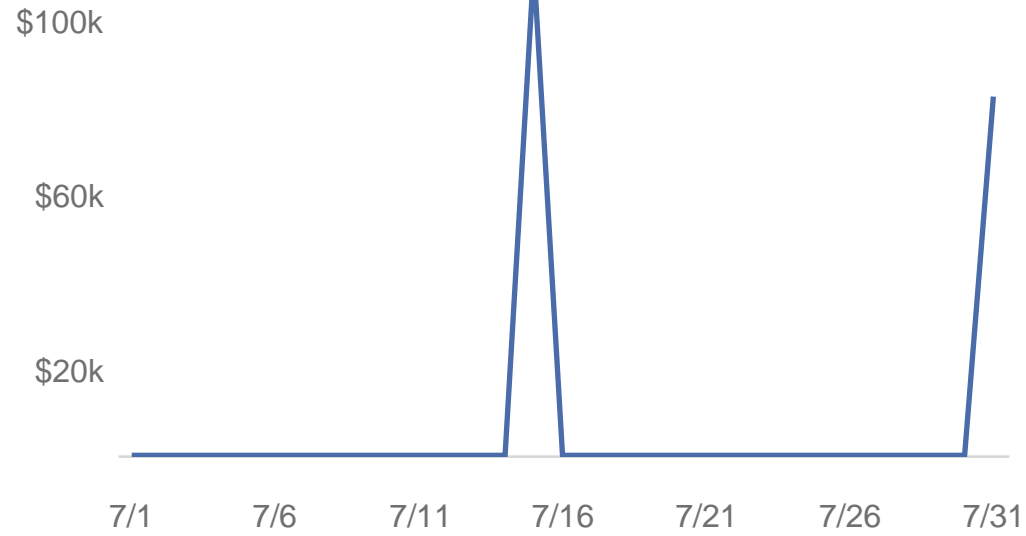


7/1 7/6 7/11 7/16 7/21 7/26 7/31

Labor cost ⓘ



Check date



Jul 1, 2024 - Jul 31, 2024

● My Company

\$194,593.09

Full name	Overtime amounts	Overtime hours
Alvarez, Joel		
Balf, Abigail	347.03	5.00
Bilsborough Sr., Chad E	1054.00	9.50
Collodi, Pete		
Cottrell III, Rulon K	747.81	6.00
LaTorre, Daniel P	2449.20	21.00
Rosser, John M	589.00	6.00
Rubio, Antonio		
Salazar, Ignacio G		
Screechfield-Lablue, Pierce L	377.73	5.00
Triola, Joseph	2247.50	22.50
	7812.27	75.00

August 2024

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 28	29	30	31	Aug 1 TR CASA Conference	2 T2's due to county of Marin - any last minute changes and T4- request form full draft report request TR CASA Conference	3
4	5	6	7 JK in audit 5:00pm 5:00pm Governance Committee Meeting (2001 Paradise Drive, Tiburon CA 94920)	8 10:30 am -12:00 Finance Committee Meeting; 2001 Paradise Drive, 9:30am Capital Improvement JK in audit	9 T5's due- Final Annual certification of sewer service fees to authorize county to place charges on property tax bill	10
11	12	13 2024 Sewer Rehab Project Walkthrough Evaluation Meeting Pay Roll Due 9:00am Kat and Brad in for End of FY audit	14	15 5:00pm Regular Scheduled Board of Directors Meeting; 2001 Paradise Drive, Tiburon CA 94920	16	17
18	19	20	21	22	23	24
25	26 TR off-site	27 TR off-site	28 Pay Roll Due TR off site	29 TR off Site	30 TR off site	31

September 2024

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 1	2 Annual Sewer Service Bills(non-tax roll bills) Preparation and Mailing	3	4	5	6	7
8	9 CSDA Annual Conference	10 CSDA Annual Conference	11 CSDA Annual Conference PAy Roll Due	12 CSDA Annual Conference 9:30am CIP Committee Meeting (2001 10:30am Finance Committee Meeting	13	14
15	16	17	18	19 5:00pm Board of Directors Meeting (2001 Paradise Drive, Tiburon CA 94920) - HR	20	21
22	23 8:00am TR off site PACP Renewal Training	24 7:30am TR off site PACP Renewal Training	25 7:30am TR off site PACP Renewal Training	26 PAy Roll Due 7:00am TR off site PACP Renewal Training	27	28
29	30	Oct 1	2	3	4	5