



**REGULAR BOARD MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA
ADMINISTRATIVE FACILITY, BOARD ROOM
MARCH 17, 2022 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
Hanson Bridgett LLP, District General Legal Counsel

AGENDA NOTE:

Trabuco Canyon Water District (District) will make this Regular Board Meeting available by telephone audio as follows:

Telephone Audio: 1 (669) 900-6833 (Toll Free) **Access Code:** 913-8681-1652

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.

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

RECOGNITION OF SERVICE TO THE DISTRICT - MR. THINH NGUYEN, CUSTOMER SERVICE FIELD TECHNICIAN II

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.

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. February 8, 2022 Special Board Meeting*
- 2. February 17, 2022 Regular 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. February 9, 2022*

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. January 2022*

c. *PAYMENT OF BILLS FOR CONSIDERATION*

RECOMMENDED ACTION:

Ratify the payment of bills for consideration, Payroll and Payroll Taxes for February 2022.

ITEM 3: ENGINEERING/OPERATIONAL COMMITTEE MEETING

RECOMMENDED ACTION:

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

- 1. February 2, 2022*



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

RECOMMENDED ACTION:

Approve the tentative future meetings/attendance items and ratify the Directors' expenses and fees from the following period(s):

1. February 2022

FINANCIAL MATTERS

ITEM 5: DISCUSSION AND POSSIBLE ACTION CONCERNING MUNICIPAL WATER DISTRICT OF ORANGE COUNTY FISCAL YEAR 2022-23 DRAFT BUDGET

RECOMMENDED ACTION:

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

ITEM 6: DISCUSSION AND POSSIBLE ACTION CONCERNING OTHER POST-EMPLOYMENT BENEFITS (OPEB) BIENNIAL ANNUAL VALUATION REPORTING FOR CERBT TRUST FUNDING

RECOMMENDED ACTION:

Authorize the General Manager to contract with Total Compensation Systems, Inc. for GASB 74/75 and GASB 68 Biennial Annual Valuation Reporting for \$6,230.

ITEM 7: DISCUSSION AND POSSIBLE ACTION CONCERNING THE ADOPTION OF DISTRICT TREASURER'S ANNUAL STATEMENT OF INVESTMENT POLICY

RECOMMENDED ACTION:

Adopt Resolution No. 2022-1304 – Resolution of the Board of Directors of Trabuco Canyon Water District Adopting District Treasurer's Annual Statement of Investment Policy.

ENGINEERING MATTERS

ITEM 8: DISCUSSION CONCERNING DIMENSION WATER TREATMENT PLANT (DWTP) OFFICE AND STORAGE IMPROVEMENTS

RECOMMENDED ACTION:

Receive project status update at the time of the meeting. No action required.

ITEM 9: DISCUSSION CONCERNING BELL CANYON SEWER LIFT STATION REHABILITATION PROJECT

RECOMMENDED ACTION:

Receive project status update at the time of the meeting. No action required.



LEGISLATIVE AND OTHER MATTERS

ITEM 10: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)

RECOMMENDED ACTION(S):

Adopt a "support" position on AB 2142 (Gabriel).

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

ITEM 11: _____

ITEM 12: _____

GENERAL COUNSEL REPORT

Reports or comments from the District's General Counsel

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.

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:

April 21, 2022 | May 19, 2022 | June 16, 2022



**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MARCH 17, 2022**

CONSENT CALENDAR

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

RECOMMENDED ACTION

Approve the minutes of the following Board Meetings:

- 1. February 17, 2022 Regular Board Meeting*

CONTACTS (staff responsible): PALUDI/PEREA/SANGI



MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT | FEBRUARY 17, 2022

The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD or District) conducted on February 17, 2022 was called to order by President Chadd at 7:02 p.m. in the Board Room at the District Administrative Facility located at 32003 Dove Canyon Drive, Trabuco Canyon, California. Ms. Lisa Marie Sangi, Assistant District Secretary, transcribed the minutes thereof.

DIRECTORS PRESENT

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

STAFF PRESENT

Fernando Paludi, General Manager
Karen Warner, Principal Accountant
Lorrie Lausten, District Engineer
Lisa Marie Sangi, Executive Assistant/Assistant District Secretary

DISTRICT CONSULTANTS PRESENT

Claire Collins, General Legal Counsel – Hanson Bridgett LLP

PUBLIC PRESENT

Beth Heard, resident
There were other members of the public present.

PLEDGE OF ALLEGIANCE

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

ITEMS TOO LATE TO BE AGENDIZED

None

VISITOR PARTICIPATION & ORAL COMMUNICATION

None

DIRECTOR'S COMMENTS

Director Acosta mentioned his virtual meeting attendance for the Urban Water Institute, and he highlighted the discussion on the levels of Lake Mead and Lake Powell, along with the impacts of the recent snow events.

Director Safranski reported on his attendance at the following meetings:

- South Orange County Agencies Group (SOCAG) where the following issues were discussed: MET rate increase, Doheny Desal project's 3mgd supply, and Moulton Niguel Water District (MNWD) leaving the SJB Authority.

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD OF DIRECTORS MEETING MINUTES | FEBRUARY 17, 2022**

- City of Rancho Santa Margarita (RSM) Planning Commission Meeting: a representative for the Dove Center Plaza attended the meeting and requested the Commission to change the City’s Residential Housing Needs Assessment (RHNA) development plans to accommodate the redevelopment of the Plaza.

Director Mandich had no comments.

Director Dopudja mentioned the upcoming SOCWA Board meeting on March 11, 2022, and he mentioned the agenda includes a discussion on the Joint Powers Agreement (JPA) and the process for member agency withdrawal.

Director Chadd reminded the Board members to file their Form 700.

REPORT FROM THE GENERAL MANAGER

Mr. Paludi reported on the following matters:

- Friendly reminder to file Form 700.
- Reminder of the upcoming Municipal Water District of Orange County (MWDOC) Water Policy Forum & Dinner is scheduled for Wednesday, February 23, 2022.
- Registration for the Association of California Water Agencies (ACWA) Spring Conference in Sacramento is open.
- District staff has received proposals from four firms for the planned Water, Wastewater, and Recycled Water Rates and Charges Study, and additional information will be provided at a future Regular Board Meeting.
- For the SOCWA meeting mentioned by Director Dopudja, both the District and IRWD will be represented by Claire Collins but staff feels there is no conflict of interest.
- Mr. Perea is not in attendance due to a scheduling conflict.

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 Acosta and seconded by Director Mandich to approve the Consent Calendar.
The motion was approved by a vote of 5 – 0.

ACTION CALENDAR

ADMINISTRATIVE MATTERS

ITEM 5: RATIFICATION OF DIRECTORS’ FEES AND EXPENSES, AND TENTATIVE FUTURE MEETINGS/ ATTENDANCE

Mr. Paludi presented this matter for Board consideration, and he reported this matter was reviewed with the Finance/Audit Committee.

Action: A motion was made by Director Acosta and seconded by Director Mandich to approve of the Directors’ Fees and Expenses Report as presented.
The motion was approved by a vote of 5 – 0.

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD OF DIRECTORS MEETING MINUTES | FEBRUARY 17, 2022**

ADMINISTRATIVE MATTERS

ITEM 6: DISCUSSION AND POSSIBLE ACTION CONCERNING WATER AWARENESS DAY 2022

Mr. Paludi presented this matter for Board consideration, and he reported that District staff is in the preliminary planning phase. Mr. Paludi added that District staff proposes holding the event on Saturday, May 21, 2022, and he provided an event planning outline for Board consideration. Mr. Paludi mentioned that the District's 60th Anniversary will be the event theme, and that he will provide monthly updates at following Regular Board Meetings. Discussion occurred concerning an invitation letter to neighboring agencies, local representatives and officials.

Action: No action was taken.

ENGINEERING MATTERS

ITEM 7: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING AMENDMENT NO. 2 TO THE T-MOBILE CELLULAR SITE LEASE

Mr. Paludi introduced this matter for Board consideration, and he reported that District staff has worked with its third-party representative ATS Communications to prepare a second amendment to the existing agreement with T-Mobile. Mr. Paludi provided a brief overview of certain terms of the amendment, and he reported that the monthly rental rate payment to the District is scheduled to increase based on current market rates.

Action: A motion was made by Director Dopudja and seconded by Director Acosta, subject to minor revisions by the General Manager, to receive and approve the T-Mobile West LLC Amendment No. 2 to the Site Lease Agreement.
The motion was approved by a vote of 5 – 0.

ITEM 8: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE 2021 SYSTEMWIDE MASTERPLAN AND CONDITION ASSESSMENT)

Mr. Paludi introduced this matter for Board consideration, and he reported that this matter was previously reviewed with the Engineering/Operational Committee. Mr. Paludi mentioned that the District's Robinson Ranch Wastewater Treatment Plant (WWTP) was not included in the original Project Scope of Work (SOW) due to budget concerns. Ms. Lausten provided a review of the project SOW and costs to date, and she recommended including the WWTP in the condition assessment. Ms. Lausten reviewed the proposed contract change order provided by Hazen, and she recommend Board approval of the additional costs to the project. Discussion occurred concerning project timeline for completion and planned review of a preliminary DRAFT Report.

Action: A motion was made by Director Acosta and seconded by Director Dopudja to approve Amendment No. 1 for the Wastewater Treatment Plant Condition Assessment to Hazen Sawyer in the amount of \$66,780.
The motion was approved by a vote of 5 – 0.

LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS

ITEM 9: DROUGHT AND WATER SUPPLY UPDATE

Mr. Paludi presented a California Department of Water Resources graph of current and historic precipitation levels in the Northern Sierra mountains, which is a good indicator of annual supply to MET from the State Water Project. Mr. Paludi provided a brief review of the current and long-term water storage and supply outlook, and he indicated the need to utilize local resources. Mr. Paludi reminded the Board that the District is currently in Level 2 Water Shortage Condition.

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD OF DIRECTORS MEETING MINUTES | FEBRUARY 17, 2022**

Action: No action was taken.

LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS

ITEM 10: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)

There were no comments.

Action: No action was taken.

GENERAL COUNSEL REPORT

There were no comments.

CLOSED SESSION

The Board of Directors entered closed session in accordance with the agenda at 7:52 p.m. The General Manager and District General Counsel participated in portions of the closed session.

This closed session ended at 8:09 p.m.

ITEM 11: REPORT OF ACTION(S) TAKEN IN CLOSED SESSION

Action: Ms. Collins announced that the action taken, was not applicable to the Brown Act.

OTHER INFORMATION/MATTERS

Discussion occurred concerning the City of RSM February 27, 2022 City Council Meeting discussion concerning the Housing Element Update. Mr. Paludi presented and briefly discussed a developer letter of request submitted to the City Council as it relates to site re-development of the Dove Canyon Plaza for multi-use purpose.

Mr. Paludi reported that District Water Operations staff was currently working on a domestic water valve emergency repair on Larkgrove Circle and Brookseed Drive in the Trabuco Highlands community.

ADDITIONAL DIRECTORS' COMMENTS

There were no comments.

ADJOURNMENT

President Chadd adjourned the February 17, 2022 Regular Board Meeting at 8:11 p.m.

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MARCH 17, 2022**

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. *February 9, 2022*

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. *January 2022*

c. *PAYMENT OF BILLS FOR CONSIDERATION*

RECOMMENDED ACTION:

Ratify the payment of bills for consideration, Payroll and Payroll Taxes for February 2022.

EXHIBITS:

1. Revenue Report – February 2022
2. Disbursement Report – February 2022
3. Summary of Disbursements – February 2022
4. General Fund Warrant Register – February 2022
5. General Fund Payroll Warrant Register – February 2022

CONTACTS (staff responsible): PEREA/WARNER



**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING RECAP | FEBRUARY 9, 2022**

DIRECTORS PRESENT

Director Ed Mandich, Committee Chair
Director Don Chadd, Alternate Committee Member

DIRECTORS ABSENT

Director Glenn Acosta

STAFF PRESENT

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager
Karen Warner, Principal Accountant
Lorrie Lausten, District Engineer
Lisa Marie Sangi, Executive Assistant

CONSULTANTS PRESENT

None

PUBLIC PRESENT VIA CONFERENCE CALL

None

CALL MEETING TO ORDER

Director Mandich called the February 9, 2022 Finance/Audit Committee Meeting to order at 1:00p.m.

VISITOR PARTICIPATION

No visitor participation was received.

ORAL COMMUNICATION

No oral communication was received.

COMMITTEE MEMBER COMMENTS

There were no comments received.

REPORT FROM THE GENERAL MANAGER

There were no comments 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(S)

Director Mandich and Mr. Perea approved the January 12, 2022 and January 19, 2022 Finance/Audit Committee Meeting Recap(s) and recommend that the Board receive and file the same. (Consent Calendar)

**TRABUCO CANYON WATER DISTRICT
FINANCE AUDIT COMMITTEE MEETING RECAP | FEBRUARY 9, 2022**

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. Discussion occurred concerning Director stipends and meeting frequency.

RECOMMENDED ACTION:

Recommend that the Board ratify the Directors' fees and expenses for January 2022 and tentative future meetings/attendance. (Action Calendar)

ITEM 3: OTHER MATTERS

There were no other matters presented for consideration.

RECOMMENDED ACTION:

There was no action taken.

ITEM 4: FINANCIAL REPORT

Ms. Warner presented the preliminary unaudited financials for December 2021, and he highlighted the following items:

Operating Revenue, Residential Water

Ms. Warner reported that water demand for the month was higher than the prior month, and the year to date was trending as budgeted.

Operating Revenue, Irrigation Water

Ms. Warner reported that this line item was higher than the prior month due and the year to date was significantly higher than budgeted due to increased demand through December.

Operating Revenue, Recycled & Reclaimed Water

Ms. Warner reported that water demand for the month was lower than the prior month, but the year to date was higher than budgeted due to increased demand through December.

Operating Revenue, Baker Treatment Plant Sales

Ms. Warner reported that this line item was higher than the prior month.

Discussion occurred concerning Other Post-Employment Benefit (OPEB) Trust funding costs; Mr. Perea reported that District staff will bring proposals from actuary firms to perform a valuation of the District's OPEB costs for Committee consideration.

RECOMMENDED ACTION:

The Committee recommended the Board of Directors receive and file the preliminary unaudited financial statements for December 2021 (Consent Calendar).

The Committee signed the bills for consideration and the warrant register and recommended that the Board ratify payment of the bills for consideration for February 9, 2022 as presented (Consent Calendar).

ADJOURNMENT

Director Mandich adjourned the February 9, 2022 Finance/Audit Committee Meeting at 1:11p.m.



Trabuco Canyon Water District

Statement of Revenues & Expenses

FY 2021-22 (Unaudited)

	January 2022	December 2021	Current YTD	Annual Budget	58% YTD	Prior YTD
1 Operating Revenue						
2 Residential Water	\$ 223,579	\$ 287,137	\$ 2,241,927	\$ 4,116,200	54%	\$ 2,374,423
3 Business & Industrial Water	6,655	9,377	75,407	165,600	46%	100,619
4 Irrigation Water	58,336	116,625	846,619	1,075,200	79%	650,893
5 Stand-by	3,134	10,728	16,374	41,800	39%	23,917
6 Sanitation Revenue	148,492	150,319	1,056,016	1,964,200	54%	1,006,530
7 Recycled & Reclaimed Revenue	14,488	59,630	610,656	999,000	61%	564,057
8 Baker Treatment Plant Water Sales *	124,496	201,013	637,859	1,383,500	46%	768,840
9 Other Operating Revenue	13,698	17,315	96,877	179,600	54%	3,246
10 Total Operating Revenue	592,877	852,145	5,581,734	9,925,100	56%	5,492,524
11 Non-Operating Revenue						
12 Property Tax Unrestricted	91,453	765,599	1,187,427	2,006,200	59%	995,983
13 Interest Revenue	511	2,219	7,282	35,600	20%	27,270
14 Development Services	-	-	-	-	0%	100
15 Sale of Fixed Asset	-	-	-	-	0%	46,158
16 Other Non-Operating Revenue	3,426	5,781	76,774	72,400	106%	33,660
17 Total Non-Operating Revenue	95,390	773,599	1,271,483	2,114,200	60%	1,103,170
18 Total Revenues	688,267	1,625,744	6,853,217	12,039,300	57%	6,595,694
19 Operating Expenses						
20 Source of Supply	164,058	149,172	1,408,011	2,262,400	62%	1,526,089
21 Baker Treatment SOS Costs	100,396	177,842	864,545	1,287,700	67%	691,045
22 Water Related Expense	190,842	120,154	1,155,413	2,032,100	57%	1,144,187
23 Sanitation Expense	117,903	88,477	839,131	1,359,200	62%	834,701
24 Recycled Expense	20,538	19,758	178,886	234,200	76%	147,062
25 Reclaimed Expense	20,508	19,758	178,790	234,100	76%	133,717
26 Salaries & Benefits	323,081	297,728	2,123,225	3,923,000	54%	1,935,623
27 Board Expense	10,293	8,937	67,494	122,600	55%	62,919
28 Miscellaneous Expense	218	1,524	3,402	5,000	68%	3,423
29 Total Operating Expenses	947,838	883,349	6,818,898	11,460,300	60%	6,478,766
Net Income / (Loss) before Contributed Capital, Trust Contributions & Debt Service	(259,572)	742,394	34,319	579,000	6%	116,929
31 WRES Fees for Capital	68,787	68,787	481,305	822,200	59%	479,374
32 Other Capital Contributions	-	-	-	344,000	0%	-
33 Debt Principal, Interest & Issuance Costs	(19,198)	(19,198)	(134,389)	(445,300)	30%	(134,389)
34 CalPERS UAL & Pension Trust Contributions	(19,967)	(19,967)	(139,770)	(590,500)	24%	(126,077)
35 OPEB Trust Contributions & Paygo	(11,449)	(11,041)	(72,803)	(206,100)	35%	(177,146)
Net Contributed Capital, Trust Contributions & Debt Service	18,172	18,580	134,343	(75,700)		41,762
37 Net Income	\$ (241,400)	\$ 760,974	\$ 168,662	\$ 503,300		\$ 158,691

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 Balance Sheet - Comparative As of January 2022 (Unaudited)

	January 2022	December 2021	January 2021
1 Assets			
2 Current Assets			
3 Cash	\$ 785,246	\$ 887,342	\$ 666,033
4 Accounts Receivable, Net	1,466,667	1,573,580	2,072,880
5 Property Tax Receivable	-	-	587,404
6 Prepaid Expenses	289,390	334,312	261,886
7 Total Current Assets	2,541,303	2,795,234	3,588,204
8 Total Restricted Assets (see Schedule A)	3,421,210	3,419,289	7,563,150
9 Utility Plant			
10 Utility Plant, at Cost	123,554,385	123,554,385	115,840,103
11 Accumulated Depreciation	(75,846,543)	(75,514,338)	(73,042,332)
12 Construction in Progress	496,685	468,096	3,971,587
13 Total Utility Plant	48,204,527	48,508,143	46,769,358
14 Other Assets			
15 Due from BTP	864,498	896,343	1,246,297
16 Deferred Outflow (Pension Related)	1,486,261	1,486,261	1,277,368
17 Total Other Assets	2,350,759	2,382,604	2,523,665
18 Total Assets	\$ 56,517,798	\$ 57,105,270	\$ 60,444,377
19 Liabilities & Retained Earnings			
20 Current Liabilities			
21 Accounts Payable	\$ 1,026,292	\$ 1,047,644	\$ 1,011,625
22 Due to Internal Financing Fund	864,498	896,343	1,246,297
23 Accrued Expenses	294,558	262,128	418,108
24 Deferred Property Tax Revenue	-	-	728,500
25 Total Current Liabilities	2,185,348	2,206,114	3,404,529
26 Liabilities to be Paid from Restricted Assets			
27 Accrued Bond Interest	3,900	-	4,243
28 Current Portion-Long Term Debt	182,547	182,547	178,449
29 Refundable Deposits	7,500	9,500	13,500
30 Developer Deposits	111,106	106,106	75,590
31 Total Liabilities to be Paid from Restricted Assets	305,053	298,153	271,782

*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
Balance Sheet - Comparative
As of January 2022
(Unaudited)

	January 2022	December 2021	January 2021
32 Long Term Debt			
33 Accrued Post Employment Benefits	356,589	356,589	533,587
34 Accrued Pension Liability	3,652,253	3,652,253	3,399,715
35 State Revolving Fund Loan	1,957,505	1,957,505	2,140,052
36 Total Long Term Debt	5,966,347	5,966,347	6,073,354
37 Total Liabilities	8,456,748	8,470,614	9,749,666
38 Fund Balance			
39 Invested in Capital Net of Related Debt	46,060,575	46,368,091	44,446,614
40 Restricted for Debt Service	236,920	236,916	231,085
41 Legally Restricted	3,063,118	3,067,591	3,808,062
42 Designated by Board	533	533	3,508,677
43 Unrestricted	(1,300,096)	(1,038,475)	(1,299,728)
44 Total Fund Balance	48,061,051	48,634,656	50,694,712
45 Total Liabilities and Fund Balance	\$ 56,517,798	\$ 57,105,270	\$ 60,444,377

*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
Restricted Assets Report
As of January 2022
(Unaudited)

	January 2022	December 2021	January 2021
1 LAIF Accounts (at Cost)			
2 LAIF Unrestricted	\$ (2,077,158)	\$ (2,032,668)	\$ (1,236,026)
3 Water Storage Facilities	1,052,060	1,051,427	1,051,427
4 Sanitation Capital Improvement	-	-	129,985
5 WRES - Rose Canyon/Lang Wells	1,367,430	1,331,918	1,177,637
6 WRES - Reservoir/Distribution Improvements	2,644,155	2,640,329	2,608,662
7 RD#5	76,631	76,585	76,378
8 LAIF Interim Sewage	120,638	114,249	121,393
9 Equipment/Maintenance Capital Funds - Water	-	-	684,080
10 Equipment/Maintenance Capital Funds - Sanitation	-	-	726,160
11 Equipment/Maintenance Capital Funds - RW	-	-	1,975,776
12 Market Value Over/(Under) Cost	533	533	16,593
13 State Revolving Fund			
14 Cash in CB&T Reserved for SRF Loan	236,920	236,916	231,085
15 Total Restricted Assets	\$ 3,421,210	\$ 3,419,289	\$ 7,563,150

*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 January 2022
(Unaudited)

DESCRIPTION	RATE	COST	MARKET	% OF TOTAL
District Investments in the California Local Agency Investment Fund (LAIF)				
1 Water Storage Fees	0.212%	\$ 1,052,060	\$ 1,050,054	33%
2 Trabuco Creek Wells	0.212%	1,367,430	1,364,823	43%
3 Reservoir/Distribution	0.212%	2,644,155	2,639,114	83%
4 RD#5	0.212%	76,631	76,485	2%
5 LAIF Interim Sewage	0.212%	120,638	120,408	4%
6 LAIF Unrestricted	0.212%	(2,077,158)	(2,073,198)	-65%
Total District Investments		\$ 3,183,756	\$ 3,177,687	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*

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

*** Market values are adjusted on this report on a quarterly basis and recorded in the District's financials statements

*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
Checking Account Activity
January 2022
(Unaudited)

Inflows	Current Month	Year to Date
Utility Billing Collections	\$ 634,157	\$ 5,437,241
Tax Receipts	94,478	1,223,929
Transfer From LAIF	-	3,250,000
Miscellaneous	6,518	345,966
Total Inflows	735,153	10,257,135
Outflows		
Vouchers	1,063,688	6,011,140
Payroll	341,620	1,862,990
Miscellaneous & Online Payments	41,450	2,082,077
Total Outflows	1,446,758	9,956,208
Net Change in Checking Account	(711,605)	300,927
Beginning Checking Account	1,513,311	500,779
Ending Checking Account	\$ 801,706	\$ 801,706

*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: 02/01/2022 - 02/28/2022

Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
Accounts Payable							
Bank Draft							
02/01/2022		DFT0002480	EPX	Accounts Payable	Outstanding	Bank Draft	-15.00
02/02/2022		DFT0002479	Southern California Edison	Accounts Payable	Outstanding	Bank Draft	-72,281.85
02/02/2022		DFT0002481	ADP	Accounts Payable	Outstanding	Bank Draft	-98,400.45
02/02/2022		DFT0002482	CalPERS	Accounts Payable	Outstanding	Bank Draft	-46,321.76
02/02/2022		DFT0002483	CalPERS	Accounts Payable	Outstanding	Bank Draft	-5,519.92
02/02/2022		DFT0002484	CalPERS	Accounts Payable	Outstanding	Bank Draft	-7,075.81
02/02/2022		DFT0002485	CalPERS	Accounts Payable	Outstanding	Bank Draft	-12,789.52
02/02/2022		DFT0002486	CalPERS	Accounts Payable	Outstanding	Bank Draft	-4,094.67
02/02/2022		DFT0002487	Guardian	Accounts Payable	Outstanding	Bank Draft	-3,955.78
02/02/2022		DFT0002488	VSP	Accounts Payable	Outstanding	Bank Draft	-737.85
02/02/2022		DFT0002489	Shred-it USA LLC	Accounts Payable	Outstanding	Bank Draft	-8.00
02/02/2022		DFT0002490	Shred-it USA LLC	Accounts Payable	Outstanding	Bank Draft	-360.00
02/02/2022		DFT0002491	The Toll Roads	Accounts Payable	Outstanding	Bank Draft	-140.00
02/02/2022		DFT0002492	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-40.00
02/02/2022		DFT0002493	Pace Payment Systems, Inc.	Accounts Payable	Outstanding	Bank Draft	-5,508.71
02/03/2022		DFT0002494	Cintas	Accounts Payable	Outstanding	Bank Draft	-147.24
02/03/2022		DFT0002495	Cintas	Accounts Payable	Outstanding	Bank Draft	-199.18
02/04/2022		DFT0002496	Cintas	Accounts Payable	Outstanding	Bank Draft	-228.00
02/04/2022		DFT0002497	Sparkletts	Accounts Payable	Outstanding	Bank Draft	-81.90
02/04/2022		DFT0002498	Pace Payment Systems, Inc.	Accounts Payable	Outstanding	Bank Draft	-203.00
02/04/2022		DFT0002499	Santa Margarita Water District	Accounts Payable	Outstanding	Bank Draft	-276.82
02/04/2022		DFT0002500	Stanley Security Solutions	Accounts Payable	Outstanding	Bank Draft	-2,713.80
02/07/2022		DFT0002501	Cox Communications	Accounts Payable	Outstanding	Bank Draft	-2,427.41
02/08/2022		DFT0002502	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-22.43
02/10/2022		DFT0002503	Home Depot	Accounts Payable	Outstanding	Bank Draft	-1,418.33
02/10/2022		DFT0002504	Lowe's	Accounts Payable	Outstanding	Bank Draft	-352.44
02/10/2022		DFT0002505	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-20.00
02/10/2022		DFT0002506	ADP	Accounts Payable	Outstanding	Bank Draft	-1,802.45
02/10/2022		DFT0002507	Cox Communications	Accounts Payable	Outstanding	Bank Draft	-6,854.18
02/14/2022		DFT0002508	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-55.00
02/14/2022		DFT0002509	TAB AnswerNetwork	Accounts Payable	Outstanding	Bank Draft	-175.36
02/15/2022		DFT0002511	Cox Communications	Accounts Payable	Outstanding	Bank Draft	-82.64
02/15/2022		DFT0002512	Xerox Corporation	Accounts Payable	Outstanding	Bank Draft	-371.78
02/15/2022		DFT0002513	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-15.00
02/16/2022		DFT0002510	Local Agency Investment Fund	Accounts Payable	Outstanding	Bank Draft	-10,000,000.00

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
02/16/2022		DFT0002514	Umpqua Bank	Accounts Payable	Outstanding	Bank Draft	-13,668.71
02/17/2022		DFT0002516	ADP	Accounts Payable	Outstanding	Bank Draft	-93,799.52
02/17/2022		DFT0002520	Wex Fleet Universal	Accounts Payable	Outstanding	Bank Draft	-4,413.46
02/17/2022		DFT0002521	Sparkletts	Accounts Payable	Outstanding	Bank Draft	-115.90
02/17/2022		DFT0002522	The Toll Roads	Accounts Payable	Outstanding	Bank Draft	-140.00
02/17/2022		DFT0002523	Cox Communications	Accounts Payable	Outstanding	Bank Draft	-689.96
02/18/2022		DFT0002517	CalPERS	Accounts Payable	Outstanding	Bank Draft	-7,075.81
02/18/2022		DFT0002518	CalPERS	Accounts Payable	Outstanding	Bank Draft	-12,789.52
02/18/2022		DFT0002519	CalPERS	Accounts Payable	Outstanding	Bank Draft	-3,984.73
02/22/2022		DFT0002524	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-24.33
02/23/2022		DFT0002525	Southern California Edison	Accounts Payable	Outstanding	Bank Draft	-58,936.49
02/23/2022		DFT0002526	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-75.00
02/23/2022		DFT0002527	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-1,395.00
02/24/2022		DFT0002528	Eide Bailly	Accounts Payable	Outstanding	Bank Draft	-5,376.25
02/25/2022		DFT0002529	ADP	Accounts Payable	Outstanding	Bank Draft	-108.00
02/25/2022		DFT0002530	AT&T Mobility	Accounts Payable	Outstanding	Bank Draft	-2,196.94
02/28/2022		DFT0002531	The Toll Roads	Accounts Payable	Outstanding	Bank Draft	-140.00
Bank Draft Total: (52)							-10,479,625.90

Check	Number	Description	Module	Status	Type	Amount
02/10/2022	10682	American Water Works Association	Accounts Payable	Outstanding	Check	-473.00
02/10/2022	10683	AT&T	Accounts Payable	Outstanding	Check	-812.01
02/10/2022	10684	Chemtrade Chemicals US LLC	Accounts Payable	Outstanding	Check	-4,206.75
02/10/2022	10685	Chris Holbrook	Accounts Payable	Outstanding	Check	-65.00
02/10/2022	10686	County of Orange	Accounts Payable	Outstanding	Check	-125.00
02/10/2022	10687	Harbor Pointe Air Conditioning & Control Systems, Inc.	Accounts Payable	Outstanding	Check	-1,354.22
02/10/2022	10688	HighRoad Information Technology, LLC.	Accounts Payable	Outstanding	Check	-13,905.26
02/10/2022	10689	InfoSend, Inc.	Accounts Payable	Outstanding	Check	-3,069.30
02/10/2022	10690	Interstate Batteries of California	Accounts Payable	Outstanding	Check	-436.28
02/10/2022	10691	Irvine Pipe Supply	Accounts Payable	Outstanding	Check	-476.82
02/10/2022	10692	Linde Gas & Equipment, Inc.	Accounts Payable	Outstanding	Check	-99.84
02/10/2022	10693	Material Specialties Corp.	Accounts Payable	Outstanding	Check	-1,750.00
02/10/2022	10694	Misco Water	Accounts Payable	Outstanding	Check	-2,537.62
02/10/2022	10695	Napa Auto Parts	Accounts Payable	Outstanding	Check	-157.32
02/10/2022	10696	OC Keys LLC	Accounts Payable	Outstanding	Check	-203.34
02/10/2022	10697	OC Waste & Recycling	Accounts Payable	Outstanding	Check	-1,343.64
02/10/2022	10698	Olin Chemicals	Accounts Payable	Outstanding	Check	-4,775.85
02/10/2022	10699	Orange County Pumping, Inc.	Accounts Payable	Outstanding	Check	-4,615.00
02/10/2022	10700	Orkin Commercial Services	Accounts Payable	Outstanding	Check	-896.00
02/10/2022	10701	Orvac Electronics	Accounts Payable	Outstanding	Check	-204.58
02/10/2022	10702	Oscar Ulloa	Accounts Payable	Outstanding	Check	-384.00
02/10/2022	10703	Quinn Company	Accounts Payable	Outstanding	Check	-165.59
02/10/2022	10704	Sierra Analytical	Accounts Payable	Outstanding	Check	-6,048.50

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
02/10/2022		10705	Void Check	Accounts Payable	Voided	Check	0.00
02/10/2022		10706	Southern California Newsgroup	Accounts Payable	Outstanding	Check	-3,800.00
02/10/2022		10707	SWRCB Accounting Office	Accounts Payable	Outstanding	Check	-140.00
02/10/2022		10708	USA BlueBook	Accounts Payable	Outstanding	Check	-171.46
02/10/2022		10709	Weck Laboratories, Inc.	Accounts Payable	Outstanding	Check	-459.04
02/10/2022		10710	Internal Revenue Service	Accounts Payable	Outstanding	Check	-10,813.00
02/16/2022		10711	State Water Resources Control Board	Accounts Payable	Outstanding	Check	-190.00
02/17/2022		10712	AHW Products	Accounts Payable	Outstanding	Check	-7,003.21
02/17/2022		10713	ATS Communications	Accounts Payable	Outstanding	Check	-4,847.50
02/17/2022		10714	Champion Paving, Inc.	Accounts Payable	Outstanding	Check	-11,467.00
02/17/2022		10715	CS-amsc	Accounts Payable	Outstanding	Check	-4,252.85
02/17/2022		10716	FedEx	Accounts Payable	Outstanding	Check	-122.50
02/17/2022		10717	Fieldman, Rolapp & Assoc.	Accounts Payable	Outstanding	Check	-715.00
02/17/2022		10718	Fuller Truck Accessories	Accounts Payable	Outstanding	Check	-1,379.20
02/17/2022		10719	Grainger	Accounts Payable	Outstanding	Check	-188.87
02/17/2022		10720	Hadronex, Inc.	Accounts Payable	Outstanding	Check	-5,321.47
02/17/2022		10721	Hanson Bridgett LLP	Accounts Payable	Outstanding	Check	-13,916.56
02/17/2022		10722	Hazen and Sawyer	Accounts Payable	Outstanding	Check	-6,466.25
02/17/2022		10723	HighRoad Information Technology, LLC.	Accounts Payable	Outstanding	Check	-5,791.00
02/17/2022		10724	JIG Consultants	Accounts Payable	Outstanding	Check	-21,837.71
02/17/2022		10725	Mertz Enterprises, Inc.	Accounts Payable	Outstanding	Check	-7,722.00
02/17/2022		10726	Olin Chemicals	Accounts Payable	Outstanding	Check	-1,605.96
02/17/2022		10727	Orange County Pumping, Inc.	Accounts Payable	Outstanding	Check	-2,130.00
02/17/2022		10728	Orkin Commercial Services	Accounts Payable	Outstanding	Check	-915.00
02/17/2022		10729	S & J Supply Company	Accounts Payable	Outstanding	Check	-15,517.48
02/17/2022		10730	Shelton Fire Protection Co., Inc.	Accounts Payable	Outstanding	Check	-15,040.00
02/17/2022		10731	Sierra Analytical	Accounts Payable	Outstanding	Check	-2,406.00
02/17/2022		10732	Soto Resources	Accounts Payable	Outstanding	Check	-82.50
02/17/2022		10733	Southern Counties Lubricants. LLC	Accounts Payable	Outstanding	Check	-202.43
02/17/2022		10734	SWRCB Accounting Office	Accounts Payable	Outstanding	Check	-2,132.19
02/17/2022		10735	Touch Tel Mobile	Accounts Payable	Outstanding	Check	-625.00
02/17/2022		10736	TrucParCo	Accounts Payable	Outstanding	Check	-232.42
02/17/2022		10737	Underground Service Alert/SC	Accounts Payable	Outstanding	Check	-102.40
02/17/2022		10738	United Pumping Service, Inc.	Accounts Payable	Outstanding	Check	-17,136.50
02/17/2022		10739	USA BlueBook	Accounts Payable	Outstanding	Check	-711.69
02/17/2022		10740	Vituity - Urgent Care Services	Accounts Payable	Outstanding	Check	-346.00
02/17/2022		10741	Weck Laboratories, Inc.	Accounts Payable	Outstanding	Check	-237.44
02/17/2022		10742	Xylem	Accounts Payable	Outstanding	Check	-22,122.50
Check Total: (61)							-236,255.05
EFT							
02/10/2022		111	ACWA/JPIA - Benefits (WC & Life)	Accounts Payable	Outstanding	EFT	-11,903.92
02/10/2022		112	ALS - Truesdail Laboratories	Accounts Payable	Outstanding	EFT	-2,976.00

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
02/10/2022		113	MWDOC	Accounts Payable	Outstanding	EFT	-125,744.19
02/17/2022		114	ACWA/JPIA - Benefits (WC & Life)	Accounts Payable	Outstanding	EFT	-396.60
02/17/2022		115	ALS - Truesdail Laboratories	Accounts Payable	Outstanding	EFT	-1,728.00
02/17/2022		116	Eide Bailly	Accounts Payable	Outstanding	EFT	-5,322.55
EFT Total: (6)							-148,071.26
Accounts Payable Total: (119)							-10,863,952.21

General Ledger

Deposit

02/01/2022		DEP0016222	Receipts - Synoptek - Refund	General Ledger	Outstanding	Deposit	3,472.75
02/01/2022		DEP0016223	Receipts - OC Fire Authority - Sewer Services	General Ledger	Outstanding	Deposit	150.00
02/03/2022		DEP0016251	Receipts - T-Mobile - Cell site rent	General Ledger	Outstanding	Deposit	2,131.72
02/03/2022		DEP0016252	Receipts - Accessory 1 LLC - Cellphone buyback	General Ledger	Outstanding	Deposit	650.00
02/03/2022		DEP0016253	Receipts - Stroud - Refund TCWD	General Ledger	Outstanding	Deposit	13.00
02/03/2022		DEP0016254	Receipts - La Fiesta - Refund gratuity for Christmas Party	General Ledger	Outstanding	Deposit	17.60
02/10/2022		DEP0016315	Receipts - County of Orange - Property Taxes	General Ledger	Outstanding	Deposit	4,063.66
02/14/2022		DEP0016353	Receipts - T-Mobile - Cell site rent	General Ledger	Outstanding	Deposit	2,131.72
02/14/2022		DEP0016354	Receipts - County of Orange - Sewer Services	General Ledger	Outstanding	Deposit	4,270.00
02/14/2022		DEP0016355	Receipts - SMWD - DSWR	General Ledger	Outstanding	Deposit	686.56
02/15/2022		DEP0016356	Receipts - BOTW - Debt issuance	General Ledger	Outstanding	Deposit	10,000,000.00
Deposit Total: (11)							10,017,587.01
General Ledger Total: (11)							10,017,587.01

Utility Billing

Check

02/08/2022		10681	CARLOS GARCIA	Utility Billing	Outstanding	Check	-1,858.02
Check Total: (1)							-1,858.02

Deposit

02/01/2022		DEP0016200	Utility Payment Packet UBPKT07055	Utility Billing	Outstanding	Deposit	2,122.05
02/01/2022		DEP0016203	Utility Payment Packet UBPKT07053	Utility Billing	Outstanding	Deposit	5,792.20
02/01/2022		DEP0016206	Utility Payment Packet UBPKT07057	Utility Billing	Outstanding	Deposit	4,177.81
02/01/2022		DEP0016209	Utility Payment Packet UBPKT07058	Utility Billing	Outstanding	Deposit	7,198.44
02/01/2022		DEP0016212	Utility Payment Packet UBPKT07059	Utility Billing	Outstanding	Deposit	2,939.06
02/01/2022		DEP0016215	Utility Payment Packet UBPKT07068	Utility Billing	Outstanding	Deposit	3,750.84
02/02/2022		DEP0016218	Utility Payment Packet UBPKT07070	Utility Billing	Outstanding	Deposit	4,547.46
02/02/2022		DEP0016221	Utility Payment Packet UBPKT07069	Utility Billing	Outstanding	Deposit	2,203.56
02/02/2022		DEP0016226	Utility Payment Packet UBPKT07073	Utility Billing	Outstanding	Deposit	10,589.35
02/03/2022		DEP0016229	Utility Payment Packet UBPKT07075	Utility Billing	Outstanding	Deposit	2,467.63
02/03/2022		DEP0016232	Utility Payment Packet UBPKT07074	Utility Billing	Outstanding	Deposit	1,472.38
02/03/2022		DEP0016236	Utility Payment Packet UBPKT07076	Utility Billing	Outstanding	Deposit	3,525.44
02/03/2022		DEP0016238	Utility Payment Packet UBPKT07077	Utility Billing	Outstanding	Deposit	4,003.77
02/03/2022		DEP0016241	Utility Payment Packet UBPKT07078	Utility Billing	Outstanding	Deposit	3,177.66
02/03/2022		DEP0016244	Utility Payment Packet UBPKT07079	Utility Billing	Outstanding	Deposit	2,654.81

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
02/04/2022		DEP0016247	Utility Payment Packet UBPKT07081	Utility Billing	Outstanding	Deposit	4,131.68
02/04/2022		DEP0016250	Utility Payment Packet UBPKT07080	Utility Billing	Outstanding	Deposit	2,014.19
02/06/2022		DEP0016257	Utility Payment Packet UBPKT07082	Utility Billing	Outstanding	Deposit	4,810.16
02/07/2022		DEP0016260	Utility Payment Packet UBPKT07084	Utility Billing	Outstanding	Deposit	2,456.90
02/07/2022		DEP0016263	Utility Payment Packet UBPKT07083	Utility Billing	Outstanding	Deposit	1,789.76
02/07/2022		DEP0016272	Utility Payment Packet UBPKT07090	Utility Billing	Outstanding	Deposit	2,359.67
02/08/2022		DEP0016275	Utility Payment Packet UBPKT07092	Utility Billing	Outstanding	Deposit	3,757.68
02/08/2022		DEP0016278	Utility Payment Packet UBPKT07089	Utility Billing	Outstanding	Deposit	2,286.36
02/08/2022		DEP0016281	Utility Payment Packet UBPKT07091	Utility Billing	Outstanding	Deposit	3,012.81
02/08/2022		DEP0016284	Utility Payment Packet UBPKT07093	Utility Billing	Outstanding	Deposit	3,472.74
02/08/2022		DEP0016287	Utility Payment Packet UBPKT07094	Utility Billing	Outstanding	Deposit	5,963.56
02/08/2022		DEP0016290	Utility Payment Packet UBPKT07095	Utility Billing	Outstanding	Deposit	11,426.77
02/09/2022		DEP0016293	Utility Payment Packet UBPKT07096	Utility Billing	Outstanding	Deposit	2,945.32
02/09/2022		DEP0016296	Utility Payment Packet UBPKT07097	Utility Billing	Outstanding	Deposit	1,034.80
02/09/2022		DEP0016301	Utility Payment Packet UBPKT07099	Utility Billing	Outstanding	Deposit	3,429.03
02/09/2022		DEP0016304	Utility Payment Packet UBPKT07100	Utility Billing	Outstanding	Deposit	4,043.26
02/10/2022		DEP0016307	Utility Payment Packet UBPKT07102	Utility Billing	Outstanding	Deposit	2,982.92
02/10/2022		DEP0016310	Utility Payment Packet UBPKT07101	Utility Billing	Outstanding	Deposit	2,285.09
02/10/2022		DEP0016313	Utility Payment Packet UBPKT07103	Utility Billing	Outstanding	Deposit	7,812.57
02/11/2022		DEP0016319	Utility Payment Packet UBPKT07108	Utility Billing	Outstanding	Deposit	2,544.42
02/11/2022		DEP0016321	Utility Payment Packet UBPKT07106	Utility Billing	Outstanding	Deposit	5,778.52
02/13/2022		DEP0016323	Utility Payment Packet UBPKT07105	Utility Billing	Outstanding	Deposit	6,524.52
02/14/2022		DEP0016326	Utility Payment Packet UBPKT07109	Utility Billing	Outstanding	Deposit	8,071.91
02/14/2022		DEP0016328	ACH Draft Packet UBPKT07010	Utility Billing	Outstanding	Deposit	67,360.22
02/14/2022		DEP0016331	Utility Payment Packet UBPKT07110	Utility Billing	Outstanding	Deposit	6,208.72
02/14/2022		DEP0016334	Utility Payment Packet UBPKT07104	Utility Billing	Outstanding	Deposit	8,766.26
02/14/2022		DEP0016337	Utility Payment Packet UBPKT07111	Utility Billing	Outstanding	Deposit	10,708.10
02/14/2022		DEP0016340	Utility Payment Packet UBPKT07112	Utility Billing	Outstanding	Deposit	149,140.22
02/15/2022		DEP0016344	Utility Payment Packet UBPKT07114	Utility Billing	Outstanding	Deposit	1,223.20
02/15/2022		DEP0016347	Utility Payment Packet UBPKT07115	Utility Billing	Outstanding	Deposit	824.58
02/15/2022		DEP0016349	Utility Payment Packet UBPKT07113	Utility Billing	Outstanding	Deposit	3,987.45
02/15/2022		DEP0016352	Utility Reverse Payment Packet UBPKT07116	Utility Billing	Outstanding	Deposit	-81.77
02/15/2022		DEP0016363	Utility Payment Packet UBPKT07123	Utility Billing	Outstanding	Deposit	3,751.15
02/16/2022		DEP0016361	Utility Payment Packet UBPKT07125	Utility Billing	Outstanding	Deposit	179.22
02/16/2022		DEP0016366	Utility Reverse Payment Packet UBPKT07126	Utility Billing	Outstanding	Deposit	-95.63
02/16/2022		DEP0016368	Utility Payment Packet UBPKT07124	Utility Billing	Outstanding	Deposit	1,153.11
02/16/2022		DEP0016377	Utility Reverse Payment Packet UBPKT07131	Utility Billing	Outstanding	Deposit	-297.13
02/16/2022		DEP0016381	Utility Payment Packet UBPKT07134	Utility Billing	Outstanding	Deposit	2,094.10
02/17/2022		DEP0016383	Utility Payment Packet UBPKT07135	Utility Billing	Outstanding	Deposit	795.68
02/17/2022		DEP0016386	Utility Payment Packet UBPKT07136	Utility Billing	Outstanding	Deposit	867.19
02/17/2022		DEP0016389	Utility Reverse Payment Packet UBPKT07137	Utility Billing	Outstanding	Deposit	-243.94
02/17/2022		DEP0016392	Utility Payment Packet UBPKT07141	Utility Billing	Outstanding	Deposit	2,864.16
02/17/2022		DEP0016395	Utility Payment Packet UBPKT07145	Utility Billing	Outstanding	Deposit	11,936.27

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
02/18/2022		DEP0016398	Utility Payment Packet UBPKT07146	Utility Billing	Outstanding	Deposit	644.39
02/18/2022		DEP0016401	Utility Payment Packet UBPKT07147	Utility Billing	Outstanding	Deposit	1,252.19
02/20/2022		DEP0016405	Utility Payment Packet UBPKT07151	Utility Billing	Outstanding	Deposit	8,351.51
02/22/2022		DEP0016407	Deposit Input Packet UBPKT07152	Utility Billing	Outstanding	Deposit	2,000.00
02/22/2022		DEP0016411	Utility Payment Packet UBPKT07154	Utility Billing	Outstanding	Deposit	679.89
02/22/2022		DEP0016413	Utility Payment Packet UBPKT07153	Utility Billing	Outstanding	Deposit	798.34
02/22/2022		DEP0016416	Utility Payment Packet UBPKT07163	Utility Billing	Outstanding	Deposit	7,308.11
02/23/2022		DEP0016419	Utility Payment Packet UBPKT07164	Utility Billing	Outstanding	Deposit	1,583.42
02/23/2022		DEP0016422	Utility Payment Packet UBPKT07165	Utility Billing	Outstanding	Deposit	8,810.94
02/23/2022		DEP0016425	Utility Payment Packet UBPKT07161	Utility Billing	Outstanding	Deposit	3,902.65
02/23/2022		DEP0016428	Utility Payment Packet UBPKT07162	Utility Billing	Outstanding	Deposit	3,194.63
02/23/2022		DEP0016431	Utility Payment Packet UBPKT07169	Utility Billing	Outstanding	Deposit	1,964.39
02/23/2022		DEP0016434	Utility Payment Packet UBPKT07170	Utility Billing	Outstanding	Deposit	2,141.42
02/24/2022		DEP0016437	Utility Payment Packet UBPKT07171	Utility Billing	Outstanding	Deposit	7,806.96
02/24/2022		DEP0016440	Utility Payment Packet UBPKT07172	Utility Billing	Outstanding	Deposit	2,129.20
02/24/2022		DEP0016443	Utility Payment Packet UBPKT07173	Utility Billing	Outstanding	Deposit	4,470.71
02/24/2022		DEP0016446	Utility Payment Packet UBPKT07174	Utility Billing	Outstanding	Deposit	3,645.75
02/24/2022		DEP0016449	Utility Payment Packet UBPKT07175	Utility Billing	Outstanding	Deposit	15,482.04
02/25/2022		DEP0016459	Utility Payment Packet UBPKT07176	Utility Billing	Outstanding	Deposit	8,320.24
02/25/2022		DEP0016463	Utility Payment Packet UBPKT07178	Utility Billing	Outstanding	Deposit	1,444.26
02/27/2022		DEP0016461	Utility Payment Packet UBPKT07177	Utility Billing	Outstanding	Deposit	5,094.16
02/28/2022		DEP0016457	Utility Payment Packet UBPKT07181	Utility Billing	Outstanding	Deposit	2,112.97
02/28/2022		DEP0016465	Utility Payment Packet UBPKT07179	Utility Billing	Outstanding	Deposit	2,529.43
02/28/2022		DEP0016467	Utility Payment Packet UBPKT07180	Utility Billing	Outstanding	Deposit	3,081.55
Deposit Total: (82)							525,447.41
Utility Billing Total: (83)							523,589.39
Report Total: (213)							-322,775.81

Summary

Bank Account	Count	Amount
030866939 Bank of the West Checking	213	-322,775.81
Report Total:	213	-322,775.81

Cash Account	Count	Amount
No Cash Account	1	0.00
99 99-000-1004 Bank of the West Checking (Pooled Cash)	212	-322,775.81
Report Total:	213	-322,775.81

Transaction Type	Count	Amount
Bank Draft	52	-10,479,625.90
Check	62	-238,113.07
Deposit	93	10,543,034.42
EFT	6	-148,071.26
Report Total:	213	-322,775.81



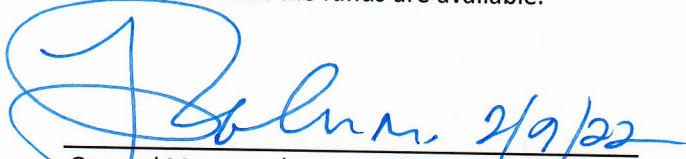
Trabuco Canyon Water District
General Fund Warrant Register
2/9/2022

Summary of Disbursements

Computer Checks	284,470.16
UB Refund Checks	1,858.02
Bank Drafts	436,542.10
Bank EFTs	15,189.06
Voided Checks	(32.21)
Total Disbursements	738,027.13

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

 2-9-22

By: Date:

 2/9/22

By: Date:



Trabuco Canyon Water District, CA

Check Report

By Check Number

Date Range: 01/12/2022 - 02/08/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
TRUE0001	ALS - Truesdail Laboratories	01/20/2022	EFT	0.00	2,448.00	107
EIDE0001	Eide Bailly	01/20/2022	EFT	0.00	6,210.00	108
UNIT0001	United Water Works, Inc.	01/20/2022	EFT	0.00	379.31	109
EIDE0001	Eide Bailly	01/28/2022	EFT	0.00	6,151.75	110
AT&T0001	AT&T	01/19/2022	Regular	0.00	825.04	10630
MONS0001	Brent Monson	01/19/2022	Regular	0.00	90.00	10631
BRIG0001	Bright View Landscape Services, Inc.	01/19/2022	Regular	0.00	5,926.92	10632
COMO0001	Comoso	01/19/2022	Regular	0.00	101.20	10633
CONS0003	Consolidated Water Technologies, Inc.	01/19/2022	Regular	0.00	10,079.88	10634
CWEA00001	CWEA Membership	01/19/2022	Regular	0.00	192.00	10635
DMCE0001	DMc Engineering	01/19/2022	Regular	0.00	19,885.00	10636
DUNN0001	Dunn-Edwards Corporation	01/19/2022	Regular	0.00	102.56	10637
EAGL0001	Eagle Communications	01/19/2022	Regular	0.00	882.10	10638
EDUC0002	Education Products & Services	01/19/2022	Regular	0.00	4,313.68	10639
FEDE0001	FedEx	01/19/2022	Regular	0.00	49.10	10640
FIEL0001	Fieldman, Rolapp & Assoc.	01/19/2022	Regular	0.00	9,513.74	10641
GMUG0001	GMU Geotechnical, Inc.	01/19/2022	Regular	0.00	2,968.25	10642
GRAI0001	Grainger	01/19/2022	Regular	0.00	1,185.07	10643
HANS0001	Hanson Bridgett LLP	01/19/2022	Regular	0.00	10,826.44	10644
HIGH0001	HighRoad Information Technology, LLC.	01/19/2022	Regular	0.00	4,955.00	10645
HOME0001	Home Depot	01/19/2022	Regular	0.00	32.21	10646
HOME0001	Home Depot	01/19/2022	Regular	0.00	-32.21	10646
INDU0002	Industrial Metal Supply Company	01/19/2022	Regular	0.00	95.77	10647
INFO0001	InfoSend, Inc.	01/19/2022	Regular	0.00	2,569.46	10648
INLA0004	Inland Flooring	01/19/2022	Regular	0.00	4,363.35	10649
IRVI0002	Irvine Pipe Supply	01/19/2022	Regular	0.00	1,625.65	10650
IRVI0001	Irvine Ranch Water District	01/19/2022	Regular	0.00	21,003.45	10651
KESS0001	Kessler, Gary	01/19/2022	Regular	0.00	25.85	10652
MATE0002	Material Specialties Corp.	01/19/2022	Regular	0.00	1,204.62	10653
MCFA0001	McFadden-Dale Industrial Hardware	01/19/2022	Regular	0.00	285.86	10654
NAPA0001	Napa Auto Parts	01/19/2022	Regular	0.00	93.92	10655
NBS0001	NBS	01/19/2022	Regular	0.00	885.72	10656
OCWA0001	OC Waste & Recycling	01/19/2022	Regular	0.00	1,725.85	10657
OLIN0001	Olin Chemicals	01/19/2022	Regular	0.00	4,415.64	10658
ORAN0004	Orange County Pumping, Inc.	01/19/2022	Regular	0.00	5,325.00	10659
PRAX0001	Praxair Distribution Inc	01/19/2022	Regular	0.00	99.84	10660
S&JS0001	S & J Supply Company	01/19/2022	Regular	0.00	353.74	10661
SANT0002	Santa Margarita Ford	01/19/2022	Regular	0.00	98.34	10662
SANT0003	Santa Margarita Water District	01/19/2022	Regular	0.00	75,806.07	10663
SCFU0001	SC Fuels	01/19/2022	Regular	0.00	202.43	10664
SIER0002	Sierra Analytical	01/19/2022	Regular	0.00	2,836.00	10665
SOCW0001	SOCWA	01/19/2022	Regular	0.00	29,146.20	10666
SOTO0002	Soto Resources	01/19/2022	Regular	0.00	3,836.25	10667
SWRC0001	SWRCB Accounting Office	01/19/2022	Regular	0.00	3,326.00	10668
TOUC0001	Touch Tel Mobile	01/19/2022	Regular	0.00	625.00	10669
UNDE0001	Underground Service Alert/SC	01/19/2022	Regular	0.00	82.54	10670
URBA0002	Urban Water Institute, Inc.	01/19/2022	Regular	0.00	1,500.00	10671
VITU0001	Vituity - Urgent Care Services	01/19/2022	Regular	0.00	354.00	10672
WECK0001	Weck Laboratories, Inc.	01/19/2022	Regular	0.00	775.60	10673
WIEN0001	Wienhoff Drug Testing	01/19/2022	Regular	0.00	320.00	10674
XYLE0001	Xylem	01/19/2022	Regular	0.00	44,184.66	10675
ZERO0001	Zerorez SoCal	01/19/2022	Regular	0.00	299.00	10676
AT&T0001	AT&T	01/27/2022	Regular	0.00	47.60	10677
COUN0001	County of Orange	01/27/2022	Regular	0.00	3,374.81	10678

Check Report

Date Range: 01/12/2022 - 02/08/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
SANT0003	Santa Margarita Water District	01/27/2022	Regular	0.00	660.00	10679
Stad0001	Stadia Realty, Inc	01/27/2022	Regular	0.00	993.75	10680
XERO0001	Xerox Corporation	01/12/2022	Bank Draft	0.00	277.71	DFT0002456
PACE0001	Pace Payment Systems, Inc.	01/14/2022	Bank Draft	0.00	201.50	DFT0002457
COXC0001	Cox Communications	01/18/2022	Bank Draft	0.00	133.88	DFT0002458
ADP0001	ADP	01/19/2022	Bank Draft	0.00	123,628.81	DFT0002459
AT&T0003	AT&T Mobility	01/23/2022	Bank Draft	0.00	2,196.50	DFT0002460
CALP0001	CalPERS	01/20/2022	Bank Draft	0.00	6,849.92	DFT0002461
CALP0001	CalPERS	01/20/2022	Bank Draft	0.00	13,048.79	DFT0002462
CALP0001	CalPERS	01/20/2022	Bank Draft	0.00	4,142.12	DFT0002463
COXC0001	Cox Communications	01/19/2022	Bank Draft	0.00	689.96	DFT0002464
TOLL0001	The Toll Roads	01/18/2022	Bank Draft	0.00	140.00	DFT0002465
WEXF0001	Wex Fleet Universal	01/19/2022	Bank Draft	0.00	5,248.02	DFT0002466
TABA0001	TAB AnswerNetwork	01/18/2022	Bank Draft	0.00	203.87	DFT0002467
HOME0001	Home Depot	01/19/2022	Bank Draft	0.00	2,500.14	DFT0002468
LOWE0001	Lowe's	01/19/2022	Bank Draft	0.00	1,427.40	DFT0002469
UMPQ0001	Umpqua Bank	01/21/2022	Bank Draft	0.00	10,672.43	DFT0002470
WAGE0001	Wage Works, Inc.	01/24/2022	Bank Draft	0.00	25.00	DFT0002471
TOLL0001	The Toll Roads	01/24/2022	Bank Draft	0.00	140.00	DFT0002472
SOUT0001	South Coast AQMD	01/24/2022	Bank Draft	0.00	582.74	DFT0002473
WAGE0001	Wage Works, Inc.	01/25/2022	Bank Draft	0.00	75.00	DFT0002474
ADP0001	ADP	01/24/2022	Bank Draft	0.00	535.49	DFT0002475
TABA0001	TAB AnswerNetwork	01/26/2022	Bank Draft	0.00	161.72	DFT0002477
ADP0001	ADP	01/28/2022	Bank Draft	0.00	112.00	DFT0002478
SOUT0002	Southern California Edison	02/02/2022	Bank Draft	0.00	72,281.85	DFT0002479
EPX0001	EPX	02/01/2022	Bank Draft	0.00	15.00	DFT0002480
ADP0001	ADP	02/02/2022	Bank Draft	0.00	98,400.45	DFT0002481
CALP0001	CalPERS	02/02/2022	Bank Draft	0.00	46,321.76	DFT0002482
CALP0001	CalPERS	02/02/2022	Bank Draft	0.00	5,519.92	DFT0002483
CALP0001	CalPERS	02/02/2022	Bank Draft	0.00	7,075.81	DFT0002484
CALP0001	CalPERS	02/02/2022	Bank Draft	0.00	12,789.52	DFT0002485
CALP0001	CalPERS	02/02/2022	Bank Draft	0.00	4,094.67	DFT0002486
GUAR0001	Guardian	02/02/2022	Bank Draft	0.00	3,955.78	DFT0002487
VSP0001	VSP	02/02/2022	Bank Draft	0.00	737.85	DFT0002488
SHRE0001	Shred-it USA LLC	02/02/2022	Bank Draft	0.00	8.00	DFT0002489
SHRE0001	Shred-it USA LLC	02/02/2022	Bank Draft	0.00	360.00	DFT0002490
TOLL0001	The Toll Roads	02/02/2022	Bank Draft	0.00	140.00	DFT0002491
WAGE0001	Wage Works, Inc.	02/02/2022	Bank Draft	0.00	40.00	DFT0002492
PACE0001	Pace Payment Systems, Inc.	02/02/2022	Bank Draft	0.00	5,508.71	DFT0002493
CINT0001	Cintas	02/03/2022	Bank Draft	0.00	147.24	DFT0002494
CINT0001	Cintas	02/03/2022	Bank Draft	0.00	199.18	DFT0002495
CINT0001	Cintas	02/04/2022	Bank Draft	0.00	228.00	DFT0002496
SPAR0001	Sparkletts	02/04/2022	Bank Draft	0.00	81.90	DFT0002497
PACE0001	Pace Payment Systems, Inc.	02/04/2022	Bank Draft	0.00	203.00	DFT0002498
SANT0003	Santa Margarita Water District	02/04/2022	Bank Draft	0.00	276.82	DFT0002499
STAN0001	Stanley Security Solutions	02/04/2022	Bank Draft	0.00	2,713.80	DFT0002500
COXC0001	Cox Communications	02/07/2022	Bank Draft	0.00	2,427.41	DFT0002501

Check Report

Date Range: 01/12/2022 - 02/08/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
WAGE0001	Wage Works, Inc.	02/08/2022	Bank Draft	0.00	22.43	DFT0002502

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	98	51	0.00	284,470.16
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-32.21
Bank Drafts	141	46	0.00	436,542.10
EFT's	8	4	0.00	15,189.06
	247	102	0.00	736,169.11

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	98	51	0.00	284,470.16
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-32.21
Bank Drafts	141	46	0.00	436,542.10
EFT's	8	4	0.00	15,189.06
	247	102	0.00	736,169.11

Fund Summary

Fund	Name	Period	Amount
99	Pooled Cash	1/2022	472,620.01
99	Pooled Cash	2/2022	263,549.10
			736,169.11



Refund Check Register

Refund Check Detail

UBPKT07009 - Refunds 02 UBPKT07002 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
800-0025-000	GARCIA, CARLOS	2/8/2022	10681	1,858.02			1858.02	Generated From Billing
Total Refunds: 1			Total Refunded Amount:	1,858.02				

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	1858.02
Revenue Total:	1858.02

General Ledger Distribution

Posting Date: 02/08/2022

	Account Number	Account Name	Posting Amount	IFT
Fund:	10 - Water Fund			
	10-000-1010	Claim on Cash	-1,858.02	Yes
	10-000-2501	Customer Credit	1,858.02	
		10 Total:	0.00	
Fund:	99 - Pooled Cash			
	99-000-1004	Bank of the West Checking (Pooled Cash)	-1,858.02	
	99-000-2120	Due to Other Fund	1,858.02	Yes
		99 Total:	0.00	
		Distribution Total:	0.00	



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

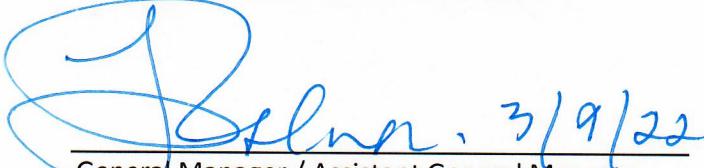
GENERAL FUND PAYROLL WARRANT REGISTER

For the Month of: February 2022

\$ 194,406.63

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

By  3-9-22

Date



By Date 3/9/22

Net Pay	Checks				.00
	Direct Deposits			60,300.50	
	Subtotal Net Pay				60,300.50
	Adjustments				.00
	Total Net Pay Liability (Net Cash)				60,300.50

Taxes		You are responsible for		Amount debited		
		Depositing these amounts		from your account		
Federal	Agency	Rate	EE withheld	ER contrib.	EE withheld	ER contrib.
	Federal Income Tax				12,623.82	
	Earned Income Credit Advances					
	Social Security				5,960.08	5,960.07
	Medicare				1,393.88	1,393.89
	Medicare Surtax					
	Federal Unemployment Tax					
	Subtotal Federal		19,977.78	7,353.96		27,331.74
	FMLA-PSL Payments Credit					
	FMLA-PSL ER FICA Credit					
	FMLA-PSL Health Care Premium Credit					
	Employee Retention Qualified Payments Cre					
	Employee Retention Qualified Health Care					
	Cobra Premium Assistance Payments					
	Total Federal		19,977.78	7,353.96		27,331.74
State	CA State Income Tax				5,089.41	
	CA State Unemployment Insurance-ER 3000					21.79
	CA State Disability Insurance-EE				1,056.08	
	Subtotal CA				6,145.49	21.79
	Total Taxes	.00	.00	26,123.27	7,375.75	33,499.02
	Amount ADP Debited From AccountXXXX6939		Tran/ABA XXXXXXXXX			33,499.02

Excludes Taxes That Are Your Responsibility

Other	ADP Direct Deposit				60,300.50	23 Employee Transactions
	Transfers Amount ADP Debited From AccountXXXX6939		Tran/ABA XXXXXXXXX			60,300.50
	Total Amount ADP Debited From Your Accounts					93,799.52



Statistical Summary Detail

TRABUCO CANYON WATER

Region Name : **GKN**
 Company Code : ADP RESOURCE

Batch : **5780**
 Quarter Number : **1**
 Service Center : **580**

Period Ending : **02/15/2022**
 Pay Date : **02/18/2022**
 Current Date : **02/16/2022**

Week 07
 Page 2

Net Pay	Checks				126.93
	Direct Deposits				65,194.76
	Subtotal Net Pay				65,321.69
	Adjustments				.00
	Total Net Pay Liability (Net Cash)				65,321.69

Taxes		You are responsible for		Amount debited		
		Depositing these amounts		from your account		
Federal	Agency	Rate	EE withheld	ER contrib.	EE withheld	ER contrib.
	Federal Income Tax				13,192.56	
	Earned Income Credit Advances					
	Social Security				6,364.70	6,364.70
	Medicare				1,488.53	1,488.52
	Medicare Surtax					
	Federal Unemployment Tax					
	Subtotal Federal		21,045.79		7,853.22	28,899.01
	FMLA-PSL Payments Credit					
	FMLA-PSL ER FICA Credit					
	FMLA-PSL Health Care Premium Credit					
	Employee Retention Qualified Payments Cre					
	Employee Retention Qualified Health Care					
	Cobra Premium Assistance Payments					
	Total Federal		21,045.79		7,853.22	28,899.01
State	CA State Income Tax				5,263.45	
	CA State Unemployment Insurance-ER 3000					35.11
	CA State Disability Insurance-EE				1,087.85	
	Subtotal CA				6,351.30	35.11
	Total Taxes	.00	.00	27,397.09	7,888.33	35,285.42
	Amount ADP Debited From AccountXXXX6939		Tran/ABA XXXXXXXXXX			35,285.42

Excludes Taxes That Are Your Responsibility

Other	ADP Direct Deposit				65,194.76	28 Employee Transactions
Transfers	ADP Check				126.93	
	Amount ADP Debited From AccountXXXX6939		Tran/ABA XXXXXXXXXX			65,321.69
	Total Amount ADP Debited From Your Accounts					100,607.11



Statistical Summary Detail

TRABUCO CANYON WATER

Region Name : **GKN**
 Company Code : ADP RESOURCE

Batch : **6821**
 Quarter Number : **1**
 Service Center : **580**

Period Ending : **02/28/2022**
 Pay Date : **03/04/2022**
 Current Date : **03/01/2022**

Week 09
 Page 2

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MARCH 17, 2022**

CONSENT CALENDAR

ITEM 3: ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP

RECOMMENDED ACTION:

Approve the following Engineering/Operational Committee Meeting Recap(s) and recommend that the Board receive and file same (Consent Calendar):

1. *February 2, 2022*

CONTACTS (staff responsible): PEREA/SANGI



TRABUCO CANYON WATER DISTRICT ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | FEBRUARY 2, 2022

DIRECTORS PRESENT

Stephen Dopudja, Committee Chair
Mike Safranski, Committee Member

STAFF PRESENT

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager
Lorrie Lausten, District Engineer
Karen Warner, Principal Accountant
Gary Kessler, Water Superintendent
Jason Stroud, Maintenance Superintendent
Oscar Ulloa, Wastewater Chief Plant Operator
Lisa Marie Sangi, Executive Assistant

PUBLIC PRESENT

None

PUBLIC PRESENT VIA CONFERENCE CALL

There were members of the public present on the call.

CALL MEETING TO ORDER

Director Dopudja called the February 2, 2022 Engineering/Operational Committee Meeting to order at 7:00 AM.

VISITOR PARTICIPATION

No comments were received.

ORAL COMMUNICATION

No comments were received.

COMMITTEE MEMBER COMMENTS

There were no comments.

REPORT FROM THE GENERAL MANAGER

Mr. Paludi reported on the following matters:

- The District received the new backup power mobile generator partially funded with State grant funds. Discussion occurred concerning regulatory use compliance and certain equipment specifications.
- District staff is scheduling a tour of District facilities for the Board of Directors and will coordinate with Directors on the event date and time.
- The District has reserved a table at the Municipal Water District Orange County (MWDOC) Water Policy Forum & Dinner on February 23, 2022.

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 | FEBRUARY 2, 2022**

RECOMMENDED ACTION

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

ITEM 2: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING AMENDMENT NO. 2 TO THE T-MOBILE CELLULAR SITE LEASE

Mr. Paludi presented this matter for Committee review, and he provided a brief overview of the substantive changes to the site lease agreement. Mr. Paludi expressed his appreciation for District staff efforts in completing this project, and he highlighted the efforts of ATS Communications in negotiating the amended terms. Mr. Paludi reviewed certain terms of amendment with the Committee, and he recommended this matter be approved by the Board of Directors.

RECOMMENDED ACTION:

The Committee recommended the Board of Directors approve the T-Mobile West LLC Amendment No. 2 to the Site Lease Agreement (Action Calendar).

ITEM 3: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING THE 2021 SYSTEMWIDE MASTERPLAN AND CONDITION ASSESSMENT

Ms. Lausten presented this matter for Committee consideration, and she provided a brief project update for the Committee. Ms. Lausten reported that District staff did not include the Robinson Ranch Wastewater Treatment Plant in the original project scope and budget, but she recommended including this facility in the condition assessment based on internal discussions with operations and maintenance staff. Ms. Lausten presented a proposed scope of work amendment for Committee consideration. There was a brief discussion related to the original scope of work and the proposed amendment.

RECOMMENDED ACTION:

The Committee recommended the Board of Directors approve Amendment No. 1 for the Wastewater Treatment Plant Condition Assessment to Hazen Sawyer in the amount of \$66,780 (Action Calendar).

ITEM 4: OTHER ENGINEERING AND OPERATIONS PROJECTS,

1. County of Orange Trabuco Creek Bridge Replacement

Ms. Lausten provided an update on this matter, and she reported on her attendance at quarterly project meetings with the County. Ms. Lausten mentioned that the County has incorporated certain comments provided by the District related to the project, and she provided a handout of the proposed bridge replacement project. Discussion occurred concerning the potential relocation of District pipelines adjacent to the bridge and general construction of the bridge.

2. Golf Club Lift Station Motor Control Center Upgrade

Ms. Lausten provided a brief project update, and she reported that District staff is coordinating for the mentioned that there will be rental equipment onsite for the bypass at the station for ten (10) days.

3. 2021-2022 SCADA Improvements

Ms. Lausten provided a brief project update, and she provided an overview of TESCO Controls SCADA Project phased schedule. Discussion occurred concerning communication system improvements and parallel system operations.

**TRABUCO CANYON WATER DISTRICT
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | FEBRUARY 2, 2022**

4. Other Projects

Mr. Paludi reported that District staff has been notified by a local developer with questions concerning the County of Orange Joplin Youth Camp property.

RECOMMENDED ACTION

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

ITEM 5: WATER SYSTEM UPDATES

Mr. Kessler reviewed the projects and repairs for January 2022, and he reported that Water Operations staff has completed the following tasks:

1. Replaced a hydrant bury on Columbine in the Dove Canyon community.
2. Repaired a hydrant bury on Latigo Canyon Road, Santiago Estates in the Canyon community.
3. Worked with Hazen and Sawyer Engineering on the District Assessment Project.
4. Conducted two (2) fire flow tests in Trabuco Oaks, Canyon community.
5. Worked with Ferreira Construction to repair a sixteen-inch (16) water main break on the El Toro Bike Trail.

Mr. Kessler reviewed the Monthly Water System Operations Summary with the Committee.

RECOMMENDED ACTION

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

ITEM 6: WASTEWATER SYSTEM UPDATES

Mr. Ulloa reviewed the projects and repairs for January 2022, and he reported that Wastewater Operations staff had completed the following tasks:

1. Assisted Santa Margarita Water District with the Vactor truck on a sewer by-pass job located in the Cota De Caza community.
2. Replaced the Filter Press belts, for solids handling and dewatering at the Robinson Ranch Wastewater Treatment Plant.
3. Replaced the jetter hose reel on the Vactor truck.
4. Cleaned trouble spots in the collections system with the following communities: Rancho Cielo, Dove Canyon and Robinson Ranch.
5. Cleaned the Barneburg lift station wet well.

Mr. Ulloa provided a review of the Monthly Non-Domestic Water (NDW) System Summary report for December 2021. Discussion occurred concerning increased pumping frequency at the Crystal Canyon Wastewater Treatment Facility.

RECOMMENDED ACTION

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

ITEM 7: MAINTENANCE DEPARTMENT UPDATES

Mr. Stroud reviewed the projects and repairs for January 2022, and he provided the additional highlights:

1. Finished up the new service truck for the Water Department.
2. Received the new mobile emergency generator.
3. Worked with Hazen and Sawyer Engineering on the District Site Assessment Project.
4. Attended the TESCO Controls meeting on next SCADA phase.

**TRABUCO CANYON WATER DISTRICT
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | FEBRUARY 2, 2022**

5. Assisted the Sanitation Department with the install of a new jetter hose for the Vactor truck.
6. Assisted the Sanitation Department on the install of the new Belt Press belt at the Robinson Ranch Wastewater Treatment Plant.

Discussion occurred concerning the new backup power mobile generator and regulatory use compliance and requirements.

RECOMMENDED ACTION

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

ITEM 8: OTHER MATTERS/REPORTS

Mr. Paludi reported that District staff met with Cartegraph for a project kick-off meeting to review the Computerized Maintenance Management System (CMMS) implementation schedule for the District's management of assets and systems. Mr. Paludi added that a demonstration of the system will be provided to the Committee after full implementation.

RECOMMENDED ACTION

There was no action taken.

ADJOURNMENT

Director Dopudja adjourned the February 2, 2022 Engineering/Operational Committee Meeting at 8:20 AM.

DRAFT

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MARCH 17, 2022**

ACTION CALENDAR

ADMINISTRATIVE MATTERS

**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 2021/2022 Budgeted Board Expenses: \$38,400

COMMITTEE STATUS:

This matter was reviewed with the Finance/Audit Committee.

RECOMMENDED ACTIONS:

Approve the tentative future meetings/attendance items and ratify the Directors' expenses and fees from the following period(s):

1. *February 2022*

EXHIBIT(S):

1. Directors Fees and Expenses Monthly Report for February 2022
2. Directors Future/Tentative Meeting/Attendance Schedule for Calendar Year 2022

CONTACTS (staff responsible): PEREA/SANGI


**TRABUCO CANYON WATER DISTRICT
DIRECTORS' FEES AND EXPENSES MONTHLY REPORT | FEBRUARY 2022**

MEETING DESCRIPTION	ACOSTA	CHADD	DOPUDJA	MANDICH	SAFRANSKI
DISTRICT MEETINGS					
Engineering/Operational Committee Meeting			02/02/22		02/02/22
Paloma Square Ad Hoc Committee			02/16/22		02/16/22
Executive Committee Meeting		02/07/22	02/07/22		
Special Regular Board Meeting	02/08/22	02/08/22	02/08/22	02/08/22	02/08/22
Finance/Audit Committee Meeting		02/09/22		02/09/22	
Individual Meeting with General Manager	02/15/22		02/15/22	02/14/22	02/14/22
Regular Board Meeting	02/17/22	02/17/22	02/17/22	02/17/22	02/17/22
REPRESENTATIVE MEETINGS					
City of Rancho Santa Margarita Council Meeting					02/09/22
City of Rancho Santa Margarita Council Meeting					
City of Rancho Santa Margarita City Planning Commission Meeting	02/02/22				
Independent Special Districts of Orange County - Luncheon Meeting					
Independent Special Districts of Orange County - Quarterly/Meeting					
Santiago Aqueduct Commission Meeting(SAC)					
South Orange County Agencies Group					
South Orange County Wastewater Authority (SOCWA) Regular Board Meeting			02/03/22		
South Orange County Wastewater Authority (SOCWA) Finance Meeting					
MO. South Orange County Integrated Regional Watershed Management Executive Committee				02/24/22	
QRTL South Orange County Integrated Regional Watershed Management Executive Committee					
Water Advisory Committee of Orange County Meeting (WACO)	02/04/22				
Urban Water Institute Conference Webinar	02/16/22				
MWDOC Policy Dinner	02/23/22		02/23/22	02/23/22	
NUMBER OF MEETINGS ATTENDED	7	4	8	6	6
FEES (\$125 per each meeting*)	\$875.00	\$500.00	\$1,000.00	\$750.00	\$750.00
DIRECT REIMBURSABLE EXPENSES					
DIRECT REIMBURSABLE EXPENSES TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INDIRECT REIMBURSABLE EXPENSES					
INDIRECT REIMBURSABLE EXPENSES TOTALS					
TOTAL	\$875.00	\$500.00	\$1,000.00	\$750.00	\$750.00
<i>* Maximum per diem per day is one; maximum per diems per month is 10</i>					

DIRECTOR SIGNATURE

TRABUCO CANYON WATER DISTRICT | 2022 PUBLIC MEETING AND CONFERENCE CALENDAR

2022													
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	01/05/22	02/02/22	03/02/22	04/06/22	05/04/22	06/01/22	07/06/22	08/03/22	09/07/22	10/05/22	11/02/22	12/07/22
3	Finance/Audit Committee Meeting	01/12/22	02/09/22	03/09/22	04/13/22	05/11/22	06/08/22	07/13/22	08/10/22	09/14/22	10/12/22	11/09/22	12/14/22
4	Regular Board Meeting	01/20/22	02/17/22	03/17/22	04/21/22	05/19/22	06/16/22	07/21/22	08/18/22	09/22/22	10/20/22	11/17/22	12/22/22
5	District Properties Ad Hoc Committee Meeting	-	-	-	-	-	-	-	-	-	-	-	-
PUBLIC MEETINGS													
6	City of RSM City Council Meeting - Meeting No. 1	01/12/22	02/09/22	03/09/22	04/13/22	05/11/22	06/08/22	07/13/22	08/10/22	09/14/22	10/12/22	11/09/22	12/14/22
7	City of RSM City Council Meeting - Meeting No. 2	01/26/22	02/23/22	03/23/22	04/27/22	05/25/22	06/22/22	07/27/22	08/24/22	09/28/22	10/26/22	11/23/22	12/28/22
8	Independent Special Districts of Orange County Meeting	01/04/22	02/01/22	03/01/22	04/05/22	05/03/22	06/07/22	07/05/22	08/02/22	09/06/22	10/04/22	11/01/22	12/06/22
9	Independent Special Districts of Orange County Meeting	01/27/22	-	-	04/28/22	-	-	07/28/22	-	-	10/27/22	-	-
10	Orange County Local Agency Formation Commission (OC LAFCO)	01/12/22	02/09/22	03/09/22	04/13/22	05/11/22	06/08/22	07/13/22	08/10/22	09/14/22	10/12/22	11/09/22	12/14/22
11	Santiago Aqueduct Commission Meeting	-	-	03/17/22	-	-	06/16/22	-	-	09/15/22	-	-	12/15/22
12	Quarterly South Orange County Integrated Regional Watershed Management Executive Committee	-	-	03/03/22	-	05/05/22	-	-	08/04/22	-	-	11/03/22	-
13	Monthly South Orange County Integrated Regional Watershed Management Executive Committee	01/27/22	02/24/22	03/24/22	04/28/22	05/26/22	06/23/22	07/28/22	08/25/22	09/22/22	10/27/22	11/24/22	12/22/22
14	South Orange County Water Agencies Group Meeting*	01/27/22	-	03/24/22	-	05/26/22	-	07/28/22	-	09/22/22	-	11/24/22	-
15	South Orange County Wastewater Authority Regular Board Meeting	01/06/22	02/03/22	03/03/22	04/07/22	05/05/22	06/02/22	07/07/22	08/04/22	09/01/22	10/06/22	11/03/22	12/01/22
16	Water Advisory Committee of Orange County	01/07/22	02/04/22	03/04/22	04/01/22	05/06/22	06/03/22	07/01/22	08/05/22	09/02/22	10/07/22	11/04/22	12/02/22
CONFERENCES													
17	ACWA Spring Conference - Sacramento, CA					5/3 - 5/6							
18	ACWA Fall Conference - Indian Wells, CA											11/29 - 12/2	
19	CSDA Annual Conference -Palm Springs, CA								8/22 - 8/25				
20	CSDA GM Leadership Summit - Coronado, CA						6/19 - 6/21						
21	CSDA SDLA Conference - Napa, CA									9/18 - 9/21			

LEGEND
 District Observed Holiday - Reschedule Meeting
**4th Tuesday of the Odd Numbered Month*

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MARCH 17, 2022**

**ACTION CALENDAR
FINANCIAL MATTERS**

**ITEM 5: DISCUSSION AND POSSIBLE ACTION CONCERNING MUNICIPAL WATER DISTRICT OF ORANGE COUNTY
FISCAL YEAR 2022-23 DRAFT BUDGET**

Municipal Water District of Orange County (MWDOC) is currently inviting public review and comment to its second draft operating budget for Fiscal Year 2022-23 (FYE 2023) which is included in MWDOC’s March 9, 2022 Administration and Finance Committee agenda for discussion by the MWDOC board. An excerpt from the MWDOC Committee staff report that includes pertinent aspects of the second draft budget is included as Exhibit 1.

MWDOC staff has also issued for review and comment a third-party generated *Reserve Policy Alternatives and Considerations Report* (“Thomas Report”) to present considerations regarding both Designated Reserves and Other Funds. The Thomas Report is included as Exhibit 2.

MWDOC is also the District’s wholesale provider of both Treated and Untreated Supply (domestic water service) from Metropolitan Water District (MET). The MWDOC budget includes MET’s proposed rates and charges for calendar years 2023 and 2024 which are passed through to the District. Although subject to further adjustment through MET’s budget process, the current MET proposed rates and charges are as follows:

Rates/Charges Eff. Jan. 1	2022 (Current)	2023 (Proposed)	% Change	2024 (Proposed)	% Change
Tier 1 Untreated (\$/AF)	\$799	\$888	11%	\$952	7%
Tier 1 Treated (\$/AF)	\$1,143	\$1,252	10%	\$1,322	6%
Readiness-to-Serve (\$M)	\$140	\$145	4%	\$183	26%
Capacity Charge (\$/AF)	\$12,200	\$10,700	(12%)	\$11,700	9%

Representatives from MWDOC have been invited to Trabuco Canyon Water District’s (District) March 17 Regular Board Meeting to present the second draft budget highlights and address any questions regarding MET’s proposed rates and the Thomas Report on MWDOC reserves.

FISCAL IMPACT

In terms of MWDOC’s impact on the District, the District pays a Fixed Meter Charge to MWDOC for its Core Revenue obligation. The Fixed Meter Charge is proposed to increase \$0.75 or 5.8% from \$13.00 to \$13.75 per meter.

COMMITTEE STATUS:

This matter was not reviewed in a Committee.

RECOMMENDED ACTION:

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

EXHIBIT(S):

1. MWDOC March 9, 2022 FY 2022-23 Staff Report (excerpt)
2. Reserve Policy Alternatives and Considerations Report

CONTACTS (staff responsible): PALUDI



DISCUSSION ITEM

March 9, 2022

TO: Board of Directors

**FROM: Administration & Finance Committee
(Directors Seckel, Dick, Thomas)**

**Robert Hunter
General Manager**

Staff Contact: Hilary Chumpitazi

SUBJECT: Year (FY) 2022-23 Second Draft Budget

STAFF RECOMMENDATION

Staff recommends the Administration & Finance Committee, MWDOC Board of Directors, Member Agencies, and the public review, discuss and provide input and comments on the second draft of MWDOC's budget for FY 2022-23 (Fiscal Year Ending 2023, FYE'23).

Pertinent aspects of the second draft budget include:

1. The second draft budget includes a proposed increase of \$0.75 (5.8%) to the retail service charge bringing the retail rate to \$13.75 per retail meter. The groundwater customer charge to OCWD increases by \$33,117 (9.6%) to \$368,501. These charges are calculated under the new rate structure adopted by the MWDOC Board last year.
2. The second draft has a budget total of \$194,461,165 (revenue) including Core & Choice, water sales, outside funding, and WEROC. This is an increase of 5.2%. This estimate is likely to increase pending Metropolitan's adoption of new rates. This MET rate increase will not impact the MWDOC rates.
3. The consolidated general fund budget is \$11,160,825 (revenue) with an increase of \$608,540 (5.8%).
4. The total revenue amount for the Core budget is \$9,402,874; an increase of \$487,257 (5.5%) over the current year's budget.
5. Interest revenues are budgeted with a \$74,029 reduction (33.7%) to reflect decreased returns.
6. The proposed second draft budget includes a net planned reserves contribution of \$263,868 consisting of contributions to the Election Reserve of \$300,728 and the Building Reserve of \$437,590 offset by a budgeted

Budgeted (Y/N): NA	Budgeted amount:	Core __	Choice __
Action item amount:	Line item:		
Fiscal Impact (explain if unbudgeted):			

- draw of \$474,450. This will result in the reserves being approximately \$374,529 below fully funded target levels.
7. The unfunded CALPERS liability annual payment of \$207,000 is proposed.
 8. The proposed salary contribution pool is at 7.1% of salaries and wages and reflects the rate of inflation (CPI = 3.84%) and merit considerations. No COLA (Cost of Living Adjustment) is being proposed.
 9. There is an increase (1.41 FTE) in the Full-time Employee staffing level (33.66 FTE) driven by an increase in Choice program staffing (1.45 FTE). The total staffing level increases by 1.31 FTE.
 10. The Building Improvement expenses are reduced \$656,489 from the current budget and the carryover funds are expended in the current budget year. The Seismic Retrofit and Remodeling project will be completed in the current fiscal year. FYE'23 includes the remodel of the kitchen and breakroom and the replacement of the wooden trellis in the atrium (termite damage).
 11. The Capital Acquisition expenses decrease by \$197,059 in the FYE'23 budget and the prior year carryover funds are expended in FYE'22.
 12. Outside funding for Water Use Efficiency (WUE) from rebates and grants is budgeted at \$8,545,274; an increase of \$5,926,522 over this year's budget.
 13. Total outside funding (WUE & Local Resource Project (LRP) sources) is budgeted to be approximately \$14,053,268. This is 142% of MWDOC's Core total expenses.
 14. LRP funding is budgeted to be \$1,371,906 (33%) greater than in the previous year's budget.
 15. Expenses are increased for the Core Professional Fee expenses \$50,616 (5.9%) and Outside Consulting Expense \$30,000 (7.9%).
 16. Software Support & Expenses increase by \$65,828 (80%) and Computers and Equipment by \$20,500 (87%) largely related to cybersecurity actions and accelerated computer replacement.
 17. Conference & Travel expenses return to pre-COVID conditions as it is anticipated that in-person meetings will be the norm again in FYE'23.
 18. Similar to last year, the schedule for the budget process impacts the timing of Choice budget elections by Member Agencies. Therefore, the Choice budget estimates in the second draft budget should be considered preliminary.

Items that are not incorporated in the budget pending Committee discussion and direction include:

- A. Capital funding of the WEROC Primary Emergency Operations Center;
- B. Expenses from the future findings of the IT external audit which will not be completed until April 2022.

The fixed Retail Meter Charge and Rate and the Ground Water Customer Charge presented in this budget are based on the rate structure approved by the MWDOC Board of Directors and implemented for FYE'22.

A reminder that memberships outlined in the Budget (Exhibit D) are approved by the Board with approval of the budget and therefore, each membership will not be brought to

the Board for approval on an individual basis. Any new memberships not included in the budget will be brought to the Board for consideration.

Similar to memberships, budget approval for conferences includes Board and Staff approval for attendance at “standard conferences”. Standard conferences are those listed on Exhibits E and F and approval includes staff travel/attendance at any out of state conferences listed on Exhibits E and F. Subsequent to the budget adoption, any new, out of state conferences will be brought to the Board for consideration.

The detailed draft budget is included as Attachment A.

COMMITTEE RECOMMENDATION

Committee recommends (To be determined at Committee Meeting)

CHANGES FROM THE PRIOR DRAFT TO CURRENT DOCUMENT

This is the second draft budget and there are minimal changes from the prior draft. The total core expenses increase by \$26,849 (0.3%) between the first and second draft budgets. The decision during the February A&F meeting to implement a 5% increase in the director per diem rate accounts for \$21,618 (81%) of that change. The increase in the core revenue was only \$1,033 with the difference between the changes in expenses and revenue resulting in a slightly larger draw on reserve (\$25,817).

MAJOR YEAR-TO-YEAR CHANGES IN THE CURRENT BUDGET

The budgets and rates for the last two years, FYE'21 & FYE'22, have been significantly impacted by COVID-19. FYE'21 had an actual rate reduction for both the Retail Meter Rate (-\$0.20/meter) and the Groundwater Customer Charge (-\$2,925). Under the prior rate structure, the FYE'22 rates would have had relative minor changes for the Retail Meter Rate (increase of \$0.40/meter (3.3%) and the Groundwater Customer Charge (reduction of \$24,072 (4.0%)). For the proposed FYE'23 budget, COVID-19 impacts are expected to decline but inflation is a more prominent factor, particularly for salary costs.

The year-to-year (YTY) changes in the Core Operating Expenses are an increase of \$284,129 (3.3%). The addition of building and election costs and reserve expenses yields an YTY Core Total Expense increase of \$865,960 (9.6%).

- The largest Core expense is the combined cost categories for Employee, MWDOC Director and MWD Director salaries, wages and benefits with an YTY increase of \$246,927 (4.5%). These combined expense categories constitute 57.6% of the total core expense budget.
- The multi-year seismic retrofit and office remodel project will complete the planned phases in FYE'22. Building expenses are included in the FYE'23 budget for comparatively small projects and significantly lower than in recent years. The Building Reserve is replenished with a \$437,590 contribution.
- The other large core expense increases in descending order are Software Support & Expense (\$65,813), Professional Fees (\$50,616), WEROC

- Contribution (\$35,944), Outside Consulting Expense (\$30,000), Computers and Equipment (\$20,500), and Staff Travel & Accommodations (\$20,500).
- The Membership/Sponsorship expenses only include items previously approved by the Board of Directors.

Choice YTY expenses are largely unchanged at this early point in the budget process. The year-to-year changes in the total Choice expenses between FYE'22 and FYE'23 are an increase of \$121,283 (7.4%).

DETAILED REPORT

This committee and board item presents information and discusses the MWDOC FYE'23 budget. There is a simultaneous process being conducted to review the MWDOC Reserve Policy that was last updated in June 2017. The Metropolitan District of Southern California (MET) is also working through their budget process. MET's new rate structure may modify MWDOC's budget estimates of the value of water sales but it will not impact the proposed rates and charges in the MWDOC budget.

MWDOC's budget process normally includes three versions of draft budget with the final budget being approved at the April Board of Directors meeting. It is anticipated that the proposed changes to the rates will be approved at the same April 20th meeting. The second draft budget presents revenue figures based on the current rate structure.

The FYE'23 MWDOC Budget is developed through a transparent and iterative process. Key topics discussed below include:

1. MWDOC Budget Process & Schedule
2. Budget Principles
3. Reserves
4. Compensation Pool Guidelines
5. Budget Input from Member Agencies
6. Key Priorities & Initiatives for FYE'23
7. Core/Choice Programs
8. Water Rates and Charges
9. Proposed New Items Not Included Pending Committee Discussion

A short discussion on each item follows:

1. MWDOC Budget Process & Schedule

MWDOC's budget schedule is designed to accommodate the budget and rate schedules of our Member Agencies. Under this schedule, the Year-End Projections and Conceptual Budget were discussed at the January Administration & Finance (A&F) Committee. The first draft budget is presented at the February A&F Committee meeting. The second and third draft budgets are scheduled for the March and April committee meetings. The final budget is scheduled for approval by the MWDOC Board of Directors at the April 20, 2022 Board meeting.



Item No. 5
Revised

DISCUSSION ITEM
March 9, 2022

TO: Board of Directors

FROM: Administration & Finance Committee
(Directors Seckel, Dick, Thomas)

Robert Hunter **Staff Contact: Hilary Chumpitazi**
General Manager

SUBJECT: Reserve & Fund Policy Review

STAFF RECOMMENDATION

Staff recommends the Administration & Finance Committee, MWDOC Board of Directors, Member Agencies, and the public review, discuss and provide input and comments on the Reserve Policy Alternatives and Considerations Report (Thomas Report). These discussions should continue through the April meeting cycle in order to allow all parties sufficient time to review the report and discuss possible actions. The committee should direct the General Manager to:

- Include in the third draft budget any reserve actions that can be decided at this time with regards to the rates and projected draw on reserves (e.g., Tier 2 Reserves);
- Disaggregate the General Fund into an active carry-over project/program component, a non-active project/program component with use conditions, and a non-active project/program component without use conditions;

COMMITTEE RECOMMENDATION

Committee recommends (To be determined at Committee Meeting)

DETAILED REPORT

MWDOC's reserve policy and amounts have been actively discussed since the early 2000's, were a key component of the 2011 Settlement Agreement and last updated in 2017.

Budgeted (Y/N): NA	Budgeted amount:	Core __	Choice __
Action item amount:	Line item:		
Fiscal Impact (explain if unbudgeted):			

Those considerations have focused on the “Designated Reserves” including General Operations, Grant & Project Cash Flow, Election Expense, Building Repair, and OPEB. And while reported on the balance sheet in the monthly Financial Report for decades, the Other Funds have been consistently not part of the discussion. The current discussion is intended to focus on both the Designated Reserves and the Other Funds for a more comprehensive review. The Thomas report states that “there is not a single answer to the question of the “right amount of reserves” and that “each agency has its own risks and considerations”. It observes that MWDOC’s level of Designated Reserves “is consistent with highly rated and well managed agencies”. A primary focus therefore becomes the other funds and categories on the balance sheet. These are briefly described below.

Restricted Fund Balances - Water Fund – T2C (Tier 2 Fund)

If MWDOC purchases more water from Metropolitan Water District of Southern California (MET) during the ten-year period of the purchase order agreement then designated for Tier 1 pricing then the higher Tier 2 pricing comes into effect. In 2013 this fund was reviewed and a determination was made that \$3.7 million of the \$4.7 million fund balance could be refunded to the Member Agencies with acceptable risk exposure. Subsequent to that review, a new purchase order has been executed with a higher Tier 1 limit and water demand has decreased. There is essentially no risk that MWDOC will incur Tier 2 costs during the remainder of the current purchase agreement. The current balance in the Tier 2 Fund is \$1,035,035. If applied to the budget and rates proposed in the second draft budget it would balance the budget, reduce the proposed meter charge by approximately \$0.80 and reduce the proposed groundwater customer charge by approximately \$21,000.

Excess Revenue over Expenditure – Operating Fund & Other Fund

All operating funds are posted to these two funds when received. Most of MWDOC’s operating revenues (e.g., not water sales revenue) is received early in the fiscal year and expended throughout the year. These funds therefore decrease as the fiscal year progresses and are updated monthly on the balance sheet. At the end of the fiscal year the Operating Fund balance (either positive or negative) is transferred to the Designated Reserves excepting any pre-paid amounts for next fiscal year.

WEROC Capital & WEROC (Operating) Funds

These two funds are operating and capital reserve funds specific to WEROC. They can change each month but are updated at the end of each fiscal year.

General Fund and General Fund Capital Funds

These two funds are used for carryover amounts for multiple-year projects and programs. For example, the carryover construction funds from the recently completed seismic retrofit and building remodel project and the funding for multiple-year engineering projects. These funds are updated at the end of the fiscal year but accumulate residual funds over time if all the carryover funding isn’t expended. The two funds need to be disaggregated into three separate components: active carry-over project/program component, a non-active project/program component with use conditions, and a non-active project/program component without use conditions. The active project component should remain in the General Fund until completed, the non-active project funds with use conditions should be segregated for the required utilization. There are several alternatives for the ultimate utilization of the non-active component without use conditions as described in the Thomas Report.

Municipal Water District of Orange County

Reserve Policy Alternatives and Considerations

March 2022

The Municipal Water District of Orange County (“MWDOC” or the “District”) reviews its Reserve Policy periodically to ensure that it has sufficient reserves to address its cash flow needs and support the financial strength of the District. This report summarizes MWDOC’s existing policy, issues and considerations driving the need for liquidity to meet MWDOC’s financial requirements over time and provides some alternatives for managing reserve levels. In particular, the level of reserves required as MWDOC continues its existing operations – serving as a wholesale provider of Metropolitan Water District (“Metropolitan”) supplies, a service provider through the “Choice” programs, and representing the MWDOC member agencies at Metropolitan - will be different than the needed liquidity should MWDOC take on project development or be directed to acquire supplies beyond those provided by Metropolitan.

Background

MWDOC last updated its Reserve Policy in 2017. At that time the policy was consistent with recommendations from the Government Finance Officers Association (GFOA). GFOA recommends that agencies fund working capital and other reserves to mitigate current and future risks and to ensure stable services and fees, as well as establish reserve targets and ranges. Strong and transparent financial policies, including maintaining prudent reserves for emergencies, rate stability, and working capital are consistent with best practices in the utility industry^{1,2} and are important to MWDOC as they help to:

- Maintain the short-term and long-term financial strength
- Maintain stable rates for member agencies and help ensure manageable rate increases.
- Fund unanticipated cost contingencies.
- Ensure cash exists for the timely payment of bills.
- Provide funding for anticipated projects and programs.

The Reserve Policy sets targets based on “days cash on hand” or “days cash”, a common measure of liquidity. This measures the amount of reserves (typically, unrestricted cash and investments in the reserve fund or funds) available to fund operating expenses. Days cash on hand is equal to the amount of available reserves divided by one day’s worth of operating and maintenance expenses. Some agencies include depreciation in expenses, but this depends on the specific circumstances surrounding the agency’s financial environment. In MWDOC’s case, the days cash measure is based on operating and maintenance expenses exclusive of purchased water expenses. This is done since the purchased water expense is a “pass through” and is only incurred when water is purchased by a member agency – and that member agency is responsible for the cost of the water

used by that member agency. As discussed below – there is risk the member agency may not be able to fund the purchased water on a timely basis, and the operating reserves are designed to cover such a shortfall.

¹ Government Finance Officers Association, Best Practice –Working Capital Targets for Enterprise Funds

² Water Research Foundation, Defining a Resilient Business Model for Water Utilities, 2014

Since operating expenses vary over time as an agency adjusts activities, programs and initiatives, the absolute amount of reserves needed to meet a target based on days cash on hand will also be adjusted to reflect such changes. For example, if a target of 180 days cash is established, as operating and maintenance expenses increase over time due to inflation, the amount of money needed to be retained in reserve would also increase in order to maintain 180 days cash. Similarly, if the agency’s activities decrease over time and operating and maintenance expenses decline, needed reserves would also decline.

Existing Reserve Policy

MWDOC’s reserve policy identifies three categories of reserves:

Unrestricted Designated Reserves:

- a. General Operations. Amounts held in the General Operations reserve cover typical fluctuations and differences between revenues and expenses during the year. These reserves are available to meet unexpected expenses both in timing and amounts.
- b. Grant & Project Cash Flow. This reserve is available to cover cash flow needs while MWDOC submits requests for reimbursement of expenditures under various grant agreements.
- c. Election Expenses. This reserve enables MWDOC to collect money over time to fund the cost of elections. Elections were estimated to cost \$1.2 million (for seven elections).
- d. Building Repair. The Building Repair reserve is targeted at 15 days cash and is reserved for unplanned or emergency repairs or other non-budgeted expenditures to repair, replace or refurbish the building resulting from accidents or unexpected events such as damage from a severe windstorm or fire.
- e. OPEB. This reserve is set to cover 5-15% of MWDOC’s outstanding retiree health obligations. MWDOC intends to maintain a fully funded obligation. The amount in the OPEB reserve is determined every two years, based on the actuarial valuation of the liability.

Restricted Reserve:

- a. Tier 2 Contingency. MWDOC established the Tier 2 contingency reserve to cover the difference cost of any Tier 2 purchases of water from the Metropolitan Water District. The amount in the Tier 2 Reserve at June 30, 2021 was \$1.035 million. Using the proposed 2023 Supply Tier 2 Rate (\$532/af) would be enough to cover over 4,000 acre-feet of Tier 2 water at Metropolitan’s proposed rates for Tier 2.

WEROC Reserves:

WEROC reserves are included in a separate account and are determined each year by the MWDOC board and WEROC contributors. These reserves are used to meet unforeseen expenses and needed capital improvements and emergency response infrastructure.

Each of the designated reserve funds and the WEROC reserves are reviewed during the annual budget review process and, to the extent that reserve levels deviate from their respective targets, the General Manager will make recommendations to the Board regarding the level of reserves.

The unrestricted designated reserves and OPEB reserves of \$6.4 million shown in Table 1.

MWDOC Reserves as of June 30, 2021		
Reserve Category	Proposed Amount	Adjustment Protocol
Operating Reserve	\$3,738,505	Based on Days Cash
Grant & Project Cash Flow	\$1,500,000	Operational Needs
Election Expense	\$461,678	Previous Election Costs
Building Repair/Replacement	\$436,542	Estimated Cost Schedule
OPEB Reserve	\$297,147	Board Action to Fund
Total	\$6,433,872	

Table 1. Designated Reserves

The Unrestricted Designated reserves represent about 176 days cash.

Other Available Fund Balances

As of June 30, 2021, MWDOC had approximately \$12.4 million in available unrestricted cash and investments, including prepayments for water by member agencies. Given budgeted operating and maintenance expenses (not including the pass through costs associated with purchase of water from Metropolitan Water District and depreciation) of \$13.3 million, total days cash at June 30, 2021, was equal to 341 days. As noted above, the total Designated Reserves at the end of the fiscal year were \$6.4 million. The remaining balances consist of the WEROC reserves (both capital and operating) of about \$406,000 and the Operating General Fund and Capital General Fund. The Operating General Fund includes all amounts not designated for a reserve and any amounts associated with carryover projects (e.g., projects that span more than one year). The remaining undesignated fund balances could be used for a number of purposes as discussed later in this report.

Reserve Level Guidance – What is the Right Level of Reserves?

There is not a single answer to the question of the “right amount of reserves”. Each agency has its own risks and considerations. The credit rating agencies provide some guidance on the amount of reserves highly rated municipal water utilities should maintain. The credit rating agencies view liquidity in the form of available reserves as a critical component of their evaluation of the financial strength of a public agency. Even though MWDOC has no debt and has no plans to issue debt in the near-term, the credit rating parameters are helpful guidelines as to healthy financial condition of a public agency. Table 2 shows the amount of liquidity each of the national credit rating agencies assign to different credit levels. As seen in Table 2, days cash ranging from 150 days to 360 days cash would be found in AA to AAA rated water agencies.

Rating Agency Cash & Liquidity Metrics			
S&P¹			
Rating	AAA	AA	A
Days' Cash Level	> 150	90-150	60-90
Actual Available Cash Reserves	> \$75mm	\$20-75mm	\$5-20mm
Moody's Criteria			
Rating	Aaa	Aa	A
Days' Cash Level	> 250	150-250	35-150
Fitch			
Rating Category	Stronger	Midrange	Weaker
Days' Cash Level	> 360	~ 180	< 90

¹ S&P's cash and liquidity assessment evaluates both days' cash and actual available cash reserves.

Table 2. Rating Agency Metrics

While MWDOC has no outstanding debt and does not have plans to issue debt in the near-term, the credit guidelines are indicators of strong financial health. Should MWDOC identify the need to issue debt in the future, prudent reserves will support strong credit ratings and lower cost of borrowing, regardless of the lender.

GFOA recommends that enterprise funds set a working capital reserve target starting with a baseline of 45 days operating expenses in working capital, plus additional funds as necessary to meet specific circumstances. Depending on the specific circumstances, many water agencies have significantly larger reserve balances to account for things like

disasters and emergencies, fluctuation in water sales, and unpredictable but foreseeable expenses (e.g., spikes in energy costs).

MWDOC's Risk Profile

MWDOC has previously identified a number of risks that could impact cash flow and cash needs during the year. These risks include unanticipated expenses, the need to purchase Tier 2 supplies, delays in payments from member agencies, emergency capital expenditures (primarily for unanticipated building repairs and WEROC), lower interest earnings, business recovery expenses resulting after a natural disaster (e.g., an earthquake, pandemic, etc.), and delays in the receipt and reimbursement from grant programs. The past few years have demonstrated the need for financial resiliency to address unexpected circumstances, including COVID19 and the associated measures to deal with the pandemic, conflict in Europe, potential cyber threats MWDOC and its member agencies, and weather related events. Unlike many water agencies, MWDOC's revenue stream is relatively stable since its primary source of funding comes from member agency payments that are based on the number of retail connections, not water sales. Further, member agencies make payments at the beginning of the year – eliminating potential collection risk over the course of a year.

MWDOC's primary risks to cash flow are the potential for unanticipated costs due to emergencies, delays in payments from its member agencies for water purchases, delays in reimbursement from grants, and the potential for Tier 2 water purchases from Metropolitan.

Emergencies. Unanticipated expenses due to emergencies such as fires, earthquakes, and health crises are always a threat. Reserve levels to cover such events are needed to avoid fiscal stress or the need for supplemental calls on member agencies for additional funds during particularly difficult times.

3	FY	CustNbrName	Sum of NOV	Sum of DEC
4	= FY21-22	120 City of Brea	11,553	13,456
5		130 City of Buena Park	317,171	272,079
6		140 Santa Margarita Water District (ID9)	545,267	491,723
7		150 East Orange County Water District	718,158	695,445
8		160 El Toro Water District	485,075	525,485
9		170 City of Fountain Valley	7,073	9,885
0		190 City of Garden Grove	286,223	186,595
1		200 City of Huntington Beach	554,665	247,595
2		210 Irvine Ranch Water District	1,673,805	1,215,673
3		220 City of La Habra	72,740	18,740
4		230 City of La Palma	3,989	2,105
5		233 Laguna Beach County Water District	309,255	306,870
6		250 Mesa Water District	-33,206	-14,240
7		270 Moulton Niguel Water District	2,122,648	2,047,636
8		283 City of Newport Beach	295,596	708,286
9		290 Orange County Water District	7,517,850	7,519,153
0		300 City of Orange	1,311,775	1,335,357
1		310 City of San Clemente	649,799	627,875
2		350 Santa Margarita Water District	1,989,667	2,017,398
3		380 City of Seal Beach	8,008	9,000
4		400 Golden State Water Company	598,930	555,750
5		402 South Coast Water District	450,210	444,491
6		404 South Coast Water District - JRWSS	0	0
7		406 Trabuco Canyon Water District	190,268	174,826
8		430 City of Westminster	12,786	15,668
9		440 Yorba Linda Water District	1,859,895	1,740,721
0		450 Serrano Water District	5,891	7,554
1	FY21-22 Total		21,965,091	21,175,126

Table 3. Sales by Member Agency – November, December 2021

Water Payment Delays. Delays of one month or more for payment of water purchases from member agencies are covered from reserves. As shown in Table 3, monthly sales in

November and December of 2021 totaled \$21-22 million. Individual member agencies had bills as high as \$7.5 million, with a number of entities in the \$1.5-2 million range. While the likelihood of a ransomware or other event preventing a member agency from making a timely payment for water purchases is low, such an event would have significant impact on cash flow.

Delays in Grant Reimbursements. As MWDOC accesses more grant monies for water use efficiency activities and other projects, the need for cash reserves increases as most grants are provided on a reimbursement basis. This means MWDOC must meet expenditures out of its available funds and wait to receive funds from the granting authority for eligible costs.

Tier 2 Purchases. While demands for imported water are well below MWDOC's Tier 1 amounts, if groundwater production were to be curtailed or demands increase dramatically due to weather impacts, some MWDOC member agencies may push MWDOC purchases from MWD into the Tier 2 level. Further, during MWD allocations, it is possible that MWDOC would need to purchase supplies above its allocation at rates that are higher than Tier 1.

MWDOC's Current Financial Position and Potential Reserve Actions

MWDOC is in a strong financial position, with over \$12 million of unrestricted reserves at June 30, 2021. As such it can meet its obligations, while in a solid position to endure the risks highlighted above. MWDOC's reserve policy identifies unrestricted reserves that result in about 170 days cash. This level of reserves is consistent with highly rated and well managed water agencies. But, MWDOC's reserve policy does not address two important factors. First, the policy does not address how quickly reserves would be replenished if used. Second, the reserve policy does not address how to deal with available unrestricted funds above reserve targets. In addition, it would be helpful to describe the purpose of each of the funds – in addition to specifying the target and how the amount is calculated.

Replenishing Reserves. Generally, reserve policies define how reserves are used and replenished. The circumstances under which reserves are used are tied to the purposes of the reserve fund. For instance, general operating reserves would be used for emergency expenditures that have not been budgeted. If used, reserves would need to be replenished as quickly as possible without placing undue burdens on the member agencies. As such, a target to replenish reserves over a period of two to five years is often used. Sources of such funding include revenues in excess of expenditures in a given year. Such a "surplus" could occur if expenses in a given year were less than budget/anticipated. If such funds are not available, then member fees could be increased to replenish funds at an affordable rate.

Available Unrestricted Funds. At June 30, 2021, MWDOC had about \$6.9 million in available funds above the amount identified as need in the reserve policy. The primary source of these funds are the accumulation of revenues in excess of expenditures over time. Some of these funds are "carryover" funds for projects that will be expended, but the majority of funds are unrestricted. This provides opportunities for MWDOC and its member agencies to use these funds in any of the following ways:

(1) Create a “Water/Project Fund” in which such available funds would be deposited to be used for future water purchases, research, development or water supply efforts as identified by the MWDOC board.

(2) Create a Rate Stabilization Fund in which the uncommitted (exclusive of the carryover amounts) would be transferred. These Rate Stabilization Funds could be used to (a) replenish designated reserves, (b) pay for one-time expenditures, and (c) used over a period of time such as the next two to five years to mitigate increases in member agency fees

(3) Use the available funds for credits on member agency’s future payments to MWDOC.

(4) Use the remaining available funds to pay down MWDOC’s unfunded pension liability through additional discretionary payments or through MWDOC’s Section 115 Trust.

(5) Refund some or all of the undesignated funds above the carryover amounts to the member agencies during the next budget cycle. Of course, the board could determine that funds could be used to accomplish one or more of these options.

MWDOC should also determine how it will utilize future year’s excess of revenues over expenditures by identifying those portions that are carryover, and transferring any remaining funds to the fund or funds created as described above, reducing future member agency payments or replenishing designated reserves.

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MARCH 17, 2022**

**ACTION CALENDAR
FINANCIAL MATTERS**

**ITEM 6: DISCUSSION AND POSSIBLE ACTION CONCERNING OTHER POST-EMPLOYMENT BENEFITS (OPEB)
BIENNIAL ANNUAL VALUATION REPORTING FOR CERBT TRUST FUNDING**

The California Employers' Retiree Benefit Trust (CERBT) Fund was established by the California Public Employers' Retirement System (CalPERS) in March, 2007, to provide California public agencies with a cost-efficient, professionally managed investment vehicle for prefunding other post-employment benefits (OPEB), such as retiree health benefits. Prefunding the debt obligation is designed to reduce an agency's long-term OPEB liability.

At the June 19, 2013, Regular Board Meeting, the Board of Directors adopted the CalPERS *CERBT Agreement and Election to Prefund Other Post-Employment Benefits through CalPERS* which is a requirement to affect the payment of the OPEB obligation. Since that time, the District has made annual payments to fund the CERBT Trust which is determined by an actuarial valuation of the District's retiree health program. District staff has requested proposals from two actuarial firms that perform OPEB-specific valuations that comply with GASB 74 & 75, and a comparison of the costs are indicated in the following table:

Consultant	GASB 74/75 Year One	GASB 74/75 Year Two	GASB 68 Reporting	Total
Nyhart	\$ 7,500.00	\$ 2,400.00	-	\$ 9,900.00
Total Compensation Systems, Inc.	\$ 3,420.00	\$ 1,710.00	\$ 1,100.00	\$ 6,230.00

Total Compensation Systems, Inc. provided an additional proposal to perform GASB 68 reporting. District staff recommends contracting with Total Compensation Systems, Inc. for both the GASB 74/75 and GASB 68 reporting for Fiscal Years Ending 2022 & 2023. More information may be presented at the time of the meeting.

FUNDING SOURCE:

General Fund

FISCAL IMPACT

\$6,230

COMMITTEE STATUS:

This matter was reviewed with the Finance/Audit Committee.

RECOMMENDED ACTION:

Authorize the General Manager to contract with Total Compensation Systems, Inc. for GASB 74/75 and GASB 68 Biennial Annual Valuation Reporting for \$6,230.

EXHIBIT(S):

1. Nyhart GASB 74/75 Valuation Proposal
2. Total Compensation Systems, Inc. GASB 74/75 Valuation Proposal

CONTACTS (staff responsible): PEREA



nyhart
part of FuturePlan by Ascensus®

February 2022

Proposal to Provide Actuarial Services

Trabuco Canyon Water District

CONTACT

John Mallows

FSA, MAAA

317-845-3609

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HQ ADDRESS

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Indianapolis, IN 46250

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General (317) 845-3500

Toll-Free (800) 428-7106

Fax (317) 845-3654

Letter of Transmittal

February 10, 2022

RE: PROPOSAL FOR OPEB ACTUARIAL SERVICES

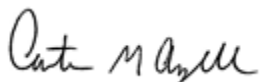
It has been our privilege to serve the Trabuco Canyon Water District. Thank you for once again considering Nyhart's OPEB actuarial services proposal. We thoroughly understand the scope of work being requested as we have proven in our execution of service.

Nyhart's experienced consultants and industry-leading tools have helped the District manage its post-employment health benefit compliance obligation for years:

- We have met all deadlines and service expectations expressed by the District.
- Our results have yielded no surprises and our work is free from hidden or *add-on* fees.
- We have communicated with the District frequently and in a transparent manner.
- The District is well aware of our scope and quality of services and can expect a commitment to continuous enhancement.
- Nyhart is already familiar with the District's retiree OPEB benefits, accounting staff, and internal practices. This familiarity fosters ongoing consistency and trust between both parties.
- Nyhart has considerable historical data and claims information which can be efficiently accessed for assumption studies and *what-if* modeling.
- Trabuco Canyon Water District benefits from our experience with a large network of clients enabling us to stay current with trends in benefit design and strategy.
- The District can avoid issues and delays caused by transition to advisors using different actuarial processes and assumptions.

We know your business must be earned, and we are committed to constant improvement of the compliance-management effort and excellent customer service.

Best regards,



Carter M. Angell, FSA, EA, MAAA

CEO

Nyhart, part of FuturePlan by Ascensus

P (317) 845-3577 | E carter.angell@nyhart.com

A 8415 Allison Pointe Blvd, Ste 300, Indianapolis, IN 46250

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Qualifications

Actuarial Certification

We affirm that we will provide the services, and components thereof, in accordance with the Actuarial Standards of Practice, Actuarial Code of Professional Conduct, and the Government Accounting Standards Board Statements 43/45 and 74/75.

We affirm our qualifications in determining actuarial equivalence in compliance with requirements for plan sponsors to qualify for the retiree drug subsidy (RDS) under the Medicare Modernization Act of 2003.

Our firm is qualified to issue a Public Statement of Actuarial Opinion (PSAO) in accordance with the Qualification Standards of the American Academy of Actuaries.

The actuaries assigned to work with the District are qualified to undertake this project according to Precept 2 of the Code to Professional Conduct of the American Academy of Actuaries.

Training

Nyhart invests heavily in ongoing education to bring the latest industry topics and strategies to our clients. We use a combination of internal training, rigorous examination (pursuing advancing certification/designation), and monthly training sessions provided by the Conference of Consulting Actuaries to fully develop our employee-resource in providing excellent client service.

For the last eight years Nyhart has had at least one consultant on the conference planning committee. Many of the sessions at the annual conference focus on public-plan issues. We make these sessions a priority for those attending and internally share firm-wide what attendees learn from these sessions after the conference. In addition to the Conference of Consulting Actuaries, Nyhart receives training and/or participates in the following organizations:

Society of Actuaries	American Academy of Actuaries	IN Association of Cities and Towns
MAPERS	American Society of Pension Professionals	IL Public Pension Fund Association

We also utilize several online resources:

- Thomson Reuters Checkpoint: An extensive research site with primary source material (Internal Revenue Code and related Treasury regulations, ERISA, DOL regulations and pronouncements) as well as editorial material.
- Wolters Kluwer’s IntelliConnect: Provides online access to the Internal Revenue Code and regulations and a wide variety of Aspen Publishers Answer Books.
- BenefitsLink: We receive technical updates from the IRS through their Employee Plan News and participate in the IRS phone forums on technical topics relating to retirement plans.

California Experience

Below is a client sampling of California clients for whom we have completed GASB OPEB actuarial valuation services similar to those requested by the District.

BORREGO SPRINGS USD	CARLSBAD UNIFIED SCHOOL DISTRICT	CENTER SCHOOL DISTRICT
CAJON VALLEY USD	CITY OF ALAMEDA	CITY OF CALEXICO
CHULA VISTA ELEMENTARY SD	CITY OF COTATI	CITY OF CORONADO
CITY OF CARSON	CITY OF FILLMORE	CITY OF DELANO
CITY OF COSTA MESA	CITY OF LOMITA	CITY OF MONTEBELLO
CITY OF ENCINITAS	CITY OF NATIONAL CITY	CITY OF NEWPORT BEACH
CITY OF LA MESA	CITY OF PASADENA	CITY OF SAN GABRIEL
CITY OF RIDGECREST	CITY OF RIVERSIDE	CITY OF YORBA LINDA
COUNTY OF LASSEN	COUNTY OF PLUMAS	CORONADO UNIFIED SCHOOL DIST.
COUNTY OF SAN BENITO	DEL MAR UNION SCHOOL DISTRICT	COUNTY OF TRINITY
EASTERN MUNICIPAL WATER DISTRICT	EAST VALLEY WATER DISTRICT	ENCINA WASTEWATER AUTHORITY
ESCONDIDO UNION SCHOOL DISTRICT	FALLBROOK UNIFIED HS DISTRICT	JURUPA UNIFIED SCHOOL DISTRICT
GROSSMONT HEALTHCARE DISTRICT	GROSSMONT UHSD	LAKESIDE UNION SCHOOL DISTRICT
MONTEBELLO UNIFIED SCHOOL DIST.	JULIAN UNION SCHOOL DISTRICT	MT. DIABLO USD
MOUNTAIN EMPIRE USD	LAKESIDE FIRE PROTECTION DISTRICT	NATIONAL SCHOOL DISTRICT
PALISADES CHARTER HIGH SCHOOL	NOVATO FIRE PROTECTION DISTRICT	ORANGE COUNTY FIRE AUTHORITY
RIVERSIDE COUNTY OFFICE OF EDU.	RAMONA MUNICIPAL WATER DIST.	OXNARD UNION HIGH SCHOOL DISTRICT
SAN DIEGO COUNTY OFFICE OF EDU.	SAN GABRIEL MUNICIPAL WATER	RANCHO CALIFORNIA WATER DISTRICT
SAN ELIJO JPA	SAN MARCOS UNIFIED SCHOOL DIST.	SACRAMENTO PUBLIC LIBRARY
SAN LUIS OBISPO COUNTY OFFICE OF ED	SAN YSIDRO UNIFIED SCHOOL DIST.	SAN DIEGUITO UNION SCHOOL DIST.
SAN RAMON VALLEY USD	SOQUEL CREEK WATER DISTRICT	SAN JOSE COMMUNITY COLLEGE DIST.
SANTA FE IRRIGATION DISTRICT	SOUTH ORANGE COUNTY WASTEWATER	SAN MIGUEL FIRE DISTRICT
SOLANA BEACH UNIFIED SCHOOL DIST.	VALLEY CENTER MUNICIPAL WATER DIS	SAN MIGUEL FIRE DISTRICT
SOUTH ORANGE COUNTY COLLEGE	SCAG	SAN MIGUEL FIRE DISTRICT
WHITTIER TRUST	SOUTH BAY UNION SCHOOL DISTRICT	SAN MIGUEL FIRE DISTRICT
WILLIAM S. HART UHSD	TURLOCK IRRIGATION DISTRICT	VALLEY CENTER WATER DISTRICT

Identification of the Responder

Company Background

Established in 1943 and headquartered in Indianapolis, Nyhart serves more than 2,400 clients in all 50 states. With client assets exceeding \$20 billion, the firm specializes in bringing a consultative approach to large, complex plans. Nyhart works with a diverse client base, including states, cities, and municipalities; professional services firms; public- and private-sector entities; healthcare systems; religious organizations; and higher-education institutions.

Nyhart strikes a desirable balance in the actuarial service industry. Many of our actuaries come from larger consulting firms enabling us to offer the sophisticated consulting of a larger firm but with a small firm feel and lower fees. Our alignment with Ascensus, LLC at the end of 2019 is an exciting continuation of the steady growth Nyhart has earned through service excellence and industry acumen. This partnership affords Nyhart the resources of a much larger firm (IT security, ERISA legal team) while still allowing us to offer the personal interface of a much smaller firm. Our phones are answered “live”, and client teams, selected by experience, expertise and workload, are personally available for client inquiries.

FuturePlan by Ascensus

FuturePlan by Ascensus is the nation’s largest retirement third-party administrator, combining high-touch local service with the strength and security of an industry leader. A line of business within Ascensus, FuturePlan’s dedicated team serves more than 51,000 retirement plan sponsors across the country as of December 31, 2020.

Company Demographics

Legal Name: The Howard E. Nyhart Company, Incorporated dba Nyhart

Company Form: Operating as a corporation wholly owned by parent company, Ascensus

San Diego Office: Nyhart has historically maintained a satellite office at 530 B St., Suite 900 San Diego, CA 92101; however, in 2020, like so many other businesses, we adapted to a 100% virtual atmosphere. Travel for consultation may be arranged if desired. Virtual meetings have effectively replaced in-person meetings with no loss in service value. We will, of course, accommodate your preference. Nyhart consultants and support staff are available to you via email, phone and virtual meeting at your request without much lead time.

Proposal Contact

John Mallows FSA, MAAA

317-845-3609

john.mallows@nyhart.com

Experience and Technical Competence

Statement of Project Understanding - OPEB Actuarial Valuation

The Nyhart Company, to the best of our knowledge, is independent of, and has no conflict of interest with the District.

The Trabuco Canyon Water District will require an actuarial review of their post-employment benefits in accordance with Governmental Accounting Standards Board (GASB) Statements 74/75.

This report will allow implementation and compliance of the GASB rules regarding accounting for OPEB.

The primary objective of Statement 45/75 was to improve accounting and financial reporting by state and local governments for postemployment benefits other than pensions (OPEB). It was also to improve information provided by state and local governmental employers about financial support for OPEB that is provided by other entities.

The GASB 75 (transition year of FYE 2018 for most entities) statement requires a liability for OPEB known as the Net OPEB Liability to be acknowledged on the balance sheet of the District. Also, an OPEB expense will be reflected in its income statement.

Our responsibility will be to provide consulting services and information needed to fulfill the OPEB needs in an accurate and timely fashion.

Using the data that the District submits; we have technology and procedures in place to assure accuracy and timeliness.

Familiarity with GASB 75

Nyhart provides actuarial services for more than 550 government and private-sector employers offering OPEB benefits to their retirees across the US. More than 85% of these employers are in the government sector.

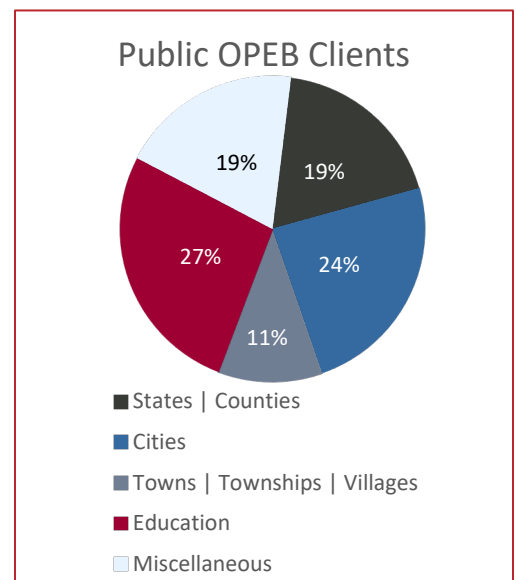
Nyhart's OPEB experience is more extensive than most because our health actuaries also provide underwriting and modeling services to more than 60 single-employer, multiple-employer and Taft-Hartley health plans. We understand how health plans work at a fundamental level and often suggest improvements or alternatives to improve the administration of OPEB plans.

OPEB Qualifications

Nyhart has performed thousands of OPEB valuations, studies, and experience studies since the standards became effective.

The Health Line of Business has developed templates and training manuals to conduct OPEB valuations and consistently applies techniques in *assumption setting* to evaluate the rationality of results.

We are qualified to perform all of the healthcare and pension aspects of the valuation and do not need to outsource any of these functions.



Knowledge vs. Experience

Most OPEB clients who started prefunding do not have a long-term strategy. The decision to start funding was made as a responsible starting point for proper fiduciary action. The long-term considerations such as; *how long to fund, what is a reasonable target, and when can money start to be taken out* were delayed to a later time.

Many OPEB and pension clients tend to make short-term decisions, such as the budget for the upcoming year. Nyhart tries to broaden the focus from what happened last year to what is going to happen 5 to 10 years in the future.

Our clients are not actuaries and do not deal with OPEB-related activities very often during the year. Thus, we attempt to keep our reports simple and in non-technical terms. Our clients inform us that our communication style is a valuable component of our services.

Quality-Control Processes

- Reconciliation of census information and health costs
- Detailed actuarial gain-and-loss analysis by source
- Uniformity tests between client-provided data and Nyhart-generated content

OPEB Project Work Examples

- Impact of funding policy alternatives on existing/future retirees
- Savings estimate from introducing high-deductible health option
- Model impact of excluding spouses with access to other employment-based coverage
- Evaluate long-term funding policies
- Model impact of selling OPEB bonds
- Determine appropriate time to begin disbursements from OPEB trust
- Actuarial assumption study

Industry Recognition

- In 2018, Nyhart was selected as preferred vendor for the Tennessee School Board Association OPEB Trust.
- Nyhart was the sole recommendation to provide GASB 43 & 45 consulting services to all public schools within the San Diego County Office of Education in 2016.
- In 2011, Nyhart was selected as actuarial vendor for Cattaraugus-Allegany BOCES which includes 23 school districts.
- In 2008, Nyhart was selected as a preferred vendor for the Iowa State Association of Counties and Iowa Public Agency Investment Trust. In this capacity, Nyhart provides actuarial GASB and healthcare services to more than 70 separate entities.
- In 2007, our firm began working with employers seeking to participate in the newly formed California Employers' Retiree Benefits Trust (CERBT).
- In 2005 our San Diego office was selected to be one of three preferred actuarial firms to provide Statements No. 43 & 45 consulting services to members of the California Community College League.

References

Client	Contact	Service Provided
Eastern Municipal Water District 2270 Trumble Perris, CA 92570	Charles Turner Director of Finance (951) 928-3777 turnerc@emwd.org	OPEB Actuarial Since 2015
Otay Water District 2554 Sweetwater Springs Blvd. Spring Valley, CA 91978	Eid Fakhouri (619) 670-2246 efakhouri@otaywater.gov	OPEB Actuarial Since 2017
San Diego County Water Authority 4677 Overland Road San Diego, CA 92123	Chistoper Woidzik Controller 858-522-6679 cwoidzik@sdcwa.org	OPEB Actuarial Since 2011
Ramona Municipal Water District 105 Earlham Street Ramona, Ca 92065	Craig Schmollinger 760-789-1330 cschmollinger@rmwd.org	OPEB Actuarial Since 2008
Rancho California Water District 42135 Winchester Road Temecula, CA 92590	Ms. Kathleen Naylor Acting General Manger 951-296-6900 naylork@ranchowater.com	OPEB Actuarial Since 2019
Scotts Valley Water District 72401 Hatch Ranch Scotts Valley, CA 92227	Nicholas Kurns Finance Manager 831-600-1904 nkurns@svwd.org	OPEB Actuarial Since 2010

Proposed Method

Working with the District's Staff

Nyhart relieves as much responsibility from our clients as possible. The client's responsibility is to provide accurate census data, to be prepared to discuss different actuarial assumptions (with our guidance) and to assist with third-party vendors, as needed.



Collection of Data and Documents

A formal data request will be prepared and discussed with the District's staff to clarify what is needed and in what format. It is our policy to allow clients to use whatever systems and programs they are comfortable rather than forcing them to comply with our internal standards.



Project Management

Key project deadlines are defined by the client and agreed upon early in the engagement. The client is responsible for providing timely data to Nyhart. The data will be screened for errors and issues promptly resolved.



Assumption Setting

The District will be asked to participate in the assumption-setting process to help create modeling assumptions that are experience-based and appropriate for retiree health care purposes. Our data request will include specific historical information that will help Nyhart develop appropriate assumptions.



Calculations

Proval: Industry-leading software for pension/OPEB plans

Relius: Software utilized for pension-only plans

Claros Actuarial Assistant: Used for healthcare relative values

Windsor Strategy Solutions: actuarial/underwriting software for health plan design

Nyhart Proprietary Software

Pension Financial Manager & Pension Design Manager: designed to support client's plan management

Automated Report Writer: expedited production of GASB 67/68 and 74/75 reports



Review of Results

The District's staff will have the opportunity to review and discuss the preliminary GASB 74 / 75 results prior to finalizing the report. After all questions have been answered and the client approves the preliminary results, the final signed report is released.



Auditors

Auditors are welcome to ask questions or request documentation necessary for their due diligence efforts.

Work Plan and Timeline

OPEB Scope of Services

Comprehensive report for disclosure in the notes to the financial statements as required by GASB;

- Total OPEB Liability, Fiduciary Net Position, Net OPEB Liability, Funded Ratio
- OPEB Expense
- Deferred Outflows / Inflows
- If required, Actuarial Determined Contribution (ADC), Schedule of Employer Contributions, and Asset Reconciliation
- Sensitivity Results

Description of:

- Substantive plan provisions
- Actuarial methods and assumptions
- Summary of Plan participation, including age/service distribution table(s)
- Discount rate development

As part of the actuarial valuation, we will also conduct the following:

- Analysis of data to assess inconsistencies and make recommendations for enhancing data quality
- Determination of the implicit rate subsidy
- A gain/loss analysis to determine reasons for changes in the unfunded liability
- Separately identifying actuarial value of benefit amounts for actives and retirees, including:
 - Present Value of Future Benefits
 - Total OPEB Liability
 - Fiduciary Net Position and Net OPEB Liability
 - After the valuation has been completed, a conference call to review results is included with our services.

Optional Services

These services are priced upon request:

- On-site meeting to present results
- OPEB modeling for changes in plan provisions
- Part D attestation / administration
- Assumption / experience study

Internal Quality Control and Management Procedures

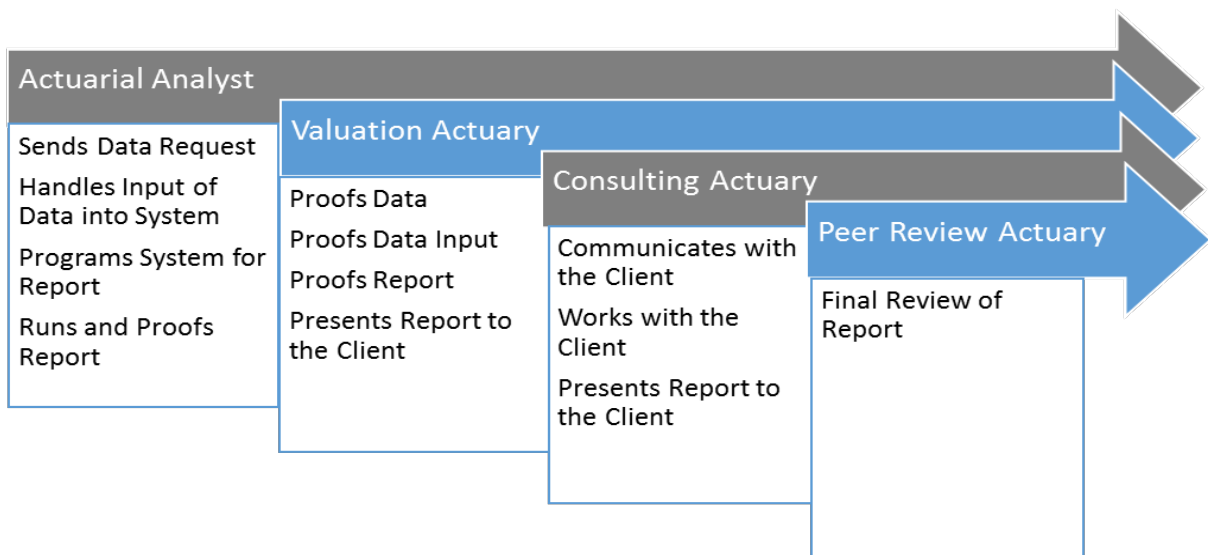
Nyhart’s internal quality control and project management procedures are described below. Adherence to these procedures produces results that are consistent and comprehensively accurate.

1. **Project Definition:** A mutual understanding of the work expectation is critical to execution of a successful project; therefore, the project-definition phase is emphasized in our procedure. Nyhart and the client will clearly define the project, incorporating previous actuarial efforts, expectations for the current project, and key project deadlines.
2. **Data Quality:** The census information provided by The District will be reviewed for accuracy and completeness.

Data problems will be identified and resolved with the client. Examples of data tests include:

- o Missing dates of birth and hire or changes to dates previously reported
- o Salary increases/decreases outside of a standard range
- o Unusual changes in the total number of active or inactive participants

3. **Assumption Setting:** Prior actuarial assumptions will be reviewed for appropriateness and reasonableness. Any assumptions outside of this standard will be discussed and recommendations made for new assumptions.
4. **Programming:** Plan provisions and actuarial assumptions are coded in our valuation system by the actuarial analyst assigned to the project. The initial programming is reviewed and changed as necessary by the project manager to be consistent with the substantive plan provisions.
5. **Calculations and Report Drafting:** All calculations and actuarial reports are initially done by the actuarial analyst and then reviewed by the project manager and technical actuary. All reports are reviewed by at least two credentialed actuaries.



Sample OPEB Timetable

Step		Responsibility	Estimated Timeline
1	Meet to discuss GASB requirements, actuarial assumptions and confirm expectations and deadline	Client & Nyhart	One Week After Hiring
2	Collect necessary information	Client	
3	Prepare draft report, data preparation, programming, testing, and peer review	Nyhart	Six to Eight Weeks After Complete Information is Received from the Client
4	Meet to review preliminary report	Client & Nyhart	One Week After Preliminary Report is Released
5	Internal review and discussion of preliminary report	Client	
6	Release final report following any changes to plan provisions, assumptions, and/or data	Nyhart	One to Two Weeks After Client Notifies Nyhart of Changes
7	Meet to review final report	Client & Nyhart	One Week After Final Report

Our process from the time we receive the data until we provide the funding report is typically eight to ten weeks for a plan similar to the District's.

Assuming we receive the necessary data when requested, you may be assured we will meet or precede your deadline. If we do not receive the necessary data in a timely manner, we will still make every attempt to meet your deadline. We know how important deadlines can be, and we want our clients to feel they can depend on us.

We strive to meet the needs of our clients.

Key Personnel



John Mallows

FSA, MAAA

Actuarial Consultant

✉ john.mallows@nyhart.com

P | 317-845-3609 | 800-428-7106 F | 317-845-3654

22408 Rock Wren Rd, Spicewood, TX 78669

John Mallows joined Nyhart in 2020 and is an Actuarial Consultant in Nyhart's Healthcare Practice. He brings with him over 20 years of experience with public and private clients. John previously worked for a large brokerage firm providing plan sponsor services related to self-funded health plans, and he has extensive experience with Medicare Part D related projects, having served as the attesting actuary for over 70 clients.

John is a Fellow of the Society of Actuaries and a Member of the American Academy of Actuaries. He earned his bachelor's degree in Actuarial Science from the University of Waterloo.



Sandy Dekalb

ASA, EA, MAAA

Actuarial Consultant

✉ sandy.dekalb@nyhart.com

P | 317-845-3598 | 800-428-7106 F | 317-845-3654

Remote – San Diego, CA

Sandy Dekalb joined Nyhart in 2021 and is an Actuary in Nyhart's Healthcare Practice for the California region. She consults with public and private clients on a variety of issues with a focus on retiree healthcare and employee benefit plans, specifically understanding the unique challenges facing California employers. Sandy is a key contributor to overall project execution and quality, as well as, building relationships with potential clients and partners.

She is an Associate of the Society of Actuaries and earned her bachelor's degree in economics from Rutgers University.



Davis Messer

Actuarial Analyst

✉ davis.messer@nyhart.com

P | 317-845-3645 | 800-428-7106 F | 317-845-3654

Remote - California

Davis Messer joined Nyhart in August of 2021 and is an analyst in the Healthcare Practice. He will have the responsibility of inputting data and running the first draft report for proofing.

Davis earned his bachelor's degree in Actuarial Science from the University of California, Santa Barbara.

Cost Proposal

The fees quoted below are all-inclusive fees for the Trabuco Canyon Water District. Unless otherwise requested, our fees will be billed in two installments. 50% of fees will be billed upon commencement of work, and the remaining 50% upon completion of work. Please note, invoices are due and payable upon receipt.

For projects that are to be billed on a time and materials basis the hourly rates shown above will apply. The range of rates at each position vary based on experience and credentials. Associates will be assigned to optimize work quality and cost efficiency for the client. Please note that Nyhart is always willing to use a fixed fee approach if a scope of work has been clearly defined.

Hourly Rates

Classification	Hourly Rate
Lead Consulting Actuary	\$375 - \$500
Valuation Actuary	\$275 - \$375
Actuarial Analyst	\$205 - \$275
Administration Analyst	\$125 - \$205

Valuation Fees

FYE	Report Type	Fees
6/30/2022	Full Valuation	\$7,500
6/30/2023	Interim Valuation	\$2,400

If a results breakdown (Total OPEB Liability, Fiduciary Net Position, Net OPEB Liability, OPEB Expense, and Deferred Outflows/Inflows) by group or reporting unit is requested, there will be an additional fee of 10% for a two-group breakdown, plus an additional 1% for each extra group-breakdown requested, limited to no more than 1/3 of the current year's fees.

This clause will be included in our formal service agreement and may be waived if we know in advance the number of breakdown groups.

TCS Total Compensation Systems, Inc.

January 12, 2022

Michael Perea
Assistant General Manager
Trabuco Canyon Water District
32003 Dove Canyon Dr
Trabuco Canyon, CA 92679-3715

Dear Michael,

Thank you for your interest in retaining Total Compensation Systems as your OPEB actuary! This letter is our proposal for GASB 74/75 actuarial valuation services. The proposal includes a full actuarial valuation as of June 30, 2021 as well as an anticipated roll-forward valuation as of June 30, 2022.

Fees and Our 10% Discount

To confidently schedule clients, we provide an incentive for clients who make a commitment in advance of the valuation date. To reserve a place in our schedule, please send the signed contract and non-refundable deposit of one-half of the full valuation fee by March 15, 2022. The deposit is non-refundable because of the preliminary work we do to streamline valuations, as well as to compensate for downtime of resources that could result from cancelled contracts. By reserving a spot, Trabuco Canyon Water District is not only guaranteed a valuation slot, but is given priority over every client that didn't reserve one. We give a 10% discount of the full valuation fee as well as of the subsequent roll-forward valuation fee to those who reserve a spot by March 15, 2022. That means that, to reserve a spot, we must receive the signed contract and a check for \$1,710 – i.e. one-half of 90% of \$3,800 – by March 15, 2022. The following table shows the new fees under GASB 74/75:

	<u>Full GASB 74/75</u>	<u>GASB 74/75 w/ 10% Discount</u>
Fee for Full Valuation	\$3,800	\$3,420
Roll-forward Valuation for 2 nd Year	\$1,900	\$1,710

Our fees are generally all-inclusive without additional charges for phone calls, re-work, or additional information. However, because the vast majority of our clients do not require an in-person meeting or funding projections, we prefer not to bake those costs into our standard fees. In cases where these services are desired, we charge \$1,900 for an in-person meeting and up to \$2,000 for multi-year funding projections or a valuation under alternative scenarios/strategies. We can present valuation results via telephone or web conference at no charge, and we also can provide a recommended funding schedule at no charge.

If you choose *NOT* to reserve a spot, we still hope to work with you on the GASB 74/75 valuation, though it will be at the full fee quoted above.

Second Year Roll-Forward Valuation

As you know, GASB 75 requires a full actuarial valuation at least every two years. Because your last full valuation was performed as of June 30, 2019, you are due for this full valuation as of June 30, 2021. While this proposal does include the subsequent roll-forward valuation that we anticipate performing as of June 30, 2022, we will confirm with you prior to performing that work to ensure circumstances have not changed and that you would still like for us to proceed with the roll-forward valuation.

Timing and Data Requirements

Our records indicate that you will use the results of this June 30, 2021 valuation in your financials for the fiscal year ending June 30, 2022. This means that the valuation process is spread over a longer timeframe since the valuation census data should still be as of June 30, 2021 but asset and audit information will not be available until several months afterwards.

The following timeline shows when the primary data items are expected to be provided.

Data Item	Anticipated Delivery	Responsible Party
Census Data	June-February	Trabuco Canyon Water District
Asset Information	October-February	Trabuco Canyon Water District
Audit Report/CAFR	January-March	Trabuco Canyon Water District
Draft Report	January-May	TCS

Please let us know if you have any questions about the above or generally about retiree health or pension benefits. We would very much appreciate having the opportunity to work with Trabuco Canyon Water District.

Sincerely,



Geoffrey L. Kischuk
Actuary
gkischuk@totcomp.com



Will Kane
Actuary
wkane@totcomp.com

We require the following information in order to complete your retiree health actuarial valuation:

- **Census Data.** Demographic information as of the valuation date for active employees and retirees receiving health benefits. See below for specific data items needed.
- **Asset Statement.** If retiree health benefits are being funded through an irrevocable trust, please provide the annual trust statement for the full fiscal year ending on the valuation date.
- **Audit Report / CAFR.** Your most recent audited financial statements.
- **Description of Benefit Arrangement.** Either your most recent collective bargaining agreements or a summary of the retiree health benefits and eligibility. If the benefit structure has changed since the last actuarial valuation, a brief description of the change is helpful.
- **Medical Premium Rate Summary.** A summary exhibit that shows the full premium rates (even if the employer only pays up to a certain amount) for medical plans available to active employees and pre-Medicare retirees. Not necessary if you participate in CalPERS Medical as those rates are published and applicable broadly.
- **Other Useful Information.** Every retiree health plan is unique! If there is information not listed above or below that you believe would be helpful, please feel free to provide it.

For Each Active Employee (any active employee who may be eligible for future retiree health benefits)

- Required Information
 - Date of Birth
 - Sex
 - Date of Hire
 - Employee Group (e.g. Police, Fire, Management, Classified, Certificated, Miscellaneous)
 - Full-Time Equivalent Fraction / Full-Time or Part-Time Indicator / Hours Per Week
- Other Helpful Information
 - Name
 - Identifier (e.g. Employee ID, SSN, Last 4 SSN)
 - Active Medical Premium Amount
 - Medical Plan Name
 - Medical Coverage Tier (Single, 2-Party, Family)

For Each Retiree (any retiree receiving health coverage (even if self-pay) or health payments through employer)

- Required Information
 - Date of Birth
 - Sex
 - Date of Retirement (to the extent available)
 - Date/Age Benefit Ends (only needed if differs amongst retirees – e.g. Lifetime for some and to Age 65 for others)
 - Employee Group (e.g. Police, Fire, Management, Classified, Certificated, Miscellaneous)
 - Medical Premium – Total Amount (even if employer only pays up to a capped amount)
 - Medical Premium – Employer Portion (including employer reimbursement of Retiree Portion, if any)
 - Medical Premium – Retiree Portion
 - Employer Paid Amount for any Non-Medical Health Benefits (Dental, Vision, Life Insurance, Medicare Part B, HRA Contributions, Cash-In-Lieu, etc.)
 - Medical Plan Name
 - Medical Coverage Tier (Single, 2-Party, Family)
- Other Helpful Information
 - Name
 - Identifier (e.g. Employee ID, SSN, Last 4 SSN)

TCS Total Compensation Systems, Inc.

January 13, 2022

Michael Perea
Assistant General Manager
Trabuco Canyon Water District
32003 Dove Canyon Dr
Trabuco Cyn, CA 92679-3715

Dear Michael,

As you know, CalPERS does not provide pension plan information needed for GASB 68 disclosures in Trabuco Canyon Water District's audited financial statements for fiscal 2022.

Total Compensation Systems, Inc. (TCS) has helped to bridge this gap by providing GASB 68 reporting materials for around 50 of our clients. Our services are designed to minimize the amount of time, effort, and pension expertise required by you and your auditors in order to comply with GASB 68. We provide the following materials:

- Draft Note Disclosure with the majority of the text and values required by GASB 68 completed;
- Draft Required Supplementary Information (RSI) schedules;
- A Spreadsheet Report that contains detailed calculation of the deferral balances and expense.

Fees, Required Information, and Timing

Our fee for this service is **\$1,100** for 1 risk pool.

For agencies that we provided GASB 68 reporting information to last year, all we typically need from you is the amount of pension contributions made in the 2021-22 fiscal year. For CalPERS Plans, you can simply send us a pdf of the myCalPERS Billing and Payment Summary for Fiscal year 2021/2022. For CalSTRS Plans, any sort of summary exhibit which shows the 2021-22 pension contributions will work.

For agencies that we are providing GASB 68 services to for the first time, we prefer to receive the detail behind the reported deferred inflow/outflow balances and amortization schedule when possible. If this information is not obtainable, we have the ability to create balances and schedules which will mimic the actual balances used in the prior year.

From the time you provide pension contribution information to us, we will provide reporting materials back to you within one to two weeks. Contribution information is typically provided to us in August or September, but we can provide our materials as early as July or later in the year as needed.

Attached is a contract for these services. To proceed, simply return the signed agreement. We will provide an invoice for **\$1,100** upon delivery of our draft materials. If you would prefer to receive the invoice in advance, just let us know. Please let us know if you have questions about our GASB 68 services or about your CalPERS pension in general.

Sincerely,



Geoffrey L. Kischuk
Actuary
gkischuk@totcomp.com

TCS Actuarial Clients

Following is a list of California public employers for which we have performed retiree health valuation services.

Acalanes Union High School District
Acton-Agua Dulce Unified School District
Adelanto Elementary School District
Alameda County Office of Education
Alameda County Waste Management Authority
Alisal Union School District
Allan Hancock Joint Community College District
Alpine Springs County Water District
Alpine Union Elementary School District
Alta Loma School District
Alta Vista Elementary School District
Alvord Unified School District
Amador County Office of Education
Anderson Union High School District
Antelope Valley College
Antelope Valley Mosquito & Vector Control District
Antelope Valley Union High School District
Antelope Valley-East Kern Water Agency
Apple Valley Unified School District
Arcohe Union Elementary School District
Armona Union Elementary School District
Aromas-San Juan Unified School District
Arrowbear Park County Water District
Arvin Union School District
Associated Students of San Jose State University
Atascadero Unified School District
Atwater Elementary School District
Auburn Union Elementary School District
Baldy View Regional Occupation Program
Banning Unified School District
Banta Elementary School District
Barstow Community College District
Bass Lake Joint Union Elementary School District
Bassett Unified School District
Bay Area Rapid Transit District
Bear Valley Unified School District
Beaumont-Cherry Valley Recreation and Park District
Belmont Redwood Shores School District
Berkeley Unified School District
Big Bear City Airport
Big Bear City Community Services District
Big Pine Unified School District
Bishop Unified School District
Blue Lake Union School District
Bonny Doon Union Elementary School District
Branciforte Fire Protection District
Bret Harte Union High School District
Burbank Unified School District
Burton School District
Butte-Glenn Community College District
Cabrillo College Foundation
Cabrillo Community College District
Cachuma Operation and Maintenance Board
Calistoga Joint Unified School District
Carmel Unified School District
Carmichael Water District
Casitas Municipal Water District
Castro Valley Sanitary District
Castroville Community Services District
Central Elementary School District
Central Union School District
Centralia Elementary School District
Ceres Unified School District
Cerritos Community College District
Chabot-Las Positas Community College District
Chaffey Community College District
Chaffey Joint Union High School District
Chatom Union School District
Chino Valley Unified School District
Chualar Union School District
Citrus Community College District
City College of San Francisco Bookstore
City of Arcata
City of Auburn
City of Bell
City of Bell Gardens
City of Bellflower
City of Blue Lake
City of Buena Park
City of Calabasas
City of Canyon Lake
City of Capitola
City of Carmel-by-the-Sea
City of Chino
City of Chino Hills
City of Claremont
City of Colton
City of Covina
City of Dunn
City of East Carbon
City of Elk Grove
City of Emeryville
City of Folsom
City of Fountain Valley
City of Garden Grove
City of Hercules

City of Imperial Beach	Corona-Norco Unified School District
City of Industry	Cotati-Rohnert Park Unified School District
City of Irwindale	Cottonwood Fire Protection District
City of La Puente	Cottonwood Union School District
City of Lafayette	Crestline Sanitation District
City of Lake Forest	Cuesta College
City of Lakeport	Cutten Elementary School District
City of Lawndale	Cypress Charter High School
City of Loma Linda	Cypress School District
City of Los Alamitos	Davis Joint Unified School District
City of Manhattan Beach	Dehesa Elementary School District
City of Menifee	Del Norte County Schools
City of Mission Viejo	Del Paso Manor Water District
City of Morro Bay	Delano Joint Union High School District
City of Oceanside	Denair Unified School District
City of Oroville	Desert Center Unified School District
City of Perris	Desert Health Care District
City of Pomona	Desert Sands Unified School District
City of Porterville	Dinuba Unified School District
City of Rancho Santa Margarita	Diocese of San Bernardino
City of Rolling Hills	Dos Palos Oro Loma Joint Unified School District
City of San Clemente	Downey Unified School District
City of Scotts Valley	Duarte Unified School District
City of Signal Hill	Ducor Union Elementary School District
City of Simi Valley -- General Unit	Durham Unified School District
City of Solvang	East Whittier City School District
City of South Ogden	Eastside Union School District
City of Stanton	El Camino Community College District
Claremont Unified School District	El Dorado Hills County Water District
Cloverdale Unified School District	El Dorado Irrigation District
Coachella Valley Mosquito and Vector Control District	El Dorado Union High School District
Coachella Valley Unified School District	El Rancho Unified School District
Coast Community College District	El Segundo Unified School District
Coastline Regional Occupational Program	El Toro Water District
Coastside County Water District	Elk Grove Benefit Employee Retirement Trust
Coastside Fire Protection District	Elk Grove Unified School District
College and Career Advantage	Emery Unified School District
College of Marin	Escalon Unified School District
College of the Desert	Etiwanda School District
College of the Redwoods	Eureka City Schools
College of the Sequoias	Fairfax Elementary School District
College of the Siskiyous	Fairfield-Suisun Sewer District
Colusa County Office of Education	Feather River Air Quality Management District
Compton Community College District	Feather River Community College District
Compton Creek Mosquito Abatement District	Ferndale Unified School District
Conrad Hilton Foundation	Fieldbrook Elementary School District
Contra Costa Community College District	Fillmore Unified School District
Contra Costa County Office of Education	First 5 San Benito
Copper Mountain Community College District	Folsom-Cordova Unified School District
Corcoran Joint Unified School District	Fontana Unified School District
Corning Union High School District	Foothill-DeAnza Community College District

Fortuna Union High School District
 Fountain Valley Elementary School District
 Fowler Unified School District
 Franklin Elementary School District
 Fremont Union High School District
 Freshwater School District
 Fresno County Superintendent of Schools
 Fruitvale Elementary School District
 Fullerton Elementary School District
 Galt Joint Union Elementary School District
 Garfield School District
 Glendale Community College District
 Glenn County Office of Education
 Gold Coast Transit
 Gold Oak Union Elementary School District
 Goleta Water District
 Goleta West Sanitary District
 Gravenstein Union Elementary School District
 Great Basin Unified Air Pollution Control District
 Greater Anaheim Special Education Local Plan Area
 Greenfield Union Elementary School District
 Grossmont-Cuyamaca Community College District
 Guadalupe Union Elementary School District
 Guerneville Elementary School District
 Gustine Unified School District
 Hacienda La Puente Unified School District
 Happy Valley Union Elementary School District
 Harmony Union Elementary School District
 Hart Ransom Academic Charter School
 Hart Ransom Union Elementary School District
 Hartnell Community College District
 Healdsburg Unified School District
 Hemet Unified School District
 Hi-Desert Water District
 Hillsborough City School District
 Housing Authority of the City of Eureka
 Housing Authority of the City of Los Angeles
 Housing Authority of the County of San Joaquin
 Hughson Unified School District
 Humboldt Bay Harbor Recreation and Conservation
 District
 Humboldt County Office of Education
 Humboldt State University Center
 Humboldt Transit Authority
 Huntington Beach City Elementary School District
 Imperial Community College District
 Imperial County Office of Education
 Indian Wells Valley Water District
 Ironhouse Sanitary District
 Jacoby Creek School District
 Jefferson School District
 Jefferson Union High School District
 John Swett Unified School District
 Julian Union High School District
 Kaweah Delta Water Conservation District
 Kerman Unified School District
 Kern Community College District
 Kern Council of Governments
 Kern County Law Library
 Kernville Union School District
 Kings Canyon Joint Unified School District
 Kings County Office of Education
 Kings River Union Elementary School District
 Kings River-Hardwick Union School District
 Kingsburg Elementary Charter School District
 Kit Carson Union Elementary School District
 Knights Ferry Elementary School District
 La Habra City School District
 La Puente Valley County Water District
 Lafayette School District
 Laguna Beach County Water District
 Laguna Beach Unified School District
 Lake Elsinore Unified School District
 Lake Hemet Municipal Water District
 Lake Tahoe Community College District
 Lakeside Fire Protection District
 Lakeside Union Elementary School District
 Lamont Elementary School District
 Lancaster School District
 Las Lomas School District
 Las Virgenes Municipal Water District
 Lassen Community College District
 Lassen County Office of Education
 Lassen Municipal Utility District
 Lassen Union High School District
 Laton Unified School District
 Lawndale Elementary School District
 Le Grand Union Elementary School District
 Lemon Grove School District
 Lemoore Union Elementary School District
 Lemoore Union High School District
 Lewiston Elementary School District
 Liberty Union High School District
 Live Oak School District
 Live Oak Unified School District
 Livingston Union School District
 Local Agency Formation Commission for the County of
 Los Angeles
 Lodi Unified School District
 Loleta Union Elementary School District
 Long Beach City College
 Loomis Union School District

Los Alamitos Unified School District
Los Angeles County Law Library
Los Angeles County West Vector & Vector-Borne
Disease Control District
Los Gatos-Saratoga Joint Union High School District
Luther Burbank Elementary School District
Magnolia School District
Mammoth Unified School District
March Joint Powers Authority
Marin County Office of Education
Mark West Union School District
Martinez Unified School District
Marysville Joint Unified School District
McCabe Union Elementary School District
McFarland Unified School District
McKinleyville Union School District
Meadows Union Elementary School District
Meeks Bay Fire Protection District
Mendocino-Lake Community College
Menlo Park City School District
Merced Community College District
Merced County Office of Education
Merced Union High School District
Mid-Placer Public Schools Transportation Agency
Millbrae School District
Mission Valley ROP
Mono County Office of Education
Monroe Elementary School District
Montecito Sanitary District
Montecito Water District
Monterey Peninsula Community College District
Monterey Peninsula Unified School District
Monterey Regional Waste Management District
Moraga School District
Moreland School District
Morongo Unified School District
Mosquito & Vector Management District of Santa
Barbara County
Mount San Antonio Community College District
Mount San Antonio Community College District
Auxiliary
Mount Shasta Union School District
Mountain View Elementary School District
Mountain View Los Altos Union High School District
Mt. San Jacinto Community College District
Municipalities, Colleges and Schools Insurance Group
Murrieta Valley Unified School District
Napa County Office of Education
Napa Valley Community College District
Natomas Unified School District
Nevada Joint Union High School District

New Hope Elementary School District
New Jerusalem Elementary School District
Newman Crows Landing Unified School District
North Coast Unified Air Quality Management District
North County Fire Protection District of San Diego
County
North Monterey County Unified School District
North of the River Municipal Water District
North Orange County Community College District
North Orange County Regional Occupational Program
North Tahoe Fire Protection District
Northwest Mosquito and Vector Control District
Norwalk La Mirada Unified School District
Novato Unified School District
Oak Valley Union Elementary School District
Oakdale Joint Unified School District
Oakley Union Elementary School District
Ocean View School District
Oceanside Unified School District
Ohlone Community College District
Ojai Valley Sanitary District
Ontario Montclair School District Board of Trustees
Orange Center School District
Orange County Superintendent of Schools
Orange Unified School District
Orcutt Academy Charter
Orcutt Union School District
Oroville Union High School District
Oxnard School District
Oxnard Union High School District
Pacheco Union School District
Pacific Grove Unified School District
Pacific Union School District
Pacifica School District
Pajaro Valley Public Cemetery District
Pajaro Valley Unified School District
Palermo Union Elementary School District
Palm Springs Unified School District
Palo Verde Community College District
Palo Verde Unified School District
Palomar Community College District
Paradise Elementary School District
Paradise Irrigation District
Paradise Unified School District
Parlier Unified School District
Pasadena Area Community College District
Patterson Joint Unified School District
Peralta Community College District
Perris Elementary School District
Pico Water District
Piedmont Unified School District

Pioneer Union School District
Placer County Office of Education
Placer Hills Union School District
Planada Elementary School District
Pleasant Valley School District
Pleasant View Elementary School District
Plumas County Community Development Commission
Port of Hueneme - Oxnard Harbor District
Porterville Unified School District
Poway Unified School District
Processing Tomato Advisory Board
PSA2 Area Agency on Aging
Rancho Santiago Community College District
Ravenswood City Elementary School District
Reclamation District No. 1000
Reclamation District No. 900
Redlands Unified School District
Reed Union School District
Reef-Sunset Unified School District
Rescue Fire Protection District
Rim of the World Unified School District
Rincon del Diablo Municipal Water District
Rincon Valley Union School District
Rio Bravo-Greeley Union Elementary School District
Rio Dell Elementary School District
Rio Hondo Community College District
Riverbank Unified School District
Riverdale Joint Unified School District
Riverside Transit Agency
Roberts Ferry Elementary School District
Robla School District
Rocklin Unified School District
Rodeo-Hercules Fire Protection District
Rosedale Union School District
Roseland Elementary School District
Roseville City School District
Ross School District
Ross Valley Elementary School District
Rowland Unified School District
Rubidoux Community Services District
Sacramento Suburban Water District
Saddleback Valley Unified School District
Salinas Union High School District
San Bernardino City Unified School District
San Bernardino Community College District
San Bernardino County Superintendent of Schools
San Bruno Park School District
San Carlos School District
San Francisco Community College District
San Francisco Unified School District
San Gabriel Valley Mosquito & Vector Control District

San Gabriel Valley Municipal Water District
San Jacinto Unified School District
San Joaquin County Office of Education
San Joaquin Delta Community College District
San Juan Water District
San Lorenzo Unified School District
San Marino Unified School District
San Mateo County Community College District
San Mateo County Office of Education
San Mateo County Schools Insurance Group
San Mateo Union High School District
Santa Ana Unified School District
Santa Barbara Community College District
Santa Barbara County Association of Governments
Santa Barbara County Education Office
Santa Clarita Community College District
Santa Cruz County Office of Education
Santa Maria Joint Union High School District
Santa Maria Public Airport District
Santa Monica Community College District
Santa Paula City Housing Authority
Santa Rita Union School District
Santa Ynez River Water Conservation District
Savanna Elementary School District
Scotia Union Elementary School District
Scotts Valley Fire Protection District
Scotts Valley Water District
Selma Kingsburg Fowler County Sanitation District
Sequoia Union High School District
Serrano Water District
Shasta Regional Transportation Agency
Shasta Tehama Trinity Joint Community College District
Shasta Union High School District
Shasta Union High School District Charter Schools
Sierra Joint Community College District
Sierra Lakes County Water District
Sierra Unified School District
Silicon Valley Clean Water
Silver Valley Unified School District
Siskiyou County Office of Education
Siskiyou Union High School District
Solano County Community College District
Solano County Office of Education
Soledad Unified School District
Sonoma Valley Unified School District
South Bay Union School District
South County Support Services Agency
South Fork Union School District
South Monterey County Joint Union High School District
South Pasadena Unified School District
South San Francisco Unified School District

South San Luis Obispo County Sanitation District
Southern California Library Cooperative
Southern Humboldt Joint Unified School District
Southern Kern Unified School District
Southern Trinity Joint Unified School District
Southwest Transportation Agency
Southwestern Community College District
Squaw Valley Public Service District
Standard Elementary School District
Stanislaus County Office of Education
Stanislaus Union School District
Stege Sanitary District
Stockton Unified School District
Successor Agency to the Redevelopment Agency of the
City and County of San Francisco dba San Francisco
Office of Community Investment and Infrastructure
(OCII)
Sundale Union Elementary School District
Sunnyside Union Elementary School District
Susanville Sanitary District
Susanville School District
Sutter Cemetery District
Sutter County Office of Education
Sweetwater Authority
Taft City School District
Tahoe-Truckee Sanitation Agency
Tahoe-Truckee Unified School District
TCS Miscellaneous
Temple City Unified School District
Town of Ross
Tracy Joint Unified School District
Trinidad Union School District
Truckee Fire Protection District
Truckee Sanitary District
Trust for Retirees of Associated California Schools
Tulare City School District
Turlock Unified School District
Tustin Unified School District
United Water Conservation District
Upper Lake Unified School District
Upper San Gabriel Valley Municipal Water District
Val Verde Unified School District
Vallecitos Water District
Valley County Water District
Valley Home Joint School District
Valley Sanitary District
Ventura County Community College District
Ventura County Office of Education
Victor Elementary School District
Victor Valley Community College District
Victor Valley Wastewater Reclamation Authority

Vineland Elementary School District
Walnut Creek School District
Waltham Housing Authority
Wasco Union Elementary School District
Washington Unified School District
Washington Union School District
Weed Union Elementary School District
West Contra Costa Transportation Advisory Committee
West Hills Community College District
West Kern Community College District
West Sonoma County Union High School District
West Valley Mission Community College District
Western Placer Unified School District
Westside Union School District
Westwood Unified School District
Wheatland School District
Wheatland Union High School District
Williams Unified School District
Willits Unified School District
Winters Joint Unified School District
Winton School District
Woodland Joint Unified School District
Woodside Elementary School District
Yolo County Office of Education
Yosemite Community College District
Yreka Union Elementary School District
Yreka Union High School District
Yuba Community College District
Yuba County Office of Education
Yucaipa-Calimesa Unified School District

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MARCH 17, 2022**

**ACTION CALENDAR
FINANCIAL MATTERS**

ITEM 7: DISCUSSION AND POSSIBLE ACTION CONCERNING THE ADOPTION OF DISTRICT TREASURER'S ANNUAL STATEMENT OF INVESTMENT POLICY

Effective January 1, 1997, legislation was passed which affected the language of investment policies for local agencies. The changes under the legislative mandates included the addition of Section 2 (Prudence), and Section 3 (Objectives), which specifies that the safety, liquidity, and return on investments shall be primary objectives.

On January 20, 2021, the Board of Directors adopted Resolution No. 2021-1289 in compliance with the legislative mandated annual requirement. The District Treasurer's firm legal counsel has recommended the following minor changes to the proposed resolution:

Section 7 (b) Prohibited Investments –

Under the provisions of California Government Code Section 53601.6 and 53631.5 (BBK doesn't have this Section it has Section 53635), the District shall not invest any funds covered by the Policy in inverse floaters, range notes, interest-only strips derived from mortgage pools ~~or any investment that may result in a zero interest accrual if held to maturity.~~ In addition, and more generally, investments are further restricted as follows:

- No investment will be made that has either (1) an embedded option or characteristic which could result in a loss of principal if the investment is held to maturity, or (2) an embedded option or characteristic which could seriously limit accrual rates or which could result in zero interest accrual periods.
- No investment will be made that could cause the portfolio to be leveraged.

The attached resolution has been reviewed by the District Treasurer and District staff and is presented for Committee consideration.

FUNDING SOURCE:

Not applicable

FISCAL IMPACT

None

COMMITTEE STATUS:

This matter was reviewed with the Finance/Audit Committee.

RECOMMENDED ACTION:

Adopt Resolution No. 2022-1304 – Resolution of the Board of Directors of Trabuco Canyon Water District Adopting District Treasurer's Annual Statement of Investment Policy.

EXHIBITS:

1. DRAFT Resolution No. 2022-1304 - Resolution of the Board of Directors of Trabuco Canyon Water District Adopting District Treasurer's Annual Statement of Investment Policy - Redlined

CONTACTS (staff responsible): PEREA/BYERRUM

RESOLUTION NO. 2022-1304
RESOLUTION OF THE BOARD OF DIRECTORS
OF TRABUCO CANYON WATER DISTRICT ADOPTING
DISTRICT TREASURER’S ANNUAL STATEMENT OF INVESTMENT POLICY

~~WHEREAS, t~~The Legislature of the State of California (“State” or “California”) has declared that the deposit and investment of public funds by local officials and local agencies is an issue of Statewide concern (California Government Code Section 53600.6).; ~~and~~

~~WHEREAS, t~~The legislative body of a local agency may invest surplus monies not required for the immediate necessities of ~~that~~such local agency in accordance with ~~the provisions of~~ California Government Code Sections 5920 *et. seq.* and 53600 *et. seq.*; ~~and~~

~~WHEREAS, t~~he Treasurer of the Trabuco Canyon Water District (“~~Treasurer~~” and “District”) shall annually prepare and submit a statement of investment policy and ~~such that~~ policy, ~~including~~and any changes ~~thereto~~, shall be considered by the Board of Directors (“Board”) at a public meeting (California Government Code Section 53646(a)).

~~NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE TRABUCO CANYON WATER DISTRICT~~ **DOES HEREBY RESOLVES, DETERMINES AND ORDERS AS FOLLOWS:**

Section 1. Scope of Policy: This Investment Policy (“Policy”) applies to all financial assets of the District. These funds are accounted for in the annual District audited financial statements and include:

- General Fund
- Bond Funds consisting of debt service reserve funds and construction funds
- Reserve Funds

Funds in the deferred compensation plan and funds in California Employers’ Retiree Benefit Trust (~~CERBT~~) fund plan for retiree benefits are not included in the scope of this Resolution.

Section 2. Prudence: Investments shall be made with judgment and care, under circumstances then prevailing, including, but not limited to, the general economic conditions and anticipated financial needs of the District, which persons of prudence, discretion and intelligence exercise in the management of their own affairs; not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the “prudent investor” standard (as set out in California Government Code Section 53600.3) and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the Policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Section 3. Objectives: As specified in California Government Code Section 53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives, in priority order, of the investment activities shall be:

a. **Safety:** Safety of principal is the foremost objective of the Policy. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

b. **Liquidity:** The investment portfolio will remain sufficiently liquid to enable the District to meet all operating requirements that might be reasonably anticipated.

c. **Return on Investment(s):** The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

Section 4. Delegation of Authority: Authority to manage the Policy is derived from California Government Code Section 53600, *et seq.* Management responsibility for the Policy is hereby delegated to the Treasurer. No person may engage in an investment transaction except as provided under the terms of the Policy. The Board shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of the Treasurer or any other subordinate officials. Under the provisions of California Government Code Section 53600.3, in exercising the powers set out in this Resolution and under the Policy the Treasurer is, and shall act as, a trustee and a fiduciary subject to the prudent investor standard.

Section 5. Ethics and Conflicts of Interest: District officers and employees involved in the investment process shall fully comply with the District's current Conflict of Interest Code in the execution of the Policy. District officers and employees involved in the investment process shall refrain from personal business activity that could conflict, or appear to conflict, with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

Section 6. Authorized Financial Institutions and Dealers:

a. The Treasurer shall maintain a list of financial institutions, selected on the basis of credit worthiness, financial strength, experience and minimal capitalization authorized to provide investment services. In addition, a list may also be maintained of approved security brokers/dealers selected by credit worthiness who are authorized to provide investment and financial advisory services in the State. No public deposit shall be made except in a qualified public depository as established by State laws.

b. For brokers/dealers of government securities and other investments, the Treasurer shall select only brokers/dealers who are licensed and in good standing with the California Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organizations.

c. Before engaging in investment transactions with a broker/dealer, the Treasurer shall have received from such firm a signed certification form. This certification form shall attest that the individual responsible for the District's account(s) with that firm has reviewed the Policy and that the firm understands the Policy and intends to present investment recommendations and transactions to the District that are appropriate under the terms and conditions of the Policy.

d. Where all funds of the District not placed in FDIC insured accounts are invested through the State of California Local Agency Investment Fund ("LAIF"), the District's Authorized Investment Officers shall not be required investigate the qualifications of those financial institutions and broker/dealers with whom LAIF transacts business.

Section 7. Authorized and Suitable Investments:

a. **Permitted Investments:** District funds may be invested as authorized by, and subject to the limitations and special conditions of California Government Code Section 53601 et. seq., and 53635.

b. **Prohibited Investments:** Under the provisions of California Government Code Section 53601.6 ~~and 53631.5~~, the District shall not invest any funds covered by the Policy in inverse floaters, range notes, interest-only strips derived from mortgage pools ~~or any investment that may result in a zero interest accrual if held to maturity.~~ In addition, and more generally, investments are further restricted as follows:

- No investment will be made that has either (1) an embedded option or characteristic which could result in a loss of principal if the investment is held to maturity, or (2) an embedded option or characteristic which could seriously limit accrual rates or which could result in zero interest accrual periods.
- No investment will be made that could cause the portfolio to be leveraged.

Section 8. Collateralization: All certificates of deposits must be collateralized by U. S. Treasury obligations. Such collateral must be held by a third-party trustee and valued on a monthly basis. The percentage of collateralization on repurchase and reverse repurchase agreements will adhere to the amount required under California Government Code Section 53601 ~~(1) and (2).~~

Section 9. Safekeeping and Custody: All security transactions entered into by the District shall be conducted on a delivery-versus-payment ~~(DVP)~~ basis. All securities purchased or acquired shall be delivered to the District by book-entry, physical delivery or by third party custodial agreement as required by California Government Code Section 53601.

Section 10. Diversification: The District shall diversify its investments by security type and institution. It is the policy of the District to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. Diversification strategies shall be determined and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

- a. Portfolio maturities shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.
- b. Maturities selected shall provide for stability of income and liquidity.
- c. Disbursement and payroll dates shall be covered through maturities investments, marketable U. S. Treasury Bills or other cash equivalent instruments such as money market mutual funds.

Section 11. Reporting: In accordance with California Government Code Section 53646(b)(1), the Treasurer shall submit to each member of the Board a quarterly investment report. Such report shall include a complete description of the portfolio, the type of investments, the issuers, maturity dates, par values on current market values of each component of the portfolio, including funds managed for the District by third party contracted managers, if applicable. The report will also include a certification that: (1) all investment actions executed since the last report have been made in full compliance with the 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. The Treasurer shall maintain a complete and timely written record of all investment transactions.

Section 12. Investment Policy Adoption: The Policy shall be adopted by resolution adopted by the Board. The Policy shall be reviewed on at least an annual basis, and modifications thereto must be approved by the Board.

ADOPTED, SIGNED AND APPROVED MARCH 17, 2022.

TRABUCO CANYON WATER DISTRICT

By: _____
President/Vice President

By: _____
District Secretary

STATE OF CALIFORNIA)
) ss.
COUNTY OF ORANGE)

I, Michael Perea, District Secretary of the Trabuco Canyon Water District, hereby certify that the foregoing resolution was duly adopted by the Board of the District at a meeting held on March 17, 2022, at which a quorum was present and acting throughout and for which notice and an agenda was prepared and posted as required by law, and the resolution was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

District Secretary
Trabuco Canyon Water District

STATE OF CALIFORNIA)
) ss.
COUNTY OF ORANGE)

I, Michael Perea, District Secretary of the Trabuco Canyon Water District, hereby certify that the foregoing is a full, true and correct copy of Resolution No. 2022-1304 and it has not been amended or repealed.

Dated March 17, 2022.

District Secretary
Trabuco Canyon Water District

DRAFT

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MARCH 17, 2022**

ENGINEERING MATTERS

ITEM 8: DISCUSSION CONCERNING DIMENSION WATER TREATMENT PLANT (DWTP) OFFICE AND STORAGE IMPROVEMENTS

Trabuco Canyon Water District (District) owns, operates, and maintains the Dimension Water Treatment Plant (WTP) in the City of Lake Forest. Water Operations Staff has been working out of a 12'x30' office trailer since approximately 2006 (Exhibit 1). The office is in poor condition, is not ADA compliant, and is too small to accommodate five operators, a bathroom and kitchen area. Staff worked with JIG Consultants to design a new office and relocate it on-site. The new office is a 24'x60' modular building and includes a supervisor office, several cubicles, a storage/communications room, a kitchen area and an improved bathroom which includes a shower and locker facilities. The plans have been approved by the state and presented Board review (Exhibits 2 & 3). This project is identified in the Capital Improvement Program (CIP).

FUNDING SOURCE:

CIP funds

FISCAL IMPACT:

Updated total budget of \$500,000 (Including Engineering, Inspection and Testing)

COMMITTEE STATUS:

This matter was reviewed with the Engineering/Operational Committee.

ENVIRONMENTAL COMPLIANCE:

Notice of Exemption was filed with the County of Orange on February 24, 2022

RECOMMENDED ACTION:

Receive project status update at the time of the meeting. No action required.

EXHIBIT(S):

1. Project Photos
2. Construction Plans (95%)
3. Engineer's Cost Estimate

CONTACTS (staff responsible): LAUSTEN



Dimension Water Treatment Plant Office Improvements

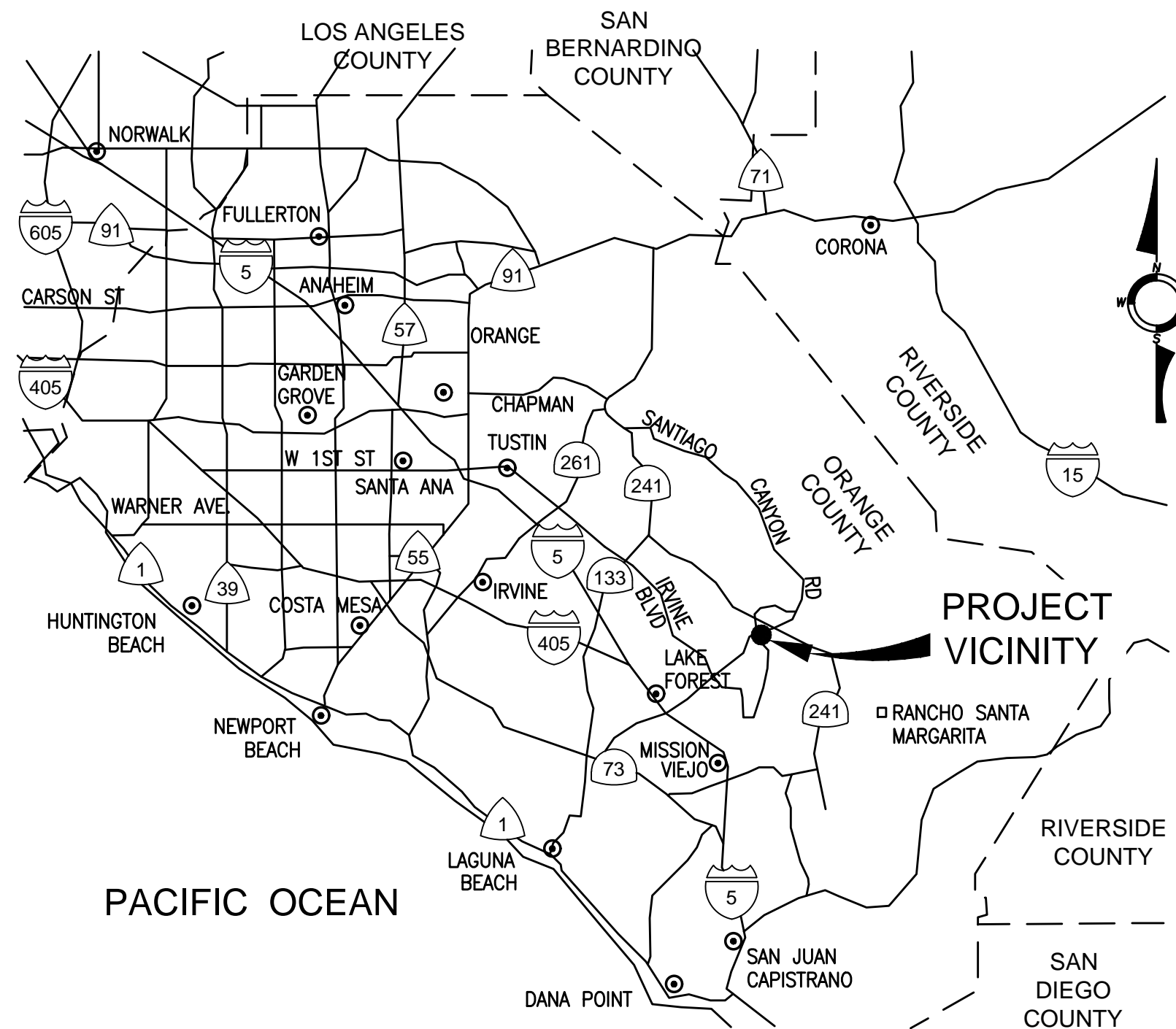
Dimension Water Treatment Plant Office Improvements



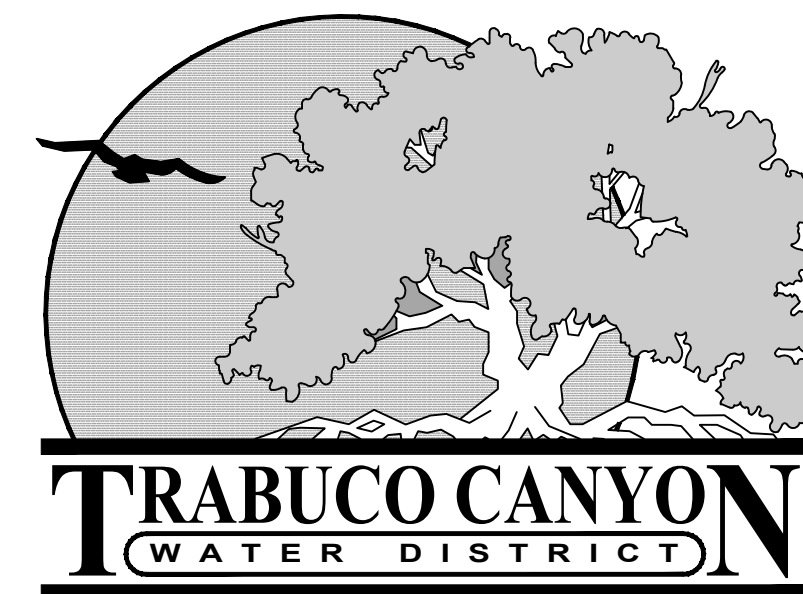
Existing Office

TRABUCO CANYON WATER DISTRICT

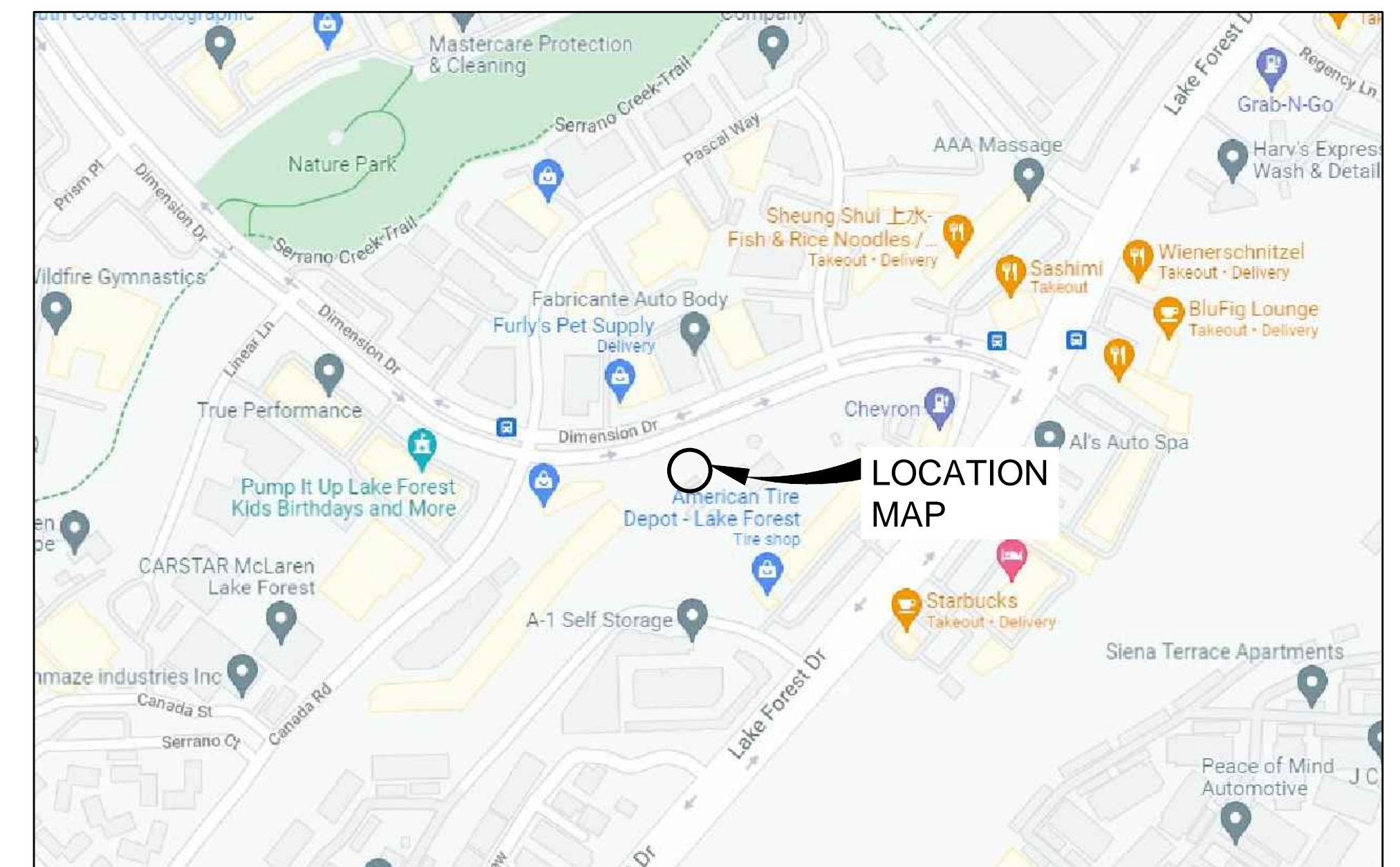
DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER PROJECT NO. 2122-011



VICINITY MAP
NOT TO SCALE



MARCH 2022



LOCATION MAP
NOT TO SCALE

SHEET INDEX

DWG. NO.	SHT. NO.	SHEET TITLE
G-01	1	TITLE SHEET, VICINITY AND LOCATION MAPS, AND SHEET INDEX
G-02	2	GENERAL NOTES, STANDARD SYMBOLS, AND ABBREVIATIONS
C-01	3	SITE PLAN, UTILITIES LOCATION AND DEMOLITION PLAN
C-02	4	OFFICE TRAILER INTERIOR FURNISHINGS
A-01	5	PREPACKAGED MODULAR TRAILER - SPECIFICATIONS AND CONDITIONS
A-02	6	PREPACKAGED MODULAR TRAILER - FLOOR PLAN, PLUMBING SCHEDULE, STRUCTURAL LEGEND, DOOR AND WINDOW SCHEDULES
A-03	7	PREPACKAGED MODULAR TRAILER - ELECTRICAL PLAN, ELECTRICAL SCHEDULE, ELECTRICAL PANEL SCHEDULE, ELECTRICAL NOTES
A-04	8	PREPACKAGED MODULAR TRAILER - REFLECTED CEILING PLAN, BUILDING CROSS SECTION
A-05	9	PREPACKAGED MODULAR TRAILER - HVAC PLAN AND SCHEDULE
A-06	10	PREPACKAGED MODULAR TRAILER - BUILDING ELEVATIONS
A-07	11	PREPACKAGED MODULAR TRAILER - CABINET ELEVATIONS, DETAILS
A-08	12	PREPACKAGED MODULAR TRAILER - FIRE RATED WALL & ROOF DETAILS
A-09	13	PREPACKAGED MODULAR TRAILER - PLUMBING ISOMETRICS
S-01	14	MODULAR FOUNDATION DESIGN
E-01	15	ELECTRICAL SYMBOLS AND NOTES
E-02	16	ELECTRICAL SITE PLAN
E-03	17	OFFICE TRAILER ELECTRICAL PLAN
E-04	18	SINGLE LINE DIAGRAM

APPROVED:
TRABUCO CANYON WATER DISTRICT

LORRAINE S. LAUSTEN R.C.E. 67027 DATE
DISTRICT ENGINEER

GENERAL NOTES

- NOTIFY TRABUCO CANYON WATER DISTRICT (DISTRICT) 714-858-0277 AT LEAST 48 HOURS BUT NOT MORE THAN 72 HOURS BEFORE STARTING WORK, OR AFTER ANY DELAY, BEFORE RESUMING WORK.
- THE CONTRACTOR SHALL CONTACT UNDERGROUND SERVICE ALERT (U.S.A.) AT 811 AT LEAST 48 HOURS PRIOR TO STARTING WORK.
- ALL WORK IS TO BE DONE IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS AND THE "STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION" (GREEN BOOK) LATEST EDITION, AND THE DISTRICT'S STANDARD SPECIFICATIONS AND DRAWINGS. THE CONTRACTOR SHALL HAVE A COPY OF THESE PLANS AND THE SPECIFICATIONS AND THE STANDARD SPECIFICATIONS ON THE JOB AT ALL TIMES.
- CONCRETE WORK SHALL BE PER PLANS AND SPECIFICATIONS UNLESS OTHERWISE INDICATED.
- PIPELINES SHALL BE PRESSURE TESTED TO 200 PSI.
- CONTRACTOR SHALL MAINTAIN THE WORK AREA IN A NEAT, SAFE, CLEAN AND SANITARY CONDITION AT ALL TIMES. STREETS SHALL BE KEPT CLEAN OF DEBRIS, WITH DUST AND NOISANCE BEING CONTROLLED AT ALL TIMES. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR ANY CLEANUP OF ADJACENT STREETS AFFECTED BY HIS CONSTRUCTION. CONTRACTOR TO CLEAN STREET WITH SWEEPER OR EQUAL PRIOR TO END OF EACH WORK DAY AS A MINIMUM.
- ALL SURPLUS MATERIAL REMOVED, INCLUDING EXCAVATED MATERIALS WHICH ARE NOT SUITABLE FOR USE IN THIS PROJECT SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF AWAY FROM THE JOB SITE IN A MANNER AND AT LOCATION ACCEPTABLE TO ALL AFFECTED AGENCIES.
- THE CONTRACTOR SHALL POTHOLE AND LOCATE EXISTING CROSSING UNDERGROUND UTILITIES AND POINTS OF CONNECTION TWO WEEKS, IN ADVANCE OF THE CONSTRUCTION. THE CONTRACTOR SHALL BE LIABLE FOR ANY ADDITIONAL COST REQUIRED IN THE EVENT THAT HE HAS NOT CORRECTLY LOCATED THE EXISTING UTILITIES.
- THE CONTRACTOR SHALL DESIGN, CONSTRUCT AND MAINTAIN ALL SAFETY DEVICES INCLUDING SHORING AND BE RESPONSIBLE FOR CONFORMING TO ALL LOCAL, STATE, AND FEDERAL SAFETY AND HEALTH STANDARDS, LAWS, AND REGULATIONS. NEITHER THE DISTRICT NOR THE DISTRICT'S ENGINEER SHALL ENFORCE SAFETY MEASURES OR REGULATIONS. THE CONTRACTOR IS RESPONSIBLE FOR SITE SAFETY.
- THE SURROUNDING AREA SHALL BE RETURNED TO THE CONDITION ENCOUNTERED AT THE START OF CONSTRUCTION.
- CONTRACTOR SHALL CONTACT THE DISTRICT A MINIMUM OF 48 HOURS IN ADVANCE FOR SCHEDULING OF ACCESS TO THE PROJECT SITE. CONTRACTOR SHALL ADHERE TO ALL DISTRICT REQUIREMENTS FOR SITE ACCESS AND MAINTAIN CONTINUAL COORDINATION WITH DISTRICT FOR THE DURATION OF CONSTRUCTION.
- THE CONTRACTOR SHALL PROTECT IN PLACE EXISTING SEWER, GAS, WATER LATERALS AND OTHER UTILITIES OR REPLACE IN KIND. LOCATIONS OF EXISTING UTILITIES AND SUBSTRUCTURES SHOWN ON THE DRAWINGS ARE APPROXIMATE ONLY. CONTRACTOR SHALL VERIFY EXACT LOCATIONS, ELEVATIONS AND DIMENSIONS IN THE FIELD PRIOR TO CONSTRUCTION IN THE AREA OF THE SPECIFIC SUB-STRUCTURE.
- CONTRACTOR SHALL VERIFY THE HORIZONTAL AND VERTICAL LOCATION OF ALL POINTS OF CONNECTION PRIOR TO COMMENCING CONSTRUCTION.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR DAMAGE TO ALL EXISTING UTILITIES, PAVEMENT, CURB, STRUCTURE, TREES, LANDSCAPING, AND IRRIGATION SYSTEMS AS A RESULT OF HIS OPERATIONS, AND WILL BE REQUIRED TO REPAIR OR REPLACE SAME TO THE SATISFACTORY OF, AND AS DIRECTED BY, THE DISTRICT REPRESENTATIVE OR IMPACTED UTILITY COMPANY.
- CONSTRUCTION SURVEYS FOR THIS PROJECT SHALL BE PROVIDED BY THE DISTRICT. SURVEY POINTS DESTROYED AS A RESULT OF THE CONTRACTORS NEGLIGENCE OR FAILURE TO PROVIDE PROPER PROTECTION, SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE.
- THE CONTRACTOR SHALL MAINTAIN AND PROVIDE THE DISTRICT WITH A "RECORD" SET OF AS BUILT DRAWINGS AT THE COMPLETION OF ALL WORK PER THE PLANS AND SPECIFICATIONS.
- TRENCH COMPACTION AND SUBGRADE COMPACTIONS TESTS SHALL BE PERFORMED BY A LABORATORY DESIGNATED BY THE DISTRICT, UTILIZING CALIFORNIA TEST METHOD NO. 216 AND 231. THE DISTRICT WILL FURNISH FIRST TESTS, WHEN REQUESTED, AT NO COST TO THE CONTRACTOR. ANY RE-TESTING REQUIRED DUE TO FIRST TEST FAILURES SHALL BE MADE AT LOCATIONS ORDERED BY THE ENGINEER, AND SHALL BE AT THE CONTRACTOR'S EXPENSE - COST OF WHICH WILL BE DEDUCTED FROM THE CONTRACTOR'S FINAL PAYMENT.
- LOOSE EXCAVATED MATERIAL SHALL NOT BE PLACED OR STORED IN WATERWAYS OR STORM DRAIN CHANNELS. ALL EXCESS EXCAVATED SOIL AND MATERIALS SHALL BE REMOVED AND DISPOSED OF IN A PROPER AND LEGAL MANNER BY THE CONTRACTOR. ALL DISTURBED SURFACE AREAS SHALL BE SHAPED TO FACILITATE DRAINAGE AND AVOID PONDING AND SHALL BE RESTORED TO NEAR NATURAL OR PRE-CONSTRUCTION CONDITIONS.
- THE CONTRACTOR SHALL CONDUCT HIS CONSTRUCTION OPERATIONS IN SUCH A MANNER THAT STORM OR OTHER WATERS MAY PROCEED UNINTERRUPTED ALONG THE STREET OR DRAINAGE COURSES.
- CONSTRUCTION SITES SHALL BE MAINTAINED IN SUCH A CONDITION THAT AN UNANTICIPATED STORM DOES NOT CARRY WASTES OR POLLUTANTS OFF THE SITE.

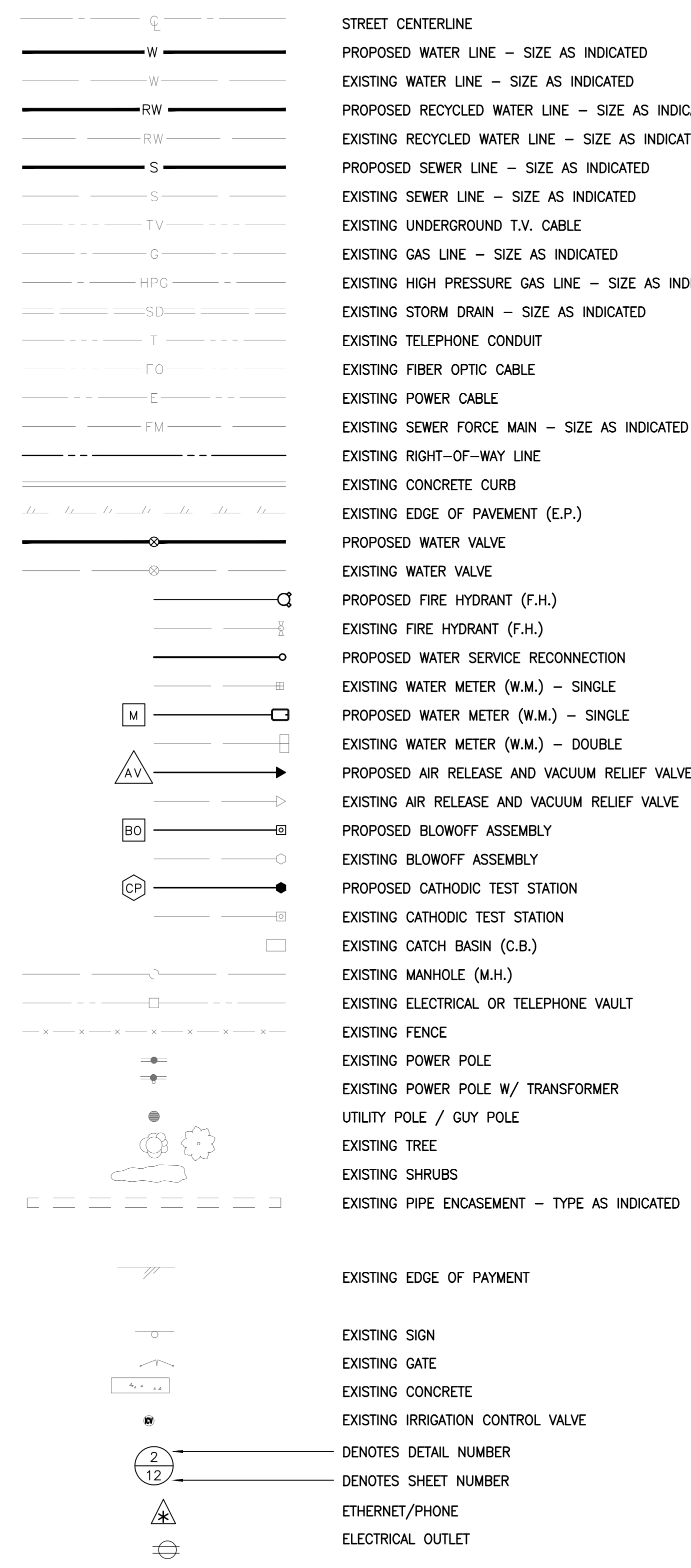
SUCH "DISCHARGES" OF MATERIAL OTHER THAN STORM WATER ARE ALLOWED ONLY WHEN NECESSARY FOR PERFORMANCE AND COMPLETIONS OF CONSTRUCTION PRACTICES AND WHERE THEY DO NOT: CAUSE OR CONTRIBUTE TO A VIOLATION OF ANY WATER QUALITY STANDARD; CAUSE OR THREATEN TO CAUSE POLLUTION, CONTAMINATION, OR NOISANCE; OR CONTAIN A HAZARDOUS SUBSTANCE IN A QUANTITY REPORTABLE UNDER FEDERAL REGULATIONS 40 CFR PARTS 117 AND 302.

MATERIALS WHICH MAY HAVE EFFECTS OF POLLUTION INCLUDE BUT ARE NOT LIMITED TO: SOLID OR LIQUID CHEMICAL SPILLS; WASTES FROM PAINTS, STAINS, SEALANTS, GLUES, LIMES, PESTICIDES, HERBICIDES, WOOD PRESERVATIVES AND SOLVENTS; ASBESTOS FIBERS, PAINT FLAKES OR STUCCO FRAGMENTS; FUELS, OILS, LUBRICANTS, AND HYDRAULIC, RADIATOR OR BATTERY FLUIDS; FERTILIZERS, VEHICLE/EQUIPMENT WASH WATER AND CONCRETE WASH WATER; CONCRETE DETERGENT OR FLOATABLE WASTES; WASTES FROM ANY ENGINE/EQUIPMENT STEAM CLEANING OR CHEMICAL DEGREASING, AND SUPER CHLORINATED WATER LINE FLUSHINGS.

DURING CONSTRUCTION, DISPOSAL OF SUCH MATERIALS SHOULD OCCUR IN A SPECIFIED AND CONTROLLED TEMPORARY AREA ON SITE, PHYSICALLY SEPARATED FROM POTENTIAL STORM WATER RUN-OFF, WITH ULTIMATE DISPOSAL IN ACCORDANCE WITH LOCAL, STATE AND FEDERAL REQUIREMENTS.

- CONTRACTOR SHALL DEMONSTRATE EXTREME CAUTION WHEN TRENCHING IN CLOSE PROXIMITY TO OTHER UTILITIES. ANY SIGN OF DEGRADATION OF THE TRENCH WALL OR STRUCTURE INTEGRITY WILL NOT BE TOLERATED AND WILL FORCE THE STOPPAGE OF WORK UNTIL THE TRENCH OR STRUCTURE INTEGRITY IS ADEQUATELY RESTORED.
- CONSTRUCTION WORK HOURS SHALL BE 8:00 AM TO 4:30 PM EXCLUSIVE OF SATURDAYS, SUNDAYS, OR HOLIDAYS, UNLESS OTHERWISE NOTED.
- BY ACCEPTING THIS CONTRACT, CONTRACTOR HEREBY RELEASES AND AGREES TO INDEMNIFY, DEFEND, HOLD HARMLESS THE OWNER, TRABUCO CANYON WATER DISTRICT AND ITS REPRESENTATIVES, JIG CONSULTANTS (HEREINAFTER REFERRED TO AS ENGINEER) THEIR PARENT AND SUBSIDIARY COMPANIES, AGENTS, EMPLOYEES, CONSULTANTS AND REPRESENTATIVES FOR ANY AND ALL DAMAGE TO PERSONS OR PROPERTY OR WRONGFUL DEATH REGARDLESS OF WHETHER OR NOT SUCH CLAIM, DAMAGE LOSS OR EXPENSE IS CAUSED IN WHOLE OR IN PART BY THE NEGLIGENCE, ACTIVE OR PASSIVE, OF OWNER, ENGINEER, THEIR PARENT AND SUBSIDIARY COMPANIES, AS WELL AS THEIR AGENTS AND EMPLOYEES, EXCEPTING ONLY THE SOLE NEGLIGENCE OF OWNER, ENGINEER THEIR PARENT OR SUBSIDIARY COMPANIES AND THEIR AGENTS AND EMPLOYEES TO THE FULLEST EXTENT PERMITTED BY LAW. SUCH INDEMNIFICATION SHALL EXTEND TO ALL CLAIMS, DEMANDS, ACTIONS, OR LIABILITY FOR INJURIES, DEATH OR DAMAGES OCCURRING AFTER COMPLETION OF THE PROJECT, AS WELL AS DURING THE WORK'S PROGRESS. CONTRACTOR FURTHER AGREES THAT IT SHALL ACCOMPLISH THE ABOVE AT ITS OWN COST, EXPENSE AND RISK EXCLUSIVE OF AND REGARDLESS OF ANY APPLICABLE INSURANCE COMPANY REGARDING COVERAGE.

STANDARD SYMBOLS



ABBREVIATIONS

AB	AGGREGATE BASE
AC	ASPHALT CONCRETE OR ASBESTOS CEMENT
ANSI	AMERICAN NATIONAL STANDARDS INSTITUTE
AV	AIR RELEASE & VACUUM RELIEF VALVE
AWG	AMERICAN WIRE GAUGE
AWWA	AMERICAN WATER WORKS ASSOCIATION
BC	BEGIN CURVE
BFV	BUTTERFLY VALVE
BM	BENCHMARK
BO	MANUAL DRAIN AND BLOWOFF ASSEMBLY
CB	CATCH BASIN
CF	CURB FACE
CL	CLASS
CMB	CRUSHED MISCELLANEOUS BASE
CML&C	CEMENT-MORTAR LINED & COATED
CMP	CORRUGATED METAL PIPE
CMS	CHANGEABLE MESSAGE SIGNS
CMU	CONCRETE MASONRY UNIT
CP	CATHODIC PROTECTION
CSS	COASTAL SAGE SCRUB
CL	CENTERLINE
DIA	DIAMETER
DI	DUCTILE IRON
DR OR SDR	RATIO OF PIPE DIAMETER
DWG	DRAWING
E	EAST
EC	END CURVE
EL	ELEVATION
EP	EDGE OF PAVEMENTS
EXIST (EX)	EXISTING
FL	FLOWLINE
F (FLG)	FLANGE
FG	FINISHED GRADE
FE	FLANGED END
FH	FIRE HYDRANT
FIP	FEMALE IRON PIPE THREAD
FM	FORCE MAIN
FS	FINISHED SURFACE
FT	FEET
FWY	FREEWAY
GA	GAUGE
GALV	GALVANIZED
GB	GRADE BREAK
GV	GATE VALVE
HP	HIGH POINT
HORIZ	HORIZONTAL
ID	INSIDE DIAMETER
INV	INVERT
IRWD	IRVINE RANCH WATER DISTRICT
LF	LINEAR FEET
LT	LEFT
MAX	MAXIMUM
MH	MANHOLE
MIN	MINIMUM
MJ	MECHANICAL JOINT
N	NORTH
NE	NORTHEAST
NO	NUMBER
NW	NORTHWEST
NS	NATURAL SOIL
NTS	NOT TO SCALE
OD	OUTSIDE DIAMETER
PE	PLAIN END
PI	POINT OF INTERSECTION
P (PL)	PROPERTY LINE
PO	PUSH-ON
PH	POT HOLE
PSI	PRESSURE (POUNDS PER SQUARE INCH)
PUE	PUBLIC UTILITY EASEMENT
PVC	POLYVINYL CHLORIDE
R (RAD)	RADIUS
REQD	REQUIRED
RT	RIGHT
RW	RECYCLED WATER
R/W	RIGHT-OF-WAY
RWW	RESILIENT WEDGE VALVE
S	SOUTH, SLOPE OR SEWER
SCE	SOUTHERN CALIFORNIA EDISON
SCH	SCHEDULE
SD	STORM DRAIN
SE	SAND EQUIVALENT OR SOUTH EAST
SPEC	SPECIFICATION
SS	STAINLESS STEEL
STA	STATION
STL	STEEL
SW	SOUTHWEST
THK	THICK
TC	TOP OF CURB
TS	TRAFFIC SIGNAL (CONDUIT/CABLE)
TYP	TYPICAL
VERT	VERTICAL
W	WEST OR DOMESTIC WATER
WM	WATER METER
XING	CROSSING
∠	ANGLE

NO.	DATE	REVISIONS

DESIGN:	KN
DRAWN:	KN
CHECKED:	JG

DATE	
ENGINEER	JOSEPH I. GUTIERREZ RCE 55604
DISTRICT ENGINEER	LORRIE LAUSTEN RCE 67027

TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER
PROJECT NO. 2122-011

GENERAL NOTES, STANDARD SYMBOLS, AND ABBREVIATIONS

G-02
2
OF
18

95% MILESTONE

C:\Users\Public\Desktop\Jig_Consultants\Projects\2122-011\Drawings\G-02.dwg - Dimension Operations Office\PROJECT Design\CAD Sheets\G-02.dwg - On: Call Engineering 2021\Task Order 2 - Dimension Operations Office\PROJECT Design\CAD Sheets\G-02.dwg - On: 07/20/22 - 1:30pm by jgoc

SCALE: 1"=10'

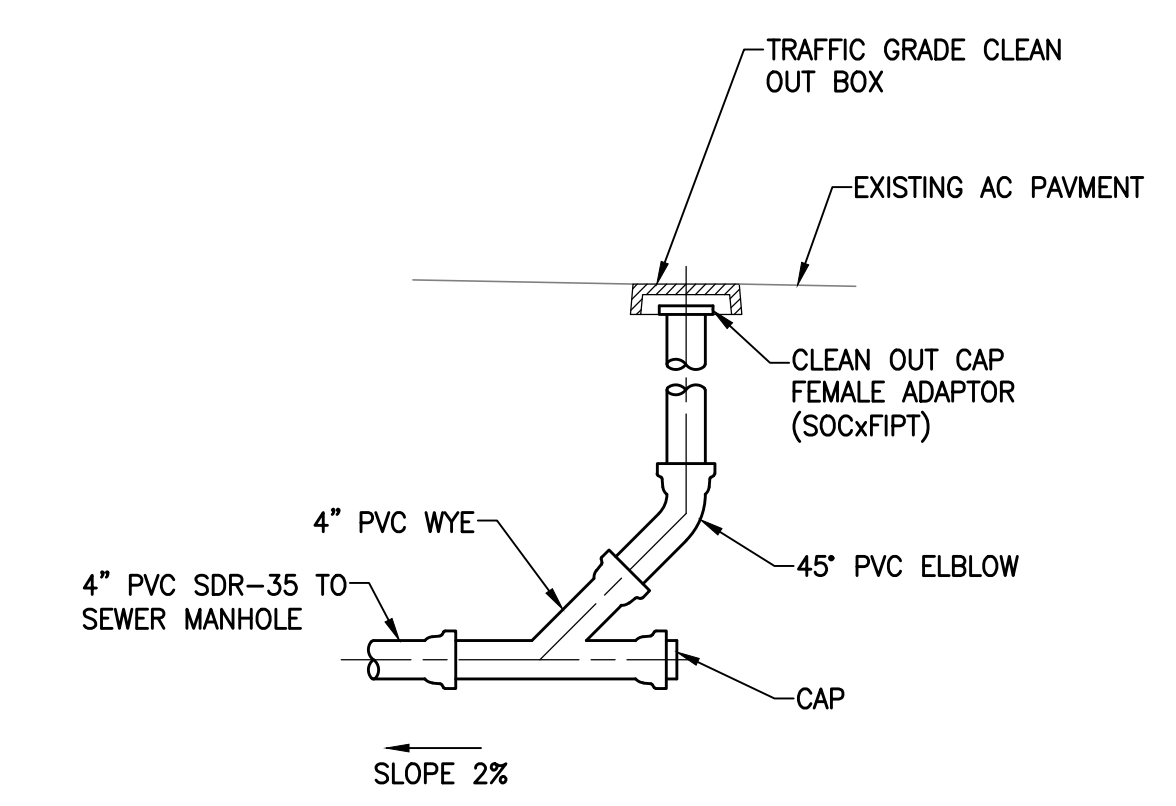
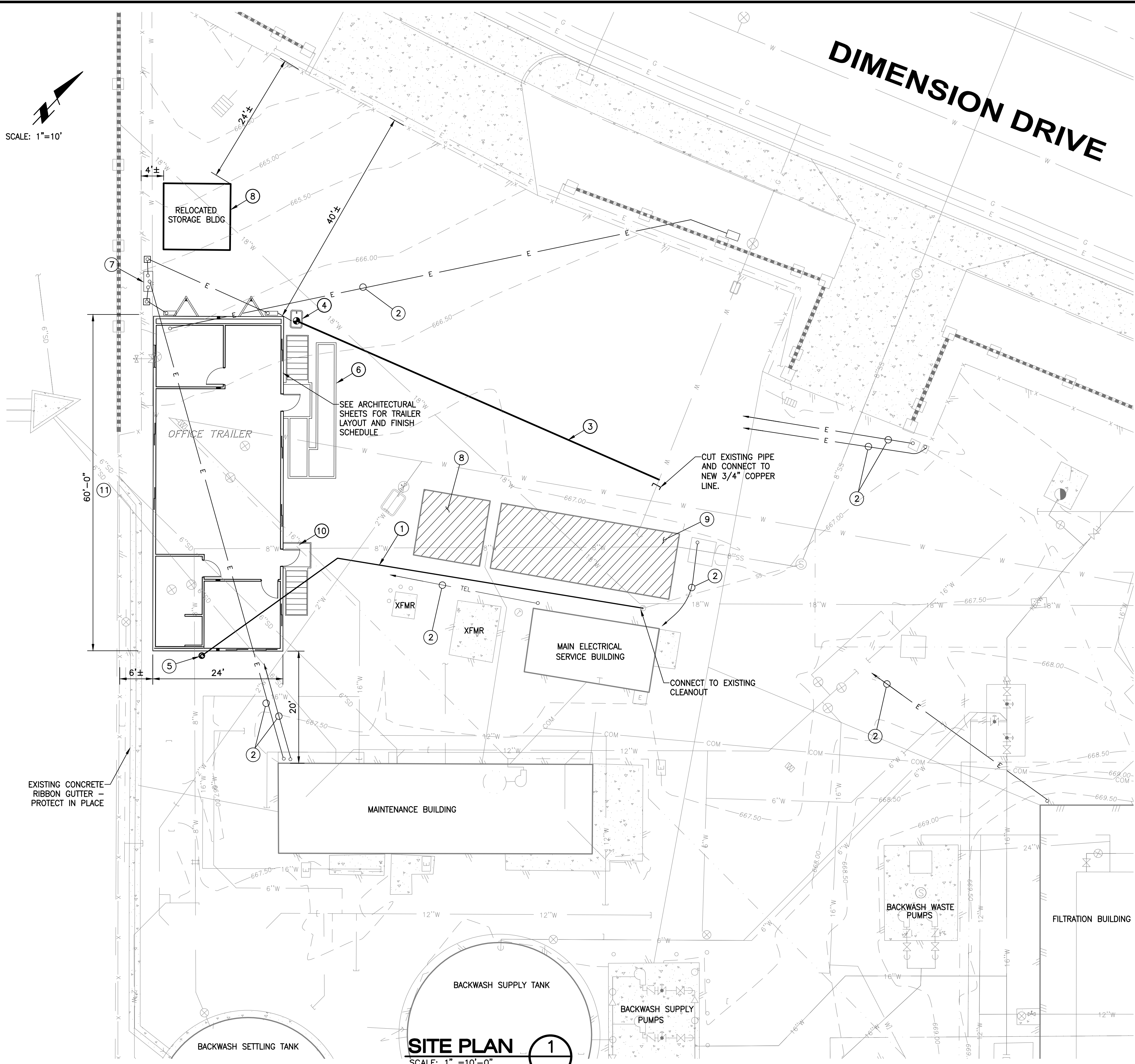
DIMENSION DRIVE

NOTES TO CONTRACTOR:

1. POTHOLE AND FIELD VERIFY ALL POINTS OF CONNECTION BEFORE ORDERING MATERIALS.
2. RESTORE EXISTING SITE IMPROVEMENTS DAMAGED DURING CONSTRUCTION TO ORIGINAL CONDITION TO THE SATISFACTION OF THE DISTRICT.
3. PROTECT IN-PLACE EXISTING SIDEWALK, CURB, GUTTER, DRAIN PIPES, LANDSCAPING AND ALL EXISTING IMPROVEMENTS NOT SPECIFICALLY CALLED FOR REMOVAL. IF DAMAGED, CONTRACTOR SHALL RESTORE IN KIND TO THE OWNER'S SATISFACTION.
4. ALL BURIED PIPE AND CONDUIT SHALL HAVE 24" MIN. COVER, UNLESS OTHERWISE SPECIFIED ON PLANS.
5. CONTRACTOR TO COORDINATE WITH THE DISTRICT FOR SCHEDULE OF TRANSITION FROM EXISTING TO NEW TRAILER.

CONSTRUCTION NOTES

- ① CONSTRUCT 4" PVC SDR-35 SEWER WITH MINIMUM SLOPE OF 2%. REPAIR PAVEMENT PER
- ② CONSTRUCT ELECTRICAL AND COMMUNICATION CONDUITS AND WIRING PER ELECTRICAL PLANS.
- ③ CONSTRUCT 3/4" COPPER TYPE "K" TUBING (LENGTH AS REQUIRED) WITH MINIMUM 18" COVER. REPAIR PAVEMENT PER.....
- ④ CONSTRUCT 3/4" BALL VALVE INSIDE CONCRETE VALVE BOX PER
- ⑤ CONSTRUCT 4" CLEAN OUT PER
- ⑥ CONSTRUCT ADA RAMP, LANDING, STAIRS, AND SKIRTING TO ENTRANCE DOOR PER UBC CODE REQUIREMENTS. WALKING SURFACE SHALL BE STAMPED GALVANIZED.
- ⑦ CONSTRUCT NEMA 3R PANEL H FOR OPERATIONS TRAILER POWER PER ELECTRICAL PLANS.
- ⑧ RELOCATE EXISTING STORAGE BUILDING TO APPROXIMATE LOCATION SHOWN. CONTRACTOR TO COORDINATE FINAL LOCATION WITH DISTRICT OPERATIONS STAFF.
- ⑨ REMOVE AND DISPOSE OF EXISTING TRAILER OFFICE. EXISTING TRAILER SHALL REMAIN IN OPERATION UNTIL NEW TRAILER IS COMPLETE AND READY FOR OCCUPANCY.
- ⑩ CONSTRUCT LANDING, STAIRS, AND SKIRTING TO ENTRANCE DOOR PER UBC CODE REQUIREMENTS. WALKING SURFACE SHALL BE STAMPED GALVANIZED.
- ⑪ REMOVE EXISTING ASPHALT CONCRETE CURB AS NEEDED TO ALLOW PLACEMENT OF NEW TRAILER.



SEWER CLEAN OUT ②
NOT TO SCALE

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.

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



NO.	DATE	REVISIONS

DESIGN: KN
DRAWN: KN
CHECKED: JG

DATE

JOSEPH I. GUTIERREZ RCE 55604 ENGINEER

LORRIE LAUSTEN RCE 67027 DISTRICT ENGINEER

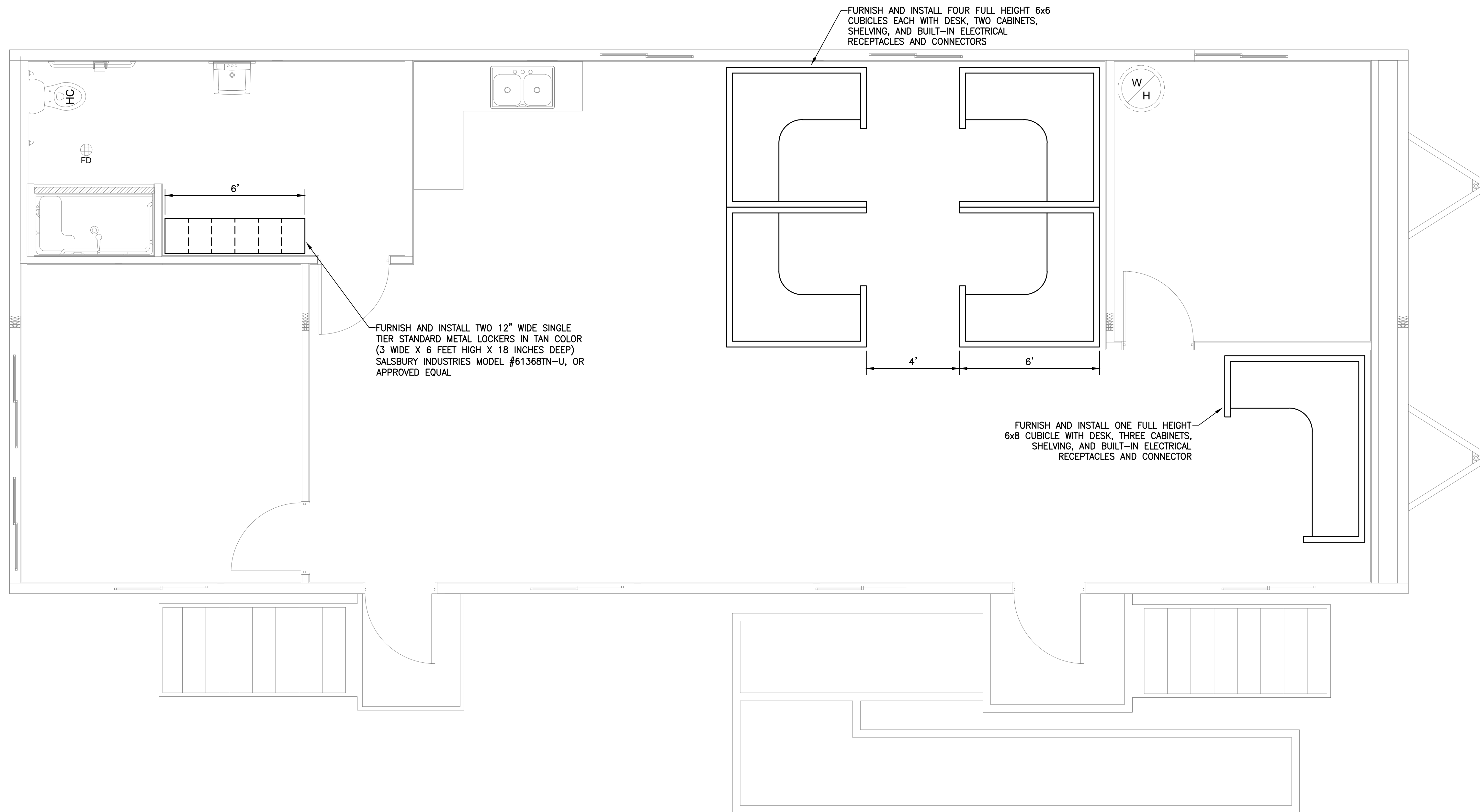
TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER
PROJECT NO. 2122-011

C-01
SHEET 3 OF 18
SITE AND DEMOLITION PLAN

95% MILESTONE

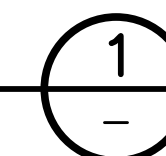
NOTES TO CONTRACTOR:

1. SEE SHEETS 5 THROUGH 13 FOR OPERATIONS TRAILER FLOOR PLAN, ELECTRICAL PLAN, CEILING AND LIGHTING PLAN, HVAC PLAN, AND PLUMBING PLAN.
2. SEE SHEET 14 FOR TRAILER FOUNDATION DESIGN AND SUPPORT SYSTEM.
3. THIS SHEET SPECIFIES INTERIOR FURNISHINGS TO BE FURNISHED AND INSTALLED BY THE CONTRACTOR. ALL OTHER INTERIOR FURNISHINGS WILL BE PROVIDED WITH PREPACKAGED MODULAR TRAILER.



OFFICE INTERIOR FURNISHING

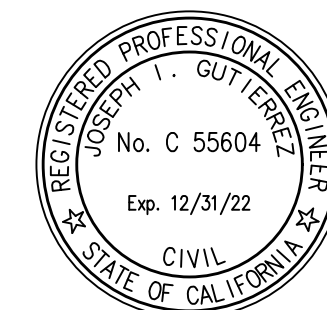
SCALE: 3/8" = 1'-0"



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

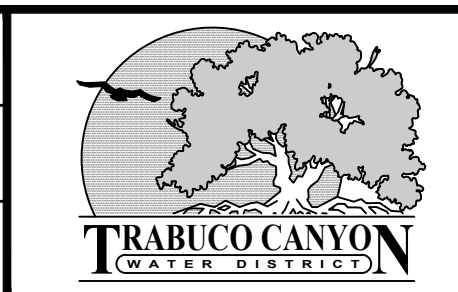
CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT A MINIMUM OF 48 HOURS PRIOR TO BEGINNING ANY CONSTRUCTION WORK. SEE GENERAL NOTES FOR FURTHER INFORMATION.

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



NO.	DATE	REVISIONS

DESIGN:	KN
DRAWN:	KN
CHECKED:	JG



NAME	NO.	DATE	TITLE
JOSEPH I. GUTIERREZ	RCE 55604		ENGINEER
LORRIE LAUSTEN	RCE 67027		DISTRICT ENGINEER

TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER
PROJECT NO. 2122-011

OFFICE TRAILER INTERIOR FURNISHINGS

C-02
SHEET 4 OF 18

95% MILESTONE

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DRAWING INDEX

SHEET 1: SPECIFICATIONS AND CONDITIONS
 SHEET 2: FLOOR PLAN, PLUMBING SCHEDULE, STRUCTURAL LEGEND, DOOR & WINDOW SCHEDULES
 SHEET 3: ELECTRICAL PLAN, ELECTRICAL SCHEDULE, ELECTRICAL PANEL SCHEDULE, ELECTRICAL NOTES
 SHEET 4: REFLECTED CEILING PLAN, BUILDING CROSS SECTION
 SHEET 5: HVAC PLAN, HVAC SCHEDULE
 SHEET 6: BUILDING ELEVATIONS
 SHEET 7: CABINET ELEVATIONS, DETAILS
 SHEET 7.1: FIRE RATED WALL & ROOF DETAILS
 SHEET 8: PLUMBING ISOS

DEALER:
MODULAR BUILDING CONCEPTS
 PROJECT:
LAKE FOREST OFFICE
24' X 60'
PMI-5317-2460

MANUFACTURER:

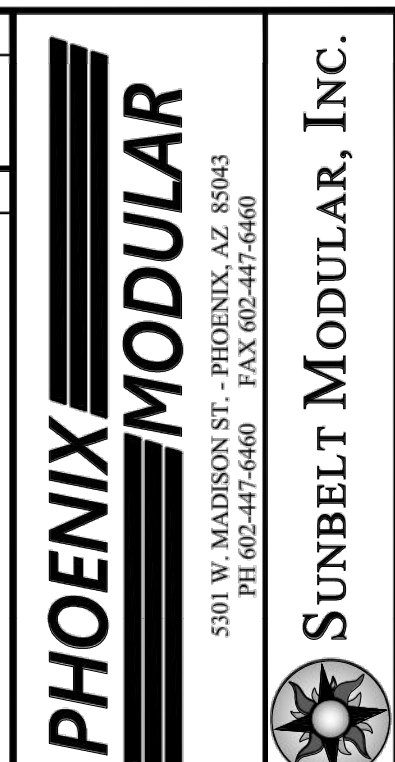
MANUFACTURER & ADDRESS PHOENIX MODULAR
 5301 W. MADISON ST. PHOENIX, AZ 85043
 (SEE WEBSITE FOR PHOENIX, AZ, 85043
 WARRANTY INFORMATION) PHENMODULAR.COM

DESIGN CRITERIA / LOADS:

NO OF MODULES: 2
 BUILDING SQ. FT.: 1400
 TYPE OF CONSTRUCTION: VB
 OCCUPANCY USE GROUP: B
 OCCUPANCY LOAD: 10
 FLOOR LIVE LOAD: 50 psf (2000 lb concentrated)
 125 psf @ Storage 101
 ROOF LIVE LOAD: 20 psf
 ROOF DEAD LOAD: 12 psf
 ROOF SNOW LOAD: 30 psf
 WIND LOAD: 2019 CBC - 115 MPH, EXP. C

OCCUPANCY/RISK CATG. II S=3,730, S1=1,389
 SEISMIC Site Class 'D'
 PERMISSIBLE GAS TYPE. Design Category 'E'
 CLIMATE ZONE. N/A

NAME AND DATE OF CODES:
 CA: 2019 CBC, 2019 CPG, 2019 CMC, 2019 CEC,
 2019 CA Energy, & 2019 CBC Chapter 11B Accessibility



THESE DRAWINGS REMAIN THE PROPERTY OF PHOENIX MODULAR AND ARE NOT TO BE USED IN ANYWAY WITHOUT WRITTEN PERMISSION.

DEALER:
 MODULAR BUILDING CONCEPTS

PROJECT:
 LAKE FOREST OFFICE

STATES:
 CA

SERIAL NUMBERS:
 PMI-5317-2460

DRAWN BY:
 RMIAP

PLOT DATE:
 1/24/2022

REV # / DATE:

NOT INCLUDED IN SCOPE OF WORK:

- PORCHES, STEPS, AND RAMPS TO BE SUPPLIED AND INSTALLED BY OTHERS IN ACCORDANCE WITH THE LOCAL BUILDING DEPARTMENT
- PORTABLE FIRE EXTINGUISHERS TO BE SUPPLIED AND INSTALLED ON SITE BY OWNER IN ACCORDANCE WITH LOCAL BUILDING DEPARTMENT
- ANY REQUIRED FRESMOKE DETECTION AND/OR SUPPRESSION TO BE INSTALLED BY OTHERS ON SITE IN ACCORDANCE WITH THE LOCAL BUILDING DEPARTMENT
- THE BUILDING OWNER IS RESPONSIBLE FOR THE DEVELOPMENT & DESIGN OF ALL SITE REQUIRED ACCESSIBILITY ELEMENTS. THESE ELEMENTS ARE NOT INCLUDED IN THE SCOPE OF THIS DESIGN. SUBMITTALS ARE REQUIRED BY OWNER THROUGH THEIR DESIGN PROFESSIONAL

IDENTIFICATION:

DATA PLATE AND STATE DECAL TO BE LOCATED ON LOWER RIGHT HAND CORNER OF THE ENDWALL OPPOSITE THE HITCH END OF THE MODULE.

NOTES:

- SITE PLAN NOT AVAILABLE AT THIS TIME. BUILDING DESIGNED TO HAVE FIRE SEPARATION DISTANCE GREATER THAN 10 FT. TO PROPERTY LINES AS PER LOCAL BUILDING DEPARTMENT REQUIREMENTS.
- THIS PLAN MAY BE REVERSED AND/OR MIRRORRED.
- SEE STRUCTURAL PACKAGE FOR ALL STRUCTURAL STANDARDS AND DETAILS.
- COMPLIANCE WITH HCD IGNITION RESISTANT CONSTRUCTION SYSTEM REQUIREMENTS? (CBC CHAPTER 7A) NO
- TO BE INSTALLED ON A PERMANENT FOUNDATION. NO
- THIS BUILDING IS DESIGNED TO COMPLY WITH THE COMMERCIAL MODULAR REQUIREMENTS OF CALIFORNIA CODE OF REGULATIONS TITLE 25.

R. MARK STEELE, P.E.
 CORPORATE ENGINEER
 SUNBELT MODULAR, INC
 5301 W. MADISON ST.
 PHOENIX, AZ, 85043
 (602) 327-4769

SHEET:
1
 OF
8

STATE REQUIRED INFORMATION ON USE AND LOCATION OF FACTORY-BUILT BUILDING

- PROPOSED ADDRESS: 28804 DIMENSION DR AND/OR LOCATION OF UNIT: LAKE FOREST, CA 92830
- EXPLANATION OF BUILDING USE: OFFICE
- SET TYPE: PAD/PIER ABOVE GRADE ASSUMED F.F. TO BE 36" A.F.G.

FRAME / CHASSIS:

Frame Type: Basement (CH2)
 Quantity: (2) EA
 Size: 11'-8" X 60'-0"
 Type: Outrigger @ 96" O.C.
 Crossmember @ 96" O.C.
 Module line Clips @ 96" O.C.
 Main Rails @ 99 1/2" O.C.
 Beam Size: 12" Jr. I-beam
 Axles:
 Module 1: Qty: Six 6000# rated with (All) brake
 Offset: 4" (Toward sidewall / See detail 7/7)
 Module 2: Qty: Quad 6000# rated with (All) brake
 Offset: None
 Hitch: Detachable with Standard Hitch
 Tires: 8x14.5 14 ply rated

Additional Frame / Chassis Items Included in Quoted Price:
 Item 1: None

FLOOR CONSTRUCTION:

Floor Joist: 2X8 #2 HF equal or better
 Joist Length: 133'-7/8"
 Joist Spacing: 16" O.C. / 12" O.C. @ Storage 101
 Floor: Single layer 3/4" T&G Plywood.
 Insulation: R-19 unfaced fiberglass batt
 Bottom: Reinforced Plastic

Additional Floor Items Included in Quoted Price:
 Item 1: None

EXTERIOR WALL CONSTRUCTION:

Framing: Stud: 2X6 #2 HF equal or better @ 16" O.C.
 Top Plate: Double 2X6 #2 HF equal or better
 Bottom Plate: Single 2X6 #2 HF or better

Wall Sheathing: 5/8" Type-X gypsum sheathing to roof sheathing at sidewall for 1-hr fire rating. Fire taped as needed. See hatching on floor plan. See details 1/7.1 & 2/7.2

Insulation: R-19 Kraft back fiberglass batt
 Siding Type: 3/8" LP Smart-panel vertical siding (8" grooves) with barricade wrap underlayment.
 Sidewall Height: See cross section for heights

Additional Exterior Wall Items Included in Quoted Price:
 Item 1: Sidewall on Floor 1 only to be 1-hr fire rated. See hatching of Floor Plan & details 1/7.1, 2/7.1 & 3/7.1

INTERIOR WALL CONSTRUCTION:

Framing: Stud: 2X4 #2 HF equal or better @ 16" O.C.
 Top plate: Single 2X4 #2 HF equal or better (Double as needed)
 Bottom plate: Single 2X4 #2 HF or better bottom plate
 Stud length: 92-5/8" (Ceiling Ht.)

Insulation: NONE

Additional Interior Wall Items Included in Quoted Price:
 Item 1: None

ROOF CONSTRUCTION:

Roof Type: Complex
 Roof Slope: 1/4 in 12
 Rafter size: 2X10 #2 HF equal or better
 (Roof diaphragm chord strap 'ST2215' at rafters installed on-site, see 1/7)

Rafter Length: 135 1/8"
 Spacing: 24" O.C. (Sheathing clips required)
 Mate Beam: Multi-layer plywood
 Height: 30" to 37 1/2" to 30"
 Length: 60'
 No. of Layers: 4
 No. of Beams: 2

Insulation: R-30 unfaced fiberglass batt with support netting
 Sheathing: 1/2" 24/0 Sheathing
 Roofing: 45 mil single ply EPDM over 1/2" Gypsum
 Color: White

Additional Roof Items Included in Quoted Price:
 Item 1: 1-layer of 5/8" Type-X unfinished gypsum board (taped and bedded) for 1-hr rating, installed on bottom of rafters at Module 1 only. See detail 1/7.1
 Item 2: Matebeams wrapped for 1-hr fire rating. (See detail 1/7.1)

EXTERIOR/INTERIOR DOORS: (SEE DOOR SCHEDULE)

WINDOWS: (SEE WINDOW SCHEDULE)

CLOSEUP:

Type: Medium
 Notes: Module WILL NOT exceed 12'-0" (Except door hardware)

ACCESSORIES:

Base Cabinets: 13 L.F.
 Color: Pre-Finish (Maple Rye)

Upper Cabinets: 13 L.F.
 Color: Pre-Finish (Maple Rye)

Counters: 13 L.F. of 25-1/2" wide Laminate Countertop
 Backsplash: 4"
 Edge Type: Rolled
 Color: (MIDNIGHT STONE)

Dealer Signs: Provided by Dealer and installed at factory (See Elevations for locations) (Typical 4)

FINISHES:

FLOOR COVERING:

Type 1: 0.080 self cove Sheet vinyl, covered up wall min. 5"
 Location: THROUGHOUT
 Color to be: WHITE CLIFFS

BASE:

Cove Base 1: Sheet vinyl self cove (See Floor Covering Type 1)
 Location: THROUGHOUT

WALLS:

Covering 1: 5/8" Type X gypsum for 1-hr fire rating (fire taped as required) full height to roof sheathing. See detail 1/7.1.
 Location: See hatching on Floor Plan for location

Covering 2: 1/2" vinyl covered gypsum (ceiling ht) over 5/8" Type X gypsum for 1-hr fire rating (fire taped as required) full height to roof sheathing. See details 1/7.1, 2/7.2 & 3/7.1 for fire rated wall details.
 Location: See hatching on Floor Plan for location
 Pre-laminated FRP panels (NUDO) over 1/2" MR gypsum all walls
 Location: RESTROOM 103
 Covering height: 8'
 Color: WHITE

Covering 3: 1/2" vinyl covered gypsum
 Location: REMAINDER
 Covering height: 8'
 Color to be: (CALCUTTA COTTON)

TRIM:

Wall Trim 1: FRP trim
 Location: RESTROOM 103
 Color to be: WHITE

Wall Trim 2: Vinyl Covered trim
 Location: REMAINDER
 Color to be: (To match VCG)

CEILING:

Type 1: 2x4" HEAVY DUTY T-Grid w/ Struts & wires
 (Armstrong Kitchen Zone #672 (VINYL WASHABLE) or Equal)
 Location: RESTROOM 103
 Height: 7'-10"

Type 2: 2x4" HEAVY DUTY T-Grid w/ Struts & wires
 (Armstrong Tile #769A or Equal)
 Location: REMAINDER
 Height: 7'-10"

Installed at factory, held back at module lines.
 Completion of ceiling installation on-site by others; not in PMI's scope.

EXTERIOR

Siding body: Color: (TOASTED ALMOND PPG1097-3) 8' sheets
 Hood: Color: (TOASTED ALMOND PPG1097-3)
 Corner trim: Color: (DUSTY TRAIL PPG1097-4)
 Door & window trim: Color: (DUSTY TRAIL PPG1097-4)
 Bottom horizontal trim: Color: (DUSTY TRAIL PPG1097-4)
 Intermediate horizontal trim: Color: (DUSTY TRAIL PPG1097-4) separates hood & body
 Top horizontal trim: Color: (DUSTY TRAIL PPG1097-4)
 Module line trim: Color: (Match hood above intermediate horizontal trim & match body below)
 All paint to be: Satin Finish (Glossend)

APPROVED
 APPROVED EXCEPT AS NOTED
 REVISE AND RESUBMIT

BY: _____ DATE: _____

PLEASE REVIEW DRAWINGS AND SPECIFICATIONS CAREFULLY. WHILE EVERY EFFORT IS MADE TO ASSURE THE DRAWINGS REFLECT THE EXPECTATIONS AND QUOTATION, THE FINAL CONSTRUCTION WILL BE BASED SOLELY ON THE SPECIFICATIONS AND DRAWINGS APPROVED.

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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NO.	DATE	REVISIONS

DESIGN:	KN
DRAWN:	KN
CHECKED:	JG

JOSEPH I. GUTIERREZ	RCE 55604	ENGINEER
LORRIE LAUSTEN	RCE 67027	DISTRICT ENGINEER

TRABUCO CANYON WATER DISTRICT
 DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER
 PROJECT NO. 2122-011

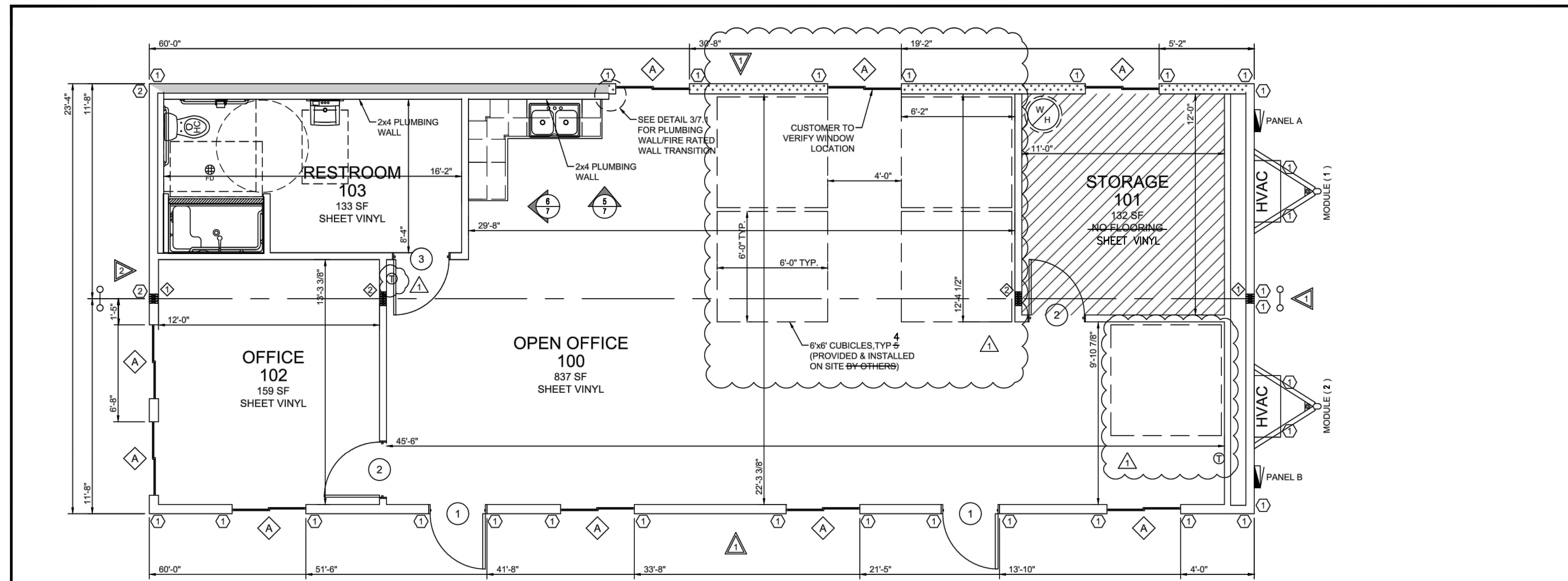
PREPACKAGED MODULAR TRAILER SPECIFICATIONS AND CONDITIONS

A-01
 SHEET 5 OF 18

NOTE TO CONTRACTOR:
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95% MILESTONE



1 FLOOR PLAN
1/4"=1'-0" SQUARE FOOTAGE - 1400 S.F.
OCCUPANCY LOAD = 10

HATCHING LEGEND:

	125 PSF FLOOR LIVE LOAD (2x8 #2 HF @ 12" O.C.)
	1-HR. RATED EXT. WALL W/ (1) LAYER 5/8" TYPE X GYPSUM (SHEATHING GRADE ON EXT. SIDE) AND R-19 INSULATION. 1/2" VCG OVER 5/8" TYPE X GYPSUM ON INT. FIRE TAPED AS REQUIRED.
	1-HR. RATED EXT. WALL W/ (1) LAYER 5/8" TYPE X GYPSUM (SHEATHING GRADE ON EXT. SIDE) AND R-19 INSULATION. 5/8" TYPE X GYPSUM ON INT. FIRE TAPED AS REQUIRED.

STRUCTURAL LEGEND

ALL INTERIOR DIMENSIONS ARE FROM FINISH TO FINISH & ALL EXTERIOR DIMENSIONS ARE FROM STUD TO STUD

Symbol	Description	Qty
	SHEARWALL TAG (SEE STRUCTURAL PACKAGE FOR DESCRIPTION, SEE SHEET 24)	TYP @ 4 LOCATIONS
	HOLD DOWN TAG (SEE STRUCTURAL PACKAGE FOR DESCRIPTION, SEE SHEET 24)	TYP @ 32 LOCATIONS
	DIAPHRAGM CHORD THE SIMPSON 'ST2215' (SEE DETAIL 1/7)	TYP @ 2 LOCATIONS
	(2) 2X6 HF #2 POST ON EACH SIDE OF MOD-LINE W/ BLOCKING UNDER POST (TYP. #3 HOLDOWN STRAP @ TOP & BOTTOM)	TYP @ 2 LOCATIONS
	(3) 2X4 HF #2 POST ON EACH SIDE OF MOD-LINE W/ BLOCKING UNDER POST (TYP. #3 HOLDOWN STRAP @ TOP & BOTTOM)	TYP @ 2 LOCATIONS

PLUMBING:

Symbol	Type	Qty	Note	Description
	Water Closet	1	Low Flow	Floor mtd. ADA elongated tank type with shut off valve / flush handle to be on open side of r.r. (Factory standard)
	Grab Bars	1		Set(s) with (1) each 42", 36" horizontal, and 18" vertical (Factory standard)
	Paper Holder	1		Single roll wall mount toilet paper holder mtd. ADA height (Factory standard)
	Lavatory	1	Low Flow	19" X 17" White vitreous wall hung with ADA handles and shut off valves. (Factory standard)
	Sink	1	Low Flow	33"x22" Stainless steel double bowl sink with single faucet, and shut off valves (Factory standard)
	Mirror	1		24"x36" w/ clips mtd. 38" to bottom edge (Factory standard)
	2" Floor Drain	1		Floor drain with trap guard (Factory standard)

PLUMBING:

Symbol	Type	Qty	Note	Description
	Shower	1		36"x60" Accessible shower with S.S. curtain rod with curtain (72"x78"), mixing valve, hand-held shower head with hose and slide bar, S.S. grab bar, S.S. recessed dish soap, folding chair, and water dam. Factory to supply CA, accessible hook & slope floor (with filler) at 1:12 under floor finish for 3" (1/4" rise)
	Water Heater	1		40 Gallon w/ seismic straps and expansion tank
	In-line Strainer	1	3/4"	Strainer at supply entrance
	Supply	1	Copper inlet	Type M copper or Pex
	DWV System	1		ABS Schedule 40 (Manifold is by others)
	R.R. Sign	1	Door Mtd	Unisex ADA restroom sign w/ braille mtd. 59" a.f.f. to center

WINDOWS:

Qty	NO.	Type	Glazing	Size	Rough Opening	U-Factor	SHGC	Mini-Blind	Notes
9	A	WHITE VINYL HORIZONTAL SLIDER	CLEAR, DUAL GLAZED, LOW-E	4'0"x3'0"	48"x36"	0.31	0.22	HORIZONTAL ALUMINUM COLOR: (ALABASTER)	HEADER AT 61" AFF

DOORS:

Qty	NO.	Type	Jamb	Wall Thickness	Glazing	Size	Rough Opening	U-Factor	Color	Closer	Deadbolt	Hardware	Fire Rating	Keying	Notes
2	1	STEEL INSULATED 18 GA.	TELL 18 GA. BRONZE	6 3/8"	NONE	3'0"x8'	36" x 81"	0.31	COLOR: DUSTY TRAIL PPG1097-4 (SAME BOTH SIDES)	HYDRAULIC	SINGLE CYLINDER	PASSAGE LEVER, TELL GRADE 2	NONE	ALIKE	DRIP CAP. (2) STD & (1) NRP HINGES, WEATHERSTRIPPING, THRESHOLD, DOOR SWEEP
2	2	PREFINISHED WOOD HOLLOW CORE	TIMELY METAL JAMB BROWNTONE	4 1/2"	NONE	3'0"x8'	37 1/2" x 80 3/4"	N/A	LEGACY OAK	NONE	NONE	PASSAGE LEVER, TELL GRADE 3	NONE	N/A	HINGES & WALL MOUNT STOPS
1	3	PREFINISHED WOOD HOLLOW CORE	TIMELY METAL JAMB BROWNTONE	4 5/8"	NONE	3'0"x8'	37 1/2" x 80 3/4"	N/A	LEGACY OAK	NONE	NONE	PRIVACY LEVER, TELL GRADE 3	NONE	N/A	HINGES & WALL MOUNT STOPS

PHOENIX MODULAR
5301 W. MADISON ST. - PHOENIX, AZ 85043
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SUNBELT MODULAR, INC.

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DEALER:
MODULAR BUILDING CONCEPTS

PROJECT:
LAKE FOREST OFFICE

STATES:
CA

SERIAL NUMBERS:
PMI-5317-2480

DRAWN BY:
RMIAP

PLOT DATE:
1/24/2022

REV # / DATE:

R. MARK STEELE, P.E.
CORPORATE ENGINEER
SUNBELT MODULAR, INC
5301 W. MADISON ST.
PHOENIX, AZ, 85043
(602) 327-4769

SHEET:
2
OF
8

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NO.	DATE	REVISIONS

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TRABUCO CANYON WATER DISTRICT

DATE

JOSEPH I. GUTIERREZ RCE 55604 ENGINEER

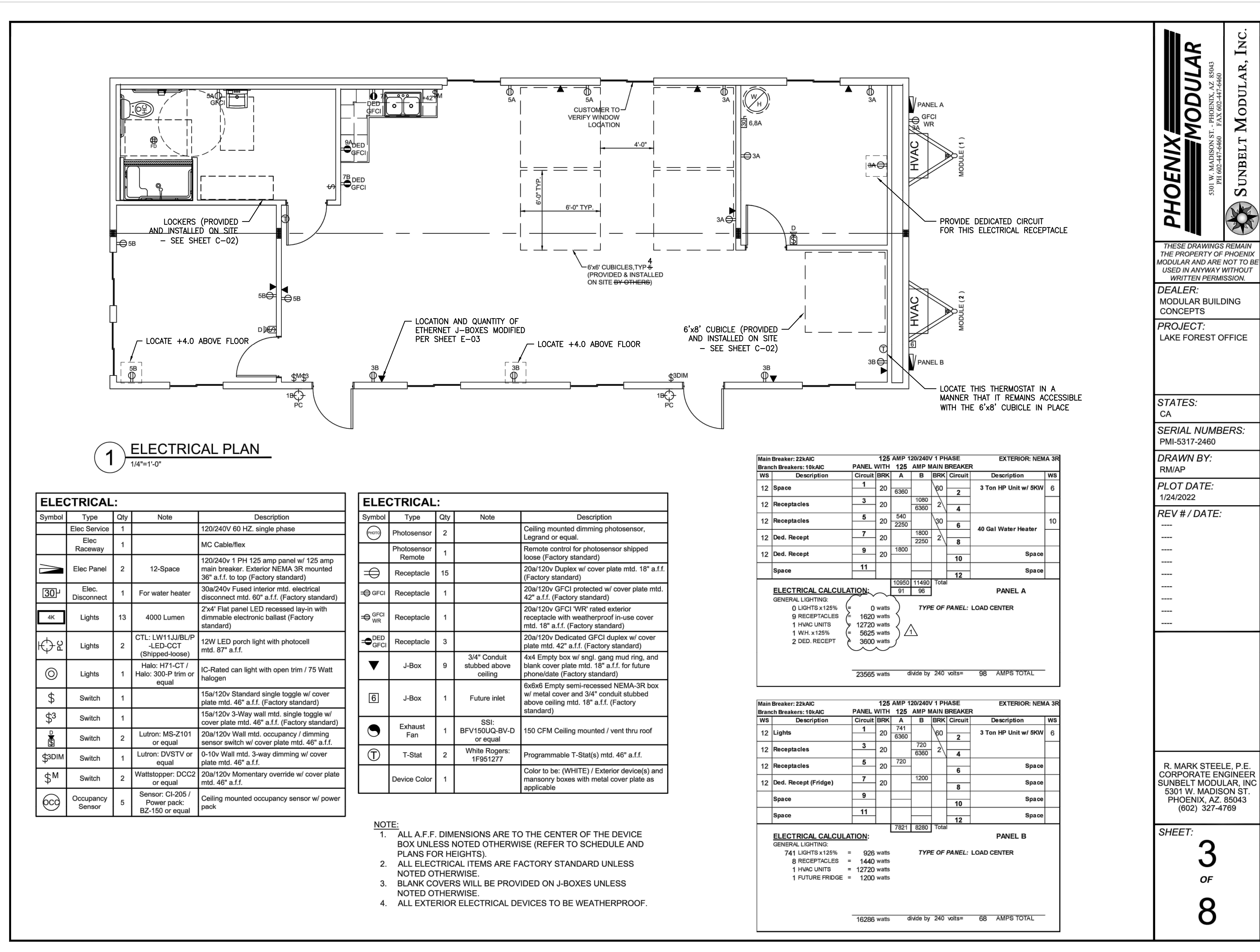
LORRIE LAUSTEN RCE 67027 DISTRICT ENGINEER

TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER
PROJECT NO. 2122-011

PREPACKAGED MODULAR TRAILER
FLOOR PLAN, PLUMBING SCHEDULE,
STRUCTURAL LEGEND, DOOR &
WINDOW SCHEDULES

A-02
SHEET 6 OF 18

95% MILESTONE



1 ELECTRICAL PLAN
1/4"=1'-0"

ELECTRICAL:

Symbol	Type	Qty	Note	Description
	Elec Service	1		120/240V 60 HZ, single phase
	Elec Raceway	1		MC Cable/flex
	Elec Panel	2	12-Space	120/240v 1 PH 125 amp panel w/ 125 amp main breaker. Exterior NEMA 3R mounted 36" a.f.f. to top (Factory standard)
	Elec Disconnect	1	For water heater	30a/240v Fused interior mtd. electrical disconnect mtd. 60" a.f.f. (Factory standard)
	Lights	13	4000 Lumen	2'x4' Flat panel LED recessed lay-in with dimmable electronic ballast (Factory standard)
	Lights	2	CTL: LW11JJ/BL/P -LED-CCT (Shipped-loose)	12W LED porch light with photocell mtd. 87" a.f.f.
	Lights	1	Halo: H71-CT / Halo: 300-P trim or equal	IC-Rated can light with open trim / 75 Watt halogen
	Switch	1		15a/120v Standard single toggle w/ cover plate mtd. 46" a.f.f. (Factory standard)
	Switch	1		15a/120v 3-Way wall mtd. single toggle w/ cover plate mtd. 46" a.f.f. (Factory standard)
	Switch	2	Lutron: MS-Z101 or equal	20a/120v Wall mtd. occupancy / dimming sensor switch w/ cover plate mtd. 46" a.f.f.
	Switch	1	Lutron: DVSTV or equal	0-10v Wall mtd. 3-way dimming w/ cover plate mtd. 46" a.f.f.
	Switch	2	Wattstopper: DCC2 or equal	20a/120v Momentary override w/ cover plate mtd. 46" a.f.f.
	Occupancy Sensor	5	Sensor: CI-205 / Power pack: BZ-150 or equal	Ceiling mounted occupancy sensor w/ power pack

ELECTRICAL:

Symbol	Type	Qty	Note	Description
	Photosensor	2		Ceiling mounted dimming photosensor, Legrand or equal.
	Photosensor Remote	1		Remote control for photosensor shipped loose (Factory standard)
	Receptacle	15		20a/120v Duplex w/ cover plate mtd. 18" a.f.f. (Factory standard)
	GFCI Receptacle	1		20a/120v GFCI protected w/ cover plate mtd. 42" a.f.f. (Factory standard)
	GFCI WR Receptacle	1		20a/120v GFCI WR rated exterior receptacle with weatherproof in-use cover mtd. 18" a.f.f. (Factory standard)
	DED GFCI Receptacle	3		20a/120v Dedicated GFCI duplex w/ cover plate mtd. 42" a.f.f. (Factory standard)
	J-Box	9	3/4" Conduit stubbed above ceiling	4x4 Empty box w/ sngl. gang mud ring, and blank cover plate mtd. 18" a.f.f. for future phone/date (Factory standard)
	J-Box	1	Future inlet	6x6x6 Empty semi-recessed NEMA-3R box w/ metal cover and 3/4" conduit stubbed above ceiling mtd. 18" a.f.f. (Factory standard)
	Exhaust Fan	1	SSI: BFV150JQ-BV-D or equal	150 CFM Ceiling mounted / vent thru roof
	T-Stat	2	White Rogers: 1F951277	Programmable T-Stat(s) mtd. 46" a.f.f.
	Device Color	1		Color to be: (WHITE) / Exterior device(s) and masonry boxes with metal cover plate as applicable

- NOTE:**
- ALL A.F.F. DIMENSIONS ARE TO THE CENTER OF THE DEVICE BOX UNLESS NOTED OTHERWISE (REFER TO SCHEDULE AND PLANS FOR HEIGHTS).
 - ALL ELECTRICAL ITEMS ARE FACTORY STANDARD UNLESS NOTED OTHERWISE.
 - BLANK COVERS WILL BE PROVIDED ON J-BOXES UNLESS NOTED OTHERWISE.
 - ALL EXTERIOR ELECTRICAL DEVICES TO BE WEATHERPROOF.

Electrical Calculation - Panel A

Main Breaker: 22kAIC		125 AMP 120/240V 1 PHASE				EXTERIOR: NEMA 3R		
Branch Breakers: 10kAIC		PANEL WITH 125 AMP MAIN BREAKER						
WS	Description	Circuit	BRK	A	B	BRK	Description	WS
12	Space	1	20	6360	60	2	3 Ton HP Unit w/ 9KW	6
12	Receptacles	3	20	1080	2	4		
12	Receptacles	5	20	540	60	6	40 Gal Water Heater	10
12	Ded. Recept	7	20	1800	2	8		
12	Ded. Recept	9	20	2250		10	Space	
12	Space	11					Space	
				10950	11490	Total		
				91	96			

ELECTRICAL CALCULATION:
GENERAL LIGHTING:
0 LIGHTS x 125% = 0 watts
9 RECEPTACLES = 1620 watts
1 HVAC UNITS = 12720 watts
1 WH. x 125% = 5625 watts
2 DED. RECEPT = 3600 watts

TYPE OF PANEL: LOAD CENTER

23565 watts divide by 240 volts = 98 AMPS TOTAL

Electrical Calculation - Panel B

Main Breaker: 22kAIC		125 AMP 120/240V 1 PHASE				EXTERIOR: NEMA 3R		
Branch Breakers: 10kAIC		PANEL WITH 125 AMP MAIN BREAKER						
WS	Description	Circuit	BRK	A	B	BRK	Description	WS
12	Lights	1	20	741	60	2	3 Ton HP Unit w/ 9KW	6
12	Receptacles	3	20	1270	2	4		
12	Receptacles	5	20	720	6360	6	Space	
12	Ded. Recept (Fridge)	7	20	1200		8	Space	
12	Space	9				10	Space	
12	Space	11					Space	
				7821	8280	Total		

ELECTRICAL CALCULATION:
GENERAL LIGHTING:
741 LIGHTS x 125% = 926 watts
8 RECEPTACLES = 1440 watts
1 HVAC UNITS = 12720 watts
1 FUTURE FRIDGE = 1200 watts

TYPE OF PANEL: LOAD CENTER

16286 watts divide by 240 volts = 68 AMPS TOTAL

PHOENIX MODULAR
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PH 602-447-6460 FAX 602-447-6460

SUNBELT MODULAR, INC.

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DEALER:
MODULAR BUILDING CONCEPTS

PROJECT:
LAKE FOREST OFFICE

STATES:
CA

SERIAL NUMBERS:
PMI-5317-2460

DRAWN BY:
RMIAP

PLOT DATE:
1/24/2022

REV # / DATE:

R. MARK STEELE, P.E.
CORPORATE ENGINEER
SUNBELT MODULAR, INC
5301 W. MADISON ST.
PHOENIX, AZ, 85043
(602) 327-4769

SHEET:
3
OF
8

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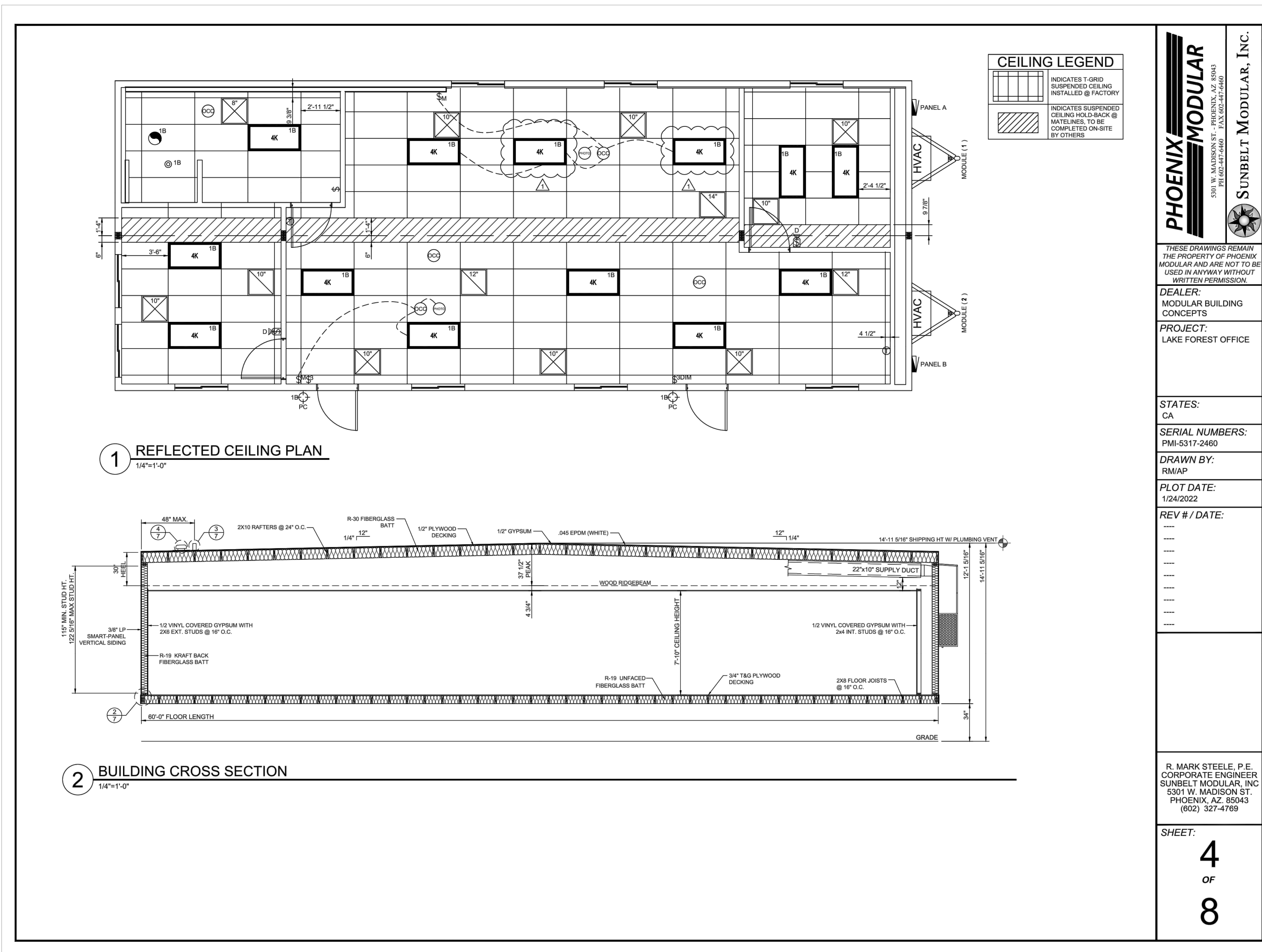
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LORRIE LAUSTEN	RCE 67027	DISTRICT ENGINEER

TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER
PROJECT NO. 2122-011

PREPACKAGED MODULAR TRAILER
ELECTRICAL PLAN, ELECTRICAL
SCHEDULE, ELECTRICAL PANEL
SCHEDULE, ELECTRICAL NOTES

A-03
SHEET
7
OF
18

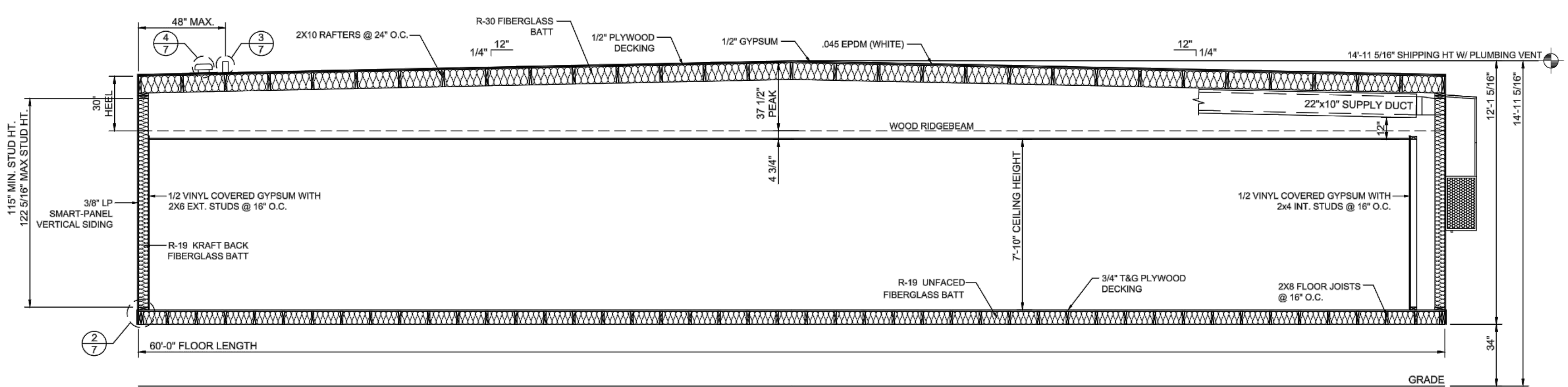
95% MILESTONE



CEILING LEGEND

	INDICATES T-GRID SUSPENDED CEILING INSTALLED @ FACTORY
	INDICATES SUSPENDED CEILING HOLD-BACK @ MATERIALS, TO BE COMPLETED ON-SITE BY OTHERS

1 REFLECTED CEILING PLAN
1/4"=1'-0"



2 BUILDING CROSS SECTION
1/4"=1'-0"

PHOENIX MODULAR

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DEALER:
MODULAR BUILDING CONCEPTS

PROJECT:
LAKE FOREST OFFICE

STATES:
CA

SERIAL NUMBERS:
PMI-5317-2480

DRAWN BY:
RMIAP

PLOT DATE:
1/24/2022

REV # / DATE:

R. MARK STEELE, P.E.
CORPORATE ENGINEER
SUNBELT MODULAR, INC
5301 W. MADISON ST.
PHOENIX, AZ 85043
(602) 327-4769

SHEET:
4
OF
8

DIGALERT CALL TOLL FREE 811

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Underground Service Alert

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NO.	DATE	REVISIONS	DESIGN:	ENGINEER	DATE
			KN	JOSEPH I. GUTIERREZ	
			KN	LORRIE LAUSTEN	
			JG		

TRABUCO CANYON WATER DISTRICT

DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER
PROJECT NO. 2122-011

PREPACKAGED MODULAR TRAILER
REFLECTED CEILING PLAN, BUILDING
CROSS SECTION

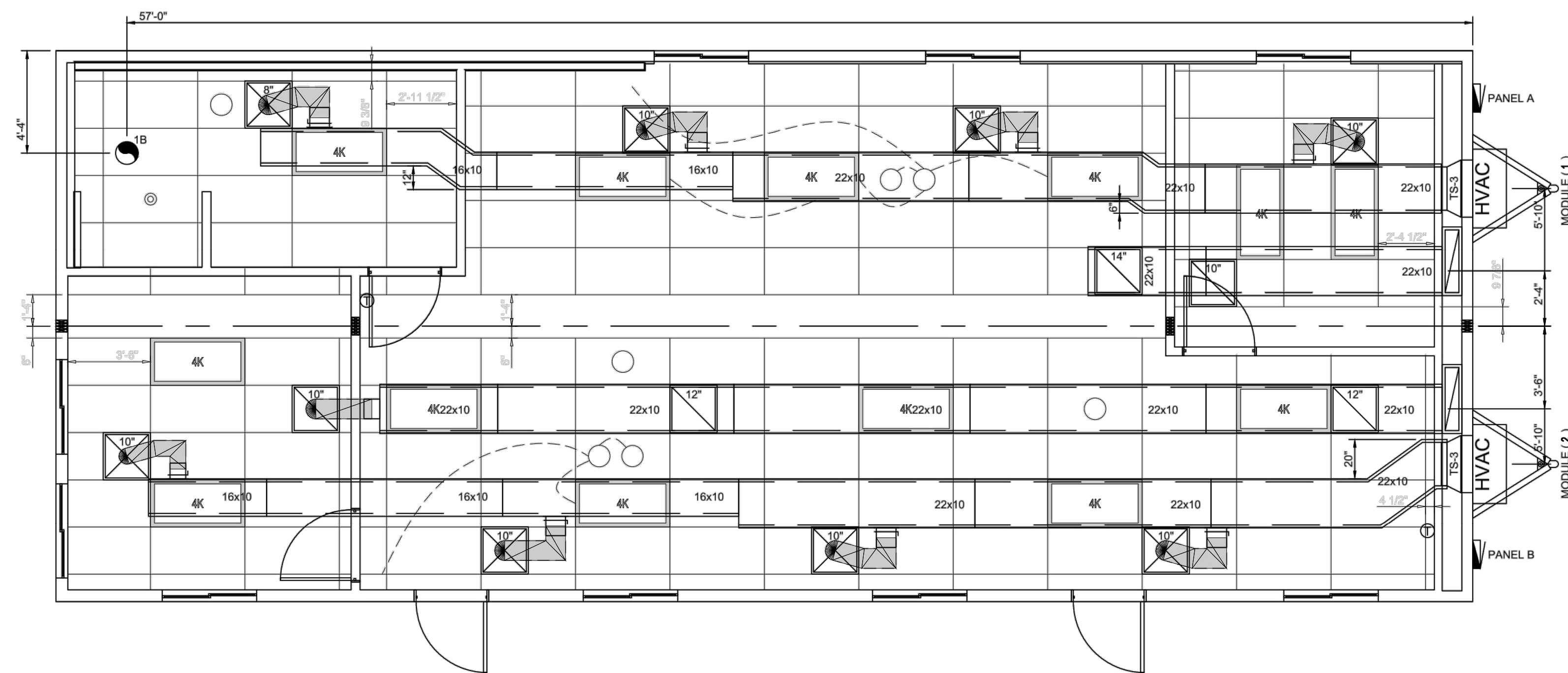
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95% MILESTONE



1 HVAC PLAN
1/4"=1'-0"

Symbol	Type	Qty	Note	Description
	Heat Pump HVAC Unit	2	FAD - Smoke Duct Detector	3 Ton heat pump with 5KW heat strip 11 EER end mount unit / Model: W36HB-A05 or equal
	Duct Sleeve	2		29"x9" To 22"x10" Galvanized sleeve, 16" long
	Return Air Plenum	2		32"x7" Return air plenum w/ 28"x14"x6" tap-in
	Fiberglass Duct	5		16"x10"x10'-0" Fiberglass
	Fiberglass Duct	13		22"x10"x10'-0" Fiberglass
	Supply Diffusers	7	10"	24" x 24" 4-way throw diffuser with start collar, collar w/ scoop and damper, and flex (Factory standard)
	Supply Diffusers	1	8"	24" x 24" 4-way throw diffuser with start collar, collar w/ scoop and damper, and flex (Factory standard)
	R/A Grille	1	14"	24" x 24" Perforated lay-in with start collar, collar, and flex (Factory standard)
	R/A Grille	2	12"	24" x 24" Perforated lay-in with start collar, collar, and flex (Factory standard)
	R/A Grille	2	10"	24" x 24" Perforated lay-in with start collar, collar, and flex (Factory standard)
	Duct type	1		R-4.2 Fiberglass insulation. Flex duct not to exceed 5'

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DEALER:
MODULAR BUILDING CONCEPTS

PROJECT:
LAKE FOREST OFFICE

STATES:
CA

SERIAL NUMBERS:
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DRAWN BY:
RMIAP

PLOT DATE:
1/24/2022

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CORPORATE ENGINEER
SUNBELT MODULAR, INC
5301 W. MADISON ST.
PHOENIX, AZ 85043
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SHEET:
5
OF
8

DIG ALERT CALL TOLL FREE 811
TWO WORKING DAYS BEFORE YOU DIG
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CHECKED: JG

TRABUCO CANYON WATER DISTRICT

DATE

JOSEPH I. GUTIERREZ RCE 55604 ENGINEER

LORRIE LAUSTEN RCE 67027 DISTRICT ENGINEER

TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER
PROJECT NO. 2122-011

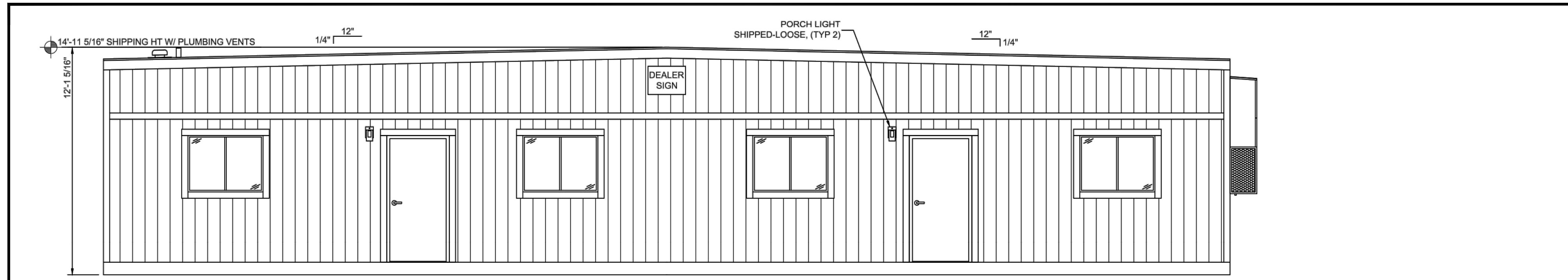
PREPACKAGED MODULAR TRAILER
HVAC PLAN AND SCHEDULE

A-05
SHEET **9**
OF **18**

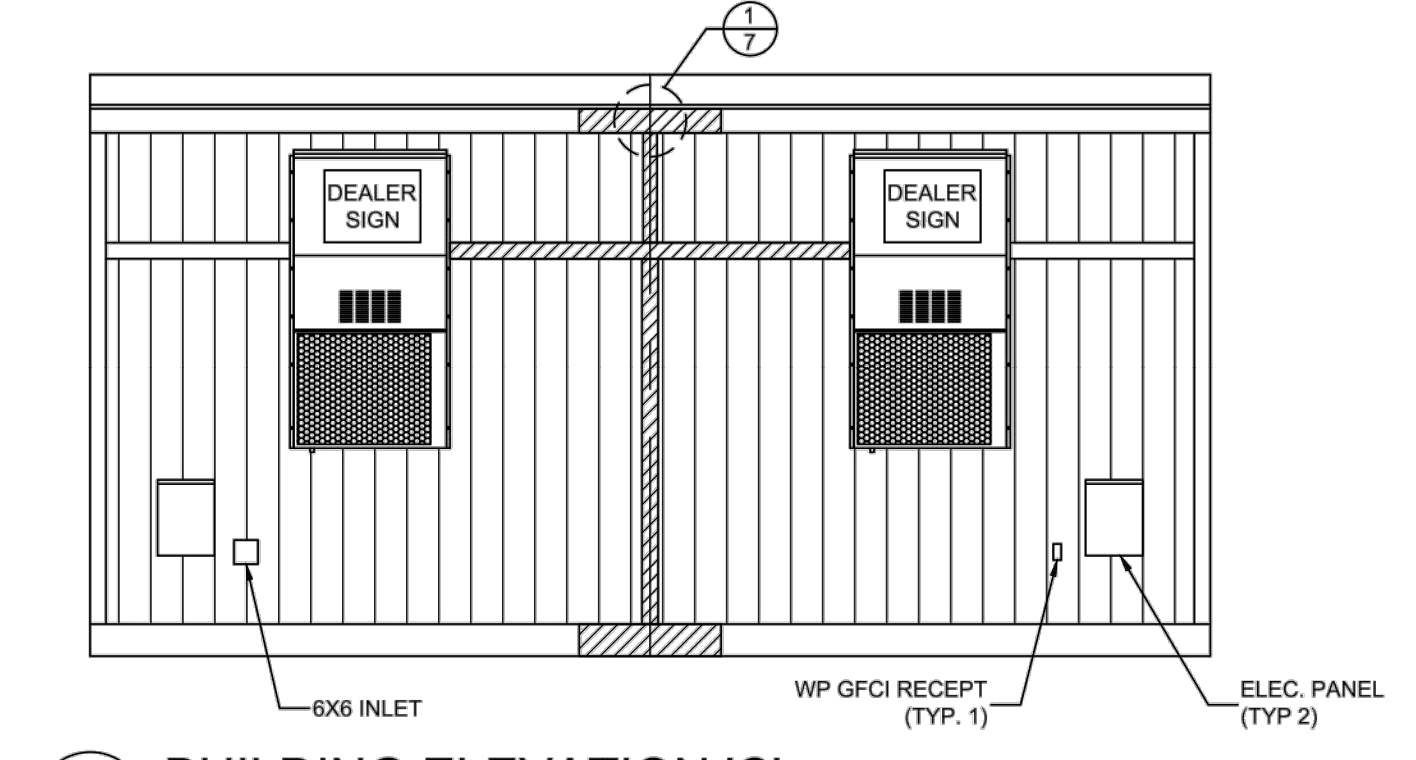
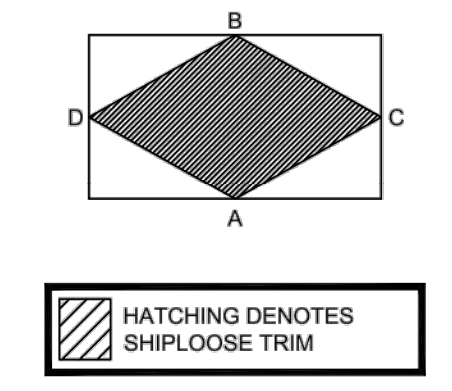
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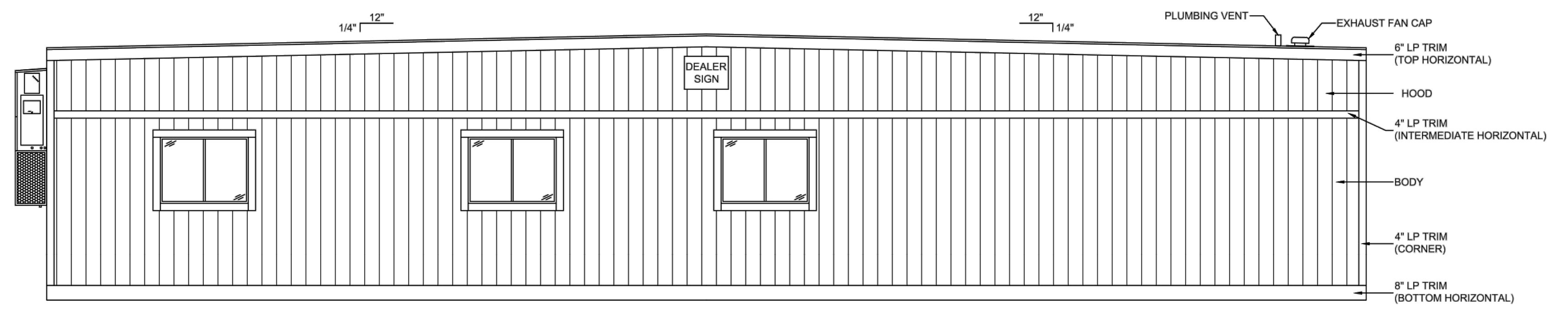
95% MILESTONE



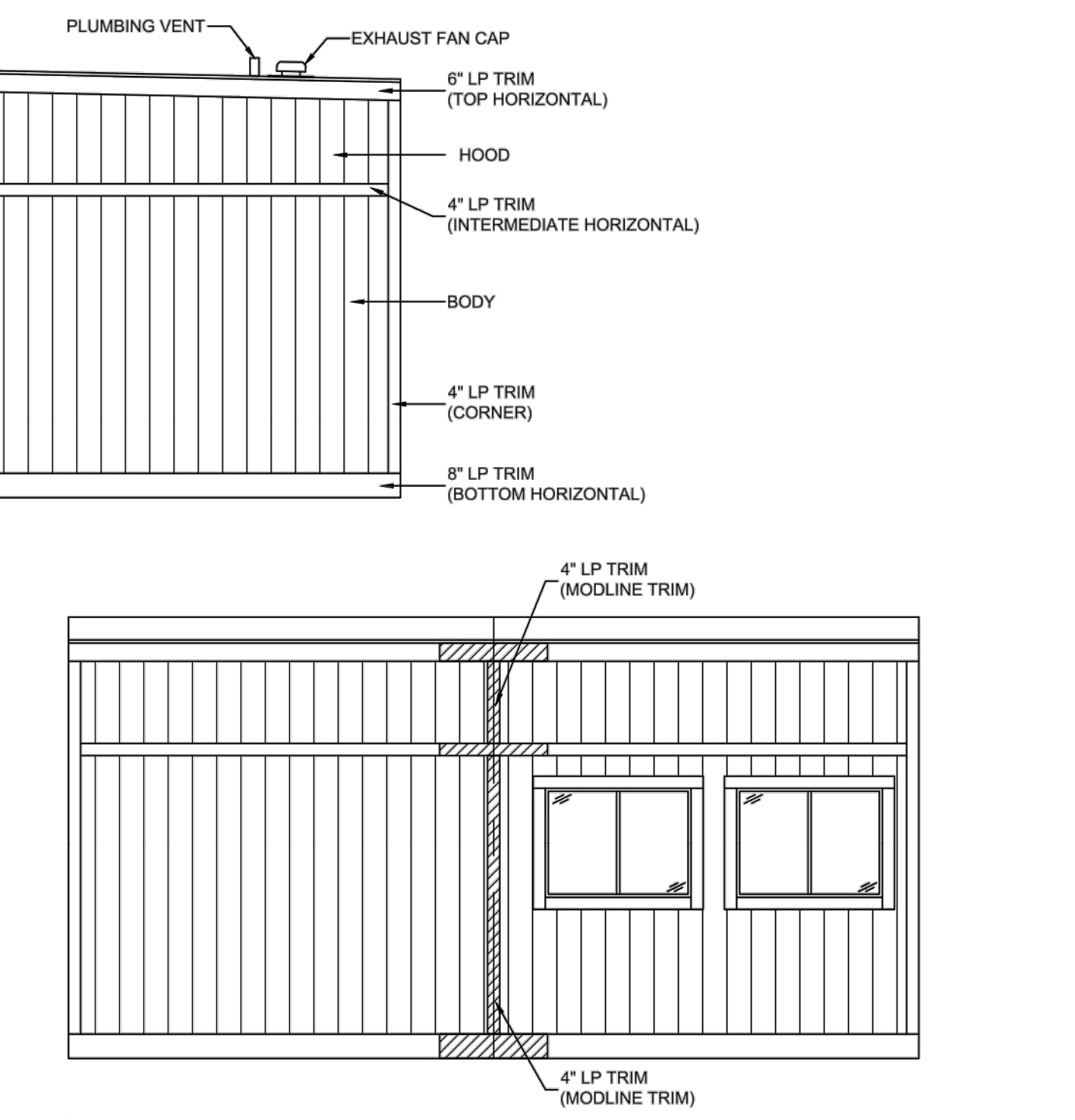
1 BUILDING ELEVATION 'A'
1/4"=1'-0"



2 BUILDING ELEVATION 'C'
1/4"=1'-0"



3 BUILDING ELEVATION 'B'
1/4"=1'-0"



4 BUILDING ELEVATION 'D'
1/4"=1'-0"

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PH 602-447-6460 FAX 602-447-6460
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DEALER:
MODULAR BUILDING CONCEPTS
PROJECT:
LAKE FOREST OFFICE

STATES:
CA

SERIAL NUMBERS:
PMI-5317-2480

DRAWN BY:
RMIAP

PLOT DATE:
1/24/2022

REV # / DATE:

R. MARK STEELE, P.E.
CORPORATE ENGINEER
SUNBELT MODULAR, INC
5301 W. MADISON ST.
PHOENIX, AZ 85043
(602) 327-4769

SHEET:
6
OF
8

DIGALERT 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

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

DESIGN:	KN	DATE	
DRAWN:	KN	ENGINEER	JOSEPH I. GUTIERREZ RCE 55604
CHECKED:	JG	DISTRICT ENGINEER	LORRIE LAUSTEN RCE 67027

TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER
PROJECT NO. 2122-011

PREPACKAGED MODULAR TRAILER BUILDING ELEVATIONS

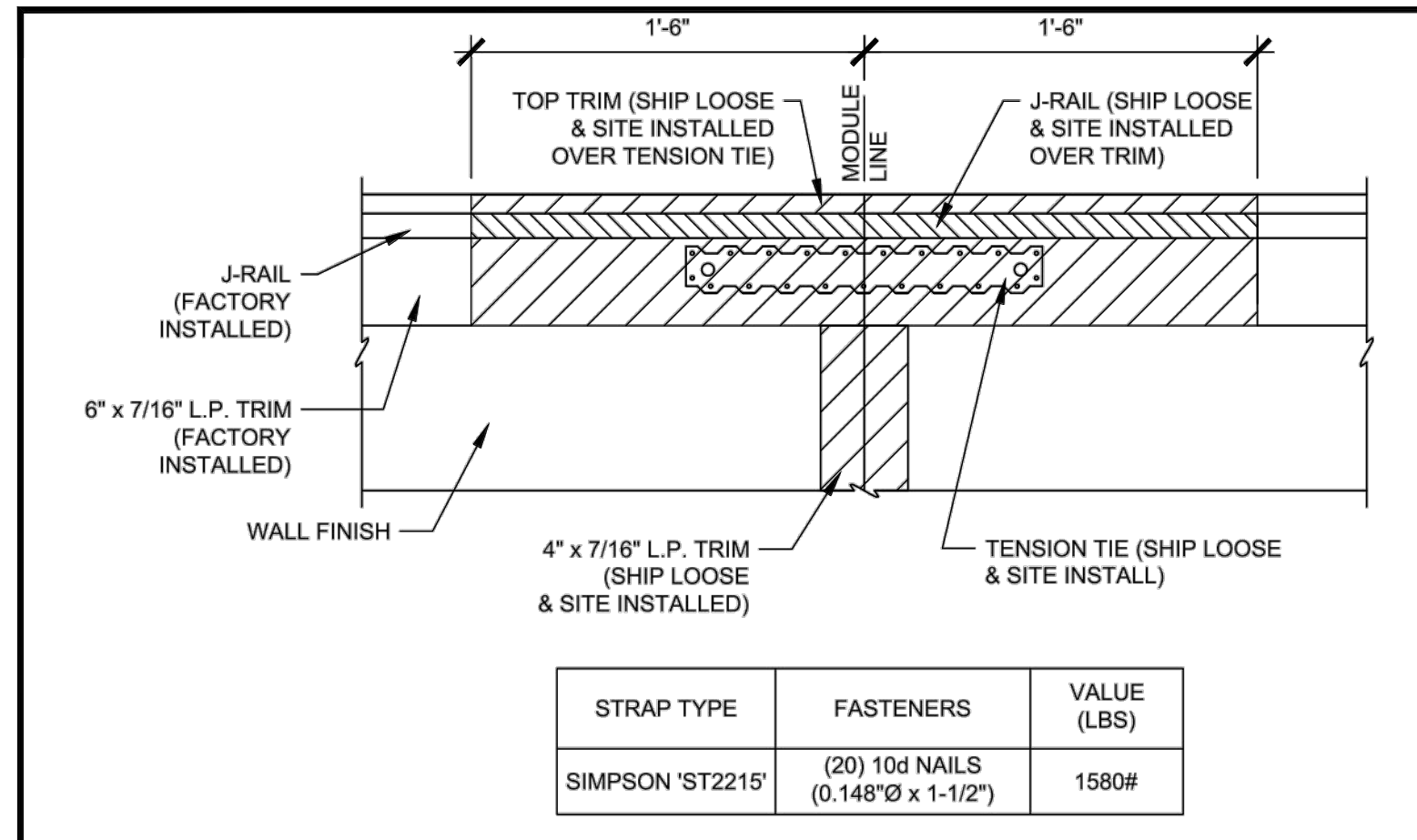
A-06
SHEET 10
OF 18

NOTE TO CONTRACTOR:

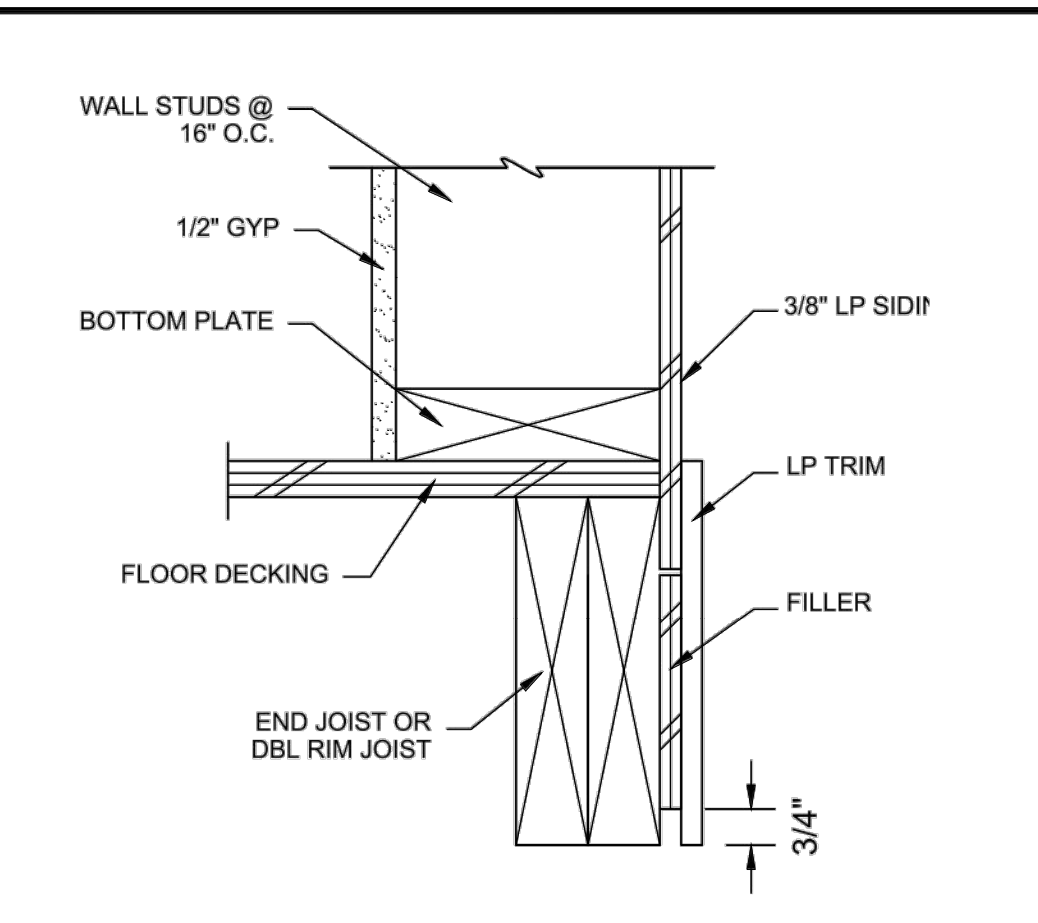
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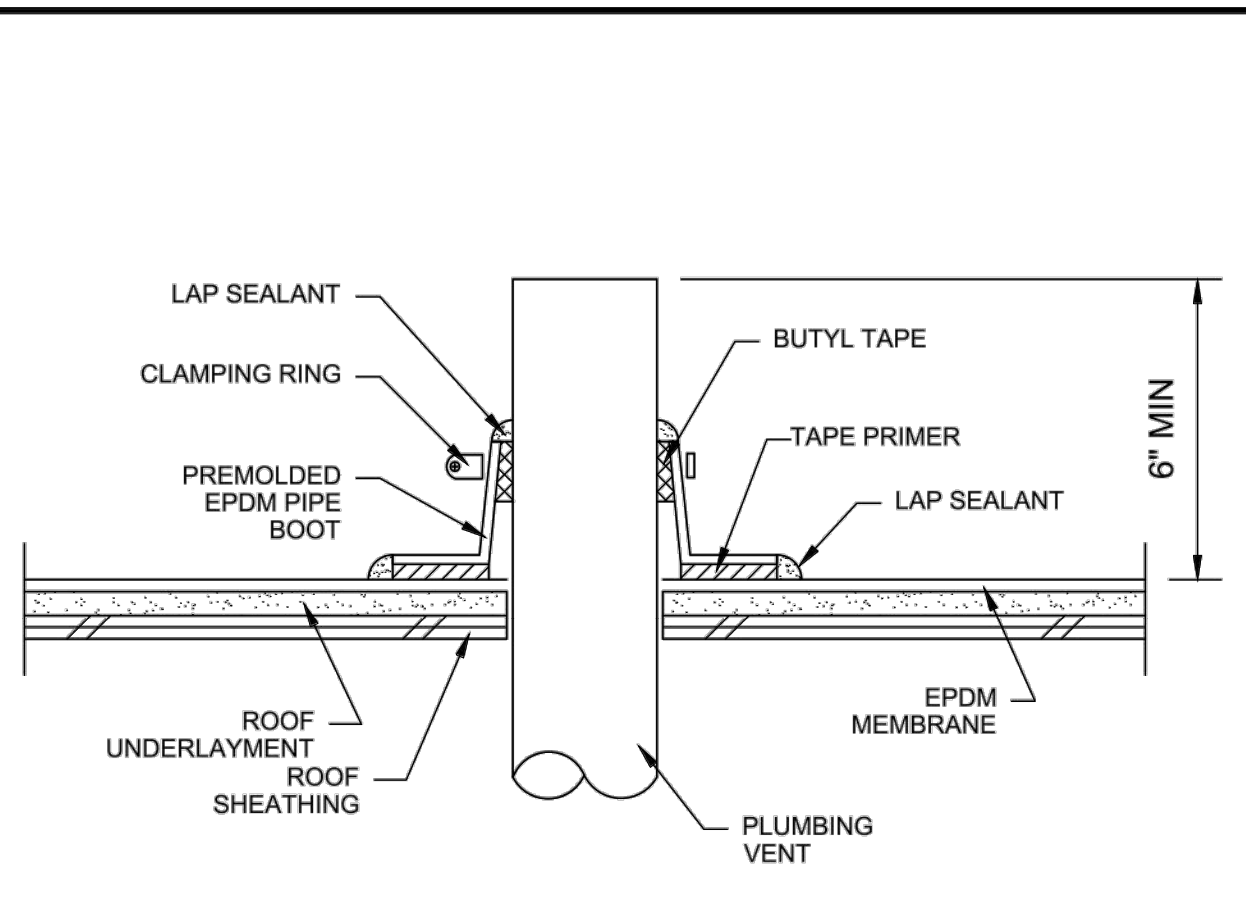
95% MILESTONE



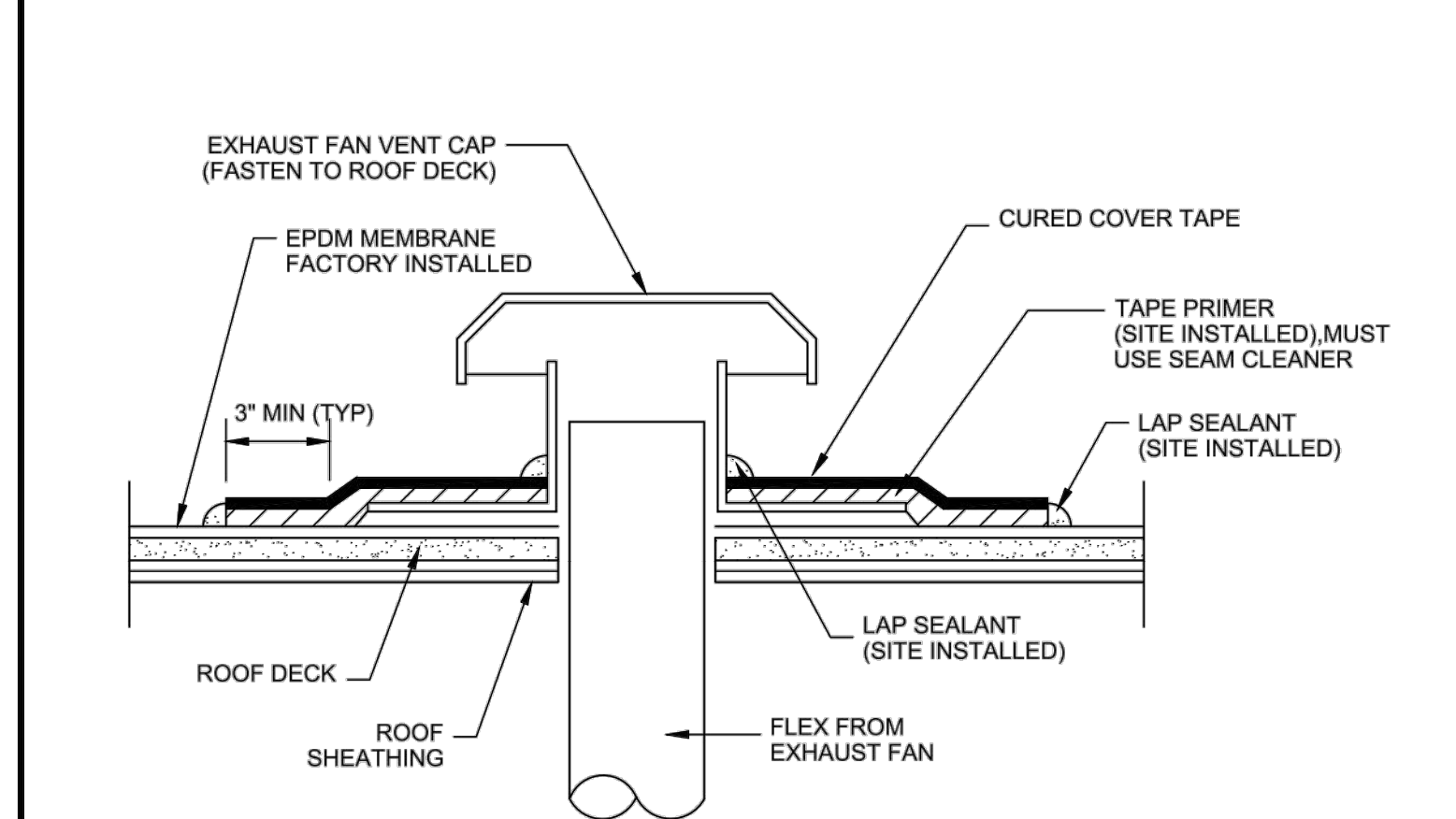
1 ROOF DIAGHPRAGM MODLINE CHORD TIE
N.T.S.



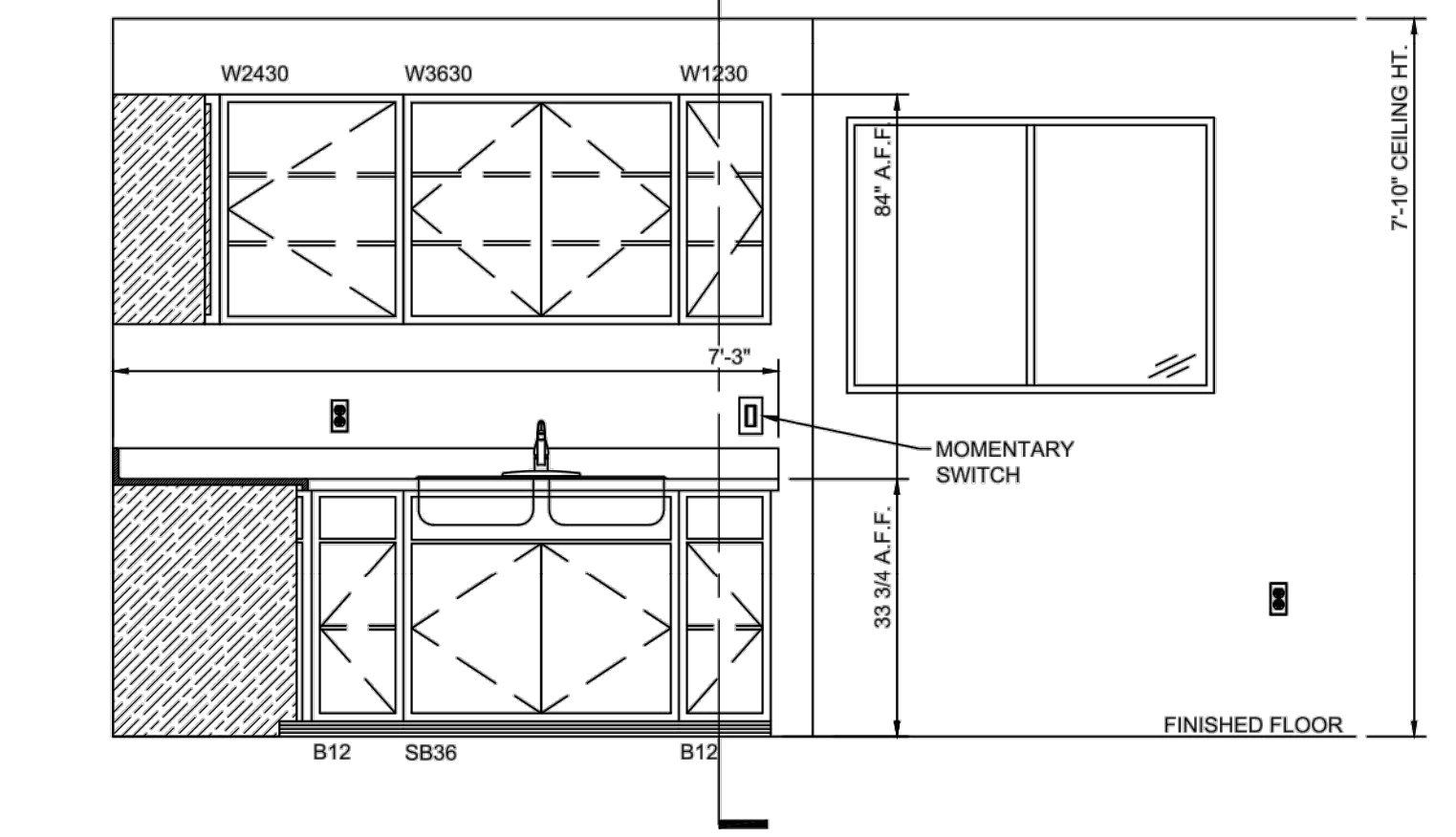
2 WALL FINISH @ FLOOR
N.T.S.



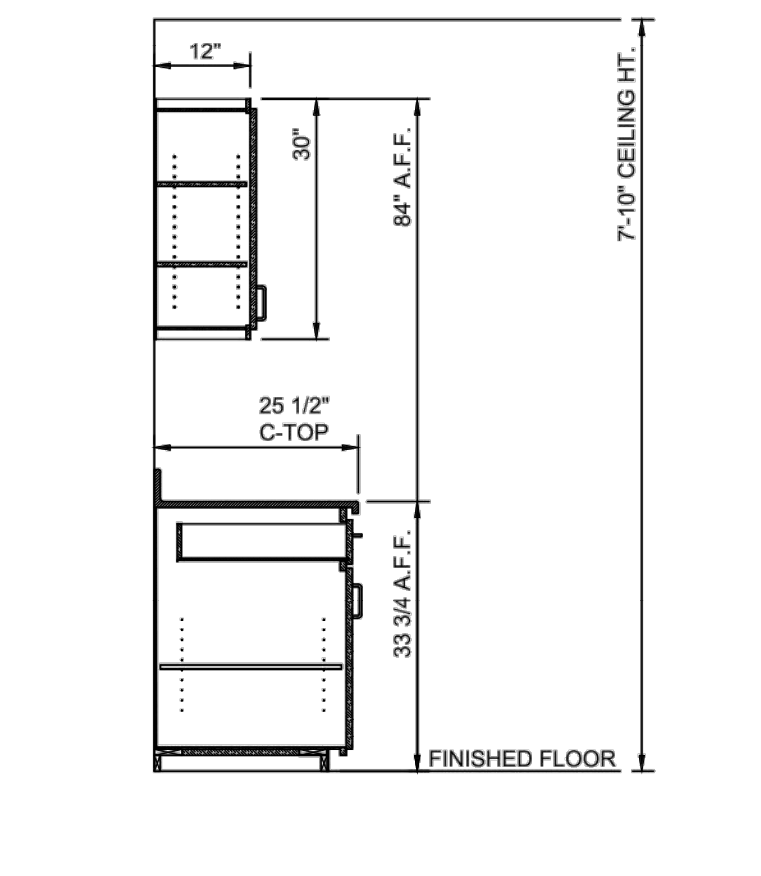
3 PLUMBING VENT
N.T.S. FACTORY INSTALLED



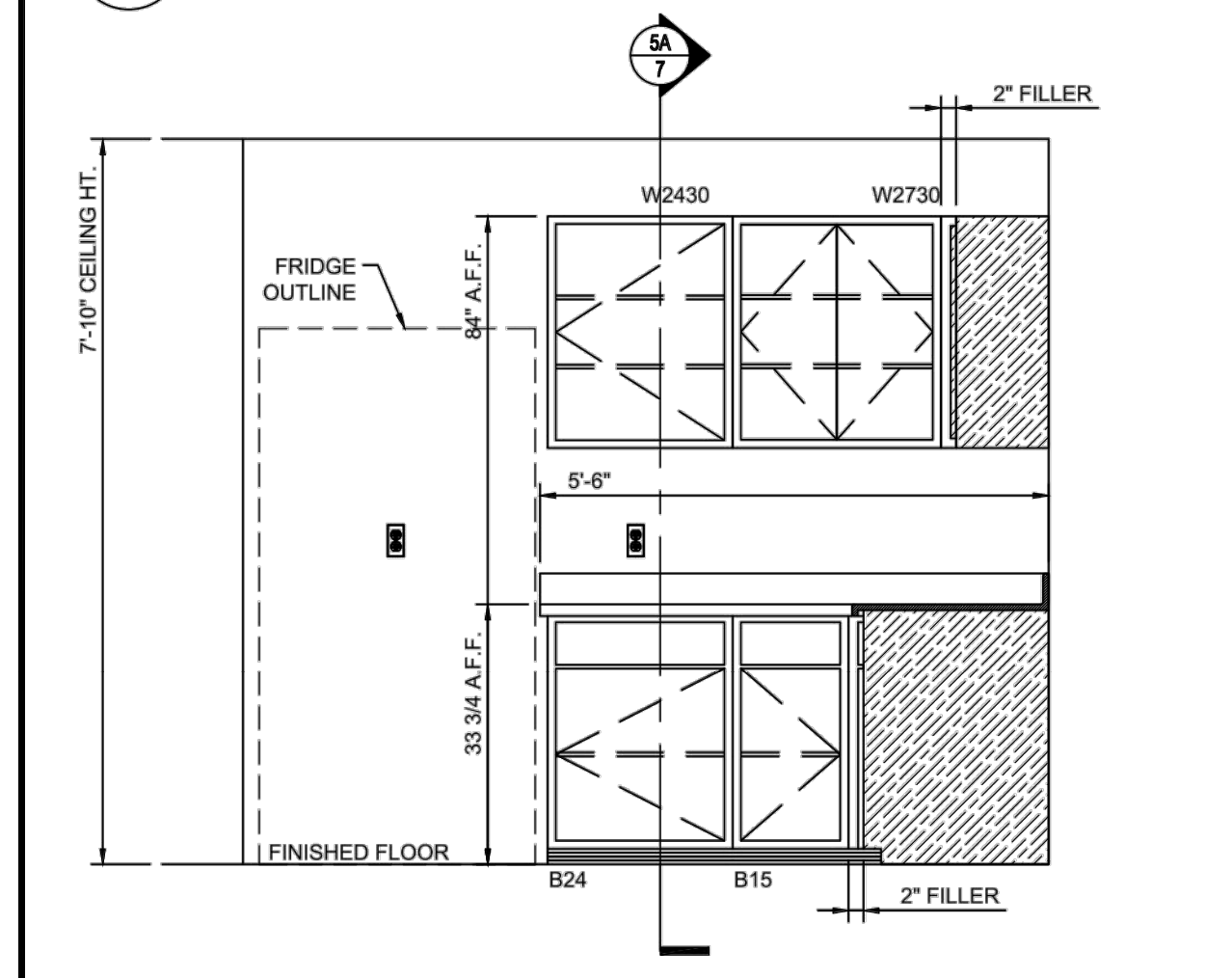
4 EXHAUST FAN CAP
N.T.S. FACTORY INSTALLED



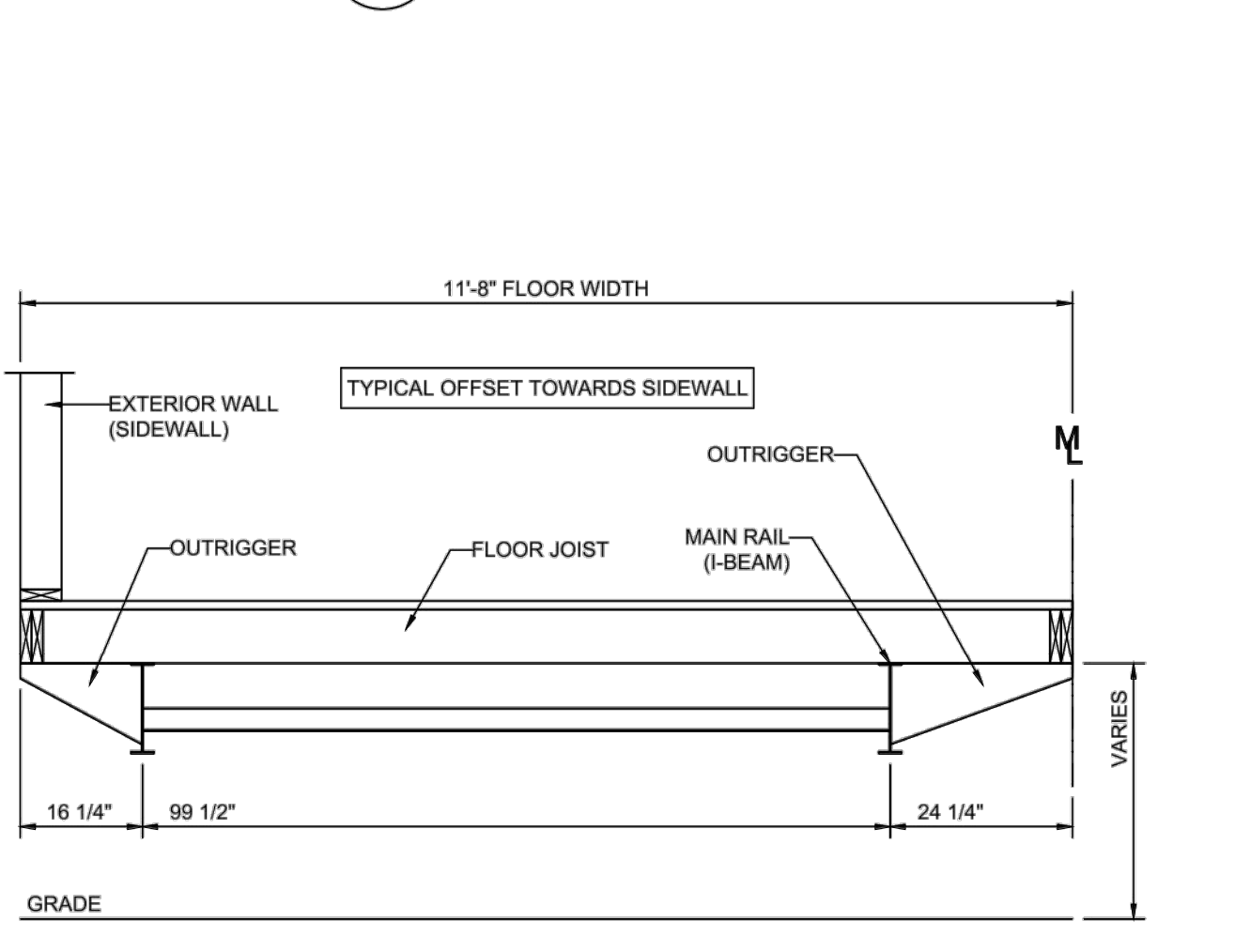
5 CABINET ELEVATION
1/2" = 1'-0"



5A SECTION VIEW
1/2" = 1'-0"



6 CABINET ELEVATION
1/2" = 1'-0"



7 AXLE OFFSET
1/2" = 1'-0" MODULE '11'

PHOENIX MODULAR
5301 W. MADISON ST. - PHOENIX, AZ 85043
PH 602-447-6460 FAX 602-447-6460

SUNBELT MODULAR, INC.

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DEALER:
MODULAR BUILDING CONCEPTS

PROJECT:
LAKE FOREST OFFICE

STATES:
CA

SERIAL NUMBERS:
PMI-5317-2480

DRAWN BY:
RMIAP

PLOT DATE:
1/24/2022

REV # / DATE:
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.....

R. MARK STEELE, P.E.
CORPORATE ENGINEER
SUNBELT MODULAR, INC.
5301 W. MADISON ST.
PHOENIX, AZ 85043
(602) 327-4769

SHEET:
7
OF
8

DIGALERT CALL TOLL FREE 811
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NO.	DATE	REVISIONS

DESIGN: KN

DRAWN: KN

CHECKED: JG

TRABUCO CANYON WATER DISTRICT

DATE

ENGINEER: JOSEPH I. GUTIERREZ RCE 55604

DISTRICT ENGINEER: LORRIE LAUSTEN RCE 67027

TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER
PROJECT NO. 2122-011

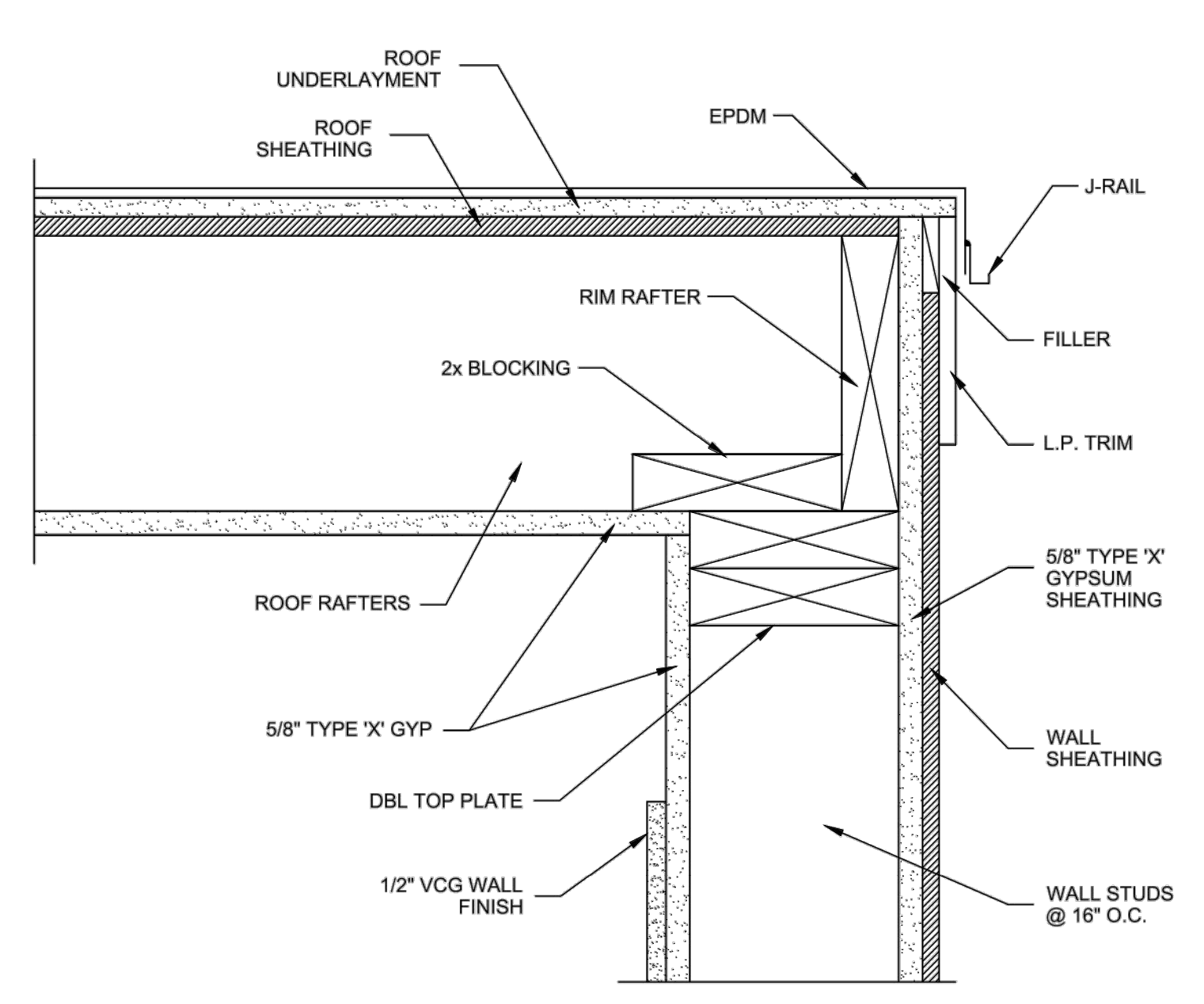
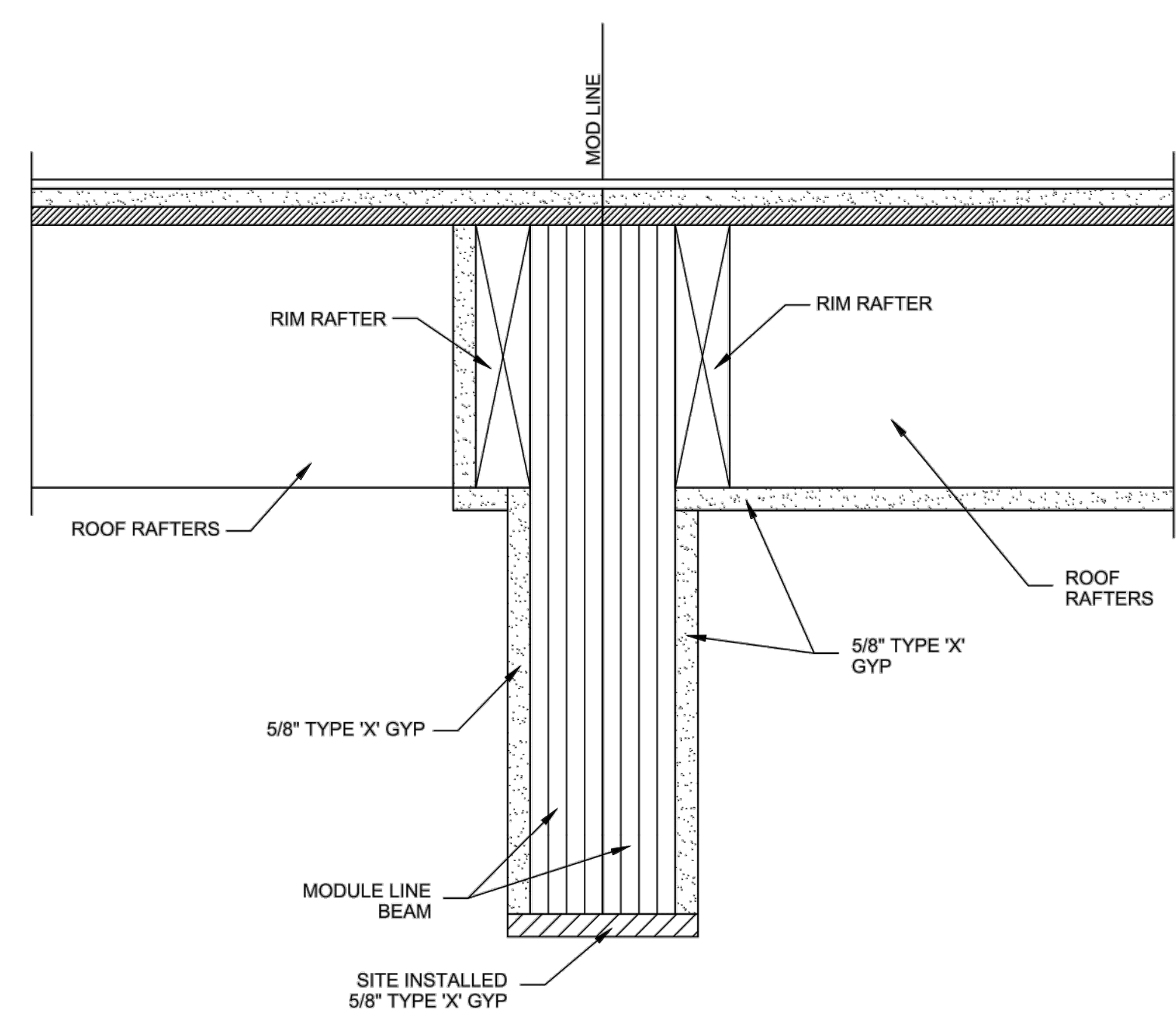
PREPACKAGED MODULAR TRAILER
CABINET ELEVATIONS, DETAILS

A-07
SHEET 11
OF 18

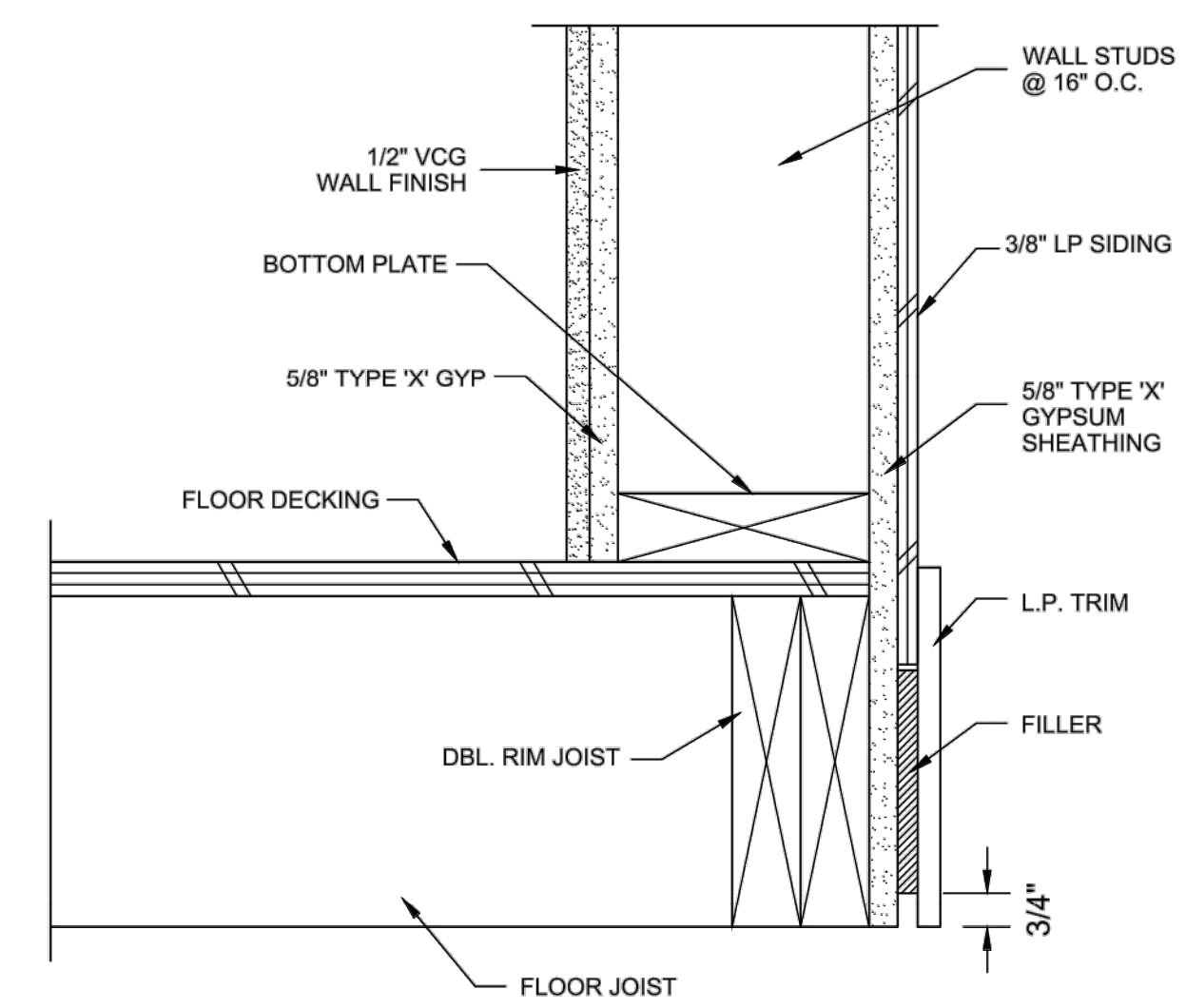
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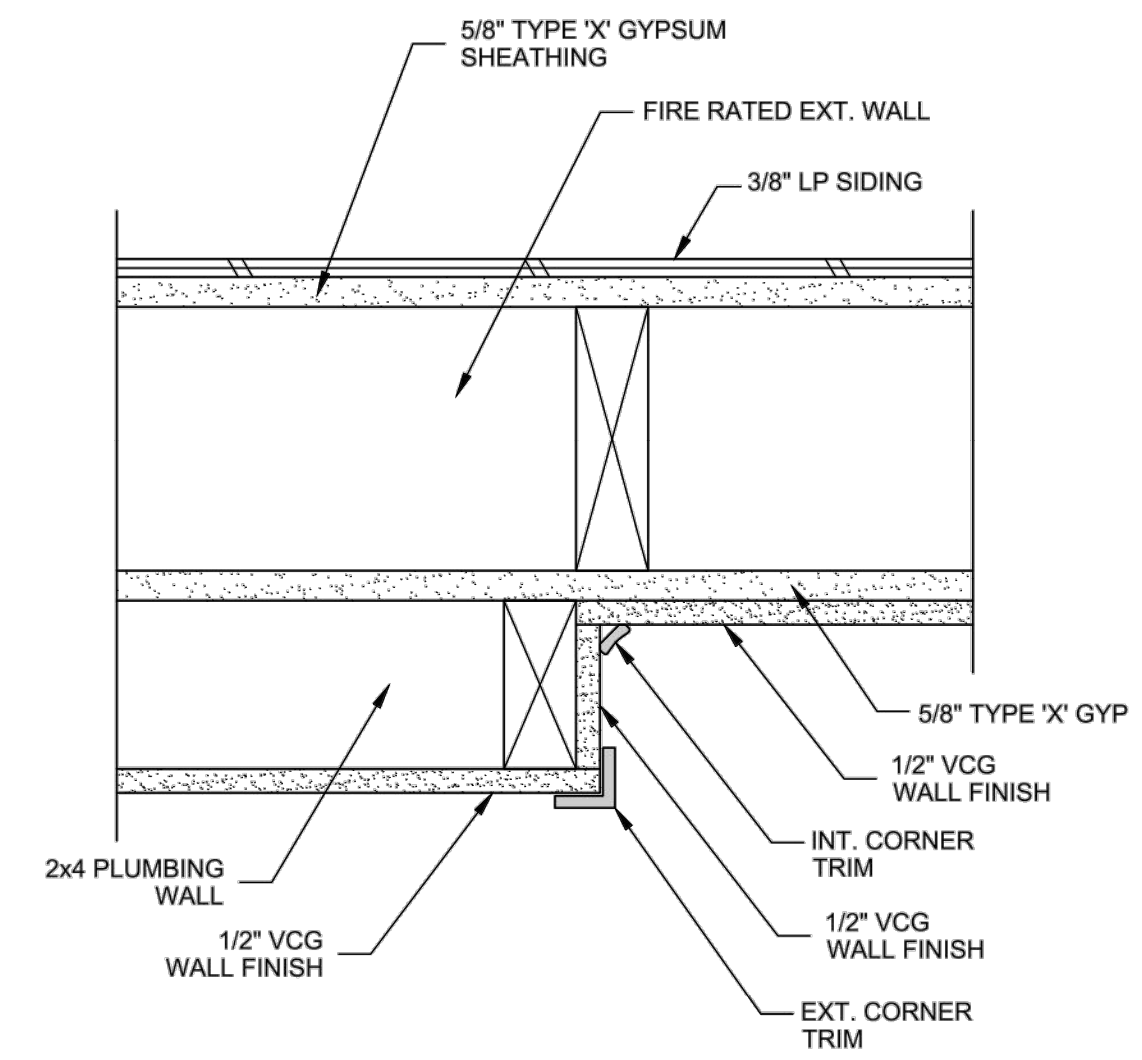
95% MILESTONE



1 ROOF/EXT. WALL
3" = 1'-0" 1-HR FIRE RATED WALL



2 FLOOR/EXT. WALL
3" = 1'-0" 1-HR FIRE RATED WALL



3 PLUMBING WALL/FIRE RATED WALL TRANSITION
3" = 1'-0" 1-HR FIRE RATED WALL

PHOENIX MODULAR
5301 W. MADISON ST. - PHOENIX, AZ 85043
PH 602-417-6460 FAX 602-417-6460

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DEALER:
MODULAR BUILDING CONCEPTS

PROJECT:
LAKE FOREST OFFICE

STATES:
CA

SERIAL NUMBERS:
PMI-5317-2480

DRAWN BY:
RMIAP

PLOT DATE:
1/24/2022

REV # / DATE:

R. MARK STEELE, P.E.
CORPORATE ENGINEER
SUNBELT MODULAR, INC
5301 W. MADISON ST.
PHOENIX, AZ 85043
(602) 327-4769

SHEET:
7.1
OF
8

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ENGINEER	JOSEPH I. GUTIERREZ RCE 55604
DISTRICT ENGINEER	LORRIE LAUSTEN RCE 67027

TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER
PROJECT NO. 2122-011

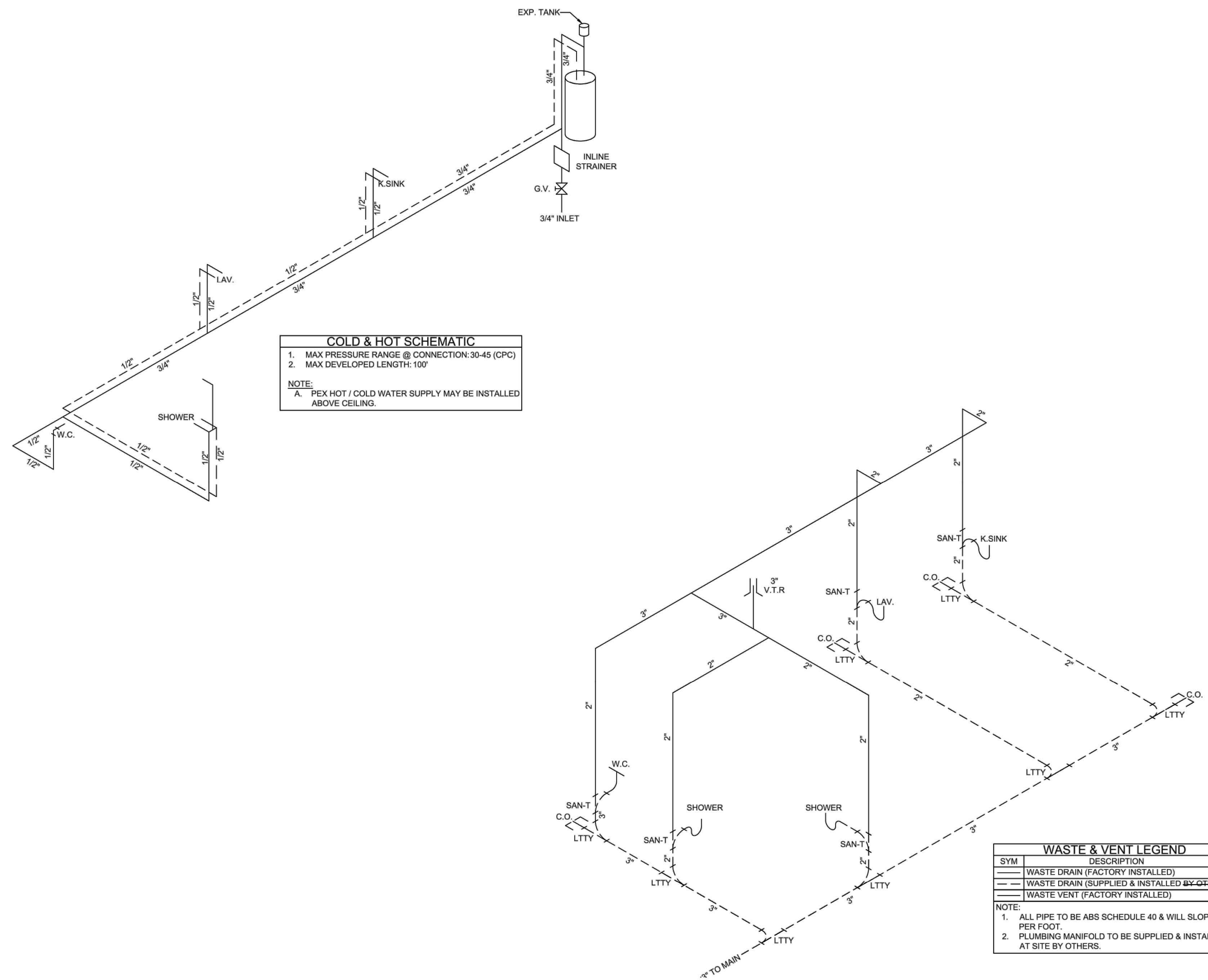
PREPACKAGED MODULAR TRAILER
FIRE RATED WALL & ROOF DETAILS

A-08
SHEET
12
OF
18

95% MILESTONE

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C:\Users\Public\Desktop\JIG Consultants\Projects\2021\Task_Order_2 - Dimension Operations Office\PROJECT Design\CAD Sheets\A-09.dwg Plotted on: Mon 07/2022 1:14pm by JSG



COLD & HOT SCHEMATIC
 1. MAX PRESSURE RANGE @ CONNECTION: 30-45 (CPC)
 2. MAX DEVELOPED LENGTH: 100'
 NOTE:
 A. PEX HOT / COLD WATER SUPPLY MAY BE INSTALLED ABOVE CEILING.

WASTE & VENT LEGEND

SYM	DESCRIPTION
---	WASTE DRAIN (FACTORY INSTALLED)
---	WASTE DRAIN (SUPPLIED & INSTALLED BY OTHERS) ON SITE
---	WASTE VENT (FACTORY INSTALLED)

NOTE:
 1. ALL PIPE TO BE ABS SCHEDULE 40 & WILL SLOPE 1/4 PER FOOT.
 2. PLUMBING MANIFOLD TO BE SUPPLIED & INSTALLED AT SITE BY OTHERS.

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SUNBELT MODULAR, INC.

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DEALER:
 MODULAR BUILDING CONCEPTS

PROJECT:
 LAKE FOREST OFFICE

STATES:
 CA

SERIAL NUMBERS:
 PMI-5317-2480

DRAWN BY:
 RMIAP

PLOT DATE:
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 CORPORATE ENGINEER
 SUNBELT MODULAR, INC
 5301 W. MADISON ST.
 PHOENIX, AZ 85043
 (602) 327-4769

SHEET:
 08
 OF
 08

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 Underground Service Alert

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TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER
PROJECT NO. 2122-011

PREPACKAGED MODULAR TRAILER
PLUMBING ISOMETRICS

A-09
SHEET 13
OF 18

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95% MILESTONE

GENERAL ELECTRICAL NOTES

- THE INTENT OF THESE DRAWINGS IS TO DESCRIBE A COMPLETE AND OPERABLE SYSTEM. BRING ANY QUESTIONS TO THE ENGINEERS ATTENTION PRIOR TO BIDDING.
- PROVIDE GROUND WIRE IN ALL CONDUITS.
- ALL INSTALLATIONS SHALL MEET FULLY WITH ALL THE REQUIREMENTS OF THE 2011 EDITION OF THE NATIONAL ELECTRICAL CODE (N.E.C.). MATERIAL SHALL BE U.L. LABELED OR LISTED.
- UNLESS NOTED OTHERWISE ON THE DRAWINGS, ALL CONDUIT SHALL BE PVC COATED RGS.
- ALL EQUIPMENT SHALL BE INSTALLED PER MANUFACTURERS REQUIREMENTS. PREMISES SHALL BE CLEANED OF DIRT AND DEBRIS.
- SUBCONTRACTOR SHALL FURNISH FOR APPROVAL SHOP DRAWINGS OF ELECTRICAL EQUIPMENT, MOTOR STARTERS, LIGHTING FIXTURES, AND DEVICES PRIOR TO PURCHASE. ALL DIMENSIONS SHOWN ON ELECTRICAL DRAWINGS ARE PRELIMINARY BASED ON AVAILABLE INFORMATION AT BID TIME. FINAL DIMENSIONS MUST BE VERIFIED WITH ACTUAL EQUIPMENT SIZE AND FIELD VERIFIED DIMENSIONS OF EXISTING SITE/BUILDING CONDITIONS AND EQUIPMENT SIZES.
- ALL CONDUCTORS SHALL BE COPPER TYPE "THIN" BELOW GRADE AND TYPE "THIN/THIN" FOR EXPOSED AND ABOVE GRADE WORK.
- FURNISH AND PAY FOR ALL PERMITS, INCLUDING ELECTRICAL UTILITY CHARGES AND BUILDING DEPARTMENT PERMIT CHARGES.
- COORDINATE ELECTRICAL WORK WITH REQUIREMENTS OF OTHER TRADES.
- PROVIDE CONDUIT BETWEEN THERMOSTATS, AIR CONDITIONING CONTROL PANELS, MOTOR STARTERS, SOLENOID VALVES, AND AIR CONDITIONING UNITS. SEE MECHANICAL DRAWINGS FOR CONTROL WIRE SIZES OR SIZE PER N.E.C.
- IN ADDITION TO WIRING HERE INDICATED, CONTRACTOR SHALL REVIEW MECHANICAL AND OTHER DRAWINGS PRIOR TO BID AND INCLUDE ALL WIRING MATERIALS (INCLUDING RELAYS AND CONTROL DEVICES) INDICATED THEREON AS PART OF ELECTRICAL WORK.
- EACH SWITCH TO BE SEPARATE 2"x3" BOX OR 2"x3" SPACE IN GANG BOX.
- THE ELECTRICAL SUBCONTRACTOR MUST BE LICENSED BY THE STATE (C-10) AND MUST VISIT THE JOB SITE PRIOR TO BIDDING, EXAMINE EXISTING CONDITIONS, AND INCLUDE IN HIS BID ALL LABOR AND MATERIAL TO INTERFACE WITH OTHER SYSTEMS.
- ALL EXTERIOR LIGHTING CIRCUITS SHALL BE PROVIDED WITH A PHOTOCELL AND 7-DAY 24 HOUR DIGITAL TIMECLOCK LOCATED NEAR PANEL, WHETHER INDICATED ON PLANS OR NOT. CONTROL PANEL SHALL BE EQUIPPED WITH NUMBER OF TIME SWITCHES REQUIRED. CONTROL PANEL SHALL HAVE SPACE FOR TWO ADDITIONAL TIME SWITCHES. TIME SWITCHES SHALL HAVE SILVER CONTACTS 30 AMP MINIMUM RATING. FURNISH EQUAL NUMBER OF CONTACTS AS CIRCUITS CONTROLLED PLUS ONE SPARE POLE, TORK, INTERMATIC, AMF OR EQUAL.
- THE CONTRACTOR SHALL CONTACT THE ELECTRIC, TELEPHONE, AND CABLE T.V. COMPANIES AND OBTAIN FROM THEM THEIR REQUIREMENTS FOR CONDUITS, SUBSTRUCTURES, PADS, METERS, BACKBOARDS, PULL BOXES, ETC., AND INCLUDE COST OF FURNISHING AND INSTALLING THIS REQUIRED EQUIPMENT IN BID.
- OBTAIN MAXIMUM AVAILABLE FAULT CURRENT FROM THE POWER COMPANY PRIOR TO BID. EQUIPMENT, BUSES, AND CIRCUIT PROTECTIVE DEVICES SHALL HAVE INTERRUPTING RATING TO PROTECT THE ELECTRICAL SYSTEM AGAINST THE MAXIMUM AVAILABLE FAULT CURRENT.
- ALL UNDERGROUND RISERS AND SWEEPS TO BE PVC COATED RIGID STEEL GALVANIZED CONDUIT.
- CONTRACTOR IS TO SLEEVE BUILDING FOUNDATION FOR ALL UTILITY CONDUITS PER STRUCTURAL/ARCHITECTURAL DETAIL.
- TEMPORARY POWER FOR CONSTRUCTION, DEMOLITION, OR SYSTEM CHECKOUT IS TO BE PROVIDED BY THE CONTRACTOR AND SHALL BE PER N.E.C. AND CAL OSHA REQUIREMENTS.
- PULL BOXES NOT SPECIFICALLY SIZED ON THE DRAWINGS SHALL BE SIZED PER N.E.C. ARTICLE 370 AND FURNISHED WITH BOLT DOWN TRAFFIC RATED COVER. SET ON 12" PEA GRAVEL BASE.

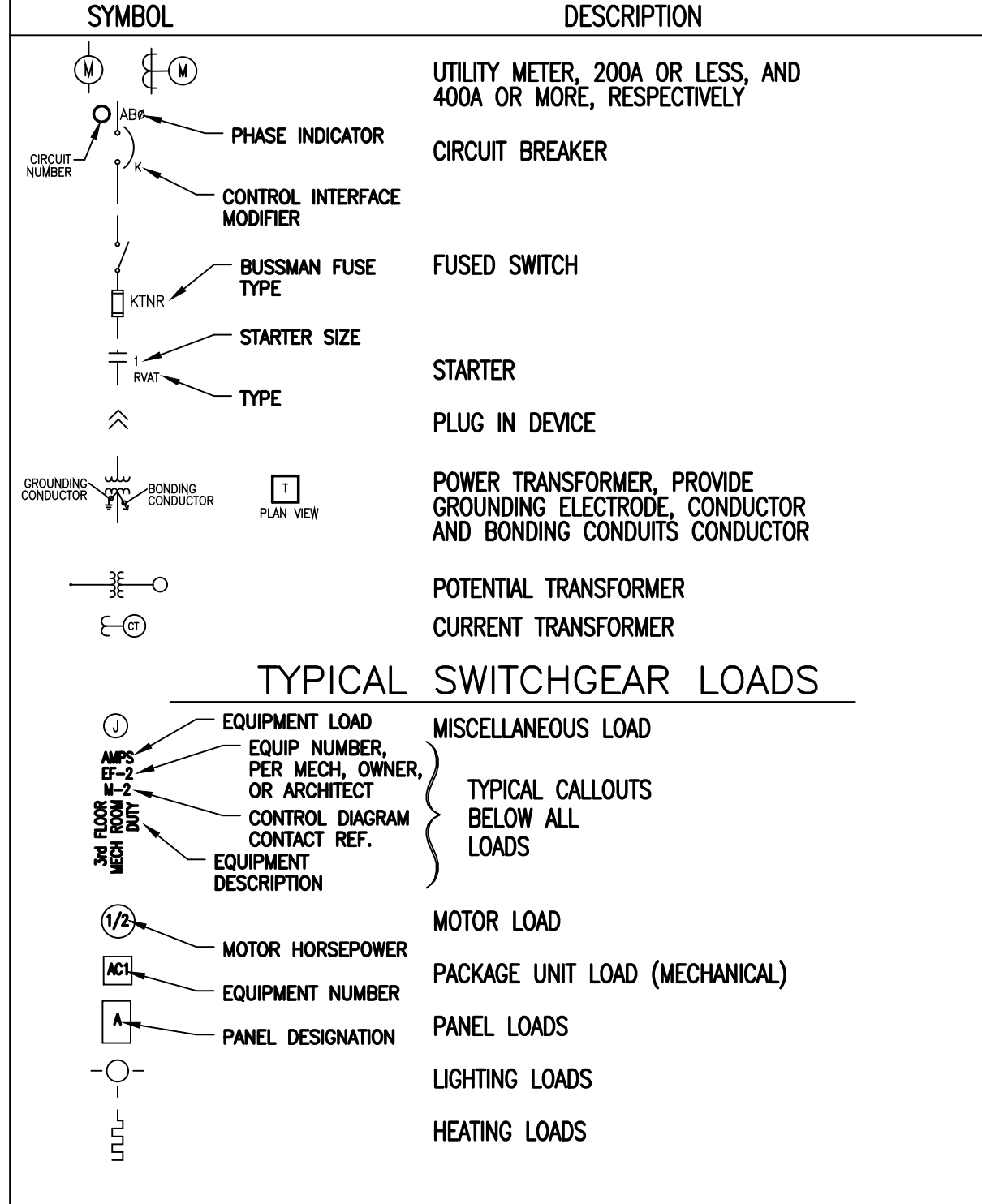
- PRIOR TO DIGGING OR EXCAVATION, LOCATE U.G. UTILITIES BY CALLING 1-800-422-4133.
- PROVIDE PUBLIC STREET LIGHTING AND POWER TO TRAFFIC SIGNAL CONTROLLERS PER LOCAL REQUIREMENTS WHERE SHOWN ON CIVIL DRAWINGS. PROVIDE A PULL BOX PER FIXTURE AND 1-1/2" C-3/8 BETWEEN FIXTURES AND SOURCE TO BE VERIFIED WITH ELECTRICAL UTILITY COMPANY.
- CIRCUIT BREAKERS USED AS SWITCHES SHALL BE LISTED FOR SWITCHING AND MARKED "SWD".
- NOTE: DANGER**
ALL CUSTOM CONTROL PANELS OR PLC'S MUST BE DESIGNED, CONSTRUCTED, PROGRAMMED AND TESTED BY A U.L. 508A APPROVED PANEL SHOP. SUBMIT ALL FABRICATION DRAWINGS INCLUDING SCHEMATICS, WIRING DIAGRAMS WITH WIRE NUMBERS, BILL OF MATERIALS AND OPERATION MANUAL TO THE ENGINEER FOR APPROVAL PRIOR TO FABRICATION. ELECTRICAL CONTRACTORS (C-10'S) ARE NOT ACCEPTABLE FOR THIS WORK.
- ALL ELECTRICAL WORK TO BE INSTALLED IN A NEAT AND WORKMANLIKE MANNER AS DESCRIBED IN ANS/NECA 1-2010 "STANDARD FOR GOOD WORKMANSHIP IN ELECTRICAL CONSTRUCTION". SEE ALSO NEC 110-12.
- PROVIDE CONDUIT SEALS WITH DRAIN PLUS (EYSD) IN ALL CONDUITS ENTERING VAULTS TO PREVENT GROUND WATER OR WATER PONDS OR ANY WATER CONTAMINANT AREA FROM DRAINING WATER INTO ELECTRICAL EQUIPMENT IN BELOW GRADE VAULTS (NEC 230-8).
- THE CONTRACTOR SHALL ENGAGE AND PAY FOR THE SERVICES OF AN OUTSIDE PARTY, THIRD PARTY TESTING COMPANY TO SET AND TEST ALL TRIP SETTINGS ON ALL ADJUSTABLE CIRCUIT BREAKERS AND GROUND FAULT DEVICES AND PROVIDE "TEST REPORT DATA SHEETS" TO MULLEN AND ASSOCIATES, INC., ENGINEERS PRIOR TO ENERGIZING ANY NEW FEEDERS.

ALL TESTING SHALL COMPLY WITH NFPA N.E.C. 70E SAFETY REQUIREMENTS. USE ONE OF THE FOLLOWING TESTING CONTRACTORS OR AN APPROVED EQUAL:
1. ESEC, SAN FERNANDO (562) 929-1871
2. ACCESSIBLE CONSULTING ENGINEERING, IRAJ MASROULAH, (714) 544-6444
3. NOVATECH ENGINEERING SERVICES, INC., CARLOS NOVAS, (562) 941-3763
4. TRANSPOWER, FRANK SHARGH, (949) 235-3215
5. OR SUBMIT EQUAL FOR APPROVAL.
- ARC-FLASH HAZARD:**
ALL ELECTRICAL EQUIPMENT WITH LIVE PARTS SUBJECT TO EXAMINATION OR MAINTENANCE SHALL BE LABELED IN A CLEARLY VISIBLE WAY TO WARN QUALIFIED PERSONNEL OF POTENTIAL ARC FLASH HAZARDS. PROVIDE STICK-ON LABELS FOR EACH OPERABLE ENCLOSURE DOOR, PER NEC 110.16, NFPA 70E-2009 AND ANSI Z535.4-1998. CONTRACTOR TO PROVIDE COORDINATION AND FAULT CURRENT ANALYSIS IN ORDER TO FILL DATA ON LABEL.
ALL WORK ON ENERGIZED ELECTRICAL EQUIPMENT REQUIRES PERSONAL PROTECTION EQUIPMENT (PPE) PER NFPA 70E.
- ALL SPLICES OR TAPS INSTALLED IN U.G. PULLBOXES SHALL BE LISTED FOR WET LOCATIONS PER N.E.C. - 300.5 (B).

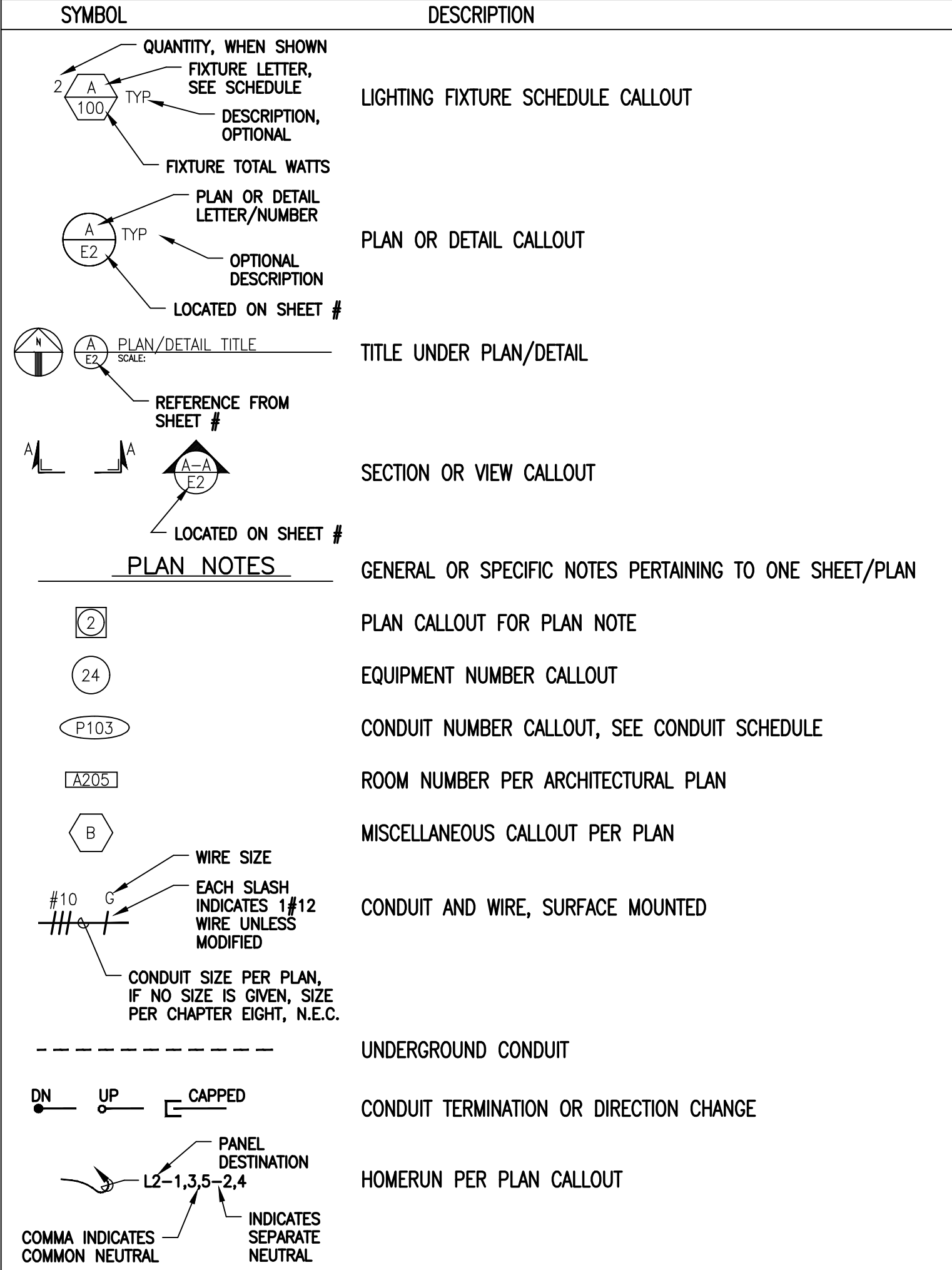
STANDARD SYMBOLS LIST -- ABBREVIATIONS

A	AMPS	J	J BOX	RM	ROOM
AIC	AVAILABLE INTERRUPTING CURRENT	LS	LIMIT SWITCH	RSG	RIGID STEEL GALVANIZED RIGHT OF WAY
ASC	AMPS SHORT CIRCUIT	LT	LIGHT	R/W	RIGHT OF WAY
BKBD	BACKBOARD	MAX	MAXIMUM	SCE	SOUTHERN CALIFORNIA EDISON
BKR	BREAKER	MCP	MASTER CONTROL PANEL	SDG&E	SAN DIEGO GAS & ELECTRIC
BLDG	BUILDING	MFGR	MANUFACTURER	SEC	SECONDARY
		MH	MOUNTING HEIGHT	SIM	SIMILAR
CAB	CABINET	MIN	MINIMUM	SM	SURFACE MOUNTED
CB	CIRCUIT BREAKER	MISC	MISCELLANEOUS	SQ	SQUARE
CKT	CIRCUIT	MSB	MAIN SWITCHBOARD	SQ FT	SQUARE FEET
CLF	CURRENT LIMITING FUSE	N	NEUTRAL	SS	STAINLESS STEEL
CONN	CONNECTION	N.C.	NORMALLY CLOSED	SWGR	SWITCHGEAR
CP1	CONTROL PANEL #	NEC	NATIONAL ELECTRICAL CODE	TC	TIMECLOCK
		NEMA	NATIONAL ELECTRICAL MFGR'S ASSOC.	TELE	TELEPHONE
DIA	DIAMETER	NOT IN CONTRACT		TYP	TYPICAL
DN	DOWN	N.O.	NORMALLY OPEN	UG	UNDERGROUND
DWG	DRAWING	NTS	NOT TO SCALE	UGPS	UNDERGROUND PULL SECTION
ELECT	ELECTRICAL EQUIPMENT	OH	OVERHEAD	UL	UNDERWRITERS LABORATORY
ENGR	ENGINEER	OL	OVERLOAD	UNO	UNLESS NOTED OTHERWISE
EQUIP	EQUIPMENT	P	POLE	WP	WEATHERPROOF WRAPPED
F	FLUSH	PB	PULL BOX	WR	WRAPPED
FBO	FURNISHED BY OTHERS	PC	PHOTOCCELL	XFMR	TRANSFORMER
FDN	FOUNDATION	PNL	PANEL		
FUT	FUTURE	PP	PAY PHONE		
G	GROUND	PP#	POWER POLE #		
GFI	GROUND FAULT INTERRUPTER	PRI	PRIMARY		
GND	GROUND	PS	PRESSURE SWITCH		
GRD	GRADE	PT	PRESSURE TRANSMITTER		
HOA	HAND-OFF-AUTO	QTY	QUANTITY		
HP	HORSEPOWER	R	RELAY		
HS	HOUSE SIDE SHIELD	REL	RELAY		
IBC	INSTALLED BY CONTRACTOR	RGS	RIGID GALVANIZED STEEL		
IRR CONT	IRRIGATION CONTROLLER				

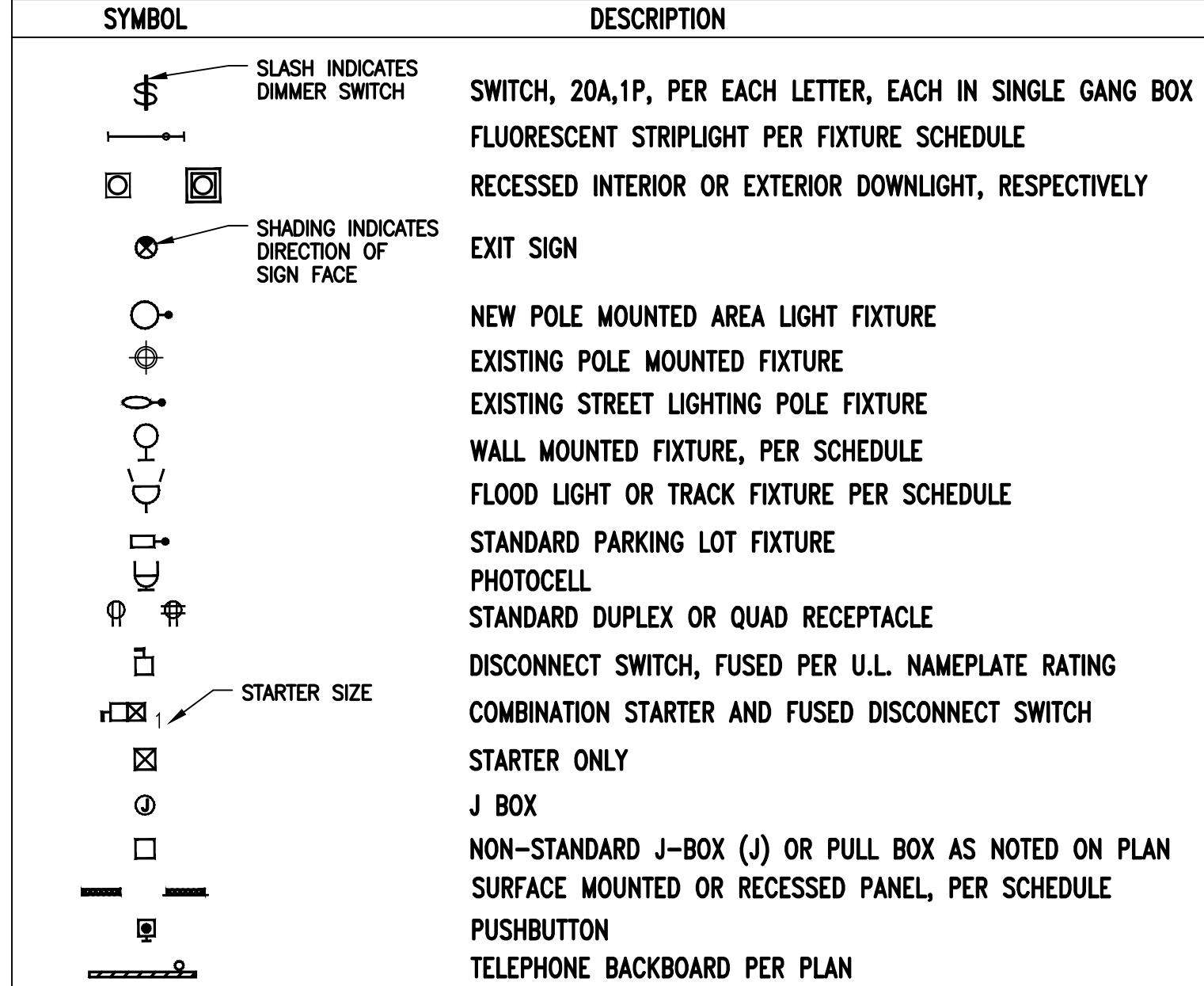
STANDARD SYMBOLS LIST -- SINGLE LINE DIAGRAMS



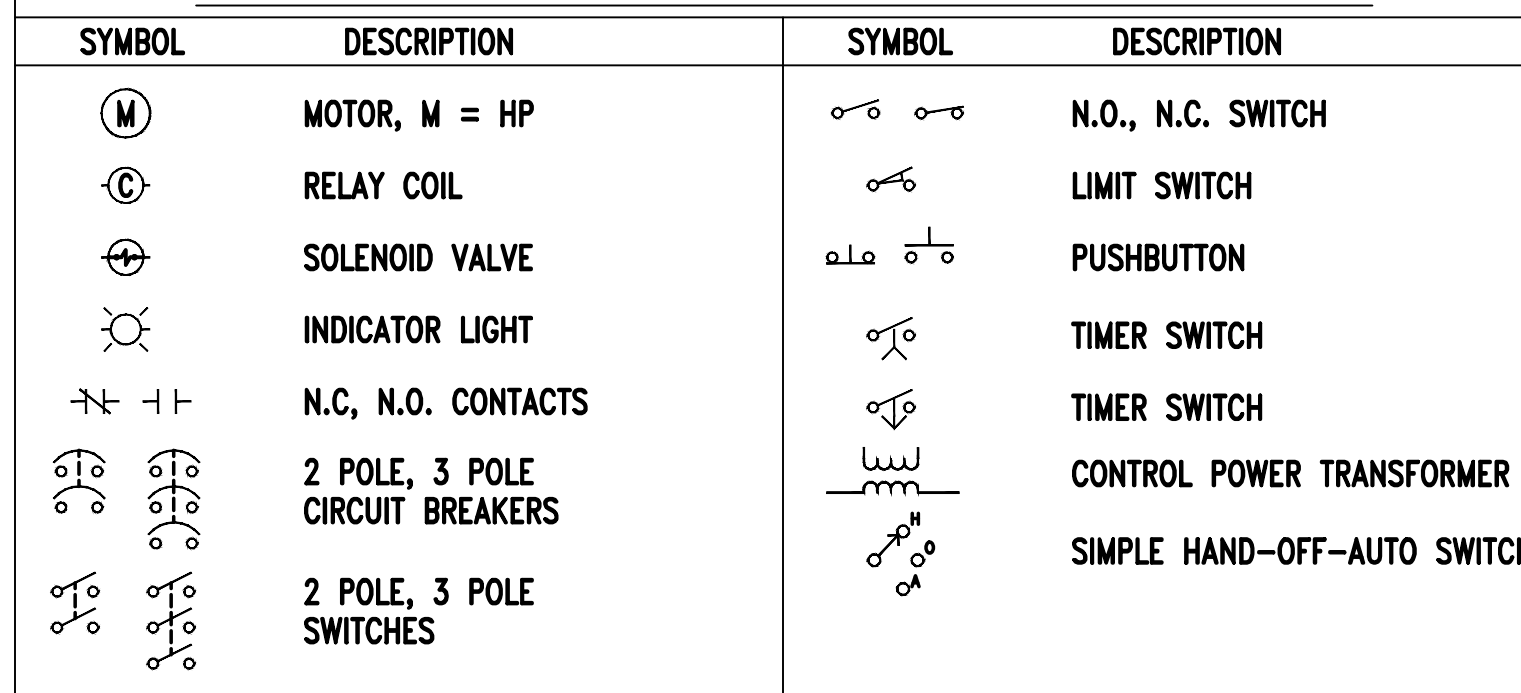
STANDARD SYMBOLS -- GENERAL



STANDARD SYMBOLS -- POWER & LIGHTING



STANDARD SYMBOLS -- CONTROL



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ORANGE, CA 92867
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REGISTERED PROFESSIONAL ENGINEER
LARRY D. MULLEN
ELECTRICAL
EXP. 09/30/22
STATE OF CALIFORNIA

M&A MULLEN & ASSOCIATES INCORPORATED
ELECTRICAL ENGINEERS
Project Number 2021014
1200 N. Jefferson St., Unit D Anaheim, Cal. 92807 (714)632-6820

NO.	DATE	REVISIONS

DESIGN:	CHC
DRAWN:	CHC
CHECKED:	LDM

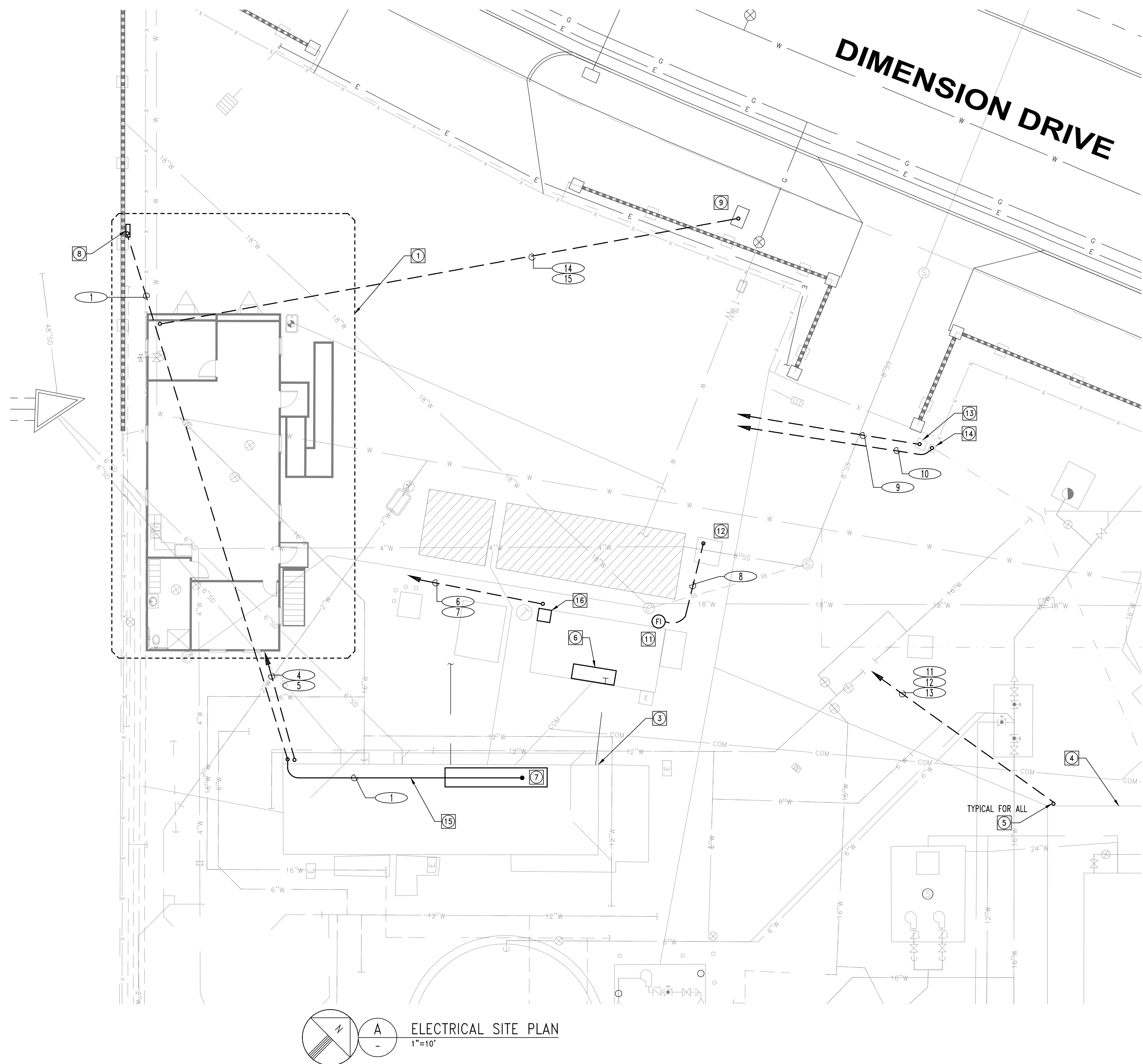
JOSEPH I. GUTIERREZ	RCE 55604	ENGINEER	
LORRIE LAUSTEN	RCE 67027	DISTRICT ENGINEER	

TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER
PROJECT NO. 2122-011

ELECTRICAL SYMBOLS AND NOTES

SHEET NOTES

- ① NEW TRAILER, SEE SHEET E-03
- ② EXISTING MAIN ELECTRICAL SERVICE BUILDING
- ③ EXISTING MAINTENANCE BUILDING
- ④ EXISTING FILTER BUILDING
- ⑤ CORE DRILL THRU EXISTING BUILDING, PROVIDE "LB" FITTING, EXTEND PER CONDUIT SCHEDULE
- ⑥ EXISTING MAIN SERVICE BOARD
- ⑦ EXISTING MOTOR CONTROL CENTER
- ⑧ NEW NEMA 3R PANEL H
- ⑨ EXISTING COX PULLBOX
- ⑩ NOT USED
- ⑪ RELOCATED FLOW INDICATOR, MOUNT ON EXTERIOR WALL OF EXISTING MAIN ELECTRICAL SERVICE BUILDING, +5' AFG.
- ⑫ EXISTING FLOWMETER VAULT
- ⑬ EXISTING SUMP PUMP, RECONNECT
- ⑭ EXISTING GATE CONTROL BOX, RECONNECT
- ⑮ ROUTE CONDUIT OVERHEAD, SUPPORT FROM CEILING
- ⑯ EXISTING FIREWALL, ROUTER AND ETHERNET SWITCH IN EXISTING CABINET TO BE MOVED TO THE NEW OPERATIONS TRAILER SEE SHEET E3.0



ELECTRICAL SITE PLAN
1"=10'

DIGALERT 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

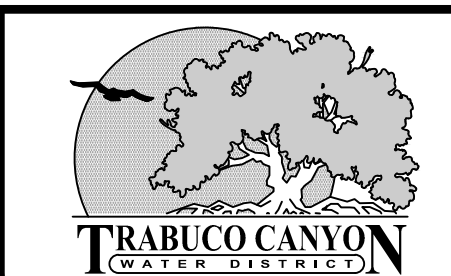
318 W KATELLA AVE, SUITE A
ORANGE, CA 92867
(714) 978-4407
www.jigconsultants.com

REGISTERED PROFESSIONAL ENGINEER
LARRY D. MULLEN
ELECTRICAL
EXP. 09/30/22
STATE OF CALIFORNIA

M&A MULLEN & ASSOCIATES INCORPORATED
ELECTRICAL ENGINEERS
Project Number 2021014
1200 N. Jefferson St., Unit D Anaheim, Cal. 92807 (714) 632-6820

NO.	DATE	REVISIONS

DESIGN: CHC
DRAWN: CHC
CHECKED: LDM

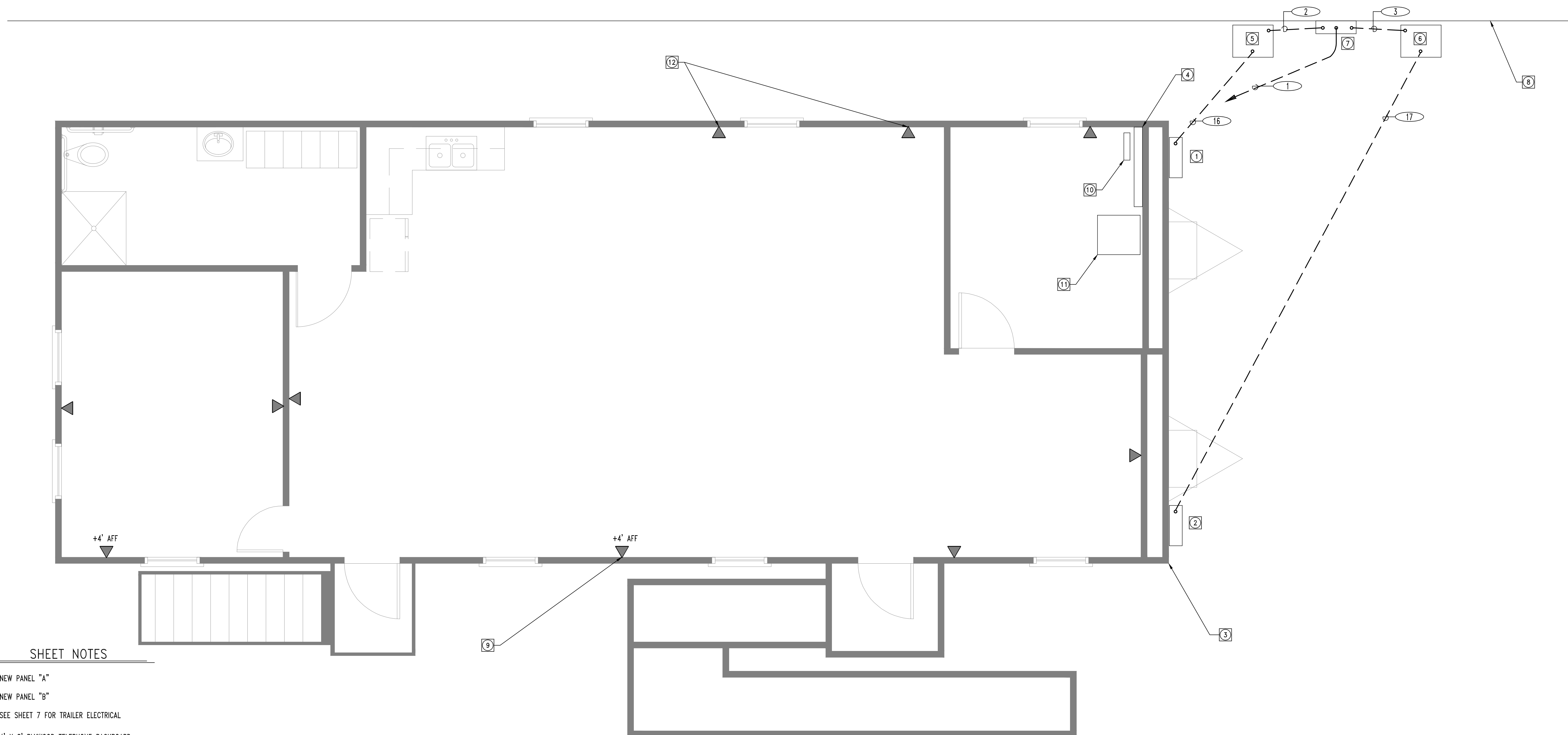


NAME	NO.	DATE	TITLE
JOSEPH I. GUTIERREZ	RCE 55604		ENGINEER
LORRIE LAUSTEN	RCE 67027		DISTRICT ENGINEER

TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER
PROJECT NO. 2122-011

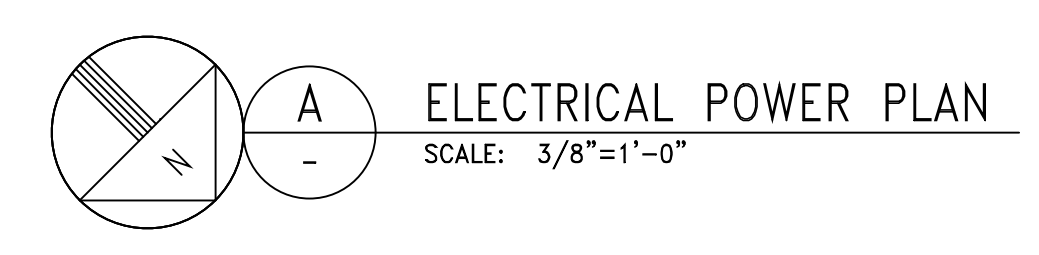
ELECTRICAL SITE PLAN

E-02
SHEET 16
OF 18



SHEET NOTES

- 1 NEW PANEL "A"
- 2 NEW PANEL "B"
- 3 SEE SHEET 7 FOR TRAILER ELECTRICAL
- 4 4' X 8' PLYWOOD TELEPHONE BACKBOARD
- 5 NEMA 3R TRANSFORMER TA WITH 4" RAISED CONCRETE PAD
- 6 NEMA 3R TRANSFORMER TB WITH 4" RAISED CONCRETE PAD
- 7 NEMA 3R PANEL H MOUNT ON UNISTRUT FRAME, SEE DETAIL 2, SHEET E-04
- 8 EXISTING WALL/PROPERTY LINE
- 9 INSTALL 2 - RJ45 JACKS ON TRAILER MFG. PROVIDED MUD RING, +18" AFF UNLESS NOTED OTHERWISE.
RUN 1 - CAT 6 CABLE TO TELEPHONE BACKBOARD WITH 10' WHIP FOR TELEPHONE
RUN 1 - CAT 6 CABLE TO ETHERNET SWITCH AND CONNECT
- 10 24 PORT MANAGED GIGABIT ETHERNET SWITCH
D-LINK #DGS-1100-24 OR EQUAL MOUNT ON PLYWOOD BACKBOARD.
- 11 EXISTING FIREWALL, ROUTER AND ETHERNET SWITCH IN EXISTING CABINET
TO BE RELOCATED HERE (MOVED FROM EXISTING MAIN ELECTRICAL SERVICE BUILDING)
SEE SHEET E2.0
- 12 INSTALL 2 - RJ45 JACKS ON TRAILER MFG. PROVIDED MUD RING, +18" AFF UNLESS NOTED OTHERWISE.
RUN 1 - CAT 6 CABLE TO TELEPHONE BACKBOARD WITH 10' WHIP FOR TELEPHONE
RUN 2 - CAT 6 CABLE TO ETHERNET SWITCH AND CONNECT
- 13 QUANTITY AND LOCATIONS OF RJ45 JACKS SHOWN ON THIS SHEET SUPERCEDE THOSE REFERENCED ON SHEET A-03.



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.

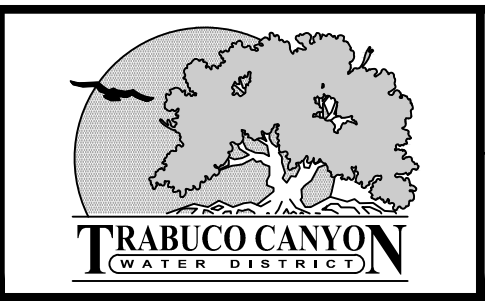
JIG CONSULTANTS
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ELECTRICAL ENGINEERS
Project Number 2021014
1200 N. Jefferson St., Unit D Anaheim, Cal. 92807 (714) 932-6820

NO.	DATE	REVISIONS

DESIGN: CHC
DRAWN: CHC
CHECKED: LDM



NAME	PROJECT NO.	ROLE	DATE
JOSEPH I. GUTIERREZ	RCE 55604	ENGINEER	
LORRIE LAUSTEN	RCE 67027	DISTRICT ENGINEER	

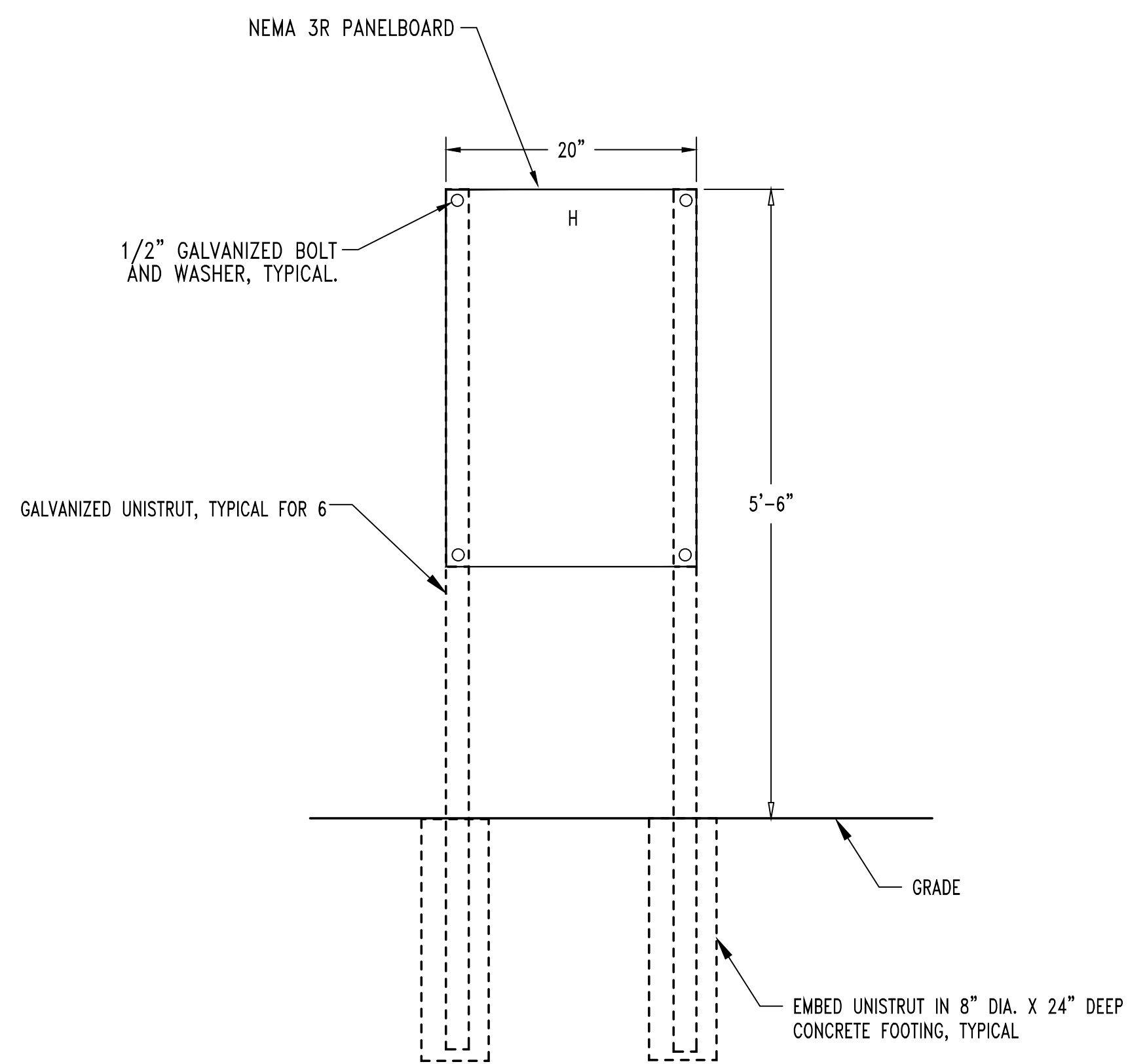
TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER
PROJECT NO. 2122-011

OFFICE TRAILER ELECTRICAL PLAN

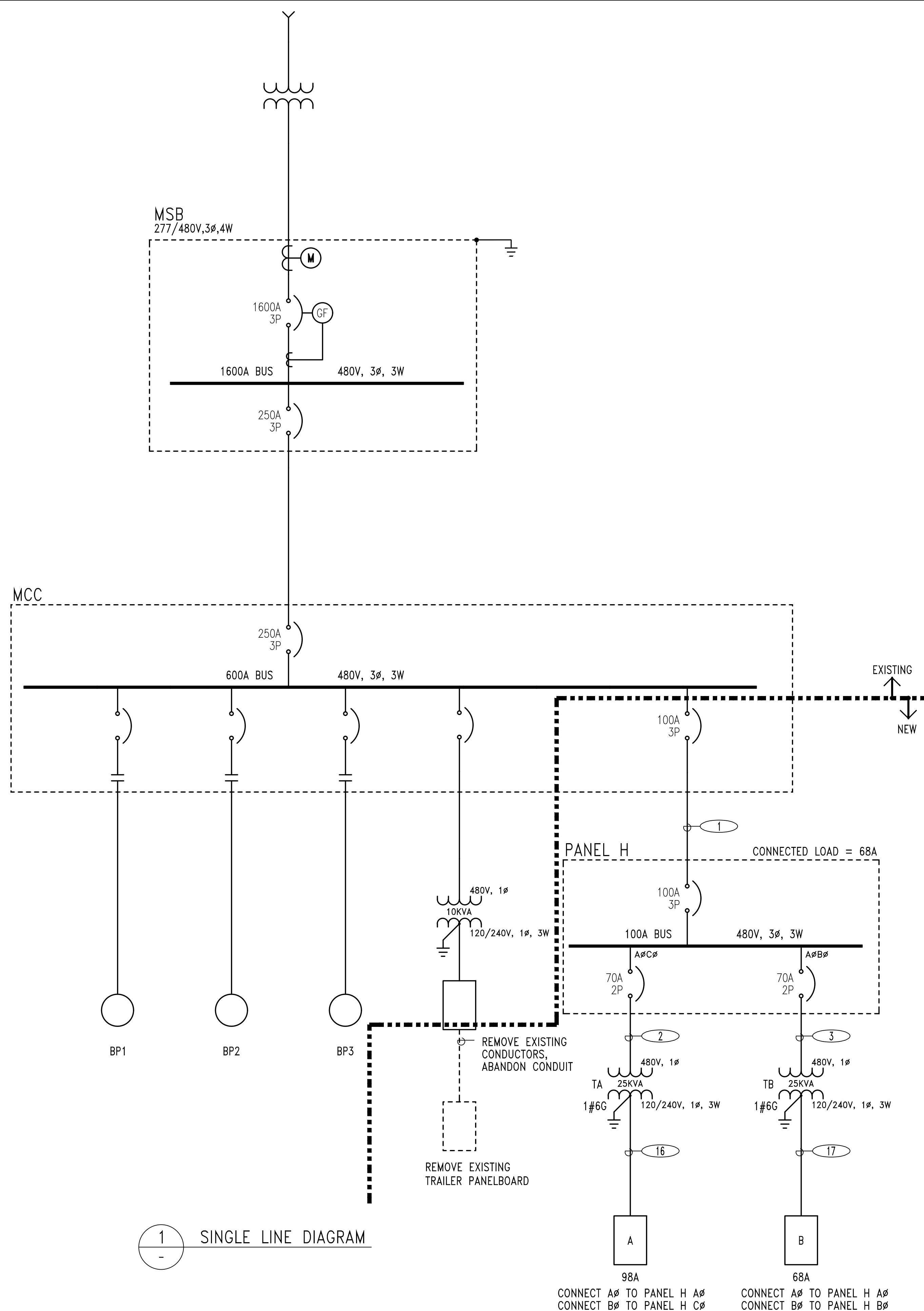
E-03
SHEET 17
OF 18

CONDUIT SCHEDULE

PLAN SYMBOL	CONDUIT		WIRE		DESCRIPTION	LOCATION		REMARKS
	Qty	Size	Qty	Size		From	To	
1	1	1 1/2"	3#1,1#6G		POWER	MOTOR CONTROL CENTER	PANEL H	
2	1	1"	2#4,1#8G		POWER	PANEL H	TRANSFORMER TA	
3	1	1"	2#4,1#8G		POWER	PANEL H	TRANSFORMER TB	
4	1	1"	2 - CAT6		CONTROL	MAINTENANCE BUILDING	TRAILER TELEPHONE BACKBOARD	CONNECT 1 TO E-NET SWITCH
5	1	1"	CONDUIT ONLY		CONTROL	MAINTENANCE BUILDING	TRAILER TELEPHONE BACKBOARD	SECURITY SYSTEM
6	1	1"	2 - CAT6		CONTROL	MAIN ELECTRICAL SERVICE BUILDING	TRAILER TELEPHONE BACKBOARD	CONNECT 1 TO E-NET SWITCH
7	1	1"	CONDUIT ONLY		CONTROL	MAIN ELECTRICAL SERVICE BUILDING	TRAILER TELEPHONE BACKBOARD	
8	1	1"	FLOWMETER CABLE		CONTROL	FLOWMETER VAULT	FLOW INDICATOR	VERIFY CABLE TYPE
9	1	1"	2#12, 1#12G		POWER	PANEL B, CIRCUIT #6 (B#)	SUMP PUMP	
10	1	1"	BELDEN CABLE		CONTROL	GATE CONTROL BOX	TRAILER TELEPHONE BACKBOARD	MATCH EXISTING
11	1	1"	CONDUIT ONLY		CONTROL	FILTER BUILDING	TRAILER TELEPHONE BACKBOARD	COX INTERNET
12	1	1"	2 - CAT 6		CONTROL	FILTER BUILDING	TRAILER TELEPHONE BACKBOARD	CONNECT 2 TO E-NET SWITCH
13	1	1"	CONDUIT ONLY		CONTROL	FILTER BUILDING	TRAILER TELEPHONE BACKBOARD	SECURITY SYSTEM
14	1	2"	CONDUIT ONLY		CONTROL	PULLBOX - COX POINT OF CONNECTION	TRAILER TELEPHONE BACKBOARD	VERIFY P.O.C.
15	1	2"	CONDUIT ONLY		CONTROL	PULLBOX - TELEPHONE CO. POINT OF CONNECTION	TRAILER TELEPHONE BACKBOARD	VERIFY P.O.C.
16	1	1"	3#1/0,1#6G		POWER	TRANSFORMER TA	PANEL A	
17	1	1"	3#1/0,1#6G		POWER	TRANSFORMER TB	PANEL B	



2 PANEL H ELEVATION
- NTS



1 SINGLE LINE DIAGRAM
- NTS

DIGALERT CALL TOLL FREE 811
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1200 N. Jefferson St., Unit D Anaheim, Cal. 92807 (714) 932-6820

NO.	DATE	REVISIONS

DESIGN: CHC
DRAWN: CHC
CHECKED: LDM

TRABUCO CANYON WATER DISTRICT

DATE

ENGINEER: JOSEPH I. GUTIERREZ RCE 55604

DISTRICT ENGINEER: LORRIE LAUSTEN RCE 67027

TRABUCO CANYON WATER DISTRICT
DIMENSION WATER TREATMENT PLANT OPERATIONS TRAILER
PROJECT NO. 2122-011

SINGLE LINE DIAGRAM

E-04
SHEET 18
OF 18

ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COSTS

TRABUCO CANYON WATER DISTRICT

**DIMENSION WATER TREATMENT PLANT
OPERATIONS TRAILER**

PROJECT NO.

Item No.	Description	Size-Qty	Unit	Unit Price	Item Total
1	Mobilization/Demobilization	1	Lump Sum	\$ 20,000	\$ 20,000
2	Structural, Mechanical and Electrical Demolition	1	Lump Sum	\$ 16,000	\$ 16,000
3	Furnish and Construct Prepackaged Double Wide Trailer	1	Lump Sum	\$ 330,000	\$ 330,000
4	Extend Water Service and Connect to Trailer Water System Stub	1	Lump Sum	\$ 5,000	\$ 5,000
5	Extend Sewer Line and Connect to Trailer Sewer System	1	Lump Sum	\$ 10,000	\$ 10,000
6	Construct Miscellaneous Electrical and Communication Improvements	1	Lump Sum	\$ 55,000	\$ 55,000
7	All Other Work	1	Lump Sum	\$ 7,000	\$ 7,000
8	Allowance for Trailer Interior Furnishings and Upgrades	1	Allowance	\$ 10,000	\$ 10,000
Total					\$ 453,000

COST ESTIMATE IN BID FORM

**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MARCH 17, 2022**

ENGINEERING MATTERS

ITEM 9: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING BELL CANYON SEWER LIFT STATION REHABILITATION PROJECT

Trabuco Canyon Water District (District) owns and operates the Bell Canyon Lift Station (Station) in the Dove Canyon community. The station was built in the late 1980's as part of the Dove Canyon Development and is located at the end of Bell Canyon Drive. The station lifts sewage from 130 homes via a 4" PVC force main, 4500 LF to a manhole at the intersection of Willowglade and Golf Ridge Dr., which then gravity flows to Golf Club Lift Station.

September 2019 the Station failed and it was rehabilitated/replaced over the course of two years. The final construction report is attached as Exhibit 1. The following are the final project costs:

BELL CANYON LIFT STATION REHABILITATION PROJECT COSTS-UPDATED		
ITEM	TASK DESCRIPTION	BUDGET
1	Construction Contract – Ferreira Construction (FINAL)	\$1,578,695
2	Geotechnical Services/Vibration Monitoring - GMU Geotechnical	\$13,250
3	Engineering Design/Services During Construction – JIG Consultants	\$141,765
4	Construction Management/Inspection-Butier	\$180,830
5	Design Site Survey/Construction Monitoring – DMc Engineering	\$28,280
6	Easement Procurement - DMc Engineering/CPSI Right-of-Way Services	\$7,500
7	Service/Meter Plan/Arc Flash Study - SCE	\$4,313
Total:		\$1,954,633

FUNDING SOURCE:

Combination of Emergency Reserves in Fiscal Year (FY) 2019-20 and CIP funds in FY 2020-21 and FY 2021-22.

FISCAL IMPACT:

\$1,954,633 final project cost

ENVIRONMENTAL COMPLIANCE:

Notice of Exemption was filed with the County of Orange on June 16, 2020

COMMITTEE STATUS:

This matter was reviewed with the Engineering/Operational Committee.

RECOMMENDED ACTION:

Receive project status update at the time of the meeting. No action required.

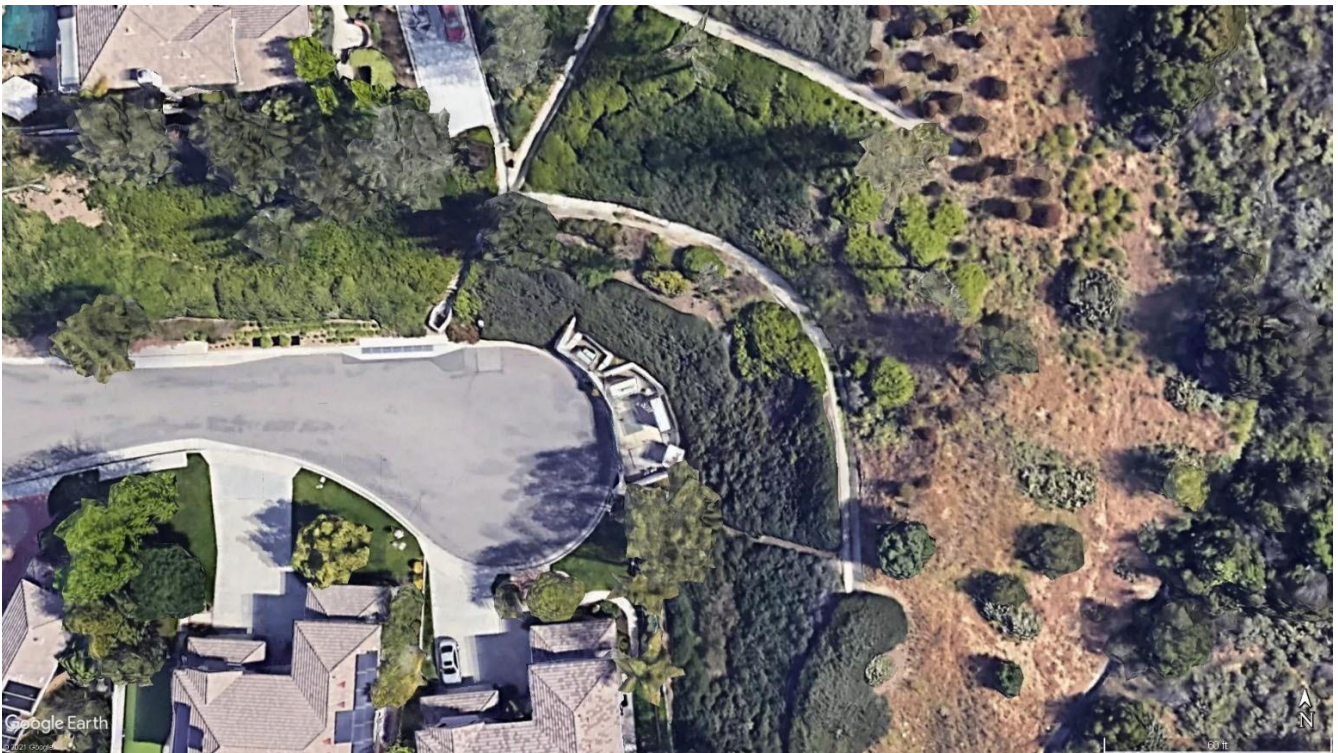
EXHIBIT(S):

1. Monthly/Final Construction Report

CONTACTS (staff responsible): LAUSTEN

Bell Canyon Lift Station Rehabilitation Project TCWD Project No. 1920-022

Construction Report
January - February 2022
Final Report



I. GENERAL PROJECT INFORMATION

<i>Contract</i>	Bell Canyon Lift Station Rehabilitation Project
<i>Contractor</i>	FERREIRA Construction
<i>Contract Time</i>	
Original Calendar Days:	180 Calendar Days from Notice to Proceed
Notice of Award:	June 15, 2019
Notice to Proceed:	June 29, 2020
Original Contract Completion Date:	December 26, 2020
Allowed Calendar Days via Change Orders:	217 Days
Revised Completion Date via Change Orders:	July 31, 2021
Weather-Related Delay Days:	5 Days
 <i>Contract Price</i>	
Original Contract Amount:	\$1,496,228.00
Approved Change Order Amount:	\$82,467.00
Revised Contract Amount:	\$1,578,695.00

II. CONSTRUCTION MANAGER SUMMARY

This report provides a summary of activities for the month of January and February 2022 for the Bell Canyon Lift Station Project.

Within January 2022, FERREIRA Construction (FERREIRA) completed efforts to install the 10-foot swing gate and replacement of the fence panels adjacent to the transformer and generator; and replacement of the mesh screen on the double swing gate to adhere to contract plans and specifications.

Additionally, within the work to replace the 10-foot man gate included, adding L-Brackets to existing posts and masonry walls, removing the existing post and foundation, and extending post adjacent to masonry wall and constructing a new deeper post to accommodate the extended gate.

Through the end of February 2022, FERREIRA continued to finalize items at the Bell Canyon Lift Station to include remediating the welding of a few locations such as the hinges to the 10-ft gate, hinges at the existing swing gate, and hasp lock connection points. Additionally, FERREIRA finished the touch up paint on the fence and gates, completed the remaining punch list items, clean-up, and demobilization.

III. CONSTRUCTION ACTIVITIES FOR THIS REPORTING PERIOD

The following work activities were performed during this reporting period:

- Replace swing gate to 10-foot height
- Replacement of Existing 6-inch square post with new post to match gate and perimeter fence
- Remove existing post foundation and construct new post surrounded by 2500 psi concrete
- Extend existing 6-inch post to height to match perimeter fence adjacent to masonry wall
- Replace side fence to match height of back fence
- Secure posts to existing masonry walls
- Replace perforated metal screen to conform to project plans and specifications
- Install Metal TCWD Sign on Gate
- Remediation of Concrete Patch at New Gate Post
- Final Touch-up Paint on Fencing & Gates
- Final Punch List Items
- Final Clean-Up and Demobilization

IV. ANTICIPATED CONSTRUCTION ACTIVITIES – NEXT REPORTING PERIOD

No work activities anticipated in the next reporting period.

V. **CONTRACTOR SUBMITTALS**

Through the end of the reporting period, the following submittals have been received:

	Lift Station
Prior Submittals	70
Submittals Received This Period	2
TOTAL SUBMITTALS	72

VI. **CONTRACTOR REQUEST FOR INFORMATION (RFIs)**

Through the end of the reporting period, the following RFIs have been received:

	Lift Station
Prior RFIs	37
RFIs Received This Period	0
TOTAL RFIs	37

VII. **CHANGE ORDERS**

No approved change orders were issued to FERREIRA during this reporting period. However, since the last monthly report TCWD has approved a Change Order Request for the modification to the wrought iron gate in front of the generator, which was an HOA request. Additionally, TCWD approved a Change Order Request for the additional rental of the sewer bypass equipment and de-ragging efforts while the Bell Canyon Lift Station was under construction. No additional contract duration was added with these change orders.

VIII. **SCHEDULE**

Substantial completion of the project was July 31st, 2021. The work that occurred this month was change order work and final punch list repair items.

IX. **PHOTOS**

Construction photos documenting the FERREIRA's activities and progress during this reporting period are provided in **Appendix A**.

X. BELL CANYON MONITORING

Vibration Monitoring at the residence of 95 Bell Canyon was performed by GMU Geotechnical on January 12th, 2022, to ensure construction activities did not produce any vibration disturbances to the residences during demolition activities. Monitoring field surveys are being performed by DMC Engineering on a periodic basis through the duration of the Project. Monitoring surveys were performed on February 26th-, March 10th-, March 17th-, April 14th-, and April 23rd-2021. The results between these dated Surveys reflected between +0.03-foot and -0.02-foot on established points, and a Monitoring Survey Exhibit is provided in **Appendix B**.

APPENDIX A

Construction Photos



Project Overview as of January 11, 2022



FERREIRA Removing Existing Swing Gate to Replace Perforated Metal Screen and Powder Coat



GMU Placing Vibration Monitoring at 95 Bell Canyon



FERREIRA Removing Existing Swing Gates



Removing Existing Pole to Deepen Foundation



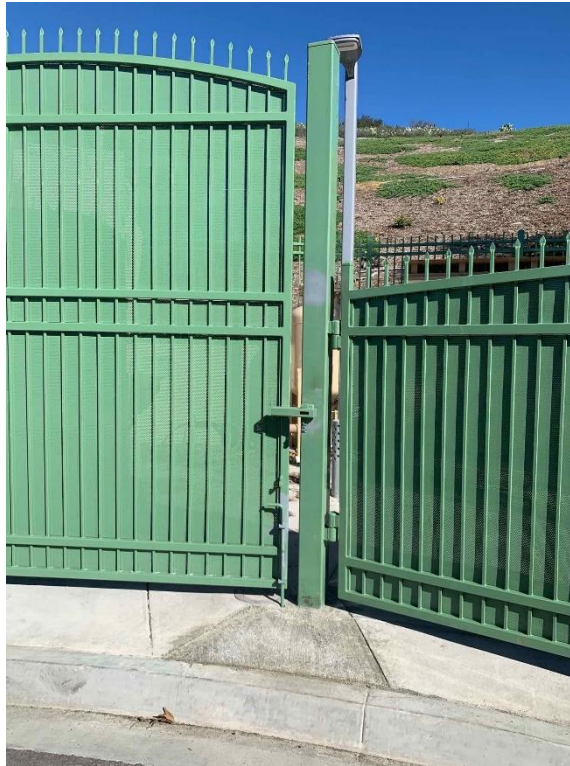
Installation of 10-foot Man Gate



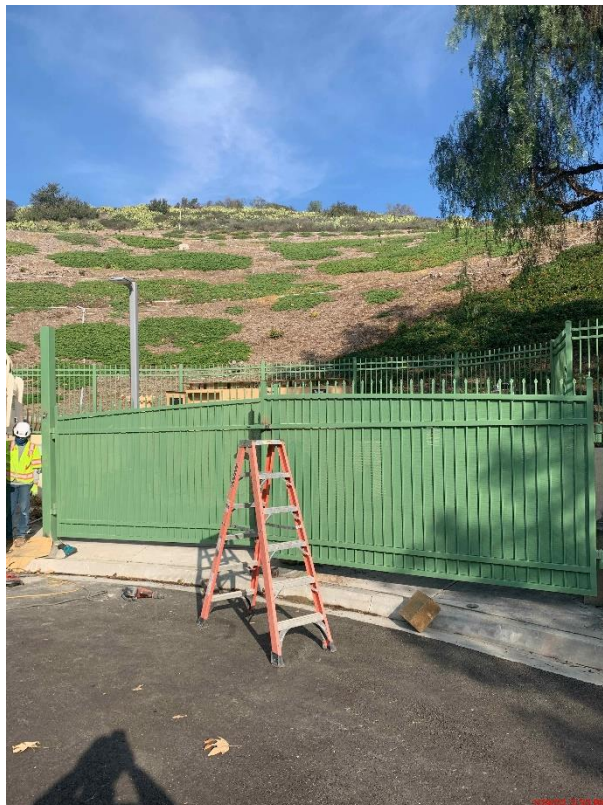
Welding Hasp Lock and Slide Bolts to Man Gate



Swing Gates Re-installed with New Perforated Metal Screens



Gates Installed and Post Extended



Swing Gate Installation Complete



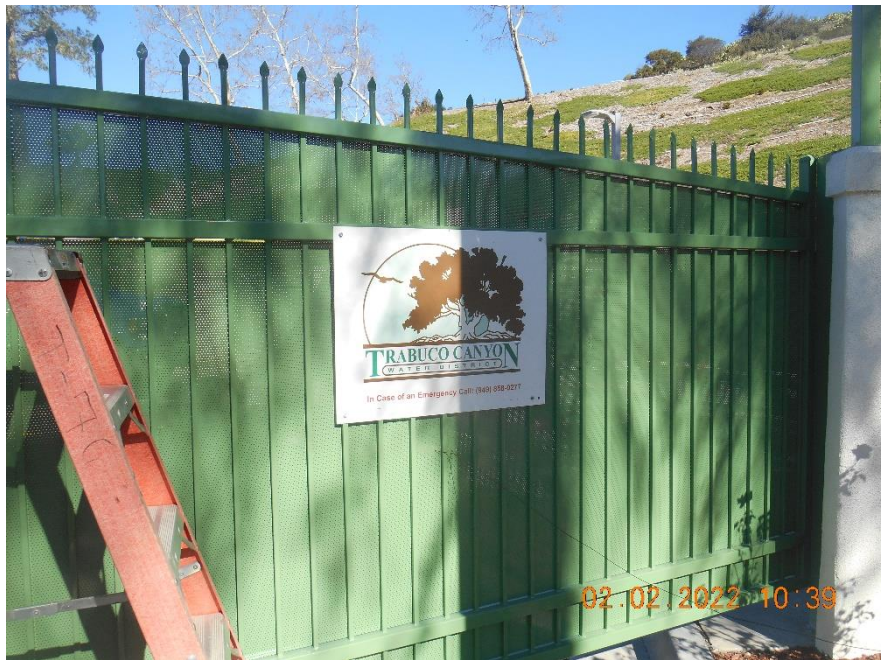
Concrete Apron Remediation Complete Around New Post
– Broom Finished to Match Existing



Contractor Touching Up Paint at Gates and Fence



Contractor Final Clean Up of Site



TCWD Metal Sign Installed on Swing Gate

APPENDIX B

Monitoring Survey Exhibit

EXHIBIT "A"

BELL CANYON MONITORING POINTS

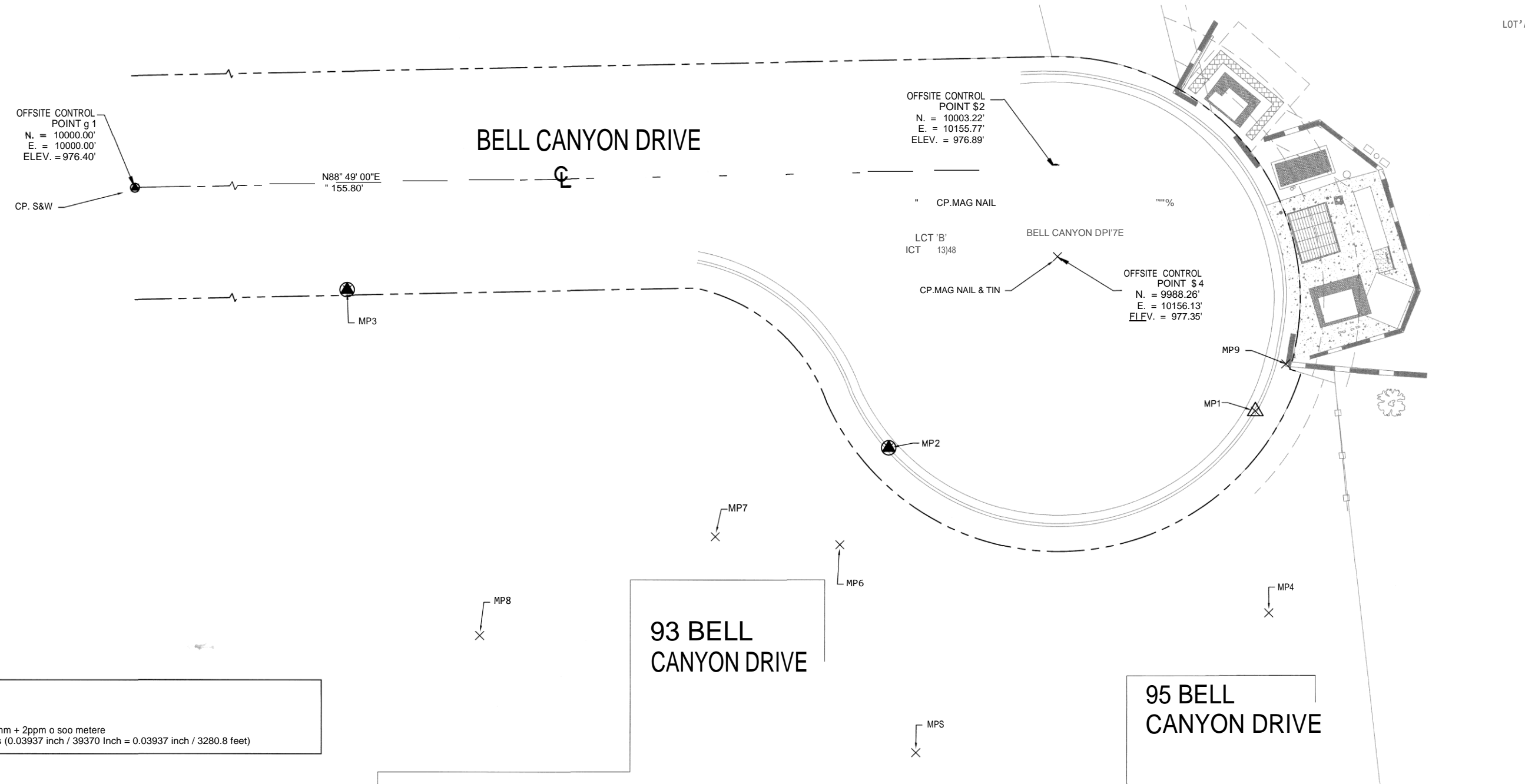
PREPARED FOR:

TRABUCO CANYON WATER DISTRICT

32003 DOVE CANYON DRIVE
TRABUCO CANYON, CA 92679

PHONE: (949) 858-0277

FAX: (949) 858-3025



LEGEND

SYMBOLS

△ SCMBED 'X' IN TC
● FO 'X' IN TC

LINE TYPES

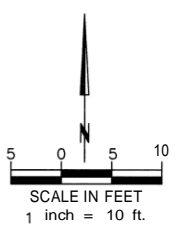
— PROPER LINE
- - - CENTERLINE

ABBREVIATIONS

N. NORTHING
E. EASTING
ELEV. ELEVATION
DIFF. DIFFERENCE
CN. CONCRETE NAIL

SURVEY INSTRUMENT USED:
LEICA TCPR 1203T R400
SERIAL NO. 269016
ACCURACY — atd. dev. ISO 17123—4: 2mm + 2ppm o soo metere
ppm = parts per million = mm/1000 metere (0.03937 inch / 39370 Inch = 0.03937 inch / 3280.8 feet)

MONITORING POINTS SUMMARY											
POINT #	DESCRIPTION	INITIAL SURVEY DATE: 02.26.2021	SECOND SURVEY DATE: 03.10.2021	DIFF. +/-	THIRD SURVEY @ J-IV @ I' DATE: 03.17.2021	DIFF. +/-	FOURTH SURVEY DATE: 04.14.2021	DIFF. +/-	FIFTH SURVEY DATE: 04.23.2021	DIFF. +/-	
MP1	SCRIBED 'X' IN TC	N. = 9962.05' E. = 10189.60' ELEV. = 977.27'	N. = 9962.05' E. = 10189.60' ELEV. = 977.28'	0.00 0.00 +0.01	N. = 9962.05' E. = 10189.59' ELEV. = 977.28'	0.00 -0.01 +0.01	N. = 9962.05' E. = 10189.59' ELEV. = 977.28'	0.00 -0.01 +0.01	N. = 9962.05' E. = 10189.60' ELEV. = 977.27'	0.00 0.00 0.00	
MP2	FD 'X' IN TC	N. = 9955.84' E. = 10127.56' ELEV. = 976.82'	N. = 9955.84' E. = 10127.57' ELEV. = 976.82'	0.00 +0.01 0.00	N. = 9955.84' E. = 10127.57' ELEV. = 976.81'	0.00 +0.01 -0.01	N. = 9955.84' E. = 10127.56' ELEV. = 976.82'	0.00 0.00 0.00	N. = 9955.84' E. = 10127.57' ELEV. = 976.81'	0.00 +0.01 -0.01	
MP3	FD 'X' IN TC	N. = 9982.69' E. = 10035.89' ELEV. = 975.74'	N. = 9982.70' E. = 10035.89' ELEV. = 975.74'	+0.01 0.00 0.00	N. = 9982.69' E. = 10035.89' ELEV. = 975.74'	0.00 0.00 0.00	N. = 9982.72' E. = 10035.89' ELEV. = 975.74'	+0.03 0.00 0.00	N. = 9982.69' E. = 10035.89' ELEV. = 975.73'	0.00 0.00 -0.01	
MP4	CORNER OF PILASTER AT NE CORNER OF THE RESIDENCE OF 95 BELL CANYON DR.	N. = 9927.81' E. = 10191.89' ELEV. = 985.19'	N. = 9927.81' E. = 10191.88' ELEV. = 985.19'	0.00 -0.01 0.00	N. = 9927.81' E. = 10191.89' ELEV. = 985.19'	0.00 0.00 0.00	N. = 9927.80' E. = 10191.87' ELEV. = 985.18'	-0.01 -0.02 -0.01	N. = 9927.81' E. = 10191.89' ELEV. = 985.18'	0.00 0.00 -0.01	
MP5	CORNER OF PILASTER AT NW CORNER OF THE RESIDENCE OF 95 BELL CANYON DR.	N. = 9904.09' E. = 10132.17' ELEV. = 985.92'	N. = 9904.09' E. = 10132.18' ELEV. = 985.92'	0.00 +0.01 0.00	N. = 9904.09' E. = 10132.17' ELEV. = 985.92'	0.00 0.00 0.00	N. = 9904.10' E. = 10132.15' ELEV. = 985.92'	+0.01 -0.02 0.00	N. = 9904.09' E. = 10132.17' ELEV. = 985.92'	0.00 0.00 0.00	
MP6	STICK ON SURVEY TARGET (BY OTHERS) ON NLY BRICK WORK 93 BELL CANYON DR.	N. = 9939.36' E. = 10119.31' ELEV. = 985.08'	N. = 9939.35' E. = 10119.31' ELEV. = 985.08'	-0.01 0.00 0.00	N. = 9939.35' E. = 10119.31' ELEV. = 985.07'	-0.01 0.00 -0.01	N. = 9939.37' E. = 10119.30' ELEV. = 985.08'	+0.01 -0.01 0.00	N. = 9939.35' E. = 10119.31' ELEV. = 985.07'	-0.01 0.00 -0.01	
MP7	TOP RIGHT CORNER OF EXTERIOR DOOR FRAME 1 IN SIDE OF RESIDENCE	N. = 9940.75' E. = 10098.25' ELEV. = 985.06'	N. = 9940.74' E. = 10098.25' ELEV. = 985.06'	-0.01 0.00 0.00	N. = 9940.74' E. = 10098.25' ELEV. = 985.06'	-0.01 0.00 0.00	N. = 9940.76' E. = 10098.24' ELEV. = 985.06'	+0.01 -0.01 0.00	N. = 9940.74' E. = 10098.25' ELEV. = 985.06'	-0.01 0.00 0.00	
MP8	TOP RIGHT CORNER OF EXTERIOR WINDOW FRAME 1 IN SIDE OF RESIDENCE	N. = 9923.96' E. = 10058.30' ELEV. = 983.31'	N. = XXXX' E. = XXXX' ELEV. = XXXX'	XXX XXX XXX	N. = 9923.96' E. = 10058.31' ELEV. = 983.31'	-0.02 +0.01 0.00	N. = 9923.99' E. = 10058.31' ELEV. = 983.31'	+0.01 +0.01 0.00	N. = 9923.96' E. = 10058.31' ELEV. = 983.30'	-0.02 +0.01 -0.01	
MP9	SET MAG NAIL AT TOP WLY FACE OF PILASTER		INITIAL SURVEY N. = 9970.10' E. = 10194.72' ELEV. = 983.83'	XXX XXX XXX	N. = 9970.10' E. = 10194.72' ELEV. = 983.83'	0.00 0.00 0.00	SURVEY MONITORING POINT WAS COMPROMISED BY SITE CONSTRUCTION				



PREPARED BY:

DMc ENGINEERING

2101 n SURVEYING n BLAMINE n CONSTRUCTION
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**TRABUCO CANYON WATER DISTRICT
REGULAR BOARD MEETING | MARCH 17, 2022**

ACTION CALENDAR

LEGISLATIVE AND OTHER MATTERS

ITEM 10: LOCAL GOVERNMENTAL AND LEGISLATIVE MATTER(S)

February 22, 2022 was the bill introduction deadline for the current legislative session. Bill authors have until the April 29 and May 6 policy committee deadlines to amend legislation. In 2022, approximately 2,020 bills were introduced including 1,316 in the Assembly and 659 in the Senate. A wide variety of bills have been introduced that are of interest to the water utility community, related to conservation, water quality, State Water Resources Control Board authority, and connection fees. Certain bills are of particular interest to Trabuco Canyon Water District:

- SB 1157 (Hertzberg, D-Van Nuys) – this bill intends to address the indoor water use standards that are to be used by urban retail water suppliers like the District in calculating their urban water use objectives under the new conservation framework. SB 1157 includes the proposed indoor water use standards recommended by the Department of Water Resources (DWR), previously proposed last legislative session in AB 1434 (Friedman, D-Glendale), and would lower the indoor water use standard for residential water use from 52.5 gallons per capital day (gpcd) to 47 gpcd beginning January 1, 2025, and from 50 gpcd to 42 gpcd beginning January 1, 2030. In 2021, the District adopted an “Oppose” position on AB 1434. Since Senator Hertzberg is open to working with the water community on potential amendments to SB 1157, staff recommends monitoring this bill and potentially taking an action at a future board meeting.
- AB 2536 (Grayson, D-Concord) –this bill would require, beginning on January 1, 2023, a local agency that imposes fees for water or sewer service, or imposes capacity charges, to conduct a study to support the reasonable cost of providing the service. AB 2536 would require studies to be adopted at a public hearing with at least 30 days’ notice and updated at least every eight years beginning on January 1, 2023. As written, this bill attempts to limit “buy-in” connection fees through the enhanced study requirements and evaluation of previously collected connection fees. The Association of California Water Agencies’ (ACWA) bill analysis (Exhibit 1) provides additional information. ACWA’s current recommended position is “Oppose Unless Amended.” Staff recommends monitoring this bill and potentially taking action at a future board meeting.
- AB 2142 (Gabriel, D-Encino) – this bill, sponsored by ACWA, would provide a personal income tax and corporate tax exclusion for turf removal rebates, vouchers, or other financial incentives received by water customers between January 1, 2022 and January 1, 2027. This tax exclusion has long been sought after by water agencies to ensure their customers do have tax liability for expenses associated with certain encouraged conservation or water use efficiency actions. Staff recommends the Board adopt a “support” position on AB 2142.

RECOMMENDED ACTION(S):

Adopt a “support” position on AB 2142 (Gabriel).

EXHIBIT(S):

1. ACWA bill analysis for AB 2536
2. AB 2142 bill text

CONTACTS (staff responsible): PALUDI/COLLINS

AB 2536: Development fees: connection fees and capacity charges: studies.

Author: (Grayson D – Concord)

Introduced: 02-17-22

Amended: N/A

Sponsors: N/A

Current Position: NYC

Recommended Position:
Oppose Unless Amended

Assigned to: Kristopher Anderson/Jose Sanchez

Existing Law

The Mitigation Fee Act (MFA) requires a local agency that establishes, increases, or imposes a fee as a condition of approval of a development project to, among other things, determine a reasonable relationship between the fee's use and the type of development project on which the fee is imposed. For water and sewer connection fees and capacity charges, the MFA requires that the fees not exceed the estimated reasonable cost of providing the service for which the fee is imposed. Existing law requires a local agency that conducts an impact fee nexus

study to follow specific standards and practices, as specified. Existing law also requires a local agency to hold at least one open and public meeting before levying or adopting a new fee or service charge.

Bill Summary

As introduced, this bill would require a local agency that imposes a connection or capacity fee for water or sewer service and conducts a study to support the reasonable cost of providing the service to follow the following standards:

- 1) Before adopting a fee or capacity charge, adopt a study to support the estimate of the reasonable cost of providing service.
- 2) The study shall identify the existing level of service for each public facility, identify the proposed new level of service, and include an explanation of why the new level of service is appropriate.
- 3) A study shall include information that supports the local agency's actions, as required by subdivision (a) of Section 66001.
- 4) If a study supports the increase of an existing fee or capacity charge, the local agency shall review the assumptions of the study supporting the original fee or capacity charge and evaluate the amount of fees or capacity charges collected under the original fee or capacity charge.

The bill would require studies to be adopted at a public hearing with at least 30 days' notice and updated at least every eight years beginning on January 1, 2023.

The bill would specify that a local agency must still comply with Chapter 5 (commencing with Section 66000), the California Constitution, or applicable case law when calculating the amount of a fee.

Amendment History

N/A

Staff Comments

Local jurisdictions impose development fees to fund services and expand the infrastructure needed to support new developments. These charges support essential local services, such as schools, parks, and transportation. Local jurisdictions have increasingly relied on development fees partly because state-imposed policies limit municipalities' ability to increase revenue. Concern has been raised that impact fees are barriers to building new housing and increase housing costs. Impact fees must comply with the rules and regulations established by the MFA and be justified using a nexus study, demonstrating the relationship between new development and its incremental impacts on infrastructure. Currently, connection and capacity fees must abide by some provisions of the MFA, including that the fee reflect the reasonable cost of services. They are excluded from the MFA's findings and accounting requirements.

According to the author, the bill is intended to ensure transparency and accountability for connection and capacity fees. However, as introduced, AB 2536 would potentially make it more difficult for agencies to calculate fees that reflect the reasonable cost of providing service. Two provisions in the bill are particularly problematic.

Limits on Buy-In Fees?

The bill would require, when applicable, that the study identify the existing level of service and proposed new level of service and explain why the new level of service is appropriate. While the language is vague, this could potentially require agencies to establish a new level of service before adopting or increasing connection/capacity charges. This could impede an agency's ability to incorporate certain methodologies when calculating fees—specifically, the “buy-in” methodology. It is industry practice to use the buy-in methodology when water and sewer delivery systems are already constructed and have sufficient capacity to meet additional demand from new development within the service area. It allows new development to contribute to the costs of excess capacity from existing facilities, essentially ensuring that all customers pay their fair share.

It appears the author's intent is to put limits on utilizing the buy-in methodology. The bill's fact sheet cites a 2020 Turner Center report on impact fees as motivation for the bill. That report was critical of the buy-in methodology, arguing that it can result in overstating costs for new customers. In reality, this methodology lowers fees because it allows agencies to account for localized circumstances. Agencies have the ability to build excess capacity into existing infrastructure in anticipation of future development. This proactive planning is more efficient and cost-effective than utilizing piecemeal measures as additional capacity is needed.

The bill does specify that agencies would only need to meet this requirement “when applicable.” It is unclear what that means. Perhaps agencies would not need to meet when requirement when adopting buy-in capacity charges. This provision should either be removed from the bill or it should specify that it does not limit an agency's ability to recover costs for existing infrastructure.

Applying Section 66000 to Connection/Capacity Fees

The bill would require connection and capacity fees to meet the requirements of subdivision (a) of Section 66001. Connection and capacity fees are exempt from this section under existing law because it applies specifically to fees assessed on condition of approval of development. Water and sewer agencies do not have land use authority, so their fees are not assessed in this way. They are typically adopted prior to construction of new development and assessed upon receiving an application for a new service connection. Additionally, Section 66001 requires agencies to establish a “reasonable relationship” between certain impact fees and a specific development project, whereas connection/capacity fees must reflect the “reasonable cost of

providing service.” The author’s office has informed ACWA staff their intent is to remove this provision. ACWA should insist the author remove this provision from the bill.

Other Flaws

Other provisions in the bill would likely not impose a significant burden on public agencies; however, additional amendments are necessary.

- The bill would require agencies to adopt a study before adopting a connection or capacity fee. While it is industry practice to conduct a fee study before adopting or increasing connection/capacity fees, agencies do not adopt these studies. Studies are evidence board members use to inform decisions on increasing or adopting new fees. Clarifying this point may be necessary.
- When increasing a fee, the bill would require agencies to review assumptions of studies supporting previous fees and evaluate the amount of fees collected. The purpose of this provision is unclear and could benefit from additional clarity.
- The bill specifies that agencies must still comply with the requirements of Chapter 5 (commencing with Section 66000). Chapter 7 of the MFA, not Chapter 5, governs connection/capacity fees. This needs to be revised.

Recommended Position: Oppose Unless Amended

The author has already agreed to remove one problematic provision in AB 2536. The other significant problem with the bill is the provision related to existing and increased levels of service. The author’s office has indicated to ACWA staff that this provision is intended to put additional guardrails on how water and sewer agencies calculate connection/capacity fees. ACWA should oppose efforts to limit the use of buy-in fees. Other amendments will be necessary to address various aspects of the proposed study. However, it is industry practice for agencies to complete fee studies prior to adopting or increasing fees, which agencies could use to meet the mandate in the bill. Since a mandate to complete studies prior to adopting a fee would not place additional burdens on local agencies, ACWA staff recommend an “Oppose Unless Amended” position on AB 2536.

Support: N/A

Opposition: N/A

ASSEMBLY BILL

No. 2142

Introduced by Assembly Member Gabriel

February 15, 2022

An act to add and repeal Sections 17138.2 and 24308.9 of the Revenue and Taxation Code, relating to taxation, to take effect immediately, tax levy.

LEGISLATIVE COUNSEL'S DIGEST

AB 2142, as introduced, Gabriel. Income taxes: exclusion: turf replacement water conservation program.

The Personal Income Tax Law and the Corporation Tax Law, in conformity with federal income tax law, generally defines “gross income” as income from whatever source derived, except as specifically excluded, and provides various exclusions from gross income. Existing law provides an exclusion from gross income for any amount received as a rebate or voucher from a local water or energy agency or supplier for the purchase or installation of a water conservation water closet, energy efficient clothes washers, and plumbing devices, as specified.

This bill would, for taxable years beginning on or after January 1, 2022, and before January 1, 2027, under both of these laws, provide an exclusion from gross income for any amount received as a rebate, voucher, or other financial incentive issued by a local water agency or supplier for participation in a turf replacement water conservation program.

Existing law requires any bill authorizing a new tax expenditure to contain, among other things, specific goals, purposes, and objectives that the tax expenditure will achieve, detailed performance indicators, and data collection requirements. Existing law limits the collection and

use of taxpayer information and makes any unauthorized use of this information a misdemeanor.

This bill would require the Department of Finance to include an analysis of these expenditures in its annual tax expenditure report provided to the Legislature and further provides that taxpayer information collected pursuant to this requirement is subject to the limitation on the collection and use of that information. By expanding the scope of a crime, this bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

This bill would take effect immediately as a tax levy.

Vote: majority. Appropriation: no. Fiscal committee: yes. State-mandated local program: yes.

The people of the State of California do enact as follows:

1 SECTION 1. Section 17138.2 is added to the Revenue and
2 Taxation Code, to read:

3 17138.2. (a) For taxable years beginning on or after January
4 1, 2022, and before January 1, 2027, gross income does not include
5 any amount received as a rebate, voucher, or other financial
6 incentive issued by a local water agency or supplier for
7 participation in a turf replacement water conservation program.

8 (b) This section shall remain in effect only until December 1,
9 2027, and as of that date is repealed.

10 SEC. 2. Section 24308.9 is added to the Revenue and Taxation
11 Code, to read:

12 24308.9. (a) For taxable years beginning on or after January
13 1, 2022, and before January 1, 2027, gross income does not include
14 any amount received as a rebate, voucher, or other financial
15 incentive issued by a local water agency or supplier for
16 participation in a turf replacement water conservation program.

1 (b) This section shall remain in effect only until December 1,
2 2027, and as of that date is repealed.

3 SEC. 3. (a) The Legislature finds and declares all of the
4 following:

5 (1) Utility-sponsored financial incentives, including consumer
6 rebates, are among the most important and cost-effective tools
7 available to local water providers to achieve water use efficiency
8 objectives, particularly for turf replacement, irrigation controllers,
9 leak detection devices, and other high-cost water saving options.
10 Local public utilities are using incentive programs to encourage
11 local property owners to manage storm water onsite, thus reducing
12 urban flooding, improving water quality, and increasing water
13 supplies.

14 (2) Rebates, vouchers, or other financial incentives issued by
15 local water agencies or suppliers have been an effective tool in
16 advancing efficiency and water management objectives statewide,
17 and individual consumers and businesses should not be taxed for
18 providing this statewide benefit.

19 (3) Financial incentives issued by a local water agency or
20 supplier as part of a water conservation or efficiency program, the
21 primary purpose of which is to reduce consumption of water or to
22 improve the management of water demand, provide a significant
23 public benefit. Financial incentives issued by a local water agency
24 or supplier as part of a water runoff management improvement
25 program, the primary purpose of which is to reduce the amount or
26 manage the quality of storm water runoff, provide a significant
27 public benefit.

28 (4) The income tax exclusions allowed by Sections 17138.2 and
29 24308.9 of the Revenue and Taxation Code, as added by this act,
30 have the objective of eliminating disincentives to participation in
31 water conservation or efficiency and storm water runoff
32 management improvement programs aimed at increasing water
33 conservation or efficiency or improving storm water quality in
34 California.

35 (b) (1) To enable the Legislature to determine whether the tax
36 expenditures allowed by this act are meeting, failing to meet, or
37 exceeding the objective of the act, the Department of Finance shall
38 include an analysis of these tax expenditures in the annual report
39 required pursuant to Section 13305 of the Government Code.

1 (2) Taxpayer information collected pursuant to this subdivision
2 is subject to Section 19542 of the Revenue and Taxation Code.

3 SEC. 4. No reimbursement is required by this act pursuant to
4 Section 6 of Article XIII B of the California Constitution because
5 the only costs that may be incurred by a local agency or school
6 district will be incurred because this act creates a new crime or
7 infraction, eliminates a crime or infraction, or changes the penalty
8 for a crime or infraction, within the meaning of Section 17556 of
9 the Government Code, or changes the definition of a crime within
10 the meaning of Section 6 of Article XIII B of the California
11 Constitution.

12 SEC. 5. This act provides for a tax levy within the meaning of
13 Article IV of the California Constitution and shall go into
14 immediate effect.