



**REGULAR BOARD MEETING AGENDA  
TRABUCO CANYON WATER DISTRICT  
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA  
ADMINISTRATIVE FACILITY  
MAY 16, 2024 AT 5:30 PM**

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**BOARD OF DIRECTORS**

Stephen Dopudja, President  
Edward Mandich, Vice President  
Glenn Acosta, Director  
Don Chadd, 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 5:00 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 act 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. April 18, 2024 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. April 11, 2024

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. March 2024

c. PAYMENT OF BILLS FOR CONSIDERATION

**RECOMMENDED ACTION:**

*Ratify the payment of bills for consideration, Payroll and Payroll Taxes for April 2024.*

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

**RECOMMENDED ACTION:**

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

1. April 3, 2024

### ITEM 4: APPROVAL OF EXECUTIVE COMMITTEE MEETING RECAP(S)

**RECOMMENDED ACTION:**

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

1. April 1, 2024



**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 5: 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. April 2024

**ITEM 6: 2024 ANNUAL WATER AWARENESS DAY EVENT RECAP**

**RECOMMENDED ACTION:**

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

**FINANCIAL MATTERS**

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**ITEM 7: SELECTION OF PRIVATE PLACEMENT BANK FOR REFINANCING AND FINANCING OF CAPITAL IMPROVEMENT PROJECTS.**

**RECOMMENDED ACTION:**

Select Capital One Public Funding, LLC as Private Placement Bank for refinancing and financing of capital projects pursuant to Installment Purchase Agreement between the Trabuco Canyon Water District and the Trabuco Canyon Public Financing Authority.

**LEGISLATIVE AND OTHER MATTERS**

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**ITEM 8: 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 9: \_\_\_\_\_

ITEM 10: \_\_\_\_\_

**GENERAL COUNSEL REPORT**

**OTHER INFORMATION/MATTERS**

Reports or comments from the General Manager and/or Staff



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**ADDITIONAL DIRECTORS' COMMENTS**

*Additional reports or comments from Directors*

**END ACTION CALENDAR & ADJOURNMENT**

**AVAILABILITY OF AGENDA MATERIALS**

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

**COMPLIANCE WITH THE REQUIREMENTS OF CALIFORNIA GOVERNMENT CODE SECTION 54954.2**

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

**FUTURE SCHEDULED REGULAR BOARD MEETINGS OF THE BOARD OF DIRECTORS**

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

**June 20, 2024 | July 18, 2024 | August 15, 2024**



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REGULAR BOARD MEETING | MAY 16, 2024**

**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. April 18, 2024 Regular Board Meeting*

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



## **MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT | APRIL 18, 2024**

The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD or District) conducted on April 18, 2024, was called to order by President Stephen Dopudja at 5:30 p.m. in the Board Room at the District Administrative Facility located at 32003 Dove Canyon Drive, Trabuco Canyon, California. Mr. Michael Perea, District Secretary, transcribed the minutes thereof.

### **DIRECTORS PRESENT**

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

### **STAFF PRESENT**

Fernando Paludi, General Manager  
Michael Perea, Assistant General Manager  
Lorrie Lausten, District Engineer

### **DISTRICT CONSULTANTS**

Claire Collins, District General Legal Counsel - Hanson & Bridgett, LLP – Virtually  
Lora Nichols, Fieldman Rolapp & Associates  
Lawrence Chan, Stradling Yocca Carlson & Rauth

### **PUBLIC PRESENT**

There were members of the public present.

### **PLEDGE OF ALLEGIANCE**

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

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

None

### **VISITOR PARTICIPATION**

Jim Fisler – Mr. Fisler addressed the Board of Directors concerning his candidacy for re-election to the OC LAFCO Commission, and he cited his accomplishments during the term, including a positive culture change at the agency, the creation of the regular newsletter provided to special districts, and certain website upgrades enhancing public access. Mr. Fisler asked for the Board's support in the upcoming election.

### **ORAL COMMUNICATION**

Fred Yeakel – Mr. Yeakel addressed the Board of Directors with his concerns on the meter flat charge at his residence. Mr. Yeakel mentioned that his property is approximately four acres, but that his overall water use is regularly low. Mr. Yeakel asked the Board to consider lowering the meter flat charge to its previous level.

Sue Marucci – Ms. Marucci addressed the Board of Directors with her concerns about the adopted rates and charges, specifically the impact of the meter flat charge on her and her community. Ms. Marucci also expressed

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REGULAR BOARD OF DIRECTORS MEETING MINUTES | APRIL 18, 2024**

her concerns with the District's Meter Downsizing Program indemnification form and release of liability, and she stated that she has not seen a similar form with any other water agency in Orange County.

**DIRECTOR'S COMMENTS**

Director Safranski commented on the recent notification he received from the OC Registrar of Voters that the recall effort did not meet the minimum requirements, and he expressed his respect for the proponents' efforts likening it to the period when he was elected to the Board. Director Safranski added that the District needs to balance the level of required rates and affordability for customers, and that the Board cannot ignore its customers.

Director Acosta commented on his reflection on the rate adoption public hearing the prior year, and he expressed that the District should have paused and worked with customers to understand their concerns and to balance with the District's goals.

Director Mandich commented that the Board received the message from recall effort that the District needs to be economically efficient, and that the recall proponents did not fail in his opinion.

Director Acosta provided historical context related to the District's current financial position when the District absorbed significant financial impacts without raising rates, which included (1) the Ad Valorem tax under Governor Brown; (2) 2007/08 recession; and (3) 2015 Statewide Drought when the District was mandated to reduce total demand which adversely affected revenues.

Director Chadd echoed the comments concerning the recall effort, and he expressed his admiration for their willingness to act on their concerns. Director Chadd commented that his fellow Directors are good stewards, and he provided historical context on the District's previous actions and internal relationships, and he related a story concerning prior Director Matt Disston. Director Chadd reported that he received notice that Mr. Disston had passed away, and he shared some stories about the former Director.

Director Dopudja echoed the comments concerning the recall effort, and he added that the Board has been focused on critically adjusting the District's capital plan to identify areas for cuts to impact the District's financial plan and rates. Director Dopudja added that the Board is listening and appreciates the District's customers.

**REPORT FROM THE GENERAL MANAGER**

Mr. Paludi reported on the following matters:

- Southern California Water Coalition – Mr. Paludi reported that SCWC is hosting its quarterly luncheon in Temecula, and that any Directors that are interested in attending the event are to notify District staff.
- Moulton Niguel Water District Dinner – Mr. Paludi reported that MNWD is hosting a dinner to recognize the ACWA Board of Directors on April 30, and that any Directors that are interested in attending the event are to notify District staff.
- 2024 Water Awareness Day Event – Mr. Paludi announced that this annual event will be hosted by the District on Saturday, May 11<sup>th</sup> from 10:00 a.m. to 2:00 p.m.

Mr. Perea reported that the District has completed the recruitment process for the Customer Service department, and he welcomed Ms. Briana Sandoval to the District.

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**CONSENT CALENDAR**

President Dopudja 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.

**MOTION:** Approve the balance of the consent calendar as presented – Director Acosta  
**SECOND:** Director Safranski  
**AYES:** Directors Dopudja, Mandich, Acosta, & Safranski  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None  
**MOTION PASSED/FAILED:** Passed 5 - 0.

**ACTION CALENDAR**

***ADMINISTRATIVE MATTERS***

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

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

**MOTION:** Approve the tentative future meetings/attendance items and ratify the Directors' expenses and fees from February 2024 – Director Mandich  
**SECOND:** Director Acosta  
**AYES:** Directors Dopudja, Mandich, Acosta & Safranski  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None  
**MOTION PASSED/FAILED:** Passed 5 - 0.

***FINANCIAL MATTERS***

**ITEM 5: ADOPT RESOLUTION APPROVING INSTALLMENT PURCHASE AGREEMENT BETWEEN THE TRABUCO CANYON WATER DISTRICT AND THE TRABUCO CANYON PUBLIC FINANCING AUTHORITY**

Mr. Paludi presented this matter for Board consideration, and he reported that this matter was reviewed with the Finance/Audit Committee. Mr. Paludi introduced Mr. Chan to the Board of Directors as the District's financial consultant on this matter and is in attendance to answer any questions from the Board. Mr. Paludi provided an overview on the relationship between the District and the Trabuco Canyon Public Financing Authority (TCPFA), and the need to adopt a resolution between the agencies to issue debt for the funding of District capital projects for the next three years as indicated in the approved financial plan.

Discussion occurred concerning the total loan amount and associated term for repayment. Director Chadd expressed concern with the timeline for completing capital projects and using the funding within the required period. Director Safranski asked staff for updates on current projects that may be impacted by this loan; Mr. Paludi responded that both the Golf Club Sewer Lift Station improvements and the Live Oak Pipeline project are currently active but are both funded sufficiently with the District's reserves. Director Chadd requested clarification on the recommended action, and if the proposed action is to approve the loan agreement and terms; Mr. Paludi responded that the adoption of the resolution would approve the form of the agreement and provisions, but not the loan amount and repayment terms. Mr. Chan added that these additional matters would be presented to the Board the following month after discussions with potential banking institutions. Director Acosta expressed support for this framework.

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Mr. Paludi added that a special board meeting will be held to review (1) the terms of the proposed loan and repayment period; (2) an overview of the District’s multi-year capital improvement plan (CIP); and (3) the related total loan amount for Board approval. Mr. Paludi indicated there may be an opportunity to pursue a smaller loan after a critical evaluation of the CIP. Director Dopudja recommended staff evaluate project necessity, but to not to let the financial concerns adversely impact system reliability and water quality.

- MOTION:** Adopt Resolution No. 2024-1330 approving the execution and delivery of an installment purchase agreement between the Trabuco Canyon Water District and the Trabuco Canyon Public Financing Authority for the purpose of refinancing and financing capital projects and authorizing the execution and delivery of certain related documents and certain other matters– Director Acosta
- SECOND:** Director Mandich
- AYES:** Directors Dopudja, Mandich, Acosta & Safranski
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None
- MOTION PASSED/FAILED:** Passed 5 - 0.

**ENGINEERING MATTERS**

**ITEM 6: LIVE OAK PIPELINE REPLACEMENT**

Mr. Paludi introduced this matter for Board consideration, and he reported that this matter was reviewed with the Engineering/Operational Committee. Ms. Lausten provided an overview of the project, and she reported that the District has received three proposals for engineering design services for this project, and she presented a proposal evaluation which compared the proposals. Ms. Lausten recommended awarding the project to DRP Engineering, Inc. Director Acosta expressed concerns related to environmental challenges and associated with the project; Ms. Lausten reported that District staff will work with the National Forestry Department and the County of Orange Public Works on all potential environmental impacts.

- MOTION:** Authorize the General Manager to execute a contract for Engineering Design Services for the Live Oak Pipeline Replacement to DRP Engineering, Inc. for a total of \$375,947– Director Acosta.
- SECOND:** Director Mandich
- AYES:** Directors Dopudja, Mandich, Acosta & Safranski
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None
- MOTION PASSED/FAILED:** Passed 5 - 0.

**ITEM 7: QUARTERLY CAPITAL IMPROVEMENT PROGRAM (CIP) UPDATE**

Mr. Paludi introduced this matter for Board consideration, and he reported that this matter was reviewed with the Engineering/Operational Committee. Mr. Paludi provided a handout that highlighted the current year CIP and the planned Fiscal Year 2024/25 CIP projects. Mr. Paludi reviewed the original budget of \$4.52M and associated projects and he reported that the projected year end expenses on all projects at \$2.14M due to certain delays. Ms. Lausten indicated that additional staff would be needed to complete the planned \$25M in capital projects as reported in the Master Plan and Condition Assessment. Director Safranski asked staff to include all value totals on CIP reports for future Board consideration.

- MOTION:** None – Informational item only.

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REGULAR BOARD OF DIRECTORS MEETING MINUTES | APRIL 18, 2024**

***LEGISLATIVE AND OTHER MATTERS***

**ITEM 8: LOCAL GOVERNMENTAL AND LEGISLATIVE MATTER(S)**

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Mr. Paludi reported on the following matters:

- AB 1827 (Papan) Support Letter – Mr. Paludi provided a copy of the final letter of support to the proposed Proposition 218 letter related to the use of peaking components in rates and charges.
- RSM Chamber of Commerce Young Kim Legislative Update Event – The Chamber is hosting an event on May 3<sup>rd</sup> and any Directors that are interested in attending the event are to notify District staff.
- MWDOC FY 2024/25 Budget Approval – The MWDOC Board of Directors adopted the FY 2024/25 Budget at their regular meeting.

**MOTION:** None – Informational item only.

**GENERAL COUNSEL REPORT**

Ms. Collins reported that she will present an update on Proposition 218 legislation at the ACWA Spring Conference the following month.

**OTHER INFORMATION/MATTERS**

Mr. Paludi reported an update on the performance of the District's investment in California CLASS investment fund which resulted an increased return on investments.

**ADDITIONAL DIRECTORS' COMMENTS**

None

**ADJOURNMENT**

President Dopudja adjourned the April 18, 2024 Regular Board Meeting at 7:16 p.m.

DRAFT

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REGULAR BOARD MEETING | MAY 16, 2024

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. *April 11, 2024*

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. *March 2024*

c. *PAYMENT OF BILLS FOR CONSIDERATION*

**RECOMMENDED ACTION:**

*Ratify the payment of bills for consideration, Payroll and Payroll Taxes for April 2024.*

**EXHIBITS:**

1. Revenue Report – April 2024
2. Disbursement Report – April 2024
3. Summary of Disbursements – April 2024
4. General Fund Warrant Register – April 2024
5. General Fund Payroll Warrant Register – April 2024

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



## TRABUCO CANYON WATER DISTRICT FINANCE/AUDIT COMMITTEE MEETING RECAP | APRIL 11, 2024

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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  
Roseann Lejsek, Administrative Assistant  
Phil Serpas, SCADA/CMMS Administrator

### **CONSULTANTS PRESENT**

Lora Nichols, Fieldman Rolapp

### **PUBLIC PRESENT**

None

### **CALL MEETING TO ORDER**

Director Mandich called the April 11, 2024 Finance/Audit Committee Meeting to order at 8:00 a.m.

### **VISITOR PARTICIPATION**

No visitor participation was received.

### **ORAL COMMUNICATION**

No oral communication was received.

### **COMMITTEE MEMBER COMMENTS**

None

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

None

### **ITEM 1: FINANCE/AUDIT COMMITTEE MEETING RECAP**

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

**MOTION:** Approve the Finance/Audit Committee Meeting Recap and recommended that the Board receive and file the same as amended (Consent Calendar) – Director Mandich

**SECOND:** District Secretary Mr. Perea

**AYES:** Director Mandich & Mr. Perea

**NOES:** None

**ABSTAIN:** None

**MOTION PASSED/FAILED:** Passed 2-0

**TRABUCO CANYON WATER DISTRICT  
FINANCE AUDIT COMMITTEE MEETING RECAP | APRIL 11, 2024**

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

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

- MOTION:** Recommend the Board of Directors ratify the Directors' fees and expenses for February 2024 and tentative future meetings/attendance as amended (Action Calendar) – Director Mandich
- SECOND:** Director Acosta
- AYES:** Directors Mandich & Acosta
- NOES:** None
- ABSTAIN:** None
- MOTION PASSED/FAILED:** Passed 2-0

**ITEM 3: APPROVE INSTALLMENT PURCHASE AGREEMENT BETWEEN THE TRABUCO CANYON WATER DISTRICT AND THE TRABUCO CANYON PUBLIC FINANCING AUTHORITY**

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Mr. Paludi presented this matter for Committee consideration, and he introduced Ms. Nichols to the Committee. Ms. Nichols provided a brief overview of the District's current short term loan with BOTW (now BMO) which will mature on July 1, 2024. Ms. Nichols provided information on the District's opportunity to repay the BMO credit agreement and obtain additional funds for capital projects to be repaid over 20 to 25 years. Mr. Paludi reported on the Board's discussion at the Special Board Meeting regarding revisions to the CIP budget and possible adjustments to the current rate model. Discussion occurred concerning the relationship between the District and the Public Financing Authority for the purpose of acquiring a loan for capital expenditures. Mr. Paludi reviewed the proposed installment purchase agreement and related documents with the Committee.

- MOTION:** Recommend the Board of Directors approve the execution and delivery of an installment purchase agreement between the Trabuco Canyon Water District and the Trabuco Canyon Public Financing Authority for the purpose of refinancing capital projects and authorizing the execution of related documents. (Action Calendar) – Director Acosta
- SECOND:** Director Mandich
- AYES:** Directors Acosta & Mandich
- NOES:** None
- ABSTAIN:** None
- MOTION PASSED/FAILED:** Passed 2-0

**ITEM 4: DISCUSS TOTAL COMPENSATION SURVEY UPDATE AND EMPLOYEE HEALTH BENEFIT DETERMINATION METHODOLOGY**

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Mr. Paludi presented this matter for Committee consideration, and he reported that this matter was reviewed with the Executive Committee. Mr. Paludi provided the results of the health benefit survey and total compensation comparison performed by Ralph Andersen & Associates. Discussion occurred regarding health benefit options and the importance of setting a methodology in order to avoid having to revisit every year. Mr. Perea stated that the District is also reviewing standby pay methodologies of the comparator agencies to establish a market level for operations/maintenance employees.

- MOTION:** None – Informational item only.

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FINANCE AUDIT COMMITTEE MEETING RECAP | APRIL 11, 2024**

**ITEM 5: CALIFORNIA CLASS INVESTMENTS PERFORMANCE**

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Mr. Paludi presented this matter for Committee consideration, and he provided a brief update on this matter. Mr. Paludi reported that since May 2023, when the District's Cooperative Liquid Assets Securities System (CLASS) account was initiated, the District's invested funds have returned \$128,000 more than if the same funds had remained invested in the Local Asset Investment Fund (LAIF). Mr. Paludi provided a handout from Eide Bailly with this information.

**MOTION:** None – Informational item only.

**ITEM 6: OTHER MATTERS**

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Mr. Paludi reported that the wells are continuing to operate and are satisfying most of our demands.

Mr. Perea reported that the District has promoted Ms. Lyndsay West to the position of Administrative Assistant, and has backfilled the position with Ms. Briana Sandoval in the Customer Service Representative position. Mr. Perea noted that Ms. Sandoval's background is in the banking industry.

**MOTION:** None – Informational item only.

**ITEM 7: FINANCIAL REPORT**

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Mr. Perea presented the preliminary unaudited financials for February 2024 in Ms. Warner's absence, and he highlighted the following items:

***WATER FUND***

***Total Operating Revenue***

Mr. Perea reported that this line item was trending as budgeted.

***Total Source of Supply***

Mr. Perea reported that this line item was trending lower than budgeted due lower than normal water sales.

***Total Salaries & Benefits***

Mr. Perea reported that this line item was trending lower than budgeted.

***Total Transmission & Distribution***

Mr. Perea reported that this line item was trending higher than the year-to-date amount due to increased water quality testing and the purchase of distribution system materials.

***Total General & Administrative***

Mr. Perea reported that this line item was trending higher than the year-to-date amount due to the timing of insurance payments at the beginning of the fiscal year.

***Net Total Unrestricted Cash Inflow/(Outflow)***

Mr. Perea reported that this line item trended a positive increase of water reserves.

***District Capital – Water***

Mr. Perea reviewed the capital improvement costs accrued in February 2024, including costs associated with Xerox copier, fire hydrant repair/replacement, and Pressure Regulating Valve (PRV) improvements.

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**SEWER FUND**

**Total Operating Revenue**

Mr. Perea reported that this line item was trending as budgeted.

**Total Salaries & Benefits**

Mr. Perea reported that this line item was trending lower than budgeted.

**Total Transmission & Distribution**

Mr. Perea reported that this line item was trending higher than the year-to-date amount due to increased electrical costs.

**Net Total Unrestricted Cash Inflow/(Outflow)**

Mr. Perea reported that this line item trended a positive increase of sewer reserves.

**District Capital – Sewer**

Mr. Perea reviewed the capital improvement costs accrued in February 2024, including costs associated with Xerox copier, purchase of a chopper pump for the WWTP, purchase of a smart cover for a sewer lift station, roots blower equipment, and replacement pump costs.

**RECYCLED WATER FUND**

**Total Operating Revenue**

Mr. Perea reported that this line item was trending higher than budgeted due to increased recycled water sales earlier in the fiscal year.

**Total Source of Supply**

Mr. Perea reported that this line item was trending higher than budgeted.

**Total Salaries & Benefits**

Mr. Perea reported that this line item was trending lower than budgeted.

**Total Transmission & Distribution**

Mr. Perea reported that this line item was trending as budgeted.

**Total General & Administrative**

Mr. Perea reported that this line item was trending higher than the year-to-date amount due to the timing of insurance payments and certification renewals and professional services costs associated with a project grant application.

**Net Total Unrestricted Cash Inflow/(Outflow)**

Mr. Perea reported that this line item trended a decrease in contribution to recycled water reserves.

**District Capital – Recycled Water**

Mr. Perea reviewed the capital improvement costs accrued in January 2024, including costs associated with Xerox copier and Variable Frequency Drive (VFD) replacement costs at the recycled water pump station.

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FINANCE AUDIT COMMITTEE MEETING RECAP | APRIL 11, 2024**

**MOTION:** Recommend the Board ratify payment of the bills for consideration for March 14, 2024, as presented (Action Calendar) – Director Mandich

**SECOND:** Director Acosta

**AYES:** Directors Mandich & Acosta

**NOES:** None

**ABSTAIN:** None

**MOTION PASSED/FAILED:** Passed 2-0

**ADJOURNMENT**

Director Mandich adjourned the April 11, 2024 Finance/Audit Committee Meeting at 8:52 a.m.

DRAFT



**Trabuco Canyon Water District**  
**Balance Sheet**  
**March 31, 2024**  
**(Unaudited)**

		March 2024
<b>1</b>	<b>Assets</b>	
<b>2</b>	<b>Cash &amp; Investments</b>	
3	Cash & Investments - Unrestricted	\$ 4,873,428
4	Cash & Investments - Restricted	3,613,180
<b>5</b>	<b>Total Cash &amp; Investments</b>	<u>8,486,608</u>
<b>6</b>	<b>Other Current Assets</b>	
7	Accounts Receivable, Net	1,752,836
8	Prepaid & Other	57,537
9	Fair Market Value Adjustment <sup>1</sup>	(35,057)
<b>10</b>	<b>Total Other Current Assets</b>	<u>1,775,316</u>
<b>11</b>	<b>Capital Assets</b>	
12	Capital Assets, at Cost	127,996,749
13	Accumulated Depreciation	(83,607,010)
14	Construction in Progress	3,282,511
<b>15</b>	<b>Total Capital Assets</b>	<u>47,672,250</u>
16	Net OPEB Asset	201,692
17	Deferred Outflows of Resources (DOR)	2,508,005
<b>18</b>	<b>Total Assets &amp; DOR</b>	<b><u>\$ 60,643,872</u></b>
<b>19</b>	<b>Liabilities</b>	
<b>20</b>	<b>Current Liabilities</b>	
21	Accounts Payable	\$ 1,136,438
22	Accrued Expenses	1,091,018
23	Current Portion-Long Term Debt	94,972
24	Deposits on Hand	56,238
<b>25</b>	<b>Total Current Liabilities</b>	<u>2,378,667</u>
<b>26</b>	<b>Long-Term Liabilities</b>	
27	Net Pension Liability	4,449,117
28	State Revolving Fund Loan	1,675,794
29	Bank of the West Loan	10,000,000
<b>30</b>	<b>Total Long Term Liabilities</b>	<u>16,124,911</u>
31	Deferred Inflows of Resources (DIR)	647,305
<b>32</b>	<b>Total Liabilities &amp; DIR</b>	<u>19,150,882</u>
<b>33</b>	<b>Net Position</b>	41,492,990
<b>34</b>	<b>Total Liabilities, Net Position &amp; DIR</b>	<b><u>\$ 60,643,872</u></b>

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



**Trabuco Canyon Water District  
Cash & Investments Report  
March 31, 2024  
(Unaudited)**

	Type	Cost	Market	% Total
<b>District Cash &amp; Investments</b>				
<b>Unrestricted</b>				
Local Agency Investment Fund (LAIF)	Investment	\$ (1,563,117)	\$ (1,554,038)	-18.3%
California Cooperative Liquid Assets Securities System (CLASS)	Investment	4,500,721	\$ 4,500,116	53.1%
Bank of the West	Checking	1,935,824	1,935,824	22.8%
<b>Total Unrestricted</b>		<b>4,873,428</b>	<b>4,881,902</b>	<b>57.6%</b>
<b>Restricted</b>				
LAIF - Water Storage Facilities	Investment	1,110,092	1,103,644	13.0%
LAIF - Interim Sewage	Investment	112,131	111,480	1.3%
LAIF - Debt Issuance 2022	Investment	2,152,290	2,139,787	25.2%
Cash in CB&T Reserved for SRF Loan	Checking	238,667	238,667	2.8%
<b>Total Restricted</b>		<b>3,613,180</b>	<b>3,593,579</b>	<b>42.4%</b>
<b>Total District Cash &amp; Investments</b>		<b>\$ 8,486,608</b>	<b>\$ 8,475,481</b>	<b>100.0%</b>

**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, Treasurer**



**Trabuco Canyon Water District**  
**Budget to Actual - Water**  
**For the period July 1, 2023 through March 31, 2024**  
**(Unaudited)**

	March 2024	YTD Actual	FY 24 Adopted Budget	YTD 75%
<b>1 Operating Revenue</b>				
2 Fixed / Capital Service Charges	\$ 268,588	\$ 2,320,120	\$ 3,113,000	75%
3 Variable Consumption Charges	155,808	2,824,365	3,978,400	71%
4 Baker Treatment Plant Water Sales	154,314	1,244,276	1,560,500	80%
5 Customer Fees	9,107	112,622	238,800	47%
6 Standby Charges	6,973	27,456	32,300	85%
7 Uncollectable Accounts	-	-	(23,000)	0%
<b>8 Total Operating Revenue</b>	<b>594,789</b>	<b>6,528,838</b>	<b>8,900,000</b>	<b>73%</b>
<b>9 Operating Expense</b>				
<b>10 Source of Supply</b>				
11 Fixed Water Purchases	23,213	264,189	348,900	76%
12 Variable Water Purchases	844,999	1,617,764	2,015,100	80%
13 Baker Treatment Plant Water Sold	95,989	948,261	1,338,400	71%
14 Water Treatment	23,362	134,987	394,300	34%
15 Pumping Electricity	7,590	207,067	244,300	85%
<b>16 Total Source of Supply</b>	<b>995,152</b>	<b>3,172,268</b>	<b>4,341,000</b>	<b>73%</b>
<b>17 Salaries and Benefits</b>				
18 Employee/Director Wages	155,986	1,361,036	1,954,800	70%
19 Employee/Director Benefits	33,324	348,945	510,400	68%
20 Retiree Health Insurance	11,675	97,022	115,300	84%
21 Transfer In - 115 OPEB Trust Reimbu	(11,675)	(97,022)	(115,300)	84%
22 CalPERS Retirement (Normal)	25,456	227,847	323,400	70%
23 CalPERS Unfunded Accrued Liability	-	164,806	170,300	97%
24 Payroll Taxes	12,359	105,173	146,000	72%
<b>25 Total Salaries and Benefits</b>	<b>227,125</b>	<b>2,207,807</b>	<b>3,104,900</b>	<b>71%</b>
<b>26 Transmission and Distribution</b>				
27 System Repairs and Maintenance	41,898	238,846	258,700	92%
28 Vehicles and Equipment	8,217	62,357	101,200	62%
29 Safety, Supplies and Testing	6,554	54,612	45,400	120%
<b>30 Total Transmission and Distribution</b>	<b>56,669</b>	<b>355,815</b>	<b>405,300</b>	<b>88%</b>
<b>31 General and Administrative</b>				
32 Professional Services	52,879	383,732	513,400	75%
33 Office Maintenance, Supplies and Sc	9,262	250,140	310,600	81%
34 District Insurance	-	116,597	109,300	107%
35 Dues and Memberships	1,126	90,002	95,400	94%
36 Public Outreach	6,881	91,547	103,300	89%
37 Customer Service and Billing	5,078	41,371	68,400	60%
38 Conference, Trainings and Travel	849	23,706	34,100	70%
<b>39 Total General and Administrative</b>	<b>76,074</b>	<b>997,095</b>	<b>1,234,500</b>	<b>81%</b>
<b>40 Total Operating Expense</b>	<b>1,355,021</b>	<b>6,732,985</b>	<b>9,085,700</b>	<b>74%</b>
<b>41 Net Operating Revenue / (Expense)</b>	<b>(760,231)</b>	<b>(204,147)</b>	<b>(185,700)</b>	<b>110%</b>
<b>42 Non-Operating Revenue / (Expense)</b>				
43 Property Tax Revenue	64,636	735,136	1,245,000	59%
44 Interest Revenue - Unrestricted	(23,387)	9,799	115,700	8%
45 Other Revenue and Reimbursements	2,848	80,555	54,400	148%
46 Miscellaneous Expense	(159)	(107,718)	(6,200)	1737%
<b>47 Net Non-Operating Revenue / (Expense)</b>	<b>43,938</b>	<b>717,773</b>	<b>1,408,900</b>	<b>51%</b>
<b>48 Net Total Revenue / (Expense)</b>	<b>(716,293)</b>	<b>513,626</b>	<b>1,223,200</b>	<b>42%</b>
<b>49 Other Unrestricted Cash Inflow / (Outflow)</b>				
50 Transfer In - Debt Proceeds for Capital	26,818	551,226	1,206,000	46%
51 Capital Improvement Program (CIP)	(26,818)	(555,695)	(1,206,000)	46%
52 Debt Service - Principal and Interest	(130,276)	(245,466)	(901,100)	27%
<b>53 Net Other Unrestricted Cash Inflow</b>	<b>(130,276)</b>	<b>(249,935)</b>	<b>(901,100)</b>	<b>28%</b>
<b>54 Net Total Unrestricted Cash Inflow / (Outflow)</b>	<b>\$ (846,569)</b>	<b>\$ 263,691</b>	<b>\$ 322,100</b>	<b>82%</b>

Acronym key:

OPEB - Other Post-Employment Benefits

SCADA - Supervisory Control and Data Acquisition System



**Trabuco Canyon Water District**  
**District Capital - Water**  
**FY 23-24**  
**(Unaudited)**

	Project	March 2024	YTD Actual	FY 24 Adopted Budget	YTD 75%
1	<b>Water CIP</b>				
2	<b>Capital Improvements / Replacements</b>				
3	Dimension Water Treatment Plant (DWTP) Office & Storage	\$ -	\$ 930	\$ 350,000	0%
4	SCADA System Upgrades FY 24	-	155,034	280,000	55%
5	10" Pipeline Replacement - Cooks to Harris Grade	-	-	250,000	0%
6	PSPS Transfer Switch Upgrade - Water	3,165	4,870	60,000	8%
7	DWTP Vault Improvement	1,395	3,720	75,000	5%
8	Administration Office Remodel	-	29,014	-	N/A
9	<b>Total Capital Improvements / Replacements</b>	<b>4,560</b>	<b>193,568</b>	<b>1,015,000</b>	<b>19%</b>
10	<b>Equipment</b>				
11	Fleet	-	174,950	91,000	192%
12	Xerox Copier	-	4,469	-	N/A
13	Fire Hydrants	-	25,229	-	N/A
14	Roton blower - DWTP Filters	22,258	22,258	-	N/A
14	<b>Total Equipment</b>	<b>-</b>	<b>204,648</b>	<b>91,000</b>	<b>225%</b>
16	<b>Programs</b>				
17	Pump Replacement Program - Water	-	13,750	50,000	28%
18	Pressure Regulating Valves (PRV) - Water	-	11,500	20,000	58%
19	Valve Replacements - Water	-	109,970	30,000	367%
20	<b>Total Programs</b>	<b>-</b>	<b>135,220</b>	<b>100,000</b>	<b>135%</b>
21	<b>Total Water CIP</b>	<b>\$ 26,818</b>	<b>\$ 555,695</b>	<b>\$ 1,206,000</b>	<b>46%</b>

*Acronym key:*

- SCADA - Supervisory Control and Data Acquisition System
- PSPS - Public Safety Power Shutoff



**Trabuco Canyon Water District**  
**Budget to Actual - Sewer**  
**For the period July 1, 2023 through March 31, 2024**  
**(Unaudited)**

	March 2024	YTD Actual	FY 24 Adopted Budget	YTD 75%
<b>1 Operating Revenue</b>				
2 Sewer Residential Charges	\$ 167,797	\$ 1,482,506	\$ 1,933,800	77%
3 Sewer Commercial Charges	15,255	159,874	189,800	84%
4 Customer Fees	15,687	136,225	281,100	48%
5 Uncollectable Accounts	-	-	(3,500)	0%
<b>6 Total Operating Revenue</b>	<b>198,739</b>	<b>1,778,606</b>	<b>2,401,200</b>	<b>74%</b>
<b>7 Operating Expense</b>				
<b>8 Salaries and Benefits</b>				
9 Employee/Director Wages	60,981	668,945	961,500	70%
10 Employee/Director Benefits	12,371	134,388	235,700	57%
11 Retiree Health Insurance	4,170	34,651	41,200	84%
12 Transfer In - 115 OPEB Trust Reimbursement	(4,170)	(34,651)	(41,200)	84%
13 CalPERS Retirement (Normal)	8,216	81,018	115,600	70%
14 CalPERS Unfunded Accrued Liability (Minimum)	-	76,658	79,200	97%
15 Payroll Taxes	4,414	37,562	73,200	51%
<b>16 Total Salaries and Benefits</b>	<b>85,983</b>	<b>998,570</b>	<b>1,465,200</b>	<b>68%</b>
<b>17 Transmission and Distribution</b>				
18 System Repairs and Maintenance	11,237	256,055	295,600	87%
19 T&D Electricity	20,059	186,749	196,300	95%
20 Vehicles and Equipment	2,493	26,342	39,300	67%
21 Safety, Supplies and Testing	1,373	12,967	41,200	31%
<b>22 Total Transmission and Distribution</b>	<b>35,162</b>	<b>482,113</b>	<b>572,400</b>	<b>84%</b>
<b>23 General and Administrative</b>				
24 Professional Services	19,008	146,063	184,900	79%
25 Office Maintenance, Supplies and Software	6,288	131,394	159,300	82%
26 District Insurance	-	41,642	42,600	98%
27 Dues and Memberships	30,199	90,879	122,000	74%
28 Public Outreach	2,304	14,034	18,300	77%
29 Customer Service and Billing	1,051	9,364	19,200	49%
30 Conference, Trainings and Travel	303	8,466	12,000	71%
<b>31 Total General and Administrative</b>	<b>59,153</b>	<b>441,843</b>	<b>558,300</b>	<b>79%</b>
<b>32 Total Operating Expense</b>	<b>180,298</b>	<b>1,922,527</b>	<b>2,595,900</b>	<b>74%</b>
<b>33 Net Operating Revenue / (Expense)</b>	<b>18,442</b>	<b>(143,921)</b>	<b>(194,700)</b>	<b>74%</b>
<b>34 Non-Operating Revenue / (Expense)</b>				
35 Property Tax Revenue	46,538	529,298	896,000	59%
36 Interest Revenue - Unrestricted	45,059	156,129	105,500	148%
37 Other Revenue and Reimbursements	408	44,016	7,300	603%
38 Miscellaneous Expense	(114)	(45,261)	(7,200)	629%
<b>39 Net Non-Operating Revenue / (Expense)</b>	<b>91,891</b>	<b>684,182</b>	<b>1,001,600</b>	
<b>40 Net Total Revenue / (Expense)</b>	<b>110,333</b>	<b>540,260</b>	<b>806,900</b>	
<b>41 Other Unrestricted Cash Inflow / (Outflow)</b>				
42 Transfer In - Debt Proceeds for Capital	40,501	628,564	2,979,500	21%
43 Capital Improvement Program	(40,501)	(632,912)	(2,979,500)	21%
44 Debt Service - Principal and Interest	(27,087)	(27,087)	(554,100)	5%
<b>45 Net Other Unrestricted Cash Inflow / (Outflow)</b>	<b>(27,087)</b>	<b>(31,435)</b>	<b>(554,100)</b>	<b>6%</b>
<b>46 Net Total Unrestricted Cash Inflow / (Outflow)</b>	<b>\$ 83,246</b>	<b>\$ 508,825</b>	<b>\$ 252,800</b>	

Acronym key:

OPEB - Other Post-Employment Benefits



**Trabuco Canyon Water District**  
**District Capital - Sewer**  
**FY 23-24**  
**(Unaudited)**

	Project	March 2024	YTD Actual	FY 24 Adopted Budget	YTD 75%
1	<b>Wastewater CIP</b>				
2	<b>Capital Improvements / Replacements</b>				
3	Golf Club Sewer Lift Station (SLS) Bypass Construction	\$ 15,453	\$ 163,299	\$ 1,800,000	9%
4	SCADA System Upgrades FY 24	-	55,369	100,000	55%
5	WWTP Hoffman Blower Building Rehabilitation	16,498	63,193	400,000	16%
6	Chiquita FY 24	-	90,849	178,000	51%
7	Heritage SLS Rehabilitation	1,200	3,865	100,000	4%
8	PSPS Transfer Switch Upgrade - Sewer	3,320	5,413	60,000	9%
9	WWTP Fiber Optic Upgrade	4,030	10,850	130,000	8%
10	El Toro SLS System Improvements	-	37,469	79,000	47%
11	Administration Office Remodel	-	10,362	-	N/A
12	<b>Total Capital Improvements / Replacements</b>	<b>40,501</b>	<b>440,669</b>	<b>2,847,000</b>	<b>15%</b>
13	<b>Equipment</b>				
14	Fleet	-	62,482	32,500	192%
15	Xerox Copier	-	1,596	-	N/A
16	Chopper Pump - Sequencing Batch Reactor	-	24,716	-	N/A
17	Smart Covers - Sewer Lift stations	-	18,709	-	N/A
18	Roots Blower - WWTP	-	15,693	-	N/A
19	<b>Total Equipment</b>	<b>-</b>	<b>123,196</b>	<b>32,500</b>	<b>379%</b>
20	<b>Programs</b>				
21	Manhole Recoating Program - Sewer	-	-	20,000	0%
22	Pump Replacement Program (Sewer)	-	52,027	50,000	104%
23	Wet Well Recoating	-	17,020	30,000	57%
24	<b>Total Programs</b>	<b>-</b>	<b>69,047</b>	<b>100,000</b>	<b>69%</b>
25	<b>Total Wastewater CIP</b>	<b>\$ 40,501</b>	<b>\$ 632,912</b>	<b>\$ 2,979,500</b>	<b>21%</b>

*Acronym key:*

SCADA - Supervisory Control and Data Acquisition System

WWTP - Waste Water Treatment Plant

PSPS - Public Safety Power Shutoff



**Trabuco Canyon Water District**  
**Budget to Actual - Recycled**  
**For the period July 1, 2023 through March 31, 2024**  
**(Unaudited)**

	March 2024	YTD Actual	FY 24 Adopted Budget	YTD 75%
<b>1 Operating Revenue</b>				
2 Fixed / Capital Service Charges	\$ 11,857	\$ 101,409	\$ 142,200	71%
3 Variable Consumption Charges	2,183	758,322	995,400	76%
4 Customer Fees	(1,015)	9,474	7,300	130%
5 Uncollectable Accounts	-	-	(4,000)	0%
<b>6 Total Operating Revenue</b>	<b>13,025</b>	<b>869,205</b>	<b>1,140,900</b>	<b>76%</b>
<b>7 Operating Expense</b>				
<b>8 Source of Supply</b>				
9 Recycled Water Purchases	242	19,759	25,900	76%
10 Water Treatment	6,023	84,441	99,400	85%
<b>11 Total Source of Supply</b>	<b>6,265</b>	<b>104,199</b>	<b>125,300</b>	<b>83%</b>
<b>12 Salaries and Benefits</b>				
13 Employee/Director Wages	14,451	161,270	231,400	70%
14 Employee/Director Benefits	3,985	45,722	75,400	61%
15 Retiree Health Insurance	834	6,930	8,200	85%
16 Transfer In - 115 OPEB Trust Reimbursement	(834)	(6,930)	(8,200)	85%
17 CalPERS Retirement (Normal)	1,743	17,426	24,800	70%
18 CalPERS Unfunded Accrued Liability (Minimum)	-	17,340	18,000	96%
19 Payroll Taxes	883	7,512	16,800	45%
<b>20 Total Salaries and Benefits</b>	<b>21,062</b>	<b>249,269</b>	<b>366,400</b>	<b>68%</b>
<b>21 Transmission and Distribution</b>				
22 T&D Electricity	19,953	230,315	282,000	82%
23 System Repairs and Maintenance	2,188	36,897	29,600	125%
24 Vehicles and Equipment	542	5,886	8,600	68%
25 Safety, Supplies and Testing	8,750	79,932	157,600	51%
<b>26 Total Transmission and Distribution</b>	<b>31,434</b>	<b>353,030</b>	<b>477,800</b>	<b>74%</b>
<b>27 General and Administrative</b>				
28 Professional Services	4,153	34,035	36,800	92%
29 Office Maintenance, Supplies and Software	1,397	23,037	27,600	83%
30 District Insurance	-	8,328	8,800	95%
31 Dues and Memberships	23,046	55,635	36,600	152%
32 Public Outreach	461	2,807	3,600	78%
33 Customer Service and Billing	210	1,873	4,000	47%
34 Conference, Trainings and Travel	61	1,693	2,200	77%
<b>35 Total General and Administrative</b>	<b>29,327</b>	<b>127,408</b>	<b>119,600</b>	<b>107%</b>
<b>36 Total Operating Expense</b>	<b>88,088</b>	<b>833,906</b>	<b>1,089,100</b>	<b>77%</b>
<b>37 Net Operating Revenue / (Expense)</b>	<b>(75,063)</b>	<b>35,299</b>	<b>51,800</b>	
<b>38 Non-Operating Revenue / (Expense)</b>				
39 Property Tax Revenue	18,098	205,838	349,200	59%
40 Interest Revenue - Unrestricted	5,055	19,920	21,800	91%
41 Other Revenue and Reimbursements	37	3,336	1,800	185%
42 Miscellaneous Expense	(44)	(2,049)	(1,100)	186%
<b>43 Net Non-Operating Revenue / (Expense)</b>	<b>23,146</b>	<b>227,045</b>	<b>371,700</b>	<b>61%</b>
<b>44 Net Total Revenue / (Expense)</b>	<b>(51,917)</b>	<b>262,344</b>	<b>423,500</b>	<b>62%</b>
<b>45 Other Unrestricted Cash Inflow / (Outflow)</b>				
46 Transfer In - Debt Proceeds for Capital	1,240	67,538	326,500	21%
47 Capital Improvement Program	(1,240)	(67,857)	(326,500)	21%
48 Debt Service - Principal and Interest	(5,417)	(5,417)	(81,400)	7%
<b>49 Net Other Unrestricted Cash Inflow / (Outflow)</b>	<b>(5,417)</b>	<b>(5,737)</b>	<b>(81,400)</b>	<b>7%</b>
<b>50 Net Total Unrestricted Cash Inflow / (Outflow)</b>	<b>\$ (57,334)</b>	<b>\$ 256,607</b>	<b>\$ 342,100</b>	<b>75%</b>

Acronym key:

OPEB - Other Post-Employment Benefits



**Trabuco Canyon Water District**  
**District Capital - Recycled**  
**FY 23-24**  
**(Unaudited)**

	Project	March 2024	YTD Actual	FY 24 Adopted Budget	YTD 75%
1	<b>Recycled Water CIP</b>				
2	<b>Capital Improvements / Replacements</b>				
3	SCADA System Upgrades FY 24	\$ -	\$ 11,074	\$ 20,000	55%
4	Dove Recycled Booster Pump Station	310	310	100,000	0%
5	Recycled PRV Vault Improvements - Dove Canyon	930	1,395	200,000	1%
6	Administration Office Remodel	-	2,072	-	N/A
7	<b>Capital Improvements / Replacements Total</b>	<b>1,240</b>	<b>14,851</b>	<b>320,000</b>	<b>5%</b>
8	<b>Equipment</b>				
9	Fleet	-	12,496	6,500	192%
10	Xerox Copier	-	319	-	N/A
11	VFD - Dove / Robinson Ranch Recycled Pump Station	-	40,190	-	N/A
12	<b>Equipment Total</b>	<b>-</b>	<b>53,006</b>	<b>6,500</b>	<b>815%</b>
13	<b>Total Recycled Water CIP</b>	<b>\$ 1,240</b>	<b>\$ 67,857</b>	<b>\$ 326,500</b>	<b>21%</b>

*Acronym key:*

SCADA - Supervisory Control and Data Acquisition System

PRV - Pressure Regulating Valves

VFD - Variable Frequency Drive



Trabuco Canyon Water District, CA

# Bank Transaction Report

## Transaction Detail

Issued Date Range: 04/01/2024 - 04/30/2024

Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
<b>Accounts Payable</b>							
<b>Bank Draft</b>							
04/01/2024		<a href="#">DFT0003496</a>	GUARDIAN	Accounts Payable	Outstanding	Bank Draft	-3,955.78
04/01/2024		<a href="#">DFT0003497</a>	PACE PAYMENT SYSTEMS, INC.	Accounts Payable	Outstanding	Bank Draft	-2,918.41
04/01/2024		<a href="#">DFT0003498</a>	SANTA MARGARITA WATER DISTRICT	Accounts Payable	Outstanding	Bank Draft	-309.61
04/01/2024		<a href="#">DFT0003499</a>	VSP	Accounts Payable	Outstanding	Bank Draft	-793.38
04/02/2024		<a href="#">DFT0003500</a>	SHRED-IT USA, LLC	Accounts Payable	Outstanding	Bank Draft	-68.00
04/03/2024		<a href="#">DFT0003501</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-63,148.08
04/03/2024		<a href="#">DFT0003502</a>	THE TOLL ROADS	Accounts Payable	Outstanding	Bank Draft	-140.00
04/04/2024		<a href="#">DFT0003503</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-112,952.95
04/04/2024		<a href="#">DFT0003504</a>	HOME DEPOT CREDIT SERVICES	Accounts Payable	Outstanding	Bank Draft	-720.42
04/05/2024		<a href="#">DFT0003505</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-40.00
04/08/2024		<a href="#">DFT0003506</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-28,647.90
04/08/2024		<a href="#">DFT0003507</a>	COX COMMUNICATIONS	Accounts Payable	Outstanding	Bank Draft	-2,450.01
04/08/2024		<a href="#">DFT0003508</a>	TAB ANSWER NETWORK	Accounts Payable	Outstanding	Bank Draft	-201.73
04/08/2024		<a href="#">DFT0003509</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-70.00
04/09/2024		<a href="#">DFT0003510</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-192.83
04/09/2024		<a href="#">DFT0003511</a>	WEX FLEET UNIVERSAL	Accounts Payable	Outstanding	Bank Draft	-5,614.14
04/10/2024		<a href="#">DFT0003512</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-1,986.05
04/10/2024		<a href="#">DFT0003513</a>	COX COMMUNICATIONS	Accounts Payable	Outstanding	Bank Draft	-1,674.62
04/10/2024		<a href="#">DFT0003514</a>	PACE PAYMENT SYSTEMS, INC.	Accounts Payable	Outstanding	Bank Draft	-250.10
04/15/2024		<a href="#">DFT0003515</a>	COX COMMUNICATIONS	Accounts Payable	Outstanding	Bank Draft	-74.23
04/15/2024		<a href="#">DFT0003516</a>	THE TOLL ROADS	Accounts Payable	Outstanding	Bank Draft	-140.00
04/15/2024		<a href="#">DFT0003517</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-55.00
04/17/2024		<a href="#">DFT0003518</a>	SOUTHERN CALIFORNIA EDISON	Accounts Payable	Outstanding	Bank Draft	-64,232.07
04/18/2024		<a href="#">DFT0003519</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-111,473.59
04/19/2024		<a href="#">DFT0003520</a>	COX COMMUNICATIONS	Accounts Payable	Outstanding	Bank Draft	-673.44
04/19/2024		<a href="#">DFT0003521</a>	LOWE'S	Accounts Payable	Outstanding	Bank Draft	-252.80
04/22/2024		<a href="#">DFT0003522</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-28,799.86
04/22/2024		<a href="#">DFT0003523</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-302.08
04/23/2024		<a href="#">DFT0003524</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-71.12
04/24/2024		<a href="#">DFT0003525</a>	AT&T MOBILITY	Accounts Payable	Outstanding	Bank Draft	-2,909.94
04/24/2024		<a href="#">DFT0003526</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-75.00
04/25/2024		<a href="#">DFT0003527</a>	THE TOLL ROADS	Accounts Payable	Outstanding	Bank Draft	-140.00
04/26/2024		<a href="#">DFT0003528</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-112.00
04/26/2024		<a href="#">DFT0003529</a>	CSDA Commercial Card - UMPQUA BANK	Accounts Payable	Outstanding	Bank Draft	-4,543.88
04/30/2024		<a href="#">DFT0003530</a>	SANTA MARGARITA WATER DISTRICT	Accounts Payable	Outstanding	Bank Draft	-242.35

**Bank Transaction Report**

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
04/30/2024		<a href="#">DFT0003531</a>	SOUTH COAST AQMD	Accounts Payable	Outstanding	Bank Draft	-485.43
04/30/2024		<a href="#">DFT0003532</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-161.93
<b>Bank Draft Total: (37)</b>							<b>-440,878.73</b>
<b>Check</b>							
04/02/2024		<a href="#">12387</a>	ALL AMERICAN GASKET	Accounts Payable	Outstanding	Check	-63.90
04/02/2024		<a href="#">12388</a>	ARC	Accounts Payable	Outstanding	Check	-894.81
04/02/2024		<a href="#">12389</a>	CONCENTRA	Accounts Payable	Outstanding	Check	-215.00
04/02/2024		<a href="#">12390</a>	DANIELS TIRE SERVICE, INC.	Accounts Payable	Outstanding	Check	-2,852.33
04/02/2024		<a href="#">12391</a>	DELCO SERVICE, INC.	Accounts Payable	Outstanding	Check	-6,757.10
04/02/2024		<a href="#">12392</a>	EUROFINS EATON ANALYTICAL, INC.	Accounts Payable	Outstanding	Check	-2,490.00
04/02/2024		<a href="#">12393</a>	HIGHROAD INFORMATION TECHNOLOGY, LLC.	Accounts Payable	Outstanding	Check	-17,796.00
04/02/2024		<a href="#">12394</a>	IB CONSULTING	Accounts Payable	Outstanding	Check	-4,528.00
04/02/2024		<a href="#">12395</a>	INFOSEND, INC.	Accounts Payable	Outstanding	Check	-1,132.23
04/02/2024		<a href="#">12396</a>	IRVINE RANCH WATER DISTRICT	Accounts Payable	Outstanding	Check	-19,370.70
04/02/2024		<a href="#">12397</a>	IWATER, INC.	Accounts Payable	Outstanding	Check	-725.00
04/02/2024		<a href="#">12398</a>	LIEBERT CASSIDY WHITMORE	Accounts Payable	Outstanding	Check	-1,799.50
04/02/2024		<a href="#">12399</a>	OC KEYS LLC	Accounts Payable	Outstanding	Check	-123.51
04/02/2024		<a href="#">12400</a>	ORANGE COUNTY PUMPING, INC.	Accounts Payable	Outstanding	Check	-4,970.00
04/02/2024		<a href="#">12401</a>	O'REILLY AUTOMOTIVE, INC.	Accounts Payable	Outstanding	Check	-165.08
04/02/2024		<a href="#">12402</a>	ORKIN, INC.	Accounts Payable	Outstanding	Check	-2,018.95
04/02/2024		<a href="#">12403</a>	S & J SUPPLY COMPANY	Accounts Payable	Outstanding	Check	-10,933.40
04/02/2024		<a href="#">12404</a>	SANTA MARGARITA WATER DISTRICT	Accounts Payable	Outstanding	Check	-660.00
04/02/2024		<a href="#">12405</a>	SIERRA ANALYTICAL	Accounts Payable	Outstanding	Check	-3,967.50
04/02/2024		<a href="#">12406</a>	TUTTLE-CLICK FORD	Accounts Payable	Outstanding	Check	-1,893.51
04/02/2024		<a href="#">12407</a>	UNDERGROUND SERVICE ALERT/SC	Accounts Payable	Outstanding	Check	-140.91
04/02/2024		<a href="#">12408</a>	USA BLUEBOOK	Accounts Payable	Outstanding	Check	-3,144.73
04/02/2024		<a href="#">12409</a>	VAUGHAN'S INDUSTRIAL REPAIR COMPANY, INC.	Accounts Payable	Outstanding	Check	-22,258.17
04/02/2024		<a href="#">12410</a>	WECK LABORATORIES	Accounts Payable	Outstanding	Check	-1,995.00
04/02/2024		<a href="#">12411</a>	WEST COAST EQUIPMENT & SAFETY SUPPLY	Accounts Payable	Outstanding	Check	-1,733.40
04/04/2024		<a href="#">12412</a>	LORRAINE LAUSTEN	Accounts Payable	Outstanding	Check	-5,816.94
04/04/2024		<a href="#">12413</a>	PHIL SERPAS	Accounts Payable	Outstanding	Check	-3,995.79
04/04/2024		<a href="#">12414</a>	CALIFORNIA WATER EFFICIENCY PARTNERSHIP	Accounts Payable	Outstanding	Check	-328.25
04/17/2024		<a href="#">12415</a>	AMERICAN BACFKLOW PRODUCTS	Accounts Payable	Outstanding	Check	-450.13
04/17/2024		<a href="#">12416</a>	ARC	Accounts Payable	Outstanding	Check	-91.31
04/17/2024		<a href="#">12417</a>	AT&T	Accounts Payable	Outstanding	Check	-1,050.25
04/17/2024		<a href="#">12418</a>	AT&T MOBILITY	Accounts Payable	Outstanding	Check	-124.71
04/17/2024		<a href="#">12419</a>	BAVCO BACKFLOW APPARATUS & VALVE CO.	Accounts Payable	Outstanding	Check	-842.94
04/17/2024		<a href="#">12420</a>	CALIFORNIA WATER EFFICIENCY PARTNERSHIP	Accounts Payable	Outstanding	Check	-1,561.55
04/17/2024		<a href="#">12421</a>	CHEMTRADE CHEMICALS US LLC	Accounts Payable	Outstanding	Check	-8,310.82
04/17/2024		<a href="#">12422</a>	CONCENTRA	Accounts Payable	Outstanding	Check	-192.00
04/17/2024		<a href="#">12423</a>	CONSUMER PIPE & SUPPLY	Accounts Payable	Outstanding	Check	-9,687.91
04/17/2024		<a href="#">12424</a>	COSTCO MEMBERSHIP	Accounts Payable	Outstanding	Check	-120.00

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
04/17/2024		<a href="#">12425</a>	COUNTY OF ORANGE	Accounts Payable	Outstanding	Check	-2,275.68
04/17/2024		<a href="#">12426</a>	DEPARTMENT OF WATER RESOURCES	Accounts Payable	Outstanding	Check	-53,070.00
04/17/2024		<a href="#">12427</a>	DMC ENGINEERING	Accounts Payable	Outstanding	Check	-4,425.86
04/17/2024		<a href="#">12428</a>	DOVE CANYON RECOVERY ACQUISITION LLC	Accounts Payable	Outstanding	Check	-25,000.00
04/17/2024		<a href="#">12429</a>	EPD USA, INC.	Accounts Payable	Outstanding	Check	-1,450.80
04/17/2024		<a href="#">12430</a>	FEDEX	Accounts Payable	Outstanding	Check	-136.05
04/17/2024		<a href="#">12431</a>	GMU GEOTECHNICAL, INC.	Accounts Payable	Outstanding	Check	-2,288.00
04/17/2024		<a href="#">12432</a>	GRAINGER	Accounts Payable	Outstanding	Check	-2,313.07
04/17/2024		<a href="#">12433</a>	HARBOR POINTE AIR CONDITIONING & CONTROL SYSTEM	Accounts Payable	Outstanding	Check	-310.00
04/17/2024		<a href="#">12434</a>	HARRINGTON INDUSTRIAL PLASTICS LLC	Accounts Payable	Outstanding	Check	-1,144.65
04/17/2024		<a href="#">12435</a>	HAZEN & SAWYER	Accounts Payable	Outstanding	Check	-10,376.00
04/17/2024		<a href="#">12436</a>	INFOSEND, INC.	Accounts Payable	Outstanding	Check	-2,022.53
04/17/2024		<a href="#">12437</a>	JIG CONSULTANTS	Accounts Payable	Outstanding	Check	-36,645.02
04/17/2024		<a href="#">12438</a>	MOULTON NIGUEL WATER DISTRICT	Accounts Payable	Outstanding	Check	-1,000.00
04/17/2024		<a href="#">12439</a>	NBS	Accounts Payable	Outstanding	Check	-975.51
04/17/2024		<a href="#">12440</a>	ORANGE COUNTY PUMPING, INC.	Accounts Payable	Outstanding	Check	-2,485.00
04/17/2024		<a href="#">12441</a>	ORANGE COUNTY REGISTER - FREEDOM	Accounts Payable	Outstanding	Check	-815.98
04/17/2024		<a href="#">12442</a>	ORKIN, INC.	Accounts Payable	Outstanding	Check	-719.98
04/17/2024		<a href="#">12443</a>	PHIL SERPAS	Accounts Payable	Outstanding	Check	-210.00
04/17/2024		<a href="#">12444</a>	PROJECT PARTNERS, INC.	Accounts Payable	Outstanding	Check	-22,940.00
04/17/2024		<a href="#">12445</a>	Void Check	Accounts Payable	Voided	Check	0.00
04/17/2024		<a href="#">12446</a>	PSOMAS	Accounts Payable	Outstanding	Check	-4,110.00
04/17/2024		<a href="#">12447</a>	SANTA MARGARITA TOYOTA	Accounts Payable	Outstanding	Check	-446.39
04/17/2024		<a href="#">12448</a>	SANTA MARGARITA WATER DISTRICT	Accounts Payable	Outstanding	Check	-660.00
04/17/2024		<a href="#">12449</a>	SIERRA ANALYTICAL	Accounts Payable	Outstanding	Check	-2,070.00
04/17/2024		<a href="#">12450</a>	SOTO RESOURCES	Accounts Payable	Outstanding	Check	-6,702.50
04/17/2024		<a href="#">12451</a>	TOUCH TEL MOBILE	Accounts Payable	Outstanding	Check	-625.00
04/17/2024		<a href="#">12452</a>	TYLER TECHNOLOGIES, INC.	Accounts Payable	Outstanding	Check	-21.00
04/17/2024		<a href="#">12453</a>	UNIFIRST FIRST AID CORPORATION	Accounts Payable	Outstanding	Check	-579.41
04/17/2024		<a href="#">12454</a>	WEST COAST EQUIPMENT & SAFETY SUPPLY	Accounts Payable	Outstanding	Check	-286.72
04/18/2024		<a href="#">12455</a>	LYNDSAY WEST	Accounts Payable	Outstanding	Check	-331.18
04/25/2024		<a href="#">12457</a>	AMERICAN BACFKLOW PRODUCTS	Accounts Payable	Outstanding	Check	-301.76
04/25/2024		<a href="#">12458</a>	DMS FACILITY SERVICES	Accounts Payable	Outstanding	Check	-1,268.26
04/25/2024		<a href="#">12459</a>	EUROFINS EATON ANALYTICAL, INC.	Accounts Payable	Outstanding	Check	-940.00
04/25/2024		<a href="#">12460</a>	FERGUSON WATERWORKS	Accounts Payable	Outstanding	Check	-33.71
04/25/2024		<a href="#">12461</a>	GRISWOLD INDUSTRIES	Accounts Payable	Outstanding	Check	-5,859.45
04/25/2024		<a href="#">12462</a>	HACH COMPANY	Accounts Payable	Outstanding	Check	-706.84
04/25/2024		<a href="#">12463</a>	HANSON BRIDGETT LLP	Accounts Payable	Outstanding	Check	-19,238.10
04/25/2024		<a href="#">12464</a>	INFOSEND, INC.	Accounts Payable	Outstanding	Check	-1,131.16
04/25/2024		<a href="#">12465</a>	LIEBERT CASSIDY WHITMORE	Accounts Payable	Outstanding	Check	-874.50
04/25/2024		<a href="#">12466</a>	ORANGE COUNTY PUMPING, INC.	Accounts Payable	Outstanding	Check	-1,420.00
04/25/2024		<a href="#">12467</a>	ORKIN, INC.	Accounts Payable	Outstanding	Check	-193.98
04/25/2024		<a href="#">12468</a>	PROJECT PARTNERS, INC.	Accounts Payable	Outstanding	Check	-15,500.00

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
04/25/2024		<a href="#">12469</a>	SANTIAGO AQUEDUCT COMMISSION	Accounts Payable	Outstanding	Check	-4,377.30
04/25/2024		<a href="#">12470</a>	SIERRA ANALYTICAL	Accounts Payable	Outstanding	Check	-1,205.00
04/25/2024		<a href="#">12471</a>	WECK LABORATORIES	Accounts Payable	Outstanding	Check	-4,248.00
<b>Check Total: (84)</b>							<b>-388,935.72</b>
<b>EFT</b>							
04/03/2024		<a href="#">513</a>	ALS - TRUESDAIL LABORATORIES	Accounts Payable	Outstanding	EFT	-1,728.00
04/03/2024		<a href="#">514</a>	AMAZON	Accounts Payable	Outstanding	EFT	-1,265.45
04/03/2024		<a href="#">515</a>	COGITO REALTY PARTNERS	Accounts Payable	Outstanding	EFT	-8,500.00
04/03/2024		<a href="#">516</a>	MWDOC	Accounts Payable	Outstanding	EFT	-78,749.07
04/03/2024		<a href="#">517</a>	OLIN CHEMICALS	Accounts Payable	Outstanding	EFT	-6,475.95
04/03/2024		<a href="#">518</a>	ROCKSPARK INC.	Accounts Payable	Outstanding	EFT	-16,836.25
04/03/2024		<a href="#">519</a>	TESCO CONTROLS, INC.	Accounts Payable	Outstanding	EFT	-41,989.00
04/03/2024		<a href="#">520</a>	UNIFIRST CORPORATION	Accounts Payable	Outstanding	EFT	-563.07
04/03/2024		<a href="#">521</a>	UNITED WATER WORKS, INC.	Accounts Payable	Outstanding	EFT	-4,092.30
04/18/2024		<a href="#">522</a>	ACWA JPIA - LIFE	Accounts Payable	Outstanding	EFT	-505.74
04/18/2024		<a href="#">523</a>	ALS - TRUESDAIL LABORATORIES	Accounts Payable	Outstanding	EFT	-2,592.00
04/18/2024		<a href="#">524</a>	AMAZON	Accounts Payable	Outstanding	EFT	-2,320.75
04/18/2024		<a href="#">525</a>	DUTHIE ELECTRIC SERVICE CORPORATION	Accounts Payable	Outstanding	EFT	-25,002.44
04/18/2024		<a href="#">526</a>	EIDE BAILLY	Accounts Payable	Outstanding	EFT	-6,700.00
04/18/2024		<a href="#">527</a>	J. S. HELD LLC	Accounts Payable	Outstanding	EFT	-2,862.00
04/18/2024		<a href="#">528</a>	MWDOC	Accounts Payable	Outstanding	EFT	-70,793.24
04/18/2024		<a href="#">529</a>	P2S INC	Accounts Payable	Outstanding	EFT	-16,143.50
04/18/2024		<a href="#">530</a>	PEBBLE SPRING WATER	Accounts Payable	Outstanding	EFT	-78.50
04/18/2024		<a href="#">531</a>	UNIFIRST CORPORATION	Accounts Payable	Outstanding	EFT	-330.39
04/18/2024		<a href="#">532</a>	UNITED WATER WORKS, INC.	Accounts Payable	Outstanding	EFT	-947.96
04/18/2024		<a href="#">533</a>	XYLEM	Accounts Payable	Outstanding	EFT	-1,426.83
04/26/2024		<a href="#">534</a>	ALS - TRUESDAIL LABORATORIES	Accounts Payable	Outstanding	EFT	-2,688.00
04/26/2024		<a href="#">535</a>	AMAZON	Accounts Payable	Outstanding	EFT	-480.98
04/26/2024		<a href="#">536</a>	BIG O TIRES	Accounts Payable	Outstanding	EFT	-951.90
04/26/2024		<a href="#">537</a>	OLIN CHEMICALS	Accounts Payable	Outstanding	EFT	-6,410.92
04/26/2024		<a href="#">538</a>	UNIFIRST CORPORATION	Accounts Payable	Outstanding	EFT	-341.96
<b>EFT Total: (26)</b>							<b>-300,776.20</b>
<b>Accounts Payable Total: (147)</b>							<b>-1,130,590.65</b>

**Accounts Receivable**

<b>Deposit</b>							
04/04/2024		<a href="#">DEP0024156</a>	ADP - SUI adjustment reimbursement	Accounts Receivable	Outstanding	Deposit	18.28
04/04/2024		<a href="#">DEP0024156</a>	ADP - SUI adjustment reimbursement	Accounts Receivable	Outstanding	Deposit	511.95
04/04/2024		<a href="#">DEP0024156</a>	ADP - SUI adjustment reimbursement	Accounts Receivable	Outstanding	Deposit	18.28
04/04/2024		<a href="#">DEP0024156</a>	ADP - SUI adjustment reimbursement	Accounts Receivable	Outstanding	Deposit	182.84
04/09/2024		<a href="#">DEP0024185</a>	Apply admin fees - 4/09/24	Accounts Receivable	Outstanding	Deposit	0.38
04/09/2024		<a href="#">DEP0024185</a>	Apply admin fees - 4/09/24	Accounts Receivable	Outstanding	Deposit	0.12
04/09/2024		<a href="#">DEP0024185</a>	Apply admin fees - 4/09/24	Accounts Receivable	Outstanding	Deposit	0.27

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Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
04/09/2024		<a href="#">DEP0024185</a>	Apply admin fees - 4/09/24	Accounts Receivable	Outstanding	Deposit	-0.17
04/09/2024		<a href="#">DEP0024185</a>	Apply admin fees - 4/09/24	Accounts Receivable	Outstanding	Deposit	0.05
04/09/2024		<a href="#">DEP0024185</a>	Apply admin fees - 4/09/24	Accounts Receivable	Outstanding	Deposit	0.85
04/09/2024		<a href="#">DEP0024185</a>	Apply admin fees - 4/09/24	Accounts Receivable	Outstanding	Deposit	0.12
04/09/2024		<a href="#">DEP0024185</a>	Apply admin fees - 4/09/24	Accounts Receivable	Outstanding	Deposit	-1.23
04/09/2024		<a href="#">DEP0024185</a>	Apply admin fees - 4/09/24	Accounts Receivable	Outstanding	Deposit	0.05
04/09/2024		<a href="#">DEP0024185</a>	Apply admin fees - 4/09/24	Accounts Receivable	Outstanding	Deposit	-0.88
04/09/2024		<a href="#">DEP0024185</a>	Apply admin fees - 4/09/24	Accounts Receivable	Outstanding	Deposit	-0.17
04/09/2024		<a href="#">DEP0024185</a>	Apply admin fees - 4/09/24	Accounts Receivable	Outstanding	Deposit	0.61
04/11/2024		<a href="#">DEP0024188</a>	Property Taxes - 4/09/24	Accounts Receivable	Outstanding	Deposit	20.82
04/11/2024		<a href="#">DEP0024188</a>	Property Taxes - 4/09/24	Accounts Receivable	Outstanding	Deposit	107.08
04/11/2024		<a href="#">DEP0024188</a>	Property Taxes - 4/09/24	Accounts Receivable	Outstanding	Deposit	338.62
04/11/2024		<a href="#">DEP0024188</a>	Property Taxes - 4/09/24	Accounts Receivable	Outstanding	Deposit	47.40
04/11/2024		<a href="#">DEP0024188</a>	Property Taxes - 4/09/24	Accounts Receivable	Outstanding	Deposit	266.50
04/11/2024		<a href="#">DEP0024188</a>	Property Taxes - 4/09/24	Accounts Receivable	Outstanding	Deposit	20.82
04/11/2024		<a href="#">DEP0024188</a>	Property Taxes - 4/09/24	Accounts Receivable	Outstanding	Deposit	1,370.53
04/11/2024		<a href="#">DEP0024188</a>	Property Taxes - 4/09/24	Accounts Receivable	Outstanding	Deposit	266.49
04/11/2024		<a href="#">DEP0024188</a>	Property Taxes - 4/09/24	Accounts Receivable	Outstanding	Deposit	1,903.52
04/11/2024		<a href="#">DEP0024188</a>	Property Taxes - 4/09/24	Accounts Receivable	Outstanding	Deposit	243.81
04/11/2024		<a href="#">DEP0024188</a>	Property Taxes - 4/09/24	Accounts Receivable	Outstanding	Deposit	148.72
04/11/2024		<a href="#">DEP0024188</a>	Property Taxes - 4/09/24	Accounts Receivable	Outstanding	Deposit	47.41
04/15/2024		<a href="#">DEP0024191</a>	OCFA Invoice #AR-A00308 4/15/2024	Accounts Receivable	Outstanding	Deposit	150.00
04/15/2024		<a href="#">DEP0024194</a>	County of Orange Inv#AR-A00307 4/15/2024	Accounts Receivable	Outstanding	Deposit	150.00
04/15/2024		<a href="#">DEP0024194</a>	County of Orange Inv#AR-A00307 4/15/2024	Accounts Receivable	Outstanding	Deposit	360.00
04/15/2024		<a href="#">DEP0024194</a>	County of Orange Inv#AR-A00307 4/15/2024	Accounts Receivable	Outstanding	Deposit	3,760.00
04/15/2024		<a href="#">DEP0024197</a>	T-Mobile Invoice #AR-A00317 4/15/2024	Accounts Receivable	Outstanding	Deposit	2,329.39
04/15/2024		<a href="#">DEP0024197</a>	T-Mobile Invoice #AR-A00317 4/15/2024	Accounts Receivable	Outstanding	Deposit	222.78
04/15/2024		<a href="#">DEP0024200</a>	Apply credit	Accounts Receivable	Outstanding	Deposit	-1,478.45
04/15/2024		<a href="#">DEP0024200</a>	Apply credit	Accounts Receivable	Outstanding	Deposit	1,478.45
04/15/2024		<a href="#">DEP0024203</a>	City of San Clemente Invoice #AR-A00305 4/15/2024	Accounts Receivable	Outstanding	Deposit	5,791.93
04/15/2024		<a href="#">DEP0024203</a>	City of San Clemente Invoice #AR-A00305 4/15/2024	Accounts Receivable	Outstanding	Deposit	22,943.39
04/16/2024		<a href="#">DEP0024291</a>	PT Admin charges 4/16/24	Accounts Receivable	Outstanding	Deposit	-531.64
04/16/2024		<a href="#">DEP0024291</a>	PT Admin charges 4/16/24	Accounts Receivable	Outstanding	Deposit	531.65
04/16/2024		<a href="#">DEP0024291</a>	PT Admin charges 4/16/24	Accounts Receivable	Outstanding	Deposit	2,734.17
04/16/2024		<a href="#">DEP0024291</a>	PT Admin charges 4/16/24	Accounts Receivable	Outstanding	Deposit	-2,734.17
04/16/2024		<a href="#">DEP0024291</a>	PT Admin charges 4/16/24	Accounts Receivable	Outstanding	Deposit	-531.65
04/16/2024		<a href="#">DEP0024291</a>	PT Admin charges 4/16/24	Accounts Receivable	Outstanding	Deposit	-3,797.47
04/16/2024		<a href="#">DEP0024291</a>	PT Admin charges 4/16/24	Accounts Receivable	Outstanding	Deposit	531.64
04/16/2024		<a href="#">DEP0024291</a>	PT Admin charges 4/16/24	Accounts Receivable	Outstanding	Deposit	3,797.47
04/17/2024		<a href="#">DEP0024294</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	298,177.25
04/17/2024		<a href="#">DEP0024294</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	39,010.65
04/17/2024		<a href="#">DEP0024294</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	3,589.61
04/17/2024		<a href="#">DEP0024294</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	41,213.16

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
04/17/2024		<a href="#">DEP0024294</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	210,890.15
<b>Deposit Total: (51)</b>							<b>634,101.38</b>
<b>Accounts Receivable Total: (51)</b>							<b>634,101.38</b>
<b>Utility Billing</b>							
<b>Check</b>							
04/18/2024		<a href="#">12456</a>	HARDY & HARPER, INC	Utility Billing	Outstanding	Check	-1,508.77
<b>Check Total: (1)</b>							<b>-1,508.77</b>
<b>Deposit</b>							
04/01/2024		<a href="#">DEP0024044</a>	Utility Payment Packet UBPKT10684	Utility Billing	Outstanding	Deposit	2,826.10
04/01/2024		<a href="#">DEP0024047</a>	Utility Payment Packet UBPKT10685	Utility Billing	Outstanding	Deposit	2,302.16
04/01/2024		<a href="#">DEP0024050</a>	Utility Payment Packet UBPKT10686	Utility Billing	Outstanding	Deposit	4,752.35
04/01/2024		<a href="#">DEP0024053</a>	Utility Payment Packet UBPKT10690	Utility Billing	Outstanding	Deposit	5,282.33
04/01/2024		<a href="#">DEP0024056</a>	Utility Payment Packet UBPKT10703	Utility Billing	Outstanding	Deposit	5,240.19
04/02/2024		<a href="#">DEP0024059</a>	Utility Payment Packet UBPKT10704	Utility Billing	Outstanding	Deposit	4,400.69
04/02/2024		<a href="#">DEP0024062</a>	Utility Payment Packet UBPKT10705	Utility Billing	Outstanding	Deposit	3,471.97
04/02/2024		<a href="#">DEP0024065</a>	Utility Payment Packet UBPKT10706	Utility Billing	Outstanding	Deposit	3,402.35
04/02/2024		<a href="#">DEP0024071</a>	Utility Payment Packet UBPKT10708	Utility Billing	Outstanding	Deposit	3,562.70
04/03/2024		<a href="#">DEP0024074</a>	Utility Payment Packet UBPKT10709	Utility Billing	Outstanding	Deposit	4,550.04
04/03/2024		<a href="#">DEP0024077</a>	Utility Payment Packet UBPKT10710	Utility Billing	Outstanding	Deposit	4,372.12
04/03/2024		<a href="#">DEP0024080</a>	Utility Payment Packet UBPKT10711	Utility Billing	Outstanding	Deposit	2,791.75
04/03/2024		<a href="#">DEP0024089</a>	Utility Payment Packet UBPKT10715	Utility Billing	Outstanding	Deposit	3,000.97
04/04/2024		<a href="#">DEP0024083</a>	Utility Payment Packet UBPKT10713	Utility Billing	Outstanding	Deposit	6,902.89
04/04/2024		<a href="#">DEP0024086</a>	Utility Payment Packet UBPKT10714	Utility Billing	Outstanding	Deposit	1,237.47
04/04/2024		<a href="#">DEP0024092</a>	Utility Payment Packet UBPKT10712	Utility Billing	Outstanding	Deposit	2,963.56
04/04/2024		<a href="#">DEP0024095</a>	Utility Payment Packet UBPKT10718	Utility Billing	Outstanding	Deposit	7,452.08
04/04/2024		<a href="#">DEP0024098</a>	Utility Reverse Payment Packet UBPKT10719	Utility Billing	Outstanding	Deposit	-270.76
04/05/2024		<a href="#">DEP0024101</a>	Utility Payment Packet UBPKT10720	Utility Billing	Outstanding	Deposit	1,893.71
04/05/2024		<a href="#">DEP0024104</a>	Utility Payment Packet UBPKT10721	Utility Billing	Outstanding	Deposit	14,632.66
04/05/2024		<a href="#">DEP0024113</a>	Utility Payment Packet UBPKT10724	Utility Billing	Outstanding	Deposit	2,383.09
04/08/2024		<a href="#">DEP0024107</a>	Utility Payment Packet UBPKT10722	Utility Billing	Outstanding	Deposit	2,606.39
04/08/2024		<a href="#">DEP0024110</a>	Utility Payment Packet UBPKT10723	Utility Billing	Outstanding	Deposit	2,164.79
04/08/2024		<a href="#">DEP0024116</a>	Utility Payment Packet UBPKT10728	Utility Billing	Outstanding	Deposit	8,449.73
04/08/2024		<a href="#">DEP0024119</a>	Utility Payment Packet UBPKT10725	Utility Billing	Outstanding	Deposit	6,275.97
04/08/2024		<a href="#">DEP0024122</a>	Utility Payment Packet UBPKT10730	Utility Billing	Outstanding	Deposit	8,712.68
04/09/2024		<a href="#">DEP0024125</a>	Utility Payment Packet UBPKT10731	Utility Billing	Outstanding	Deposit	3,567.18
04/09/2024		<a href="#">DEP0024128</a>	Utility Payment Packet UBPKT10732	Utility Billing	Outstanding	Deposit	2,344.86
04/09/2024		<a href="#">DEP0024131</a>	Utility Payment Packet UBPKT10729	Utility Billing	Outstanding	Deposit	3,987.09
04/09/2024		<a href="#">DEP0024134</a>	Utility Payment Packet UBPKT10741	Utility Billing	Outstanding	Deposit	6,268.78
04/10/2024		<a href="#">DEP0024137</a>	Utility Payment Packet UBPKT10742	Utility Billing	Outstanding	Deposit	2,373.96
04/10/2024		<a href="#">DEP0024140</a>	Utility Payment Packet UBPKT10743	Utility Billing	Outstanding	Deposit	3,327.77
04/10/2024		<a href="#">DEP0024143</a>	Utility Payment Packet UBPKT10744	Utility Billing	Outstanding	Deposit	4,607.93
04/10/2024		<a href="#">DEP0024146</a>	Utility Payment Packet UBPKT10751	Utility Billing	Outstanding	Deposit	10,223.82

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
04/11/2024		<a href="#">DEP0024149</a>	Utility Payment Packet UBPKT10752	Utility Billing	Outstanding	Deposit	1,785.15
04/11/2024		<a href="#">DEP0024152</a>	Utility Payment Packet UBPKT10753	Utility Billing	Outstanding	Deposit	2,717.22
04/11/2024		<a href="#">DEP0024159</a>	Utility Payment Packet UBPKT10754	Utility Billing	Outstanding	Deposit	14,097.41
04/11/2024		<a href="#">DEP0024162</a>	Utility Payment Packet UBPKT10755	Utility Billing	Outstanding	Deposit	2,848.68
04/12/2024		<a href="#">DEP0024165</a>	Utility Payment Packet UBPKT10756	Utility Billing	Outstanding	Deposit	7,683.02
04/12/2024		<a href="#">DEP0024168</a>	Utility Payment Packet UBPKT10757	Utility Billing	Outstanding	Deposit	4,087.40
04/12/2024		<a href="#">DEP0024171</a>	Utility Payment Packet UBPKT10758	Utility Billing	Outstanding	Deposit	2,508.77
04/12/2024		<a href="#">DEP0024174</a>	Utility Payment Packet UBPKT10760	Utility Billing	Outstanding	Deposit	15,784.72
04/15/2024		<a href="#">DEP0024176</a>	ACH Draft Packet UBPKT10608	Utility Billing	Outstanding	Deposit	90,878.86
04/15/2024		<a href="#">DEP0024179</a>	Utility Payment Packet UBPKT10762	Utility Billing	Outstanding	Deposit	5,069.53
04/15/2024		<a href="#">DEP0024182</a>	Utility Payment Packet UBPKT10761	Utility Billing	Outstanding	Deposit	10,167.06
04/15/2024		<a href="#">DEP0024206</a>	Utility Payment Packet UBPKT10763	Utility Billing	Outstanding	Deposit	6,130.27
04/15/2024		<a href="#">DEP0024209</a>	Utility Payment Packet UBPKT10764	Utility Billing	Outstanding	Deposit	175,985.33
04/16/2024		<a href="#">DEP0024212</a>	Utility Payment Packet UBPKT10765	Utility Billing	Outstanding	Deposit	520.49
04/16/2024		<a href="#">DEP0024215</a>	Utility Payment Packet UBPKT10766	Utility Billing	Outstanding	Deposit	4,126.60
04/16/2024		<a href="#">DEP0024218</a>	Utility Payment Packet UBPKT10767	Utility Billing	Outstanding	Deposit	575.90
04/16/2024		<a href="#">DEP0024233</a>	Utility Payment Packet UBPKT10781	Utility Billing	Outstanding	Deposit	4,104.29
04/17/2024		<a href="#">DEP0024221</a>	Utility Reverse Payment Packet UBPKT10771	Utility Billing	Outstanding	Deposit	-203.17
04/17/2024		<a href="#">DEP0024224</a>	Utility Reverse Payment Packet UBPKT10773	Utility Billing	Outstanding	Deposit	-236.92
04/17/2024		<a href="#">DEP0024227</a>	Utility Reverse Payment Packet UBPKT10776	Utility Billing	Outstanding	Deposit	-837.82
04/17/2024		<a href="#">DEP0024236</a>	Utility Payment Packet UBPKT10782	Utility Billing	Outstanding	Deposit	2,002.36
04/17/2024		<a href="#">DEP0024239</a>	Utility Payment Packet UBPKT10783	Utility Billing	Outstanding	Deposit	13,146.98
04/18/2024		<a href="#">DEP0024242</a>	Utility Payment Packet UBPKT10784	Utility Billing	Outstanding	Deposit	870.60
04/18/2024		<a href="#">DEP0024245</a>	Utility Payment Packet UBPKT10785	Utility Billing	Outstanding	Deposit	354.13
04/18/2024		<a href="#">DEP0024248</a>	Utility Payment Packet UBPKT10786	Utility Billing	Outstanding	Deposit	1,202.42
04/18/2024		<a href="#">DEP0024251</a>	Utility Payment Packet UBPKT10789	Utility Billing	Outstanding	Deposit	4,199.37
04/18/2024		<a href="#">DEP0024254</a>	Utility Reverse Payment Packet UBPKT10790	Utility Billing	Outstanding	Deposit	-118.54
04/19/2024		<a href="#">DEP0024257</a>	Utility Payment Packet UBPKT10791	Utility Billing	Outstanding	Deposit	24,838.38
04/19/2024		<a href="#">DEP0024260</a>	Utility Reverse Payment Packet UBPKT10792	Utility Billing	Outstanding	Deposit	-134.76
04/19/2024		<a href="#">DEP0024263</a>	Utility Payment Packet UBPKT10794	Utility Billing	Outstanding	Deposit	508.51
04/19/2024		<a href="#">DEP0024266</a>	Utility Payment Packet UBPKT10795	Utility Billing	Outstanding	Deposit	70.00
04/22/2024		<a href="#">DEP0024269</a>	Utility Payment Packet UBPKT10798	Utility Billing	Outstanding	Deposit	932.40
04/22/2024		<a href="#">DEP0024272</a>	Utility Payment Packet UBPKT10799	Utility Billing	Outstanding	Deposit	114.76
04/22/2024		<a href="#">DEP0024278</a>	Utility Payment Packet UBPKT10802	Utility Billing	Outstanding	Deposit	6,727.77
04/23/2024		<a href="#">DEP0024275</a>	Utility Payment Packet UBPKT10800	Utility Billing	Outstanding	Deposit	3,612.23
04/23/2024		<a href="#">DEP0024281</a>	Utility Payment Packet UBPKT10803	Utility Billing	Outstanding	Deposit	6,920.02
04/23/2024		<a href="#">DEP0024284</a>	Utility Payment Packet UBPKT10804	Utility Billing	Outstanding	Deposit	1,704.59
04/23/2024		<a href="#">DEP0024287</a>	Utility Payment Packet UBPKT10805	Utility Billing	Outstanding	Deposit	3,948.75
04/23/2024		<a href="#">DEP0024297</a>	Utility Payment Packet UBPKT10810	Utility Billing	Outstanding	Deposit	4,372.30
04/24/2024		<a href="#">DEP0024300</a>	Utility Payment Packet UBPKT10811	Utility Billing	Outstanding	Deposit	3,183.06
04/24/2024		<a href="#">DEP0024303</a>	Utility Payment Packet UBPKT10812	Utility Billing	Outstanding	Deposit	5,904.13
04/24/2024		<a href="#">DEP0024306</a>	Utility Payment Packet UBPKT10813	Utility Billing	Outstanding	Deposit	6,899.40
04/24/2024		<a href="#">DEP0024312</a>	Utility Payment Packet UBPKT10816	Utility Billing	Outstanding	Deposit	3,294.13

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
04/24/2024		<a href="#">DEP0024315</a>	Utility Reverse Payment Packet UBPKT10817	Utility Billing	Outstanding	Deposit	-149.96
04/25/2024		<a href="#">DEP0024318</a>	Utility Payment Packet UBPKT10818	Utility Billing	Outstanding	Deposit	819.61
04/25/2024		<a href="#">DEP0024322</a>	Utility Payment Packet UBPKT10819	Utility Billing	Outstanding	Deposit	6,894.37
04/25/2024		<a href="#">DEP0024325</a>	Utility Payment Packet UBPKT10820	Utility Billing	Outstanding	Deposit	688.75
04/25/2024		<a href="#">DEP0024328</a>	Utility Payment Packet UBPKT10821	Utility Billing	Outstanding	Deposit	6,499.01
04/25/2024		<a href="#">DEP0024331</a>	Utility Reverse Payment Packet UBPKT10822	Utility Billing	Outstanding	Deposit	-393.21
04/25/2024		<a href="#">DEP0024334</a>	Utility Reverse Payment Packet UBPKT10823	Utility Billing	Outstanding	Deposit	-496.81
04/26/2024		<a href="#">DEP0024337</a>	Utility Payment Packet UBPKT10824	Utility Billing	Outstanding	Deposit	2,643.07
04/26/2024		<a href="#">DEP0024340</a>	Utility Payment Packet UBPKT10825	Utility Billing	Outstanding	Deposit	2,729.19
04/26/2024		<a href="#">DEP0024343</a>	Utility Payment Packet UBPKT10826	Utility Billing	Outstanding	Deposit	3,782.32
04/26/2024		<a href="#">DEP0024346</a>	Utility Payment Packet UBPKT10830	Utility Billing	Outstanding	Deposit	5,048.22
04/29/2024		<a href="#">DEP0024349</a>	Utility Payment Packet UBPKT10831	Utility Billing	Outstanding	Deposit	1,132.80
04/29/2024		<a href="#">DEP0024352</a>	Utility Payment Packet UBPKT10832	Utility Billing	Outstanding	Deposit	881.81
04/29/2024		<a href="#">DEP0024355</a>	Utility Payment Packet UBPKT10833	Utility Billing	Outstanding	Deposit	5,985.86
04/29/2024		<a href="#">DEP0024358</a>	Utility Payment Packet UBPKT10835	Utility Billing	Outstanding	Deposit	5,779.56
04/30/2024		<a href="#">DEP0024361</a>	Utility Payment Packet UBPKT10836	Utility Billing	Outstanding	Deposit	2,780.80
04/30/2024		<a href="#">DEP0024365</a>	Utility Payment Packet UBPKT10838	Utility Billing	Outstanding	Deposit	3,447.66
04/30/2024		<a href="#">DEP0024371</a>	Utility Payment Packet UBPKT10841	Utility Billing	Outstanding	Deposit	4,497.98
04/30/2024		<a href="#">DEP0024377</a>	Utility Payment Packet UBPKT10837	Utility Billing	Outstanding	Deposit	3,449.51
<b>Deposit Total: (96)</b>							<b>650,427.69</b>
<b>Utility Billing Total: (97)</b>							<b>648,918.92</b>
<b>Report Total: (295)</b>							<b>152,429.65</b>

**Summary**

Bank Account	Count	Amount
<a href="#">030866939 Bank of the West Checking</a>	295	152,429.65
<b>Report Total:</b>	<b>295</b>	<b>152,429.65</b>

Cash Account	Count	Amount
<a href="#">**No Cash Account**</a>	1	0.00
<a href="#">99 99-000-1004 BMO Checking (Pooled Cash)</a>	294	152,429.65
<b>Report Total:</b>	<b>295</b>	<b>152,429.65</b>

Transaction Type	Count	Amount
Bank Draft	37	-440,878.73
Check	85	-390,444.49
Deposit	147	1,284,529.07
EFT	26	-300,776.20
<b>Report Total:</b>	<b>295</b>	<b>152,429.65</b>



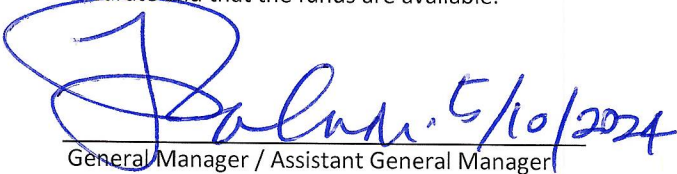
Trabuco Canyon Water District  
General Fund Warrant Register  
4/11/2024


**Summary of Disbursements**

Computer Checks	122,879.71
UB Refund Checks	2,459.69
Void UB Refund	-
Bank Drafts	457,090.43
Bank EFTs	1,037,543.36
Voided Payments	(2,490.00)
<b>Total Disbursements</b>	<b>1,617,483.19</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

  
By: \_\_\_\_\_ Date: 5/9/24

  
By: \_\_\_\_\_ Date: 5/9/24



Trabuco Canyon Water District, CA

# Bank Transaction Report

## Transaction Detail

Issued Date Range: 03/12/2024 - 04/10/2024  
Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
<b>Accounts Payable</b>							
<b>Bank Draft</b>							
03/12/2024		<a href="#">DFT0003476</a>	COX COMMUNICATIONS	Accounts Payable	Outstanding	Bank Draft	-1,674.62
03/12/2024		<a href="#">DFT0003477</a>	HOME DEPOT CREDIT SERVICES	Accounts Payable	Outstanding	Bank Draft	-506.60
03/13/2024		<a href="#">DFT0003478</a>	LOWE'S	Accounts Payable	Outstanding	Bank Draft	-52.59
03/13/2024		<a href="#">DFT0003479</a>	WEX FLEET UNIVERSAL	Accounts Payable	Outstanding	Bank Draft	-4,732.13
03/14/2024		<a href="#">DFT0003480</a>	THE TOLL ROADS	Accounts Payable	Outstanding	Bank Draft	-140.00
03/15/2024		<a href="#">DFT0003481</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-55.00
03/18/2024		<a href="#">DFT0003482</a>	COX COMMUNICATIONS	Accounts Payable	Outstanding	Bank Draft	-77.44
03/19/2024		<a href="#">DFT0003483</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-111,559.72
03/19/2024		<a href="#">DFT0003484</a>	SOUTHERN CALIFORNIA EDISON	Accounts Payable	Outstanding	Bank Draft	-64,204.34
03/19/2024		<a href="#">DFT0003485</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-220.00
03/20/2024		<a href="#">DFT0003486</a>	COX COMMUNICATIONS	Accounts Payable	Outstanding	Bank Draft	-673.44
03/20/2024		<a href="#">DFT0003487</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-36.78
03/25/2024		<a href="#">DFT0003488</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-28,672.21
03/25/2024		<a href="#">DFT0003489</a>	AT&T MOBILITY	Accounts Payable	Outstanding	Bank Draft	-2,794.90
03/25/2024		<a href="#">DFT0003490</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-75.00
03/26/2024		<a href="#">DFT0003491</a>	CSDA Commercial Card - UMPQUA BANK	Accounts Payable	Outstanding	Bank Draft	-15,219.58
03/27/2024		<a href="#">DFT0003492</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-9.03
03/28/2024		<a href="#">DFT0003493</a>	THE TOLL ROADS	Accounts Payable	Outstanding	Bank Draft	-140.00
03/29/2024		<a href="#">DFT0003494</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-112.00
03/29/2024		<a href="#">DFT0003495</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-1.04
04/01/2024		<a href="#">DFT0003496</a>	GUARDIAN	Accounts Payable	Outstanding	Bank Draft	-3,955.78
04/01/2024		<a href="#">DFT0003497</a>	PACE PAYMENT SYSTEMS, INC.	Accounts Payable	Outstanding	Bank Draft	-2,918.41
04/01/2024		<a href="#">DFT0003498</a>	SANTA MARGARITA WATER DISTRICT	Accounts Payable	Outstanding	Bank Draft	-309.61
04/01/2024		<a href="#">DFT0003499</a>	VSP	Accounts Payable	Outstanding	Bank Draft	-793.38
04/02/2024		<a href="#">DFT0003500</a>	SHRED-IT USA, LLC	Accounts Payable	Outstanding	Bank Draft	-68.00
04/03/2024		<a href="#">DFT0003501</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-63,148.08
04/03/2024		<a href="#">DFT0003502</a>	THE TOLL ROADS	Accounts Payable	Outstanding	Bank Draft	-140.00
04/04/2024		<a href="#">DFT0003503</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-112,952.95
04/04/2024		<a href="#">DFT0003504</a>	HOME DEPOT CREDIT SERVICES	Accounts Payable	Outstanding	Bank Draft	-720.42
04/05/2024		<a href="#">DFT0003505</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-40.00
04/08/2024		<a href="#">DFT0003506</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-28,647.90
04/08/2024		<a href="#">DFT0003507</a>	COX COMMUNICATIONS	Accounts Payable	Outstanding	Bank Draft	-2,450.01
04/08/2024		<a href="#">DFT0003508</a>	TAB ANSWER NETWORK	Accounts Payable	Outstanding	Bank Draft	-201.73
04/08/2024		<a href="#">DFT0003509</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-70.00
04/09/2024		<a href="#">DFT0003510</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-192.83

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
04/09/2024		<a href="#">DFT0003511</a>	WEX FLEET UNIVERSAL	Accounts Payable	Outstanding	Bank Draft	-5,614.14
04/10/2024		<a href="#">DFT0003512</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-1,986.05
04/10/2024		<a href="#">DFT0003513</a>	COX COMMUNICATIONS	Accounts Payable	Outstanding	Bank Draft	-1,674.62
04/10/2024		<a href="#">DFT0003514</a>	PACE PAYMENT SYSTEMS, INC.	Accounts Payable	Outstanding	Bank Draft	-250.10
<b>Bank Draft Total: (39)</b>							<b>-457,090.43</b>
<b>Check</b>							
03/26/2024		<a href="#">12384</a>	STATE WATER RESOURCES CONTROL BOARD	Accounts Payable	Outstanding	Check	-110.00
04/02/2024		<a href="#">12387</a>	ALL AMERICAN GASKET	Accounts Payable	Outstanding	Check	-63.90
04/02/2024		<a href="#">12388</a>	ARC	Accounts Payable	Outstanding	Check	-894.81
04/02/2024		<a href="#">12389</a>	CONCENTRA	Accounts Payable	Outstanding	Check	-215.00
04/02/2024		<a href="#">12390</a>	DANIELS TIRE SERVICE, INC.	Accounts Payable	Outstanding	Check	-2,852.33
04/02/2024		<a href="#">12391</a>	DELCO SERVICE, INC.	Accounts Payable	Outstanding	Check	-6,757.10
04/02/2024		<a href="#">12392</a>	EUROFINS EATON ANALYTICAL, INC.	Accounts Payable	Outstanding	Check	-2,490.00
04/02/2024		<a href="#">12393</a>	HIGHROAD INFORMATION TECHNOLOGY, LLC.	Accounts Payable	Outstanding	Check	-17,796.00
04/02/2024		<a href="#">12394</a>	IB CONSULTING	Accounts Payable	Outstanding	Check	-4,528.00
04/02/2024		<a href="#">12395</a>	INFOSEND, INC.	Accounts Payable	Outstanding	Check	-1,132.23
04/02/2024		<a href="#">12396</a>	IRVINE RANCH WATER DISTRICT	Accounts Payable	Outstanding	Check	-19,370.70
04/02/2024		<a href="#">12397</a>	IWATER, INC.	Accounts Payable	Outstanding	Check	-725.00
04/02/2024		<a href="#">12398</a>	LIEBERT CASSIDY WHITMORE	Accounts Payable	Outstanding	Check	-1,799.50
04/02/2024		<a href="#">12399</a>	OC KEYS LLC	Accounts Payable	Outstanding	Check	-123.51
04/02/2024		<a href="#">12400</a>	ORANGE COUNTY PUMPING, INC.	Accounts Payable	Outstanding	Check	-4,970.00
04/02/2024		<a href="#">12401</a>	O'REILLY AUTOMOTIVE, INC.	Accounts Payable	Outstanding	Check	-165.08
04/02/2024		<a href="#">12402</a>	ORKIN, INC.	Accounts Payable	Outstanding	Check	-2,018.95
04/02/2024		<a href="#">12403</a>	S & J SUPPLY COMPANY	Accounts Payable	Outstanding	Check	-10,933.40
04/02/2024		<a href="#">12404</a>	SANTA MARGARITA WATER DISTRICT	Accounts Payable	Outstanding	Check	-660.00
04/02/2024		<a href="#">12405</a>	SIERRA ANALYTICAL	Accounts Payable	Outstanding	Check	-3,967.50
04/02/2024		<a href="#">12406</a>	TUTTLE-CLICK FORD	Accounts Payable	Outstanding	Check	-1,893.51
04/02/2024		<a href="#">12407</a>	UNDERGROUND SERVICE ALERT/SC	Accounts Payable	Outstanding	Check	-140.91
04/02/2024		<a href="#">12408</a>	USA BLUEBOOK	Accounts Payable	Outstanding	Check	-3,144.73
04/02/2024		<a href="#">12409</a>	VAUGHAN'S INDUSTRIAL REPAIR COMPANY, INC.	Accounts Payable	Outstanding	Check	-22,258.17
04/02/2024		<a href="#">12410</a>	WECK LABORATORIES	Accounts Payable	Outstanding	Check	-1,995.00
04/02/2024		<a href="#">12411</a>	WEST COAST EQUIPMENT & SAFETY SUPPLY	Accounts Payable	Outstanding	Check	-1,733.40
04/04/2024		<a href="#">12412</a>	LORRAINE LAUSTEN	Accounts Payable	Outstanding	Check	-5,816.94
04/04/2024		<a href="#">12413</a>	PHIL SERPAS	Accounts Payable	Outstanding	Check	-3,995.79
04/04/2024		<a href="#">12414</a>	CALIFORNIA WATER EFFICIENCY PARTNERSHIP	Accounts Payable	Outstanding	Check	-328.25
<b>Check Total: (29)</b>							<b>-122,879.71</b>
<b>Check Reversal</b>							
03/15/2024		<a href="#">12114</a>	EUROFINS EATON ANALYTICAL, INC. Reversal	Accounts Payable	Outstanding	Check Reversal	2,490.00
<b>Check Reversal Total: (1)</b>							<b>2,490.00</b>
<b>EFT</b>							
03/12/2024		<a href="#">499</a>	ACWA JPIA - LIFE	Accounts Payable	Outstanding	EFT	-485.74
03/12/2024		<a href="#">500</a>	ALS - TRUESDAIL LABORATORIES	Accounts Payable	Outstanding	EFT	-3,456.00

**Bank Transaction Report**

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
03/12/2024		<a href="#">501</a>	BIG O TIRES	Accounts Payable	Outstanding	EFT	-461.84
03/12/2024		<a href="#">502</a>	BRAY SALES CALIFORNIA	Accounts Payable	Outstanding	EFT	-853.69
03/12/2024		<a href="#">503</a>	EIDE BAILLY	Accounts Payable	Outstanding	EFT	-17,753.00
03/12/2024		<a href="#">504</a>	EVANS-HYDRO, INC.	Accounts Payable	Outstanding	EFT	-17,229.93
03/12/2024		<a href="#">505</a>	MWDOC	Accounts Payable	Outstanding	EFT	-23,823.36
03/12/2024		<a href="#">506</a>	OLIN CHEMICALS	Accounts Payable	Outstanding	EFT	-9,391.78
03/12/2024		<a href="#">507</a>	PEBBLE SPRING WATER	Accounts Payable	Outstanding	EFT	-44.00
03/12/2024		<a href="#">508</a>	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	Accounts Payable	Outstanding	EFT	-190.02
03/12/2024		<a href="#">509</a>	UNIFIRST CORPORATION	Accounts Payable	Outstanding	EFT	-446.16
03/12/2024		<a href="#">510</a>	UNITED WATER WORKS, INC.	Accounts Payable	Outstanding	EFT	-2,994.14
03/12/2024		<a href="#">511</a>	California CLASS	Accounts Payable	Outstanding	EFT	-800,000.00
03/19/2024		<a href="#">512</a>	AMAZON	Accounts Payable	Outstanding	EFT	-214.61
04/03/2024		<a href="#">513</a>	ALS - TRUESDAIL LABORATORIES	Accounts Payable	Outstanding	EFT	-1,728.00
04/03/2024		<a href="#">514</a>	AMAZON	Accounts Payable	Outstanding	EFT	-1,265.45
04/03/2024		<a href="#">515</a>	COGITO REALTY PARTNERS	Accounts Payable	Outstanding	EFT	-8,500.00
04/03/2024		<a href="#">516</a>	MWDOC	Accounts Payable	Outstanding	EFT	-78,749.07
04/03/2024		<a href="#">517</a>	OLIN CHEMICALS	Accounts Payable	Outstanding	EFT	-6,475.95
04/03/2024		<a href="#">518</a>	ROCKSPARK INC.	Accounts Payable	Outstanding	EFT	-16,836.25
04/03/2024		<a href="#">519</a>	TESCO CONTROLS, INC.	Accounts Payable	Outstanding	EFT	-41,989.00
04/03/2024		<a href="#">520</a>	UNIFIRST CORPORATION	Accounts Payable	Outstanding	EFT	-563.07
04/03/2024		<a href="#">521</a>	UNITED WATER WORKS, INC.	Accounts Payable	Outstanding	EFT	-4,092.30
<b>EFT Total: (23)</b>							<b>-1,037,543.36</b>
<b>Accounts Payable Total: (92)</b>							<b>-1,615,023.50</b>
<b>Utility Billing</b>							
<b>Check</b>							
03/12/2024		<a href="#">12379</a>	KATHY JOHNSON	Utility Billing	Outstanding	Check	-85.19
03/12/2024		<a href="#">12380</a>	ADELE TEGGER	Utility Billing	Outstanding	Check	-63.06
03/12/2024		<a href="#">12381</a>	CORY JONES	Utility Billing	Outstanding	Check	-36.18
03/12/2024		<a href="#">12382</a>	DEAN EVANS	Utility Billing	Outstanding	Check	-2,261.36
03/12/2024		<a href="#">12383</a>	ERIC FAIRON	Utility Billing	Outstanding	Check	-13.90
<b>Check Total: (5)</b>							<b>-2,459.69</b>
<b>Utility Billing Total: (5)</b>							<b>-2,459.69</b>
<b>Report Total: (97)</b>							<b>-1,617,483.19</b>

**Summary**

Bank Account	Count	Amount
<a href="#">030866939 Bank of the West Checking</a>	97	-1,617,483.19
<b>Report Total:</b>	<b>97</b>	<b>-1,617,483.19</b>

Cash Account	Count	Amount
<a href="#">99 99-000-1004 BMO Checking (Pooled Cash)</a>	97	-1,617,483.19
<b>Report Total:</b>	<b>97</b>	<b>-1,617,483.19</b>

Transaction Type	Count	Amount
Bank Draft	39	-457,090.43
Check	34	-125,339.40
Check Reversal	1	2,490.00
EFT	23	-1,037,543.36
<b>Report Total:</b>	<b>97</b>	<b>-1,617,483.19</b>



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

GENERAL FUND PAYROLL WARRANT REGISTER

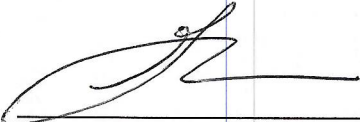
For the Month of: April 2024

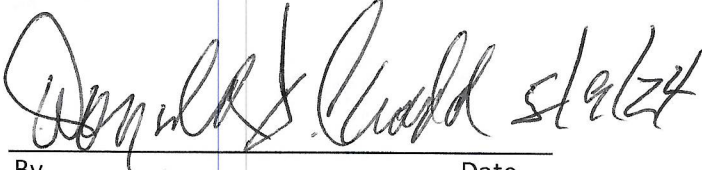
\$ 230,053.67

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.

  
General Manager / Assistant General Manager

  
By \_\_\_\_\_ Date 5/9/24

  
By \_\_\_\_\_ Date 5/9/24

Net Pay	<b>Checks</b>				.00
	<b>Direct Deposits</b>				70,320.93
	Subtotal Net Pay				70,320.93
	<b>Adjustments</b>				9,812.73
	Total Net Pay Liability (Net Cash)				80,133.66

Taxes	Agency	Rate	You are responsible for		Amount debited	
			EE withheld	ER contrib.	EE withheld	ER contrib.
			Depositing these amounts		from your account	
	<b>Federal Income Tax</b>				14,275.82	
	<b>Earned Income Credit Advances</b>					
	<b>Social Security</b>				7,677.95	7,677.98
	<b>Medicare</b>				1,795.67	1,795.66
	<b>Medicare Surtax</b>					
	<b>Federal Unemployment Tax</b>					
	Subtotal Federal		23,749.44		9,473.64	33,223.08
	<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		23,749.44		9,473.64	33,223.08
State	<b>CA State Income Tax</b>				6,550.45	
	<b>CA State Unemployment Insurance-ER 8000</b>					18.29
	<b>CA State Disability Insurance-EE</b>				1,360.84	
	Subtotal CA				7,911.29	18.29
	Total Taxes		.00	.00	31,660.73	9,491.93
	Amount ADP Debited From AccountXXXX6939					41,152.66
	Tran/ABA XXXXXXXXX					<b>Excludes Taxes That Are Your Responsibility</b>

Other	<b>ADP Direct Deposit</b>				70,320.93	<b>23 Employee Transactions</b>
	Transfers Amount ADP Debited From AccountXXXX6939					70,320.93
	Tran/ABA XXXXXXXXX					
	Total Amount ADP Debited From Your Accounts					111,473.59



### Statistical Summary Detail

### TRABUCO CANYON WATER

Region Name : GKN  
Company Code : ADP RESOURCE

Batch : 3787  
Quarter Number : 2  
Service Center : 580

Period Ending : 04/15/2024  
Pay Date : 04/19/2024  
Current Date : 04/16/2024  
Week 16  
Page 2

Net Pay	<b>Checks</b>	1,915.60			
	<b>Direct Deposits</b>	75,864.61			
	Subtotal Net Pay				77,780.21
	<b>Adjustments</b>	331.18			
	Total Net Pay Liability (Net Cash)				78,111.39

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>				14,417.56	
	<b>Earned Income Credit Advances</b>					
	<b>Social Security</b>				7,597.68	7,597.68
	<b>Medicare</b>				1,776.88	1,776.88
	<b>Medicare Surtax</b>					
	<b>Federal Unemployment Tax</b>					
	Subtotal Federal		23,792.12		9,374.56	33,166.68
	<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		23,792.12		9,374.56	33,166.68
State	<b>CA State Income Tax</b>				6,265.59	
	<b>CA State Unemployment Insurance-ER 8000</b>					54.32
	<b>CA State Disability Insurance-EE</b>				1,313.28	
	Subtotal CA				7,578.87	54.32
	Total Taxes	.00	.00	31,370.99	9,428.88	40,799.87
	Amount ADP Debited From AccountXXXX6939					40,799.87
	Tran/ABA XXXXXXXXXX					<b>Excludes Taxes That Are Your Responsibility</b>

Other	<b>ADP Direct Deposit</b>	75,864.61				30 Employee Transactions
Transfers	<b>ADP Check</b>	1,915.60				
	Amount ADP Debited From AccountXXXX6939					77,780.21
	Tran/ABA XXXXXXXXXX					
	Total Amount ADP Debited From Your Accounts					118,580.08



Statistical Summary Detail

TRABUCO CANYON WATER

Region Name : GKN
Company Code : ADP RESOURCE

Batch : 4899
Quarter Number : 2
Service Center: 580

Period Ending : 04/30/2024
Pay Date : 05/03/2024
Current Date : 05/01/2024
Week 18
Page 2

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | MAY 16, 2024**

**CONSENT CALENDAR**

**ITEM 3: APPROVAL OF ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP(S)**

---

**RECOMMENDED ACTION:**

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

1. *April 3, 2024*

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



## TRABUCO CANYON WATER DISTRICT ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | APRIL 3, 2024

---

### **DIRECTORS PRESENT**

Mike Safranski, Committee Chair  
Stephen Dopudja, Committee Member

### **STAFF PRESENT**

Fernando Paludi, General Manager  
Michael Perea, District Secretary  
Lorrie Lausten, District Engineer  
Gary Kessler, Water Superintendent  
Blake Smith, Wastewater Chief Plant Operator  
Phil Serpas, CMMS/SCADA Administrator  
Roseann Lejsek, Administrative Assistant

### **STAFF ABSENT**

Oscar Ulloa, Wastewater Superintendent  
Jason Stroud, Maintenance Superintendent

### **PUBLIC PRESENT**

None

### **CALL MEETING TO ORDER**

Director Safranski called the April 3, 2024 Engineering/Operational Committee Meeting to order at 7:00 a.m.

### **VISITOR PARTICIPATION**

No comments were received.

### **ORAL COMMUNICATION**

No comments were received.

### **COMMITTEE MEMBER COMMENTS**

None

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

None

### **ITEM 1: LIVE OAK PIPELINE REPLACEMENT ENGINEERING DESIGN**

Mr. Paludi presented this matter for discussion and review. Ms. Lausten provided an overview of the project, and she reported that the District has received three proposals, and she presented a proposal evaluation which compared the costs of each proposer. Ms. Lausten recommended awarding the project to DRP Engineering, Inc.

**MOTION:** Approve and recommend the Board of Directors authorize the General Manager to execute a contract for Engineering Design Services for the Live Oak Pipeline Replacement to DRP Engineering, Inc. for a total of \$375,947 (Action Calendar) – Director Dopudja

**SECOND:** Director Safranski

**TRABUCO CANYON WATER DISTRICT  
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | APRIL 3, 2024**

**AYES:** Directors Dopudja & Safranski  
**NOES:** None  
**ABSTAIN:** None  
**MOTION PASSED/FAILED:** Passed 2 – 0

**ITEM 2: QUARTERLY CAPITAL IMPROVEMENT PROGRAM (CIP) UPDATE**

---

Ms. Lausten presented this matter for Committee consideration and review, and she provided an overview and status update of the FY 2023-24 CIP projects. Ms. Lausten reported the Dimension Water Treatment Plant office replacement project has not been canceled but has been modified to rehab the existing office, and that the total budget amount has remained unchanged. Discussion occurred concerning revising the CIP budget sheet to include a third column showing the total cost for each project.

**MOTION:** None – Informational item only.

**ITEM 3: OTHER ENGINEERING AND OPERATIONS PROJECT UPDATES**

---

**1. Golf Club Sewer Lift Station Construction**

Ms. Lausten delivered a PowerPoint presentation to the Committee concerning the Golf Club Sewer Lift Station improvements. Ms. Lausten highlighted the completed surge tank and improvements as well as the construction of the new wet well. Ms. Lausten reported that this portion of the project is expected to be completed at the end of the week and she provided information on the next phases of the project.

**2. The Oaks at Trabuco Development Update**

Mr. Paludi provided a brief history of the District’s past agreement for the sewage collection system in the Oaks at Trabuco development. Discussion occurred concerning the District’s potential future responsibilities and the operational challenges at the site.

**3. SCADA Upgrade Project Update**

Mr. Paludi provided an update on this matter, and he reported that the District has sent a termination letter to Tesco Controls Inc., immediately ending our contract due to their ongoing challenges in completing the project. Mr. Paludi also reported that the District is coordinating with a new contractor, to finish the project within the original budget.

**ITEM 4: WATER SYSTEM UPDATES**

---

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

1. Repaired a leaking potable service on Morningside Drive in the Trabuco Highlands community.
2. Repaired a leaking PRV on North Lane in the Trabuco Oaks community.
3. Worked with Maintenance Department staff to replace the mechanic seal on the 3 CFS pump at Robinson Ranch Booster Pump Station.
4. Worked with Maintenance Department staff to replace the backup generator automatic transfer switch at Topanga Canyon Booster Pump Station.
5. Worked with Mr. Phil Serpas on resolving SCADA-related issues at the Trabuco Canyon Groundwater Treatment Facility (Wells). The wells are started on March 20<sup>th</sup>.

Mr. Kessler presented the Water System Summary for Committee review, and he reported that the District’s Electronic Annual Report (eAR) has been submitted to the California State Water Resources Control Board.

**TRABUCO CANYON WATER DISTRICT  
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | APRIL 3, 2024**

**MOTION:** None – Informational item only.

**ITEM 5: WASTEWATER SYSTEM UPDATES**

---

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

1. Worked with TESCO Controls and Hydrotech Electric to complete PLC upgrades and testing at Via Allegre Sewer Lift Station (SLS), and installation of OIT screen at O’Neill SLS.
2. Worked with Pacific Hydrotech to complete the installation/startup of the new surge tank at Golf Club SLS.
3. Completed weed abatement at Dove Lake and the Robinson Ranch Wastewater Treatment Plant (WWTP)
4. Met with State Department of Dam Safety to complete the annual inspection of WWTP Dam and Dove Dam.
5. Worked with Water Operations Department to repair a potable water line break in the Dove Canyon community.
6. Repaired damaged electrical conduit at Dove Lake in the Dove Canyon community.

Mr. Smith presented the Recycled Water System Summary for Committee review. Mr. Paludi reported that the District is looking at possible grant opportunities for the necessary repairs at Dove Dam.

**MOTION:** None – Informational item only.

**ITEM 6: MAINTENANCE DEPARTMENT UPDATES**

---

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

**Projects and Repairs**

Maintenance staff performed and/or completed the following tasks and projects:

**Water Operations**

1. Assisted Water Operations staff with potable service line repair on Morningside Drive in the Trabuco Highlands community.
2. Worked with Duthie Electric and Water Operations to install a new automatic transfer switch at Topanga Canyon BPS.
3. Worked with Evans Hydro to install a new mechanical seal at Robinson Ranch BPS.

**Wastewater Operations**

1. Assisted Wastewater Operations staff to bypass Via Allegre SLS during PLC upgrade with TESCO Controls.
2. Witnessed installation of new surge tank at Golf Club SLS.
3. Participated in job walk for electrical trunk line at WWTP.
4. Participated in condition assessment at Crystal Canyon WWTP (The Oaks at Trabuco community).
5. Worked with Hydrotech Electric on upgrades/repairs at O’Neill SLS, Golf Club SLS, Heritage SLS, and WWTP.

**District Fleet Upgrades & Other Projects**

1. Repurposed Unit No. 8 for emergency mobile pump service truck.
2. Completed BIT inspection on heavy duty fleet vehicles.
3. Completed CARB Zero Emission Vehicles (ZEV) reporting prior to April 1 deadline.

**MOTION:** None – Informational item only.

**TRABUCO CANYON WATER DISTRICT  
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | APRIL 3, 2024**

**ITEM 7: OTHER MATTERS/REPORTS**

---

There were no other matters reported.

**MOTION:** None

**ADJOURNMENT**

Director Safranski adjourned the April 3, 2024 Engineering/Operational Committee Meeting at 8:08 a.m.

DRAFT

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | MAY 16, 2024**

**CONSENT CALENDAR**

**ITEM 4: APPROVAL OF EXECUTIVE COMMITTEE MEETING RECAP(S)**

---

**RECOMMENDED ACTION:**

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

1. *April 1, 2024*

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



## TRABUCO CANYON WATER DISTRICT EXECUTIVE COMMITTEE MEETING RECAP | APRIL 1, 2024

---

### **DIRECTORS PRESENT**

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

### **STAFF PRESENT**

Fernando Paludi, General Manager  
Michael Perea, Assistant General Manager  
Roseann Lejsek, Administrative Assistant  
Gary Kessler, Water Operations Superintendent  
Other Staff were present

### **CONSULTANTS PRESENT**

None

### **PUBLIC PRESENT**

None

### **CALL MEETING TO ORDER**

Vice President Mandich called the March 4, 2024 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**

None

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

None

### **DISCUSSION MATTERS**

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

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Mr. Paludi presented the Executive Committee Meeting Recap(s) for Committee consideration in accordance with the agenda.

- MOTION:** Approve the Executive Committee Meeting Recap(s) and recommend the Board of Directors receive and file the same (Consent Calendar) – Director Dopudja
- SECOND:** Director Mandich
- AYES:** Directors Mandich & Dopudja
- NOES:** None
- ABSTAIN:** None

**TRABUCO CANYON WATER DISTRICT  
EXECUTIVE COMMITTEE MEETING RECAP | APRIL 1, 2024**

**MOTION PASSED/FAILED:** Passed 2 - 0

**ITEM 2: BOARD AGENDA PLANNING CALENDAR**

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Mr. Paludi provided a handout that included the following agenda planning items for Committee review and consideration:

**April 2024**

Special Board Meeting – 4/4

- Review updated financial model based on preliminary FY 25 budget and revised CIP
- Consider position on Proposition 218 / peaking bill.
- OC LAFCO – Special District Seat Nomination

Regular Board Meeting – 4/18

- Award Harris Grade Pipeline Replacement Design Contract (E/O)
- Discuss/approve health benefit determination methodology (Exec & F/A)
- Receive and file District Total Compensation Survey Update (Exec & F/A)

Trabuco Canyon Public Financing Authority – 4/18

- Approve loan legal documents and finance plan (F/A)

**May 2024**

Water Awareness Day – 5/11

Regular Board Meeting – 5/16

- Award Recycled Water P.S. Improvements Design Contract (E/O)
- Award WWTP Blower Replacement Project (E/O)
- Accept Saddle Crest Facilities (tent)
- Settlement Offer with Rutter Development (Closed Session)

Trabuco Canyon Public Financing Authority – 5/16

- Approve lending bank and legal documents (F/A)

**June 2024**

Regular Board Meeting – 6/20

- Award HR Support Services Contract (Exec and F/A)
- Adopt FY 2024-25 Budget

**MOTION:** None – Informational item only.

**ITEM 3: DISCUSSION CONCERNING TOTAL COMPENSATION SURVEY**

---

Mr. Paludi presented this matter for Committee consideration, and he provided background information on the total compensation survey performed by Ralph Andersen & Associates. Mr. Paludi reported that in addition to total compensation information, the District requested that the comparator agencies be surveyed regarding their method of deriving the health insurance benefit they offer their employees to provide information to support a discussion on the District's method as requested by the Board. Mr. Paludi presented the results of the health benefit survey, as well as the total compensation comparison for discussion which used the same criteria as the survey conducted in 2021. Director Dopudja remarked about the challenges of balancing rising healthcare costs

**TRABUCO CANYON WATER DISTRICT  
EXECUTIVE COMMITTEE MEETING RECAP | APRIL 1, 2024**

with market salaries and the competitive interplay between the two factors for staff compensation. Discussion occurred concerning the total compensation benefits components included in the survey data. Director Dopudja recommended looking at the overall total compensation and stated that getting feedback from staff on the preference of competitive salaries or benefits during this process is important to the Board. Discussion occurred between the Committee and staff regarding possible options in order to be competitive on salary as well as benefits. Mr. Kessler expressed concern that some positions may not receive any type of adjustment based on the raw data in the report, and he commented that the previous survey included a minimum floor for those positions. Director Dopudja indicated that the Committee intends to address this concern.

**MOTION:** None – Informational item only.

**OTHER MATTERS**

**ITEM 4: REPORTS OR COMMENTS FROM THE GENERAL MANAGER AND/OR STAFF**

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**Saddleback Meadows**

Mr. Paludi provided a brief history of this development and the related reservoir improvement project, and he reported that the District is looking at a significant increase in project costs. Discussion occurred on whether the project is needed at this time due to the current state mandates regarding demand decrease and whether the District can accommodate the demands of the development with existing storage. Mr. Paludi commented that staff will evaluate the feasibility of that consideration.

**MOTION:** None

**ADJOURNMENT**

Vice President Mandich adjourned the April 1, 2024 Executive Committee Meeting at 6:22 p.m.

DRAFT

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | MAY 16, 2024**

**ACTION CALENDAR**

**ADMINISTRATIVE MATTERS**

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

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***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. Per Ordinance No. 91-15 (adopted July 17, 1991), Directors' per diem amount is limited to \$125 per day for a maximum of ten days per calendar month. The attached spreadsheet provides a recap of the meetings, seminars, and 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 2023-24 Budgeted Board Expenses: \$45,000

**COMMITTEE STATUS:**

This matter was reviewed with the Finance/Audit Committee.

**RECOMMENDED ACTION:**

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

1. April 2024

**EXHIBITS:**

1. Directors Fees and Expenses Monthly Report for April 2024
2. Directors Future/Tentative Meeting/Attendance Schedule for Calendar Year 2024

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


**TRABUCO CANYON WATER DISTRICT  
DIRECTORS' FEES AND EXPENSES MONTHLY REPORT | APRIL 2024**

MEETING DESCRIPTION	ACOSTA	CHADD	DOPUDJA	MANDICH	SAFRANSKI
<b>DISTRICT MEETINGS</b>					
Executive Committee Meeting			04/01/24	04/01/24	
Engineering/Operational Committee Meeting			04/03/24		04/03/24
Special Board Meeting		04/04/24	04/04/24	04/04/24	04/04/24
Finance/Audit Committee Meeting	04/11/24			04/11/24	
Individual Meeting with General Manager	04/16/24	04/16/24	04/16/24	04/15/24	04/16/24
Regular Board Meeting	04/18/24	04/18/24	04/18/24	04/18/24	04/18/24
Trabuco Canyon Public Financing Authority Regular Meeting	04/18/24	04/18/24	04/18/24	04/18/24	04/18/24
<b>REPRESENTATIVE MEETINGS</b>					
Community Associations of Rancho (CAR) Meeting		04/02/24			
City of Rancho Santa Margarita - City Council Meeting				04/22/24	
City of Rancho Santa Margarita - Planning Commission Meeting	04/03/24				
Independent Special Districts of Orange County (ISDOC) Monthly Meeting				04/02/24	
MWDOC Administration/Finance Committee Meeting	04/10/24				
MWDOC Board Meeting	04/17/24				
Orange County Local Agency Formation Commission (OC LAFCO)				04/10/24	
Water Advisory Commission of Orange County (WACO)	04/05/24				
<b>NUMBER OF MEETINGS ATTENDED</b>	<b>7</b>	<b>4</b>	<b>4</b>	<b>7</b>	<b>4</b>
<b>PER DIEMS (\$125 per each meeting*)</b>	<b>\$875.00</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>\$875.00</b>	<b>\$500.00</b>
<b>DIRECT REIMBURSABLE EXPENSES</b>					
<b>DIRECT REIMBURSABLE EXPENSES TOTALS</b>					
<b>INDIRECT REIMBURSABLE EXPENSES</b>					
<b>INDIRECT REIMBURSABLE EXPENSES TOTALS</b>					
<b>TOTAL (PER DIEMS + DIRECT REIMBURSABLE EXPENSES)</b>	<b>\$875.00</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>\$875.00</b>	<b>\$500.00</b>
<i>* Maximum per diem per day is one; maximum per diems per month is 10</i>					

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

**TRABUCO CANYON WATER DISTRICT | 2024 PUBLIC MEETING AND CONFERENCE CALENDAR**

		2024											
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	01/08/24	02/05/24	03/04/24	04/01/24	05/06/24	06/03/24	07/01/24	08/05/24	09/02/24	10/07/24	11/04/24	12/02/24
2	Engineering/Operational Committee Meeting	01/03/24	02/07/24	03/06/24	04/03/24	05/01/24	06/05/24	07/03/24	08/07/24	09/04/24	10/02/24	11/06/24	12/04/24
3	Finance/Audit Committee Meeting	01/11/24	02/08/24	03/07/24	04/11/24	05/09/24	06/13/24	07/11/24	08/08/24	09/12/24	10/10/24	11/14/24	12/12/24
4	Regular Board Meeting	01/18/24	02/15/24	03/14/24	04/18/24	05/16/24	06/20/24	07/18/24	08/15/24	09/19/24	10/17/24	11/21/24	12/19/24
5	District Properties Ad Hoc Committee Meeting	-	-	-	-	-	-	-	-	-	-	-	-
<b>PUBLIC MEETINGS</b>													
6	City of RSM City Council Meeting - Meeting No. 1	01/09/24	02/13/24	03/12/24	04/09/24	05/14/24	06/11/24	07/09/24	08/13/24	09/10/24	10/08/24	11/12/24	12/10/24
7	City of RSM City Council Meeting - Meeting No. 2	01/23/24	02/24/24	03/26/24	04/23/24	05/28/24	06/25/24	07/23/24	08/27/24	09/24/24	10/22/24	11/26/24	12/24/24
8	City of RSM Planning Commission Meeting	01/03/24	02/07/24	03/06/24	04/03/24	05/01/24	06/05/24	07/03/24	08/07/24	09/04/24	10/02/24	11/06/24	12/04/24
9	Independent Special Districts of Orange County Meeting - Executive	01/02/24	02/06/24	03/05/24	04/02/24	05/14/24	06/04/24	07/02/24	08/06/24	09/03/24	10/01/24	11/05/24	12/10/24
10	Independent Special Districts of Orange County Meeting - Quarterly	01/25/24	-	-	04/25/24	-	-	07/25/24	-	-	10/31/24	-	-
11	Orange County Local Agency Formation Commission (OC LAFCO)	01/10/24	02/14/24	03/13/24	04/10/24	05/08/24	06/12/24	07/10/24	08/14/24	09/11/24	10/09/24	11/13/24	12/11/24
12	Municipal Water District of Orange County (MWDOC) Board Meeting	01/17/24	02/21/24	03/20/24	04/17/24	05/15/24	06/19/24	07/17/24	08/21/24	09/18/24	10/16/24	11/20/24	12/18/24
13	Santiago Aqueduct Commission Meeting	-	-	03/21/24	-	-	06/20/24	-	-	09/19/24	-	-	12/12/24
14	Quarterly South Orange County Integrated Regional Watershed Management Executive Committee												
15	Monthly South Orange County Integrated Regional Watershed Management Executive Committee												
16	South Orange County Water Agencies Group Meeting*	01/23/24	-	03/26/24	-	05/28/24	-	07/23/24	-	09/23/24	-	11/25/24	-
18	Water Advisory Committee of Orange County	01/05/24	02/02/24	03/01/24	04/05/24	05/03/24	06/07/24	07/12/24	08/02/24	09/06/24	10/04/24	11/01/24	12/13/24
<b>CONFERENCES</b>													
19	ACWA Spring Conference - Sacramento, CA					05/07-05/09							
20	ACWA Fall Conference - Palm Desert, CA												12/03-12/05
21	CSDA Annual Conference -Indian Wells, CA									09/09-09/12			
22	CSDA GM Leadership Summit - Anaheim, CA						06/23-06/25						
24	CSDA SDLA Conference - San Diego, CA				04/14-04/17								
25	Colorado River Water User’s Association (CRWUA) Annual Conference – Las Vegas, NV												12/04-12/06
23	Urban Water Institute (UWI) Annual Conference - Palm Springs, CA		02/21-02/23										

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

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | MAY 16, 2024**

**ACTION CALENDAR**

**ADMINISTRATIVE MATTERS**

**ITEM 6: 2024 ANNUAL WATER AWARENESS DAY EVENT RECAP**

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The District's annual community outreach and education event, Water Awareness Day, was held on Saturday, May 11 at the Administration Facility and parking lot. Providing a forum for an event debriefing facilitates improvements in the planning and execution of next year's Water Awareness Day.

Staff is proposing to hold Water Awareness Day 2025 on either May 3 or May 17, 2025.

**FUNDING SOURCE:**

General Fund

**FISCAL IMPACT**

The District secured a Community Partnering Program grant from the Metropolitan Water District of Southern California in the amount of \$3,000. District direct expenses, net of the Metropolitan grant proceeds, are estimated to be approximately \$10,000.

**COMMITTEE STATUS:**

This matter was not reviewed with a Committee.

**RECOMMENDED ACTION:**

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

**EXHIBITS:**

None

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

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | MAY 16, 2024**

**ACTION CALENDAR  
FINANCIAL MATTERS**

**ITEM 7: SELECTION OF PRIVATE PLACEMENT BANK FOR REFINANCING AND FINANCING OF CAPITAL IMPROVEMENT PROJECTS**

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**Background**

On February 11, 2022, the Trabuco Canyon Water District (the “District”) entered into a credit agreement with BMO (as successor to Bank of the West), to finance certain capital projects in the amount of \$10 million. The final maturity of this loan is July 1, 2024 and requires the payment of the \$10 million in principal at maturity. This debt may be prepaid at any time without premium.

The District’s staff has identified between \$10 million and \$12 million in additional capital project funding needs for its water, wastewater and recycled water enterprises over the current five-year rate period. The District has an opportunity to refinance the BMO credit agreement and obtain additional funds for capital projects to be repaid over 20 to 25 years. The District’s 2023 Cost of Service Study included this debt financing strategy in the rate analysis.

**Discussion**

On April 21, 2024 the District and the Trabuco Canyon Public Financing Authority (Authority) authorized entering into an Installment Purchase Agreement (Agreement). The Agreement establishes the specific terms and conditions under which the District’s combined water revenues, wastewater revenues and reclaimed water revenues are pledged to pay the installment payments securing the loan to pay off the BMO credit agreement and finance additional capital projects. The Authority also authorized entering into an Assignment Agreement with a private placement bank in order to convey certain powers relevant to the borrowing transaction to the bank, including the ability to receive installment payments from the District. The Authority is a joint powers entity formed by the District and Community Facilities District No. 7 to assist the District with its financing needs.

On April 17 the District’s placement agent Oppenheimer issued a Request for Proposals (RFP) to several private placement banks using the terms and conditions approved by the Board of Directors of both the District and the Authority. The District received five (5) bank proposals that merited consideration but Capital One Public Funding, LLC (COPF) was recommended by both the financing team and the Finance and Audit Committee due to their combination of favorable terms and lowest total debt service cost to the District. The COPF Term Sheet is included as Exhibit 1. The Summary of RFP Responses and Bid Results Comparison are included as Exhibits 2 and 3, respectively.

COPF’s proposal will expire May 17, 2024. Should the District and the Authority select COPF as the lender, the District and the Authority will execute all agreements and other necessary documentation, close the loan, and receive funds on or around June 19, 2024.

**FISCAL IMPACT:**

The Installment Purchase Agreement will enable the District to pay off the 2022 BMO credit agreement and receive funds for capital improvement projects to ensure quality and reliability of water and sewer service. Based on the assumptions in the COPF Term Sheet, the District’s total debt service is projected to be approximately \$31,860,000, with an annual fiscal year debt service of approximately \$1,608,000.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | MAY 16, 2024**

**RECOMMENDED ACTION(S):**

*Select Capital One Public Funding, LLC as Private Placement Bank for refinancing and financing of capital projects pursuant to Installment Purchase Agreement between the Trabuco Canyon Water District and the Trabuco Canyon Public Financing Authority.*

**EXHIBITS:**

1. Capital One Public Funding Installment Purchase Agreement Term Sheet, dated May 7, 2024
2. Summary of RFP Responses prepared by Oppenheimer, dated May 8, 2024
3. Numerical Comparison of Proposals Received prepared by Oppenheimer, dated May 8, 2024

**CONTACTS (Staff Responsible): PALUDI/PEREA/COLLINS/BYERRUM**



May 7, 2024

Dan Shaw  
[daniel.shaw@opco.com](mailto:daniel.shaw@opco.com)

Eric Staniek  
[eric.staniek@opco.com](mailto:eric.staniek@opco.com)

Subject: Trabuco Canyon Water District, California  
 2024 Installment Purchase Agreement (the “Loan”)

Dear Dan and Eric:

This Term Sheet is presented in response to that certain Request for Proposal dated April 15, 2024 (“RFP”) that you have presented to Capital One Public Funding, LLC (“COPF”). All terms, provisions and covenants set forth in the RFP are incorporated herein except as described below. We are very interested in working with Trabuco Canyon Water District, California (“Borrower”) and are pleased to present the following summary terms:

<b>Structure</b>	Directly purchased 2024 Installment Purchase Agreement .	
<b>Estimated Amount</b>	\$20,550,000	
<b>Use of Proceeds</b>	Pay off an existing loan and finance capital improvements.	
<b>Security Provisions / Repayment Sources</b>	Secured by a pledge of and lien on Net Revenues of the District’s Water, Wastewater, and Reclaimed Water Systems as described in the RFP. Additionally secured by bond insurance purchased by the Borrower.	
<b>Loan Rate*</b>	4.61%	4.76%
<b>Payments</b>	Payments of principal due annually and interest due semi-annually. The Loan will be payable in installments on the dates and in the amounts set forth on the payment schedule identifying payment dates, principal, interest and total payment due, which shall be attached to the loan.	
<b>Avg Life / Final</b>	Approximate average life of 11.9 years; final maturity 07/01/44.	Approximate average life of 15.6 years; final maturity 07/01/49.
<b>Call Provisions</b>	No call until 07/01/34, then in whole at par on any date with 30 days notice.	No call until 07/01/37, then in whole at par on any date with 30 days notice.
<b>Tax Treatment</b>	Tax-exempt	

\*The Loan Rate is subject to change as described below.

**Interest Rate Assumptions**

COPF shall lock the rate when the Borrower provides a final debt service schedule and firm closing date. On such date (the “Lock Date”), the final Loan Rate shall be determined by observing the then-yielding 10-year SOFR (ticker USOSFR10 on Bloomberg) and comparing it to its yield of 4.04% (the “Base Rate”) on May 7, 2024 (the “Base Time/ Date”).



On the Lock Date, if the USOSFR10 remains between 3.99% and 4.09% (i.e. within the “Collar”), there shall be no change to the Loan Rates quoted in the table above. However, if the USOSFR10 is above 4.09% or below 3.99% on the Lock Date, then the Loan Rate shall be adjusted by one basis point up or down for every basis point the USOSFR10 is outside the Collar.

#### **Documentation**

Loan documentation shall be prepared by qualified bond counsel subject to review by COPF and its counsel. Borrower shall provide, at its expense, an opinion of legal counsel (acceptable to COPF) attesting to the legal, valid, and binding nature of the transaction and the tax-exempt nature of the interest component of the Loan payments.

#### **Costs of Issuance**

The Borrower shall be responsible for normal borrower costs of issuance including a financial advisor, placement agent and bond counsel. No fees will be due to COPF, which shall be responsible for the costs of its own legal review.

#### **Audited Financial Statements**

Upon request, as soon as available, the Borrower shall send COPF a copy of its audited financial statements as of the end of the fiscal year.

#### **Municipal Advisor Rules**

As noted, this term sheet is submitted in response to your Request for Proposals dated April 15, 2024. The contents of this term sheet and any subsequent discussions between us, including any and all information, recommendations, opinions, indicative pricing, quotations and analysis with respect to the Loan, are provided to you in reliance upon the exemption provided for responses to requests for proposals or qualifications under the municipal advisor rules of the Securities and Exchange Commission (Rule 15Ba1-1 et seq.).

#### **Role of Capital One Public Funding, LLC**

The Borrower acknowledges and agrees that: (i) the information contained in this term sheet is for discussion purposes only and sets forth certain proposed terms and conditions of an arm’s-length commercial transaction between the Borrower and COPF and does not constitute advice, an opinion or a recommendation by COPF; (ii) the Borrower will make its own determination regarding whether to enter into the proposed transaction and the terms thereof, and will consult with and rely on the advice of its own financial, accounting, tax, legal and other advisors; (iii) COPF is acting solely for its own account in connection with the proposed transaction, and is not acting as a municipal advisor, financial advisor, agent or fiduciary to the Borrower or any other person or entity (including to any financial advisor or placement agent engaged by the Borrower) and the Borrower, its financial advisor and placement agent are free to retain the services of such advisors (including as it relates to structure, timing, terms and similar matters and compliance with legal requirements applicable to such parties) as it deems necessary or appropriate; (iv) COPF has no fiduciary duty pursuant to Section 15B of the Securities Exchange Act of 1934 to the Borrower with respect to the transaction contemplated hereby and the discussions, undertakings and procedures leading thereto; (v) neither COPF nor any of its affiliates is acting as a broker, dealer, underwriter or placement agent with respect the transactions contemplated hereby; (vi) the only obligations COPF has to the Borrower with respect to the transaction contemplated hereby expressly are set forth in this term sheet; and (vii) COPF is not recommending that the Borrower take an action with respect to the transaction contemplated by this term sheet. Before taking any action with respect to the Loan, the Borrower should discuss the information contained herein with the Borrower’s own legal, accounting, tax, financial and other advisors, as it deems appropriate. If the Borrower would like a municipal advisor in this transaction that has legal fiduciary duties to it, Borrower is free to engage a municipal advisor to serve in that capacity.



**Other Information**

To the extent that updated financial and other credit materials have not already been provided to COPF or are not available through public resources, COPF may require and request reasonable and customary information relevant to the Borrower's credit quality and the source(s) of repayment.

**Confidentiality**

The information contained herein is strictly confidential and is intended for review by the parties, their advisors and legal counsel only and may not be disclosed to any other person or entity, except as required by law or otherwise consented to by COPF.

**Closing**

This term sheet shall expire if not accepted by the Borrower by May 17, 2024. Once accepted, this term sheet shall expire if the transaction has not closed by June 19, 2024, unless extended by COPF at its sole discretion.

**Subject to Final Credit and Documentation Approval**

This is not a commitment; rather, the funding of the Loan will occur only after, among other things, (i) COPF's final internal committee approval, and (ii) COPF and the Borrower, and their respective counsels, are fully satisfied with the terms of the Loan documents and all of the terms and conditions contained herein and in the Loan documents have been met. Any obligation of COPF to provide financing or otherwise shall arise only upon the execution of final Loan documents signed by authorized signatories of COPF and not from statements (oral or written) made during the course of discussions among the parties (whether or not prior to or after the date hereof).

*Should the above-stated terms be acceptable to you, a formal decision through COPF's internal credit process will be pursued as quickly as possible.*

Thank you for the opportunity to offer this term sheet. Should you have any questions, please do not hesitate to contact me at (505) 400-0860 or jeffrey.sharp@capitalone.com.

Sincerely,

Jeffrey D. Sharp  
Senior Vice President, Director of Business Development  
Capital One Public Funding, LLC

cc: Jonathan Lewis, Capital One Public Funding, LLC  
Brenda Barnes, Capital One Public Funding, LLC

**ACCEPTED BY: Trabuco Canyon Water District, California**

\_\_\_\_\_  
By  
\_\_\_\_\_  
Name  
\_\_\_\_\_  
Title

**Trabuco Canyon Water District  
2024 Installment Purchase Agreement  
Summary of Proposals Received  
May 8, 2024**



	<u>California Bank and Trust</u>	<u>Capital One</u>	<u>BMO</u>	<u>Western Alliance Bank</u>	<u>EverBank</u>
<b>Interest Rate:</b>					
15-Year Term:			4.72%		
20-Year Term:	*5.04%	4.61%	*4.72%	5.60%	5.15%
25-Year Term:		4.76%		5.66%	
	*rate fixed for 10 years then will reset annually based on 1-year FHLB Advanced Rate index plus 90 bps		*20-Year Amortization with a mandatory put at Year 10		
<b>Rate Lock Terms:</b>	Upon formal credit approval, rate can be locked 30 days prior to closing	Locked upon final DS schedule and set closing date	Will use best efforts to hold quoted rate until June 19, 2024	May be locked two weeks prior to the Closing Date, or District can pay 23bps to lock the rate now through closing	Rate is locked through July 7, 2024
<b>Optional Prepayment:</b>	Anytime at par (in whole or in part)	20-Year Term: Callable on any date on or after 7/1/34 at par (in whole only)  25-Year Term: Callable on any date on or after 7/1/37 at par (in whole only)	Both Financing Options: Bank requires a 'make-whole' payment upon any prepayment prior to final maturity or put date	Both Financing Options: Callable on any payment date as set forth in the table below:  1/1/31 & 7/1/2031: 103% 1/1/32 & 7/1/2032: 102% 1/1/33 & 7/1/2033: 101% 1/1/34 & thereafter: 100%	Callable on any payment date as set forth in the table below:  Years 1-2 at 103% Years 3-4 at 102% Years 5-6 at 101% Year 7 & thereafter at par
<b>Fees:</b>	None	None	\$10,000 (Lender's Counsel)	\$20,000 NTE (Lender's Counsel)	\$10,000 (Lender's Counsel)
<b>Other:</b>	Requires depository relationship of \$2 million		Requires District to continue to maintain banking relationship	50% MADS reserve requirement, which can be released after two consecutive years of attaining 120% debt service coverage	
<b>Proposal Expiration:</b>		May 14, 2024			May 14, 2024

**Trabuco Canyon Water District  
2024 Installment Purchase Agreement  
Numerical Comparison of Proposals Received  
May 8, 2024**



	<b>BMO Proposal (15-Year)</b>	<b>Capital One Proposal (20-Year)</b>	<b>Capital One Proposal (25-Year)</b>	<b>CB&amp;T Proposal (1) (20-Year Amort, 10-Year Fixed Rate)</b>	<b>EverBank Proposal (20-Year)</b>
Project Fund	20,400,000	20,400,000	20,400,000	20,400,000	20,400,000
Estimated Costs of Issuance	150,000	140,000	140,000	140,000	150,000
Par Amount	20,550,000	20,540,000	20,540,000	20,540,000	20,550,000
True Interest Cost	4.72%	4.61%	4.76%	5.04%	5.15%
All-In True Interest Cost	4.83%	4.69%	4.83%	5.12%	5.24%
Final Maturity	7/1/2039	7/1/2044	7/1/2049	7/1/2044	7/1/2044
<b>Average Fiscal Year Debt Service</b>	<b>1,973,891</b>	<b>1,607,938</b>	<b>1,428,971</b>	<b>1,667,351</b>	<b>1,683,325</b>
<b>Total Debt Service</b>	<b>29,119,089</b>	<b>31,859,955</b>	<b>35,529,319</b>	<b>33,037,596</b>	<b>33,360,007</b>

Notes:

(1) California Bank & Trust's proposal offers a 20-year financing term, however the interest rate is fixed for only 10 Years. After Year 10, the interest rate resets annually based on the 1-year FHLB Advanced Rate index plus 90 basis points. Therefore, the Average Fiscal Year debt service shown here will only apply to the first 10 years of the financing.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | MAY 16, 2024**

**ACTION CALENDAR**

**LEGISLATIVE AND OTHER MATTERS**

**ITEM 8: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL 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/COLLINS**