



**REGULAR BOARD MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA
VIDEO/AUDIO BROADCAST MEETING
FEBRUARY 17, 2021 AT 7:00 PM**

BOARD OF DIRECTORS

Don Chadd, President
Stephen Dopudja, Vice President
Glenn Acosta, Director
Edward Mandich, Director
Michael Safranski, Director

DISTRICT STAFF

Fernando Paludi, General Manager
Michael Perea, District Secretary
Cindy Byerrum, District Treasurer
Atkinson, Andelson, Loya, Ruud & Romo
District General Legal Counsel

AGENDA NOTE:

*Due to the spread of COVID-19 and as authorized by the Governor's Executive Order, Trabuco Canyon Water District will be holding this Regular Board Meeting by video broadcast via **Go To Meeting**, and the meeting will be available live by video conference and telephone audio as follows:*

Video Conferencing: You can join the meeting from your computer, tablet, or smartphone by clicking on the following link: <https://zoom.us/j/96930019067>

Telephone Audio: 1 (669) 900-6833 (Toll Free)
Access Code: 969-3001-9067

*Persons desiring to monitor the Board meeting agenda items may download the Board meeting agenda and documents on the internet at **www.tcwd.ca.gov**.*

*You may submit public comments by email to the Board at **mperea@tcwd.ca.gov**. In order to be part of the record, emailed comments on meeting agenda items must be received by the District, at the referenced e-mail address, not later than 6:00 p.m. (PDT) on the day of the meeting. Public comments may also be submitted by teleconference during the meeting.*

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

Determine need and take action on item(s) that arose subsequent to posting the Regular Board Meeting agenda.

VISITOR PARTICIPATION

*Members of the public wishing to address the Board regarding a particular item on the agenda are requested to submit public comments by email to the Board at **mperea@tcwd.ca.gov**. Public comments may also be submitted by teleconference during the meeting. The Board President will call on the visitor following the Board's discussion about the matter. Members of the public will be given the opportunity to speak prior to the Board taking action on that item. For persons desiring to make verbal comments and utilizing a translator to present their comments into English reasonable time accommodations, consistent with State law, shall be provided. Please limit comments to three minutes.*

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING AGENDA | FEBRUARY 17, 2021**

ORAL COMMUNICATION

Members of the public who wish to make comment on matters not appearing on the agenda are requested to submit oral communication by email to the Board at mperea@tcwd.ca.gov. Public comments may also be submitted by teleconference during the meeting. Under the requirements of State Law, Directors cannot take action on items not identified on the agenda and will not make decisions on such matters. The Board President may direct District Staff to follow up on issues as may be deemed appropriate. For persons desiring to make verbal comments and utilizing a translator to present their comments into English reasonable time accommodations, consistent with State law, shall be provided. Please limit comments to three minutes.

DIRECTORS' COMMENTS AND MEETING REPORTS

REPORT FROM THE GENERAL MANAGER

CONSENT CALENDAR

All matters under the Consent Calendar will be approved by one motion unless a Board member or staff member requests a separate action on a specific item.

ITEM 1: APPROVAL OF MINUTES OF BOARD MEETING(S)

RECOMMENDED ACTION

Approve the minutes of the following Board Meetings:

1. January 20, 2021 Regular Board Meeting
2. February 1, 2021 Special Board Meeting

ITEM 2: TREASURER'S REPORT

a. **FINANCE/AUDIT COMMITTEE MEETING**

RECOMMENDED ACTION:

Receive and file the following Finance/Audit Committee Meeting Recap(s):

1. January 13, 2021

b. **PRESENTATION OF FINANCIALS**

RECOMMENDED ACTION:

Receive and file the preliminary statement(s) of revenues and expenses and preliminary unaudited financials for the following month(s):

1. December 2020

c. **PAYMENT OF BILLS FOR CONSIDERATION**

RECOMMENDED ACTION:

Ratify the payment of bills for consideration, Payroll and Payroll Taxes for January 2021.



ITEM 3: ENGINEERING/OPERATIONAL COMMITTEE MEETING

RECOMMENDED ACTION:

Receive and file the following Engineering/Operational Committee Meeting Recap(s):

1. January 6, 2021

ITEM 4: RATIFICATION OF DIRECTORS' FEES AND EXPENSES, AND TENTATIVE FUTURE MEETINGS/ ATTENDANCE

RECOMMENDED ACTION:

Ratify the Directors' expenses and fees from January 2021 and approve tentative future meetings/attendance.

ACTION CALENDAR

All matters under the Action Calendar have been reviewed by the General Manager and Staff prior to the Board's consideration.

ADMINISTRATIVE MATTERS

ITEM 5: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE CORONAVIRUS, INCLUDING SAFETY OF DISTRICT SERVICES AND EMPLOYEES, AND IMPACT TO BOARD & COMMITTEE MEETINGS

RECOMMENDED ACTION(S):

Receive information at the time of the Board meeting and take action(s) as deemed appropriate.

ITEM 6: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO THE PROPOSED PALOMA SQUARE DEVELOPMENT (DOVE CANYON PLAZA) AND OTHER RELATED MATTERS

RECOMMENDED ACTION:

Receive information at the time of the Board meeting and take action(s) as deemed appropriate.

FINANCIAL MATTERS

ITEM 7: DISCUSSION CONCERNING DRAFT DISTRICT CLASSIFICATION COMPENSATION REVIEW AND PROPOSED SALARY ADJUSTMENTS

RECOMMENDED ACTION:

1. *Receive information and presentation at the time of the Board meeting.*
2. *Receive and file DRAFT Classification Compensation Review Report prepared by Ralph Anderson & Associates.*
3. *Authorize the General Manager to implement the proposed salary adjustments consistent with the DRAFT Classification Compensation Review Report and any related action(s) as deemed appropriate.*



ENGINEERING MATTERS

ITEM 8: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE DIMENSION WATER TREATMENT PLANT BACKWASH WASTE TANK REPLACEMENTS

RECOMMENDED ACTION:

1. Receive information at the time of the Board meeting.
2. Ratify a construction contract with Superior Tank for the Dimension Water Treatment Plant Backwash Settling Tank Improvements in the amount of \$249,876, with a contingency of \$25,000, for a not to exceed amount of \$274,876.

LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS

ITEM 9: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)

RECOMMENDED ACTION(S):

Review and discuss local government and legislative informational matter(s) and take action(s) as deemed appropriate.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

ITEM 10: _____

ITEM 11: _____

OTHER INFORMATION/MATTERS

Reports or comments from the General Manager and/or Staff

ADDITIONAL DIRECTORS' COMMENTS

Additional reports or comments from Directors

END ACTION CALENDAR & ADJOURNMENT

AVAILABILITY OF AGENDA MATERIALS

Agenda exhibits and other writings that are disclosable public records distributed to all or a majority of the members of the Trabuco Canyon Water District Board of Directors in connection with a matter subject to discussion or consideration at an open meeting of the Board of Directors are available for public inspection at the Trabuco Canyon Water District Administrative Facility, 32003 Dove Canyon Drive, Trabuco Canyon, California (District Administrative Facility) and will be posted online on the District's website located at www.tcwd.ca.gov. If such writings are distributed to members of the Board less than 72 hours prior to the meeting, they will be available online at www.tcwd.ca.gov at the same time as they are distributed to the Board Members, except that, if such writings are distributed immediately prior to or during the meeting, they will be posted online on the District's website located at www.tcwd.ca.gov.



**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING AGENDA | FEBRUARY 17, 2021**

COMPLIANCE WITH THE REQUIREMENTS OF CALIFORNIA GOVERNMENT CODE SECTION 54954.2

In compliance with California law and the Americans with Disabilities Act, if you need special disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, or if you need the agenda provided in an alternative format, please contact the District Secretary at (949) 858-0277, at least 48 hours in advance of the scheduled Board meeting. Notification at least 48 hours prior to the meeting will assist the District in making reasonable arrangements to accommodate your request. The Board Meeting Room is wheelchair accessible.

FUTURE SCHEDULED REGULAR BOARD MEETINGS OF THE BOARD OF DIRECTORS

Upcoming Regular Meetings of the Board are expected to be held at the District Administrative Facility (Board Meeting Room) located at 32003 Dove Canyon Drive, Trabuco Canyon, California 92679 and are currently scheduled as follows:

March 17, 2021 | April 21, 2021 | May 19, 2021

The District may conduct future meetings via teleconferencing and/or video during the current ongoing emergency situation.



**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | FEBRUARY 17, 2021**

CONSENT CALENDAR

ITEM 1: APPROVAL OF MINUTES OF BOARD MEETING(S)

RECOMMENDED ACTION

Approve the minutes of the following Board Meetings:

- 1. January 20, 2021 Regular Board Meeting*
- 2. February 1, 2021 Special Board Meeting*

CONTACTS (staff responsible): PALUDI/PEREA/SANGI



MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT | JANUARY 20, 2021

The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD or District) conducted on January 20, 2021 was called to order by President Chadd at 7:00 p.m., via conference call in the Board Room at the District Administrative Facility, located at 32003 Dove Canyon Drive, Trabuco Canyon, California. Mr. Michael Perea, District Secretary, transcribed the minutes thereof.

DIRECTORS PRESENT ON CONFERENCE CALL

President Don Chadd
Vice President Stephen Dopudja
Director Glenn Acosta
Director Edward Mandich
Director Michael Safranski

STAFF PRESENT

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager/District Secretary

STAFF PRESENT ON CONFERENCE CALL

Lisa Marie Sangi, Administrative Assistant
Lorrie Lausten, District Engineer

DISTRICT CONSULTANTS PRESENT

Rob Anslow, District General Legal Counsel (Atkinson, Andelson, Loya, Ruud & Romo - AALRR)

DISTRICT CONSULTANTS PRESENT ON CONFERENCE CALL

Cindy Byerrum, District Treasurer (Eide Bailey)

PUBLIC PRESENT ON THE CONFERENCE CALL

Beth Heard, Resident

PLEDGE OF ALLEGIANCE

President Chadd led the Board of Directors, District staff, and audience in the Pledge of Allegiance.

ITEMS TOO LATE TO BE AGENDIZED

None

VISITOR PARTICIPATION VIA CONFERENCE CALL

Ms. Heard addressed the Board of Directors concerning the potential impacts of the City of Rancho Santa Margarita Regional Housing Needs Allocation (RHNA). President Chadd briefly discussed that this matter was reviewed a recent Community Associations of Rancho (CAR) meeting which District representatives attended and that the District is currently monitoring the matter.

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD OF DIRECTORS MEETING MINUTES | JANUARY 20, 2021**

ORAL COMMUNICATION

None

DIRECTOR'S COMMENTS

There were no Director comments received.

REPORT FROM THE GENERAL MANAGER

Mr. Paludi reported on the following matters:

- Mr. Paludi provided a brief update on the District Employee Compensation Survey performed by Ralph Anderson & Associates, and he reported that District staff will be meeting with the District Organization Ad Hoc Committee. Mr. Paludi added that District staff will agendaize this matter for Board consideration at the next Regular Board Meeting.
- Mr. Paludi reported that the District has filled two full time employment positions and is currently recruiting for an open Wastewater Operations position and an Engineering Intern position.

CONSENT CALENDAR

President Chadd indicated that all matters under the Consent Calendar would be approved by one motion unless a Board member or staff member requests a separate action on a specific item.

Action: A motion was made by Director Safranski and seconded by Director Mandich to approve the Consent Calendar. There was no further discussion.
The motion was approved by a vote of 5 – 0.

ADMINISTRATIVE MATTERS

ITEM 5: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE CORONAVIRUS, INCLUDING SAFETY OF DISTRICT SERVICES AND EMPLOYEES, AND IMPACT TO BOARD & COMMITTEE MEETINGS

Mr. Paludi provided a brief update on COVID-19 related matters throughout the County, and he reported that there were no impacts to District staff at that time. Discussion occurred concerning ongoing vaccination phasing process throughout the County, and he provided a brief update on the phased approach for essential workers which includes District Operations and Maintenance staff.

Action: The Board took no action on this matter.

FINANCIAL MATTERS

ITEM 6: ADOPTION OF DISTRICT TREASURER'S ANNUAL STATEMENT OF INVESTMENT POLICY

Mr. Paludi presented this matter for Board consideration, and he reported that this matter was reviewed by the Finance/Audit Committee. Ms. Byerrum reported that the proposed language in the resolution is substantively the same as the prior year, aside from minor grammatical changes. Mr. Anslow reported that there have not been any changes to the Water Code which would impact this policy.

Action: A motion was made by Director Mandich and seconded by Director Safranski to Adopt Resolution No. 2021-1289 – Resolution of the Board of Directors of Trabuco Canyon Water District Adopting District Treasurer's Annual Statement of Investment Policy.
The motion was approved by a vote of 5 – 0.

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD OF DIRECTORS MEETING MINUTES | JANUARY 20, 2021**

ITEM 7: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO CALENDAR YEAR 2021 BOARD MEMBER COMMITTEE APPOINTMENTS AND AGENCY REPRESENTATIVE ASSIGNMENTS

Mr. Paludi introduced this matter for Board consideration, and he indicated that this matter is reviewed annually. President Chadd provided a brief review of the standing Committees and recommended the creation of a standing District Properties Committee. President Chadd made the following assignment changes for calendar year 2021:

DISTRICT STANDING COMMITTEES		CHAIR	MEMBER	ALTERNATE	
Engineering/Operational Committee		Mandich	Dopudja	Safranski	
Executive Committee		Vice President	President		
Finance/Audit Committee		Chadd	Mandich	Acosta	
District Properties Standing Committee		Dopudja	Mandich	Chadd	
AD HOC COMMITTEES		CHAIR	MEMBER	ALTERNATE	
Paloma Square Project Ad Hoc Committee		Dopudja	Safranski	Chadd	
District Organization Ad Hoc Committee		Dopudja	Chadd		
MEMBER AGENCY REPRESENTATIVE ASSIGNMENTS		TITLE	PRIMARY	SECONDARY	THIRD
Association of California Water Agencies	Director	Safranski			
Baker Water Treatment Plant Project Committee	Member	Paludi	Dopudja		
California Special Districts Association	Delegate	Acosta			
Independent Special Districts of Orange County	Member	Acosta	Dopudja		
Santiago Aqueduct Commission	Commissioner	Chadd	Mandich		
South Orange County Wastewater Authority Board	Director	Dopudja	Acosta	Paludi	
South Orange County Wastewater Authority Engineering Committee	Staff	Lausten	Paludi		
South Orange County Agencies Group	Liaison	Chadd	Safranski	Paludi	
South Orange County Watershed Management Area Executive Committee	Member	Mandich	Chadd	Acosta	
ORGANIZATION REPRESENTATIVE ASSIGNMENTS		TITLE	PRIMARY	SECONDARY	THIRD
American Water Works Association	Liaison	Paludi	Perea		
City of RSM City Council Meeting No. 1	Liaison	Acosta	Mandich		
City of RSM City Council Meeting No. 2	Liaison	Safranski	Mandich		
Local Agency Formation Commission	Liaison	Paludi	Chadd		
MWDOC Regular Board Meeting	Liaison	Dopudja	Chadd		
Water Advisory Committee of Orange County	Member	Acosta	Chadd		

Action: Following Board discussion, President Chadd appointed Board Members and District staff to District committee(s) and made other agency representative assignments pursuant to District Policy and Rules and Regulations Section 2.4.1.

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD OF DIRECTORS MEETING MINUTES | JANUARY 20, 2021**

ITEM 8: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO URBAN WATER INSTITUTE 2021 VIRTUAL SPRING WATER CONFERENCE SPONSORSHIP

Mr. Paludi introduced this matter for Board consideration, and he reported that this matter was reviewed with the Finance/Audit Committee. Mr. Paludi mentioned that the District is a current member of the Urban Water Institute (UWI) and that the UWI 2021 Virtual Spring Water Conference is scheduled to be held on February 17–18, 2021. Mr. Paludi highlighted the benefits to the District as a member agency of this Southern California water organization, and he recommended the Board of Directors approve a sponsorship of the event in the amount of \$1,000.

Action: A motion was made by Director Dopudja and seconded by Director Mandich to approve a sponsorship of the Urban Water Institute’s 2021 Spring Water Conference in an amount not to exceed \$1,000.
The motion was approved by a vote of 5 – 0.

ENGINEERING MATTERS

ITEM 9: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO THE PROPOSED PALOMA SQUARE DEVELOPMENT (DOVE CANYON PLAZA) AND OTHER RELATED MATTERS

Director Mandich commented that his employer Hunsaker Engineers contract with William Lyon Homes has closed and had no contact with Taylor Morrison Homes developer. Mr. Paludi reported that this matter was previously discussed with the Engineering/Operational Committee, and he mentioned that he had nothing new to report concerning this matter. Ms. Lausten provided a brief review of the DRAFT Parking Demand Study completed by AGA Engineers, and she highlighted the insufficient parking access at the District’s Administration Facility to meet observed demand for certain annual events. Discussion occurred concerning general observations and identified needs for the District. Director Safranski recommended tabling the item until the study is completed. Ms. Lausten recommended returning this matter to the Engineering/Operational Committee for further review.

Action: No action concerning this matter was taken.

ITEM 10: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING RECYCLED WATER PUMP STATION PAVING PROJECT

Mr. Paludi introduced this matter for Board consideration, and he mentioned this matter was reviewed with the Engineering/Operational Committee. Ms. Lausten provided a brief review of the completed paving work at the District’s Dove Canyon Recycled Water Pump Station and highlighted project photos for Board review. Ms. Lausten recommended the Board ratify the contract with Champion Paving for a not to exceed amount \$21,590, which included a contingency amount of \$4,000. Discussion occurred concerning the installation of bollards at certain access points at the facility; Ms. Lausten agreed with the recommendation, and she added that she will coordinate with the contractor on this matter.

Action: A motion was made by Director Safranski and seconded by Director Mandich to ratify a construction contract with Champion Paving for the Recycled Water Pump Station Paving Project in the amount of \$17,590, with a contingency of \$4,000, for a not to exceed amount of \$21,590.
The motion was approved by a vote of 5 – 0.

ITEM 11: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING WASTEWATER TREATMENT PLANT ACCESS ROAD SLURRY SEAL PROJECT

Mr. Paludi introduced this matter for Board consideration, and he reported that this matter was reviewed with the Engineering/Operational Committee. Ms. Lausten provided a brief review of the completed paving work on the utility service road to the Robinson Ranch Wastewater Treatment Plant (WWTP) and she highlighted project photos for Board review. Ms. Lausten recommended the Board ratify the contract with Mission Paving and Sealing, Inc. for a not to exceed amount of \$19,200.

Action: A motion was made by Director Mandich and seconded by Director Acosta to ratify a construction contract with Mission Paving and Sealing, Inc. for the Wastewater Treatment Plant Access Road Slurry Project in the amount of \$17,200, with a contingency of \$2,000, for a not to exceed amount of \$19,200.
The motion was approved by a vote of 5 – 0.

ITEM 12: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING DIMENSION WATER TREATMENT PLANT BACKWASH SUMP PUMP REPLACEMENT

Mr. Paludi introduced this matter for Board consideration, and he mentioned that this critical project was reviewed with the Engineering/Operational Committee. Ms. Lausten provided an overview of the proposed project and reviewed photos of the pumps and motors that require replacement and rehabilitation. Discussion occurred concerning pump procurement timeline impacts. Ms. Lausten reported that District staff procured two quotes for the pump replacement, and she recommended the purchase of the replacement pump and motor parts from Flo-Services for a not to exceed amount of \$55,378.39.

Action: A motion was made by Director Safranski and seconded by Director Mandich to Approve a Construction Contract with Flo-Services, Inc. for the Dimension Water Treatment Plant Backwash Sump Pump Replacement in the amount of \$43,378.39, with a contingency of \$12,000, for a not-to-exceed amount of \$55,378.39.
The motion was approved by a vote of 5 – 0.

ITEM 13: CONSIDERATION AND POSSIBLE ACTION(S) CONCERNING SADDLE CREST DEVELOPMENT PROJECT (TRACT 17388)

Mr. Paludi recommended pulling this item from the Agenda.

LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS

ITEM 14: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)

- Mr. Paludi reported that he attended a virtual meeting hosted by Mr. Chris Palmer, CSDA Senior Public Affairs Field Coordinator, with the Office of Congresswoman Katie Porter. Mr. Paludi reported the discussion focused on the impacts of wildfires, Southern California Edison Public Safety Power Shutoffs (PSPS), and future COVID financial relief.
- Mr. Paludi provided a brief update on State legislation as reported by the Association of California Water Agencies (ACWA) Region 10.
- Mr. Paludi reported that the Metropolitan Water District of Southern California (MET) Board approved a General Manager Recruitment Brochure.
- Mr. Paludi reported that the South Orange County Agencies Group had held a meeting of MET Director Nomination Committee for the Board South County seat. Director Safranski provided a brief update on the matters discussed at the meeting and the process timeline.

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD OF DIRECTORS MEETING MINUTES | JANUARY 20, 2021**

Action: The Board took no action on this matter.

OTHER INFORMATION/MATTERS

There were no other information or matters received.

ADDITIONAL DIRECTORS' COMMENTS

There were no additional comments.

ADDITIONAL GENERAL MANAGER COMMENTS

There were no additional comments.

ADJOURNMENT

President Chadd adjourned the January 20, 2021 Regular Board Meeting at 8:24 p.m.

DRAFT



MINUTES OF THE SPECIAL BOARD MEETING OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT | FEBRUARY 1, 2021

The Special Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD or District) conducted on February 1, 2021 was called to order by President Chadd at 4:00 p.m., via conference call in the Board Room at the District Administrative Facility, located at 32003 Dove Canyon Drive, Trabuco Canyon, California. Mr. Michael Perea, District Secretary, transcribed the minutes thereof.

DIRECTORS PRESENT VIA CONFERENCE CALL

President Don Chadd
Vice President Stephen Dopudja
Director Glenn Acosta
Director Edward Mandich
Director Michael Safranski

STAFF PRESENT

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager/District Secretary

PUBLIC PRESENT ON THE CONFERENCE CALL

None

PLEDGE OF ALLEGIANCE

Director Chadd led the Board of Directors, District staff, and audience in the Pledge of Allegiance.

VISITOR PARTICIPATION

None

ORAL COMMUNICATION

None

DIRECTOR'S COMMENTS

None

REPORT FROM THE GENERAL MANAGER

None

ACTION CALENDAR

CLOSED SESSION NO. 1: CONFIDENTIAL INFORMATION – PUBLIC EMPLOYEE PERFORMANCE EVALUATION TITLE: GENERAL LEGAL COUNSEL

The Board of Directors entered Closed Session at 4:03 p.m.

The Board of Directors met in Closed Session to review and discuss confidential information concerning the District's General Legal Counsel. The District's General Manager and Assistant General Manager participated in the closed session.

**TRABUCO CANYON WATER DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING MINUTES | FEBRUARY 1, 2021**

The Board of Director reconvened Open Session at 4:53 p.m.

ITEM 1: REPORT OF ACTION(S) TAKEN IN CLOSED SESSION

Action: No action was taken in closed session. Direction was provided to the General Manager by the Board of Directors.

ADJOURNMENT

President Chadd adjourned the February 1, 2021 Special Board Meeting at 4:55 p.m.

DRAFT

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | FEBRUARY 17, 2021**

CONSENT CALENDAR

ITEM 2: TREASURER'S REPORT

a. *FINANCE/AUDIT COMMITTEE MEETING*

RECOMMENDED ACTION:

Receive and file the following Finance/Audit Committee Meeting Recap(s):

1. *January 13, 2021*

b. *PRESENTATION OF FINANCIALS*

RECOMMENDED ACTION:

Receive and file the preliminary statement(s) of revenues and expenses and preliminary unaudited financials for the following month(s):

1. *December 2020*

c. *PAYMENT OF BILLS FOR CONSIDERATION*

RECOMMENDED ACTION:

Ratify the payment of bills for consideration, Payroll and Payroll Taxes for January 2021.

EXHIBITS:

1. Revenue Report – January 2021
2. Disbursement Report – January 2021
3. Summary of Disbursements - January 2021
4. General Fund Warrant Register - January 2021
5. General Fund Payroll Warrant Register – January 2021

CONTACTS (staff responsible): PALUDI/PEREA/WARNER



**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING RECAP | JANUARY 13, 2021**

DIRECTORS PRESENT VIA CONFERENCE CALL

Director Don Chadd, Committee Chair
Director Mike Safranski, Committee Member

STAFF PRESENT VIA CONFERENCE CALL

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager/Board Secretary
Lorrie Lausten, District Engineer
Lisa Marie Sangi, Administrative Assistant

PUBLIC PRESENT VIA CONFERENCE CALL

Cindy Byerrum, Consultant Eide Bally

CALL MEETING TO ORDER

Director Chadd called the January 13, 2021 Finance/Audit Committee Meeting to order at 1:01 P.M.

VISITOR PARTICIPATION

No visitor participation was received.

ORAL COMMUNICATION

No oral communication was received.

COMMITTEE MEMBER COMMENTS

No comments were received.

REPORT FROM THE GENERAL MANAGER

No comments were received.

ITEM 1: FINANCE/AUDIT COMMITTEE MEETING RECAP

Mr. Paludi presented the Finance/Audit Committee Meeting Recap for Committee review in accordance with the agenda.

RECOMMENDED ACTION:

The Committee recommended that the Finance/Audit Committee Meeting Recap be forwarded to the Board of Directors for approval (Consent Calendar).

ITEM 2: RATIFICATION OF DIRECTORS' FEES AND EXPENSES, TENTATIVE FUTURE MEETINGS/ATTENDANCE

Mr. Paludi presented the Directors' Fees and Expenses Report and Tentative Future Meetings/Attendance Report for Committee consideration and review.

**TRABUCO CANYON WATER DISTRICT
FINANCE AUDIT COMMITTEE MEETING RECAP | JANUARY 13, 2021**

RECOMMENDED ACTION:

The Committee recommended that the Directors' Fees and Expenses Report for December 2020, and the Tentative Future Meetings/Attendance Report be forwarded to the Board of Directors for ratification (Consent Calendar).

ITEM 3: ADOPTION OF DISTRICT TREASURER'S ANNUAL STATEMENT OF INVESTMENT POLICY

Mr. Paludi presented this matter for Committee consideration, and he mentioned that the District Treasurer's Annual Statement of Investment Policy is reviewed on an annual basis in accordance with the District's General Policy and Rules and Regulations. Mr. Perea presented the DRAFT Resolution for Committee review, and he reported that both the District Treasurer and General Legal Counsel have reviewed and provided comments on the resolution language. Mr. Perea added that the proposed language changes are non-substantive in nature and recommended the Board of Directors adopt the resolution at the following Regular Board Meeting.

RECOMMENDED ACTION(S):

The Committee recommended the Board of Directors adopt Resolution No. 2021-1289 – Resolution of the Board of Directors of Trabuco Canyon Water District Adopting District Treasurer's Annual Statement of Investment Policy (Action Calendar).

ITEM 4: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO CALENDAR YEAR 2021 BOARD MEMBER COMMITTEE APPOINTMENTS AND AGENCY REPRESENTATIVE ASSIGNMENTS

Mr. Paludi presented this matter for Committee consideration, and he mentioned that Director appointments and assignments are made by the Board President. Discussion occurred concerning certain current committee assignments. Director Chadd commented that he would work directly with Mr. Paludi concerning the tentative assignments and to bring to the following Regular Board Meeting for final approval.

RECOMMENDED ACTION(S):

The Committee recommended forwarding the information to the Board of Directors for consideration (Action Calendar).

ITEM 5: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO URBAN WATER INSTITUTE 2021 VIRTUAL SPRING WATER CONFERENCE SPONSORSHIP

Mr. Paludi presented this matter for Committee consideration, and he mentioned that the District is a current member of the Urban Water Institute (UWI). Mr. Paludi reported that the UWI 2021 Virtual Spring Water Conference is to be held on February 17–18, 2021, and he recommended the Board of Directors approve a sponsorship of the event in the amount of \$1,000. Mr. Paludi highlighted the benefits to the District as a member agency of this Southern California water organization.

RECOMMENDED ACTION(S):

The Committee recommended the Board of Directors approve a \$1,000 sponsorship of the Urban Water Institute's 2021 Spring Water Conference (Action Calendar).

ITEM 6: OTHER MATTERS

Mr. Paludi provided a brief update on the Municipal Water District of Orange County (MWDOC) Administration & Finance Committee Meeting, which included a discussion concerning the South Orange County Agencies Group MET Director Nomination Committee.

**TRABUCO CANYON WATER DISTRICT
FINANCE AUDIT COMMITTEE MEETING RECAP | JANUARY 13, 2021**

RECOMMENDED ACTION:

No action was taken.

ITEM 7: FINANCIAL REPORT

Ms. Byerrum presented the preliminary unaudited financials for November 2020 for Committee consideration and reviewed the following items:

STATEMENT OF REVENUES AND EXPENSES

Operating Revenue, Residential Water Revenue

Ms. Byerrum reported that this line item was lower than the prior month due to lower water demands.

Operating Revenue, Baker Treatment Plant Water Sales

Ms. Byerrum reported that this line item was roughly the same as the prior month.

Operating Expenses, Total Operating Expenses

Ms. Byerrum reported that this line item was lower than the prior month due to less expenses.

RESTRICTED ASSETS REPORT & INVESTMENT SCHEDULE

Ms. Byerrum highlighted the Local Agency Interest Fund (LAIF) rate of return on District investments.

RECOMMENDED ACTION:

The Committee signed the bills for consideration and the warrant register and recommended that the Board ratify payment of the bills for consideration for January 13, 2021 as presented (Consent Calendar).

ADJOURNMENT

Director Chadd adjourned the January 13, 2021 Finance/Audit Committee Meeting at 1:18 PM.



Trabuco Canyon Water District

Statement of Revenues & Expenses

FY 2020-21 (Unaudited)

	December 2020	November 2020	Current YTD	Annual Budget	50% YTD	Prior YTD
1 Operating Revenue						
2 Residential Water	\$ 257,320	\$ 336,329	\$ 2,090,058	\$ 3,497,400	60%	\$ 1,823,904
3 Business & Industrial Water	11,429	22,676	90,604	150,300	60%	72,712
4 Irrigation Water	64,793	131,130	580,174	823,400	70%	437,498
5 Stand-by	3,417	3,417	20,500	41,000	50%	14,050
6 Sanitation Revenue	143,832	146,335	863,263	1,859,400	46%	833,311
7 Recycled & Reclaimed Revenue	35,691	79,147	533,967	725,000	74%	507,552
8 Baker Treatment Plant Water Sales *	179,318	105,133	685,856	1,469,100	47%	590,428
9 Other Operating Revenue	300	378	2,939	164,600	2%	126,790
10 Total Operating Revenue	696,100	824,545	4,867,362	8,730,200	56%	4,406,246
11 Non-Operating Revenue						
12 Property Tax Unrestricted	142,283	142,283	853,700	1,707,400	50%	837,000
13 Interest Revenue	11,414	350	25,884	100,600	26%	66,796
14 Development Services	-	-	-	-	0%	100
15 Sale of Fixed Asset	3,206	-	46,158	50,000	92%	-
16 Other Non-Operating Revenue	12,860	2,070	28,589	70,600	40%	36,975
17 Total Non-Operating Revenue	169,763	144,703	954,330	1,928,600	49%	940,871
18 Total Revenues	865,863	969,249	5,821,692	10,658,800	55%	5,347,117
19 Operating Expenses						
20 Source of Supply	184,826	346,753	1,352,029	2,198,100	62%	1,168,256
21 Baker Treatment SOS Costs	157,329	83,854	607,942	1,155,300	53%	498,377
22 Water Related Expense	128,712	142,023	959,103	1,946,900	49%	912,886
23 Sanitation Expense	65,366	96,543	637,331	1,168,400	55%	648,660
24 Recycled Expense	16,691	18,189	124,091	225,300	55%	127,326
25 Reclaimed Expense	14,786	16,274	112,650	221,400	51%	112,061
26 Salaries & Benefits	297,142	290,106	1,765,087	3,684,700	48%	1,714,558
27 OPEB Trust Contributions & Paygo	7,063	7,063	42,703	91,000	47%	44,378
28 Board Expense	8,398	8,803	54,106	114,400	47%	54,646
29 Total Operating Expenses	880,312	1,009,608	5,655,041	10,805,500	52%	5,281,148
30 Non-Operating Expenses						
31 Principal and Interest Expense	19,198	19,198	115,191	230,300	50%	115,191
32 Non-Operating Expense	1,548	746	3,214	3,600	89%	4,186
33 Total Non-Operating Expenses	20,746	19,945	118,405	233,900	51%	119,376
Net Income (Loss) Before OPEB,						
34 Depreciation & Capital Contributions	(35,195)	(60,304)	48,246	(380,600)		(53,407)
35 WRES Fees for Capital	68,561	68,553	410,774	834,300	49%	423,280
36 Developer Impact Fees	-	-	-	-	0%	-
37 Other Capital Contributions	-	-	-	-	0%	-
38 Total Capital Contributions	68,561	68,553	410,774	834,300	49%	423,280
39 Net Income	\$ 33,366	\$ 8,249	\$ 459,019	\$ 453,700	101%	\$ 369,873

No assurance is provided on these financial statements. The financial statements do not include a statement of cash flows. Substantially all disclosures required by accounting principles generally accepted in the U.S. are not included.

**Baker Treatment Plant O&M revenues and expenses are billed quarterly. As a result the % of budget may appear skewed until billing occurs.*



Trabuco Canyon Water District
Restricted Assets Report
As of December 31, 2020
(Unaudited)

	December 2020	November 2020	December 2019
1 LAIF Accounts (at Cost)			
2 Internal Financing	\$ (1,207,447)	\$ (702,038)	\$ (3,445,302)
3 Capital Improvement Charges	-	-	804,540
4 Water Storage Facilities	1,051,427	1,051,427	1,051,427
5 Sanitation Capital Improvement	142,181	154,852	691,366
6 WRES - Rose Canyon/Lang Wells	1,141,353	1,221,952	1,020,906
7 WRES - Reservoir/Distribution Improvements	2,602,454	2,600,225	2,516,963
8 RD#5	76,261	76,261	74,886
9 Developer Deposits	-	-	384,141
10 LAIF Interim Sewage	112,062	115,612	115,224
11 Water Rate Stabilization Funds	684,080	684,080	607,500
12 Sewer Rate Stabilization Funds	726,160	726,160	265,000
13 Working Capital Funds	1,975,776	1,975,776	1,733,144
14 Market Value Over/(Under) Cost	16,593	16,593	11,960
15 State Revolving Fund			
16 Cash in CB&T Reserved for SRF Loan	231,078	225,143	201,287
17 Total Restricted Assets	\$ 7,551,978	\$ 8,146,043	\$ 6,033,040

*No assurance is provided on these financial statements. Substantially all disclosures required by accounting principles generally accepted in the U.S. are not included.



Trabuco Canyon Water District
Investment Schedule
As of December 31, 2020
(Unaudited)

DESCRIPTION	RATE	COST	MARKET	% OF TOTAL
District Investments in the California Local Agency Investment Fund (LAIF)				
1 Water Storage Fees	0.540%	\$ 1,051,427	1,053,815	14%
2 Sanitation Capital Improvement	0.540%	142,181	142,504	2%
3 Trabuco Creek Wells	0.540%	1,141,353	1,143,946	16%
4 Reservoir/Distribution	0.540%	2,602,454	2,608,365	36%
5 RD#5	0.540%	76,261	76,434	1%
6 LAIF Interim Sewage	0.540%	112,062	112,316	2%
7 Water Rate Stabilization Funds	0.540%	684,080	685,634	9%
8 Sewer Rate Stabilization Funds	0.540%	726,160	727,809	10%
9 Working Capital Funds	0.540%	1,975,776	1,980,264	27%
10 Internal Financing	0.540%	(1,207,447)	(1,210,190)	-17%
Total District Investments		\$ 7,304,307	\$ 7,320,897	100%

** A negative number indicates the use of reserves to fund operations.*

*** Market values are adjusted on a quarterly basis and recorded in the District's financials statements at the end of the fiscal year.*

CERTIFICATION

I certify that (1) all investment actions executed since the last report have been made in full compliance with the District's Investment Policy and, (2) the District will meet its expenditure obligations for the next six months as required by California Government Code Sections 53646(b)(2) and (3), respectively.

Cindy Byerrum, CPA

Contract CPA and Treasurer



Trabuco Canyon Water District
Checking Account Activity
December 2020
(Unaudited)

Inflows	Current Month	Year to Date
Utility Billing Collections	\$ 789,181	\$ 4,590,949
Tax Receipts	736,903	1,103,966
Transfer From LAIF	600,000	1,600,000
FEMA Reimbursement	-	2,528,981
Miscellaneous	6,506	5,115,943
Total Inflows	2,132,590	14,939,839
Outflows		
Vouchers	718,068	5,719,224
Payroll	276,296	1,508,744
Transfer to LAIF	-	5,500,000
Transfer/payments for State Loan	121,191	121,191
Miscellaneous & Online Payments	91,427	1,594,775
Total Outflows	1,206,982	14,443,934
Net Change in Checking Account	925,608	495,906
Beginning Checking Account	625,716	1,055,418
Ending Checking Account	\$ 1,551,324	\$ 1,551,324

*No assurance is provided on these financial statements. Substantially all disclosures required by accounting principles generally accepted in the U.S. are not included.



Trabuco Canyon Water District, CA

Bank Transaction Report

Transaction Detail

Issued Date Range: 01/01/2021 - 01/31/2021

Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
Accounts Payable							
Bank Draft							
01/04/2021		DFT0001831	South Coast AQMD	Accounts Payable	Outstanding	Bank Draft	-557.42
01/04/2021		DFT0001833	ADP	Accounts Payable	Outstanding	Bank Draft	-97,557.67
01/04/2021		DFT0001835	CalPERS	Accounts Payable	Outstanding	Bank Draft	-5,554.46
01/04/2021		DFT0001836	CalPERS	Accounts Payable	Outstanding	Bank Draft	-13,304.56
01/04/2021		DFT0001837	CalPERS	Accounts Payable	Outstanding	Bank Draft	-3,706.18
01/04/2021		DFT0001838	EPX	Accounts Payable	Outstanding	Bank Draft	-4,200.76
01/04/2021		DFT0001839	ADP	Accounts Payable	Outstanding	Bank Draft	-124.00
01/04/2021		DFT0001844	VSP	Accounts Payable	Outstanding	Bank Draft	-777.61
01/05/2021		DFT0001834	ADP	Accounts Payable	Outstanding	Bank Draft	-400.87
01/05/2021		DFT0001840	CalPERS	Accounts Payable	Outstanding	Bank Draft	-40,558.73
01/05/2021		DFT0001841	CalPERS	Accounts Payable	Outstanding	Bank Draft	-5,266.36
01/05/2021		DFT0001842	CalPERS	Accounts Payable	Outstanding	Bank Draft	-400.00
01/05/2021		DFT0001843	Guardian	Accounts Payable	Outstanding	Bank Draft	-4,150.84
01/05/2021		DFT0001845	Cintas	Accounts Payable	Outstanding	Bank Draft	-147.33
01/05/2021		DFT0001846	Cintas	Accounts Payable	Outstanding	Bank Draft	-35.72
01/05/2021		DFT0001847	Cintas	Accounts Payable	Outstanding	Bank Draft	-35.72
01/05/2021		DFT0001848	Cintas	Accounts Payable	Outstanding	Bank Draft	-35.72
01/05/2021		DFT0001849	Cintas	Accounts Payable	Outstanding	Bank Draft	-35.72
01/05/2021		DFT0001850	Cintas	Accounts Payable	Outstanding	Bank Draft	-78.57
01/05/2021		DFT0001851	Cintas	Accounts Payable	Outstanding	Bank Draft	-78.57
01/05/2021		DFT0001852	Cintas	Accounts Payable	Outstanding	Bank Draft	-78.57
01/05/2021		DFT0001853	Cintas	Accounts Payable	Outstanding	Bank Draft	-79.69
01/05/2021		DFT0001854	Cintas	Accounts Payable	Outstanding	Bank Draft	-78.57
01/06/2021		DFT0001855	ADP	Accounts Payable	Outstanding	Bank Draft	-54.55
01/06/2021		DFT0001863	Verizon Wireless	Accounts Payable	Outstanding	Bank Draft	-2,141.04
01/07/2021		DFT0001856	ADP	Accounts Payable	Outstanding	Bank Draft	-1,763.89
01/07/2021		DFT0001857	Exxon/Mobil	Accounts Payable	Outstanding	Bank Draft	-2,766.36
01/07/2021		DFT0001858	Shell Fleet Plus	Accounts Payable	Outstanding	Bank Draft	-939.55
01/07/2021		DFT0001859	Lowe's	Accounts Payable	Outstanding	Bank Draft	-35.87
01/07/2021		DFT0001860	Lowe's	Accounts Payable	Outstanding	Bank Draft	-129.20
01/07/2021		DFT0001861	Lowe's	Accounts Payable	Outstanding	Bank Draft	-269.30
01/07/2021		DFT0001862	Lowe's	Accounts Payable	Outstanding	Bank Draft	-17.65
01/07/2021		DFT0001864	Home Depot	Accounts Payable	Outstanding	Bank Draft	-1,668.89
01/07/2021		DFT0001865	Cox Communications	Accounts Payable	Outstanding	Bank Draft	-2,515.43
01/08/2021		DFT0001866	Cox Communications	Accounts Payable	Outstanding	Bank Draft	-1,721.19

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
01/08/2021		DFT0001867	ADP	Accounts Payable	Outstanding	Bank Draft	-73.00
01/08/2021		DFT0001868	Southern California Edison	Accounts Payable	Outstanding	Bank Draft	-78,457.32
01/12/2021		DFT0001869	Umpqua Bank	Accounts Payable	Outstanding	Bank Draft	-9,909.56
01/12/2021		DFT0001870	The Toll Roads	Accounts Payable	Outstanding	Bank Draft	-140.00
01/12/2021		DFT0001871	ADP	Accounts Payable	Outstanding	Bank Draft	-10.00
01/12/2021		DFT0001872	Shred-it USA LLC	Accounts Payable	Outstanding	Bank Draft	-120.00
01/15/2021		DFT0001873	Cox Communications	Accounts Payable	Outstanding	Bank Draft	-114.99
01/19/2021		DFT0001874	Cox Communications	Accounts Payable	Outstanding	Bank Draft	-689.96
01/19/2021		DFT0001875	ADP	Accounts Payable	Outstanding	Bank Draft	-92,073.34
01/19/2021		DFT0001876	CalPERS	Accounts Payable	Outstanding	Bank Draft	-6,819.89
01/19/2021		DFT0001877	CalPERS	Accounts Payable	Outstanding	Bank Draft	-13,492.11
01/19/2021		DFT0001878	CalPERS	Accounts Payable	Outstanding	Bank Draft	-3,445.50
01/19/2021		DFT0001879	Xerox Corporation	Accounts Payable	Outstanding	Bank Draft	-364.86
01/22/2021		DFT0001880	The Toll Roads	Accounts Payable	Outstanding	Bank Draft	-140.00
01/29/2021		DFT0001881	ADP	Accounts Payable	Outstanding	Bank Draft	-108.00
Bank Draft Total: (50)							-397,225.09
Check							
01/04/2021		9707	AGA Engineers, Inc.	Accounts Payable	Outstanding	Check	-4,290.00
01/04/2021		9708	AGM Electronics	Accounts Payable	Outstanding	Check	-219.88
01/04/2021		9709	ALS - Truesdail Laboratories	Accounts Payable	Outstanding	Check	-840.75
01/04/2021		9710	Applied Industrial Technologies	Accounts Payable	Outstanding	Check	-257.66
01/04/2021		9711	Aqua-Aerobic Systems, Inc.	Accounts Payable	Outstanding	Check	-3,367.63
01/04/2021		9712	AT&T	Accounts Payable	Outstanding	Check	-792.74
01/04/2021		9713	DirecTV LLC	Accounts Payable	Outstanding	Check	-49.24
01/04/2021		9714	Duthie Electric Service Corporation	Accounts Payable	Outstanding	Check	-3,080.68
01/04/2021		9715	Eurofins Eaton Analytical, Inc.	Accounts Payable	Outstanding	Check	-1,375.00
01/04/2021		9716	Grainger	Accounts Payable	Outstanding	Check	-183.24
01/04/2021		9717	Harbor Pointe Air Conditioning & Control Systems, Inc.	Accounts Payable	Outstanding	Check	-24,926.18
01/04/2021		9718	Hopkins Technical Products, Inc.	Accounts Payable	Outstanding	Check	-1,494.07
01/04/2021		9719	Hydrotech Electric	Accounts Payable	Outstanding	Check	-16,866.94
01/04/2021		9720	Irvine Pipe Supply	Accounts Payable	Outstanding	Check	-625.14
01/04/2021		9721	JIG Consultants	Accounts Payable	Outstanding	Check	-1,200.00
01/04/2021		9722	Mobile Fire Extinguisher Inc.	Accounts Payable	Outstanding	Check	-875.81
01/04/2021		9723	Olin Chemicals	Accounts Payable	Outstanding	Check	-2,210.83
01/04/2021		9724	Orange County Pumping, Inc.	Accounts Payable	Outstanding	Check	-2,485.00
01/04/2021		9725	Orange County Register-Freedom	Accounts Payable	Outstanding	Check	-535.83
01/04/2021		9726	Orkin Commercial Services	Accounts Payable	Outstanding	Check	-498.00
01/04/2021		9727	S & J Supply Company	Accounts Payable	Outstanding	Check	-160.55
01/04/2021		9728	Santa Margarita Water District	Accounts Payable	Outstanding	Check	-660.00
01/04/2021		9729	Sierra Springs	Accounts Payable	Outstanding	Check	-126.75
01/04/2021		9730	SouthWest Hydro Tech ACV Systems	Accounts Payable	Outstanding	Check	-1,326.89
01/04/2021		9731	Tesco Controls, Inc.	Accounts Payable	Outstanding	Check	-1,077.50

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
01/04/2021		9732	TrucParCo	Accounts Payable	Outstanding	Check	-187.59
01/04/2021		9733	Underground Service Alert/SC	Accounts Payable	Outstanding	Check	-168.94
01/04/2021		9734	UPS	Accounts Payable	Outstanding	Check	-93.41
01/04/2021		9735	USABlueBook	Accounts Payable	Outstanding	Check	-1,084.45
01/04/2021		9736	Weck Laboratories, Inc.	Accounts Payable	Outstanding	Check	-221.60
01/07/2021		9737	ACWA/JPIA	Accounts Payable	Outstanding	Check	-12,171.29
01/07/2021		9738	ALS - Truesdail Laboratories	Accounts Payable	Outstanding	Check	-7,003.75
01/07/2021		9739	Void Check	Accounts Payable	Voided	Check	0.00
01/07/2021		9740	Void Check	Accounts Payable	Voided	Check	0.00
01/07/2021		9741	Void Check	Accounts Payable	Voided	Check	0.00
01/07/2021		9742	Void Check	Accounts Payable	Voided	Check	0.00
01/07/2021		9743	ARC	Accounts Payable	Outstanding	Check	-117.53
01/07/2021		9744	AT&T	Accounts Payable	Outstanding	Check	-49.70
01/07/2021		9745	Atkinson, Andelson, Loya, Ruud & Romo	Accounts Payable	Outstanding	Check	-16,689.00
01/07/2021		9746	BAVCO Backflow Apparatus & Valve Co.	Accounts Payable	Outstanding	Check	-168.29
01/07/2021		9747	Chemtrade Chemicals US LLC	Accounts Payable	Outstanding	Check	-4,269.95
01/07/2021		9748	Chris Holbrook	Accounts Payable	Outstanding	Check	-169.00
01/07/2021		9749	Cintas	Accounts Payable	Outstanding	Check	-112.73
01/07/2021		9750	County of Orange	Accounts Payable	Outstanding	Check	-9,294.12
01/07/2021		9751	Davis Farr LLP	Accounts Payable	Outstanding	Check	-14,870.00
01/07/2021		9752	Duthie Electric Service Corporation	Accounts Payable	Outstanding	Check	-2,745.00
01/07/2021		9753	Ferreira Construction Company	Accounts Payable	Outstanding	Check	-89,273.54
01/07/2021		9754	Harrington Industrial Plastics	Accounts Payable	Outstanding	Check	-783.98
01/07/2021		9755	Hydrotech Electric	Accounts Payable	Outstanding	Check	-777.00
01/07/2021		9756	InfoSend, Inc.	Accounts Payable	Outstanding	Check	-6,293.33
01/07/2021		9757	Irvine Ranch Water District	Accounts Payable	Outstanding	Check	-200,345.09
01/07/2021		9758	Jon's Flags & Poles Inc.	Accounts Payable	Outstanding	Check	-187.05
01/07/2021		9759	NBS	Accounts Payable	Outstanding	Check	-853.72
01/07/2021		9760	OC Superior Cleaning Services	Accounts Payable	Outstanding	Check	-1,225.00
01/07/2021		9761	OC Waste & Recycling	Accounts Payable	Outstanding	Check	-1,615.83
01/07/2021		9762	Orange County Pumping, Inc.	Accounts Payable	Outstanding	Check	-1,775.00
01/07/2021		9763	Oscar Ulloa	Accounts Payable	Outstanding	Check	-60.00
01/07/2021		9764	Parkson Corporation	Accounts Payable	Outstanding	Check	-1,385.49
01/07/2021		9765	Praxair Distribution Inc	Accounts Payable	Outstanding	Check	-91.05
01/07/2021		9766	PSOMAS	Accounts Payable	Outstanding	Check	-2,247.50
01/07/2021		9767	S & J Supply Company	Accounts Payable	Outstanding	Check	-592.63
01/07/2021		9768	Santa Margarita Water District	Accounts Payable	Outstanding	Check	-660.00
01/07/2021		9769	SC Fuels	Accounts Payable	Outstanding	Check	-314.87
01/07/2021		9770	Sierra Springs	Accounts Payable	Outstanding	Check	-36.00
01/07/2021		9771	SOCWA	Accounts Payable	Outstanding	Check	-11,663.00
01/07/2021		9772	SouthWest Hydro Tech ACV Systems	Accounts Payable	Outstanding	Check	-1,496.37
01/07/2021		9773	SWRCB Accounting Office	Accounts Payable	Outstanding	Check	-22,149.15
01/07/2021		9774	TAB AnswerNetwork	Accounts Payable	Outstanding	Check	-166.49

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
01/07/2021		9775	Tekdraulics	Accounts Payable	Outstanding	Check	-21,547.62
01/07/2021		9776	Touch Tel Mobile	Accounts Payable	Outstanding	Check	-625.00
01/07/2021		9777	TrucParCo	Accounts Payable	Outstanding	Check	-265.12
01/07/2021		9778	UPS	Accounts Payable	Outstanding	Check	-5.60
01/07/2021		9779	USABlueBook	Accounts Payable	Outstanding	Check	-2,436.23
01/07/2021		9780	Vaughan's Industrial Repair Co., Inc.	Accounts Payable	Outstanding	Check	-12,843.75
01/07/2021		9781	Weck Laboratories, Inc.	Accounts Payable	Outstanding	Check	-443.20
01/07/2021		9782	Wienhoff Drug Testing	Accounts Payable	Outstanding	Check	-320.00
01/27/2021		9783	ALS - Truesdail Laboratories	Accounts Payable	Outstanding	Check	-774.00
01/27/2021		9784	AT&T	Accounts Payable	Outstanding	Check	-818.42
01/27/2021		9785	Auto Plus Auto Parts	Accounts Payable	Outstanding	Check	-51.70
01/27/2021		9786	Brent Monson	Accounts Payable	Outstanding	Check	-90.00
01/27/2021		9787	Butier Engineering, Inc.	Accounts Payable	Outstanding	Check	-2,725.00
01/27/2021		9788	Carquest of Orange County	Accounts Payable	Outstanding	Check	-370.65
01/27/2021		9789	Cintas	Accounts Payable	Outstanding	Check	-455.11
01/27/2021		9790	Comoso	Accounts Payable	Outstanding	Check	-234.82
01/27/2021		9791	CPSI	Accounts Payable	Outstanding	Check	-550.00
01/27/2021		9792	CWEA Membership	Accounts Payable	Outstanding	Check	-192.00
01/27/2021		9793	Eagle Communications	Accounts Payable	Outstanding	Check	-382.89
01/27/2021		9794	Ferreira Construction Company	Accounts Payable	Outstanding	Check	-53,325.78
01/27/2021		9795	Grainger	Accounts Payable	Outstanding	Check	-212.21
01/27/2021		9796	Haaker Equipment Company	Accounts Payable	Outstanding	Check	-1,222.49
01/27/2021		9797	Harrington Industrial Plastics	Accounts Payable	Outstanding	Check	-104.46
01/27/2021		9798	Hydrotech Electric	Accounts Payable	Outstanding	Check	-13,899.13
01/27/2021		9799	Irvine Ranch Water District	Accounts Payable	Outstanding	Check	-90,636.19
01/27/2021		9800	La Habra Fence Co., Inc.	Accounts Payable	Outstanding	Check	-15,149.00
01/27/2021		9801	OC Superior Cleaning Services	Accounts Payable	Outstanding	Check	-1,225.00
01/27/2021		9802	Olin Chemicals	Accounts Payable	Outstanding	Check	-8,872.63
01/27/2021		9803	Orange County Pumping, Inc.	Accounts Payable	Outstanding	Check	-2,130.00
01/27/2021		9804	Powers Bros. Machine Inc.	Accounts Payable	Outstanding	Check	-4,206.17
01/27/2021		9805	Quinn Company	Accounts Payable	Outstanding	Check	-740.00
01/27/2021		9806	Rain for Rent Long Beach	Accounts Payable	Outstanding	Check	-10,470.75
01/27/2021		9807	S & J Supply Company	Accounts Payable	Outstanding	Check	-1,636.73
01/27/2021		9808	Sierra Springs	Accounts Payable	Outstanding	Check	-82.25
01/27/2021		9809	SouthWest Hydro Tech ACV Systems	Accounts Payable	Outstanding	Check	-1,990.18
01/27/2021		9810	TAB AnswerNetwork	Accounts Payable	Outstanding	Check	-145.82
01/27/2021		9811	Tesco Controls, Inc.	Accounts Payable	Outstanding	Check	-34,653.50
01/27/2021		9812	TrucParCo	Accounts Payable	Outstanding	Check	-654.59
01/27/2021		9813	Tyler Technologies, Inc.	Accounts Payable	Outstanding	Check	-63.70
01/27/2021		9814	Underground Service Alert/SC	Accounts Payable	Outstanding	Check	-117.52
01/27/2021		9815	USA Express Tire & Service	Accounts Payable	Outstanding	Check	-24.99
01/27/2021		9816	USABlueBook	Accounts Payable	Outstanding	Check	-569.61
01/27/2021		9817	Vaughan's Industrial Repair Co., Inc.	Accounts Payable	Outstanding	Check	-6,194.55

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
01/27/2021		9818	Vituity - Urgent Care Services	Accounts Payable	Outstanding	Check	-342.00
01/27/2021		9819	Weck Laboratories, Inc.	Accounts Payable	Outstanding	Check	-332.40
01/27/2021		9820	Wicked Weld	Accounts Payable	Outstanding	Check	-1,950.00
01/28/2021		9821	Brent Monson	Accounts Payable	Outstanding	Check	-692.51
01/28/2021		9822	Jason Stroud	Accounts Payable	Outstanding	Check	-152.12
01/28/2021		9823	Juan A. Quinonez	Accounts Payable	Outstanding	Check	-27.16
01/28/2021		9824	Karen Warner	Accounts Payable	Outstanding	Check	-94.93
01/28/2021		9825	Kessler, Gary	Accounts Payable	Outstanding	Check	-2,057.36
01/28/2021		9826	Michael Perea	Accounts Payable	Outstanding	Check	-3,334.14
01/28/2021		9827	Serpas, Phil	Accounts Payable	Outstanding	Check	-62.64
01/28/2021		9828	Thinh Nguyen	Accounts Payable	Outstanding	Check	-1,050.04
01/28/2021		9829	Valdez, Fernando	Accounts Payable	Outstanding	Check	-34.01
Check Total: (123)							-786,522.42
EFT							
01/04/2021		20	Synoptek, LLC	Accounts Payable	Outstanding	EFT	-527.00
01/04/2021		21	United Water Works, Inc.	Accounts Payable	Outstanding	EFT	-136.20
01/07/2021		22	Eide Bailly	Accounts Payable	Outstanding	EFT	-4,470.75
01/07/2021		23	MWDOC	Accounts Payable	Outstanding	EFT	-163,360.56
01/07/2021		24	Synoptek, LLC	Accounts Payable	Outstanding	EFT	-4,498.03
01/27/2021		25	MWDOC	Accounts Payable	Outstanding	EFT	-193,941.04
01/27/2021		26	Synoptek, LLC	Accounts Payable	Outstanding	EFT	-5,695.63
01/29/2021		27	ACWA/JPIA	Accounts Payable	Outstanding	EFT	-1,246.86
EFT Total: (8)							-373,876.07
Accounts Payable Total: (181)							-1,557,623.58

General Ledger

Deposit							
01/04/2021		DEP0012044	Receipts - Hunsaker - Deposit	General Ledger	Outstanding	Deposit	9,000.00
01/04/2021		DEP0012045	Receipts - Goren - Sewage hauling deposit	General Ledger	Outstanding	Deposit	12,000.00
01/04/2021		DEP0012046	Receipts - County of Orange - Sewer Services	General Ledger	Outstanding	Deposit	4,270.00
01/07/2021		DEP0012065	Receipts - County of Orange - Property Taxes	General Ledger	Outstanding	Deposit	2,787.59
01/11/2021		DEP0012117	Receipts - SMWD - DSWR	General Ledger	Outstanding	Deposit	11,018.71
01/11/2021		DEP0012118	Receipts - OC Fire Authority - Sewer Services	General Ledger	Outstanding	Deposit	150.00
01/11/2021		DEP0012119	Receipts - Ritchie Bros - Auction proceeds	General Ledger	Outstanding	Deposit	3,206.00
01/11/2021		DEP0012120	Receipts - State Street - Refund overpayment on 457 loan	General Ledger	Outstanding	Deposit	431.94
01/11/2021		DEP0012121	Receipts - DMV - Refund overpayment	General Ledger	Outstanding	Deposit	27.00
01/14/2021		DEP0012162	Receipts - County of Orange - Property taxes	General Ledger	Outstanding	Deposit	63,529.48
01/15/2021		DEP0012163	Receipts - County of Orange - Property Taxes	General Ledger	Outstanding	Deposit	11,028.76
01/28/2021		DEP0012289	Receipts - OC Fire Authority - Sewer Services	General Ledger	Outstanding	Deposit	150.00
01/28/2021		DEP0012290	Receipts - T-Mobile - Cell site rent	General Ledger	Outstanding	Deposit	2,069.63
01/28/2021		DEP0012291	Receipts - State Street - Refund	General Ledger	Outstanding	Deposit	431.94
01/28/2021		DEP0012292	Receipts - State Street - Refund	General Ledger	Outstanding	Deposit	660.72
01/28/2021		DEP0012293	Receipts - SA Recycling - Recycling refund	General Ledger	Outstanding	Deposit	544.64

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
01/28/2021		DEP0012294	Receipts - Reliant Land Services - Reimbursement of fees	General Ledger	Outstanding	Deposit	3,000.00
01/28/2021		DEP0012298	Receipts - General Auction - Sale proceeds	General Ledger	Outstanding	Deposit	783.00
01/29/2021		DEP0012317	Receipts - Umpqua Bank - Rebate	General Ledger	Outstanding	Deposit	986.03
Deposit Total: (19)							126,075.44
General Ledger Total: (19)							126,075.44

**Utility Billing
Check**

01/29/2021		9830	FRANKLYN SIMON	Utility Billing	Outstanding	Check	-117.63
01/29/2021		9831	SHADI NASR	Utility Billing	Outstanding	Check	-161.82
01/29/2021		9832	EMILY OBARA	Utility Billing	Outstanding	Check	-15.08
01/29/2021		9833	CATHERINE CERNIGLIA	Utility Billing	Outstanding	Check	-22.38
01/29/2021		9834	CHAMPION PAVING	Utility Billing	Outstanding	Check	-1,969.14
Check Total: (5)							-2,286.05

Deposit

01/01/2021		DEP0012028	Utility Payment Packet UBPKT05158	Utility Billing	Outstanding	Deposit	1,487.03
01/02/2021		DEP0012031	Utility Payment Packet UBPKT05159	Utility Billing	Outstanding	Deposit	1,532.18
01/03/2021		DEP0012034	Utility Payment Packet UBPKT05160	Utility Billing	Outstanding	Deposit	1,651.04
01/04/2021		DEP0012025	Utility Payment Packet UBPKT05157	Utility Billing	Outstanding	Deposit	2,062.38
01/04/2021		DEP0012037	Utility Payment Packet UBPKT05161	Utility Billing	Outstanding	Deposit	6,569.79
01/04/2021		DEP0012040	Utility Payment Packet UBPKT05162	Utility Billing	Outstanding	Deposit	2,249.87
01/05/2021		DEP0012049	Utility Payment Packet UBPKT05163	Utility Billing	Outstanding	Deposit	6,342.48
01/05/2021		DEP0012052	Utility Payment Packet UBPKT05164	Utility Billing	Outstanding	Deposit	2,154.72
01/05/2021		DEP0012055	Utility Reverse Payment Packet UBPKT05165	Utility Billing	Outstanding	Deposit	-180.93
01/05/2021		DEP0012058	Utility Payment Packet UBPKT05166	Utility Billing	Outstanding	Deposit	1,674.21
01/06/2021		DEP0012061	Utility Payment Packet UBPKT05167	Utility Billing	Outstanding	Deposit	4,888.68
01/06/2021		DEP0012064	Utility Payment Packet UBPKT05168	Utility Billing	Outstanding	Deposit	1,879.68
01/06/2021		DEP0012068	Utility Payment Packet UBPKT05169	Utility Billing	Outstanding	Deposit	3,459.86
01/07/2021		DEP0012071	Utility Payment Packet UBPKT05170	Utility Billing	Outstanding	Deposit	1,284.19
01/07/2021		DEP0012074	Utility Payment Packet UBPKT05171	Utility Billing	Outstanding	Deposit	5,612.01
01/07/2021		DEP0012092	Utility Payment Packet UBPKT05177	Utility Billing	Outstanding	Deposit	1,410.82
01/08/2021		DEP0012077	Utility Payment Packet UBPKT05172	Utility Billing	Outstanding	Deposit	7,181.62
01/08/2021		DEP0012080	Utility Payment Packet UBPKT05173	Utility Billing	Outstanding	Deposit	4,482.44
01/08/2021		DEP0012083	Utility Payment Packet UBPKT05174	Utility Billing	Outstanding	Deposit	4,150.12
01/08/2021		DEP0012086	Utility Payment Packet UBPKT05175	Utility Billing	Outstanding	Deposit	3,824.65
01/08/2021		DEP0012089	Utility Payment Packet UBPKT05176	Utility Billing	Outstanding	Deposit	4,922.46
01/08/2021		DEP0012095	Utility Payment Packet UBPKT05178	Utility Billing	Outstanding	Deposit	1,736.43
01/08/2021		DEP0012098	Utility Payment Packet UBPKT05179	Utility Billing	Outstanding	Deposit	2,791.85
01/08/2021		DEP0012101	Utility Payment Packet UBPKT05180	Utility Billing	Outstanding	Deposit	4,633.47
01/09/2021		DEP0012104	Utility Payment Packet UBPKT05181	Utility Billing	Outstanding	Deposit	976.08
01/10/2021		DEP0012107	Utility Payment Packet UBPKT05182	Utility Billing	Outstanding	Deposit	1,971.01
01/11/2021		DEP0012110	Utility Payment Packet UBPKT05184	Utility Billing	Outstanding	Deposit	17,103.69
01/11/2021		DEP0012113	Utility Reverse Payment Packet UBPKT05185	Utility Billing	Outstanding	Deposit	-92.73

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
01/11/2021		DEP0012116	Utility Payment Packet UBPKT05186	Utility Billing	Outstanding	Deposit	2,515.81
01/12/2021		DEP0012124	Utility Payment Packet UBPKT05188	Utility Billing	Outstanding	Deposit	2,243.01
01/12/2021		DEP0012127	Utility Payment Packet UBPKT05187	Utility Billing	Outstanding	Deposit	2,966.95
01/12/2021		DEP0012133	Utility Payment Packet UBPKT05191	Utility Billing	Outstanding	Deposit	96,055.27
01/13/2021		DEP0012130	Utility Payment Packet UBPKT05192	Utility Billing	Outstanding	Deposit	2,699.65
01/13/2021		DEP0012136	Utility Payment Packet UBPKT05193	Utility Billing	Outstanding	Deposit	2,827.02
01/13/2021		DEP0012139	Utility Payment Packet UBPKT05195	Utility Billing	Outstanding	Deposit	3,380.49
01/14/2021		DEP0012142	Utility Payment Packet UBPKT05197	Utility Billing	Outstanding	Deposit	2,953.24
01/14/2021		DEP0012145	Utility Payment Packet UBPKT05196	Utility Billing	Outstanding	Deposit	4,963.93
01/14/2021		DEP0012148	Utility Payment Packet UBPKT05198	Utility Billing	Outstanding	Deposit	3,412.42
01/14/2021		DEP0012151	Utility Payment Packet UBPKT05199	Utility Billing	Outstanding	Deposit	2,114.46
01/14/2021		DEP0012155	Utility Payment Packet UBPKT05200	Utility Billing	Outstanding	Deposit	5,253.82
01/15/2021		DEP0012158	Utility Payment Packet UBPKT05202	Utility Billing	Outstanding	Deposit	4,839.44
01/15/2021		DEP0012161	Utility Payment Packet UBPKT05201	Utility Billing	Outstanding	Deposit	9,559.25
01/15/2021		DEP0012165	ACH Draft Packet UBPKT05107	Utility Billing	Outstanding	Deposit	100,890.03
01/15/2021		DEP0012168	Utility Payment Packet UBPKT05203	Utility Billing	Outstanding	Deposit	55,408.76
01/15/2021		DEP0012186	Deposit Input Packet UBPKT05209	Utility Billing	Outstanding	Deposit	2,000.00
01/16/2021		DEP0012171	Utility Payment Packet UBPKT05204	Utility Billing	Outstanding	Deposit	1,088.28
01/17/2021		DEP0012174	Utility Payment Packet UBPKT05205	Utility Billing	Outstanding	Deposit	1,585.12
01/18/2021		DEP0012177	Utility Payment Packet UBPKT05206	Utility Billing	Outstanding	Deposit	1,084.27
01/19/2021		DEP0012180	Utility Payment Packet UBPKT05207	Utility Billing	Outstanding	Deposit	345.71
01/19/2021		DEP0012183	Utility Payment Packet UBPKT05208	Utility Billing	Outstanding	Deposit	3,209.71
01/19/2021		DEP0012189	Utility Payment Packet UBPKT05210	Utility Billing	Outstanding	Deposit	5,872.43
01/19/2021		DEP0012192	Utility Payment Packet UBPKT05211	Utility Billing	Outstanding	Deposit	19,267.44
01/19/2021		DEP0012195	Utility Payment Packet UBPKT05213	Utility Billing	Outstanding	Deposit	2,184.06
01/19/2021		DEP0012204	Utility Payment Packet UBPKT05212	Utility Billing	Outstanding	Deposit	5,475.88
01/20/2021		DEP0012198	Utility Payment Packet UBPKT05215	Utility Billing	Outstanding	Deposit	487.06
01/20/2021		DEP0012201	Utility Payment Packet UBPKT05214	Utility Billing	Outstanding	Deposit	596.81
01/20/2021		DEP0012207	Utility Payment Packet UBPKT05221	Utility Billing	Outstanding	Deposit	3,135.20
01/21/2021		DEP0012210	Utility Payment Packet UBPKT05223	Utility Billing	Outstanding	Deposit	879.13
01/21/2021		DEP0012213	Utility Payment Packet UBPKT05222	Utility Billing	Outstanding	Deposit	840.26
01/21/2021		DEP0012216	Utility Reverse Payment Packet UBPKT05225	Utility Billing	Outstanding	Deposit	-84.09
01/21/2021		DEP0012219	Utility Reverse Payment Packet UBPKT05226	Utility Billing	Outstanding	Deposit	-181.06
01/21/2021		DEP0012222	Utility Payment Packet UBPKT05230	Utility Billing	Outstanding	Deposit	2,618.08
01/22/2021		DEP0012225	Utility Payment Packet UBPKT05232	Utility Billing	Outstanding	Deposit	183.69
01/22/2021		DEP0012228	Utility Payment Packet UBPKT05231	Utility Billing	Outstanding	Deposit	786.81
01/22/2021		DEP0012237	Utility Payment Packet UBPKT05239	Utility Billing	Outstanding	Deposit	7,138.66
01/23/2021		DEP0012240	Utility Payment Packet UBPKT05240	Utility Billing	Outstanding	Deposit	2,359.45
01/24/2021		DEP0012243	Utility Payment Packet UBPKT05241	Utility Billing	Outstanding	Deposit	2,853.06
01/25/2021		DEP0012246	Utility Payment Packet UBPKT05238	Utility Billing	Outstanding	Deposit	224.05
01/25/2021		DEP0012249	Utility Reverse Payment Packet UBPKT05243	Utility Billing	Outstanding	Deposit	-63.84
01/25/2021		DEP0012252	Utility Payment Packet UBPKT05242	Utility Billing	Outstanding	Deposit	190.03
01/25/2021		DEP0012255	Utility Payment Packet UBPKT05244	Utility Billing	Outstanding	Deposit	7,764.43

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
01/26/2021		DEP0012258	Utility Payment Packet UBPKT05246	Utility Billing	Outstanding	Deposit	757.27
01/26/2021		DEP0012261	Utility Payment Packet UBPKT05245	Utility Billing	Outstanding	Deposit	6,047.75
01/26/2021		DEP0012264	Utility Payment Packet UBPKT05248	Utility Billing	Outstanding	Deposit	6,288.84
01/26/2021		DEP0012267	Utility Payment Packet UBPKT05249	Utility Billing	Outstanding	Deposit	7,193.73
01/27/2021		DEP0012270	Utility Payment Packet UBPKT05250	Utility Billing	Outstanding	Deposit	3,722.06
01/27/2021		DEP0012273	Utility Payment Packet UBPKT05251	Utility Billing	Outstanding	Deposit	1,769.58
01/27/2021		DEP0012276	Utility Payment Packet UBPKT05252	Utility Billing	Outstanding	Deposit	3,868.35
01/28/2021		DEP0012279	Utility Payment Packet UBPKT05254	Utility Billing	Outstanding	Deposit	7,345.86
01/28/2021		DEP0012282	Utility Payment Packet UBPKT05253	Utility Billing	Outstanding	Deposit	2,247.82
01/28/2021		DEP0012285	Utility Payment Packet UBPKT05256	Utility Billing	Outstanding	Deposit	5,793.50
01/28/2021		DEP0012288	Utility Payment Packet UBPKT05257	Utility Billing	Outstanding	Deposit	5,449.56
01/28/2021		DEP0012301	Utility Payment Packet UBPKT05258	Utility Billing	Outstanding	Deposit	3,000.85
01/29/2021		DEP0012304	Utility Payment Packet UBPKT05262	Utility Billing	Outstanding	Deposit	3,777.28
01/29/2021		DEP0012307	Utility Payment Packet UBPKT05259	Utility Billing	Outstanding	Deposit	5,131.11
01/29/2021		DEP0012326	Utility Payment Packet UBPKT05264	Utility Billing	Outstanding	Deposit	4,235.68
01/30/2021		DEP0012310	Utility Payment Packet UBPKT05260	Utility Billing	Outstanding	Deposit	2,424.88
01/31/2021		DEP0012313	Utility Payment Packet UBPKT05261	Utility Billing	Outstanding	Deposit	804.86
01/31/2021		DEP0012320	Utility Reverse Payment Packet UBPKT05265	Utility Billing	Outstanding	Deposit	-37.99
Deposit Total: (89)							541,504.27
Utility Billing Total: (94)							539,218.22
Report Total: (294)							-892,329.92

Summary

Bank Account	Count	Amount
030866939 Bank of the West Checking	294	-892,329.92
Report Total:	294	-892,329.92

Cash Account	Count	Amount
No Cash Account	4	0.00
99 99-000-1004 Bank of the West Checking (Pooled Cash)	290	-892,329.92
Report Total:	294	-892,329.92

Transaction Type	Count	Amount
Bank Draft	50	-397,225.09
Check	128	-788,808.47
Deposit	108	667,579.71
EFT	8	-373,876.07
Report Total:	294	-892,329.92



Warrant Registry
Trabuco Canyon Water District
County of Orange
State of California

GENERAL FUND PAYROLL WARRANT REGISTER

For the Month of: January 2021

\$ 187,985.21

I hereby certify that the claims or demands covered by the above listed warrants have been audited as to accuracy and the availability of funds for payment thereof; and that the said claims or demands are accurate and that the funds are available.

This is to certify that claims or demands covered by the above listed warrants have been audited by the Finance/Audit Committee of the Trabuco Canyon Water District and that all of the said warrants are approved for payment.

General Manager / Assistant General Manager

Donald S. Chadd (Feb 11, 2021 10:20 PST)

By Date

Ed Mandich (Feb 11, 2021 10:32 PST)

By Date

Net Pay	Checks	1,736.47	
	Direct Deposits	58,821.63	
	Subtotal Net Pay		60,558.10
	Adjustments	.00	
	Total Net Pay Liability (Net Cash)		60,558.10

Federal	Agency	Rate	You are responsible for Depositing these amounts		Amount debited from your account		
			EE withheld	ER contrib.	EE withheld	ER contrib.	
	Federal Income Tax				10,249.83		
	Earned Income Credit: Advances						
	Social Security				5,750.17	5,750.18	
	Medicare				1,344.80	1,344.80	
	Medicare Surtax						
	Federal Unemployment Tax						
	Subtotal Federal				17,344.80	7,094.98	24,439.78
	Families First FMLA-PSL Payments Credit						
	Families First ER Medicare Credit						
	Families First Health Care Premium Credit						
	CARES Retention Qualified Payments Credit						
	CARES Retention Qualified Health Care Cre						
	Cobra Premium Assistance Payments						
	Total Federal				17,344.80	7,094.98	24,439.78
State	CA State Income Tax				4,624.44		
	CA State Unemployment Insurance-ER 3.0000					1,340.37	
	CA State Disability Insurance-EE				1,110.65		
	Subtotal CA				5,735.09	1,340.37	7,075.46
	Total Taxes		.00	.00	23,079.89	8,435.35	31,515.24

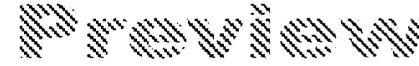
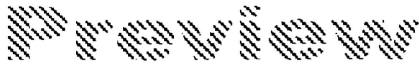
Amount ADP Debited From Account XXXXX6939 Tran/ABA XXXXXXXXXX 31,515.24

Excludes Taxes That Are Your Responsibility

Other	ADP Direct Deposit	58,821.63	
Transfers	ADP Check	1,736.47	
	Amount ADP Debited From Account XXXXX6939 Tran/ABA XXXXXXXXXX		60,558.10

23 Employee Transactions

Total Amount ADP Debited From Your Accounts 92,073.34



Net Pay	Checks	2,160.05	
	Direct Deposits	60,065.16	
	Subtotal Net Pay		62,225.21
	Adjustments	7,504.91	
	Total Net Pay Liability (Net Cash)		69,730.12

Taxes	Agency	Rate	You are responsible for Depositing these amounts		Amount debited from your account		
			EE withheld	ER contrib.	EE withheld	ER contrib.	
Federal	Federal Income Tax				11,246.16		
	Earned Income Credit: Advances						
	Social Security				6,460.10	6,460.10	
	Medicare				1,510.83	1,510.83	
	Medicare Surtax						
	Federal Unemployment Tax						
	Subtotal Federal				19,217.09	7,970.93	27,188.02
	Families First FMLA-PSL Payments Credit						
	Families First ER Medicare Credit						
	Families First Health Care Premium Credit						
	CARES Retention Qualified Payments Credit						
	CARES Retention Qualified Health Care Cre						
	Cobra Premium Assistance Payments						
	Total Federal				19,217.09	7,970.93	27,188.02
State	CA State Income Tax				4,876.68		
	CA State Unemployment Insurance-ER 3.0000					405.42	
	CA State Disability Insurance-EE				1,216.54		
	Subtotal CA				6,093.22	405.42	6,498.64
	Total Taxes		.00	.00	25,310.31	8,376.35	33,686.66

Amount ADP Debited From Account XXXXX6939 Tran/ABA XXXXXXXXXX 33,686.66

Excludes Taxes That Are Your Responsibility

Other	ADP Direct Deposit	60,065.16	
Transfers	ADP Check	2,160.05	
	Amount ADP Debited From Account XXXXX6939 Tran/ABA XXXXXXXXXX		62,225.21

27 Employee Transactions

Total Amount ADP Debited From Your Accounts 95,911.87

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | FEBRUARY 17, 2021**

CONSENT CALENDAR

ITEM 3: ENGINEERING/OPERATIONAL COMMITTEE MEETING

RECOMMENDED ACTION:

Receive and file the following Engineering/Operational Committee Meeting Recap(s):

1. *January 6, 2021*

CONTACTS (staff responsible): PALUDI/PEREA/SANGI



**TRABUCO CANYON WATER DISTRICT
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | JANUARY 6, 2021**

DIRECTORS VIA CONFERENCE CALL

Ed Mandich, Committee Chair
Stephen Dopudja, Committee Member

STAFF PRESENT

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager/District Secretary
Gary Kessler, Water Department Superintendent

STAFF PRESENT VIA CONFERENCE CALL

Lorrie Lausten, District Engineer
Lisa Marie Sangi, Administrative Assistant

DISTRICT CONSULTANTS PRESENT VIA CONFERENCE CALL

Kyle Bohn, TetraTech Engineers

PUBLIC PRESENT VIA CONFERENCE CALL

None

CALL MEETING TO ORDER

Director Mandich called the January 6, 2021 Engineering/Operational Committee Meeting to order at 7:00 AM. Public access to the meeting was made available by video broadcast.

VISITOR PARTICIPATION

No comments were received.

ORAL COMMUNICATION

No comments were received.

COMMITTEE MEMBER COMMENTS

Director Dopudja wished staff a Happy New Year and safe holiday season.

Director Mandich echoed Director Dopudja's comments and wished staff a Happy New Year.

REPORT FROM THE GENERAL MANAGER

Mr. Paludi wished all in attendance a Happy New Year.

ITEM 1: ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP

Mr. Paludi presented the Engineering/Operational Committee Meeting Recap for Committee review in accordance with the agenda.

**TRABUCO CANYON WATER DISTRICT
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | JANUARY 6, 2021**

RECOMMENDED ACTION

The Committee recommended that the Engineering/Operational Committee Meeting Recap be forwarded to the Board of Directors for approval (Consent Calendar).

ITEM 2: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO THE PROPOSED PALOMA SQUARE DEVELOPMENT (DOVE CANYON PLAZA) AND OTHER RELATED MATTERS

Director Mandich reported that his employer Hunsaker Engineers was no longer contracted to work for William Lyon Homes and has had no contact with Taylor Morrison Homes. Mr. Paludi provided a brief update concerning this matter, and he reported that District staff has not been contacted by any of the parties involved with the proposed development. Ms. Lausten provided a brief update on the DRAFT Parking Demand Study (Study) completed by AGA Engineers, Inc., and she requested feedback from the Committee concerning certain elements of the Study. Discussion occurred concerning insufficient parking access at the District's Administration Facility to meet observed demand, especially for certain annual events like the Annual Water Awareness Day Event. The Committee recommended forwarding the Study to the Board of Directors for their consideration.

RECOMMENDED ACTION:

Committee to Recommend to the Board of Directors to receive and file the Parking Demand Study completed by AGA Engineers, Inc.

ITEM 3: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING PORTER PROPERTY RESERVOIR PLANNING LEVEL CONSTRUCTION COST ESTIMATE

Ms. Lausten reported that District staff has contracted with TetraTech Engineers to evaluate the associated planning level construction cost estimate for a reservoir on the District's Porter Property, and she introduced Mr. Kyle Bohn to the Committee. Mr. Bohn delivered a PowerPoint presentation for Committee consideration which provided an overview of the report, and he highlighted previously completed studies and reports prepared for the District. Mr. Bohn reviewed the identified planning level cost estimates and the possible challenges associated with construction of a reservoir. The Committee requested additional information related to costs for underground electrical utilities and the preliminary estimated costs for the construction of the onsite non-domestic water reservoir; Ms. Lausten reported that she would provide that information to the Committee.

RECOMMENDED ACTION:

The Committee received the status update. There was no action taken.

ITEM 4: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING BELL CANYON SEWER LIFT STATION REHABILITATION PROJECT

Ms. Lausten provided a brief update on this project, and she mentioned that there was a one-week delay due to procurement of the project fencing due to the impacts of COVID-19. Ms. Lausten reported that District staff issued a Project Construction Notice to the affected customers was provided to the customers which provided a project timeline and potential impacts during the construction period.

RECOMMENDED ACTION:

The Committee received the status update. There was no action taken.

ITEM 5: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING RECYCLED WATER PUMP STATION PAVING PROJECT

Ms. Lausten provided a brief project status update, and she reported that District staff has procured two bids for paving work at the Dove Recycled Water Pump Station now that the facility improvement project is completed. Ms. Lausten reviewed the two bids with the Committee, and she recommended Champion Paving for the project. Ms. Lausten added that District staff would prefer to begin the work as soon as possible to avoid adverse weather impacts.

RECOMMENDED ACTION:

Approve and recommend the Board of Directors ratify a Construction Contract with Champion Paving for the Recycled Water Pump Station Paving Project in the amount of \$17,590, with a contingency of \$4,000, for a not to exceed amount of \$21,590 (Action Calendar).

ITEM 6: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING WASTEWATER TREATMENT PLANT ACCESS ROAD SLURRY SEAL PROJECT

Ms. Lausten provided a brief overview of this proposed work, and she reported that the access road to the Robinson Ranch Wastewater Treatment Plant was repaved approximately three years ago and needs to a slurry seal to preserve the road. Ms. Lausten reported that District staff procured three bids for the proposed work, and she recommended Mission Paving and Sealing for the project. Ms. Lausten added that District staff would prefer to begin the work as soon as possible to avoid adverse weather impacts.

RECOMMENDED ACTION:

Approve and recommend the Board of Directors ratify a Construction Contract with Mission Paving and Sealing, Inc. for the Wastewater Treatment Plant Access Road Slurry Project in the amount of \$17,200 with a contingency of \$2,000, for a not to exceed amount of \$19,200 (Action Calendar).

ITEM 7: OTHER ENGINEERING AND OPERATIONS PROJECTS

1. Falcon Estates Development

Mr. Paludi introduced this matter for Committee review, and he reported that Ms. Lausten has been working with the developer to acquire additional equivalent dwelling units (EDU's) and the abandonment of an existing onsite well used for irrigation purposes consistent with the settlement agreement with the District.

2. Saddle Crest Development

Mr. Paludi presented this project for Committee review, and he provided a brief update concerning recent discussions with the developer.

3. Joplin Property/SCADA Upgrade

Mr. Paludi provided a brief update on this project, and he reported that District staff has submitted a formal letter to Orange County Public Works (OCPW) regarding the importance of the District's repeater antenna on the County-owned onsite reservoir at the Joplin Youth Camp. Mr. Paludi added that he would maintain contact with OCPW to resolve this matter and will provide an update to the Committee at a later date.

4. Dimension Water Treatment Plant Waste Tank Replacements

Ms. Lausten provided a brief update on this project, and she reported that this is an approved budgeted capital improvement project for Fiscal Year 2020/2021. Ms. Lausten presented photographs which demonstrated the condition of the existing waste tanks, and she reviewed the improvements plans prepared by JIG Consultants. Discussion occurred concerning the condition of the existing tank and the project timeline for completion. Director Dopudja commended District staff on their concerted efforts and quality of work.

**TRABUCO CANYON WATER DISTRICT
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | JANUARY 6, 2021**

5. Silvertree Lane Pipeline Replacement

Ms. Lausten provided a brief update on this project, and she reported that the street paving portion of the project was completed. Ms. Lausten presented photographs of the project area for Committee review. Discussion occurred concerning the potential need for future street improvements.

6. Other Projects

Ms. Lausten reported that District staff have engaged with MKN Association to complete assessment of the District's assets, facilities, and equipment.

RECOMMENDED ACTION

The Committee received the status update. There was no action taken.

ITEM 8: WATER SYSTEM UPDATES

Mr. Kessler reviewed the projects and repairs for December 2020, and he provided the additional highlights:

1. Water Operations staff changed out one curb stop on Brighton in the Dove Canyon Community.
2. Water Operations staff cleaned all water filters (18) at the Trabuco Creek Ground Water Treatment Facility and changed out all chemical feed lines.
3. Water Operations staff repaired one isolation valve and worked with contractor, Ferreira Construction to replace one hydrant axillary valve on Foxtail Lane in the Dove Canyon.

Mr. Kessler reviewed the Monthly Water System Operations Summary with the Committee, and he reported that District staff responded to an emergency line break on Rose Canyon Road when a customer's contractor broke a one-inch water service line and the three-quarter inch irrigation line.

RECOMMENDED ACTION

The Committee received the status update. There was no action taken.

ITEM 9: WASTEWATER SYSTEM UPDATES

Mr. Perea reviewed the projects and repairs for December 2020, and he provided the additional highlights:

1. Wastewater Operations staff worked with the Maintenance Department and Hydrotech Electrical to install/relocate underground utilities at the Heritage Sewer Lift Station, including a new electrical conduit for the security gate opening system and domestic water service for the existing eye wash station.
2. Wastewater Operations staff installed a temporary odor control system to mitigate odors at the sewer force main to gravity line transition on Golf Ridge Drive in the Dove Canyon community.
3. Wastewater Operations staff started the raw wastewater influent sampling period for the Crystal Canyon WWTP at The Oaks at Trabuco.
4. Wastewater Operations staff assisted the Water Operations with the repair of a domestic system valve on Foxtail Lane in the Dove Canyon community.

Mr. Perea reviewed the Monthly Wastewater System Operations Summary and the fourth quarter Sewer System Management Report with the Committee.

RECOMMENDED ACTION

The Committee received the status update. There was no action taken.

**TRABUCO CANYON WATER DISTRICT
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | JANUARY 6, 2021**

ITEM 10: MAINTENANCE DEPARTMENT UPDATES

Mr. Perea reviewed the projects and repairs for December 2020, and he provided the additional highlights:

1. Maintenance Department staff borrowed an emergency generator from Moulton Niguel Water District, for the Falcon Booster Pump Station due to the fire in Silverado and Modjeska Canyon. Hydrotech Electric was used for the connection.
2. Maintenance Department staff conducted a generator test at Ridgeline Booster Pump Station with CAT and Hydrotech Electric to tune the emergency generator for 100% operation.
3. Maintenance Department staff have completed the Biennial Inspection of Terminals (BIT) program.
4. Maintenance Department staff did repair work on the West Hoffman blower at the Robinson Ranch Wastewater Treatment Plant. The main skid was re-mounted to the floor by the contractor, Wicked Welding Mobile Fabrication. Hydrotech Electric found a main breaker malfunctioning and prepped it for replacement. There was also a Variable Frequency Drive (VFD) upgrade to the control motor startup. Repair work continuing into January.
5. Maintenance Department staff ordered four (4) new Baldor booster pumps from Tekdraulics, for the Rose Well Treatment Facility.
6. Maintenance Department staff assisted Hydrotech Electric on the lighting upgrades at the Golf Club Sewer Lift Station and the Dimension Water Treatment plant.
7. Maintenance Department staff worked with Sanitation Operations and Hydrotech Electric to install underground utilities at the Heritage Sewer Lift Station. This includes a new electrical conduit for the electric gate. Along with a new potable water lateral for the hose bibs and eye-wash station.
8. Maintenance Department staff had Fleet Services install a new winch cable on the Roll-Off (Slide Rail) truck.

RECOMMENDED ACTION

The Committee received the status update. There was no action taken.

ITEM 11: OTHER MATTERS/REPORTS

Mr. Paludi reported that District staff have responded and implemented a new odor control system to mitigate certain odors on Golf Ridge Drive in the Dove Canyon community. Mr. Paludi added that he was coordinating with a Dove Canyon Master Association Community Delegate concerning cumulative domestic water consumption data for comparison purposes only.

RECOMMENDED ACTION

There was no action taken.

ADJOURNMENT

Director Mandich adjourned the January 6, 2021 Engineering/Operational Committee Meeting at 8:25 AM.

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | FEBRUARY 17, 2021**

CONSENT CALENDAR

**ITEM 4: RATIFICATION OF DIRECTORS' FEES AND EXPENSES, AND TENTATIVE FUTURE MEETINGS/
ATTENDANCE**

FEES AND EXPENSES

Consistent with Board policy, Directors are reimbursed for expenses incurred while serving in their capacity as Directors. Additionally, Directors earn a per diem stipend for attendance at meetings or functions in a Director capacity. The attached spreadsheet provides a recap of the meetings, seminars, conferences attended by Directors along with expenses recorded to date.

TENTATIVE FUTURE MEETINGS

The attached spreadsheet provides a schedule of the tentative future meetings and attendance items.

FUNDING SOURCE:

General Fund

FISCAL IMPACT

FY 2020/2021 Budgeted Board Expenses: \$39,600

ENVIRONMENTAL COMPLIANCE:

Not applicable

COMMITTEE STATUS:

This matter was reviewed with the Finance/Audit Committee.

RECOMMENDED ACTIONS:

Ratify the Directors' expenses and fees from January 2021 and approve tentative future meetings/attendance.

EXHIBIT(S):

1. Directors Fees and Expenses Monthly Report for January 2021
2. Directors Future/Tentative Meeting/Attendance Schedule for Calendar Year 2021

CONTACTS (staff responsible): PALUDI/PEREA/SANGI

**TRABUCO CANYON WATER DISTRICT
DIRECTORS' FEES AND EXPENSES MONTHLY REPORT | DECEMBER 2020**

MEETING DESCRIPTION	ACOSTA	CHADD	DOPUDJA	MANDICH	SAFRANSKI
DISTRICT MEETINGS					
Engineering/Operational Committee Meeting			01/06/21	01/06/21	
Finance/Audit Committee Meeting		01/13/21			01/13/21
District Organization AD Hoc Committee		01/25/21	01/25/21		
Individual Meeting with General Manager	01/19/21	01/19/21	01/19/21	01/19/21	01/19/21
Regular Board Meeting	01/20/21	01/20/21	01/20/21	01/20/21	01/20/21
REPRESENTATIVE MEETINGS					
City of Rancho Santa Margarita City Council Meeting	01/13/21				
City of Rancho Santa Margarita City Council Meeting	01/27/21				
City of Rancho Santa Margarita Planning Commission					
Independent Special Districts of Orange County					
Santiago Aquaduct Commission					
South Orange County Agencies Group Meeting		01/28/21			01/28/21
South County Agencies Group MET Director Nomination Committee					01/21/21
South County Agencies Group MET Director Nomination Committee					01/18/21
South Orange County Wastewater Authority (SOCWA) Regular Board Meeting			01/07/21		
Water Advisory Committee of Orange County Meeting (WACO)	01/08/21				
NUMBER OF MEETINGS ATTENDED	5	5	5	3	6
FEES (\$125 per each meeting*)	\$625.00	\$625.00	\$625.00	\$375.00	\$750.00
DIRECT REIMBURSABLE EXPENSES					
DIRECT REIMBURSABLE EXPENSES TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INDIRECT REIMBURSABLE EXPENSES TOTALS					
TOTAL	\$625.00	\$625.00	\$625.00	\$375.00	\$750.00
<i>* Maximum per diem per day is one; maximum per diems per month is 10</i>					

DIRECTOR SIGNATURE

TRABUCO CANYON WATER DISTRICT | 2021 PUBLIC MEETING AND CONFERENCE CALENDAR

2021													
LINE ITEM	MEETING DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
DISTRICT PUBLIC MEETINGS													
1	Executive Committee Meeting	TBD			TBD			TBD			TBD		
2	Engineering/Operational Committee Meeting	01/06/21	02/03/21	03/03/21	04/07/21	05/05/21	06/02/21	07/07/21	08/04/21	09/01/21	10/06/21	11/03/21	12/01/21
3	Finance/Audit Committee Meeting	01/13/21	02/10/21	03/10/21	04/14/21	05/12/21	06/09/21	07/14/21	08/11/21	09/08/21	10/13/21	11/10/20	12/08/21
4	Regular Board Meeting	01/20/21	02/17/21	03/17/21	04/21/21	05/19/21	06/16/21	07/21/21	08/18/21	09/15/21	10/20/21	11/17/21	12/15/21
5	District Properties Ad Hoc Committee Meeting	-	-	-	-	-	-	-	-	-	-	-	-
PUBLIC MEETINGS													
6	City of RSM City Council Meeting - Meeting No. 1	01/13/21	02/10/21	03/10/21	04/14/21	05/12/21	06/09/21	07/14/21	08/11/21	09/08/21	10/13/21	11/10/21	12/08/21
7	City of RSM City Council Meeting - Meeting No. 2	01/27/21	02/24/21	03/24/21	04/28/21	05/26/21	06/23/21	07/28/21	08/25/21	09/22/21	10/27/21	11/24/21	12/22/21
8	Independent Special Districts of Orange County Meeting	01/05/21	02/02/21	03/02/21	04/06/21	05/04/21	06/01/21	07/06/21	08/03/21	09/07/21	10/05/21	11/02/21	12/07/21
9	Independent Special Districts of Orange County Meeting	01/28/21	-	-	04/29/21	-	-	07/29/21	-	-	10/28/21	-	-
10	Orange County Local Agency Formation Commission (OC LAFCO)	01/13/21	02/10/21	03/10/21	04/14/21	05/12/21	06/09/21	07/14/21	08/11/21	09/08/21	10/13/21	11/10/21	12/08/21
11	Santiago Aqueduct Commission Meeting	-	-	03/18/21	-	-	06/17/21	-	-	09/16/21	-	-	12/16/21
12	South Orange County Water Agencies Group Meeting*	01/28/21	-	03/25/21	-	05/27/21	-	07/22/21	-	09/23/21	-	11/25/21	-
13	South Orange County Wastewater Authority Regular Board Meeting	01/07/21	02/04/21	03/04/21	04/07/21	05/06/21	06/03/21	07/01/21	08/05/21	09/02/21	10/07/21	11/04/21	12/02/21
14	Water Advisory Committee of Orange County	01/01/21	02/05/21	03/05/21	04/02/21	05/07/21	06/04/21	07/02/21	08/07/21	09/03/21	10/01/21	11/06/21	12/04/21
CONFERENCES													
15	ACWA Spring Conference - Monterey, CA					5/11 - 5/14							
16	ACWA Fall Conference - Pasadena, CA											11/30 12/3	
17	CSDA Annual Conference -Monterey, CA								8/3 - 9/2				
18	CSDA GM Leadership Summit - Olympic Valley, CA						6/27 - 6/29						
19	CSDA SDLA Conference - Lake Tahoe, CA									9/26 - 9/29			

LEGEND

 District Observed Holiday - Reschedule Meeting

*4th Tuesday of the Odd Numbered Month

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | FEBRUARY 17, 2021**

ACTION CALENDAR

ADMINISTRATIVE MATTERS

ITEM 5: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE CORONAVIRUS, INCLUDING SAFETY OF DISTRICT SERVICES AND EMPLOYEES, AND IMPACT TO BOARD & COMMITTEE MEETINGS

LOCAL STATUS

Orange County remains is currently in the Purple / “Widespread” tier – the most restrictive tier of the state’s Blueprint for a Safer Economy. Additionally, since December 6, Orange County is included in the state’s “Regional Stay-at-Home Order” based on hospital ICU capacity within an 11-county southern California region. The new Regional Stay-at-Home Order will be effective for at least three weeks, and potentially longer depending on regional ICU capacity. Thereafter, Orange County will return to its Blueprint for a Safer Economy tier based on case rate and test positivity.

DISTRICT RESPONSE EFFORTS

Pursuant to Governor Newsom’s Executive Order N-29-20, and direction from the Board President, effective December 1, 2020 and until further notice, all public meetings involving the Board of Directors will be held remotely, with public participation via the District’s current virtual meeting platform or by phone. District customer service functions continue to be limited to phone and on-line access (no physical access to Administration Facility except for exterior payment drop boxes). District staff understands the potential for the pandemic situation to change negatively and well as positively and is now well-positioned to adapt as necessary to continue ensuring a safe and secure workplace for its employees while providing essential services to its customers. District staff will continue to closely monitor guidance from both the state and the County of Orange and coordinate with Water Emergency Response Organization of Orange County (WEROC). More information may be presented at the time of the meeting.

WATER TRANSMISSION & COVID-19

According to the CDC, “The COVID-19 virus has not been detected in drinking water. Conventional water treatment methods that use filtration and disinfection, such as those in most municipal drinking water systems, should remove and/or inactivate the virus that causes COVID-19.” The District owns and operates the Dimension Water Treatment Plant (DWTP) which uses multi-media filters and disinfects raw surface water with sodium hypochlorite (free chlorine) and therefore meets the CDC’s definition of conventional water treatment methods.

FUNDING SOURCE:

Unknown at this time

FISCAL IMPACT

Unknown at this time

ENVIRONMENTAL COMPLIANCE:

Not applicable

COMMITTEE STATUS:

This matter was not reviewed at the Committee level.

RECOMMENDED ACTIONS:

Receive information at the time of the Board meeting and take action(s) as deemed appropriate.

EXHIBIT(S):

None

CONTACTS (staff responsible): PALUDI/PEREA

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | FEBRUARY 17, 2021**

ACTION CALENDAR

ADMINISTRATIVE MATTERS

ITEM 6: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO THE PROPOSED PALOMA SQUARE DEVELOPMENT (DOVE CANYON PLAZA) AND OTHER RELATED MATTERS

Trabuco Canyon Water District (TCWD or District) owns the Administration Facility and the property upon which it resides; the property is adjacent to the Dove Canyon Plaza commercial center. On July 24, 2019, Dove Canyon Recovery Acquisition, LLC (DCRA), the owner of Dove Canyon Plaza, with their consultant William Lyon Homes (now Taylor Morrison) submitted a proposal to the City of Rancho Santa Margarita (City) for a change in use from commercial to residential. The proposed project is titled "Paloma Square." The initial submittal to the City, and all subsequent submittals, project information, and correspondence between City and William Lyon Homes/Taylor Morrison related to Paloma Square are available on the City's website. The District's website, under the "Community" tab, also includes information and correspondence regarding proposed project.

FUNDING SOURCE:

General Fund

FISCAL IMPACT:

None

ENVIRONMENTAL COMPLIANCE:

Not applicable

COMMITTEE STATUS:

This matter was reviewed with the Engineering/Operational Committee.

RECOMMENDED ACTIONS:

Receive information at the time of the Board meeting and take action(s) as deemed appropriate.

EXHIBIT(S):

None

CONTACTS (staff responsible): PALUDI/PEREA/LAUSTEN

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | FEBRUARY 17, 2021**

**ACTION CALENDAR
FINANCIAL MATTERS**

ITEM 7: DISCUSSION CONCERNING DRAFT DISTRICT CLASSIFICATION COMPENSATION REVIEW AND PROPOSED SALARY ADJUSTMENTS

In June 2016, District staff worked with an independent, third-party consultant to perform an in-depth study and analysis of the then-approved full-time employee (FTE) salaries and benefits (total compensation) with comparator agencies and benchmark classifications, as well as, completed a study of all positions to ensure consistency with the Fair Labor Standards Act (FLSA). This comprehensive analysis was completed that year and was approved by the Board of Directors at the December 21, 2016 Regular Board Meeting.

In the second half of FYE 2020, District staff collected current compensation information from neighboring South Orange County water agencies for the purpose of reviewing the District's currently approved FTE salaries and benefit levels and to identify areas of the current employee pay table that are not commensurate with similar agencies in the south county area. This matter was presented for Board consideration at the June 17, 2020 Regular Board Meeting. At that meeting, the Board of Directors directed the General Manager to conduct a review of the internal salary survey with an independent consultant and to present those results to the Board of Directors for consideration. Additionally, a District Organization Ad Hoc Committee specific to this purpose was established for the review of this matter.

The District contracted with Ralph Anderson & Associates to complete a comprehensive comparative review of the District's current classification salaries and benefits benchmarked with nine other comparator agencies, which included:

- Carlsbad Municipal Water District
- El Toro Water District
- Irvine Ranch Water District
- Mesa Water District
- Moulton-Niguel Water District
- Santa Margarita Water District
- South Coast Water District
- South Orange County Water District
- Yorba Linda Water District

After compiling the pertinent data, Ralph Anderson & Associates presented various industry-standard scenarios and options to the District Organization Ad Hoc Committee, including CalPERS Classic Member Pension versus PEPRAs Member Pension models, market median to 75th percentile, as well as comparison elements such as base salary, insurance benefits, cash benefits (457), and FICA benefits (Exhibit 1). After careful review of each of the options for consistency with the District's rules and industry standards, as well as the development of a competitive salary range table, the District Organization Ad Hoc Committee recommended utilizing the following criteria to develop the proposed classification compensation adjustments:

- PEPRAs Model
- Base + Insurance
- 55th Percentile
- 2.0% Minimum Adjustment Floor

Based on the recommendations of the District Organization Ad Hoc Committee, District staff recommends the implementation of the proposed classification adjustments (Exhibit 3). The recommended option accomplishes several important District objectives with regards to staff compensation. District salaries will again be competitive with similar utilities in and around Orange County – a critical staff recruitment and retention tool. The recommended adjustments also address internal equity issues in terms of employee salary and benefits. More information may be presented at the time of the meeting.

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | FEBRUARY 17, 2021**

FUNDING SOURCE:

General Fund

FISCAL IMPACT:

Consultant Services: \$18,500

Proposed Payroll Impacts: An approximate 9.1% increase to monthly payroll costs

ENVIRONMENTAL COMPLIANCE:

Not applicable.

COMMITTEE STATUS:

This matter was reviewed with the Finance/Audit Committee

RECOMMENDED ACTION:

1. *Receive information and presentation at the time of the Board meeting.*
2. *Receive and file DRAFT Classification Compensation Review Report prepared by Ralph Anderson & Associates.*
3. *Authorize the General Manager to implement the proposed salary adjustments consistent with the DRAFT Classification Compensation Review Report and any related action(s) as deemed appropriate.*

EXHIBITS:

1. DRAFT Classification Compensation Review Report [TCWD Total Comp Data Insurance Only (55th Percentile)]
-prepared by Ralph Anderson & Associates
2. DRAFT Proposed Salary Range Table - *prepared by Ralph Anderson & Associates*
3. DRAFT Proposed Classification Adjustments Impact Report – *prepared by District staff*

CONTACTS (staff responsible): PALUDI/PEREA/BYERRUM

**Trabuco Canyon Water District
Labor Market Summary - 55th Percentile**

Class Title	# of Obs.	Base	Base + Insurance	Gain/Loss	Total Gain/Loss
Accountant	8	4.7%	6.0%	1.3%	1.3%
Accounting Technician II	8	-5.2%	-0.7%	4.6%	4.6%
Administrative Assistant	9	-7.5%	-3.3%	4.2%	4.2%
Assistant General Manager	6	-6.0%	-3.6%	2.5%	2.5%
Customer Service Field Technician II	8	-16.6%	-8.1%	8.5%	8.5%
Customer Service Representative II	8	-11.2%	-5.4%	5.8%	5.8%
District Engineer	7	-4.2%	-2.4%	1.8%	1.8%
Electrical/Instrumentation Technologist II	6	-13.6%	-8.7%	4.9%	4.9%
Engineer	8	-3.1%	0.7%	3.7%	3.7%
Lead Mechanical Technologist-SCADA	5	-23.3%	-15.4%	7.9%	7.9%
Maintenance Superintendent	9	-21.3%	-16.0%	5.3%	5.3%
Management Analyst II	5	-5.1%	-0.9%	4.2%	4.2%
Mechanical Technologist II	7	-3.6%	0.8%	4.4%	4.4%
Principal Engineer	5	-7.2%	-4.3%	2.8%	2.8%
Senior Engineer	8	-5.0%	-2.3%	2.7%	2.7%
Wastewater Chief Plant Operator	5	-21.7%	-17.6%	4.2%	4.2%
Wastewater Operator III	5	-24.9%	-16.7%	8.2%	8.2%
Wastewater Superintendent	8	-25.9%	-19.5%	6.4%	6.4%
Wastewater System Operator II	5	-16.2%	-9.3%	6.9%	6.9%
Water Chief Plant Operator	4	-10.7%	-5.0%	5.7%	5.7%
Water Operator III	5	-19.7%	-10.0%	9.7%	9.7%
Water Superintendent	7	-21.4%	-15.7%	5.7%	5.7%
Water System Operator II	7	-13.2%	-7.1%	6.1%	6.1%
Water System Operator III	2				
Average		-12.3%	-7.2%	5.1%	5.1%

Key to Headers on Benefit Data Sheets

Survey Class - The District's survey job title

Survey Agency - The survey agencies used in the survey sorted alphabetically

Comparable Class - The job title determined to be comparable to the District's job classification

Range Max. - The maximum (top step) monthly base salary (not including longevity or performance pay)

Health - The maximum monthly health insurance benefit paid by the employer for EE+2 (family) coverage, not including rarely used plans

Dental - The maximum monthly dental insurance benefit paid by the employer for EE+2 (family) coverage, not including rarely used plans

Vision - The maximum monthly vision benefit paid by the employer for EE+2 (if applicable), not including rarely used plans

Base + Ins. - The cumulative total of Base Salary, Cash Benefits, and Insurance Benefits

Mean/%+/-: The average of the survey data; the percentage above or below the mean

Median/%+/-: This statistic represents the middle of the labor market. As such, half of the data is above the median and half is below the median.

55th Percentile/%+/-: This measurement is similar to the median except a different percentage of data is above a specific point in the ranking and the balance of data is below this point (i.e., for the 55th percentile, 45% of the data is above this point and 55% is below). The percentiles are calculated using an Excel spreadsheet function.

%+/- The percent above/below the referenced statistic with negative numbers indicating the District is below the market statistic.

Gain/Loss - The percentage gain/loss from each subtotal to the prior subtotal.

**Trabuco Canyon Water District
Accountant**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	Accountant	\$6,939	\$1,607	inc	inc	\$8,546
El Toro Water District	Senior Accountant/Payroll	\$7,348	\$2,053	\$106	\$17	\$9,524
Irvine Ranch Water District	Accountant	\$7,849	\$1,723	\$128	\$24	\$9,724
Mesa Water District	No Comparable Class					
Moulton-Niguel Water District	Accountant	\$7,382	\$1,718	\$143	\$19	\$9,263
Santa Margarita Water District	Accountant	\$8,298	\$1,742	\$46	\$19	\$10,104
South Coast Water District	Accountant	\$8,235	\$1,853	\$155	\$14	\$10,257
South Orange County Wastewater Authority	Staff Accountant	\$7,401	\$1,671	\$191	\$25	\$9,288
Yorba Linda Water District	Accountant	\$8,185	\$1,883	\$82	\$19	\$10,168
Trabuco Canyon Water District	Accountant	\$8,165	\$1,914	\$195	\$38	\$10,313
	Average	\$7,705				\$9,609
	% +/-	5.6%				6.8%
	Median	\$7,625				\$9,624
	% +/-	6.6%				6.7%
	55th Percenile	\$7,782				\$9,694
	% +/-	4.7%				6.0%

0.1%

**Trabuco Canyon Water District
Accounting Technician II**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	Accounting Technician	\$5,519	\$1,607	inc	inc	\$7,126
El Toro Water District	No Comparable Class					
Irvine Ranch Water District	Senior Accounting Clerk	\$6,362	\$1,723	\$128	\$24	\$8,237
Mesa Water District	Accounting Technician II	\$6,192	\$1,600	inc	inc	\$7,792
Moulton-Niguel Water District	Accounting Assistant II	\$5,836	\$1,718	\$143	\$19	\$7,717
Santa Margarita Water District	Senior Accounting Specialist	\$7,134	\$1,742	\$46	\$19	\$8,940
South Coast Water District	Accounting Technician II	\$6,433	\$1,853	\$155	\$14	\$8,455
South Orange County Wastewater Authority	Accounts Payable Accountant w/PR Asst	\$6,393	\$1,671	\$191	\$25	\$8,280
Yorba Linda Water District	Accounting Assistant II	\$6,732	\$1,883	\$82	\$19	\$8,715
Trabuco Canyon Water District	Accounting Technician II	\$6,071	\$1,914	\$195	\$38	\$8,219
	Average	\$6,325				\$8,158
	% +/-	-4.2%				0.7%
	Median	\$6,378				\$8,258
	% +/-	-5.0%				-0.5%
	55th Percenile	\$6,388				\$8,273
	% +/-	-5.2%				-0.7%

4.6%

**Trabuco Canyon Water District
Adminstrative Assistant**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	Administrative Secretary	\$5,358	\$1,607	inc	inc	\$6,965
El Toro Water District	Administrative Assistant	\$5,632	\$2,053	\$106	\$17	\$7,808
Irvine Ranch Water District	Executive Assistant	\$7,641	\$1,723	\$128	\$24	\$9,516
Mesa Water District	Department Assistant	\$6,668	\$1,600	inc	inc	\$8,268
Moulton-Niguel Water District	Administrative Assistant II	\$6,614	\$1,718	\$143	\$19	\$8,495
Santa Margarita Water District	Executive Assistant	\$7,623	\$1,742	\$46	\$19	\$9,429
South Coast Water District	Senior Administrative Assistant	\$6,928	\$1,853	\$155	\$14	\$8,950
South Orange County Wastewater Authority	Executive Assistant/Clerk of the Board	\$9,445	\$1,671	\$191	\$25	\$11,332
Yorba Linda Water District	Executive Assistant	\$9,474	\$1,883	\$82	\$19	\$11,457
Trabuco Canyon Water District	Administrative Assistant	\$6,701	\$1,914	\$195	\$38	\$8,849
	Average	\$7,265				\$9,136
	% +/-	-8.4%				-3.2%
	Median	\$6,928				\$8,950
	% +/-	-3.4%				-1.1%
	55th Percenile	\$7,206				\$9,141
	% +/-	-7.5%				-3.3%

2.2%

**Trabuco Canyon Water District
Assistant General Manager**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	No Comparable Class					
El Toro Water District	Assistant General Manager & Staff Engineer	\$19,888	\$2,053	\$106	\$17	\$22,064
Irvine Ranch Water District	No Comparable Class					
Mesa Water District	Assistant General Manager	\$20,765	\$1,600	inc	inc	\$22,365
Moulton-Niguel Water District	Assistant General Manager	\$21,159	\$1,718	\$143	\$19	\$23,040
Santa Margarita Water District	Assistant General Manager - Finance	\$23,234	\$1,742	\$46	\$19	\$25,041
South Coast Water District	Assistant General Manager	\$18,621	\$1,853	\$155	\$14	\$20,642
South Orange County Wastewater Authority	No Comparable Class					
Yorba Linda Water District	Assistant General Manager	\$18,760	\$1,883	\$82	\$19	\$20,743
Trabuco Canyon Water District	Assistant General Manager	\$19,376	\$1,914	\$195	\$38	\$21,524
	Average	\$20,405				\$22,316
	% +/-	-5.3%				-3.7%
	Median	\$20,327				\$22,214
	% +/-	-4.9%				-3.2%
	55th Percentile	\$20,546				\$22,290
	% +/-	-6.0%				-3.6%

1.7%

**Trabuco Canyon Water District
Customer Service Field Technician II**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	Meter Services Worker II	\$4,898	\$1,607	inc	inc	\$6,505
El Toro Water District	Customer Service Field Representative II	\$5,973	\$2,053	\$106	\$17	\$8,149
Irvine Ranch Water District	Customer Service Field Technician	\$5,713	\$1,723	\$128	\$24	\$7,588
Mesa Water District	Field Customer Service Representative II	\$6,506	\$1,600	inc	inc	\$8,106
Moulton-Niguel Water District	Customer Service Field Technician II	\$5,840	\$1,718	\$143	\$19	\$7,721
Santa Margarita Water District	Meter Technician	\$6,003	\$1,742	\$46	\$19	\$7,809
South Coast Water District	Customer Service Field Representative II	\$5,828	\$1,853	\$155	\$14	\$7,850
South Orange County Wastewater Authority	No Comparable Class					
Yorba Linda Water District	Field Customer Services Rep/Meters II	\$6,103	\$1,883	\$82	\$19	\$8,086
Trabuco Canyon Water District	Customer Service Field Technician II	\$5,107	\$1,914	\$195	\$38	\$7,255
	Average	\$5,858				\$7,727
	% +/-	-14.7%				-6.5%
	Median	\$5,907				\$7,829
	% +/-	-15.7%				-7.9%
	55th Percenile	\$5,953				\$7,844
	% +/-	-16.6%				-8.1%

7.7%

**Trabuco Canyon Water District
Customer Service Representative II**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	Account Clerk II	\$4,661	\$1,607	inc	inc	\$6,268
El Toro Water District	Customer Service Office Representative II	\$5,632	\$2,053	\$106	\$17	\$7,808
Irvine Ranch Water District	Customer Service Specialist II	\$5,854	\$1,723	\$128	\$24	\$7,729
Mesa Water District	Customer Service Representative II	\$6,192	\$1,600	inc	inc	\$7,792
Moulton-Niguel Water District	Customer Account Representative II	\$5,500	\$1,718	\$143	\$19	\$7,381
Santa Margarita Water District	Customer Accounting Technician	\$6,552	\$1,742	\$46	\$19	\$8,358
South Coast Water District	Customer Service Technician II	\$6,276	\$1,853	\$155	\$14	\$8,298
South Orange County Wastewater Authority	No Comparable Class					
Yorba Linda Water District	Customer Service Representative II	\$5,271	\$1,883	\$82	\$19	\$7,254
Trabuco Canyon Water District	Customer Service Representative II	\$5,235	\$1,914	\$195	\$38	\$7,383
	Average	\$5,742				\$7,611
	% +/-	-9.7%				-3.1%
	Median	\$5,743				\$7,761
	% +/-	-9.7%				-5.1%
	55th Percenile	\$5,821				\$7,783
	% +/-	-11.2%				-5.4%

4.6%

**Trabuco Canyon Water District
District Engineer**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	Engineering Manager	\$12,837	\$1,607	inc	inc	\$14,444
El Toro Water District	No Comparable Class					
Irvine Ranch Water District	Engineering Manager	\$14,755	\$1,723	\$128	\$24	\$16,630
Mesa Water District	No Comparable Class					
Moulton-Niguel Water District	Engineering Manager	\$15,397	\$1,718	\$143	\$19	\$17,278
Santa Margarita Water District	Chief Engineer	\$20,333	\$1,742	\$46	\$19	\$22,139
South Coast Water District	Chief Engineer	\$18,621	\$1,853	\$155	\$14	\$20,642
South Orange County Wastewater Authority	Director of Engineering	\$16,156	\$1,671	\$191	\$25	\$18,043
Yorba Linda Water District	Engineering Manager	\$16,208	\$1,883	\$82	\$19	\$18,191
Trabuco Canyon Water District	District Engineer	\$15,516	\$1,914	\$195	\$38	\$17,664
	Average	\$16,330				\$18,195
	% +/-	-5.2%				-3.0%
	Median	\$16,156				\$18,043
	% +/-	-4.1%				-2.1%
	55th Percentile	\$16,172				\$18,087
	% +/-	-4.2%				-2.4%

2.0%

**Trabuco Canyon Water District
Electrical/Instrumentation Technologist II**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	No Comparable Class					
El Toro Water District	No Comparable Class					
Irvine Ranch Water District	Instrumentation Technician	\$8,083	\$1,723	\$128	\$24	\$9,958
Mesa Water District	No Comparable Class					
Moulton-Niguel Water District	Electrical/Instrumentation Technician II	\$7,890	\$1,718	\$143	\$19	\$9,771
Santa Margarita Water District	Electrical/Instrumentation Technician II	\$8,541	\$1,742	\$46	\$19	\$10,347
South Coast Water District	Electrical Technician II	\$8,235	\$1,853	\$155	\$14	\$10,257
South Orange County Wastewater Authority	Electrical/Instrumentation Technician	\$8,998	\$1,671	\$191	\$25	\$10,885
Yorba Linda Water District	Electrical/SCADA Technician	\$6,410	\$1,883	\$82	\$19	\$8,393
Trabuco Canyon Water District	Electrical/Instrumentation Technologist II	\$7,217	\$1,914	\$195	\$38	\$9,365
	Average	\$8,026				\$9,935
	% +/-	-11.2%				-6.1%
	Median	\$8,159				\$10,107
	% +/-	-13.1%				-7.9%
	55th Percenile	\$8,197				\$10,182
	% +/-	-13.6%				-8.7%

5.1%

**Trabuco Canyon Water District
Engineer**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	Associate Engineer	\$9,353	\$1,607	inc	inc	\$10,960
El Toro Water District	Project Engineer	\$12,478	\$2,053	\$106	\$17	\$14,654
Irvine Ranch Water District	Engineer	\$11,409	\$1,723	\$128	\$24	\$13,284
Mesa Water District	Associate Engineer II	\$11,480	\$1,600	inc	inc	\$13,080
Moulton-Niguel Water District	No Comparable Class					
Santa Margarita Water District	Project Engineer	\$9,849	\$1,742	\$46	\$19	\$11,655
South Coast Water District	Associate Engineer	\$10,805	\$1,853	\$155	\$14	\$12,827
South Orange County Wastewater Authority	Associate Engineer	\$11,766	\$1,671	\$191	\$25	\$13,653
Yorba Linda Water District	Associate Engineer	\$9,474	\$1,883	\$82	\$19	\$11,457
Trabuco Canyon Water District	Engineer	\$10,981	\$1,914	\$195	\$38	\$13,129
	Average	\$10,827				\$12,696
	% +/-	1.4%				3.3%
	Median	\$11,107				\$12,953
	% +/-	-1.1%				1.3%
	55th Percentile	\$11,318				\$13,042
	% +/-	-3.1%				0.7%

2.5%

**Trabuco Canyon Water District
Lead Mechanical Technologist-SCADA**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	SCADA Technician	\$8,809	\$1,607	inc	inc	\$10,416
El Toro Water District	No Comparable Class					
Irvine Ranch Water District	Automation Specialist	\$9,082	\$1,723	\$128	\$24	\$10,957
Mesa Water District	No Comparable Class					
Moulton-Niguel Water District	No Comparable Class					
Santa Margarita Water District	SCADA Technician	\$7,408	\$1,742	\$46	\$19	\$9,214
South Coast Water District	SCADA Programmer/Electrician	\$10,805	\$1,853	\$155	\$14	\$12,827
South Orange County Wastewater Authority	Senior Electrician/SCADA Technician	\$10,414	\$1,671	\$191	\$25	\$12,301
Yorba Linda Water District	No Comparable Class					
Trabuco Canyon Water District	Lead Mechanical Technologist-SCADA	\$7,582	\$1,914	\$195	\$38	\$9,730
	Average	\$9,304				\$11,143
	% +/-	-22.7%				-14.5%
	Median	\$9,082				\$10,957
	% +/-	-19.8%				-12.6%
	55th Percenile	\$9,348				\$11,226
	% +/-	-23.3%				-15.4%

7.2%

**Trabuco Canyon Water District
Maintenance Superintendent**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	Utilities Manager	\$14,862	\$1,607	inc	inc	\$16,469
El Toro Water District	SCADA Supervisor	\$10,179	\$2,053	\$106	\$17	\$12,355
Irvine Ranch Water District	Mechanical Services Manager	\$12,281	\$1,723	\$128	\$24	\$14,156
Mesa Water District	Water Operations Supervisor	\$11,480	\$1,600	inc	inc	\$13,080
Moulton-Niguel Water District	Superintendent of Operations	\$13,624	\$1,718	\$143	\$19	\$15,505
Santa Margarita Water District	Operations Field Superintendent	\$13,488	\$1,742	\$46	\$19	\$15,294
South Coast Water District	Support Services Manager	\$11,927	\$1,853	\$155	\$14	\$13,949
South Orange County Wastewater Authority	Support Services Supervisor	\$10,038	\$1,671	\$191	\$25	\$11,925
Yorba Linda Water District	Maintenance Superintendent	\$10,447	\$1,883	\$82	\$19	\$12,430
Trabuco Canyon Water District	Maintenance Superintendent	\$9,948	\$1,914	\$195	\$38	\$12,096
	Average	\$12,036				\$13,907
	% +/-	-21.0%				-15.0%
	Median	\$11,927				\$13,949
	% +/-	-19.9%				-15.3%
	55th Percenile	\$12,069				\$14,032
	% +/-	-21.3%				-16.0%

4.6%

**Trabuco Canyon Water District
Management Analyst II**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	Management Analyst	\$7,824	\$1,607	inc	inc	\$9,431
El Toro Water District	No Comparable Class					
Irvine Ranch Water District	Management Analyst	\$8,820	\$1,723	\$128	\$24	\$10,695
Mesa Water District	No Comparable Class					
Moulton-Niguel Water District	Administrative Analyst	\$8,039	\$1,718	\$143	\$19	\$9,920
Santa Margarita Water District	Management Analyst	\$8,788	\$1,742	\$46	\$19	\$10,594
South Coast Water District	No Comparable Class					
South Orange County Wastewater Authority	No Comparable Class					
Yorba Linda Water District	Senior Management Analyst	\$12,092	\$1,883	\$82	\$19	\$14,075
Trabuco Canyon Water District	Management Analyst II	\$8,369	\$1,914	\$195	\$38	\$10,517
	Average	\$9,113				\$10,943
	% +/-	-8.9%				-4.1%
	Median	\$8,788				\$10,594
	% +/-	-5.0%				-0.7%
	55th Percenile	\$8,794				\$10,614
	% +/-	-5.1%				-0.9%

4.3%

**Trabuco Canyon Water District
Mechanical Technologist II**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	Sanitation System Operator II	\$6,736	\$1,607	inc	inc	\$8,343
El Toro Water District	No Comparable Class					
Irvine Ranch Water District	Maintenance Mechanic	\$6,762	\$1,723	\$128	\$24	\$8,637
Mesa Water District	No Comparable Class					
Moulton-Niguel Water District	Mechanic II	\$6,689	\$1,718	\$143	\$19	\$8,570
Santa Margarita Water District	Maintenance Mechanic	\$6,804	\$1,742	\$46	\$19	\$8,610
South Coast Water District	Lift Station Mechanic II	\$7,647	\$1,853	\$155	\$14	\$9,669
South Orange County Wastewater Authority	Maintenance Mechanic II	\$7,401	\$1,671	\$191	\$25	\$9,288
Yorba Linda Water District	Mechanic II	\$6,410	\$1,883	\$82	\$19	\$8,393
Trabuco Canyon Water District	Mechanical Technologist II	\$6,538	\$1,914	\$195	\$38	\$8,686
	Average	\$6,921				\$8,787
	% +/-	-5.9%				-1.2%
	Median	\$6,762				\$8,610
	% +/-	-3.4%				0.9%
	55th Percenile	\$6,775				\$8,618
	% +/-	-3.6%				0.8%

4.3%

**Trabuco Canyon Water District
Principal Engineer**

			Insurance Benefits			
Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	No Comparable Class					
El Toro Water District	No Comparable Class					
Irvine Ranch Water District	Principal Engineer	\$14,183	\$1,723	\$128	\$24	\$16,058
Mesa Water District	Principal Engineer	\$14,696	\$1,600	inc	inc	\$16,296
Moulton-Niguel Water District	Principal Engineer	\$14,291	\$1,718	\$143	\$19	\$16,172
Santa Margarita Water District	No Comparable Class					
South Coast Water District	Principal Engineer	\$14,521	\$1,853	\$155	\$14	\$16,542
South Orange County Wastewater Authority	No Comparable Class					
Yorba Linda Water District	Principal Engineer	\$11,518	\$1,883	\$82	\$19	\$13,501
Trabuco Canyon Water District	Principal Engineer	\$13,379	\$1,914	\$195	\$38	\$15,527
	Average	\$13,842				\$15,714
	% +/-	-3.5%				-1.2%
	Median	\$14,291				\$16,172
	% +/-	-6.8%				-4.2%
	55th Percenile	\$14,337				\$16,197
	% +/-	-7.2%				-4.3%

2.7%

**Trabuco Canyon Water District
Senior Engineer**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	Senior Engineer	\$11,193	\$1,607	inc	inc	\$12,800
El Toro Water District	No Comparable Class					
Irvine Ranch Water District	Senior Engineer	\$12,737	\$1,723	\$128	\$24	\$14,612
Mesa Water District	Senior Civil Engineer	\$12,672	\$1,600	inc	inc	\$14,272
Moulton-Niguel Water District	Senior Engineer	\$12,837	\$1,718	\$143	\$19	\$14,718
Santa Margarita Water District	Senior Project Engineer	\$14,845	\$1,742	\$46	\$19	\$16,651
South Coast Water District	Senior Civil Engineer	\$12,531	\$1,853	\$155	\$14	\$14,553
South Orange County Wastewater Authority	Senior Engineer	\$13,291	\$1,671	\$191	\$25	\$15,178
Yorba Linda Water District	Senior Engineer	\$10,447	\$1,883	\$82	\$19	\$12,430
Trabuco Canyon Water District	Senior Engineer	\$12,121	\$1,914	\$195	\$38	\$14,269
	Average	\$12,569				\$14,402
	% +/-	-3.7%				-0.9%
	Median	\$12,705				\$14,582
	% +/-	-4.8%				-2.2%
	55th Percentile	\$12,727				\$14,603
	% +/-	-5.0%				-2.3%

2.6%

**Trabuco Canyon Water District
Wastewater Chief Plant Operator**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	No Comparable Class					
El Toro Water District	WW Chief Plant Operator	\$11,446	\$2,053	\$106	\$17	\$13,622
Irvine Ranch Water District	Operations Supervisor	\$9,913	\$1,723	\$128	\$24	\$11,788
Mesa Water District	No Comparable Class					
Moulton-Niguel Water District	Wastewater Treatment Plant Supervisor	\$10,774	\$1,718	\$143	\$19	\$12,655
Santa Margarita Water District	Chief Plant Operator	\$14,845	\$1,742	\$46	\$19	\$16,651
South Coast Water District	No Comparable Class					
South Orange County Wastewater Authority	Chief Operator	\$13,291	\$1,671	\$191	\$25	\$15,178
Yorba Linda Water District	No Comparable Class					
Trabuco Canyon Water District	Wastewater Chief Plant Operator	\$9,705	\$1,914	\$195	\$38	\$11,853
	Average	\$12,054				\$13,979
	% +/-	-24.2%				-17.9%
	Median	\$11,446				\$13,622
	% +/-	-17.9%				-14.9%
	55th Percenile	\$11,815				\$13,933
	% +/-	-21.7%				-17.6%

3.0%

**Trabuco Canyon Water District
Wastewater Operator III**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	No Comparable Class					
El Toro Water District	Waste Water Operator III	\$8,784	\$2,053	\$106	\$17	\$10,960
Irvine Ranch Water District	Operator III	\$8,319	\$1,723	\$128	\$24	\$10,194
Mesa Water District	No Comparable Class					
Moulton-Niguel Water District	Senior Wastewater Treatment Plant Op	\$9,578	\$1,718	\$143	\$19	\$11,459
Santa Margarita Water District	Senior Wastewater Treatment Plant Op	\$9,646	\$1,742	\$46	\$19	\$11,452
South Coast Water District	No Comparable Class					
South Orange County Wastewater Authority	Operator III	\$9,445	\$1,671	\$191	\$25	\$11,332
Yorba Linda Water District	No Comparable Class					
Trabuco Canyon Water District	Wastewater Operator III	\$7,582	\$1,914	\$195	\$38	\$9,730
	Average	\$9,154				\$11,079
	% +/-	-20.7%				-13.9%
	Median	\$9,445				\$11,332
	% +/-	-24.6%				-16.5%
	55th Percenile	\$9,472				\$11,356
	% +/-	-24.9%				-16.7%

8.1%

**Trabuco Canyon Water District
Wastewater Superintendent**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	Utilities Manager	\$14,862	\$1,607	inc	inc	\$16,469
El Toro Water District	No Comparable Class					
Irvine Ranch Water District	Operations Manager	\$12,737	\$1,723	\$128	\$24	\$14,612
Mesa Water District	Water Operations Supervisor	\$11,480	\$1,600	inc	inc	\$13,080
Moulton-Niguel Water District	Superintendent of Wastewater Operations	\$13,624	\$1,718	\$143	\$19	\$15,505
Santa Margarita Water District	Treatment Manager	\$18,887	\$1,742	\$46	\$19	\$20,693
South Coast Water District	Operations Superintendent	\$15,000	\$1,853	\$155	\$14	\$17,022
South Orange County Wastewater Authority	Chief Operator	\$10,284	\$1,671	\$191	\$25	\$12,171
Yorba Linda Water District	Production Superintendent	\$10,970	\$1,883	\$82	\$19	\$12,953
Trabuco Canyon Water District	Wastewater Superintendent	\$10,713	\$1,914	\$195	\$38	\$12,861
	Average	\$13,480				\$15,313
	% +/-	-25.8%				-19.1%
	Median	\$13,181				\$15,059
	% +/-	-23.0%				-17.1%
	55th Percentile	\$13,491				\$15,371
	% +/-	-25.9%				-19.5%

5.9%

**Trabuco Canyon Water District
Wastewater System Operator II**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	No Comparable Class					
El Toro Water District	Waste Water Operator II	\$7,348	\$2,053	\$106	\$17	\$9,524
Irvine Ranch Water District	Operator II	\$7,849	\$1,723	\$128	\$24	\$9,724
Mesa Water District	No Comparable Class					
Moulton-Niguel Water District	Wastewater Treatment Plant Operator II	\$8,511	\$1,718	\$143	\$19	\$10,392
Santa Margarita Water District	Wastewater Treatment Plant Operator	\$7,537	\$1,742	\$46	\$19	\$9,343
South Coast Water District	No Comparable Class					
South Orange County Wastewater Authority	Operator II	\$8,566	\$1,671	\$191	\$25	\$10,453
Yorba Linda Water District	No Comparable Class					
Trabuco Canyon Water District	Wastewater System Operator II	\$6,869	\$1,914	\$195	\$38	\$9,017
	Average	\$7,962				\$9,887
	% +/-	-15.9%				-9.7%
	Median	\$7,849				\$9,724
	% +/-	-14.3%				-7.8%
	55th Percenile	\$7,981				\$9,858
	% +/-	-16.2%				-9.3%

6.4%

**Trabuco Canyon Water District
Water Chief Plant Operator**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	Utilities Supervisor	\$11,193	\$1,607	inc	inc	\$12,800
El Toro Water District	No Comparable Class					
Irvine Ranch Water District	Operations Supervisor	\$9,913	\$1,723	\$128	\$24	\$11,788
Mesa Water District	Water Operations Supervisor	\$11,480	\$1,600	inc	inc	\$13,080
Moulton-Niguel Water District	No Comparable Class					
Santa Margarita Water District	No Comparable Class					
South Coast Water District	Lead Plant Operator	\$9,550	\$1,853	\$155	\$14	\$11,572
South Orange County Wastewater Authority	No Comparable Class					
Yorba Linda Water District	No Comparable Class					
Trabuco Canyon Water District	Water Chief Plant Operator	\$9,705	\$1,914	\$195	\$38	\$11,853
	Average	\$10,534				\$12,310
	% +/-	-8.5%				-3.9%
	Median	\$10,553				\$12,294
	% +/-	-8.7%				-3.7%
	55th Percenile	\$10,745				\$12,446
	% +/-	-10.7%				-5.0%

5.0%

**Trabuco Canyon Water District
Water Operator III**

Survey Agency	Comparable Class	Range Max.	Insurance Benefits			
			Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	Water System Operator III	\$8,382	\$1,607	inc	inc	\$9,989
El Toro Water District	Maintenance Worker III	\$7,804	\$2,053	\$106	\$17	\$9,980
Irvine Ranch Water District	No Comparable Class					
Mesa Water District	Senior Operator	\$8,968	\$1,600	inc	inc	\$10,568
Moulton-Niguel Water District	No Comparable Class					
Santa Margarita Water District	No Comparable Class					
South Coast Water District	System Operator III	\$7,461	\$1,853	\$155	\$14	\$9,483
South Orange County Wastewater Authority	No Comparable Class					
Yorba Linda Water District	Senior Plant Operator	\$8,594	\$1,883	\$82	\$19	\$10,577
Trabuco Canyon Water District	Water Operator III	\$7,040	\$1,914	\$195	\$38	\$9,188
	Average	\$8,242				\$10,119
	% +/-	-17.1%				-10.1%
	Median	\$8,382				\$9,989
	% +/-	-19.1%				-8.7%
	55th Percenile	\$8,425				\$10,105
	% +/-	-19.7%				-10.0%

10.3%

**Trabuco Canyon Water District
Water Superintendent**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	Utilities Manager	\$14,862	\$1,607	inc	inc	\$16,469
El Toro Water District	No Comparable Class					
Irvine Ranch Water District	Operations Manager	\$12,737	\$1,723	\$128	\$24	\$14,612
Mesa Water District	Water Operations Supervisor	\$11,480	\$1,600	inc	inc	\$13,080
Moulton-Niguel Water District	Superintendent of Operations	\$13,624	\$1,718	\$143	\$19	\$15,505
Santa Margarita Water District	No Comparable Class					
South Coast Water District	Water Resources Manager	\$15,000	\$1,853	\$155	\$14	\$17,022
South Orange County Wastewater Authority	Chief Operator	\$10,284	\$1,671	\$191	\$25	\$12,171
Yorba Linda Water District	Production Superintendent	\$10,970	\$1,883	\$82	\$19	\$12,953
Trabuco Canyon Water District	Water Superintendent	\$10,713	\$1,914	\$195	\$38	\$12,861
	Average	\$12,708				\$14,545
	% +/-	-18.6%				-13.1%
	Median	\$12,737				\$14,612
	% +/-	-18.9%				-13.6%
	55th Percenile	\$13,003				\$14,880
	% +/-	-21.4%				-15.7%

5.3%

**Trabuco Canyon Water District
Water System Operator II**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	Water System Operator II	\$7,589	\$1,607	inc	inc	\$9,196
El Toro Water District	Maintenance Worker II	\$6,927	\$2,053	\$106	\$17	\$9,103
Irvine Ranch Water District	Operator II	\$7,849	\$1,723	\$128	\$24	\$9,724
Mesa Water District	Operator II	\$7,733	\$1,600	inc	inc	\$9,333
Moulton-Niguel Water District	Water System Operator II	\$6,893	\$1,718	\$143	\$19	\$8,774
Santa Margarita Water District	No Comparable Class					
South Coast Water District	System Operator II	\$6,759	\$1,853	\$155	\$14	\$8,781
South Orange County Wastewater Authority	No Comparable Class					
Yorba Linda Water District	Plant Operator II	\$7,065	\$1,883	\$82	\$19	\$9,048
Trabuco Canyon Water District	Water System Operator II	\$6,378	\$1,914	\$195	\$38	\$8,526
	Average	\$7,259				\$9,137
	% +/-	-13.8%				-7.2%
	Median	\$7,065				\$9,103
	% +/-	-10.8%				-6.8%
	55th Percenile	\$7,222				\$9,131
	% +/-	-13.2%				-7.1%

4.0%

**Trabuco Canyon Water District
Water System Operator III**

Insurance Benefits

Survey Agency	Comparable Class	Range Max.	Health	Dental	Vision	Base + Ins.
Carlsbad Municipal Water District	No Comparable Class					
El Toro Water District	No Comparable Class					
Irvine Ranch Water District	Operator III	\$8,319	\$1,723	\$128	\$24	\$10,194
Mesa Water District	No Comparable Class					
Moulton-Niguel Water District	Water System Operator III	\$7,757	\$1,718	\$143	\$19	\$9,638
Santa Margarita Water District	No Comparable Class					
South Coast Water District	No Comparable Class					
South Orange County Wastewater Authority	No Comparable Class					
Yorba Linda Water District	No Comparable Class					
Trabuco Canyon Water District	Water System Operator III	\$7,771	\$1,914	\$195	\$38	\$9,919
	Average	I.D.				I.D.
	% +/-					
	Median	I.D.				I.D.
	% +/-					
	55th Percentile	I.D.				I.D.
	% +/-					

**TRABUCO CANYON WATER DISTRICT
DRAFT PROPOSED SALARY RANGE TABLE (2.5% BETWEEN STEPS)**

CLASSIFICATION (JOB TITLE)	MINIMUM MONTHLY SALARY	MAXIMUM MONTHLY SALARY	MINIMUM ANNUAL SALARY	MAXIMUM ANNUAL SALARY	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
ADMINISTRATIVE SERVICES														
Assistant General Manager	\$ 16,067	\$ 20,065	\$ 192,804	\$ 240,786	\$ 16,067	\$ 16,469	\$ 16,880	\$ 17,302	\$ 17,735	\$ 18,178	\$ 18,633	\$ 19,099	\$ 19,576	\$ 20,065
Executive Assistant	\$ 5,543	\$ 6,923	\$ 66,518	\$ 83,072	\$ 5,543	\$ 5,682	\$ 5,824	\$ 5,969	\$ 6,119	\$ 6,272	\$ 6,428	\$ 6,589	\$ 6,754	\$ 6,923
Administrative Assistant	\$ 5,039	\$ 6,293	\$ 60,471	\$ 75,520	\$ 5,039	\$ 5,165	\$ 5,294	\$ 5,427	\$ 5,562	\$ 5,701	\$ 5,844	\$ 5,990	\$ 6,140	\$ 6,293
Principal Accountant	\$ 8,340	\$ 10,416	\$ 100,084	\$ 124,991	\$ 8,340	\$ 8,549	\$ 8,763	\$ 8,982	\$ 9,206	\$ 9,436	\$ 9,672	\$ 9,914	\$ 10,162	\$ 10,416
Senior Accountant	\$ 7,582	\$ 9,469	\$ 90,985	\$ 113,628	\$ 7,582	\$ 7,772	\$ 7,966	\$ 8,165	\$ 8,369	\$ 8,578	\$ 8,793	\$ 9,013	\$ 9,238	\$ 9,469
Accountant	\$ 6,538	\$ 8,165	\$ 78,455	\$ 97,980	\$ 6,538	\$ 6,701	\$ 6,869	\$ 7,041	\$ 7,217	\$ 7,397	\$ 7,582	\$ 7,772	\$ 7,966	\$ 8,165
Account Specialist	\$ 5,995	\$ 7,487	\$ 71,941	\$ 89,844	\$ 5,995	\$ 6,145	\$ 6,299	\$ 6,456	\$ 6,617	\$ 6,783	\$ 6,952	\$ 7,126	\$ 7,304	\$ 7,487
Senior Accounting Technician	\$ 5,628	\$ 7,028	\$ 67,530	\$ 84,336	\$ 5,628	\$ 5,768	\$ 5,912	\$ 6,060	\$ 6,212	\$ 6,367	\$ 6,526	\$ 6,689	\$ 6,857	\$ 7,028
Accounting Technician II	\$ 4,893	\$ 6,111	\$ 58,722	\$ 73,335	\$ 4,893	\$ 5,016	\$ 5,141	\$ 5,270	\$ 5,401	\$ 5,537	\$ 5,675	\$ 5,817	\$ 5,962	\$ 6,111
Accounting Technician I/Administrative Assistant	\$ 4,660	\$ 5,820	\$ 55,925	\$ 69,843	\$ 4,660	\$ 4,777	\$ 4,896	\$ 5,019	\$ 5,144	\$ 5,273	\$ 5,405	\$ 5,540	\$ 5,678	\$ 5,820
Accounting Technician I	\$ 4,449	\$ 5,556	\$ 53,383	\$ 66,668	\$ 4,449	\$ 4,560	\$ 4,674	\$ 4,791	\$ 4,910	\$ 5,033	\$ 5,159	\$ 5,288	\$ 5,420	\$ 5,556
Management Analyst II	\$ 6,764	\$ 8,447	\$ 81,162	\$ 101,361	\$ 6,764	\$ 6,933	\$ 7,106	\$ 7,284	\$ 7,466	\$ 7,652	\$ 7,844	\$ 8,040	\$ 8,241	\$ 8,447
Management Analyst I	\$ 6,149	\$ 7,679	\$ 73,784	\$ 92,146	\$ 6,149	\$ 6,302	\$ 6,460	\$ 6,621	\$ 6,787	\$ 6,957	\$ 7,131	\$ 7,309	\$ 7,492	\$ 7,679
Lead Customer Service Representative	\$ 5,347	\$ 6,677	\$ 64,161	\$ 80,128	\$ 5,347	\$ 5,480	\$ 5,617	\$ 5,758	\$ 5,902	\$ 6,049	\$ 6,201	\$ 6,356	\$ 6,514	\$ 6,677
Customer Service Representative III	\$ 4,861	\$ 6,070	\$ 58,328	\$ 72,844	\$ 4,861	\$ 4,982	\$ 5,107	\$ 5,234	\$ 5,365	\$ 5,499	\$ 5,637	\$ 5,778	\$ 5,922	\$ 6,070
Customer Service Representative II	\$ 4,419	\$ 5,518	\$ 53,026	\$ 66,222	\$ 4,419	\$ 4,529	\$ 4,643	\$ 4,759	\$ 4,878	\$ 4,999	\$ 5,124	\$ 5,253	\$ 5,384	\$ 5,518
Customer Service Representative I	\$ 4,017	\$ 5,017	\$ 48,205	\$ 60,201	\$ 4,017	\$ 4,118	\$ 4,220	\$ 4,326	\$ 4,434	\$ 4,545	\$ 4,659	\$ 4,775	\$ 4,894	\$ 5,017
Customer Service Field Technician III	\$ 4,863	\$ 6,074	\$ 58,360	\$ 72,883	\$ 4,863	\$ 4,985	\$ 5,110	\$ 5,237	\$ 5,368	\$ 5,502	\$ 5,640	\$ 5,781	\$ 5,925	\$ 6,074
Customer Service Field Technician II	\$ 4,421	\$ 5,521	\$ 53,054	\$ 66,258	\$ 4,421	\$ 4,532	\$ 4,645	\$ 4,761	\$ 4,880	\$ 5,002	\$ 5,127	\$ 5,255	\$ 5,387	\$ 5,521
Customer Service Field Technician I	\$ 4,019	\$ 5,020	\$ 48,231	\$ 60,234	\$ 4,019	\$ 4,120	\$ 4,223	\$ 4,328	\$ 4,437	\$ 4,547	\$ 4,661	\$ 4,778	\$ 4,897	\$ 5,020
ENGINEERING														
District Engineer	\$ 12,722	\$ 15,888	\$ 152,663	\$ 190,656	\$ 12,722	\$ 13,040	\$ 13,366	\$ 13,700	\$ 14,043	\$ 14,394	\$ 14,754	\$ 15,122	\$ 15,500	\$ 15,888
Principal Engineer	\$ 10,926	\$ 13,646	\$ 131,118	\$ 163,748	\$ 10,926	\$ 11,200	\$ 11,480	\$ 11,767	\$ 12,061	\$ 12,362	\$ 12,671	\$ 12,988	\$ 13,313	\$ 13,646
Senior Engineer	\$ 9,933	\$ 12,405	\$ 119,198	\$ 148,862	\$ 9,933	\$ 10,181	\$ 10,436	\$ 10,697	\$ 10,964	\$ 11,238	\$ 11,519	\$ 11,807	\$ 12,103	\$ 12,405
Engineer	\$ 8,793	\$ 10,981	\$ 105,513	\$ 131,772	\$ 8,793	\$ 9,013	\$ 9,238	\$ 9,469	\$ 9,706	\$ 9,948	\$ 10,197	\$ 10,452	\$ 10,713	\$ 10,981

TRABUCO CANYON WATER DISTRICT
DRAFT PROPOSED SALARY RANGE TABLE (2.5% BETWEEN STEPS)

CLASSIFICATION (JOB TITLE)	MINIMUM MONTHLY SALARY	MAXIMUM MONTHLY SALARY	MINIMUM ANNUAL SALARY	MAXIMUM ANNUAL SALARY	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
WASTEWATER OPERATIONS														
Wastewater Superintendent	\$ 10,253	\$ 12,804	\$ 123,032	\$ 153,651	\$ 10,253	\$ 10,509	\$ 10,772	\$ 11,041	\$ 11,317	\$ 11,600	\$ 11,890	\$ 12,187	\$ 12,492	\$ 12,804
Wastewater Chief Plant Operator	\$ 9,135	\$ 11,408	\$ 109,620	\$ 136,900	\$ 9,135	\$ 9,363	\$ 9,597	\$ 9,837	\$ 10,083	\$ 10,335	\$ 10,594	\$ 10,859	\$ 11,130	\$ 11,408
Lead Wastewater System Operator	\$ 8,149	\$ 10,176	\$ 97,783	\$ 122,117	\$ 8,149	\$ 8,352	\$ 8,561	\$ 8,775	\$ 8,994	\$ 9,219	\$ 9,450	\$ 9,686	\$ 9,928	\$ 10,176
Wastewater Operator III	\$ 7,086	\$ 8,849	\$ 85,029	\$ 106,189	\$ 7,086	\$ 7,263	\$ 7,444	\$ 7,631	\$ 7,821	\$ 8,017	\$ 8,217	\$ 8,423	\$ 8,633	\$ 8,849
Wastewater System Operator II	\$ 6,013	\$ 7,510	\$ 72,159	\$ 90,116	\$ 6,013	\$ 6,164	\$ 6,318	\$ 6,476	\$ 6,637	\$ 6,803	\$ 6,973	\$ 7,148	\$ 7,327	\$ 7,510
Wastewater Operator II (Entry Level)	\$ 5,467	\$ 6,827	\$ 65,599	\$ 81,924	\$ 5,467	\$ 5,603	\$ 5,743	\$ 5,887	\$ 6,034	\$ 6,185	\$ 6,340	\$ 6,498	\$ 6,660	\$ 6,827
Wastewater System Operator I	\$ 5,467	\$ 6,827	\$ 65,599	\$ 81,924	\$ 5,467	\$ 5,603	\$ 5,743	\$ 5,887	\$ 6,034	\$ 6,185	\$ 6,340	\$ 6,498	\$ 6,660	\$ 6,827
Wastewater Operator I (Entry Level)	\$ 4,970	\$ 6,206	\$ 59,635	\$ 74,476	\$ 4,970	\$ 5,094	\$ 5,221	\$ 5,352	\$ 5,486	\$ 5,623	\$ 5,763	\$ 5,907	\$ 6,055	\$ 6,206
Wastewater Operator In Training (Entry Level)	\$ 4,518	\$ 5,642	\$ 54,214	\$ 67,706	\$ 4,518	\$ 4,631	\$ 4,747	\$ 4,865	\$ 4,987	\$ 5,112	\$ 5,239	\$ 5,370	\$ 5,505	\$ 5,642
WATER OPERATIONS														
Water Superintendent	\$ 10,253	\$ 12,804	\$ 123,032	\$ 153,651	\$ 10,253	\$ 10,509	\$ 10,772	\$ 11,041	\$ 11,317	\$ 11,600	\$ 11,890	\$ 12,187	\$ 12,492	\$ 12,804
Water Chief Plant Operator	\$ 9,135	\$ 11,408	\$ 109,620	\$ 136,900	\$ 9,135	\$ 9,363	\$ 9,597	\$ 9,837	\$ 10,083	\$ 10,335	\$ 10,594	\$ 10,859	\$ 11,130	\$ 11,408
Lead Water System Operator	\$ 8,149	\$ 10,176	\$ 97,783	\$ 122,117	\$ 8,149	\$ 8,352	\$ 8,561	\$ 8,775	\$ 8,994	\$ 9,219	\$ 9,450	\$ 9,686	\$ 9,928	\$ 10,176
Water System Operator III	\$ 6,290	\$ 7,855	\$ 75,477	\$ 94,261	\$ 6,290	\$ 6,447	\$ 6,608	\$ 6,773	\$ 6,943	\$ 7,116	\$ 7,294	\$ 7,477	\$ 7,664	\$ 7,855
Water System Operator II	\$ 5,469	\$ 6,831	\$ 65,633	\$ 81,966	\$ 5,469	\$ 5,606	\$ 5,746	\$ 5,890	\$ 6,037	\$ 6,188	\$ 6,343	\$ 6,501	\$ 6,664	\$ 6,831
Water Operator III	\$ 6,200	\$ 7,743	\$ 74,399	\$ 92,914	\$ 6,200	\$ 6,355	\$ 6,514	\$ 6,677	\$ 6,844	\$ 7,015	\$ 7,190	\$ 7,370	\$ 7,554	\$ 7,743
Water Operator II (Entry Level)	\$ 5,391	\$ 6,733	\$ 64,695	\$ 80,795	\$ 5,391	\$ 5,526	\$ 5,664	\$ 5,806	\$ 5,951	\$ 6,100	\$ 6,252	\$ 6,409	\$ 6,569	\$ 6,733
MAINTENANCE DEPARTMENT														
Maintenance Superintendent	\$ 9,240	\$ 11,540	\$ 110,886	\$ 138,481	\$ 9,240	\$ 9,472	\$ 9,708	\$ 9,951	\$ 10,200	\$ 10,455	\$ 10,716	\$ 10,984	\$ 11,259	\$ 11,540
Lead Mechanical Technologist-Maintenance	\$ 6,651	\$ 8,307	\$ 79,815	\$ 99,678	\$ 6,651	\$ 6,818	\$ 6,988	\$ 7,163	\$ 7,342	\$ 7,525	\$ 7,713	\$ 7,906	\$ 8,104	\$ 8,307
Lead Mechanical Technologist-SCADA	\$ 6,335	\$ 7,911	\$ 76,015	\$ 94,932	\$ 6,335	\$ 6,493	\$ 6,655	\$ 6,822	\$ 6,992	\$ 7,167	\$ 7,346	\$ 7,530	\$ 7,718	\$ 7,911
Mechanical Technologist III	\$ 5,759	\$ 7,192	\$ 69,104	\$ 86,302	\$ 5,759	\$ 5,903	\$ 6,050	\$ 6,201	\$ 6,357	\$ 6,515	\$ 6,678	\$ 6,845	\$ 7,016	\$ 7,192
Mechanical Technologist II	\$ 5,235	\$ 6,538	\$ 62,822	\$ 78,456	\$ 5,235	\$ 5,366	\$ 5,500	\$ 5,638	\$ 5,779	\$ 5,923	\$ 6,071	\$ 6,223	\$ 6,379	\$ 6,538
Mechanical Technologist I	\$ 4,759	\$ 5,944	\$ 57,111	\$ 71,324	\$ 4,759	\$ 4,878	\$ 5,000	\$ 5,125	\$ 5,253	\$ 5,385	\$ 5,519	\$ 5,657	\$ 5,799	\$ 5,944
Maintenance Technologist (Entry Level)	\$ 4,327	\$ 5,403	\$ 51,919	\$ 64,840	\$ 4,327	\$ 4,435	\$ 4,546	\$ 4,659	\$ 4,776	\$ 4,895	\$ 5,018	\$ 5,143	\$ 5,272	\$ 5,403
Lead Electrical/Instrumentation Technologist	\$ 7,257	\$ 9,063	\$ 87,084	\$ 108,756	\$ 7,257	\$ 7,438	\$ 7,624	\$ 7,815	\$ 8,010	\$ 8,211	\$ 8,416	\$ 8,626	\$ 8,842	\$ 9,063
Electrical/Instrumentation Technologist III	\$ 6,597	\$ 8,239	\$ 79,168	\$ 98,869	\$ 6,597	\$ 6,762	\$ 6,931	\$ 7,105	\$ 7,282	\$ 7,464	\$ 7,651	\$ 7,842	\$ 8,038	\$ 8,239
Electrical/Instrumentation Technologist II	\$ 6,283	\$ 7,847	\$ 75,398	\$ 94,161	\$ 6,283	\$ 6,440	\$ 6,601	\$ 6,766	\$ 6,935	\$ 7,109	\$ 7,287	\$ 7,469	\$ 7,655	\$ 7,847
Electrical/Instrumentation Technologist I	\$ 5,712	\$ 7,133	\$ 68,543	\$ 85,601	\$ 5,712	\$ 5,855	\$ 6,001	\$ 6,151	\$ 6,305	\$ 6,463	\$ 6,624	\$ 6,790	\$ 6,959	\$ 7,133

**TRABUCO CANYON WATER DISTRICT
DRAFT PROPOSED CLASSIFICATION ADJUSTMENTS IMPACT REPORT**

LINE ITEM	CLASSIFICATION (JOB TITLE)	CURRENT RANGE	CURRENT STEP	CURRENT MONTHLY SALARY
1	Assistant General Manager	61	2	\$ 15,904
2	Principal Accountant		5	\$ 9,012
3	Executive Assistant	18	4	\$ 5,778
4	Administrative Assistant - <i>Vacant</i>	14	1	\$ 4,861
5	Customer Service Representative II	8	1	\$ 4,191
6	Customer Service Representative I - <i>Vacant</i>	4	1	\$ 3,798
7	Customer Service Field Technician III	11	6	\$ 5,107
8	Customer Service Field Technician II	7	5	\$ 4,514
9	Customer Service Field Technician II	7	1	\$ 4,090
10	District Engineer	52	2	\$ 12,734
11	Wastewater Superintendent - <i>Vacant</i>	37	1	\$ 8,578
12	Wastewater Chief Plant Operator	33	1	\$ 7,771
13	Lead Wastewater System Operator	29	1	\$ 7,040
14	Wastewater Operator I	11	1	\$ 4,514
15	Wastewater Operator I - <i>Vacant</i>	11	1	\$ 4,514
16	Water Superintendent	37	5	\$ 9,469
17	Water Chief Plant Operator	33	3	\$ 8,165
18	Lead Water System Operator	29	7	\$ 8,165
19	Water System Operator III	24	2	\$ 6,378
20	Water System Operator II	16	1	\$ 5,107
21	Maintenance Superintendent	34	5	\$ 8,793
22	Lead Mechanical Technologist	25	3	\$ 6,701
23	Lead Mechanical Technologist - SCADA	23	6	\$ 6,869
24	Mechanical Technologist I	13	1	\$ 4,742
25		TOTALS		\$ 166,795.00

PEPRA BASE + INS (55th Percentile)			AD HOC RECOMMENDATION		
PROPOSED MONTHLY SALARY	IMPACT \$	IMPACT %	IMPACT \$	IMPACT %	PROPOSED MONTHLY SALARY W 2% FLOOR
\$ 16,469	\$ 564.68	3.6%	\$ 564.68	3.6%	\$ 16,469
\$ 9,206	\$ 194.14	2.2%	\$ 194.14	2.2%	\$ 9,206
\$ 5,969	\$ 191.37	3.3%	\$ 191.37	3.3%	\$ 5,969
\$ 5,039	\$ 178.22	3.7%	\$ 178.22	3.7%	\$ 5,039
\$ 4,419	\$ 227.80	5.4%	\$ 227.80	5.4%	\$ 4,419
\$ 4,017	\$ 219.09	5.8%	\$ 219.09	5.8%	\$ 4,017
\$ 5,502	\$ 395.38	7.7%	\$ 395.38	7.7%	\$ 5,502
\$ 4,880	\$ 366.17	8.1%	\$ 366.17	8.1%	\$ 4,880
\$ 4,421	\$ 331.19	8.1%	\$ 331.19	8.1%	\$ 4,421
\$ 13,040	\$ 306.00	2.4%	\$ 306.00	2.4%	\$ 13,040
\$ 10,253	\$ 1,674.68	19.5%	\$ 1,674.68	19.5%	\$ 10,253
\$ 9,135	\$ 1,363.98	17.6%	\$ 1,363.98	17.6%	\$ 9,135
\$ 8,149	\$ 1,108.55	15.7%	\$ 1,108.55	15.7%	\$ 8,149
\$ 4,970	\$ 455.60	10.1%	\$ 455.60	10.1%	\$ 4,970
\$ 4,970	\$ 455.60	10.1%	\$ 455.60	10.1%	\$ 4,970
\$ 11,317	\$ 1,848.05	19.5%	\$ 1,848.05	19.5%	\$ 11,317
\$ 9,597	\$ 1,432.43	17.5%	\$ 1,432.43	17.5%	\$ 9,597
\$ 9,450	\$ 1,284.82	15.7%	\$ 1,284.82	15.7%	\$ 9,450
\$ 6,447	\$ 69.02	1.1%	\$ 127.56	2.0%	\$ 6,506
\$ 5,469	\$ 362.39	7.1%	\$ 362.39	7.1%	\$ 5,469
\$ 10,200	\$ 1,406.78	16.0%	\$ 1,406.78	16.0%	\$ 10,200
\$ 6,988	\$ 286.99	4.3%	\$ 286.99	4.3%	\$ 6,988
\$ 7,167	\$ 297.97	4.3%	\$ 297.97	4.3%	\$ 7,167
\$ 4,759	\$ 17.24	0.4%	\$ 94.84	2.0%	\$ 4,837
\$ 181,833.14	\$ 15,038.14		\$ 15,174.28		\$ 181,969.28
				TOTAL % INCREASE	9.1%

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | FEBRUARY 17, 2021**

ACTION CALENDAR

ENGINEERING MATTERS

ITEM 8: DISCUSSION AND POSSIBLE ACTIONS(S) CONCERNING THE DIMENSION WATER TREATMENT PLANT BACKWASH SETTLING TANK IMPROVEMENTS

Trabuco Canyon Water District (District) owns, operates, and maintains the Dimension Water Treatment Plant (WTP) in the City of Lake Forest. This plant receives untreated imported water from Metropolitan Water District (MWD), via the Baker Pipeline, and produces the majority of the water distributed to District customers. Within the WTP is the backwash waste sump pump which houses two pumps (10hp and 40hp) that transfer the backwash filter wastewater to two bolted steel waste settling tanks. These tanks hold the backwash and flush water and release it to the sewer system at approximately 250 gpm.

The two waste tanks are 42,000 gallons and the newest tank was constructed in 1987. The tanks are in poor condition due to severe corrosion and need replacement. JIG Consultants has been retained by the District to research the existing infrastructure and determine which facilities are in service, provide recommendations for the upgrade to the tanks and demolition of abandoned facilities.

The District considered three types of tanks for replacement, including bolted steel, polyethylene, and fiberglass reinforced plastic (FRP). Based on the analysis of these tank materials and their relative costs and design limitations, the recommended tank material will be bolted steel. More information is included in Exhibit 2.

Upon further review of the historical timeline of the site improvements and working with the Operations Department, the two existing tanks are operated as one without redundancy. It was determined that one larger tank offers advantages over the smaller tanks such as a smaller footprint, simplified inlet/outlet piping and drain assemblies and is more cost effective. Staff procured quotes for a single 94,000 - gallon, bolted steel tank and miscellaneous site work and abandonments from the following vendors: Superior Tank, Paso Robles Tank and Core-Rosion Products.

The following quotes were received for the project:

CONSTRUCTION BIDS	
Company	Bid
Superior Tank	\$249,876.00
Paso Robles Tank	\$493,350.00

FUNDING SOURCE:

General Fund

FISCAL IMPACT (PROJECT BUDGET):

\$274,876 total revised project budget, with \$150,000 included in the Capital Improvement Program budget for FY 2020-21.

ENVIRONMENTAL COMPLIANCE:

Notice of Exemption was filed with the County of Orange on February 2, 2021.

RECOMMENDED ACTION:

Ratify a construction contract with Superior Tank for the Dimension Water Treatment Plant Backwash Settling Tank Improvements in the amount of \$249,876, with a contingency of \$25,000, for a not to exceed amount of \$274,876.

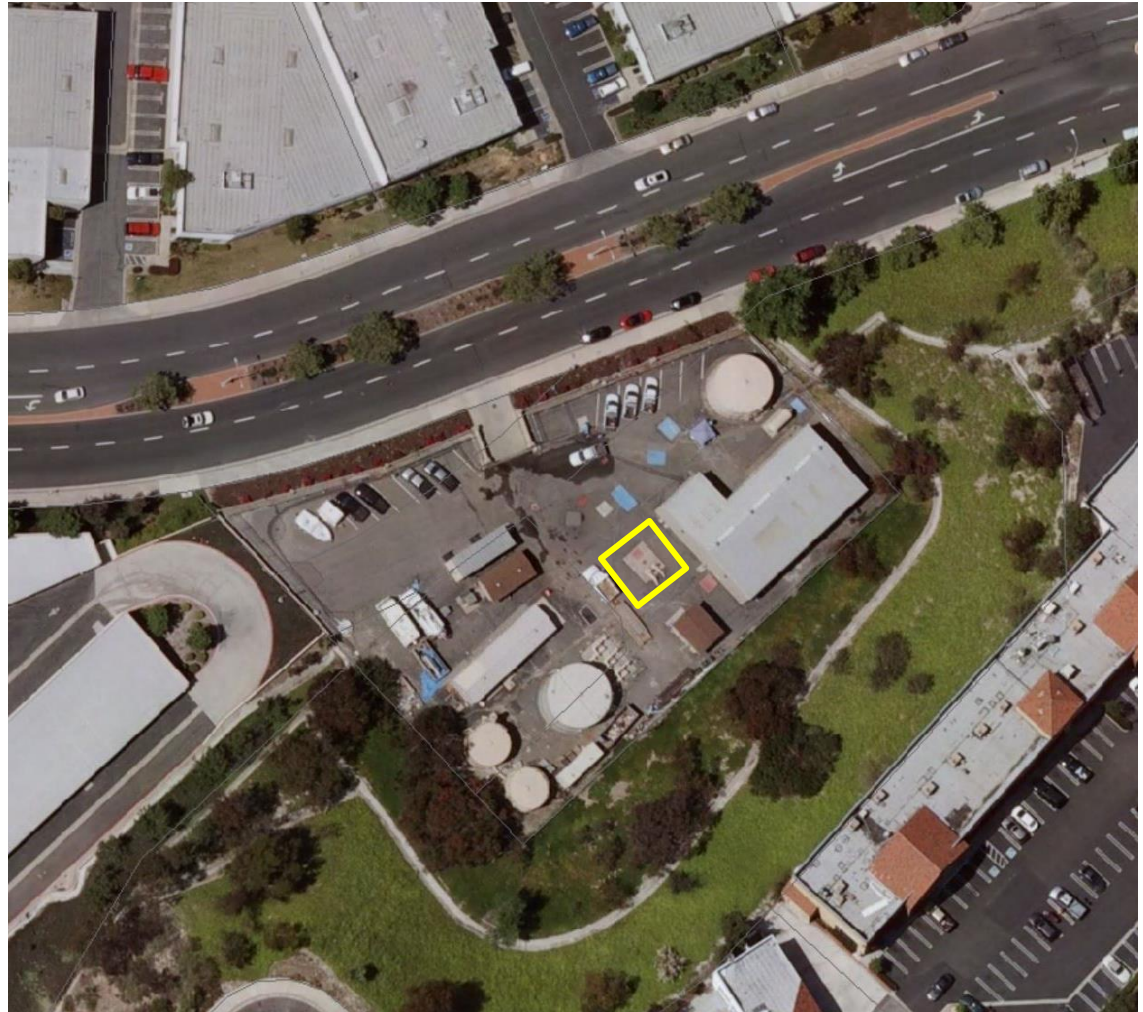
**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | FEBRUARY 17, 2021**

EXHIBIT(S):

1. Project Photos
2. Technical Memorandum-Dimension Water Treatment Plant-Backwash Settling Tank Improvements
3. Summary of Proposals

CONTACTS (staff responsible): PALUDI/LAUSTEN

Dimension
Water
Treatment
Plant
Backwash
Sump Pump
Replacement
Project



Dimension
Water
Treatment
Plant
Backwash
Sump Pump
Replacement
Project



Dimension
Water
Treatment
Plant
Backwash
Sump Pump
Replacement
Project



TECHNICAL MEMORANDUM

To: Lorrie Lausten, PE
District Engineer
Trabuco Canyon Water District

From: Joseph Gutierrez, PE, PMP (JIG – Project Manager)
Jason Tran, EIT (JIG – Civil Designer)

Date: January 28, 2021

Subject: Technical Memorandum
Dimension Water Treatment Plant – Backwash Settling Tanks Improvements

PROJECT BACKGROUND

Trabuco Canyon Water District (TCWD) owns and operates the Dimension Water Treatment Plant (DWTP) located at 20904 Dimension Drive, in the City of Lake Forest. The DWTP is a surface water treatment plant designed to primarily treat imported raw surface water from Metropolitan Water District of Southern California (MET) and purchased through the Municipal Water District of Orange County. The DWTP can also receive local water from Irvine Lake during emergencies. Water stored in Irvine Lake is a combination of MET water and water collected from its local watershed.

The DWTP produces high quality potable water exceeding California drinking water standards by using filtration, disinfection, and multi-barrier treatments. The DWTP has a nominal design capacity of 6 cfs and primarily consist of: pretreatment facilities, contact clarifiers, gravity tri-media filters, and post treatment facilities. Other facilities necessary for plant operation include a final effluent clear well and pump station, flushing and filter backwash system, process monitoring instrumentation and control centers.

The DWTP has been upgraded multiple times since its inception. The filtration and backwash equipment have been retrofitted and relocated on several occasions. As such, there are an abundance of abandoned underground pipelines and structures on site.

Within the last year, TCWD experienced leakage on one of the two existing 42,000-gallons backwash settling tanks. Because of age and condition, TCWD has committed to replacing the two existing bolted steel tanks. See **Photo 1** for a view of the northerly backwash settling tank.

This technical memorandum will review record drawings, identify existing and abandoned infrastructures at the DWTP, prepare a site exhibit, recommend removal of abandoned infrastructures, demolition of the existing backwash settling tanks, and improvements required for the tank replacements.

SCOPE OF WORK

This technical memorandum was prepared under an On-Call Engineering contract between JIG Consultants (JIG) and TCWD. The scope of work for this study were as follows:



Photo 1 – Existing 42,000-Gallon Backwash Settling Tank

Dimension Water Treatment Plant Piping Study

1. Available record drawings for the DWTP that include the backwash settling tanks and surrounding piping were collected and reviewed. Topographic mapping of the DWTP was also received and reviewed.
2. Attended site visits with TCWD operations staff and collected operational information to gain an understanding of existing facilities and their daily operations.
3. T2 Utilities Engineers (T2UE) visited the site and used ground penetrating radar (GPR) to identify the layout of the existing underground metallic piping in the areas of the subject tanks.
4. A site exhibit was prepared to show approximate locations of existing buildings, tanks and wet utilities. Abandoned pipelines and structures were identified.

Backwash Settling Tanks Replacement Study

1. Available record drawings for the two 42,000-gallons bolted steel settling tanks were collected and reviewed.
2. Different tank materials were considered for the replacement DWTP backwash settling tanks based on availability, transport, functionality, and cost effectiveness.
3. Miscellaneous appurtenances were identified for the tank construction including seismic (concrete foundation, hold downs, and anchorage), piping connections (inlet, outlet, drain, overflow, vents), and accessories (OSHA ladder, safety requirements, etc.)
4. A technical memorandum was prepared summarizing the results of the study.

REVIEW OF HISTORICAL RECORD DRAWINGS

The record drawings and documents listed in this section formed the basis of our understanding of the historical construction and improvements at the DWTP. It is noted the original facility was called Booster Pump Station No. 1 owned by Santa Ana Mountains County Water District. In the 1990s, the facility was renamed Canada Water Filtration Plant owned by TCWD.

- ▶ Booster Station No. 1 / Building Modifications (1964) – This document shows improvements to the original Booster Station No. 1 building (currently known as the Chemical Storage Building) as well as site piping improvements.
- ▶ Booster Station No. 1 / Filter Plant Modifications (1965) – This document shows mechanical improvements to the original Booster Station No. 1. The improvements include addition of new filters and the building drainage and plumbing.
- ▶ Booster Station No. 1 / Filter Unit No. 2 Modifications (1985) – This document shows removal and replacement of the existing pump and filter for Unit No. 2. The new filters were moved to the south of the building. The inlet pipe to the backwash settling tank was also reconfigured.
- ▶ Booster Station No. 1 / Filter Unit No. 4 (1987) – This document shows construction of Filter Unit No.4 and the second backwash settling tank located south of the property. The document also shows construction of the chlorine building, the main electrical room, and transformer.
- ▶ Booster Station No. 1 / Filter Plan Meter (1990) – This document shows construction of the meter vault located next to the main electrical building.
- ▶ Canada Water Filtration Plant (1993) – This document shows construction of the new filter building with four new filters. The mechanical plans show the layout of the piping inside the

filter building and the effluent pumps taking finished effluent from the clearwell tank to the effluent vault.

- ▶ Canada Water Filtration Plant Upgrade / Clearwell Tank (1993) – This document shows construction of a 64,000-gallon bolted steel clearwell tank. This document also shows construction of the 12-inch equalization pipe between the two existing backwash settling tanks.
- ▶ Canada Water Filtration Plant / Sodium Hypochlorite Upgrades (1997) – This document shows construction of the sodium hypochlorite tank and the miscellaneous associated improvements in the chlorine building.

DWTP Clearwell Pump Station Surge Tank (2001) – This document shows construction of the finished effluent surge tank located next to the clearwell tank. The surge tank piping connection to the finished effluent pump discharge are also shown.

- ▶ DWTP Backwash Supply Clearwell and Backwash Pumping Facility Improvements (2003) – This document shows construction of the 94,000-gallon backwash supply storage tank, backwash supply pump station, PRV vault, and the entire pipeline layout on site.
- ▶ DWTP Operations Manual (2012) – This document explains the DWTP process flow diagram and provides information of the existing pretreatment system, clarification and filtration system, chlorine disinfection system, effluent clear well and booster pump station, and the flushing and filter backwash system.
- ▶ DWTP Clear Well (2016) – The 64,000 gallon bolted steel clearwell tank located on the northeast area of the site was replaced.
- ▶ DWTP Entrance Improvements (2020) - This document shows construction of the main driveway approach to the DWTP, located on the far northwest side of the site.

ASSESSMENT OF EXISTING IMPROVEMENTS AT DWTP

In determining active versus abandoned facilities at the DWTP, the following documents prepared by DMC Engineering in 2008 were evaluated:

- ▶ **Figure 1** - Process Flow Diagram: This figure represents the complete treatment process from raw water to filtered effluent including filtration, disinfection, surface wash, filter backwash, backwash settlement, backwash discharge, and effluent discharge. Per **Figure 1**, the backwash recirculation system is shown as non-functioning and not included in the process.

(Figure 1 was updated for this memorandum to show a more accurate flow process for the two backwash settling tanks)

- ▶ **Figure 2** - Hydraulic Profile Exhibit: This figure shows existing grade and high water elevations of miscellaneous structures at the DWTP including filters, clarifiers, effluent clear well, backwash water supply tank, and backwash settling tanks.

(Figure 2 was updated for this memorandum to show the high water elevations of the effluent clearwell tank, the backwash water supply tank, and the two backwash settling tanks.)

- ▶ **Figure 3** - Site Topographic, Boundary, and Utility Map: This figure is a surveyed topographic map of the DWTP as of 2008 and includes buildings, tanks, underground structures, block walls, entrances, asphalt concrete pavement, underground piping (incomplete), and contour elevations.

(Figure 3 was reduced to 11x17 format therefore the scale shown is inaccurate.)

Figures 1 through 3 were compared to the record drawings listed in the previous section to determine active versus abandoned facilities. Facilities shown on the historical record drawings but are not displayed on **Figures 1 and 2** were assumed to be abandoned.

The culmination of this assessment is presented on **Figure 4** entitled “Dimension Water Treatment Plant Existing Site Plan”.

AVAILABLE TANK MATERIALS

Original Quotation from Superior Tank Company

Prior to this study, TCWD received a quotation from Superior Tank Company to demolish the two existing backwash settling tanks and construct replacement tanks of the same size and configuration. The quote included two 42,000 bolted steel tanks, manway, roof hatch, roof vent, overflow assembly, inlet and outlet piping, exterior ladder, and liquid level indicator. The quotation was approximately \$75,000 per tank (see Appendix – Option 1).

Comparison of Available Tank Materials

To value engineer the Superior Tank Company quotation, a brief study was performed for alternative tank materials. The study considered availability, transportability, functionality, and cost effectiveness.

Bolted Steel Tanks

Bolted steel tanks can be manufactured in a wide range of capacities and custom designed to fit the varying diameters and heights required of the project. Bolted steel tanks are made from individual panels that are formed, welded and finished at a controlled manufacturing facility using high quality carbon steel with a durable epoxy power-coat finish that inhibits corrosion. The panels are shipped and unloaded on site. The panels are bolted together using appropriate gasket material with fasteners of the same material as the tank. The assembly process is quick and efficient, requiring a minimal amount of time for installation.

Tank Availability - According to Superior Tank Company, the replacement tanks can be manufactured and shipped to the site in 12 weeks upon receipt of approved shop drawings.

Transportability – As previously mentioned, bolted steel tanks are manufactured in panels and can easily be transported to the site.

Functionality – There are currently two backwash wastewater pumps that discharge to the two settling tanks. The low flow pump is powered by a 10-hp motor (which is scheduled to be replaced with a larger pump with a 15-hp motor) and the high flow pump is powered by a 40-hp motor. Although the pumps are of different sizes, they both operate using the same high water level at the backwash settling tanks (estimated at 682.0). Using bolted steel for replacement, the high water level in the tanks can be maintained by matching the size of the existing tanks.

Cost Effectiveness: For the purpose of this study, the bolted steel tank alternative will utilize Superior Tank Company’s quotation of \$150,000.

Polyethylene Tanks

Polyethylene is well-known for its resistance to chemical products. Polyethylene tanks are typically used to store acids, chlorides, sulfates and other chemicals for treatment at water and wastewater plants. Polyethylene tanks generally weigh less, do not corrode, are stronger and more durable in comparison to steel tanks.

Polyethylene tanks are limited in size as its use is generally limited to chemical products. There are some companies that manufacture vertical liquid storage tanks, but the maximum capacity is 20,000 gallons. For this reason, the use of polyethylene tanks has been removed from consideration.

Fiberglass Reinforced Plastic (FRP) Tanks

FRP tanks are among the best for water storage systems. FRP tanks are easily customizable, require minimal maintenance, are strong, lightweight and corrosion resistant. Larger FRP tanks are limited by its diameter as it is manufactured and transported as a whole. Most FRP tank manufacturers are located in the east coast. Once on site, the FRP tanks will be lifted from the truck bed to the concrete foundation using a crane.

Core-Rosion Products is a distributor of FRP water storage tanks. According to Core-Rosion Products, a 42,000-gallon FRP tank will be 14 feet in diameter and 37 feet in height. In comparison to bolted steel tanks, shipping costs will be significantly more expensive, but installation costs will be less.

Tank Availability – The FRP tanks can be manufactured and shipped to the site in 16-weeks upon receipt of approved shop drawings.

Transportability – As previously mentioned, FRP tanks are shipped as a whole and will require special transportation for wide loads. Transportation costs will be significantly higher than the bolted steel tank alternative.

Functionality – As FRP tanks will be taller than its bolted steel tank counterpart, the existing backwash wastewater pumps will need to be upgraded to lift to a higher hydraulic grade line. The new hydraulic grade line will be at least 20 feet greater than existing.

Cost Effectiveness: According to a preliminary quotation from Core-Rosion Products, two 42,000-gallon FRP tanks will cost over \$225,000. Delivery and transportation of the two tanks will be an additional cost of \$40,000.

Recommended Tank Material

Based on this analysis for available tank materials, the recommended tank will be bolted steel similar to that of the existing tanks.

RECOMMENDED DWTP IMPROVEMENTS

Demolition of Existing Infrastructures

In an effort to clear the site of unnecessary valves and structures, the initial task for the DWTP improvements will be to demolish existing structures that are known to be abandoned or not part of the treatment process. The following facilities should be removed or demolished prior to any work at the plant:

1. Backwash Recirculation System – According to TCWD operations staff, the existing backwash recirculation system was originally constructed to recycle 10% of backwash water by pumping from the settling tanks to the 16-inch raw water pipeline. The backwash water is mixed with influent water and is retreated through the filtration system.

As shown on **Figure 1**, the backwash recirculation system has been removed from the DWTP treatment process and operations staff has requested for its removal. Removal of the backwash recirculation system would require the following:

- ▶ Demolish the existing wooden shed and all existing equipment including pump, piping, and control valves;

- ▶ Remove above ground 2-inch recirculation piping and valves connecting the two backwash settling tanks to the existing recirculation pump; and
 - ▶ Demolish the existing recirculation meter vault and all equipment inside.
2. Abandoned Gate and Butterfly Valves – All underground gate and butterfly valves that are unused or connected to abandoned pipelines should be set in the closed position. All valve boxes should be removed and the surface restored to match existing pavement.
 3. Miscellaneous Abandoned Underground Structures – Structures that have been identified as abandoned include the following:
 - ▶ Wastewater Well Vault
 - ▶ Backflow Control Vault
 - ▶ Filtered Effluent Meter Vault

Unused concrete pads should be demolished. Abandoned structures should be cleared of any remaining equipment, top slabs demolished, bottom slabs punched with holes, interiors filled with sand, and the surface restored to match existing pavement.

Demolition of abandoned facilities at the DWTP site are shown on **Figure 5** entitled “Dimension Water Treatment Plant Demolition Plan”.

Demolition of Two Existing 42,000-Gallon Bolted Steel Backwash Settling Tanks

Prior to constructing the concrete ring wall foundation for the new tank, the two existing backwash settling tanks will be disassembled and demolished. This includes all above ground piping, valves, couplings, vents, ladders, overflow, settling stand, etc. Demolition of the two existing tanks are shown on **Figure 5**.

It is noted the coating for the existing steel tanks may contain lead and should be tested prior to disassembly to meet EPA requirements.

Construction of Replacement Backwash Settling Tank and Appurtenances

The DWTP record drawings provide a historical timeline of the site improvements. In its infancy, the DWTP operated at a lower treatment capacity and required a single backwash settling tank. The northerly settling tank was constructed sometime between 1965 and 1985. In 1987, the DWTP was upgraded with larger filters thereby increasing its treatment capacity. The southerly backwash settling tank was erected to supplement the northerly tank.

According to TCWD operations staff and shown on **Figure 1**, the two existing backwash settling tanks operate with the same hydraulic grade line. The southerly tank is filled via 12-inch inlet pipe assembly which receives backwash waste from the backwash waste pumps. The northerly tank is connected directly to the southerly tank via above ground 12-inch equalization pipe. The northerly tank is primarily used to discharge backwash waste to the existing sewer manhole near the plant entrance.

As currently plumbed, the northerly tank does not have a working inlet and is filled by allowing backwash waste from the southerly tank to pass through the equalization pipe between tanks. Hence, there is no way to isolate the southerly tank without also taking the northerly tank out of service.

In its current condition, the shell for the southerly tank is corroded and has leaked in several locations (see **Photo 2**). This tank appears to be in poor shape and must be replaced immediately.



Photo 2 – Corroded Shell of Southerly Backwash Settling Tank

As confirmed with TCWD operators, the two tanks are essentially operated as one without redundancy. This opens the possibility of replacing both 42,000-gallon bolted steel tanks with a single larger tank. One large tank offers the following advantages over two smaller tanks.

- ▶ The footprint for one larger tank is smaller than the combined space required for two smaller tanks. This will open up the area at the rear of the plant for storage.
- ▶ The inlet piping, overflow piping, and drain assemblies will become simplified.
- ▶ A 94,000-gallon bolted steel tank will be more cost effective compared to two 42,000-gallon bolted steel tanks.

See **Figure 6** entitled “Dimension Water Treatment Plant Site Improvement Plans”.

Construct One 94,000-Gallon Bolted Steel Backwash Settling Tank

The 94,000-gallon bolted steel tank shall be fabricated, factory coated, and erected in accordance with AWWA D103 (Factory Coated Bolted Steel Tanks for Water Storage). For hydraulic purposes, the new tank shall match the height of the two existing backwash settling tanks at 16 feet. Coincidentally in 2003, TCWD constructed a bolted steel tank of similar height for DWTP’s backwash water supply. The proposed tank will be 32’-8” in diameter and is shown on **Figure 7** entitled “Backwash Settling Tank Section and Piping Assemblies”.

The new tank will be fabricated with the following requirements:

- ▶ Center pole supported steel cone roof
- ▶ Flat steel floor
- ▶ Seismic designed for 100 mph winds and 15 psf deck live load
- ▶ Factory epoxy powder coated at 5 mil average dry film thickness on the tank interior and underside of floor
- ▶ Factory polyester powder coated at 5 mils average dry film thickness on the tank exterior

Construct Concrete Ring Wall Foundation for Seismic Support

Seismic support for the bolted steel tank shall be in accordance with California Building Code Chapter 16 and AWWA D103 Section 11 and 12. Accordingly, a concrete ring wall foundation will be required for tank anchorage to resist seismic forces and prevent uplift due to wind loads.

Further, a minimum 2-inch of flexibility in the vertical and tangential directions in either direction from the pipe centerline shall be provided for all piping attached to the tank shell. The required piping flexibility will be afforded via expansion joint such as Proco Style FA233L with limit rods (see **Photo 3**).



*Photo 3 – Piping Expansion Joint
Proco Style FA233L*

Construct Tank Accessories and Piping Assemblies

As required by AWWA D103 Section 5, the replacement bolted steel tank shall be fitted with the following accessories:

- ▶ One 24-inch diameter manway located towards the bottom of the tank for entry to clean and remove accumulated waste
- ▶ One 24-inch square roof hatch
- ▶ One 20-inch roof vent with insect screen
- ▶ 12-inch overflow pipe with internal elbow and external downcomer and flap gate
- ▶ 12-inch 150# flanged shell nozzle for inlet pipe assembly
- ▶ 8-inch x 4-inch bottom drain welded to the tank floor for drain/outlet pipe assembly
- ▶ Galvanized exterior ladder with backguard and ladder enclosure
- ▶ Full perimeter galvanized handrails with self-closing gate on tank roof
- ▶ Liquid level indicator

The replacement tank will be plumbed to a 12-inch inlet pipe assembly and a 4-inch drain/outlet pipe assembly. The pipe assemblies are show in section on **Figure 7**.

The cost for one 94,000-gallon bolted steel tank, including the accessories listed above and the demolition of the two existing tanks is approximately \$105,000 (see Appendix – Option 3). This amount does not include the yard piping and plumbing work and the concrete ring wall foundation.

Optional Cathodic Protection of Steel Tank

Internal Corrosion

To protect the proposed bolted steel tank from corrosion, the primary defense on the internal wetted surfaces is the epoxy powder coating. Coating systems, however, are less than perfect as they degrade over time. Corrosion is a pervasive phenomenon and wherever there are voids, holidays or coating failures, the galvanic corrosion cell will rush into action and will continue unabated throughout the life of the steel tank. The most common means of supplementing the coating system is to install a cathodic protection system inside the storage tank.

There are two basic alternatives of cathodic protection systems. The first alternative is a galvanic system which relies on zinc or magnesium anodes which are inherently more corrosive than steel. The second alternative is an impressed current system where longer-lasting anode materials can be used in conjunction with an external power supply or rectifier, which converts AC power to DC current.

External Corrosion

External tank bottoms on ring wall foundations can corrode from contact with the ground base. For these applications, accepted engineering design practice is to utilize impressed current cathodic protection system. Impressed current systems typically have a longer design life than galvanic systems if properly maintained. As such, the anodes will not have to be replaced as frequently as sacrificial galvanic anodes under the tank.

If TCWD opts for additional internal and external cathodic protection system, a corrosion specialty contractor should be consulted concurrent with the fabrication of the proposed bolted steel tank. The specialty contractor will recommend the type and size of the cathodic protection system based on the steel tank fabrication drawings, proposed barrier between the soil and the tank bottom, and nearby structures.

FIGURES

Figure 1: Process Flow Diagram

Figure 2: Hydraulic Profile Exhibit

Figure 3: Topographic Map (2008)

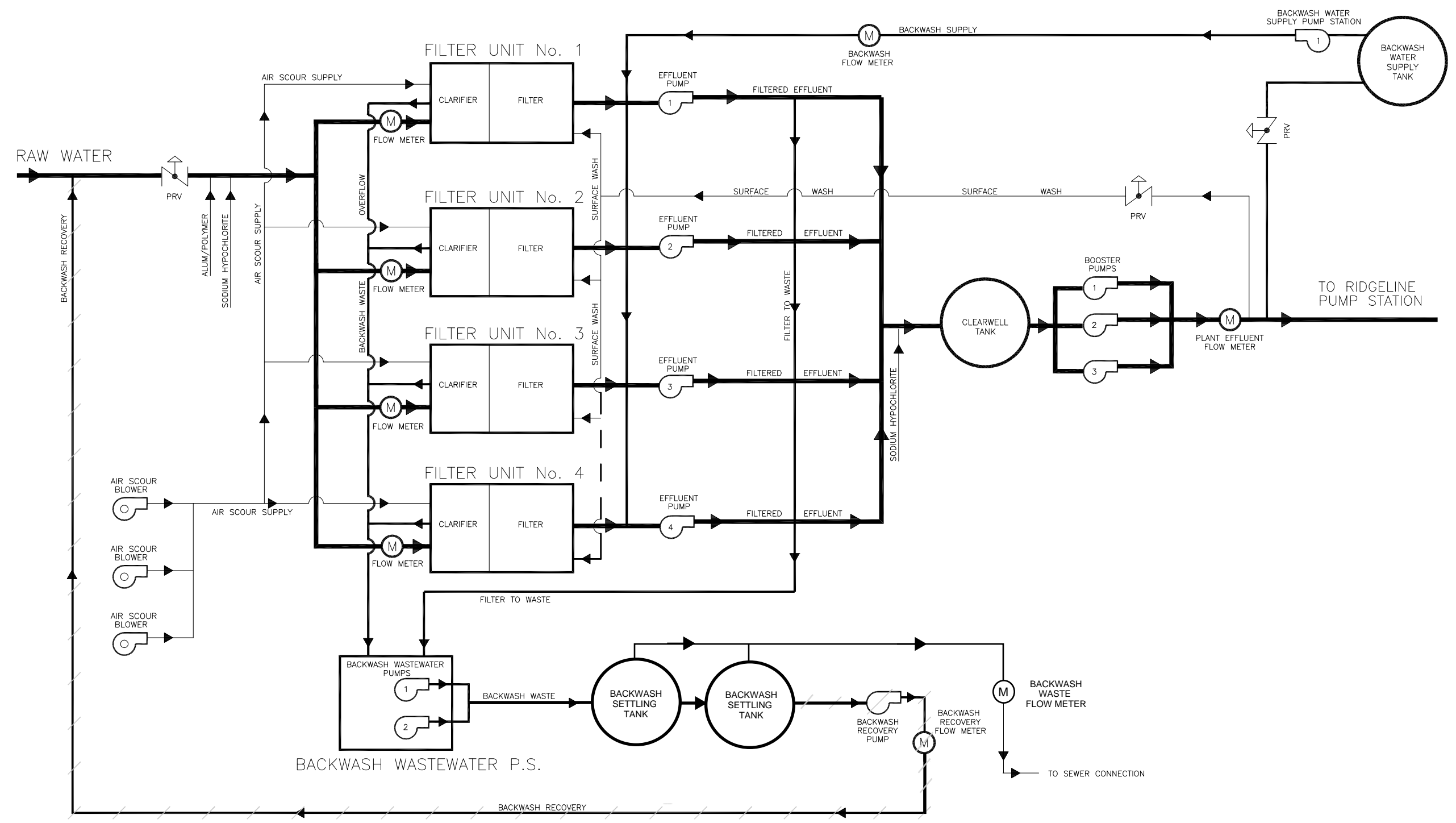
Figure 4: Dimension Water Treatment Plant Existing Site Plan

Figure 5: Dimension Water Treatment Plant Site Demolition Plan

Figure 6: Dimension Water Treatment Plant Proposed Site Improvements

Figure 7: Backwash Settling Tank Section and Piping Details

PROCESS FLOW DIAGRAM FOR DIMENSION WATER TREATMENT PLANT



PROCESS FLOW DIAGRAM

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HYDRAULIC PROFILE FOR DIMENSION WATER TREATMENT PLANT

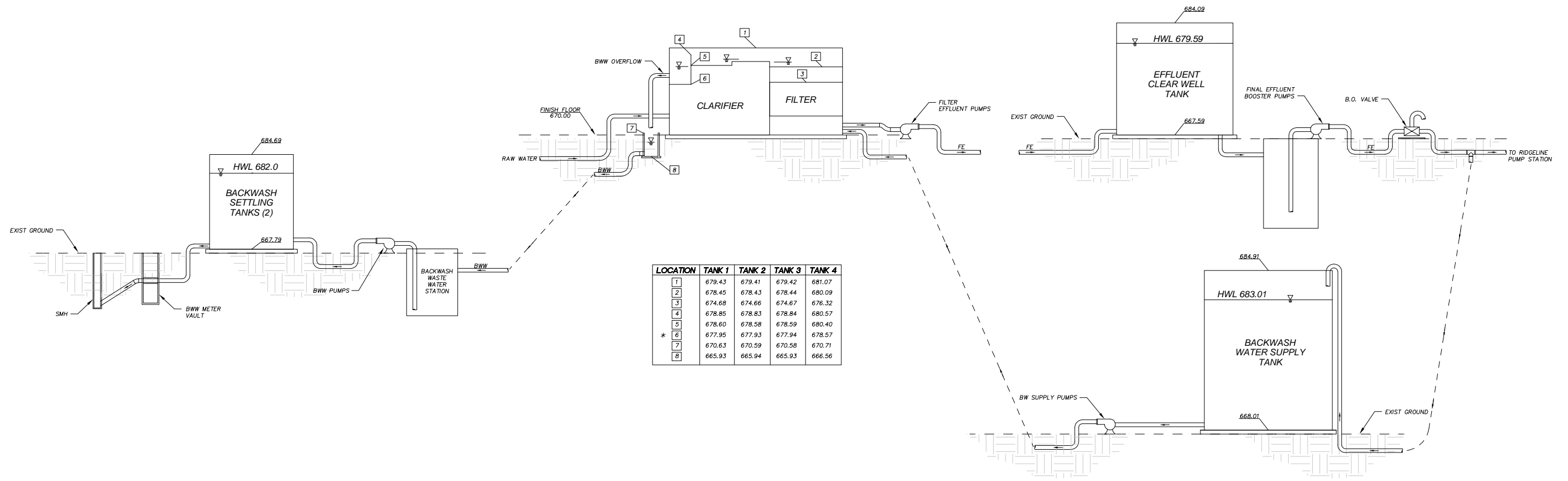


FIGURE 2

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SITE TOPOGRAPHIC, BOUNDARY, AND UTILITY MAP FOR DIMENSION WATER TREATMENT PLANT

SITE FACILITY LEGEND

- | | | | |
|----|---|----|-------------------------------|
| 1 | FILTER BUILDING | 16 | SURGE TANK |
| 2 | CHLORINE BUILDING | 17 | EFFLUENT PUMPS |
| 3 | BACKWASH WASTE WATER STATIONS AND PUMPS | 18 | INFLUENT INJECTION VAULT |
| 4 | BACKWASH SUPPLY PUMPS | 19 | EFFLUENT VAULT |
| 5 | ELECTRICAL VAULT | 20 | EFFLUENT BLOW OFF |
| 6 | BACKWASH WATER SUPPLY TANK | 21 | BACKWASH SUPPLY VAULT |
| 7 | WAREHOUSE | 22 | SCE PULL BOX |
| 8 | MAIN ELECTRICAL ROOM | 23 | POST CHLORINE INJECTION VAULT |
| 9 | TRANSFORMER | 24 | ANTENNA BASE |
| 10 | OFFICE TRAILER | 25 | 12 KV VAULT |
| 11 | BACKWASH WASTE WATER STORAGE TANK | 26 | BACKWASH WASTE WATER METER |
| 12 | BACKWASH WASTE WATER STORAGE TANK | 27 | RECIRCULATION METER |
| 13 | RECIRCULATE PUMP BUILDING | 28 | TRANSFORMER |
| 14 | WASTE WATER WELL VAULT | 29 | CLARIFIER |
| 15 | EFFLUENT CLEAR WELL TANK | 30 | FILTER |
| | | 31 | FILTER EFFLUENT PUMPS |

LEGEND

- | | |
|--|--------------------------|
| | BUILDING/ STRUCTURE |
| | BLOCK WALL |
| | FENCE |
| | EDGE OF AC PAVEMENT |
| | PROPERTY LINE |
| | WATER VALVE |
| | LIGHT POLE |
| | BENCHMARK |
| | SEWER MANHOLE |
| | STORM DRAIN MANHOLE |
| | BOLLARD |
| | DMC SURVEY CONTROL POINT |
| | CONCRETE |

ABBREVIATIONS

- | | |
|-------|------------------------|
| BW | BACKWASH WATER |
| BWW | BACKWASH WASTE WATER |
| COMM | COMMUNICATION |
| E/T | ELECTRICAL / TELEPHONE |
| DRAIN | DRAIN LINE |

BASIS OF BEARING

BASIS OF BEARINGS FOR THIS SURVEY IS BETWEEN TWO FOUND 1" IP MONUMENTS, STAMPED "LS 4406", ON NORTHEASTERLY BOUNDARY OF PARCEL 19 PER PARCEL MAP NO. 87-284 IN THE CITY OF LAKE FOREST, COUNTY OF ORANGE, STATE OF CALIFORNIA, RECORDED ON MAY 8, 1989 PMB 242/20-25 IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY

BEING N 69°23' 38" E

BASIS OF COORDINATES

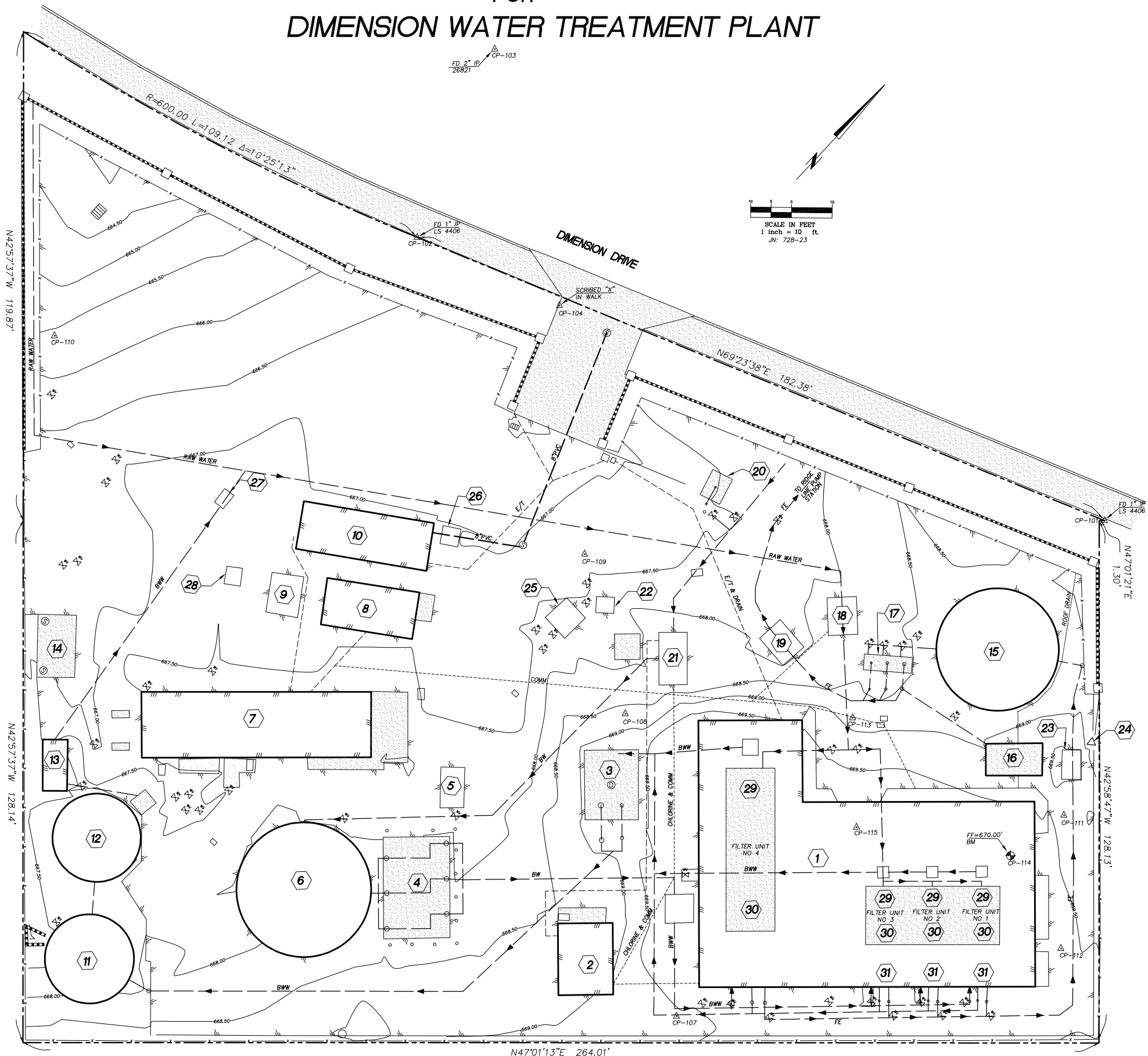
COORDINATES ARE BASED ON PUBLISHED GPS COORDINATES OF ORANGE COUNTY CONTROL SURVEY MONUMENT NO. 6742, DESCRIBED AS A FOUND PUNCHED SPIKE AND WASHER LOCATED AT CENTERLINE INTERSECTION OF DIMENSION DRIVE AND LINEAR LANE, ON NAD83 DATUM AND CALIFORNIA STATE PLANE COORDINATE SYSTEM ZONE VI

BEING N= 2187584.808, E=6128687.175

BENCHMARK

VERTICAL DATUM FOR THIS SURVEY IS BASED ON AN ASSUMED ELEVATION FOR THE FINISH FLOOR OF THE FILTER BUILDING PER PLAN TITLED "CANADA WATER FILTRATION PLANT UPGRADE" PROVIDED BY TCWD.

BEING 670.00'



DMC ENGINEERING
 CIVIL • SURVEYING • PLANNING • CONSTRUCTION
 Tel: (949) 753-9393 • Fax: (949) 753-9322
 18 Technology Drive, Suite 100, Irvine, California 92618
 E-Mail: dmc@dmceog.com • www.dmceog.com

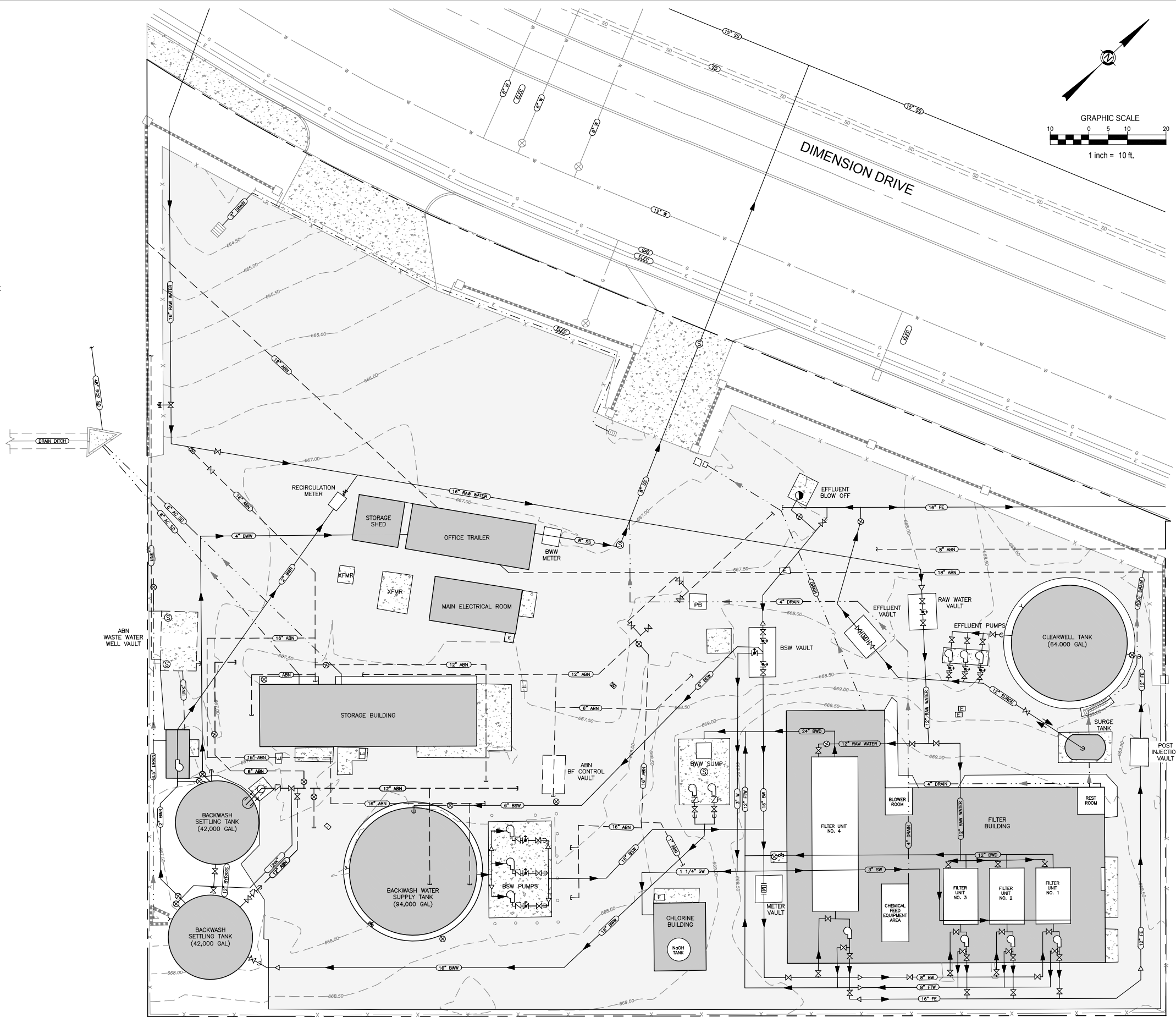
FIGURE 3

LEGEND:

- | | | | |
|--|---------------------|--|------------------------------|
| | EXISTING LINE | | BLOW OFF |
| | ABANDONED LINE | | PUMP |
| | DRAIN LINE | | GATE VALVE |
| | FENCE | | BUTTERFLY VALVE |
| | BLOCK WALL | | CHECK VALVE |
| | PROPERTY LINE | | PRESSURE REDUCING VALVE |
| | CENTERLINE | | METER |
| | WATER LINE | | REDUCER |
| | STORM DRAIN LINE | | CAP |
| | GAS LINE | | PIPE ELBOW |
| | ELECTRIC LINE | | OVERFLOW |
| | CONTOUR LINE | | PIPE CONTINUATION |
| | CONCRETE | | FLOW ARROW |
| | ASPHALT CONCRETE | | BOLLARD |
| | BUILDING/STRUCTURE | | ELECTRIC BOX/CABINET |
| | ABANDONED VAULT | | UTILITY BOX/VAULT/PULLBOX |
| | SIZE-IDENTIFICATION | | SANITARY SEWER MANHOLE |
| | | | DRAIN GRATE |
| | | | AIR AND VACUUM RELEASE VALVE |

ABBREVIATIONS:

- | | |
|------|--------------------------|
| ABN | ABANDONED |
| AC | ASBESTOS CEMENT |
| BF | BACKFLOW |
| BW | BACKWASH |
| BSW | BACKWASH SUPPLY WATER |
| BWD | BACKWASH WASTE DRAIN |
| BWR | BACKWASH WATER RECOVERY |
| BWW | BACKWASH WASTE WATER |
| ELEC | ELEC |
| FE | FILTERED EFFLUENT |
| FTW | FILTER TO WASTE |
| PB | PULL BOX |
| RCP | REINFORCED CONCRETE PIPE |
| SD | STORM DRAIN |
| SS | SANITARY SEWER |
| SW | SURFACE WASH |
| UNK | UNKNOWN |
| W | WATER |
| XFMR | TRANSFORMER |



DIG ALERT CALL TOLL FREE 811
 CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT A MINIMUM OF 48 HOURS PRIOR TO BEGINNING ANY CONSTRUCTION WORK. SEE GENERAL NOTES FOR FURTHER INFORMATION.

JIG CONSULTANTS
 318 W KATELLA AVE, SUITE A
 ORANGE, CA 92867
 (714) 978-4407
 www.jigconsultants.com

NO.	DATE	REVISIONS

DESIGN: JT
 DRAWN: JT
 CHECKED: JG



**TRABUCO CANYON WATER DISTRICT
 DIMENSION WATER TREATMENT PLANT**

**FIGURE 4
 DIMENSION WATER TREATMENT PLANT
 EXISTING SITE PLAN**

LEGEND:

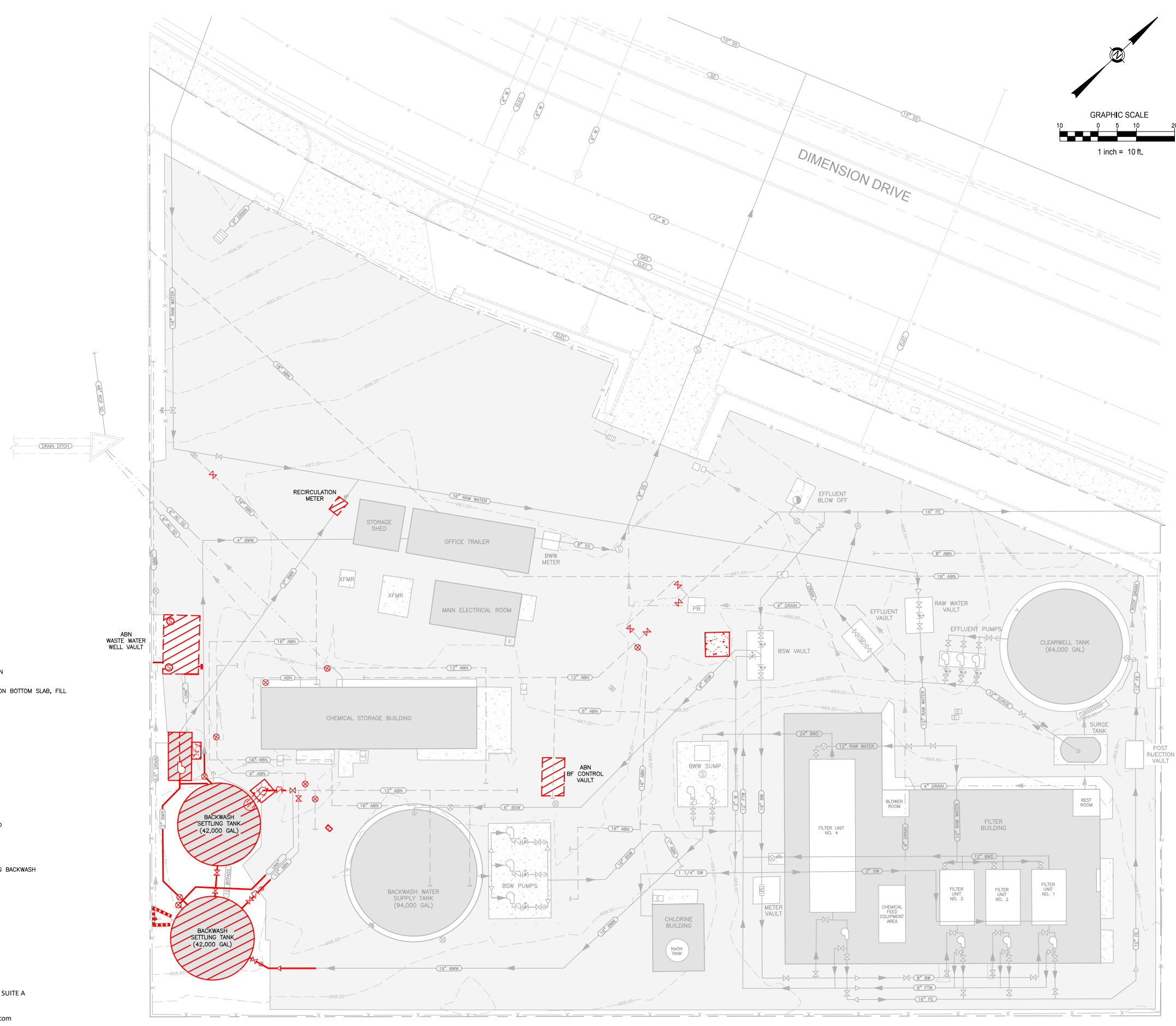
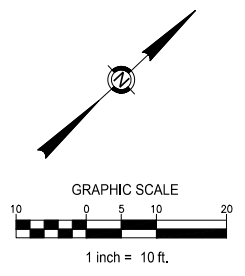
- | | | | |
|--|---------------------|--|---------------------------|
| | EXISTING LINE | | BLOW OFF |
| | ABANDONED LINE | | PUMP |
| | DRAIN LINE | | GATE VALVE |
| | FENCE | | BUTTERFLY VALVE |
| | BLOCK WALL | | CHECK VALVE |
| | PROPERTY LINE | | PRESSURE REDUCING VALVE |
| | CENTERLINE | | METER |
| | WATER LINE | | REDUCER |
| | STORM DRAIN LINE | | CAP |
| | GAS LINE | | PIPE ELBOW |
| | ELECTRIC LINE | | OVERFLOW |
| | CONTOUR LINE | | PIPE CONTINUATION |
| | CONCRETE | | FLOW ARROW |
| | ASPHALT CONCRETE | | BOLLARD |
| | BUILDING/STRUCTURE | | ELECTRIC BOX |
| | ABANDONED VAULT | | UTILITY BOX/VAULT/PULLBOX |
| | SIZE-IDENTIFICATION | | SANITARY SEWER MANHOLE |
| | | | DRAIN GATE |

ABBREVIATIONS:

- | | |
|------|--------------------------|
| ABN | ABANDONED |
| AC | ASBESTOS CEMENT |
| BF | BACKFLOW |
| BW | BACKWASH |
| BSW | BACKWASH SUPPLY WATER |
| BWD | BACKWASH WASTE DRAIN |
| BWR | BACKWASH WATER RECOVERY |
| BWW | BACKWASH WASTE WATER |
| ELEC | ELEC |
| FE | FILTERED EFFLUENT |
| FTW | FILTER TO WASTE |
| PB | PULL BOX |
| RCP | REINFORCED CONCRETE PIPE |
| SD | STORM DRAIN |
| SS | SANITARY SEWER |
| SW | SURFACE WASH |
| W | WATER |
| XFMR | TRANSFORMER |

DEMOLITION LEGEND:

- | | |
|--|---|
| | REMOVE AND DISPOSE OF EXISTING PIPELINE, VALVES, AND APPURTENANCES. |
| | CLOSE EXISTING GATE VALVE AND REMOVE EXISTING GATE VALVE CAN |
| | CLOSE EXISTING BUTTERFLY VALVE AND REMOVE EXISTING BUTTERFLY VALVE CAN |
| | REMOVE EQUIPMENT INSIDE EXISTING VAULT. REMOVE TOP SLAB, DRILL HOLES ON BOTTOM SLAB, FILL WITH SAND, AND BACKFILL |
| | DEMOLISH AND DISPOSE OF EXISTING CONCRETE |
| | DEMOLISH AND DISPOSE OF EXISTING BLOCK WALL AND EXISTING DRAIN |
| | DEMOLISH AND DISPOSE OF EXISTING BACKWASH SETTLING TANK |
| | DEMOLISH AND DISPOSE OF EXISTING STAND PIPE AND EXISTING CONCRETE PAD |
| | REMOVE AND DISPOSE OF EQUIPMENT, PIPES, AND APPURTENANCES IN EXISTING BACKWASH RECOVERY PUMP BUILDING/DEMOLISH AND DISPOSE OF EXISTING BUILDING |



C:\Users\jgall@trabuco.com\Documents\PROJECTS\Trabuco Canyon\DWTP\DWTP.dwg - Dwg - Dimensional Planning - 14. 2021 - 11:30am by JG 2021

	CALL TOLL FREE 811	CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT A MINIMUM OF 48 HOURS PRIOR TO BEGINNING ANY CONSTRUCTION WORK. SEE GENERAL NOTES FOR FURTHER INFORMATION.
	TWO WORKING DAYS BEFORE YOU DIG	Underground Service Alert

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			JT
			JG



**TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT**

**FIGURE 5
DIMENSION WATER TREATMENT PLANT
SITE DEMOLITION PLAN**

LEGEND:

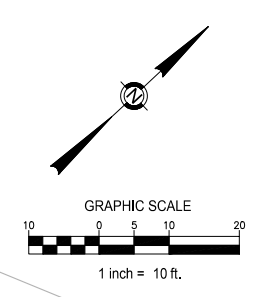
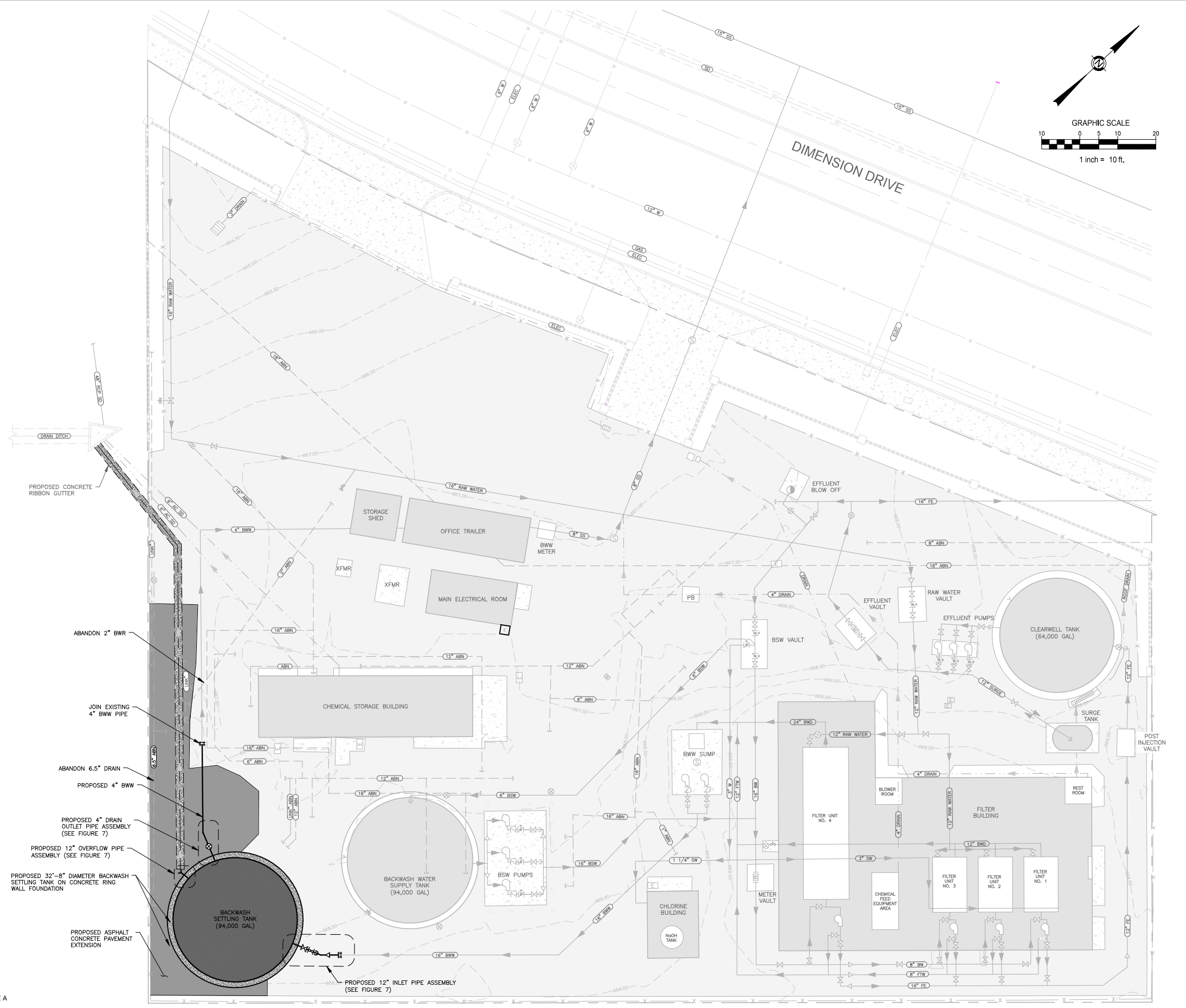
- | | | | |
|--|---------------------|--|---------------------------|
| | EXISTING LINE | | BLOW OFF |
| | ABANDONED LINE | | PUMP |
| | DRAIN LINE | | GATE VALVE |
| | FENCE | | BUTTERFLY VALVE |
| | BLOCK WALL | | CHECK VALVE |
| | PROPERTY LINE | | PRESSURE REDUCING VALVE |
| | CENTERLINE | | METER |
| | WATER LINE | | REDUCER |
| | STORM DRAIN LINE | | CAP |
| | GAS LINE | | PIPE ELBOW |
| | ELECTRIC LINE | | OVERFLOW |
| | CONTOUR LINE | | PIPE CONTINUATION |
| | CONCRETE | | FLOW ARROW |
| | ASPHALT CONCRETE | | BOLLARD |
| | BUILDING/STRUCTURE | | ELECTRIC BOX |
| | ABANDONED VAULT | | UTILITY BOX/VAULT/PULLBOX |
| | SIZE-IDENTIFICATION | | SANITARY SEWER MANHOLE |
| | | | EXPANSION JOINT |
| | | | COUPLING |
| | | | DRAIN GRATE |

ABBREVIATIONS:

- | | |
|------|--------------------------|
| ABN | ABANDONED |
| AC | ASBESTOS CEMENT |
| BF | BACKFLOW |
| BW | BACKWASH |
| BSW | BACKWASH SUPPLY WATER |
| BWD | BACKWASH WASTE DRAIN |
| BWR | BACKWASH WATER RECOVERY |
| BWW | BACKWASH WASTE WATER |
| ELEC | ELECTRIC |
| FE | FILTERED EFFLUENT |
| FTW | FILTER TO WASTE |
| PB | PULL BOX |
| RCP | REINFORCED CONCRETE PIPE |
| SD | STORM DRAIN |
| SS | SANITARY SEWER |
| SW | SURFACE WASH |
| W | WATER |
| XFMR | TRANSFORMER |

PROPOSED LEGEND:

- | | |
|--|--|
| | PROPOSED PIPELINE, VALVES, AND APPURTENANCES |
| | PROPOSED CONCRETE |
| | PROPOSED ASPHALT CONCRETE |
| | PROPOSED BUILDING/STRUCTURE |



- ABANDON 2" BWR
- JOIN EXISTING 4" BWW PIPE
- ABANDON 6.5" DRAIN
- PROPOSED 4" BWW
- PROPOSED 4" DRAIN OUTLET PIPE ASSEMBLY (SEE FIGURE 7)
- PROPOSED 12" OVERFLOW PIPE ASSEMBLY (SEE FIGURE 7)
- PROPOSED 32"-8" DIAMETER BACKWASH SETTLING TANK ON CONCRETE RING WALL FOUNDATION
- PROPOSED ASPHALT CONCRETE PAVEMENT EXTENSION
- PROPOSED 12" INLET PIPE ASSEMBLY (SEE FIGURE 7)

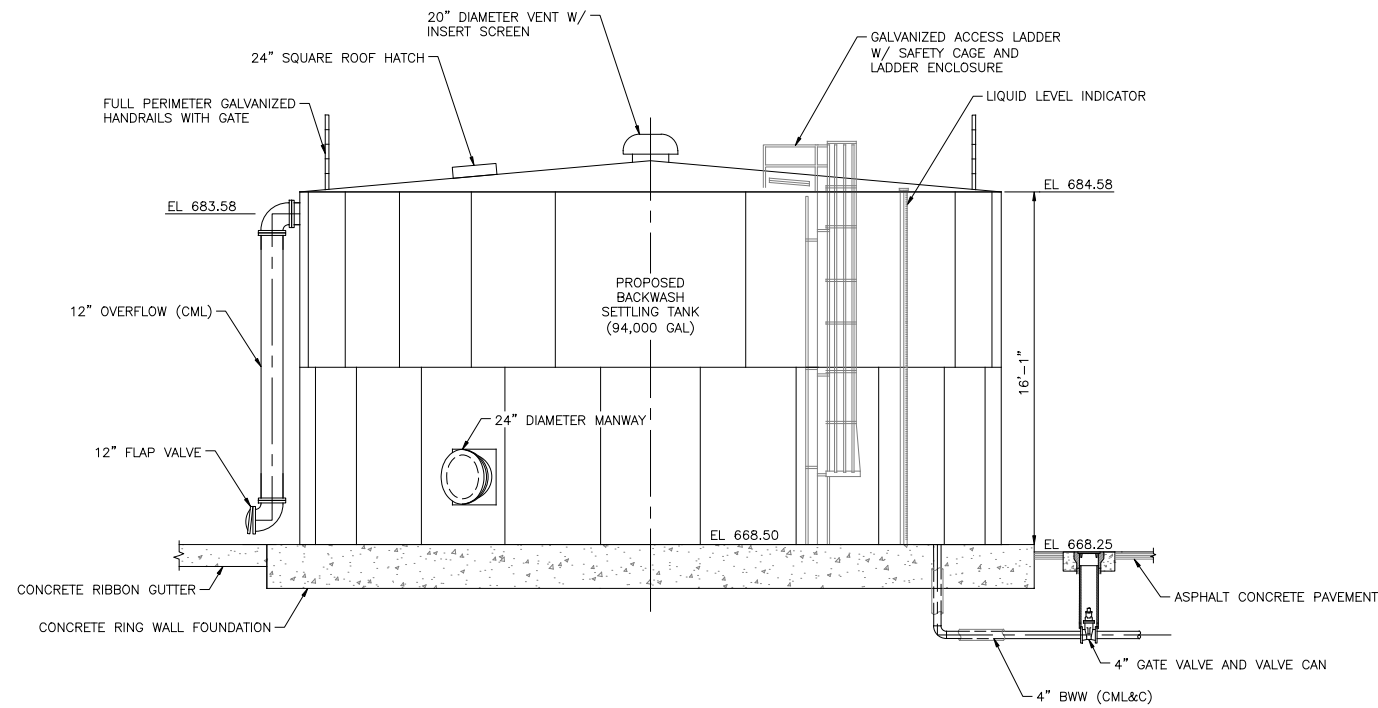
	CALL TOLL FREE 811		318 W KATELLA AVE, SUITE A ORANGE, CA 92867 (714) 978-4407 www.jigconsultants.com
	TWO WORKING DAYS BEFORE YOU DIG		CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT A MINIMUM OF 48 HOURS PRIOR TO BEGINNING ANY CONSTRUCTION WORK. SEE GENERAL NOTES FOR FURTHER INFORMATION.

NO.	DATE	REVISIONS	DESIGN:
			JT
			JT
			JG



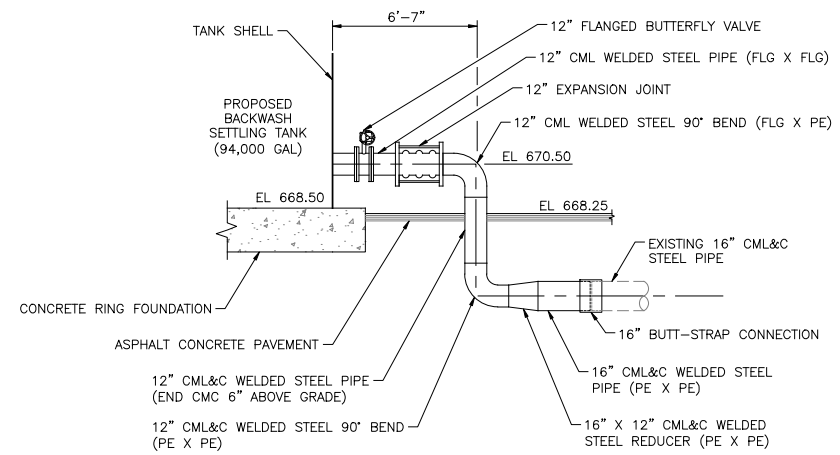
**TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT**

**FIGURE 6
DIMENSION WATER TREATMENT PLANT
PROPOSED SITE IMPROVEMENTS**



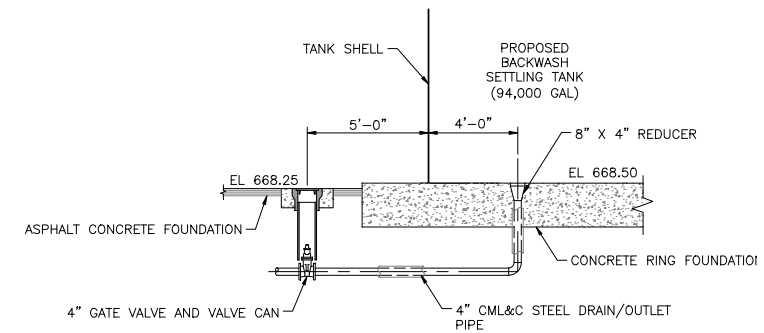
BACKWASH SETTLING TANK SECTION

SCALE: 1/4"=1'-0"



**BACKWASH SETTLING TANK
INLET PIPE ASSEMBLY**

SCALE: 1/4"=1'-0"



**BACKWASH SETTLING TANK
DRAIN/OUTLET PIPE ASSEMBLY**

SCALE: 1/4"=1'-0"

C:\Users\Public\Desktop\JIG Consultants\Projects\TRACO\140 - On Call Engineering\PROJECT\Design\DWG\Figure 7 - Backwash Settling Tank.dwg Plotted on Jan 14, 2021 - 1:25pm by JIG CAD 2

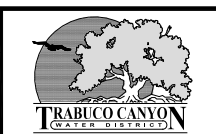
DIGALERT CALL TOLL FREE 811
 TWO WORKING DAYS BEFORE YOU DIG
 Underground Service Alert

CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT A MINIMUM OF 48 HOURS PRIOR TO BEGINNING ANY CONSTRUCTION WORK. SEE GENERAL NOTES FOR FURTHER INFORMATION.

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 318 W KATELLA AVE, SUITE A
 ORANGE, CA 92867
 (714) 978-4407
 www.jigconsultants.com

NO.	DATE	REVISIONS

DESIGN: JT
 DRAWN: JT
 CHECKED: JG



**TRABUCO CANYON WATER DISTRICT
 DIMENSION WATER TREATMENT PLANT**

**FIGURE 7
 BACKWASH SETTLING TANK
 SECTION AND PIPING ASSEMBLIES**

APPENDIX A

Superior Tank Company Quotation for 94,000-Gallon Bolted Steel Tank with Accessories

(Does not include foundation, inlet pipe assembly and drain/outlet pipe assembly)



9500 Lucas Ranch Road
Rancho Cucamonga, CA 91730
P. 909.912.0580 | F. 909.912.0588 | Toll Free. 800.221.TANK

DATE: JANUARY 12, 2021
QUOTE NO: RC-7683-GM(REV#2)
EMAIL: LLAUSTEN@TCWD.CA.GOV
PHONE: 949-858-0277

TRABUCO CANYON WATER DISTRICT

ATTN: MS. LORRIE LAUSTEN

REF: TREATMENT PLANT TANKS

RE: BOLTED STEEL STORAGE TANKS, TRABUCO CANYON, CA

Superior Tank Co., Inc. is pleased to offer the following quotation for your consideration. To furnish Materials, Equipment, Labor & Insurance to Fabricate, Coat, Deliver and Install the following:

(Plans & specifications have not been provided.)

OPTION 1: TWO (2) 42,000 Gallons (Nominal), 2 – Rings, Center Pole Supported Steel Cone Roof, Flat Steel Floor, A.W.W.A. D103-09, 100 MPH Windload, 15 PSF Deck Live Load, **Factory Powder Coated**, throughout with **5 mil** average dry film thickness using Axalta “Tank Tan,” a Thermal Set, **NSF 61 Approved, Epoxy Powder Coating** on Tank Interior and Underside of Floor & **5 mil** average dry film thickness using Axalta “Superior Sand,” a Thermal Set **TGIC Polyester Powder Coating** on Tank Exterior, **21’- 6 1/2” Diameter x 16’-1” High, Bolted Steel Storage Tank**, with the following appurtenances:

- 1 – 24” x 36” Flush Shell Manway
- 1 – 24” Square Roof Hatch
- 1 – 20” Screened Roof Vent
- 1 – 14” Overflow W/ Internal Elbow and External Downcomer & Flap Gate
- 1 – 16” 150# Flanged Shell Nozzle w/ Internal Duckbill
- 2 – 12” 150# Flanged Shell Nozzles
- 2 – 2” Galvanized Unitank Flanges
- 1 – Galvanized Exterior Ladder w/ Backguard w/ Ladder Enclosure
- 1 – Full Perimeter Galvanized Handrails w/ Self-Closing Gate
- 1 – Superior Model #1600, Liquid Level Indicator
- 1 – Set of Tank Drawings
- Lot – Dismantle Existing 21’ Diameter x 16’ High Bolted Steel Tank

TOTAL SELLING PRICE: (INCLUDES CALIFORNIA SALES TAXES):.....\$74,780.00/EACH



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RC-7683-GM(REV#2)

~~**OPTION 2: ONE (1) 110,000 Gallons (Nominal), 2 – Rings, Center Pole Supported Steel Cone Roof, Flat Steel Floor, A.W.W.A. D103-09, 100 MPH Windload, 15 PSF Deck Live Load, Factory Powder Coated, per above specifications, 34'- 2" Diameter x 16'-1" High, Bolted Steel Storage Tank, with the following appurtenances: (Anchorage Required)**~~

- 1 – 24" Diameter Shell Manway
- 2 – 24" Square Roof Hatches
- 1 – 20" Screened Roof Vent
- 1 – 12" Overflow W/ Internal Elbow and External Downcomer & Flap Gate
- 1 – 12" 150# Flanged Shell Nozzle (Inlet)
- 2 – 2" Galvanized Unitank Flanges
- 1 – Galvanized Exterior Ladder w/ Backguard w/ Ladder Enclosure
- 1 – Full Perimeter Galvanized Handrails w/ Self-Closing Gate
- 1 – Superior Model #1600, Liquid Level Indicator
- 1 – Set of Tank Drawings
- 23 – Anchor Bolt Assemblies (Bolts, Nuts, Plates & Stirrups)
- Lot – ½" Fiber Expansion Board (Between Tank & Ringwall)
- Lot – Dismantle Two (2) Existing 21' Diameter x 16' High Bolted Steel Tanks

~~**TOTAL SELLING PRICE: (INCLUDES CALIFORNIA SALES TAXES):.....\$110,461.00**~~

OPTION 3: ONE (1) 100,908 Gallons (Nominal), 2 – Rings, Center Pole Supported Steel Cone Roof, Flat Steel Floor, A.W.W.A. D103-09, 100 MPH Windload, 15 PSF Deck Live Load, Factory Powder Coated, per above specifications, 32'- 8 3/16" Diameter x 16'-1" High, Bolted Steel Storage Tank, with the above referenced "corresponding" appurtenances: (Anchorage Required)

TOTAL SELLING PRICE: (INCLUDES CALIFORNIA SALES TAXES):.....\$104,640.00

HARDWARE: Standard Galvanized Hardware Exterior, Encapsulated Hardware Interior and EDPM gasket used throughout.

CONDITIONS: Superior Tank assumes site is compacted, level and fully accessible for the delivery of materials with forty-eight foot flatbed trucks. Work will be performed in a continuous manner without interruption under One (1) Mobilization. **Prevailing wages are included.** The above erection costs do not take into consideration any restrictive work hour rules, union labor or any special provisions such as safety schooling, safety clothing or hazardous training seminars that may be required. Disconnecting and reconnecting of existing or new piping, valves, electrical components or conduit is to be performed prior to the arrival of STCI crew.



9500 Lucas Ranch Road
Rancho Cucamonga, CA 91730
P. 909.912.0580 | F. 909.912.0588 | Toll Free. 800.221.TANK

PAGE 3
RC-7683-GM(REV#2)

COMMERCIAL CLARIFICATIONS & EXCLUSIONS: Permits, Fees, Insulation, Concrete or Gravel Foundation, Disinfection, Signage, Grout, Grade Band, Stamped Calculations & Stamped Drawings, Transducers, Special Inspectany ions, Berm, V-Ditch, Anchor Bolt Assemblies, Fiber Expansion Board, Level Switch, Process Piping, Over-Excavation or Recompanction of Existing Soils, Probes, Internal Vortex Breakers, Hazardous Materials, Transmitters, Subgrade, Alarms, Blinds, Flex Coupling, Flap Valves, Freeze Protection, Heater, Heat Tape, Instrumentation, Float Valves or Switches, Downcomers or Supports thereof (Except Where Specified Above), Flex Tends, Flexible Connections, Valves, Meters, Grading, Gauges, Flap Gates, Water to Hydro-Test or Vacuum Test or Disposal thereof, Bact-T or V.O.C. Tests, Electrical Wiring or Controls thereof, Conduits, Surveying, External or Internal or Below Grade Piping, Fittings, Bonding or Internals **or items not specifically mentioned above.**

QUOTE VALIDITY: 30 Days

TERMS: Progress Payments

DELIVERY TIME: 10 - 12 Weeks (After Drawing Approval)

Thank you for the opportunity to be of service. If you have any questions or require additional information, please do not hesitate to contact me at your earliest convenience.

Sincerely,

George Marquez
Sales Manager

CSLB: #472119

**TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT - BACKWASH SETTLING TANK REPLACEMENT**

Item	Description	Units	Quantity	Superior tank		Paso Robles Tank	
				Unit Price	Subtotal	Unit Price	Subtotal
1	Demolish existing 44,000 gallon bolted steel tank	EA	2	\$ 14,000.00	\$ 28,000.00	\$ 17,500.00	\$ 35,000.00
2	Demolish miscellaneous site items	LS	1	\$ 23,000.00	\$ 23,000.00	\$ 51,000.00	\$ 51,000.00
3	Perform overexcavation and recompact soils	LS	1	\$ 11,290.00	\$ 11,290.00	\$ 25,000.00	\$ 25,000.00
4	Furnish and construct concrete ring wall foundation with gravel interior	LS	1	\$ 28,046.00	\$ 28,046.00	\$ 65,000.00	\$ 65,000.00
5	Fabricate and install 100,000 gallon bolted steel tank	EA	1	\$ 104,640.00	\$ 104,640.00	\$ 190,000.00	\$ 190,000.00
6	Furnish and construct piping, valves, supports	LS	1	\$ 25,000.00	\$ 25,000.00	\$ 85,000.00	\$ 85,000.00
7	Optional - AC Pavement (5" over native)	LS	1	\$ 24,000.00	\$ 24,000.00	\$ 28,000.00	\$ 28,000.00
8	Optional - Reinforced concrete ribbon gutter	LS	1	\$ 5,900.00	\$ 5,900.00	\$ 14,350.00	\$ 14,350.00
Total:					\$ 249,876.00		\$ 493,350.00

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | FEBRUARY 17, 2021**

ACTION CALENDAR

LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS

ITEM 9: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)

RECOMMENDED ACTION(S):

Review and discuss local government and legislative informational matter(s) and take action(s) as deemed appropriate.

EXHIBIT(S):

None

CONTACTS (staff responsible): PALUDI/PEREA