



**FINANCE/AUDIT COMMITTEE MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
ADMINISTRATION FACILITY
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CA
AUGUST 8, 2024 at 8:00 AM**

COMMITTEE MEMBERS

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

DISTRICT STAFF

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

AGENDA NOTE:

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

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

Persons desiring to monitor the Committee meeting agenda items may download the agenda and documents on the internet at www.tcwd.ca.gov. You may submit public comments by email to the Committee at mperea@tcwd.ca.gov. In order to be part of the record, emailed comments on meeting agenda items must be received by the District, at the referenced e-mail address, not later than 7:00 a.m. (PDT) on the day of the meeting.

CALL MEETING TO ORDER

VISITOR PARTICIPATION

Members of the public wishing to address the Committee regarding a particular item on the agenda are requested to complete a speaker card and submit it to staff. The Committee Chair will call on the visitor following the Committee's discussion about the matter. Committees do not constitute a quorum of the Board of Directors and Committee Members cannot make decisions on matters. The Committee makes recommendations only to the Board of Directors. Members of the public will be given the opportunity to speak to the Committee prior to making a recommendation on the matter. For persons desiring to make verbal comments and utilizing a translator to present their comments into English reasonable time accommodations, consistent with State law, shall be provided. Please limit comments to three minutes.

ORAL COMMUNICATION

Members of the public who wish to make comment on matters not appearing on the agenda are invited to identify themselves and encouraged to make comment at this time. The Committee Chair will call on the visitor following the Committee's discussion about the matter. Committees do not constitute a quorum of the Board of Directors and Committee Members cannot make decision on matters. The Committee makes recommendations only to the Board of Directors. Under the requirements of State Law, Committee Members cannot take action on items not identified on the agenda and will not make decisions on such matters. The Committee Chair may direct District Staff to follow up on issues as may be deemed appropriate. For persons desiring to make verbal comments and utilizing a translator to present their comments into English reasonable time accommodations, consistent with State law, shall be provided. Please limit comments to three minutes.

COMMITTEE MEMBER COMMENTS

REPORT FROM THE GENERAL MANAGER

FINANCIAL MATTERS

ITEM 1: FINANCE/AUDIT COMMITTEE MEETING RECAP

RECOMMENDED ACTION:

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

1. July 11, 2024

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

RECOMMENDED ACTION:

Recommend the Board of Directors approve the Directors' fees and expenses for July 2024 and tentative future meetings/attendance (Action Calendar).

ITEM 3: DISCUSSION CONCERNING TRABUCO CANYON WATER DISTRICT'S BUSINESS SYSTEM SERVER REPLACEMENT PROJECT – PHASE ONE

RECOMMENDED ACTION:

Recommend the Board of Directors authorize the General Manager to approve the Server Replacement Project Quote No. TCWD24-0726A from Highroad IT in the amount of \$99,648 (Action Calendar).

ITEM 4: DISCUSSION CONCERNING TRABUCO CANYON WATER DISTRICT'S HEALTH BENEFIT COSTS FOR CALENDAR YEAR 2025

RECOMMENDED ACTION:

Recommend the Board of Directors adopt the approved employer health benefit contribution by resolution effective January 1, 2025, consistent with District policy (Action Calendar).

ITEM 5: FINANCIAL REPORT

A) PRESENTATION OF PRELIMINARY UNAUDITED FINANCIAL STATEMENTS

RECOMMENDED ACTION:

Recommend that the Board receive and file the preliminary unaudited financial statements for June 2024 (Consent Calendar).

B) BILLS FOR CONSIDERATION

RECOMMENDED ACTION:

Approve and ratify the bills for consideration and warrant register and recommend that the Board ratify payment of the Bills for Consideration for August 8, 2024 as presented (Consent Calendar).

ITEM 6: OTHER MATTERS

RECOMMENDED ACTION:

Hear Other Matters from the General Manager or District Staff.



**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING AGENDA | AUGUST 8, 2024**

ADJOURNMENT

AVAILABILITY OF AGENDA MATERIALS

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

COMPLIANCE WITH THE REQUIREMENTS OF CALIFORNIA GOVERNMENT CODE SECTION 54954.2

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



TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | AUGUST 8, 2024

FINANCIAL MATTERS

ITEM 1: FINANCE/AUDIT COMMITTEE MEETING RECAP

RECOMMENDED ACTION:

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

1. July 11, 2024

CONTACTS (staff responsible): PALUDI/PEREA



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

DIRECTORS PRESENT

Don Chadd, Committee Chair
Glenn Acosta, Committee Member

STAFF PRESENT

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager
Karen Warner, Principal Accountant
Roseann Lejsek, Administrative Assistant
Phil Serpas, SCADA/CMMS Administrator

STAFF ABSENT

Lorrie Lausten, District Engineer

CONSULTANTS PRESENT

None

PUBLIC PRESENT

None

CALL MEETING TO ORDER

Director Chadd called the July 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

Mr. Paludi reported on the following matters:

- The Trabuco Creek Groundwater Treatment Facility was still online and was meeting a majority of the District's potable water demands.
- Water Operations will be bringing the Dimension Water Treatment Plant (DWTP) online with an 80/20 blend of untreated MET water and untreated Irvine Lake water, respectively. Mr. Paludi complimented Water Operations staff for their efforts to utilize this source of supply, and he provided a brief overview of Irvine Ranch Water District's (IRWD) short-term and long-term capital improvement plans for Irvine Lake.

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

ITEM 1: FINANCE/AUDIT COMMITTEE MEETING RECAP

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 Chadd
- SECOND:** Director Acosta
- AYES:** Directors Chadd & Acosta
- NOES:** None
- ABSTAIN:** None
- MOTION PASSED/FAILED:** Passed 2-0

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

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

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

ITEM 3: UPDATE ON DISTRICT OTHER POST-EMPLOYMENT BENEFITS (OPEB) BIENNIAL ACTUARIAL REPORT FOR FYE 2023 – GASB 74/75 COMPLIANCE

Mr. Paludi presented this matter for Committee consideration, and he reported that this matter was a biennial requirement related to the Governmental Accounting Standards Board. Mr. Perea provided a brief review of the actuarial report, and he highlighted the key results of the trust performance year over year. Mr. Perea commented that the report indicated that the District's Net OPEB Liability (NOL) has increased significantly due to inflationary impacts, lower than expected return/discount rates, and a one-time disbursement from the trust in the prior fiscal year, and he added that the District Financial Net Position (FNP) has reduced to 77% which is still a positive position. Mr. Perea reported that the Fiscal Year 2024-25 budget includes a disbursement request, but he did not recommend additional beyond what is planned. Discussion occurred concerning the overall performance of the OPEB trust.

- MOTION:** Recommend the Board of Directors receive and file the Actuarial Study of Retiree Health Liabilities Under GASB 74/75 (Action Calendar) – Director Chadd
- SECOND:** Director Acosta
- AYES:** Directors Chadd & Acosta
- NOES:** None
- ABSTAIN:** None
- MOTION PASSED/FAILED:** Passed 2-0

ITEM 4: NOTICE OF DETERMINATION OF APPROPRIATIONS LIMIT FOR FISCAL YEAR 2024-25

Mr. Paludi presented this matter for Committee consideration, and he reported that District staff has worked with general counsel on the preparation of the proposed Fiscal Year 2024-25 appropriations limit. Mr. Paludi provided

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

a brief review of the determination methodology and the memorandum prepared by Hanson Bridgett. Discussion occurred concerning population growth ration determination and proposed limit. Mr. Perea reported that District staff has complied with the notification requirements by posting the attached notice on the District’s website and notice board.

- MOTION:** Recommend the Board of Directors adopt the proposed Appropriations Limit for Fiscal Year 2024-25 of \$4,070,250.94 by resolution (Action Calendar) – Director Chadd
- SECOND:** Director Acosta
- AYES:** Directors Chadd & Acosta
- NOES:** None
- ABSTAIN:** None
- MOTION PASSED/FAILED:** Passed 2-0

ITEM 5: FINANCIAL REPORT

Ms. Warner presented the preliminary unaudited financials for May 2024, and she highlighted the following items:

WATER FUND

Total Operating Revenue

Ms. Warner reported that this line item was trending lower than budgeted.

Total Source of Supply

Ms. Warner reported that this line item was trending lower than budgeted due to lower-than-normal water sales.

Total Salaries & Benefits

Ms. Warner reported that this line item was trending lower than budgeted due to salary savings from employees on paternity leave.

Total Transmission & Distribution

Ms. Warner reported that this line item was trending lower than budgeted.

Total General & Administrative

Ms. Warner reported that this line item was trending higher than budgeted due to the timing of insurance payments and increased public outreach costs. Director Acosta asked if staff believe the public outreach methods have been worth the associated costs; Mr. Paludi commented that the public relations consultant has been an excellent extension of staff on all outreach efforts.

Net Total Unrestricted Cash Inflow/(Outflow)

Ms. Warner reported that this line item trended a positive increase of water reserves.

District Capital – Water

Ms. Warner reviewed the capital improvement costs accrued in May 2024, including costs associated with the following: Dimension Water Treatment Plant (DWTP) Office & Storage, DWTP Vault Improvements, Valve Replacements – Water, and unplanned fleet improvements.

SEWER FUND

Total Operating Revenue

Ms. Warner reported that this line item was trending as budgeted.

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

Total Salaries & Benefits

Ms. Warner reported that this line item was trending lower than budgeted due to salary savings from employees on paternity leave.

Total Transmission & Distribution

Ms. Warner reported that this line item was trending higher than the year-to-date amount due to increased system repairs/maintenance and electrical costs.

Net Total Unrestricted Cash Inflow/(Outflow)

Ms. Warner reported that this line item trended a reduction of sewer reserves due to total costs.

District Capital – Sewer

Ms. Warner reviewed the capital improvement costs accrued in May 2024, including the following: Golf Club Sewer Lift Station (SLS) Bypass Construction, WWTP Hoffman Blower Building Rehabilitation, Heritage SLS Rehabilitation, PSPS Transfer Switch Upgrade – Sewer, WWTP Fiber Optic Upgrade, and unplanned repairs related to the Vector Truck.

Director Acosta requested a tour of the finished Golf Club Sewer Lift Station for the Homeowners Association Board of Directors. Mr. Paludi indicated that the project is scheduled for completion late September/early October, and that staff will work on scheduling that facility tour.

RECYCLED WATER FUND

Total Operating Revenue

Ms. Warner reported that this line item was trending lower than budgeted due to lower-than-normal recycled water sales.

Total Source of Supply

Ms. Warner reported that this line item was trending higher than budgeted due to increased treatment-related and chemical purchase costs.

Total Salaries & Benefits

Ms. Warner reported that this line item was trending lower than budgeted due to salary savings from employees on paternity leave.

Total Transmission & Distribution

Ms. Warner reported that this line item was trending as budgeted.

Total General & Administrative

Ms. Warner 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)

Ms. Warner reported that this line item trended a decrease in contribution to recycled water reserves.

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

District Capital – Recycled Water

Ms. Warner reviewed the capital improvement costs accrued in May 2024, including the following: Dove Recycled Booster Pump Station improvements and unplanned fleet improvements.

- MOTION:** Recommend the Board ratify payment of the bills for consideration for July 11, 2024, as presented (Action Calendar) – Director Chadd
- SECOND:** Director Acosta
- AYES:** Directors Chadd & Acosta
- NOES:** None
- ABSTAIN:** None
- MOTION PASSED/FAILED:** Passed 2-0

ITEM 6: OTHER MATTERS

Mr. Perea reported that District staff has complied with the notification requirements for the Fiscal Year 2024-25 Undeveloped Land/Water Standby Charge public hearing scheduled for the July 18, 2024 Regular Board Meeting.

- MOTION:** None – Informational item only.

ADJOURNMENT

Director Chadd adjourned the July 11, 2024 Finance/Audit Committee Meeting at 8:37 a.m.

DRAFT

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | AUGUST 8, 2024**

FINANCIAL MATTERS

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

Directors' Fees and Expenses

Consistent with Board policy, Directors are reimbursed for expenses incurred while serving in their capacity as Directors. Additionally, Directors earn a per diem stipend for attendance at meetings or functions in a Director capacity. Per Ordinance No. 91-15 (adopted July 17, 1991), Directors per diem amount is limited to \$125 per meeting for a maximum of ten days per calendar month. The attached spreadsheet provides a recap of the meetings, seminars, conferences attended by Directors along with expenses recorded to date.

Future Meetings

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

FUNDING SOURCE:

General Fund

FISCAL IMPACT (PROJECT BUDGET)

FY 2024-25 Budgeted Board Expenses: \$45,200

RECOMMENDED ACTION:

Recommend that the Board ratify the Directors' fees and expenses for July 2024 and tentative future meetings/attendance. (Action Calendar)

EXHIBIT(S):

1. Directors' Fees and Expenses Report for July 2024
2. Directors' Tentative Future Meetings/Attendance – Calendar Year 2024.

CONTACTS (staff responsible): PALUDI/PEREA


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

MEETING DESCRIPTION	ACOSTA	CHADD	DOPUDJA	MANDICH	SAFRANSKI
DISTRICT MEETINGS					
Executive Committee Meeting			07/01/24	07/01/24	
Engineering/Operational Committee Meeting			07/03/24		07/03/24
District Properties Committee Meeting			07/01/24	07/01/24	
Finance/Audit Committee Meeting	07/11/24	07/11/24			
Individual Meeting with General Manager	07/15/24		07/16/24	07/15/24	07/16/24
Regular Board Meeting	07/18/24	07/18/24	07/18/24	07/18/24	07/18/24
REPRESENTATIVE MEETINGS					
Community Associations of Rancho (CAR) Meeting		07/09/24			
City of Rancho Santa Margarita - City Council Meeting					
City of Rancho Santa Margarita - Planning Commission Meeting					
Independent Special Districts of Orange County (ISDOC) Monthly Meeting				07/02/24	
MWDOC Administration/Finance Committee Meeting	07/10/24				
MWDOC Board Meeting	07/17/24				
South Orange County Integrated Regional Watershed Management Executive Committee Meeting					
Orange County Local Agency Formation Commission (OC LAFCO)					
South Orange County Water Agencies Group Meeting					07/23/24
Santiago Aqueduct Commission Meeting (SAC)					
Water Advisory Commission of Orange County (WACO)	07/12/24				
NUMBER OF MEETINGS ATTENDED	6	3	4	4	4
PER DIEMS (\$125 per each meeting*)	\$750.00	\$375.00	\$500.00	\$500.00	\$500.00
DIRECT REIMBURSABLE EXPENSES					
DIRECT REIMBURSABLE EXPENSES TOTALS					
INDIRECT REIMBURSABLE EXPENSES					
INDIRECT REIMBURSABLE EXPENSES TOTALS					
TOTAL (PER DIEMS + DIRECT REIMBURSABLE EXPENSES)	\$750.00	\$375.00	\$500.00	\$500.00	\$500.00
<i>* Maximum per diem per day is one; maximum 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
DISTRICT PUBLIC MEETINGS													
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	-	-	-	-	-	-	-	-	-	-	-	-
PUBLIC MEETINGS													
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
CONFERENCES													
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
FINANCE/AUDIT COMMITTEE MEETING | AUGUST 8, 2024**

FINANCIAL MATTERS

ITEM 3: DISCUSSION CONCERNING TRABUCO CANYON WATER DISTRICT’S BUSINESS SYSTEM SERVER REPLACEMENT PROJECT – PHASE ONE

TCWD’s business system is comprised of two physical servers and multiple virtual machines to provide staff the required software solutions and storage requirements for day-to-day business. The last server upgrade occurred in 2016, and the District has fully maximized the storage expansion capacity and the use of the existing business system since that time. The physical servers require replacement as there is approximately ten percent storage capacity remaining, and the risk of not replacing the servers include (1) the inability to increase file storage; (2) limitations on critical system upgrades; and (3) the risk of system failure through the use of non-updated software due to storage capacity restrictions.

It is the opinion of District staff that these limitations have the potential to significantly slow down business productivity due to the limited storage capacity and lack of expansion without upgrading, and as such, District staff has worked with Highroad IT (independent contract IT manager) to budget for a two-phased upgrade approach. The project would include the implementation of a Single Node On-Premises Server System with an Azure Disaster Recovery Network Solution and associated networking configuration improvements to ensure continuous access, storage availability, and redundant systems. Please note that this project is independent and separate from the District’s SCADA server environment. Highroad IT has worked with its partners (Microsoft, Dell, SonicWall, and Netgear) to provide the attached quote with competitive pricing, including hardware, software, and maintenance agreements, that meets the District’s project goals. This project is an approved CIP project in the FY 2024-25 budget.

FUNDING SOURCE:

Capital Improvement Plan

FISCAL IMPACT (PROJECT BUDGET):

Highroad IT Quote:	\$ 99,648
Project Contingency:	\$ 15,352
FY 24/25 Budget (Phase 1):	\$115,000
FY 25/26 Budget (Phase 2):	\$ 65,000
Total Project Budget:	\$180,000

ENVIRONMENTAL COMPLIANCE:

None

RECOMMENDED ACTION(S):

Recommend the Board of Directors adopt the approved employer health benefit contribution by resolution effective January 1, 2025, consistent with District policy (Action Calendar).

EXHIBITS:

1. Highroad IT Quote No. TCWD24-0726A

CONTACTS (Staff Responsible): PALUDI/PEREA

Quote for Products and Services

Company Name	Trabuco Canyon Water District	Quote Number	TCWD24-0726A
Requested By	Michael Perea	Initiate Date	July 26, 2024
Quote Type	Project	Expiration Date	August 26, 2024
Description	Server Replacement		

Cost Breakdown						
Description	Qty	Unit Price	Total	Type	Taxable	Notes
Server						
Dell AX7525 – 32 Core Single Node	1	69,521	69,521	Hardware	Yes	<i>Includes 3 Year Mfr Mnt</i>
Azure Stack HCI (32 core) *	1	400/mo	400/mo	Software	No	
I7 16GB 32GB SSD	1	1,224	1,224	Hardware	Yes	
27" Standard Monitor	1	350	350	Hardware	Yes	
Wireless Keyboard & Mouse	1	75	75	Hardware	Yes	
Windows 10 Pro	1	233	233	Software	Yes	
Workstation Antivirus *	1	7/mo	7/mo	Software	Yes	
Configuration, Installation and Data Migration	160	100	16,000	Services	No	
Networking						
Netgear 28-Port Ethernet Smart Switch	2	2,699	5,398	Hardware	Yes	
10GBASE Transceiver	12	65	780	Hardware	Yes	
Network Cabling	1	4,860	4,860	Hardware	Yes	
Configuration and Installation	8	100	800	Services	No	
Total			\$ 99,648	<i>* Monthly software Renewal begins at project launch</i>		

All applicable taxes, shipping and handling will be applied at the time of invoice.

As evidenced by the signature below, I hereby authorize Highroad IT to furnish all materials and services mentioned in this quote, and Trabuco Canyon Water District agrees to pay the quoted amount, including all applicable taxes, shipping, and handling costs.

Approval Signature	
Printed Name	
Title	
Approved Date	

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | AUGUST 8, 2024**

FINANCIAL MATTERS

ITEM 4: DISCUSSION CONCERNING TRABUCO CANYON WATER DISTRICT’S HEALTH BENEFIT COSTS FOR CALENDAR YEAR 2025

Each year, the CalPERS Board of Directors reviews medical benefits, negotiates with the medical providers, and establishes medical rates that are effective January 1st of the following year. The CalPERS Board of Directors has released the medical rates that will be effective January 1, 2025; a multi-year trend analysis of the CalPERS Health Benefit Rates prepared by District staff is included for Committee review. On June 20, 2024, the Board of Directors adopted Resolution No. 2024-1331 (attached) which established a policy regarding the health benefit determination methodology as *“the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, based on the calculation methodology of 90% of the highest enrollment PPO plan, plus administrative fees and contingency reserve fund assessments”*.

CalPERS has released the health benefit rates for calendar year 2025, and the premiums for Orange County are included in the table below:

Basic Premiums - Region 2							
Fresno, Imperial, Inyo, Kern, Kings, Madera, Orange, San Diego, San Luis Obispo, Santa Barbara, Tulare and Ventura							
Anthem Blue Cross Select HMO	\$807.71	\$1,615.42	\$2,100.05	\$919.00	\$1,838.00	\$2,389.40	13.78%
Anthem Blue Cross Traditional HMO	\$1,034.38	\$2,068.76	\$2,689.39	\$1,110.97	\$2,221.94	\$2,888.52	7.40%
Blue Shield Access+ HMO	\$869.14	\$1,738.28	\$2,259.76	\$948.53	\$1,897.06	\$2,466.18	9.13%
Blue Shield Trio HMO	\$810.24	\$1,620.48	\$2,106.62	\$909.10	\$1,818.20	\$2,363.66	12.20%
Health Net Salud y Más	\$684.77	\$1,369.54	\$1,780.40	\$823.49	\$1,646.98	\$2,141.07	20.26%
Kaiser Permanente	\$904.95	\$1,809.90	\$2,352.87	\$944.34	\$1,888.68	\$2,455.28	4.35%
PERS Gold	\$799.44	\$1,598.88	\$2,078.54	\$864.75	\$1,729.50	\$2,248.35	8.17%
PERS Platinum	\$1,151.50	\$2,303.00	\$2,993.90	\$1,258.76	\$2,517.52	\$3,272.78	9.31%
Sharp Performance Plus	\$833.24	\$1,666.48	\$2,166.42	\$868.45	\$1,736.90	\$2,257.97	4.23%
UnitedHealthcare SignatureValue Alliance	\$837.88	\$1,675.76	\$2,178.49	\$890.66	\$1,781.32	\$2,315.72	6.30%
UnitedHealthcare SignatureValue Harmony	\$792.65	\$1,585.30	\$2,060.89	\$819.64	\$1,639.28	\$2,131.06	3.41%

One of the significant changes for 2025 includes CalPERS contracting with Blue Shield of California for its self-funded preferred provider organization (PPO) plans [PERS Gold & PERS Platinum]; the provider for 2024 is Anthem Blue Cross of California. The current employer contribution is \$2,638.48. The following table demonstrates the proposed employer contribution based on the District’s adopted health benefit policy:

Description	Costs
PERS Platinum 2025, monthly	\$ 3,272.78
Policy - Employer Contribution Rate	90%
90% Proposed 2025 Employer Contribution, monthly	\$ 2,945.50
Current Employer Contribution, monthly	\$ 2,638.48
Employer Contribution Increase/(Decrease), monthly	\$ 307.02
Employer Contribution Increase/(Decrease) %	10.4%
Employee Contribution - PERS Platinum, Family Rate	\$ 327.28

An analysis of projected health benefit costs for FY 2024-25 is included for Committee review. More information may be presented at the time of the meeting.

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | AUGUST 8, 2024**

FUNDING SOURCE:

General Fund

FISCAL IMPACT

Classification	TCWD Portion	FY 25 BUDGET	(Over) / Under
Active Employees	\$ 605,269.24	\$ 599,900.00	\$ (5,369.24)
Retired Employees	\$ 217,450.87	\$ 256,200.00	\$ 38,749.13
Directors	\$ 44,003.52	\$ 44,600.00	\$ 596.48
Total Health Benefits	\$ 866,723.63	\$ 900,700.00	\$ 33,976.37

RECOMMENDED ACTION(S):

Recommend the Board of Directors adopt the approved employer health benefit contribution by resolution effective January 1, 2025, consistent with District policy (Action Calendar).

EXHIBITS:

1. Resolution No. 2024-1331 – Resolution of the Board of Directors of the Trabuco Canyon Water District Establishing a Policy Regarding Health Benefit Insurance Premium Benefit Available to District Health Insurance Benefit Recipients
2. CalPERS Health Benefit Rates for Calendar Year 2025
3. FY 2024-25 Projected Health Benefit Costs

CONTACTS (Staff Responsible): PALUDI/PEREA

RESOLUTION NO. 2024-1331

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
TRABUCO CANYON WATER DISTRICT
ESTABLISHING A POLICY REGARDING HEALTH INSURANCE BENEFIT
DETERMINATION METHODOLOGY OF HEALTH BENEFIT INSURANCE PREMIUM
BENEFIT AVAILABLE TO DISTRICT HEALTH INSURANCE BENEFIT RECIPIENTS**

Trabuco Canyon Water District (the “**District**”) is a contracting agency under Government Code Section 22920 and is subject to the Public Employees’ Medical and Hospital Care Act (the “**Act**”).

Government Code Section 22892(a) provides that a contracting agency subject to the Act shall fix the amount of the employer contribution by resolution.

Government Code Section 22892(b) provides that the employer contribution be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act.

The Board of Directors of the District intends by this Resolution to fix the amount of the employer contribution pursuant to the Act.

The Board of Directors therefore resolves as follows:

1. The employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, based on the calculation methodology of 90% of the highest enrollment PPO Plan offered, plus administrative fees and Contingency Reserve Fund assessments.
2. The District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.
3. The participation of the employees and annuitants of the District shall be subject to determination of the District’s status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final regulations pursuant to such Section. If it is determined that the District would not qualify as an agency or instrumentality of the state or political subdivision of a State under those final regulations, the District acknowledges that CalPERS may be obligated, and has reserved the right to terminate the health coverage of all participants of the District.
4. The General Manager is hereby authorized to perform on behalf of the District all functions required of the District under the Act.

ADOPTED, SIGNED AND APPROVED this 30th day of May 2024.

 6-20-24

President/Vice President



Secretary/Assistant Secretary

STATE OF CALIFORNIA)

) ss.

COUNTY OF ORANGE)

I, Michael Perea, District Secretary of the Trabuco Canyon Water District, do hereby certify that the foregoing resolution was duly adopted by the Board of said District at a special meeting of said Board held on the 30th day of May 2024, of which meeting all of the members of the Board had due notice and at which a quorum thereof were present and acting throughout and for which notice and an agenda was prepared and posted as required by law and that at such meeting such resolution was adopted by the following vote:

AYES: Dopudja, Mandich, Acosta, Chadd, Safranski

NOES: None

ABSTAIN: None

ABSENT: None



District Secretary,
Trabuco Canyon Water District

STATE OF CALIFORNIA)

) ss.

COUNTY OF ORANGE)

I, Michael Perea, District Secretary of the Trabuco Canyon Water District, do hereby certify that the foregoing is a full, true and correct copy of Resolution No. 2024-1331 of such Board and that the same has not been amended or repealed.

Dated this 30th day of May 2024.



District Secretary,
Trabuco Canyon Water District

July Board of Administration Offsite

Regional 2025 Premiums Per Subscriber Per Month (PSPM)

Public Agency & School Members

Basic Plans	2024			2025			Percent Change
	Single	2-Party	Family	Single	2-Party	Family	
Basic Premiums - Region 1							
Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Marin, Mariposa, Mendocino, Merced, Modoc, Mono, Monterey, Napa, Nevada, Placer, Plumas, Sacramento, San Benito, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tuolumne, Yolo and Yuba							
Anthem Blue Cross Select HMO	\$1,138.86	\$2,277.72	\$2,961.04	\$1,256.65	\$2,513.30	\$3,267.29	10.34%
Anthem Blue Cross Traditional HMO	\$1,339.70	\$2,679.40	\$3,483.22	\$1,500.40	\$3,000.80	\$3,901.04	12.00%
Blue Shield Access+ HMO	\$1,076.84	\$2,153.68	\$2,799.78	\$1,170.17	\$2,340.34	\$3,042.44	8.67%
Blue Shield Trio HMO	\$946.84	\$1,893.68	\$2,461.78	\$1,134.79	\$2,269.58	\$2,950.45	19.85%
Kaiser Permanente	\$1,021.41	\$2,042.82	\$2,655.67	\$1,112.90	\$2,225.80	\$2,893.54	8.96%
PERS Gold	\$914.82	\$1,829.64	\$2,378.53	\$1,013.70	\$2,027.40	\$2,635.62	10.81%
PERS Platinum	\$1,314.27	\$2,628.54	\$3,417.10	\$1,476.10	\$2,952.20	\$3,837.86	12.31%
UnitedHealthcare SignatureValue Alliance	\$1,091.13	\$2,182.26	\$2,836.94	\$1,184.58	\$2,369.16	\$3,079.91	8.56%
UnitedHealthcare SignatureValue Harmony	\$937.39	\$1,874.78	\$2,437.21	\$1,005.02	\$2,010.04	\$2,613.05	7.21%
Western Health Advantage HMO	\$807.23	\$1,614.46	\$2,098.80	\$914.27	\$1,828.54	\$2,377.10	13.26%
Basic Premiums - Region 2							
Fresno, Imperial, Inyo, Kern, Kings, Madera, Orange, San Diego, San Luis Obispo, Santa Barbara, Tulare and Ventura							
Anthem Blue Cross Select HMO	\$807.71	\$1,615.42	\$2,100.05	\$919.00	\$1,838.00	\$2,389.40	13.78%
Anthem Blue Cross Traditional HMO	\$1,034.38	\$2,068.76	\$2,689.39	\$1,110.97	\$2,221.94	\$2,888.52	7.40%
Blue Shield Access+ HMO	\$869.14	\$1,738.28	\$2,259.76	\$948.53	\$1,897.06	\$2,466.18	9.13%
Blue Shield Trio HMO	\$810.24	\$1,620.48	\$2,106.62	\$909.10	\$1,818.20	\$2,363.66	12.20%
Health Net Salud y Más	\$684.77	\$1,369.54	\$1,780.40	\$823.49	\$1,646.98	\$2,141.07	20.26%
Kaiser Permanente	\$904.95	\$1,809.90	\$2,352.87	\$944.34	\$1,888.68	\$2,455.28	4.35%
PERS Gold	\$799.44	\$1,598.88	\$2,078.54	\$864.75	\$1,729.50	\$2,248.35	8.17%
PERS Platinum	\$1,151.50	\$2,303.00	\$2,993.90	\$1,258.76	\$2,517.52	\$3,272.78	9.31%
Sharp Performance Plus	\$833.24	\$1,666.48	\$2,166.42	\$868.45	\$1,736.90	\$2,257.97	4.23%
UnitedHealthcare SignatureValue Alliance	\$837.88	\$1,675.76	\$2,178.49	\$890.66	\$1,781.32	\$2,315.72	6.30%
UnitedHealthcare SignatureValue Harmony	\$792.65	\$1,585.30	\$2,060.89	\$819.64	\$1,639.28	\$2,131.06	3.41%
Basic Premiums - Region 3							
Los Angeles, Riverside and San Bernardino							
Anthem Blue Cross Select HMO	\$841.13	\$1,682.26	\$2,186.94	\$916.88	\$1,833.76	\$2,383.89	9.01%
Anthem Blue Cross Traditional HMO	\$1,012.67	\$2,025.34	\$2,632.94	\$1,065.46	\$2,130.92	\$2,770.20	5.21%
Blue Shield Access+ HMO	\$756.65	\$1,513.30	\$1,967.29	\$828.48	\$1,656.96	\$2,154.05	9.49%
Blue Shield Trio HMO	\$704.69	\$1,409.38	\$1,832.19	\$738.11	\$1,476.22	\$1,919.09	4.74%
Health Net Salud y Más	\$630.13	\$1,260.26	\$1,638.34	\$714.40	\$1,428.80	\$1,857.44	13.37%
Kaiser Permanente	\$865.41	\$1,730.82	\$2,250.07	\$926.52	\$1,853.04	\$2,408.95	7.06%
PERS Gold	\$785.28	\$1,570.56	\$2,041.73	\$868.15	\$1,736.30	\$2,257.19	10.55%
PERS Platinum	\$1,131.47	\$2,262.94	\$2,941.82	\$1,263.73	\$2,527.46	\$3,285.70	11.69%
UnitedHealthcare SignatureValue Alliance	\$826.44	\$1,652.88	\$2,148.74	\$866.40	\$1,732.80	\$2,252.64	4.84%
UnitedHealthcare SignatureValue Harmony	\$734.76	\$1,469.52	\$1,910.38	\$756.28	\$1,512.56	\$1,966.33	2.93%
Basic Premiums - Out of State							
Kaiser Permanente Out of State	\$1,312.45	\$2,624.90	\$3,412.37	\$1,422.26	\$2,844.52	\$3,697.88	8.37%
PERS Platinum	\$1,146.86	\$2,293.72	\$2,981.84	\$1,244.55	\$2,489.10	\$3,235.83	8.52%

Trabuco Canyon Water District
FY 2024-25 Projected Health Benefits Costs Analysis

Line Item	Classification	CY 2024	CY 2025	TCWD Portion CY 2025	TCWD Portion - FY 2024-25
1	Retired Employees	2,262.94	2,527.46	2,527.46	28,742.40
2	Active Employees	1,151.50	1,258.76	1,258.76	14,461.56
3	Retired Employees	1,595.01	2,081.00	2,081.00	22,056.06
4	Retired Employees	324.79	343.08	343.08	4,007.22
5	Retired Employees	896.30	1,169.40	1,169.40	12,394.20
6	Retired Employees	683.44	884.50	884.50	9,407.64
7	Retired Employees	1,809.90	1,888.68	1,888.68	22,191.48
8	Active Employees	2,689.39	2,888.52	2,888.52	33,467.46
9	Active Employees	799.44	864.75	864.75	9,985.14
10	Retired Employees	2,981.84	3,235.83	2,945.50	35,564.05
11	Active Employees	2,303.00	2,517.52	2,517.52	28,923.12
12	Active Employees	2,303.00	2,517.52	2,517.52	28,923.12
13	Active Employees	1,809.90	1,888.68	1,888.68	22,191.48
14	Directors	1,809.90	1,888.68	1,888.68	22,191.48
15	Active Employees	2,100.05	2,389.40	2,389.40	26,936.70
16	Active Employees	2,689.39	2,888.52	2,888.52	33,467.46
17	Retired Employees	683.44	884.50	884.50	9,407.64
18	Retired Employees	324.79	343.08	343.08	4,007.22
19	Active Employees	2,993.90	3,272.78	2,945.50	35,636.41
20	Active Employees	2,352.87	2,455.28	2,455.28	28,848.90
21	Active Employees	2,303.00	2,517.52	2,517.52	28,923.12
22	Retired Employees	2,259.76	2,466.18	2,466.18	28,355.64
23	Directors	1,738.28	1,897.06	1,897.06	21,812.04
24	Active Employees	2,262.94	2,527.46	2,527.46	28,742.40
25	Retired Employees	2,303.00	2,517.52	2,517.52	28,923.12
26	Active Employees	2,993.90	3,272.78	2,945.50	35,636.41
27	Active Employees	2,078.54	2,248.35	2,248.35	25,961.34
28	Active Employees	841.13	916.88	916.88	10,548.06
29	Active Employees	2,993.90	3,272.78	2,945.50	35,636.41
30	Active Employees	2,259.76	2,466.18	2,466.18	28,355.64
31	Active Employees	2,303.00	2,517.52	2,517.52	28,923.12
32	Active Employees	2,100.05	2,389.40	2,389.40	26,936.70
33	Active Employees	2,993.90	3,272.78	2,945.50	35,636.41
34	Active Employees	2,689.39	2,888.52	2,888.52	33,467.46
35	Retired Employees	896.30	1,169.40	1,169.40	12,394.20
36	Active Employees	2,993.90	3,272.78	2,945.50	23,660.81
		\$ 70,575.54	\$ 77,801.05	\$ 75,874.33	\$ 866,723.63

Qty	Classification	FY 25	FY 25 BUDGET	Budget
22	Active Employees	\$ 605,269.24	\$ 599,900.00	(5,369.24)
12	Retired Employees	\$ 217,450.87	\$ 256,200.00	38,749.13
2	Directors	\$ 44,003.52	\$ 44,600.00	596.48
36	Total Health Benefits	\$ 866,723.63	\$ 900,700.00	33,976.37

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TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | AUGUST 8, 2024

FINANCIAL MATTERS
ITEM 5: FINANCIAL REPORT

A) PRESENTATION OF PRELIMINARY UNAUDITED FINANCIAL STATEMENTS

RECOMMENDED ACTION:

Recommend that the Board receive and file the preliminary unaudited financial statements for June 2024 (Consent Calendar).

B) BILLS FOR CONSIDERATION

The total of the bills for consideration will be presented at the time of the August 8, 2024 Finance/Audit Committee Meeting.

RECOMMENDED ACTION:

Approve and ratify the bills for consideration and warrant register and recommend that the Board ratify payment of the Bills for Consideration for August 8, 2024 as presented (Consent Calendar).

CONTACTS (staff responsible): PALUDI/PEREA/WARNER



Trabuco Canyon Water District
Balance Sheet
June 30, 2024
(Unaudited)

		June 2024
1	Assets	
2	Cash & Investments	
3	Cash & Investments - Unrestricted	\$ 4,902,373
4	Cash & Investments - Restricted	13,495,068
5	Total Cash & Investments	18,397,441
6	Other Current Assets	
7	Accounts Receivable, Net	2,375,258
8	Prepaid & Other	78,335
9	Fair Market Value Adjustment ¹	(35,057)
10	Total Other Current Assets	2,418,536
11	Capital Assets	
12	Capital Assets, at Cost	128,345,744
13	Accumulated Depreciation	(84,715,564)
14	Construction in Progress	3,902,303
15	Total Capital Assets	47,532,482
16	Net OPEB Asset	201,692
17	Deferred Outflows of Resources (DOR)	2,508,005
18	Total Assets & DOR	\$ 71,058,157
19	Liabilities	
20	Current Liabilities	
21	Accounts Payable	\$ 1,971,801
22	Accrued Expenses	308,148
23	Current Portion-Long Term Debt	97,153
24	Deposits on Hand	47,430
25	Total Current Liabilities	2,424,533
26	Long-Term Liabilities	
27	Net Pension Liability	4,449,117
28	State Revolving Fund Loan	1,367,394
29	Bank of the West Loan	-
30	Debt Issuance 2024	20,508,000
31	Total Long Term Liabilities	26,324,511
32	Deferred Inflows of Resources (DIR)	647,305
33	Total Liabilities & DIR	29,396,349
34	Net Position	41,661,808
35	Total Liabilities, Net Position & DIR	\$ 71,058,157

¹ 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
June 30, 2024
(Unaudited)

	Type	Cost	Market	% Total
District Cash & Investments				
Unrestricted				
Local Agency Investment Fund (LAIF)	Investment	\$ (917,341)	\$ (913,961)	-5.0%
California Cooperative Liquid Assets Securities System (CLASS)	Investment	4,541,307	\$ 4,540,912	24.7%
Bank of the West	Checking	1,278,406	1,278,406	7.0%
Total Unrestricted		4,902,373	4,905,357	26.7%
Restricted				
LAIF - Water Storage Facilities	Investment	1,121,953	1,117,820	6.1%
LAIF - Interim Sewage	Investment	123,839	123,383	0.7%
LAIF - Debt Issuance 2022	Investment	1,502,298	1,496,764	8.1%
Cash in CB&T Reserved for SRF Loan	Checking	238,978	238,978	1.3%
Total Restricted		13,495,068	13,484,945	73.3%
Total District Cash & Investments		\$ 18,397,441	\$ 18,390,301	100.0%

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 June 30, 2024
(Unaudited)

	June 2024	YTD Actual	FY 24 Adopted Budget	YTD 100%
1 Operating Revenue				
2 Fixed / Capital Service Charges	\$ 365,705	\$ 3,223,483	\$ 3,113,000	104%
3 Variable Consumption Charges	445,284	3,636,399	3,978,400	91%
4 Baker Treatment Plant Water Sales	124,867	1,730,210	1,560,500	111%
5 Customer Fees	12,048	148,455	238,800	62%
6 Standby Charges	201	32,565	32,300	101%
7 Uncollectable Accounts	-	-	(23,000)	0%
8 Total Operating Revenue	948,106	8,771,112	8,900,000	99%
9 Operating Expense				
10 Source of Supply				
11 Fixed Water Purchases	23,213	345,904	348,900	99%
12 Variable Water Purchases	300,542	2,007,904	2,015,100	100%
13 Baker Treatment Plant Water Sold	94,725	1,353,805	1,338,400	101%
14 Water Treatment	8,733	159,284	394,300	40%
15 Pumping Electricity	55,267	308,193	244,300	126%
16 Total Source of Supply	482,479	4,175,090	4,341,000	96%
17 Salaries and Benefits				
18 Employee/Director Wages	160,568	1,841,979	1,954,800	94%
19 Employee/Director Benefits	38,935	475,247	510,400	93%
20 Retiree Health Insurance	11,675	132,046	115,300	115%
21 Transfer In - 115 OPEB Trust Reimbursement	(11,675)	(132,046)	(115,300)	115%
22 CalPERS Retirement (Normal)	25,840	305,562	323,400	94%
23 CalPERS Unfunded Accrued Liability (Minimum)	-	164,806	170,300	97%
24 Payroll Taxes	12,626	144,986	146,000	99%
25 Total Salaries and Benefits	237,969	2,932,580	3,104,900	94%
26 Transmission and Distribution				
27 System Repairs and Maintenance	13,078	214,052	258,700	83%
28 Vehicles and Equipment	5,627	86,395	101,200	85%
29 Safety, Supplies and Testing	8,063	73,352	45,400	162%
30 Total Transmission and Distribution	26,768	373,800	405,300	92%
31 General and Administrative				
32 Professional Services	115,868	603,949	513,400	118%
33 Office Maintenance, Supplies and Software	50,980	355,635	310,600	114%
34 District Insurance	-	116,597	109,300	107%
35 Dues and Memberships	1,474	93,770	95,400	98%
36 Public Outreach	14,203	129,956	103,300	126%
37 Customer Service and Billing	5,813	55,565	68,400	81%
38 Conference, Trainings and Travel	1,067	27,554	34,100	81%
39 Total General and Administrative	189,405	1,383,025	1,234,500	112%
40 Total Operating Expense	936,621	8,864,494	9,085,700	98%
41 Net Operating Revenue / (Expense)	11,485	(93,382)	(185,700)	
42 Non-Operating Revenue / (Expense)				
43 Property Tax Revenue	19,652	1,157,116	1,245,000	93%
44 Interest Revenue - Unrestricted	2,479	44,805	115,700	39%
45 Other Revenue and Reimbursements	(33,665)	250,847	54,400	461%
46 Miscellaneous Expense	(38)	(111,635)	(6,200)	1801%
47 Debt Issuance Costs	(45,500)	(45,500)	-	N/A
48 Net Non-Operating Revenue / (Expense)	(57,072)	1,295,633	1,408,900	92%
49 Net Total Revenue / (Expense)	(45,587)	1,202,250	1,223,200	98%
50 Other Unrestricted Cash Inflow / (Outflow)				
51 Transfer In - Debt Proceeds for Capital	(8,106)	609,883	1,206,000	51%
52 Capital Improvement Program (CIP)	8,106	(745,313)	(1,206,000)	62%
53 Debt Service - Principal and Interest	(23,991)	(327,934)	(901,100)	36%
54 Net Other Unrestricted Cash Inflow / (Outflow)	(23,991)	(463,364)	(901,100)	51%
55 Net Total Unrestricted Cash Inflow / (Outflow)	\$ (69,578)	\$ 738,886	\$ 322,100	229%

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		June 2024	YTD Actual	FY 24 Adopted Budget	YTD 100%
1	Water CIP				
2	Capital Improvements / Replacements				
3	Dimension Water Treatment Plant (DWTP) Office & Storage	\$ 11,584	\$ 21,196	\$ 350,000	6%
4	SCADA System Upgrades FY 24	(24,297)	130,737	280,000	47%
5	10" Pipeline Replacement - Cooks to Harris Grade	-	-	250,000	0%
6	PSPS Transfer Switch Upgrade - Water	-	5,180	60,000	9%
7	DWTP Vault Improvement	620	55,871	75,000	74%
8	Administration Office Remodel	-	29,014	-	N/A
9	Total Capital Improvements / Replacements	(12,093)	241,998	1,015,000	24%
10	Equipment				
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	-	N/A
15	Total Equipment	-	226,906	91,000	249%
16	Programs				
17	Pump Replacement Program - Water	-	13,750	50,000	28%
18	Pressure Regulating Valves (PRV) - Water	-	17,360	20,000	87%
19	Valve Replacements - Water	3,986	114,338	30,000	381%
20	Total Programs	3,986	145,448	100,000	145%
21	Unplanned Repairs/Expenses				
22	LED Lighting - DWTP Filter Building	-	12,131	-	N/A
23	Bronze Strainers for Meters	-	44,188	-	N/A
24	Repair at Topanga BPS	-	20,534	-	N/A
25	Repair Asphalt - Golf Ridge Line Break	-	20,547	-	N/A
26	Overlay Project - Valves	-	24,780	-	N/A
27	New Storage Bed for Truck	-	8,781	-	N/A
28	Total Unplanned Repairs/Expenses	-	130,962	-	N/A
29	Total Water CIP	\$ (8,106)	\$ 745,313	\$ 1,206,000	62%

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 June 30, 2024
(Unaudited)

	June 2024	YTD Actual	FY 24 Adopted Budget	YTD 100%
1 Operating Revenue				
2 Sewer Residential Charges	\$ 192,389	\$ 2,010,665	\$ 1,933,800	104%
3 Sewer Commercial Charges	18,862	210,797	189,800	111%
4 Customer Fees	12,617	180,830	281,100	64%
5 Uncollectable Accounts	-	-	(3,500)	0%
6 Total Operating Revenue	223,868	2,402,292	2,401,200	100%
7 Operating Expense				
8 Salaries and Benefits				
9 Employee/Director Wages	75,718	886,570	961,500	92%
10 Employee/Director Benefits	13,541	178,477	235,700	76%
11 Retiree Health Insurance	4,170	47,159	41,200	114%
12 Transfer In - 115 OPEB Trust Reimbursement	(4,170)	(47,159)	(41,200)	114%
13 CalPERS Retirement (Normal)	8,093	106,594	115,600	92%
14 CalPERS Unfunded Accrued Liability (Minimum)	-	76,658	79,200	97%
15 Payroll Taxes	4,509	51,781	73,200	71%
16 Total Salaries and Benefits	101,861	1,300,080	1,465,200	89%
17 Transmission and Distribution				
18 System Repairs and Maintenance	42,417	367,948	295,600	124%
19 T&D Electricity	21,637	246,868	196,300	126%
20 Vehicles and Equipment	4,226	42,363	39,300	108%
21 Safety, Supplies and Testing	1,094	15,770	41,200	38%
22 Total Transmission and Distribution	69,373	672,950	572,400	118%
23 General and Administrative				
24 Professional Services	40,723	227,982	184,900	123%
25 Office Maintenance, Supplies and Software	15,511	174,493	159,300	110%
26 District Insurance	-	41,642	42,600	98%
27 Dues and Memberships	526	94,550	122,000	77%
28 Public Outreach	4,867	21,838	18,300	119%
29 Customer Service and Billing	1,103	12,649	19,200	66%
30 Conference, Trainings and Travel	381	9,841	12,000	82%
31 Total General and Administrative	63,112	582,995	558,300	104%
32 Total Operating Expense	234,347	2,556,025	2,595,900	98%
33 Net Operating Revenue / (Expense)	(10,478)	(153,733)	(194,700)	79%
34 Non-Operating Revenue / (Expense)				
35 Property Tax Revenue	14,150	833,123	896,000	93%
36 Interest Revenue - Unrestricted	1,398	166,455	105,500	158%
37 Other Revenue and Reimbursements	(12,632)	32,012	7,300	439%
38 Miscellaneous Expense	(27)	(48,081)	(7,200)	668%
39 Debt Issuance Costs	(16,250)	(16,250)	-	N/A
40 Net Non-Operating Revenue / (Expense)	(13,362)	967,259	1,001,600	97%
41 Net Total Revenue / (Expense)	(23,840)	813,526	806,900	101%
42 Other Unrestricted Cash Inflow / (Outflow)				
43 Transfer In - Debt Proceeds for Capital	79,933	1,185,330	2,979,500	40%
44 Capital Improvement Program	(121,905)	(1,386,369)	(2,979,500)	47%
45 Debt Service - Principal and Interest	(1,712)	(34,840)	(554,100)	6%
46 Net Other Unrestricted Cash Inflow / (Outflow)	(43,684)	(235,879)	(554,100)	43%
47 Net Total Unrestricted Cash Inflow / (Outflow)	\$ (67,524)	\$ 577,646	\$ 252,800	228%

Acronym key:

OPEB - Other Post-Employment Benefits



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

Project	June 2024	YTD Actual	FY 24 Adopted Budget	YTD 100%
1 Wastewater CIP				
2 Capital Improvements / Replacements				
3 Golf Club Sewer Lift Station (SLS) Bypass Construction	\$ 21,545	\$ 610,569	\$ 1,800,000	34%
4 SCADA System Upgrades FY 24	(8,678)	46,692	100,000	47%
5 WWTP Hoffman Blower Building Rehabilitation	6,510	83,151	400,000	21%
6 Chiquita FY 24	-	117,940	178,000	66%
7 Heritage SLS Rehabilitation	-	6,065	100,000	6%
8 PSPS Transfer Switch Upgrade - Sewer	155	6,963	60,000	12%
9 WWTP Fiber Optic Upgrade	3,100	20,925	130,000	16%
10 El Toro SLS System Improvements	-	37,469	79,000	47%
11 Administration Office Remodel	-	10,362	-	N/A
12 Total Capital Improvements / Replacements	22,633	940,136	2,847,000	33%
13 Equipment				
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 Total Equipment	-	123,196	32,500	379%
20 Programs				
21 Manhole Recoating Program - Sewer	17,020	17,020	20,000	85%
22 Pump Replacement Program (Sewer)	-	52,027	50,000	104%
23 Wet Well Recoating	40,280	57,300	30,000	191%
24 Total Programs	57,300	126,347	100,000	126%
25 Unplanned Repairs/Expenses				
26 VFD Installs to Hoffman Blowers	-	16,680	-	N/A
27 Repairs to E SBR - WWTP	-	12,061	-	N/A
28 Repair Belt Press - WWTP	-	22,544	-	N/A
29 Via Allegre Emergency Bypass / Repairs	-	33,693	-	N/A
30 Overlay Project - Sewer Manholes	-	32,934	-	N/A
31 New Storage Bed for Truck	-	3,136	-	N/A
32 Repair to Vactor Truck	-	33,671	-	N/A
33 El Toro Road Force Main Repair	41,972	41,972	-	N/A
34 Total Unplanned Repairs/Expenses	41,972	196,691	-	N/A
35 Total Wastewater CIP	\$ 121,905	\$ 1,386,369	\$ 2,979,500	47%

Acronym key:

- SCADA - Supervisory Control and Data Acquisition System
- WWTP - Waste Water Treatment Plant
- PSPS - Public Safety Power Shutoff
- VFD - Variable Frequency Drive



Trabuco Canyon Water District
Budget to Actual - Recycled
For the period July 1, 2023 through June 30, 2024
(Unaudited)

	June 2024	YTD Actual	FY 24 Adopted Budget	YTD 100%
1 Operating Revenue				
2 Fixed / Capital Service Charges	\$ 17,163	\$ 142,287	\$ 142,200	100%
3 Variable Consumption Charges	164,514	959,214	995,400	96%
4 Customer Fees	-	9,474	7,300	130%
5 Uncollectable Accounts	-	-	(4,000)	0%
6 Total Operating Revenue	181,678	1,110,975	1,140,900	97%
7 Operating Expense				
8 Source of Supply				
9 Recycled Water Purchases	1,464	22,188	25,900	86%
10 Water Treatment	5,922	106,674	99,400	107%
11 Total Source of Supply	7,385	128,863	125,300	103%
12 Salaries and Benefits				
13 Employee/Director Wages	18,391	213,477	231,400	92%
14 Employee/Director Benefits	4,219	59,086	75,400	78%
15 Retiree Health Insurance	834	9,432	8,200	115%
16 Transfer In - 115 OPEB Trust Reimbursement	(834)	(9,432)	(8,200)	115%
17 CalPERS Retirement (Normal)	1,706	22,869	24,800	92%
18 CalPERS Unfunded Accrued Liability (Minimum)	-	17,340	18,000	96%
19 Payroll Taxes	902	10,356	16,800	62%
20 Total Salaries and Benefits	25,218	323,128	366,400	88%
21 Transmission and Distribution				
22 T&D Electricity	26,015	301,929	282,000	107%
23 System Repairs and Maintenance	7,755	57,580	29,600	195%
24 Vehicles and Equipment	1,001	9,676	8,600	113%
25 Safety, Supplies and Testing	14,805	113,603	157,600	72%
26 Total Transmission and Distribution	49,575	482,788	477,800	101%
27 General and Administrative				
28 Professional Services	8,145	49,815	36,800	135%
29 Office Maintenance, Supplies and Software	2,425	30,461	27,600	110%
30 District Insurance	-	8,328	8,800	95%
31 Dues and Memberships	105	55,904	36,600	153%
32 Public Outreach	973	4,368	3,600	121%
33 Customer Service and Billing	221	2,530	4,000	63%
34 Conference, Trainings and Travel	76	1,968	2,200	89%
35 Total General and Administrative	11,946	153,374	119,600	128%
36 Total Operating Expense	94,124	1,088,153	1,089,100	100%
37 Net Operating Revenue / (Expense)	87,553	22,822	51,800	
38 Non-Operating Revenue / (Expense)				
39 Property Tax Revenue	5,503	323,992	349,200	93%
40 Interest Revenue - Unrestricted	491	22,160	21,800	102%
41 Other Revenue and Reimbursements	(2,571)	801	1,800	45%
42 Miscellaneous Expense	(11)	(3,146)	(1,100)	286%
43 Debt Issuance Costs	(3,250)	(3,250)	-	N/A
44 Net Non-Operating Revenue / (Expense)	162	340,557	371,700	92%
45 Net Total Revenue / (Expense)	87,715	363,379	423,500	86%
46 Other Unrestricted Cash Inflow / (Outflow)				
47 Transfer In - Debt Proceeds for Capital	(31)	71,382	326,500	22%
48 Capital Improvement Program	31	(93,568)	(326,500)	29%
49 Debt Service - Principal and Interest	(342)	(6,968)	(81,400)	9%
50 Net Other Unrestricted Cash Inflow / (Outflow)	(342)	(29,153)	(81,400)	36%
51 Net Total Unrestricted Cash Inflow / (Outflow)	\$ 87,373	\$ 334,226	\$ 342,100	98%

Acronym key:

OPEB - Other Post-Employment Benefits



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

Project	June 2024	YTD Actual	FY 24 Adopted Budget	YTD 100%
1 Recycled Water CIP				
2 Capital Improvements / Replacements				
3 SCADA System Upgrades FY 24	\$ (1,736)	\$ 9,338	\$ 20,000	47%
4 Dove Recycled Booster Pump Station	1,705	5,890	100,000	6%
5 Recycled PRV Vault Improvements - Dove Canyon	-	1,395	200,000	1%
6 Administration Office Remodel	-	2,072	-	N/A
7 Capital Improvements / Replacements Total	(31)	18,696	320,000	6%
8 Equipment				
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 Equipment Total	-	53,006	6,500	815%
13 Unplanned Repairs/Expenses				
14 VFD Installs to Hoffman Blowers	-	4,170	-	N/A
15 Repairs to E SBR - WWTP	-	3,015	-	N/A
16 Repair Belt Press - WWTP	-	5,636	-	N/A
17 New Storage Bed for Truck	-	627	-	N/A
18 Repair to Vactor Truck	-	8,418	-	N/A
19 Total Unplanned Repairs/Expenses	-	21,866	-	N/A
20 Total Recycled Water CIP	\$ (31)	\$ 93,568	\$ 326,500	29%

Acronym key:

- SCADA - Supervisory Control and Data Acquisition System
- PRV - Pressure Regulating Valves
- VFD - Variable Frequency Drive

TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | AUGUST 8, 2024

FINANCIAL MATTERS
ITEM 6: OTHER MATTERS

RECOMMENDED ACTION:

Hear Other Matters from the General Manager or District Staff.

CONTACTS (staff responsible): PALUDI/PEREA