



**REGULAR BOARD MEETING AGENDA  
TRABUCO CANYON WATER DISTRICT  
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA  
ADMINISTRATIVE FACILITY, BOARD ROOM  
OCTOBER 20, 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. September 15, 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. September 14, 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. August 2022

c. PAYMENT OF BILLS FOR CONSIDERATION

**RECOMMENDED ACTION:**

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

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

**RECOMMENDED ACTION:**

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

1. September 7, 2022

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

**RECOMMENDED ACTION:**

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

1. September 7, 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**

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

### **ADMINISTRATIVE MATTERS**

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#### **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. September 2022

#### **ITEM 7: DISCUSSION AND CONSIDERATION OF A RESOLUTION CONCERNING THE HOLDING OF REGULAR MEETINGS OF THE BOARD OF DIRECTORS AND AMENDING THE RULES AND REGULATIONS OF THE TRABUCO CANYON WATER DISTRICT**

**RECOMMENDED ACTION:**

*Adopt Resolution No. 2022-1309 – Resolution of the Board of Directors of the Trabuco Canyon Water District Providing for the Holding of the Regular Meeting of the Board of Directors and Amending the Rules and Regulations of the Trabuco Canyon Water District.*

#### **ITEM 8: PROCLAMATION RECOGNIZING THE CONTRIBUTIONS OF SOUTH COAST WATER DISTRICT DIRECTOR WAYNE RAYFIELD**

**RECOMMENDED ACTION:**

*Approve and direct District staff to deliver a proclamation honoring South Coast Water District Director Wayne Rayfield's service to the water community and customers of SCWD.*

### **ENGINEERING MATTERS**

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#### **ITEM 9: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING ROSE CANYON AND LANG WELLS CLEANING AND PUMP INSTALLATION**

**RECOMMENDED ACTION:**

*Authorize the General Manager to execute a contract for Rose and Lang Wells Cleaning and Pump Installation to Best Drilling and Pump, Inc. in the not to exceed amount of \$58,900.00.*

#### **ITEM 10: 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**

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**ITEM 11: ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA) PROPOSED AMENDED & RESTATED BYLAWS**

**RECOMMENDED ACTION:**

*Designate District representatives as Voting Delegate and Alternate Voting Delegate to vote on the proposed amended and restated bylaws at the Association of California Water Agencies (ACWA) General Session Membership Meeting, and take related action(s).*

**ITEM 12: ORANGE COUNTY FIRE AUTHORITY (OCFA) INTEREST IN DISTRICT PROPERTY**

**RECOMMENDED ACTION:**

*This item is for information only.*

**ITEM 13: DROUGHT STATUS UPDATE**

**RECOMMENDED ACTION:**

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

**ITEM 14: 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**

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ITEM 15: \_\_\_\_\_

ITEM 16: \_\_\_\_\_

**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**



**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING AGENDA | OCTOBER 20, 2022**

**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:*

**November 17, 2022 | December 15, 2022 | January 19, 2022**



**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | OCTOBER 20, 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. September 15, 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 | SEPTEMBER 15, 2022**

The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD or District) conducted on September 15, 2022, was called to order by President Chadd at 7:02 p.m. in the Board Room at the District Administrative Facility located at 32003 Dove Canyon Drive, Trabuco Canyon, California. Mr. Michael Perea, District Board Secretary, transcribed the minutes thereof.

### **DIRECTORS PRESENT**

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

### **STAFF PRESENT**

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

### **DISTRICT CONSULTANTS PRESENT**

Claire Collins, General Legal Counsel – Hanson Bridgett LLP

### **PUBLIC PRESENT**

None

### **PLEDGE OF ALLEGIANCE**

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

### **ITEMS TOO LATE TO BE AGENDIZED**

None

### **VISITOR PARTICIPATION & ORAL COMMUNICATION**

None

### **DIRECTOR'S COMMENTS**

Director Acosta reported on his attendance at the Urban Water Institute Conference in San Diego, and he commented on a presentation related to the impacts of Colorado River water allocations.

Director Safranski reported on his attendance at the City Rancho Santa Margarita Counsel meeting, and he commended Mr. Paludi on his presentation on the District's drought response efforts including rebates.

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

Director Mandich reported on his attendance at the following events:

- City of Rancho Santa Margarita City Council Meeting which included a public hearing on the City's housing element report.
- RSM Chamber of Commerce State of the City event which included a presentation by Mayor Anne Figueroa and was attended by local elected officials, including U.S. Representative Young Kim.
- Director Mandich reported that he will not attend the upcoming South County Integrated Regional Watershed Management (IRWM) Executive Committee meeting.

Director Dopudja reported on his attendance at the Urban Water Institute Conference and the State of the City event.

**REPORT FROM THE GENERAL MANAGER**

Mr. Paludi reported on the following matters:

- Urban Water Institute Conference in San Diego as a moderator on the Human Resources panel and he provided highlights on current Human Resource matters.
- Reminded the Board of Directors of the Municipal Water District of Orange County (MWDOC) and Orange County Water District (OCWD) Orange County Water Summit the following day at the Disney Grand California Hotel.
- The IRWM Executive Committee is scheduled to vote on proposed grant funding projects, including the District's Dove & Tick Creek pump station expansion project, on September 27, 2022.
- Commended District staff on the implementation of the new digital requisition system.

**REPORT FROM THE ASSISTANT GENERAL MANAGER**

Mr. Perea reported on the following matters:

- Wastewater Operations and Maintenance Department have completed and installed the upgraded Dove Lake Barge Pump this week which will increase the production of recycled water.
- Acknowledged the birthdays of District employees Mr. Blake Smith, Wastewater Operations Chief Plant Operator, and Mr. Chris Holbrook, Customer Service Field Technician II.

Ms. Collins indicated a clerical error on the agenda for Item 5 that the attached meeting recap was for the August 29, 2022 meeting.

**Action:** A motion was made by Director Acosta and seconded by Director Safranski to approve the amended Consent Calendar.  
The motion was approved by a vote of 5 - 0.

**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 5 - 0.

**ACTION CALENDAR**

**ADMINISTRATIVE MATTERS**

**ITEM 6: RATIFICATION OF DIRECTORS' FEES AND EXPENSES, AND TENTATIVE FUTURE MEETINGS/ ATTENDANCE**

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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 Dopudja and seconded by Director Safranski to approve of the Directors' Fees and Expenses Report.  
The motion was approved by a vote of 5 - 0.

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

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Mr. Perea presented this matter for Board consideration, and he reported this matter was required to be reviewed by the Board of Directors every two years. Mr. Perea reported that District staff has reviewed the current adopted conflict of interest code approved in 2020 with General Counsel, and that there are no recommended changes to the code. Mr. Perea added that the deadline for reporting that the District has made no changes is October 3, 2022. Discussion occurred concerning AB 1234 training requirements; Mr. Perea explained that training is due by the end of this year, and he requested copies of the completed training certificates.

**Action:** A motion was made by Director Dopudja and seconded by Director Mandich to make no changes to the current District Conflict of Interest Code.  
The motion was approved by a vote of 5 - 0.

**FINANCIAL MATTERS**

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

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Mr. Paludi provided an update on this matter for Board consideration, and he mentioned that DDB Engineering has provided an analysis of the potential costs to the District to manage its own recycled water permit with the San Diego Regional Water Quality Control Board. Mr. Paludi reported that the District may choose to contract with SOCWA to continue participation the Salt and Nutrient Management Plan (SNMP). Discussion occurred concerning certain costs associated with continued membership in SOCWA. Mr. Paludi indicated that he has conveyed to SOCWA staff that this proposed action is purely a business decision.

**Action:** A motion was made by Director Dopudja and seconded by Director Acosta to direct the General Manager to (1) negotiate with SOCWA for the District's withdrawal from the JPA, and (2) negotiate with DDB Consultants to pursue an independent recycled water permit and Salt and Nutrient Management Plan.  
The motion was approved by a vote of 5 - 0.

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

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Mr. Paludi presented this matter for Board consideration, and he mentioned that this matter was discussed with the District Properties Committee. Mr. Paludi provided a brief overview of the proposed Orange County Fire Authority (OCFA) facility and the ongoing discussions with OCFA on this matter. Discussion occurred concerning the potential for negotiating a letter of intent and the feasibility of constructing this type of facility on the District's property. The Board of Directors, through President Chadd, directed the General Manager to negotiate with OCFA on the preparation of letter of intent for the acquisition of property for this type of facility, to update the City of

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

RSM, and to schedule a Special Board Meeting when this matter is completed and prepared for Board consideration.

**Action:** A motion was made by Director Acosta and seconded by Director Mandich to authorize the 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.  
The motion was approved by a vote of 5 - 0.

**LEGISLATIVE, ADMINISTRATIVE AND OTHER MATTERS**

**ITEM 10: DROUGHT UPDATE**

Mr. Paludi provided highlights of the Power point presentation that he had given at the City of Rancho Santa Margarita Council meeting on the impacts of the Statewide drought impacts on local water resources, and the District's responses to the drought.

**Action:** No action was taken

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

No comments were received.

**Action:** No action was taken

**GENERAL COUNSEL REPORT**

Ms. Collins provided updates on current legislation that has been forwarded to the Governor.

**OTHER INFORMATION/MATTERS**

Mr. Paludi mentioned that District staff proposes changing the start time of the Regular Board Meeting to an earlier time than 7:00 p.m. Discussion occurred concerning Director availability to attend an earlier meeting time. The Board of Directors, through President Chadd, directed District staff to agendize this matter for Board consideration at the October 20, 2022 Regular Board Meeting.

Director Acosta suggested changing the time of the Finance/Audit Committee Meeting to 7:00 a.m. Mr. Perea indicated that the time of standing committee meetings is established at the pleasure of the Committee.

**ADDITIONAL DIRECTORS' COMMENTS**

No comments were received.

**ADJOURNMENT**

President Chadd adjourned the September 15, 2022, Regular Board Meeting at 8:01 p.m.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | OCTOBER 20, 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. *September 14, 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. *August 2022*

c. *PAYMENT OF BILLS FOR CONSIDERATION*

**RECOMMENDED ACTION:**

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

**EXHIBITS:**

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

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



**TRABUCO CANYON WATER DISTRICT  
FINANCE/AUDIT COMMITTEE MEETING RECAP | SEPTEMBER 14, 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 September 14, 2022 Finance/Audit Committee Meeting to order at 1:03 p.m.

**VISITOR PARTICIPATION**

No visitor participation was received.

**ORAL COMMUNICATION**

No oral communication was received.

**COMMITTEE MEMBER COMMENTS**

There were no comments received.

**REPORT FROM THE GENERAL MANAGER**

Mr. Paludi reported the OC Water Summit is scheduled for Friday, September 16<sup>th</sup> at Disney's Grand Californian hotel in Anaheim.

**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 August 10, 2022 Finance/Audit Committee Meeting Recap(s) and recommended that the Board receive and file the same (Consent Calendar).

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

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

**TRABUCO CANYON WATER DISTRICT  
FINANCE AUDIT COMMITTEE MEETING RECAP | SEPTEMBER 14, 2022**

**RECOMMENDED ACTION:**

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

**ITEM 3: OTHER MATTERS**

Mr. Paludi provided a brief status update on the rate study development process, and he mentioned that District staff and consultant will schedule a financial plan workshop in early 2023.

**RECOMMENDED ACTION:**

There was no action taken.

**ITEM 4: FINANCIAL REPORT**

Ms. Warner presented the preliminary unaudited financials for July 2022, and she highlighted the following items:

***Operating Revenue, Water Commodity Sales***

Ms. Warner reported that this line item was higher than the year to date due to the current warmer weather conditions.

***Operating Revenue, Baker Treatment Plant Sales***

Ms. Warner reported that this line item was at budget for year to date.

***Operating Revenue, Reclaimed Water Sales***

Ms. Warner reported that water demand for the month was significantly higher than the year to date due to increased demand.

***Operating Revenue, Recycled Water Sales***

Ms. Warner reported that water demand for the month was significantly higher than the year to date due to increased demand.

***Operating Expense, Source of Supply***

Ms. Warner reported that this line item was higher than budget due to increased costs for water purchases due to warmer weather conditions.

***Operating Expense, CalPERS UAL Minimum***

Ms. Warner reported that this line item was at the annual budget as the CalPERS UAL was paid in full for the year.

Discussion occurred concerning the status of the Golf Club Sewer Lift Station surge tank replacement project and the utilization of funds from the short-term loan acquired in Fiscal Year 2021-2022 for capital improvement projects.

**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 September 14, 2022 as presented (Consent Calendar).

**ADJOURNMENT**

Director Mandich adjourned the September 14, 2022 Finance/Audit Committee Meeting at 1:16 p.m.



# Trabuco Canyon Water District

## Statement of Revenues & Expenses

### FY 2022-23 (Unaudited)

	August 2022	YTD Actual	FY 23 Adopted Budget	YTD 17%
<b>1 Operating Revenue</b>				
2 Water Commodity Sales	\$ 422,206	\$ 864,803	\$ 4,237,600	20%
3 Service Charges - Water	98,239	196,224	1,207,000	16%
4 Service Charges - Sewer	149,930	300,165	1,844,900	16%
5 Service Charges - Recycled/Reclaimed	6,353	12,707	84,000	15%
6 Baker TP Water Sales	111,104	202,269	1,110,000	18%
7 Reclaimed Water Sales	116,760	206,076	771,300	27%
8 Recycled Water Sales	23,328	42,640	227,500	19%
9 Customer Charges	42,458	74,022	318,300	23%
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>970,378</b>	<b>1,898,906</b>	<b>9,912,200</b>	<b>19%</b>
<b>14 Non-Operating Revenue</b>				
15 Property Taxes	3,697	3,697	2,140,200	0%
16 WRES Fees (BTP)	31,932	63,793	382,000	17%
17 WRES Fees (SRF)	19,183	38,366	230,200	17%
18 Interest Revenue	398	965	18,800	5%
19 Other Non-Operating Revenue	2,429	4,835	76,200	6%
<b>20 Total Non-Operating Revenue</b>	<b>57,639</b>	<b>111,656</b>	<b>2,847,400</b>	<b>4%</b>
<b>21 Total Revenues</b>	<b>1,028,017</b>	<b>2,010,562</b>	<b>12,759,600</b>	<b>16%</b>
<b>22 Operating Expense</b>				
23 Source of Supply	278,339	570,940	2,822,500	20%
24 Baker TP Water for Resale	89,599	163,027	1,022,500	16%
25 Water Related Expenses	137,209	185,108	911,300	20%
26 Sanitation Related Expenses	35,691	71,301	315,200	23%
27 Recycled & Reclaimed Expenses	29,138	38,353	207,900	18%
28 Salaries and Benefits	343,336	687,348	4,203,200	16%
29 CalPERS UAL Minimum	-	273,674	290,000	94%
30 General and Administrative	138,809	480,074	2,323,100	21%
<b>31 Total Operating Expense</b>	<b>1,052,120</b>	<b>2,469,824</b>	<b>12,095,700</b>	<b>20%</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>1,052,120</b>	<b>2,469,824</b>	<b>12,470,900</b>	<b>20%</b>
<b>37 Net Income / (Loss) Before Capital &amp; Pension</b>	<b>(24,103)</b>	<b>(459,261)</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>\$ (24,103)</b>	<b>\$ (459,261)</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)

	August 2022	YTD Actual	FY 23 Adopted Budget	YTD 17%
<b>1 Funding Sources</b>				
2 Grant Revenue	\$ -	\$ -	\$ 500,000	0%
3 Bank of the West Credit Line Proceeds	1,005,117	1,055,647	5,162,000	20%
4 Use of District Reserves for Capital Projects	-	-	-	0%
<b>5 Funding Sources Total</b>	<b>1,005,117</b>	<b>1,055,647</b>	<b>5,662,000</b>	<b>19%</b>
<b>6 District Capital</b>				
<b>7 Capital Improvements / Replacements</b>				
8 SCADA System Upgrades FY 2122	-	-	1,210,000	0%
9 AMI/AMR System Implementation (USBR) *	889,991	889,991	1,700,000	52%
10 Golf Club SLS Bypass Construction	16,494	59,254	870,000	7%
11 DWTP Office & Storage	1,681	1,681	300,000	1%
12 Master Plan and Condition Assessment Study	85,086	85,086	250,000	34%
13 Live Oak Pipeline Scoping	-	-	100,000	0%
14 ETRSLs Surge Tank Improvements	1,700	1,700	250,000	1%
15 Trabuco Creek Water Main Potholing	-	-	20,000	0%
16 DWTP Vault Lids	-	-	50,000	0%
17 ETRSLs Discharge Valve Replacement	-	-	35,000	0%
<b>18 Capital Improvements / Replacements Total</b>	<b>994,953</b>	<b>1,037,713</b>	<b>4,785,000</b>	<b>22%</b>
<b>19 Equipment</b>				
20 Chiquita Capital Replacement	-	-	178,000	0%
21 WWTP Hoffman Blower Building Rehab	526	526	250,000	0%
22 Equipment Trailer	-	-	39,000	0%
23 WWTP New Mixers	-	-	150,000	0%
24 Dove Lake Barge/Pump	719	8,489	20,000	42%
25 Domestic Water Turbidimeter Replacement	-	-	15,000	0%
<b>26 Equipment Total</b>	<b>1,245</b>	<b>9,014</b>	<b>652,000</b>	<b>1%</b>
<b>27 Programs</b>				
28 PRV Improvements	-	-	15,000	0%
29 Valve Replacement Program	8,920	8,920	45,000	20%
30 Manhole Recoating Program - Sewer	-	-	20,000	0%
31 PRV Vault Improvements Program - Reclaimed	-	-	45,000	0%
32 Pump Replacement Program	-	-	100,000	0%
<b>33 Programs Total</b>	<b>8,920</b>	<b>8,920</b>	<b>225,000</b>	<b>4%</b>
<b>34 District Capital Total</b>	<b>1,005,117</b>	<b>1,055,647</b>	<b>5,662,000</b>	<b>19%</b>
<b>35 Net Budget</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

\*Funded by Grant / Loan Proceeds



**Trabuco Canyon Water District**  
**Balance Sheet**  
**August 31, 2022**  
**(Unaudited)**

		August 2022
1	<b>Assets</b>	
2	<b>Cash &amp; Investments</b>	
3	Cash & Investments - Unrestricted	\$ (1,861,783)
4	Cash & Investments - Restricted	12,455,076
5	<b>Total Cash &amp; Investments</b>	10,593,293
6	<b>Other Current Assets</b>	
7	Accounts Receivable, Net	1,750,124
8	Due from Baker Treatment Plant Reserves	642,470
9	Prepaid & Other	450
10	LAIF - Market Value Adj <sup>1</sup>	533
11	<b>Total Other Current Assets</b>	2,393,044
12	<b>Capital Assets</b>	
13	Capital Assets, at Cost	124,617,077
14	Accumulated Depreciation	(77,284,180)
15	Construction in Progress	2,336,678
16	<b>Total Capital Assets</b>	49,669,574
17	Deferred Outflows of Resources (DOR)	1,486,261
18	<b>Total Assets &amp; DOR</b>	<b>\$ 64,142,705</b>
19	<b>Liabilities</b>	
20	<b>Current Liabilities</b>	
21	Accounts Payable	\$ 1,775,340
22	Due to Internal Financing Fund	642,470
23	Accrued Expenses	158,227
24	Current Portion-Long Term Debt	92,840
25	Deposits on Hand	120,667
26	<b>Total Current Liabilities</b>	2,789,544
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>	18,663,051
34	<b>Fund Balance</b>	45,479,654
35	<b>Total Liabilities, Fund Balance &amp; DIR</b>	<b>\$ 64,142,705</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

August 2022  
(Unaudited)

	Type	Cost	Market	% Total
<b>District Cash &amp; Investments</b>				
<b>Unrestricted</b>				
Local Agency Investment Fund (LAIF)	Investment	\$ (2,105,650)	\$ (2,078,541)	-19.9%
Bank of the West	Checking	243,867	243,867	2.3%
<b>Total Unrestricted</b>		<b>(1,861,783)</b>	<b>(1,834,674)</b>	<b>-17.5%</b>
<b>Restricted</b>				
LAIF - Water Storage Facilities	Investment	1,056,308	1,042,708	10.0%
LAIF - WRES - Rose Canyon/Lang Wells	Investment	1,497,666	1,478,384	14.1%
LAIF - WRES - Reservoir/Distribution Impr.	Investment	2,666,240	2,631,913	25.2%
LAIF - RD#5	Investment	76,818	75,829	0.7%
LAIF - Interim Sewage	Investment	114,404	112,931	1.1%
LAIF - Debt Issuance 2022	Investment	6,806,762	6,719,128	64.2%
Cash in CB&T Reserved for SRF Loan	Checking	236,879	236,879	2.3%
<b>Total Restricted</b>		<b>12,455,076</b>	<b>12,297,772</b>	<b>117.5%</b>
<b>Total District Cash &amp; Investments</b>		<b>\$ 10,593,293</b>	<b>\$ 10,463,098</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.*



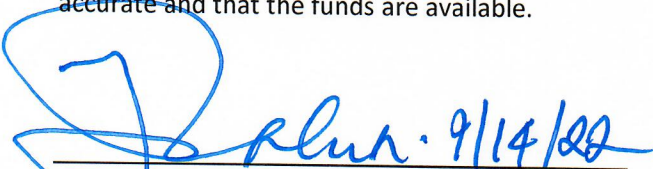
Trabuco Canyon Water District  
General Fund Warrant Register  
9/14/2022

**Summary of Disbursements**


Computer Checks	524,568.78
UB Refund Checks	-
Void UB Refund	(427.33)
Bank Drafts	480,259.02
Bank EFTs	235,533.43
Voided Checks	-
<b>Total Disbursements</b>	<b>1,239,933.90</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.

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

  
\_\_\_\_\_  
General Manager / Assistant General Manager

 9-14-22  
\_\_\_\_\_  
By: \_\_\_\_\_ Date:

 9/14/22  
\_\_\_\_\_  
By: \_\_\_\_\_ Date:



Trabuco Canyon Water District, CA

# Check Report

By Check Number

Date Range: 08/10/2022 - 09/13/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBNK-APBNK</b>						
TRUE0001	ALS - Truesdail Laboratories	08/26/2022	EFT	0.00	864.00	167
AMAZ0001	Amazon	08/26/2022	EFT	0.00	42.88	168
EIDE0001	Eide Bailly	08/26/2022	EFT	0.00	5,250.00	169
OLIN0001	Olin Chemicals	08/26/2022	EFT	0.00	2,648.39	170
UNIF0001	UniFirst Corporatio	08/26/2022	EFT	0.00	129.61	171
ACWA0003	ACWA/JPIA - Benefits (WC & Life)	08/30/2022	EFT	0.00	3,997.80	172
MWDO0001	MWDOC	08/30/2022	EFT	0.00	199,548.76	173
OLIN0001	Olin Chemicals	08/30/2022	EFT	0.00	1,138.44	174
PEBB0001	Pebble Spring Water	08/30/2022	EFT	0.00	101.00	175
UNIF0001	UniFirst Corporatio	08/30/2022	EFT	0.00	80.60	176
UNIT0001	United Water Works, Inc.	08/30/2022	EFT	0.00	2,389.02	177
EVAN0001	Evans-Hydro, Inc.	09/09/2022	EFT	0.00	19,342.93	178
CART0002	Cartegraph	08/25/2022	Regular	0.00	9,237.50	11153
HIGH0001	HighRoad Information Technology, LLC.	08/25/2022	Regular	0.00	6,087.00	11154
IBCO0001	IB Consulting	08/25/2022	Regular	0.00	20,880.00	11155
SPAR0001	Sparkletts	08/25/2022	Regular	0.00	105.45	11156
ARCO001	ARC	08/29/2022	Regular	0.00	11.69	11157
BCWI0001	BC Wire Rope & Rigging	08/29/2022	Regular	0.00	719.32	11158
CINT0001	Cintas	08/29/2022	Regular	0.00	30.20	11159
CONS0003	Consolidated Water Technologies, Inc.	08/29/2022	Regular	0.00	15,029.90	11160
COUN0001	County of Orange	08/29/2022	Regular	0.00	194.00	11161
DMCE0001	DMc Engineering	08/29/2022	Regular	0.00	3,445.00	11162
FERG0001	Ferguson Waterworks	08/29/2022	Regular	0.00	4,922.59	11163
GRAN0001	Granicus, LLC	08/29/2022	Regular	0.00	9,953.09	11164
HANS0001	Hanson Bridgett LLP	08/29/2022	Regular	0.00	20,410.80	11165
HAZE0001	Hazen and Sawyer	08/29/2022	Regular	0.00	78,868.82	11166
HYDR0002	Hydrotech Electric	08/29/2022	Regular	0.00	374.73	11167
INFO0001	InfoSend, Inc.	08/29/2022	Regular	0.00	3,178.09	11168
IRVI0001	Irvine Ranch Water District	08/29/2022	Regular	0.00	228,518.51	11169
JBHO0001	JB Holdings Corporation	08/29/2022	Regular	0.00	6,328.08	11170
JIGC0001	JIG Consultants	08/29/2022	Regular	0.00	25,947.50	11171
MATE0002	Material Specialties Corp.	08/29/2022	Regular	0.00	650.74	11172
MCFA0001	McFadden-Dale Industrial Hardware	08/29/2022	Regular	0.00	92.40	11173
MRCR0001	Mr. Crane	08/29/2022	Regular	0.00	1,566.00	11174
MWHC0001	MWH Constructors, Inc.	08/29/2022	Regular	0.00	35,990.00	11175
OCWA0001	OC Waste & Recycling	08/29/2022	Regular	0.00	778.82	11176
ORAN0004	Orange County Pumping, Inc.	08/29/2022	Regular	0.00	1,420.00	11177
O'RE0001	O'Reilly Automotive, Inc.	08/29/2022	Regular	0.00	185.81	11178
ORKI0001	Orkin Commercial Services	08/29/2022	Regular	0.00	931.00	11179
SIER0002	Sierra Analytical	08/29/2022	Regular	0.00	1,755.00	11180
TESC0001	Tesco Controls, Inc.	08/29/2022	Regular	0.00	8,907.55	11181
TOUC0001	Touch Tel Mobile	08/29/2022	Regular	0.00	625.00	11182
TYLE0001	Tyler Technologies, Inc.	08/29/2022	Regular	0.00	14,640.09	11183
UNDE0001	Underground Service Alert/SC	08/29/2022	Regular	0.00	119.82	11184
WECK0001	Weck Laboratories, Inc.	08/29/2022	Regular	0.00	237.44	11185
XYLE0001	Xylem	08/29/2022	Regular	0.00	22,426.84	11186
ADP0001	ADP	08/10/2022	Bank Draft	0.00	1,891.01	DFT0002779
PACE0001	Pace Payment Systems, Inc.	08/10/2022	Bank Draft	0.00	210.85	DFT0002786
COXC0001	Cox Communications	08/17/2022	Bank Draft	0.00	692.24	DFT0002791
COXC0001	Cox Communications	08/14/2022	Bank Draft	0.00	90.82	DFT0002794
WEXF0001	Wex Fleet Universal	08/10/2022	Bank Draft	0.00	4,703.83	DFT0002809
UMPQ0001	Umpqua Bank	08/15/2022	Bank Draft	0.00	12,728.89	DFT0002810
XERO0001	Xerox Corporation	08/15/2022	Bank Draft	0.00	345.23	DFT0002811
SOUT0002	Southern California Edison	08/17/2022	Bank Draft	0.00	89,075.91	DFT0002812

Check Report

Date Range: 08/10/2022 - 09/13/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
ADP0001	ADP	08/18/2022	Bank Draft	0.00	115,438.04	DFT0002813
CALP0001	CalPERS	08/19/2022	Bank Draft	0.00	700.00	DFT0002814
CALP0001	CalPERS	08/19/2022	Bank Draft	0.00	7,826.33	DFT0002815
CALP0001	CalPERS	08/19/2022	Bank Draft	0.00	13,534.83	DFT0002816
CALP0001	CalPERS	08/19/2022	Bank Draft	0.00	5,535.21	DFT0002817
WAGE0001	Wage Works, Inc.	08/18/2022	Bank Draft	0.00	65.00	DFT0002818
TOLL0001	The Toll Roads	08/23/2022	Bank Draft	0.00	140.00	DFT0002819
WAGE0001	Wage Works, Inc.	08/22/2022	Bank Draft	0.00	19.92	DFT0002820
WAGE0001	Wage Works, Inc.	08/23/2022	Bank Draft	0.00	55.00	DFT0002821
AT&T0003	AT&T Mobility	08/24/2022	Bank Draft	0.00	2,201.56	DFT0002822
WAGE0001	Wage Works, Inc.	08/24/2022	Bank Draft	0.00	75.00	DFT0002823
HOME0001	Home Depot	08/25/2022	Bank Draft	0.00	242.82	DFT0002824
WAGE0001	Wage Works, Inc.	08/26/2022	Bank Draft	0.00	47.14	DFT0002825
ADP0001	ADP	08/26/2022	Bank Draft	0.00	112.00	DFT0002826
TABA0001	TAB AnswerNetwork	08/29/2022	Bank Draft	0.00	196.64	DFT0002827
WAGE0001	Wage Works, Inc.	08/30/2022	Bank Draft	0.00	24.48	DFT0002828
WAGE0001	Wage Works, Inc.	08/30/2022	Bank Draft	0.00	6.95	DFT0002829
TOLL0001	The Toll Roads	08/31/2022	Bank Draft	0.00	140.00	DFT0002830
WAGE0001	Wage Works, Inc.	08/31/2022	Bank Draft	0.00	5.00	DFT0002831
ADP0001	ADP	09/01/2022	Bank Draft	0.00	112,492.25	DFT0002832
CALP0001	CalPERS	09/01/2022	Bank Draft	0.00	7,826.33	DFT0002833
CALP0001	CalPERS	09/01/2022	Bank Draft	0.00	13,534.83	DFT0002834
CALP0001	CalPERS	09/01/2022	Bank Draft	0.00	5,535.21	DFT0002835
CALP0001	CalPERS	09/07/2022	Bank Draft	0.00	50,301.82	DFT0002836
CALP0001	CalPERS	09/07/2022	Bank Draft	0.00	5,524.32	DFT0002837
COXC0001	Cox Communications	09/06/2022	Bank Draft	0.00	2,536.18	DFT0002838
COXC0001	Cox Communications	09/08/2022	Bank Draft	0.00	1,726.94	DFT0002840
GUAR0001	Guardian	09/07/2022	Bank Draft	0.00	4,150.84	DFT0002842
PACE0001	Pace Payment Systems, Inc.	09/10/2022	Bank Draft	0.00	229.20	DFT0002843
PURC0001	Purchase Power	09/01/2022	Bank Draft	0.00	183.15	DFT0002844
VSP0001	VSP	09/07/2022	Bank Draft	0.00	852.90	DFT0002845
WEXF0001	Wex Fleet Universal	09/01/2022	Bank Draft	0.00	7,632.24	DFT0002846
SHRE0001	Shred-it USA LLC	09/02/2022	Bank Draft	0.00	68.00	DFT0002847
SANT0003	Santa Margarita Water District	09/02/2022	Bank Draft	0.00	2,724.83	DFT0002848
PACE0001	Pace Payment Systems, Inc.	09/02/2022	Bank Draft	0.00	6,935.10	DFT0002849
WAGE0001	Wage Works, Inc.	09/08/2022	Bank Draft	0.00	9.17	DFT0002850
ADP0001	ADP	09/12/2022	Bank Draft	0.00	1,891.01	DFT0002852

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	57	34	0.00	524,568.78
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	101	45	0.00	480,259.02
EFT's	16	12	0.00	235,533.43
<b>Total</b>	<b>174</b>	<b>91</b>	<b>0.00</b>	<b>1,240,361.23</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	57	34	0.00	524,568.78
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	101	45	0.00	480,259.02
EFT's	16	12	0.00	235,533.43
	<b>174</b>	<b>91</b>	<b>0.00</b>	<b>1,240,361.23</b>

### Fund Summary

Fund	Name	Period	Amount
99	Pooled Cash	8/2022	996,863.98
99	Pooled Cash	9/2022	243,497.25
			<b>1,240,361.23</b>



# Refund Check Register

## Refund Check Detail

**UBPKT07892 - Refund overpayment - 700-0371-004**

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
700-0371-004	NICHOLS, CARRIE	8/22/2022	11152	427.33			427.33	Deposit
<b>Total Refunds: 1</b>			<b>Total Refunded Amount:</b>	427.33				

### Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS	427.33
<b>Revenue Total:</b>	427.33

### General Ledger Distribution

Posting Date: 08/22/2022

	Account Number	Account Name	Posting Amount	IFT
<b>Fund:</b>	10 - Water Fund			
	10-000-1010	Claim on Cash	-427.33	Yes
	10-000-2501	Customer Credit	427.33	
		<b>10 Total:</b>	0.00	
<b>Fund:</b>	99 - Pooled Cash			
	99-000-1004	Bank of the West Checking (Pooled Cash)	-427.33	
	99-000-2120	Due to Other Fund	427.33	Yes
		<b>99 Total:</b>	0.00	
		<b>Distribution Total:</b>	0.00	



Trabuco Canyon Water District, CA

# Bank Transaction Report

## Transaction Detail

Issued Date Range: 09/01/2022 - 09/30/2022

Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
<b>Accounts Payable</b>							
<b>Bank Draft</b>							
09/01/2022		<a href="#">DFT0002832</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-112,492.25
09/01/2022		<a href="#">DFT0002833</a>	CalPERS	Accounts Payable	Outstanding	Bank Draft	-7,826.33
09/01/2022		<a href="#">DFT0002834</a>	CalPERS	Accounts Payable	Outstanding	Bank Draft	-13,534.83
09/01/2022		<a href="#">DFT0002835</a>	CalPERS	Accounts Payable	Outstanding	Bank Draft	-5,535.21
09/01/2022		<a href="#">DFT0002844</a>	Purchase Power	Accounts Payable	Outstanding	Bank Draft	-183.15
09/01/2022		<a href="#">DFT0002846</a>	Wex Fleet Universal	Accounts Payable	Outstanding	Bank Draft	-7,632.24
09/02/2022		<a href="#">DFT0002847</a>	Shred-it USA LLC	Accounts Payable	Outstanding	Bank Draft	-68.00
09/02/2022		<a href="#">DFT0002848</a>	Santa Margarita Water District	Accounts Payable	Outstanding	Bank Draft	-2,724.83
09/02/2022		<a href="#">DFT0002849</a>	Pace Payment Systems, Inc.	Accounts Payable	Outstanding	Bank Draft	-6,935.10
09/06/2022		<a href="#">DFT0002838</a>	Cox Communications	Accounts Payable	Outstanding	Bank Draft	-2,536.18
09/07/2022		<a href="#">DFT0002836</a>	CalPERS	Accounts Payable	Outstanding	Bank Draft	-50,301.82
09/07/2022		<a href="#">DFT0002837</a>	CalPERS	Accounts Payable	Outstanding	Bank Draft	-5,524.32
09/07/2022		<a href="#">DFT0002842</a>	Guardian	Accounts Payable	Outstanding	Bank Draft	-4,150.84
09/07/2022		<a href="#">DFT0002845</a>	VSP	Accounts Payable	Outstanding	Bank Draft	-852.90
09/08/2022		<a href="#">DFT0002840</a>	Cox Communications	Accounts Payable	Outstanding	Bank Draft	-1,726.94
09/08/2022		<a href="#">DFT0002850</a>	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-9.17
09/10/2022		<a href="#">DFT0002843</a>	Pace Payment Systems, Inc.	Accounts Payable	Outstanding	Bank Draft	-229.20
09/12/2022		<a href="#">DFT0002852</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-1,891.01
09/14/2022		<a href="#">DFT0002841</a>	Cox Communications	Accounts Payable	Outstanding	Bank Draft	-92.80
09/14/2022		<a href="#">DFT0002853</a>	The Toll Roads	Accounts Payable	Outstanding	Bank Draft	-140.00
09/15/2022		<a href="#">DFT0002854</a>	Home Depot	Accounts Payable	Outstanding	Bank Draft	-155.00
09/15/2022		<a href="#">DFT0002855</a>	Lowe's	Accounts Payable	Outstanding	Bank Draft	-47.93
09/15/2022		<a href="#">DFT0002856</a>	Costco	Accounts Payable	Outstanding	Bank Draft	-689.59
09/15/2022		<a href="#">DFT0002857</a>	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-20.00
09/18/2022		<a href="#">DFT0002839</a>	Cox Communications	Accounts Payable	Outstanding	Bank Draft	-702.24
09/19/2022		<a href="#">DFT0002851</a>	Southern California Edison	Accounts Payable	Outstanding	Bank Draft	-122,233.36
09/19/2022		<a href="#">DFT0002858</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-118,342.25
09/19/2022		<a href="#">DFT0002859</a>	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-8.20
09/19/2022		<a href="#">DFT0002860</a>	Xerox Corporation	Accounts Payable	Outstanding	Bank Draft	-326.75
09/20/2022		<a href="#">DFT0002861</a>	Home Depot	Accounts Payable	Outstanding	Bank Draft	-351.51
09/20/2022		<a href="#">DFT0002862</a>	Lowe's	Accounts Payable	Outstanding	Bank Draft	-187.86
09/21/2022		<a href="#">DFT0002863</a>	CalPERS	Accounts Payable	Outstanding	Bank Draft	-27,232.20
09/21/2022		<a href="#">DFT0002864</a>	Umpqua Bank	Accounts Payable	Outstanding	Bank Draft	-12,039.40
09/22/2022		<a href="#">DFT0002865</a>	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-20.00
09/23/2022		<a href="#">DFT0002866</a>	The Toll Roads	Accounts Payable	Outstanding	Bank Draft	-140.00

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
09/23/2022		<a href="#">DFT0002867</a>	Wage Works, Inc.	Accounts Payable	Outstanding	Bank Draft	-158.48
09/26/2022		<a href="#">DFT0002868</a>	AT&T Mobility	Accounts Payable	Outstanding	Bank Draft	-2,277.57
09/26/2022		<a href="#">DFT0002869</a>	TAB AnswerNetwork	Accounts Payable	Outstanding	Bank Draft	-197.38
09/29/2022		<a href="#">DFT0002870</a>	Pitney Bowes	Accounts Payable	Outstanding	Bank Draft	-190.02
09/30/2022		<a href="#">DFT0002871</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-112.00
09/30/2022		<a href="#">DFT0002873</a>	Costco Membership	Accounts Payable	Outstanding	Bank Draft	-266.36
09/30/2022		<a href="#">DFT0002874</a>	Guardian	Accounts Payable	Outstanding	Bank Draft	-4,150.84
<b>Bank Draft Total: (42)</b>							<b>-514,236.06</b>
<b>Check</b>							
09/15/2022		<a href="#">11187</a>	Asbury Environmental Services	Accounts Payable	Outstanding	Check	-135.00
09/15/2022		<a href="#">11188</a>	AT&T	Accounts Payable	Outstanding	Check	-964.87
09/15/2022		<a href="#">11189</a>	Big O Tires	Accounts Payable	Outstanding	Check	-278.83
09/15/2022		<a href="#">11190</a>	Delco Service, Inc.	Accounts Payable	Outstanding	Check	-9,653.15
09/15/2022		<a href="#">11191</a>	FedEx	Accounts Payable	Outstanding	Check	-41.04
09/15/2022		<a href="#">11192</a>	Ferguson Waterworks	Accounts Payable	Outstanding	Check	-112,874.59
09/15/2022		<a href="#">11193</a>	GMC Electrical, Inc.	Accounts Payable	Outstanding	Check	-2,801.51
09/15/2022		<a href="#">11194</a>	Haaker Equipment Company	Accounts Payable	Outstanding	Check	-537.74
09/15/2022		<a href="#">11195</a>	Harbor Pointe Air Conditioning & Control Systems, Inc.	Accounts Payable	Outstanding	Check	-2,039.86
09/15/2022		<a href="#">11196</a>	Hazen and Sawyer	Accounts Payable	Outstanding	Check	-85,086.25
09/15/2022		<a href="#">11197</a>	HighRoad Information Technology, LLC.	Accounts Payable	Outstanding	Check	-6,087.00
09/15/2022		<a href="#">11198</a>	Hydrotech Electric	Accounts Payable	Outstanding	Check	-10,160.63
09/15/2022		<a href="#">11199</a>	IB Consulting	Accounts Payable	Outstanding	Check	-5,640.00
09/15/2022		<a href="#">11200</a>	Lausten, Lorrie	Accounts Payable	Outstanding	Check	-60.00
09/15/2022		<a href="#">11201</a>	McFadden-Dale Industrial Hardware	Accounts Payable	Outstanding	Check	-95.38
09/15/2022		<a href="#">11202</a>	Myers Marine Division LLC	Accounts Payable	Outstanding	Check	-17,670.00
09/15/2022		<a href="#">11203</a>	Orange County Pumping, Inc.	Accounts Payable	Outstanding	Check	-2,485.00
09/15/2022		<a href="#">11204</a>	O'Reilly Automotive, Inc.	Accounts Payable	Outstanding	Check	-185.81
09/15/2022		<a href="#">11205</a>	Orkin Commercial Services	Accounts Payable	Outstanding	Check	-648.00
09/15/2022		<a href="#">11206</a>	Parkway Lawnmower Shop	Accounts Payable	Outstanding	Check	-100.09
09/15/2022		<a href="#">11207</a>	PSOMAS	Accounts Payable	Outstanding	Check	-2,386.75
09/15/2022		<a href="#">11208</a>	Quinn Company	Accounts Payable	Outstanding	Check	-26.77
09/15/2022		<a href="#">11209</a>	Rugid Computer, Inc.	Accounts Payable	Outstanding	Check	-3,410.91
09/15/2022		<a href="#">11210</a>	S & J Supply Company	Accounts Payable	Outstanding	Check	-1,940.58
09/15/2022		<a href="#">11211</a>	Santa Margarita Water District	Accounts Payable	Outstanding	Check	-660.00
09/15/2022		<a href="#">11212</a>	Sierra Analytical	Accounts Payable	Outstanding	Check	-3,390.50
09/15/2022		<a href="#">11213</a>	Tesco Controls, Inc.	Accounts Payable	Outstanding	Check	-3,820.37
09/15/2022		<a href="#">11214</a>	Touch Tel Mobile	Accounts Payable	Outstanding	Check	-625.00
09/15/2022		<a href="#">11215</a>	Trench Shoring Company	Accounts Payable	Outstanding	Check	-703.04
09/15/2022		<a href="#">11216</a>	Underground Service Alert/SC	Accounts Payable	Outstanding	Check	-123.32
09/15/2022		<a href="#">11217</a>	Unifirst First Aid Corp	Accounts Payable	Outstanding	Check	-399.49
09/15/2022		<a href="#">11218</a>	United Pumping Service, Inc.	Accounts Payable	Outstanding	Check	-11,267.00
09/15/2022		<a href="#">11219</a>	Vituity - Urgent Care Services	Accounts Payable	Outstanding	Check	-146.00

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
09/15/2022		<a href="#">11220</a>	Weck Laboratories, Inc.	Accounts Payable	Outstanding	Check	-237.44
09/20/2022		<a href="#">11221</a>	ARC	Accounts Payable	Outstanding	Check	-366.37
09/20/2022		<a href="#">11222</a>	Asbury Environmental Services	Accounts Payable	Outstanding	Check	-483.19
09/20/2022		<a href="#">11223</a>	AT&T Mobility	Accounts Payable	Outstanding	Check	-53.23
09/20/2022		<a href="#">11224</a>	Big O Tires	Accounts Payable	Outstanding	Check	-3,282.04
09/20/2022		<a href="#">11225</a>	Cartegraph	Accounts Payable	Outstanding	Check	-2,018.04
09/20/2022		<a href="#">11226</a>	Champion Paving, Inc.	Accounts Payable	Outstanding	Check	-5,600.00
09/20/2022		<a href="#">11227</a>	Cintas	Accounts Payable	Outstanding	Check	-652.71
09/20/2022		<a href="#">11228</a>	Delco Service, Inc.	Accounts Payable	Outstanding	Check	-10,834.47
09/20/2022		<a href="#">11229</a>	DMc Engineering	Accounts Payable	Outstanding	Check	-1,100.00
09/20/2022		<a href="#">11230</a>	DMS Facility Services	Accounts Payable	Outstanding	Check	-1,872.02
09/20/2022		<a href="#">11231</a>	FedEx	Accounts Payable	Outstanding	Check	-44.20
09/20/2022		<a href="#">11232</a>	Grainger	Accounts Payable	Outstanding	Check	-1,450.82
09/20/2022		<a href="#">11233</a>	Hanson Bridgett LLP	Accounts Payable	Outstanding	Check	-13,027.29
09/20/2022		<a href="#">11234</a>	InfoSend, Inc.	Accounts Payable	Outstanding	Check	-3,056.37
09/20/2022		<a href="#">11235</a>	JIG Consultants	Accounts Payable	Outstanding	Check	-19,787.32
09/20/2022		<a href="#">11236</a>	Linde Gas & Equipment, Inc.	Accounts Payable	Outstanding	Check	-8.85
09/20/2022		<a href="#">11237</a>	Material Specialties Corp.	Accounts Payable	Outstanding	Check	-608.21
09/20/2022		<a href="#">11238</a>	Numatic Engineering	Accounts Payable	Outstanding	Check	-355.47
09/20/2022		<a href="#">11239</a>	OC Keys LLC	Accounts Payable	Outstanding	Check	-75.00
09/20/2022		<a href="#">11240</a>	OC Waste & Recycling	Accounts Payable	Outstanding	Check	-3,058.72
09/20/2022		<a href="#">11241</a>	Orkin Commercial Services	Accounts Payable	Outstanding	Check	-124.00
09/20/2022		<a href="#">11242</a>	PSOMAS	Accounts Payable	Outstanding	Check	-10,862.75
09/20/2022		<a href="#">11243</a>	S & J Supply Company	Accounts Payable	Outstanding	Check	-2,801.50
09/20/2022		<a href="#">11244</a>	Santa Margarita Water District	Accounts Payable	Outstanding	Check	-660.00
09/20/2022		<a href="#">11245</a>	Sierra Analytical	Accounts Payable	Outstanding	Check	-15,169.00
09/20/2022		<a href="#">11246</a>	Tesco Controls, Inc.	Accounts Payable	Outstanding	Check	-28,000.00
09/20/2022		<a href="#">11247</a>	U.S. Industrial Supply	Accounts Payable	Outstanding	Check	-525.60
09/20/2022		<a href="#">11248</a>	United Rentals (North America), Inc.	Accounts Payable	Outstanding	Check	-1,105.45
09/20/2022		<a href="#">11249</a>	USA BlueBook	Accounts Payable	Outstanding	Check	-8,941.69
09/20/2022		<a href="#">11250</a>	Weck Laboratories, Inc.	Accounts Payable	Outstanding	Check	-474.88
09/20/2022		<a href="#">11251</a>	Xylem	Accounts Payable	Outstanding	Check	-6,250.11
09/20/2022		<a href="#">11252</a>	Fernando Paludi	Accounts Payable	Outstanding	Check	-969.98
09/29/2022		<a href="#">11253</a>	AT&T	Accounts Payable	Outstanding	Check	-932.80
09/29/2022		<a href="#">11254</a>	Big O Tires	Accounts Payable	Outstanding	Check	-1,021.54
09/29/2022		<a href="#">11255</a>	Chemtrade Chemicals US LLC	Accounts Payable	Outstanding	Check	-5,566.56
09/29/2022		<a href="#">11256</a>	Flo-Services, Inc.	Accounts Payable	Outstanding	Check	-43,378.39
09/29/2022		<a href="#">11257</a>	Hazen and Sawyer	Accounts Payable	Outstanding	Check	-48,315.00
09/29/2022		<a href="#">11258</a>	Orange County Pumping, Inc.	Accounts Payable	Outstanding	Check	-7,100.00
09/29/2022		<a href="#">11259</a>	Rebuild-it Services Group LLC	Accounts Payable	Outstanding	Check	-2,413.67
09/29/2022		<a href="#">11260</a>	Sierra Analytical	Accounts Payable	Outstanding	Check	-5,165.00
09/29/2022		<a href="#">11261</a>	Stanley Security Solutions	Accounts Payable	Outstanding	Check	-700.65
09/29/2022		<a href="#">11262</a>	Touch Tel Mobile	Accounts Payable	Outstanding	Check	-625.00

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
09/29/2022		<a href="#">11263</a>	Trench Shoring Company	Accounts Payable	Outstanding	Check	-1,050.86
09/29/2022		<a href="#">11264</a>	USA BlueBook	Accounts Payable	Outstanding	Check	-440.46
09/29/2022		<a href="#">11265</a>	Weck Laboratories, Inc.	Accounts Payable	Outstanding	Check	-139.72
09/29/2022		<a href="#">11266</a>	Xylem	Accounts Payable	Outstanding	Check	-3,093.80
<b>Check Total: (80)</b>							<b>-550,244.65</b>
<b>EFT</b>							
09/09/2022		<a href="#">178</a>	Evans-Hydro, Inc.	Accounts Payable	Outstanding	EFT	-19,342.93
09/16/2022		<a href="#">179</a>	ALS - Truesdail Laboratories	Accounts Payable	Outstanding	EFT	-4,320.00
09/16/2022		<a href="#">180</a>	Amazon	Accounts Payable	Outstanding	EFT	-3,459.14
09/16/2022		<a href="#">181</a>	MWDOC	Accounts Payable	Outstanding	EFT	-6,296.64
09/16/2022		<a href="#">182</a>	Olin Chemicals	Accounts Payable	Outstanding	EFT	-9,686.74
09/16/2022		<a href="#">183</a>	Pebble Spring Water	Accounts Payable	Outstanding	EFT	-42.50
09/16/2022		<a href="#">184</a>	UniFirst Corporatio	Accounts Payable	Outstanding	EFT	-515.25
09/21/2022		<a href="#">185</a>	ALS - Truesdail Laboratories	Accounts Payable	Outstanding	EFT	-1,884.00
09/21/2022		<a href="#">186</a>	Duthie Electric Service Corporation	Accounts Payable	Outstanding	EFT	-7,116.08
09/21/2022		<a href="#">187</a>	J.S. Held LLC	Accounts Payable	Outstanding	EFT	-7,569.22
09/21/2022		<a href="#">188</a>	Olin Chemicals	Accounts Payable	Outstanding	EFT	-1,605.06
09/21/2022		<a href="#">189</a>	Pebble Spring Water	Accounts Payable	Outstanding	EFT	-88.00
09/21/2022		<a href="#">190</a>	UniFirst Corporatio	Accounts Payable	Outstanding	EFT	-347.63
09/21/2022		<a href="#">191</a>	United Water Works, Inc.	Accounts Payable	Outstanding	EFT	-3,257.75
09/30/2022		<a href="#">192</a>	ALS - Truesdail Laboratories	Accounts Payable	Outstanding	EFT	-864.00
09/30/2022		<a href="#">193</a>	Irvine Pipe Supply	Accounts Payable	Outstanding	EFT	-394.82
09/30/2022		<a href="#">194</a>	Olin Chemicals	Accounts Payable	Outstanding	EFT	-5,964.59
09/30/2022		<a href="#">195</a>	UniFirst Corporatio	Accounts Payable	Outstanding	EFT	-117.08
09/30/2022		<a href="#">196</a>	United Water Works, Inc.	Accounts Payable	Outstanding	EFT	-1,840.80
<b>EFT Total: (19)</b>							<b>-74,712.23</b>
<b>Accounts Payable Total: (141)</b>							<b>-1,139,192.94</b>

**Accounts Receivable**

<b>Deposit</b>							
09/02/2022		<a href="#">DEP0018326</a>	INVOICE PAYMENTS	Accounts Receivable	Outstanding	Deposit	25,405.81
09/08/2022		<a href="#">DEP0018374</a>	Property Taxes - 9/6/22	Accounts Receivable	Outstanding	Deposit	28,103.29
09/15/2022		<a href="#">DEP0018449</a>	Payment - LAIF - Transfer - 9/15/22	Accounts Receivable	Outstanding	Deposit	500,000.00
09/20/2022		<a href="#">DEP0018486</a>	RUTTER INVOIICE #2223-0034	Accounts Receivable	Outstanding	Deposit	65,000.00
<b>Deposit Total: (4)</b>							<b>618,509.10</b>
<b>Accounts Receivable Total: (4)</b>							<b>618,509.10</b>

**Utility Billing**

<b>Deposit</b>							
09/01/2022		<a href="#">DEP0018307</a>	Utility Payment Packet UBPKT07928	Utility Billing	Outstanding	Deposit	2,136.48
09/01/2022		<a href="#">DEP0018311</a>	Utility Payment Packet UBPKT07929	Utility Billing	Outstanding	Deposit	2,277.38
09/01/2022		<a href="#">DEP0018320</a>	Utility Payment Packet UBPKT07931	Utility Billing	Outstanding	Deposit	24,022.85
09/02/2022		<a href="#">DEP0018317</a>	Utility Payment Packet UBPKT07933	Utility Billing	Outstanding	Deposit	1,318.88

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
09/02/2022		<a href="#">DEP0018323</a>	Utility Payment Packet UBPKT07932	Utility Billing	Outstanding	Deposit	4,228.65
09/02/2022		<a href="#">DEP0018329</a>	Utility Payment Packet UBPKT07934	Utility Billing	Outstanding	Deposit	8,155.89
09/02/2022		<a href="#">DEP0018332</a>	Utility Payment Packet UBPKT07935	Utility Billing	Outstanding	Deposit	6,502.49
09/02/2022		<a href="#">DEP0018335</a>	Utility Payment Packet UBPKT07936	Utility Billing	Outstanding	Deposit	7,168.97
09/02/2022		<a href="#">DEP0018387</a>	Utility Reverse Payment Packet UBPKT07956	Utility Billing	Outstanding	Deposit	-86.06
09/04/2022		<a href="#">DEP0018338</a>	Utility Payment Packet UBPKT07939	Utility Billing	Outstanding	Deposit	6,969.88
09/06/2022		<a href="#">DEP0018341</a>	Utility Payment Packet UBPKT07940	Utility Billing	Outstanding	Deposit	2,543.20
09/06/2022		<a href="#">DEP0018344</a>	Utility Payment Packet UBPKT07943	Utility Billing	Outstanding	Deposit	2,960.55
09/06/2022		<a href="#">DEP0018347</a>	Utility Payment Packet UBPKT07944	Utility Billing	Outstanding	Deposit	2,850.19
09/07/2022		<a href="#">DEP0018350</a>	Utility Payment Packet UBPKT07945	Utility Billing	Outstanding	Deposit	4,618.30
09/07/2022		<a href="#">DEP0018353</a>	Utility Payment Packet UBPKT07946	Utility Billing	Outstanding	Deposit	4,081.66
09/07/2022		<a href="#">DEP0018356</a>	Utility Payment Packet UBPKT07947	Utility Billing	Outstanding	Deposit	2,447.81
09/08/2022		<a href="#">DEP0018359</a>	Utility Payment Packet UBPKT07948	Utility Billing	Outstanding	Deposit	5,246.14
09/08/2022		<a href="#">DEP0018362</a>	Utility Payment Packet UBPKT07949	Utility Billing	Outstanding	Deposit	1,618.70
09/08/2022		<a href="#">DEP0018365</a>	Utility Payment Packet UBPKT07950	Utility Billing	Outstanding	Deposit	4,205.16
09/08/2022		<a href="#">DEP0018369</a>	Utility Payment Packet UBPKT07951	Utility Billing	Outstanding	Deposit	6,765.50
09/08/2022		<a href="#">DEP0018377</a>	Utility Payment Packet UBPKT07952	Utility Billing	Outstanding	Deposit	6,121.67
09/08/2022		<a href="#">DEP0018381</a>	Utility Payment Packet UBPKT07954	Utility Billing	Outstanding	Deposit	18,158.09
09/08/2022		<a href="#">DEP0018383</a>	Utility Payment Packet UBPKT07953	Utility Billing	Outstanding	Deposit	3,829.39
09/09/2022		<a href="#">DEP0018390</a>	Utility Payment Packet UBPKT07958	Utility Billing	Outstanding	Deposit	3,825.62
09/09/2022		<a href="#">DEP0018393</a>	Utility Payment Packet UBPKT07959	Utility Billing	Outstanding	Deposit	4,911.84
09/11/2022		<a href="#">DEP0018396</a>	Utility Payment Packet UBPKT07960	Utility Billing	Outstanding	Deposit	16,760.27
09/12/2022		<a href="#">DEP0018399</a>	Utility Payment Packet UBPKT07961	Utility Billing	Outstanding	Deposit	2,586.94
09/12/2022		<a href="#">DEP0018402</a>	Utility Payment Packet UBPKT07962	Utility Billing	Outstanding	Deposit	5,681.24
09/12/2022		<a href="#">DEP0018405</a>	Utility Payment Packet UBPKT07963	Utility Billing	Outstanding	Deposit	16,435.39
09/13/2022		<a href="#">DEP0018408</a>	Utility Payment Packet UBPKT07964	Utility Billing	Outstanding	Deposit	4,224.14
09/13/2022		<a href="#">DEP0018411</a>	Utility Payment Packet UBPKT07965	Utility Billing	Outstanding	Deposit	5,338.85
09/13/2022		<a href="#">DEP0018414</a>	Utility Payment Packet UBPKT07966	Utility Billing	Outstanding	Deposit	8,139.67
09/14/2022		<a href="#">DEP0018417</a>	Utility Payment Packet UBPKT07967	Utility Billing	Outstanding	Deposit	5,498.63
09/14/2022		<a href="#">DEP0018420</a>	Utility Payment Packet UBPKT07968	Utility Billing	Outstanding	Deposit	8,845.66
09/14/2022		<a href="#">DEP0018422</a>	ACH Draft Packet UBPKT07859	Utility Billing	Outstanding	Deposit	198,740.50
09/14/2022		<a href="#">DEP0018425</a>	Utility Reverse Payment Packet UBPKT07969	Utility Billing	Outstanding	Deposit	-200.00
09/14/2022		<a href="#">DEP0018428</a>	Utility Reverse Payment Packet UBPKT07971	Utility Billing	Outstanding	Deposit	-150.00
09/14/2022		<a href="#">DEP0018431</a>	Utility Payment Packet UBPKT07972	Utility Billing	Outstanding	Deposit	263,528.80
09/15/2022		<a href="#">DEP0018434</a>	Utility Payment Packet UBPKT07974	Utility Billing	Outstanding	Deposit	4,561.57
09/15/2022		<a href="#">DEP0018437</a>	Utility Payment Packet UBPKT07973	Utility Billing	Outstanding	Deposit	793.38
09/15/2022		<a href="#">DEP0018440</a>	Utility Payment Packet UBPKT07975	Utility Billing	Outstanding	Deposit	9,070.81
09/15/2022		<a href="#">DEP0018443</a>	Utility Payment Packet UBPKT07976	Utility Billing	Outstanding	Deposit	8,275.45
09/15/2022		<a href="#">DEP0018446</a>	Utility Payment Packet UBPKT07977	Utility Billing	Outstanding	Deposit	22,075.69
09/15/2022		<a href="#">DEP0018452</a>	Utility Payment Packet UBPKT07985	Utility Billing	Outstanding	Deposit	3,853.33
09/16/2022		<a href="#">DEP0018455</a>	Utility Payment Packet UBPKT07986	Utility Billing	Outstanding	Deposit	337.77
09/16/2022		<a href="#">DEP0018458</a>	Utility Payment Packet UBPKT07987	Utility Billing	Outstanding	Deposit	460.45
09/16/2022		<a href="#">DEP0018461</a>	Utility Reverse Payment Packet UBPKT07990	Utility Billing	Outstanding	Deposit	-3.44

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
09/16/2022		<a href="#">DEP0018464</a>	Utility Reverse Payment Packet UBPKT07991	Utility Billing	Outstanding	Deposit	-40.92
09/16/2022		<a href="#">DEP0018467</a>	Utility Reverse Payment Packet UBPKT07992	Utility Billing	Outstanding	Deposit	-207.20
09/18/2022		<a href="#">DEP0018479</a>	Utility Payment Packet UBPKT07998	Utility Billing	Outstanding	Deposit	3,830.70
09/19/2022		<a href="#">DEP0018476</a>	Utility Payment Packet UBPKT07997	Utility Billing	Outstanding	Deposit	75.00
09/19/2022		<a href="#">DEP0018482</a>	Utility Payment Packet UBPKT07999	Utility Billing	Outstanding	Deposit	112.09
09/19/2022		<a href="#">DEP0018489</a>	Utility Payment Packet UBPKT08003	Utility Billing	Outstanding	Deposit	8,557.31
09/20/2022		<a href="#">DEP0018492</a>	Utility Payment Packet UBPKT08004	Utility Billing	Outstanding	Deposit	330.79
09/20/2022		<a href="#">DEP0018495</a>	Utility Payment Packet UBPKT08005	Utility Billing	Outstanding	Deposit	1,413.77
09/20/2022		<a href="#">DEP0018498</a>	Utility Payment Packet UBPKT08006	Utility Billing	Outstanding	Deposit	7,225.74
09/21/2022		<a href="#">DEP0018501</a>	Utility Payment Packet UBPKT08007	Utility Billing	Outstanding	Deposit	1,461.50
09/21/2022		<a href="#">DEP0018504</a>	Utility Payment Packet UBPKT08011	Utility Billing	Outstanding	Deposit	2,671.17
09/21/2022		<a href="#">DEP0018507</a>	Utility Payment Packet UBPKT08014	Utility Billing	Outstanding	Deposit	5,489.92
09/22/2022		<a href="#">DEP0018510</a>	Utility Payment Packet UBPKT08015	Utility Billing	Outstanding	Deposit	914.15
09/22/2022		<a href="#">DEP0018513</a>	Utility Payment Packet UBPKT08016	Utility Billing	Outstanding	Deposit	2,199.07
09/22/2022		<a href="#">DEP0018516</a>	Utility Payment Packet UBPKT08021	Utility Billing	Outstanding	Deposit	15,703.50
09/23/2022		<a href="#">DEP0018520</a>	Utility Payment Packet UBPKT08023	Utility Billing	Outstanding	Deposit	3,358.25
09/23/2022		<a href="#">DEP0018523</a>	Utility Payment Packet UBPKT08022	Utility Billing	Outstanding	Deposit	3,587.50
09/25/2022		<a href="#">DEP0018526</a>	Utility Payment Packet UBPKT08026	Utility Billing	Outstanding	Deposit	6,290.23
09/26/2022		<a href="#">DEP0018538</a>	Utility Payment Packet UBPKT08027	Utility Billing	Outstanding	Deposit	4,641.25
09/26/2022		<a href="#">DEP0018541</a>	Utility Payment Packet UBPKT08040	Utility Billing	Outstanding	Deposit	4,325.14
09/26/2022		<a href="#">DEP0018565</a>	Utility Payment Packet UBPKT08048	Utility Billing	Outstanding	Deposit	4,615.59
09/27/2022		<a href="#">DEP0018532</a>	Utility Payment Packet UBPKT08034	Utility Billing	Outstanding	Deposit	4,840.08
09/27/2022		<a href="#">DEP0018544</a>	Utility Payment Packet UBPKT08042	Utility Billing	Outstanding	Deposit	3,606.94
09/27/2022		<a href="#">DEP0018547</a>	Utility Payment Packet UBPKT08041	Utility Billing	Outstanding	Deposit	5,815.37
09/28/2022		<a href="#">DEP0018529</a>	Utility Payment Packet UBPKT08033	Utility Billing	Outstanding	Deposit	3,103.42
09/28/2022		<a href="#">DEP0018535</a>	Utility Payment Packet UBPKT08035	Utility Billing	Outstanding	Deposit	5,394.98
09/28/2022		<a href="#">DEP0018550</a>	Utility Payment Packet UBPKT08043	Utility Billing	Outstanding	Deposit	2,024.66
09/29/2022		<a href="#">DEP0018553</a>	Utility Payment Packet UBPKT08045	Utility Billing	Outstanding	Deposit	7,042.02
09/29/2022		<a href="#">DEP0018556</a>	Utility Payment Packet UBPKT08044	Utility Billing	Outstanding	Deposit	3,033.11
09/29/2022		<a href="#">DEP0018559</a>	Utility Payment Packet UBPKT08046	Utility Billing	Outstanding	Deposit	6,733.33
09/29/2022		<a href="#">DEP0018562</a>	Utility Payment Packet UBPKT08047	Utility Billing	Outstanding	Deposit	8,074.59
09/29/2022		<a href="#">DEP0018568</a>	Utility Payment Packet UBPKT08049	Utility Billing	Outstanding	Deposit	14,774.11
09/30/2022		<a href="#">DEP0018572</a>	Utility Payment Packet UBPKT08052	Utility Billing	Outstanding	Deposit	3,262.16
09/30/2022		<a href="#">DEP0018575</a>	Utility Payment Packet UBPKT08051	Utility Billing	Outstanding	Deposit	1,876.06
<b>Deposit Total: (81)</b>							<b>867,869.71</b>
<b>Utility Billing Total: (81)</b>							<b>867,869.71</b>
<b>Report Total: (226)</b>							<b>347,185.87</b>

**Summary**

Bank Account	Count	Amount
<a href="#">030866939 Bank of the West Checking</a>	226	347,185.87
<b>Report Total:</b>	<b>226</b>	<b>347,185.87</b>

Cash Account	Count	Amount
<a href="#">99 99-000-1004 Bank of the West Checking (Pooled Cash)</a>	226	347,185.87
<b>Report Total:</b>	<b>226</b>	<b>347,185.87</b>

Transaction Type	Count	Amount
Bank Draft	42	-514,236.06
Check	80	-550,244.65
Deposit	85	1,486,378.81
EFT	19	-74,712.23
<b>Report Total:</b>	<b>226</b>	<b>347,185.87</b>



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


GENERAL FUND PAYROLL WARRANT REGISTER


For the Month of: September 2022

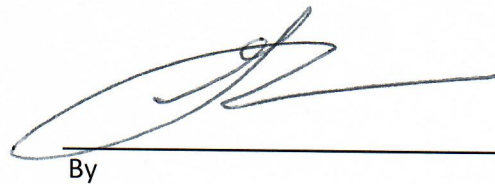
\$ 235,974.67

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

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

 10/12/2022  
General Manager / Assistant General Manager

 10-12-22  
By Date

 10/12/22  
By Date

Net Pay	<b>Checks</b>					.00
	<b>Direct Deposits</b>					77,589.75
	Subtotal Net Pay					77,589.75
	<b>Adjustments</b>					.00
	Total Net Pay Liability (Net Cash)					77,589.75

Taxes		You are responsible for		Amount debited		
		Depositing these amounts		from your account		
Federal	Agency	Rate	EE withheld	ER contrib.	EE withheld	ER contrib.
	<b>Federal Income Tax</b>				16,472.35	
	<b>Earned Income Credit Advances</b>					
	<b>Social Security</b>				6,229.30	6,229.35
	<b>Medicare</b>				1,763.56	1,763.58
	<b>Medicare Surtax</b>				109.14	
	<b>Federal Unemployment Tax</b>					
	Subtotal Federal		24,574.35		7,992.93	32,567.28
	<b>FMLA-PSL Payments Credit</b>					
	<b>FMLA-PSL ER FICA Credit</b>					
	<b>FMLA-PSL Health Care Premium Credit</b>					
	<b>Employee Retention Qualified Payments Cre</b>					
	<b>Employee Retention Qualified Health Care</b>					
	<b>Cobra Premium Assistance Payments</b>					
	Total Federal		24,574.35		7,992.93	32,567.28
State	<b>CA State Income Tax</b>				7,081.43	
	<b>CA State Unemployment Insurance-ER 3000</b>					
	<b>CA State Disability Insurance-EE</b>				1,103.79	
	Subtotal CA				8,185.22	8,185.22
	Total Taxes		.00	.00	32,759.57	7,992.93
	Amount ADP Debited From AccountXXXX6939					40,752.50
	Tran/ABA XXXXXXXXX					<b>Excludes Taxes That Are Your Responsibility</b>

Other	<b>ADP Direct Deposit</b>					77,589.75	<b>27 Employee Transactions</b>
	Transfers Amount ADP Debited From AccountXXXX6939					77,589.75	
	Tran/ABA XXXXXXXXX						
	Total Amount ADP Debited From Your Accounts					118,342.25	



### Statistical Summary Detail

## TRABUCO CANYON WATER

Region Name : GKN  
Company Code : ADP RESOURCE

Batch : 4593  
Quarter Number : 3  
Service Center : 580

Period Ending : 09/15/2022  
Pay Date : 09/20/2022  
Current Date : 09/16/2022

Week 38  
Page 2

Net Pay	<b>Checks</b>		<b>126.93</b>		
	<b>Direct Deposits</b>		<b>79,048.42</b>		
	Subtotal Net Pay				79,175.35
	<b>Adjustments</b>		<b>969.98</b>		
	Total Net Pay Liability (Net Cash)				80,145.33

Taxes		You are responsible for		Amount debited		
		Depositing these amounts		from your account		
Federal	Agency	Rate	EE withheld	ER contrib.	EE withheld	ER contrib.
	<b>Federal Income Tax</b>				<b>15,563.86</b>	
	<b>Earned Income Credit Advances</b>					
	<b>Social Security</b>				<b>5,809.44</b>	<b>5,809.43</b>
	<b>Medicare</b>				<b>1,764.85</b>	<b>1,764.83</b>
	<b>Medicare Surtax</b>				<b>127.01</b>	
	<b>Federal Unemployment Tax</b>					
	Subtotal Federal		23,265.16		7,574.26	30,839.42
	<b>FMLA-PSL Payments Credit</b>					
	<b>FMLA-PSL ER FICA Credit</b>					
	<b>FMLA-PSL Health Care Premium Credit</b>					
	<b>Employee Retention Qualified Payments Cre</b>					
	<b>Employee Retention Qualified Health Care</b>					
	<b>Cobra Premium Assistance Payments</b>					
	Total Federal		23,265.16		7,574.26	30,839.42
State	<b>CA State Income Tax</b>				<b>6,638.33</b>	
	<b>CA State Unemployment Insurance-ER 3000</b>					<b>8.63</b>
	<b>CA State Disability Insurance-EE</b>				<b>970.69</b>	
	Subtotal CA				7,609.02	8.63
						7,617.65
	Total Taxes	.00	.00	30,874.18	7,582.89	38,457.07
	Amount ADP Debited From AccountXXXX6939		Tran/ABA XXXXXXXXXX			38,457.07

**Excludes Taxes That Are Your Responsibility**

Other	<b>ADP Direct Deposit</b>		<b>79,048.42</b>			<b>31 Employee Transactions</b>
Transfers	<b>ADP Check</b>		<b>126.93</b>			
	Amount ADP Debited From AccountXXXX6939		Tran/ABA XXXXXXXXXX			79,175.35
	Total Amount ADP Debited From Your Accounts					117,632.42



**Statistical Summary Detail**

**TRABUCO CANYON WATER**

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

Batch : **5833**  
 Quarter Number : **4**  
 Service Center : **580**

Period Ending : **09/30/2022** **Week 40**  
 Pay Date : **10/05/2022**  
 Current Date : **10/03/2022** Page 2

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | OCTOBER 20, 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. *September 7, 2022*

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



## **TRABUCO CANYON WATER DISTRICT ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | SEPTEMBER 7, 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  
Lisa Marie Sangi, Executive Assistant  
Gary Kessler, Water Superintendent  
Oscar Ulloa, Wastewater Superintendent  
Jason Stroud, Maintenance Superintendent

### **PUBLIC PRESENT**

None

### **CALL MEETING TO ORDER**

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

### **VISITOR PARTICIPATION**

No comments were received.

### **ORAL COMMUNICATION**

No comments were received.

### **COMMITTEE MEMBER COMMENTS**

Director Safranski commented on the recent electrical grid emergencies due to the higher-than-normal temperatures.

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

Mr. Paludi reported that the District has been notified by Southern California Edison (SCE) of a potential Public Safety Power Shutoff (PSPS) later in the week.

Mr. Paludi reminded the Committee that the City of Rancho Santa Margarita-State of the City Address is scheduled for Friday, September 9, 2022.

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

---

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

### **RECOMMENDED ACTION**

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

**TRABUCO CANYON WATER DISTRICT  
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | SEPTEMBER 7, 2022**

**ITEM 2: DISCUSSION CONCERNING TRABUCO CANYON WATER DISTRICT'S RECYCLED WATER PERMIT**

---

Mr. Paludi presented this matter for Committee consideration, and he reported that District staff has worked with DDB Engineering to update the technical memorandum prepared in 2017. Mr. Paludi provided an overview of the updated technical memorandum to the Committee, and he highlighted the assumed first year costs and potential recurring annual costs for the District to meet the regulatory requirements. Discussion occurred concerning certain financial and legal obligations associated with continued participation in SOCWA.

**RECOMMENDED ACTION:**

The Committee recommended forwarding this matter be forwarded to the Board of Directors for discussion (Action Calendar).

**ITEM 3: OTHER ENGINEERING AND OPERATIONS PROJECTS**

---

***1. Dove Lake Outlet Works Project Update***

Ms. Lausten presented this matter for the Committee, and she provided an overview of the repair project. Ms. Lausten reviewed photos of the Dove Lake air vent repair, and she highlighted the necessary repairs for the facility. Discussion occurred concerning routine maintenance of the facility; Mr. Ulloa reported that the valve box and step is normally exercised once a year when inspected by the Division of Safety of Dams (DSOD), but he added that the original materials used for the guide stem and stanchions were not constructed with materials compatible with underwater use which has resulted in corrosion.

Mr. Perea commended Mr. Garret Rias, Wastewater Operator I, on identifying the leak during facility rounds.

Mr. Paludi commended District staff on the timely response to the critical repair.

***2. Quarterly Capital Improvement Program Verbal Update***

Ms. Lausten provided an update of the Capital Improvement Program (CIP) Budget and an overview of the current project status.

***3. Master Plan and Condition Assessment Update***

Ms. Lausten provided a brief update on this project, and she reported that Hazen and Sawyer will provide a presentation on the final report findings at a Board workshop in early November.

***4. Other Projects***

Ms. Lausten provided a status update on Saddle Crest development, and she mentioned that model homes have connected to the District's water system on the lower pressure zone. Ms. Lausten reported that the District's Construction Manager (CM) has completed an inspection of the pump station and has determined certain repairs that will need to be made by the developer.

Mr. Paludi provided a brief update on the OC Rescue Mission development project related to certain system improvements and ongoing discussions with General Counsel.

**RECOMMENDED ACTION**

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

**TRABUCO CANYON WATER DISTRICT  
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | SEPTEMBER 7, 2022**

**ITEM 4: 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. Repaired an eight-inch water main break on Golf View Drive in the Dove Canyon Community.
2. Replaced two hydrants on Springside and Lakeridge in the Dove Canyon Community.
3. Assisted the Meter Department with the replacement of two curb stops on Via Del Viento in the Rancho Cielo Community and Wood Canyon Road in Santiago Estates Community.
4. Flushed seventy-two hydrants in the Dove Canyon and Rancho Cielo Communities.

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 5: 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. Cleaned the Wet Wells at Golf Club, Barneburg, Plano, Bell Canyon, and Heritage Sewer Lift Stations.
2. Installed and calibrated a new flow meter at the Tick Creek Dry Season Recovery station.
3. Repaired a leak on the Heritage Lift station force main.
4. Installed an emergency call out system at the Bell Canyon Lift Station.
5. Inspected a manhole repair in the Saddlecrest Development.
6. Assisted Myers Marine Division dive crew at Dove Lake for temporary repairs on the air vent line.
7. Completed line cleaning of all the collections system within one year.

Mr. Ulloa reviewed the Monthly Non-Domestic Water System Summary with the Committee. Mr. Ulloa provided a brief report on the repairs performed at Dove Lake, and he reported that the District's dry season recovery system captured approximately half of the water lost due to the damage air vent.

Mr. Perea reported that the District received a noise complaint from a Dove Canyon resident via the City of RSM code enforcement concerning the rental pump at Dove Lake. Mr. Perea added that District staff remediated the issue with the equipment, and he followed up directly with the customer to their satisfaction.

**RECOMMENDED ACTION**

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

**ITEM 6: 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. Duthie Power conducted preventative maintenance on the emergency generator at the Plano and Heritage Sewer Lift Stations.
2. Final clean up at Golf Club Lift Station.
3. Replaced an old deep sink in the Maintenance shop for a new deep sink/eye wash setup.
4. Attended the AWWA Water Education Seminar at Santiago Canyon College.

**TRABUCO CANYON WATER DISTRICT  
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | SEPTEMBER 7, 2022**

- 5. Shut down Dove Recycle Booster Pump Station for maintenance on the flow meter.
- 6. Assisted Wastewater Department with the Dove Lake vent line assessment.
- 7. Assisted Wastewater Development with the Saddle Crest Development sewer system inspection.

**RECOMMENDED ACTION**

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

**ITEM 7: OTHER MATTERS/REPORTS**

---

Director Dopudja commended District Operations staff for the repair work completed at Dove Lake.

**RECOMMENDED ACTION**

There was no action taken.

**ADJOURNMENT**

Director Dopudja adjourned the September 7, 2022 Engineering/Operational Committee Meeting at 8:07a.m.

DRAFT

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | OCTOBER 20, 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. *September 7, 2022*

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



## TRABUCO CANYON WATER DISTRICT EXECUTIVE COMMITTEE MEETING RECAP | SEPTEMBER 7, 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 September 7, 2022 Executive Committee Meeting to order at 5:00 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**

### **DISCUSSION MATTERS**

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

---

Mr. Paludi presented the August 1, 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:

#### **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

**TRABUCO CANYON WATER DISTRICT  
EXECUTIVE COMMITTEE MEETING RECAP | SEPTEMBER 7, 2022**

**October 2022 Regular Board Meeting**

- Award of Dimension Water Treatment Plant Office Trailer Construction Contract

**Special Board Meeting/Workshop (TBD)**

- Rate Study Financial Plan Scenarios (Consultant: IB Consulting)

**November 2022 Regular Board Meeting**

- Contract award for rehabilitation of wells
- Contract award for Golf Club Sewer Lift Station
- Receive & File Annual Financial Report for FY 2021-22

**Special Board Meeting/Workshop (TBD)**

- Review of Master Plan/Condition Assessment results (Consultant: Hazen)
- Porter Property Future Use

**Other Future Board Items**

- Decision to withdraw from SOCWA (notice to SOCWA by March 2, 2023)
- Review of new 10-year CIP (December)
- Adoption of updated Procurement Policy (December)
- Adoption of rates and charges for 2023 – 2027 (Spring 2023)
- Adoption of updated capacity charges for water service (Spring 2023)

**RECOMMENDED ACTION:**

There was no action taken.

**OTHER MATTERS**

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

---

There were no other matters reported.

**RECOMMENDED ACTION:**

None

**ADJOURNMENT**

Vice President Dopudja adjourned the September 7, 2022 Executive Committee Meeting at 6:26 p.m.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | OCTOBER 20, 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 AD HOC COMMITTEE MEETING RECAP | APRIL 14, 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  
Lisa Sangi, Executive Assistant

### **CONSULTANTS PRESENT**

None

### **PUBLIC PRESENT**

Steve Cameron, Foremost Pacific Group  
Michael Canfield, Foremost Pacific Group  
John Schatz

### **CALL MEETING TO ORDER**

Committee Chair/Vice President Dopudja called the April 14, 2022 District Properties Ad Hoc Committee Meeting to order at 5:00 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**

No comments were received.

### **ITEM 1: CONSIDERATION OF PROPOSALS FOR BIOLOGICAL RESOURCES ASSESSMENT AND MAPPING SERVICES**

Mr. Paludi presented this matter for Committee consideration, and he reported that District staff issued a request for proposals (RFP) for biological resources assessment and mapping services for the District's property in Trabuco Canyon. Mr. Perea provided a brief review of the RFP scope of work, and he summarized the proposals received. Discussion occurred concerning certain language in the District's standard agreement form. Mr. Perea recommended Psomas Engineering for the Biological Resources Assessment and Mapping Services.

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

**RECOMMENDED ACTION:**

The Committee Recommend the Board of Directors authorize the General Manager to contract with Psomas Engineering for Biological Resources Assessment and Mapping Services for a not to exceed amount of \$13,925 with a 10% contingency for a total of \$15,318 (Action Calendar).

**OTHER MATTERS**

**ITEM 2: PRESENTATION TO THE COMMITTEE FROM FOREMOST PROPERTIES**

Mr. Paludi introduced Mr. Canfield, Mr. Cameron, and Mr. Schatz to the Committee. Mr. Cameron provided a brief presentation concerning their owned property adjacent to the District's property, and he highlighted certain potential improvements to both properties. Discussion occurred concerning certain limits and challenges associated with improvements to the properties.

**RECOMMENDED ACTION:**

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

**ADJOURNMENT**

Vice President Dopudja adjourned the April 14, 2022 District Properties Committee Meeting at 5:50 PM.

DRAFT

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | OCTOBER 20, 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. *September 2022*

**EXHIBIT(S):**

1. Directors Fees and Expenses Monthly Report for September 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 | SEPTEMBER 2022**

MEETING DESCRIPTION	ACOSTA	CHADD	DOPUDJA	MANDICH	SAFRANSKI
<b>DISTRICT MEETINGS</b>					
Engineering/Operational Committee Meeting			09/07/22		09/07/22
Executive Committee Meeting		09/07/22	09/07/22		
District Properties Committee			09/13/22	09/13/22	
Finance/Audit Committee Meeting	09/14/22			09/14/22	
Individual Meeting with General Manager	09/12/22	09/13/22	09/14/22	09/13/22	09/12/22
Regular Board Meeting	09/15/22	09/15/22	09/15/22	09/15/22	09/15/22
<b>REPRESENTATIVE MEETINGS</b>					
City of Rancho Santa Margarita Council Meeting					09/14/22
CSDA Leadership Academy Conference	09/18/22				
CSDA Leadership Academy Conference	09/19/22				
CSDA Leadership Academy Conference	09/20/22				
CSDA Leadership Academy Conference	09/21/22				
RSM Chamber of Commerce State of the City Event	09/09/22		09/09/22	09/09/22	
O.C. Water Summit	09/16/22			09/16/22	
South Orange County Wastewater Authority (SOCWA) Regular Board Meeting			09/01/22		
South Orange County Integrated Regional Watershed Management Executive Committee	09/27/22				
South Orange County Agencies Group					09/22/22
<b>NUMBER OF MEETINGS ATTENDED</b>	<b>10</b>	<b>3</b>	<b>6</b>	<b>5</b>	<b>5</b>
<b>FEES (\$125 per each meeting*)</b>	<b>\$1,250.00</b>	<b>\$375.00</b>	<b>\$750.00</b>	<b>\$625.00</b>	<b>\$625.00</b>
<b>DIRECT REIMBURSABLE EXPENSES</b>					
<b>DIRECT REIMBURSABLE EXPENSES TOTALS</b>	<b>\$0.00</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>\$1,250.00</b>	<b>\$375.00</b>	<b>\$750.00</b>	<b>\$625.00</b>	<b>\$625.00</b>
<i>* Maximum per diem per day is one; maximum per diems per month is 10</i>					

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

**TRABUCO CANYON WATER DISTRICT | 2022 PUBLIC MEETING AND CONFERENCE CALENDAR**

		2022											
LINE ITEM	MEETING DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<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 | OCTOBER 20, 2022**

**ACTION CALENDAR**

**ADMINISTRATIVE MATTERS**

**ITEM 7: DISCUSSION AND CONSIDERATION OF A RESOLUTION CONCERNING THE HOLDING OF REGULAR MEETINGS OF THE BOARD OF DIRECTORS AND AMENDING THE RULES AND REGULATIONS OF THE TRABUCO CANYON WATER DISTRICT**

---

Trabuco Canyon Water District (District) is a county water district organized and operating pursuant to Water Code Sections 30000 and following and related California law. The District's Board of Directors are required to provide for the time and place of holding its regular meetings [Section 30521(a)], and as such, adopted Resolution No. 96-803 which established the third Wednesday of each month at 7:00 p.m. for holding a Regular Board Meeting to conduct District business. In July 2021, the Board of Directors adopted Resolution No. 2021-1298 which changed the date of the Regular Board Meeting to the third Thursday of each month.

At this time, District staff recommends the Board of Directors amend the Rules and Regulations by resolution to change the time of the Regular Board Meeting from 7:00 p.m. to **5:30 p.m.** to better address District business.

**FUNDING SOURCE:**

Not applicable

**FISCAL IMPACT (PROJECT BUDGET):**

Not applicable

**ENVIRONMENTAL COMPLIANCE:**

Not applicable

**COMMITTEE STATUS:**

This matter was reviewed with the Executive Committee.

**RECOMMENDED ACTION:**

*Adopt Resolution No. 2022-1309 – Resolution of the Board of Directors of the Trabuco Canyon Water District Providing for the Holding of the Regular Meeting of the Board of Directors and Amending the Rules and Regulations of the Trabuco Canyon Water District.*

**EXHIBIT(S):**

1. Resolution No. 2022-1309 – Resolution of the Board of Directors of the Trabuco Canyon Water District Providing for the Holding of the Regular Meeting of the Board of Directors and Amending the Rules and Regulations of the Trabuco Canyon Water District

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

**RESOLUTION NO. 2022-1309**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE TRABUCO CANYON WATER DISTRICT  
PROVIDING FOR THE HOLDING OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
AND AMENDING THE RULES AND REGULATIONS OF THE TRABUCO CANYON WATER DISTRICT**

---

**WHEREAS**, the Trabuco Canyon Water District (District) is a county water district organized and operating pursuant to Water Code Sections 30000 and following and related California law; and

**WHEREAS**, the District's Board of Directors (Board) currently hold regular meetings of the Board on the third Thursday of each month at 7:00 p.m. at the District's Administration Facility pursuant to its Rules and Regulations, Section 2.5.1 and Appendix C; and

**WHEREAS**, the Board of Directors has considered and reviewed the amendment of the current time of the month of regular meetings of the Board of Directors, as established pursuant to Water Code Section 30521; and

**WHEREAS**, it is appropriate to provide for the holding of such meetings by way of a resolution of the Board and to provide for corresponding amendment of the District's Rules and Regulations.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE TRABUCO CANYON WATER DISTRICT DOES HEREBY RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:**

**Section 1.** Pursuant to Water Code Section 30521(a), the Board of Directors do hereby provide that a regular meeting of the Board of Directors of the Trabuco Canyon Water District shall be held as follows:

- (a) Third Thursday of each month at 5:30 p.m. at the District Administration Facility located at 32003 Dove Canyon Drive, Trabuco Canyon, California 92679.

The new schedule of the Regular Meeting of the Board of Directors of the Trabuco Canyon Water District shall be effective beginning November 1, 2022.

**Section 2.** Section 2.5.1 and Appendix C of the Trabuco Canyon Water District Rules and Regulation is hereby amended to read as follows:

- (a) As of November 1, 2022, the Regular Meeting of the Board of Directors of Trabuco Canyon Water District shall be the third Thursday of each month at 5:30 p.m. at the District Administration Facility located at 32003 Dove Canyon Drive, Trabuco Canyon, California 92679. This is subject to change and interested persons should contact the District Administration Facility or visit the District website at [www.tcwd.ca.gov](http://www.tcwd.ca.gov) to determine the current time and place for the regular meeting.

*The remainder of this page is blank.*

ADOPTED, SIGNED, AND APPROVED this 20th day of October 2022

**TRABUCO CANYON WATER DISTRICT**

By: \_\_\_\_\_  
President/Vice President

By: \_\_\_\_\_  
District Secretary

DRAFT

STATE OF CALIFORNIA            )  
  ) ss.  
COUNTY OF ORANGE            )

I, Michael Perea, District Secretary of the Trabuco Canyon Water District, do hereby certify that the foregoing resolution was duly adopted by the Board of said District at a regular meeting of such Board held on the 20th day of October 2022, 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 said meeting such resolution was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
District Secretary,  
Trabuco Canyon Water District

DRAFT

STATE OF CALIFORNIA            )  
  ) ss.  
COUNTY OF ORANGE            )

I, Michael Perea, District Secretary of the Trabuco Canyon Water District, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 2022-1309 of such Board and that the same has not been amended, rescinded, or repealed.

Dated this 20<sup>th</sup> day of October 2022.

---

District Secretary,  
Trabuco Canyon Water District

DRAFT

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | OCTOBER 20, 2022**

**ACTION CALENDAR**

**ADMINISTRATIVE MATTERS**

**ITEM 8: PROCLAMATION RECOGNIZING THE CONTRIBUTIONS OF SOUTH COAST WATER DISTRICT DIRECTOR WAYNE RAYFIELD**

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Trabuco Canyon Water District (District) received notification from South Coast Water District (SCWD) that Director Wayne Rayfield had passed away. Director Rayfield was elected to the SCWD Board of Directors in 2008 and served for fourteen years, many as Board President and Vice President. Director Rayfield served on the City of Dana Point City Council eight years, as well as Mayor in 2005.

At the direction of the Executive Committee, District staff has prepared a proclamation honoring Director Rayfield for his contributions to SCWD, the South Orange County water community, the City of Dana Point, and the Orange County community. More information may be presented at the time of the meeting.

**FUNDING SOURCE:**

Not applicable

**FISCAL IMPACT**

None

**ENVIRONMENTAL COMPLIANCE:**

Not applicable

**COMMITTEE STATUS:**

This matter was reviewed with the Executive Committee.

**RECOMMENDED ACTION:**

*Approve and direct District staff to deliver a proclamation honoring South Coast Water District Director Wayne Rayfield's service to the water community and customers of SCWD.*

**EXHIBIT(S):**

1. Proclamation in Honor of Wayne Rayfield

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

# Proclamation in Honor of Wayne Rayfield

**WHEREAS**, Wayne Rayfield had given generously of himself throughout his outstanding career in the water industry serving as Director of South Coast Water District for fourteen years, many as Board President and Vice-President; and

**WHEREAS**, Wayne was a well-regarded and dedicated public servant to the people of the City of Dana Point for eight years, and most notably as the Mayor of Dana Point in 2005; and

**WHEREAS**, Wayne, an engineer in the field of computer technology, served as the Director of Information and Technology at the World Bank and managed over 500 employees for more than twenty-three years; and

**WHEREAS**, Wayne demonstrated rare leadership as part of the South Coast Water District family by participating in many public events and employee functions, including the Dana Point Festival of Whales; and

**WHEREAS**, Wayne has been recognized and honored by many organizations for his dedication and achievements, including the Dana Point Historical Society for the annual Pat Plepler Citizenship Award in 2016;

**THEREFORE, BE IT PROCLAIMED**, that Trabuco Canyon Water District's Board of Directors and District Staff are proud to honor Wayne Rayfield for his leadership and commitment to the South Coast Water District, the Orange County water community, the City of Dana Point, and the South Orange County community at large.

Don Chadd, Board President

Stephen Dopudja, Board Vice-President



**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | OCTOBER 20, 2022**

**ACTION CALENDAR  
ENGINEERING MATTERS**

**ITEM 9: DISCUSSION AND POSSIBLE ACTION(S) CONCERNING ROSE CANYON AND LANG WELLS CLEANING AND PUMP INSTALLATION**

Trabuco Canyon Water District (District) owns and operates Rose Canyon and Lang Wells Groundwater Treatment Facility (Facility) located on Rose Canyon Rd. in Trabuco Canyon. The Facility consists of Rose Canyon Well (41’ deep), Lang Well (39’ deep), a two-stage filtration system, a chlorine contact tank and finished water pump station that pumps into the distribution system. The wells are seasonal and last produced water in August 2019.

In 2021, Water Operations took the facility offline to inspect the wells and perform maintenance. Staff is recommending the following be completed on the wells:

- Cleaning out the debris, swab, bail and reinstall pumps.
- Electrical upgrades to include well starter panels, replacement of inoperable Variable Frequency Drive VFD and programming, electrical and reconnection of power to two submersible pumps

Staff received quotes from two well maintenance companies. Layne provided a quote in 2021 of \$70,935 but it does not include installation of the well equipment. Best Drilling and Pump provided a quote of \$58,900 that includes installation. Both proposals are based on time and materials.

Due to the long procurement time of the VFD, Staff has already approved the electrical work. Based on Best Drilling’s quote and Hydrotech Electric’s quote for the electrical work, below is the total cost for returning the wells to service.

<b>PROJECT COSTS</b>		
<b>ITEM</b>	<b>TASK AND COMPANY</b>	<b>TOTAL</b>
1	Electrical – Hydrotech Electric	\$10,241
2	Well Cleaning and Pump Installation-Best Drilling	\$58,900
	<b>Total:</b>	<b>\$69,141</b>

**FUNDING SOURCE:**

General Fund

**FISCAL IMPACT (PROJECT BUDGET):**

\$70,000

**ENVIRONMENTAL COMPLIANCE:**

Notice of Exemption

**COMMITTEE STATUS:**

This matter was reviewed with the Engineering /Operational Committee.

**RECOMMENDED ACTION:**

*Authorize the General Manager to execute a contract for Rose and Lang Wells Cleaning and Pump Installation to Best Drilling and Pump, Inc. in the not to exceed amount of \$58,900.00.*

**EXHIBIT(S):**

1. Well Cleaning Proposals

**CONTACTS (staff responsible): LAUSTEN/KESSLER/STROUD**



**Quotation Form**

**Customer:** Trabucco Canyon Water District  
 32003 Dove Canyon Drive  
 Trabucco Canyon, CA 92679

**Proposal #:** 32490  
**Contact:** Lorrie Lausten

**Date:** 9/27/2022

**Well or Description of Work:** Brushing/ Bailing (Fishing) Rose Well and Lang Well

**Terms:** Due Upon Receipt

Quantity	Description	Price	Unit	Total
40	Fish Material From Well and Brush/ Bail fill of Rose Well.	\$550.00	HR	\$22,000.00
40	Fish Material From Well and Brush/ Bail fill of Lang Well.	\$550.00	HR	\$22,000.00
8	Install Pumps into Rose/ Lang Wells	\$550.00	HR	\$4,400.00
6	Video surveys of Well during Fishing and post Brushing/ Bailing	\$1,750.00	EA	\$10,500.00
<b>TOTAL</b>				<b>\$58,900.00</b>

If above referenced quote meets your approval, please sign below and return.

**Authorized Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Purchase Order No:** \_\_\_\_\_



Office  
1717 W. Park Ave.  
Redlands, CA. 92373  
909-390-2833  
[www.graniteconstruction.com](http://www.graniteconstruction.com)

9/29/2021

Trabuco Canyon Water District  
Jason Straud  
32003 Dove Canyon Drive  
Trabuco Canyon , CA 92679

RE: Fishing Efforts, Line Swab, Bailing

Dear Jason Straud ,

We are pleased to present our project estimate for the referenced work to be provided at Lang Well .

Shop Prep, Build Fishing Tools, Load and Unload tooling

Mobilize crane, support truck and welder to the site. Rig up make attempts to fish out what appears to be submersible pump schroud, cable guard and other misc items. Single line swab the screened sections of the well. Bail fill until refuge is meet, sample and dispose of fill materials. Demobilize all crew and equipment to Layne's facility.

Hourly rates provided is portal to portal. Prevailing wage rates apply for all onsite work. In the event additional hours are required outside what is estimated, the district will be notified prior to additional work being performed

Assumes crane and equipment will set up outside the well location. Any traffic control or permits required will be provided by others

The attached estimate is valid for 30 days and is subject to Layne Terms and Conditions.

Thank you for choosing Layne Christensen Company and giving us the opportunity to be your water resources solution provider.

Sincerely,

Ricky Trujillo  
Account Manager  
909-957-7782





Office  
1717 W. Park Ave.  
Redlands, CA. 92373  
909-390-2833  
[www.graniteconstruction.com](http://www.graniteconstruction.com)

9/29/2021

Trabuco Canyon Water District  
Jason Straud  
32003 Dove Canyon Drive  
Trabuco Canyon , CA 92679

RE: Fishing Efforts, Line Swab, Bailing

Dear Jason Straud ,

We are pleased to present our project estimate for the referenced work to be provided at Rose Well .

Shop Prep, Build Fishing Tools, Load and Unload tooling

Mobilize crane, support truck and welder to the site. Rig up make attempts to fish out material. Single line swab the screened sections of the well. Bail fill until refuge is meet, sample and dispose of fill materials. Demobilize all crew and equipment to Layne's facility.

Hourly rates provided is portal to portal. Prevailing wage rates apply for all onsite work. In the event additional hours are required outside what is estimated, the district will be notified prior to additional work being performed

Assumes crane and equipment will set up outside the well location. Any traffic control or permits required will be provided by others

The attached estimate is valid for 30 days and is subject to Layne Terms and Conditions.

Thank you for choosing Layne Christensen Company and giving us the opportunity to be your water resources solution provider.

Sincerely,

Ricky Trujillo  
Account Manager  
909-957-7782



**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | OCTOBER 20, 2022**

**ACTION CALENDAR**

**ENGINEERING MATTERS**

**ITEM 10: SOUTH ORANGE COUNTY WASTEWATER AUTHORITY (SOCWA) JOINT POWERS AGREEMENT (JPA)  
DISCUSSION UPDATE**

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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.

**October 2022 Update**

As directed by the Board of Directors, staff continues to gather information regarding the process and timeline involved in the District acquiring from the San Diego Regional Water Quality Control Board (Regional Board) an independent or separate recycled water permit, as opposed to SOCWA's multi-agency permit that currently provides regulatory coverage to TCWD. To that end, staff representatives from the Regional Board are scheduled to meet with District staff and tour water reclamation facilities on October 20, 2022 in order to begin a specific dialogue on the District's path towards a separate permit.

Staff has also initiated discussions with SOCWA's general manager and staff to seek cooperation and assistance in exploring ways to continue coverage under the SOCWA permit until a separate TCWD permit is approved by the regulatory agencies, should the District separate from the SOCWA JPA at the end of the current fiscal year.

**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):**

None

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

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | OCTOBER 20, 2022**

**ACTION CALENDAR**

**LEGISLATIVE AND OTHER MATTERS**

**ITEM 11: ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA) PROPOSED AMENDED & RESTATED BYLAWS**

---

**Background**

Trabuco Canyon Water District (TCWD or District) is a member of the Association of California Water Agencies (ACWA). ACWA has scheduled a General Session Membership meeting at the 2022 Fall Conference on Wednesday, November 30, 2022 at 12:30 p.m. for the purpose to conduct a vote by the membership on proposed amended and restated bylaws as recommended by the ACWA Board of Directors at its meeting on September 23, 2022. The proposed Amended and Restated Bylaws includes the following changes:

- Amendments to clarify language and to reflect consistency with other governance documents and daily operations
- Amendments to implement changes to the Board Officers' election process as recommended by the Election Task Force
- Amendments to incorporate State Corporations Code provisions to allow meetings to be held by electronic communication
- Restructuring and reformatting to incorporate a new numbering system

**Voting Process & Deadlines**

Consistent with ACWA's Bylaws, Article 9, Section 5:

- Each member of the Association shall be entitled to one vote that shall be cast by its authorized representative.
- Voters must be present at the membership meeting to vote.
- ACWA will be using a voting system called Live-Tally, which will allow voters to vote using a handheld keypad.

Member agencies must indicate their voting representative and alternate on the attached Voter Designation & Information Form as well as provide the information identified on the form in order for ACWA to facilitate all aspects of the membership meeting and voting processes. The deadline for submitting the Voter Designation & Information Form is **Wednesday, November 23, 2022**. If for any reason the member agency desires for the alternate voting delegate to vote at the membership meeting in place of its designated voting delegate, the member agency must notify ACWA in advance of its exchange of voting delegates **no later than 5:00 p.m. on Tuesday, November 29, 2022**.

**FUNDING SOURCE:**

Not applicable

**FISCAL IMPACT:**

No fiscal impact

**ENVIRONMENTAL COMPLIANCE:**

Not applicable

**COMMITTEE STATUS:**

This matter has been reviewed with the Executive Committee.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | OCTOBER 20, 2022**

**RECOMMENDED ACTION:**

*Designate District representatives as Voting Delegate and Alternate Voting Delegate to vote on the proposed amended and restated bylaws at the Association of California Water Agencies (ACWA) General Session Membership Meeting, and take related action(s).*

**EXHIBIT(S):**

1. ACWA Proposed Amended & Restated Bylaws – Redlined
2. Voter Designation Form
3. ACWA Memorandum Notice of General Membership Meeting dated October 5, 2022

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



# MEMORANDUM

Via U.S. Mail and Electronic Mail

**TO:** ACWA Member Agency Board Presidents and General Managers  
**CC:** ACWA Board of Director  
**FROM:** Dave Eggerton, ACWA Executive Director  
**DATE:** October 5, 2022  
**SUBJECT:** Notice of General Session Membership Meeting — November 30, 2022

---

There will be a General Session Membership Meeting at the ACWA 2022 Fall Conference on **Wednesday, November 30, 2022, at 12:30 p.m.** The meeting will be held in the Crystal Ballroom, Renaissance Esmeralda Resort Hotel, Indian Wells. The purpose of the meeting is to conduct a vote by the membership on proposed Amended and Restated Bylaws of the Association of California Water Agencies as recommended by the Board of Directors at its meeting on September 23, 2022.

## Proposed Amended and Restated Bylaws

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As part of ongoing efforts to ensure ACWA's Bylaws are current and reflect consistency with other governance documents and daily operations and to implement changes related to the election of ACWA's Board Officers, the Board of Directors is recommending proposed Amended and Restated Bylaws for consideration by the membership.

Staff worked with Dale Stern, Downey Brand LLP, to prepare the proposed Amended and Restated Bylaws, which include the following changes:

- Amendments to clarify language and to reflect consistency with other governance documents and daily operations
- Amendments to implement changes to the Board Officers' election process as recommended by the Election Task Force
- Amendments to incorporate California Corporations Code provisions allowing meetings to be held by electronic communication
- Restructuring and reformatting to incorporate a new numbering system

Legal Affairs Committee (LAC) Chair, Jennifer Buckman, appointed LAC member, Doug Coty, to serve as the committee's representative to review the proposed Amended and Restated Bylaws and provide an analysis pursuant to ACWA Bylaws (Article 9, Section 8). The proposed Amended and Restated Bylaws reflect the LAC's recommended edits as adopted by the ACWA Board on September 23.

Redline and clean versions of the proposed Amended and Restated Bylaws are available on ACWA's website at the link listed below. The materials have also been emailed to member agency general managers and board presidents.

<https://www.acwa.com/2022-membership-meeting/>

## Voting Process

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Consistent with ACWA's Bylaws, Article 9, Section 5:

- Each member of the Association shall be entitled to one vote that shall be cast by its authorized representative.
- Voters must be present at the membership meeting to vote.

ACWA will be using a voting system called Live-Tally, which will allow voters to vote using a handheld keypad.

- Member agencies must indicate their voting representative and alternate on the attached Voter Designation & Information Form as well as provide all of the information identified on the form in order for ACWA to facilitate all aspects of the membership meeting and voting processes.

## Deadline & Changes

---

The deadline for submitting the Voter Designation & Information Form is **Wednesday, November 23, 2022**. While this form identifies both a voting delegate and an alternate voting delegate for the ACWA member agency, if for any reason the member agency desires for the alternate voting delegate to vote at the membership meeting in place of its designated voting delegate, the member agency must notify ACWA in advance of its exchange of voting delegates by contacting the Senior Clerk of the Board Donna Pangborn at [donnap@acwa.com](mailto:donnap@acwa.com) or 916-669-2425 **no later than 5:00 p.m. on Tuesday, November 29, 2022**.

## ACWA General Session Desk

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ACWA staff will be available at the **ACWA General Session Desk**, located in the Crystal Ballroom Foyer, Renaissance Esmeralda Resort Hotel, on **Wednesday, November 30**, between **9:00 a.m. and 11:45 a.m.** to answer questions about the membership meeting and voting process.

**Voters need to check in at the ACWA General Session Desk on Wednesday, November 30, between 10:00 and 11:45 a.m. to pick up handheld keypads.**

If you have any questions regarding the proposed Amended Bylaws and Restated or voting process, please contact Senior Clerk of the Board Donna Pangborn at 916-669-2425 or [donnap@acwa.com](mailto:donnap@acwa.com).

dgp

Attachments:

1. Voter Designation & Information Form
2. Proposed Amended and Restated Bylaws (redline version) – see website link above
3. Proposed Amended and Restated Bylaws (clean version) – see website link above

**To:** Donna Pangborn, Senior Clerk of the Board

**Email:** donnap@acwa.com

**Fax:** 916-669-2425

The person designated below will be attending the ACWA General Session Membership Meeting(s) on Wednesday, November 30, 2022 (and December 1, 2022 if necessary) as our voting delegate. Please designate an alternate voting delegate to facilitate any change to your voting representation at the meeting. To change your alternate, however, you must notify Donna Pangborn of the change no later than 5:00 p.m. on Tuesday, November 29, 2022.

Member Agency's Name

Agency's Phone No.

Print Member Agency's Authorized Signatory Name

Authorized Signatory Signature

**Voting delegate must be present at the membership meeting to vote.**

Voting Delegate's Name	Voting Delegate's Email	Voting Delegate's Phone No.
Alternate Voting Delegate's Name	Alternate Voting Delegate's Email	Alternate Voting Delegate's Phone No.
Voting Delegate's Affiliation (if different from assigning agency)*		Date

\*If your agency designates a delegate from another entity to serve as its authorized voting representative, please indicate the delegate's entity in the appropriate space above.



As recommended by the Board of Directors at its meeting on 9/23/2022.

AMENDED AND RESTATED  
BYLAWS of the Association of  
California Water Agencies

PROPOSED

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PROPOSED

(As amended and restated by the Members on November 29, 2017 \_\_\_\_\_, 2022)

## ARTICLE 1 ~~Article 1~~ - General

**Section 1.01.** <sup>1</sup>**Name.** The name of this California nonprofit corporation shall be the Association of California Water Agencies (hereinafter referred to as the Association).

**Section 1.02.** **Principal Office.** The principal office for the transaction of business of the Association ~~is shall be~~ located ~~at 910 K Street, Suite 100, in~~ Sacramento, California; ~~provided, however, that the Board of Directors may change the location of the principal office by resolution and without amendment of these bylaws.~~

**Section 1.03.** **Purposes.** The purposes of the Association shall be to work together with its members and others for the best interests of California and its citizens and landowners who use, need and depend upon water; to encourage the orderly development of the waters of the state; to seek means of obtaining and making available to all of California a dependable water supply of the best possible quality at the lowest possible cost, giving due consideration to environmental factors involved therein; to provide inspiration and leadership in meeting and solving the water supply problems of this state; to propose and advocate such policies and measures—local, state and federal—that serve the best interests of the Association, opposing those of contrary nature; to assist in promoting the health, safety and welfare of the employees of its members; and to do all other things that are in the best interests of its members.

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<sup>1</sup> Section numbers have been reformatted to incorporate a new numbering system throughout this document.

## ARTICLE 2 ~~Article 2~~ – Membership and Dues

### Section 2.01. Membership.

- (a) **Members.** Only a public district, public agency, or public organization created and operated for the purpose of controlling, treating, developing, acquiring, using or supplying water for any purpose for inhabitants or lands within the state of California, or for the protection, drainage or reclamation of lands within the state of California, may become a member of the Association. Such an entity will become a member upon written application, approval by the Board of Directors, and the payment of the required dues. Acceptance to membership shall authorize full participation in Association activities. Except as otherwise provided in ~~subsection Section 2.01~~(b) below, in no case may an organization other than a state, a political subdivision (as defined in § 1.103-1(b) of the Income Tax Regulations) of a state or an entity the income of which is excluded from gross income under § 115 of the Internal Revenue Code be a member of the Association. A member of the Association shall be in good standing if in compliance with all bylaws and requirements of membership, including timely payment of annual dues and emergency assessments.
- (b) **Honorary Life Members.** Any person who has rendered conspicuous service in furthering the purposes of the Association may, by vote of the Board of Directors, be granted an honorary life membership in the Association without payment of dues or assessments. All past presidents of the Association shall automatically be honorary life members without vote of the Board of Directors. Honorary life members shall not be entitled to a vote or to hold office automatically because of their status as honorary life members.
- (c) **Termination of Members.** Membership shall cease upon the failure of any member to pay the dues provided for in Section 2.02 of this Article. The membership of any member may be terminated at any time by such member sending written notification of its intention to withdraw to the Association's principal office. The Board of Directors may terminate the membership of any member upon 30 days' written notice by first-class mail when it is determined at any regular Board meeting or at any special Board meeting called for that purpose that continuance of such membership would not be in the best interests of the Association. Withdrawal or termination of membership ends any participation in Association activities and shall terminate a member's interest in the Association's assets.

**Section 2.02. Dues.** The annual dues of each member of the Association shall be established by the Board of Directors; provided, however, that any member may apply for a change in its dues because of conditions that differentiate such applicant from other members.

**Section 2.03. Liability of Members.** No member shall be liable for any obligation incurred by the Association with the following exception: (1) the payment of the annual dues while it remains a member;

and (2) the payment of emergency assessments, which shall not exceed 10 percent of current annual dues for each member in any calendar year while it remains a member. No emergency assessment may be levied against any member during its first two years of membership in the Association.

### ARTICLE 3 ~~Article 3~~ - Officers

#### Section 3.01. President and Vice President.

- (a) **General.** The president and vice president of the Association shall be the elected officers of the Association. At the time of their election the president and vice president shall each be an elected or appointed member of the governing body or commission (as appropriate) of a member agency of the Association. The president and vice president shall be elected by the members of the Association ~~at its fall conference~~ by written ballot in each odd-numbered year before the Association's annual meeting, shall be announced at the Association's annual meeting, shall take office on January 1 of the calendar year following election, and shall hold office until such time as their successors take office or are appointed. An elected president shall not be permitted to succeed himself/herself to that office. Except as provided in this Article, should vacancies occur in either office of the president or vice president, the Board of Directors shall appoint persons to fill such offices for the unexpired terms thereof.
- (b) **President.** The president shall preside at all meetings of the Board of Directors, the Executive Committee, and the general membership; shall appoint members of all committees, including the chair and vice chair of each, upon recommendation from members and regions (as communicated by the region chairs), with each such committee chair and vice chair ratified by the Board of Directors; and shall perform all other duties necessary to carry out the functions of the office. The president shall be a non-voting *ex officio* member of each committee, but shall not be an *ex officio* member of the Nominating Election Committee or the region boards.
- The president may be expelled from office with or without cause, upon the satisfaction of the following two events: (1) a two-thirds vote of the Board of Directors; and (2) a subsequent simple majority vote of the members of the Association during a meeting of the membership.
- (c) **Vice President.** The vice president shall, in the absence of the president, assume all of the duties of that office and, if a vacancy occurs, succeed thereto for the unexpired term. The vice president shall sit as a member of the Executive Committee of the ACWA Joint Powers Insurance Authority and shall perform such other duties as assigned by the president.

**Section 3.02. Executive Director/Secretary and Controller/Treasurer.**

- (a) **General.** The executive director/secretary and controller/treasurer of the Association shall also be officers of the Association. The executive director/secretary shall be appointed by and hold office at the pleasure of the Board of Directors of the Association.
- (b) **Executive Director/Secretary.** The executive director/secretary shall: (1) advise and assist the Board of Directors, all committees, the boards of each region, and the workgroups of each region; (2) be responsible for administering the total operations of the Association; (3) employ, direct, and release all employed staff in accordance with the policies adopted by the Board of Directors and consistent with the budget adopted by the Board of Directors; (4) provide relevant information to the Board of Directors needed by the Board to take actions; (5) give members notice and record minutes of all meetings of the membership, Board of Directors, and Executive Committee; and (6) have such other powers and perform such other duties as may be provided and assigned by the Board of Directors directly or through the president of the Board or the Executive Committee. The executive director/secretary, with the assistance of the controller/treasurer, shall render a report to the Board of Directors at the first meeting following the close of each calendar year showing the membership of the Association, the receipts and expenditures during the year, and the work accomplished during the previous year.
- (c) **Controller/Treasurer.** The controller/treasurer shall report to and act under the direction of the executive director/secretary. The controller/treasurer shall be a signatory on all accounts held by the Association and shall act as a fiduciary for all assets of the Association.

**ARTICLE 4 ~~Article 4~~ – Board of Directors**

**Section 4.01. Membership.** The Board of Directors shall consist of:

- (a) The Association president and vice president.
- (b) The chair and vice chair of each region.
- (c) The chair of each standing committee.
- (d) The most immediate active past president.
- (e) The vice president of the ACWA/Joint Powers Insurance Authority.

**Section 4.02. Term of Office.** The term of office of all members of the Board of Directors shall commence on January 1 of the calendar year following election of the president and vice president, except for those persons who serve on the Board of Directors by nature of their position as chairs of standing committees, whose terms shall instead commence upon their ratification by the Board of Directors.

Except as provided in Article 4, Section 11, the term of office for all members of the Board of Directors shall terminate on December 31 of the following odd-numbered year two years later, or until their successors take office.

**Section 4.03. Attendance Requirement.** Any member of the Board of Directors who misses two consecutive regular Board meetings without being excused by the Board will no longer be a member of the Board of Directors.

**Section 4.04. Regular Meetings.** Regular meetings of the Board of Directors shall be held bimonthly at such times and places as the Board may determine.

**Section 4.05. Special Meetings.** Special meetings may be called by the president upon the president's own volition or shall be called by the president when requested in writing by five directors. Prior to conducting such a special meeting, the president shall consult with the Executive Committee to ensure that adequate information is available to the Board of Directors for any necessary decisions; and where such meeting is called upon the president's own volition, the president shall also consult with the Executive Committee as to the necessity of the special meeting. Notice for special meetings shall be provided in the following manner: (1) upon 10 days' written notice sent by mail to each director and addressed to each at the address as shown upon the records of the Association; or (2) upon 48 hours' notice with notice provided by electronic means. When the meeting is called upon the president's own volition, the president shall choose the form of notice; when the meeting is called by a request of five directors, the five directors shall choose the form of notice and the president shall promptly call the meeting. No business except those items described in the notice shall be transacted at any special meeting, except by consent of three-fourths of the members of the Board of Directors present.

**Section 4.06. ~~Meeting Requirements and Quorums.~~ Meetings by Electronic Communication.** Any meeting, ~~regular of the Board of Directors, region boards, or special,~~ any committee may be ~~held/conducted, in person/whole or in part, by telephone conference, web video conference, or other,~~ electronic transmission, or by electronic video screen communication. A member of the Board of Directors, a region board, or electronic transmission, any committee shall be deemed present in person at the meeting if the following apply:

- (a) Each director, region board, or committee member participating in the meeting can communicate concurrently with all other directors, region board, or committee members.
- (b) Each director, region board or, committee member is provided the means of participating in all matters before the board, region board, or committee, including the capacity to propose, or to interpose an objection to, a specific action to be taken by the Association.

**Section 4.07. Quorum.** At any meeting of the Board of Directors, the attendance of 50 percent of the voting members of the Board of Directors, or their permitted alternates as specified in these bylaws, shall constitute a quorum for the transaction of any business. The Board may hold a closed session for discussion of personnel matters or enforcement of violations of the code of conduct.

**Section 4.08. Alternates.** Each region shall designate an alternate for each chair and vice chair, who shall meet the qualification requirements for chair and vice chair, to act at meetings of the Board of Directors when the chair or vice chair is unable to attend. The vice chair of each standing committee will be the alternate to act at meetings of the Board of Directors when the [standing committee](#) chair is unable to attend. An alternate may not act or vote on behalf of more than one member of the Board of Directors. A member of the Board of Directors may not act as an alternate for any other member.

**Section 4.09. Vacancies for Standing Committee Chairs and Vice Chairs.** Should a vacancy occur in the office of any standing committee chair or vice chair before the end of the term, the president shall appoint a new committee chair or vice chair to fulfill the unexpired term of such committee chair or vice chair subject to ratification by the Board of Directors. A vacancy in the office of any such standing committee chair or vice chair as described in the previous sentence shall be deemed to exist when the chair or vice chair: (1) resigns the office; (2) no longer is an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member; or (3) is otherwise removed by a member agency of the Association.

**Section 4.10. Duties, Authorities, and Delegation.** Subject to the provisions and limitations of California Nonprofit Corporation Law, other applicable laws, and the provisions of these bylaws, the Association's activities and affairs are to be exercised by or under the direction of the Association's Board of Directors. The Board of Directors is responsible for the overall supervision, control, and direction of the Association. The Board of Directors shall: (1) employ and release the executive director/secretary; (2) set performance expectations for the executive director/secretary; (3) receive, review, and consider approval of executive director/secretary recommended compensation, other terms and conditions of employment, and annual evaluations as prepared by the Executive Committee; (4) annually adopt a budget; and (5) set the level of dues for the Association. Except as to the duties listed in the previous sentence, and subject to Article 3, Section 2, the Board of Directors may delegate the supervision, control, and direction of the Association's affairs to any person or group, including a committee, provided the Association Board retains ultimate responsibility for the actions of such person or group. Where such powers are delegated, the delegation shall be documented in writing.

**Section 4.11. Immediate Past President.** The immediate past president automatically assumes this position after serving as the Association's elected president and is a voting member of the Board of Directors and Executive Committee. The term of office for the immediate past president shall commence on January 1 of the calendar year following election of the president and vice president and shall terminate on December 31 of the following odd-numbered year two years later. In the event the most immediate active past president is unavailable to serve, the most recent and available active past president in succession shall serve in this capacity.

**Section 4.12. Code of Conduct of Board Members.**

- (a) **Code of Conduct: Purpose and Adoption.** The Board of Directors shall establish, and update as appropriate, a code of conduct for its Directors that recognizes the

Association's commitment of integrity, respect, and fair representation to its members and the public they serve and establishes minimum ethical standards for the performance of the duties of office. The code shall be consistent with the procedural processes contained in this section. The code shall be distributed to all new Directors and shall be distributed annually to all members of the Association.

- (b) Violations and Enforcement Process.** A violation of the code of conduct may result in removal, public censure, or private reprimand of a Director, or such other action as contained in the code of conduct. However, removal and public censure shall be reserved only for serious violations. A Director may not be removed or publically censured absent an affirmative vote of two-thirds of the voting members of the Board of Directors. A Director may be privately reprimanded for a violation of the code of conduct upon the majority vote of the quorum. Complaints of violation of the code of conduct may be filed with the president, or the vice-president if the allegations are made against the president. The president may refer a complaint of violation to the executive director/secretary for investigation. The executive director/secretary may retain a special investigator or special counsel to conduct or assist the investigation. A Director accused of a violation shall be provided a copy of the complaint. A Director that takes any hostile or retaliatory action, directly or indirectly, against a complainant is subject to removal from the Board in conformance with the process identified above. Prior to scheduling a Board action on a complaint, the president shall consult with the Executive Committee and the chair of the Legal Affairs Committee. A Director accused of a violation of the code of conduct shall be provided at least 15 days' written notice of any meeting of the Board at which a determination of enforcement will be considered. A determination of enforcement may be made only at a regular meeting of the Board and shall be made in closed session. The determinations of the Board under this section shall not be admissible in any criminal or civil proceeding brought against the Director for conduct that violates any other law.

## **ARTICLE 5**~~Article 5~~ – Regions

### **Section 5.01. Boundaries of Each Region.**

- (a)** There shall be a maximum of 10 regions within the state. The Board of Directors shall determine the regional boundaries. Insofar as is practicable, the regions shall have a numerical balance in members of the Association; make geographic sense; and promote regional problem solving.
- (b)** A member of the Association may file a written petition to the Board of Directors requesting a change in regions. Such petition shall set forth the reasons for such requested change. The Board shall, within a reasonable time, act upon such petition and set forth the reasons for its action. Such action by the Board shall be based on factors in

[Section 5.01](#)(a) above, as well as others deemed by the Board of Directors to be relevant to the decision.

**Section 5.02. Officers.**

- (a) The officers of each region shall be a chair and vice chair and three to five region board members who shall be elected by the region ~~by September 30, or the preceding Friday if September 30 falls on a weekend, of~~ in each odd-numbered ~~years~~year. A region may maintain a board of fewer than five but not less than three members as provided in the region's rules and regulations. The officers of the region board shall take office on January 1 of the calendar year following election and shall hold office for two years, or until their successors take office. Regions shall hold elections by electronic ballot. ACWA staff shall verify the legitimacy of the ballots.
- (b) The officers of each region shall: (1) exercise the powers and perform duties of the region during the interim between region meetings; and (2) make recommendations to the president regarding appointments to committees. The chair and vice chair shall be the region's representatives to the ACWA Board of Directors.
- (c) Each officer of a region shall be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the office, the individual may not serve during the remaining term of that office unless that individual can again meet the criteria for the office and is appointed to complete the term. The region board may adopt more stringent criteria for board member qualifications as part of the region's rules and regulations.
- (d) Should a vacancy occur in any of the region board positions before the end of the term, the remaining members of the region board shall appoint a new member. A vacancy in the office of any region board position shall be deemed to exist when a region board member: (1) resigns the office; (2) no longer is an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member of the Association to represent that member; or (3) is otherwise removed by a member agency of the Association.

**Section 5.03. Nominating Committees.** There shall be a nominating committee for each region consisting of three or more designees, each representing a member of the Association located within the region, appointed by the chair of the region and approved by the region board. Nominating committees shall be formed by February 28 of each odd-numbered year. ~~The nominating committee shall announce its nominations for chair, vice chair, and region board members by August 1 of an election year. All regions must complete the election process by September 30 of the election year, or the preceding Friday if the September 30 falls on a weekend.~~

**Section 5.04. Meetings.** The meetings of each region shall be held at both the spring and fall conferences and at such other times and places as may be determined by the region chair. Representatives of five or more members of the Association from the region present at any region meeting shall constitute a quorum for purposes of conducting the business of the region. Any meeting, regular or special, may be held in person or by telephone conference, web video conference, or other electronic video screen communication or electronic transmission, [as set forth in Section 4.06](#).

**Section 5.05. Workgroups.** Workgroups may be appointed by the region chair as needed.

**Section 5.06. Rules.** Each region shall organize and adopt rules and regulations for the conduct of its meetings and affairs not inconsistent with the Articles of Incorporation or bylaws of the Association. Each region shall abide by the code of conduct adopted by the Board of Directors of the Association.

## ARTICLE 6 ~~Article 6~~ – Executive Committee

**Section 6.01. Membership.** There shall be an Executive Committee consisting of the following: the president of the Association, who shall be the chair thereof; the vice president; the most immediate active past president; the chair of the Finance Committee; and three at-large representatives selected from and by the members of the Board of Directors. The election of the three at-large representatives to the Executive Committee shall occur at the first Board of Directors meeting held in each even-numbered year and the elected representatives shall serve immediately following their election and until such time as their successors take office. To the extent practical, the Executive Committee should be constituted so as to reflect the geographic extent of the Association and the functions of the members of the Association.

**Section 6.02. Powers.** The Executive Committee shall have the following authority:

- (a) **Personnel.** Subject to the budget adopted by the Board of Directors, the Executive Committee shall perform the following personnel actions: (1) recommend compensation for the executive director/secretary to the Board of Directors for approval; (2) perform annual reviews of the executive director/secretary and submit that review to the Board of Directors; (3) review and approve the classification and compensation plan and publicly posted salary schedule for Association employees submitted by the executive director/secretary, which shall be reviewable by the Board of Directors, in closed session, upon request of the Board of Directors; (4) establish personnel policies for the conduct and behavior of employees, which shall be reviewable by the Board of Directors; and (5) undertake such other personnel actions as may be requested by the executive director/secretary in support of his or her oversight of all other personnel matters, which shall be reviewable by the Board of Directors, in closed session, upon request of the Board of Directors.

- (b) **Delegation.** The Executive Committee may act pursuant to any authority specifically delegated to it by the Board of Directors. The delegation shall indicate whether the authority is still subject to the ultimate authority of the Board.
- (c) **Authority to Act Between Meetings.** The Executive Committee may act for the Board of Directors between Board meetings when calling a special meeting of the Board of Directors is impracticable, provided that no such action of the Executive Committee shall be binding on the Board of Directors until authorized or approved by the Board. The Executive Committee has the authority to authorize actions recommended by the Legal Affairs Committee (such as the filing of letter briefs and amicus curiae briefs) by electronic means without the need for an in-person or telephonic meeting, but such actions shall be ratified by the Board of Directors at its next meeting.

**Section 6.03. Reporting.** The president, or any person designated by the president, shall report to the Board of Directors, at each regular Board meeting, any action taken by the Executive Committee since the last preceding regular Board meeting. The minutes of Executive Committee meetings, which at that time may still be in draft form, shall be mailed (using the U.S. Postal Service, express delivery, electronic means, or otherwise) to each member of the Board of Directors at least five days prior to Board meetings, except in cases in which the Executive Committee meets during or immediately prior to a conference of the Association or immediately prior to a Board meeting, in which case the minutes, which may still be in draft form, shall be mailed to each director promptly thereafter.

**Section 6.04. Meetings.** The Executive Committee shall hold regularly scheduled meetings as set by the president. Special meetings of the Executive Committee may be called by the president upon notice to the members of that committee or upon written request of three Executive Committee members. Notice for special Executive Committee meetings shall be provided to the entire Board: (1) upon five days' written notice sent by mail, or (2) upon 24 hours' notice with notice provided by electronic means; and all such meetings shall be open to the Board of Directors. Any meeting, regular or special, may be held in person or by telephone conference, web video conference, or other electronic video screen communication or electronic transmission, as set forth in Section 4.06. All members of the Board of Directors may attend any meeting of the Executive Committee. Meetings of the Executive Committee may be closed to others at the discretion of the president or committee. Only members of the Executive Committee are allowed to vote on matters at a meeting of the committee.

**Section 6.05. Minutes.** The minutes of the Executive Committee meetings shall be kept by the executive director/secretary at the Association's principal office. Actions of the Executive Committee shall be reported to the Board of Directors as provided in Section 3 of this Article and shall be available to any member of the Board of Directors upon request to the executive director/secretary.

## **ARTICLE 7 ~~Article 7~~ – Standing Committees**

**Section 7.01. Qualification.** In order to serve on any ACWA standing committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other

representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the appointment, the individual may not serve during the remaining term of that appointment unless that individual can again meet the criteria for appointment and is appointed to complete the term.

**Section 7.02. Term of Office.** The term of office of standing committee members shall be two years commencing on January 1 of each even-numbered year. The term of office of standing committee chairs and vice chairs shall be approximately two years and shall commence as soon after January 1 of the even-numbered year as they may be appointed by the president and ratified by the then-seated Board of Directors, and shall terminate on December 31 of the odd-numbered year approximately two years later or until their successors are appointed and ratified.

**Section 7.03. Meetings.** Meetings of standing committees may be called at such times and places designated by the respective chair thereof except where provided otherwise by these bylaws. [Any meetings of standing committees may be conducted, in whole or in part, by electronic transmission or by electronic video screen communication, as set forth in Section 4.06.](#) Subject to the provisions of these bylaws and any actions that may be taken by the Board of Directors, the chairs of each standing committee may establish their own rules for the efficient operation of the committee they each chair. The chairs of each standing committee are authorized to create subcommittees and workgroups in order to complete the work of the committee.

**Section 7.04. Committee Composition.** Each limited standing committee shall have a membership composition that is comprised of members in the quantity and with qualifications as defined by the provisions of these bylaws. The committee chair position shall not be included in the maximum count for determining the committee composition total of any given limited committee. The committee chair shall, however, be a voting member of their respective committees subject to the rules and procedures of each committee. [If the chair is absent, the vice chair shall fill the role of the chair during such absence.](#)

**Section 7.05. Agriculture Committee.** There shall be an Agriculture Committee whose duty it shall be to recommend Association policy, positions and programs to the Board of Directors, State Legislative Committee, Federal Affairs Committee or other committees, as appropriate, regarding agricultural issues affecting the interests of ACWA and its members. The committee shall consist of at least one member from each region.

**Section 7.06. Business Development Committee.** There shall be a Business Development Committee whose duty it is to develop and recommend to the Board of Directors programs and activities to be provided or administered by the Association that generate non-dues revenue and provide a service or benefit to member agencies. The committee shall consist of at least one member from each region and may include members from any of the other standing committees.

**Section 7.07. Communications Committee.** There shall be a Communications Committee whose duty it shall be to develop and make recommendations to the Board of Directors regarding a comprehensive internal and external communications program for the Association and to promote development of sound

public information and education programs and practices among member agencies. The committee shall consist of no more than 40 members. The committee shall consist of at least one member from each region.

**Section 7.08. Energy Committee.** There shall be an Energy Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one member from each region.

**Section 7.09. Federal Affairs Committee.** There shall be a Federal Affairs Committee whose duty it shall be to review all federal legislative proposals and regulatory proposals affecting member agencies, after consulting with other appropriate committees, and to develop Association positions consistent with existing policy, where it has been established; recommend sponsorship of bills that will resolve problems or improve conditions for member agencies; and assist in the establishment of the Association's federal legislative program. The committee shall consist of at least one, but no more than five members from each region.

**Section 7.10. Finance Committee.** There shall be a Finance Committee whose duty it shall be to make recommendations to the Board of Directors regarding annual budgets, dues formula and schedules and other revenue-producing income, annual audit and selection of an auditor, and investment strategies. The committee shall consist of the president and vice president of the Association as *ex officio* members, either the chair or vice chair from each of the Association's 10 region boards, and one additional member from each region with experience in financial matters.

**Section 7.11. Groundwater Committee.** There shall be a Groundwater Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one member from each region.

**Section 7.12. Legal Affairs Committee.** There shall be a Legal Affairs Committee whose duty it shall be to support the mission of the Association, and more particularly to deal with requests for assistance involving legal matters of significance to member agencies, including but not limited to state and federal court litigation, water rights matters, selected regulatory and resources agency matters, proposed bylaw revisions, review of legislation as requested by the State Legislative Committee, etc. The committee shall consider matters and issues submitted to it in order to determine which ones are of major significance to the member agencies and, assuming a finding of major significance, recommend to the Board of Directors the position(s) which the committee believes the Association should take with respect thereto. The committee shall be composed of between 34 and 44 attorneys, each of whom shall be a member of the California Bar and shall be, or act as, counsel for a member agency, representing diverse interests within the Association, including but not limited to, different geographical areas throughout the state, large and small agencies, agricultural and urban agencies, agencies created under the various enabling statutes, etc. The committee shall consist of at least one member from each region.

**Section 7.13. Local Government Committee.** There shall be a Local Government Committee whose duty it shall be to recommend policies to the State Legislative Committee, as appropriate, and Board of Directors on matters affecting water agencies as a segment of local government in California. The committee shall consist of at least one, but no more than three members from each region.

**Section 7.14. Membership Committee.** There shall be a Membership Committee whose duty it shall be to assist staff in developing membership recruitment and retention programs, make recommendations to the Board of Directors regarding membership policies, eligibility, and applications for membership and review and make recommendations to the Finance Committee regarding an equitable dues structure. The committee shall consist of at least one member from each region.

**Section 7.15. State Legislative Committee.** There shall be a State Legislative Committee whose duty it shall be to review all state legislative proposals affecting member agencies and to establish Association positions, consistent with existing policy, where it has been established; sponsor bills that will resolve problems or improve conditions for member agencies; and assist in the establishment of the Association's legislative program. The committee shall consist of members representing a variety of types of member agencies and at least one, but no more than four members from each region.

**Section 7.16. Water Management Committee.** There shall be a Water Management Committee whose duty it shall be to recommend policy and programs to the Board of Directors on any area of concern in water management. The committee shall consist of at least one, but no more than four members from each region.

**Section 7.17. Water Quality Committee.** There shall be a Water Quality Committee whose duty it shall be to develop and recommend Association policy, positions, and programs to the Board of Directors, to promote cost-effective state and federal water quality regulations that protect the public health, to enable interested member agencies to join together to develop and coordinate with other organizations, and to present unified comments regarding agricultural and domestic water quality regulations. The committee shall consist of at least one member from each region.

## **ARTICLE 8 ~~Article 8~~ – Special Councils, Committees, and Task Forces**

**Section 8.01. Council of Past Presidents.** There shall be a Council of Past Presidents composed of all past presidents of the Association who serve on the council until each is no longer able to or wishes to serve. The council shall provide a mechanism for past presidents to continue to make valuable contributions to the Association. With approval of the Board of Directors, the president and/or executive director/secretary may assign specific responsibilities to the council from time to time. Members of the Council of Past Presidents are invited to attend and participate in the Association's Board meetings.

**Section 8.02. ~~Nominating Election~~ Committee.** There shall be ~~a Nominating an Election~~ Committee consisting of ~~five or more persons appointed by the president prior to the Association's fall conference~~ eleven representatives established by February 28 of ~~in~~ each odd-numbered year, whose

purpose shall be to ~~nominate~~present qualified individuals for the offices of president and vice president of the Association. The ~~Nominating~~Election Committee shall ~~publish its nominations for the offices of yet all candidates to determine if the eligibility criteria have been met. The Election Committee will endorse a preferred candidate for~~ president and vice president ~~of the Association not less than 10 or more than 90 days before the membership meeting is held at fall conference. Additional nominations may be made by any member of the Association presenting an open ballot with all qualifying candidates to the members for candidates for the office of president a vote in the manner set forth in Section 9.10 and vice president. Additional nominations~~Section 9.11.

(a) Selection. The Election Committee shall be ~~made~~ selected in the following manner:

(1) Each of the 10 currently seated Region Boards in the odd-numbered year shall appoint a representative from ~~the floor~~ their respective regions to serve on the Election Committee.

(2) One representative appointed by the president in the odd-numbered year shall also serve on the Election Committee. Neither the president nor the vice president qualifies to be appointed to this position.

(b) Qualification. In order to serve on the Election Committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the election of president and vice president at the membership meeting scheduled for said purposes cycle, the individual may not continue to serve. When the disqualified member represented a Region Board, the affected Region Board shall select a replacement representative. When the disqualified member represented the President, the President shall select an alternate representative.

**Section 8.03. Other Committees and Task Forces.** Other committees and task forces may be appointed by the president from time to time as needed, consistent with and supportive of the mission of the Association.

## **ARTICLE 9**~~Article 9~~ – Meetings of Members

**Section 9.01. Meetings.** Meetings of the members of the Association shall be held at the Association's conferences ~~at such times as may be determined by to provide a report to~~ the ~~Board of Directors to~~

~~conduct necessary business and to elect members on~~ the Association's activities during the past year, provide an overview of the Association's finances, announce the newly elected president and vice president, which occurs at of the fall conference Association in each odd-numbered year, and to transact such other proper business as may come before the meeting.

**Section 9.02. Special Meetings.** Special meetings of the members of the Association may be called by the Board of Directors, the president of the Board of Directors, or by 5 percent or more of the members of the Association. Except when called by the Board, a request for a special meeting must be in writing and must be delivered in person or mailed by first-class mail addressed to the president of the Board at the principal office of the Association, with a copy to the executive director/secretary. The request must state the general nature of the business proposed to be transacted at the meeting.

A special meeting that has been called by written request of 5 percent of the member agencies of the Association to the Board of Directors shall be set by the Board of Directors on a date that is not less than 35 or more than 90 days after receipt of the request.

**Section 9.03. Meetings by Remote Communication.** Any meeting of the members may be conducted, in whole or in part, by electronic transmission by and to the Association or by electronic video screen communication. The member shall be deemed present in person at the meeting if the following apply:

- (a) The Association implements reasonable measures to provide the member a reasonable opportunity to participate in the meeting and to vote on matters submitted to the members, including an opportunity to read or hear the proceedings of the meeting substantially concurrently with those proceedings.
- (b) If any member votes or takes other action at the meeting by means of electronic transmission to the Association or electronic video screen communication, a record of that vote or action is maintained by the Association.
- (c) The Association verifies that each person participating remotely is an authorized representative of a voting member.

~~Section 9.03.~~ **Section 9.04. Notice Requirements for Membership Meetings.** Written notice of any membership meeting shall be given to each voting member of the Association. The notice shall state the date, time, and place of the meeting; the means by which members may participate; and the general nature of the business to be transacted. ~~The notice of any meeting at which Board officers are to be formally nominated and elected shall include the names of the recommended slate of candidates for the offices of president and vice president in addition to the election procedures.~~ The member notification information shall also be posted on the Association's website.

Except as otherwise provided in these bylaws or California law, a written notice of regular membership meetings shall be given not less than 10 or more than 90 days before the date of the meeting to each member who, on the record date for notice of the meeting, is entitled to vote; provided, however, that if

notice is given by mail, and the notice is not mailed by first-class, registered, or certified mail, that notice shall be given not less than 20 days before the meeting.

~~Section 9.04.~~Section 9.05. **Notice Requirements for Special Meetings.** The executive director/secretary shall cause notice to be given to all members of the Association of the date, time, and place of the meeting and the general nature of the business to be transacted at the meeting. No business except that specified in the request and notice may be transacted at said special meeting. If notice of the requested special meeting is not given within 20 days after receipt of the request, the person or persons requesting the meeting may give the notice.

~~Section 9.05.~~Section 9.06. **Voting.** Each member of the Association in good standing at the time of the annual or special meeting shall be entitled to one vote that shall be cast by its authorized representative. Each member must designate its authorized representative prior to the annual or special meeting. It is the member's responsibility to designate or update its authorized representative as needed. The Association may confirm with any member the identify of that member's authorized representative for the purpose of casting ballots in any election of president and vice president. All questions, except amendments or revisions of these bylaws, shall be determined by a majority of the members present and voting. A roll call may be requested by any authorized representative.

~~Section 9.06.~~Section 9.07. **Amendment of Bylaws.** These bylaws may be amended or revised by two-thirds of the member agencies of the Association present and voting at any meeting.

~~Section 9.07.~~Section 9.08. **Quorums.** The presence of the authorized representative of 50 members of the Association at any meeting of the members shall constitute a quorum for transacting business. Written ballots timely received from the authorized representative of 50 members shall constitute a quorum for elections of president and vice president.

~~Section 9.08.~~Section 9.09. **Amendments, Revisions, and Resolutions.** Before any amendments or revisions to the bylaws, or resolutions, may be considered at any meeting of the Association, any such amendment, revision, or resolution shall be submitted to the executive director/secretary at least 90 days prior to the first day of such meeting. The executive director/secretary shall promptly distribute any proposed amendments or revisions to the Legal Affairs Committee for the Legal Affairs Committee to develop an unbiased analysis of the amendments or revisions. Following development of an analysis for the proposed amendments or revisions, the executive director/secretary shall distribute copies of any resolutions, amendments or revisions, including any applicable analyses, to all members of the Association not less than 10 days or more than 90 days prior to presentation at such meeting. The written notice of the membership meeting shall be given to each voting member of the Association consistent with the provisions defined in Section 39.04. The 90-day rule may be suspended at any meeting of the Association by consent of three-fourths of the members present. Voting on resolutions, amendments, or revisions shall proceed as provided by Sections 59.06 and 6 of this Article 9.07.

~~Section 9.09.~~Section 9.10. **Nomination of President and Vice President.**

- (a) Qualification. At the time of their election, the president and vice president of the Association shall each be an elected or appointed member of the governing body or commission (as appropriate) of a member agency of the Association.
- (b) Nominating ~~Committee~~ Process Resolutions. All nominations for the positions of president and vice president shall be accompanied by an official resolution from the Association member agency on whose board the nominee serves. Said resolution shall be signed by an authorized signatory of the member agency's Board of Directors.

~~Section 9.09 (a) Nominations from the Floor. Additional nominations may be made by any member of the Association for the office of president and vice president. Said nominations and seconds shall be made from the floor during the election of the offices of president and vice president at the membership meeting scheduled for said purposes (as provided for in the penultimate sentence of Article 8, Section 2). Such nominations and seconds shall be made by a member of the Association and must be supported by a resolution of the governing body of the member making and seconding such nomination. The member agency on whose board the nominee serves shall submit a resolution of support if they are not the agency making the floor nomination or second.~~

Section 9.11. Election of President and Vice President. Each member of the Association in good standing at the time a vote is cast is entitled to one vote for election of the president and vice president that shall be cast by its authorized representative by written ballot. The ballot and any related material may be sent by first class, registered, or certified mail or electronic transmission by the Corporation that meets the requirements of Corporations Code section 20, and responses may be returned to the Corporation by mail or electronic transmission. On any written ballot for the election of president or vice president, an authorized representative acting on behalf of the member may write in a qualified candidate for election.

Section 9.12. Write-In Candidates. If a write-in candidate prevails in any election for president or vice president, such individual shall not be officially elected into such position until the Election Committee confirms that the individual meets the eligibility criteria and qualifications requirements.

Section 9.13. Run-off Election for President and Vice President. In the event a nominee does not receive a majority of the votes for president or vice president, a run-off election shall be held for the office or offices for which a majority of the votes have not been received. The run-off election shall only involve the nominees who received the two highest amounts of votes. The run-off election shall be conducted in the same manner as the initial election.

~~Section 9.10.~~Section 9.14. **Additional Procedures for Election of ~~Officers~~ President and Vice President.** The Board shall have the authority to develop additional procedures adopt policies for elections

[\("Election Policy"\)](#) of president and vice president [setting forth the details for the election of such positions](#) when not otherwise [contrary to or](#) covered by these bylaws.

## **ARTICLE 10**~~Article 10~~ – **Indemnification of Directors, Officers, and Other Agents**

**Section 10.01. Right of Indemnity.** To the fullest extent permitted by law, this Corporation shall indemnify its Directors, Officers, employees, and other persons described in Section 7237(a) of the California Corporations Code, including persons formerly occupying any such position, against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that Section, and including an action by or in the right of the Corporation, by reason of the fact that the person is or was a person described in that section. "Expenses," as used in this bylaw, shall have the same meaning as in Section 7237(a) of the California Corporations Code.

**Section 10.02. Approval of Indemnity.** On written request to the Board by any person seeking indemnification under Section 7237(b) or Section 7237(c) of the California Corporations Code, the Board shall promptly determine under Section 7237(e) of the California Corporations Code whether the applicable standard of conduct set forth in Section 7237(b) or Section 7237(c) has been met and, if so, the Board shall authorize indemnification.

**Section 10.03. Advancement of Expenses.** To the fullest extent permitted by law and except as otherwise determined by the Board in a specific instance, expenses incurred by a person seeking indemnification under these bylaws in defending any proceeding covered by those Sections shall be advanced by the Corporation before final disposition of the proceeding, on receipt by the Corporation of an undertaking by or on behalf of that person that the advance will be repaid unless it is ultimately determined that the person is entitled to be indemnified by the Corporation for those expenses.

**Section 10.04. Insurance.** The Corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its Officers, Directors, employees, and other agents, against any liability asserted against or incurred by any officer, director, employee, or agent in such capacity or arising out of the officer's, director's, employee's or agent's status as such.

## **ARTICLE 11**~~Article 11~~ – **Miscellaneous**

**Section 11.01. Conduct of Meetings.** All meetings of the Association shall be conducted in accord with the code of conduct and in substantial accordance with the latest edition of Robert's Rules of Order Newly Revised unless the Board adopts alternate rules of conduct for itself and/or its committees, region boards, and region workgroups.

**Section 11.02. Funds.** The funds of the Association shall be used to further the aims and purposes of this Association. They shall be kept by the controller/treasurer and paid out by checks or other electronic means, which shall only be valid with two authorized signatures. The Board of Directors shall designate

by resolution which persons, other than the controller/treasurer, may sign for expenditures. The Finance Committee shall implement procedures to ensure necessary internal controls over the receipt and expenditures of Association funds and arrange for an external audit. Audit reports shall be presented to the Board of Directors.

**Section 11.03. Disposition of Assets upon Dissolution.** The Association’s properties and assets are irrevocably dedicated to the fulfillment of the Association’s purposes as described in Article 2 of the Articles of Incorporation. No part of the Association’s net earnings, properties and assets, on dissolution or otherwise, may inure to the benefit of any private person. Upon the dissolution of the Association, all debts thereof shall be paid and its affairs settled, and all remaining assets shall be distributed to the Association’s member political subdivisions for a public purpose, consistent with the provisions of the California Nonprofit Corporation Law relating to public-mutual benefit corporations then in effect and with the Articles of Incorporation.

**Section 11.04. Definitions.** As used in these bylaws, the term “notice provided by electronic means” shall refer to notice given by fax or e-mail.

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Amended comprehensively December 1, 2010

Amended May 9, 2012

Amended May 7, 2014

Amended December 2, 2015

Amended November 29, 2017

Amended & Restated \_\_\_\_\_, 2022

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | OCTOBER 20, 2022**

**ACTION CALENDAR**

**LEGISLATIVE AND OTHER MATTERS**

**ITEM 12: 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. On August 29, 2022, OCFA representatives presented to the District Properties Committee the concept for the planned Wildland Facility which, in addition to storing heavy vehicles and equipment, would house an additional fire-fighting hand crew. OCFA’s other hand crew facility, Station 18 in Trabuco Canyon, has reached maximum capacity.

At the regular board meeting in September 2022, the Board of Directors authorized staff to negotiate a Letter of Intent with OCFA for the acquisition of District property. On October 12, 2022, District Properties Committee Chair Stephen Dopudja and the General Manager together with OCFA representatives briefed City of Rancho Santa Margarita representatives on the property discussions to date.

Staff will provide any additional information at the time of the meeting.

**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:**

*This item is for information only.*

**EXHIBIT(S):**

None.

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

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | OCTOBER 20, 2022**

**ACTION CALENDAR  
LEGISLATIVE AND OTHER MATTERS  
ITEM 13: 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 | OCTOBER 20, 2022**

**LEGISLATIVE AND OTHER MATTERS**

**ITEM 14: 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/RATCLIFFE**