



FINANCE/AUDIT COMMITTEE MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CA
ADMINISTRATION FACILITY, BOARDROOM – NOVEMBER 9, 2022 - 1:00 PM

COMMITTEE MEMBERS

Edward Mandich, Committee Chair
Glenn Acosta, Committee Member
Don Chadd, Committee Member Alternate

DISTRICT STAFF

Fernando Paludi, General Manager
Michael Perea, District Secretary
Cindy Byerrum, District Treasurer
Karen Warner, Principal Accountant

AGENDA NOTE:

Trabuco Canyon Water District will make this Finance/Audit Committee Meeting available by telephone audio as follows:

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

Persons desiring to monitor the Committee meeting agenda items may download the agenda and documents on the internet at www.tcwd.ca.gov. You may submit public comments by email to the Committee at mperea@tcwd.ca.gov. In order to be part of the record, emailed comments on meeting agenda items must be received by the District, at the referenced e-mail address, not later than 12:00 p.m. (PDT) on the day of the meeting.

CALL MEETING TO ORDER

VISITOR PARTICIPATION

Members of the public wishing to address the Committee regarding a particular item on the agenda are requested to complete a speaker card and submit it to staff. The Committee Chair will call on the visitor following the Committee's discussion about the matter. Committees do not constitute a quorum of the Board of Directors and Committee Members cannot make decisions on matters. The Committee makes recommendations only to the Board of Directors. Members of the public will be given the opportunity to speak to the Committee prior to making a recommendation on the matter. 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 invited to identify themselves and encouraged to make comment at this time. The Committee Chair will call on the visitor following the Committee's discussion about the matter. Committees do not constitute a quorum of the Board of Directors and Committee Members cannot make decision on matters. The Committee makes recommendations only to the Board of Directors. Under the requirements of State Law, Committee Members cannot take action on items not identified on the agenda and will not make decisions on such matters. The Committee Chair 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.

COMMITTEE MEMBER COMMENTS

REPORT FROM THE GENERAL MANAGER

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING AGENDA | NOVEMBER 9, 2022**

FINANCIAL MATTERS

ITEM 1: FINANCE/AUDIT COMMITTEE MEETING RECAP

RECOMMENDED ACTION:

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

1. October 12, 2022

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

RECOMMENDED ACTION:

Recommend the Board of Directors approve the Directors' fees and expenses for October 2022 and tentative future meetings/attendance. (Action Calendar)

ITEM 3: OTHER MATTERS

RECOMMENDED ACTION:

Hear Other Matters from the General Manager or District Staff.

ITEM 4: FINANCIAL REPORT

A) PRESENTATION OF UNAUDITED FINANCIAL STATEMENTS

RECOMMENDED ACTION:

Recommend that the Board receive and file the preliminary unaudited financial statements for September 2022 (Consent Calendar).

B) BILLS FOR CONSIDERATION

RECOMMENDED ACTION:

Approve and ratify the bills for consideration and warrant register and recommend that the Board ratify payment of the Bills for Consideration for November 9, 2022 as presented. (Consent Calendar).

ADJOURNMENT

AVAILABILITY OF AGENDA MATERIALS

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

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING AGENDA | NOVEMBER 9, 2022**

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.

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

FINANCIAL MATTERS

ITEM 1: FINANCE/AUDIT COMMITTEE MEETING RECAP

RECOMMENDED ACTION:

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

1. *October 12, 2022*

CONTACTS (staff responsible): PALUDI/PEREA



**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING RECAP | OCTOBER 12, 2022**

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 October 12, 2022 Finance/Audit Committee Meeting to order at 1:00 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 that the District received notification from South Coast Water District (SCWD) that former Director Wayne Rayfield has passed away. Discussion occurred concerning Director Rayfield's contributions to the South Orange County water industry.

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 Finance/Audit Committee Meeting Recap 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 | OCTOBER 12, 2022**

RECOMMENDED ACTION:

The Committee recommended that the Board ratify the Directors' fees and expenses for September 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 with the consultant, and he mentioned that District staff intends to schedule a Special Board Meeting to review the proposed financial plan.

RECOMMENDED ACTION:

There was no action taken.

ITEM 4: FINANCIAL REPORT

Ms. Warner presented the preliminary unaudited financials for August 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 higher than budgeted 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 higher than the year to date due to increased demand.

Operating Revenue, Standby Charges

Ms. Warner reported that this line item did not reflect any revenue due to a timing issue.

Operating Expense, Source of Supply

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

District Capital FY 2022-23 (Unaudited)

Ms. Warner reviewed the capital expenditures to date by project, and she indicated that total year to date capital expenses is slightly higher the budgeted.

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 October 12, 2022 as presented (Consent Calendar).

ADJOURNMENT

Director Mandich adjourned the October 12, 2022 Finance/Audit Committee Meeting at 1:08 p.m.

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

FINANCIAL MATTERS

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

Directors' 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 their Director capacity. The attached spreadsheet provides a recap of the meetings, seminars, and/or conferences attended by Directors including direct reimbursables paid to each Director.

Future Meetings

Future meetings are identified for reference and designated directors are anticipated to attend. In the event an unanticipated meeting occurs that requires attendance by a director, the meeting attendance will be subsequently presented to the Board of Directors for ratification.

RECOMMENDED ACTION:

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

EXHIBIT(S):

1. Directors' Fees and Expenses Report for October 2022
2. Directors' Tentative Future Meetings/Attendance – Calendar Year 2022.

CONTACTS (staff responsible): PALUDI/PEREA

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

MEETING DESCRIPTION	ACOSTA	CHADD	DOPUDJA	MANDICH	SAFRANSKI
DISTRICT MEETINGS					
Engineering/Operational Committee Meeting			10/05/22		10/05/22
Executive Committee Meeting		10/03/22	10/03/22		
District Properties Committee					
Finance/Audit Committee Meeting	10/12/22			10/12/22	
Individual Meeting with General Manager	10/18/22	10/18/22	10/18/22	10/18/22	10/17/22
Regular Board Meeting	10/20/22	10/20/22	10/20/22	10/20/22	10/20/22
REPRESENTATIVE MEETINGS					
City of Rancho Santa Margarita Council Meeting				10/12/22	10/26/22
Independent Special Districts of Orange County (ISDOC) Monthly Meeting	10/04/22				
Independent Special Districts of Orange County (ISDOC) Quarterly Meeting	10/27/22				
South Orange County Wastewater Authority (SOCWA) Regular Board Meeting			10/06/22		
South Orange County Integrated Regional Watershed Management Executive Committee					
Water Advisory Commission of Orange County (WACO)	10/07/22				
NUMBER OF MEETINGS ATTENDED	6	3	5	3	4
FEES (\$125 per each meeting*)	\$750.00	\$375.00	\$625.00	\$375.00	\$500.00
DIRECT REIMBURSABLE EXPENSES					
CSDA Leadership Academy September 18-21, 2022	\$1,874.95				
DIRECT REIMBURSABLE EXPENSES TOTALS	\$1,874.95				
INDIRECT REIMBURSABLE EXPENSES					
INDIRECT REIMBURSABLE EXPENSES TOTALS					
TOTAL	\$2,624.95	\$375.00	\$625.00	\$375.00	\$500.00
<i>* Maximum per diem per day is one; maximum per diems per month is 10</i>					

DIRECTOR SIGNATURE

EXPENSE CLAIM

Glenn Acosta
Director, Trabuco Canyon Water District

Event: CSDA Leadership Academy
Date: September 18-21, 2022
Location: Napa, California

Hotel =	\$1,074.04	(\$268.51* x 4 nights)
Rental Car =	\$ 429.66	
Gasoline =	\$ 73.30	
Airport Parking =	\$ 100.00	
Meals =	None claimed	
Airfare =	\$ 207.95	
 TOTAL =	 \$1,874.95	

* Includes tax and fees

SEPTEMBER 18 - SEPTEMBER 22

SNA ✈️ OAK

Orange County, CA to Oakland

Confirmation # **3EICRU**

Confirmation date: 06/17/2022

PASSENGER **Glenn Eli Acosta**
 RAPID REWARDS # 337417603
 TICKET # 5262132309497
 EXPIRATION¹ June 17, 2023
 EST. POINTS EARNED 998

PASSENGER **Ann Marie Acosta**
 RAPID REWARDS # [Join](#) or [Log in](#)
 TICKET # 5262132309496
 EXPIRATION¹ June 17, 2023
 EST. POINTS EARNED 998

Rapid Rewards® points are only estimations.

Your itinerary

Flight 1: Sunday, 09/18/2022 Est. Travel Time: 1h 30m Wanna Get Away®

FLIGHT # 0581	DEPARTS		ARRIVES
	SNA 08:00AM Orange County, CA		OAK 09:30AM Oakland

Flight 2: Thursday, 09/22/2022 Est. Travel Time: 1h 30m Wanna Get Away®

FLIGHT # 1813	DEPARTS		ARRIVES
	OAK 06:40PM Oakland		SNA 08:10PM Orange County, CA

Payment information

Total cost

Air - 3EICRU		
Base Fare	\$	332.56
U.S. Transportation Tax	\$	24.94
U.S. 9/11 Security Fee	\$	22.40
U.S. Flight Segment Tax	\$	18.00
U.S. Passenger Facility Chg	\$	18.00
Total	\$	415.90

Payment


Visa ending in 4623
 Date: June 17, 2022
Payment Amount: \$207.95

Visa ending in 4623
 Date: June 17, 2022
Payment Amount: \$207.95

← Glenn Acosta



NAPA VALLEY MARRIOTT

GUEST FOLIO

1039	ACOSTA/GLENN	213.00	09/22/22	08:35	34209
ROOM	NAME	RATE	DEPART	TIME	ACCT#
NSSK	29 GLEN ECHO		09/18/22	13:24	
TYPE	DOVE CANYON CA 926793507		ARRIVE	TIME	
149					
ROOM		PASSPORT:			
CLERK	ADDRESS	VSXXXXXXXXXXXX4623			MBV#: XXXXX5214
		PAYMENT			

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
09/18	DEST FEE	DEST FEE	20.00	
09/18	OCC-TAX	DEST FEE	2.40	
09/18	NV-TOUR	DEST FEE	.60	
09/18	CA-TOUR	DEST FEE	.05	
09/18	LILSUM	11231039	20.09	
09/18	TR-GOVT	1039, 1	213.00	
09/18	OCC-TAX	1039, 1	25.56	
09/18	NV-TOUR	1039, 1	6.39	
09/18	CA-TOUR	1039, 1	.51	
09/19	LILSUM	11931039	20.09	
09/19	TR-GOVT	1039, 1	213.00	
09/19	OCC-TAX	1039, 1	25.56	
09/19	NV-TOUR	1039, 1	6.39	
09/19	CA-TOUR	1039, 1	.51	
09/19	DEST FEE	DEST FEE	20.00	
09/19	OCC-TAX	DEST FEE	2.40	
09/19	NV-TOUR	DEST FEE	.60	
09/19	CA-TOUR	DEST FEE	.05	
09/20	LILSUM	12541039	20.09	
09/20	TR-GOVT	1039, 1	213.00	
09/20	OCC-TAX	1039, 1	25.56	
09/20	NV-TOUR	1039, 1	6.39	
09/20	CA-TOUR	1039, 1	.51	
09/20	DEST FEE	DEST FEE	20.00	
09/20	OCC-TAX	DEST FEE	2.40	
09/20	NV-TOUR	DEST FEE	.60	
09/20	CA-TOUR	DEST FEE	.05	
09/21	LILSUM	13771039	20.09	
09/21	VINPATIO	56321039	21.24	
09/21	TR-GOVT	1039, 1	213.00	
09/21	OCC-TAX	1039, 1	25.56	
09/21	NV-TOUR	1039, 1	6.39	
09/21	CA-TOUR	1039, 1	.51	
09/21	DEST FEE	DEST FEE	20.00	
09/21	OCC-TAX	DEST FEE	2.40	
09/21	NV-TOUR	DEST FEE	.60	
09/21	CA-TOUR	DEST FEE	.05	
09/22	CCARD-VS		1175.64	
	SETTLED TO: VISA XXXXXXXXXXXX4623			.00

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NAPA VALLEY MARRIOTT
 3425 SOLANO AVE
 NAPA CA 94558

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This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount, if you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.



Rental Agreement Summary

RA #: 355568634
Renter: GLENN ACOSTA

Dates & Times

Pickup
Sep 18, 2022
10:10 AM

Location

7600 EARHART RD
OAKLAND, CA 94621-4557
8336591911

Return

Sep 22, 2022
5:06 PM

7600 EARHART RD
OAKLAND, CA 94621-4557
8336591911

Vehicle

Make/Model: NISN/SENT
Color: BLACK
Car Class Driven: ICAR
Car Class Charged: FCAR
Miles In: 33038 Miles Out: 32603
Mileage: 435
Fuel In: Full Fuel Out: Full
License: 435MSA State/Province: OR
Unit #: 7VJBNF Vehicle #: MY253786

Charges

Renter Charges

	Price/Unit	Total
TIME & DISTANCE 1 @ \$328.41 / W		\$328.41
09/18/2022 - 09/22/2022		
NO CHARGE 0 @ \$0.00 / MILE		\$0.00
DISTANCE		
09/18/2022 - 09/22/2022		
CONCESSION 11.1000%		\$36.45
RECOVERY FEE		
11.10 PCT		
FACILITY CHARGE 1 @ \$10.00 /		\$10.00
10.00 USD/RENT RENTAL		
TOURISM 3.5000%		\$11.49
COMMISSION REC		
3.50 PCT		
VEHICLE LICENSE 5 @ \$1.18 / DAY		\$5.90
RECOVERY FEE		
SALES TAX 10.2500%		\$37.40

Total Charges: \$429.65

Charge To: VISA xxxx4623
APN: VISA CREDIT
AID: A0000000031010
Verified: Signature
Entry: Manual
TSI: 6800

Amount Due: \$0.00

Subject to Audit
Your loyalty number is R592TCD
or Reservations: 1-800-RENT-A-CAR

2005 REDWOOD RD
NAPA CA 94558

REDWOOD AUTO SERVICE
XXXXXXXXXX8001
2005 REDWOOD RD
NAPA, CA
94558
09/22/2022 336578627
08:46:33 AM

XXXXXXXXXXXX4623
Visa
INVOICE 053399
AUTH 04480D

PUMP# 2
REGULAR 9.487G
PRICE/GAL \$5.759

FUEL TOTAL \$ 54.64

TOTAL = \$ 54.64

CREDIT \$ 54.64

Customer-activated Purchase/Capture
Sequence Number 00692
Contactless
VISA CREDIT
Mode: Issuer
AID: A0000000031010
TVR: 0000000000
IAD: 00011203A00000
TSI: 0000
ARC: 00
ARQC: 80E7BBF9000B975E
APPROVED 04480D

UNITED PACIFIC 5191
09437062
449 HEGENBERGER RD
OAKLAND, CA
09/22/2022 490738288
05:04:14 PM

XXXX XXXX XXXX 4623
VISA
INVOICE 170309
AUTH 00-09469D
REF0922170309610

PUMP# 10
REGULAR CR 3.274G
PRICE/GAL \$5.699

FUEL TOTAL \$ 18.66

CREDIT \$ 18.66

VISA CREDIT
AID: A0000000031010
TC: 100E15C18393378E
COMPLETION
Entry: CHIP
Batch: 79 Seq Num: 1
Term ID: 10
ZIP ENTERED
Workstation ID: 00
Tell us about
your visit for a
chance to win
a gas/gift card!
Gasfeedback.com

Cardholder Copy

John Wayne Airport
18601 Airport Way
CA 92707, Santa Ana

C1L1MPS4 09/22/22 20:48
Cashier 543
Receipt 025365

Short-term parking tkt
C - No. 026431
09/18/22 06:20
09/22/22 20:48
Period 4d14h29'

	\$100.00
Sub Total	\$100.00
	\$0.00
Total	\$100.00

Payment Received
RID A000000003
PIX 1010
CARD *****4623
AUTHORIZATION 05777D
PURCHASE USD100.00
APPROVED

All Amounts in USD.

TRABUCO CANYON WATER DISTRICT | 2022 PUBLIC MEETING AND CONFERENCE CALENDAR

2022													
LINE ITEM	MEETING DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
DISTRICT PUBLIC MEETINGS													
1	Executive Committee Meeting	TBD			TBD			TBD			TBD		
2	Engineering/Operational Committee Meeting	01/05/22	02/02/22	03/02/22	04/06/22	05/04/22	06/01/22	07/06/22	08/03/22	09/07/22	10/05/22	11/02/22	12/07/22
3	Finance/Audit Committee Meeting	01/12/22	02/09/22	03/09/22	04/13/22	05/11/22	06/08/22	07/13/22	08/10/22	09/14/22	10/12/22	11/09/22	12/14/22
4	Regular Board Meeting	01/20/22	02/17/22	03/17/22	04/21/22	05/19/22	06/16/22	07/21/22	08/18/22	09/22/22	10/20/22	11/17/22	12/22/22
5	District Properties Ad Hoc Committee Meeting	-	-	-	-	-	-	-	-	-	-	-	-
PUBLIC MEETINGS													
6	City of RSM City Council Meeting - Meeting No. 1	01/12/22	02/09/22	03/09/22	04/13/22	05/11/22	06/08/22	07/13/22	08/10/22	09/14/22	10/12/22	11/09/22	12/14/22
7	City of RSM City Council Meeting - Meeting No. 2	01/26/22	02/23/22	03/23/22	04/27/22	05/25/22	06/22/22	07/27/22	08/24/22	09/28/22	10/26/22	11/23/22	12/28/22
8	Independent Special Districts of Orange County Meeting	01/04/22	02/01/22	03/01/22	04/05/22	05/10/22	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
CONFERENCES													
17	ACWA Spring Conference - Sacramento, CA					5/3 - 5/6							
18	ACWA Fall Conference - Indian Wells, CA											11/29 - 12/2	
19	CSDA Annual Conference -Palm Springs, CA								8/22 - 8/25				
20	CSDA GM Leadership Summit - Coronado, CA						6/19 - 6/21						
21	Urban Water Institute (UWI) Annual Conference - San Diego, CA								8/24 - 8/26				
22	CSDA SDLA Conference - Napa, CA									9/18 - 9/21			
23	Colorado River Water User's Association (CRWUA) Annual Conference – Las Vegas, NV												12/14 - 12/16

LEGEND

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

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

**FINANCIAL MATTERS
ITEM 3: OTHER MATTERS**

RECOMMENDED ACTION:

Hear Other Matters from the General Manager or District Staff.

CONTACTS (staff responsible): PALUDI/PEREA

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

**FINANCIAL MATTERS
ITEM 4: FINANCIAL REPORT**

A) PRESENTATION OF PRELIMINARY UNAUDITED FINANCIAL STATEMENTS

RECOMMENDED ACTION:

Recommend that the Board receive and file the preliminary unaudited financial statements for September 2022 (Consent Calendar).

B) BILLS FOR CONSIDERATION

The total of the bills for consideration will be presented at the time of the November 9, 2022 Finance/Audit Committee Meeting.

RECOMMENDED ACTION:

Approve and ratify the bills for consideration and warrant register and recommend that the Board ratify payment of the Bills for Consideration for November 9, 2022 as presented (Consent Calendar).

CONTACTS (staff responsible): PALUDI/PEREA/WARNER



Trabuco Canyon Water District

District Operations

FY 2022/23 (Unaudited)

	September 2022	YTD Actual	FY 23 Adopted Budget	YTD 25%
1 Operating Revenue				
2 Water Commodity Sales	\$ 462,530	\$ 1,327,333	\$ 4,237,600	31%
3 Service Charges - Water	98,444	294,668	1,207,000	24%
4 Service Charges - Sewer	149,617	449,781	1,844,900	24%
5 Service Charges - Recycled/Reclaimed	6,353	19,060	84,000	23%
6 Baker TP Water Sales	66,067	268,336	1,110,000	24%
7 Reclaimed Water Sales	103,316	309,392	771,300	40%
8 Recycled Water Sales	22,883	65,523	227,500	29%
9 Customer Charges	35,785	109,807	318,300	34%
10 Other Operating Revenue	-	-	91,800	0%
11 Standby Charges	-	-	46,200	0%
12 Uncollectable Accounts	-	-	(26,400)	0%
13 Total Operating Revenue	944,994	2,843,900	9,912,200	29%
14 Non-Operating Revenue				
15 Property Taxes	28,170	31,867	2,140,200	1%
16 WRES Fees (BTP)	31,934	95,728	382,000	25%
17 WRES Fees (SRF)	19,183	57,550	230,200	25%
18 Interest Revenue	34,543	35,509	18,800	189%
19 Other Non-Operating Revenue	9,525	14,360	76,200	19%
20 Total Non-Operating Revenue	123,356	235,013	2,847,400	8%
21 Total Revenues	1,068,350	3,078,913	12,759,600	24%
22 Operating Expense				
23 Source of Supply	223,381	794,321	2,822,500	28%
24 Baker TP Water for Resale	82,705	245,732	1,022,500	24%
25 Water Related Expenses	103,790	288,898	911,300	32%
26 Sanitation Related Expenses	36,328	107,629	315,200	34%
27 Recycled & Reclaimed Expenses	16,912	55,265	207,900	27%
28 Salaries and Benefits	352,400	1,039,748	4,203,200	25%
29 CalPERS UAL Minimum	-	273,674	290,000	94%
30 General and Administrative	260,502	740,576	2,323,100	32%
31 Total Operating Expense	1,076,018	3,545,842	12,095,700	29%
32 Non-Operating Expense				
33 Debt Service - SRF	-	-	230,200	0%
34 Debt Service - Credit Line	-	-	145,000	0%
35 Total Non-Operating Expense	-	-	375,200	0%
36 Total Expenses	1,076,018	3,545,842	12,470,900	28%
37 Net Income / (Loss) Before Capital & Pension	(7,668)	(466,929)	288,700	
38 Use of District Reserves for Capital Projects	-	-	-	0%
39 CalPERS UAL Additional Payments	-	-	-	0%
40 115 Trust Contributions	-	-	-	0%
41 Increase / (Decrease) to Reserves	\$ (7,668)	\$ (466,929)	\$ 288,700	

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)

	September 2022	YTD Actual	FY 23 Adopted Budget	YTD 25%
1 Funding Sources				
2 Grant Revenue	\$ -	\$ -	\$ 500,000	0%
3 Bank of the West Credit Line Proceeds	331,629	1,387,276	5,162,000	27%
4 Use of District Reserves for Capital Projects	-	-	-	0%
5 Funding Sources Total	331,629	1,387,276	5,662,000	25%
6 District Capital				
7 Capital Improvements / Replacements				
8 SCADA System Upgrades FY 2122	99,351	99,351	1,210,000	8%
9 AMI/AMR System Implementation (USBR) *	57,273	947,265	1,700,000	56%
10 Golf Club SLS Bypass Construction	41,927	101,181	870,000	12%
11 DWTP Office & Storage	692	2,373	300,000	1%
12 Master Plan and Condition Assessment Study	52,688	137,774	250,000	55%
13 Live Oak Pipeline Scoping	-	-	100,000	0%
14 ETRSLs Surge Tank Improvements	-	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%
18 Capital Improvements / Replacements Total	251,931	1,289,643	4,785,000	27%
19 Equipment				
20 Chiquita Capital Replacement	-	-	178,000	0%
21 WWTP Hoffman Blower Building Rehab	-	526	250,000	0%
22 Equipment Trailer	-	-	39,000	0%
23 WWTP New Mixers	-	-	150,000	0%
24 Dove Lake Barge/Pump	4,115	12,603	20,000	63%
25 Domestic Water Turbidimeter Replacement	-	-	15,000	0%
26 Flow Meter - Tick Creek	8,908	8,908	-	0%
27 Equipment Total	4,115	13,129	652,000	2%
28 Programs				
29 PRV Improvements	12,098	12,098	15,000	81%
30 Valve Replacement Program	-	8,920	45,000	20%
31 Manhole Recoating Program - Sewer	-	-	20,000	0%
32 PRV Vault Improvements Program - Reclaimed	-	-	45,000	0%
33 Pump Replacement Program	54,578	54,578	100,000	55%
34 Programs Total	66,676	75,596	225,000	34%
35 District Capital Total	331,629	1,387,276	5,662,000	25%
36 Net Budget	\$ -	\$ -	\$ -	

*Funded by Grant / Loan Proceeds



Trabuco Canyon Water District
Balance Sheet
September 30, 2022
(Unaudited)

		September 2022
1	Assets	
2	Cash & Investments	
3	Cash & Investments - Unrestricted	\$ (1,792,337)
4	Cash & Investments - Restricted	12,219,500
5	Total Cash & Investments	10,427,163
6	Other Current Assets	
7	Accounts Receivable, Net	1,785,937
8	Due from Baker Treatment Plant Reserves	610,536
9	Prepaid & Other	450
10	LAIF - Market Value Adj ¹	533
11	Total Other Current Assets	2,396,922
12	Capital Assets	
13	Capital Assets, at Cost	124,639,237
14	Accumulated Depreciation	(77,631,651)
15	Construction in Progress	2,659,399
16	Total Capital Assets	49,666,985
17	Net OPEB Asset	378,692
18	Deferred Outflows of Resources (DOR)	1,475,690
19	Total Assets & DOR	\$ 64,345,985
20	Liabilities	
21	Current Liabilities	
22	Accounts Payable	\$ 1,909,827
23	Due to Internal Financing Fund	610,536
24	Accrued Expenses	258,763
25	Current Portion-Long Term Debt	92,840
26	Deposits on Hand	111,025
27	Total Current Liabilities	2,982,990
28	Long-Term Liabilities	
29	Net Pension Liability	1,597,779
30	State Revolving Fund Loan	1,864,665
31	Bank of the West Loan	10,000,000
32	Total Long Term Liabilities	13,462,444
33	Deferred Inflows of Resources (DIR)	2,428,455
34	Total Liabilities & DIR	18,873,889
35	Fund Balance	45,472,096
36	Total Liabilities, Fund Balance & DIR	\$ 64,345,985

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



Trabuco Canyon Water District

Cash & Investments Report

September 2022
(Unaudited)

	Type	Cost	Market	% Total
District Cash & Investments				
Unrestricted				
Local Agency Investment Fund (LAIF)	Investment	\$ (2,370,074)	\$ (2,324,476)	-22.7%
Bank of the West	Checking	577,737	577,737	5.6%
Total Unrestricted		(1,792,337)	(1,746,739)	-17.1%
Restricted				
LAIF - Water Storage Facilities	Investment	1,056,308	1,035,986	10.1%
LAIF - WRES - Rose Canyon/Lang Wells	Investment	1,532,469	1,502,986	14.7%
LAIF - WRES - Reservoir/Distribution Impr.	Investment	2,668,482	2,617,143	25.6%
LAIF - RD#5	Investment	76,818	75,340	0.7%
LAIF - Interim Sewage	Investment	120,724	118,402	1.2%
LAIF - Debt Issuance 2022	Investment	6,527,820	6,402,231	62.5%
Cash in CB&T Reserved for SRF Loan	Checking	236,879	236,879	2.3%
Total Restricted		12,219,500	11,988,966	117.1%
Total District Cash & Investments		\$ 10,427,163	\$ 10,242,227	100.0%

Quarterly Certification

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

Cindy Byerrum

Cindy Byerrum, Contract CPA