



ROSS VALLEY SANITARY DISTRICT

Serving the Greater Ross Valley Area for Over 125 Years

1111 Andersen Drive, San Rafael, Ca 94901

Ph: 415.259.2949 www.rvsd.org

Directors: Michael Boorstein ~ Thomas Gaffney ~ Doug Kelly ~ Pamela Meigs ~ Mary Sylla

REGULAR BOARD MEETING AGENDA

August 20, 2025: Closed Session Convenes at 5:00 p.m.

Open Session Convenes at 5:30 p.m.

1111 Andersen Drive, San Rafael, 94901

Teleconference Location: 1 Meadow Place Larchmont, NY 10538

The public will be given an opportunity to address the Board during all open session items from all teleconference locations.

Welcome: *The RVSD Board of Directors welcomes members of the public at its meetings in person or remotely and encourages citizen participation and input. The Board takes seriously its responsibility to be a model of civility and to safeguard the public ability to directly address the Board by providing the appropriate Board Meetings Decorum in accordance with Resolution No. 10-1378, which is posted at every Board meeting. Thank you.*

Open Session Meeting URL: <https://meeting.rvsd.org/BoardMeeting>

Webinar ID: **897 0576 2125**

Passcode: **470251**

Any member of the public attending virtually may speak during Public Comment or may email public comments to clerk@rvsd.org. With a commitment to providing equal access to public meetings, Ross Valley Sanitary District will use best efforts to swiftly resolve requests for reasonable modifications or accommodations with individuals with disabilities, consistent with the Americans with Disabilities Act.

The Board President will call agenda items, ask for the Staff Report, hear questions or initial concerns from Board members, open the item for public comment and return to the Board for additional comments and action. The public may speak for up to three minutes or as time allows.

1. Call Meeting to Order
 - a) Roll Call
 - b) Pledge of Allegiance
2. Adjourn to Closed Session
3. Closed Session
 - a) Conference with Legal Counsel Pursuant to Govt. Code Section 54956.9(d)(4) Anticipated Litigation: One Potential Case
 - b) Conference with Labor Negotiators Pursuant to Govt. Code Section 54957.6
Agency Designated Representatives: Steve Moore, Felicia Newhouse
Employee Organization: AFSCME Local 2167
4. Reconvene to Open Session
5. Report on Actions Taken by the Board During Closed Session, If Any, Pursuant to California Government Code Section 54957.1
6. Approval of Agenda

7. Public Comment

Anyone wishing to address the Board of Directors on matters within the District's jurisdiction but not on the posted agenda may do so. Each speaker is limited to three minutes. The Board may not take action on or discuss items not on the agenda but may briefly respond to statements or questions by a member of the public. The Board President may refer any matter to staff for further follow-up or elect to have the matter placed on an agenda for a future meeting.

8. Committee and Representative Report Out

- a) Finance Committee
- b) Central Marin Sanitation Agency (CMSA)
- c) CMSA Ad Hoc JPA Member Representatives to Consider the JPA's Organization Development Future

9. Verbal Report by General Manager

10. Verbal Report by Board Members and Requests for Future Items

11. Consent Calendar

Matters listed under this item are considered routine and will be enacted by one motion. The consent calendar may include resolutions; therefore, the motion, second, and vote will also be applicable to the resolutions and recorded accordingly.

- a) [Approve the Regular Meeting Minutes of July 16, 2025](#)
 - b) [Approve the Special Meeting Minutes of July 25, 2025](#)
 - c) [Accept the July 2025 Financial Reports](#)
 - d) [Presentation of CASA Statewide Award for Innovation and Resiliency and Recommendation for Monetary Award to Employees](#)
 - e) [Adopt Resolution No. 25-1675 Approving Final Acceptance and Authorizing the General Manager to File Notice of Completion for the RVSD Andersen Building Genset Project \(#901-C\), with Western Machinery Electric, Inc.](#)
12. [Discussion and Direction on the Recommendation of the Marin Local Agency Formation Commission \(LAFCo\) for RVSD to Annex Areas within its Sphere of Influence](#)
13. [Preliminary Financial Report Fiscal Year Ending June 30, 2025](#)
14. Informational Items
- a) [Monthly Operations and Maintenance Metrics Report – July 2025](#)

Adjourn

Next Meeting: Regular Meeting on September 17, 2025, at 5:00 p.m. at 1111 Andersen Drive, San Rafael, 94901

Any person with a disability covered under the Americans with Disabilities Act (ADA) may receive a copy of the agenda or a copy of the agenda packet prepared by the District, for this meeting, upon request in an appropriate alternative format and/or request a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting. Please contact the office at 415.259.2949 at least ten (10) working days prior to the meeting and provide information on the assistance required. Requests for mailed copies of agendas or agenda packets are valid for the calendar year in which requests are made and must be renewed annually after January 1.

Copies of all staff reports and documents subject to disclosure that relate to each item of business referred to on the agenda are available for public inspection 72 hours before each regularly scheduled Board meeting at the District Office, located at 1111 Andersen Drive, San Rafael, CA. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Board regarding any item on this agenda after the agenda has been distributed will also be made available for inspection at the District Office during regular business hours.

ROSS VALLEY SANITARY DISTRICT REGULAR BOARD MEETING MINUTES

Wednesday, July 16, 2025
5:00 PM

1111 Andersen Dr., San Rafael CA 94901

Directors Present: Michael Boorstein
Thomas Gaffney
Doug Kelly
Pamela Meigs
Mary Sylla

Directors Absent: None

Staff/Consultants
Present: Steve Moore, General Manager
Felicia Newhouse, Assistant General Manager
Austin Cho, District Counsel
Paul Bruemmer, Operations & Maintenance Manager
Phil Benedetti, Senior Engineer
Greg Newmark, Special Counsel
Michael Colantuono, Special Counsel

Public Present: Lee

Note: These minutes do not represent a transcript of the meeting and are intended to be a summary of the most important points. For a complete record, please refer to the video recording of the meeting, which will be available on the District's website at www.rvsd.org.

Item #1 – Call Meeting to Order and Roll Call

The meeting was called to order by President Kelly at 5:03 p.m. The clerk called roll. The meeting attendees recited the Pledge of Allegiance.

Item #2 – Adjourn to Closed Session

The Board adjourned to Closed Session at 5:04 p.m.

Item #3 – Closed Session

- a) Conference with Legal Counsel Pursuant to Govt. Code Section 54956.9(d)(2) Anticipated Litigation (One Potential Case): Notice of Violation and Intent to File Suit Under the Federal Water Pollution Control Act (Clean Water Act), received January 6, 2025.
- b) Conference with Legal Counsel Pursuant to Govt. Code Section 54956.9(d)(4) Anticipated Litigation: One Potential Case

Item #4 – Reconvene to Open Session

The Board reconvened to Open Session at 6:00 p.m.

Item #5 - Report on Action Taken by the Board During Closed Session, If Any, Pursuant to California Government Code Section 54957.1

There was no action to report from Closed Session.

Item #6 – Approval of Agenda

Motion: M/s Boorstein/Sylla to approve the agenda.
Vote: Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.
The motion passed.

The Board approved the agenda.

Item #7 – Public Comment

There was no public comment.

Item #8 – Committee and Representative Report Out**Finance Committee**

Director Gaffney reported that the District is in good financial condition. He relayed that the Committee discussed the Century Urban, IT Hub, and Glosage contracts as well as the technical report on treatment cost allocations.

North Bay Watershed Association (NBWA)

Director Meigs reported that the Association received a presentation about the non-native fish attacking salmon in Bay Area waters.

Central Marin Sanitation Agency (CMSA)

Director Boorstein reported that the Commission discussed the proposed budget, replacing the bridge crane system, and the business plan. He mentioned the August meeting has been cancelled.

CMSA Ad Hoc JPA Member Representatives to Consider the JPA's Organization Development Future

Director Gaffney reported that the committee reviewed the SRSD/CMSA contract and the edits that have been submitted by Special Counsel Colantuono.

Item #9 - Verbal Report by General Manager

General Manager Moore reported that the backup generator project at the District headquarters has been successfully completed. He extended special thanks to Operations and Maintenance Manager Bruemmer for his contributions to the project. Operations and Maintenance Manager Bruemmer noted that the generator is capable of providing up to three days of backup power.

He also informed the Board that construction near Pump Station 15, led by the Friends of Corte Madera Creek, is scheduled to begin on September 2, 2025, with an anticipated completion date of October 15, 2025. The project is designed to restore tidal wetlands and will interact minimally with District infrastructure.

General Manager Moore announced that the City of Sausalito has successfully negotiated a consolidation of its sewer system with the Sausalito Marin City Sanitary District. He drew a comparison between the entities in that consolidation and the Central Marin JPA member agencies.

He reported that the District is actively monitoring BACWA's scoping plan to reduce nitrogen loading into the Bay and that the Freshwater Trust is facilitating discussions around potential trading strategies with treatment plants, including CMSA. General Manager Moore stated that he has requested to participate in these meetings, although CMSA has not yet responded.

Item #10 – Verbal Report by Board Members and Requests for Future Items

There were no reports for future items.

Item #11 – Consent Calendar

Motion: M/s Boorstein/Sylla to accept items in the Consent Calendar.

Vote: Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.

The motion passed.

The Board approved the Consent Calendar.

Item #12 – Consideration of Authorizing the General Manager, upon Review and Approval of Counsel, to Execute Amendment No. 2 to the Contract for Real Estate Services with Century Urban not to exceed \$178,505, and Consider Adopting Resolution 25-1673 Authorizing Budget Amendment 2601 to the Fiscal Year 2025/26 Budget

Motion: M/s Boorstein/Gaffney to continue this item to a future meeting.

Vote: Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.

The motion passed.

Item #13 – Consideration of Approval of Contract Change Order No. 1 for Additional Work on the FY 2024/25 Gravity Sewer Improvements Project (#958) with Glosage Engineering, Inc., in an Amount Not to Exceed \$137,890

Motion: M/s Gaffney/Sylla approve contract change order No. 1 for additional work on the FY 2024/25 Gravity Sewer Improvements Project (#958) with Glosage Engineering, Inc., in an amount not to exceed \$137,890

Vote: Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.

The motion passed.

Senior Engineer Benedetti introduced this item reporting that the project has moved along smoothly and quickly, already completing much of the work in San Anselmo. He described how the contractor relayed information about pipe condition to the District and described the condition of the pipes that are being recommended for replacement. The Board and staff discussed the condition assessment process.

Item #14 – Consideration of Authorizing the General Manager, Upon Review and Approval of Counsel, to Execute a Contract with Tyler Technologies for Permit Tracking Software in an amount not to exceed \$290,532

Motion: M/s Sylla/Gaffney authorize the General Manager, upon review and approval of counsel, to execute a contract with Tyler Technologies for permit tracking software in an amount not to exceed \$290,532

Vote: Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.

The motion passed.

Assistant General Manager Newhouse introduced this item by outlining the process the District has undertaken to select new permit tracking software. She highlighted how the implementation of this system is expected to significantly enhance customer service.

Assistant General Manager Newhouse reviewed the proposals received and provided an overview of Tyler Technologies' key features. The Board and staff engaged in a discussion about the current permitting process and how the new system would address existing challenges.

Item #15 – Discussion and Direction on Impacts from CMSA Treatment Cost Allocation Policy and Procedures

Motion: M/s Gaffney/Sylla to accept the technical memo and direct staff to move forward with next steps, including paying the current treatment cost invoice under protest.

Vote: Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.

The motion passed.

General Manager Moore introduced the item by presenting historical trends in treatment costs. He explained how these costs are calculated and shared the analysis he conducted to determine why the District's treatment costs increased after several years of decline. He described the discussions between the District and CMSA regarding the methodology used to calculate these costs. General Manager Moore highlighted the presence of outlier data and demonstrated how this data has impacted charges over several years. He described a need for transparency in collection methods as well as cost calculations.

Senior Engineer Benedetti agreed that greater transparency is needed in both data collection and cost calculation. He noted that the available data was insufficient and stated that the previous sampling method was flawed.

General Manager Moore presented his recommendations for updating the policies and procedures used in collecting this data and calculating the costs.

The Board and staff discussed the importance of reconciling state reporting with treatment cost data. They expressed appreciation for General Manager Moore's thorough analysis and recommended that the District pay the current invoice under protest. They also supported moving forward with the proposed policy and procedure updates.

Item #16a – Monthly Operations and Maintenance Metrics Report – June 2025

Operations and Maintenance Manager Bruemmer reported on the work that the operations staff completed throughout the month including electrical training and collaborating with a local school to clean the lines that surround their property.

Adjourn: The Board adjourned at 7:22 p.m.

Pamela Meigs
Secretary of the Board

Submitted by: _____
Christina Winnicki
Clerk of the Board

ROSS VALLEY SANITARY DISTRICT REGULAR BOARD MEETING MINUTES

Friday, July 25, 2025
3:00 PM

1111 Andersen Dr., San Rafael CA 94901

Directors Present: Michael Boorstein
Thomas Gaffney
Doug Kelly
Pamela Meigs
Mary Sylla

Directors Absent: None

Staff/Consultants
Present: Steve Moore, General Manager
Felicia Newhouse, Assistant General Manager
Austin Cho, District Counsel
Paul Bruemmer, Operations & Maintenance Manager
Victor Damiani, Finance Officer
Bryant Sparkman, Century Urban

Public Present: None

Note: These minutes do not represent a transcript of the meeting and are intended to be a summary of the most important points. For a complete record, please refer to the video recording of the meeting, which will be available on the District's website at www.rvsd.org.

Item #1 – Call Meeting to Order and Roll Call

The meeting was called to order by President Kelly at 3:00 p.m. The clerk called roll. The meeting attendees recited the Pledge of Allegiance.

Item #2 – Approval of Agenda

Motion: M/s Gaffney/Boorstein to approve the agenda.
Vote: Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.
The motion passed.

The Board approved the agenda.

Item #3 – Public Comment

There was no public comment.

Item #4 – Consideration of Authorizing the General Manager, Upon Review and Approval of Counsel, to Execute Amendment No. 2 to the Contract for Real Estate Services with Century Urban not to exceed \$178,505, and Consider Adopting Resolution 25-1673 Authorizing Budget Amendment 2601 to the Fiscal Year 2025/26 Budget

Motion: M/s Boorstein/Gaffney to authorize the General Manager, upon review and approval of counsel, to execute Amendment No. 2 to the contract for real estate services with Century Urban not to exceed \$178,505, and adopt Resolution 25-1673 authorizing budget amendment 2601 to the Fiscal Year 2025/26 budget.

Vote: Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.

The motion passed.

General Manager Moore opened the discussion by highlighting the District’s long-standing relationship with Century Urban. He outlined the upcoming responsibilities that Century Urban will undertake in connection with the disposition of the District’s property at Larkspur Landing.

Consultant Sparkman expressed gratitude to the Board and staff for their leadership on the project. He provided an overview of the Request for Qualifications and Proposals (RFQ/P) process.

A discussion followed among the Board, Consultant Sparkman, and staff regarding the timeline for Board decision-making and the public outreach strategy related to the potential sale or lease of the property.

Item #5 – Conduct Public Hearing and Consideration of Adopting Resolution No. 25-1674 Approving the Report of Sewer Service Charges for Fiscal Year 2025/26 and Directing the Filing of Charges for Collection by the County Tax Collector

Motion: M/s Gaffney/Boorstein to adopt Resolution No. 25-1674 approving the report of sewer service charges for Fiscal Year 2025/26 and direct the filing of charges for collection by the County Tax Collector.

Vote: Ayes: Boorstein, Gaffney, Kelly, Meigs, Sylla. Noes: None. Absent: None. Abstain: None.

The motion passed.

General Manager Moore introduced the item by reminding the Board of its annual obligation to approve and authorize the filing of sewer service charges for collection by the County Tax Collector.

Assistant General Manager Newhouse informed the Board that the public hearing was properly noticed in the Marin Independent Journal and that the tax rolls are available for public review at the District headquarters.

The public hearing was opened at 3:23 pm. There were no comments from the public. The public hearing was closed at 3:23 pm.

Adjourn: The Board adjourned at 3:26 p.m.

Pamela Meigs
Secretary of the Board

Submitted by: _____
Christina Winnicki
Clerk of the Board

ROSS VALLEY SANITARY DISTRICT

Monthly Financial Report

July 31, 2025



Prepared By: Victor Damiani, Finance Officer

Reviewed By: Felicia Newhouse, Assistant General Manager

Note: The information in this report is the most accurate and up-to-date information available at the time of publication. It is intended to provide the Board, Management, and the public with an overview of the state of the District's general fiscal condition. It should be noted that this report is not an audited financial statement, and the numbers provided herein are preliminary and subject to change as the year progresses. Financial reporting is considered final once the District has completed its annual audit and finalized its Annual Comprehensive Financial Report (ACFR).



ROSS VALLEY SANITARY DISTRICT

MONTHLY FINANCIAL REPORT – JULY31, 2025

Statement of Revenue and Expense	Budget	Current Month	YTD	Remaining \$	YTD % of Budget
Revenue by category					
Sewer service charges	\$ 29,748,328	\$ -	\$ -	\$ 29,748,328	0.0%
Property tax - ad valorem	9,992,947	-	-	9,992,947	0.0%
Other operating income	1,447,089	297,574	297,574	1,149,515	20.6%
Other capital income	138,612	1,271	1,271	137,340	0.9%
Capacity charges	244,982	4,716	4,716	240,266	1.9%
Total revenue	41,571,958	303,561	303,561	41,268,396	0.7%
Expenses by Category					
Personnel Costs	9,900,409	565,548	565,548	9,334,861	5.7%
Capital Expenditures	18,778,200	212,655	212,655	18,565,545	1.1%
Administrative	2,232,751	102,138	102,138	2,130,613	4.6%
Services & Supplies	2,131,967	68,252	68,252	2,063,715	3.2%
Maintenance & Repairs	607,500	29,227	29,227	578,273	4.8%
Treatment Costs	10,154,000	4,082,714	4,082,714	6,071,286	40.2%
Total expense	43,804,828	5,060,535	5,060,535	38,744,293	11.6%
Net Revenue/(Expense)	\$ (2,232,870)	\$ (4,756,973)	\$ (4,756,973)	\$ 2,524,103	

Revenue: July is typically a low revenue month for the District. Other operating income includes \$285k of interest earned from LAIF investments and \$79k of lease revenue from the District's tenant at the Andersen building.

Revenue is expected to remain relatively low until December, when the District receives its first Teeter plan distribution for fiscal year 2025-26.

Expense: The most significant expenses for the month were capital treatment costs, personnel costs, and capital expenditures.

Personnel costs were \$565k for the period and stand at 5.7% of the annual budget through July. The 5% Board approved cost of living adjustment was effective with the second pay period of the month.

Treatment costs for the month were \$4.1M, which includes the first quarterly treatment payment in the amount of \$1.9M as well as a debt service payment to the treatment plant in the amount of \$2.2M. It should be noted that the first quarterly treatment cost paid to CMSA in July was paid under protest. The letter of protest is attached to this report as Attachment A.

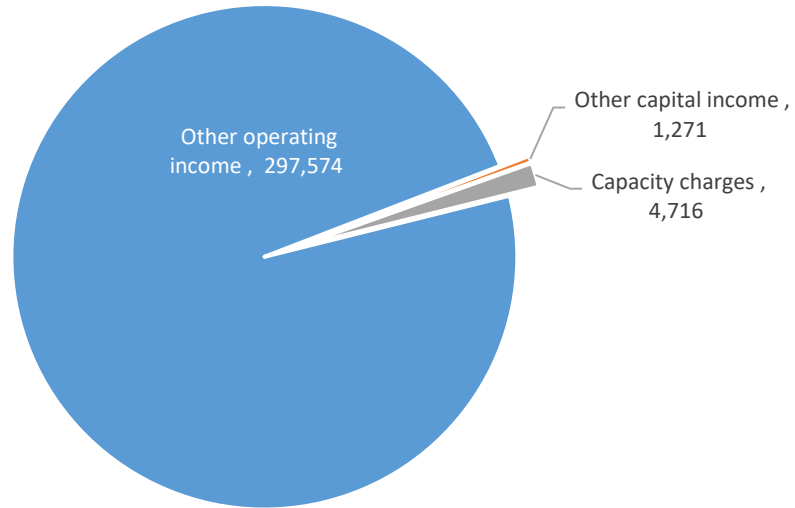
Capital expenditures for the month were \$212k. July is typically a busy capital construction month. Invoicing tends to run one or more months in arrears for larger capital projects, however, and this category is likely to increase significantly once invoices are received and processed for payment.



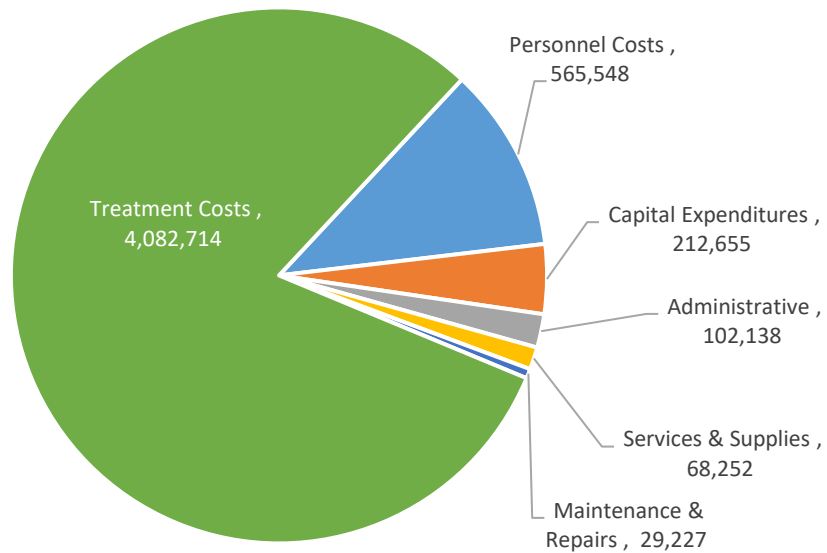
ROSS VALLEY SANITARY DISTRICT

MONTHLY FINANCIAL REPORT – JULY31, 2025

YTD Revenue by Category (\$)



YTD Expenditures by Category (\$)





ROSS VALLEY SANITARY DISTRICT

MONTHLY FINANCIAL REPORT – JULY31, 2025

NET RESULTS:

Fund	FY26 July
Operating Fund	
Revenue	\$ 302,290
Expenditure	(4,847,879)
Subtotal operating fund	(4,545,589)
Capital Fund	
Revenue	\$ 1,271
Expenditure	(212,655)
Subtotal capital fund	(211,384)
Net Revenue/(Expense)	(4,756,973)
Fund Balance at beginning of Period	21,462,992
Fund Balance at end of Period	16,706,019

RESERVES:

Committed	FY26 July	Board Target
Operating reserve	\$ 7,076,235	\$ 11,972,000
Capital improvement	-	5,118,000
Emergency reserve	2,000,000	2,000,000
Committed	\$ 9,076,235	\$ 19,090,000
Restricted		
CalPERS pension trust - restricted	\$ 7,509,416	
SRF funds - restricted	67,085	
Canyon Road - restricted	40,333	
Bond trustee funds - restricted	12,950	
Restricted	\$ 7,629,784	
Unassigned		
Unassigned	\$ -	
Unassigned	-	
Total Reserves	\$ 16,706,019	

The Board committed reserves were fully replenished in April. May, June and July, however, are high expenditure months, with bond payments, treatment plant payments and capital project progress payments coming due. Additionally, the District pre-pays its unfunded liability (UAL) each year in July. This year the UAL was paid using assets in the District's 115 Pension Trust, resulting in a drawdown of restricted cash and restricted reserves. This year the cost of pre-paying the UAL will be amortized evenly throughout



ROSS VALLEY SANITARY DISTRICT

MONTHLY FINANCIAL REPORT – JULY31, 2025

the year, rather than being expensed entirely in July (as it was in prior years). The reserves will continue to decrease over the next six months, but the pace is likely to slow. Revenue will be relatively sparse until December when the next Teeter revenue cycle begins. This is the normal cycle that the District experiences each year.

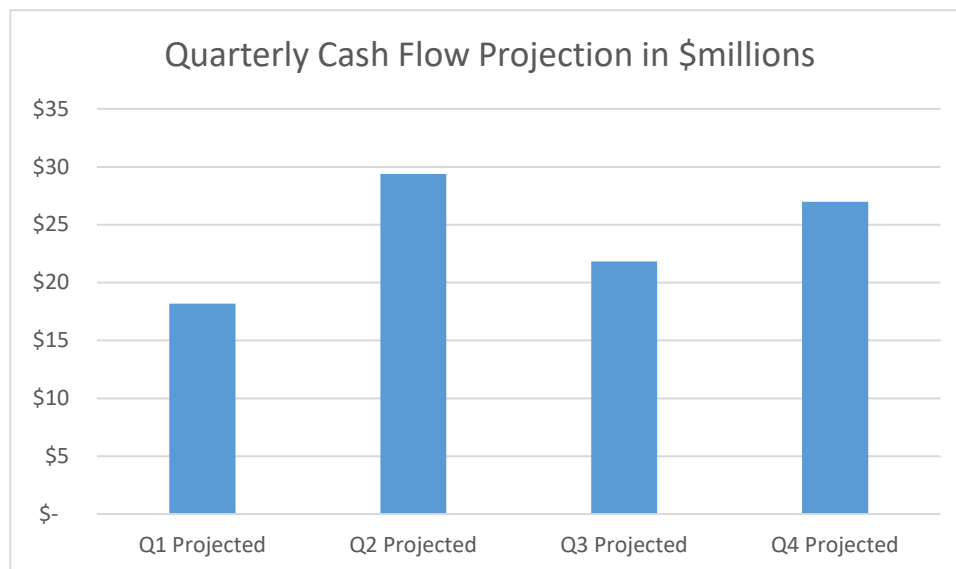
CASH

Cash receipts and disbursements lag behind accounting for revenue and expense. This lag is attributable to the District's accounting accruals being posted when the transaction occurs versus when cash is recorded. For this reason, cash balances rarely if ever equal fund balances or net position. Cash balances as of 7/31/2025 are as follows:

Cash Account	7/31/2025
U.S. Bank Operating account	\$ 4,952,734
Petty Cash	293
Local Agency Investment Fund	13,948,709
Total Cash	\$ 18,901,736

Restricted Cash Account	7/31/2025
Pension trust	\$ 7,509,416
CRAD trust	40,333
SRF funds -restricted	67,085
BNY bond trust	12,950
Total Restricted Cash	\$ 7,629,784

Combined Total - Cash	\$ 26,531,520
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Report Criteria:

Report type: Invoice detail
 Check.Type = {<>} "Adjustment"
 Check.Voided = No

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
70174							
07/15/2025	70174		100-100-000-730500-100	Pump Station Fuel		Remote Gauge Rental	103.79
Total 70174:							103.79
70175							
07/15/2025	70175	Able Fence Co. Inc.	100-100-000-730100-100	Facilities Maintenance/Repairs		Furnish labor and materials for new gate	12,865.00
Total 70175:							12,865.00
70176							
07/15/2025	70176	AG Security Services Inc.	100-100-000-730100-100	Facilities Maintenance/Repairs		Security Services for 07/01/25-09/30/25	80.76
Total 70176:							80.76
25071501							
07/15/2025	25071501	Airgas USA LLC (ACH)	100-100-100-740000-100	Equipment Rent-PS		June 2025 Rental - Large Acetylene/Argon	136.25
Total 25071501:							136.25
25071502							
07/15/2025	25071502	Alliant Insurance Services,	100-200-000-760100-100	Insurance Premium - Equipment		Vehicle Insurance 7/1/2025-7/1/2026	30,610.00
07/15/2025	25071502	Alliant Insurance Services,	100-200-000-760000-100	Insurance Premium - Crime		Crime Insurance 7/1/2025-7/1/2026	9,272.00
Total 25071502:							39,882.00
25073001							
07/30/2025	25073001	Alliant Insurance Services,	100-200-000-760100-100	Insurance Premium - Equipment		Cyber Enhancement 7/1/2025- 7/1/2026	394.15
07/30/2025	25073001	Alliant Insurance Services,	100-200-000-760100-100	Insurance Premium - Equipment		AMVP – Endt #7_Fourth Quarter	128.00
Total 25073001:							522.15
25073002							
07/30/2025	25073002	Ardurra (ACH)	100-200-000-780700-100	Community Outreach Services		Communication & Outreach Services - 06/2025	1,055.75

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 25073002:							1,055.75
70177							
07/15/2025	70177	AT&T CalNet	100-100-000-745400-100	Telephone Utility		BAN# Pd:9391082415 7/1	61.61
07/15/2025	70177	AT&T CalNet	100-100-000-745400-100	Telephone Utility		BAN# Pd:9391032720	1,174.61
07/15/2025	70177	AT&T CalNet	100-100-000-745400-100	Telephone Utility		BAN# Pd:9391032710	228.55
Total 70177:							1,464.77
25071503							
07/15/2025	25071503	{EE}	100-100-000-705250-100	Employee Wellness Reimburseme		Gym Reimbursement FY 25/26	174.00
Total 25071503:							174.00
70178							
07/15/2025	70178	Barbier Security Group	100-100-000-730150-100	Tenant Shared Cost - Repairs		Security Patrol Service 1111 Andersen 5/2025	581.95
07/15/2025	70178	Barbier Security Group	100-100-000-730150-100	Tenant Shared Cost - Repairs		Security Patrol Service 2 patrols per night, 7 nights per	581.95
Total 70178:							1,163.90
25071504							
07/15/2025	25071504	BNY Mellon	100-400-000-790600-200	Interest Expense		Interest on Loan #RSVLYANDST	1,625.00
Total 25071504:							1,625.00
25071505							
07/15/2025	25071505	{EE}	100-100-000-750200-100	Membership/Association/Certifi		DOT Physical-	115.00
Total 25071505:							115.00
70179							
07/15/2025	70179	Caselle Inc.	100-200-000-790200-100	Annual Software Renewal Costs		Support and Maintenance 08/01-08/31/25	3,994.00
Total 70179:							3,994.00
70212							
07/25/2025	70212	Central Marin Sanitation A	100-400-000-710000-100	Treatment Charges - CMSA		Regional Service Charge/ Capital Fee RVSD	1,914,847.36

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 70212:							1,914,847.36
25071506							
07/15/2025	25071506	Central Marin Sanitation A	100-000-000-320100-000	Connection Fees Due to CMSA		Capacity Fees Q4 24/25	100,725.02
07/15/2025	25071506	Central Marin Sanitation A	100-100-000-720200-100	Safety Equipment & Services		Skid Steer Loader Refresher Training	656.25
Total 25071506:							101,381.27
25073003							
07/30/2025	25073003	Central Marin Sanitation A	100-400-000-710100-100	Debt Service Charges - CMSA		FY26 1st Installment: Coverage Fee	2,167,866.42
Total 25073003:							2,167,866.42
70180							
07/15/2025	70180	Century Urban LLC	100-200-000-780800-100	Other Miscellaneous Consulting		Matter: Real Estate Consulting Services for the Larkspur Landing 06/2025	10,142.50
Total 70180:							10,142.50
25071507							
07/15/2025	25071507	{EE}	100-200-000-745400-100	Telephone Utility		Cellphone reimbursement Q4 FY24/25	150.00
Total 25071507:							150.00
25071508							
07/15/2025	25071508	Cintas Corporation No 2	100-100-000-720300-100	Uniforms		Uniforms	451.31
07/15/2025	25071508	Cintas Corporation No 2	100-100-000-720300-100	Uniforms		Uniforms	449.97
Total 25071508:							901.28
25073004							
07/30/2025	25073004	Cintas Corporation No 2	100-100-000-720300-100	Uniforms		Uniforms	430.35
07/30/2025	25073004	Cintas Corporation No 2	100-100-000-720300-100	Uniforms		Uniforms	475.47
Total 25073004:							905.82
70181							
07/15/2025	70181	Colantuono, Highsmith &	100-200-000-780300-100	Legal Services		legal services	1,700.00

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 70181:							1,700.00
25071509							
07/15/2025	25071509	Community Media Center o	100-200-000-780700-100	Community Outreach Services		Replace microphone and extend vables, new desktoip mic, installation + testing	563.98
Total 25071509:							563.98
70182							
07/15/2025	70182	Corodata Record Manage	100-100-000-740200-100	Facilities Rent		Document Storage 06/01/2025- 06/30/2025	156.59
Total 70182:							156.59
25071510							
07/15/2025	25071510	{EE}	100-300-000-705250-100	Employee Wellness Reimburseme		Wearable fitness tracker, cardio equipt, etc - FY 24/25	500.00
Total 25071510:							500.00
25071511							
07/15/2025	25071511	CSRMA Calif SanitationRis	100-200-000-760700-100	Insurance Deductible		Insurance Premium Property FY 25/26	54,236.23
07/15/2025	25071511	CSRMA Calif SanitationRis	100-200-000-760700-100	Insurance Deductible		Insurance Premium Worker Comp FY 25/26	139,866.00
Total 25071511:							194,102.23
25073005							
07/30/2025	25073005	CSRMA Calif SanitationRis	100-200-000-760700-100	Insurance Deductible		CWIC- PL Deductible Recovery File #3065766	124.30
07/30/2025	25073005	CSRMA Calif SanitationRis	100-200-000-760700-100	Insurance Deductible		CWIC- PL Deductible Recovery File #3107809	259.90
Total 25073005:							384.20
70183							
07/15/2025	70183	CWEA- California Water E	100-100-000-750200-100	Membership/Association/Certifi		CWEA ID: 52854 - CWEA Association Membership	119.00
Total 70183:							119.00
70213							
07/30/2025	70213	CWEA- California Water E	100-100-000-750200-100	Membership/Association/Certifi		CWEA ID: 41427 CWEA Collection System Maintenance Grade 3 Certificate	124.00
07/30/2025	70213	CWEA- California Water E	100-100-000-750200-100	Membership/Association/Certifi		CWEA ID: 428563 Oscar Gaitan CWEA Collection System	

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
07/30/2025	70213	CWEA- California Water E	100-100-000-750200-100	Membership/Association/Certifi		Maintence Grade 1 Certificate CWEA ID: 429819	114.00
07/30/2025	70213	CWEA- California Water E	100-100-000-750200-100	Membership/Association/Certifi		CWEA Association Membership CWEA ID: 45268	251.00
07/30/2025	70213	CWEA- California Water E	100-100-000-750200-100	Membership/Association/Certifi		Maintence Grade 3 Certificate CWEA ID: 57111	375.00
						Grade 4 Certificate	121.00
Total 70213:							985.00
25073006							
07/30/2025	25073006	{REE}	100-200-000-705310-100	OPEB Basic & ERMB Benefit Exp		Monthly Enhance Retiree Medical July 2025	299.14
Total 25073006:							299.14
70184							
07/15/2025	70184	DATCO	100-100-000-750200-100	Membership/Association/Certifi		Montly Service Fee July, Aug, Sept	849.25
07/15/2025	70184	DATCO	100-100-000-790000-100	Recruiting/Hiring Fees		Pre Employmen Query Fee:	15.00
Total 70184:							864.25
25071512							
07/15/2025	25071512	David Gallegioni	100-300-000-770400-200	LRGP Disbursement		25-2960 Lateral Grant 70 Corte Alejo Greenbrae:	1,000.00
Total 25071512:							1,000.00
25071513							
07/15/2025	25071513	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9012980-002 US FMV - 07/2025	791.85
07/15/2025	25071513	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9012980-003 US FMV	115.67
07/15/2025	25071513	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9012980-001 US-FMV	133.08
07/15/2025	25071513	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9007289-004 US FMV	1,107.78
Total 25071513:							2,148.38
25073007							
07/30/2025	25073007	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		Lease No. 001-9007289-004 US FMV (2 Dell servers/ 36 Month Term)	1,331.48
Total 25073007:							1,331.48

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
25073008							
07/30/2025	25073008	{REE}	100-200-000-705310-100	OPEB Basic & ERMB Benefit Exp		Monthly Enhance Retiree Medical July 2025	756.27
Total 25073008:							756.27
70214							
07/30/2025	70214	Department of Industrial R	100-100-000-730150-100	Tenant Shared Cost - Repairs		E 2190173SA 07.10.2025 nbr 077668 insp KW712	225.00
Total 70214:							225.00
70185							
07/15/2025	70185	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Labor, IH fuel pump assy, battery threaded stud	2,993.23
07/15/2025	70185	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Antifreeze, degreaser, labor	537.23
07/15/2025	70185	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Labor- Smoke Opacity Test	123.00
Total 70185:							3,653.46
70215							
07/30/2025	70215	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Labor Service - Clean Truck Scan JM, MC	184.50
07/30/2025	70215	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Labor Service - Clean Truck Scan JM	92.25
07/30/2025	70215	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Labor Service - Labor MC; Cap screw, Woodruff Key, Bulb, Chevron Delo 400 SDE	1,166.32
07/30/2025	70215	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Labor Service - Labor Antifreeze, Grease, Lamp, Oil filter	895.41
07/30/2025	70215	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Labor Service - Labor JM	184.50
Total 70215:							2,522.98
25071514							
07/15/2025	25071514	Disney Construction, Inc.	100-300-000-770000-200	Capital Outlay - CIP	EG-908-000-00	Heatherwood & Heather Garden Pump Station Rahabilitation project (#908)	389,975.00
Total 25071514:							389,975.00
70186							
07/15/2025	70186	DNG Enterprises DBA Nap	100-100-000-730200-100	Vehicle Fleet Repairs		Gear Up Wash Brush	19.46
07/15/2025	70186	DNG Enterprises DBA Nap	100-100-100-720000-100	Materials & Parts-PS		Antifreeze and Motor Oil	115.79
Total 70186:							135.25

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
70216							
07/30/2025	70216	DNG Enterprises DBA Nap	100-100-300-720000-100	Materials & Parts-LR		PL2WASH; PREM AW 46 HYDGL	90.57
Total 70216:							90.57
70217							
07/30/2025	70217	Duane Morris LLP	100-200-000-780300-100	Legal Services		Legal Services File#J4443.00001	6,327.50
Total 70217:							6,327.50
70218							
07/30/2025	70218	Dudek	100-300-000-780550-100	Engineering Studies		Professional Services - 05/24-06/27/2025	15,949.70
Total 70218:							15,949.70
25071515							
07/15/2025	25071515	Enterprise FM Trust (ACH)	100-100-000-740100-100	Vehicle Fleet Rent		Fleet Monthly Lease	7,232.42
Total 25071515:							7,232.42
70219							
07/30/2025	70219	Environmental Products	100-100-200-730000-100	Equipment Repairs-LM		Reel Swivel Joint, Nozzle Extension	1,545.39
Total 70219:							1,545.39
70187							
07/15/2025	70187	Fastenal	100-100-000-730200-100	Vehicle Fleet Repairs		Brake Parts Cleaner	10.49
07/15/2025	70187	Fastenal	100-100-000-720200-100	Safety Equipment & Services		Gloves/ Wipes	163.39
07/15/2025	70187	Fastenal	100-100-000-720200-100	Safety Equipment & Services		Gloves	143.75
07/15/2025	70187	Fastenal	100-100-000-720200-100	Safety Equipment & Services		1PrprtryClamBlkRchgLt	897.23
Total 70187:							1,214.86
70220							
07/30/2025	70220	Fastenal	100-100-000-720200-100	Safety Equipment & Services		WD40	24.64
07/30/2025	70220	Fastenal	100-100-000-720200-100	Safety Equipment & Services		XL IvLtx HD GLV100Ct	287.50
Total 70220:							312.14

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
25073009							
07/30/2025	25073009	{EE}	100-200-000-705250-100	Employee Wellness Reimburseme		Wellness Reimb FY 24/25	261.00
Total 25073009:							261.00
25071516							
07/15/2025	25071516	Fleet Solutions, LLC	100-100-000-745600-100	Vehicle GPS Utility		Vehicle GPS	861.50
Total 25071516:							861.50
25073010							
07/30/2025	25073010	{REE}	100-200-000-705310-100	OPEB Basic & ERMB Benefit Exp		Monthly Enhance Retiree Medical July 2025	527.70
Total 25073010:							527.70
25071517							
07/15/2025	25071517	{EE}	100-100-000-705250-100	Employee Wellness Reimburseme		Weight Set Wellness Reimb	96.79
Total 25071517:							96.79
25071518							
07/15/2025	25071518	GCP WW Holdco LLC	100-100-000-705240-100	Boot Allowance		Boot Allowance-	169.75
07/15/2025	25071518	GCP WW Holdco LLC	100-100-000-705240-100	Boot Allowance		Boot Allowance-	262.73
Total 25071518:							432.48
25073011							
07/30/2025	25073011	GCP WW Holdco LLC	100-100-000-705240-100	Boot Allowance		Boot Allowance-	329.98
07/30/2025	25073011	GCP WW Holdco LLC	100-100-000-705240-100	Boot Allowance		Boot Allowance-	350.00
Total 25073011:							679.98
25071519							
07/15/2025	25071519	Goldstreet Design	100-200-000-780700-100	Community Outreach Services		YouTube Advertising	500.00
Total 25071519:							500.00
25071520							
07/15/2025	25071520	Grainger (ACH)	100-100-300-720100-100	Tools-LR		Air Paving Breaker and Round Chisel	2,356.15

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
07/15/2025	25071520	Grainger (ACH)	100-100-400-720100-100	Tools-CCTV		Measuriung Wheel Spoke	152.49
Total 25071520:							2,508.64
25071521							
07/15/2025	25071521	Harris & Associates Inc. (A	100-300-000-770000-200	Capital Outlay - CIP	EG-956-000-00	TO #5; Design & Engineering Services for Woodland Capacity and Creek Crossing Project 04/27-05/24/2025	1,930.00
07/15/2025	25071521	Harris & Associates Inc. (A	100-300-000-770000-200	Capital Outlay - CIP	EG-957-000-00	TO #7 - Fairfax Capacity and Creek Crossings Project	6,782.50
Total 25071521:							8,712.50
25071522							
07/15/2025	25071522	Henley Pacific LLC	100-100-000-730200-100	Vehicle Fleet Repairs		Wiper Replacements and Oil Change	143.28
Total 25071522:							143.28
25073101							
07/31/2025	25073101	High Performing Culture LL	100-200-000-750100-100	Staff Conf/Training/Meetings		CultureWise Subscription - 06/2025	324.00
Total 25073101:							324.00
70188							
07/15/2025	70188	Home Depot Credit Service	100-100-300-720100-100	Tools-LR		MKE 12" 18TPI BI-M MED MTL	294.48
07/15/2025	70188	Home Depot Credit Service	100-100-300-720100-100	Tools-LR		Pliers, Hammer, Tape Measure, Grinder	896.65
07/15/2025	70188	Home Depot Credit Service	100-100-300-720100-100	Tools-LR		Diablo 12" 3TPI CARB Pruning 3Pk	551.76
07/15/2025	70188	Home Depot Credit Service	100-100-300-720000-100	Materials & Parts-LR		Concrete	556.17
07/15/2025	70188	Home Depot Credit Service	100-100-300-720100-100	Tools-LR		Vaughan 12OZ Hickory Handle Drywall	37.46
07/15/2025	70188	Home Depot Credit Service	100-100-300-720100-100	Tools-LR		Wrench	76.44
07/15/2025	70188	Home Depot Credit Service	100-100-300-720100-100	Tools-LR		Position Flex Head Ratcheting Co, Sawzall, Hammer Drill Kit	1,285.87
Total 70188:							3,698.83
25073012							
07/30/2025	25073012	IT Hub (ACH)	100-200-000-790200-100	Annual Software Renewal Costs		Microsoft 365 Subscription 05/05/2025-04/05/2026	331.40
07/30/2025	25073012	IT Hub (ACH)	100-200-000-780200-100	Information Technology Service		IT Hub Services for FY 24/25- June 2025	7,640.00
07/30/2025	25073012	IT Hub (ACH)	100-200-000-790200-100	Annual Software Renewal Costs		New Employee Microsoft 365:	1,731.55
07/30/2025	25073012	IT Hub (ACH)	100-300-000-790200-100	Annual Software Renewal Costs		Azure Subscription for ArcGIS	993.51

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 25073012:							10,696.46
70221							
07/30/2025	70221	J W Mobile JW	100-100-000-730200-100	Vehicle Fleet Repairs	2019 FRTLINER 3500 Service		2,006.14
Total 70221:							2,006.14
70189							
07/15/2025	70189	Jackson's Hardware	100-100-400-720000-100	Materials & Parts-CCTV	FLUOR. GREEN MARKING		143.55
Total 70189:							143.55
70222							
07/30/2025	70222	Jackson's Hardware	100-100-000-720200-100	Safety Equipment & Services	Lopper Bypass Metal, Hats		147.43
07/30/2025	70222	Jackson's Hardware	100-100-400-720100-100	Tools-CCTV	UTILITY KNIFE FLIP-OPEN; ROTATING CAULKER 18:1TR		55.70
07/30/2025	70222	Jackson's Hardware	100-100-000-720300-100	Uniforms	Uniforms		131.09
Total 70222:							334.22
70223							
07/30/2025	70223	Janiline Supply	100-100-000-730100-100	Facilities Maintenance/Repairs	Janitorial Supplies		243.59
Total 70223:							243.59
25071523							
07/15/2025	25071523		100-100-000-705250-100	Employee Wellness Reimburseme	Walking pad Reimb FY 24/25		500.00
Total 25071523:							500.00
70190							
07/15/2025	70190	John G. Colwell	100-300-000-770000-200	Capital Outlay - CIP	Compaction Tests		315.00
Total 70190:							315.00
70224							
07/30/2025	70224	John G. Colwell	100-300-000-770000-200	Capital Outlay - CIP	Compaction Tests		315.00
07/30/2025	70224	John G. Colwell	100-300-000-770000-200	Capital Outlay - CIP	125 Nadina Way, Greenbrae - SSMH		315.00

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 70224:							630.00
25071524							
07/15/2025	25071524	{EE}	100-100-000-745400-100	Telephone Utility		Cell phone reimbursement - Q4 FY 24/25	150.00
07/15/2025	25071524	{EE}	100-100-000-705250-100	Employee Wellness Reimburseme		WELLNESS REIMB. 6.30.2025	105.50
Total 25071524:							255.50
70191							
07/15/2025	70191	Justifacts	100-100-000-790000-100	Recruiting/Hiring Fees		Employment Verification for	191.97
07/15/2025	70191	Justifacts	100-200-000-790000-100	Recruiting/Hiring Fees		Employment Verification for	202.06
Total 70191:							394.03
25073013							
07/30/2025	25073013	{EE}	100-200-000-705250-100	Employee Wellness Reimburseme		Gym Reimbursement FY 25/26	500.00
Total 25073013:							500.00
25071525							
07/15/2025	25071525	{EE}	100-100-000-745400-100	Telephone Utility		Cell Phone Reimbursement Q4 FY 24/25	150.00
07/15/2025	25071525	{EE}	100-100-000-705250-100	Employee Wellness Reimburseme		Gym equipment	500.00
Total 25071525:							650.00
25073014							
07/30/2025	25073014	{REE}	100-200-000-705310-100	OPEB Basic & ERMB Benefit Exp		Monthly Enhance Retiree Medical July 2025	756.27
Total 25073014:							756.27
70192							
07/15/2025	70192	Liebert Cassidy Whitmore	100-200-000-780300-100	Legal Services		Legal Services Matter No.: MA129-00001	711.00
07/15/2025	70192	Liebert Cassidy Whitmore	100-200-000-780300-100	Legal Services		Legal Services Matter No.: MA129-00001	1,110.00
07/15/2025	70192	Liebert Cassidy Whitmore	100-200-000-780300-100	Legal Services		Legal Services Matter No.: MA129-00001	675.00
Total 70192:							2,496.00

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
70225							
07/30/2025	70225	Liebert Cassidy Whitmore	100-200-000-780300-100	Legal Services		Legal Services Ma129-00026	6,282.00
07/30/2025	70225	Liebert Cassidy Whitmore	100-200-000-780300-100	Legal Services		Legal Services Matter No.: MA129-00024	1,215.00
07/30/2025	70225	Liebert Cassidy Whitmore	100-200-000-780300-100	Legal Services		Legal Services Matter No.: MA129-00001	1,651.50
07/30/2025	70225	Liebert Cassidy Whitmore	100-200-000-780300-100	Legal Services		Legal Services Matter No.: MA129-00001	270.00
Total 70225:							9,418.50
25071526							
07/15/2025	25071526	{EE} -	100-100-000-705250-100	Employee Wellness Reimburseme		WellnessEquip Reimbursement	500.00
Total 25071526:							500.00
70193							
07/15/2025	70193	Marin Municipal Water Dist	100-100-000-745100-100	Water Utility		04/26/2025 - 06/25/2025	746.36
07/15/2025	70193	Marin Municipal Water Dist	100-100-000-745100-100	Water Utility		04/26/2025 - 06/25/2025	911.24
07/15/2025	70193	Marin Municipal Water Dist	100-100-000-745100-100	Water Utility		04/26/2025 - 06/25/2025	801.32
07/15/2025	70193	Marin Municipal Water Dist	100-100-000-745100-100	Water Utility		04/26/2025 - 06/25/2025	773.84
07/15/2025	70193	Marin Municipal Water Dist	100-100-000-745100-100	Water Utility		04/26/2025 - 06/25/2025	773.84
07/15/2025	70193	Marin Municipal Water Dist	100-100-000-745100-100	Water Utility		04/26/2025 - 06/25/2025	1,337.18
07/15/2025	70193	Marin Municipal Water Dist	100-100-000-745100-100	Water Utility		04/26/2025 - 06/25/2025	1,433.36
07/15/2025	70193	Marin Municipal Water Dist	100-100-000-745100-100	Water Utility		Service Period04/26/2025 - 06/25/2025	760.10
07/15/2025	70193	Marin Municipal Water Dist	100-100-000-745100-100	Water Utility		04/26/2025 - 06/25/2025	897.50
07/15/2025	70193	Marin Municipal Water Dist	100-100-000-745100-100	Water Utility		04/26/2025 - 06/25/2025	760.10
Total 70193:							9,194.84
70226							
07/30/2025	70226	Marin Municipal Water Dist	100-100-000-745100-100	Water Utility		05/14/2025 - 07/14/2025	2,237.61
07/30/2025	70226	Marin Municipal Water Dist	100-100-000-745100-100	Water Utility		05/16/2025 - 07/16/2025	136.87
Total 70226:							2,374.48
70194							
07/15/2025	70194	Marin Resource Recovery	100-100-300-720000-100	Materials & Parts-LR		Contaminated DRC	900.00
Total 70194:							900.00

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
70195							
07/15/2025	70195	Marin Sanitary Service	100-100-000-745200-100	Garbage Utility		Garbage service - 06/2025	939.09
Total 70195:							939.09
70196							
07/15/2025	70196	Marlin Leasing Corporation	100-200-000-740000-100	Equipment Rent		06/26-07/25/2025 Lease x2 Copiers/Scanners	447.99
Total 70196:							447.99
70197							
07/15/2025	70197	MCC Building Maintenance	100-100-000-730100-100	Facilities Maintenance/Repairs		Janitorial Maintenance - July 2025	1,575.00
Total 70197:							1,575.00
70198							
07/15/2025	70198	McMaster-Carr	100-100-100-720000-100	Materials & Parts-PS		Glow-in-The-Dark Fire Equipment Sign, Fire Extinguisher Bracket	108.07
Total 70198:							108.07
70199							
07/15/2025	70199	Medical Center of Marin	100-200-000-790000-100	Recruiting/Hiring Fees		Clearance	170.00
Total 70199:							170.00
70227							
07/30/2025	70227	Motion Industries, Inc.	100-100-200-720000-100	Materials & Parts-LM		Special gaskets for recycled water fill hoses	296.07
Total 70227:							296.07
70200							
07/15/2025	70200	MR Copy Inc	100-200-000-720400-100	Office Supplies		Copier use	533.77
Total 70200:							533.77
25073015							
07/30/2025	25073015	{EE}	100-100-000-750200-100	Membership/Association/Certifi		Class A Permit Test	98.00

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 25073015:							98.00
70228							
07/30/2025	70228	National Construction Rent	100-100-000-740200-100	Facilities Rent		fence rental	620.15
Total 70228:							620.15
70229							
07/30/2025	70229	Nerviani Paving Inc.	100-100-300-720000-100	Materials & Parts-LR		Asphalt Restoration	4,600.00
07/30/2025	70229	Nerviani Paving Inc.	100-100-300-720000-100	Materials & Parts-LR		Asphalt restoration: City Hall San Anselmo	2,400.00
07/30/2025	70229	Nerviani Paving Inc.	100-100-300-720000-100	Materials & Parts-LR		Asphalt restoration: Corte Dorado Greenbrae	2,400.00
07/30/2025	70229	Nerviani Paving Inc.	100-100-300-720000-100	Materials & Parts-LR		Asphalt restoration: Rosemont San Anselmo	4,000.00
07/30/2025	70229	Nerviani Paving Inc.	100-100-300-720000-100	Materials & Parts-LR		Asphalt restoration: 285 Crescent San Anselmo	6,250.00
07/30/2025	70229	Nerviani Paving Inc.	100-100-300-720000-100	Materials & Parts-LR		Asphalt restoration: Corte Balboa Greenbrae	4,000.00
Total 70229:							23,650.00
70230							
07/30/2025	70230	Nick Barbieri Trucking LLC	100-100-000-730500-100	Pump Station Fuel		Diesel #2	6,514.83
Total 70230:							6,514.83
25073016							
07/30/2025	25073016	{REE}	100-200-000-705310-100	OPEB Basic & ERM Benefit Exp		Monthly Enhance Retiree Medical July 2025	756.27
Total 25073016:							756.27
25071527							
07/15/2025	25071527	Nute Engineering (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-954-000-00	TO#7 Engineering Services for Design of Meadow Way Bridge per MSA signed 9/1/2021	773.50
07/15/2025	25071527	Nute Engineering (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-907-000-00	Amendment No. 2 to Task Order No. 8 with Nute Engineering for Design Engineering Services During Construction (ESDC) for the LS20, LS31, LS32 Lift Station Improvements Project (#907)	117.50
Total 25071527:							891.00
70231							
07/30/2025	70231	Otis Elevator	100-100-000-730150-100	Tenant Shared Cost - Repairs		Elevator repairs	3,677.58

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 70231:							3,677.58
70201							
07/15/2025	70201	Pacific Infrastructure Corp.	100-300-000-770000-200	Capital Outlay - CIP	EG-907-000-00	Capital Improvement Project: LS 20, 31, 32 Pump Stations Improvements Project (Project # 907) Payment No. 14	126,633.10
Total 70201:							126,633.10
25071528							
07/15/2025	25071528	Park Engineering Inc. (AC	100-300-000-770000-200	Capital Outlay - CIP	EG-956-000-00	Consultant Services Agreement for Construction Management Services with Park Engineering for the Woodland Capacity and Creek Crossings Project (#956) 03/1-5/31/2025	1,796.03
Total 25071528:							1,796.03
25073017							
07/30/2025	25073017	{EE}	100-100-000-750100-100	Conferences/Training/Meetings		Airfare Reimbursement for Conference	587.69
Total 25073017:							587.69
70202							
07/15/2025	70202	Petaluma Mechanical Inc	100-100-000-730150-100	Tenant Shared Cost - Repairs		A/C air filters replacement and system leak test	2,026.85
Total 70202:							2,026.85
25073018							
07/30/2025	25073018	{EE}	100-100-000-750200-100	Membership/Association/Certifi		DMV Medical Physical	115.00
Total 25073018:							115.00
70203							
07/15/2025	70203	PG&E	100-100-000-745000-100	Power/Energy Utility		A/C #1387181487-0 05/30-06/30/2025	24,021.10
07/15/2025	70203	PG&E	100-100-000-745050-100	Tenant Shared Cost - Power		A/C #3622494846-7 05/30-06/30/2025	10,614.02
07/15/2025	70203	PG&E	100-100-000-745000-100	Power/Energy Utility		A/C #9924336206-0 06/03-07/02/2025	491.15
Total 70203:							35,126.27
70232							
07/30/2025	70232	PG&E	100-100-000-745000-100	Power/Energy Utility		A/C #2970259016-6 06/18-07/17/2025	449.28

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 70232:							449.28
25073019							
07/30/2025	25073019	PSOMAS (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-907-000-00	Task Order No. 9 to the Master Services Agreement for Construction Management Services with Psomas, Inc., for the LS20, 31, 32 Lift Stations Improvements Project (Project #907) in the Total Amount Not to Exceed \$305,558	18,398.08
07/30/2025	25073019	PSOMAS (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-908-000-00	Task Order #11 Heatherwood and Heather Gardens Pump Station Projects	13,701.00
Total 25073019:							32,099.08
70204							
07/15/2025	70204	Quench USA, Inc.	100-200-000-740000-100	Equipment Rent		Water dispenser rental 07/01/2025-09/30/2025	365.97
Total 70204:							365.97
70205							
07/15/2025	70205	Rentokil North America Inc.	100-100-000-730150-100	Tenant Shared Cost - Repairs		Pest Control; 1111 Andersen	191.04
Total 70205:							191.04
70206							
07/15/2025	70206	Repcor	100-100-300-720000-100	Materials & Parts-LR		Round Pro Ring	3,693.57
Total 70206:							3,693.57
70207							
07/15/2025	70207	Rex Moore Group	100-100-000-730150-100	Tenant Shared Cost - Repairs		2025 Testing July, August and September	325.00
Total 70207:							325.00
70208							
07/15/2025	70208	Rich Readimix	100-100-300-720000-100	Materials & Parts-LR		Pour; Short load deliver to 208 Bon Air Center	656.20
Total 70208:							656.20
25073020							
07/30/2025	25073020	{EE} -	100-100-000-750200-100	Membership/Association/Certifi		DMV physical from Kaiser	115.00

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 25073020:							115.00
70233							
07/30/2025	70233	Securitas Technology Corp	100-100-000-730100-100	Facilities Maintenance/Repairs		Maintance and Monitoring Chargers 05.01.2023-07.31.2023 (Notified in July 2025 that this invoice was unpaid)	293.22
07/30/2025	70233	Securitas Technology Corp	100-100-000-730100-100	Facilities Maintenance/Repairs		Maintance and Monitoring Chargers 08.01.2023-10.31.2023 (Notified in July 2025 that this invoice was unpaid)	293.22
07/30/2025	70233	Securitas Technology Corp	100-100-000-730100-100	Facilities Maintenance/Repairs		Maintance and Monitoring Chargers 08.01.2024-10.31.2024 (Notified in July 2025 that this invoice was unpaid)	293.22
Total 70233:							879.66
70209							
07/15/2025	70209	Shamrock Building Material	100-100-300-720000-100	Materials & Parts-LR	3/4" CLASS II A.B.		443.03
07/15/2025	70209	Shamrock Building Material	100-100-300-720000-100	Materials & Parts-LR	3/4" CLASS II A.B.		443.03
Total 70209:							886.06
25071529							
07/15/2025	25071529	Source 1 Environmental (A	100-100-300-720000-100	Materials & Parts-LR		Winter Resin for 6" Kit	5,790.76
Total 25071529:							5,790.76
25071530							
07/15/2025	25071530		100-200-000-705250-100	Employee Wellness Reimburseme		iFit Annual Membership	222.00
Total 25071530:							222.00
25071531							
07/15/2025	25071531	The Wright Gardener	100-100-000-730100-100	Facilities Maintenance/Repairs		Monthly Plant Service	445.03
07/15/2025	25071531	The Wright Gardener	100-100-000-730100-100	Facilities Maintenance/Repairs		Monthly Plant Service	445.03
Total 25071531:							890.06
70210							
07/15/2025	70210	True North Landscapes, LL	100-100-000-730150-100	Tenant Shared Cost - Repairs		Monthly Maintenance - July 2025	800.00
Total 70210:							800.00

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
70234							
07/30/2025	70234	Underground Service Alert	100-100-000-750200-100	Membership/Association/Certifi		2025 Membership fee and 2024 billable fee	8,325.90
07/30/2025	70234	Underground Service Alert	100-100-000-750200-100	Membership/Association/Certifi		California State Fee for Regulatory Costs (Billing Year: July 1, 2025 to June 30,	2,501.47
Total 70234:							10,827.37
25073102							
07/31/2025	25073102	US Bank - Calcard CC (Aut	100-200-000-750200-100	Various		Various monthly charges	23,762.98
Total 25073102:							23,762.98
70211							
07/15/2025	70211	Van Dermyden Makus Law	100-200-000-780300-100	Legal Services		Invoice available upon request. See HR	4,576.33
Total 70211:							4,576.33
25071532							
07/15/2025	25071532	Water Components & Bld S	100-100-300-720000-100	Materials & Parts-LR		Shovel	872.18
07/15/2025	25071532	Water Components & Bld S	100-100-300-720000-100	Materials & Parts-LR		Pump & Steel Plate	130.74
07/15/2025	25071532	Water Components & Bld S	100-100-300-720000-100	Materials & Parts-LR		Max 6 Oversize	2,594.63
Total 25071532:							3,597.55
25071533							
07/15/2025	25071533	Weco Industries LLC (ACH	100-100-200-720000-100	Materials & Parts-LM		22" Flat Blades	628.23
Total 25071533:							628.23
25073021							
07/30/2025	25073021	Wells Fargo Financial Leas	100-200-000-740000-100	Equipment Rent		Kyocera Copier Lease C#450-0111771-000 07/26/25-08/25/25	308.97
Total 25073021:							308.97
25071534							
07/15/2025	25071534	West Valley Construction C	100-300-000-770000-200	Capital Outlay - CIP	EG-959-000-00	Palm/Mann/Cypress GSIP Design 02/01-02/28/2025	85,807.00
07/15/2025	25071534	West Valley Construction C	100-300-000-770000-200	Capital Outlay - CIP	EG-958-000-00	Consultant Services Agreement with West Valley Construction for Design and Engineering Services During Construction (ESDC) for FY 2024/25 Gravity Sewer Improvements Project (#958) 6/1-6/30/25	550.00
07/15/2025	25071534	West Valley Construction C	100-300-000-770000-200	Capital Outlay - CIP	EG-959-000-00	Palm/Mann/Cypress GSIP Design	575.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 25071534:							86,932.00
25073103							
07/31/2025	25073103	WEX Fleet Universal (Auto	100-100-000-730300-100	Vehicle Fleet Fuel		June 2025 Fleet Fuel	6,633.79
Total 25073103:							6,633.79
25071535							
07/15/2025	25071535	Zoon Engineering, Inc.	100-300-000-770000-200	Capital Outlay - CIP	EG-958-000-00	CM Services for FY 24/25 GSIP (Project #958).	44,688.00
07/15/2025	25071535	Zoon Engineering, Inc.	100-300-000-770000-200	Capital Outlay - CIP	EG-959-000-00	Palm/Mann/Cypress GSIP Construction Management Contract	1,432.00
Total 25071535:							46,120.00
Grand Totals:							5,391,840.75

Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment"

Check.Voided = No

Report Criteria:

Vendor:Vendor number = 1844

[Report].GL Period = "07/25"

Invoice Number	Seq	Invoice Date	GL Period	Description	GL Account	GL Account Description	Total Cost
1844 US Bank - Calcard CC (AutoDR)							
JULY 2025 CC	1	06/09/2025	07/25	AP -- 0738 Kitchen supplies > SMART AND FINAL 526	100-200-000-720400-100	Office Supplies	20.87
JULY 2025 CC	2	06/09/2025	07/25	AP -- 0738 Office supplies > AMAZON MKTPL*NH5O66H80	100-200-000-720400-100	Office Supplies	51.70
JULY 2025 CC	3	06/09/2025	07/25	AP -- 0738 Earbuds for Maintenance crew > AMAZON MKTPL*NH1QH25E1	100-100-200-720100-100	Tools-LM	52.41
JULY 2025 CC	4	06/09/2025	07/25	AP -- 0738 Pickup for Repair crew > UPS*29K516AD72M	100-200-000-720400-100	Office Supplies	9.05
JULY 2025 CC	5	06/09/2025	07/25	AP -- 0738 Shipment for Repair crew > UPS*1Z8JTV650300887831	100-200-000-720400-100	Office Supplies	18.54
JULY 2025 CC	6	06/09/2025	07/25	AP -- 0738 Azure > MSFT * E0400WDXCQ	100-200-000-790200-100	Annual Software Renewal Costs	144.77
JULY 2025 CC	7	06/09/2025	07/25	AP -- 0738 Kitchen Supplies > SMART AND FINAL 526	100-200-000-720400-100	Office Supplies	32.98
JULY 2025 CC	8	06/09/2025	07/25	AP -- 0738 Coffee > AMAZON RETA* NO28S95Q2	100-200-000-720400-100	Office Supplies	108.89
JULY 2025 CC	9	06/09/2025	07/25	AP -- 0738 All Hands Snacks > WHOLEFDS SRF 10071	100-200-000-750100-100	Staff Conf/Training/Meetings	29.28
JULY 2025 CC	10	06/09/2025	07/25	AP -- 0738 Board Meeting Food > WHOLEFDS SRF 10071	100-200-000-755100-100	Board Conf/Training/Meetings	108.20
JULY 2025 CC	11	06/09/2025	07/25	AP -- 0738 Coffee > AMAZON RETA* NO6LS3T61	100-200-000-720400-100	Office Supplies	144.36
JULY 2025 CC	12	06/09/2025	07/25	AP -- 0738 Shipment for Condtion Assessment > UPS*1Z8JTV650326636447	100-200-000-720400-100	Office Supplies	15.94
JULY 2025 CC	13	06/09/2025	07/25	AP -- 0738 Kitchen Supplies > SMART AND FINAL 526	100-200-000-720400-100	Office Supplies	18.42
JULY 2025 CC	14	06/09/2025	07/25	AP -- 0738 All hands drinks > SMART AND FINAL 526	100-200-000-750100-100	Staff Conf/Training/Meetings	32.29
JULY 2025 CC	15	06/09/2025	07/25	AP -- 0738 Kitchen and office supplies > AMAZON RETA* NQ1U66O11	100-200-000-720400-100	Office Supplies	16.14
JULY 2025 CC	16	06/09/2025	07/25	AP -- 0738 All hands lunch > MOLLIE STONE'S MARKET	100-200-000-750100-100	Staff Conf/Training/Meetings	190.00
JULY 2025 CC	17	06/09/2025	07/25	AP -- 0738 Office supplies > AMAZON RETA* NQ3U111G1	100-200-000-720400-100	Office Supplies	2.83
JULY 2025 CC	18	06/09/2025	07/25	AP -- 0738 Kitchen and office supplies > AMAZON MKTPL*NQ8I20IP2	100-200-000-720400-100	Office Supplies	75.02
JULY 2025 CC	19	06/09/2025	07/25	AP -- 0738 Office supplies > AMAZON MKTPL*NQ13P9EN0	100-200-000-720400-100	Office Supplies	6.54
JULY 2025 CC	20	06/09/2025	07/25	AP -- 0738 Kitchen supplies > SMART AND FINAL 526	100-200-000-720400-100	Office Supplies	22.56
JULY 2025 CC	21	06/09/2025	07/25	AP -- 0738 Office supplies > AMAZON MKTPL*N39R05CI0	100-200-000-720400-100	Office Supplies	20.74
JULY 2025 CC	22	06/09/2025	07/25	AP -- 0738 Storage fee for storing CCTV backups - 06/2025 > AMAZON WEB SERVICES	100-200-000-790200-100	Annual Software Renewal Costs	149.11
JULY 2025 CC	23	06/09/2025	07/25	AP2 -- 3102 Azure > MICROSOFT#G095938806	100-200-000-790200-100	Annual Software Renewal Costs	153.71
JULY 2025 CC	24	06/09/2025	07/25	AP2 -- 3102 Marin IJ Advertising > CA NEWSPAPERS ADV S	100-200-000-780700-100	Community Outreach Services	830.00
JULY 2025 CC	25	06/09/2025	07/25	AP2 -- 3102 Answering Service > GOTOCOM*GOTOCONNECT	100-200-000-745400-100	Telephone Utility	631.50
JULY 2025 CC	26	06/09/2025	07/25	AP2 -- 3102 2000 Larkspur Landing > COMCAST / XFINITY	100-100-000-745300-100	Cable/Internet Utility	442.16
JULY 2025 CC	27	06/09/2025	07/25	AP2 -- 3102 Intuit Quickbooks > INTUIT *QUICKBOOKS	100-300-000-790200-100	Annual Software Renewal Costs	3,164.00
JULY 2025 CC	28	06/09/2025	07/25	AP2 -- 3102 Internet Backup > ATT* BILL PAYMENT	100-100-000-745300-100	Cable/Internet Utility	103.24
JULY 2025 CC	29	06/09/2025	07/25	AP2 -- 3102 1111 Andersen Dr > COMCAST / XFINITY	100-100-000-745300-100	Cable/Internet Utility	258.59
JULY 2025 CC	30	06/09/2025	07/25	AP2 -- 3102 1111 Andersen Dr- Ethernet Equipment > COMCAST BUSINESS	100-100-000-745300-100	Cable/Internet Utility	1,192.35
JULY 2025 CC	31	06/09/2025	07/25	AP2 -- 3102 Graphic Design > BUEL CREAT* (1 OF 1 PA	100-200-000-780700-100	Community Outreach Services	450.00
JULY 2025 CC	32	06/09/2025	07/25	AP2 -- 3102 Email Marketing > EIG*CONSTANTCONTACT.COM	100-300-000-790200-100	Annual Software Renewal Costs	91.00
JULY 2025 CC	33	06/09/2025	07/25	AP2 -- 3102 Marin IJ 4-Wheel Digital Subscription > MARIN INDEPENDENT JOURN	100-200-000-780700-100	Community Outreach Services	34.00
JULY 2025 CC	34	06/09/2025	07/25	AP2 -- 3102 Cell Phones > VZWRLSS*APOCC VISB	100-100-000-745400-100	Telephone Utility	3,595.57
JULY 2025 CC	35	06/09/2025	07/25	CW -- 4353 Business Breakfast Order > EZCATER*PANERA BREAD	100-200-000-750100-100	Staff Conf/Training/Meetings	621.70
JULY 2025 CC	36	06/09/2025	07/25	CW -- 4353 Registration CSDA Conference > CALIFORNIA SPECIAL DIS	100-200-000-750100-100	Staff Conf/Training/Meetings	495.00

Invoice Number	Seq	Invoice Date	GL Period	Description	GL Account	GL Account Description	Total Cost
JULY 2025 CC	37	06/09/2025	07/25	CW -- 4353 Registration CSDA Conference > CALIFORNIA SPECIAL DIS	100-300-000-750100-100	Conferences/Training/Meetings	495.00
JULY 2025 CC	38	06/09/2025	07/25	CW -- 4353 Employee Engagement - All Hands Games > SMART AND FINAL 526	100-200-000-750100-100	Staff Conf/Training/Meetings	32.88
JULY 2025 CC	39	06/09/2025	07/25	CW -- 4353 Employee Electrical Training Lunch > SHAKE SHACK - 1228A	100-100-000-750100-100	Conferences/Training/Meetings	157.30
JULY 2025 CC	40	06/09/2025	07/25	CW -- 4353 CSDA Conference > CALIFORNIA SPECIAL DIS	100-200-000-750100-100	Staff Conf/Training/Meetings	820.00
JULY 2025 CC	41	06/09/2025	07/25	CW -- 4353 Boorstein Registration Governance Training > CALIFORNIA SPECIAL DIS	100-200-000-755100-100	Board Conf/Training/Meetings	325.00
JULY 2025 CC	42	06/09/2025	07/25	FN -- 2529 Lunch meeting w/Chris Petlock, SD2 Finance Director > TST*PACIFIC CATCH - CORT	100-200-000-750100-100	Staff Conf/Training/Meetings	81.89
JULY 2025 CC	43	06/09/2025	07/25	JP -- 6522 EKEY for OJMAR Locks > OJMAR US LLC	100-100-000-730100-100	Facilities Maintenance/Repairs	448.36
JULY 2025 CC	44	06/09/2025	07/25	JV -- 4296 Meeting expenses > TST* SALT AND PEPPER SAND	100-100-000-750100-100	Conferences/Training/Meetings	55.23
JULY 2025 CC	45	06/09/2025	07/25	JV -- 4296 TruGrit Steel lbak > IN *TRUGRIT TRACTION INC.	100-100-400-720100-100	Tools-CCTV	1,075.80
JULY 2025 CC	46	06/09/2025	07/25	JH -- 4320 Electrical training lunch O/M > SHAKE SHACK - 1228	100-100-000-750100-100	Conferences/Training/Meetings	173.13
JULY 2025 CC	47	06/09/2025	07/25	JH -- 4320 Hard hats > RAFAEL LUMBER	100-100-000-720200-100	Safety Equipment & Services	21.62
JULY 2025 CC	48	06/09/2025	07/25	JH -- 4320 Hard hat > AMAZON MARK* NQ76H8CO1	100-100-000-720200-100	Safety Equipment & Services	92.93
JULY 2025 CC	49	06/09/2025	07/25	JH -- 4320 First aid kit > AMAZON RETA* NO2BH7UE0	100-100-000-720200-100	Safety Equipment & Services	22.89
JULY 2025 CC	50	06/09/2025	07/25	JH -- 4320 Antibiotic ointment > AMAZON RETA* NQ3TO2070	100-100-000-720200-100	Safety Equipment & Services	38.10
JULY 2025 CC	51	06/09/2025	07/25	JH -- 4320 Vehicle drop off > UBER *TRIP	100-100-000-730200-100	Vehicle Fleet Repairs	34.94
JULY 2025 CC	52	06/09/2025	07/25	JH -- 4320 Vehicle pick up > UBER *TRIP	100-100-000-730200-100	Vehicle Fleet Repairs	32.96
JULY 2025 CC	53	06/09/2025	07/25	KL -- 4361 Nassco recert > NASSCO, INC.	100-100-000-750100-100	Conferences/Training/Meetings	775.00
JULY 2025 CC	54	06/09/2025	07/25	KL -- 4361 Boots for New hire - > AMAZON.COM*NH4XD4PY0	100-100-000-720200-100	Safety Equipment & Services	93.41
JULY 2025 CC	55	06/09/2025	07/25	KL -- 4361 Boots for stock > AMAZON MKTPL*NH1DY7141	100-100-000-720200-100	Safety Equipment & Services	156.04
JULY 2025 CC	56	06/09/2025	07/25	KL -- 4361 Fastrak Toll charges > FASTRAK CSC	100-100-000-730200-100	Vehicle Fleet Repairs	25.00
JULY 2025 CC	57	06/09/2025	07/25	KL -- 4361 Boots for new hire > AMAZON MKTPL*NA30L00G2	100-100-000-720200-100	Safety Equipment & Services	156.04
JULY 2025 CC	58	06/09/2025	07/25	KL -- 4361 Force Main location signs > SMARTSIGN	100-100-100-720000-100	Materials & Parts-PS	444.92
JULY 2025 CC	59	06/09/2025	07/25	KL -- 4361 PT06 car wash > FUEL 24-7 LUCKY DRIVE	100-100-000-730200-100	Vehicle Fleet Repairs	33.00
JULY 2025 CC	60	06/09/2025	07/25	KL -- 4361 BAAQMD PS10 generator annual permit service fee > PAYMENTUS CORP	100-100-000-790300-100	Permit Fees	16.14
JULY 2025 CC	61	06/09/2025	07/25	KL -- 4361 BAAQMD PS10 generator annual permit fee > BAY AREA AIR QUALITY MANA	100-100-000-790300-100	Permit Fees	547.00
JULY 2025 CC	62	06/09/2025	07/25	KL -- 4361 CARB Clean truck check fee for two trucks > CTC-VIS	100-100-000-730200-100	Vehicle Fleet Repairs	62.36
JULY 2025 CC	63	06/09/2025	07/25	KL -- 4361 CARB Clean truck check Service fee for two trucks > CTC-VIS *SVC	100-100-000-730200-100	Vehicle Fleet Repairs	1.86
JULY 2025 CC	64	06/09/2025	07/25	MV -- 4379 Encroachment permit fees > TOWNOFSANANSELMO*Servi	100-100-300-720000-100	Materials & Parts-LR	9.68
JULY 2025 CC	65	06/09/2025	07/25	MV -- 4379 Encroachment permit fees > TOWNOFSANANSELMO*Servi	100-100-300-720000-100	Materials & Parts-LR	6.89
JULY 2025 CC	66	06/09/2025	07/25	MV -- 4379 Encroachment permit fees > TOWNOFSANANSELMO*Servi	100-100-300-720000-100	Materials & Parts-LR	6.89
JULY 2025 CC	67	06/09/2025	07/25	MV -- 4379 Encroachment permit fees > TOWN OF SAN ANSELMO	100-100-300-720000-100	Materials & Parts-LR	347.00
JULY 2025 CC	68	06/09/2025	07/25	MV -- 4379 Encroachment permit fees > TOWN OF SAN ANSELMO	100-100-300-720000-100	Materials & Parts-LR	247.00
JULY 2025 CC	69	06/09/2025	07/25	MV -- 4379 Encroachment permit fees > TOWN OF SAN ANSELMO	100-100-300-720000-100	Materials & Parts-LR	247.00
JULY 2025 CC	70	06/09/2025	07/25	MV -- 4379 Gas cans > CHEVRON 0382136	100-100-000-730300-100	Vehicle Fleet Fuel	93.92
JULY 2025 CC	71	06/09/2025	07/25	MV -- 4379 Meeting Expenses > TST*GOTTS ROADSIDE - MA	100-100-000-750100-100	Conferences/Training/Meetings	181.35
JULY 2025 CC	72	06/09/2025	07/25	MV -- 4379 Encroachment permit fees > TOWNOFSANANSELMO*Servi	100-100-300-720000-100	Materials & Parts-LR	5.44
JULY 2025 CC	73	06/09/2025	07/25	MV -- 4379 Encroachment permit fees > TOWNOFSANANSELMO*Servi	100-100-300-720000-100	Materials & Parts-LR	17.33
JULY 2025 CC	74	06/09/2025	07/25	MV -- 4379 Encroachment permit fees > TOWNOFSANANSELMO*Servi	100-100-300-720000-100	Materials & Parts-LR	6.89
JULY 2025 CC	75	06/09/2025	07/25	MV -- 4379 Encroachment permit fees > TOWN OF SAN ANSELMO	100-100-300-720000-100	Materials & Parts-LR	195.00
JULY 2025 CC	76	06/09/2025	07/25	MV -- 4379 Encroachment permit fees > TOWN OF SAN ANSELMO	100-100-300-720000-100	Materials & Parts-LR	621.00
JULY 2025 CC	77	06/09/2025	07/25	MV -- 4379 Encroachment permit fees > TOWN OF SAN ANSELMO	100-100-300-720000-100	Materials & Parts-LR	247.00

Invoice Number	Seq	Invoice Date	GL Period	Description	GL Account	GL Account Description	Total Cost
JULY 2025 CC	78	06/09/2025	07/25	PB -- 4304 Membership wef > WEF MAIN	100-100-000-750200-100	Membership/Association/Certifi	383.00
JULY 2025 CC	79	06/09/2025	07/25	PB -- 4304 Air quality permit late fee > BAY AREA AIR QUALITY MANA	100-100-000-790300-100	Permit Fees	320.00
JULY 2025 CC	80	06/09/2025	07/25	PB -- 4304 CC use charge for above no receipt was given > PAYMENTUS CORP	100-100-000-790300-100	Permit Fees	9.44
JULY 2025 CC	81	06/09/2025	07/25	PB -- 4346 iCloud Additional Storage Recurring Fee > APPLE.COM/BILL	100-200-000-780200-100	Information Technology Service	.99
JULY 2025 CC	82	06/09/2025	07/25	RZ -- 4312 Training PACP cert. fro Fred Guerrero > NASSCO, INC.	100-100-000-750100-100	Conferences/Training/Meetings	775.00
JULY 2025 CC	83	06/09/2025	07/25	SM -- 4338 Monthly Breakfast Meeting with Board Members > GARDEN CAFE	100-200-000-755100-100	Board Conf/Training/Meetings	98.05
JULY 2025 CC	84	06/09/2025	07/25	SM -- 4338 EventBrite Business Environment Event > EB *BUSINESS-ENVIRONME	100-200-000-755100-100	Board Conf/Training/Meetings	33.85
JULY 2025 CC	85	06/09/2025	07/25	SM -- 4338 Car Wash EG01 Engineering Vehicle > CANC01 SAN RAFAEL	100-100-000-730200-100	Vehicle Fleet Repairs	13.00
JULY 2025 CC	86	06/09/2025	07/25	VD -- 6449 GFOA budget award application fee > GOVERNMENT FINANCE OFFICE	100-200-000-750200-100	Membership/Association/Certifi	345.00
Total 1844 US Bank - Calcard CC (AutoDR):							23,762.98
Grand Totals:							23,762.98

Report GL Period Summary

Vendor number hash: 0
Vendor number hash - split: 0
Total number of invoices: 0
Total number of transactions: 0

Report Criteria:

Vendor.Vendor number = 1844

[Report].GL Period = "07/25"

Report Criteria:

Includes the following check types:

Transmittal

Includes unprinted checks

Check Issue Date	Check Number	Payee	GL Account	Pay Period Date	Description	Amount	Void
07/11/2025	25071145	American Fidelity Assurance Flex	100000000310130000	07/06/2025	Flex Account EE Deductions FSA Dependent Care Pay Period: 7/6/2025	1,311.80-	
07/11/2025	25071146	CalPERS Retirement	100300000705000100	07/06/2025	Retirment Contributions - Retro Pay Adjustment	42,872.46-	
07/11/2025	25071147	Employment Development Department	100000000310300000	07/06/2025	EDD No. State Withholding Tax Pay Period: 7/6/2025	13,054.38-	
07/11/2025	25071148	IRS	100000000310400000	07/06/2025	Fed ID# Federal Withholding Tax Pay Period: 7/6/2025	60,587.80-	
07/11/2025	25071149	Mission Square 457 Retirement Trust	100000000310110000	07/06/2025	457 Employer Contribution Pay Period: 7/6/2025	9,990.25-	
07/16/2025	25071602	Mission Square 457 Retirement Trust	100000000310110000	07/08/2025		.00	
07/25/2025	25072550	AFSCME	100000000310120000	07/20/2025	Union Dues Union Dues Pay Period: 7/20/2025	1,085.70-	
07/25/2025	25072551	American Fidelity Assurance Flex	100000000310130000	07/20/2025	Flex Account EE Deductions FSA Dependent Care Pay Period: 7/20/2025	1,311.80-	
07/25/2025	25072552	American Fidelity Assurance Supp Ins	100000000310160000	07/20/2025	Acct #: Supp Insurance - After-Tax Pay Period: 7/20/2025	2,151.80-	
07/25/2025	25072553	CalPERS Health Insurance	100000000310161000	07/20/2025	Health Insurance Kaiser E+Fam Pay Period: 7/20/2025	80,461.83-	
07/25/2025	25072554	CalPERS Retirement	100000000310100000	07/20/2025	Retirment Contributions CALPERS -Service Crdt Purchase Pay Period: 7/20/2025	44,156.81-	
07/25/2025	25072555	Delta Dental	100000000310162000	07/20/2025	Acct #: Dental Insurance - Emp+ Family Pay Period: 7/20/2025	5,127.30-	
07/25/2025	25072556	Employment Development Department	100000000310300000	07/20/2025	EDD No. State Withholding Tax Pay Period: 7/20/2025	13,935.24-	
07/25/2025	25072557	Halcyon	100000000310170000	07/20/2025	Halcyon EAP Pay Period: 7/20/2025	142.45-	
07/25/2025	25072558	IRS	100000000310400000	07/20/2025	Fed ID# Federal Withholding Tax Pay Period: 7/20/2025	62,814.48-	
07/25/2025	25072559	Mission Square 457 Retirement Trust	100000000310110000	07/20/2025	457 Employer Contribution Pay Period: 7/20/2025	9,240.94-	
07/25/2025	25072560	Mutual of Omaha	100000000310164000	07/20/2025	MOO Pay Period: 7/20/2025	2,944.97-	
07/25/2025	25072561	VSP	100000000310163000	07/20/2025	Client ID#: Vision Insurance Emp+Family Pay Period: 7/20/2025	740.74-	
Grand Totals:						351,930.75-	

18

Signature Lines

Report Criteria:

- Includes the following check types:
 - Transmittal
 - Includes unprinted checks
-

Ross Valley Sanitary District
Payroll Payment Detail
July 31, 2025

TOTAL DISTRICT EMPLOYEE PAYMENTS

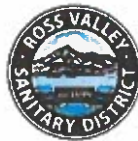
	Pay Date	Payroll Period	Paid Amount
1	7/11/2025	Payroll period 06/23/2025 - 07/06/2025	\$ 143,467.77
2	7/25/2025	Payroll period 07/07/2025 - 07/20/2025	153,497.60
3	Total employee payments		\$ 296,965.37

Note: The payroll payment on line #2 includes paid amounts related to the monthly stipend payments to the District's Board of Directors. To see the respective gross payouts to each Board member for the number of meetings, please see below.

DISTRICT BOARD OF DIRECTOR STIPENDS

**In alphabetical order by last name*

	Board Member Name	# of Meetings	Stipend
1	Michael Boorstein	1	\$ 314.00
2	Thomas Gaffney	2	628.00
3	Douglas Kelly	1	314.00
4	Pamela Meigs	2	628.00
5	Mary Sylla	2	628.00
6	Total District Board of Director stipends	8	\$ 2,512.00



ROSS VALLEY SANITARY DISTRICT

1111 Andersen Dr., San Rafael, CA 94901
Tel. 415-259-2949 | www.rvsd.org

July 25, 2025

Corey Spray
Administrative Services Manager
Central Marin Sanitation Agency
1301 Andersen Drive
San Rafael, CA 94901

Sent via email to cspray@cmsa.us

RE: Payment under Protest – CMSA Invoice No. INV02177

Dear Corey:

This letter serves as notification that the payment for CMSA Invoice Number INV02177 dated July 8, 2025 in the amount of \$1,914,847.36 is being made under protest by direction of the Ross Valley Sanitary District Board of Directors' unanimous vote during a public meeting held on July 16, 2025.

While payment is being made to ensure timely settlement and avoid any potential penalties, the reason for the dispute is described in the attached RVSD Board Meeting July 16, 2025 Agenda Item 15.

All rights are reserved to challenge these disputed charges through further negotiations, mediation, arbitration, or any other legal means available. This payment should not be considered an admission of liability or acceptance of the accuracy or validity of the disputed charges.

A review of these charges is under way by the JPA Member Agencies and an appropriate adjustment to the account may be requested.

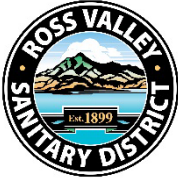
Thank you for your understanding of this matter.

Sincerely,

Felicia Newhouse
Assistant General Manager
fnewhouse@rvsd.org
415-870-9761 (direct line)

Encl. CMSA Invoice dated July 8, 2025
RVSD Board Meeting July 16, 2025 Agenda Item 15
Paper check in the amount of \$1,914,847.36

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**ROSS VALLEY SANITARY DISTRICT**

1111 Andersen Drive
San Rafael, CA 94901
(415) 259-2949 ~ rvsd.org

STAFF REPORT

For the Meeting of August 20, 2025

August 11, 2025

To: Board of Directors

From: Steve Moore, General Manager

Subject: **Presentation of CASA Statewide Award for Innovation and Resiliency and Recommendation for Monetary Award to Eligible Employees**

Summary

This staff report presents the District's receipt of a first-place statewide award from the California Association of Sanitation Agencies (CASA) and the General Manager's recommendation that eligible employees of RVSD receive a monetary award for this honor in accordance with District Personnel Policy 216.

Discussion

Policy 216 of the Administrative and Personnel Policy Book states that the Board recognizes agency employees when they receive industry-related awards for exceptional individual or organizational accomplishments. This policy sets forth Board actions and monetary award amounts for these employee accomplishments.

This year RVSD received first place in the CASA organizational excellence awards in the category of Innovation and Resiliency for "RVSD's Computerized Maintenance Management System (CMMS): Transforming Infrastructure Management through Data-Driven Innovation". This award falls under "Other Agency and Employee Awards" in Policy 216. This section states that the General Manager may present the award to the RVSD Board and recommend a monetary award to eligible employees of the organization at \$250 per employee for first place state or national awards, as appropriate.

RVSD was honored by CASA in a luncheon event on July 31, 2025, attended by Board members, alongside several other statewide award recipients recognized for their achievements.

Many agencies gather system data in their CMMS systems, but RVSD has excelled in using the data to improve operations and prioritize actions in both the capital program and the O&M program. In the RVSD application for the award, staff indicated that the Fiscal year 2024-25

innovations includes the development of real-time operational dashboards and a new Supervisor Review feature which enables field staff to flag critical issues directly within the CMMS for prioritized and timely response. The ongoing data input from staff, combined with automated tools like the Supervisor Review feature, help ensure system accuracy and effectiveness, making this approach sustainable in the long term.

In addition, the success of RVSD's High Frequency Cleaning and Lost Nodes initiatives illustrates how tailored, proactive maintenance strategies can be customized for other Districts to enhance infrastructure management and resiliency. Field efficiency was a major focus, achieved by equipping staff with mobile tools that provide real-time access to system maps, asset histories, property information and histories, and alerts. Enhancing operational efficiency was also critical. SmartCover sensors, SCADA pump station data, and real-time dashboards all make information from the CMMS available to support on-the-spot decision making. GIS information on handheld devices shows pipelines that are past due on cleaning, so field staff can adjust daily workplans in real-time to pivot and include this work while mobilized in the field. CMMS information gathered by field staff, such as debris levels, also informs prioritization of assets in the capital program, where the information is used in the IAMP to inform risk scores and priorities, as well as highlighting high-maintenance assets where capital solutions will save O&M staff time.

In summary, RVSD staff's use of CMMS data in its decision-making showcases data-driven solutions in a way that stands out among the sanitary agencies of the State of California, and staff throughout the organization help contribute to this success.

Recommendation

Accept the General Manager's recommendation for a monetary award of \$250 to each RVSD eligible employee in accordance with Personnel Policy 216 for the first place CASA Organizational Excellence Award in the Category of Innovation and Resiliency.

**ROSS VALLEY SANITARY DISTRICT**

1111 Andersen Dr
San Rafael, CA 94901
(415) 259-2949 ~ rvsd.org

STAFF REPORT**For the Meeting of August 20, 2025**

August 15, 2025

To: Board of Directors

From: Phil Benedetti, P.E., Senior Engineer
Steve Moore, P.E., General Manager

Subject: **Adopt Resolution No. 25-1675 Approving Final Acceptance and Authorizing the General Manager to File Notice of Completion for the RVSD Andersen Building Genset Project (#901-C), with Western Machinery Electric, Inc.**

Summary

This staff report is being presented for consideration of adopting Resolution No. 25-1675 approving final acceptance and authorizing the General Manager to file the Notice of Completion for the RVSD Andersen Building Genset Project (901-C) with Western Machinery Electric, Inc.

Discussion

At the June 19, 2024, Board meeting, The Board approved the construction contract for the RVSD Andersen Building Genset Project (Project) with Western Machinery Electric, Inc. in the amount of \$455,260. The Project included the installation of a standby generator with base mounted fuel tank, automatic transfer switch, necessary wiring modifications, and installation of conduits and electrical wiring. The work allows the District to maintain critical operations during both unplanned power outages as well as Public Safety Power Shutdowns to manage wildfire risk. This work implements an objective under Effective Utility Management Attribute No. 3 Enterprise Resiliency of the District's FY24-25 Business Plan.

Final Acceptance and Notice of Completion

The RVSD Andersen Building Genset Project constructed by Western Machinery Electric, Inc. is now complete and ready for final acceptance.

The final contract and payment summary for this project is included in Table 1. Staff recommend acceptance and filing the Notice of Completion with the County of Marin, a draft of which is included as Attachment A.

Table 1. Final Contract and Payment Summary

Awarded Contract Amount	\$ 455,260.00
No Contract Change Orders	
Revised Contract Amount	\$ 455,260.00
Amount Earned by Contractor to Date	\$ 455,260.00
Amount Paid to Contractor to Date	\$ 437,475.78
Total Retention to be Released	\$17,784.22
Total Construction Expenditures	\$ 455,260.00

Recommendation

Adopt Resolution No. 25-1675 Approving Final Acceptance and Authorizing General Manager to File Notice of Completion for the RVSD Andersen Building Genset Project with Western Machinery Electric, Inc., and to authorize release of the 5% retention within the 35-day lien period.

Attachment(s):

- A) Resolution 25-1675 and Notice of Completion

RESOLUTION NO. 25-1675**A RESOLUTION BY THE BOARD OF DIRECTORS OF
ROSS VALLEY SANITARY DISTRICT OF MARIN COUNTY
ACCEPTING THE RVSD ANDERSEN BUILDING GENSET PROJECT**

WHEREAS, the Board of Directors of Ross Valley Sanitary District and Western Machinery Electric, Inc. entered into a contract for the project known as the “RVSD Andersen Building Genset Project” as prepared by Nute Engineering. The Project installed a backup power generator at 1111 Andersen Dr., San Rafael, CA to allow for the continuous operation of critical facilities in the event of power outages; and

WHEREAS, Western Machinery Electric, Incorporated completed the work under said contract on July 30, 2025.

THEREFORE, BE IT RESOLVED that the Board of Directors of Ross Sanitary District of Marin County, California, does hereby authorize the acceptance of the project known as the “RVSD Andersen Building Genset Project”.

BE IT FURTHER RESOLVED that the General Manager be authorized to accept this project and file a Notice of Completion for same.

AYES:

NOES:

ABSENT:

ABSTAIN:

I hereby certify that the foregoing resolution was duly and regularly passed and adopted at a Regular Meeting of the Board of Directors of Ross Valley Sanitary District held on the 20th day of August 2025.

ATTEST:

Pamela Meigs
Secretary of the Board

Thomas Gaffney
Treasurer of the Board

Recording requested by & return to:

Ross Valley Sanitary District
1111 Andersen Dr
San Rafael, CA 94901
(415) 259-2949

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN that the project known as the “RVSD Andersen Building Genset Project”, as prepared by Nute Engineering; and undertaken by Western Machinery Electric, Inc., on behalf of **Ross Valley Sanitary District**, was completed on July 30, 2025.

The owner is **Ross Valley Sanitary District**, and its address is: 1111 Andersen Dr., San Rafael, CA 94901.

The work was accomplished in San Rafael, CA.

Attached Resolution No. 25-1675

I declare under penalty of perjury that the foregoing is true and correct.

Dated this 20th day of August 2025 at San Rafael, California.

Steven M. Moore, P.E.
General Manager



ROSS VALLEY SANITARY DISTRICT

1111 Andersen Drive
San Rafael, CA 94901
(415) 259-2949 ~ rvsd.org

STAFF REPORT

For the Meeting of August 20, 2025

August 11, 2025

To: Board of Directors

From: Steve Moore, P.E., General Manager

Subject: **Discussion and Direction on the Recommendation of the Marin Local Agency Formation Commission (LAFCo) for RVSD to Annex Areas within its Sphere of Influence**

Summary

This staff report presents information and history on RVSD's Sphere of Influence that includes San Quentin Village Sewer Maintenance District (SQVSMD or "San Quentin Village"), which is currently managed by the County of Marin, and the factors the Board may consider as to whether it should proceed with a process to annex this area that is located in its Sphere of Influence, but not adjacent to its service area boundary.

Background

In California, a Local Agency Formation Commission (LAFCo) is responsible for establishing, amending, and updating Spheres of Influence for cities and special districts within its jurisdiction. A Sphere of Influence is essentially a plan that defines the probable physical boundaries and service area of a local agency. It's a tool used by LAFCo to guide future growth and development, ensuring that boundary changes are consistent with anticipated long-term services.

In February 2025, Marin LAFCo adopted a [Central Marin Wastewater Municipal Services Review and Sphere of Influence Update](#) (2025 MSR) and recommended that the RVSD annex San Quentin Village from the County of Marin. This recommendation was also in LAFCo's adopted [July 2017 Central Marin Wastewater Municipal Services Review](#) (2017 MSR), along with the recommendation to annex the Murray Park Sewer Maintenance District (MPSMD or "Murray Park") from the County of Marin. "These reorganizations would eliminate two dependent special districts governed by the County of Marin in favor of recognizing RVSD as the preferred and more able service provider going forward" (page 2-12 of the 2017 MSR). RVSD as "the preferred and more able service provider" is also stated in the 2025 MSR regarding the annexation of San Quentin Village (page 17).

RVSD annexed Murray Park in 2020, a relatively straightforward action because it was an island within the RVSD service area boundary and RVSD was already providing operation and maintenance services to

Murray Park. San Quentin Village is a cluster of residences located in RVSD's Sphere of Influence, but not directly adjacent to its service area boundary. The San Quentin Rehabilitation Center (SQRC or "the prison") is also in RVSD's Sphere of Influence and located between RVSD and San Quentin Village. Attachment A is a map of RVSD's service area and its Sphere of Influence.

San Quentin Village is a small area with about 45 service connections, accessible by traveling south on Main Street from the San Quentin exit off the I-580 freeway. For comparison, the annexed Murray Park had about 95 service connections. San Quentin Village includes about 0.4 miles of sewer mains, between 12 and 17 nodes, and one pump station and its associated force main that discharges into the gravity system upstream of the prison. Upstream of the San Quentin Village are about nine service connections from the prison as well as a Caltrans corporation yard with a private pump station (see Attachment B).

Until 2012, San Quentin Village was managed by a staff person at the County, Larry Beeton. When he retired, the County contracted with Central Marin Sanitation Agency (CMSA) to manage the system on their behalf. County staff have reached out to RVSD over the years to request that RVSD annex San Quentin Village. RVSD files contain correspondence from the County in 1997 with this request.

In the past, RVSD has been reluctant to annex this island of sewer services into its service area for a variety of reasons, including uncertainties about system condition and associated liabilities, as well as the requirements of agreements that have been signed between the County and State agencies (the prison and Caltrans) over the years. For example, because San Quentin Village discharges into the prison's collection system, past agreements have included conditions from the prison that San Quentin Village system flow is monitored, and any needed improvements associated with flow increases are paid to the prison.

Staff Efforts Toward Annexation in 2023

In 2023, RVSD staff made some progress on a possible annexation of San Quentin Village, following through on a Business Plan commitment to address the 2017 MSR recommendations. Staff reviewed the two expired agreements between the County and the prison and the County and Caltrans. Staff concluded that the circumstances of both agreements, which began in 1961 and expired around 1983, are not relevant to the current circumstances. In particular, the County agreement with the prison required flow monitoring by the County to ensure capacity of the San Quentin treatment plant, which no longer exists. This treatment plant was transformed into a pump station when CMSA was built in 1985. If San Quentin Village were to be annexed by RVSD, Caltrans would become a commercial customer under RVSD's current rate schedule.

In July 2023, after reviewing the expired agreements and reaching out to the State agencies to confirm next steps, RVSD staff drafted an annexation agreement and resolution for the County's consideration. The draft annexation agreement was patterned after the 1993 Annexation Agreement with the City of Larkspur, and the draft resolution was patterned after the Murray Park annexation of 2020. The County staff were resistant to the blanket encroachment language of the Larkspur agreement and the negotiations stalled.

Staff Recommendations on 2025 LAFCo Municipal Services Review (2025 MSR)

In January 2025, RVSD staff responded to LAFCo as part of the MSR process. In this process, LAFCo extended the RVSD Sphere of Influence to include the Caltrans property, which set the stage for RVSD to be able to annex that area upstream of San Quentin Village. RVSD staff pointed out that multiple areas of the sphere of influence were under consideration, including the former San Quentin Gun Range (site of the proposed Oak Hill housing development), San Quentin Village, the Caltrans property, and the prison whose contract with CMSA was expiring in June 2025. RVSD staff proposed one annexation action to include all of these interconnected areas of its Sphere of Influence (Attachment B). Since that time, LAFCo approved the annexation of the San Quentin Gun Range into RVSD and this area is now part of the RVSD service area as shown in Attachment A (green area in the furthest east section).

RVSD had proposed to annex the prison in its 1982 agreement with the prison for providing sewer services, but that action was never completed. The prison entered into an agreement with CMSA in 2012 based on treatment charges and CMSA has maintained the San Quentin Pump Station (PS11) on their behalf since that time, but not other portions of the prison's collection system, some of which is upstream of San Quentin Village. The interconnected nature of these systems in the RVSD Sphere of Influence is what led RVSD staff to propose annexing the entire area.

Annexation Issues

In February 2025, RVSD reached out to County staff to restart discussions about annexing San Quentin Village. RVSD staff met with LAFCo and County staff twice since that time and County staff provided system information, condition assessment and maintenance history to RVSD staff in May 2025, which is discussed below under San Quentin Village Condition Assessment.

San Quentin Village revenues and expenses over the past ten years are shown in Table 1, below. Revenues consist of partial ad valorem property tax and the flat \$474 per EDU sewer service charges. This past year revenues of \$65,395 consisted of \$44,065 from ad valorem property tax and \$21,330 from sewer service charges. Expenses are related to the CMSA contract, PG&E energy bills, and occasional County Dept. of Public Works staff labor costs. Expenses exceeded revenues in three out of the last ten years, but not since 2020.

Table 1 – SQVSMD Annual Revenues and Expenses, 2016-2025

Year	Revenues	Expenses	Expenses > Revenues? Y/N
2025	\$65,395	\$12,538	N
2024	\$65,006	\$19,687	N
2023	\$57,226	\$20,472	N
2022	\$47,788	\$29,000	N
2021	\$48,120	\$19,146	N
2020	\$50,481	\$62,231	Y
2019	\$51,324	\$15,038	N
2018	\$46,872	\$63,839	Y
2017	\$45,385	\$25,993	N
2016	\$42,233	\$74,657	Y

County staff indicated that San Quentin Village has an available fund balance of \$339,458 as of April 9, 2025. This is a similar level of reserves that Murray Park had available to offset their lower sewer rates from 2020-2024 after annexation to RVSD.

County staff have highlighted their concern about community support because sewer rates will have to be raised. Complicating this situation is that the County has not raised sewer rates since 2008, and they have been frozen at \$474 per year. This is nearly the same rate as RVSD had in 2008 – \$480 per year. Since 2008, RVSD rates have increased to meet the challenges of compliance with the statewide collection systems order, reduce infiltration and inflow (I&I), and renew its infrastructure, but no parallel rate increases have occurred in San Quentin Village.

Because the prison pays CMSA for treatment charges based on flow and strength measured at their pump station, the prison has been paying the treatment charges for San Quentin Village since 2012 when CMSA took over. This is perhaps why the County has not felt pressure to increase rates – San Quentin Village is subsidized by the prison under the system managed by CMSA. CMSA has no fee collection authority as they are not a special district or municipality, so this situation has gone unmanaged for years under CMSA oversight. The Caltrans corporation yard is also completely subsidized under CMSA's oversight, for both collections (San Quentin Village) and treatment (the prison).

Also in February 2025, RVSD reached out to State prison staff to meet and discuss details about transferring services back to RVSD from CMSA, and to help set things right in San Quentin Village and Caltrans paying for treatment. RVSD met with State prison staff on March 12, 2025 and transmitted a detailed memorandum and cost-neutral proposal that showed a 20% less annual cost than CMSA's proposed contract. The lower cost was possible because RVSD used its actual pump station maintenance costs, which turn out to be more cost-effective than CMSA, as well as a proven capital solution that could replace expensive labor costs. This proposal was not accepted by State prison staff, without any explanation, and they moved forward with a five-year contract renewal with CMSA on May 13, 2025.

On May 20, 2025, RVSD was advised by LAFCo that they had received an email from State prison staff on May 1, 2025 expressing opposition to RVSD annexing the prison. LAFCo staff have indicated they would not move forward with RVSD's annexation of the prison because of this email from State prison staff.

San Quentin Village Condition Assessment

Under CMSA's management of the system on behalf of the County, the 1,838-foot-long San Quentin Village pipeline system is cleaned once per year and CCTV'd every five years by a local sewer contractor.

When RVSD asked the County about condition assessment information, they said "CMSA responded that the San Quentin Village system is in 'good shape', and they don't have any recommended improvements now" and that a video of the system could be provided on request. RVSD obtained the video and performed a Pipeline Assessment and Certification Program (PACP) analysis, which is included as Attachment C. Attachment C compares the sewer contractor's assessment information with RVSD's PACP assessment. As shown in Table 2 below, RVSD identified many more defects in the system than was reported by the contractor.

Table 2 – Comparison of Defects Identified by CMSA’s Contractor and RVSD

Type of PACP Defect	CMSA’s Sewer Contractor	RVSD
Manhole assessment	n/a	No significant issues noted
Grade 1 (least severe)	4	43
Grade 2		29
Grade 3	2	40
Grade 4 (includes sags)		6
Grade 5 (most severe)	1	5
Total Count	7	123
Total Value (Accumulated Score)	15	270

While the sewer contractor tallied seven total defects in the system, RVSD tallied 123. The sewer contractor counted one single Grade 5 defect (severe defects) while RVSD counted five. The sewer contractor did not identify any of the six sags, which are a key maintenance indicator. The video was made at a lower resolution and at a higher speed than RVSD’s videos, and this makes the identification of pipe defects more challenging. RVSD staff were able to slow the video down and through their expertise identify a more reasonable range of defects compared to the contractor’s report, considering the age and material of the pipes. No manhole assessments had been conducted by CMSA or the County, but spot review in the field by RVSD staff indicate no issues beyond what RVSD encounters with its own system manholes installed before 1955.

To determine how the condition of the San Quentin Village system compares to the RVSD system, RVSD queried its CMMS system to produce a density of defects per mile with which to compare the San Quentin Village results. The current density in RVSD of 358 defects per mile was similar to the calculated 353 defects per mile in the San Quentin Village system, based on RVSD’s PACP analysis. This analysis confirms that the San Quentin Village system is similar to segments of the RVSD system that were installed prior to 1955, and that there is no higher level of risk or liability for the pipes in the system compared to its own system. If the sewer contractor’s condition assessment report were used in this comparison, the results would be 20 defects per mile, which is not a credible assessment.

The pump station located on the beach in San Quentin Village is the highest risk asset in the San Quentin Village system. RVSD staff have evaluated this asset and recommend that it is in serviceable condition but needs a few minor upgrades to ensure against spills which would go directly into San Francisco Bay.

Discussion

Annexation of San Quentin Village is complicated by its physical location in relation to the prison and Caltrans properties. Staff requests Board discussion and direction on whether to continue or postpone the process in light of LAFCo’s reticence to support RVSD’s annexation of its entire Sphere of Influence.

There are a number of challenges and disadvantages to RVSD moving forward with either a partial or full annexation.

- Rates would ultimately be raised for San Quentin Village and community support may be a challenge (similar to the Murray Park annexation).

- RVSD and the County would need to coordinate the annexation to ensure that the ad valorem property taxes would be transferred to RVSD such that San Quentin Village ratepayers could receive the Ross Valley rate and not the higher Larkspur rate (similar to the Murray Park annexation).
- Adding a disconnected island of sewers to the RVSD service area would make RVSD tributary to another collection system (the prison) and also have a new satellite system upstream of its collection system which would have to be reported and tracked separately.
- It is unknown if the prison would seek to impose conditions on RVSD for discharging into their system, as they did with the County decades ago.
- The governance of the sewer system in RVSD territory would still be fragmented (which proper annexation of the entire Sphere of Influence would remedy).

There are benefits to annexation that could override the challenges.

- Annexation of San Quentin Village would improve oversight of its collection system and incrementally improve protection of public health and the water environment (San Francisco Bay).
- Recent improvements to the pump station by CMSA adequately addressed risk associated with highest risk asset in the San Quentin Village system.
- The system is in a condition expected of a pre-1955 system of aging clay pipes, with many more defects than were disclosed by CMSA's contractor, but not at a level that would pose unreasonable risk to RVSD.
- The condition assessment conducted by the County under CMSA was inaccurate and could lead to unforeseen problems if left under its current management structure.
- Annexation would improve equitability to all ratepayers of the JPA Member Agencies, with San Quentin Village residents and Caltrans paying their fair share for collection and treatment (not as currently being subsidized under CMSA).
- Private laterals in San Quentin Village would be periodically upgraded by residents to address I&I as is done in the rest of the RVSD service area.

Recommendation

Provide direction to RVSD staff whether to continue the process to annex any or all of the Sphere of Influence.



- Option 1. Initiate no action with LAFCo to annex RVSD Sphere of Influence.
- Option 2. Initiate action with LAFCo to annex a portion of RVSD Sphere of Influence (discussion and direction required to identify which portions to initiate annexation).
- Option 3. Initiate action with LAFCo to annex all of RVSD Sphere of Influence.

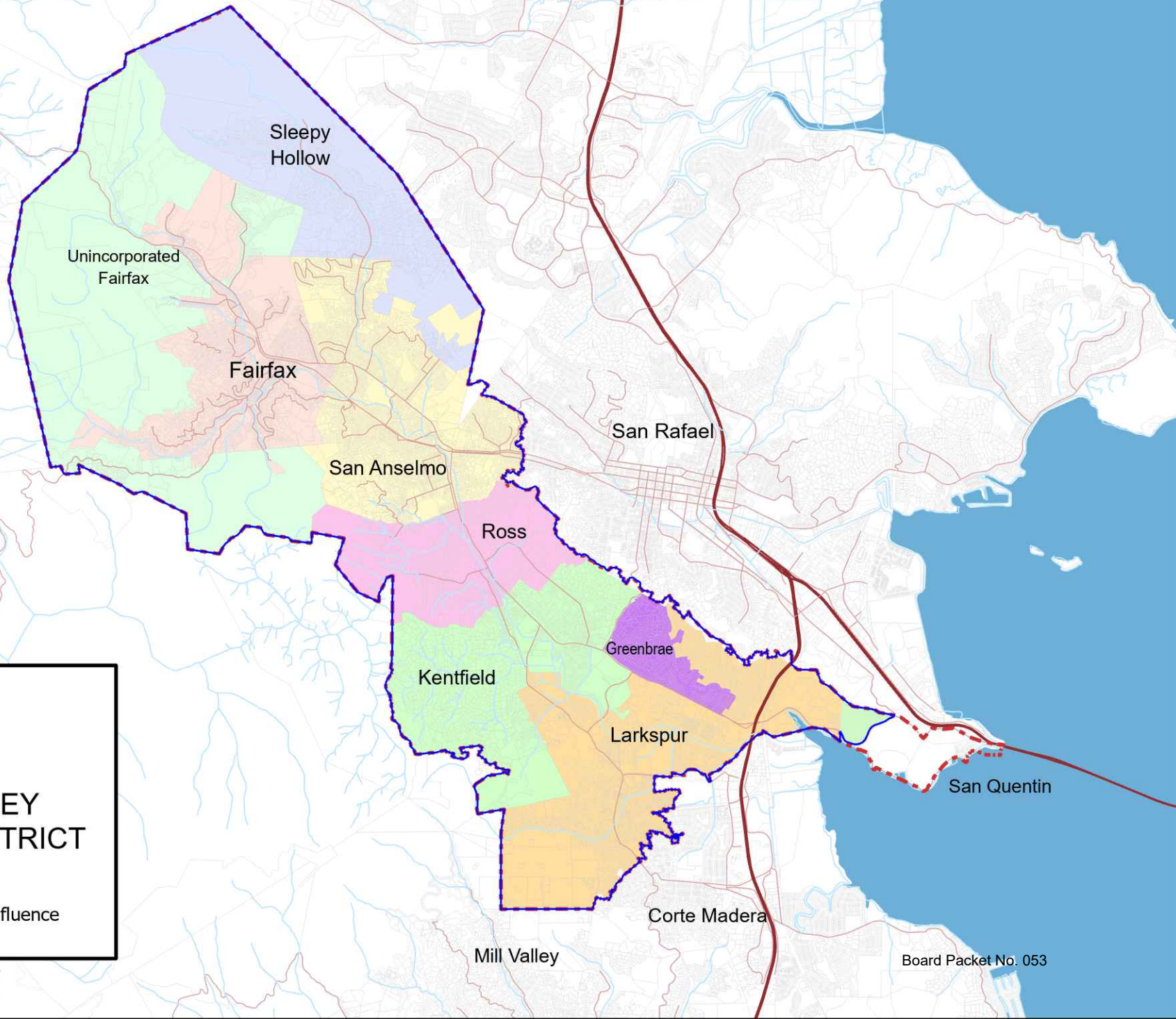
Attachment(s):

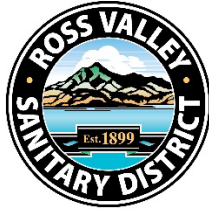
- A) Map of RVSD Service Area and Sphere of Influence
- B) January 24, 2025 RVSD Letter to LAFCo and Map of RVSD, SQVSMD and San Quentin Gap
- C) SQVSMD Pipe Condition Analysis



ROSS VALLEY SANITARY DISTRICT

-  RVSD Boundary
-  RVSD Sphere of Influence





ROSS VALLEY SANITARY DISTRICT

1111 Andersen Drive, San Rafael, CA 94901

Tel. 415-259-2949 | www.rvsd.org

January 24, 2025

Jason Fried, Executive Officer
Marin Local Agency Formation Commission
1401 Los Gatos, Suite 220
San Rafael, CA 94903k
jfried@marinlafco.org

Re: *Ross Valley Sanitary District Comments on Jurisdictional Boundaries and Sphere of Influence*

Dear Jason:

As you know, we have been working closely with LAFCo staff to address gaps in sanitary sewer jurisdictional boundaries within and adjacent to Ross Valley Sanitary District (RVSD). Working collaboratively with LAFCo and Marin County, RVSD annexed Murray Park Sewer Maintenance District from Marin County in 2020, as recommended by the 2017 MSR.

RVSD has most recently been working collaboratively with SD2 to verify the boundary between our jurisdictions and have collectively identified almost a dozen properties that required boundary corrections based on sewer services provided by our respective districts. This interagency effort revealed that Redwood High School is a gap that is not included within either of our boundaries and LAFCo is now addressing this gap in their application process (see map below from LAFCo website).

As LAFCo and RVSD have demonstrated a common interest in identifying and correcting jurisdictional boundaries, we would like to take this opportunity to bring your attention to another jurisdictional gap at San Quentin ("San Quentin Gap") which we understand is within the RVSD sphere of influence (see map, attached). RVSD is willing to work collaboratively with its partners in addressing this matter and believe actions could be completed within the span of time contemplated in the current draft MSR.

Board Members: Michael Boorstein ~ Thomas Gaffney ~ Doug Kelly ~ Pamela Meigs ~ Mary Sylla

Serving the Communities of: Fairfax, Larkspur, Greenbrae, Ross, Kentfield, San Anselmo, Kent Woodlands, and Sleepy Hollow

Board Packet No. 054

Specific matters for consideration are as follows:

- LAFCo's recommendation for RVSD to annex the San Quentin Village Sewer Maintenance District (SQVSMD) from Marin County (2017 MSR and 2025 MSR).
- Recently approved Oak Hill Affordable Housing Development on State property outside RVSD boundary that requires sewer services to be provided by RVSD, and concurrent annexation.
- Contract between CMSA and San Quentin Prison (CDCR) expiring in June 2025.

RVSD suggests an annexation that includes the entire San Quentin Gap during the upcoming MSR period. For administrative and operational service efficiencies, RVSD suggests annexing this area as one effort, which could occur as the above matters are resolved within their respective individual timelines.

For a bit of context, RVSD previously provided sewer services under contract with what is now California Department of Corrections and Rehabilitation (CDCR) for the San Quentin Prison wastewater collection system dating back to 1982. In 2012 as an outgrowth but not a requirement of settlement negotiations, CMSA assumed responsibility for this contract. As part of an annexation of the San Quentin Gap, working cooperatively with affected agencies, RVSD could seamlessly and immediately provide sewer services in a contract renewal with CDCR, due to RVSD's experience and expertise in wastewater collection and transport, as well as its proven competency.

For these reasons, we kindly suggest that LAFCo expand its recommendation for RVSD annexation of SQVSMD to include all those areas in its sphere of influence, i.e., the San Quentin Gap.

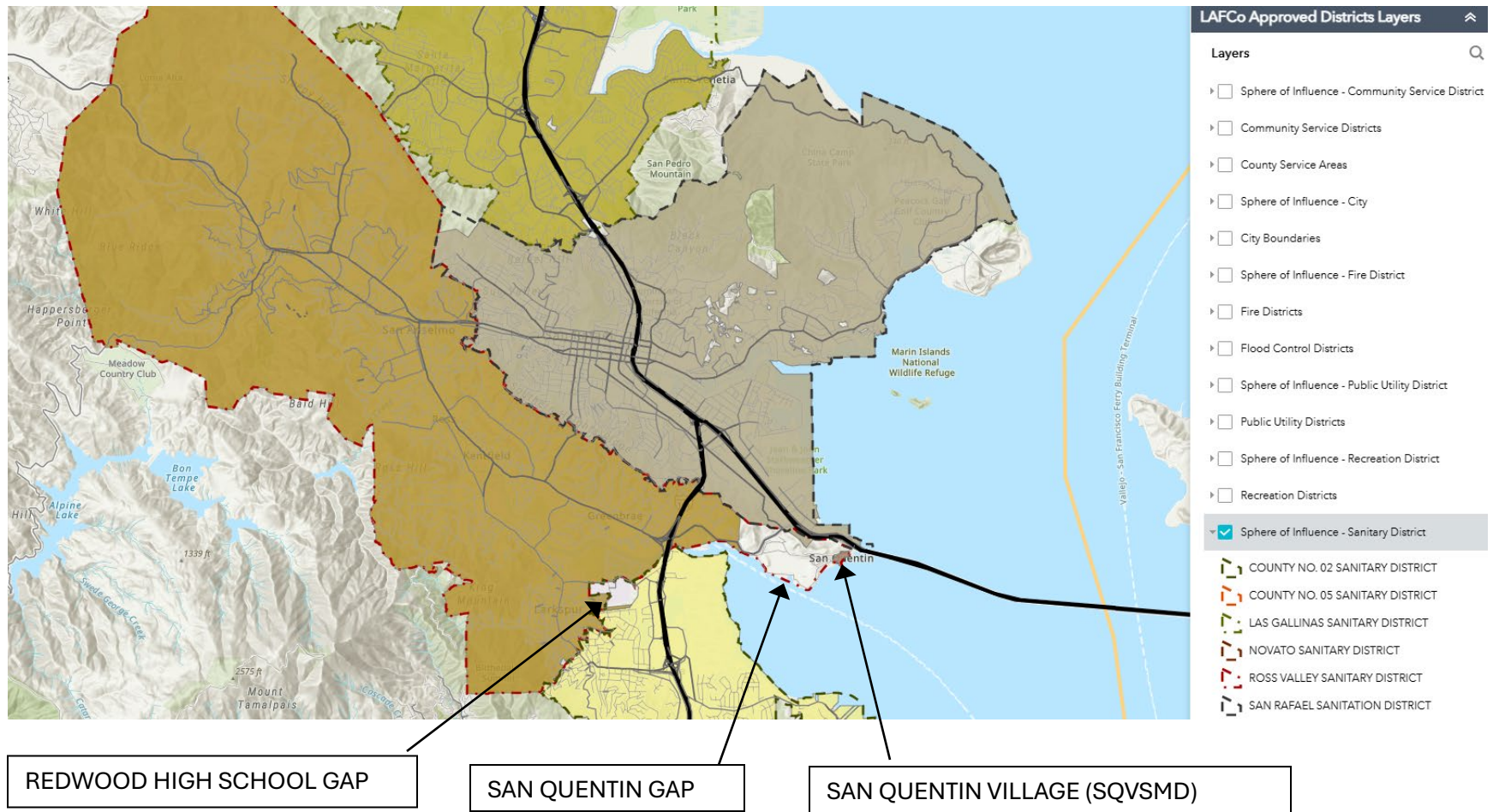
Thank you for your consideration. If you have any questions do not hesitate to reach me directly by phone at 415-870-9764 or via email at smoore@rvsd.org.

Sincerely,



Steven M. Moore, P.E., General Manager
Ross Valley Sanitary District

Cc: RVSD Board of Directors
Jason Dow, CMSA



Board Members: Michael Boorstein ~ Thomas Gaffney ~ Doug Kelly ~ Pamela Meigs ~ Mary Sylla

Serving the Communities of: Fairfax, Larkspur, Greenbrae, Ross, Kentfield, San Anselmo, Kent Woodlands, and Sleepy Hollow



ROSS VALLEY SANITARY DISTRICT
 1111 Andersen Drive, San Rafael, CA 94901
 Tel. 415-259-2949 | www.rvsd.org

2025 RVSD Defect comparison report, San Quentin Village Sewer Maintenance District

Prepared by John Vogel, Operation Supervisor

Defect Count Analysis

An analysis of 17 sewer pipe segments using video from Roy's sewer service in 2023 and 2024 but re-coded by RVSD staff demonstrates substantial differences in defect identification between Roy's defect coding and RVSD's standardized approach using the NASSCO Pipeline Assessment Certification Program (PACP):

Metric	Roy's Coding	RVSD Coding (PACP)
Total Defect Count	7	123
Pipe Segments with No Defects	10	4
Segments with Higher RVSD Count	13	—
Segments with Equal Counts	2	2
PACP Score Totals	15	270

Key disparities include:

- **SSMH209_SSMH203**: RVSD (PACP) identified **31 defects** (e.g., heavy sags, grease), while Roy's found only **2**.
- **SSMH113_SSMH111**: RVSD reported **17 defects** like root balls and 40% sags; Roy's only flagged **4**.
- **SSMH101_SSPS1** and **SSMH215_SSMH213** were listed as defect-free by Roy's system, yet RVSD flagged **15** and **17** defects, respectively.

RVSD's approach using PACP consistently reveals defects that Roy's system either omits or under classifies resulting in incorrect pipeline severity ratings.

Conclusion

The data strongly supports that RVSD's defect coding using NASSCO's PACP standard delivers a more accurate and reliable assessment of sewer pipe conditions. PACP's rigorous, industry-accepted methodology ensures consistent identification of structural and maintenance issues, such as root intrusion, encrustation, sags, and infiltration, which are missed by Roy's non-standard approach.

Recommendation

Board Members: Michael Boorstein ~ Thomas Gaffney ~ Doug Kelly ~ Pamela Meigs ~ Mary Sylla

For municipal infrastructure and asset management, it is recommended that RVSD's PACP-based coding system be adopted as the operational standard for sewer inspections. PACP not only enhances diagnostic clarity and decision-making but also ensures compatibility with industry-wide condition assessment tools, facilitating better planning, maintenance prioritization, and regulatory compliance.

Figure 1: Full Data chart

Defect Count Comparison between RVSD and Roy's.			
Pipe ID	Roy's Defect Count	RVSD Defect Count	Primary Differences
SSMH115_SSMH113	0	6	Roots and 20% Sags
SSMH113_SSMH111	3	17	Root Balls, Defective Taps, 40% Sags
SSMH111_SSMH103	1	8	Roots, Tap Roots
SSMH135_SSMH133	1	2	25% Sag, Infiltration Stain
SSMH137_SSMH133	0	0	
SSMH133_SSMH131	0	5	25% Sags, Medium Roots, Defective Tap
SSMH103_SSMH101	0	2	Roots
SSMH101_SSPS1	0	15	Corrosion, Infiltration, Encrustation Deposits
SSMH121_SSMH103	0	6	Medium Roots, Defective Tap, Spalling
SSMH209_SSMH203	2	31	100% Heavy Sags, Grease
SSMH131_SSPS1	0	0	
SSMH139_SSMH135		8	No Roy's line report on this pipe - Defective Tap, Medium Roots
SSMH215_SSMH213	0	17	Roots
SSMH213_SSMH209	0	4	Roots, Spalling, Offset
SSMH207_SSMH203	0	1	35% Sag
SSMH205_SSMH203	0	1	75% Sag
SSMH203_SSMH201	0	0	
Total Count	7	123	

Fig 2: PACP Scoring Comparison Totals

PACP Scoring Count of Grade Defects including Continous Defects							
	Grade 1 Count	Grade 2 Count	Grade 3 Count	Grade 4 Count	Grade 5 Count	Total Count	Total Value(Accumulated Score)
Roy's	4		2		1	7	15
RVSD	43	29	40	6	5	123	270

The total value (accumulated score) is calculated by summing the Grade level of the defects as determined in PACP methodology, where Grade 5 defects are counted as 5, Grade 4 defects counted as 4, and so on. This index provides insight into the severity of the defects, with Grade 5 defects being the most severe.

ROSS VALLEY SANITARY DISTRICT

Preliminary Financial Report

Fiscal Year Ending June 30, 2025



Prepared By: Victor Damiani, Finance Officer
Reviewed By: Felicia Newhouse, Assistant General Manager

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ROSS VALLEY SANITARY DISTRICT

PRELIMINARY FINANCIAL REPORT – FISCAL YEAR 2025



TABLE OF CONTENTS

Introduction.....	2
Financial Activities Overview.....	4
Year-End Budget-To-Actual Performance.....	6
Capital Improvement Program	14
Fund Balance & Reserve Funding.....	14
Treasury Management.....	17
Conclusion.....	18
Appendix C – Check Register [<i>for June report only</i>].....	19

SPECIAL CONSIDERATIONS

- 1) *All references within this document that are either “Ross Valley Sanitary District”, “District”, or “RVSD” all relate to the financial reporting entity, the Ross Valley Sanitary District.*
- 2) *The District’s Monthly Financial reports are presented on a modified accrual basis whereas the financial reports in the District’s Annual Comprehensive Financial Report are presented on an accrual basis. The differences in the two bases of presentation are outlined on page 17 of the District’s Fiscal Year 2023-24 Adopted Budget, which may be found at <https://www.rvsd.org/169/Financial-Stewardship>.*
- 3) *The information in this report is the most accurate and up-to-date information available at the time of publication. It is intended to provide the Board, management, and the public with an overview of the state of the District’s general fiscal condition. It should be noted that this report is not an audited financial statement, and the numbers provided herein are preliminary and subject to change. Financial reporting is considered final once the District has completed its annual audit and finalized its Annual Comprehensive Financial Report (ACFR).*



ROSS VALLEY SANITARY DISTRICT

PRELIMINARY FINANCIAL REPORT – FISCAL YEAR 2025

INTRODUCTION

As required by internal District Financial Policy #6, *Financial Reporting Guidelines*, the District prepares a mid-year financial performance report and annual audited financial statements for presentation to the District Board. The goal of providing these reports is to maintain fiscal transparency and accountability between the District and its ratepayers. The mid-year financial report was presented to the District Board at their February 19, 2025, meeting. The fiscal year 2024-25 audited financial report, also known as the Annual Comprehensive Financial Report (ACFR), is expected to be completed and presented to the District Board in the fall of 2025.

Although the monthly June financial report is prepared at fiscal year-end, the information in the report only provides the Board, management, and the public with an overview of the District's general fiscal condition. The report is not an audited financial statement, and the numbers provided herein are preliminary and subject to change. Closing the annual books for the District is a multi-month process involving various complex accounting adjustments and allocations. Therefore, the complete report will not be available until later in the year. The District's financial reporting will be considered final once the District has completed its annual audit and finalized its Annual Comprehensive Financial Report (ACFR).

The information in this report includes fiscal year to date (FYTD) 2025 financial activities from July 2024 through June 2025. All revenues earned and expenditures incurred within this period are compared to the fiscal year 2025 (FY25) Adopted Budget that was approved by the District's Board of Directors in June 2024. The FY25 Adopted Budget includes appropriations to each of the District's two internal reporting funds:

- The Operating Fund accounts for all District wastewater collection and conveyance operations, such as treatment costs, repairs and maintenance, and personnel costs. These costs are recovered primarily from sewer service charge fees.
- The Capital Fund accounts for all District debt service and capital improvement program costs. These costs are recovered primarily from property taxes and any positive net result from the Operating Fund.

The two internal reporting funds are maintained for internal managerial accounting purposes. When combined, the two internal reporting funds comprise the total District reporting entity, which is accounted for as an enterprise fund for financial reporting purposes.

For further information on the District's FY25 Adopted Budget, internal reporting funds, and Financial Policies, please refer to <https://www.rvsd.org/169/Financial-Stewardship>.

The report is organized into the following sections:

- *Financial Activities Overview* – This section provides a high-level summary of the District's operations relative to the FY24 Adopted Budget, reserves, and treasury.
- *Budget-To-Actual Comparison Tables* – These tables display the comparison of the FY25 FYTD actual activity against the annual FY25 Adopted Budget.



- *Year-End Budget-To-Actual Performance* – This section examines the significant variances within each category listed on the preceding *Budget-To-Actual Comparison Tables*.
- *Fund Balance & Reserve Funding* – This section provides the District's fund balance and reserves relative to their committed targets.
- *Treasury Management* – This section details the District's management of cash and investments.
- *Capital and Debt Management* – This section details the FYTD's capital expenditures and debt service activity.
- *Risk Management* – This section details the paid insurance deductibles and legal liabilities.
- *Pension and OPEB Management* – This section provides information on the performance of the retirement plans.
- *Conclusion* – This section provides staff's evaluation of the FYTD operations.



ROSS VALLEY SANITARY DISTRICT

PRELIMINARY FINANCIAL REPORT – FISCAL YEAR 2025

FINANCIAL ACTIVITIES OVERVIEW

The District overall is performing well financially. As it relates to the budget, reserve balances, and cash position, the District is in a strong position to continue its operational and capital improvement plans.

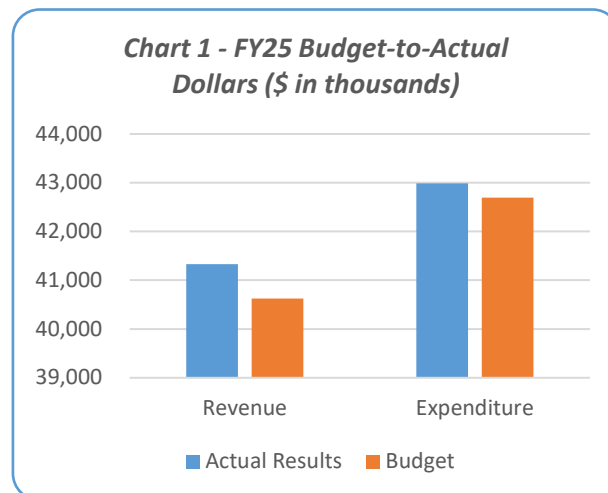
Table 1 - FY 25 Summary Budget-to-Actual

	Budget	Actual Results	Variance \$	Variance %
Revenue	\$ 40,626	\$ 41,330	\$ 703	1.7%
Expenditure	42,691	42,985	(294)	-0.7%
Net Results:	\$ (2,065)	\$ (1,655)	\$ 410	

Preliminary results indicate the District will be slightly over the annual appropriations approved by the District's Board of Directors. As shown in *Table 1 and Chart 1*, the District finished FY25 with actual revenue exceeding its budgeted revenue and actual expenditures being above its budgeted expenditures.

Actual revenues were in line with budget, however there were two variances of note. Property tax increased on a year over year basis but fell short of the budget estimate by \$257k. This amount was offset by revenue from the sale of real property in the amount of \$810k. The District's primary revenues sources, sewer service charges and property tax, are collected on a set schedule known as the Teeter plan. This leads to a majority of the District's revenue being received in December (55%) and April (40%) each year.

Actual expenditures came in above budgeted expenditures by approximately \$294k or 0.7%. The overage was driven primarily by Capital Project expenditures which were \$1.3M or 6.9% over budget. Administrative costs were over budget by \$158k or 7.1% due mostly to closing costs associated with the sale of real property mentioned above. The expenditure was offset by Personnel costs which were approximately \$1M below budget due to staff vacancies. All other categories of expenditures were under budget, adding a total additional positive variance of \$339k.



ROSS VALLEY SANITARY DISTRICT

PRELIMINARY FINANCIAL REPORT – FISCAL YEAR 2025

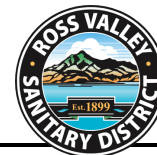


Table 2 – FY25 Fund Balance

	FY25	FY25 BUDGET
Beginning Fund Balance	\$ 23,118,444	\$ 21,947,369
Revenue	41,329,571	\$ 40,626,156
Expenditure	(42,985,023)	(42,691,397)
Ending Fund Balance	\$ 21,462,992	\$ 19,882,128

The District's Ending Fund Balance is projected to conclude the year \$1.6M higher than budgeted due to better audited results for fiscal year 2024 and better preliminary results for fiscal year 2025.

The District's cash activity follows a similar trend to the District's net results. Some months' outflows are larger than others because of the timing of large payments being scheduled while cash inflows are primarily received in December and April, in line with the Teeter Plan. Although the cash flow activity is similar to the net results, the cash flow activity does not incorporate non-cash accounting accruals which creates reporting differences. During the fiscal year, one significant reporting difference results from the fair value change in investments which is a non-cash transaction. All other differences are from the timing of when expenses are paid or revenues received.

When reviewing the cash balance annually however, the District's cash position overall is stable from June 2024 through June 2025. *Table 4* below shows the year-over-year cash balance movement from FY24 through FY25:

Table 3 – Annual Cash Balances

Period	Balance
6/30/2024	\$ 23,684,635
6/30/2025	24,563,059
Net change in cash	\$ 878,424

Cash increased year over year by \$878k. The cash balance presented includes the District's operating bank account, LAIF investment account and several smaller restricted reserve accounts. It does not include the cash balance in the District's 115 trust for pensions, which at year end had a balance of \$8.3M.



ROSS VALLEY SANITARY DISTRICT

PRELIMINARY FINANCIAL REPORT – FISCAL YEAR 2025

YEAR-END BUDGET-TO-ACTUAL PERFORMANCE

This section discusses the FYTD June 2025 actual activity as compared to the annual FY25 Adopted Budget for each revenue and expenditure category. As titled, this is a preliminary report, and the final audited results are almost certain to be revised. Investment income, for example, has yet to be published and therefore has not been included in this report but will be adjusted prior to issuance of the ACFR.

REVENUE

The District receives revenue from several sources: (1) Sewer service charges, (2) Property taxes – ad valorem, (3) Permit & inspection fees, (4) Capacity charges from new connections, (5) Investment income, (6) Leasing fees, (7) Proceeds from financing activities, and (8) Other miscellaneous fees. The total revenue the District received in FY25 was \$41.3M. The District's primary revenue streams are the sewer service charges and property taxes, and these streams are levied and collected through the County of Marin. The total revenue received from these two sources is \$38.3M, which accounts for 93% of the total revenue.

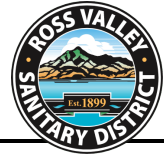
Table 3 – Budget-To-Actual Total Revenue, FY25

Revenue Stream	Budget	Current Month	YTD	Variance \$	Variance %
Sewer service charges	28,665,842	1,081,988	28,494,834	(171,008)	99.4%
Property tax - ad valorem	10,058,700	355,031	9,801,547	(257,153)	97.4%
Other operating income	1,551,014	(78,128)	1,537,318	(13,696)	99.1%
Other capital income	150,600	263,378	1,235,618	1,085,018	820.5%
Capacity charges	200,000	6,780	260,253	60,253	130.1%
Total revenue	\$ 40,626,156	\$ 1,629,049	\$ 41,329,571	\$ 703,415	101.7%

Sewer service charges: The District earned \$28.5M in sewer service charges, or 99.4%, of the total budget amount of \$28.7M. Sewer service charges are annual assessments to all customers within the District's service area and are calculated based on the number of equivalent dwelling units (EDU). An EDU is a standardized metric for equitably distributing a cost recovery charge to commercial customers relative to a single-family residential customer. Single-family residential customers are levied a user fee based on one EDU; meanwhile commercial customers are levied based on their respective winter water usage metered by the Marin Municipal Water District. The District primarily bills its user fees to all customers within its service area through the County of Marin property tax bills. The County of Marin collects revenue on the District's behalf and remits funds to the District on the Teeter Plan where 100% of the assessment is remitted in three installments, 55% in December, 40% in April and the remainder in June. The preliminary results indicate a variance of less than 1%, which is in line with the annual budget.

Property tax – ad valorem: The District earned \$9.8M of property taxes, or 97.4%, of the total annualized budget amount of \$10M. This is the second year running that this revenue source has come in under budget. On a year-to-year basis, the revenue has increased approximately 5%. District staff have determined that budget estimates were based on prior year budget amounts rather than current year's receipts. This methodology has been revised, and staff anticipate better estimates in future budget cycles.

Property taxes are annual assessments to all property owners within the County of Marin and are calculated based on the underlying taxable basis. There are two primary types of property taxes levied



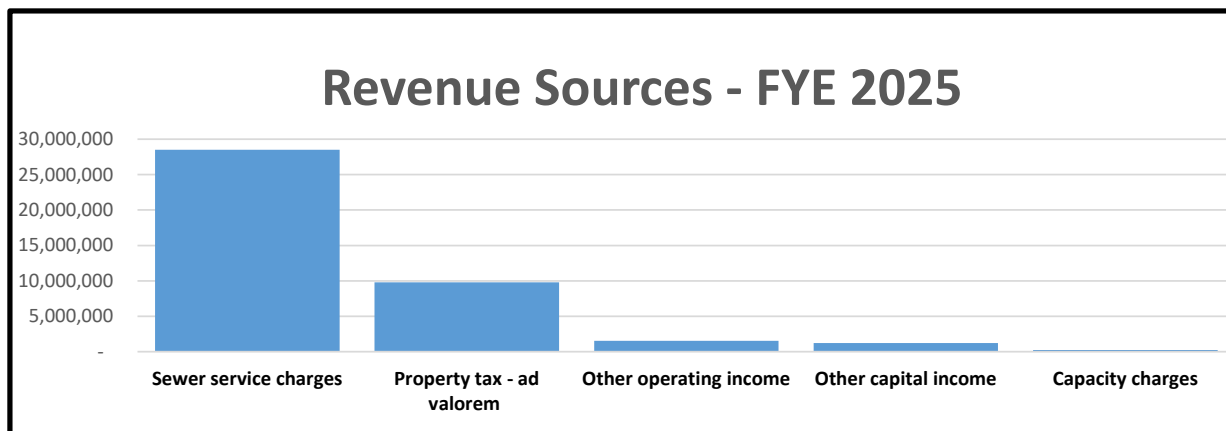
and collected: the base 1% tax on all secured and unsecured property as well as supplemental tax on the change in taxable basis when property is sold. Similar to the sewer service charges, the County of Marin collects property tax assessments on behalf of the District. The District receives its share of the property taxes following the Teeter plan (as described above). The 5% year over year increase in proceeds indicates that area real estate sales have been strong. Roughly 2% of the increase is attributable to the maximum allowable year over year increase in property value assessment per Proposition 13. The other 3% is attributable to reassessment that occurs when a property is sold. Once a property has been sold the assessed value is increased to the sales amount.

Other operating income: Other operating income includes sources such as lease fees, investment income, permit and inspection fees, Canyon Road Special Assessment taxes and miscellaneous revenues. The District earned \$1.5M of other operating income, or 99.1%, of the total annualized budget amount of \$1.5M. As of the preparation of this report, CalPERS (CEPPT) has yet to release fourth quarter investment earnings results. This category is likely to increase once those results are known. Any revisions will be included in the final audited financial statements that will be completed in November or December of 2025.

Other capital revenue: The District earned \$1.2M of other capital revenues, or 820.5%, of the total annualized budget amount of \$263k. This category primarily relates to repayment collections from the District's lateral replacement loan portfolio as well as proceeds received from sale of surplus capital equipment, e.g., pipe bursting machinery and older vehicles. Collections of lateral loan repayments follow the approved loan amortization schedule and are remitted to the District by the County of Marin consistent with the Teeter Plan payment schedule (as described earlier) for the total amount levied on the property tax bill. This category is performed in line with the FY25 budget except that revenue was realized on the sale of real property. The gain on sale of property was \$737k and was not anticipated in the FY25 budget. This category also includes a reimbursement from the City of Larkspur in the amount of \$256k related to the Heather Gardens Lift Station capital project.

Capacity charges: The District earned \$260k of capacity charges, or 130.1%, of the total annualized budget amount of \$200k. Capacity charges are earned from new or modified connections to the collection and conveyance system activity. The variance is due to a higher level of construction activity within the service area than anticipated.

Chart 2 – Primary Revenue Sources





ROSS VALLEY SANITARY DISTRICT

PRELIMINARY FINANCIAL REPORT – FISCAL YEAR 2025

EXPENDITURES

Fiscal year-to-date, the District incurred total expenditures of \$43M versus a budget of \$42.7M which is about \$300k over the adopted budget. The budget overage is primarily due to increased costs for the FY23-24 Gravity Sewer Improvement Project, with capital expenditures over budget by \$1.5M. Administrative costs were also over budget by about 158k, due mostly to unforeseen real estate closing costs for the sale of the Kerner property. Budget overages were offset by personnel costs which were under budget by about \$1M.

Table 4 compares annual expenditures to the annual budget by category, while Table 5 compares annual expenditures to the annual budget by department. The “Non-departmental” department accounts for costs that are not attributable to any particular department.

Table 4 – Budget-To-Actual Expenditures by Category, FY25

Expenses by Category	Budget	Current Month	YTD	Variance \$	Variance %
Capital Expenditures	18,796,600	5,037,334	20,333,164	(1,536,564)	108.2%
Treatment Costs	9,716,700	-	9,655,255	61,445	99.4%
Personnel Costs	9,584,840	1,409,287	8,523,116	1,061,724	88.9%
Administrative	2,236,322	408,331	2,394,751	(158,429)	107.1%
Services & Supplies	1,766,935	151,673	1,596,488	170,447	90.4%
Maintenance & Repairs	590,000	56,435	482,249	107,751	81.7%
	<u>\$ 42,691,397</u>	<u>\$ 7,063,060</u>	<u>\$ 42,985,023</u>	<u>\$ (293,626)</u>	<u>100.7%</u>

Table 5 – Budget-To-Actual Expenditures by Department, FY25

Expenses by Department	Budget	Current Month	YTD	Variance \$	Variance %
Non-Departmental	\$ 16,464,300	\$ -	\$ 16,520,567	\$ (56,267)	100.3%
Engineering	13,763,074	5,253,999	14,993,278	(1,230,204)	108.9%
Operations & Maintenance	8,354,525	1,157,368	7,449,321	905,204	89.2%
Administrative	4,109,498	651,693	4,021,857	87,641	97.9%
	<u>\$ 42,691,397</u>	<u>\$ 7,063,060</u>	<u>\$ 42,985,023</u>	<u>\$ (293,626)</u>	<u>100.7%</u>

Capital Expenditures - By Category

Capital Expenditures are the largest category of costs for the District. This category includes capital improvement projects, capital purchases, debt service on bonds which were used to finance capital improvements as well as lateral replacement grants. Preliminary results for FY25 show expenditures of \$20.3M versus a budget of \$18.8M. The budget overage is due to costs associated with the 2023-24 Gravity Sewer Improvement Project (GSIP), which came in approximately \$1.6M over the adopted project budget. The Board reviewed and approved several change orders to the construction contract with Glosage Engineering totaling \$1.7M in contract increases. The additional work added by change orders to the contract resulted in the replacement of an additional 4,193 lineal feet of pipe, 12 additional manholes, and 47 additional lower laterals. Beginning in fiscal year 2025-26, the District will implement a procedure of adopting formal budget amendments when contract change orders increase project costs above the adopted budget amounts. This will lead to better budget control. A summary of Board approved change orders is provided in table six, below.

ROSS VALLEY SANITARY DISTRICT

PRELIMINARY FINANCIAL REPORT – FISCAL YEAR 2025

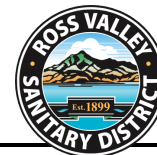


Table 6 – Contract Change Orders Related to Project # 955; 23-24 GSIP

Glossage Contract and CO s 23-24 GSIP	
Awarded Contract	\$ 5,994,971
Change Order 1	221,945
Change Order 2	292,750
Change Order 3	146,289
Change Order 4	231,005
Change Order 5	840,830
	<u>\$ 7,727,789.38</u>

Personnel Costs – By Category

The highest cost for most government agencies is personnel costs. For the District, however, personnel costs are the third highest cost behind Capital Expenditures and Treatment Costs. Preliminary results for FY25 show expenditures of \$8.5M versus a budget of \$9.6M. On a percentage basis, the results are 11% below budget, which results in a dollar variance of \$1M. The majority of the variance is due to staff vacancies. The following table shows the approximate budget savings for vacancies by department for the year.

Table 7 – Personnel Cost Budget Savings

Approximate Budget Savings/Dept	
Administration Total	146,000
Engineering Total	215,000
Operations Total	700,000
Total Budget Savings	<u>\$ 1,061,000</u>

Administrative Costs - By Category

Administrative costs were over budget by \$158 or 7.1% due mostly to closing costs associated with the sale of real property mentioned above. In December of 2024, the District sold its former administration building at 2960 Kerner Blvd in San Rafael. The property sold for \$3.1M. Of that amount, \$165k was paid in the form of commissions and fees. After accounting for the value of the asset on the books (\$2.3M) and the portion of the proceeds considered 2013 bond proceeds (\$737k) the resulting gain on sale was \$72k. While the unanticipated fees and commissions did cause a budget variance, they were offset by \$810k (bond proceeds of \$737k plus gain on sale of \$72k) in unanticipated revenue.

Engineering Costs – By Department

The previous discussion regarding the capital expenditures category accounts for the \$1.2M budget overage in the Engineering department as well since the Capital Improvement Program is managed by the Engineering Department and Capital Improvement Program costs are included in the Engineering department budget.



ROSS VALLEY SANITARY DISTRICT

PRELIMINARY FINANCIAL REPORT – FISCAL YEAR 2025

Non-Departmental Costs – By Department

Non-departmental accounts for costs that are not attributable to any particular department. This department includes costs such as treatment costs and debt service. As of the preparation of this report, this category shows a negative variance of \$56k. The variance is mostly due to the previously mentioned real estate closing costs (\$165k), offset by treatment costs which ended the year \$85k under budget.

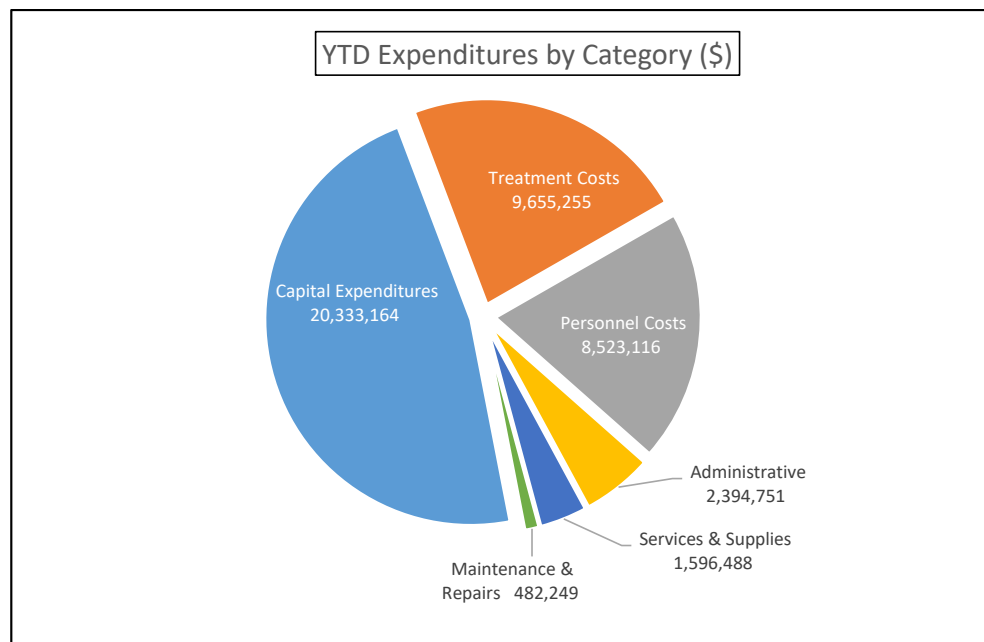
Operations & Maintenance Costs - By Department

Operations & Maintenance incurred \$7.5M of expenditures versus a budgeted amount of \$8.4M resulting in a variance of approximately \$905k. Personnel costs were the primary driver of the variance at \$700k. The remainder of the variance was spread across multiple other costs.

Administration Services Costs - By Department

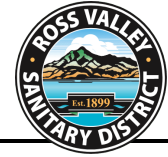
Legal Services is a subcategory of the Administration Department. The total annual budget for legal services was \$170k. Total actual results were \$318k or 87% over budget. The budget overage is due to multiple unanticipated legal costs that came up through the course of the year. The actual results are further subdivided to General Counsel (\$95k), Labor and Employment (\$64k), Real Estate and Land Use (\$22k) and Special Counsel including workplace investigations (\$137k). The Administration department as whole, on the other had ended the year with a positive variance of \$87k or 2.1% under budget.

Chart 3 - FY 25 Expenditures by Category



ROSS VALLEY SANITARY DISTRICT

PRELIMINARY FINANCIAL REPORT – FISCAL YEAR 2025



BUDGET-TO-ACTUAL COMPARISON TABLE – OPERATING FUND

Operating Fund	2024 Audited A	2025 Preliminary B	2025 Budget C	Budget Variance \$ D= C-B	Budget Variance % E= B/C
REVENUE					
1 Sewer service charges	\$ 27,662,126	\$ 28,494,834	\$ 28,665,842	\$ 171,008	99.4%
2 Other operating income	2,334,389	1,537,318	1,551,014	13,696	99.1%
3 Total operating revenue	29,996,515	30,032,152	30,216,856	30,296,230	99.4%
EXPENDITURES					
4 Treatment charges	6,852,272	7,209,907	7,295,100	85,193	98.8%
5 JPA debt service	2,445,770	2,445,348	2,421,600	(23,748)	101.0%
6 Other Non-departmental	4,572	165,004	-	n/a	n/a
7 Total Non-departmental expenditures	9,302,615	9,820,259	9,716,700	61,445	101.1%
Operations & maintenance (O&M)					
8 Salaries & benefits - operations	5,399,811	5,386,152	6,085,900	699,748	88.5%
9 Maintenance & repair	1,074,004	693,076	889,100	196,024	78.0%
10 Facilities & utilities	760,841	892,676	788,724	(103,952)	113.2%
11 Supplies & equipment	54,680	57,669	65,000	7,331	88.7%
12 Other O&M	191,856	419,748	525,801	106,053	79.8%
Engineering & inspections (E&I)					
14 Salaries & benefits - engineering	1,113,554	1,188,610	1,404,440	215,830	84.6%
15 Engineering studies - non-CIP	39,858	14,879	155,000	140,121	9.6%
16 Other E&I	209,238	114,826	163,634	48,808	70.2%
17 Total E&I expenditures	1,362,650	1,318,314	1,723,074	404,760	76.5%
Administrative services (admin)					
18 Salaries & benefits - admin	1,540,419	1,948,354	2,094,500	146,146	93.0%
19 Board of director fees	60,774	57,349	69,300	11,951	82.8%
20 Insurance	479,830	595,397	637,600	42,203	93.4%
21 Office supplies	39,407	33,956	42,000	8,044	80.8%
22 Professional services - legal	154,002	318,190	170,000	(148,190)	187.2%
23 Professional services - other	565,415	463,413	472,750	9,337	98.0%
24 Other admin	977,170	605,198	623,348	18,150	97.1%
25 Total admin expenditures	3,817,017	4,021,857	4,109,498	87,641	97.9%
Special assessment (CRAD)					
26 Special assessment payment	43,228	42,108	40,600	(1,508)	103.7%
27 Total operating expenditures	22,006,702	22,651,860	23,944,397	1,292,537	94.6%
28 Operating net results	\$ 7,989,812	\$ 7,380,292	\$ 6,272,459	\$ (1,107,833)	n/a

*Note PY = Prior Year; CY = Current Year



ROSS VALLEY SANITARY DISTRICT

PRELIMINARY FINANCIAL REPORT – FISCAL YEAR 2025

BUDGET-TO-ACTUAL COMPARISON TABLE – CAPITAL FUND

Capital Fund	2024 Audited A	2025 Preliminary B	2025 Budget C	Budget Variance \$ D= C-B	Budget Variance % E= B/C
REVENUE					
29 Property tax - ad valorem	9,523,787	9,801,547	10,058,700	257,153	97.4%
30 Capacity charges	277,870	260,253	200,000	(60,253)	130.1%
31 Proceeds from financing activity	-	-	-	-	n/a
32 Other capital revenues	163,178	1,235,618	150,600	(1,085,018)	820.5%
33 Total capital revenue	9,964,835	11,297,419	10,409,300	(888,119)	108.5%
EXPENDITURES					
Debt service (Non-departmental)					
34 Interest payment	3,373,353	3,643,200	3,643,200	(0)	100%
35 Principal payment	3,240,725	3,015,000	3,063,800	48,800	98.4%
36 Total debt service	6,614,078	6,658,200	6,707,000	6,469,981	99.3%
Capital projects & upgrades					
37 Capital improvement projects	11,100,527	13,283,754	10,670,000	(2,613,754)	124.5%
38 Fixed asset purchases	1,064,514	155,948	820,000	664,052	19.0%
39 Engineering studies - CIP	8,793	39,461	-	(39,461)	n/a
40 Lateral replacement program	344,885	195,800	550,000	354,200	35.6%
41 Total capital project expenditures	12,518,720	13,674,964	12,040,000	(1,634,964)	113.6%
42 Total capital expenditures	19,132,797	20,333,163	18,747,000	(1,586,163)	108.5%
43 Capital net results	(9,167,962)	(9,035,744)	(8,337,700)	698,044	n/a
44 Total district net results	\$ (1,178,149)	\$ (1,655,452)	\$ (2,065,241)	\$ (409,789)	n/a

*Note PY = Prior Year; CY = Current Year



Capital Projects & Upgrades (CIP): The District incurred \$13.7M of capital project & upgrade costs, or 114%, of the annualized budget amount of \$12M. The District developed an Infrastructure Asset Management Program (IAMP) where it outlines a number of capital projects that are risk assessed as being needed to maintain an effective and efficient wastewater collection and conveyance system. Many of the capital projects included in the latest version of the IAMP were budgeted for inclusion in the FY25 Adopted Budget as part of the Capital Improvement Program (CIP).

Table 8 – Capital Projects (CIP), FY25

Capital Project (CIP)	Budget	Actual	Variance \$	Variance %
Capital Improvement Projects	\$ 10,670,000	\$ 13,283,754	\$ (2,613,754)	124%
Fixed Asset purchases	820,000	155,948	664,052	19%
Lateral grant program	550,000	195,800	354,200	36%
Engineering studies - CIP	-	39,461	(39,461)	-100%
	<u>\$ 12,040,000</u>	<u>\$ 13,674,964</u>	<u>\$ (1,634,964)</u>	<u>-14%</u>

Capital improvement projects include all CIP costs associated with gravity sewer improvement projects, pump station rehabilitation, and building improvements. Total costs incurred are \$13.3M, or 124%, of the total annual budget amount of \$10.7M. Notable projects included construction for the Lift Station 20 Larkspur Landing A Improvement project (#907) \$2.6M, continued work on the Andersen Building project (#901) \$500k, design and construction work on the Heather Gardens Lift Station project (#908) \$400k, continued construction on the FY 23/24 GSIP project (#955) \$4M and design and construction work on the FY 24/25 GSIP project (#958) \$4.1M. A detailed description of the capital improvement budget overage may be found on pages 8 and 9 of this report. For further details on individual capital project activity relative to the budget, please refer to the [CIP section of the FY 23/24 Adopted Budget](#).

Fixed asset purchases are all costs related to the purchase of equipment. Total costs incurred are \$155k or 19%, of the total annual budget amount of \$820k. This cost was for the retrofit of a rodder truck. Purchases which were budgeted but not transacted include the construction truck for the Line Repair crew (\$350k), a lateral reinstatement cutter (\$100k) and software for managing permit issuance (\$130k). All three of these purchases were re-budgeted in the fiscal year 2025-26 budget.

Lateral replacement program costs are fund disbursements related to the District's lateral grant and loan programs. The lateral grant and loan programs are designed to provide financial assistance to the District's ratepayers for renovating their private sewer lateral pipeline. Lateral grants are issued from \$1,500 to \$2,500 and lateral loans are issued up to \$25,000. Septic-to-sewer loans are available for up to \$50,000. Total disbursements are \$196k, or 36%, of the total annual budget amount of \$550k. There were 67 grants issued, and three loans issued in the fiscal year.

FUND BALANCE & RESERVE FUNDING

As required under internal District Financial Policy #7, *Minimum and Target Reserves*, the District is to maintain or target certain dollar amounts in specific reserve funds. The goal is to provide liquidity during stress points if the District needs additional funds. Certain reserves are either restricted by external parties or committed by the District's Board for internal liquidity purposes. Restricted reserves relate to funds held for bond security and for the District's pension prefunding trust. The restricted funds held under these arrangements are only to be used for these specific purposes.



ROSS VALLEY SANITARY DISTRICT

PRELIMINARY FINANCIAL REPORT – FISCAL YEAR 2025

Unassigned reserves may be utilized wherever and whenever needed prior to the District using committed funds designated by the District's Board. If committed funds are utilized, the District is to replenish these committed reserves within the fiscal year to ensure internal compliance with its financial policies. For further information regarding District reserve policies and practices, please refer to the [District Financial Policies](#). Amounts presented are preliminary and subject to revision.

Table 9 – FY25 Fund Balance

	FY25	
	Preliminary Results	FY25 Budget
Beginning Fund Balance	\$ 23,118,444	\$ 21,947,369
Revenue	41,329,571	\$ 40,626,156
Expenditure	(42,985,023)	(42,691,397)
Ending Fund Balance	\$ 21,462,992	\$ 19,882,128

As of the end of the fiscal year, the District's total fund balance ended at \$21.5M, which is \$1.5M better than was anticipated at the time the FY25 budget was developed. This total balance fluctuates throughout the fiscal year due to the monthly net results. The composition of the total District fund balance also fluctuates as drawdowns from and replenishments to the Board committed reserves occur throughout the fiscal year. The largest factor that impacts the District's fund balance is the monthly net results. In periods when revenues exceed expenditures, the fund balance typically increases in value, and vice versa when expenditures exceed revenues.

Table 10 – FY25 Reserve Balances

Committed		FY25 Preliminary Results	Board Target
Operating reserve		\$ 11,055,556	\$ 11,972,000
Capital improvement		-	5,118,000
Emergency reserve		2,000,000	2,000,000
Committed		\$ 13,055,556	\$ 19,090,000
Restricted			
CalPERS pension trust - restricted		\$ 8,304,537	
SRF funds - restricted		67,085	
Canyon Road - restricted		24,136	
Bond trustee funds - restricted		11,678	
Restricted		\$ 8,407,436	
Unassigned			
Unassigned		\$ -	
Unassigned		-	
Total Reserves		\$ 21,462,992	



Fund transfers between the fund balance classifications can occur throughout the fiscal year. These transfers occur depending on the nature of the exchange.

- *Board committed reserves:* The District replenishes its committed reserves, if they are below target, when excess proceeds are recorded within its unassigned fund balance. Funds can be transferred out of the committed reserves when expenditures exceed revenues.
- *Restricted reserves:* Funds can transfer between the restricted reserve and the unassigned reserve in the normal course of business as long as the funds are being used as required by the governing external agreement. During the fiscal year, the District transacted between the bond trust and unassigned capital balance for payment of debt service on the revenue bond obligations.

Per District Financial Policy, the Board committed reserve target is calculated as follows:

- *Operating Reserve:* At least 50% of budgeted annual operating expenditures.
- *Emergency Reserve:* \$2,000,000.
- *Capital Improvement Reserve:* At least 50% of the latest 5 or 10-year forecast capital program expenditures.



ROSS VALLEY SANITARY DISTRICT

PRELIMINARY FINANCIAL REPORT – FISCAL YEAR 2025

TREASURY MANAGEMENT

The District maintains several cash and investment accounts for its specific treasury purposes. Most general operation activity is transacted within the operating account at US Bank. All other accounts function as subsidiary accounts for either meeting specific covenants, such as the District's bonds and pension prefunding trust, or for investment purposes following the Investment Policy. *Table 11* below lists all cash and investment account balances as of June 30, 2025.

The District's cash and investments fluctuate in value quarter-over-quarter. Cash balances fluctuate with the operating needs of the District. Because most of the District's revenues are received according to the Teeter plan, cash balances are relatively high in December and April and relatively low in November and March. District investment balances fluctuate with the broader economy and financial markets. In 2023, global financial markets were significantly roiled by global central bank interest rate hikes that were instituted to slow the growth in inflation. These sudden increases in interest rates caused the value of fixed income securities to decrease in value. Public equity markets furthermore took a nosedive on the premise of global recession because of the rapid increases in interest rates. As of 2025, interest rates have remained high relative to the early 2020s, but the anticipated recession has not materialized. Furthermore, equity markets have increased since 2023. Risks in the broader economy and financial markets in 2025 include persistent inflation, high levels of debt, geopolitical instability, and potential trade wars. Despite equity markets remaining elevated, the myriad risks in the economy have created an environment of uncertainty.

CalPERS has reported a preliminary return of 11.6% which is above pension system's stated discount rate of 6.8%. While this bodes well for the District's unfunded pension liabilities, it is not the rate of return used to value the District's investment accounts held with CalPERS. The reports required to make the end-of-year fair value adjustments to the District's investment account balances held with CalPERS (115 trust accounts) are not available until mid-August, and therefore, the final adjustment for the fiscal year has not yet been completed. Staff anticipate a positive return for the year.

The District will continue to monitor interest rate movements as it relates to the valuation of its investment positions.

Table 11 – FY25 Cash and Investment Balances

Cash Account	6/30/2025
Local Agency Investment Fund	\$18,745,127
CalPERS - Pension trust	8,304,537
US Bank - Operating account	5,714,739
SRF funds -restricted	67,085
US Bank - CRAD trust	24,137
BNY bond trust	11,679
Petty Cash	293
Total Cash	\$32,867,596



ROSS VALLEY SANITARY DISTRICT

YEAR-END FINANCIAL REPORT – FISCAL YEAR 2025

CONCLUSION

District operations performed well overall through FY25. Staff are aware of the seasonal nature of operations and the resulting impact on fund balance. The majority of the District's revenue is sourced from two primary sources, Sewer Service Charges and Property Taxes, both of which are collected by Marin County and remitted to the District following the established Teeter Plan wherein 55% is remitted in December, 40% in April and the remaining in June. As a result of this collection pattern, the District's fund balance is expected to decrease until the next allocation is collected in December of 2025. Furthermore, the District realized budget savings in many of the expenditure categories and particularly in personnel costs resulting in a net decrease to the fund balance of \$1.7M as compared to the budgeted decrease of \$2.1M. This represents a \$400k improvement over the FY25 budget plan. Staff believe these reported results will improve further once all year-end adjustment have been completed and the annual audit is finalized. In particular, staff believe investment income will increase once investment returns are published by CalPERS.

ROSS VALLEY SANITARY DISTRICT

YEAR-END FINANCIAL REPORT – FISCAL YEAR 2025



APPENDIX

Appendix A – Check Register [*for June report only*]

Ross Valley Sanitary District

Check Register - Board
Check Issue Dates: 6/1/2025 - 6/30/2025

Page: 1
Aug 04, 2025 11:18AM

Report Criteria:

Report type: Invoice detail
Check.Type = {<>} "Adjustment"
Check.Voided = No

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
70101							
06/03/2025	70101	A&S Landscape Materials I	100-100-300-720000-100	Materials & Parts-LR		Drain Rock CY	1,100.80
Total 70101:							1,100.80
25060201							
06/02/2025	25060201	Airgas USA LLC (ACH)	100-100-100-730000-100	Equipment Repairs-PS		Hydro Test/Oxygen IND/Acetylene IND	357.19
Total 25060201:							357.19
25061801							
06/18/2025	25061801	Airgas USA LLC (ACH)	100-100-100-740000-100	Equipment Rent-PS		May 2025 Rental - Large Acetylene/Argon	139.85
Total 25061801:							139.85
25060202							
06/02/2025	25060202	Alonso Castillo	100-100-000-730400-100	Easement Access Management		Construction of staircase Corner of Scenic drive and Tamalpais easement - Tamalpais Rd & Scenic Rd	10,000.00
Total 25060202:							10,000.00
25061802							
06/18/2025	25061802	Alonso Castillo	100-100-000-730400-100	Easement Access Management		Construction of staircase Corner of Scenic drive and Tamalpais easement	11,408.55
Total 25061802:							11,408.55
25063001							
06/30/2025	25063001		100-300-000-770400-200	LRGP Disbursement		25-2963 Lateral Grant 35 Berlin Ave San Anselmo	1,500.00
Total 25063001:							1,500.00
25060203							
06/02/2025	25060203	Ardurra (ACH)	100-200-000-780700-100	Community Outreach Services		Communication & Outreach Services - 04/2025	3,270.25

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 25060203:							3,270.25
25063002							
06/30/2025	25063002	Ardurra (ACH)	100-200-000-780700-100	Community Outreach Services		Communication & Outreach Services - 05/2025	1,783.00
Total 25063002:							1,783.00
70128							
06/18/2025	70128	AT&T CalNet	100-100-000-745400-100	Telephone Utility	BAN# Pd: 9391082415		61.93
06/18/2025	70128	AT&T CalNet	100-100-000-745400-100	Telephone Utility	BAN# Pd: 9391032720		1,001.10
06/18/2025	70128	AT&T CalNet	100-100-000-745400-100	Telephone Utility	BAN# Pd: 9391032710		228.55
Total 70128:							1,291.58
25060204							
06/02/2025	25060204		100-300-000-770400-200	LRGP Disbursement		25-2950 Lateral Grant 10 Brookmont Cir, San Anselmo	2,500.00
Total 25060204:							2,500.00
25063003							
06/30/2025	25063003		100-100-000-705250-100	Employee Wellness Reimburseme		Gym Reimbursement- FY 24/25	500.00
Total 25063003:							500.00
25061803							
06/18/2025	25061803	BNY Mellon	100-400-000-790600-200	Debt Service		Interest ROSSVLY2014 Bond	377,321.88
06/18/2025	25061803	BNY Mellon	100-400-000-790600-200	Debt Service		Interest ROSSVLY2019 Bond	575,000.00
Total 25061803:							952,321.88
70102							
06/03/2025	70102		100-300-000-770400-200	LRGP Disbursement		25-2958 Lateral Grant 644 Bolinas Rd Fairfax	2,500.00
Total 70102:							2,500.00
70103							
06/03/2025	70103	BrightView Landscape Ser	100-100-000-730100-100	Facilities Maintenance/Repairs		Landscape Maintenance - June 2025	1,174.83

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 70103:							1,174.83
70104							
06/03/2025	70104	Burke, Williams & Sorensen	100-200-000-780300-100	Legal Services		Legal Services - 04/2025	1,503.50
Total 70104:							1,503.50
25063004							
06/30/2025	25063004		100-300-000-770400-200	LRGP Disbursement		25-2965 Lateral Grant 13 La Cuesta Dr Greenbrae	1,500.00
Total 25063004:							1,500.00
70105							
06/03/2025	70105	California Assoc Sanitation	100-200-000-755100-100	Board Conf/Training/Meetings		Transportation Fee for Tour - Board Member Gaffney	21.00
Total 70105:							21.00
25061701							
06/17/2025	25061701	CalPERS-CERBT (Audto D	100-300-000-705320-100	OPEB ER Contribution Expense		CERBT Contributions - OPEB ER Contrib - E&I	344,850.63
Total 25061701:							344,850.63
70129							
06/18/2025	70129	Caselle Inc.	100-200-000-790200-100	Annual Software Renewal Costs		Support and Maintenance 07/01-07/31/25	3,994.00
Total 70129:							3,994.00
70130							
06/18/2025	70130	Century Urban LLC	100-200-000-780800-100	Other Miscellaneous Consulting		Matter: Real Estate Consulting Services for the Larkspur Landing 05/2025	14,257.25
Total 70130:							14,257.25
25061804							
06/18/2025	25061804	{EE}	100-200-000-705250-100	Employee Wellness Reimburseme		Wellness Reimbursement	160.00
Total 25061804:							160.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
25063005							
06/30/2025	25063005	Reimburse personal credit card {EE}	100-200-000-750100-100	Staff Conf/Training/Meetings		Gift Cards x12 and Thank you Cards for Employee Award Program - CASA Award	3,103.21
Total 25063005:							3,103.21
25060205							
06/02/2025	25060205	Cintas Corporation No 2	100-100-000-720300-100	Uniforms		Uniforms	353.05
06/02/2025	25060205	Cintas Corporation No 2	100-100-000-720300-100	Uniforms		Uniforms	507.97
Total 25060205:							861.02
25061805							
06/18/2025	25061805	Cintas Corporation No 2	100-100-000-720300-100	Uniforms		Uniforms	397.02
06/18/2025	25061805	Cintas Corporation No 2	100-100-000-720300-100	Uniforms		Uniforms	466.31
Total 25061805:							863.33
25063006							
06/30/2025	25063006	Cintas Corporation No 2	100-100-000-720300-100	Uniforms		Uniforms	479.48
06/30/2025	25063006	Cintas Corporation No 2	100-100-000-720300-100	Uniforms		Uniforms	880.48
Total 25063006:							1,359.96
70106							
06/03/2025	70106	City Electric Supply - CES	100-100-200-720000-100	Materials & Parts-LM		Deep Slot Strut	40.16
Total 70106:							40.16
25061806							
06/18/2025	25061806	CivicPlus	100-300-000-790200-100	Annual Software Renewal Costs		AudioEye Managed	4,725.00
Total 25061806:							4,725.00
70131							
06/18/2025	70131	Colantuono, Highsmith &	100-200-000-780300-100	Legal Services		legal services - 05/2025	2,762.50
Total 70131:							2,762.50

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
70107							
06/03/2025	70107	Comcast Cable Communic	100-000-000-320500-000	Unearned Revenue		Refund to Comcast for overpayment	182,760.15
Total 70107:							182,760.15
70108							
06/03/2025	70108	Comcast Holdings Corpora	100-200-000-780700-100	Community Outreach Services		Digital TV Advertising - Cust# 49333	5,434.43
06/03/2025	70108	Comcast Holdings Corpora	100-200-000-780700-100	Community Outreach Services		Digital TV Advertising - Cust# 49333	5,483.68
Total 70108:							10,918.11
25061807							
06/18/2025	25061807	Community Media Center o	100-200-000-780700-100	Community Outreach Services		Board meeting video production 05/2024-05/2025	1,950.00
Total 25061807:							1,950.00
70132							
06/18/2025	70132	Corodata Record Manage	100-100-000-740200-100	Facilities Rent		64 Gallon Bin/Minimum Service Ticket	69.00
06/18/2025	70132	Corodata Record Manage	100-100-000-740200-100	Facilities Rent		Document Storage 05/01-05/31/2025	154.04
Total 70132:							223.04
25060206							
06/02/2025	25060206		100-300-000-770400-200	LRGP Disbursement		25-2952 Lateral Grant 12 Los Cerros Dr Greenbrae	2,500.00
Total 25060206:							2,500.00
25061808							
06/18/2025	25061808	CSRMA Calif SanitationRis	100-200-000-760700-100	Insurance Deductible		CWIC - PL Deductible Recovery File#3077866	4,435.31
Total 25061808:							4,435.31
25063007							
06/30/2025	25063007		100-300-000-770400-200	LRGP Disbursement		25-2961 Lateral Grant 45 Hatzic Ct Larkspur	2,500.00
Total 25063007:							2,500.00
70133							
06/18/2025	70133	CWEA- California Water E	100-100-000-750200-100	Membership/Association/Certifi	CWEA ID: 47164 Grade 1	Collection System Maint.	106.00

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
06/18/2025	70133	CWEA- California Water E	100-100-000-750200-100	Membership/Association/Certifi		CWEA ID: 53056 Grade 3	Collection System Maint. 116.00
06/18/2025	70133	CWEA- California Water E	100-100-000-750200-100	Membership/Association/Certifi		CWEA ID: 53321	- CWEA Membership 239.00
Total 70133:							461.00
70160							
06/30/2025	70160	CWEA- California Water E	100-100-000-750200-100	Membership/Association/Certifi		CWEA ID: 58021 Membership	- CWEA Association 239.00
Total 70160:							239.00
25061809							
06/18/2025	25061809	{REE}	100-200-000-705310-100	OPEB Basic & ERMB Benefit Exp		Monthly Enhance Retiree Medical June 2025	299.14
Total 25061809:							299.14
25060207							
06/02/2025	25060207	{EE}	100-100-000-705250-100	Employee Wellness Reimburseme		Wellness Reimbursement	500.00
Total 25060207:							500.00
70109							
06/03/2025	70109	DATCO	100-100-000-790000-100	Recruiting/Hiring Fees		Pre Employment Drug Test -	240.00
Total 70109:							240.00
25063008							
06/30/2025	25063008		100-300-000-770400-200	LRGP Disbursement		25-2960 Lateral Grant 70 Corte Alejo Greenbrae	1,500.00
Total 25063008:							1,500.00
25060208							
06/02/2025	25060208	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9007289-004 US FMV	1,107.78
06/02/2025	25060208	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9012980-001 US FMV	133.08
06/02/2025	25060208	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9012980-002 US FMV	791.85
06/02/2025	25060208	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		001-9012980-003 US FMV	115.67
Total 25060208:							2,148.38

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
25061810							
06/18/2025	25061810	Dell Technologies Inc.	100-200-000-740000-100	Equipment Rent		Lease No. 001-9012980-004 (2 Dell servers/36-month term)	1,331.48
Total 25061810:							1,331.48
25061811							
06/18/2025	25061811	{REE}	100-200-000-705310-100	OPEB Basic & ERMB Benefit Exp		Monthly Enhance Retiree Medical June 2025	756.27
Total 25061811:							756.27
70110							
06/03/2025	70110	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Service & Repair 2004 PETERBILT PB-330	1,860.14
06/03/2025	70110	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Service & Repair 2021 Freightliner M-2 106	533.09
06/03/2025	70110	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Service & Repair 2021 Freightliner M-2 106	533.09
Total 70110:							2,926.32
70134							
06/18/2025	70134	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Smoke Test - 2008 PETERBILT 367	123.00
Total 70134:							123.00
70161							
06/30/2025	70161	Diego Truck Repair Inc.	100-100-000-730200-100	Vehicle Fleet Repairs		Replace previously ordered slack adjusters - 2004 PETERBILT PB-330	529.56
Total 70161:							529.56
25060209							
06/02/2025	25060209	DirectLine, Inc	100-100-000-745400-100	Telephone Utility		Monthly Service - 05/2025	647.00
Total 25060209:							647.00
25063009							
06/30/2025	25063009	Disney Construction, Inc.	100-000-000-320000-000	Construction Retention Payable		Retention	102,125.00
Total 25063009:							102,125.00
25061812							
06/18/2025	25061812	DKF Solutions Group LLC (100-100-000-720200-100	Safety Equipment & Services		Provide class on Qualified Low Voltage Electrical Worker Safety	6,552.00

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 25061812:							6,552.00
25063010							
06/30/2025	25063010	DKF Solutions Group LLC (100-100-000-720200-100	Safety Equipment & Services		Training Traffic Control	3,340.00
Total 25063010:							3,340.00
25060210							
06/02/2025	25060210	DKG Consultants LLC	100-200-000-780400-100	Human Resource Services		Supervisor Training Design and Presentation - Payment 2	15,934.52
Total 25060210:							15,934.52
70135							
06/18/2025	70135	Downey Brand LLP	100-200-000-780300-100	Legal Services		Matter No. 44417.00000 - Legal Services - 04/2025	5,440.00
06/18/2025	70135	Downey Brand LLP	100-200-000-780300-100	Legal Services		Matter No. 44417.00000 - Legal Services - 05/2025	3,930.76
Total 70135:							9,370.76
70136							
06/18/2025	70136	Duane Morris LLP	100-200-000-780300-100	Legal Services		Legal Services File#J4443.00001	14,010.00
Total 70136:							14,010.00
70162							
06/30/2025	70162	Duane Morris LLP	100-200-000-780300-100	Legal Services		Legal Services File#J4443.00001	6,820.60
Total 70162:							6,820.60
70111							
06/03/2025	70111	Dudek	100-300-000-780550-100	Engineering Studies		Professional Services - 03/29-04/25/2025	2,855.00
Total 70111:							2,855.00
70163							
06/30/2025	70163	Dudek	100-300-000-780550-100	Engineering Studies		Professional Services - 04/26-05/23/2025	3,752.50
Total 70163:							3,752.50

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
25063011							
06/30/2025	25063011	East Bay Tire Co.	100-100-100-730000-100	Equipment Repairs-PS		Generator Tire repair	228.44
Total 25063011:							228.44
25063012							
06/30/2025	25063012		100-300-000-770400-200	LRGP Disbursement		25-2964 Lateral Grant 60 Dominga Ave Fairfax	1,500.00
Total 25063012:							1,500.00
25061813							
06/18/2025	25061813	Enterprise FM Trust (ACH)	100-100-000-740100-100	Vehicle Fleet Rent		Fleet Monthly Lease	7,142.42
Total 25061813:							7,142.42
70112							
06/03/2025	70112	Fastenal	100-100-000-730300-100	Vehicle Fleet Fuel		55gal ExhaustFluid	290.59
06/03/2025	70112	Fastenal	100-100-000-720200-100	Safety Equipment & Services		Gloves	143.75
06/03/2025	70112	Fastenal	100-100-000-720200-100	Safety Equipment & Services		Gloves	487.87
Total 70112:							922.21
70137							
06/18/2025	70137	Fastenal	100-100-000-720200-100	Safety Equipment & Services		Eyewear	4.48
06/18/2025	70137	Fastenal	100-100-000-720200-100	Safety Equipment & Services		Gloves	143.75
Total 70137:							148.23
70164							
06/30/2025	70164	Fastenal	100-100-100-720000-100	Materials & Parts-PS		Motor 1/2 HP	112.64
06/30/2025	70164	Fastenal	100-100-000-720200-100	Safety Equipment & Services		Disposable Gloves	200.36
Total 70164:							313.00
25060211							
06/02/2025	25060211	Fleet Solutions, LLC	100-100-000-745600-100	Vehicle GPS Utility		Vehicle GPS	861.50
Total 25060211:							861.50

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
25061814							
06/18/2025	25061814	{REE}	100-200-000-705310-100	OPEB Basic & ERMB Benefit Exp		Monthly Enhance Retiree Medical May 2025	527.70
Total 25061814:							527.70
25060212							
06/02/2025	25060212	GCP WW Holdco LLC	100-100-000-705240-100	Boot Allowance		Boot Allowance	350.00
06/02/2025	25060212	GCP WW Holdco LLC	100-100-000-705240-100	Boot Allowance		Boot Allowance	297.33
Total 25060212:							647.33
25061815							
06/18/2025	25061815	GCP WW Holdco LLC	100-100-000-705240-100	Boot Allowance		Boot Allowance -	346.48
Total 25061815:							346.48
25063013							
06/30/2025	25063013	GCP WW Holdco LLC	100-100-000-705240-100	Boot Allowance		Boot Allowance-	350.00
06/30/2025	25063013	GCP WW Holdco LLC	100-100-000-705240-100	Boot Allowance		Boot Allowance-	299.87
Total 25063013:							649.87
25063014							
06/30/2025	25063014	Glosage Engineering (ACH)	100-000-000-320000-000	Progress payment less retention		Construction	1,531,607.57
Total 25063014:							1,531,607.57
25060213							
06/02/2025	25060213	Goldstreet Design	100-200-000-780700-100	Community Outreach Services		YouTube Advertising	500.00
Total 25060213:							500.00
25061816							
06/18/2025	25061816	Grainger (ACH)	100-100-100-720100-100	Tools-PS		Light duty industrial fan 42" Blde	1,452.08
06/18/2025	25061816	Grainger (ACH)	100-100-100-720000-100	Materials & Parts-PS		Filter	49.57
06/18/2025	25061816	Grainger (ACH)	100-100-100-720000-100	Materials & Parts-PS		Graffiti remover bucket 64OZ	54.31
06/18/2025	25061816	Grainger (ACH)	100-100-300-720100-100	Tools-LR		Point Repair - Tanks and Hoses	189.22

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 25061816:							1,745.18
25063015							
06/30/2025	25063015		100-300-000-770400-200	LRGP Disbursement		25-2966 Lateral Grant 15 Hazel Ave, Larkspur	2,500.00
Total 25063015:							2,500.00
25060214							
06/02/2025	25060214	Harris & Associates Inc. (A	100-300-000-770000-200	Capital Outlay - CIP	EG-957-000-00	TO #7 - Fairfax Capacity and Creek Crossings Project - 03/30/2025-04/26/2025	50,955.00
06/02/2025	25060214	Harris & Associates Inc. (A	100-300-000-770000-200	Capital Outlay - CIP	EG-956-000-00	TO #5; Design & Engineering Services for Woodland Capacity and Creek Crossing Project - 03/30-04/26/2025	2,330.00
Total 25060214:							53,285.00
25063016							
06/30/2025	25063016	Harris & Associates Inc. (A	100-300-000-770000-200	Capital Outlay - CIP	EG-957-000-00	TO #7 - Fairfax Capacity and Creek Crossings Project Apr27- May24 2025	9,052.50
Total 25063016:							9,052.50
25063017							
06/30/2025	25063017	Henley Pacific LLC	100-100-000-730200-100	Vehicle Fleet Repairs		Oil change for 2016 Chevorlet Silverado	136.79
Total 25063017:							136.79
25063030							
06/30/2025	25063030	High Performing Culture LL	100-200-000-750100-100	Staff Conf/Training/Meetings		CultureWise Subscription - 06/2025	324.00
Total 25063030:							324.00
25060215							
06/02/2025	25060215	Integral Consulting (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-956-000-00	CEQA Assistance for Project #956. The proposed scope of services to be provided by Integral for Task Order 29 are described below: <input type="checkbox"/> Project Management and Compliance <input type="checkbox"/> Cultural Resource Awareness Train -04/2025	2,507.50
06/02/2025	25060215	Integral Consulting (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-958-000-00	GSIP 24/25 Consulting services for CEQA compliance - 04/2025	2,750.00
06/02/2025	25060215	Integral Consulting (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-959-000-00	Task Order #32 Palm/Mann/Cypress GSIP - 4/2025	8,091.25
06/02/2025	25060215	Integral Consulting (ACH)	100-300-000-770300-200	Capital Outlay - Studies	EG-958-000-00	GSIP 24/25 Consulting services for CEQA compliance 04/01-04/30/2025	3,570.50

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 25060215:							16,919.25
25063018							
06/30/2025	25063018	Integral Consulting Inc. (A	100-300-000-770000-200	Capital Outlay - CIP	EG-958-000-00	GSIP 24/25 Consulting services for CEQA compliance 05/01-05/31/2025	183.75
06/30/2025	25063018	Integral Consulting Inc. (A	100-300-000-770000-200	Capital Outlay - CIP	EG-959-000-00	Task Order #32 Palm/Mann/Cypress GSIP 05/01-05/31/2025	22,307.75
06/30/2025	25063018	Integral Consulting Inc. (A	100-300-000-770000-200	Capital Outlay - CIP	EG-958-000-00	2024-2025 GSIP Monitoring 05/01-05/31/2025	3,513.87
Total 25063018:							26,005.37
25061817							
06/18/2025	25061817	IT Hub (ACH)	100-200-000-780200-100	Information Technology Service		IT Hub Services for FY 24/25 - May 2025	7,640.00
06/18/2025	25061817	IT Hub (ACH)	100-300-000-790200-100	Annual Software Renewal Costs		Azure Subscription Charges for ArcGIS Enterprise - May 2025	1,019.92
06/18/2025	25061817	IT Hub (ACH)	100-200-000-720400-100	Office Supplies		Dell Pro Thunderbolt 4 Smart Dock for	393.29
Total 25061817:							9,053.21
25060216							
06/02/2025	25060216		100-300-000-770400-200	LRGP Disbursement		25-2956 Lateral Grant 14 Los Cerros Dr,Greenbrae	2,500.00
Total 25060216:							2,500.00
70138							
06/18/2025	70138	Jackson's Hardware	100-100-200-720000-100	Materials & Parts-LM		Spry PNT/Hillman Assorted	12.31
06/18/2025	70138	Jackson's Hardware	100-100-200-720000-100	Materials & Parts-LM		Hillman Assorted	4.26
06/18/2025	70138	Jackson's Hardware	100-100-000-705240-100	Boot Allowance		Boot Allowance	213.45
06/18/2025	70138	Jackson's Hardware	100-100-000-705240-100	Boot Allowance		Boots	480.68
Total 70138:							710.70
70165							
06/30/2025	70165	Jackson's Hardware	100-100-000-705240-100	Boot Allowance		Boot Allowance-	202.10
Total 70165:							202.10
25060217							
06/02/2025	25060217		100-300-000-770400-200	LRGP Disbursement		25-2951 Lateral Grant 60 Via Cheparro, Greenbrae	1,500.00

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 25060217:							1,500.00
70139							
06/18/2025	70139	James Fischer Jr	100-300-000-780500-100	Engineering Consultants		Task 2.4 (Final District 2025 SSMP Update)	2,300.00
Total 70139:							2,300.00
25060218							
06/02/2025	25060218		100-300-000-770400-200	LRGP Disbursement		25-2954 Lateral Grant 36 Rosemont Ave, San Anselmo	2,500.00
Total 25060218:							2,500.00
25061818							
06/18/2025	25061818	JNG Pipeline	100-300-000-770000-200	Capital Outlay - CIP	EG-918-000-00	Asphalt Project/Movilization/Demo/Equipment, labor and material	8,685.00
Total 25061818:							8,685.00
25063019							
06/30/2025	25063019		100-300-000-770400-200	LRGP Disbursement		25-2962 Lateral Grant 69 Scenic Ave San Anselmo	1,500.00
Total 25063019:							1,500.00
70113							
06/03/2025	70113	John G. Colwell	100-100-300-720000-100	Materials & Parts-LR		Compaction Tests	315.00
Total 70113:							315.00
25060219							
06/02/2025	25060219		100-300-000-770400-200	LRGP Disbursement		25-2957 Lateral Grant 5 Upper Ridgeway Ave, Fairfax	1,500.00
Total 25060219:							1,500.00
70114							
06/03/2025	70114	Jones Garage Door	100-100-000-730100-100	Facilities Maintenance/Repairs		Gate Repair	2,793.00
Total 70114:							2,793.00

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
70140							
06/18/2025	70140	Justifacts	100-100-000-790000-100	Recruiting/Hiring Fees		Employment Verification	593.06
Total 70140:							593.06
25061819							
06/18/2025	25061819	{EE}	100-200-000-750000-100	Staff Travel/Airfare/Meals		Travel Expense Reimbursement 4/16-06/09/2025	22.26
Total 25061819:							22.26
25061820							
06/18/2025	25061820	{REE}	100-200-000-705310-100	OPEB Basic & ERMB Benefit Exp		Monthly Enhance Retiree Medical June 2025	756.27
Total 25061820:							756.27
70141							
06/18/2025	70141	Liebert Cassidy Whitmore	100-200-000-750100-100	Staff Conf/Training/Meetings		Training	75.00
06/18/2025	70141	Liebert Cassidy Whitmore	100-200-000-780300-100	Legal Services		Legal Services Matter No.: MA129-00024	1,611.00
06/18/2025	70141	Liebert Cassidy Whitmore	100-200-000-780300-100	Legal Services		Legal Services Matter No.: MA129-00021	1,024.50
06/18/2025	70141	Liebert Cassidy Whitmore	100-200-000-780300-100	Legal Services		Legal Services Matter No.: MA129-00001	2,025.00
Total 70141:							4,735.50
25063020							
06/30/2025	25063020	{EE}	100-200-000-750200-100	Membership/Association/Certifi		PSHRA Professional Membership	175.00
Total 25063020:							175.00
70142							
06/18/2025	70142	Marin County Clerk	100-300-000-770000-200	Capital Outlay - CIP	EG-959-000-00	Palm/Mann/Cypress Final IS/MND, NOD & CDFW Filing Fees	3,018.75
Total 70142:							3,018.75
70143							
06/18/2025	70143	Marin General Services Au	100-300-000-750200-100	Membership/Association/Certifi		Member Contributions FY 2025/26	10,000.00
Total 70143:							10,000.00

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
70115							
06/03/2025	70115	Marin Municipal Water Dist	100-100-000-745100-100	Water Utility		Acc#307591 Service Period 03/15/2025 - 05/15/2025	126.20
Total 70115:							126.20
70144							
06/18/2025	70144	Marin Municipal Water Dist	100-100-000-745100-100	Water Utility		Acc#140436 Service Period 04/10/2025 - 06/09/2025	123.18
06/18/2025	70144	Marin Municipal Water Dist	100-100-000-745150-100	Tenant Shared Cost - Water		Acc#562182 Service Period 04/11/2025 - 06/10/2025	100.44
06/18/2025	70144	Marin Municipal Water Dist	100-100-000-745150-100	Tenant Shared Cost - Water		Acc#562183 Service Period 04/11/2025 - 06/10/2025	816.88
06/18/2025	70144	Marin Municipal Water Dist	100-100-000-745100-100	Water Utility		Acc#700076 Service Period 04/10/2025 - 06/09/2025	483.37
06/18/2025	70144	Marin Municipal Water Dist	100-100-000-745100-100	Water Utility		Acc#700078 Service Period 04/10/2025 - 06/09/2025	1,301.48
Total 70144:							2,825.35
70127							
06/03/2025	70127	Marin Recycling HHW	100-100-300-720000-100	Materials & Parts-LR		Asbestos/Flammable Liquid/Miscellaneous Items	1,695.45
Total 70127:							1,695.45
70145							
06/18/2025	70145	Marin Resource Recovery	100-100-300-720000-100	Materials & Parts-LR		Dirt	280.00
Total 70145:							280.00
70116							
06/03/2025	70116	Marin Sanitary Service	100-100-000-745200-100	Garbage Utility		Garbage service - 05/2025	939.09
Total 70116:							939.09
70146							
06/18/2025	70146	Marlin Leasing Corporation	100-200-000-740000-100	Equipment Rent		05/26-06/25/2025 Lease x2 Copiers/Scanners	447.99
Total 70146:							447.99
70117							
06/03/2025	70117	MCC Building Maintenance	100-100-000-730100-100	Facilities Maintenance/Repairs		Janitorial Maintenance - June 2025	1,575.00
Total 70117:							1,575.00

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
70118							
06/03/2025	70118	McMaster-Carr	100-100-300-720000-100	Materials & Parts-LR		Oil Resistant Ring/Stainless Steel Ball	33.87
06/03/2025	70118	McMaster-Carr	100-100-100-720000-100	Materials & Parts-PS		Grease Fittings	38.39
Total 70118:							72.26
70166							
06/30/2025	70166	McMaster-Carr	100-100-100-720000-100	Materials & Parts-PS		Glow-in-The-Dark Striped Floor Marking Tape,	50.31
06/30/2025	70166	McMaster-Carr	100-100-100-720000-100	Materials & Parts-PS		Routing Eyebolt with Nut, Threaded Anchors, Light Duty Chain	89.04
Total 70166:							139.35
70147							
06/18/2025	70147	Medical Center of Marin	100-100-000-790000-100	Recruiting/Hiring Fees		Clearance	430.00
Total 70147:							430.00
70148							
06/18/2025	70148	Medical Center of Marin -	100-100-000-790000-100	Recruiting/Hiring Fees		Clearance	170.00
Total 70148:							170.00
70149							
06/18/2025	70149	MR Copy Inc	100-200-000-720400-100	Office Supplies		Copier use 04/26-05/25/2025	836.71
Total 70149:							836.71
70119							
06/03/2025	70119	MSI Litho	100-200-000-720400-100	Office Supplies		Business Cards Qty 800	251.57
06/03/2025	70119	MSI Litho	100-200-000-720400-100	Office Supplies		Peel-N-Seal Envelopes Qty 1000	592.53
06/03/2025	70119	MSI Litho	100-200-000-720400-100	Office Supplies		Employee Benefits Guide Qty 45	700.51
Total 70119:							1,544.61
25060220							
06/02/2025	25060220	Municipal Maint. Equipmen	100-100-300-730000-100	Equipment Repairs-LR		Air Pressure Valve Protection Cap	83.69
06/02/2025	25060220	Municipal Maint. Equipmen	100-100-400-720100-100	Tools-CCTV		High-Traction Tungsten Carbide Wheel Set 70	1,562.34

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 25060220:							1,646.03
25061821							
06/18/2025	25061821	Municipal Maint. Equipmen	100-100-000-750100-100	Conferences/Training/Meetings		NASSCO PACP Per Student/Trainer Fee	1,440.00
Total 25061821:							1,440.00
70120							
06/03/2025	70120	National Construction Rent	100-100-000-740200-100	Facilities Rent		fence rental	620.15
Total 70120:							620.15
70167							
06/30/2025	70167	National Construction Rent	100-100-000-740200-100	Facilities Rent		fence rental	620.15
Total 70167:							620.15
70150							
06/18/2025	70150	Nerviani Paving Inc.	100-100-300-720000-100	Materials & Parts-LR		Patching - 301 Hidden Valley/45 Medway Rd/205 Bretano Way/117 Bretano Way Greenbrae	13,700.00
Total 70150:							13,700.00
70168							
06/30/2025	70168	Nick Barbieri Trucking LLC	100-100-000-730500-100	Pump Station Fuel		Diesel #2	436.26
06/30/2025	70168	Nick Barbieri Trucking LLC	100-100-000-730500-100	Pump Station Fuel		Diesel #2	8,649.63
Total 70168:							9,085.89
25061822							
06/18/2025	25061822	{REE}	100-200-000-705310-100	OPEB Basic & ERMB Benefit Exp		Monthly Enhance Retiree Medical June 2025	756.27
Total 25061822:							756.27
25061823							
06/18/2025	25061823	Nute Engineering (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-907-000-00	Amendment No. 2 to Task Order No. 8 with Nute Engineering for Design Engineering Services During Construction (ESDC) for the LS20, LS31, LS32 Lift Station Improvements Project (#907) - 05/2025	2,351.00

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 25061823:							2,351.00
25061824							
06/18/2025	25061824	Owen Equipment (ACH)	100-100-100-720000-100	Materials & Parts-PS		Minimizer - 55 Gal	5,606.18
Total 25061824:							5,606.18
70121							
06/03/2025	70121	Pacific Infrastructure Corp.	100-000-000-320000-000	Construction Retention Payable		Retention	155,467.50
Total 70121:							155,467.50
70151							
06/18/2025	70151	Pacific Infrastructure Corp.	100-000-000-320000-000	Construction Retention Payable		Retention	81,795.00
Total 70151:							81,795.00
25060221							
06/02/2025	25060221	Parento Agency LLC	100-100-000-705280-100	Parental Leave Insurance		Family Leave Insurance Premium	3,213.21
Total 25060221:							3,213.21
25060222							
06/02/2025	25060222		100-300-000-770400-200	LRGP Disbursement		25-2953 Lateral Grant 30 Diane Ln, Larkspur	2,500.00
Total 25060222:							2,500.00
70122							
06/03/2025	70122	PG&E	100-100-000-745000-100	Power/Energy Utility		A/C #2970259016-6 04/17-05/15/2025	366.70
Total 70122:							366.70
70152							
06/18/2025	70152	PG&E	100-100-000-745000-100	Power/Energy Utility		A/C #1387181487-0 04/30-05/29/2025	21,839.91
06/18/2025	70152	PG&E	100-100-000-745050-100	Tenant Shared Cost - Power		A/C #3622494846-7 04/30-05/29/2025	9,093.70
06/18/2025	70152	PG&E	100-100-000-745000-100	Power/Energy Utility		A/C #9924336206-0 05/02-06/02/2025	467.67

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 70152:							31,401.28
70169							
06/30/2025	70169	PG&E	100-100-000-745000-100	Power/Energy Utility	A/C #2970259016-6	05/16-06/17/2025	470.47
Total 70169:							470.47
70153							
06/18/2025	70153	Pitney Bowes-Purchase Po	100-200-000-720400-100	Office Supplies		Postage/Meter Rental Stmt 06.05.2025	67.67
Total 70153:							67.67
70170							
06/30/2025	70170	Pitney Bowes-Purchase Po	100-200-000-720400-100	Office Supplies		Postage/Meter Rental Stmt 03/06-06/05/2025	88.49
Total 70170:							88.49
25060223							
06/02/2025	25060223	PSOMAS (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-955-000-00	TO #10 FY 23/24 GSIP Professional Services 03/28-04/24/2025	300.00
06/02/2025	25060223	PSOMAS (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-907-000-00	Task Order No. 9 to the Master Services Agreement for Construction Management Services with Psomas, Inc., for the LS20, 31, 32 Lift Stations Improvements Project (Project #907) - 03/28-04/24/2025	23,635.00
06/02/2025	25060223	PSOMAS (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-908-000-00	Task Order #11 Heatherwood and Heather Gardens Pump Station Projects - 03/28-04/24/2025	10,346.00
Total 25060223:							34,281.00
25063021							
06/30/2025	25063021	PSOMAS (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-907-000-00	Task Order No. 9 to the Master Services Agreement for Construction Management Services with Psomas, Inc., for the LS20, 31, 32 Lift Stations Improvements Project (Project #907) - 04/25-05/29/2025	14,500.00
06/30/2025	25063021	PSOMAS (ACH)	100-300-000-770000-200	Capital Outlay - CIP	EG-908-000-00	Task Order #11 Heatherwood and Heather Gardens Pump Station Projects - 04/25-05/29/2025	19,236.50
Total 25063021:							33,736.50
25063022							
06/30/2025	25063022		100-300-000-770400-200	LRGP Disbursement	25-2959	Lateral Grant 15 Valley Rd San Anselmo	1,500.00
Total 25063022:							1,500.00

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
70154							
06/18/2025	70154	Rentokil North America Inc.	100-100-000-730150-100	Tenant Shared Cost - Repairs		Pest Control; 1111 Andersen	191.04
Total 70154:							191.04
70171							
06/30/2025	70171	Rex Moore Group	100-100-000-730150-100	Tenant Shared Cost - Repairs		2025 Monitoring Jan, Feb & Mar	195.00
06/30/2025	70171	Rex Moore Group	100-100-000-730150-100	Tenant Shared Cost - Repairs		2025 Monitoring Apr, May & June	195.00
Total 70171:							390.00
25060224							
06/02/2025	25060224	{EE}	100-100-000-705250-100	Employee Wellness Reimburseme		Wellness (Gym) Reimbursement	109.57
Total 25060224:							109.57
25061825							
06/18/2025	25061825	Schaaf & Wheeler (ACH) C	100-300-000-770000-200	Capital Outlay - CIP	EG-908-000-00	Design and Engineering Services During Construction for LS30 Heather Gardens Improvements Project (#908) -04/2025	16,725.06
Total 25061825:							16,725.06
25063023							
06/30/2025	25063023	Schaaf & Wheeler (ACH) C	100-300-000-770000-200	Capital Outlay - CIP	EG-908-000-00	Design and Engineering Services During Construction for LS30 Heather Gardens Improvements Project (#908)-5/2025	1,757.50
Total 25063023:							1,757.50
70155							
06/18/2025	70155	Shamrock Building Material	100-100-300-720000-100	Materials & Parts-LR		3/4" CLASS II A.B.	443.03
06/18/2025	70155	Shamrock Building Material	100-100-300-720000-100	Materials & Parts-LR		3/4" CLASS II A.B.	1,790.21
Total 70155:							2,233.24
70123							
06/03/2025	70123	Sperry Capital Inc.	100-200-000-780000-100	Financial Consulting Services		Financial Advisory Services	20,000.00
Total 70123:							20,000.00

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
70156							
06/18/2025	70156	State Water Resources Co	100-000-000-320200-000	Interest Payable		SRF Interest on Loan Payment; FY 25/26	67,084.56
Total 70156:							67,084.56
70124							
06/03/2025	70124	Sutter Buttes Communicati	100-100-200-720100-100	Tools-LM		Radio/Microphone/Charger/Battery	4,969.16
Total 70124:							4,969.16
70157							
06/18/2025	70157	Sutter Buttes Communicati	100-100-200-730000-100	Equipment Repairs-LM		Motorola Impress Battery	235.95
Total 70157:							235.95
70158							
06/18/2025	70158	T & B Sports Inc.	100-100-000-720300-100	Uniforms		Uniforms	2,790.18
Total 70158:							2,790.18
70172							
06/30/2025	70172	T & B Sports Inc.	100-100-000-720300-100	Uniforms		Uniforms	1,246.17
Total 70172:							1,246.17
70159							
06/18/2025	70159	Tamalpais Union High Sch	100-000-000-600100-100	Sewer Serv Chrg-Direct Billing		Refund for leak adjustment - Inv#55, Cust#142	60,663.41
Total 70159:							60,663.41
25060225							
06/02/2025	25060225	The Wright Gardener	100-100-000-730100-100	Facilities Maintenance/Repairs		Monthly Plant Service	445.03
Total 25060225:							445.03
70125							
06/03/2025	70125	True North Landscapes, LL	100-100-000-730150-100	Tenant Shared Cost - Repairs		Monthly Maintenance - June 2025	800.00

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
Total 70125:							800.00
70173							
06/30/2025	70173	United Rentals	100-100-300-720000-100	Materials & Parts-LR		Safety Shoring Box for Bon Air Shopping Center	1,209.49
Total 70173:							1,209.49
25061826							
06/18/2025	25061826	U-Rock Utility Equipment	100-100-200-730000-100	Equipment Repairs-LM		Camera repair	1,623.02
Total 25061826:							1,623.02
25063031							
06/30/2025	25063031	US Bank - Calcard CC (Aut	100-200-000-720400-100	Office Supplies		AP -- 0738 Office supplies > AMAZON RETA* NI9GL9FP1	18,020.47
Total 25063031:							18,020.47
25060226							
06/02/2025	25060226		100-300-000-770400-200	LRGP Disbursement		25-2955 Lateral Grant 161 Meernaa Ave, Fairfax	2,500.00
Total 25060226:							2,500.00
25061827							
06/18/2025	25061827	(EE)	100-200-000-705250-100	Employee Wellness Reimburseme		Wellness Reimbursement	55.46
Total 25061827:							55.46
25063024							
06/30/2025	25063024	(EE)	100-200-000-705250-100	Employee Wellness Reimburseme		Gym Reimbursement FY 24/25	300.28
Total 25063024:							300.28
25060227							
06/02/2025	25060227	Water Components & Bld S	100-100-300-720000-100	Materials & Parts-LR		HDPE 6" x 4" DR17 IPS WYE	828.49
06/02/2025	25060227	Water Components & Bld S	100-100-300-720000-100	Materials & Parts-LR		Manhole 15" FRM&COVER	8,273.04
Total 25060227:							9,101.53

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
25061828							
06/18/2025	25061828	Water Components & Bld S	100-100-300-720000-100	Materials & Parts-LR		HDPE 6" x 4" DR17 IPS WYE	331.39
06/18/2025	25061828	Water Components & Bld S	100-100-300-720000-100	Materials & Parts-LR		HDPE 6" x 4" DR17 IPS WYE	1,325.57
Total 25061828:							1,656.96
25063025							
06/30/2025	25063025	Water Components & Bld S	100-100-300-720000-100	Materials & Parts-LR		HDPE 6" x 4" DR17 IPS WYE	335.04
06/30/2025	25063025	Water Components & Bld S	100-100-300-720000-100	Materials & Parts-LR		Gloves & Pail	236.83
Total 25063025:							571.87
25061829							
06/18/2025	25061829	Weco Industries LLC (ACH	100-100-200-720000-100	Materials & Parts-LM		Replacement Blade	535.35
Total 25061829:							535.35
25063026							
06/30/2025	25063026	Weco Industries LLC (ACH	100-100-200-720000-100	Materials & Parts-LM		Sewer Hose & Plastic Reel	2,624.40
Total 25063026:							2,624.40
25061830							
06/18/2025	25061830	Wells Fargo Financial Leas	100-200-000-740000-100	Equipment Rent		Kyocera Copier Lease C#450-0111771-000 06/26-07/25/25	308.97
Total 25061830:							308.97
25061831							
06/18/2025	25061831	West Valley Construction C	100-300-000-770000-200	Capital Outlay - CIP	EG-958-000-00	Consultant Services Agreement with West Valley Construction for Design and Engineering Services During Construction (ESDC) for FY 2024/25 Gravity Sewer Improvements Project (#958)-05/2025	220.00
06/18/2025	25061831	West Valley Construction C	100-300-000-770000-200	Capital Outlay - CIP	EG-959-000-00	Palm/Mann/Cypress GSIP Design - 05/01-05/31/2025	42,466.00
Total 25061831:							42,686.00
70126							
06/03/2025	70126	Western Machine Electric	100-000-000-320000-000	Construction Retention Payable		Retention	68,401.42
Total 70126:							68,401.42

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Check Issue Date	Check Number	Payee	Invoice GL Account	Invoice GL Account Title	Job Number	Description	Check Amount
25061702							
06/17/2025	25061702	WEX Fleet Universal (Auto	100-100-000-730300-100	Vehicle Fleet Fuel		May 2025 Fleet Fuel	9,174.06
Total 25061702:							9,174.06
25061832							
06/18/2025	25061832	Zoon Engineering, Inc.	100-300-000-770000-200	Capital Outlay - CIP	EG-958-000-00	CM Services for FY 24/25 GSIP (Project #958) - 05/01-05/31/2025	40,045.50
Total 25061832:							40,045.50
Grand Totals:							4,230,071.47

Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment"

Check.Voided = No

Report Criteria:

Vendor/Vendor number = 1844

[Report].GL Period = "06/25"

Invoice Number	Seq	Invoice Date	GL Period	Description	GL Account	GL Account Description	Total Cost
1844 US Bank - Calcard CC (AutoDR)							
JUNE 2025 CC	1	05/07/2025	06/25	PB -- 4304 Membership Fees > CALPELRA	100-100-000-750200-100	Membership/Association/Certifi	390.00
JUNE 2025 CC	2	05/07/2025	06/25	PB -- 4304 2025 Annual Training Conference > CALPELRA	100-100-000-750100-100	Conferences/Training/Meetings	825.00
JUNE 2025 CC	3	05/07/2025	06/25	PB -- 4304 ICS 100 Training > DKFSOLUTIONSGROUP.COM	100-100-000-750100-100	Conferences/Training/Meetings	150.00
JUNE 2025 CC	4	05/07/2025	06/25	PB -- 4304 ICS 200 Training > DKFSOLUTIONSGROUP.COM	100-100-000-750100-100	Conferences/Training/Meetings	185.00
JUNE 2025 CC	5	05/07/2025	06/25	JH -- 4320 PT 14 oil change > VIOC IH0005	100-100-000-730200-100	Vehicle Fleet Repairs	143.30
JUNE 2025 CC	6	05/07/2025	06/25	JH -- 4320 Water jugs for CSWs > AMAZON MARK* NH4F62TL2	100-100-000-720200-100	Safety Equipment & Services	197.15
JUNE 2025 CC	7	05/07/2025	06/25	MV -- 4379 Propane for Shop forklift > PETER'S BEACON	100-100-000-730300-100	Vehicle Fleet Fuel	33.58
JUNE 2025 CC	8	05/07/2025	06/25	MV -- 4379 Fernhill Ave Dig job > TOWN OF ROSS	100-100-300-720000-100	Materials & Parts-LR	514.49
JUNE 2025 CC	9	05/07/2025	06/25	MV -- 4379 Fernhill Ave Dig job > TOWNOFROSS*SERVICEFEE	100-100-300-720000-100	Materials & Parts-LR	15.43
JUNE 2025 CC	10	05/07/2025	06/25	SM -- 4338 Parking for State Water Board meeting > CITYOFSAC_IPS_PKG METER	100-200-000-750100-100	Staff Conf/Training/Meetings	9.75
JUNE 2025 CC	11	05/07/2025	06/25	AP -- 0738 Keyboards for IT > AMAZON RETA* NI10V30Q1	100-200-000-750100-100	Staff Conf/Training/Meetings	109.84
JUNE 2025 CC	12	05/07/2025	06/25	AP -- 0738 Office supplies > AMAZON RETA* NI9GL9FP1	100-200-000-720400-100	Office Supplies	45.64
JUNE 2025 CC	13	05/07/2025	06/25	AP -- 0738 Pick up for Operations > UPS*29R4A5K2EKN	100-200-000-720400-100	Office Supplies	9.05
JUNE 2025 CC	14	05/07/2025	06/25	AP -- 0738 Shipping label for Operations > UPS*1Z8JTV650312276228	100-200-000-720400-100	Office Supplies	25.54
JUNE 2025 CC	15	05/07/2025	06/25	AP -- 0738 Wall calendar > AMAZON MKTPL*NI9AR75H0	100-200-000-720400-100	Office Supplies	10.83
JUNE 2025 CC	16	05/07/2025	06/25	AP -- 0738 Kitchen supplies > SMART AND FINAL 526	100-200-000-720400-100	Office Supplies	40.02
JUNE 2025 CC	17	05/07/2025	06/25	AP -- 0738 Meeting snacks > SMART AND FINAL 526	100-200-000-750100-100	Staff Conf/Training/Meetings	18.99
JUNE 2025 CC	18	05/07/2025	06/25	AP -- 0738 Kitchen supplies > AMAZON MKTPL*NW95A8ST2	100-200-000-720400-100	Office Supplies	12.54
JUNE 2025 CC	19	05/07/2025	06/25	AP -- 0738 Supervisor Training Snacks > WHOLEFDS SRF 10071	100-200-000-750100-100	Staff Conf/Training/Meetings	61.93
JUNE 2025 CC	20	05/07/2025	06/25	AP -- 0738 Coffee > AMAZON RETA* NW9C423H0	100-200-000-720400-100	Office Supplies	163.32
JUNE 2025 CC	21	05/07/2025	06/25	AP -- 0738 Coffee > AMAZON RETA* NW8BV43O0	100-200-000-720400-100	Office Supplies	88.62
JUNE 2025 CC	22	05/07/2025	06/25	AP -- 0738 Azure > MSFT * E0400W3DHQ	100-200-000-790200-100	Annual Software Renewal Costs	150.01
JUNE 2025 CC	23	05/07/2025	06/25	AP -- 0738 Kitchen supplies > SMART AND FINAL 526	100-200-000-720400-100	Office Supplies	23.89
JUNE 2025 CC	24	05/07/2025	06/25	AP -- 0738 Supervisor meeting snacks > WHOLEFDS SRF 10071	100-200-000-750100-100	Staff Conf/Training/Meetings	13.28
JUNE 2025 CC	25	05/07/2025	06/25	AP -- 0738 Board meeting > WHOLEFDS SRF 10071	100-200-000-755100-100	Board Conf/Training/Meetings	128.11
JUNE 2025 CC	26	05/07/2025	06/25	AP -- 0738 Pick up for Operations > UPS*29ZIH5COMO8	100-200-000-720400-100	Office Supplies	14.75
JUNE 2025 CC	27	05/07/2025	06/25	AP -- 0738 Shipping label for Operations > UPS*1Z8JTV650337437838	100-200-000-720400-100	Office Supplies	252.14
JUNE 2025 CC	28	05/07/2025	06/25	AP -- 0738 Supplies for Maintenance crew > AMAZON MKTPL*NN5744LF2	100-100-300-720000-100	Materials & Parts-LR	53.64
JUNE 2025 CC	29	05/07/2025	06/25	AP -- 0738 Lunch for JPA meeting > MICHAELS S* MICHAELS S	100-200-000-750100-100	Staff Conf/Training/Meetings	56.62
JUNE 2025 CC	30	05/07/2025	06/25	AP -- 0738 Supplies for Maintenance crew > AMAZON MKTPL*NZ3UN30E1	100-100-300-720000-100	Materials & Parts-LR	8.73
JUNE 2025 CC	31	05/07/2025	06/25	AP -- 0738 Drinks for JPA meeting > SQ *MICHAEL'S SOURDOUGH S	100-200-000-750100-100	Staff Conf/Training/Meetings	21.11
JUNE 2025 CC	32	05/07/2025	06/25	AP -- 0738 Kitchen supplies > SMART AND FINAL 526	100-200-000-720400-100	Office Supplies	27.20
JUNE 2025 CC	33	05/07/2025	06/25	AP -- 0738 All hands snacks > SMART AND FINAL 526	100-200-000-750100-100	Staff Conf/Training/Meetings	59.97
JUNE 2025 CC	34	05/07/2025	06/25	AP -- 0738 Keyboard for IT > AMAZON MKTPL*NN7B90PY1	100-200-000-720400-100	Office Supplies	60.08
JUNE 2025 CC	35	05/07/2025	06/25	AP -- 0738 Office supplies > AMAZON MKTPL*NN3T92P81	100-200-000-720400-100	Office Supplies	17.46
JUNE 2025 CC	36	05/07/2025	06/25	AP -- 0738 Office supplies > AMAZON MKTPL*NN0CR6XS1	100-200-000-720400-100	Office Supplies	50.90

Invoice Number	Seq	Invoice Date	GL Period	Description	GL Account	GL Account Description	Total Cost
JUNE 2025 CC	37	05/07/2025	06/25	AP -- 0738 Office supplies > AMAZON RETA* NN8PM5821	100-200-000-720400-100	Office Supplies	43.69
JUNE 2025 CC	38	05/07/2025	06/25	AP -- 0738 Office supplies > AMAZON RETA* NN52828T1	100-200-000-720400-100	Office Supplies	10.63
JUNE 2025 CC	39	05/07/2025	06/25	AP -- 0738 Kitchen supplies > AMAZON MKTPL*NN5LU8YR0	100-200-000-720400-100	Office Supplies	91.11
JUNE 2025 CC	40	05/07/2025	06/25	AP -- 0738 Storage fee for storing CCTV backups - 05/2025 > AMAZON WEB SERVICES	100-200-000-790200-100	Annual Software Renewal Costs	148.97
JUNE 2025 CC	41	05/07/2025	06/25	AP -- 0738 Kitchen supplies > WHOLEFDS SRF 10071	100-200-000-720400-100	Office Supplies	7.04
JUNE 2025 CC	42	05/07/2025	06/25	AP -- 0738 Supes meeting and culture wise meeting > WHOLEFDS SRF 10071	100-200-000-750100-100	Staff Conf/Training/Meetings	75.44
JUNE 2025 CC	43	05/07/2025	06/25	AP -- 0738 Kitchen supplies > SMART AND FINAL 526	100-200-000-720400-100	Office Supplies	16.68
JUNE 2025 CC	44	05/07/2025	06/25	AP -- 0738 Phone cases for Ops > AMAZON MKTPL*N68BG6DY1	100-200-000-720400-100	Office Supplies	116.82
JUNE 2025 CC	45	05/07/2025	06/25	AP2 -- 3102 Marin IJ Advertising > CA NEWSPAPERS ADV S	100-200-000-780700-100	Community Outreach Services	830.00
JUNE 2025 CC	46	05/07/2025	06/25	AP2 -- 3102 Azure > MICROSOFT-G091677895	100-200-000-790200-100	Annual Software Renewal Costs	148.81
JUNE 2025 CC	47	05/07/2025	06/25	AP2 -- 3102 Answering service > GOTOCOM*GOTOCONNECT	100-200-000-745400-100	Telephone Utility	631.50
JUNE 2025 CC	48	05/07/2025	06/25	AP2 -- 3102 2000 Larkspur Landing > COMCAST CALIFORNIA	100-100-000-745300-100	Cable/Internet Utility	442.16
JUNE 2025 CC	49	05/07/2025	06/25	AP2 -- 3102 Internet back up > ATT* BILL PAYMENT	100-100-000-745300-100	Cable/Internet Utility	103.24
JUNE 2025 CC	50	05/07/2025	06/25	AP2 -- 3102 1111 Andersen Dr > COMCAST / XFINITY	100-100-000-745300-100	Cable/Internet Utility	258.59
JUNE 2025 CC	51	05/07/2025	06/25	AP2 -- 3102 1111 Andersen Dr - Ethernet Equipment > COMCAST BUSINESS	100-100-000-745300-100	Cable/Internet Utility	1,192.35
JUNE 2025 CC	52	05/07/2025	06/25	AP2 -- 3102 Email marketing > EIG*CONSTANTCONTACT.COM	100-300-000-790200-100	Annual Software Renewal Costs	82.00
JUNE 2025 CC	53	05/07/2025	06/25	AP2 -- 3102 Marin IJ 4-Week Digital Subscription > MARIN INDEPENDENT JOURN	100-200-000-780700-100	Community Outreach Services	34.00
JUNE 2025 CC	54	05/07/2025	06/25	AP2 -- 3102 Cell Phones > VZWRLSS*APOCC VISB	100-100-000-745400-100	Telephone Utility	2,881.78
JUNE 2025 CC	55	05/07/2025	06/25	KL -- 4361 Fastrak bridge toll > FASTRAK CSC	100-100-000-750000-100	Travel/Airfare/Meals Reimb	22.50
JUNE 2025 CC	56	05/07/2025	06/25	KL -- 4361 Fastrak bridge toll > FASTRAK CSC	100-100-000-750000-100	Travel/Airfare/Meals Reimb	25.00
JUNE 2025 CC	57	05/07/2025	06/25	KL -- 4361 Pump station locks > SP THE LOCK SOURCE	100-100-100-720000-100	Materials & Parts-PS	125.59
JUNE 2025 CC	58	05/07/2025	06/25	KL -- 4361 Eye wash for first aid supplies > AMAZON.COM*NW1SE21X1	100-100-000-720200-100	Safety Equipment & Services	64.62
JUNE 2025 CC	59	05/07/2025	06/25	KL -- 4361 ICS100 Training > DKFSOLUTIONSGROUP.COM	100-200-000-750100-100	Staff Conf/Training/Meetings	150.00
JUNE 2025 CC	60	05/07/2025	06/25	JV -- 4296 Manhole cover lubricant & Sealant > FERGUSON ENTERPRISES HVA	100-100-400-720000-100	Materials & Parts-CCTV	428.35
JUNE 2025 CC	61	05/07/2025	06/25	CW -- 4353 Supervisor Training Snacks > WHOLEFDS SRF 10071	100-100-000-750100-100	Conferences/Training/Meetings	101.08
JUNE 2025 CC	62	05/07/2025	06/25	CW -- 4353 Supervisor Training Snacks > SMART AND FINAL 526	100-100-000-750100-100	Conferences/Training/Meetings	32.58
JUNE 2025 CC	63	05/07/2025	06/25	CW -- 4353 Returning Training Facilitator Materials > THE UPS STORE 7242	100-200-000-750100-100	Staff Conf/Training/Meetings	53.79
JUNE 2025 CC	64	05/07/2025	06/25	CW -- 4353 Flight to CASA > UNITED 0162484801686	100-200-000-750000-100	Staff Travel/Airfare/Meals	149.54
JUNE 2025 CC	65	05/07/2025	06/25	CW -- 4353 D. Kelly Flight to CASA > UNITED 0162484807377	100-200-000-755000-100	Board Travel/Airfare/Meals	149.54
JUNE 2025 CC	66	05/07/2025	06/25	CW -- 4353 CalPELRA Membership > CALPELRA	100-200-000-750200-100	Membership/Association/Certifi	390.00
JUNE 2025 CC	67	05/07/2025	06/25	CW -- 4353 CalPELRA Conference Registration > CALPELRA	100-200-000-750100-100	Staff Conf/Training/Meetings	825.00
JUNE 2025 CC	68	05/07/2025	06/25	CW -- 4353 ICS100 Training > DKFSOLUTIONSGROUP.COM	100-200-000-750100-100	Staff Conf/Training/Meetings	150.00
JUNE 2025 CC	69	05/07/2025	06/25	CW -- 4353 CSDA Board Clerk Conference Registration > CALIFORNIA SPECIAL DIS	100-200-000-750100-100	Staff Conf/Training/Meetings	825.00
JUNE 2025 CC	70	05/07/2025	06/25	CW -- 4353 CultureWise Training Snacks > SMART AND FINAL 526	100-100-000-750100-100	Conferences/Training/Meetings	22.39
JUNE 2025 CC	71	05/07/2025	06/25	FN -- 2529 Refund - Overcharged 2025 Annual Training Conference > CALPELRA	100-200-000-750100-100	Staff Conf/Training/Meetings	400.00-
JUNE 2025 CC	72	05/07/2025	06/25	FN -- 2529 2025 Annual Training Conference > CALPELRA	100-200-000-750100-100	Staff Conf/Training/Meetings	1,225.00
JUNE 2025 CC	73	05/07/2025	06/25	FN -- 2529 Membership Fees > CALPELRA	100-200-000-750200-100	Membership/Association/Certifi	390.00
JUNE 2025 CC	74	05/07/2025	06/25	RZ -- 4312 Parts for COB3 > FRIEDMANS HOME IMPROVEMEN	100-100-200-720000-100	Materials & Parts-LM	21.77
JUNE 2025 CC	75	05/07/2025	06/25	RZ -- 4312 Camera Repair > TRENCHLESS RENTAL	100-100-200-730000-100	Equipment Repairs-LM	95.21
JUNE 2025 CC	76	05/07/2025	06/25	PB -- 4346 Icloud additional Storage recurring fee > APPLE.COM/BILL	100-200-000-780200-100	Information Technology Service	.99
JUNE 2025 CC	77	05/07/2025	06/25	PB -- 4346 Annual subscription fee for access to Plumbing Codes > UPCODES	100-300-000-790200-100	Annual Software Renewal Costs	468.00

Invoice Number	Seq	Invoice Date	GL Period	Description	GL Account	GL Account Description	Total Cost
JUNE 2025 CC	78	05/07/2025	06/25	DV -- 6449 Membership > CSMFO	100-200-000-750200-100	Membership/Association/Certifi	60.00
JUNE 2025 CC	79	05/07/2025	06/25	DV -- 6449 Training - Intermediate Government Accounting > CSMFO	100-200-000-750100-100	Staff Conf/Training/Meetings	200.00
JUNE 2025 CC	80	05/07/2025	06/25	DV -- 6449 GAAFR 2024 Edition > GOVERNMENT FINANCE OFF	100-200-000-750100-100	Staff Conf/Training/Meetings	199.00
JUNE 2025 CC	81	05/07/2025	06/25	DV -- 6449 Membership Fees > GOVERNMENT FINANCE OFF	100-200-000-750200-100	Membership/Association/Certifi	160.00
JUNE 2025 CC	82	05/07/2025	06/25	DV -- 6449 Final Payment for Graphic Design Services > BUEL CREAT* (1 OF 1 PA	100-200-000-720400-100	Office Supplies	982.80
Total 1844 US Bank - Calcard CC (AutoDR):							18,020.47
Grand Totals:							18,020.47

Report GL Period Summary

Vendor number hash: 0
Vendor number hash - split: 0
Total number of invoices: 0
Total number of transactions: 0

Report Criteria:

Vendor.Vendor number = 1844

[Report].GL Period = "06/25"

Includes unprinted checks

Board Packet No. 106

Signature Lines

Report Criteria:

- Includes the following check types:
 - Transmittal
 - Includes unprinted checks
-

Ross Valley Sanitary District
Payroll Payment Detail
June 30, 2025

TOTAL DISTRICT EMPLOYEE PAYMENTS

	Pay Date	Payroll Period	Paid Amount
1	6/13/2025	Payroll period 05/26/2025 - 06-08/2025	\$ 126,350.10
2	6/27/2025	Payroll period 06/09/2025 - 06/22/2025	135,378.54
3	Total employee payments		\$ 261,728.64

Note: The payroll payment on line #2 includes paid amounts related to the monthly stipend payments to the District's Board of Directors. To see the respective gross payouts to each Board member for the number of meetings, please see below.

DISTRICT BOARD OF DIRECTOR STIPENDS

**In alphabetical order by last name*

	Board Member Name	# of Meetings	Stipend
1	Michael Boorstein	1	\$ 314.00
2	Thomas Gaffney	2	628.00
3	Douglas Kelly	2	628.00
4	Pamela Meigs	2	628.00
5	Mary Sylla	2	628.00
6	Total District Board of Director stipends	9	\$ 2,826.00



PERFORMANCE METRICS MONTHLY REPORT OPERATIONS & MAINTENANCE – JULY 2025

Prepared by: Patrick Filipelli
Senior Business Systems Analyst

Date: August 2025

Reviewed by: Steve Moore Paul Bruemmer
General Manager Operations and Maintenance Manager

DISTRICT MISSION

We provide our customers with high quality wastewater collection service, through a system that has no avoidable sanitary sewer spills, at the lowest sustainable cost, in order to protect public health and the environment.

REPORT CONTENTS

District Mission	1
Report Contents	1
INTRODUCTION	3
Purpose	3
Definitions	3
Items of Note in Current Reporting Period	3
PUMP STATIONS	4
Flow	6
Pump Station Flow	7
Pump Station Maintenance	8
Distribution of Pump Station Maintenance	8
GRAVITY SEWER LINES	9
Pipe Cleaning	9
Condition Assessment	9
Manhole Observations	10
Distribution of Observations	10
District Water Use	11
Distribution of Water Use	11
Repair	12
Distribution of Repair Work	12
Fats, Oils and Grease (FOG) Program	13
FOG Compliance Inspections	13
FOG Compliance Annual Progress	13

LATERAL INSPECTIONS..... 14

 Number of Inspections and Footage Replaced..... 14

 Distribution by Inspection Type 15

 Dye Testing 16

 Notice to Repair 16

SERVICE CALLS..... 17

 Number of Calls and Staff Hours 17

 Distribution by Cause 17

SANITARY SEWER SPILLS 18

 Spill Categories 18

 Public Spills by Category 18

 Public Spills by Cause 19

 Distribution of Spills by Cause 19

 Spill Volume versus Conveyance to WWTP 20

Acronyms, Abbreviations, Terms, and Definitions 21

INTRODUCTION

Purpose

The purpose of this performance metrics report is to present and discuss the management and performance of the collection system. Reports will be prepared on a monthly and annual basis.

Definitions

Performance metrics provide information on the collection system management and performance. A list of acronyms, abbreviations, terms, and definitions related to the District's collection systems, O&M, and performance metrics is provided at the end of this document.

Items of Note in Current Reporting Period

The following items of note were in this performance metrics reporting period:

Operations

- Staff participated in comprehensive fire extinguisher training designed to enhance workplace safety and emergency preparedness. The training covered proper techniques for operating fire extinguishers and emphasized the importance of identifying the correct extinguisher type based on the classification of fire. By understanding how and when to use each type, such as water, foam, CO₂, or dry chemical, employees are better equipped to respond quickly and effectively in the event of a fire. This proactive approach supports a safer work environment and reinforces the District's commitment to staff readiness and safety compliance.

Pump Crew

- Staff worked alongside the contractor, Disney Construction, to complete a temporary repair to the 6" force main at PS30 (Heather Gardens). During excavation activities for the station rehabilitation, the force main was damaged by an excavator bucket tooth. All sewage was contained in the trench and pumped back into the wet well by a sump pump. RVSD staff used a combo truck to maintain wet well levels while the contractor procured and installed a repair band clamp. The damaged section of force main will be abandoned when the rehabilitation project is completed. The District coordination was greatly appreciated by the contractor.
- During regular pump station rounds, staff found the batteries for PS15's standby generator low on voltage. Staff installed the replacement battery charger and brought the battery voltage back to proper levels. This replacement charger was scheduled to be installed by a contractor but due to the urgent battery situation the pump crew completed this advanced installation in house in a short time frame. Great job pump crew!

Line Maintenance Crew

- Maintenance staff carried out a well-timed pipe cleaning operation along Bolinas Road in Fairfax, strategically scheduled to coincide with the temporary closure of Meadow Club Golf Course. This timing minimized traffic and service disruptions, creating a safer and more efficient work environment. The team also completed two additional easement cleanings, including segments descending toward the Meadow Way easement, further improving system reliability in the area.
- Two staff members underwent a formal assessment on CB03 (new large combination vehicle), which was conducted with the CB03 Standard Operating Procedure (SOP). The evaluation was successfully completed, with both staff members passing. Full documentation of the assessment has been recorded. Throughout the process, the staff members demonstrated clear proficiency in utilizing the CB03 SOP, underscoring their operational readiness and attention to procedural accuracy. This is an example of our implementation of the competency-based training.

Repair Crew

- Staff completed a major repair project on Rosemont Avenue in San Anselmo, addressing several critical infrastructure issues. Crews excavated a defective lateral tap break and successfully repaired multiple large pipe breaks that were compromising system integrity. In addition, surrounding voids were filled to restore structural stability. A targeted point repair was also performed over an abandoned, defective tap that had been allowing debris and groundwater infiltration into the main line. These repairs significantly improve flow conditions and reduce the risk of sewer spills.
- In Greenbrae, staff installed four new manholes to replace blind tees, significantly improving system access and functionality. At Corte Dorado staff removed an abandoned lateral and eliminated a dead end, adding a rod hole. At Corte Balboa, the installation included abandoning 50 feet of unused 6-inch main, removing two rod holes, eliminating a defective repair patch and eliminating heavy root intrusion. On Nadina Way, the manhole replacement also resolved substantial root intrusion issues, restoring proper flow. Similarly, a new manhole was installed at Corte Cordova to replace a blind tee, enhancing system access.

Condition Assessment Crew

- Staff routinely perform tests and preventive maintenance of the Smart Cover system. During the month of July, staff assessed 12 Smart Cover units to ensure their reliability. These routine assessments include testing antennas, changing batteries, and cleaning and calibrating the sensors at each of the Smart Cover locations.
- During routine CCTV inspections, crews conducted dye testing on Laurel Avenue in Fairfax and confirmed a broken private lateral at 437 Laurel Avenue. The testing involved flushing dye into the pipe and verifying discharge from the private lateral, which helped pinpoint the failure location. These findings prompted staff to recommend that affected residents contact licensed plumbers for immediate repairs. Due to the public health implications and system impacts caused by this private lateral failure, staff also reached out to the Marin County Health Department to assist with enforcement and ensure proper remediation as the lateral was leaking into a nearby storm drain leading to a creek.
- Staff developed and peer-reviewed two new Standard Operating Procedures (SOPs): one for conducting dye testing of laterals in conjunction with CCTV surveys, and another for dye testing properties along District boundaries to accurately determine jurisdictional connections, as was done to support the LAFCo boundary adjustments with neighboring SD2 (Corte Madera). These SOPs are intended to improve consistency, accuracy, and efficiency in field investigations and inter-agency coordination.
- Staff successfully completed over 9,000 feet of CCTV inspection work, focusing on routine assessments in the Fairfax and San Anselmo areas. Key inspection sites included 225 Cascade Drive, 280 Magnolia Avenue, and several segments along Bolinas Road. These evaluations uncovered a range of issues, including pipe sags, odor complaints, and suspected illegal connections. In response, staff will coordinate with the repair crew and engineering team to address the identified deficiencies, ensuring the system remains free-flowing and efficient. This effort reflects the District's commitment to proactive maintenance and infrastructure reliability.

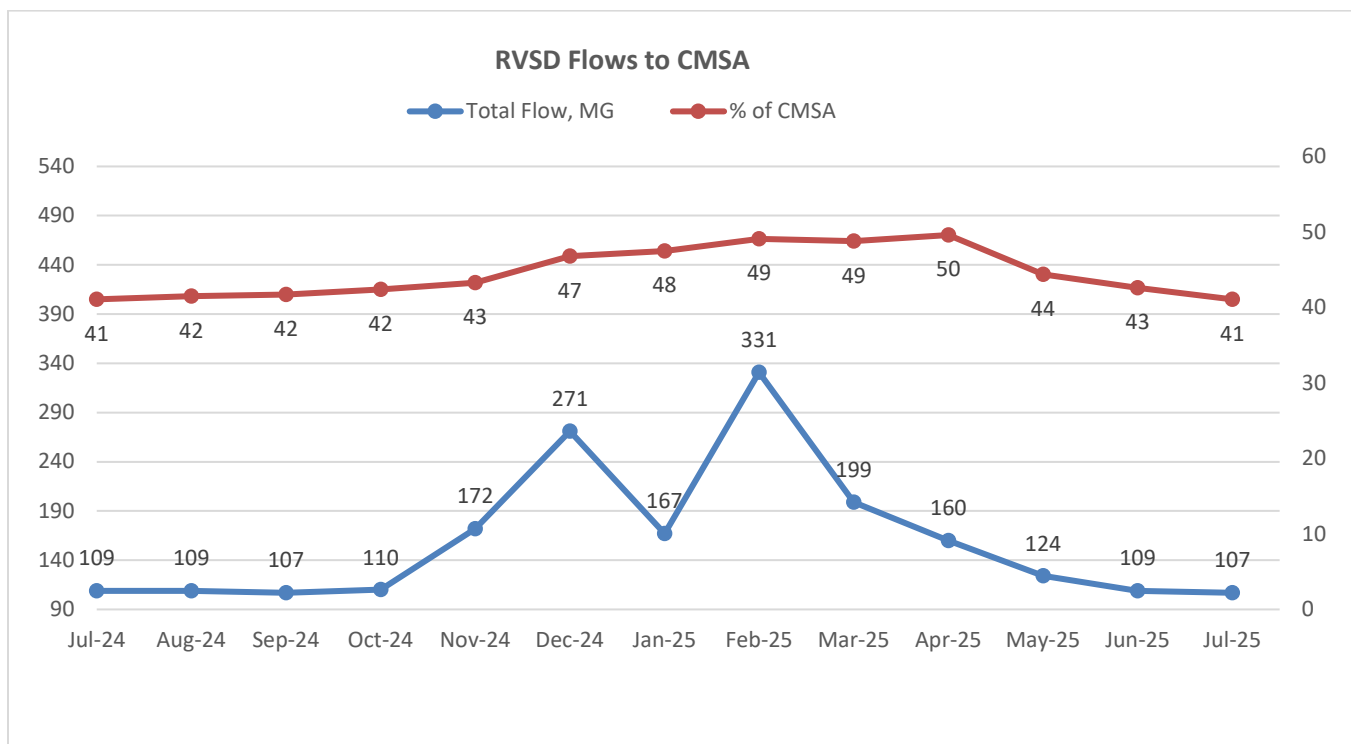
PUMP STATIONS

Pump stations convey wastewater collected by gravity through force mains to points downstream in the system or to the WWTP. Maintenance and monitoring of the pump stations and related assets is critical in managing the collection system. The metrics categories in this report for Pump Stations are Flow, Maintenance, and Energy.

Flow

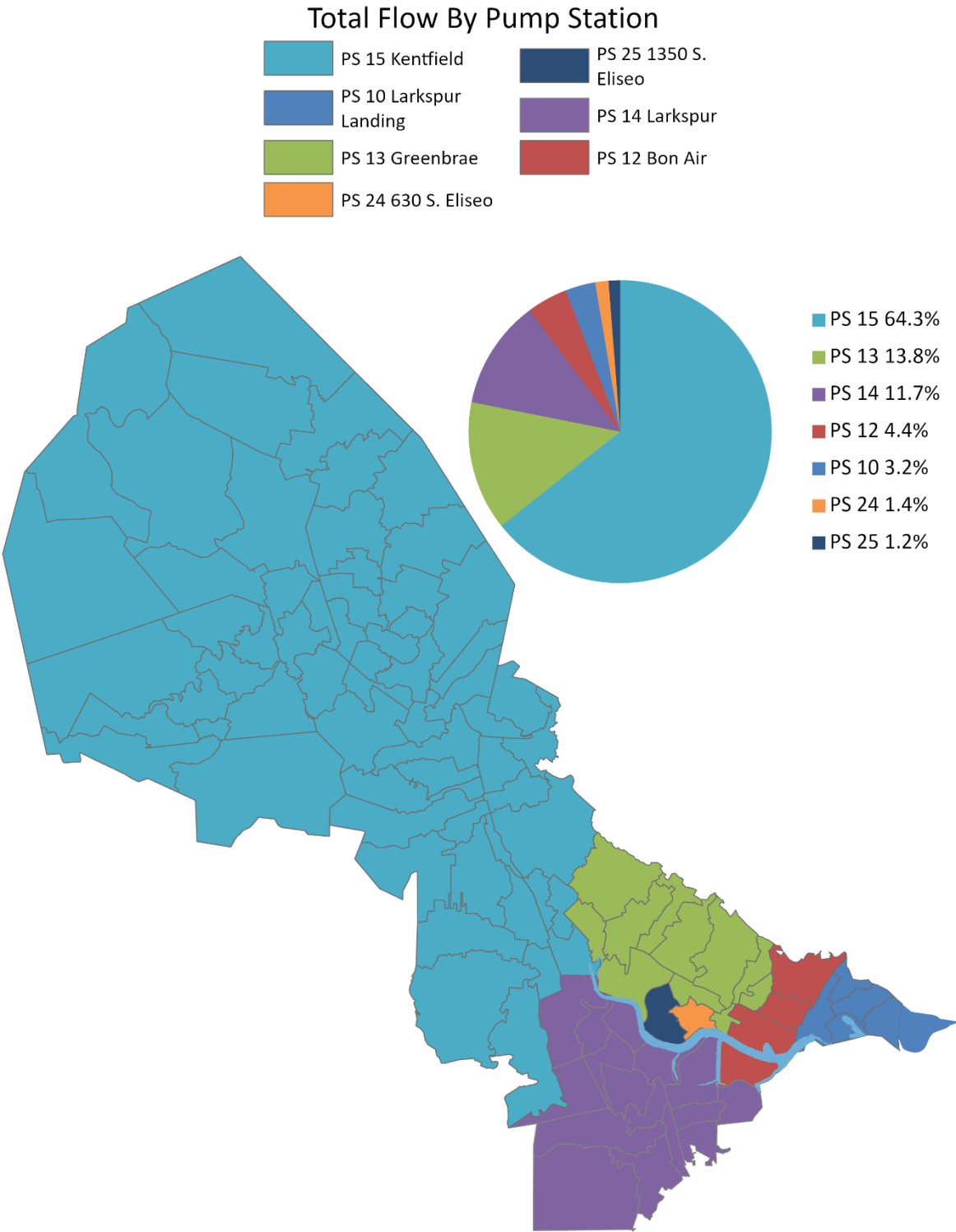
All of RVSD's flow is conveyed in the force main network to CMSA, through one of seven pump stations: PS 15 Kentfield, PS 24 630 S Eliseo, PS 25 1350 S Eliseo, PS 14 Larkspur, PS 12 Bon Air, PS 13 Greenbrae, or PS 10 Larkspur Landing B. Pump stations are the primary location where flow data is collected. Maintenance and energy needs directly relate to flow conditions in the system.

Flow	
Total Flow Volume	107 MG
ADWF	3.3 MGD
Total Flow Volume versus Calculated ADWF Volume	1.05
PWWF	8.4 MGD
Wet Weather Peaking Factor (PWWF/ADWF)	2.5



Pump Station Flow

RVSD has installed Supervisory Control and Data Acquisition (SCADA) software at all the major pump stations. SCADA allows the District to track pump station flows in real time and identify critical maintenance issues. Relative flows pumped by the pump stations to the CMSA treatment plant this month are shown in the graph below. In the wet season PS15 increases to above 2/3 of the total flow.



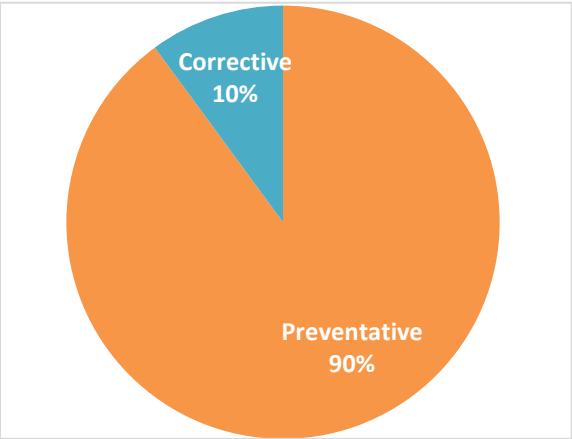
Pump Station Maintenance

Maintenance at pump stations is essential for operational reliability and efficiency. The many electrical, mechanical, and structural components at pump stations require regular preventative maintenance, which reduces overall costs, protecting or extending service life and improving reliability.

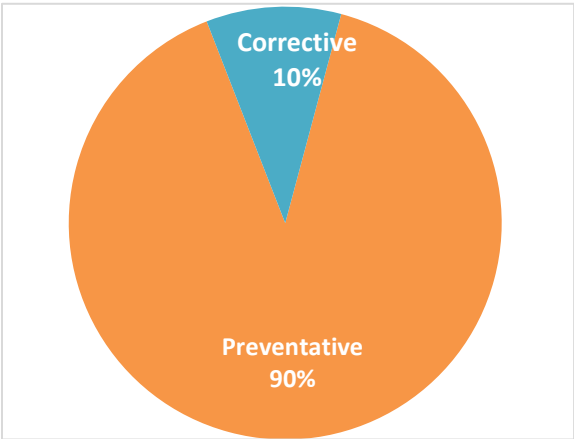
Maintenance Type Performed		
Maintenance Type	Current Month	FYTD
Mechanical Preventative	95	95
Mechanical Corrective	8	8
Electrical Preventative	21	21
Electrical Corrective	5	5
TOTAL	129	129

Distribution of Pump Station Maintenance

Understanding the distribution of preventative versus corrective maintenance aids in the effective planning of future O&M and capital improvement activities.



Maintenance Type Current Month



Maintenance Type FYTD

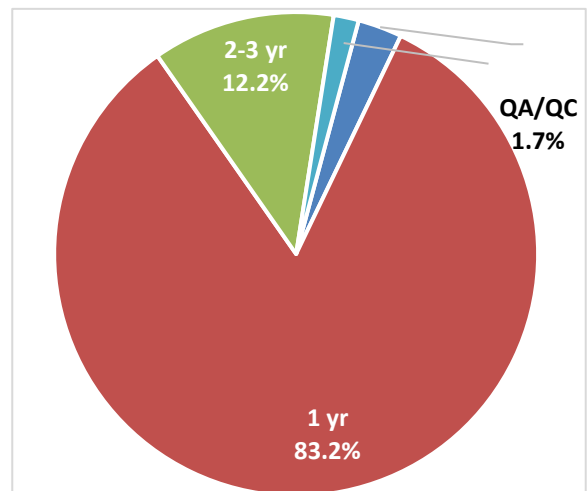
GRAVITY SEWER LINES

Gravity sewer lines collect and convey wastewater downstream. Maintenance, assessments, and repairs can prevent avoidable wastewater spills, protect public health and the environment, reduce odors, and minimize costs. The metrics categories in this report for Gravity Sewer Lines are Pipe Cleaning, Condition Assessment, and Repair.

Pipe Cleaning

Pipe cleaning is the fundamental preventative maintenance activity for gravity sewer pipelines and can prevent wastewater spills, reduce service calls, and extend the life of the assets. The District has implemented a quality assurance program to provide a higher level of service using CCTV cameras.

Pipe Cleaning Footage		
Cleaning Schedule	Current Month	FYTD
HFC	1,801	1,801
1 yr	50,696	50,696
2-3 yr	7,442	7,442
≥ 5 yr	0	0
CCTV QA/QC	1,023	1,023
TOTAL	60,962	60,962

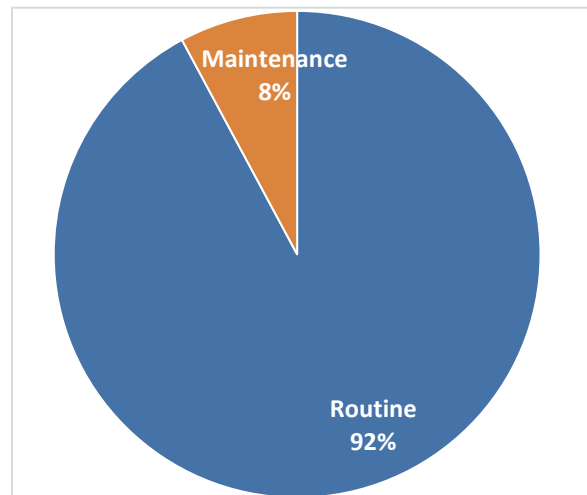


Cleaning and QA/QC Completed by Schedule

Condition Assessment

Condition assessment is used to understand and monitor the condition of infrastructure assets.

CCTV Inspection Footage by Purpose		
CCTV Purpose	Current Month	FYTD
CIP Assessment	0	0
Maintenance Related	702	702
Routine Assessment	8,329	8,329
Resurvey	0	0
Post Rehab	0	0
Pre-Rehab	0	0
I/I Investigation	0	0
TOTAL	9,031	9,031



CCTV Completed by Purpose

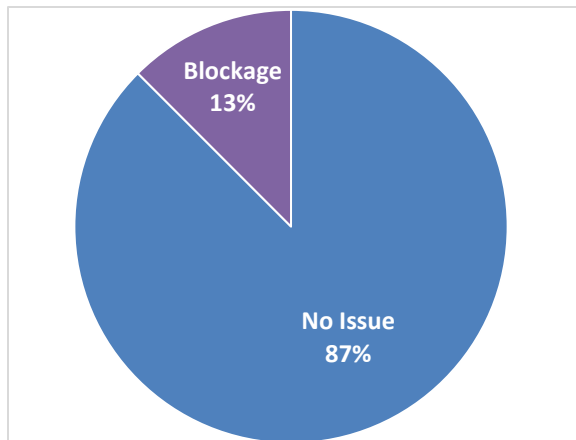
Manhole Observations

To ensure that there isn't root intrusion or other blockages forming in District assets, a manhole observation program was created at the end of FY 2022/23. All pipes that have not been cleaned in the last two years have their manholes observed and maintenance issues documented.

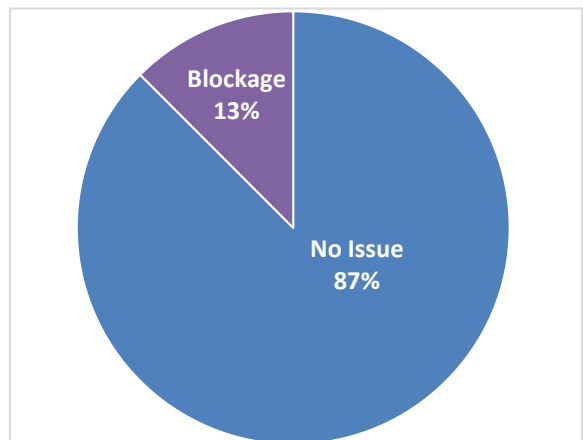
Manhole Observations		
Finding	Current Month	FYTD
No issue	7	7
Cleaning Needed	0	0
Maint. Needed	0	0
Risk of Blockage	1	1
TOTAL	8	8

Distribution of Observations

The distribution of observations allows more effective planning of future O&M improvement activities and informs the pipe cleaning schedule.



Observations Current Month



Observations FYTD

District Water Use

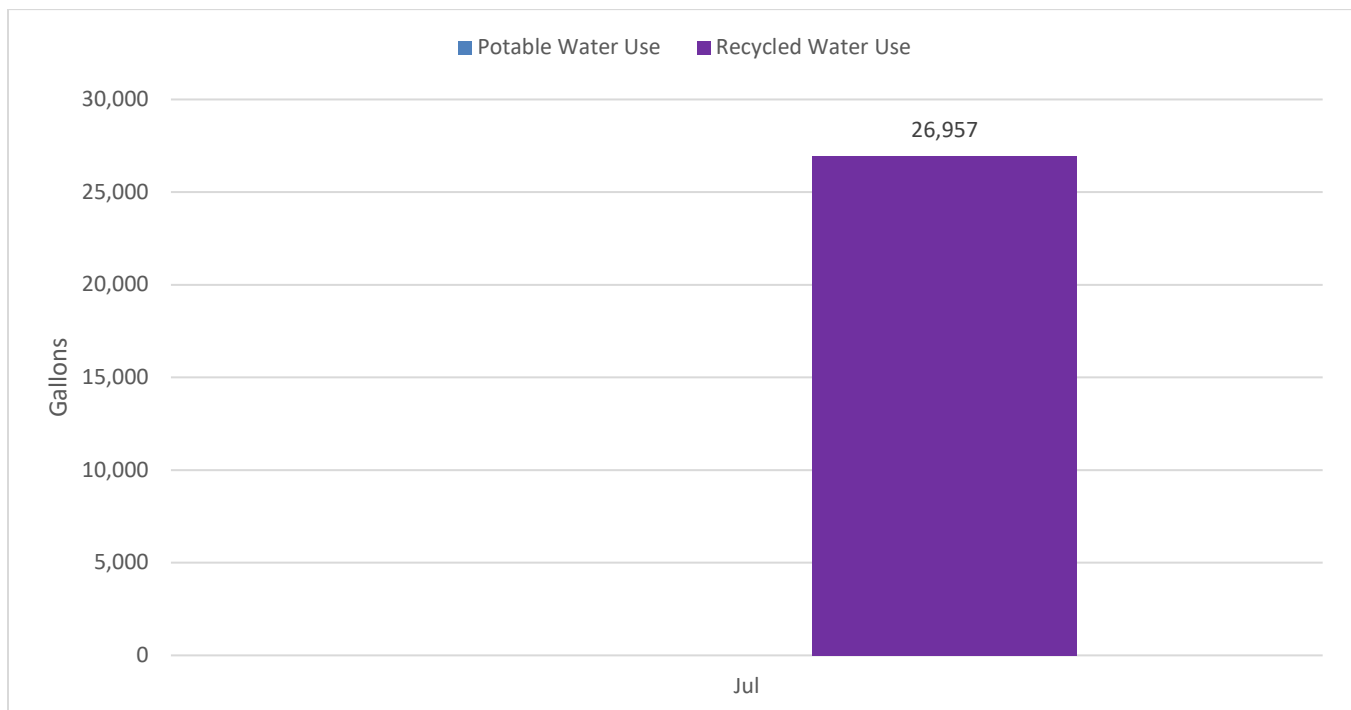
The District uses recycled water for sewer cleaning, using disinfected-23 MPN quality water from the CMSA truck fill station. Below is the total recycled water usage for the current month and fiscal year.

Recycled Water Use by Purpose (in gals)		
Purpose	Current Month	FYTD
Sewer Cleaning	26,957	26,957
TOTAL	26,957	26,957

Distribution of Water Use

Using recycled water for various operational activities is environmentally responsible and sustainable in the long term. The volume of recycled water use equals the volume of potable water conserved. Conserving potable water makes more available for human uses of water for health and safety, and environmental uses of water for fish and wildlife habitat in the Lagunitas Creek and Russian River watersheds. The Cumulative Potable and Recycled Water Use graph below is updated every other month when potable water use data is made available.

FY 2025/2026 Cumulative Potable and Recycled Water Use¹



¹ MMWD potable water use is reported bimonthly and will be available in August.

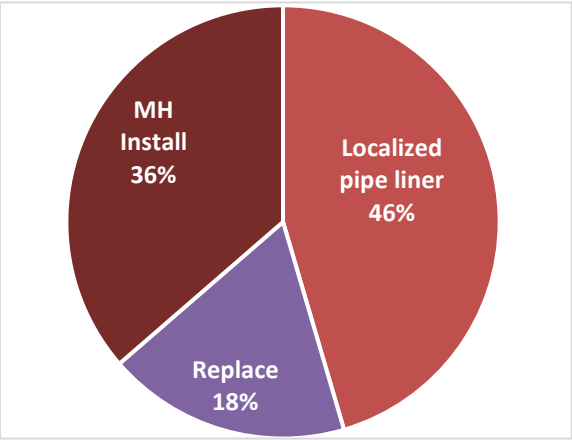
Repair

The Repair division allows the District to perform cost effective and vital work without the need to hire additional contractors.

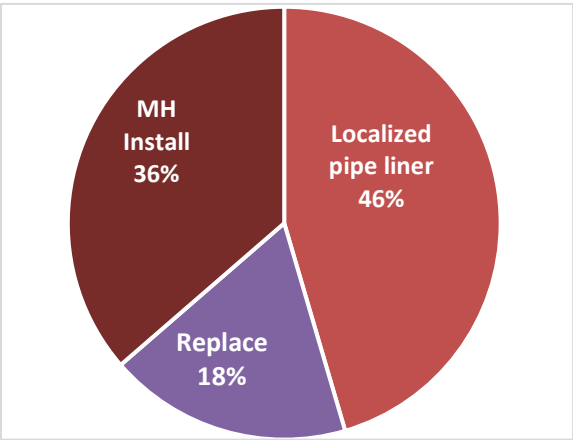
Repair Activity by Type		
Repair Type	Current Month	FYTD
Localized pipe liner	5	5
Replacement Repair	2	2
Manhole repair	0	0
Manhole Install	4	4
TOTAL	11	11

Distribution of Repair Work

Understanding the distribution of repair work allows more effective planning of future O&M and capital improvement activities.



Repair Type Current Month



Repair Type FYTD

Fats, Oils and Grease (FOG) Program

The District's Fats, Oils and Grease (FOG) Program is administered by CMSA through a program agreement. Currently, there are 83 Food Service Establishments (FSEs) within the District that require an annual inspection and 21 that are required to be inspected three times per year. This list will change over time as FSEs open or shut down. To have a highly effective FOG program it is essential that all FSEs are inspected at least annually or based on their permitted schedule. Below is the total number of inspections performed for the current month and fiscal year.

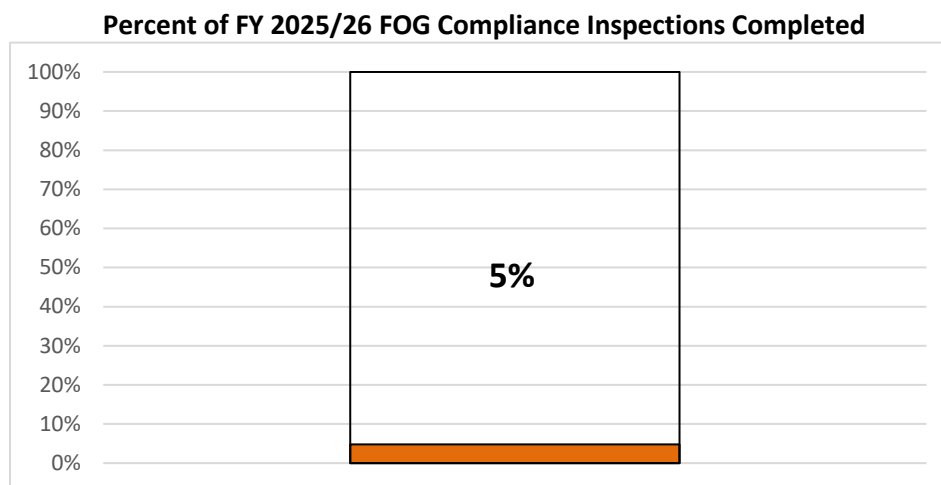
Inspections Performed			
Purpose	Current Month	FYTD	Total Planned INSP
Compliance	7	7	146
TOTAL	7	7	146

FOG Compliance Inspections

Staff utilizing the newly instated supervisor review function within Info Asset, have been notifying supervisory staff and CMSA inspectors of heavy grease within the collection system. Staff have reported that this coordination is making a positive impact within the system.

FOG Compliance Annual Progress

Compliance inspections completed are expected to average 8.3% (1/12) per month. Due to CMSA administering other FOG programs throughout the county, there will be some months that no compliance inspections take place within the Ross Valley service area.



LATERAL INSPECTIONS

District inspectors conduct inspections and provide technical customer support and enforcement over private sewer lateral repair and replacements.

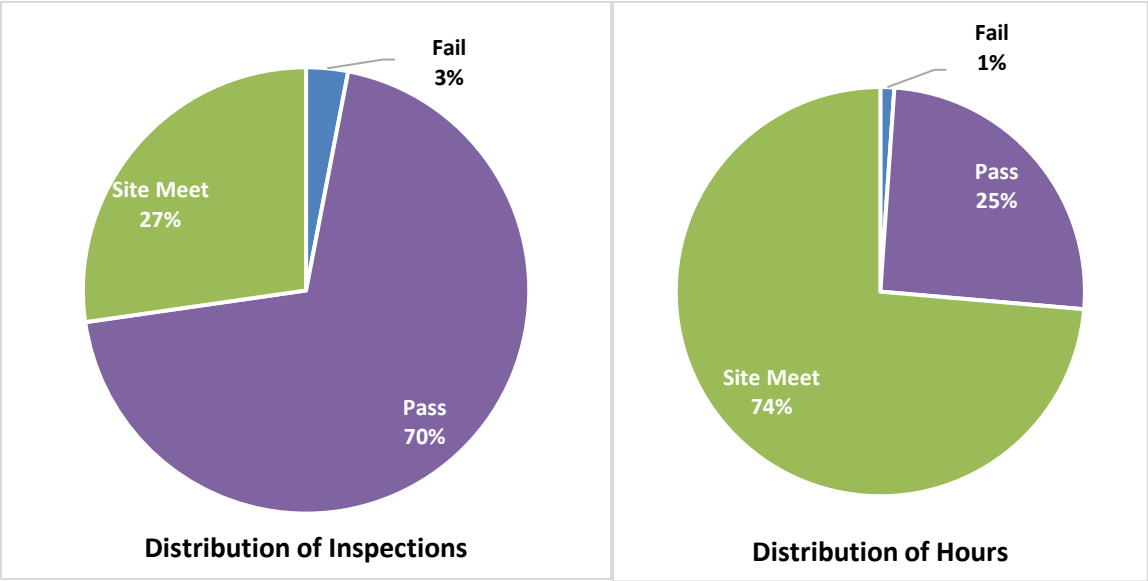
Number of Inspections and Footage Replaced

Lateral inspections have increased over the years due to increased lateral replacement activity driven by the District's lateral programs. Inspections staff complete more lateral inspection work orders than the number of laterals that are replaced, due to additional field meets and investigations as well as re-inspections when the lateral does not pass inspection the first time.

Lateral Inspections				
Type	INSP Current	INSP FYTD	Hours Current	Hours FYTD
Fail	1	1	1	1
Ongoing	0	0	0	0
Pass	23	23	23	23
Site Meet	9	9	9	9
TOTAL	33	33	33	33

Lateral Replacements				
Type	INSP Current	INSP FYTD	Footage Current	Footage FYTD
Repaired	1	1	45	45
Replaced	22	22	1,170	1,170
TOTAL	23	23	1,215	1,215

Distribution by Inspection Type



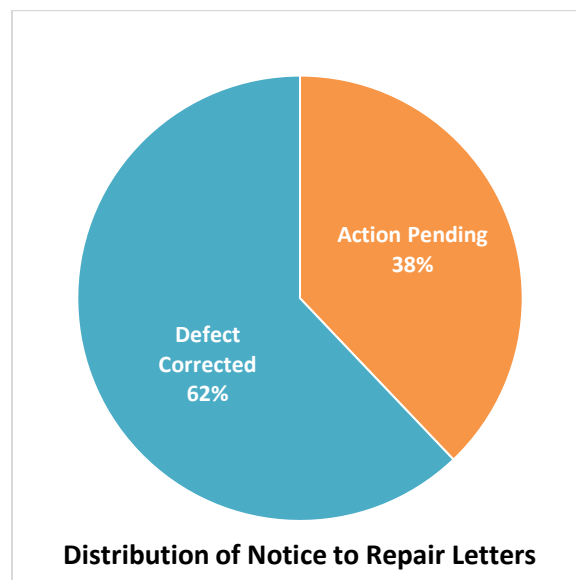
Dye Testing

When Condition Assessment staff come across a defective lateral during routine assessment, a dye test is performed to confirm ownership.

Dye Tests				
Type	Current	FYTD	Hours Current	Hours FYTD
Dye Test	1	1	1	1
TOTAL	1	1	1	1

Notice to Repair

The dye test information is used to generate “Notice to Repair” letters and the homeowner is notified of their responsibility to fix the defective connection. Below is the distribution of pending actions versus corrected defects since the inception of the program.



SERVICE CALLS

Service calls are by nature unplanned activities and can be a measure of the quality of wastewater collection service. A high number of service calls reduces the availability of O&M resources to complete preventative maintenance and scheduled repairs. The metrics categories in this report for Service Calls are the Number of Calls and Staff Hours and Distribution by Cause.

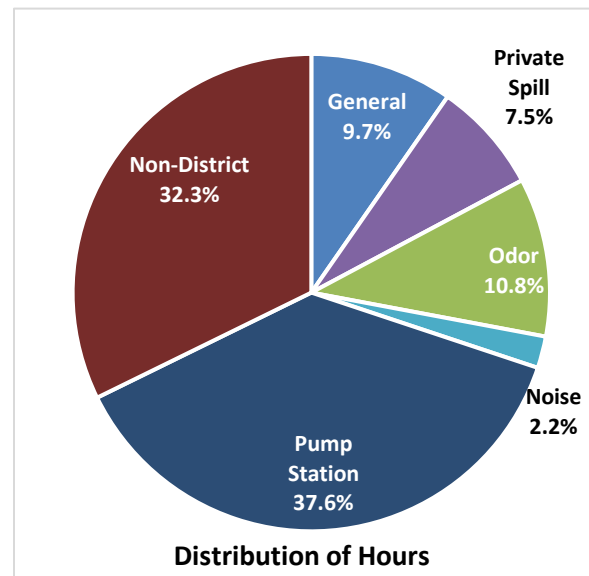
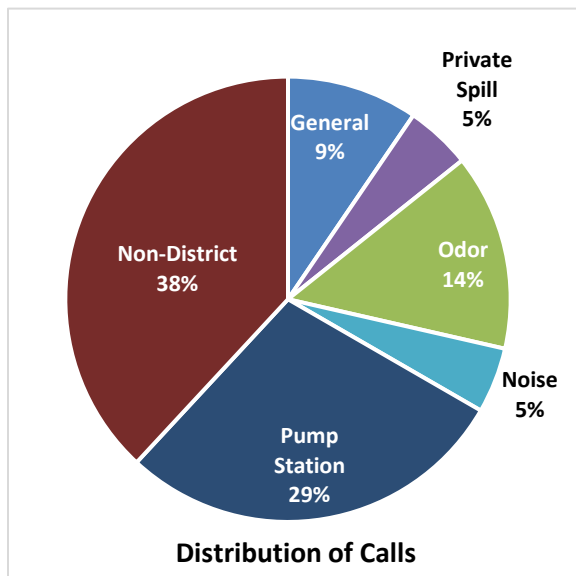
Number of Calls and Staff Hours

Service calls both during normal hours and after hours take up a considerable amount of staff resources. To provide a high level of service to customers, the District is committed to comprehensive management of all calls.

Calls and Hours by Cause of Service Call				
Cause	# Calls	Calls FYTD	Staff Hours	Hours FYTD
General	2	2	9	9
Public Spill	0	0	0	0
Private Spill	1	1	7	7
Odor complaints	3	3	10	10
Noise complaints	1	1	2	2
System Monitoring	0	0	0	0
Pump Station Alarms	6	6	35	35
Non-District incidents	8	8	30	30
TOTAL	21	21	93	93

Distribution by Cause

Understanding how Spills are distributed by cause allows more effective planning of future O&M, capital improvement, and enforcement activities.



SANITARY SEWER SPILLS

Wastewater spills affect public health and the environment. Preventing spills is fundamental to the proper operation of the collection system. The metrics categories in this report for Sanitary Sewer Spills are the Public Spills by Category, Public Spills by Cause, Distribution of Spills by Cause, and Spill Volume versus Conveyance to WWTP.

Spill Categories

Category 1: Discharge of untreated or partially treated wastewater of any volume resulting from a sanitary sewer system failure or flow condition that either:

- Reaches surface water and/or drainage channel tributary to a surface water; or
- Reached a Municipal Separate Storm Sewer System (MS4) and was not fully captured and returned to the sanitary sewer system or otherwise captured and disposed of properly.

Category 2: Discharge of untreated or partially treated wastewater greater than or equal to 1,000 gallons resulting from a sanitary sewer system failure or flow condition that either:

- Does not reach surface water, a drainage channel, or an MS4, or
- The entire Spill discharged to the storm drain system was fully recovered and disposed of properly.

Category 3: A Category 3 spill is a spill of equal to or greater than 50 gallons and less than 1,000 gallons, from or caused by a sanitary sewer system that does not discharge to a surface water.

Category 4: A spill of less than 50 gallons, from or caused by a sanitary sewer system that does not discharge to a surface water.

Public Spills by Category

Public Spills are categorized for regulatory purpose by the State of California and reported through CIWQS to the RWQCB.

Spills by CIWQS Category				
Category	# Spills	Spills FYTD	Volume, gal	Volume FYTD
1	0	0	0	0
2	0	0	0	0
3	0	0	0	0
4	1	1	32	32
TOTAL	1	1	32	32

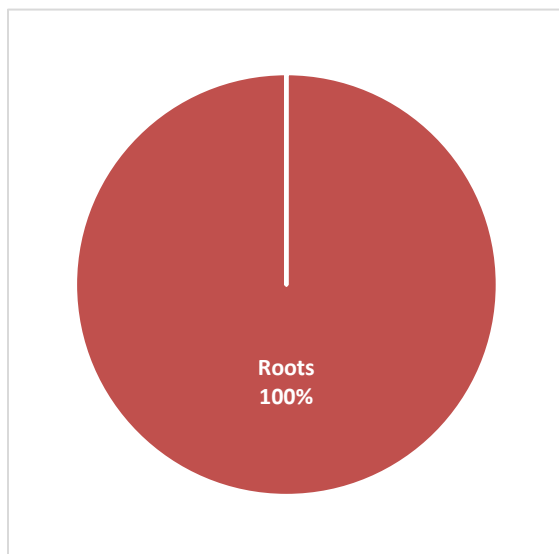
Public Spills by Cause

Tracking the cause of Spills is a regulatory requirement for CIWQS Spill reporting. The data is used in planning, O&M, capital improvement, and enforcement activities.

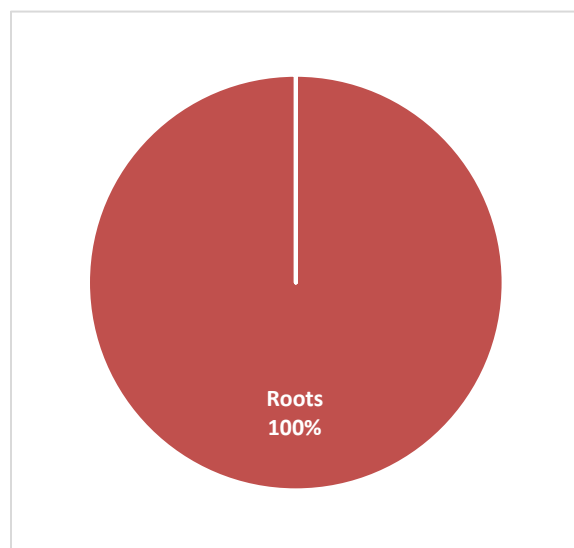
Spills by Cause				
Category	# Spills	Spills FYTD	Volume, gal	Volume FYTD
Structural	0	0	0	0
Roots	1	1	32	32
Debris	0	0	0	0
FOG	0	0	0	0
Construction	0	0	0	0
Surcharge	0	0	0	0
Operator Error	0	0	0	0
PS Power Failure	0	0	0	0
CS Maint. Caused	0	0	0	0
Damage by other	0	0	0	0

Distribution of Spills by Cause

Understanding how Spills are distributed by cause allows more effective planning of future O&M, capital improvement, and enforcement activities. In the month of July, the District had one small sewer spill due to root intrusion through a visible void in the pipe segment. Staff have scheduled an excavation to repair the pipe defect at this backyard easement site.



Distribution of Spills



Distribution of Spill Volume

Spill Volume versus Conveyance to WWTP

Spills are wastewater that could not be conveyed by the collection system.

Spill Volume versus WWTP Influent			
Month	Spill, gal	WWTP, gal	%
July	32	107,000,000	0.00003%

ACRONYMS, ABBREVIATIONS, TERMS, AND DEFINITIONS

ADWF	Average Dry Weather Flow
CCTV	closed circuit television
CDO	Cease and Desist Order
CIP	Capital Improvement Plan or Program
CIWQS	California Integrated Water Quality System
CMMS	Computerized Maintenance Management System
CMSA	Central Marin Sanitation Agency
COF	Consequence of Failure
District	Ross Valley Sanitary District
F _c	Consequence of Failure
F _L	Likelihood of Failure
FM	force main
FOG	Fats, Oil, and Grease
ft	feet
FY	Fiscal Year
gal	gallons
GIS	Geographic Information Systems
GPS	Global Positioning System for satellite-based location information
HFC	High Frequency Cleaning, <1 year
hr	hour
IAMP	Infrastructure Asset Management Plan
I/I	infiltration/inflow
in	inches
InfoAsset	District's CMMS software
kWh	kilowatt-hour; unit of energy
LF	linear feet
LOF	Likelihood of Failure
LOS	Level of Service
LS	Lift Station
MACP	Manhole Assessment and Certification Program ©
MG	million gallons; measure of flow volume.
mgd	million gallons per day; measure of flow rate
mi	miles
O&M	Operations and Maintenance
PACP	Pipeline Assessment and Certification Program ©
PS	Pump Station
PWWF	Peak Wet Weather Flow
QA/QC	quality assurance and quality control
RDI/I	rainfall-dependent infiltration/inflow
RVSD	Ross Valley Sanitary District
RWQCB	Regional Water Quality Control Board
SCADA	supervisory control and data acquisition
SOP	Standard Operating Procedure
SSMP	Sewer System Management Plan
SSS	Sanitary Sewer Spill
yr	year