



**REGULAR BOARD MEETING AGENDA  
TRABUCO CANYON WATER DISTRICT  
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA  
ADMINISTRATIVE FACILITY, BOARD ROOM  
SEPTEMBER 15, 2022 AT 7:00 PM**

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**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

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**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](http://www.tcwd.ca.gov). You may submit public comments by email to the Board at [mperea@tcwd.ca.gov](mailto: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**

**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](mailto: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](mailto: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

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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. August 18, 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. August 10, 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. June 2022

c. PAYMENT OF BILLS FOR CONSIDERATION

**RECOMMENDED ACTION:**

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

### ITEM 3: APPROVAL OF ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP

**RECOMMENDED ACTION:**

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

1. August 3, 2022

### ITEM 4: APPROVAL OF EXECUTIVE COMMITTEE MEETING RECAP

**RECOMMENDED ACTION:**

Receive and file the following Executive Committee Meeting Recap(s):

1. August 1, 2022

### ITEM 5: APPROVAL OF DISTRICT PROPERTIES COMMITTEE MEETING RECAP

**RECOMMENDED ACTION:**

Receive and file the following District Properties Committee Meeting Recap(s):

1. April 14, 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 6: 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. August 2022

**ITEM 7: 2022 BIENNIAL REVIEW OF TRABUCO CANYON WATER DISTRICT'S CONFLICT OF INTEREST CODE**

**RECOMMENDED ACTION:**

*Receive information at the time of the Board Meeting and take action(s) if deemed appropriate*

**ENGINEERING MATTERS**

**ITEM 8: SOUTH ORANGE COUNTY WASTEWATER AUTHORITY (SOCWA) JOINT POWERS AGREEMENT (JPA) DISCUSSIONS UPDATE**

**RECOMMENDED ACTION:**

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

**LEGISLATIVE AND OTHER MATTERS**

**ITEM 9: ORANGE COUNTY FIRE AUTHORITY (OCFA) INTEREST IN DISTRICT PROPERTY**

**RECOMMENDED ACTION:**

*Authorize the General Manager to negotiate a Letter of Intent with Orange County Fire Authority to locate a wildland resource facility on District property.*

**ITEM 10: DROUGHT UPDATE**

**RECOMMENDED ACTION:**

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

**ITEM 11: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)**

**RECOMMENDED ACTION(S):**

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

**ITEMS RECEIVED TOO LATE TO BE AGENDIZED**

ITEM 12: \_\_\_\_\_

ITEM 13: \_\_\_\_\_



**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING AGENDA | SEPTEMBER 15, 2022**

**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](http://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](http://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](http://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:*

**October 20, 2022 | November 17, 2022 | December 15, 2022**



**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | SEPTEMBER 15, 2022**

**CONSENT CALENDAR**

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

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**RECOMMENDED ACTION**

*Approve the minutes of the following Board Meetings:*

- 1. August 18, 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 | AUGUST 18, 2022**

The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD or District) conducted on August 18, 2022, was called to order by President Chadd at 7:00 p.m. in the Board Room at the District Administrative Facility located at 32003 Dove Canyon Drive, Trabuco Canyon, California. Ms. Lisa Sangi, District Assistant Board Secretary, transcribed the minutes thereof.

### **DIRECTORS PRESENT**

President Don Chadd  
Vice President Stephen Dopudja  
Director Michael Safranski

### **DIRECTORS ABSENT**

Director Glenn Acosta  
Director Edward Mandich

### **STAFF PRESENT**

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

### **DISTRICT CONSULTANTS PRESENT**

Laura Ratcliff, General Legal Counsel – Hanson Bridgett LLP

### **PUBLIC PRESENT**

None

### **PLEDGE OF ALLEGIANCE**

Mr. Paludi 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 Safranski reported on his attendance at the City of Rancho Santa Margarita (RSM) City Council meeting which included a presentation by Orange County Vector Control.

Director Dopudja reported on his attendance at the Building Industry Association (BIA) Water Conference which included a review of the Governor's plan on water conservation, storage, and supply.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING MINUTES | AUGUST 18, 2022**

Director Chadd commented on the Orange County Register article on state reservoir capacity, and he requested that District staff incorporate the reservoir levels in the next On Tap Newsletter. Discussion occurred concerning the impacts of wildfires in the District's service area.

**REPORT FROM THE GENERAL MANAGER**

Mr. Paludi reported on the following matters:

- Mr. Perea is on vacation this week.
- His upcoming attendance at the UWI conference on August 26 and an update on a panel presentation regarding the impacts of COVID on remote work.
- Reschedule September Executive Committee meeting due to Labor Day holiday. He also mentioned that a placeholder calendar invite be sent on upcoming scheduled Committee meetings.
- All rental equipment at the Golf Club Sewer Lift Station was removed except the fence. There was a brief discussion on the recent power outage and how it affected the Barneburg Lift Station and Golf Club Lift Station.
- IRWM grant application for the Dove & Tick Creek pump stations is proceeding through the approval process.

**CONSENT CALENDAR**

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

**Action:** A motion was made by Director Safranski and seconded by Director Dopudja to approve the Consent Calendar. The motion was approved by a vote of 3 - 0- 2 with Director Acosta and Director Mandich absent.

**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 Mandich and seconded by Director Safranski to approve of the Directors' Fees and Expenses Report. The motion was approved by a vote of 3 - 0- 2 with Director Acosta and Director Mandich absent.

**ITEM 6: DISCUSSION AND CONSIDERATION OF RESOLUTION CONCERNING THE HOLDING OF REGULAR MEETINGS OF THE BOARD OF DIRECTORS AND AMENDING THE RULES AND REGULATIONS OF THE TRABUCO CANYON WATER DISTRICT**

Mr. Paludi presented this matter for Board consideration, and he reported this matter was reviewed with the Executive Committee. Discussion occurred concerning the staff proposal to reschedule the Regular Board Meeting to an earlier time. President Chadd asked that this matter be agendized at the October 20, 2022 Regular Board meeting to allow for a discussion with the full Board.

**Action:** No action was taken.

**FINANCIAL MATTERS**

**ITEM 7: APPROVAL OF PARTICIPATION IN THE MUNICIPAL WATER DISTRICT OF ORANGE COUNTY (MWDOC) OC WATER SUMMIT**

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Mr. Paludi introduced this matter for Board consideration, and he mentioned that the District sponsored and attended the 2021 event. Mr. Paludi recommended the Board approve a sponsorship at the same level as the prior year.

**Action:** A motion was made by Director Dopudja and seconded by Director Safranski to approve District participation in the Municipal Water District of Orange County (MWDOC) OC Water Summit and a table sponsorship level of \$1,600. The motion was approved by a vote of 3 - 0- 2 with Director Acosta and Director Mandich absent.

**ITEM 8: APPROVAL OF FIRST AMENDMENT TO GENERAL MANAGER'S EMPLOYMENT AGREEMENT**

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President Chadd provided a brief background on this matter, and he mentioned that Mr. Paludi was halfway through his two-year contract. Ms. Collins provided a review of the proposed adjustments, salary and automobile allowance was previously discussed in closed session.

**Action:** A motion was made by Director Safranski and seconded by Director Dopudja to authorize the Board President to execute the General Manager employment contract. The motion was approved by a vote of 3 - 0- 2 with Director Acosta and Director Mandich absent.

**ITEM 9: DISCUSSION AND POSSIBLE ACTION REGARDING TCWD RESPONSE TO 2021-2022 ORANGE COUNTY GRAND JURY REPORT "WATER IN ORANGE COUNTY NEEDS 'ONE VOICE'"**

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Mr. Paludi presented this matter for Board consideration, and he mentioned that this matter was reviewed with the Executive Committee. Mr. Paludi presented the Orange County Grand Jury (OCGJ) report for Board review, and he reviewed the response timeline. Discussion occurred the proposed responses to the OCGJ. The Board directed the General Manager to respond to the OCGJ directly on behalf of the Board.

**Action:** No action was taken.

**ITEM 10: DISCUSSION CONCERNING TRABUCO CANYON WATER DISTRICT HEALTH BENEFIT COSTS FOR CALENDAR YEAR 2023**

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Mr. Paludi provided a brief update on this matter for Board consideration, and he mentioned that this matter was reviewed with the Finance/Audit Committee. Discussion occurred concerning the year over year health costs and the projected impacts to the District's benefits budget. Mr. Paludi recommended the Board approve the resolutions for the District's health benefit costs for 2023.

**Action:** A motion was made by Director Dopudja and seconded by Director Safranski to adopt Resolution No. 2022-1310 – Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees' Medical and Hospital Care Act (PERS Members). The motion was approved by a vote of 3 - 0- 2 with Director Acosta and Director Mandich absent.

A motion was made by Director Dopudja and seconded by Director Safranski to adopt Resolution No. 2022-1311 – Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees' Medical and Hospital Care Act

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING MINUTES | AUGUST 18, 2022**

(Non-PERS Members). The motion was approved by a vote of 3 - 0- 2 with Director Acosta and Director Mandich absent.

**ITEM 11: SOUTH ORANGE COUNTY WASTEWATER AUTHORITY (SOCWA) JOINT POWERS AGREEMENT (JPA)  
DISCUSSIONS UPDATE**

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Mr. Paludi introduced this matter for Board consideration, and he provided a brief review of the Ohlund Technical Services report and the DDB Engineering Draft Technical Memo concerning recycled water permitting, monitoring, reporting, and compliance. Discussion occurred concerning ongoing discussions concerning the costs associated to participating in the JPA.

**Action:** No action was taken.

**LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS**

**ITEM 12: INDEPENDENT SPECIAL DISTRICTS OF ORANGE COUNTY (ISDOC) 2022 EXECUTIVE COMMITTEE  
ELECTION SCHEDULE AND NOMINATION PROCESS**

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Mr. Paludi introduced this matter for Board consideration, and he reported that ISDOC is seeking candidate nominations for the 2022 Executive Committee election. President Chadd provided a brief overview of the process and board positions. Mr. Paludi commented that this matter will be agendized for Board action for the October Regular Board Meeting.

**Action:** No action was taken.

**ITEM 13: LOCAL GOVERNMENTAL AND LEGISLATIVE MATTER(S)**

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Mr. Paludi provided updates on the following matters:

- Metropolitan Water District of Southern California (MET) Upper Feeder Pipeline shutdown for repairs is scheduled for early September 2022. There will be no direct messaging to Orange County residents to restrict outdoor watering.
- Discussion occurred concerning the impacts of the statewide drought on reservoir supplies and restrictions on the Southwest states.

**Action:** No action was taken.

**ITEM 14: REPORT OF ACTION(S) TAKEN IN CLOSED SESSION**

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There was no closed session.

**GENERAL COUNSEL REPORT**

Ms. Ratcliff commented that it was great to see everyone.

**OTHER INFORMATION/MATTERS**

There were none.

**ADDITIONAL DIRECTORS' COMMENTS**

President Chadd provided a brief update on his attendance at the South Orange County Agencies Group meeting,

**ADJOURNMENT**

President Chadd adjourned the August 18, 2022, Regular Board Meeting at 7:49 p.m.

TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | SEPTEMBER 15, 2022

CONSENT CALENDAR

ITEM 2: TREASURER'S REPORT

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a. *FINANCE/AUDIT COMMITTEE MEETING*

**RECOMMENDED ACTION:**

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

1. *August 10, 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. *June 2022*

c. *PAYMENT OF BILLS FOR CONSIDERATION*

**RECOMMENDED ACTION:**

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

**EXHIBITS:**

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

**CONTACTS (staff responsible): PEREA/WARNER**



**TRABUCO CANYON WATER DISTRICT  
FINANCE/AUDIT COMMITTEE MEETING RECAP | AUGUST 10, 2022**

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**DIRECTORS PRESENT**

Ed Mandich, Committee Chair  
Glenn Acosta, Committee Member

**STAFF PRESENT**

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

**PUBLIC PRESENT**

None

**CALL MEETING TO ORDER**

Director Mandich called the August 10, 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**

Director Acosta reported on his attendance at the Association of California Water Agencies (ACWA) Region 10 Program, and he provided an update on the presentation concerning Colorado River water supplies. Director Acosta reported that he would not be in attendance at the August 18, 2022 Regular Board Meeting.

**REPORT FROM THE GENERAL MANAGER**

Mr. Paludi reported on the following matters:

- District consultant Hazen and Sawyer has provided a first draft of the Master Plan Update and Facility Condition Assessment for District staff review, and he reported this matter was reviewed with the Engineering/Operational Committee.
- District staff has agendized the proposed responses to the Orange County Grand Jury Report titled, "Water in Orange County Needs "One Voice"".

**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)**

The Committee approved the July 13, 2022 Finance/Audit Committee Meeting Recap(s) and recommended that the Board receive and file the same (Consent Calendar).

**TRABUCO CANYON WATER DISTRICT  
FINANCE AUDIT COMMITTEE MEETING RECAP | AUGUST 10, 2022**

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

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Mr. Paludi presented the Directors' Fees and Expenses Report and Tentative Future Meetings/Attendance Report for Committee consideration and review. Directors Mandich and Acosta confirmed certain meeting attendance updates to their schedules.

**RECOMMENDED ACTION:**

The Committee recommended that the Board ratify the Directors' fees and expenses for July 2022 and tentative future meetings/attendance. (Action Calendar)

**ITEM 3: DISCUSSION CONCERNING TRABUCO CANYON WATER DISTRICT HEALTH BENEFIT COSTS FOR CALENDAR YEAR 2023**

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Mr. Paludi introduced this matter for Committee consideration. Mr. Perea provided an overview of the adopted CalPERS 2023 Health Benefit rates, and he reviewed the fiscal impact analysis prepared by District staff which projects an increase of approximately 1% higher than budgeted. Discussion occurred concerning the significant increase in health benefit costs year over year, and options for implementing a program for staff that opt out of District benefits. Mr. Perea indicated that staff will reach out to CalPERS for more detailed information on their insurance plans and work on this analysis.

**RECOMMENDED ACTION:**

The Committee recommended the Board of Directors adopt the CalPERS 2023 Health Benefit Rates effective January 1, 2023 by Resolution (Action Calendar).

**ITEM 4: OTHER MATTERS**

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There were no other matters presented for discussion.

**RECOMMENDED ACTION:**

There was no action taken.

**ITEM 5: FINANCIAL REPORT**

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Ms. Warner reported that there were no preliminary unaudited financials for consideration as the year end was not closed and that more information would be presented by the District's auditors.

**RECOMMENDED ACTION:**

The Committee signed the bills for consideration and the warrant register and recommended that the Board ratify payment of the bills for consideration for August 10, 2022 as presented (Consent Calendar).

**ADJOURNMENT**

Director Mandich adjourned the August 10, 2022 Finance/Audit Committee Meeting at 1:14 p.m.



# Trabuco Canyon Water District

## Statement of Revenues & Expenses

### FY 2022-23 (Unaudited)

	July 2022	YTD Actual	FY 23 Adopted Budget	YTD 8%
<b>1 Operating Revenue</b>				
2 Water Commodity Sales	\$ 442,597	\$ 442,597	\$ 4,237,600	10%
3 Service Charges - Water	97,985	97,985	1,207,000	8%
4 Service Charges - Sewer	150,235	150,235	1,844,900	8%
5 Service Charges - Recycled/Reclaimed	6,353	6,353	84,000	8%
6 Baker TP Water Sales	91,165	91,165	1,110,000	8%
7 Reclaimed Water Sales	89,316	89,316	771,300	12%
8 Recycled Water Sales	19,312	19,312	227,500	8%
9 Customer Charges	31,564	31,564	318,300	10%
10 Other Operating Revenue	-	-	91,800	0%
11 Standby Charges	-	-	46,200	0%
12 Uncollectable Accounts	-	-	(26,400)	0%
<b>13 Total Operating Revenue</b>	<b>928,528</b>	<b>928,528</b>	<b>9,912,200</b>	<b>9%</b>
<b>14 Non-Operating Revenue</b>				
15 Property Taxes	-	-	2,140,200	0%
16 WRES Fees (BTP)	31,862	31,862	382,000	8%
17 WRES Fees (SRF)	19,183	19,183	230,200	8%
18 Interest Revenue	567	567	18,800	3%
19 Other Non-Operating Revenue	2,406	2,406	76,200	3%
<b>20 Total Non-Operating Revenue</b>	<b>54,017</b>	<b>54,017</b>	<b>2,847,400</b>	<b>2%</b>
<b>21 Total Revenues</b>	<b>982,545</b>	<b>982,545</b>	<b>12,759,600</b>	<b>8%</b>
<b>22 Operating Expense</b>				
23 Source of Supply	292,601	292,601	2,822,500	10%
24 Baker TP Water for Resale	73,428	73,428	1,022,500	7%
25 Water Related Expenses	47,899	47,899	911,300	5%
26 Sanitation Related Expenses	35,610	35,610	315,200	11%
27 Recycled & Reclaimed Expenses	9,215	9,215	207,900	4%
28 Salaries and Benefits	344,011	344,011	4,203,200	8%
29 CalPERS UAL Minimum	273,674	273,674	290,000	94%
30 General and Administrative	341,265	341,265	2,323,100	15%
<b>31 Total Operating Expense</b>	<b>1,417,703</b>	<b>1,417,703</b>	<b>12,095,700</b>	<b>12%</b>
<b>32 Non-Operating Expense</b>				
33 Debt Service - SRF	-	-	230,200	0%
34 Debt Service - Credit Line	-	-	145,000	0%
<b>35 Total Non-Operating Expense</b>	<b>-</b>	<b>-</b>	<b>375,200</b>	<b>0%</b>
<b>36 Total Expenses</b>	<b>1,417,703</b>	<b>1,417,703</b>	<b>12,470,900</b>	<b>11%</b>
<b>37 Net Income / (Loss) Before Capital &amp; Pension</b>	<b>(435,158)</b>	<b>(435,158)</b>	<b>288,700</b>	
38 Use of District Reserves for Capital Projects	-	-	-	0%
39 CalPERS UAL Additional Payments	-	-	-	0%
40 115 Trust Contributions	-	-	-	0%
<b>41 Increase / (Decrease) to Reserves</b>	<b>\$ (435,158)</b>	<b>\$ (435,158)</b>	<b>\$ 288,700</b>	

*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.*



# Trabuco Canyon Water District

## District Capital

### FY 2022-23 (Unaudited)

	July 2022	YTD Actual	FY 23 Adopted Budget
<b>1 Funding Sources</b>			
2 Grant Revenue	\$ -	\$ -	\$ 500,000
3 Bank of the West Credit Line Proceeds	50,529	50,529	5,162,000
4 Use of District Reserves for Capital Projects	-	-	-
<b>5 Funding Sources Total</b>	<b>50,529</b>	<b>50,529</b>	<b>5,662,000</b>
<b>6 District Capital</b>			
<b>7 Capital Improvements / Replacements</b>			
8 SCADA System Upgrades FY 2122	-	-	1,210,000
9 AMI/AMR System Implementation (USBR) *	-	-	1,700,000
10 Golf Club SLS Bypass Construction	42,760	42,760	870,000
11 DWTP Office & Storage	-	-	300,000
12 Master Plan and Condition Assessment Study	-	-	250,000
13 Live Oak Pipeline Scoping	-	-	100,000
14 ETRSLS Surge Tank Improvements	-	-	250,000
15 Trabuco Creek Water Main Potholing	-	-	20,000
16 DWTP Vault Lids	-	-	50,000
17 ETRSLS Discharge Valve Replacement	-	-	35,000
<b>24 Capital Improvements / Replacements Total</b>	<b>42,760</b>	<b>42,760</b>	<b>4,785,000</b>
<b>19 Equipment</b>			
20 Chiquita Capital Replacement	-	-	178,000
21 WWTP Hoffman Blower Building Rehab	-	-	250,000
22 Equipment Trailer	-	-	39,000
23 WWTP New Mixers	-	-	150,000
24 Dove Lake Barge/Pump	7,769	7,769	20,000
25 Domestic Water Turbidimeter Replacement	-	-	15,000
<b>26 Equipment Total</b>	<b>7,769</b>	<b>7,769</b>	<b>652,000</b>
<b>27 Programs</b>			
28 PRV Improvements	-	-	15,000
29 Valve Replacement Program	-	-	45,000
30 Manhole Recoating Program - Sewer	-	-	20,000
31 PRV Vault Improvements Program - Reclaimed	-	-	45,000
32 Pump Replacement Program	-	-	100,000
<b>33 Programs Total</b>	<b>-</b>	<b>-</b>	<b>225,000</b>
<b>34 District Capital Total</b>	<b>50,529</b>	<b>50,529</b>	<b>5,662,000</b>
<b>35 Net Budget</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

*\*Funded by Grant / Loan Proceeds*



# Trabuco Canyon Water District Balance Sheet

July 31, 2022  
(Unaudited)

		July 2022
1	<b>Assets</b>	
2	<b>Cash &amp; Investments</b>	
3	Cash & Investments - Unrestricted	\$ (1,813,577)
4	Cash & Investments - Restricted	13,341,664
5	<b>Total Cash &amp; Investments</b>	11,528,087
6	<b>Other Current Assets</b>	
7	Accounts Receivable, Net	1,746,966
8	Due from Baker Treatment Plant Reserves	674,402
9	Prepaid & Other	450
10	LAIF - Market Value Adj <sup>1</sup>	(149,216)
11	<b>Total Other Current Assets</b>	2,421,817
12	<b>Capital Assets</b>	
13	Capital Assets, at Cost	124,617,077
14	Accumulated Depreciation	(76,935,159)
15	Construction in Progress	1,331,561
16	<b>Total Capital Assets</b>	49,013,478
17	Deferred Outflows of Resources (DOR)	1,486,261
18	<b>Total Assets &amp; DOR</b>	<b>\$ 64,300,428</b>
19	<b>Liabilities</b>	
20	<b>Current Liabilities</b>	
21	Accounts Payable	\$ 1,627,289
22	Due to Internal Financing Fund	674,402
23	Accrued Expenses	158,070
24	Current Portion-Long Term Debt	92,840
25	Deposits on Hand	48,551
26	<b>Total Current Liabilities</b>	2,601,152
27	<b>Long-Term Liabilities</b>	
28	Net Pension/OPEB Liability	3,756,404
29	State Revolving Fund Loan	1,864,665
30	Bank of the West Loan	10,000,000
31	<b>Total Long Term Liabilities</b>	15,621,069
32	Deferred Inflows of Resources (DIR)	252,438
33	<b>Total Liabilities &amp; DIR</b>	18,474,659
34	<b>Fund Balance</b>	45,825,769
35	<b>Total Liabilities, Fund Balance &amp; DIR</b>	<b>\$ 64,300,428</b>

<sup>1</sup> LAIF Market Value adjusted annually at June 30th. This balance may be different from during the year based on updated market conditions.

*\*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 Cash & Investments Report

July 2022  
(Unaudited)

	Type	Cost	Market	% Total
<b>District Cash &amp; Investments</b>				
<b>Unrestricted</b>				
Local Agency Investment Fund (LAIF)	Investment	\$ (2,992,264)	\$ (2,953,740)	-25.9%
Bank of the West	Checking	1,178,687	1,178,687	10.3%
<b>Total Unrestricted</b>		<b>(1,813,577)</b>	<b>(1,775,053)</b>	<b>-15.6%</b>
<b>Restricted</b>				
LAIF - Water Storage Facilities	Investment	1,054,634	1,041,056	9.1%
LAIF - WRES - Rose Canyon/Lang Wells	Investment	1,462,839	1,444,006	12.7%
LAIF - WRES - Reservoir/Distribution Impr.	Investment	2,663,998	2,629,700	23.1%
LAIF - RD#5	Investment	76,818	75,829	0.7%
LAIF - Interim Sewage	Investment	119,729	118,188	1.0%
LAIF - Debt Issuance 2022	Investment	7,726,793	7,627,314	66.9%
Cash in CB&T Reserved for SRF Loan	Checking	236,853	236,853	2.1%
<b>Total Restricted</b>		<b>13,341,664</b>	<b>13,172,945</b>	<b>115.6%</b>
<b>Total District Cash &amp; Investments</b>		<b>\$ 11,528,087</b>	<b>\$ 11,397,892</b>	<b>100.0%</b>

*\*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: 08/01/2022 - 08/31/2022

Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
<b>Accounts Payable</b>							
<b>Bank Draft</b>							
08/01/2022		<a href="#">DFT0002785</a>	TAB AnswerNetwork	Accounts Payable	Outstanding	Bank Draft	-177.26
08/01/2022		<a href="#">DFT0002787</a>	Pace Payment Systems, Inc.	Accounts Payable	Outstanding	Bank Draft	-5,762.23
08/01/2022		<a href="#">DFT0002788</a>	Stanley Security Solutions	Accounts Payable	Outstanding	Bank Draft	-700.65
08/02/2022		<a href="#">DFT0002780</a>	CalPERS	Accounts Payable	Outstanding	Bank Draft	-45,699.34
08/02/2022		<a href="#">DFT0002781</a>	CalPERS	Accounts Payable	Outstanding	Bank Draft	-5,524.32
08/02/2022		<a href="#">DFT0002789</a>	VSP	Accounts Payable	Outstanding	Bank Draft	-776.20
08/02/2022		<a href="#">DFT0002795</a>	The Toll Roads	Accounts Payable	Outstanding	Bank Draft	-140.00
08/02/2022		<a href="#">DFT0002796</a>	Shred-it USA LLC	Accounts Payable	Outstanding	Bank Draft	-68.00
08/03/2022		<a href="#">DFT0002799</a>	The Toll Roads	Accounts Payable	Outstanding	Bank Draft	-143.15
08/04/2022		<a href="#">DFT0002790</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-119,277.13
08/05/2022		<a href="#">DFT0002782</a>	CalPERS	Accounts Payable	Outstanding	Bank Draft	-7,826.33
08/05/2022		<a href="#">DFT0002783</a>	CalPERS	Accounts Payable	Outstanding	Bank Draft	-13,534.83
08/05/2022		<a href="#">DFT0002784</a>	CalPERS	Accounts Payable	Outstanding	Bank Draft	-5,535.21
08/05/2022		<a href="#">DFT0002801</a>	Home Depot	Accounts Payable	Outstanding	Bank Draft	-320.80
08/05/2022		<a href="#">DFT0002802</a>	Lowe's	Accounts Payable	Outstanding	Bank Draft	-969.14
08/06/2022		<a href="#">DFT0002792</a>	Cox Communications	Accounts Payable	Outstanding	Bank Draft	-2,580.99
08/08/2022		<a href="#">DFT0002803</a>	South Coast AQMD	Accounts Payable	Outstanding	Bank Draft	-620.61
08/08/2022		<a href="#">DFT0002804</a>	Stanley Security Solutions	Accounts Payable	Outstanding	Bank Draft	-2,713.80
08/08/2022		<a href="#">DFT0002806</a>	Santa Margarita Water District	Accounts Payable	Outstanding	Bank Draft	-3,907.24
08/09/2022		<a href="#">DFT0002793</a>	Cox Communications	Accounts Payable	Outstanding	Bank Draft	-1,727.02
08/09/2022		<a href="#">DFT0002807</a>	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-23.84
08/09/2022		<a href="#">DFT0002808</a>	The Toll Roads	Accounts Payable	Outstanding	Bank Draft	-140.00
08/10/2022		<a href="#">DFT0002779</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-1,891.01
08/10/2022		<a href="#">DFT0002786</a>	Pace Payment Systems, Inc.	Accounts Payable	Outstanding	Bank Draft	-210.85
08/10/2022		<a href="#">DFT0002809</a>	Wex Fleet Universal	Accounts Payable	Outstanding	Bank Draft	-4,703.83
08/14/2022		<a href="#">DFT0002794</a>	Cox Communications	Accounts Payable	Outstanding	Bank Draft	-90.82
08/15/2022		<a href="#">DFT0002810</a>	Umpqua Bank	Accounts Payable	Outstanding	Bank Draft	-12,728.89
08/15/2022		<a href="#">DFT0002811</a>	Xerox Corporation	Accounts Payable	Outstanding	Bank Draft	-345.23
08/17/2022		<a href="#">DFT0002791</a>	Cox Communications	Accounts Payable	Outstanding	Bank Draft	-692.24
08/17/2022		<a href="#">DFT0002812</a>	Southern California Edison	Accounts Payable	Outstanding	Bank Draft	-89,075.91
08/18/2022		<a href="#">DFT0002813</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-115,438.04
08/18/2022		<a href="#">DFT0002818</a>	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-65.00
08/19/2022		<a href="#">DFT0002814</a>	CalPERS	Accounts Payable	Outstanding	Bank Draft	-700.00
08/19/2022		<a href="#">DFT0002815</a>	CalPERS	Accounts Payable	Outstanding	Bank Draft	-7,826.33
08/19/2022		<a href="#">DFT0002816</a>	CalPERS	Accounts Payable	Outstanding	Bank Draft	-13,534.83

**Bank Transaction Report**

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
08/19/2022		<a href="#">DFT0002817</a>	CalPERS	Accounts Payable	Outstanding	Bank Draft	-5,535.21
08/22/2022		<a href="#">DFT0002820</a>	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-19.92
08/23/2022		<a href="#">DFT0002819</a>	The Toll Roads	Accounts Payable	Outstanding	Bank Draft	-140.00
08/23/2022		<a href="#">DFT0002821</a>	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-55.00
08/24/2022		<a href="#">DFT0002822</a>	AT&T Mobility	Accounts Payable	Outstanding	Bank Draft	-2,201.56
08/24/2022		<a href="#">DFT0002823</a>	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-75.00
08/25/2022		<a href="#">DFT0002824</a>	Home Depot	Accounts Payable	Outstanding	Bank Draft	-242.82
08/26/2022		<a href="#">DFT0002825</a>	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-47.14
08/26/2022		<a href="#">DFT0002826</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-112.00
08/29/2022		<a href="#">DFT0002827</a>	TAB AnswerNetwork	Accounts Payable	Outstanding	Bank Draft	-196.64
08/30/2022		<a href="#">DFT0002828</a>	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-24.48
08/30/2022		<a href="#">DFT0002829</a>	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-6.95
08/31/2022		<a href="#">DFT0002830</a>	The Toll Roads	Accounts Payable	Outstanding	Bank Draft	-140.00
08/31/2022		<a href="#">DFT0002831</a>	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-5.00
<b>Bank Draft Total: (49)</b>							<b>-474,272.79</b>
<b>Bank Draft Reversal</b>							
08/02/2022		<a href="#">DFT0002795</a>	The Toll Roads Reversal	Accounts Payable	Outstanding	Bank Draft Reversal	140.00
<b>Bank Draft Reversal Total: (1)</b>							<b>140.00</b>
<b>Check</b>							
08/01/2022		<a href="#">11111</a>	Juan A. Quinonez	Accounts Payable	Outstanding	Check	-3,180.40
08/04/2022		<a href="#">11112</a>	Lausten, Lorrie	Accounts Payable	Outstanding	Check	-4,925.42
08/05/2022		<a href="#">11116</a>	AT&T	Accounts Payable	Outstanding	Check	-900.12
08/05/2022		<a href="#">11117</a>	Big O Tires	Accounts Payable	Outstanding	Check	-156.65
08/05/2022		<a href="#">11118</a>	Champion Paving, Inc.	Accounts Payable	Outstanding	Check	-2,968.00
08/05/2022		<a href="#">11119</a>	Cintas	Accounts Payable	Outstanding	Check	-558.60
08/05/2022		<a href="#">11120</a>	County of Orange	Accounts Payable	Outstanding	Check	-125.00
08/05/2022		<a href="#">11121</a>	Delco Service, Inc.	Accounts Payable	Outstanding	Check	-9,761.43
08/05/2022		<a href="#">11122</a>	Elite Automotive Services	Accounts Payable	Outstanding	Check	-1,276.80
08/05/2022		<a href="#">11123</a>	Haaker Equipment Company	Accounts Payable	Outstanding	Check	-1,111.26
08/05/2022		<a href="#">11124</a>	Hanson Bridgett LLP	Accounts Payable	Outstanding	Check	-29,743.02
08/05/2022		<a href="#">11125</a>	Hodge Products, Inc.	Accounts Payable	Outstanding	Check	-287.97
08/05/2022		<a href="#">11126</a>	Hydrotech Electric	Accounts Payable	Outstanding	Check	-5,319.00
08/05/2022		<a href="#">11127</a>	InfoSend, Inc.	Accounts Payable	Outstanding	Check	-2,736.76
08/05/2022		<a href="#">11128</a>	Irvine Pipe Supply	Accounts Payable	Outstanding	Check	-779.52
08/05/2022		<a href="#">11129</a>	Irvine Ranch Water District	Accounts Payable	Outstanding	Check	-67,959.89
08/05/2022		<a href="#">11130</a>	McFadden-Dale Industrial Hardware	Accounts Payable	Outstanding	Check	-210.68
08/05/2022		<a href="#">11131</a>	Nigro & Nigro, PC	Accounts Payable	Outstanding	Check	-11,000.00
08/05/2022		<a href="#">11132</a>	OC Waste & Recycling	Accounts Payable	Outstanding	Check	-1,568.41
08/05/2022		<a href="#">11133</a>	Orange County Pumping, Inc.	Accounts Payable	Outstanding	Check	-2,840.00
08/05/2022		<a href="#">11134</a>	Orkin Commercial Services	Accounts Payable	Outstanding	Check	-93.00
08/05/2022		<a href="#">11135</a>	PSOMAS	Accounts Payable	Outstanding	Check	-5,400.00
08/05/2022		<a href="#">11136</a>	Quinn Company	Accounts Payable	Outstanding	Check	-697.18

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
08/05/2022		<a href="#">11137</a>	S & J Supply Company	Accounts Payable	Outstanding	Check	-904.80
08/05/2022		<a href="#">11138</a>	Santa Margarita Water District	Accounts Payable	Outstanding	Check	-273,345.26
08/05/2022		<a href="#">11139</a>	SC Fuels	Accounts Payable	Outstanding	Check	-198.23
08/05/2022		<a href="#">11140</a>	Sierra Analytical	Accounts Payable	Outstanding	Check	-3,053.00
08/05/2022		<a href="#">11141</a>	Sparkletts	Accounts Payable	Outstanding	Check	-131.45
08/05/2022		<a href="#">11142</a>	Tesco Controls, Inc.	Accounts Payable	Outstanding	Check	-1,964.25
08/05/2022		<a href="#">11143</a>	Tim Hogan Graphic Design	Accounts Payable	Outstanding	Check	-1,618.41
08/05/2022		<a href="#">11144</a>	Total Compensation Systems, Inc.	Accounts Payable	Outstanding	Check	-3,420.00
08/05/2022		<a href="#">11145</a>	Unifirst First Aid Corp	Accounts Payable	Outstanding	Check	-648.89
08/05/2022		<a href="#">11146</a>	United Rentals (North America), Inc.	Accounts Payable	Outstanding	Check	-1,250.91
08/05/2022		<a href="#">11147</a>	USA BlueBook	Accounts Payable	Outstanding	Check	-16,118.14
08/05/2022		<a href="#">11148</a>	Vaughan's Industrial Repair Co., Inc.	Accounts Payable	Outstanding	Check	-13,039.69
08/05/2022		<a href="#">11149</a>	Weck Laboratories, Inc.	Accounts Payable	Outstanding	Check	-237.44
08/05/2022		<a href="#">11150</a>	Wienhoff Drug Testing	Accounts Payable	Outstanding	Check	-160.00
08/05/2022		<a href="#">11151</a>	Xylem	Accounts Payable	Outstanding	Check	-26,997.38
08/25/2022		<a href="#">11153</a>	Cartegraph	Accounts Payable	Outstanding	Check	-9,237.50
08/25/2022		<a href="#">11154</a>	HighRoad Information Technology, LLC.	Accounts Payable	Outstanding	Check	-6,087.00
08/25/2022		<a href="#">11155</a>	IB Consulting	Accounts Payable	Outstanding	Check	-20,880.00
08/25/2022		<a href="#">11156</a>	Sparkletts	Accounts Payable	Outstanding	Check	-105.45
08/29/2022		<a href="#">11157</a>	ARC	Accounts Payable	Outstanding	Check	-11.69
08/29/2022		<a href="#">11158</a>	BC Wire Rope & Rigging	Accounts Payable	Outstanding	Check	-719.32
08/29/2022		<a href="#">11159</a>	Cintas	Accounts Payable	Outstanding	Check	-30.20
08/29/2022		<a href="#">11160</a>	Consolidated Water Technologies, Inc.	Accounts Payable	Outstanding	Check	-15,029.90
08/29/2022		<a href="#">11161</a>	County of Orange	Accounts Payable	Outstanding	Check	-194.00
08/29/2022		<a href="#">11162</a>	DMc Engineering	Accounts Payable	Outstanding	Check	-3,445.00
08/29/2022		<a href="#">11163</a>	Ferguson Waterworks	Accounts Payable	Outstanding	Check	-4,922.59
08/29/2022		<a href="#">11164</a>	Granicus, LLC	Accounts Payable	Outstanding	Check	-9,953.09
08/29/2022		<a href="#">11165</a>	Hanson Bridgett LLP	Accounts Payable	Outstanding	Check	-20,410.80
08/29/2022		<a href="#">11166</a>	Hazen and Sawyer	Accounts Payable	Outstanding	Check	-78,868.82
08/29/2022		<a href="#">11167</a>	Hydrotech Electric	Accounts Payable	Outstanding	Check	-374.73
08/29/2022		<a href="#">11168</a>	InfoSend, Inc.	Accounts Payable	Outstanding	Check	-3,178.09
08/29/2022		<a href="#">11169</a>	Irvine Ranch Water District	Accounts Payable	Outstanding	Check	-228,518.51
08/29/2022		<a href="#">11170</a>	JB Holdings Corporation	Accounts Payable	Outstanding	Check	-6,328.08
08/29/2022		<a href="#">11171</a>	JIG Consultants	Accounts Payable	Outstanding	Check	-25,947.50
08/29/2022		<a href="#">11172</a>	Material Specialties Corp.	Accounts Payable	Outstanding	Check	-650.74
08/29/2022		<a href="#">11173</a>	McFadden-Dale Industrial Hardware	Accounts Payable	Outstanding	Check	-92.40
08/29/2022		<a href="#">11174</a>	Mr. Crane	Accounts Payable	Outstanding	Check	-1,566.00
08/29/2022		<a href="#">11175</a>	MWH Constructors, Inc.	Accounts Payable	Outstanding	Check	-35,990.00
08/29/2022		<a href="#">11176</a>	OC Waste & Recycling	Accounts Payable	Outstanding	Check	-778.82
08/29/2022		<a href="#">11177</a>	Orange County Pumping, Inc.	Accounts Payable	Outstanding	Check	-1,420.00
08/29/2022		<a href="#">11178</a>	O'Reilly Automotive, Inc.	Accounts Payable	Outstanding	Check	-185.81
08/29/2022		<a href="#">11179</a>	Orkin Commercial Services	Accounts Payable	Outstanding	Check	-931.00
08/29/2022		<a href="#">11180</a>	Sierra Analytical	Accounts Payable	Outstanding	Check	-1,755.00

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
08/29/2022		<a href="#">11181</a>	Tesco Controls, Inc.	Accounts Payable	Outstanding	Check	-8,907.55
08/29/2022		<a href="#">11182</a>	Touch Tel Mobile	Accounts Payable	Outstanding	Check	-625.00
08/29/2022		<a href="#">11183</a>	Tyler Technologies, Inc.	Accounts Payable	Outstanding	Check	-14,640.09
08/29/2022		<a href="#">11184</a>	Underground Service Alert/SC	Accounts Payable	Outstanding	Check	-119.82
08/29/2022		<a href="#">11185</a>	Weck Laboratories, Inc.	Accounts Payable	Outstanding	Check	-237.44
08/29/2022		<a href="#">11186</a>	Xylem	Accounts Payable	Outstanding	Check	-22,426.84
<b>Check Total: (72)</b>							<b>-1,021,255.74</b>
<b>EFT</b>							
08/08/2022		<a href="#">159</a>	ACWA/JPIA - Benefits (WC & Life)	Accounts Payable	Outstanding	EFT	-516.91
08/08/2022		<a href="#">160</a>	ALS - Truesdail Laboratories	Accounts Payable	Outstanding	EFT	-3,648.00
08/08/2022		<a href="#">161</a>	Duthie Electric Service Corporation	Accounts Payable	Outstanding	EFT	-2,080.45
08/08/2022		<a href="#">162</a>	Eide Bailly	Accounts Payable	Outstanding	EFT	-6,226.25
08/08/2022		<a href="#">163</a>	MWDOC	Accounts Payable	Outstanding	EFT	-93,860.72
08/08/2022		<a href="#">164</a>	Olin Chemicals	Accounts Payable	Outstanding	EFT	-2,920.84
08/08/2022		<a href="#">165</a>	UniFirst Corporatio	Accounts Payable	Outstanding	EFT	-341.52
08/08/2022		<a href="#">166</a>	United Water Works, Inc.	Accounts Payable	Outstanding	EFT	-1,221.02
08/26/2022		<a href="#">167</a>	ALS - Truesdail Laboratories	Accounts Payable	Outstanding	EFT	-864.00
08/26/2022		<a href="#">168</a>	Amazon	Accounts Payable	Outstanding	EFT	-42.88
08/26/2022		<a href="#">169</a>	Eide Bailly	Accounts Payable	Outstanding	EFT	-5,250.00
08/26/2022		<a href="#">170</a>	Olin Chemicals	Accounts Payable	Outstanding	EFT	-2,648.39
08/26/2022		<a href="#">171</a>	UniFirst Corporatio	Accounts Payable	Outstanding	EFT	-129.61
08/30/2022		<a href="#">172</a>	ACWA/JPIA - Benefits (WC & Life)	Accounts Payable	Outstanding	EFT	-3,997.80
08/30/2022		<a href="#">173</a>	MWDOC	Accounts Payable	Outstanding	EFT	-199,548.76
08/30/2022		<a href="#">174</a>	Olin Chemicals	Accounts Payable	Outstanding	EFT	-1,138.44
08/30/2022		<a href="#">175</a>	Pebble Spring Water	Accounts Payable	Outstanding	EFT	-101.00
08/30/2022		<a href="#">176</a>	UniFirst Corporatio	Accounts Payable	Outstanding	EFT	-80.60
08/30/2022		<a href="#">177</a>	United Water Works, Inc.	Accounts Payable	Outstanding	EFT	-2,389.02
<b>EFT Total: (19)</b>							<b>-327,006.21</b>
<b>Accounts Payable Total: (141)</b>							<b>-1,822,394.74</b>
<b>Accounts Receivable</b>							
<b>Deposit</b>							
08/04/2022		<a href="#">DEP0018065</a>	INVOICE PAYMENTS 8/4/22	Accounts Receivable	Outstanding	Deposit	1,308.74
08/09/2022		<a href="#">DEP0018102</a>	payment ocfa	Accounts Receivable	Outstanding	Deposit	150.00
08/11/2022		<a href="#">DEP0018151</a>	County of Orange PT Payment	Accounts Receivable	Outstanding	Deposit	3,691.73
08/17/2022		<a href="#">DEP0018187</a>	Invoice Payments 8/17 County Of Orange	Accounts Receivable	Outstanding	Deposit	21,350.00
08/17/2022		<a href="#">DEP0018190</a>	Tmobile Payment	Accounts Receivable	Outstanding	Deposit	2,405.66
<b>Deposit Total: (5)</b>							<b>28,906.13</b>
<b>Accounts Receivable Total: (5)</b>							<b>28,906.13</b>
<b>Utility Billing</b>							
<b>Check</b>							
08/04/2022		<a href="#">11113</a>	ANITA O'NEILL	Utility Billing	Outstanding	Check	-37.72

**Bank Transaction Report**

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
08/04/2022		<a href="#">11114</a>	MAJID SHAKERI	Utility Billing	Outstanding	Check	-89.56
08/04/2022		<a href="#">11115</a>	ALEJANDRO ARAOZ	Utility Billing	Outstanding	Check	-222.43
08/22/2022		<a href="#">11152</a>	CARRIE NICHOLS	Utility Billing	Outstanding	Check	-427.33
<b>Check Total: (4)</b>							<b>-777.04</b>
<b>Check Reversal</b>							
08/04/2022		<a href="#">10868</a>	Reverse Refund Check ANITA O'NEILL	Utility Billing	Outstanding	Check Reversal	37.72
08/04/2022		<a href="#">10955</a>	Reverse Refund Check MAJID SHAKERI	Utility Billing	Outstanding	Check Reversal	89.56
08/04/2022		<a href="#">10956</a>	Reverse Refund Check ALEJANDRO ARAOZ	Utility Billing	Outstanding	Check Reversal	222.43
<b>Check Reversal Total: (3)</b>							<b>349.71</b>
<b>Deposit</b>							
08/01/2022		<a href="#">DEP0017990</a>	Utility Payment Packet UBPKT07788	Utility Billing	Outstanding	Deposit	3,024.32
08/01/2022		<a href="#">DEP0018002</a>	Utility Payment Packet UBPKT07792	Utility Billing	Outstanding	Deposit	1,018.22
08/01/2022		<a href="#">DEP0018005</a>	Utility Payment Packet UBPKT07793	Utility Billing	Outstanding	Deposit	5,155.70
08/02/2022		<a href="#">DEP0018008</a>	Utility Payment Packet UBPKT07794	Utility Billing	Outstanding	Deposit	5,398.42
08/02/2022		<a href="#">DEP0018011</a>	Utility Payment Packet UBPKT07795	Utility Billing	Outstanding	Deposit	6,102.02
08/02/2022		<a href="#">DEP0018014</a>	Utility Payment Packet UBPKT07796	Utility Billing	Outstanding	Deposit	6,846.41
08/02/2022		<a href="#">DEP0018017</a>	Utility Payment Packet UBPKT07797	Utility Billing	Outstanding	Deposit	5,701.87
08/02/2022		<a href="#">DEP0018020</a>	Utility Payment Packet UBPKT07798	Utility Billing	Outstanding	Deposit	11,023.31
08/02/2022		<a href="#">DEP0018023</a>	Utility Payment Packet UBPKT07801	Utility Billing	Outstanding	Deposit	3,873.98
08/02/2022		<a href="#">DEP0018026</a>	Utility Payment Packet UBPKT07802	Utility Billing	Outstanding	Deposit	2,412.22
08/03/2022		<a href="#">DEP0018029</a>	Utility Payment Packet UBPKT07803	Utility Billing	Outstanding	Deposit	6,253.77
08/03/2022		<a href="#">DEP0018032</a>	Utility Payment Packet UBPKT07804	Utility Billing	Outstanding	Deposit	1,506.02
08/03/2022		<a href="#">DEP0018047</a>	Utility Payment Packet UBPKT07812	Utility Billing	Outstanding	Deposit	2,706.46
08/04/2022		<a href="#">DEP0018050</a>	Utility Payment Packet UBPKT07814	Utility Billing	Outstanding	Deposit	5,719.41
08/04/2022		<a href="#">DEP0018053</a>	Utility Payment Packet UBPKT07813	Utility Billing	Outstanding	Deposit	1,376.75
08/04/2022		<a href="#">DEP0018056</a>	Utility Payment Packet UBPKT07815	Utility Billing	Outstanding	Deposit	5,645.28
08/04/2022		<a href="#">DEP0018068</a>	Utility Payment Packet UBPKT07818	Utility Billing	Outstanding	Deposit	7,534.23
08/05/2022		<a href="#">DEP0018071</a>	Utility Payment Packet UBPKT07820	Utility Billing	Outstanding	Deposit	3,222.75
08/05/2022		<a href="#">DEP0018074</a>	Utility Payment Packet UBPKT07819	Utility Billing	Outstanding	Deposit	4,178.28
08/07/2022		<a href="#">DEP0018080</a>	Utility Payment Packet UBPKT07823	Utility Billing	Outstanding	Deposit	42,143.54
08/08/2022		<a href="#">DEP0018077</a>	Utility Payment Packet UBPKT07825	Utility Billing	Outstanding	Deposit	2,164.64
08/08/2022		<a href="#">DEP0018083</a>	Utility Payment Packet UBPKT07824	Utility Billing	Outstanding	Deposit	2,960.42
08/08/2022		<a href="#">DEP0018086</a>	Utility Payment Packet UBPKT07826	Utility Billing	Outstanding	Deposit	37,663.90
08/08/2022		<a href="#">DEP0018090</a>	Utility Payment Packet UBPKT07827	Utility Billing	Outstanding	Deposit	3,529.29
08/09/2022		<a href="#">DEP0018093</a>	Utility Payment Packet UBPKT07829	Utility Billing	Outstanding	Deposit	3,695.36
08/09/2022		<a href="#">DEP0018096</a>	Utility Payment Packet UBPKT07828	Utility Billing	Outstanding	Deposit	2,584.31
08/09/2022		<a href="#">DEP0018099</a>	Utility Payment Packet UBPKT07830	Utility Billing	Outstanding	Deposit	9,298.10
08/09/2022		<a href="#">DEP0018106</a>	Utility Payment Packet UBPKT07831	Utility Billing	Outstanding	Deposit	4,695.43
08/10/2022		<a href="#">DEP0018109</a>	Utility Payment Packet UBPKT07833	Utility Billing	Outstanding	Deposit	4,778.11
08/10/2022		<a href="#">DEP0018113</a>	Utility Payment Packet UBPKT07832	Utility Billing	Outstanding	Deposit	3,792.46
08/10/2022		<a href="#">DEP0018116</a>	Utility Payment Packet UBPKT07834	Utility Billing	Outstanding	Deposit	4,606.19
08/11/2022		<a href="#">DEP0018119</a>	Utility Payment Packet UBPKT07836	Utility Billing	Outstanding	Deposit	4,981.24

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
08/11/2022		<a href="#">DEP0018122</a>	Utility Payment Packet UBPKT07835	Utility Billing	Outstanding	Deposit	5,177.34
08/11/2022		<a href="#">DEP0018127</a>	Utility Payment Packet UBPKT07837	Utility Billing	Outstanding	Deposit	4,483.51
08/12/2022		<a href="#">DEP0018124</a>	ACH Draft Packet UBPKT07744	Utility Billing	Outstanding	Deposit	162,180.60
08/12/2022		<a href="#">DEP0018130</a>	Utility Payment Packet UBPKT07839	Utility Billing	Outstanding	Deposit	3,640.94
08/12/2022		<a href="#">DEP0018139</a>	Utility Payment Packet UBPKT07841	Utility Billing	Outstanding	Deposit	11,436.27
08/14/2022		<a href="#">DEP0018133</a>	Utility Payment Packet UBPKT07842	Utility Billing	Outstanding	Deposit	183,557.14
08/15/2022		<a href="#">DEP0018136</a>	Utility Payment Packet UBPKT07840	Utility Billing	Outstanding	Deposit	4,589.54
08/15/2022		<a href="#">DEP0018142</a>	Utility Payment Packet UBPKT07843	Utility Billing	Outstanding	Deposit	511.91
08/15/2022		<a href="#">DEP0018145</a>	Utility Payment Packet UBPKT07844	Utility Billing	Outstanding	Deposit	6,943.20
08/15/2022		<a href="#">DEP0018148</a>	Utility Payment Packet UBPKT07845	Utility Billing	Outstanding	Deposit	14,672.89
08/15/2022		<a href="#">DEP0018160</a>	Utility Payment Packet UBPKT07860	Utility Billing	Outstanding	Deposit	74,084.26
08/15/2022		<a href="#">DEP0018202</a>	Utility Payment Packet UBPKT07880	Utility Billing	Outstanding	Deposit	86.06
08/16/2022		<a href="#">DEP0018163</a>	Utility Payment Packet UBPKT07861	Utility Billing	Outstanding	Deposit	673.62
08/16/2022		<a href="#">DEP0018166</a>	Utility Payment Packet UBPKT07862	Utility Billing	Outstanding	Deposit	431.58
08/16/2022		<a href="#">DEP0018169</a>	Utility Payment Packet UBPKT07864	Utility Billing	Outstanding	Deposit	3,485.16
08/17/2022		<a href="#">DEP0018172</a>	Utility Payment Packet UBPKT07865	Utility Billing	Outstanding	Deposit	168.02
08/17/2022		<a href="#">DEP0018175</a>	Utility Payment Packet UBPKT07866	Utility Billing	Outstanding	Deposit	881.19
08/17/2022		<a href="#">DEP0018178</a>	Utility Payment Packet UBPKT07868	Utility Billing	Outstanding	Deposit	7,343.02
08/17/2022		<a href="#">DEP0018181</a>	Utility Payment Packet UBPKT07871	Utility Billing	Outstanding	Deposit	10,110.91
08/17/2022		<a href="#">DEP0018184</a>	Deposit Input Packet UBPKT07872	Utility Billing	Outstanding	Deposit	2,000.00
08/18/2022		<a href="#">DEP0018193</a>	Utility Payment Packet UBPKT07873	Utility Billing	Outstanding	Deposit	116.61
08/18/2022		<a href="#">DEP0018196</a>	Utility Payment Packet UBPKT07874	Utility Billing	Outstanding	Deposit	135.37
08/18/2022		<a href="#">DEP0018199</a>	Utility Reverse Payment Packet UBPKT07879	Utility Billing	Outstanding	Deposit	-1,408.47
08/18/2022		<a href="#">DEP0018205</a>	Utility Payment Packet UBPKT07881	Utility Billing	Outstanding	Deposit	7,202.17
08/19/2022		<a href="#">DEP0018208</a>	Utility Payment Packet UBPKT07883	Utility Billing	Outstanding	Deposit	975.70
08/19/2022		<a href="#">DEP0018211</a>	Utility Payment Packet UBPKT07882	Utility Billing	Outstanding	Deposit	1,702.22
08/21/2022		<a href="#">DEP0018214</a>	Utility Payment Packet UBPKT07886	Utility Billing	Outstanding	Deposit	13,840.65
08/22/2022		<a href="#">DEP0018217</a>	Utility Payment Packet UBPKT07888	Utility Billing	Outstanding	Deposit	1,674.83
08/22/2022		<a href="#">DEP0018220</a>	Utility Payment Packet UBPKT07887	Utility Billing	Outstanding	Deposit	4,244.58
08/22/2022		<a href="#">DEP0018223</a>	Utility Reverse Payment Packet UBPKT07889	Utility Billing	Outstanding	Deposit	-148.43
08/22/2022		<a href="#">DEP0018229</a>	Utility Payment Packet UBPKT07896	Utility Billing	Outstanding	Deposit	3,234.24
08/23/2022		<a href="#">DEP0018232</a>	Utility Payment Packet UBPKT07897	Utility Billing	Outstanding	Deposit	5,052.12
08/23/2022		<a href="#">DEP0018235</a>	Utility Payment Packet UBPKT07898	Utility Billing	Outstanding	Deposit	5,680.50
08/23/2022		<a href="#">DEP0018238</a>	Utility Payment Packet UBPKT07900	Utility Billing	Outstanding	Deposit	3,738.19
08/24/2022		<a href="#">DEP0018241</a>	Utility Payment Packet UBPKT07902	Utility Billing	Outstanding	Deposit	7,499.14
08/24/2022		<a href="#">DEP0018244</a>	Utility Payment Packet UBPKT07901	Utility Billing	Outstanding	Deposit	1,726.71
08/24/2022		<a href="#">DEP0018247</a>	Utility Payment Packet UBPKT07903	Utility Billing	Outstanding	Deposit	5,242.79
08/24/2022		<a href="#">DEP0018250</a>	Utility Payment Packet UBPKT07904	Utility Billing	Outstanding	Deposit	5,180.32
08/24/2022		<a href="#">DEP0018253</a>	Utility Payment Packet UBPKT07905	Utility Billing	Outstanding	Deposit	4,269.07
08/24/2022		<a href="#">DEP0018256</a>	Utility Payment Packet UBPKT07908	Utility Billing	Outstanding	Deposit	7,739.50
08/24/2022		<a href="#">DEP0018259</a>	Utility Payment Packet UBPKT07909	Utility Billing	Outstanding	Deposit	3,764.94
08/25/2022		<a href="#">DEP0018262</a>	Utility Payment Packet UBPKT07910	Utility Billing	Outstanding	Deposit	6,262.19
08/25/2022		<a href="#">DEP0018265</a>	Utility Payment Packet UBPKT07911	Utility Billing	Outstanding	Deposit	1,963.41

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
08/25/2022		<a href="#">DEP0018271</a>	Utility Payment Packet UBPKT07913	Utility Billing	Outstanding	Deposit	3,071.21
08/26/2022		<a href="#">DEP0018268</a>	Utility Payment Packet UBPKT07912	Utility Billing	Outstanding	Deposit	3,378.80
08/26/2022		<a href="#">DEP0018277</a>	Utility Payment Packet UBPKT07915	Utility Billing	Outstanding	Deposit	3,388.04
08/28/2022		<a href="#">DEP0018274</a>	Utility Payment Packet UBPKT07914	Utility Billing	Outstanding	Deposit	22,208.53
08/29/2022		<a href="#">DEP0018280</a>	Utility Payment Packet UBPKT07916	Utility Billing	Outstanding	Deposit	1,471.15
08/29/2022		<a href="#">DEP0018283</a>	Utility Payment Packet UBPKT07917	Utility Billing	Outstanding	Deposit	2,902.99
08/29/2022		<a href="#">DEP0018286</a>	Utility Payment Packet UBPKT07921	Utility Billing	Outstanding	Deposit	5,700.61
08/29/2022		<a href="#">DEP0018314</a>	Utility Reverse Payment Packet UBPKT07930	Utility Billing	Outstanding	Deposit	-70.00
08/30/2022		<a href="#">DEP0018289</a>	Utility Payment Packet UBPKT07922	Utility Billing	Outstanding	Deposit	1,823.86
08/30/2022		<a href="#">DEP0018292</a>	Utility Payment Packet UBPKT07923	Utility Billing	Outstanding	Deposit	2,233.64
08/30/2022		<a href="#">DEP0018295</a>	Utility Payment Packet UBPKT07924	Utility Billing	Outstanding	Deposit	4,494.42
08/31/2022		<a href="#">DEP0018298</a>	Utility Payment Packet UBPKT07925	Utility Billing	Outstanding	Deposit	3,342.90
08/31/2022		<a href="#">DEP0018301</a>	Utility Payment Packet UBPKT07926	Utility Billing	Outstanding	Deposit	1,085.76
08/31/2022		<a href="#">DEP0018304</a>	Utility Payment Packet UBPKT07927	Utility Billing	Outstanding	Deposit	2,326.37
<b>Deposit Total: (89)</b>							<b>859,096.20</b>
<b>Utility Billing Total: (96)</b>							<b>858,668.87</b>
<b>Report Total: (242)</b>							<b>-934,819.74</b>

**Summary**

Bank Account	Count	Amount
<a href="#">030866939 Bank of the West Checking</a>	242	-934,819.74
<b>Report Total:</b>	<b>242</b>	<b>-934,819.74</b>

Cash Account	Count	Amount
<a href="#">99 99-000-1004 Bank of the West Checking (Pooled Cash)</a>	242	-934,819.74
<b>Report Total:</b>	<b>242</b>	<b>-934,819.74</b>

Transaction Type	Count	Amount
Bank Draft	49	-474,272.79
Bank Draft Reversal	1	140.00
Check	76	-1,022,032.78
Check Reversal	3	349.71
Deposit	94	888,002.33
EFT	19	-327,006.21
<b>Report Total:</b>	<b>242</b>	<b>-934,819.74</b>

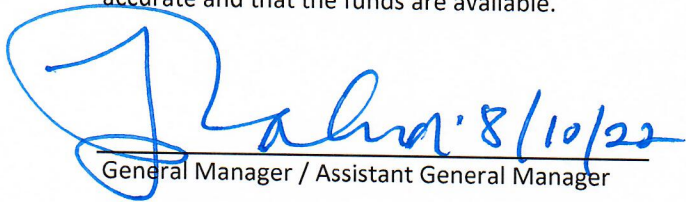


Trabuco Canyon Water District  
General Fund Warrant Register  
8/10/2022

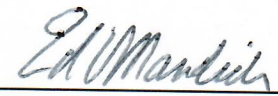
**Summary of Disbursements**

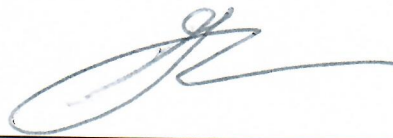
Computer Checks	663,697.21
UB Refund Checks	508.20
Void UB Refund	(349.71)
Bank Drafts	399,021.32
Bank EFTs	254,242.32
Voided Checks	-
<b>Total Disbursements</b>	<b>1,317,119.34</b>

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.

  
General Manager / Assistant General Manager

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.

  
By: \_\_\_\_\_ Date: 8-10-22

  
By: \_\_\_\_\_ Date: 8/10/22



Trabuco Canyon Water District, CA

# Check Report

By Check Number

Date Range: 07/13/2022 - 08/09/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBNK-APBNK</b>						
ACWA0003	ACWA/JPIA - Benefits (WC & Life)	07/22/2022	EFT	0.00	14,885.13	151
ACWA0002	ACWA/JPIA - Property & Liability	07/22/2022	EFT	0.00	63,293.13	152
AMAZ0001	Amazon	07/22/2022	EFT	0.00	2,450.90	153
DLTS0001	DLT Solutions	07/22/2022	EFT	0.00	4,724.72	154
MWDO0001	MWDOC	07/22/2022	EFT	0.00	49,780.56	155
PEBB0001	Pebble Spring Water	07/22/2022	EFT	0.00	81.50	156
UNIF0001	UniFirst Corporatio	07/22/2022	EFT	0.00	174.42	157
WOOD0001	Woodard & Curran, Inc.	07/22/2022	EFT	0.00	8,036.25	158
ACWA0003	ACWA/JPIA - Benefits (WC & Life)	08/08/2022	EFT	0.00	516.91	159
TRUE0001	ALS - Truesdell Laboratories	08/08/2022	EFT	0.00	3,648.00	160
DUTH0001	Duthie Electric Service Corporation	08/08/2022	EFT	0.00	2,080.45	161
EIDE0001	Eide Bailly	08/08/2022	EFT	0.00	6,226.25	162
MWDO0001	MWDOC	08/08/2022	EFT	0.00	93,860.72	163
OLIN0001	Olin Chemicals	08/08/2022	EFT	0.00	2,920.84	164
UNIF0001	UniFirst Corporatio	08/08/2022	EFT	0.00	341.52	165
UNIT0001	United Water Works, Inc.	08/08/2022	EFT	0.00	1,221.02	166
AT&T0003	AT&T Mobility	07/21/2022	Regular	0.00	53.23	11084
BBPS0001	BBP Services	07/21/2022	Regular	0.00	850.00	11085
COUN0001	County of Orange	07/21/2022	Regular	0.00	19,152.59	11086
CWEA00001	CWEA Membership	07/21/2022	Regular	0.00	389.00	11087
DMCE0001	DMc Engineering	07/21/2022	Regular	0.00	3,879.70	11088
DMS0001	DMS Facility Services	07/21/2022	Regular	0.00	1,872.02	11089
HANS0001	Hanson Bridgett LLP	07/21/2022	Regular	0.00	19,857.86	11090
HIGH0001	HighRoad Information Technology, LLC.	07/21/2022	Regular	0.00	13,417.52	11091
IBCO0001	IB Consulting	07/21/2022	Regular	0.00	22,560.00	11092
INDU0002	Industrial Metal Supply Company	07/21/2022	Regular	0.00	33.67	11093
IRVI0001	Irvine Ranch Water District	07/21/2022	Regular	0.00	20,301.66	11094
IWAT0001	iWater, Inc.	07/21/2022	Regular	0.00	11,425.00	11095
NBS0001	NBS	07/21/2022	Regular	0.00	885.76	11096
ORAN0002	Orange County Health Care Agency	07/21/2022	Regular	0.00	514.00	11097
O'RE0001	O'Reilly Automotive, Inc.	07/21/2022	Regular	0.00	71.07	11098
ORKI0001	Orkin Commercial Services	07/21/2022	Regular	0.00	679.00	11099
SIER0002	Sierra Analytical	07/21/2022	Regular	0.00	1,532.50	11100
SOCW0001	SOCWA	07/21/2022	Regular	0.00	15,382.00	11101
TESC0001	Tesco Controls, Inc.	07/21/2022	Regular	0.00	2,509.11	11102
TREN0001	Trench Shoring Company	07/21/2022	Regular	0.00	445.00	11103
UNDE0001	Underground Service Alert/SC	07/21/2022	Regular	0.00	135.40	11104
USAB0001	USA BlueBook	07/21/2022	Regular	0.00	6,269.46	11105
VITU0001	Vituity - Urgent Care Services	07/21/2022	Regular	0.00	35.00	11106
VSSS0001	VSS Sales Inc.	07/21/2022	Regular	0.00	6,045.59	11107
WECK0001	Weck Laboratories, Inc.	07/21/2022	Regular	0.00	356.16	11108
XYLE0001	Xylem	07/21/2022	Regular	0.00	15,620.45	11109
VAUG0001	Vaughan's Industrial Repair Co., Inc.	07/27/2022	Regular	0.00	2,737.50	11110
QUIN0002	Juan A. Quinonez	08/01/2022	Regular	0.00	3,180.40	11111
LAUS0001	Lausten, Lorrie	08/04/2022	Regular	0.00	4,925.42	11112
AT&T0001	AT&T	08/05/2022	Regular	0.00	900.12	11116
BIGO0001	Big O Tires	08/05/2022	Regular	0.00	156.65	11117
CHAM0001	Champion Paving, Inc.	08/05/2022	Regular	0.00	2,968.00	11118
CINT0001	Cintas	08/05/2022	Regular	0.00	558.60	11119
COUN0001	County of Orange	08/05/2022	Regular	0.00	125.00	11120
DELCO001	Delco Service, Inc.	08/05/2022	Regular	0.00	9,761.43	11121
ELIT0001	Elite Automotive Services	08/05/2022	Regular	0.00	1,276.80	11122
HAAK0001	Haaker Equipment Company	08/05/2022	Regular	0.00	1,111.26	11123
HANS0001	Hanson Bridgett LLP	08/05/2022	Regular	0.00	29,743.02	11124

Check Report

Date Range: 07/13/2022 - 08/09/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
HODG0001	Hodge Products, Inc.	08/05/2022	Regular	0.00	287.97	11125
HYDR0002	Hydrotech Electric	08/05/2022	Regular	0.00	5,319.00	11126
INFO0001	InfoSend, Inc.	08/05/2022	Regular	0.00	2,736.76	11127
IRVI0002	Irvine Pipe Supply	08/05/2022	Regular	0.00	779.52	11128
IRVI0001	Irvine Ranch Water District	08/05/2022	Regular	0.00	67,959.89	11129
MCFA0001	McFadden-Dale Industrial Hardware	08/05/2022	Regular	0.00	210.68	11130
NIGR0001	Nigro & Nigro, PC	08/05/2022	Regular	0.00	11,000.00	11131
OCWA0001	OC Waste & Recycling	08/05/2022	Regular	0.00	1,568.41	11132
ORAN0004	Orange County Pumping, Inc.	08/05/2022	Regular	0.00	2,840.00	11133
ORKI0001	Orkin Commercial Services	08/05/2022	Regular	0.00	93.00	11134
PSOM0001	PSOMAS	08/05/2022	Regular	0.00	5,400.00	11135
QUIN0001	Quinn Company	08/05/2022	Regular	0.00	697.18	11136
S&JS0001	S & J Supply Company	08/05/2022	Regular	0.00	904.80	11137
SANT0003	Santa Margarita Water District	08/05/2022	Regular	0.00	273,345.26	11138
SCFU0001	SC Fuels	08/05/2022	Regular	0.00	198.23	11139
SIER0002	Sierra Analytical	08/05/2022	Regular	0.00	3,053.00	11140
SPAR0001	Sparkletts	08/05/2022	Regular	0.00	131.45	11141
TESC0001	Tesco Controls, Inc.	08/05/2022	Regular	0.00	1,964.25	11142
TIMH0001	Tim Hogan Graphic Design	08/05/2022	Regular	0.00	1,618.41	11143
TOTA0001	Total Compensation Systems, Inc.	08/05/2022	Regular	0.00	3,420.00	11144
Unif0002	Unifirst First Aid Corp	08/05/2022	Regular	0.00	648.89	11145
UNIT0002	United Rentals (North America), Inc.	08/05/2022	Regular	0.00	1,250.91	11146
USAB0001	USA BlueBook	08/05/2022	Regular	0.00	16,118.14	11147
VAUG0001	Vaughan's Industrial Repair Co., Inc.	08/05/2022	Regular	0.00	13,039.69	11148
WECK0001	Weck Laboratories, Inc.	08/05/2022	Regular	0.00	237.44	11149
WIEN0001	Wienhoff Drug Testing	08/05/2022	Regular	0.00	160.00	11150
XYLE0001	Xylem	08/05/2022	Regular	0.00	26,997.38	11151
COXC0001	Cox Communications	07/18/2022	Bank Draft	0.00	692.24	DFT0002745
COXC0001	Cox Communications	07/22/2022	Bank Draft	0.00	112.35	DFT0002748
WAGE0001	Wage Works, Inc.	07/13/2022	Bank Draft	0.00	15.00	DFT0002757
WEXF0001	Wex Fleet Universal	07/13/2022	Bank Draft	0.00	6,425.81	DFT0002758
ADP0001	ADP	07/19/2022	Bank Draft	0.00	110,853.57	DFT0002759
CALP0001	CalPERS	07/19/2022	Bank Draft	0.00	7,826.33	DFT0002760
CALP0001	CalPERS	07/19/2022	Bank Draft	0.00	13,721.95	DFT0002761
CALP0001	CalPERS	07/19/2022	Bank Draft	0.00	5,567.70	DFT0002762
TOLL0001	The Toll Roads	07/19/2022	Bank Draft	0.00	140.00	DFT0002763
WAGE0001	Wage Works, Inc.	07/18/2022	Bank Draft	0.00	20.00	DFT0002764
WAGE0001	Wage Works, Inc.	07/19/2022	Bank Draft	0.00	35.00	DFT0002765
XERO0001	Xerox Corporation	07/18/2022	Bank Draft	0.00	321.32	DFT0002766
UMPQ0001	Umpqua Bank	07/18/2022	Bank Draft	0.00	19,410.70	DFT0002767
BOTW0001	Bank of the West	07/20/2022	Bank Draft	0.00	200.54	DFT0002768
HOME0001	Home Depot	07/21/2022	Bank Draft	0.00	553.21	DFT0002769
LOWE0001	Lowe's	07/21/2022	Bank Draft	0.00	368.22	DFT0002770
AT&T0003	AT&T Mobility	07/25/2022	Bank Draft	0.00	2,201.56	DFT0002771
WAGE0001	Wage Works, Inc.	07/25/2022	Bank Draft	0.00	75.00	DFT0002772
SOUT0001	South Coast AQMD	07/28/2022	Bank Draft	0.00	4,652.08	DFT0002773
SOUT0001	South Coast AQMD	07/28/2022	Bank Draft	0.00	2,026.89	DFT0002774
SOUT0001	South Coast AQMD	07/28/2022	Bank Draft	0.00	620.61	DFT0002775
SOUT0001	South Coast AQMD	07/28/2022	Bank Draft	0.00	1,089.37	DFT0002776
ADP0001	ADP	07/29/2022	Bank Draft	0.00	108.00	DFT0002777
GUAR0001	Guardian	07/29/2022	Bank Draft	0.00	3,955.78	DFT0002778
CALP0001	CalPERS	08/02/2022	Bank Draft	0.00	45,699.34	DFT0002780
CALP0001	CalPERS	08/02/2022	Bank Draft	0.00	5,524.32	DFT0002781
CALP0001	CalPERS	08/05/2022	Bank Draft	0.00	7,826.33	DFT0002782
CALP0001	CalPERS	08/05/2022	Bank Draft	0.00	13,534.83	DFT0002783
CALP0001	CalPERS	08/05/2022	Bank Draft	0.00	5,535.21	DFT0002784
TABA0001	TAB AnswerNetwork	08/01/2022	Bank Draft	0.00	177.26	DFT0002785
PACE0001	Pace Payment Systems, Inc.	08/01/2022	Bank Draft	0.00	5,762.23	DFT0002787
STAN0001	Stanley Security Solutions	08/01/2022	Bank Draft	0.00	700.65	DFT0002788
VSP0001	VSP	08/02/2022	Bank Draft	0.00	776.20	DFT0002789
ADP0001	ADP	08/04/2022	Bank Draft	0.00	119,277.13	DFT0002790

**Check Report**

Date Range: 07/13/2022 - 08/09/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
COXC0001	Cox Communications	08/06/2022	Bank Draft	0.00	2,580.99	DFT0002792
COXC0001	Cox Communications	08/09/2022	Bank Draft	0.00	1,727.02	DFT0002793
TOLL0001	The Toll Roads	08/02/2022	Bank Draft	0.00	-140.00	DFT0002795
TOLL0001	The Toll Roads	08/02/2022	Bank Draft	0.00	140.00	DFT0002795
SHRE0001	Shred-it USA LLC	08/02/2022	Bank Draft	0.00	68.00	DFT0002796
TOLL0001	The Toll Roads	08/03/2022	Bank Draft	0.00	143.15	DFT0002799
HOME0001	Home Depot	08/05/2022	Bank Draft	0.00	320.80	DFT0002801
LOWE0001	Lowe's	08/05/2022	Bank Draft	0.00	969.14	DFT0002802
SOUT0001	South Coast AQMD	08/08/2022	Bank Draft	0.00	620.61	DFT0002803
STAN0001	Stanley Security Solutions	08/08/2022	Bank Draft	0.00	2,713.80	DFT0002804
SANT0003	Santa Margarita Water District	08/08/2022	Bank Draft	0.00	3,907.24	DFT0002806
WAGE0001	Wage Works, Inc.	08/09/2022	Bank Draft	0.00	23.84	DFT0002807
TOLL0001	The Toll Roads	08/09/2022	Bank Draft	0.00	140.00	DFT0002808

**Bank Code APBNK Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	106	65	0.00	663,697.21
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	112	47	0.00	399,021.32
EFT's	37	16	0.00	254,242.32
	<b>255</b>	<b>128</b>	<b>0.00</b>	<b>1,316,960.85</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	106	65	0.00	663,697.21
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	112	47	0.00	399,021.32
EFT's	37	16	0.00	254,242.32
	<b>255</b>	<b>128</b>	<b>0.00</b>	<b>1,316,960.85</b>

### Fund Summary

Fund	Name	Period	Amount
99	Pooled Cash	7/2022	491,430.09
99	Pooled Cash	8/2022	825,530.76
			<b>1,316,960.85</b>



# Refund Check Register

## Refund Check Detail

**UBPKT07741 - Refunds 01 UBPKT07738 Regular**

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
100-1204-001	WEBER, MICHAEL J	7/19/2022	11082	1.11			1.11	Generated From Billing
200-0596-002	PETERS, RYAN	7/19/2022	11083	157.38			157.38	Deposit
<b>Total Refunds: 2</b>			<b>Total Refunded Amount:</b>	158.49				

### Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	158.49
<b>Revenue Total:</b>	158.49

### General Ledger Distribution

Posting Date: 07/19/2022

Account Number	Account Name	Posting Amount	IFT
<b>Fund: 10 - Water Fund</b>			
10-000-1010	Claim on Cash	-158.49	Yes
10-000-2501	Customer Credit	158.49	
		<b>10 Total:</b>	0.00
<b>Fund: 99 - Pooled Cash</b>			
99-000-1004	Bank of the West Checking (Pooled Cash)	-158.49	
99-000-2120	Due to Other Fund	158.49	Yes
		<b>99 Total:</b>	0.00
		<b>Distribution Total:</b>	0.00



# Refund Check Register

## Refund Check Detail

**UBPKT07817 - Reissue refund checks**

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
200-0521-003	O'NEILL, ANITA	8/4/2022	11113	37.72			37.72	Deposit
401-0007-002	SHAKERI, MAJID	8/4/2022	11114	89.56			89.56	Deposit
500-0185-004	ARAOZ, ALEJANDRO	8/4/2022	11115	222.43			222.43	Deposit
<b>Total Refunds: 3</b>			<b>Total Refunded Amount:</b>	<b>349.71</b>				

### Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	349.71
<b>Revenue Total:</b>	<b>349.71</b>

### General Ledger Distribution

Posting Date: 08/04/2022

Account Number	Account Name	Posting Amount	IFT
<b>Fund: 10 - Water Fund</b>			
10-000-1010	Claim on Cash	-349.71	Yes
10-000-2501	Customer Credit	349.71	
<b>10 Total:</b>		<b>0.00</b>	
<b>Fund: 99 - Pooled Cash</b>			
99-000-1004	Bank of the West Checking (Pooled Cash)	-349.71	
99-000-2120	Due to Other Fund	349.71	Yes
<b>99 Total:</b>		<b>0.00</b>	
<b>Distribution Total:</b>		<b>0.00</b>	

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | SEPTEMBER 15, 2022**

**CONSENT CALENDAR**

**ITEM 3: APPROVAL OF 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. *August 3, 2022*

**CONTACTS (staff responsible): PALUDI/PEREA/SANGI**



**TRABUCO CANYON WATER DISTRICT  
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | AUGUST 3, 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  
Lisa Marie Sangi, Executive Assistant  
Gary Kessler, Water Superintendent  
Jason Stroud, Maintenance Superintendent  
Oscar Ulloa, Wastewater Superintendent

**PUBLIC PRESENT**

None

**COSULTANTS PRESENT**

Tori Yokoyama, Hazen and Sawyer  
Sean Pour, Hazen and Sawyer  
Joey Gutierrez, JIG Consultants

**CALL MEETING TO ORDER**

Director Dopudja called the August 3, 2022 Engineering/Operational Committee Meeting to order at 7:04 AM.

**VISITOR PARTICIPATION**

No comments were received.

**ORAL COMMUNICATION**

No comments were received.

**COMMITTEE MEMBER COMMENTS**

No comments were received.

**REPORT FROM THE GENERAL MANAGER**

No comments were received.

**ITEM 1: ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP**

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

**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 CONCERNING THE DISTRICT'S 2021 SYSTEMWIDE MASTER PLAN AND CONDITION ASSESSMENT**

---

Mr. Paludi introduced the Mr. Yokoyama and Mr. Pour with Hazen and Sawyer (Hazen) to the Committee, and he commended District staff and Hazen for their hard work on this project. Ms. Lausten provided a brief update on the preparation of the master plan update and condition assessment of the District's facilities, and she reviewed the completed items to date with a timeline for completion. Mr. Yokoyama and Mr. Pour delivered a PowerPoint presentation which reviewed District assets and provided a brief overall condition assessment hierarchy and highlighted the Power BI Dashboard software solution. Discussion occurred concerning integration with the District's CMMS system and the overall facility remaining useful life graph. Director Dopudja expressed his appreciation for staff's efforts on this matter, and he thanked the Hazen team for the presentation.

**RECOMMENDED ACTION:**

There was no action taken.

**ITEM 3: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING DIMENSION WATER TREATMENT PLANT (DWTP) TRAILER REPLACEMENT PROJECT**

---

Mr. Paludi introduced this information item for Committee consideration. Ms. Lausten introduced Mr. Gutierrez to the Committee, and she provided a brief update on this project. Mr. Gutierrez provided a brief highlight of the proposed construction plans which incorporated the Committee's comments on the proposed facility from prior meetings. Discussion occurred concerning on the total project costs for the facility and the benefit of mobile versus permanent structures.

**RECOMMENDED ACTION:**

There was no action taken.

**ITEM 4: TOPANGA BOOSTER PUMP STATION AUTOMATIC TRANSFER SWITCH (ATS) REPLACEMENT PROJECT**

---

Mr. Paludi introduced this matter for Committee consideration, and he highlighted the importance of this matter in relation to the facility's proximity to the wildfire interface. Mr. Perea provided a brief overview of the facility services to the associated community, and he presented the requested proposals for replacement of the automatic transfer switch (ATS) and other related electrical upgrades. Discussion occurred concerning certain confusion related the proposals as presented in conjunction with the proposed recommended action. Mr. Perea withdrew the recommended action as amended, and he recommended amending this matter for future discussion and consideration.

**RECOMMENDED ACTION:**

No action was taken.

**ITEM 5: OTHER ENGINEERING AND OPERATIONS PROJECTS**

---

***1. South Orange County IRWM Grant Project***

Mr. Paludi reported that the South Orange County Integrated Regional Watershed Management (IRWM) Area grant application was submitted for the expansion of the District's Tick Creek Recycled Water Pump Station. Mr. Paludi briefly reviewed the review and approval process which includes member agency review and interviews of applicants. Mr. Paludi added that an update on this matter will be provided at a future meeting.

**TRABUCO CANYON WATER DISTRICT  
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | AUGUST 3, 2022**

**2. Other Projects**

Mr. Perea provided a brief update on the SCADA upgrade project, and he reported that District staff is working with TESCO Controls to remediate an issue with the end of month reporting function. Mr. Perea mentioned that the reporting feature did not initially provide the required data points, but that District staff are working to collect the necessary information to provide to the Department of Public Health (DPH) per regulatory requirements.

Mr. Paludi provided a brief update on the Saddle Crest Development, and he reported on new home construction in the lower portion of the development and that the testing of the onsite reservoir and pump station is pending until certain known operational issues have been addressed by the developer.

**RECOMMENDED ACTION**

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

**ITEM 6: WATER SYSTEM UPDATES**

---

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

1. Flushed 68 hydrants in the Dove Canyon Community.
2. Restored SCADA control to the Trabuco Oaks Pressure Regulator Valve (PRV).
3. Worked with Delco Sales to service 15 flow control valves at the Dimension Water Treatment Plant.
4. Replaced a fire hydrant on Weeping Willow in the Walden Homes Community.
5. Continued to work with Cartegraph on the new CMMS system.
6. Worked with Maintenance Department to clean up landscape for Orange County Fire Authority (OCFA) approval.
7. Dimension Water Treatment Plant (DWTP) was back online 7/5/2022 and Water Operations staff continues to work with Tesco Controls to improve the SCADA system at this facility.

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 7: WASTEWATER SYSTEM UPDATES**

---

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

1. Removed 200 feet of a 6-inch HDPE pipe from the Shadow Rock Detention Basin for future projects.
2. Repaired a leak on a filter located at the Dove Recycle Booster Station.
3. Rehab of sewer manhole and gravity lines to eliminate trouble spot in Dove Canyon Community.
4. Worked on preparing Cartegraph templates for the CMMS program.
5. Removed all bypass equipment from the Golf Club Sewer Lift Station.

Mr. Ulloa reviewed the Monthly Non-Domestic Water System Summary report for July 2022.

**RECOMMENDED ACTION**

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

**TRABUCO CANYON WATER DISTRICT  
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | AUGUST 3, 2022**

**ITEM 8: MAINTENANCE DEPARTMENT UPDATES**

---

Mr. Stroud reviewed the projects and repairs for the prior month, and he reported that Maintenance staff completed the following tasks:

1. Scheduled Evans Hydro for onsite startup of the 1CFS booster pump located at the Dimension Water Treatment Plant.
2. Picked up a spare submersible pump for the Golf Club Lift Station.
3. Picked up materials and toured the P&F shop located in San Bernadino, which is a distributor of High-Density Polyethylene.
4. Assisted with the Dove Lake pump-barge build.
5. Repaired the hydraulic system leak on the Vactor truck.
6. Sent hydraulic ram out for emergency repair for the Belt Press at the Wastewater Treatment Plant.
7. Assisted the Wastewater Operations with the manhole rehab on Golf View, located in the Dove Canyon Community.
8. Assisted Wastewater Operations with the Golf Club Lift Station bypass rental equipment clean up and return.
9. Attended the Cartegraph CMMS meetings.
10. Repaired a hydraulic leak on the CAT backhoe.

**RECOMMENDED ACTION**

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

**ITEM 9: OTHER MATTERS/REPORTS**

---

There were no other matters presented for consideration.

**RECOMMENDED ACTION**

There was no action taken.

**ADJOURNMENT**

Director Dopudja adjourned the August 3, 2022 Engineering/Operational Committee Meeting at 8:45AM.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | SEPTEMBER 15, 2022**

**CONSENT CALENDAR**

**ITEM 4: APPROVAL OF EXECUTIVE COMMITTEE MEETING RECAP**

---

**RECOMMENDED ACTION:**

*Approve the following Executive Committee Meeting Recap(s) and recommend that the Board receive and file same (Consent Calendar):*

1. *August 1, 2022*

**CONTACTS (staff responsible): PALUDI/PEREA/SANGI**



## TRABUCO CANYON WATER DISTRICT EXECUTIVE COMMITTEE MEETING RECAP | AUGUST 1, 2022

---

### **DIRECTORS PRESENT**

Vice President Stephen Dopudja, Committee Chair  
President Don Chadd, Committee Member

### **STAFF PRESENT**

Michael Perea, Assistant General Manager

### **STAFF PRESENT VIRTUALLY**

Fernando Paludi, General Manager

### **PUBLIC PRESENT**

None

### **CALL MEETING TO ORDER**

Vice President Dopudja called the August 1, 2022 Executive Committee Meeting to order at 5:02 PM.

### **VISITOR PARTICIPATION**

No visitor participation was received.

### **ORAL COMMUNICATION**

No oral communication was received.

### **COMMITTEE MEMBER COMMENTS**

No comments were received.

### **REPORT FROM THE GENERAL MANAGER**

Mr. Paludi reported that he would be out of the office most of the week, but that he would be in attendance at the August 3, 2022 Engineering/Operational Committee Meeting.

### **DISCUSSION MATTERS**

#### **ITEM 1: APPROVAL OF EXECUTIVE COMMITTEE MEETING RECAP**

---

Mr. Paludi presented the July 5, 2022 Executive Committee Meeting Recap for Committee consideration:

#### **RECOMMENDED ACTION:**

The Committee approved and recommended the Executive Committee Recap be forwarded to the Board of Directors for approval (Consent Calendar):

#### **ITEM 2: BOARD AGENDA PLANNING CALENDAR**

---

Mr. Paludi presented this matter for Committee consideration, and he provided a handout highlighting certain proposed Board agenda planning calendar updates including, but not limited to:

#### **August 2022 Regular Board Meeting**

- General Manager Employment Contract

**TRABUCO CANYON WATER DISTRICT  
EXECUTIVE COMMITTEE MEETING RECAP | AUGUST 1, 2022**

- Adopt Resolution to Change the Time of Regular Board Meeting
- Adopt Resolution for District Health Rates for CY 2023
- Dimension Water Treatment Plant Office Trailer Improvement Project Contract
- Topanga BPS ATS Installation

**September 2022 Regular Board Meeting**

- Update on Consultant Analysis of SOCWA PC 12 vs TCWD individual Recycled Water Permit
- 2022 Biennial Review of TCWD’s Conflict of Interest Code
- Rate Study Contract Amendment to add Capacity Charge Updates to Scope of Work

**October 2022 Regular Board Meeting**

- Presentation on Hazen & Sawyer Master Plan/Condition Assessment

**Other Future Board Items**

- Review of Ten-Year Capital Improvement Plan
- Adoption of Updated Capacity Charges for Water Service
- Adoption of Updated Procurement Policy

**RECOMMENDED ACTION:**

There was no action taken.

**OTHER MATTERS**

**ITEM 3: REPORTS OR COMMENTS FROM THE GENERAL MANAGER AND/OR STAFF**

---

Mr. Paludi provided updates on the following matters:

1. Metropolitan Water District of Southern California (MET) has scheduled a fourteen-day shutdown of the lower feeder pipeline for an emergency repair which will affect certain areas of the MET service area and include a restriction of no outdoor watering for the repair period. Mr. Paludi added that Municipal Water District of Orange County (MWDOC) and its member agencies have confirmed that this restriction will not affect Orange County due to planned conservation efforts.
2. Communities Associations of Rancho (CAR) Meeting – District staff will coordinate with homeowner associations (HOAs) on their irrigation demands and ongoing drought impacts.

**RECOMMENDED ACTION:**

None

**ADJOURNMENT**

Vice President Dopudja adjourned the August 1, 2022 Executive Committee Meeting at 5:37 p.m.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | SEPTEMBER 15, 2022**

**CONSENT CALENDAR**

**ITEM 5: APPROVAL OF DISTRICT PROPERTIES COMMITTEE MEETING RECAP**

---

**RECOMMENDED ACTION:**

*Approve the following District Properties Committee Meeting Recap(s) and recommend that the Board receive and file same (Consent Calendar):*

1. *April 14, 2022*

**CONTACTS (staff responsible): PALUDI/PEREA/SANGI**



## **TRABUCO CANYON WATER DISTRICT DISTRICT PROPERTIES COMMITTEE MEETING RECAP | AUGUST 29, 2022**

---

### **DIRECTORS PRESENT**

Vice President Stephen Dopudja, Committee Chair  
Director Ed Mandich, Committee Member

### **STAFF PRESENT**

Fernando Paludi, General Manager  
Michael Perea, Assistant General Manager

### **CONSULTANTS PRESENT**

None

### **PUBLIC PRESENT**

Jim Ruane, Orange County Fire Authority  
Patrick Bauer, Orange County Fire Authority

### **CALL MEETING TO ORDER**

Committee Chair/Vice President Dopudja called the August 29, 2022 District Properties Ad Hoc Committee Meeting to order at 5:00 p.m.

### **VISITOR PARTICIPATION**

No visitor participation was received.

### **ORAL COMMUNICATION**

No oral communication was received.

### **COMMITTEE MEMBER COMMENTS**

No comments were received.

### **REPORT FROM THE GENERAL MANAGER**

Mr. Paludi reported that Wastewater Operations staff have identified a leak on the sluice gate drain ventilation pipe on Dove Lake, and that District staff are working to repair the leak.

### **ITEM 1: APPROVAL OF DISTRICT PROPERTIES COMMITTEE MEETING RECAP**

---

Mr. Paludi presented the District Properties Committee Meeting Recap for Committee review in accordance with the agenda

### **RECOMMENDED ACTION:**

The Committee approved the April 14, 2022 District Properties Committee Meeting Recap and recommended that the Board of Directors receive and file the same (Consent Calendar).

**TRABUCO CANYON WATER DISTRICT  
DISTRICT PROPERTIES COMMITTEE MEETING | APRIL 14, 2022**

**OTHER MATTERS**

**ITEM 2: PRESENTATION TO THE COMMITTEE FROM ORANGE COUNTY FIRE AUTHORITY (OCFA)**

---

Mr. Paludi presented this matter for Committee consideration, and he introduced Mr. Ruane and Mr. Bauer to the Committee. Mr. Ruane provided a handout to the Committee which provided an overview of the OCFA's need for additional hand crew and heavy equipment facilities beyond Station 18 located in Trabuco Canyon which has currently reached its total capacity. Mr. Ruane briefly reviewed OCFA's goals for meeting the local area challenges due to its proximity to the wildfire interface, and he presented a proposed concept design of a wildland vehicle and apparatus storage facility/camp for Committee review. Discussion occurred concerning certain property access constraints and biological/environmental impact considerations. Mr. Ruane indicated that OCFA is interested in working with the District in the event there is an opportunity to acquire or lease property owned by the District for this type of facility. The Committee received the information for consideration. Mr. Ruane mentioned that the OCFA would follow up with the District with additional information concerning this proposed facility.

**RECOMMENDED ACTION:**

Committee to receive presentation at the time of the meeting. No action was taken.

**ITEM 3: REPORTS OR COMMENTS FROM THE GENERAL MANAGER AND/OR STAFF**

---

Mr. Paludi reported that Psomas Engineering has completed the biological resources assessment of the District's Porter Property, and that he would be scheduling a Committee Meeting to review the technical report.

**RECOMMENDED ACTION:**

No action was taken.

**ADJOURNMENT**

Vice President Dopudja adjourned the April 14, 2022 District Properties Committee Meeting at 6:15 p.m.

DRAFT

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | SEPTEMBER 15, 2022**

**ACTION CALENDAR**

**ADMINISTRATIVE MATTERS**

**ITEM 6: 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 2022/2023 Budgeted Board Expenses: \$43,000

**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. *August 2022*

**EXHIBIT(S):**

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

**CONTACTS (staff responsible): PALUDI/PEREA/SANGI**

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

MEETING DESCRIPTION	ACOSTA	CHADD	DOPUDJA	MANDICH	SAFRANSKI
<b>DISTRICT MEETINGS</b>					
Engineering/Operational Committee Meeting			08/03/22		08/03/22
Executive Committee Meeting		08/01/22	08/01/22		
Finance/Audit Committee Meeting	08/10/22			08/10/22	
Individual Meeting with General Manager	08/16/22	08/16/22	08/16/22	08/12/22	08/15/22
Regular Board Meeting		08/18/22	08/18/22		08/18/22
<b>REPRESENTATIVE MEETINGS</b>					
City of Rancho Santa Margarita Council Meeting					08/10/22
City of Rancho Santa Margarita Council Meeting				08/24/22	
City of Rancho Santa Margarita City Planning Commission Meeting	08/03/22				
Urban Water Institute Conference - San Diego, CA	08/24/22				
Urban Water Institute Conference - San Diego, CA	08/25/22				
Urban Water Institute Conference - San Diego, CA	08/26/22				
Independent Special Districts of Orange County - Monthly Lunch Meeting	08/02/22				
Municipal Water District of Orange County (MWDOC) Board Meeting	08/17/22				
Santiago Aqueduct Commission (SAC) Meeting					
South Orange County Wastewater Authority (SOCWA) Regular Board Meeting			08/04/22		
South Orange County Wastewater Authority (SOCWA) All-Hands Meeting			08/31/22		
South Orange County Integrated Regional Watershed Management Executive Committee - Monthly				08/04/22	
South Orange County Integrated Regional Watershed Management Executive Committee - Quarterly					
Water Advisory Committee of Orange County (WACO) Meeting	08/05/22				
<b>NUMBER OF MEETINGS ATTENDED</b>	<b>9</b>	<b>3</b>	<b>6</b>	<b>4</b>	<b>4</b>
<b>FEES (\$125 per each meeting*)</b>	<b>\$1,125.00</b>	<b>\$375.00</b>	<b>\$750.00</b>	<b>\$500.00</b>	<b>\$500.00</b>
<b>DIRECT REIMBURSABLE EXPENSES</b>					
Urban Water Institute Conference - Room & Board Expenses (attached)	\$872.18				
<b>DIRECT REIMBURSABLE EXPENSES TOTALS</b>	<b>\$872.18</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>INDIRECT REIMBURSABLE EXPENSES</b>					
<b>INDIRECT REIMBURSABLE EXPENSES TOTALS</b>					
<b>TOTAL</b>	<b>\$1,997.18</b>	<b>\$375.00</b>	<b>\$750.00</b>	<b>\$500.00</b>	<b>\$500.00</b>
<i>* Maximum per diem per day is one; maximum per diems per month is 10</i>					

\_\_\_\_\_  
DIRECTOR SIGNATURE

## EXPENSE CLAIM

Glenn Acosta  
Director, Trabuco Canyon Water District

Event: Urban Water Institute – Annual Conference  
Date: August 24-26, 2022  
Location: Mission Bay Resort, San Diego

### Hotel

\$249.06\* per night x 3 nights = \$747.18

### Hotel Parking

\$10 per day x 3 days = \$30

### Meals

None claimed

### Mileage

76 miles (Dove Canyon to Mission Bay Resort) \* \$0.625 per mile = \$47.50 x 2 = \$95.00 Round Trip

**Total Reimbursement: \$872.18**

\* Includes tax and fees

SAN DIEGO  
**MISSION BAY**  
 RESORT

Mr. Glenn Acosta  
 32003 Dove canyon drive  
 Trabuco Canyon CA 92679  
 United States

Room No. : 366  
 Arrival : 08-23-22  
 Departure : 08-26-22

Page No. : 1 of 1  
 Folio No. :  
 Conf. No. : 98779  
 Cashier No. :


**GUEST FOLIO**

Company Name: Urban Water Institute, Inc.  
 Group Name: Urban Water Institute's 28th Annual Wate

Date	Description	Charges	Credits
08-23-22	Covewood Lunch Food Room# 366 : CHECK# 0088	10.91	
08-23-22	Covewood Dinner Food Room# 366 : CHECK# 0179	20.84	
08-23-22	Accommodations	221.00	
08-23-22	Room Occupancy Tax 10.5 %	23.21	
08-23-22	Room TMD Tax 2%	4.42	
08-23-22	Room CTMA Tax .195%	0.43	
08-23-22	Overnight Parking	10.00	
08-24-22	Accommodations	221.00	
08-24-22	Room Occupancy Tax 10.5 %	23.21	
08-24-22	Room TMD Tax 2%	4.42	
08-24-22	Room CTMA Tax .195%	0.43	
08-24-22	Overnight Parking	10.00	
08-25-22	Covewood Lunch Food Room# 366 : CHECK# 0903	24.37	
08-25-22	Accommodations	221.00	
08-25-22	Room Occupancy Tax 10.5 %	23.21	
08-25-22	Room TMD Tax 2%	4.42	
08-25-22	Room CTMA Tax .195%	0.43	
08-25-22	Overnight Parking	10.00	
08-26-22	Visa XXXXXXXXXXXX4623 XX/XX		833.30
<b>Total Charges</b>		833.30	
<b>Total Credits</b>			833.30
<b>Balance</b>			<b>0.00</b>

**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
<b>DISTRICT PUBLIC MEETINGS</b>													
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	-	-	-	-	-	-	-	-	-	-	-	-
<b>PUBLIC MEETINGS</b>													
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	05/10/22	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
<b>CONFERENCES</b>													
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	Urban Water Institute (UWI) Annual Conference - San Diego, CA								8/24 - 8/26				
22	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 | SEPTEMBER 15, 2022**

**ACTION CALENDAR**

**ADMINISTRATIVE MATTERS**

**ITEM 7: 2022 BIENNIAL REVIEW OF TRABUCO CANYON WATER DISTRICT’S CONFLICT OF INTEREST CODE**

The Political Reform Act requires every agency to review its Conflict of Interest (COI) Code biennially and to notify the code reviewing body if their current code is accurate, or alternatively, that their code must be amended. In 2018, the Board of Directors adopted an updated COI Code by resolution (Resolution No. 2018-1262) which superseded all previously adopted COI Codes.

**TRABUCO CANYON WATER DISTRICT  
LIST OF DESIGNATED POSITIONS CONFLICT OF INTEREST CODE**

<b>DESIGNATED POSITIONS</b>	<b>DISCLOSURE CATEGORIES</b>
Board Member	OC-01
General Manager	OC-01
Assistant General Manager	OC-01
District Engineer	OC-01
Principal Engineer	OC-01
District Secretary	OC-01
District Treasurer	OC-01
General Legal Counsel	OC-01
Consultants	OC-30

It is appropriate at this time for the Board of Directors to review the current COI Code consistent with the Political Reform Act requirements. The deadline for submittal of the COI Code is dependent on the following:

- If the COI Code is not amended by Board action, the Biennial Review is required to be submitted to the Orange County Clerk of the Board in eDisclosure by **October 3, 2022**.
- If amendments to the COI Code are necessary, the Biennial Review is required to be submitted to the Orange County Clerk of the Board in eDisclosure by **December 31, 2022**.

District staff has reviewed the current COI Code with District General Legal Counsel and does not recommend amending the current COI Code.

**FUNDING SOURCE:**

Not applicable

**FISCAL IMPACT**

None

**ENVIRONMENTAL COMPLIANCE:**

Not applicable

**COMMITTEE STATUS:**

This matter was reviewed with the Executive Committee.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | SEPTEMBER 15, 2022**

**RECOMMENDED ACTION:**

*Receive information at the time of the Board Meeting and take action(s) if deemed appropriate*

**EXHIBIT(S):**

1. Resolution No. 2018-1262 - Resolution of the Board of Directors of Trabuco Canyon Water District Adopting a Conflict of Interest Code Superseding All Prior Conflict of Interest Codes and Amendments

**CONTACTS (staff responsible): PALUDI/PEREA/COLLINS**

**RESOLUTION NUMBER 2018-1262**

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
TRABUCO CANYON WATER DISTRICT ADOPTING A CONFLICT OF INTEREST CODE  
SUPERSEDING ALL PRIOR CONFLICT OF INTEREST CODES AND AMENDMENTS**

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**WHEREAS**, the Political Reform Act of 1974, Government Code Section 81000 et. seq. ("the Act"), requires a local government agency to adopt a Conflict of Interest Code pursuant to the Act; and

**WHEREAS**, the Trabuco Canyon Water District has previously adopted a Conflict of Interest Code and that Code now requires updating; and

**WHEREAS**, amendments to the Act have in the past and foreseeably will in the future require conforming amendments to be made to the Conflict of Interest Code; and

**WHEREAS**, the Fair Political Practices Commission has adopted a regulation, Title 2, California Code of Regulations, Section 18730, which contains terms for a standard model Conflict of Interest Code, which, together with amendments thereto, may be adopted by public agencies and incorporated by reference to save public agencies time and money by minimizing the actions required of such agencies to keep their codes in conformity with the Political Reform Act.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Trabuco Canyon Water District:

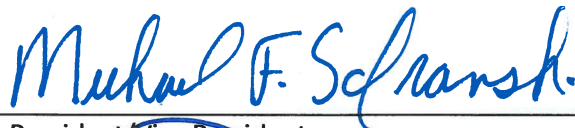
Section 1. The terms of Title 2, California Code of Regulations, Section 18730 (Attachment A) and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, together with Exhibits A and B in which members and employees are designated and disclosure categories are set forth, constitute the Conflict of interest Code of the Trabuco Canyon Water District.

Section 2. The provisions of all Conflict of Interest Codes and Amendments thereto previously adopted by the Trabuco Canyon Water District are hereby superseded.

Section 3. The Filing Officer is hereby authorized to forward a copy of this Resolution to the Clerk of the Orange County Board of Supervisors for review and approval by the Orange County Board of Supervisors as required by California Government Code Section 87303.

**ADOPTED, SIGNED AND APPROVED THIS 19<sup>th</sup> DAY OF DECEMBER 2018.**

TRABUCO CANYON WATER DISTRICT:



\_\_\_\_\_  
President/Vice President

  
\_\_\_\_\_  
Secretary/Assistant Secretary

STATE OF CALIFORNIA        )  
  ) ss.  
COUNTY OF ORANGE        )

I, Michael Perea, District Secretary of Trabuco Canyon Water District, do hereby certify that the foregoing resolution was duly adopted by the Board of such District at a meeting of such Board held on the 19<sup>th</sup> day of December 2018, of which meeting all of the members of the Board had due notice and at which a quorum thereof were present and acting throughout and for which notice and an agenda was prepared and posted as required by law and that at such meeting such resolution was adopted by the following vote:

- AYES:            Safranski, Chadd, Acosta, Dopudja, Mandich
- NOES:           None
- ABSTAIN:       None
- ABSENT:        None



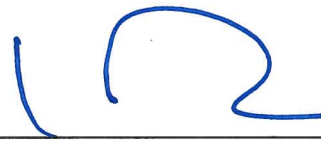
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District Secretary  
Trabuco Canyon Water District

STATE OF CALIFORNIA        )  
  ) ss.  
COUNTY OF ORANGE        )

I, Michael Perea, District Secretary of Trabuco Canyon Water District, do hereby certify that the foregoing is a full, true and correct copy of Resolution No. 2018- 1262 of such Board and that the same has not been amended or repealed.

Dated this 19<sup>th</sup> day of December 2018.



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District Secretary  
Trabuco Canyon Water District

## ATTACHMENT A

### CONFLICT OF INTEREST CODE FOR THE TRABUCO CANYON WATER DISTRICT

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The Political Reform Act, Government Code Sections 81000, et. seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Section 18730) which contains the terms of a standard Conflict of Interest Code, which may be incorporated by reference in an agency's code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix designating officials and employees and establishing disclosure categories shall constitute the Conflict of Interest Code of the Trabuco Canyon Water District.

Designated employees shall file statements of economic interests with the Trabuco Canyon Water District's Political Reform Act Filing Officer, Secretary of the Board of Directors, who will make the statements available for public inspection and reproduction (Government Code Section 82008). Upon receipt of the statements of Board Members, General Manager, Assistant General Manager, District Engineer, Principal Engineer, District Secretary, District Treasurer, General Legal Counsel, and Consultants as the Board deems appropriate, the Filing Officer shall make and retain a copy and forward the original of these statements to the Clerk of the Orange County Board of Supervisors. Statements for all other designated employees will be retained by the Filing Officer.

**EXHIBIT A**

**TRABUCO CANYON WATER DISTRICT  
LIST OF DESIGNATED POSITIONS CONFLICT OF INTEREST CODE**

<b>DESIGNATED POSITIONS</b>	<b>DISCLOSURE CATEGORIES</b>
Board Member	OC-01
General Manager	OC-01
Assistant General Manager	OC-01
District Engineer	OC-01
Principal Engineer	OC-01
District Secretary	OC-01
District Treasurer	OC-01
General Legal Counsel	OC-01
Consultants	OC-30

**EXHIBIT B  
TRABUCO CANYON WATER DISTRICT**

DISCLOSURE CATEGORY	DISCLOSURE DESCRIPTION
OC-01	All interest in real property in Orange County or the District, as well as investments, business positions and sources of income (including gifts, loans, and travel payments).
OC-30	Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest category in the code subject to the following limitation: The Trabuco Canyon Water District may determine that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure required. The Trabuco Canyon Water District's determination is a public record and shall be retained for public inspection by the filing officer.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | SEPTEMBER 15, 2022**

**ACTION CALENDAR  
ENGINEERING MATTERS**

**ITEM 8: SOUTH ORANGE COUNTY WASTEWATER AUTHORITY (SOCWA) JOINT POWERS AGREEMENT (JPA)  
DISCUSSION UPDATE**

The South Orange County Wastewater Authority (SOCWA) is a Joint Powers Authority (JPA) established in 2001 to facilitate and manage the collection, treatment, reuse, and disposal of wastewater across South Orange County. Each of the JPA’s ten member agencies have different levels of financial participation in SOCWA depending on the services and infrastructure they rely on through specific Project Committees, or PCs.

As a member of SOCWA, Trabuco Canyon Water District’s (District) participation in Project Committees is limited to PC-12 for the purpose of maintaining a Regional Board waste discharge permit for our wastewater recycling operations at the Robinson Ranch Wastewater Treatment Plant (RRWWTP). Although the District hauls its own sludge from RRWWTP, it is a partner to a sludge hauling contract with an independent third-party vendor through SOCWA. In total, the District is responsible for approximately 0.1% of the total SOCWA budget, including its allocation of O&M, PC-12, and SOCWA workforce unfunded pension liability (UAL) and retiree health benefits (OPEB). The approved SOCWA budget for FY 2022-23 includes the District’s obligation of \$61,528 and the District’s actual expenses towards SOCWA have averaged approximately \$46,000 over the past four years.

**Evaluation of Alternative to SOCWA PC-12 Services**

In order for the Board of Directors (Board) to make informed decisions regarding the District’s continued participation in SOCWA, staff retained the consulting firm DDB Engineering (DDB) to prepare a report summarizing the steps and estimated costs associated with the District assuming responsibility for its own recycled water system permitting and regulatory compliance, monitoring and reporting - services currently provided to the District through SOCWA. DDB’s draft Technical Memorandum (TM) is included as Exhibit A. The draft TM is thorough in scope and its findings regarding the estimated costs of a separate permit are appropriately conservative. For most cost components, a range is provided to account for some uncertainty regarding how they will ultimately be implemented. The draft TM compares the one-time and annual estimated costs of a separate permit to the District portion of the SOCWA annual budget, summarized as follows:

**Summary Comparison of Estimated Permitting Costs  
DDB Engineering Technical Memo**

<b>SEPARATE DISTRICT PERMIT (NEW)</b>		<b>SOCWA PC-12 PERMIT (STATUS QUO)</b>
Estimated One-Time Cost	Estimated Annual Cost	District Portion of SOCWA Budget
\$93,000 - \$290,000	\$43,300 - \$58,300	\$61,528

Notwithstanding the quality of SOCWA staff and the services they have historically provided, the District has for several years expressed concerns regarding the value of SOCWA membership (the Board requested an identical analysis from DDB in 2017), from the standpoint of overall District resources commitment and not just SOCWA budget obligations. In an effort to demonstrate a more complete and transparent permitting cost comparison, staff has included several expense categories supporting the District’s membership in SOCWA but not explicitly accounted for. These less obvious expenses, including staff, board member, and legal counsel participation in issues and meetings, are expected to continue to increase significantly as SOCWA members discuss and debate potential changes to the JPA ranging from modernizing the JPA language to fundamentally altering its governance structure.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | SEPTEMBER 15, 2022**

Because the DDB TM estimates both one-time and recurring annual costs for a separate District permit, staff’s comparison amortizes costs over a 10-year period. This “all-in” comparison assumes:

- Staff (General Manager) time commitments for both normal SOCWA board calendar meetings (regular board, budget workshop, finance committee, finance special committee, and executive committee) and JPA-related special meetings, with costs estimated as total hours spent in and traveling to/from meetings. Three annual “All-Hands” meetings regarding JPA issues are assumed for five years.
- SOCWA director meeting cost at the current District per-diem rate for both normal board calendar meetings and JPA-related special meetings. Note that only the number of meetings are included and not the total time the director spends preparing, traveling, and attending the meetings.
- Legal counsel billing on SOCWA-related matters, based on total hours billed in calendar year 2020 when several JPA document reviews were requested.
- To be conservative, the general manager’s rate and General Counsel billing rates are not escalated over the amortization period; increased staff hours and director-attended meetings spent on JPA-related special meetings and issues are only included for the first five-years of the amortization period; increases in District’s share of SOCWA budget due to SOCWA members leaving the JPA are not included.

**Summary Comparison of Estimated Permitting Costs  
“All-In” Comparison\***

<b>SEPARATE DISTRICT PERMIT (NEW)</b>	<b>SOCWA PC-12 PERMIT (STATUS QUO)</b>
\$67,000 - \$82,000**	\$88,000

\*average annual costs over a 10-year period

\*\* range of mid-level to maximum est. costs per DDB TM; also assumes worst-case scenario where District must produce a separate Salt and Nutrient Management Plan (SNMP)

When comparing the “status quo” cost (\$88,000) to more likely mid-level estimate of acquiring and maintaining a separate recycled water permit (\$67,000) - which includes paying for a separate District SNMP, pursuing a separate permit is significantly more cost-effective for the District and its ratepayers. It is also very likely that the District will be able to contract with SOCWA for SNMP services rather than be required to develop a separate SNMP. This would also further reduce the District’s average annual cost of self-permitting.

**FUNDING SOURCE:**

Not applicable

**FISCAL IMPACT:**

Undetermined at this time

**ENVIRONMENTAL COMPLIANCE:**

Not applicable

**RECOMMENDED ACTION:**

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

**EXHIBIT(S):**

DDB Engineering Technical Memorandum dated August 11, 2022.

**CONTACTS (staff responsible): PALUDI/PEREA/COLLINS**

# TECHNICAL MEMO - DRAFT

**To:** Fernando Paludi, Trabuco Canyon Water District  
**From:** Debra Burris, P.E., BCEE and Michael R. Welch, Ph.D., P.E.  
**CC:**  
**Date:** August 11, 2022  
**Re:** Recycled Water Permitting, Monitoring, Reporting, and Compliance

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This technical memorandum summarizes our investigation into the potential feasibility of Trabuco Canyon Water District (TCWD) to secure and administer its own separate water recycling permit for the Robinson Ranch Water Recycling Plant (WRP) and recycled water distribution-use system.

## 1 Background

### 1.1 Purpose of this Report

In 2017 DDB Engineering, Inc. and Michael R. Welch, Ph.D., P.E. prepared a brief report summarizing the steps and estimated costs that would be associated with TCWD assuming responsibility for its own recycled water system permitting and regulatory compliance, monitoring, and reporting. In 2022 TCWD requested that the prior report be updated. This technical memorandum summarizes our findings to date.

### 1.2 General TCWD Participation in SOCWA

TCWD is a member agency of the South Orange County Wastewater Authority (SOCWA). SOCWA is a Joint Powers Authority with ten member agencies located in southern Orange County, California. SOCWA is the regional agency managing collection, treatment, and disposal of wastewater as well as production of recycled water for irrigation and other approved uses.

TCWD participates in SOCWA Project Committee (PC) No. 2SO (aka PC 12) – Water Reclamation Permits. TCWD along with four other agencies are members of SOCWA PC 2SO (PC-12) listed in Table 1. PC 2SO membership has changed since 2017 in that El Toro Water District (ETWD) and Irvine Ranch Water District (IRWD) are no longer a members; this change resulted in adjustments to the percentages of participation based on recycled water use. PC 2SO is the only SOCWA project committee in which TCWD participates.

**Table 1. SOCWA PC 2SO (PC 12) Member Agencies and Recycled Water Use**

Member Agency	Recycled Water Use in 2021 (Acre-Feet [AF])	Percent of Total (%)
City of San Juan Capistrano (CSJC)	464	2.93
Moulton Niguel Water District (MNWD)	6,405	40.41
South Coast Water District (SCWD)	1,066	6.73
Santa Margarita Water District (SMWD)	7,009	44.22
Trabuco Canyon Water District (TCWD)	907	5.72
TOTAL	15,850	100.00

## 2 Existing Recycled Water Regulatory Permitting and Budget

### 2.1 SOCWA Recycled Water Permit

TCWD presently operates its Robinson Ranch WRP in accordance with Order No. 97-52 “Waste Discharge and Water Recycling Requirements for the Production and Purveyance of Recycled Water by Member Agencies of the South Orange County Reclamation Authority, Orange County” issued by the San Diego Regional Water Quality Control Board (RWQCB) on October 15, 1997. (SOCWA was formerly called SOCRA, hence the permit title). Therefore, SOCWA is the permittee for the TCWD Robinson Ranch WRP. Order No. 97-52 also covers other water recycling plants operated by other SOCWA PC 2SO members. Since its adoption, the RWQCB has issued five addenda revising Order No. 97-52; the most recent of these in 2019, Addendum No. 5, removed ETWD and IRWD from the permit to reflect SOCWA’s membership in PC 2SO. SOCWA collects information from the plant operators and submits monitoring and compliance reports to the RWQCB in accordance with Order No. 97-52 requirements.

TCWD monitors the Robinson Ranch WRP performance and recycled water quality and forwards data to SOCWA. SOCWA then prepares the monthly, quarterly, and annual reports demonstrating compliance with Order No. 97-52 for transmittal to the RWQCB.

Prior to commencement of operation and in compliance with Order No. 97-52, the Robinson Ranch WRP Title 22 Engineering Report was approved by the State Water Resources Control Board (SWRCB) Division of Drinking Water (DDW). The Robinson Ranch WRP has a design capacity of 0.85 million gallons per day (MGD) and produces disinfected tertiary-treated reclaimed water in compliance with Title 22 *Water Recycling Criteria* that is used for landscape irrigation at a golf course, parks, and greenbelts. TCWD augments the Robinson Ranch WRP reclaimed/recycled water supply with local urban runoff from its Urban Runoff Capture and Reuse Project. Combined, this non-potable water supply is delivered via pipelines to customers in the TCWD service area. The TCWD non-potable water distribution system consists of over five miles of pipeline, two booster pump stations, and two open storage reservoirs.

Related documentation pertaining to water reclamation approved by DDW include user site inspections, recycled water rules and regulations, and site supervisor training/certification program. SOCWA has been responsible for these recycled water approvals for systems collectively covered by Order No. 97-52.

## 2.2 TCWD Share of SOCWA Recycled Water Permit Compliance Budget

As a member of PC 2SO, TCWD pays SOCWA for the recycled water permit compliance, monitoring, and reporting. TCWD prepares a monthly report detailing Robinson Ranch WRP performance data and transmits it to SOCWA. SOCWA collects similar monthly reports from other PC 2SO agencies and submits the monthly, quarterly, and annual compliance reports to the RWQCB. In addition to the permit compliance costs, SOCWA allocates a portion of its general fund costs to its member agencies.

The details of SOCWA’s costs assigned to TCWD are available in SOCWA’s budget. The SOCWA *Fiscal Year 2022-23 Budget* was approved by the SOCWA Board of Directors on May 19, 2022.

(<http://www.socwa.com/wp-content/uploads/2022/05/Final-Budget-Book-Final-2022-23.pdf>) TCWD pays for its share of SOCWA’s costs for (1) operation and maintenance (O&M) environmental, safety expenses, (2) administrative and residual engineering costs, (3) general fund costs, and (4) Unfunded Accrued Liability (UAL) pension liability and Other Post-Employee Benefits (OPEB), retiree health costs. Table 2 summarizes these cost components attributed to TCWD and compares the current FY 2022-23 budget with the previous FY 2021-22 budget.

**Table 2. Summary of TCWD Share of SOCWA Budget: FY 2021-22 and FY 2022-23**

SOCWA Budget Component for TCWD	FY 2021-22 Budget (\$)	FY 2022-23 Budget (\$)	Difference <sup>1</sup> (%)
O&M, Environmental & Safety Costs	\$10,704	\$44,932	+320%
Administrative & Residual Engineering Costs	\$1,244	\$4,782	+284%
<i>Subtotal</i>	<i>\$11,948</i>	<i>\$49,714</i>	<i>+316%</i>
General Fund Costs	\$11,825	\$11,460	-3.1%
Pension Liability & Retiree Health (UAL & OPEB) <sup>2</sup>	\$295	\$353	+197%
<b>TOTAL</b>	<b>\$24,068</b>	<b>\$61,528<sup>3</sup></b>	<b>+156%</b>

<sup>1</sup> Change over a 1-year period, from FY 2021-22 to FY 2022-23

<sup>2</sup> Allocation of UAL and OPEB annual payments is based on a SOCWA Board approved actuarial methodology, of which TCWD’s cost is 0.02%.

<sup>3</sup> Total is rounded up to match SOCWA’s budget.

Comparison of the two years reveals that the main differences between TCWD’s share of the SOCWA FY 2021-22 budget and FY 2022-23 budget are in the amounts of the O&M, Environmental & Safety and Administrative & Residual Engineering Costs allocated to TCWD. Collectively, these budget components have roughly tripled annual costs for TCWD between FY 2021-22 and FY 2022-23.

The PC 2SO O&M budget is split 50/50 into two parts: (1) variable costs, which are flow-weighted; and (2) fixed costs, which are equally divided. TCWD’s flow percentage in PC 2SO increased from 2.8% in FY 2021-22 to 5.72% in FY 2022-23, primarily due to increased recycled water production by TCWD and reduced recycled water production by MNWD and SCWD. The other factor that continues to impact TCWD’s portion of the fixed cost was the departure of ETWD and IRWD from PC-2SO in 2019; this left

only five PC-2SO member agencies (CSJC, MNWD, SMWD, SCWD, and TCWD). The 20% share of SOCWA's O&M costs for PC-2SO assigned to TCWD did not change between FY 2021-22 and FY 2022-23; however, the total PC-2SO O&M costs increased significantly, thus resulting in higher TCWD costs (See Table 2).

SOCWA's administration, residual engineering, and general fund expenses are distributed to project committees. Of the total administration, residual engineering, and general fund expenses, costs assigned to PC 2SO were 0.5% in FY 2021-22 and 1.8% in FY 2022-23. SOCWA's total administration, residual engineering, and general fund expenses stayed about the same over this period. In FY 2021-22, TCWD paid a portion of SOCWA's annual administration and residual engineering expenses (\$1,244). For FY 2022-23, TCWD's share of SOCWA's annual administration and residual engineering budget increased (\$4,782). The comparison of TCWD's share of SOCWA's general fund expenses decreased slightly over this period (See Table 2).

Overall, TCWD's portion of SOCWA's budget more than doubled between FY 2021-22 and FY 2022-23.

### 2.3 Other SOCWA Agencies Recycled Water Permits and Compliance Budgets

Three SOCWA agencies each have their own recycled water permits:

- City of San Clemente (CSC),
- El Toro Water District (ETWD), and
- Irvine Ranch Water District (IRWD).

The above agencies are responsible for securing permits, preparing required water recycling documentation, and compliance monitoring and reporting for their facilities. While members of SOCWA, their facilities are covered by separate permits, for which they are responsible.

## 3 Feasibility of Separate TCWD Recycled Water Permit

### 3.1 Regulatory Overview

The RWQCB regulates the treatment and distribution of recycled water through the issuance of permits called Waste Discharge Requirements (WDRs). Two common forms of WDRs used to regulate recycled water treatment and use include:

- water reclamation requirements, which regulate recycled water production from designated recycled water treatment facilities and reuse at a designated set of reuse sites, and
- master recycled water requirements, which regulate recycled water production from designated recycled water treatment facilities, and reuse at any site within the agency's service area that is approved by DDW and the County.

Many WDRs issued by the San Diego RWQCB (including SOCWA's current recycled water permit) have been in effect for 20 or more years, and do not reflect current recycled water policies and requirements established by the SWRCB and RWQCB. As a result, the RWQCB is in the process of updating each of the region's WDRs. Once the updated WDRs are adopted by the RWQCB, recycled water agencies will be facing increased permitting costs as a result of increased compliance requirements and increased monitoring and reporting provisions.

In 2016, SOCWA submitted a Report of Waste Discharge (RWD) to the RWQCB in application for updated WDRs. The SOCWA RWD addressed recycled water use within all PC 2SO agencies, including TCWD. The SOCWA RWD requested that the RWQCB issue the requirements in the form of a master recycling permit. Such a master recycled water permit would allow SOCWA and its member agencies to utilize recycled water within designated basins without the need for site-by-site approval by the RWQCB (site approval by the County of Orange would still be required). SOCWA's 2016 RWD proposed a level of recycled water use that was consistent with provisions of the SOCWA Salt and Nutrient Management Plan (SNMP) that SOCWA had submitted to the RWQCB in 2014. The 2014 SOCWA SNMP addressed salinity management issues and the consistency of recycled water use with Basin Plan groundwater quality objectives. The 2014 SNMP was prepared in accordance with guidelines adopted by the RWQCB and SNMP provisions established by the SWRCB in the 2013 version of the Recycled Water Policy.

It was anticipated the RWQCB would act to update the SOCWA WDRs in 2018 or 2019. In December 2018, however, the SWRCB adopted a revised version of the Recycled Water Policy which became effective on April 8, 2019. The updated SWRCB Recycled Water Policy established new technical guidance on how SNMPs must address Basin Plan water quality compliance and compliance with State antidegradation requirements. Additionally, the updated Recycled Water Policy established specific requirements and procedures for RWQCB review and approval of the SNMPs. Since the 2014 version of the SOCWA SNMP did not address the new requirements of the updated Recycled Water Policy, the RWQCB placed a hold on updating the SOCWA WDRs until a new version of the SNMP could be prepared and approved by the RWQCB. SOCWA has initiated efforts to produce a new version of the SNMP that addresses 2018 Recycled Water Policy requirements. Until this occurs, however, SOCWA and its member agencies will continue to operate under the existing SOCWA WDRs.

### 3.2 RWQCB Permitting and Compliance

If TCWD were to pursue its own recycled water permit, TCWD would be the permittee and would be responsible for all compliance, monitoring, and reporting requirements established within the permit. Additionally, TCWD would be responsible for performing any special studies required as part of the permit. To pursue its own recycled water permit, TCWD would need to:

- notify SOCWA and the RWQCB that TCWD is withdrawing from coverage within SOCWA's recycled water permit,
- submit an RWD in application for WDRs to regulate TCWD's recycled water treatment and reuse operations,
- coordinate with the RWQCB during RWQCB's permit issuance process, and
- pay annual SWRCB WDR permit fees.

Annual fees for WDRs are established within Section 2300, Title 23, Division 3, Chapter 9 of the *California Code of Regulations*. Annual fees for WDRs for sanitary sewer systems are based on population, and current FY 2021-2022 fees for a recycled water agency of TCWD's size (service population less than 50,000) would be \$3,326.

As noted, the current generation of updated WDRs issued by the RWQCB typically incorporate a number of additional requirements not currently addressed within SOCWA's current WDR, including:

- updated DDW Title 22 requirements related to treatment and disinfection, recycled water use, and recycled water monitoring and reporting, and
- requirements to implement provisions of the SWRCB Recycled Water Policy, including:
  - a) provisions to implement current SWRCB recycled water monitoring and reporting requirements (including monitoring for toxic organic compounds),
  - b) requirements to regulate the distribution of recycled water at fill stations,
  - c) requirements to implement SNMP provisions of the Recycled Water Policy, and
  - d) requirements related to Basin Plan modifications implemented by the RWQCB for regulating nitrate concentrations in groundwater.

TCWD will face updated Title 22 requirements and SWRCB Recycled Water Policy requirements regardless of whether TCWD remains part of the SOCWA permit or whether TCWD pursues its own permit. In either event, TCWD may face increased costs related to monitoring or demonstrating compliance with the updated requirements. The amount of increased monitoring and compliance costs, however, will likely be the same for TCWD regardless of whether TCWD pursues its own permit or continues to be covered under SOCWA's recycled water permit.

If TCWD were to pursue its own recycled water permit, however, it is probable that TCWD's permit would include the following requirements or provisions:

1. **Nitrate Study.** Almost all updated WDRs issued by the RWQCB in the past few years include requirements mandating the development and submission of a Nitrate Study Work Plan and implementation of a Nitrate Study to assess compliance with RWQCB groundwater quality objectives for nitrate. Supplemental recycled water and groundwater monitoring would be required as part of this study, along with an assessment of recycled water use, nitrate loads, and irrigation use practices.
2. **Salt and Nutrient Management Plan (SNMP).** Updated WDRs issued by the RWQCB either mandate the development of a SNMP or mandate the recycled water agency's participation in a regional SNMP. If TCWD were to pursue a separate recycled water permit, TCWD would likely be required to either (1) continue participation in SOCWA's ongoing SNMP effort or (2) develop a TCWD-specific SNMP for the Upper Trabuco basin. Development of its own SNMP under the new Recycled Water Policy requirements may cost in excess of \$150,000, with no guarantee that money spent will result in RWQCB acceptance and approval of the TCWD SNMP. As a result, continued participation in SOCWA's ongoing SNMP effort would likely represent a more cost-effective SNMP compliance avenue for TCWD. While SNMP issues and tasks remain pending within the SOCWA SNMP effort, SOCWA has been coordinating with the RWQCB to address RWQCB issues and to ensure that tasks required under the Recycled Water Policy are implemented. As a result, it is probable that the SOCWA SNMP effort can be concluded significantly in advance of a any separate TCWD effort to develop its own SNMP.
3. **Groundwater Monitoring Plan (GMP).** Many updated WDRs are including requirements for the development and submission of a GMP which identifies proposed groundwater monitoring wells for (1) characterizing groundwater in the vicinity of recycled water use sites and (2) demonstrating SNMP conformance. Because SOCWA's ongoing SNMP implements a region-

wide groundwater monitoring program, it is unlikely that SOCWA’s updated recycled water permit will include any provision for submission of a GMP. If TCWD were to pursue its own recycled water permit, however, it is probable that the RWQCB would require TCWD to either (1) prepare its own GMP, or (2) continue to participate in SOCWA’s regional SNMP effort.

Table 3 summarizes estimated one-time costs associated with TCWD’s pursuit of its own recycled water permit, including developing the initial permit application (RWD), and preparing the one-time studies and submittals likely to be included by the RWQCB within TCWD’s recycled water permit.

**Table 3. Estimated One-Time Costs for RWQCB Compliance Under a Separate RWQCB Permit**

<b>Water Recycling Permitting and Compliance</b>	<b>Estimated One-Time Cost</b>
Initial Report of Waste Discharge and Permit Adoption	\$15,000 - \$25,000
Groundwater Monitoring Plan (GMP)	\$0 - \$10,000
Nitrate Study Work Plan and Nitrate Study	\$20,000 - \$30,000
Salt and Nutrient Management Plan (SNMP)	\$0 - \$150,000

Note: Costs for the GMP and SNMP would be dependent on whether it is possible for TCWD to continue to participate in the ongoing SOCWA SNMP or whether TCWD would need to develop its own GMP and SNMP.

As noted, TCWD currently collects and analyzes recycled water quality samples pursuant to monitoring requirements established in SOCWA’s existing recycled water permit. TCWD transmits formatted data to SOCWA, who in turn incorporates TCWD’s information in overall monthly, quarterly, and annual reports submitted by SOCWA to the RWQCB. TCWD also submits quarterly recycled water user reports to SOCWA which SOCWA incorporates into overall quarterly reports forwarded to the RWQCB. Updated WDRs (regardless of whether TCWD pursues its own permit or stays under SOCWA) will likely involve increased annual monitoring and reporting costs. As summarized below, however, TCWD’s annual monitoring costs may be roughly the same regardless of whether TCWD pursues its own recycled water permit or whether TCWD opts to retain coverage under SOCWA’s recycled water permit:

1. **Water Quality Monitoring.** Updated WDRs will involve several additional monitoring requirements not currently included in the SOCWA permit, including the need to continuously monitor chlorine contact time and the need for periodic monitoring of recycled water for priority pollutants. It is probable, however, that routine recycled water monitoring costs under a stand-alone TCWD recycled water permit will not be significantly different than monitoring costs should TCWD remain under the SOCWA permit.
2. **Recycled Water Use Site Reporting.** Updated WDRs will likely involve increased reuse site reporting requirements (e.g. reporting of onsite nitrate use), but overall quarterly reporting costs under a stand-alone TCWD recycled water permit should not be significantly different than quarterly reporting costs under the SOCWA permit.
3. **Groundwater Monitoring.** As noted, TCWD currently participates in groundwater monitoring associated with SOCWA’s ongoing SNMP effort. If arrangements with SOCWA are implemented that allow for TCWD’s continued participation in the SOCWA SNMP effort, TCWD’s groundwater monitoring costs are not likely to significantly change. If TCWD were to pursue its own monitoring program or SMNP, however, TCWD’s costs for groundwater monitoring could significantly escalate, depending on monitoring needs identified within TCWD’s SNMP and GMP.

While no significant differences are foreseen in overall annual monitoring costs, TCWD would be responsible for two key administrative duties currently performed by SOCWA should TCWD pursue its own recycled water permit:

1. **Report Submittal Costs.** Under its own recycled water permit, TCWD would be responsible for:
  - a. placing data into the submittal format required by the permit,
  - b. reviewing and checking the data for accuracy,
  - c. preparing and signing a cover letter than summarizes violations, corrective actions and time schedules for compliance.
2. **Annual Reports.** Under its own recycled water permit, TCWD would be responsible for summarizing water quality data and reuse site data into annual summary reports.
3. **Ongoing RWQCB Coordination.** Under its own recycled water permit, TCWD would be responsible for all coordination and contacts with the RWQCB regarding report submittals, operations, inspections, violations, permit issues, monitoring data, and recycled water use report.

RWQCB coordination efforts would be dependent on compliance issues, stability of facilities and operations, and RWQCB inspection schedules. Based on contacts with similar sized agencies within the San Diego Region, it is anticipated that administrative time associated report submittals, annual reporting, and ongoing RWQCB coordination would annually be on the order of 0.2 to 0.3 personnel-years (full-time equivalents [FTEs]). In other words, while TCWD already prepares monitoring reports for submittal to SOCWA, TCWD would incur an additional cost associated approximately equal to 0.2 to 0.3 FTEs to administer its own separate permit and to coordinate with the RWQCB. Based on a nominal unit cost of \$150,000 per FTE, the annual cost for the annual additional labor cost for TCWD to administer its own permit and coordinate regulatory activities is estimated at \$30,000 to \$45,000. These costs may be higher the first year or two as the TCWD coordinator comes up to speed on required coordination duties.

In addition to increased TCWD administration costs, if TCWD were to pursue its own recycled water permit, TCWD may periodically need to engage qualified outside technical consultants to:

- assist TCWD in addressing RWQCB questions, RWQCB informal information requests, or RWQCB formal compliance actions, or
- prepare and submit any RWQCB-mandated technical reports, which the RWQCB requires be prepared and signed by a licensed professional engineer.

Given TCWD's excellent historic compliance record, it is anticipated that the need for such outside technical services would be rare. Based on regulatory experiences from similar-sized agencies in Southern California, however, it is recommended that TCWD annually budget an additional \$5,000 to \$10,000 as a contingency against such needs.

As a final note, if TCWD were to pursue its own recycled water permit, TCWD would likely see no change in costs or procedures related to:

1. **Reuse Site Approval/County Coordination.** Under the current SOCWA permit, TCWD is responsible for coordinating with the Environmental Health Division of the Orange County Health Care Agency (OCHCA) to demonstrate adequate cross-connection protection and to secure County approval for any new proposed recycled water use sites or for modified recycled water distribution facilities. These reuse site approval responsibilities would not change should TCWD pursue its own recycled water permit.
2. **Sludge Reporting.** As part of ocean outfall permits, SOCWA is required to submit annual sludge (biosolids) reports pursuant to Section 503 of the Clean Water Act. While TCWD is not part of the SOCWA NPDES permits, the 1.1 mgd Robinson Ranch WRP falls under U.S. Environmental Protection Agency (EPA) electronic NPDES reporting rules which mandate the submission of annual biosolids reports for publicly owned treatment works that exceed a 1.0 mgd design capacity. To comply with this requirement, TCWD currently conducts annual biosolids monitoring and provides biosolids production, quality, and disposition information to SOCWA for inclusion in the annual SOCWA biosolids report. Instead of forwarding biosolids information to SOCWA, TCWD would need to directly submit annual biosolids reports to EPA and the California Environmental Protection Agency (CalEPA) in the event that TCWD were to secure its own recycled water permit. Since TCWD already develops all of the requisite biosolids data, the only additional biosolids reporting cost to TCWD associated with TCWD obtaining its own recycled water permit would be additional administrative costs (estimated above) associated with formatting and submitting the requisite annual electronic biosolids report.
3. **Pretreatment Reporting.** As an NPDES discharger, SOCWA maintains an EPA-approved pretreatment program that involves facility inspections and the submittal of an annual report. Pretreatment reporting is not part of PC 12, and it is not anticipated that TCWD would face any pretreatment-related requirements if TCWD were to pursue its own recycled water permit.
4. **Air Quality Reporting.** TCWD's pursuit of its own recycled water permit is not anticipated to result in any change in air quality reporting requirements imposed by the South Coast Air Quality Management District.
5. **Sanitary Sewer Overflow (SSO) Reporting.** TCWD is required to participate in the statewide SSO reporting program, and no changes in SSO-reporting requirements are anticipated if TCWD were to pursue its own recycled water permit.

### 3.3 Compliance with DDW Requirements

DDW is an important review agency and participant in the RWQCB permit process, and all DDW recycled water requirements are incorporated into the WDRs issued by the RWQCB.

If TCWD were to pursue its own separate water recycling permit, TCWD would be the permittee and responsible for submittal of the DDW-related compliance reports. DDW treatment, monitoring, and reuse regulations have changed significantly since the existing SOCWA recycled water permit was issued in 1997. As a result, it is probable that DDW would recommend that any recycled water permit issued by the RWQCB to TCWD would need to include requirements for TCWD to develop updated versions of:

- the *Title 22 Engineering Report for the TCWD Robinson Ranch Wastewater Treatment Plant*,
- user site compliance reports and inspections,
- recycled water rules and regulations, and
- site supervisor training/certification program.

The updated Title 22 Engineering Report for the Robinson Ranch WRP and user site compliance reports should be fairly straightforward provided that significant changes in treatment capacity or processes or additional uses or customers are not proposed. That said, a new version of the *Title 22 Recycled Water Criteria* was issued in 2018. DDW will likely review the updated Title 22 Engineering Report for the Robinson Ranch WRP, distribution system and uses in more detail than in the past, which could impact the cost and schedule. As noted earlier, TCWD is responsible for coordination with OCHCA for reuse site inspections and approvals. The existing user site approvals should remain in place if TCWD secured its own RWQCB permit, although minor notification regarding the new permit to OCHCA may be necessary.

While TCWD would need to update and adopt its recycled water rules and regulations and site supervisor program, these could be based on the SOCWA documents already in place, which TCWD currently follows. The SOCWA documents could also serve as a template for TCWD to update its own rules and regulations and site supervisor training/certification program.

Table 4 presents estimated one-time cost for TCWD to secure DDW approvals of water recycling documentation that would likely be required under a new separate RWQCB permit.

**Table 4. Estimated Cost for DDW Compliance Under a Separate RWQCB Permit**

Water Recycling Documentation	Estimated One-Time Cost
Updated Title 22 Engineering Report	\$40,000 - \$50,000
Updated user site compliance reports and inspections	\$0 - \$3,000
Recycled water rules and regulations	\$10,000 - \$12,000
On-site supervisor training/certification program	\$8,000 - 10,000

Note: Requirements for these activities would likely be established within updated WDRs issued to TCWD by the RWQCB. It is assumed that a separate RWQCB permit would require TCWD to submit the above documentation.

## 4 Summary and Comparison of Options

Table 5 on the following page summarizes and compares the estimated costs that would be associated with TCWD securing its own separate RWQCB permit with the TCWD portion of SOCWA’s FY 2022-23 budget (i.e., maintain participation in SOCWA’s permit). The separate permit option includes the one-time RWD application and other required RWQCB and DDW documentation. In addition to the annual permit fee, it is anticipated that the continuing costs of monthly, quarterly, and annual reporting combined with managing the permit would be higher under a separate permit.

**Table 5. Summary of Estimated Permitting and Compliance Costs and Comparison of Options**

Water Recycling Permitting and Compliance	Separate TCWD Permit		TCWD Remains in SOCWA PC 2SO (PC 12) Permit
	Estimated One-Time Cost	Estimated Annual Cost	TCWD Portion of SOCWA FY 2022-23 Budget
Initial Report of Waste Discharge and Permit Adoption	\$15,000 - \$25,000		-
Groundwater Monitoring Plan	\$0 - \$10,000		-
Nitrate Study Work Plan and Nitrate Study	\$20,000 - \$30,000		-
Salt and Nutrient Management Plan	\$0 - \$150,000		-
Updated Title 22 Engineering Report	\$40,000 - \$50,000		-
Updated User Site Compliance Reports and Inspections	\$0 - \$3,000		-
Recycled Water Rules and Regulations	\$10,000 - \$12,000		-
On-site Supervisor Training/ Certification Program	\$8,000 - \$10,000		-
Annual RWQCB Permit Fee (based on FY 2021-22 fee schedule)		\$3,326	-
Permit Compliance, Monitoring and Reporting (Regulatory Coordination)	-	\$40,000 - \$55,000 <sup>1</sup>	\$44,932
SOCWA Administration	-	-	\$4,782
SOCWA General Fund, including UAL and OPEB	-	-	\$11,813
<b>TOTAL</b>	<b>\$93,000 - \$290,000</b>	<b>\$43,300 - \$58,300<sup>2</sup></b>	<b>\$61,528<sup>3</sup></b>

1 The above \$40,000 - \$55,000 annual cost for permit compliance, monitoring and reporting is based on TCWD administrative personnel costs of \$30,000 - \$45,000 (representing 0.2 to 0.3 FTE), and a \$5,000 - \$10,000 contingency for outside technical services.

2 Value rounded to nearest \$100.

3 Rounded to match SOCWA's budget

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | SEPTEMBER 15, 2022**

**ACTION CALENDAR**

**LEGISLATIVE AND OTHER MATTERS**

**ITEM 9: ORANGE COUNTY FIRE AUTHORITY (OCFA) INTEREST IN DISTRICT PROPERTY**

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Orange County Fire Authority (OCFA) has approached the District expressing interest in potentially locating a new “Wildland Heavy Vehicle and Apparatus Storage Facility” (Wildland Facility) on District property. OCFA representatives presented the concept for the planned Wildland Facility to the District Properties Committee on August 29, 2022 and explained that the State of California has allocated funding to OCFA for this purpose. In addition to storing heavy vehicles and equipment to be used for fire suppression in the wildland areas, the new Wildland Facility is intended to house an additional hand crew for day-time activity. OCFA’s other hand crew facility, Station 18 in Trabuco Canyon, has reached maximum capacity.

Staff believes there are potential benefits to the District, its customers and ratepayers, and the local communities in and around Trabuco Canyon and south Orange County, of locating a new OCFA facility on District property that is specifically designed for fire suppression in the wildland areas. Coincident with this new opportunity, the District is interested in understanding the potential uses and value of the property it owns in Trabuco Canyon (commonly referred to as the “Porter Property”) and has engaged a consultant to perform a biological resources assessment of the property. The District Properties Committee will soon be reviewing the preliminary findings of this assessment.

OCFA is exploring options for a new facility with a sense of urgency, given the importance of applying more fire-fighting resources to the wildland areas or Orange County. Staff is therefore requesting the authority to negotiate a Letter of Intent with OCFA to explore the feasibility of District real property as a potential location for a new OCFA wildland resource facility.

**FUNDING SOURCE:**

Not applicable

**FISCAL IMPACT:**

No fiscal impact identified at this time.

**ENVIRONMENTAL COMPLIANCE:**

Not applicable

**COMMITTEE STATUS:**

This matter has not been reviewed at the Committee level.

**RECOMMENDED ACTION:**

*Authorize the General Manager to negotiate a Letter of Intent with Orange County Fire Authority to evaluate the feasibility of locating a wildland resource facility on District property.*

**EXHIBIT(S):**

None.

**CONTACTS (staff responsible): PALUDI/PEREA**

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | SEPTEMBER 15, 2022**

**ACTION CALENDAR  
LEGISLATIVE AND OTHER MATTERS  
ITEM 10: DROUGHT UPDATE**

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Staff may provide information at the time of the meeting.

**RECOMMENDED ACTION:**

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

**CONTACTS (staff responsible): PALUDI/PEREA**

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | SEPTEMBER 15, 2022**

**LEGISLATIVE AND OTHER MATTERS**

**ITEM 11: LOCAL GOVERNMENTAL AND LEGISLATIVE MATTER(S)**

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Staff may provide information at the time of the meeting.

**RECOMMENDED ACTION:**

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

**CONTACTS (staff responsible): PALUDI**