



**REGULAR BOARD MEETING AGENDA  
TRABUCO CANYON WATER DISTRICT  
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CALIFORNIA  
ADMINISTRATIVE FACILITY  
JANUARY 16, 2025 AT 5:30 PM**

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**BOARD OF DIRECTORS**

Edward Mandich, President  
Glenn Acosta, Vice President  
Mark Anderson, Director  
John Horst, Director  
Michael Safranski, Director

**DISTRICT STAFF**

Fernando Paludi, General Manager  
Michael Perea, District Secretary  
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 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. December 12, 2024 Special Board Meeting
2. December 19, 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. December 12, 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. November 2024

c. PAYMENT OF BILLS FOR CONSIDERATION

**RECOMMENDED ACTION:**

Ratify the payment of bills for consideration, Payroll and Payroll Taxes for December 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. December 4, 2024

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

**RECOMMENDED ACTION:**

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

1. November 4, 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. December 2024

#### **ITEM 6: DISCUSSION AND CONSIDERATION OF A RESOLUTION CONCERNING THE HOLDING OF REGULAR MEETINGS OF THE BOARD OF DIRECTORS AND AMENDING THE TCWD REGULAR BOARD MEETING DATE AND TIME**

**RECOMMENDED ACTION(S):**

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

#### **ITEM 7: DISCUSSION CONCERNING BOARD ROOM AUDIO/VISUAL SYSTEM UPGRADES**

**RECOMMENDED ACTION:**

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

### **ENGINEERING MATTERS**

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#### **ITEM 8: AGREEMENT AMENDMENT NO. 1 WITH W.M. LYLES FOR SCADA UPGRADE PROJECT – PHASE 2**

**RECOMMENDED ACTION:**

*Approve and authorize the General Manager to execute Amendment No. 1 to the SCADA Integration Services Agreement with W.M. Lyles Co. for a not-to-exceed amount of \$59,695 plus a 10% contingency of \$5,970 for a total Amendment not-to-exceed amount of \$65,665, and a total Agreement not-to-exceed amount of \$283,535.*

#### **ITEM 9: QUARTERLY CAPITAL IMPROVEMENT PROGRAM UPDATE**

**RECOMMENDED ACTION:**

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

### **LEGISLATIVE AND OTHER MATTERS**

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#### **ITEM 10: 2024 YEAR-END LEGISLATIVE REPORT**

**RECOMMENDED ACTION(S):**

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



**TRABUCO CANYON WATER DISTRICT  
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**ITEM 11: LOCAL GOVERNMENTAL AND LEGISLATIVE INFORMATIONAL MATTER(S)**

**RECOMMENDED ACTION(S):**

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

**ITEMS RECEIVED TOO LATE TO BE AGENDIZED**

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

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

**GENERAL COUNSEL REPORT**

**OTHER INFORMATION/MATTERS**

*Reports or comments from the General Manager and/or Staff*

**ADDITIONAL DIRECTORS' COMMENTS**

*Additional reports or comments from Directors*

**END ACTION CALENDAR & ADJOURNMENT**

**AVAILABILITY OF AGENDA MATERIALS**

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

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

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

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

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

**February 20, 2025 | March 20, 2025 | April 17, 2025**



**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | JANUARY 16, 2025**

**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. December 12, 2024 Special Board Meeting*
- 2. December 19, 2024 Regular Board Meeting*

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



## **MINUTES OF THE SPECIAL BOARD MEETING OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT | DECEMBER 12, 2024**

The Special Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD or District) conducted on December 12, 2024, was called to order by Vice President Edward Mandich 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**

Vice President Ed Mandich  
Director Glenn Acosta  
Director Mark Anderson  
Director John Horst  
Director Michael Safranski

### **STAFF PRESENT**

Fernando Paludi, General Manager  
Michael Perea, Assistant General Manager  
Lorrie Lausten, District Engineer  
Gary Kessler, Water Operations Superintendent  
Oscar Ulloa, Wastewater Operations Superintendent  
Jason Stroud, Maintenance Superintendent  
Karen Warner, Principal Accountant  
Roseann Lejsek, Executive Assistant  
Phil Serpas, CMMS/SCADA Administrator  
Other staff was present

### **DISTRICT CONSULTANTS**

Claire Collins, District General Legal Counsel – Hanson & Bridgett, LLP

### **PUBLIC PRESENT**

There were members of the public present.

### **PLEDGE OF ALLEGIANCE**

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

### **ADMINISTER OATH OF OFFICE FOR DIRECTORS ELECTED IN 2024 GENERAL ELECTION**

District Secretary, Mr. Perea, administered the oath of office to Director Anderson and Director Horst.

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

None

### **VISITOR PARTICIPATION**

None

**TRABUCO CANYON WATER DISTRICT  
SPECIAL MEETING OF THE BOARD OF DIRECTORS MINUTES | DECEMBER 12, 2024**

**ORAL COMMUNICATION**

Fred Yeakel – Mr. Yeakel addressed the Board of Directors with his concerns regarding the installation and necessity of a 2” water meter on his property at the time his property was built. Mr. Yeakel requested to be charged the same as other homes in the area.

Sue Marucci – Ms. Marucci addressed the Board of Directors with her concerns regarding the current rates and charges versus the cost of service. Ms. Marucci also expressed her concerns with the District’s indemnification form, and she requested that the existing Board members work with the newly elected Board members to fix these issues.

Alan Burnham – Mr. Burnham congratulated Directors Anderson and Horst on their election wins, and he stated that they will be a great asset to the community. Mr. Burnham also stated that he wanted to publicly apologize to Director Safranski for a discussion they had during the recall effort. Mr. Burnham noted that he would like everyone to work together.

**DIRECTOR’S COMMENTS**

Director Acosta offered his congratulations to the new Board members, and he stated that he is looking forward to working together to be more responsive and engaging with residents of the community.

Director Safranski welcomed the newly elected Board members, and he reported on the meetings he attended during the previous month.

Director Horst commented that along with Mr. Yeakel and Ms. Marucci, the community echoes their concerns, and he stated that it will be his priority to find solutions for better water rates.

Director Anderson stated that he was happy to be on the Board and is looking forward to meetings in the future.

Director Mandich stated that the Meter Downsizing Program will be placed on the agenda soon in hopes of coming to a satisfactory solution.

**REPORT FROM THE GENERAL MANAGER**

Mr. Paludi congratulated the newly elected Board members.

Mr. Paludi reported that Metropolitan Water District of Southern California’s (MET) Reverse Cyclic Program will an informational item on the January Regular Board Meeting agenda.

Mr. Paludi reported that Mr. Karl Seckel, a member of the Board of Directors with Municipal Water District of Orange County (MWDOC) extended an invitation the District’s Board members to attend a tour of the Groundwater Replenishment System (GWRS) through Orange County Water District (OCWD) as well as a tour of Los Angeles County Sanitation Districts in Carson. Mr. Paludi stated that the tour will be January 24, 2025 from 8am-5pm. Mr. Paludi stated that Mr. Seckel will be reaching out to the Directors for their interest in attending the tour.

**ACTION CALENDAR**

***ADMINISTRATIVE MATTERS***

**ITEM 1: BOARD MEMBER ORIENTATION AND WORKSHOP**

Mr. Paludi presented the Board of Directors with an overview of the District, as well as a summary of the Board members’ function and responsibilities. Mr. Paludi delivered a PowerPoint presentation that highlighted the

**TRABUCO CANYON WATER DISTRICT  
SPECIAL MEETING OF THE BOARD OF DIRECTORS MINUTES | DECEMBER 12, 2024**

services the District provides to its customers and the types of facilities and associated challenges in the service area. All members of the Board were provided with an onboarding binder that included copies of the District's governance documents, policies and procedures, financial information, and rates and charges information.

The meeting took a 10-minute break at 6:40 p.m. and reconvened at 6:50 p.m.

Ms. Collins presented a summary of the federal, state, and local laws and regulations applicable to the duties and responsibilities of the District's Board of Directors, specifically, Brown Act requirements for public meetings and conflict of interest rules and requirements.

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

**ADJOURNMENT**

Vice President Mandich adjourned the December 12, 2024 Special Board Meeting at 7:39 p.m.

DRAFT



## MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF TRABUCO CANYON WATER DISTRICT | DECEMBER 19, 2024

The Regular Meeting of the Board of Directors of the Trabuco Canyon Water District (TCWD or District) conducted on December 19, 2024, was called to order by Vice President Ed Mandich 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**

Vice President Ed Mandich  
Director Glenn Acosta  
Director Mark Anderson  
Director John Horst  
Director Michael Safranski

### **STAFF PRESENT**

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

### **DISTRICT CONSULTANTS**

Claire Collins, District General Legal Counsel - Hanson & Bridgett, LLP  
Ian Berg, Starting Line Advisory

### **PUBLIC PRESENT**

There were members of the public present.

### **PLEDGE OF ALLEGIANCE**

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

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

Mr. Paludi reported that District staff request to add an item that was prepared after the posting of the agenda, and requested that the item too late to be agendized be added as follows:

### **ITEM 14: JOINT COMMENT LETTER RE: PUBLIC REVIEW DRAFT OF THE OCWD MUNICIPAL SERVICE REVIEW**

**MOTION:** Approve adding Item 14 to the agenda for Board consideration – Director Acosta

**SECOND:** Director Safranski

**AYES:** Directors Mandich, Acosta, Anderson, Horst and Safranski

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

**MOTION PASSED/FAILED:** Passed 5 – 0

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING MINUTES | DECEMBER 19, 2024**

**VISITOR PARTICIPATION**

None

**ORAL COMMUNICATION**

Ray Chandos – Mr. Chandos addressed the Board of Directors with his concerns related to the acoustics in the District’s Board Room, which he stated makes hearing the meeting difficult. Mr. Chandos requested improved communication at meetings and made suggestions to improve the transparency of meetings. Mr. Chandos expressed his concern with the release date of meeting minutes. Mr. Chandos also expressed his concern with the District’s marketing consultant costs. Mr. Chandos suggested adding rates as an item on the Regular Board Meeting agenda every month along with a progress report, as well as exploring consolidation.

Al Burnham -Mr. Burnham addressed the Board of Directors with his concerns regarding the Regular Board Meeting time, and he suggested changing the meeting time to later in the evening. Mr. Burnham requested that the District look into a new Audio/Visual (A/V) System in the Board Room to assist with the poor acoustics as well as improved transparency with meeting recordings. Mr. Burnham expressed his concerns with the General Manager’s proposed employment contract amendment, and he stated that this item should be tabled until the rate issue is resolved.

Gloria Sefton – Ms. Sefton addressed the Board of Directors with her concerns regarding the District’s rates and charges. Ms. Sefton echoed Mr. Chandos’ and Mr. Burnham’s comments, and she expressed her opposition to the General Manager’s proposed employment contract amendment. Ms. Sefton requested information regarding the work being done at the Ground Water Treatment Facility (GWTF), and she expressed her concerns with proper permitting for completion of the work.

**DIRECTOR’S COMMENTS**

Director Anderson thanked staff for providing the onboarding binder, which he stated will help inform him about the District.

Director Horst commented that he has been reading the onboarding material and is ready to dive in.

Director Safranski wished everyone Happy Holidays and a Happy New Year.

Director Acosta commented that the results of the election have shown that the District can do things better, and that he is looking forward to working with the new Directors.

Director Mandich had no comments.

**REPORT FROM THE GENERAL MANAGER**

Mr. Paludi reported on the following matters:

- The District’s January Engineering/Operational Committee Meeting has been rescheduled from January 1, 2025 to January 8, 2025, due to the New Year’s Day holiday.
- The Golf Club Sewer Lift Station Rehabilitation Project has been completed, and staff would like to schedule a site visit for the Board of Directors. Mr. Paludi stated that Mr. Perea will be reaching out to the Board members to schedule the visit.
- Due to the Airport Fire, Orange County Public Works (OCPW) is performing work at Trabuco Creek to prepare for debris flows down the watershed during the wet season.

Mr. Perea provided a reminder to the Board members that their Statement of Economic Interests Form (Form 700) will need to be completed no later than April 1, 2025.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING MINUTES | DECEMBER 19, 2024**

**CONSENT CALENDAR**

Vice President Mandich 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 consent calendar as presented – Director Acosta  
**SECOND:** Director Mandich  
**AYES:** Directors Mandich, Acosta, Anderson, Horst & 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 November 2024 – Director Acosta  
**SECOND:** Director Safranski  
**AYES:** Directors Mandich, Acosta, Anderson, Horst & Safranski  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None  
**MOTION PASSED/FAILED:** Passed 5 – 0

**ITEM 5: ELECTION OF BOARD OFFICERS**

Pursuant to the District's rules and regulations, Mr. Paludi requested nominations for the position of President of the Trabuco Canyon Water District Board of Directors.

Director Safranski nominated Director Mandich for the position and Director Mandich accepted the nomination.

Director Horst nominated Director Anderson for the position and Director Anderson accepted the nomination.

Discussion occurred among the Board members regarding the position of Board President.

**MOTION:** Elect Director Edward Mandich as President of the Board of Directors of Trabuco Canyon Water District – Director Safranski  
**SECOND:** Director Acosta  
**AYES:** Directors Mandich, Acosta, Anderson, Horst & Safranski  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None  
**MOTION PASSED/FAILED:** Passed 5 – 0

Mr. Paludi requested nominations for the position of Vice President of the Board of Directors of Trabuco Canyon Water District.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING MINUTES | DECEMBER 19, 2024**

Director Horst nominated Director Anderson for the position and Director Anderson accepted the nomination.

Director Mandich nominated Director Acosta for the position and Director Acosta accepted the nomination.

Discussion occurred among the Board members regarding the position of Board Vice President.

**MOTION:** Elect Director Mark Anderson as Vice President of the Board of Directors of Trabuco Canyon Water District – Director Horst

**SECOND:** Director Anderson

**AYES:** Directors Anderson & Horst

**NOES:** Directors Mandich, Acosta & Safranski

**ABSTAIN:** None

**ABSENT:** None

**MOTION PASSED/FAILED:** Failed 2 – 3

**MOTION:** Elect Director Glenn Acosta as Vice President of the Board of Directors of Trabuco Canyon Water District – Director Mandich

**SECOND:** Director Safranski

**AYES:** Directors Mandich, Acosta & Safranski

**NOES:** Directors Anderson & Horst

**ABSTAIN:** None

**ABSENT:** None

**MOTION PASSED/FAILED:** Passed 3 – 2

**ITEM 6: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO CALENDAR YEAR 2025 BOARD MEMBER COMMITTEE APPOINTMENTS AND AGENCY REPRESENTATIVE ASSIGNMENTS**

Mr. Paludi presented this matter for Board consideration, and he reported that a current Committee Members and Agency Representatives list and meeting descriptions have been included for Board review and consideration. Discussion occurred regarding the basis for Committee meetings in vetting items before being forwarded to the Board for consideration. Director Horst expressed his concerns about voting on Board items, if not a part of the discussion at the Committee level and requested to change all Committee meetings to Board meetings. Ms. Collins stated that a Board member may attend a Committee meeting but may not contribute to the meeting as not to violate quorum rules in relation to the Brown Act. Further discussion occurred concerning certain meeting assignments and schedules. President Mandich assigned positions and representative assignments for Calendar Year 2025. President Mandich indicated that Directors Anderson and Horst will hold the member positions of their respective District committee assignments for three months, and then assume the position of Committee Chair.

**ACTION:** President Mandich assigned the Director positions and representative assignments for Calendar Year 2025

**ITEM 7: DISCUSSION AND POSSIBLE ACTION(S) RELATED TO TCWD'S METER DOWNSIZING PROGRAM**

Mr. Paludi presented this matter for Board consideration, and he provided a brief history of the program. President Mandich suggested eliminating the indemnity form requirement from the Meter Downsizing Program, and provided alternative solutions for customers with fire suppression systems wanting to downsize their meter. Discussion occurred regarding changes to the application form and Ms. Collins shared a redline draft of changes to the application for discussion. Discussion also occurred regarding crediting customers who apply for a meter downsizing and the timeline for submission.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING MINUTES | DECEMBER 19, 2024**

Jay Gentile - Mr. Gentile addressed the Board of Directors regarding his concerns with the current Meter Downsizing program and the District's concerns with future liability.

Catalina Garcia – Ms. Garcia allotted her time to Sue Marucci. Ms. Marucci provided the Board with multiple handouts, and she addressed the Board of Directors with her concerns over the District's rates versus the cost of service. Ms. Marucci also expressed her concerns with the hydrant pressure in her neighborhood, and she stated that she would like the Board to consider refunding customers who participate in the Meter Downsizing Program for the difference in rates.

Fred Yeakel – Mr. Yeakel stated that the current meeting time is difficult for him to arrive on time, and he asked that the Board change the meeting time to 6:00 p.m.

President Mandich summarized the proposed changes to the program application and approval process for Board consideration.

- MOTION:** Amend the Meter Downsizing Program to remove the Indemnity Form and approve the redlined changes to the Meter Downsizing Application Form – Director Acosta
- SECOND:** Director Horst
- AYES:** Directors Mandich, Acosta, Anderson, Horst & Safranski
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None
- MOTION PASSED/FAILED:** Passed 5 – 0

**ITEM 8: UPDATE ON METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA (MET) REVERSE CYCLIC PROGRAM**

Mr. Paludi presented this matter for Board consideration, and he provided an overview of MET's Reverse Cyclic Program. Mr. Paludi reported that MET has developed the program as a financial and resource management tool which will allow member agencies to pre-purchase both treated and untreated water at the current full-service rate for deferred delivery in a future year. Mr. Paludi provided a brief summary of MET's large rate increases in the coming years, and he stated that although the Program does help to lock in water purchases at the current rates, the District is not in the financial position to take advantage of the Program.

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

**ACTION CALENDAR  
FINANCIAL MATTERS**

**ITEM 9: PRESENTATION OF TRABUCO CANYON WATER DISTRICT'S FISCAL YEAR 2023-24 ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR)**

Mr. Paludi presented this matter for Board consideration, and he introduced the District's accounting and financial services consultant, Ian Berg, with Starting Line Advisory. Mr. Berg delivered a PowerPoint presentation that highlighted the District's financial position as of FY 2023-24 in comparison to FY 2022-23. Discussion occurred regarding an annual review of the District's rates and charges and potential for reduction, dependent upon the District's financial position.

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

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING MINUTES | DECEMBER 19, 2024**

**ITEM 10: CONSIDERATION OF LINE BREAK BILLING ADJUSTMENT FOR DOVE CANYON MASTER ASSOCIATION**

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Mr. Paludi presented this matter for Board consideration, and he reported this matter was reviewed with the Finance/Audit Committee. Mr. Perea provided a summary of Dove Canyon Master Association’s (DCMA) request for a line break adjustment due to a series of line breaks to their recycled water distribution system in May 2024. Mr. Perea provided an overview of the District’s long-standing administrative procedure, which allows customers to request an account adjustment due to line breaks. Discussion occurred among the Board regarding the District’s financial responsibility versus the customer’s financial responsibility for line breaks within their system. The Board failed to move this item forward for a vote and the adjustment was not approved.

**MOTION:** No action was taken.

**ACTION CALENDAR**

**ENGINEERING MATTERS**

**ITEM 11: DOVE RECYCLED WATER PUMP STATION IMPROVEMENTS DESIGN AWARD**

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Mr. Paludi presented this matter for Board consideration, and he reported that this item was reviewed with the Engineering/Operations Committee. Ms. Lausten provided a summary of Phase 1 of the project, and she provided an overview of the RFP process for phase 2. Mr. Lausten stated that the District solicited proposals from eight firms for Design Engineering Services and received two bids. Ms. Lausten provided a proposal comparison and discussion occurred regarding the difference in bid amounts as well as the bid process.

**MOTION:** Award a professional services agreement for the Dove Recycled Pump Station Improvements for Engineering Design to JIG Consultants in the amount of \$253,450, plus a 10% contingency of \$25,345, for a not-to-exceed amount of \$278,795 – Director Acosta

**SECOND:** Director

**AYES:** Directors Mandich, Acosta, Anderson, Horst & Safranski

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

**MOTION PASSED/FAILED:** Passed 5 –0

**ITEM 12: ROBINSON RANCH WASTEWATER TREATMENT PLANT BLOWER MODIFICATIONS PROJECT – SOUND STUDY**

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Mr. Paludi presented this matter for Board consideration, and he reported that this item was reviewed with the Engineering/Operations Committee. Ms. Lausten provided a summary of the current issues with the locations of the blowers. Discussion occurred regarding the possibility of unforeseen noise issues and potential solutions. Ms. Lausten added that sound panels are currently being designed in order to seek reliable quotes on construction and installation costs in the event they are necessary to mitigate any potential noise issues.

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

**ACTION CALENDAR**

**LEGISLATIVE AND OTHER MATTERS**

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

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There were no items presented.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING MINUTES | DECEMBER 19, 2024**

**ITEMS RECEIVED TOO LATE TO BE AGENDIZED**

**ITEM 14: JOINT COMMENT LETTER RE: PUBLIC REVIEW DRAFT OF THE OCWD MUNICIPAL SERVICE REVIEW**

Mr. Paludi presented this matter for Board consideration, and he reported that Orange County Water District (OCWD) paid for a feasibility study through Orange County Local Agency Formation Commission (OC LAFCO) for potential consolidation with Municipal Water District of Orange County (MWDOC). Mr. Paludi noted that the District has a voice in this matter due to its predominant dependency on imported water purchased from Metropolitan Water District of Southern California (MET) and does not see a potential benefit to the consolidation of OCWD and MWDOC. Mr. Paludi added that South Orange County Agencies Group (SOCAG) has requested that member agencies collectively provide comments to the Orange County Agency Formation Commission (OC LAFCO) by December 30.

**MOTION:** Authorize Trabuco Canyon Water District’s participation in the South Orange County Agencies Group’s comment letter to LAFCO on the Public Review Draft of the OCWD MSR – Director Safranski

**SECOND:** Director Acosta

**AYES:** Directors Mandich, Acosta, Anderson, Horst & Safranski

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

**MOTION PASSED/FAILED:** Passed 5 –0

**GENERAL COUNSEL REPORT**

None

**OTHER INFORMATION/MATTERS**

None

**ADDITIONAL DIRECTORS’ COMMENTS**

Director Acosta wished everyone a Happy Holidays, and he requested to add two items to the agenda for January’s Regular Board Meeting concerning the Board Meeting time as well as revisiting the District’s proposal for Board Room Audio/Visual System upgrades.

Director Anderson stated that the General Manager’s compensation will be deferred until the January Regular Board Meeting Closed Session.

**ADJOURNMENT**

President Mandich adjourned the December 19, 2024 Regular Board Meeting at 8:40 p.m.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | JANUARY 16, 2025**

**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. December 12, 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. November 2024*

c. *PAYMENT OF BILLS FOR CONSIDERATION*

**RECOMMENDED ACTION:**

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

**EXHIBITS:**

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

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



**TRABUCO CANYON WATER DISTRICT  
FINANCE/AUDIT COMMITTEE MEETING RECAP | DECEMBER 12, 2024**

---

**DIRECTORS PRESENT**

Glenn Acosta, Committee Member  
Edward Mandich, Committee Member Alternate

**STAFF PRESENT**

Fernando Paludi, General Manager  
Michael Perea, Assistant General Manager  
Lorrie Lausten, District Engineer  
Karen Warner, Principal Accountant  
Roseann Lejsek, Executive Assistant  
Phil Serpas, SCADA/CMMS Administrator

**STAFF ABSENT**

None

**CONSULTANTS PRESENT**

Ian Berg, Starting Line Advisory

**PUBLIC PRESENT**

None

**CALL MEETING TO ORDER**

Director Acosta called the December 12, 2024 Finance/Audit Committee Meeting to order at 11:00 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:

- Southern California Edison (SCE) had a Public Safety Power Shutoff (PSPS) outage earlier in the week due to high wind warnings. No incidents were reported; however, the Canyon facilities did lose power.
- Orange County Public Works (OCPW) has been proactively working on heightening and hardening the berm in front of the District's Ground Water Treatment Facility (GWTF). Mr. Paludi stated that OCPW has drawn up a design and will begin the work next week.

**TRABUCO CANYON WATER DISTRICT  
FINANCE AUDIT COMMITTEE MEETING RECAP | DECEMBER 12, 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.

**RECOMMENDATION:** The Committee recommended forwarding this matter to the Board of Directors (Consent Calendar).

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

---

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

**RECOMMENDATION:** Recommend the Board of Directors ratify the Directors' fees and expenses for November 2024 and tentative future meetings/attendance (Action Calendar).

**ITEM 3: UPDATE ON METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA (MET) REVERSE CYCLIC PROGRAM**

---

Mr. Paludi presented this matter for Committee consideration, and he provided an overview of MET's Reverse Cyclic Program. Mr. Paludi reported that MET has developed the program as a financial and resource management tool which will allow member agencies to pre-purchase both treated and untreated water at the current full-service rate for deferred delivery in a future year. Mr. Paludi reported that Municipal Water District of Orange County (MWDOC) asked member agencies for their interest in the program, and he stated that the District has decided not to participate.

**RECOMMENDATION:** The Committee recommended forwarding this matter to the Board of Directors as an informational item. (Action Calendar).

**ITEM 4: PRESENTATION OF TRABUCO CANYON WATER DISTRICT'S FISCAL YEAR 2023-24 ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR)**

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Mr. Paludi presented this matter for Committee consideration, and he introduced the District's accounting and financial services consultant, Ian Berg, with Starting Line Advisory. Mr. Berg reported that the District's financial statements were prepared by District staff and audited by certified independent auditors Nigro & Nigro LLP. Mr. Berg stated that Nigro & Nigro LLP presented a clean opinion of the District's FY 2023-24 financial statements. Mr. Berg presented a summary of the District's financial position as of FY 2023-24, and he highlighted the change to the District's financial position from FY 2022-23.

**RECOMMENDATION:** The Committee recommended forwarding this matter to the Board of Directors as an informational item. (Action Calendar).

**ITEM 5: CONSIDERATION OF LINE BREAK BILLING ADJUSTMENT FOR DOVE CANYON MASTER ASSOCIATION**

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Mr. Paludi presented this matter for Committee consideration. Mr. Perea provided a summary of Dove Canyon Master Association's (DCMA) request for a line break adjustment due to a series of line breaks to their recycled water distribution system in May 2024. Mr. Perea provided an overview of the District's long-standing administrative procedure, which allows customers to request an account adjustment due to line breaks. Mr. Perea added that this request requires approval by the Board due to the dollar amount consistent with District policy.

**TRABUCO CANYON WATER DISTRICT  
FINANCE AUDIT COMMITTEE MEETING RECAP | DECEMBER 12, 2024**

**RECOMMENDATION:** Recommend the Board of Directors approve a line break account adjustment in the amount of \$2,468.40 for Dove Canyon Master Association consistent with District General Policy & Rules and Regulations. (Action Calendar).

**ITEM 6: FINANCIAL REPORT**

---

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

***WATER FUND***

***Total Operating Revenue***

Ms. Warner reported that this line item was trending higher than budgeted for the year.

***Total Source of Supply***

Ms. Warner reported that this line item was trending higher than budgeted for the year.

***Total Salaries & Benefits***

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

***Total Transmission & Distribution***

Ms. Warner reported that this line item was trending higher than budgeted for the year.

***Total General & Administrative***

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

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

Ms. Warner reported that this line item was trending higher than budgeted for the year.

***District Capital – Water***

Ms. Warner reviewed the capital improvement costs accrued in October 2024, including costs associated with the following: SCADA System Upgrades, Water Transmission Pipeline Upsizing, Valve Replacements – Water, 16” Repair – El Toro Bike Path, Filter grate replacements - #1 & 2.

***SEWER FUND***

***Total Operating Revenue***

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

***Total Salaries & Benefits***

Ms. Warner reported that this line item was trending slightly lower than budgeted for the year.

***Total Transmission & Distribution***

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

***Total General & Administrative***

Ms. Warner reported that this line item trended lower than budgeted for the year.

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

Ms. Warner reported that this line item showed a positive increase in sewer reserves for the year.

**TRABUCO CANYON WATER DISTRICT  
FINANCE AUDIT COMMITTEE MEETING RECAP | DECEMBER 12, 2024**

***District Capital – Sewer***

Ms. Warner reviewed the capital improvement costs accrued in October 2024, including the following: Golf Club Sewer Lift Station (SLS) Rehabilitation, SCADA System Upgrades, WWTP Hoffman Blower Building Rehabilitation, Heritage Sewer Lift Station Rehabilitation, Chiquita FY25 Quarterly Bill, Pump Replacement – WWTP.

***RECYCLED WATER FUND***

***Total Operating Revenue***

Ms. Warner reported that this line item was trending higher than budgeted for the year due to higher-than-normal recycled water sales.

***Total Source of Supply***

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

***Total Salaries & Benefits***

Ms. Warner reported that this line item was trending slightly lower than budgeted for the year.

***Total Transmission & Distribution***

Ms. Warner reported that this line item was trending slightly lower than budgeted for the year.

***Total General & Administrative***

Ms. Warner reported that this line item trended lower than budgeted for the year.

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

Ms. Warner reported that this line item trended higher than the budgeted increase of recycled water reserves for the year.

***District Capital – Recycled Water***

Ms. Warner reviewed the capital improvement costs accrued in October 2024, including the following: SCADA System Upgrade and Dove Lake Repairs.

**RECOMMENDATION:** Recommend the Board of Directors receive and file this information (Action Calendar).

**ITEM 7: OTHER MATTERS**

---

Discussion occurred regarding rate comparisons with other Districts, and Director Acosta asked staff to put together a comparison of the District's rates versus other agencies. Director Acosta stated that this comparison may answer customers' questions and help put context to the District's rates.

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

**ADJOURNMENT**

Director Acosta adjourned the December 12, 2024 Finance/Audit Committee Meeting at 11:55 a.m.



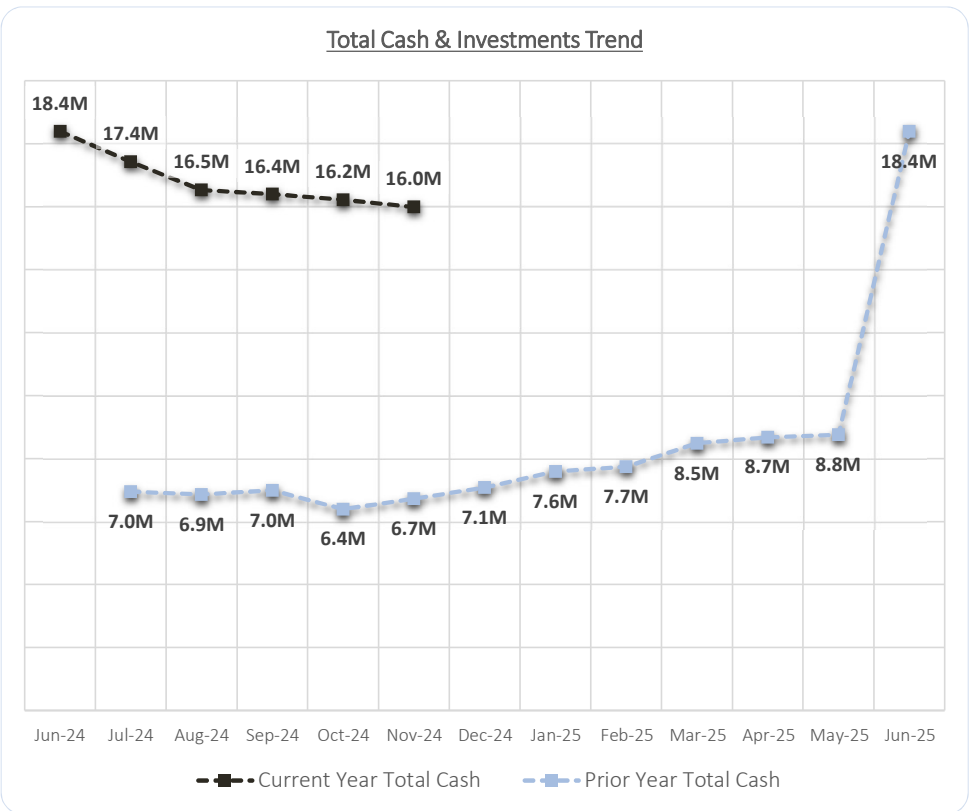
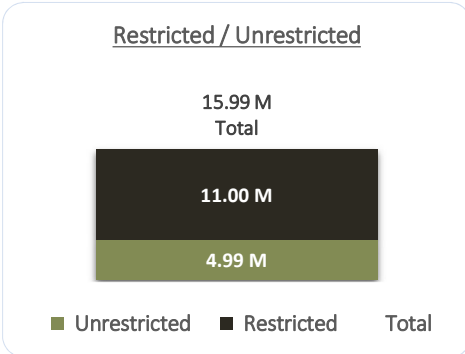
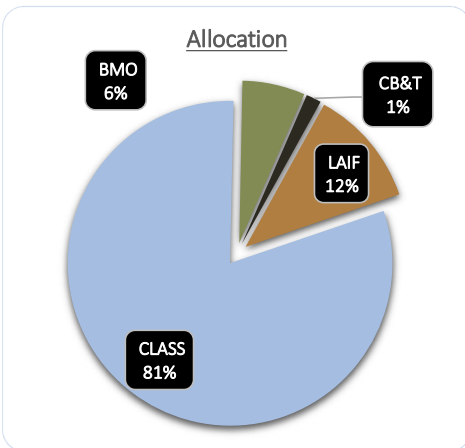
# Trabuco Canyon Water District

## Cash & Investments

As of November 30, 2024

(Unaudited)

	Restricted / Unrestricted	Type	Yield	Cost	Market	% Portfolio
<b>Local Agency Investment Fund (LAIF)</b>						
LAIF	Unrestricted	Investment	4.477%	\$ 596,951	\$ 598,182	3.7%
LAIF Water Storage Facilities	Restricted	Investment	4.477%	1,148,067	1,150,434	7.2%
LAIF Interim Sewage	Restricted	Investment	4.477%	128,343	128,608	0.8%
LAIF 2022 Credit Line Proceeds	Restricted	Investment	4.477%	-	-	0.0%
<b>Total LAIF</b>				<b>1,873,362</b>	<b>1,877,223</b>	<b>11.7%</b>
<b>California Cooperative Liquid Assets Securities System (CLASS)</b>						
CLASS	Unrestricted	Investment	4.827%	3,395,741	3,396,666	21.2%
CLASS 2024 Debt Proceeds	Restricted	Investment	4.827%	9,485,563	9,488,148	59.3%
<b>Total CLASS</b>				<b>12,881,304</b>	<b>12,884,814</b>	<b>80.5%</b>
BMO Checking	Unrestricted	Cash	0.000%	997,383	997,383	6.2%
CB&T Checking (SRF Loan Covenant)	Restricted	Cash	0.400%	239,420	239,420	1.5%
<b>Total Cash &amp; Investments</b>				<b>\$ 15,991,468</b>	<b>\$ 15,998,840</b>	<b>100.0%</b>





# Trabuco Canyon Water District

## Balance Sheet

As of November 30, 2024  
(Unaudited)

		November 2024
<b>1</b>	<b>Assets</b>	
<b>2</b>	<b>Cash &amp; Investments</b>	
3	Cash & Investments - Unrestricted	\$ 4,990,075
4	Cash & Investments - Restricted	11,001,393
<b>5</b>	<b>Total Cash &amp; Investments</b>	<b>15,991,468</b>
<b>6</b>	<b>Other Current Assets</b>	
7	Accounts Receivable, Net	2,895,495
8	Prepaid & Other	500,233
9	Fair Market Value Adjustment <sup>1</sup>	(8,058)
<b>10</b>	<b>Total Other Current Assets</b>	<b>3,387,669</b>
<b>11</b>	<b>Capital Assets</b>	
12	Capital Assets, at Cost	129,008,350
13	Accumulated Depreciation	(86,654,538)
14	Construction in Progress	5,839,764
<b>15</b>	<b>Total Capital Assets</b>	<b>48,193,576</b>
16	Net OPEB Asset	201,692
17	Deferred Outflows of Resources (DOR)	2,822,616
<b>18</b>	<b>Total Assets &amp; DOR</b>	<b>\$ 70,597,021</b>
<b>19</b>	<b>Liabilities</b>	
<b>20</b>	<b>Current Liabilities</b>	
21	Accounts Payable	\$ 2,104,907
22	Accrued Expenses	614,846
23	Current Portion-Long Term Debt	97,153
24	Deposits on Hand	61,123
<b>25</b>	<b>Total Current Liabilities</b>	<b>2,878,029</b>
<b>26</b>	<b>Long-Term Liabilities</b>	
27	Net Pension Liability	5,352,817
28	State Revolving Fund Loan	1,482,584
29	Debt Issuance 2024	20,508,000
<b>30</b>	<b>Total Long Term Liabilities</b>	<b>27,343,401</b>
31	Deferred Inflows of Resources (DIR)	471,211
<b>32</b>	<b>Total Liabilities &amp; DIR</b>	<b>30,692,641</b>
<b>33</b>	<b>Total Net Position</b>	<b>39,904,381</b>
<b>34</b>	<b>Total Liabilities, Net Position &amp; DIR</b>	<b>\$ 70,597,021</b>

<sup>1</sup> Changes in LAIF and CLASS fair market values are recorded annually at June 30th. The fair market value balance will differentiate from the cash and investments report throughout the year, which reports fair market value on a monthly basis.

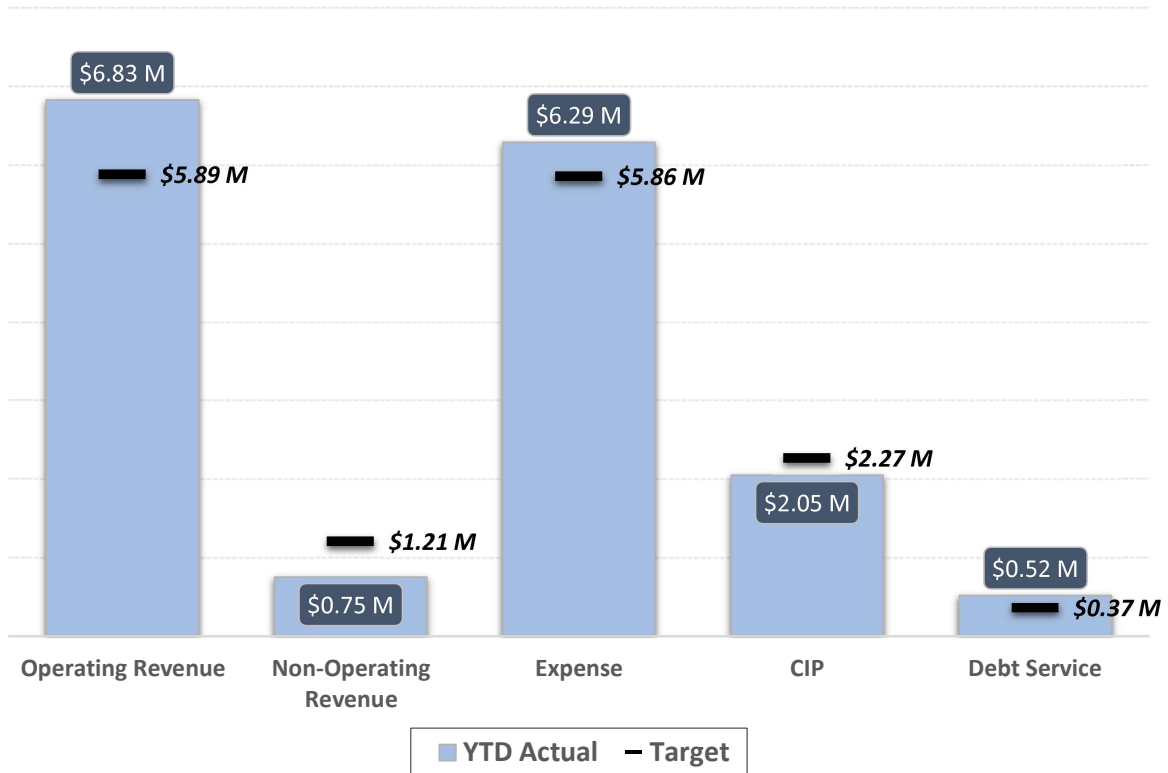


## Trabuco Canyon Water District District Budget v. Actual Summary

November 2024  
(Unaudited)

	November 2024	YTD Actual	FY 25 Adopted Budget	YTD 42%
<b>1 Revenue</b>				
2 Operating Revenue	\$ 1,306,273	\$ 6,828,461	\$ 14,125,200	48%
3 Non-Operating Revenue	432,391	752,873	2,901,000	26%
<b>4 Total Revenue</b>	<b>1,738,664</b>	<b>7,581,334</b>	<b>17,026,200</b>	<b>45%</b>
<b>5 Expense</b>				
6 Source of Supply	422,466	2,656,591	4,904,400	54%
7 Salaries and Benefits	433,265	2,161,249	5,344,100	40%
8 Transmission and Distribution	132,301	599,645	1,581,600	38%
9 General and Administrative	260,211	872,408	2,218,000	39%
10 Miscellaneous Expense	937	1,986	18,100	11%
<b>11 Total Expense</b>	<b>1,249,180</b>	<b>6,291,879</b>	<b>14,066,200</b>	<b>45%</b>
<b>12 Net Revenue / (Expense)</b>	<b>489,484</b>	<b>1,289,455</b>	<b>2,960,000</b>	<b>44%</b>
13 Transfer In - Debt Proceeds for Capital	549,465	1,667,558	5,441,589	31%
14 Capital Improvement Program (CIP)	(593,817)	(2,047,157)	(5,441,589)	38%
15 Debt Service - Principal and Interest	(103,673)	(518,367)	(881,600)	59%
<b>16 Est. Net Cash Inflow / (Outflow)</b>	<b>\$ 341,458</b>	<b>\$ 391,489</b>	<b>\$ 2,078,400</b>	<b>19%</b>

### YTD Actuals v. YTD Target Budget





## Trabuco Canyon Water District Water Budget v. Actual

November 2024  
(Unaudited)

	November 2024	YTD Actual	FY 25 Adopted Budget	YTD 42%
<b>1 Operating Revenue</b>				
2 Fixed / Capital Service Charges	\$ 308,190	\$ 1,505,418	\$ 3,532,800	43%
3 Variable Consumption Charges	496,367	2,506,252	4,135,900	61%
4 Baker Treatment Plant Water Sales	76,391	628,250	2,115,600	30%
5 Customer Fees	23,756	64,955	149,000	44%
6 Standby Charges	3,384	3,392	37,900	9%
7 Uncollectable Accounts	-	10	(25,300)	0%
<b>8 Total Operating Revenue</b>	<b>908,088</b>	<b>4,708,277</b>	<b>9,945,900</b>	<b>47%</b>
<b>9 Operating Expense</b>				
<b>10 Source of Supply</b>				
11 Fixed Water Purchases	34,300	157,204	406,300	39%
12 Variable Water Purchases	275,155	1,676,459	2,210,900	76%
13 Baker Treatment Plant Water Sold	62,939	488,576	1,578,700	31%
14 Water Treatment	14,444	88,480	213,000	42%
15 Pumping Electricity	27,782	178,923	340,800	53%
<b>16 Total Source of Supply</b>	<b>414,619</b>	<b>2,589,641</b>	<b>4,749,700</b>	<b>55%</b>
<b>17 Salaries and Benefits</b>				
18 Employee/Director Wages	185,047	898,321	2,191,700	41%
19 Employee/Director Benefits	37,686	214,144	547,700	39%
20 Retiree Health Insurance	11,312	57,285	179,300	32%
21 Transfer In - 115 OPEB Trust Reimbursement	(11,312)	(57,285)	(179,300)	32%
22 CalPERS Retirement (Normal)	30,227	144,934	349,500	41%
23 CalPERS Unfunded Accrued Liability (Minimum)	18,725	93,626	171,400	55%
24 Payroll Taxes	11,299	65,691	160,900	41%
<b>25 Total Salaries and Benefits</b>	<b>282,984</b>	<b>1,416,716</b>	<b>3,421,200</b>	<b>41%</b>
<b>26 Transmission and Distribution</b>				
27 System Repairs and Maintenance	27,884	106,423	201,800	53%
28 Vehicles and Equipment	11,194	44,746	90,300	50%
29 Safety, Supplies and Testing	4,550	26,111	78,600	33%
<b>30 Total Transmission and Distribution</b>	<b>43,628</b>	<b>177,279</b>	<b>370,700</b>	<b>48%</b>
<b>31 General and Administrative</b>				
32 Professional Services	96,763	280,811	635,500	44%
33 Office Maintenance, Supplies and Software	51,131	157,888	330,900	48%
34 District Insurance	11,900	56,823	137,600	41%
35 Dues and Memberships	5,281	27,842	101,200	28%
36 Public Outreach	6,160	25,282	138,300	18%
37 Customer Service and Billing	6,341	25,328	77,800	33%
38 Conference, Trainings and Travel	910	12,564	31,900	39%
<b>39 Total General and Administrative</b>	<b>178,487</b>	<b>586,537</b>	<b>1,453,200</b>	<b>40%</b>
<b>40 Total Operating Expense</b>	<b>919,718</b>	<b>4,770,173</b>	<b>9,994,800</b>	<b>48%</b>
<b>41 Net Operating Revenue / (Expense)</b>	<b>(11,630)</b>	<b>(61,896)</b>	<b>(48,900)</b>	
<b>42 Non-Operating Revenue / (Expense)</b>				
43 Property Tax Revenue	189,236	211,503	1,147,500	18%
44 Interest Revenue - Unrestricted	22,829	101,551	31,000	328%
45 Interest Revenue - Restricted	-	13,455	40,400	33%
46 Other Revenue and Reimbursements	2,552	13,169	59,200	22%
47 Miscellaneous Expense	(469)	(1,183)	(6,500)	18%
<b>48 Net Non-Operating Revenue / (Expense)</b>	<b>214,149</b>	<b>338,494</b>	<b>1,271,600</b>	<b>27%</b>
<b>49 Net Total Revenue / (Expense)</b>	<b>202,520</b>	<b>276,599</b>	<b>1,222,700</b>	<b>23%</b>
<b>50 Other Unrestricted Cash Inflow / (Outflow)</b>				
51 Transfer In - Debt Proceeds for Capital	32,024	107,860	903,729	12%
52 Capital Improvement Program (CIP)	(41,822)	(352,333)	(903,729)	39%
53 Debt Service - Principal and Interest	(52,326)	(261,629)	(526,500)	50%
<b>54 Net Other Unrestricted Cash Inflow / (Outflow)</b>	<b>(62,124)</b>	<b>(506,103)</b>	<b>(526,500)</b>	<b>96%</b>
<b>55 Net Total Unrestricted Cash Inflow / (Outflow)</b>	<b>\$ 140,396</b>	<b>\$ (229,504)</b>	<b>\$ 696,200</b>	



# Trabuco Canyon Water District

## Water CIP

November 2024

(Unaudited)

Project	November 2024	YTD Actual	FY 25 Adopted Budget	YTD 42%
<b>1 Water CIP</b>				
<b>2 Capital Improvements / Replacements</b>				
3 SCADA System Upgrades	\$ 1,176	\$ 23,965	\$ 184,729	13%
4 Water Transmission Pipeline Upsizing	30,849	59,320	432,250	14%
5 Manual Transfer Switch Installations - Water	-	5,938	40,000	15%
<b>6 Total Capital Improvements / Replacements</b>	<b>32,024</b>	<b>89,222</b>	<b>656,979</b>	<b>14%</b>
<b>7 Equipment</b>				
8 Pump Replacements - Water	-	15,732	99,750	16%
9 New Servers	-	-	80,500	0%
<b>10 Total Equipment</b>	<b>-</b>	<b>15,732</b>	<b>180,250</b>	<b>9%</b>
<b>11 Programs</b>				
12 Pressure Regulating Valve Improvements - Water	-	-	26,600	0%
13 Valve Replacements - Water	-	2,906	39,900	7%
<b>14 Total Programs</b>	<b>-</b>	<b>2,906</b>	<b>66,500</b>	<b>4%</b>
<b>15 Unplanned Repairs/Expenses</b>				
16 Motor Rebuild for Dimension Water Treatment Plant	-	58,667	-	N/A
17 Line break repairs - Sycamore & Inverary	-	35,493	-	N/A
18 Air vac repair - Glen Echo	-	8,708	-	N/A
19 Air vac repair - Rose Canyon	-	5,765	-	N/A
20 16" repair - El Toro Bike Path	-	76,170	-	N/A
21 Filter grate replacements - #1 & 2	-	49,873	-	N/A
22 Pump replacement - WWTP	-	-	-	N/A
23 Repair damaged fence - Porter Property	5,872	5,872	-	N/A
24 Misc. Electrical work - Water	3,926	3,926	-	N/A
<b>25 Total Unplanned Repairs/Expenses</b>	<b>9,798</b>	<b>244,474</b>	<b>-</b>	<b>N/A</b>
<b>26 Total Water CIP</b>	<b>\$ 41,822</b>	<b>\$ 352,333</b>	<b>\$ 903,729</b>	<b>39%</b>

Acronym key:

SCADA - Supervisory Control and Data Acquisition



# Trabuco Canyon Water District

## Sewer Budget v. Actual

November 2024  
(Unaudited)

	November 2024	YTD Actual	FY 25 Adopted Budget	YTD 42%
<b>1 Operating Revenue</b>				
2 Sewer Residential Charges	\$ 195,480	\$ 949,531	\$ 2,301,500	41%
3 Sewer Commercial Charges	21,611	106,162	257,200	41%
4 Customer Fees	18,649	88,591	284,600	31%
5 Uncollectable Accounts	-	-	(8,400)	0%
<b>6 Total Operating Revenue</b>	<b>235,740</b>	<b>1,144,284</b>	<b>2,834,900</b>	<b>40%</b>
<b>7 Operating Expense</b>				
<b>8 Salaries and Benefits</b>				
9 Employee/Director Wages	86,880	422,859	1,038,200	41%
10 Employee/Director Benefits	12,946	69,809	227,700	31%
11 Retiree Health Insurance	4,040	20,459	64,100	32%
12 Transfer In - 115 OPEB Trust Reimbursement	(4,040)	(20,459)	(64,100)	32%
13 CalPERS Retirement (Normal)	10,501	50,465	122,600	41%
14 CalPERS Unfunded Accrued Liability (Minimum)	6,688	33,438	79,800	42%
15 Payroll Taxes	4,035	23,461	76,800	31%
<b>16 Total Salaries and Benefits</b>	<b>121,049</b>	<b>600,032</b>	<b>1,545,100</b>	<b>39%</b>
<b>17 Transmission and Distribution</b>				
18 System Repairs and Maintenance	17,948	92,254	378,700	24%
19 T&D Electricity	20,391	97,441	276,300	35%
20 Vehicles and Equipment	3,805	21,714	36,400	60%
21 Safety, Supplies and Testing	1,188	7,407	17,900	41%
<b>22 Total Transmission and Distribution</b>	<b>43,333</b>	<b>218,814</b>	<b>709,300</b>	<b>31%</b>
<b>23 General and Administrative</b>				
24 Professional Services	34,189	99,306	228,100	44%
25 Office Maintenance, Supplies and Software	22,683	77,259	179,300	43%
26 District Insurance	4,636	21,065	49,100	43%
27 Dues and Memberships	2,472	19,952	121,700	16%
28 Public Outreach	1,727	7,139	19,500	37%
29 Customer Service and Billing	1,736	6,688	20,600	32%
30 Conference, Trainings and Travel	325	4,487	11,500	39%
<b>31 Total General and Administrative</b>	<b>67,768</b>	<b>235,896</b>	<b>629,800</b>	<b>37%</b>
<b>32 Total Operating Expense</b>	<b>232,150</b>	<b>1,054,743</b>	<b>2,884,200</b>	<b>37%</b>
<b>33 Net Operating Revenue / (Expense)</b>	<b>3,590</b>	<b>89,541</b>	<b>(49,300)</b>	<b>-182%</b>
<b>34 Non-Operating Revenue / (Expense)</b>				
35 Property Tax Revenue	136,250	152,282	1,050,900	14%
36 Interest Revenue - Unrestricted	24,139	176,014	192,600	91%
37 Other Revenue and Reimbursements	-	146	11,000	1%
38 Miscellaneous Expense	(337)	(610)	(7,600)	8%
<b>39 Net Non-Operating Revenue / (Expense)</b>	<b>160,052</b>	<b>327,831</b>	<b>1,246,900</b>	<b>26%</b>
<b>40 Net Total Revenue / (Expense)</b>	<b>163,642</b>	<b>417,372</b>	<b>1,197,600</b>	<b>35%</b>
<b>41 Other Unrestricted Cash Inflow / (Outflow)</b>				
42 Transfer In - Debt Proceeds for Capital	414,227	1,401,427	4,086,215	34%
43 Capital Improvement Program	(444,479)	(1,529,172)	(4,086,215)	37%
44 Debt Service - Principal and Interest	(43,480)	(217,399)	(304,100)	71%
<b>45 Net Other Unrestricted Cash Inflow / (Outflow)</b>	<b>(73,732)</b>	<b>(345,144)</b>	<b>(304,100)</b>	<b>113%</b>
<b>46 Net Total Unrestricted Cash Inflow / (Outflow)</b>	<b>\$ 89,910</b>	<b>\$ 72,228</b>	<b>\$ 893,500</b>	<b>8%</b>



# Trabuco Canyon Water District

## Sewer CIP

November 2024

(Unaudited)

Project	November 2024	YTD Actual	FY 25 Adopted Budget	YTD 42%
<b>1 Sewer CIP</b>				
<b>2 Capital Improvements / Replacements</b>				
3 Golf Club Sewer Lift Station (SLS) Rehabilitation	\$ 283,030	\$ 1,040,687	\$ 1,350,000	77%
4 SCADA System Upgrades	420	8,559	65,975	13%
5 WWTP Hoffman Blower Building Rehabilitation	72,661	217,836	1,100,000	20%
6 Heritage Sewer Lift Station Rehabilitation	44,996	58,624	632,250	9%
7 Manual Transfer Switch Installations - Sewer	1,760	9,458	40,000	24%
8 WWTP Fiber Optic Upgrade	11,360	15,040	300,000	5%
9 Chiquita CIP FY25	-	34,912	236,740	15%
10 WWTP Reservoir Gate Improvements	-	-	159,600	0%
11 WWTP Headworks Replacement	-	-	172,900	0%
12 Barneburg SLS Wetwell Rehab	-	16,312	-	N/A
<b>12 Total Capital Improvements / Replacements</b>	<b>414,227</b>	<b>1,401,427</b>	<b>4,057,465</b>	<b>35%</b>
<b>14 Equipment</b>				
15 New Servers	-	-	28,750	0%
<b>16 Total Equipment</b>	<b>-</b>	<b>-</b>	<b>28,750</b>	<b>0%</b>
<b>17 Unplanned Repairs/Expenses</b>				
18 Chlorine Feed System Pump Replacement	-	12,311	-	N/A
19 Asphalt repair - El Toro Rd force main break	-	24,750	-	N/A
20 Odor control - Lift stations	-	14,604	-	N/A
21 Pump replacement - WWTP	-	45,828	-	N/A
22 Repair damaged fence - Porter Property	2,097	2,097	-	N/A
23 Misc. Electrical work - Sewer	8,618	8,618	-	N/A
24 Repair generator - Plano Trabuco	19,537	19,537	-	N/A
<b>25 Total Unplanned Repairs/Expenses</b>	<b>30,252</b>	<b>127,746</b>	<b>-</b>	<b>N/A</b>
<b>26 Total Sewer CIP</b>	<b>\$ 444,479</b>	<b>\$ 1,529,172</b>	<b>\$ 4,086,215</b>	<b>37%</b>

*Acronym key:*

SCADA - Supervisory Control and Data Acquisition

WWTP - Waste Water Treatment Plant



# Trabuco Canyon Water District Recycled Water Budget v. Actual

November 2024  
(Unaudited)

	November 2024	YTD Actual	FY 25 Adopted Budget	YTD 42%
<b>1 Operating Revenue</b>				
2 Fixed / Capital Service Charges	\$ 13,992	\$ 67,798	\$ 161,600	42%
3 Variable Consumption Charges	141,789	901,439	1,173,600	77%
4 Customer Fees	6,663	6,663	13,600	49%
5 Uncollectable Accounts	-	-	(4,400)	0%
<b>6 Total Operating Revenue</b>	<b>162,444</b>	<b>975,900</b>	<b>1,344,400</b>	<b>73%</b>
<b>7 Operating Expense</b>				
<b>8 Source of Supply</b>				
9 Recycled Water Purchases	1,934	16,005	33,300	48%
10 Water Treatment	5,912	50,944	121,400	42%
<b>11 Total Source of Supply</b>	<b>7,846</b>	<b>66,950</b>	<b>154,700</b>	<b>43%</b>
<b>12 Salaries and Benefits</b>				
13 Employee/Director Wages	20,713	100,725	249,200	40%
14 Employee/Director Benefits	4,098	21,519	66,600	32%
15 Retiree Health Insurance	808	4,092	12,800	32%
16 Transfer In - 115 OPEB Trust Reimbursement	(808)	(4,092)	(12,800)	32%
17 CalPERS Retirement (Normal)	2,276	10,878	26,400	41%
18 CalPERS Unfunded Accrued Liability (Minimum)	1,338	6,688	18,000	37%
19 Payroll Taxes	807	4,692	17,600	27%
<b>20 Total Salaries and Benefits</b>	<b>29,232</b>	<b>144,501</b>	<b>377,800</b>	<b>38%</b>
<b>21 Transmission and Distribution</b>				
22 T&D Electricity	23,188	130,758	341,200	38%
23 System Repairs and Maintenance	961	15,974	41,400	39%
24 Vehicles and Equipment	816	4,944	8,200	60%
25 Safety, Supplies and Testing	20,374	51,876	110,800	47%
<b>26 Total Transmission and Distribution</b>	<b>45,339</b>	<b>203,552</b>	<b>501,600</b>	<b>41%</b>
<b>27 General and Administrative</b>				
28 Professional Services	6,838	19,910	45,600	44%
29 Office Maintenance, Supplies and Software	4,340	14,226	30,400	47%
30 District Insurance	850	4,059	10,000	41%
31 Dues and Memberships	1,171	8,116	38,600	21%
32 Public Outreach	345	1,428	3,800	38%
33 Customer Service and Billing	347	1,338	4,200	32%
34 Conference, Trainings and Travel	65	897	2,400	37%
<b>35 Total General and Administrative</b>	<b>13,957</b>	<b>49,974</b>	<b>135,000</b>	<b>37%</b>
<b>36 Total Operating Expense</b>	<b>96,374</b>	<b>464,977</b>	<b>1,169,100</b>	<b>40%</b>
<b>37 Net Operating Revenue / (Expense)</b>	<b>66,070</b>	<b>510,923</b>	<b>175,300</b>	<b>291%</b>
<b>38 Non-Operating Revenue / (Expense)</b>				
39 Property Tax Revenue	52,986	59,221	341,400	17%
40 Interest Revenue - Unrestricted	4,398	25,504	24,800	103%
41 Other Revenue and Reimbursements	-	29	2,200	1%
42 Miscellaneous Expense	(131)	(192)	(4,000)	5%
<b>43 Net Non-Operating Revenue / (Expense)</b>	<b>57,253</b>	<b>84,562</b>	<b>364,400</b>	<b>23%</b>
<b>44 Net Total Revenue / (Expense)</b>	<b>123,323</b>	<b>595,484</b>	<b>539,700</b>	<b>110%</b>
<b>45 Other Unrestricted Cash Inflow / (Outflow)</b>				
46 Transfer In - Debt Proceeds for Capital	103,214	158,272	451,645	35%
47 Capital Improvement Program	(107,516)	(165,652)	(451,645)	37%
48 Debt Service - Principal and Interest	(7,868)	(39,339)	(51,000)	77%
<b>49 Net Other Unrestricted Cash Inflow / (Outflow)</b>	<b>(12,170)</b>	<b>(46,719)</b>	<b>(51,000)</b>	<b>92%</b>
<b>50 Net Total Unrestricted Cash Inflow / (Outflow)</b>	<b>\$ 111,153</b>	<b>\$ 548,765</b>	<b>\$ 488,700</b>	<b>112%</b>



# Trabuco Canyon Water District Recycled Water CIP

November 2024  
(Unaudited)

Project	November 2024	YTD Actual	FY 25 Adopted Budget	YTD 42%
<b>1 Recycled Water CIP</b>				
<b>2 Capital Improvements / Replacements</b>				
3 SCADA System Upgrades	\$ 84	\$ 1,712	\$ 13,195	13%
4 Dove Recycled Booster Pump Station	4,960	4,960	133,000	4%
5 Dove Canyon Recycled PRV Improvement	320	320	180,000	0%
6 Tick & Dove Creek Pump Station Improvements	-	-	79,800	0%
7 WWTP Reservoir Gate Improvements	-	-	39,900	0%
8 Dove Lake Repairs	97,850	151,280	-	N/A
<b>9 Capital Improvements / Replacements Total</b>	<b>103,214</b>	<b>158,272</b>	<b>445,895</b>	<b>35%</b>
<b>10 Equipment</b>				
11 New Servers	-	-	5,750	0%
<b>12 Equipment Total</b>	<b>-</b>	<b>-</b>	<b>5,750</b>	<b>0%</b>
<b>13 Unplanned Repairs/Expenses</b>				
14 Chlorine Feed System Pump Replacement	-	3,078	-	N/A
15 Diving at Dove Dam	-	-	-	N/A
16 Repair damaged fence - Porter Property	419	419	-	N/A
17 Misc. Electrical work - Recycled	3,883	3,883	-	N/A
<b>18 Total Unplanned Repairs/Expenses</b>	<b>4,302</b>	<b>7,380</b>	<b>-</b>	<b>N/A</b>
<b>19 Total Recycled Water CIP</b>	<b>\$ 107,516</b>	<b>\$ 165,652</b>	<b>\$ 451,645</b>	<b>37%</b>

*Acronym key:*

- SCADA - Supervisory Control and Data Acquisition
- PRV - Pressure Regulating Valves
- WWTP - Waste Water Treatment Plant



Trabuco Canyon Water District, CA

# Bank Transaction Report

## Transaction Detail

Issued Date Range: 12/01/2024 - 12/31/2024

Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
<b>Accounts Payable</b>							
<b>Bank Draft</b>							
12/02/2024		<a href="#">DFT0003809</a>	PACE PAYMENT SYSTEMS, INC.	Accounts Payable	Outstanding	Bank Draft	-6,176.87
12/02/2024		<a href="#">DFT0003810</a>	SANTA MARGARITA WATER DISTRICT	Accounts Payable	Outstanding	Bank Draft	-3,382.33
12/02/2024		<a href="#">DFT0003811</a>	VSP	Accounts Payable	Outstanding	Bank Draft	-870.08
12/02/2024		<a href="#">DFT0003812</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-30.71
12/03/2024		<a href="#">DFT0003813</a>	THE TOLL ROADS	Accounts Payable	Outstanding	Bank Draft	-140.00
12/03/2024		<a href="#">DFT0003814</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-86.52
12/04/2024		<a href="#">DFT0003815</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-138,381.14
12/04/2024		<a href="#">DFT0003816</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-66,180.45
12/05/2024		<a href="#">DFT0003817</a>	GUARDIAN	Accounts Payable	Outstanding	Bank Draft	-4,345.90
12/06/2024		<a href="#">DFT0003818</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-30.00
12/09/2024		<a href="#">DFT0003819</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-34,424.04
12/09/2024		<a href="#">DFT0003820</a>	COX COMMUNICATIONS	Accounts Payable	Outstanding	Bank Draft	-2,473.33
12/10/2024		<a href="#">DFT0003821</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-2,107.06
12/11/2024		<a href="#">DFT0003822</a>	COX COMMUNICATIONS	Accounts Payable	Outstanding	Bank Draft	-1,676.19
12/12/2024		<a href="#">DFT0003823</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-50.00
12/16/2024		<a href="#">DFT0003824</a>	COX COMMUNICATIONS	Accounts Payable	Outstanding	Bank Draft	-77.30
12/16/2024		<a href="#">DFT0003825</a>	PACE PAYMENT SYSTEMS, INC.	Accounts Payable	Outstanding	Bank Draft	-246.45
12/16/2024		<a href="#">DFT0003826</a>	TAB ANSWER NETWORK	Accounts Payable	Outstanding	Bank Draft	-230.77
12/17/2024		<a href="#">DFT0003827</a>	XEROX CORPORATION	Accounts Payable	Outstanding	Bank Draft	-207.49
12/18/2024		<a href="#">DFT0003828</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-34,073.26
12/18/2024		<a href="#">DFT0003829</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-24.94
12/18/2024		<a href="#">DFT0003830</a>	WEX FLEET UNIVERSAL	Accounts Payable	Outstanding	Bank Draft	-5,526.98
12/19/2024		<a href="#">DFT0003831</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-135,459.79
12/20/2024		<a href="#">DFT0003832</a>	COX COMMUNICATIONS	Accounts Payable	Outstanding	Bank Draft	-1,693.44
12/20/2024		<a href="#">DFT0003833</a>	THE TOLL ROADS	Accounts Payable	Outstanding	Bank Draft	-140.00
12/23/2024		<a href="#">DFT0003834</a>	HOME DEPOT CREDIT SERVICES	Accounts Payable	Outstanding	Bank Draft	-316.71
12/23/2024		<a href="#">DFT0003835</a>	SECURITAS TECHNOLOGY	Accounts Payable	Outstanding	Bank Draft	-13,634.68
12/23/2024		<a href="#">DFT0003836</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-170.64
12/24/2024		<a href="#">DFT0003837</a>	AT&T MOBILITY	Accounts Payable	Outstanding	Bank Draft	-2,821.53
12/26/2024		<a href="#">DFT0003838</a>	CSDA Commercial Card - UMPQUA BANK	Accounts Payable	Outstanding	Bank Draft	-12,230.42
12/30/2024		<a href="#">DFT0003839</a>	SOUTHERN CALIFORNIA EDISON	Accounts Payable	Outstanding	Bank Draft	-83,751.00
12/30/2024		<a href="#">DFT0003840</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-5.00
12/31/2024		<a href="#">DFT0003841</a>	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	Accounts Payable	Outstanding	Bank Draft	-192.34
12/31/2024		<a href="#">DFT0003842</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-28.40

**Bank Transaction Report**

**Issued Date Range: -**

**Bank Draft Total: (34) -551,185.76**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
Check							
12/03/2024		<a href="#">12956</a>	COUNTY OF ORANGE	Accounts Payable	Outstanding	Check	-294.51
12/03/2024		<a href="#">12957</a>	FERGUSON WATERWORKS	Accounts Payable	Outstanding	Check	-14,604.90
12/03/2024		<a href="#">12958</a>	GRAINGER	Accounts Payable	Outstanding	Check	-1,482.28
12/03/2024		<a href="#">12959</a>	HYDROTECH ELECTRIC	Accounts Payable	Outstanding	Check	-16,427.46
12/03/2024		<a href="#">12960</a>	IXOM WATERCARE, INC.	Accounts Payable	Outstanding	Check	-9,820.00
12/03/2024		<a href="#">12961</a>	NIGRO & NIGRO, PC	Accounts Payable	Outstanding	Check	-10,250.00
12/03/2024		<a href="#">12962</a>	ORANGE COUNTY PUMPING, INC.	Accounts Payable	Outstanding	Check	-2,485.00
12/03/2024		<a href="#">12963</a>	O'REILLY AUTOMOTIVE, INC.	Accounts Payable	Outstanding	Check	-1,374.08
12/03/2024		<a href="#">12964</a>	ORKIN, INC.	Accounts Payable	Outstanding	Check	-1,904.96
12/03/2024		<a href="#">12965</a>	PARK WEST LANDSCAPE MANAGEMENT	Accounts Payable	Outstanding	Check	-1,350.00
12/03/2024		<a href="#">12966</a>	S & J SUPPLY COMPANY	Accounts Payable	Outstanding	Check	-381.44
12/03/2024		<a href="#">12967</a>	SIERRA ANALYTICAL	Accounts Payable	Outstanding	Check	-185.00
12/03/2024		<a href="#">12968</a>	UNDERGROUND SERVICE ALERT/SC	Accounts Payable	Outstanding	Check	-113.60
12/03/2024		<a href="#">12969</a>	UNIFIRST FIRST AID CORPORATION	Accounts Payable	Outstanding	Check	-736.01
12/03/2024		<a href="#">12970</a>	URBAN WATER INSTITUTE, INC.	Accounts Payable	Outstanding	Check	-825.00
12/03/2024		<a href="#">12971</a>	USA BLUEBOOK	Accounts Payable	Outstanding	Check	-3,077.68
12/03/2024		<a href="#">12972</a>	WECK LABORATORIES	Accounts Payable	Outstanding	Check	-312.00
12/03/2024		<a href="#">12973</a>	YO FIRE	Accounts Payable	Outstanding	Check	-16,082.77
12/10/2024		<a href="#">12975</a>	AMERICAN BUSINESS BANK	Accounts Payable	Outstanding	Check	-14,151.51
12/10/2024		<a href="#">12976</a>	AT&T	Accounts Payable	Outstanding	Check	-1,087.49
12/10/2024		<a href="#">12977</a>	BLACK KNIGHT FINANCIAL SERVICES, LCC	Accounts Payable	Outstanding	Check	-9.90
12/10/2024		<a href="#">12978</a>	BRENT MONSON	Accounts Payable	Outstanding	Check	-3,270.78
12/10/2024		<a href="#">12979</a>	DRP ENGINEERING, INC.	Accounts Payable	Outstanding	Check	-30,848.50
12/10/2024		<a href="#">12980</a>	FERGUSON WATERWORKS	Accounts Payable	Outstanding	Check	-15,921.55
12/10/2024		<a href="#">12981</a>	FERNANDO VALDEZ	Accounts Payable	Outstanding	Check	-323.21
12/10/2024		<a href="#">12982</a>	FERREIRA CONSTRUCTION COMPANY	Accounts Payable	Outstanding	Check	-63,502.82
12/10/2024		<a href="#">12983</a>	HANSON BRIDGETT LLP	Accounts Payable	Outstanding	Check	-23,005.60
12/10/2024		<a href="#">12984</a>	HIGHROAD INFORMATION TECHNOLOGY, LLC.	Accounts Payable	Outstanding	Check	-7,201.00
12/10/2024		<a href="#">12985</a>	IRVINE RANCH WATER DISTRICT	Accounts Payable	Outstanding	Check	-368,317.08
12/10/2024		<a href="#">12986</a>	JARROD WALKER	Accounts Payable	Outstanding	Check	-271.49
12/10/2024		<a href="#">12987</a>	JRT ROOFING & WATERPROOFING	Accounts Payable	Outstanding	Check	-2,860.00
12/10/2024		<a href="#">12988</a>	LONE STAR BLOWER, INC.	Accounts Payable	Outstanding	Check	-51,940.31
12/10/2024		<a href="#">12989</a>	MYERS MARINE DIVISION, LLC	Accounts Payable	Outstanding	Check	-97,850.00
12/10/2024		<a href="#">12990</a>	ORANGE COUNTY PUMPING, INC.	Accounts Payable	Outstanding	Check	-355.00
12/10/2024		<a href="#">12991</a>	PACIFIC HYDROTECH CORPORATION	Accounts Payable	Outstanding	Check	-268,878.69
12/10/2024		<a href="#">12992</a>	PROJECT PARTNERS, INC.	Accounts Payable	Outstanding	Check	-40,000.00
12/10/2024		<a href="#">12993</a>	PSOMAS	Accounts Payable	Outstanding	Check	-5,955.00
12/10/2024		<a href="#">12994</a>	SIERRA ANALYTICAL	Accounts Payable	Outstanding	Check	-4,556.50
12/10/2024		<a href="#">12995</a>	SOTO RESOURCES	Accounts Payable	Outstanding	Check	-1,461.25
12/10/2024		<a href="#">12996</a>	STARTING LINE ADVISORY	Accounts Payable	Outstanding	Check	-8,000.00

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/10/2024		<a href="#">12997</a>	TOUCH TEL MOBILE	Accounts Payable	Outstanding	Check	-625.00
12/10/2024		<a href="#">12998</a>	TRENCH SHORING COMPANY	Accounts Payable	Outstanding	Check	-850.50
12/10/2024		<a href="#">12999</a>	VARIABLE SPEED SOLUTIONS, INC.	Accounts Payable	Outstanding	Check	-2,200.00
12/10/2024		<a href="#">13000</a>	WECK LABORATORIES	Accounts Payable	Outstanding	Check	-312.00
12/10/2024		<a href="#">13001</a>	YO FIRE	Accounts Payable	Outstanding	Check	-1,084.18
12/16/2024		<a href="#">13002</a>	BLAKE SMITH	Accounts Payable	Outstanding	Check	-4,714.68
12/16/2024		<a href="#">13004</a>	AT&T MOBILITY	Accounts Payable	Outstanding	Check	-124.71
12/16/2024		<a href="#">13005</a>	AT&T MOBILITY	Accounts Payable	Outstanding	Check	-124.71
12/16/2024		<a href="#">13006</a>	HAZEN & SAWYER	Accounts Payable	Outstanding	Check	-6,399.00
12/19/2024		<a href="#">13007</a>	FERNANDO VALDEZ	Accounts Payable	Outstanding	Check	-2,279.54
12/20/2024		<a href="#">13008</a>	AMERICAN BACFKLOW PRODUCTS	Accounts Payable	Outstanding	Check	-843.52
12/20/2024		<a href="#">13009</a>	ATKINSON, ANDELSON, LOYA, RUUD, & ROMO	Accounts Payable	Outstanding	Check	-1,653.00
12/20/2024		<a href="#">13010</a>	COUNTY OF ORANGE	Accounts Payable	Outstanding	Check	-2,494.48
12/20/2024		<a href="#">13011</a>	DETECTION INSTRUMENTS CORPORATION	Accounts Payable	Outstanding	Check	-8,904.79
12/20/2024		<a href="#">13012</a>	DMC ENGINEERING	Accounts Payable	Outstanding	Check	-12,492.71
12/20/2024		<a href="#">13013</a>	FERGUSON WATERWORKS	Accounts Payable	Outstanding	Check	-1,584.29
12/20/2024		<a href="#">13014</a>	GARY KESSLER	Accounts Payable	Outstanding	Check	-28.99
12/20/2024		<a href="#">13015</a>	GLENN ACOSTA	Accounts Payable	Outstanding	Check	-535.82
12/20/2024		<a href="#">13016</a>	GMU GEOTECHNICAL, INC.	Accounts Payable	Outstanding	Check	-625.50
12/20/2024		<a href="#">13017</a>	HARRINGTON INDUSTRIAL PLASTICS LLC	Accounts Payable	Outstanding	Check	-1,120.60
12/20/2024		<a href="#">13018</a>	HAZEN & SAWYER	Accounts Payable	Outstanding	Check	-24,075.00
12/20/2024		<a href="#">13019</a>	INFOSEND, INC.	Accounts Payable	Outstanding	Check	-3,444.70
12/20/2024		<a href="#">13020</a>	JARROD WALKER	Accounts Payable	Outstanding	Check	-239.00
12/20/2024		<a href="#">13021</a>	JUAN A. QUINONEZ	Accounts Payable	Outstanding	Check	-723.51
12/20/2024		<a href="#">13022</a>	MCM CONSULTING	Accounts Payable	Outstanding	Check	-52,520.00
12/20/2024		<a href="#">13023</a>	ORANGE COUNTY PUMPING, INC.	Accounts Payable	Outstanding	Check	-2,485.00
12/20/2024		<a href="#">13024</a>	ORKIN, INC.	Accounts Payable	Outstanding	Check	-719.98
12/20/2024		<a href="#">13025</a>	SANTA MARGARITA WATER DISTRICT	Accounts Payable	Outstanding	Check	-660.00
12/20/2024		<a href="#">13026</a>	SIERRA ANALYTICAL	Accounts Payable	Outstanding	Check	-777.50
12/20/2024		<a href="#">13027</a>	SWRCB ACCOUNTING OFFICE	Accounts Payable	Outstanding	Check	-3,945.00
12/20/2024		<a href="#">13028</a>	WECK LABORATORIES	Accounts Payable	Outstanding	Check	-624.00
12/20/2024		<a href="#">13029</a>	YO FIRE	Accounts Payable	Outstanding	Check	-239.36
<b>Check Total: (72)</b>							<b>-1,230,925.44</b>
<b>Check Reversal</b>							
12/16/2024		<a href="#">13004</a>	AT&T MOBILITY Reversal	Accounts Payable	Outstanding	Check Reversal	124.71
<b>Check Reversal Total: (1)</b>							<b>124.71</b>
<b>EFT</b>							
12/04/2024		<a href="#">670</a>	ALS - TRUESDAIL LABORATORIES	Accounts Payable	Outstanding	EFT	-4,164.00
12/04/2024		<a href="#">671</a>	AMAZON	Accounts Payable	Outstanding	EFT	-2,744.61
12/04/2024		<a href="#">672</a>	BIG O TIRES	Accounts Payable	Outstanding	EFT	-1,199.96
12/04/2024		<a href="#">673</a>	DUTHIE ELECTRIC SERVICE CORPORATION	Accounts Payable	Outstanding	EFT	-2,641.44
12/04/2024		<a href="#">674</a>	HERC RENTALS	Accounts Payable	Outstanding	EFT	-5,736.92

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/04/2024		<a href="#">675</a>	IRVINE PIPE SUPPLY	Accounts Payable	Outstanding	EFT	-189.33
12/04/2024		<a href="#">676</a>	MWDOC	Accounts Payable	Outstanding	EFT	-146.45
12/04/2024		<a href="#">677</a>	UNIFIRST CORPORATION	Accounts Payable	Outstanding	EFT	-279.98
12/11/2024		<a href="#">678</a>	AMAZON	Accounts Payable	Outstanding	EFT	-99.79
12/11/2024		<a href="#">679</a>	CAPITAL ONE PUBLIC FUNDING, LLC	Accounts Payable	Outstanding	EFT	-506,849.52
12/11/2024		<a href="#">680</a>	DUTHIE ELECTRIC SERVICE CORPORATION	Accounts Payable	Outstanding	EFT	-19,955.41
12/11/2024		<a href="#">681</a>	EIDE BAILLY	Accounts Payable	Outstanding	EFT	-7,303.00
12/11/2024		<a href="#">682</a>	EVANS-HYDRO, INC.	Accounts Payable	Outstanding	EFT	-21,792.98
12/11/2024		<a href="#">683</a>	HERC RENTALS	Accounts Payable	Outstanding	EFT	-1,508.97
12/11/2024		<a href="#">684</a>	IRVINE PIPE SUPPLY	Accounts Payable	Outstanding	EFT	-289.48
12/11/2024		<a href="#">685</a>	OLIN CHEMICALS	Accounts Payable	Outstanding	EFT	-5,959.78
12/11/2024		<a href="#">686</a>	OPENGOV, INC.	Accounts Payable	Outstanding	EFT	-375.00
12/11/2024		<a href="#">687</a>	ROCKSPARK INC.	Accounts Payable	Outstanding	EFT	-6,712.50
12/11/2024		<a href="#">688</a>	UNIFIRST CORPORATION	Accounts Payable	Outstanding	EFT	-306.48
12/11/2024		<a href="#">689</a>	XYLEM	Accounts Payable	Outstanding	EFT	-245.11
12/23/2024		<a href="#">690</a>	ACWA JPIA - LIFE	Accounts Payable	Outstanding	EFT	-647.29
12/23/2024		<a href="#">691</a>	AMAZON	Accounts Payable	Outstanding	EFT	-2,161.39
12/23/2024		<a href="#">692</a>	MWDOC	Accounts Payable	Outstanding	EFT	-76,337.14
12/23/2024		<a href="#">693</a>	OLIN CHEMICALS	Accounts Payable	Outstanding	EFT	-6,291.49
12/23/2024		<a href="#">694</a>	UNIFIRST CORPORATION	Accounts Payable	Outstanding	EFT	-478.21
<b>EFT Total: (25)</b>							<b>-674,416.23</b>
<b>Accounts Payable Total: (132)</b>							<b>-2,456,402.72</b>

**Accounts Receivable**

<b>Deposit</b>							
12/03/2024		<a href="#">DEP0026631</a>	Dove Cafe Invoice #AR-A00466 12/3/2024	Accounts Receivable	Outstanding	Deposit	4,250.00
12/03/2024		<a href="#">DEP0026631</a>	Dove Cafe Invoice #AR-A00466 12/3/2024	Accounts Receivable	Outstanding	Deposit	425.00
12/03/2024		<a href="#">DEP0026631</a>	Dove Cafe Invoice #AR-A00466 12/3/2024	Accounts Receivable	Outstanding	Deposit	425.00
12/03/2024		<a href="#">DEP0026631</a>	Dove Cafe Invoice #AR-A00466 12/3/2024	Accounts Receivable	Outstanding	Deposit	11,900.00
12/03/2024		<a href="#">DEP0026664</a>	Apply admin fees 12/03/24	Accounts Receivable	Outstanding	Deposit	0.24
12/03/2024		<a href="#">DEP0026664</a>	Apply admin fees 12/03/24	Accounts Receivable	Outstanding	Deposit	-1.75
12/03/2024		<a href="#">DEP0026664</a>	Apply admin fees 12/03/24	Accounts Receivable	Outstanding	Deposit	0.05
12/03/2024		<a href="#">DEP0026664</a>	Apply admin fees 12/03/24	Accounts Receivable	Outstanding	Deposit	0.20
12/03/2024		<a href="#">DEP0026664</a>	Apply admin fees 12/03/24	Accounts Receivable	Outstanding	Deposit	0.19
12/03/2024		<a href="#">DEP0026664</a>	Apply admin fees 12/03/24	Accounts Receivable	Outstanding	Deposit	0.34
12/03/2024		<a href="#">DEP0026664</a>	Apply admin fees 12/03/24	Accounts Receivable	Outstanding	Deposit	1.01
12/03/2024		<a href="#">DEP0026664</a>	Apply admin fees 12/03/24	Accounts Receivable	Outstanding	Deposit	-0.25
12/03/2024		<a href="#">DEP0026664</a>	Apply admin fees 12/03/24	Accounts Receivable	Outstanding	Deposit	-1.25
12/03/2024		<a href="#">DEP0026664</a>	Apply admin fees 12/03/24	Accounts Receivable	Outstanding	Deposit	0.04
12/03/2024		<a href="#">DEP0026664</a>	Apply admin fees 12/03/24	Accounts Receivable	Outstanding	Deposit	1.41
12/03/2024		<a href="#">DEP0026664</a>	Apply admin fees 12/03/24	Accounts Receivable	Outstanding	Deposit	-0.23
12/05/2024		<a href="#">DEP0026667</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	18.70
12/05/2024		<a href="#">DEP0026667</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	96.16

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/05/2024		<a href="#">DEP0026667</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	78.31
12/05/2024		<a href="#">DEP0026667</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	255.98
12/05/2024		<a href="#">DEP0026667</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	18.70
12/05/2024		<a href="#">DEP0026667</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	133.56
12/05/2024		<a href="#">DEP0026667</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	78.32
12/05/2024		<a href="#">DEP0026667</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	573.51
12/05/2024		<a href="#">DEP0026667</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	559.36
12/05/2024		<a href="#">DEP0026667</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	80.29
12/05/2024		<a href="#">DEP0026667</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	402.74
12/05/2024		<a href="#">DEP0026667</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	412.93
12/05/2024		<a href="#">DEP0026667</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	255.97
12/05/2024		<a href="#">DEP0026667</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	1,316.44
12/05/2024		<a href="#">DEP0026667</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	80.29
12/05/2024		<a href="#">DEP0026667</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	1,828.39
12/09/2024		<a href="#">DEP0026697</a>	OCFA Sewer Contracts Invoice 12-9-2024	Accounts Receivable	Outstanding	Deposit	150.00
12/09/2024		<a href="#">DEP0026703</a>	City Of San Clemente Invoice 12-9-2024	Accounts Receivable	Outstanding	Deposit	93,694.55
12/09/2024		<a href="#">DEP0026703</a>	City Of San Clemente Invoice 12-9-2024	Accounts Receivable	Outstanding	Deposit	752.70
12/09/2024		<a href="#">DEP0026703</a>	City Of San Clemente Invoice 12-9-2024	Accounts Receivable	Outstanding	Deposit	3,173.90
12/09/2024		<a href="#">DEP0026703</a>	City Of San Clemente Invoice 12-9-2024	Accounts Receivable	Outstanding	Deposit	51,357.30
12/11/2024		<a href="#">DEP0026736</a>	CLASS - Transfer to BMO	Accounts Receivable	Outstanding	Deposit	1,500,000.00
12/17/2024		<a href="#">DEP0026845</a>	Apply admin fees	Accounts Receivable	Outstanding	Deposit	101.07
12/17/2024		<a href="#">DEP0026845</a>	Apply admin fees	Accounts Receivable	Outstanding	Deposit	519.81
12/17/2024		<a href="#">DEP0026845</a>	Apply admin fees	Accounts Receivable	Outstanding	Deposit	-101.07
12/17/2024		<a href="#">DEP0026845</a>	Apply admin fees	Accounts Receivable	Outstanding	Deposit	-519.81
12/17/2024		<a href="#">DEP0026845</a>	Apply admin fees	Accounts Receivable	Outstanding	Deposit	-101.07
12/17/2024		<a href="#">DEP0026845</a>	Apply admin fees	Accounts Receivable	Outstanding	Deposit	-721.96
12/17/2024		<a href="#">DEP0026845</a>	Apply admin fees	Accounts Receivable	Outstanding	Deposit	101.07
12/17/2024		<a href="#">DEP0026845</a>	Apply admin fees	Accounts Receivable	Outstanding	Deposit	721.96
12/19/2024		<a href="#">DEP0026848</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	269,963.01
12/19/2024		<a href="#">DEP0026848</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	37,794.82
12/19/2024		<a href="#">DEP0026848</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	37,794.83
12/19/2024		<a href="#">DEP0026848</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	194,373.37
12/19/2024		<a href="#">DEP0026848</a>	County of Orange - Property Taxes	Accounts Receivable	Outstanding	Deposit	3,880.38
12/23/2024		<a href="#">DEP0026860</a>	T-mobile Lease 12-23-2024	Accounts Receivable	Outstanding	Deposit	2,552.17
12/26/2024		<a href="#">DEP0026888</a>	P2S INC Invoice 12-26-2024	Accounts Receivable	Outstanding	Deposit	41.65
12/26/2024		<a href="#">DEP0026888</a>	P2S INC Invoice 12-26-2024	Accounts Receivable	Outstanding	Deposit	416.47
12/26/2024		<a href="#">DEP0026888</a>	P2S INC Invoice 12-26-2024	Accounts Receivable	Outstanding	Deposit	1,166.11
12/26/2024		<a href="#">DEP0026888</a>	P2S INC Invoice 12-26-2024	Accounts Receivable	Outstanding	Deposit	41.65
12/31/2024		<a href="#">DEP0026927</a>	Oaks at Trabuco Invoice 12-31-2024	Accounts Receivable	Outstanding	Deposit	12,000.00
<b>Deposit Total: (57)</b>							<b>2,232,342.56</b>
<b>Accounts Receivable Total: (57)</b>							<b>2,232,342.56</b>

**Utility Billing**

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
<b>Check</b>							
12/03/2024		<a href="#">12974</a>	CHAMPION PAVING INC	Utility Billing	Outstanding	Check	-1,966.95
						<b>Check Total: (1)</b>	<b>-1,966.95</b>
<b>Deposit</b>							
12/02/2024		<a href="#">DEP0026598</a>	Utility Reverse Payment Packet UBPKT11859	Utility Billing	Outstanding	Deposit	-354.46
12/02/2024		<a href="#">DEP0026607</a>	Utility Payment Packet UBPKT11861	Utility Billing	Outstanding	Deposit	7,323.90
12/02/2024		<a href="#">DEP0026610</a>	Utility Payment Packet UBPKT11863	Utility Billing	Outstanding	Deposit	6,797.08
12/02/2024		<a href="#">DEP0026613</a>	Utility Payment Packet UBPKT11864	Utility Billing	Outstanding	Deposit	8,185.08
12/02/2024		<a href="#">DEP0026619</a>	Utility Payment Packet UBPKT11869	Utility Billing	Outstanding	Deposit	13,052.21
12/02/2024		<a href="#">DEP0026622</a>	Utility Reverse Payment Packet UBPKT11870	Utility Billing	Outstanding	Deposit	-604.80
12/03/2024		<a href="#">DEP0026625</a>	Utility Payment Packet UBPKT11871	Utility Billing	Outstanding	Deposit	5,090.53
12/03/2024		<a href="#">DEP0026628</a>	Utility Payment Packet UBPKT11872	Utility Billing	Outstanding	Deposit	8,095.36
12/03/2024		<a href="#">DEP0026634</a>	Utility Payment Packet UBPKT11875	Utility Billing	Outstanding	Deposit	9,603.19
12/03/2024		<a href="#">DEP0026637</a>	Utility Payment Packet UBPKT11874	Utility Billing	Outstanding	Deposit	11,030.47
12/03/2024		<a href="#">DEP0026643</a>	Utility Payment Packet UBPKT11878	Utility Billing	Outstanding	Deposit	6,731.65
12/04/2024		<a href="#">DEP0026646</a>	Utility Payment Packet UBPKT11879	Utility Billing	Outstanding	Deposit	3,435.75
12/04/2024		<a href="#">DEP0026649</a>	Utility Payment Packet UBPKT11880	Utility Billing	Outstanding	Deposit	8,737.28
12/04/2024		<a href="#">DEP0026652</a>	Utility Payment Packet UBPKT11885	Utility Billing	Outstanding	Deposit	898.18
12/04/2024		<a href="#">DEP0026655</a>	Utility Payment Packet UBPKT11886	Utility Billing	Outstanding	Deposit	12,672.33
12/05/2024		<a href="#">DEP0026658</a>	Utility Payment Packet UBPKT11887	Utility Billing	Outstanding	Deposit	3,321.64
12/05/2024		<a href="#">DEP0026661</a>	Utility Payment Packet UBPKT11888	Utility Billing	Outstanding	Deposit	10,536.96
12/05/2024		<a href="#">DEP0026670</a>	Utility Payment Packet UBPKT11890	Utility Billing	Outstanding	Deposit	9,942.44
12/05/2024		<a href="#">DEP0026673</a>	Utility Payment Packet UBPKT11892	Utility Billing	Outstanding	Deposit	6,238.77
12/06/2024		<a href="#">DEP0026676</a>	Utility Payment Packet UBPKT11893	Utility Billing	Outstanding	Deposit	1,766.29
12/06/2024		<a href="#">DEP0026679</a>	Utility Payment Packet UBPKT11894	Utility Billing	Outstanding	Deposit	1,155.06
12/06/2024		<a href="#">DEP0026683</a>	Utility Payment Packet UBPKT11896	Utility Billing	Outstanding	Deposit	7,088.26
12/06/2024		<a href="#">DEP0026685</a>	Utility Payment Packet UBPKT11897	Utility Billing	Outstanding	Deposit	6,928.30
12/06/2024		<a href="#">DEP0026688</a>	Utility Payment Packet UBPKT11898	Utility Billing	Outstanding	Deposit	13,746.59
12/09/2024		<a href="#">DEP0026691</a>	Utility Payment Packet UBPKT11899	Utility Billing	Outstanding	Deposit	3,183.14
12/09/2024		<a href="#">DEP0026694</a>	Utility Payment Packet UBPKT11900	Utility Billing	Outstanding	Deposit	5,368.73
12/09/2024		<a href="#">DEP0026701</a>	Utility Payment Packet UBPKT11901	Utility Billing	Outstanding	Deposit	8,806.19
12/09/2024		<a href="#">DEP0026706</a>	Utility Payment Packet UBPKT11907	Utility Billing	Outstanding	Deposit	11,815.67
12/09/2024		<a href="#">DEP0026709</a>	Utility Payment Packet UBPKT11908	Utility Billing	Outstanding	Deposit	4,818.09
12/09/2024		<a href="#">DEP0026718</a>	Utility Reverse Payment Packet UBPKT11912	Utility Billing	Outstanding	Deposit	-184.20
12/09/2024		<a href="#">DEP0026721</a>	Utility Payment Packet UBPKT11913	Utility Billing	Outstanding	Deposit	184.10
12/10/2024		<a href="#">DEP0026712</a>	Utility Payment Packet UBPKT11909	Utility Billing	Outstanding	Deposit	4,613.48
12/10/2024		<a href="#">DEP0026715</a>	Utility Payment Packet UBPKT11910	Utility Billing	Outstanding	Deposit	3,230.06
12/10/2024		<a href="#">DEP0026724</a>	Utility Payment Packet UBPKT11915	Utility Billing	Outstanding	Deposit	9,376.61
12/10/2024		<a href="#">DEP0026727</a>	Utility Payment Packet UBPKT11916	Utility Billing	Outstanding	Deposit	14,941.00
12/11/2024		<a href="#">DEP0026730</a>	Utility Payment Packet UBPKT11917	Utility Billing	Outstanding	Deposit	2,561.18
12/11/2024		<a href="#">DEP0026733</a>	Utility Payment Packet UBPKT11918	Utility Billing	Outstanding	Deposit	5,229.29
12/11/2024		<a href="#">DEP0026739</a>	Utility Payment Packet UBPKT11919	Utility Billing	Outstanding	Deposit	10,805.31

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/12/2024		<a href="#">DEP0026742</a>	Utility Payment Packet UBPKT11920	Utility Billing	Outstanding	Deposit	2,840.55
12/12/2024		<a href="#">DEP0026745</a>	Utility Reverse Payment Packet UBPKT11924	Utility Billing	Outstanding	Deposit	-165.00
12/12/2024		<a href="#">DEP0026748</a>	Utility Reverse Payment Packet UBPKT11926	Utility Billing	Outstanding	Deposit	-206.31
12/12/2024		<a href="#">DEP0026752</a>	Utility Payment Packet UBPKT11922	Utility Billing	Outstanding	Deposit	8,691.88
12/12/2024		<a href="#">DEP0026755</a>	Utility Payment Packet UBPKT11929	Utility Billing	Outstanding	Deposit	7,410.57
12/12/2024		<a href="#">DEP0026769</a>	Utility Payment Packet UBPKT11936	Utility Billing	Outstanding	Deposit	5,531.41
12/13/2024		<a href="#">DEP0026758</a>	Utility Payment Packet UBPKT11930	Utility Billing	Outstanding	Deposit	661.42
12/13/2024		<a href="#">DEP0026763</a>	Utility Payment Packet UBPKT11931	Utility Billing	Outstanding	Deposit	57,684.70
12/13/2024		<a href="#">DEP0026772</a>	Utility Payment Packet UBPKT11937	Utility Billing	Outstanding	Deposit	5,002.15
12/13/2024		<a href="#">DEP0026790</a>	Utility Payment Packet UBPKT11944	Utility Billing	Outstanding	Deposit	10,099.31
12/16/2024		<a href="#">DEP0026760</a>	ACH Draft Packet UBPKT11805	Utility Billing	Outstanding	Deposit	264,394.30
12/16/2024		<a href="#">DEP0026766</a>	Utility Reverse Payment Packet UBPKT11932	Utility Billing	Outstanding	Deposit	-300.00
12/16/2024		<a href="#">DEP0026778</a>	Utility Payment Packet UBPKT11939	Utility Billing	Outstanding	Deposit	14,068.57
12/16/2024		<a href="#">DEP0026781</a>	Utility Payment Packet UBPKT11940	Utility Billing	Outstanding	Deposit	7,153.16
12/16/2024		<a href="#">DEP0026784</a>	Utility Payment Packet UBPKT11941	Utility Billing	Outstanding	Deposit	402,487.91
12/17/2024		<a href="#">DEP0026775</a>	Utility Payment Packet UBPKT11938	Utility Billing	Outstanding	Deposit	1,375.52
12/17/2024		<a href="#">DEP0026787</a>	Utility Payment Packet UBPKT11942	Utility Billing	Outstanding	Deposit	8,730.83
12/17/2024		<a href="#">DEP0026794</a>	Utility Payment Packet UBPKT11943	Utility Billing	Outstanding	Deposit	4,460.67
12/17/2024		<a href="#">DEP0026798</a>	Utility Payment Packet UBPKT11945	Utility Billing	Outstanding	Deposit	12,856.10
12/17/2024		<a href="#">DEP0026801</a>	Utility Payment Packet UBPKT11949	Utility Billing	Outstanding	Deposit	4,252.94
12/17/2024		<a href="#">DEP0026807</a>	Utility Payment Packet UBPKT11958	Utility Billing	Outstanding	Deposit	5,264.81
12/18/2024		<a href="#">DEP0026810</a>	Utility Payment Packet UBPKT11959	Utility Billing	Outstanding	Deposit	828.44
12/18/2024		<a href="#">DEP0026814</a>	Utility Payment Packet UBPKT11960	Utility Billing	Outstanding	Deposit	2,460.08
12/18/2024		<a href="#">DEP0026818</a>	Utility Payment Packet UBPKT11962	Utility Billing	Outstanding	Deposit	3,342.21
12/19/2024		<a href="#">DEP0026820</a>	Utility Payment Packet UBPKT11963	Utility Billing	Outstanding	Deposit	276.80
12/19/2024		<a href="#">DEP0026823</a>	Utility Payment Packet UBPKT11964	Utility Billing	Outstanding	Deposit	2,161.70
12/19/2024		<a href="#">DEP0026826</a>	Utility Payment Packet UBPKT11966	Utility Billing	Outstanding	Deposit	4,080.19
12/19/2024		<a href="#">DEP0026829</a>	Utility Reverse Payment Packet UBPKT11968	Utility Billing	Outstanding	Deposit	-350.05
12/19/2024		<a href="#">DEP0026832</a>	Utility Reverse Payment Packet UBPKT11969	Utility Billing	Outstanding	Deposit	-661.19
12/19/2024		<a href="#">DEP0026835</a>	Utility Payment Packet UBPKT11970	Utility Billing	Outstanding	Deposit	11,321.88
12/20/2024		<a href="#">DEP0026838</a>	Utility Payment Packet UBPKT11971	Utility Billing	Outstanding	Deposit	856.76
12/20/2024		<a href="#">DEP0026841</a>	Utility Payment Packet UBPKT11972	Utility Billing	Outstanding	Deposit	550.00
12/20/2024		<a href="#">DEP0026851</a>	Utility Payment Packet UBPKT11978	Utility Billing	Outstanding	Deposit	26,524.26
12/23/2024		<a href="#">DEP0026854</a>	Utility Payment Packet UBPKT11979	Utility Billing	Outstanding	Deposit	2,989.26
12/23/2024		<a href="#">DEP0026857</a>	Utility Payment Packet UBPKT11980	Utility Billing	Outstanding	Deposit	648.65
12/23/2024		<a href="#">DEP0026863</a>	Utility Payment Packet UBPKT11981	Utility Billing	Outstanding	Deposit	66,710.24
12/23/2024		<a href="#">DEP0026869</a>	Utility Payment Packet UBPKT11986	Utility Billing	Outstanding	Deposit	6,943.94
12/24/2024		<a href="#">DEP0026872</a>	Utility Payment Packet UBPKT11987	Utility Billing	Outstanding	Deposit	9,088.97
12/24/2024		<a href="#">DEP0026875</a>	Utility Payment Packet UBPKT11988	Utility Billing	Outstanding	Deposit	3,086.16
12/24/2024		<a href="#">DEP0026878</a>	Utility Payment Packet UBPKT11989	Utility Billing	Outstanding	Deposit	2,425.03
12/25/2024		<a href="#">DEP0026881</a>	Utility Payment Packet UBPKT11990	Utility Billing	Outstanding	Deposit	8,734.45
12/26/2024		<a href="#">DEP0026866</a>	Utility Reverse Payment Packet UBPKT11985	Utility Billing	Outstanding	Deposit	-232.50
12/26/2024		<a href="#">DEP0026884</a>	Utility Payment Packet UBPKT11991	Utility Billing	Outstanding	Deposit	3,104.80

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/26/2024		<a href="#">DEP0026890</a>	Utility Payment Packet UBPKT11993	Utility Billing	Outstanding	Deposit	8,878.04
12/26/2024		<a href="#">DEP0026893</a>	Utility Payment Packet UBPKT11994	Utility Billing	Outstanding	Deposit	5,125.98
12/27/2024		<a href="#">DEP0026896</a>	Utility Payment Packet UBPKT11995	Utility Billing	Outstanding	Deposit	2,495.22
12/27/2024		<a href="#">DEP0026899</a>	Utility Payment Packet UBPKT11996	Utility Billing	Outstanding	Deposit	15,997.46
12/27/2024		<a href="#">DEP0026905</a>	Utility Payment Packet UBPKT12000	Utility Billing	Outstanding	Deposit	9,410.97
12/30/2024		<a href="#">DEP0026902</a>	Utility Payment Packet UBPKT11998	Utility Billing	Outstanding	Deposit	2,770.62
12/30/2024		<a href="#">DEP0026909</a>	Utility Payment Packet UBPKT12001	Utility Billing	Outstanding	Deposit	4,454.25
12/30/2024		<a href="#">DEP0026912</a>	Utility Payment Packet UBPKT11997	Utility Billing	Outstanding	Deposit	24,818.70
12/30/2024		<a href="#">DEP0026915</a>	Utility Payment Packet UBPKT12004	Utility Billing	Outstanding	Deposit	5,445.67
12/31/2024		<a href="#">DEP0026918</a>	Utility Payment Packet UBPKT12006	Utility Billing	Outstanding	Deposit	4,797.84
12/31/2024		<a href="#">DEP0026921</a>	Utility Payment Packet UBPKT12007	Utility Billing	Outstanding	Deposit	1,895.74
12/31/2024		<a href="#">DEP0026930</a>	Utility Payment Packet UBPKT12010	Utility Billing	Outstanding	Deposit	6,235.09
<b>Deposit Total: (93)</b>							<b>1,315,677.86</b>
<b>Utility Billing Total: (94)</b>							<b>1,313,710.91</b>
<b>Report Total: (283)</b>							<b>1,089,650.75</b>

**Summary**

Bank Account	Count	Amount
<a href="#">030866939 BMO Checking</a>	283	1,089,650.75
<b>Report Total:</b>	<b>283</b>	<b>1,089,650.75</b>

Cash Account	Count	Amount
<a href="#">99 99-000-1004 BMO Checking (Pooled Cash)</a>	283	1,089,650.75
<b>Report Total:</b>	<b>283</b>	<b>1,089,650.75</b>

Transaction Type	Count	Amount
Bank Draft	34	-551,185.76
Check	73	-1,232,892.39
Check Reversal	1	124.71
Deposit	150	3,548,020.42
EFT	25	-674,416.23
<b>Report Total:</b>	<b>283</b>	<b>1,089,650.75</b>



Trabuco Canyon Water District  
General Fund Warrant Register  
12/12/2024

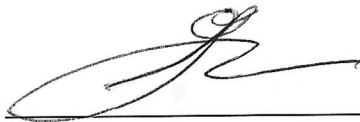
**Summary of Disbursements**

Computer Checks	2,185,359.89
UB Refund Checks	1,966.95
Void UB Refund	-
Bank Drafts	568,774.54
Bank EFTs	206,908.32
Voided Payments	-
<b>Total Disbursements</b>	<b>2,963,009.70</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: 12/12/24  
Date:

  
By: 12/12/2024  
Date:



Trabuco Canyon Water District, CA

# Bank Transaction Report

## Transaction Detail

Issued Date Range: 11/13/2024 - 12/10/2024  
Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
<b>Accounts Payable</b>							
<b>Bank Draft</b>							
11/13/2024		<a href="#">DFT0003788</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-17.59
11/14/2024		<a href="#">DFT0003789</a>	HOME DEPOT CREDIT SERVICES	Accounts Payable	Outstanding	Bank Draft	-1,151.98
11/14/2024		<a href="#">DFT0003790</a>	SOUTHERN CALIFORNIA EDISON	Accounts Payable	Outstanding	Bank Draft	-112,623.23
11/15/2024		<a href="#">DFT0003791</a>	COX COMMUNICATIONS	Accounts Payable	Outstanding	Bank Draft	-77.53
11/15/2024		<a href="#">DFT0003792</a>	LOWE'S	Accounts Payable	Outstanding	Bank Draft	-482.94
11/15/2024		<a href="#">DFT0003793</a>	PACE PAYMENT SYSTEMS, INC.	Accounts Payable	Outstanding	Bank Draft	-248.30
11/15/2024		<a href="#">DFT0003794</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-5.00
11/18/2024		<a href="#">DFT0003795</a>	TAB ANSWER NETWORK	Accounts Payable	Outstanding	Bank Draft	-221.44
11/18/2024		<a href="#">DFT0003796</a>	THE TOLL ROADS	Accounts Payable	Outstanding	Bank Draft	-140.00
11/18/2024		<a href="#">DFT0003797</a>	XEROX CORPORATION	Accounts Payable	Outstanding	Bank Draft	-225.14
11/19/2024		<a href="#">DFT0003798</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-141,126.60
11/19/2024		<a href="#">DFT0003799</a>	COX COMMUNICATIONS	Accounts Payable	Outstanding	Bank Draft	-1,693.44
11/20/2024		<a href="#">DFT0003800</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-200.00
11/20/2024		<a href="#">DFT0003801</a>	WEX FLEET UNIVERSAL	Accounts Payable	Outstanding	Bank Draft	-5,410.95
11/21/2024		<a href="#">DFT0003802</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-35,426.82
11/25/2024		<a href="#">DFT0003803</a>	THE TOLL ROADS	Accounts Payable	Outstanding	Bank Draft	-140.00
11/25/2024		<a href="#">DFT0003804</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-75.00
11/26/2024		<a href="#">DFT0003805</a>	AT&T MOBILITY	Accounts Payable	Outstanding	Bank Draft	-2,821.53
11/26/2024		<a href="#">DFT0003806</a>	CSDA Commercial Card - UMPQUA BANK	Accounts Payable	Outstanding	Bank Draft	-7,239.62
11/26/2024		<a href="#">DFT0003807</a>	SOUTH COAST AQMD	Accounts Payable	Outstanding	Bank Draft	-707.00
11/29/2024		<a href="#">DFT0003808</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-112.00
12/02/2024		<a href="#">DFT0003809</a>	PACE PAYMENT SYSTEMS, INC.	Accounts Payable	Outstanding	Bank Draft	-6,176.87
12/02/2024		<a href="#">DFT0003810</a>	SANTA MARGARITA WATER DISTRICT	Accounts Payable	Outstanding	Bank Draft	-3,382.33
12/02/2024		<a href="#">DFT0003811</a>	VSP	Accounts Payable	Outstanding	Bank Draft	-870.08
12/02/2024		<a href="#">DFT0003812</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-30.71
12/03/2024		<a href="#">DFT0003813</a>	THE TOLL ROADS	Accounts Payable	Outstanding	Bank Draft	-140.00
12/03/2024		<a href="#">DFT0003814</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-86.52
12/04/2024		<a href="#">DFT0003815</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-138,381.14
12/04/2024		<a href="#">DFT0003816</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-66,180.45
12/05/2024		<a href="#">DFT0003817</a>	GUARDIAN	Accounts Payable	Outstanding	Bank Draft	-4,345.90
12/06/2024		<a href="#">DFT0003818</a>	WAGE WORKS, INC.	Accounts Payable	Outstanding	Bank Draft	-30.00
12/09/2024		<a href="#">DFT0003819</a>	CALPERS	Accounts Payable	Outstanding	Bank Draft	-34,424.04
12/09/2024		<a href="#">DFT0003820</a>	COX COMMUNICATIONS	Accounts Payable	Outstanding	Bank Draft	-2,473.33
12/10/2024		<a href="#">DFT0003821</a>	ADP	Accounts Payable	Outstanding	Bank Draft	-2,107.06

Bank Transaction Report

Issued Date Range: -

Bank Draft Total: (34) -568,774.54

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
Check							
11/13/2024		<a href="#">12899</a>	AMERICAN BACFKLOW PRODUCTS	Accounts Payable	Outstanding	Check	-596.19
11/13/2024		<a href="#">12900</a>	AMERICAN BUSINESS BANK	Accounts Payable	Outstanding	Check	-9,582.75
11/13/2024		<a href="#">12901</a>	AT&T MOBILITY	Accounts Payable	Outstanding	Check	-125.04
11/13/2024		<a href="#">12902</a>	BIG BRAND TIRE & SERVICE	Accounts Payable	Outstanding	Check	-1,716.50
11/13/2024		<a href="#">12903</a>	BLUE-WHITE INDUSTRIES	Accounts Payable	Outstanding	Check	-228.38
11/13/2024		<a href="#">12904</a>	COUNTY OF ORANGE	Accounts Payable	Outstanding	Check	-1,678.67
11/13/2024		<a href="#">12905</a>	DEAVER SPRING, INC.	Accounts Payable	Outstanding	Check	-1,925.28
11/13/2024		<a href="#">12906</a>	DUNN-EDWARDS CORPORATION	Accounts Payable	Outstanding	Check	-116.56
11/13/2024		<a href="#">12907</a>	EAGLE COMMUNICATIONS	Accounts Payable	Outstanding	Check	-664.07
11/13/2024		<a href="#">12908</a>	FERREIRA CONSTRUCTION COMPANY	Accounts Payable	Outstanding	Check	-79,075.28
11/13/2024		<a href="#">12909</a>	FULLER TRUCK ACCESSORIES	Accounts Payable	Outstanding	Check	-241.28
11/13/2024		<a href="#">12910</a>	HAAKER EQUIPMENT COMPANY	Accounts Payable	Outstanding	Check	-1,334.45
11/13/2024		<a href="#">12911</a>	HANSON BRIDGETT LLP	Accounts Payable	Outstanding	Check	-24,325.10
11/13/2024		<a href="#">12912</a>	HIGHROAD INFORMATION TECHNOLOGY, LLC.	Accounts Payable	Outstanding	Check	-8,787.38
11/13/2024		<a href="#">12913</a>	HYDROTECH ELECTRIC	Accounts Payable	Outstanding	Check	-8,821.29
11/13/2024		<a href="#">12914</a>	INFOSEND, INC.	Accounts Payable	Outstanding	Check	-2,267.69
11/13/2024		<a href="#">12915</a>	JIG CONSULTANTS	Accounts Payable	Outstanding	Check	-13,382.50
11/13/2024		<a href="#">12916</a>	MCM CONSULTING	Accounts Payable	Outstanding	Check	-33,065.00
11/13/2024		<a href="#">12917</a>	OC KEYS LLC	Accounts Payable	Outstanding	Check	-1,052.24
11/13/2024		<a href="#">12918</a>	ORANGE COUNTY PUMPING, INC.	Accounts Payable	Outstanding	Check	-2,130.00
11/13/2024		<a href="#">12919</a>	ORKIN, INC.	Accounts Payable	Outstanding	Check	-560.99
11/13/2024		<a href="#">12920</a>	PACIFIC HYDROTECH CORPORATION	Accounts Payable	Outstanding	Check	-182,072.25
11/13/2024		<a href="#">12921</a>	POLYDYNE, INC.	Accounts Payable	Outstanding	Check	-4,336.94
11/13/2024		<a href="#">12922</a>	QUINCY COMPRESSOR	Accounts Payable	Outstanding	Check	-422.58
11/13/2024		<a href="#">12923</a>	SIERRA ANALYTICAL	Accounts Payable	Outstanding	Check	-895.00
11/13/2024		<a href="#">12924</a>	SOTO RESOURCES	Accounts Payable	Outstanding	Check	-12,522.50
11/13/2024		<a href="#">12925</a>	TOUCH TEL MOBILE	Accounts Payable	Outstanding	Check	-625.00
11/13/2024		<a href="#">12926</a>	TRENCH SHORING COMPANY	Accounts Payable	Outstanding	Check	-850.50
11/13/2024		<a href="#">12927</a>	UNDERGROUND SERVICE ALERT/SC	Accounts Payable	Outstanding	Check	-121.00
11/13/2024		<a href="#">12928</a>	USA BLUEBOOK	Accounts Payable	Outstanding	Check	-468.43
11/13/2024		<a href="#">12929</a>	WECK LABORATORIES	Accounts Payable	Outstanding	Check	-624.00
11/13/2024		<a href="#">12930</a>	WESTERLY METER SERVICES CO.	Accounts Payable	Outstanding	Check	-49.82
11/13/2024		<a href="#">12931</a>	YO FIRE	Accounts Payable	Outstanding	Check	-622.26
11/20/2024		<a href="#">12932</a>	APPLIED INDUSTRIAL TECHNOLOGIES	Accounts Payable	Outstanding	Check	-2,227.01
11/20/2024		<a href="#">12933</a>	BEE MAN PEST CONTROL, INC.	Accounts Payable	Outstanding	Check	-320.00
11/20/2024		<a href="#">12934</a>	DMC ENGINEERING	Accounts Payable	Outstanding	Check	-9,743.82
11/20/2024		<a href="#">12935</a>	DRP ENGINEERING, INC.	Accounts Payable	Outstanding	Check	-28,471.00
11/20/2024		<a href="#">12936</a>	FERGUSON WATERWORKS	Accounts Payable	Outstanding	Check	-1,401.90
11/20/2024		<a href="#">12937</a>	GRAINGER	Accounts Payable	Outstanding	Check	-758.02
11/20/2024		<a href="#">12938</a>	HACH COMPANY	Accounts Payable	Outstanding	Check	-559.44

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
11/20/2024		<a href="#">12939</a>	INFOSEND, INC.	Accounts Payable	Outstanding	Check	-1,158.80
11/20/2024		<a href="#">12940</a>	IRVINE RANCH WATER DISTRICT	Accounts Payable	Outstanding	Check	-460,456.31
11/20/2024		<a href="#">12941</a>	IWATER, INC.	Accounts Payable	Outstanding	Check	-100.00
11/20/2024		<a href="#">12942</a>	JIG CONSULTANTS	Accounts Payable	Outstanding	Check	-29,898.75
11/20/2024		<a href="#">12943</a>	LA HABRA FENCE COMPANY LLC	Accounts Payable	Outstanding	Check	-8,388.00
11/20/2024		<a href="#">12944</a>	MKN	Accounts Payable	Outstanding	Check	-950.00
11/20/2024		<a href="#">12945</a>	ORANGE COUNTY PUMPING, INC.	Accounts Payable	Outstanding	Check	-2,130.00
11/20/2024		<a href="#">12946</a>	ORKIN, INC.	Accounts Payable	Outstanding	Check	-272.98
11/20/2024		<a href="#">12947</a>	PEBBLE SPRING WATER	Accounts Payable	Outstanding	Check	-73.75
11/20/2024		<a href="#">12948</a>	PSOMAS	Accounts Payable	Outstanding	Check	-1,057.50
11/20/2024		<a href="#">12949</a>	SANTA MARGARITA WATER DISTRICT	Accounts Payable	Outstanding	Check	-49,628.63
11/20/2024		<a href="#">12950</a>	SANTIAGO AQUEDUCT COMMISSION	Accounts Payable	Outstanding	Check	-13,808.08
11/20/2024		<a href="#">12951</a>	SOTO RESOURCES	Accounts Payable	Outstanding	Check	-15,552.50
11/20/2024		<a href="#">12952</a>	VORTEX INDUSTRIES, INC.	Accounts Payable	Outstanding	Check	-872.80
11/20/2024		<a href="#">12953</a>	W.M. LYLES CO.	Accounts Payable	Outstanding	Check	-14,888.50
11/20/2024		<a href="#">12954</a>	WECK LABORATORIES	Accounts Payable	Outstanding	Check	-936.00
11/20/2024		<a href="#">12955</a>	WESTECH	Accounts Payable	Outstanding	Check	-49,873.13
12/03/2024		<a href="#">12956</a>	COUNTY OF ORANGE	Accounts Payable	Outstanding	Check	-294.51
12/03/2024		<a href="#">12957</a>	FERGUSON WATERWORKS	Accounts Payable	Outstanding	Check	-14,604.90
12/03/2024		<a href="#">12958</a>	GRAINGER	Accounts Payable	Outstanding	Check	-1,482.28
12/03/2024		<a href="#">12959</a>	HYDROTECH ELECTRIC	Accounts Payable	Outstanding	Check	-16,427.46
12/03/2024		<a href="#">12960</a>	IXOM WATERCARE, INC.	Accounts Payable	Outstanding	Check	-9,820.00
12/03/2024		<a href="#">12961</a>	NIGRO & NIGRO, PC	Accounts Payable	Outstanding	Check	-10,250.00
12/03/2024		<a href="#">12962</a>	ORANGE COUNTY PUMPING, INC.	Accounts Payable	Outstanding	Check	-2,485.00
12/03/2024		<a href="#">12963</a>	O'REILLY AUTOMOTIVE, INC.	Accounts Payable	Outstanding	Check	-1,374.08
12/03/2024		<a href="#">12964</a>	ORKIN, INC.	Accounts Payable	Outstanding	Check	-1,904.96
12/03/2024		<a href="#">12965</a>	PARK WEST LANDSCAPE MANAGEMENT	Accounts Payable	Outstanding	Check	-1,350.00
12/03/2024		<a href="#">12966</a>	S & J SUPPLY COMPANY	Accounts Payable	Outstanding	Check	-381.44
12/03/2024		<a href="#">12967</a>	SIERRA ANALYTICAL	Accounts Payable	Outstanding	Check	-185.00
12/03/2024		<a href="#">12968</a>	UNDERGROUND SERVICE ALERT/SC	Accounts Payable	Outstanding	Check	-113.60
12/03/2024		<a href="#">12969</a>	UNIFIRST FIRST AID CORPORATION	Accounts Payable	Outstanding	Check	-736.01
12/03/2024		<a href="#">12970</a>	URBAN WATER INSTITUTE, INC.	Accounts Payable	Outstanding	Check	-825.00
12/03/2024		<a href="#">12971</a>	USA BLUEBOOK	Accounts Payable	Outstanding	Check	-3,077.68
12/03/2024		<a href="#">12972</a>	WECK LABORATORIES	Accounts Payable	Outstanding	Check	-312.00
12/03/2024		<a href="#">12973</a>	YO FIRE	Accounts Payable	Outstanding	Check	-16,082.77
12/10/2024		<a href="#">12975</a>	AMERICAN BUSINESS BANK	Accounts Payable	Outstanding	Check	-14,151.51
12/10/2024		<a href="#">12976</a>	AT&T	Accounts Payable	Outstanding	Check	-1,087.49
12/10/2024		<a href="#">12977</a>	BLACK KNIGHT FINANCIAL SERVICES, LCC	Accounts Payable	Outstanding	Check	-9.90
12/10/2024		<a href="#">12978</a>	BRENT MONSON	Accounts Payable	Outstanding	Check	-3,270.78
12/10/2024		<a href="#">12979</a>	DRP ENGINEERING, INC.	Accounts Payable	Outstanding	Check	-30,848.50
12/10/2024		<a href="#">12980</a>	FERGUSON WATERWORKS	Accounts Payable	Outstanding	Check	-15,921.55
12/10/2024		<a href="#">12981</a>	FERNANDO VALDEZ	Accounts Payable	Outstanding	Check	-323.21
12/10/2024		<a href="#">12982</a>	FERREIRA CONSTRUCTION COMPANY	Accounts Payable	Outstanding	Check	-63,502.82

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/10/2024		<a href="#">12983</a>	HANSON BRIDGETT LLP	Accounts Payable	Outstanding	Check	-23,005.60
12/10/2024		<a href="#">12984</a>	HIGHROAD INFORMATION TECHNOLOGY, LLC.	Accounts Payable	Outstanding	Check	-7,201.00
12/10/2024		<a href="#">12985</a>	IRVINE RANCH WATER DISTRICT	Accounts Payable	Outstanding	Check	-368,317.08
12/10/2024		<a href="#">12986</a>	JARROD WALKER	Accounts Payable	Outstanding	Check	-271.49
12/10/2024		<a href="#">12987</a>	JRT ROOFING & WATERPROOFING	Accounts Payable	Outstanding	Check	-2,860.00
12/10/2024		<a href="#">12988</a>	LONE STAR BLOWER, INC.	Accounts Payable	Outstanding	Check	-51,940.31
12/10/2024		<a href="#">12989</a>	MYERS MARINE DIVISION, LLC	Accounts Payable	Outstanding	Check	-97,850.00
12/10/2024		<a href="#">12990</a>	ORANGE COUNTY PUMPING, INC.	Accounts Payable	Outstanding	Check	-355.00
12/10/2024		<a href="#">12991</a>	PACIFIC HYDROTECH CORPORATION	Accounts Payable	Outstanding	Check	-268,878.69
12/10/2024		<a href="#">12992</a>	PROJECT PARTNERS, INC.	Accounts Payable	Outstanding	Check	-40,000.00
12/10/2024		<a href="#">12993</a>	PSOMAS	Accounts Payable	Outstanding	Check	-5,955.00
12/10/2024		<a href="#">12994</a>	SIERRA ANALYTICAL	Accounts Payable	Outstanding	Check	-4,556.50
12/10/2024		<a href="#">12995</a>	SOTO RESOURCES	Accounts Payable	Outstanding	Check	-1,461.25
12/10/2024		<a href="#">12996</a>	STARTING LINE ADVISORY	Accounts Payable	Outstanding	Check	-8,000.00
12/10/2024		<a href="#">12997</a>	TOUCH TEL MOBILE	Accounts Payable	Outstanding	Check	-625.00
12/10/2024		<a href="#">12998</a>	TRENCH SHORING COMPANY	Accounts Payable	Outstanding	Check	-850.50
12/10/2024		<a href="#">12999</a>	VARIABLE SPEED SOLUTIONS, INC.	Accounts Payable	Outstanding	Check	-2,200.00
12/10/2024		<a href="#">13000</a>	WECK LABORATORIES	Accounts Payable	Outstanding	Check	-312.00
12/10/2024		<a href="#">13001</a>	YO FIRE	Accounts Payable	Outstanding	Check	-1,084.18
<b>Check Total: (102)</b>							<b>-2,185,359.89</b>
<b>EFT</b>							
11/14/2024		<a href="#">654</a>	ALS - TRUESDAIL LABORATORIES	Accounts Payable	Outstanding	EFT	-3,456.00
11/14/2024		<a href="#">655</a>	AMAZON	Accounts Payable	Outstanding	EFT	-469.17
11/14/2024		<a href="#">656</a>	EIDE BAILLY	Accounts Payable	Outstanding	EFT	-7,303.00
11/14/2024		<a href="#">657</a>	HERC RENTALS	Accounts Payable	Outstanding	EFT	-6,991.16
11/14/2024		<a href="#">658</a>	IRVINE PIPE SUPPLY	Accounts Payable	Outstanding	EFT	-894.00
11/14/2024		<a href="#">659</a>	MWDOC	Accounts Payable	Outstanding	EFT	-9,445.00
11/14/2024		<a href="#">660</a>	OLIN CHEMICALS	Accounts Payable	Outstanding	EFT	-6,194.16
11/14/2024		<a href="#">661</a>	UNIFIRST CORPORATION	Accounts Payable	Outstanding	EFT	-432.65
11/21/2024		<a href="#">662</a>	ACWA JPIA - LIFE	Accounts Payable	Outstanding	EFT	-1,048.10
11/21/2024		<a href="#">663</a>	ACWA JPIA - WC, PROP., & LIAB	Accounts Payable	Outstanding	EFT	-105,427.71
11/21/2024		<a href="#">664</a>	AMAZON	Accounts Payable	Outstanding	EFT	-1,957.10
11/21/2024		<a href="#">665</a>	IRVINE PIPE SUPPLY	Accounts Payable	Outstanding	EFT	-408.74
11/21/2024		<a href="#">666</a>	MWDOC	Accounts Payable	Outstanding	EFT	-31,659.79
11/21/2024		<a href="#">667</a>	OLIN CHEMICALS	Accounts Payable	Outstanding	EFT	-6,356.73
11/21/2024		<a href="#">668</a>	ROCKSPARK INC.	Accounts Payable	Outstanding	EFT	-6,907.50
11/21/2024		<a href="#">669</a>	UNIFIRST CORPORATION	Accounts Payable	Outstanding	EFT	-854.82
12/04/2024		<a href="#">670</a>	ALS - TRUESDAIL LABORATORIES	Accounts Payable	Outstanding	EFT	-4,164.00
12/04/2024		<a href="#">671</a>	AMAZON	Accounts Payable	Outstanding	EFT	-2,744.61
12/04/2024		<a href="#">672</a>	BIG O TIRES	Accounts Payable	Outstanding	EFT	-1,199.96
12/04/2024		<a href="#">673</a>	DUTHIE ELECTRIC SERVICE CORPORATION	Accounts Payable	Outstanding	EFT	-2,641.44
12/04/2024		<a href="#">674</a>	HERC RENTALS	Accounts Payable	Outstanding	EFT	-5,736.92

**Bank Transaction Report**

**Issued Date Range: -**

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/04/2024		<a href="#">675</a>	IRVINE PIPE SUPPLY	Accounts Payable	Outstanding	EFT	-189.33
12/04/2024		<a href="#">676</a>	MWDOC	Accounts Payable	Outstanding	EFT	-146.45
12/04/2024		<a href="#">677</a>	UNIFIRST CORPORATION	Accounts Payable	Outstanding	EFT	-279.98
<b>EFT Total: (24)</b>							<b>-206,908.32</b>
<b>Accounts Payable Total: (160)</b>							<b>-2,961,042.75</b>
<b>Utility Billing</b>							
<b>Check</b>							
12/03/2024		<a href="#">12974</a>	CHAMPION PAVING INC	Utility Billing	Outstanding	Check	-1,966.95
<b>Check Total: (1)</b>							<b>-1,966.95</b>
<b>Utility Billing Total: (1)</b>							<b>-1,966.95</b>
<b>Report Total: (161)</b>							<b>-2,963,009.70</b>

**Summary**

Bank Account	Count	Amount
<a href="#">030866939 BMO Checking</a>	161	-2,963,009.70
<b>Report Total:</b>	<b>161</b>	<b>-2,963,009.70</b>

Cash Account	Count	Amount
<a href="#">99 99-000-1004 BMO Checking (Pooled Cash)</a>	161	-2,963,009.70
<b>Report Total:</b>	<b>161</b>	<b>-2,963,009.70</b>

Transaction Type	Count	Amount
Bank Draft	34	-568,774.54
Check	103	-2,187,326.84
EFT	24	-206,908.32
<b>Report Total:</b>	<b>161</b>	<b>-2,963,009.70</b>



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

GENERAL FUND PAYROLL WARRANT REGISTER

For the Month of: December 2024

\$ 282,402.76

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.

[Signature] - 1/9/2025      Michael F. Seprenst      1/9/25  
General Manager / Assistant General Manager      By      Date

[Signature]      1-9-25  
By      Date

Net Pay	<b>Checks</b>				.00
	<b>Direct Deposits</b>				91,725.68
	Subtotal Net Pay				91,725.68
	<b>Adjustments</b>				7,985.46
	Total Net Pay Liability (Net Cash)				99,711.14

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>				17,756.64	
	<b>Earned Income Credit Advances</b>					
	<b>Social Security</b>				5,813.42	5,813.42
	<b>Medicare</b>				2,171.09	2,171.09
	<b>Medicare Surtax</b>				341.83	
	<b>Federal Unemployment Tax</b>					
	Subtotal Federal		26,082.98		7,984.51	34,067.49
	<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		26,082.98		7,984.51	34,067.49
State	<b>CA State Income Tax</b>				7,983.38	
	<b>CA State Unemployment Insurance-ER 8000</b>					38.03
	<b>CA State Disability Insurance-EE</b>				1,645.21	
	Subtotal CA				9,628.59	38.03
	Total Taxes	.00	.00		35,711.57	8,022.54
	Amount ADP Debited From Account XXXX6939			Tran/ABA XXXXXXXXX		43,734.11

Excludes Taxes That Are Your Responsibility

Other	<b>ADP Direct Deposit</b>				91,725.68	27 Employee Transactions
	Transfers Amount ADP Debited From Account XXXX6939			Tran/ABA XXXXXXXXX		91,725.68
	Total Amount ADP Debited From Your Accounts					135,459.79



### Statistical Summary Detail

## TRABUCO CANYON WATER

Region Name : GKN  
Company Code : ADP RESOURCE

Batch : 3416  
Quarter Number : 4  
Service Center : 580

Period Ending : 12/15/2024  
Pay Date : 12/20/2024  
Current Date : 12/16/2024

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Page 2

Net Pay	<b>Checks</b>	238.42			
	<b>Direct Deposits</b>	94,500.31			
	Subtotal Net Pay				94,738.73
	<b>Adjustments</b>	2,279.54			
	Total Net Pay Liability (Net Cash)				97,018.27

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>				17,647.17	
	<b>Earned Income Credit Advances</b>					
	<b>Social Security</b>				9,322.39	9,322.41
	<b>Medicare</b>				2,180.24	2,180.24
	<b>Medicare Surtax</b>					
	<b>Federal Unemployment Tax</b>					
	Subtotal Federal		29,149.80	11,502.65		40,652.45
	<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		29,149.80	11,502.65		40,652.45
State	<b>CA State Income Tax</b>				7,552.41	
	<b>CA State Unemployment Insurance-ER8000</b>					2,231.56
	<b>CA State Disability Insurance-EE</b>				1,767.82	
	Subtotal CA				9,320.23	2,231.56
	Total Taxes	.00	.00	38,470.03	13,734.21	52,204.24
	Amount ADP Debited From AccountXXXX6939					52,204.24
	Tran/ABA XXXXXXXXXX					<b>Excludes Taxes That Are Your Responsibility</b>

Other	<b>ADP Direct Deposit</b>	94,500.31				<b>31 Employee Transactions</b>
Transfers	<b>ADP Check</b>	238.42				
	Amount ADP Debited From AccountXXXX6939					94,738.73
	Tran/ABA XXXXXXXXXX					
	Total Amount ADP Debited From Your Accounts					146,942.97



### Statistical Summary Detail

## TRABUCO CANYON WATER

Region Name : GKN  
Company Code : ADP RESOURCE

Batch : 4503  
Quarter Number : 1  
Service Center : 580

Period Ending : 12/31/2024  
Pay Date : 01/03/2025  
Current Date : 12/31/2024

Week 01  
Page 2

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | JANUARY 16, 2025**

**CONSENT CALENDAR**

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

---

**RECOMMENDED ACTION:**

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

1. *December 4, 2024*

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



**TRABUCO CANYON WATER DISTRICT  
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | DECEMBER 4, 2024**

---

**DIRECTORS PRESENT**

Mike Safranski, Committee Chair  
Don Chadd, Committee Member Alternate

**STAFF PRESENT**

Fernando Paludi, General Manager  
Lorrie Lausten, District Engineer  
Gary Kessler, Water Superintendent  
Oscar Ulloa, Wastewater Superintendent  
Jason Stroud, Maintenance Superintendent  
Roseann Lejsek, Executive Assistant

**STAFF ABSENT**

Michael Perea, Assistant General Manager

**PUBLIC PRESENT**

None

**CALL MEETING TO ORDER**

Director Safranski called the December 4, 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: ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP**

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

**RECOMMENDATION:** The Committee recommended forwarding this matter to the Board of Directors (Consent Calendar).

**ITEM 2: DOVE RECYCLED WATER PUMP STATION IMPROVEMENTS DESIGN AWARD**

---

Mr. Paludi presented this matter for Committee consideration. Ms. Lausten provided a summary of Phase 1 of the project, and she provided an overview of the RFP process for phase 2. Mr. Lausten stated that the District solicited proposals from eight firms for Design Engineering Services and received two bids. Ms. Lausten provided a proposal comparison and discussion occurred regarding the difference in bid amounts. Ms. Lausten stated that staff is recommending that the project be awarded to JIG Consultants for Design Engineering Services.

**RECOMMENDATION:** Recommend the Board of Directors award a professional services agreement for the Dove Recycled Pump Station Improvements for Engineering Design to JIG Consultants in the amount of \$253,450, plus a 10% contingency of \$25,345, for a not-to-exceed amount of \$278,795 (Action Calendar).

**ITEM 3: ROBINSON RANCH WASTEWATER TREATMENT PLANT EFFLUENT RESERVOIR OUTLET GATE SYSTEM REPAIR**

---

Mr. Paludi presented this matter for Committee consideration, and he reported that this project has been completed. Ms. Lausten provided an overview of the project, and she stated that the Division of Safety of Dams has been notified of the repair. Ms. Lausten noted that this project was completed under budget.

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

**ITEM 4: ROBINSON RANCH WASTEWATER TREATMENT PLANT BLOWER MODIFICATIONS PROJECT – SOUND STUDY RESULTS**

---

Mr. Paludi presented this matter for Committee consideration, and he reported that the design is being finalized for this project. Ms. Lausten provided a summary of the sound study results, and she stated that Scenario 4 would be the best option. Discussion occurred regarding unforeseen noise issues and potential solutions. Mr. Ulloa added that having the blowers outside will be a huge improvement for aeration during the summer months. The Committee requested that this item be added to the Regular Board Meeting agenda as an information item.

**RECOMMENDATION:** The Committee recommended forwarding this matter to the Board of Directors for informational purposes only (Action Calendar)

**ITEM 5: OTHER ENGINEERING AND OPERATIONS PROJECT UPDATES**

---

**1. Golf Club SLS Improvement Project**

Ms. Lausten provided an update on this matter, and she reported that this project will be completed at the end of the week. Ms. Lausten reported that although the project had a couple of change orders, the project came under budget of the projected CIP costs. Ms. Lausten added that staff will set up a tour for the Board of Directors in January.

**2. Heritage SLS Improvement Project**

Ms. Lausten provided an update on this matter, and she reported that this project is scheduled to be completed before the holidays. Ms. Lausten provided a brief overview of Phase 1 of the project, and she stated that she is working on plans for Phase 2. Ms. Lausten noted that completion of the project will be approximately two years, partly due to procurement lead times.

**3. Other Projects**

Dove/Tick Creek Improvements - Mr. Paludi reported that the Dove/Tick Creek Pump Station Improvements design RFP will be issued in the near future, and he stated that the District has received two grants which should cover the design costs.

**TRABUCO CANYON WATER DISTRICT  
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | DECEMBER 4, 2024**

Dove Dam Improvements - Mr. Paludi reported that staff is waiting to hear back on its grant application for Dove Dam Outlet Structure Improvements, and that staff is working on putting the RFP together.

SCADA Project - Mr. Paludi reported that the District's contractor, W.M. Lyles Co., has provided recommendations in Phase 1 of the project and that Phase 2 will include the implementation of these recommendations. Mr. Paludi stated that staff will bring an amendment to the current agreement for final integration to the January Engineering/Operational Committee meeting. Mr. Paludi noted that the cost will be approximately within the \$400,000 that had been originally budgeted in FY 2023-24 for TESCO to finish this project.

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

**ITEM 6: 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. Responded to and worked with contractor to repair 10" main break on Live Oak Canyon Road.
2. Reassembled filters 1 – 3 at Dimension Water Treatment Plant (DWTP) in an effort to get the plant back in service.
3. Responded again to major line break on 16" main transmission line leaving DWTP.

Mr. Kessler presented the Water System Summary for Committee review. Mr. Kessler reported that the 16" main transmission line has experienced four-line breaks, and he stated that more breaks can be expected on this very old pipeline. Mr. Kessler suggested slip-lining the pipe in critical areas as a more cost-effective solution than complete replacement. Discussion occurred regarding potential options to repair the pipeline in the short-term and long-term. Ms. Lausten added that the pipeline replacement was identified in Hazen Sawyer's asset condition assessment. Mr. Paludi stated that the District will need to plan for this level of expense. Discussion also occurred regarding the District's capacity at the Baker Treatment facility and District's current water supply costs.

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

**ITEM 7: WASTEWATER SYSTEM UPDATES**

---

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

1. Repaired a 3" air vent for Wastewater Treatment Plant (WWTP) Reservoir valve.
2. Assisted divers in the repairs and operation of the sluice gate at the WWTP Reservoir.
3. Made repairs and cleaning of polymer pump for the belt press at the WWTP.
4. Bypassed Golf Club Lift Station and assisted with the installation of a flowmeter assembly on the force main.

Mr. Ulloa presented the Recycled Water System Summary for Committee review, and he reported that the Reservoir was at elevation 1,262 feet and Dove Lake had approximately 12 feet of freeboard. Mr. Ulloa reported that the pump at Dove Lake has been shut off, and he noted that a "turning-over" of the lake occurred but that the lake is healthy in terms of water quality.

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

**TRABUCO CANYON WATER DISTRICT  
ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP | DECEMBER 4, 2024**

**ITEM 8: MAINTENANCE DEPARTMENT UPDATES**

---

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

**Projects and Repairs**

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

**Water Operations**

1. High wind event 4<sup>th</sup>-7<sup>th</sup>. Setup mobile emergency generator at Field Office Pump Station.
2. Preventative Maintenance (PM) tasks on DWTP electric motors, grease zerk fitting, and replacing a small ROTRON blower.
3. PMs on Ridgeline Booster Pump Station (BPS) electric motors, grease zerk fittings.
4. Electrical Manual Transfer Switch installed at Falcon BPS with contractor Hydrotech Electric.
5. Meeting with Orange County Public Works, County Department of Health and Water Emergency Response of Orange County (WERO) at the Groundwater Treatment Facility to discuss potential flooding and debris flow strategies.

**Wastewater Operations**

1. Divers at WWTP recycled water reservoir.

**District Fleet Upgrades & Other Projects**

1. ARC flash re-labeling with contractor P2S.
2. PMs on brush/weed abatement equipment.
3. Attended the WERO Water Distribution Emergency Meeting at the Emergency Operations Center.
4. Attended the Quarterly WERO meeting at Municipal Water District of Orange County.

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

**ITEM 9: OTHER MATTERS/REPORTS**

---

Mr. Paludi reported that the County has been proactive in responding to the berm reinforcement in front of the Groundwater Treatment Facility, and he stated that the County has drawn up plans and will complete the project. A brief discussion occurred regarding the submission of a reimbursement claim through the County.

Director Safranski thanked Director Chadd for his many years of service to the District and wished him all the best.

Director Chadd thanked Director Safranski for his comments.

**RECOMMENDATION:** None

**ADJOURNMENT**

Director Safranski adjourned the December 4, 2024 Engineering/Operational Committee Meeting at 7:58 a.m.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | JANUARY 16, 2025**

**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. *November 4, 2024*

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



## TRABUCO CANYON WATER DISTRICT EXECUTIVE COMMITTEE MEETING RECAP | NOVEMBER 4, 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, Executive Assistant

### **CONSULTANTS PRESENT**

Debbie Gutman, CPS HR Consulting (Virtually)

### **PUBLIC PRESENT**

None

### **CALL MEETING TO ORDER**

Vice President Mandich called the November 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

### **ADMINISTRATIVE MATTERS**

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

---

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

**RECOMMENDATION:** The Committee recommended forwarding this matter to the Board of Directors (Consent Calendar).

**TRABUCO CANYON WATER DISTRICT  
EXECUTIVE COMMITTEE MEETING RECAP | NOVEMBER 4, 2024**

**DISCUSSION MATTERS**

---

Director Mandich recommended moving agenda item 4 up to accommodate the attendance of Debbie Gutman, CPS HR Consulting.

**ITEM 4: APPROVAL OF HUMAN RESOURCES AND HEALTH BENEFITS THIRD-PARTY ADMINISTRATOR SUPPORT SERVICES CONTRACT**

---

Mr. Paludi presented this matter for Committee consideration, and he introduced Ms. Debbie Gutman, Principal Human Resources Consultant with CPS HR Consulting. Ms. Gutman provided her background in Human Resources, and she reported on their firm’s extensive experience in working with public agencies. Ms. Gutman also provided an overview of the Human Resources and health benefits support that their firm will provide the District and its employees. Discussion occurred concerning the availability of on-site support, if needed.

**RECOMMENDATION:** The Committee recommended forwarding this matter to the Board of Directors (Action Calendar).

**ITEM 2: BOARD AGENDA PLANNING CALENDAR**

---

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

**November 2024**

Regular Board Meeting – 11/21

- Award HR and Benefits Support Agreement with CPS (Exec)
- Approve Amendment to GM Contract (Exec)
- Multi-Jurisdictional Hazardous Mitigation Plan Update (E/O)
- **Closed Session:**
  - Rutter Development Settlement

**December 2024**

Regular Board Meeting – 12/19

- Election of Board Officers
- Appointments of Board Members to Committee and Representative Assignments
- Award Recycled Water P.S. Improvements Design Contract (E/O)

**January 2025**

Regular Board Meeting – 1/16

- Receive and file Annual Comprehensive Financial Report (F/A)
- Adopt Resolution Regarding Annual Statement of Investment Policy (F/A)

**Other Potential Future Board Items**

- Accept Saddle Crest Facilities
- Award Design of Dove & Tick Creek Pump Station Improvements
- Adopt Resolution Updating TCWD Procurement Policy
- Water Purchase Pricing Agreement with IRWD

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

**TRABUCO CANYON WATER DISTRICT  
EXECUTIVE COMMITTEE MEETING RECAP | NOVEMBER 4, 2024**

**ITEM 3: APPROVAL OF URBAN WATER INSTITUTE 2025 CONFERENCE SPONSORSHIPS**

---

Mr. Paludi presented this matter for Committee consideration. Mr. Paludi reported that the District has been a member of the Urban Water Institute (UWI) since 2020 and that he currently holds a position on the UWI Board of Directors. Mr. Paludi reported that UWI is a good organization for TCWD's participation, and he recommended that the District renew its conference sponsorships for 2025 at the "Silver" level amount of \$3,000.

**RECOMMENDATION:** The Committee recommended forwarding this matter to the Board of Directors (Action Calendar).

**OTHER MATTERS**

**ITEM 5: REPORTS OR COMMENTS FROM THE GENERAL MANAGER AND/OR STAFF**

---

**Golf Club Lift Station**

Mr. Paludi provided the Committee with a status update on this CIP project, and he stated that Ms. Lausten will provide an update at the next Engineering/Operational Committee Meeting.

**Heritage Lift Station**

Mr. Paludi provided the Committee with a status update on this project, and he stated that these improvements are being completed in advance of the full station upgrade starting in 2025.

**Dove Dam**

Mr. Paludi provided the Committee with a status update on this project, and he stated that he will provide a report to the Board.

**District Treasurer**

Mr. Paludi provided the Committee with a status update on this matter, and he reported that Ian Berg has come on board as the District's Treasurer. Mr. Paludi provided the Committee with Mr. Berg's background with Eide Bailly. Mr. Paludi reported that staff is evaluating the need for an internal financial employee position within the District.

**Staff**

Mr. Perea reported that the District has hired Joshua Gough into the entry level role of Customer Service Field Technician I.

**Public Safety Power Shutoff (PSPS) Event**

Mr. Paludi stated that there will be a PSPS event Wednesday to Thursday evening this week due to high winds and low humidity.

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

**ADJOURNMENT**

Vice President Mandich adjourned the November 4, 2024 Executive Committee Meeting at 5:43 p.m.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | JANUARY 16, 2025**

**ACTION CALENDAR**

**ADMINISTRATIVE MATTERS**

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

---

***FEES AND EXPENSES***

Consistent with Board policy, Directors are reimbursed for expenses incurred while serving in their capacity as Directors. Additionally, Directors earn a per diem stipend for attendance at meetings or functions in a Director capacity. 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 2024-25 Budgeted Board Expenses: \$45,200

*Directors receive \$125.00 per diem, not to exceed ten (10) per diems per month, for meetings approved by the Board.*

**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. *December 2024*

**EXHIBITS:**

1. Directors Fees and Expenses Monthly Report for December 2024
2. Directors Future/Tentative Meeting/Attendance Schedule for Calendar Year 2025

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

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

MEETING DESCRIPTION	ACOSTA	ANDERSON	HORST	MANDICH	SAFRANSKI	**CHADD	**DOPUDJA
<b>DISTRICT MEETINGS</b>							
Executive Committee Meeting							
Engineering/Operational Committee Meeting					12/04/24	12/04/24	
Finance/Audit Committee Meeting	12/12/24			12/12/24			
Individual Meeting with General Manager	12/16/24		12/11/24	12/16/24	12/18/24		
Regular Board Meeting	12/19/24	12/19/24	12/19/24	12/19/24	12/19/24		
Special Board Meeting	12/12/24	12/12/24	12/12/24	12/12/24	12/12/24		
TCWD Facilities Tour		12/20/24	12/20/24				
<b>REPRESENTATIVE MEETINGS</b>							
Association of California Water Agencies (ACWA) Fall Conference - Day One	12/03/24						
Association of California Water Agencies (ACWA) Fall Conference - Day Two	12/04/24						
Association of California Water Agencies (ACWA) Fall Conference - Day Three	12/05/24						
Community Associations of Rancho (CAR) Meeting							
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				12/10/24			
Independent Special Districts of Orange County (ISDOC) Quarterly Meeting							
MWDOC Administration/Finance Committee Meeting	12/11/24						
MWDOC Board Meeting	12/18/24						
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							
Santiago Aqueduct Commission Meeting (SAC)				12/12/24			
Water Advisory Commission of Orange County (WACO)	12/13/24						
<b>NUMBER OF MEETINGS ATTENDED</b>	9	3	4	4	4	1	0
<b>PER DIEMS (\$125 per each meeting*)</b>	\$1,125.00	\$375.00	\$500.00	\$500.00	\$500.00	\$125.00	\$0.00
<b>DIRECT REIMBURSABLE EXPENSES</b>							
Association of California Water Agencies Conference - Palm Desert - Attached Expense Report	\$535.82						
<b>DIRECT REIMBURSABLE EXPENSES TOTALS</b>	\$535.82						
<b>INDIRECT REIMBURSABLE EXPENSES</b>							
<b>INDIRECT REIMBURSABLE EXPENSES TOTALS</b>							
<b>TOTAL (PER DIEMS + DIRECT REIMBURSABLE EXPENSES)</b>	\$1,660.82	\$375.00	\$500.00	\$500.00	\$500.00	\$125.00	\$0.00
* Maximum per diem per day is one; maximum per month is 10							
**Outgoing Board Member							

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

EXPENSE CLAIM

Director Glenn Acosta

Event: ACWA Fall Conference  
Dates: December 3-5, 2024  
Location: Palm Desert

Meals: None claimed  
Mileage: Not claimed\*

Hotel: Dec 3: \$219 per night + \$48.91 fees/taxes  
Dec 4: \$219 per night + \$48.91 fees/taxes

TOTAL: \$535.82

\* Allowable mileage reimbursement is \$152.76 based on 114 miles one way \* 2 \* \$0.67/mile.

**TRABUCO CANYON WATER DISTRICT | 2025 PUBLIC MEETING AND CONFERENCE CALENDAR**

		2025											
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	01/06/25	02/03/25	03/03/25	04/07/25	05/05/25	06/02/25	07/07/25	08/04/25	09/01/25	10/06/25	11/03/25	12/01/25
2	Engineering/Operational Committee Meeting	01/08/25	02/05/25	03/05/25	04/02/25	05/07/25	06/04/25	07/02/25	08/06/25	09/03/25	10/01/25	11/05/25	12/03/25
3	Finance/Audit Committee Meeting	01/09/25	02/13/25	03/13/25	04/10/25	05/08/25	06/12/25	07/10/25	08/14/25	09/11/25	10/09/25	11/13/25	12/11/25
4	Regular Board Meeting	01/16/25	02/20/25	03/20/25	04/17/25	03/15/25	06/19/25	07/17/25	08/21/25	09/18/25	10/16/25	11/20/25	12/18/25
5	District Properties Ad Hoc Committee Meeting	-	-	-	-	-	-	-	-	-	-	-	-
<b>PUBLIC MEETINGS</b>													
6	City of RSM City Council Meeting - Meeting No. 1	01/08/25	02/12/25	03/12/25	04/09/25	05/14/25	06/11/25	07/09/25	08/13/25	09/10/25	10/08/25	11/12/25	12/10/25
7	City of RSM City Council Meeting - Meeting No. 2	01/22/25	02/26/25	03/26/25	04/23/25	05/28/25	06/25/25	07/23/25	08/27/25	09/24/25	10/22/25	11/26/25	12/24/25
8	City of RSM Planning Commission Meeting	01/01/25	02/05/25	03/05/25	04/02/25	05/07/25	06/04/25	07/02/25	08/06/25	09/03/25	10/01/25	11/05/25	12/03/25
9	Independent Special Districts of Orange County Meeting - Executive	01/07/25	02/04/25	03/04/25	04/01/25	05/06/25	06/03/25	07/01/25	08/05/25	09/02/25	10/07/25	11/04/25	12/09/25
10	Independent Special Districts of Orange County Meeting - Quarterly	01/30/25	-	-	04/24/25	-	-	07/31/25	-	-	10/30/25	-	-
11	Orange County Local Agency Formation Commission (OC LAFCO)	01/08/25	02/12/25	03/12/25	04/09/25	05/14/25	06/11/25	07/09/25	08/13/25	09/10/25	10/08/25	11/12/25	12/10/25
12	Municipal Water District of Orange County (MWDOC) Board Meeting	01/15/25	02/19/25	03/19/25	04/16/25	05/21/25	06/18/25	07/16/25	08/20/25	09/17/25	10/15/25	11/19/25	12/17/25
13	Santiago Aqueduct Commission Meeting	-	-	03/20/25	-	-	06/19/25	-	-	09/18/25	-	-	12/18/25
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*	01/27/25	-	03/24/25	-	05/26/25	-	07/28/25	-	09/22/25	-	11/24/25	-
17	Water Advisory Committee of Orange County	01/03/25	02/07/25	03/07/25	04/04/25	05/02/25	06/06/25	07/11/25	08/01/25	09/05/25	10/03/25	11/07/25	12/05/25
<b>CONFERENCES</b>													
18	ACWA Spring Conference - Monterey, CA					05/13-05/15							
19	ACWA Fall Conference - San Diego, CA												12/02-12/04
20	CSDA Annual Conference -Monterey, CA								08/25-08/28				
21	CSDA GM Leadership Summit - Lake Tahoe, CA						06/29-07/01						
22	CSDA SDLA Conference - La Quinta, CA				04/21-04/24								
23	Colorado River Water User's Association (CRWUA) Annual Conference – Las Vegas, NV												12/16-12/18
24	Urban Water Institute (UWI) Annual Conference - San Diego, CA								08/20-08/22				
25	Urban Water Institute (UWI) Spring Conference - Palm Springs, CA		02/26-02/28										

**LEGEND**

District Observed Holiday - Reschedule Meeting

\*4th Tuesday of the Odd Numbered Month

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | JANUARY 16, 2025**

**ACTION CALENDAR**

**ADMINISTRATIVE MATTERS**

**ITEM 6: DISCUSSION AND CONSIDERATION OF A RESOLUTION CONCERNING THE HOLDING OF REGULAR MEETINGS OF THE BOARD OF DIRECTORS AND AMENDING THE TCWD REGULAR BOARD MEETING DATE AND TIME**

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

In July 2021, the Board of Directors adopted Resolution No. 2021-1298 which changed the date of the Regular Board Meeting to the third Thursday of each month and subsequently adopted Resolution No. 2022-1309 in October 2022 which changed the time from 7:00 p.m. to 5:30 p.m. to better address District business.

More information may be provided at the time of the meeting.

**FUNDING SOURCE:**

Not applicable

**FISCAL IMPACT (PROJECT BUDGET):**

Not applicable

**ENVIRONMENTAL COMPLIANCE:**

Not applicable

**RECOMMENDED ACTIONS:**

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

**EXHIBIT(S):**

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

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

## RESOLUTION NO. 2022-1309

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

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

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

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

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

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

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

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

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

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

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

*The remainder of this page is blank.*

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

**TRABUCO CANYON WATER DISTRICT**

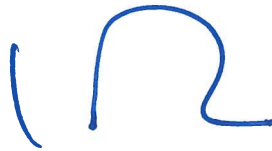
By:   
President/Vice President

By:   
District Secretary

STATE OF CALIFORNIA            )  
  ) ss.  
COUNTY OF ORANGE            )

I, Michael Perea, District Secretary of the Trabuco Canyon Water District, do hereby certify that the foregoing resolution was duly adopted by the Board of said District at a regular meeting of such Board held on the 20th day of October 2022, of which meeting all of the members of the Board had due notice and at which a quorum thereof were present and acting throughout and for which notice and an agenda was prepared and posted as required by law and that at said meeting such resolution was adopted by the following vote:

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




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District Secretary,  
Trabuco Canyon Water District

STATE OF CALIFORNIA        )  
  ) ss.  
COUNTY OF ORANGE        )

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

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



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District Secretary,  
Trabuco Canyon Water District

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | JANUARY 16, 2025**

**ACTION CALENDAR**

**ADMINISTRATIVE MATTERS**

**ITEM 7: DISCUSSION CONCERNING BOARD ROOM AUDIO/VISUAL SYSTEM UPGRADES**

The District’s Administration Facility serves as the primary public meeting room for the Board of Directors, as well as the de facto community center for groups like homeowner associations, voting centers, and local non-profit organizations. The current audio/visual (A/V) system has been in use since 2012 and is still in working order, but there have been significant technical advances and unforeseen meeting challenges, namely hybrid meeting formats, that are not compatible with the current system.

In April 2024, District staff has procured a budgetary estimate with options from a local contractor that has worked with neighboring water agencies and special districts to upgrade their board room A/V systems to review with the Executive Committee. The budgetary estimate from Western Audio Visual included three distinct options for consideration:

Option Description	Proposal Costs
<b>Boardroom Display Option</b> Includes (1) Four 85” Mounted Monitor Screens, (2) Wireless Microphones for Board, Staff, and Public, (3) Managed Switch, (4) Control Accessories, (5) Design, Programming, & Installation.	\$81,390
<b>Video Streaming Option</b> Includes (1) Camera, (2) Software, (3) Control Accessories, (4) Design, Programming, & Installation.	\$7,365
<b>LED Wall Option</b> Includes (1) Two 85” Mounted Monitor Screens, (2) One 130” HDR Wall-Mounted Monitor (3) Wireless Microphones for Board, Staff, and Public, (4) Managed Switch, (5) Control Accessories, (6) Design, Programming, & Installation	\$114,344

More information may be presented at the time of the meeting.

**FUNDING SOURCE:**

None at this time

**FISCAL IMPACT:**

To be determined

**ENVIRONMENTAL COMPLIANCE:**

Not applicable

**RECOMMENDED ACTIONS:**

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

**EXHIBIT(S):**

1. Western Audio Visual Boardroom AV Upgrade Quote, April 2024

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



Trabuco Canyon Water District  
Boardroom AV Upgrade

Representative Rachel Elizabeth  
Mobile 909.217.1565  
Office 714.637.7272  
Email Rachele@wav1.com  
Revision 4/3/2024

Boardroom Displays Option  
Typical of 1 - Proposal Includes 1

Item	Quantity	Manufacturer	Model	Description	Unit Price	Ext Price
<b>Display System</b>						
4	Samsung	QB85C		85-inch Commercial 4K UHD Display, 350 NIT	\$ 2,663.00	\$ 10,652.00
2	Chief	LPAUB		LPAUB, Large Fusion® Manual Height Adjustable Mobile AV Cart	\$ 980.00	\$ 1,960.00
2	Chief	LCM1U-G		Fusion® Large Flat Panel Ceiling Mounts - LCM1U-G	\$ 320.00	\$ 640.00
2	Chief	CMS0810W		CMS0810, 8-10" Adjustable Extension Column, Pole	\$ 178.00	\$ 356.00
2	Chief	CMA115W		6 Inch (152 mm) Ceiling Plate in White	\$ 44.00	\$ 88.00
<b>Signal Distribution and Switching System</b>						
4	Crestron	DM-NVX-E20		DM NVX® 4K60 4:2:0 Network AV Encoder	\$ 550.00	\$ 2,200.00
4	Crestron	DM-NVX-D20		DM NVX® 4K60 4:2:0 Network AV Decoder	\$ 550.00	\$ 2,200.00
<b>Sources:</b>						
Local HDMI Web PC BluRay AppleTV						
<b>Destinations:</b>						
Front Left Display Front Right Display Rear Left Display Cart Rear Right Display Cart						
<b>Audio System</b>						
1	Biamp	TesiraFORTÉ DAN VT		Fixed I/O DSP with 12 analog inputs, 8 analog outputs, 8 channels configurable USB audio, 32 x 32 channels of Dante, AEC technology (all 12 inputs), 2 channel VoIP, and standard FXO telephone interface	\$ 2,873.00	\$ 2,873.00
1	Shure	MXWAPT8=-Z10		8-CH ACCESS POINT TRANSCIVER	\$ 2,964.00	\$ 2,964.00
1	Shure	MXWAPT4=-Z10		4-CH ACCESS POINT TRANSCIVER	\$ 2,292.00	\$ 2,292.00
10	Shure	MXW8=-Z10		DESKTOP BASE TRANSCIVER	\$ 506.00	\$ 5,060.00
10	Shure	MX415LP/C		15" Shock-Mounted Gooseneck, Cardioid, Less Preamplifier	\$ 196.00	\$ 1,960.00
1	Shure	MXW2/SM58=-Z10		Handheld Transmitter with SM58® Microphone (Includes one SB902 Battery)	\$ 475.00	\$ 475.00
1	Shure	MXW1/O=-Z10		Bodypack Transmitter with Integrated Omnidirectional Microphone and 4-Pin Mini Conne	\$ 486.00	\$ 486.00
1	Shure	WL183		Microflex® Omnidirectional Lavalier Microphone	\$ 100.00	\$ 100.00
3	Shure	MXWNCS8		8-CH NETWORKED CHARGING STATION	\$ 1,545.00	\$ 4,635.00
<b>Control System</b>						
1	Crestron	RMC4		4-Series™ Control System	\$ 612.00	\$ 612.00
1	Crestron	TS-770-B-S		7 in. Tabletop Touch Screen, Black Smooth Location TBD	\$ 1,406.00	\$ 1,406.00
<b>Miscellaneous Components</b>						
1	Netgear	GSM4230P-100NAS		Netgear M4250-26G4F-PoE+ AV Line Managed Switch - 24 Ports - Manageable - 3	\$ 1,044.00	\$ 1,044.00
1	Middle Atlantic	DWR-24-26PD		DWR Series Pivoting Wall Rack - DWR-24-26PD	\$ 1,214.00	\$ 1,214.00

**TCWD TO PROVIDE CABLE PATHWAYS, OR VERIFY THERE ARE PATHWAYS TO EACH DISPLAY LOCATION**  
**TCWD TO PROVIDE CABLE PATHWAY, OR VERIFY THERE IS A PATHWAY TO CLERK LOCATION FOR CONTROL PANEL**  
**WAV TO ASSUME EXISTING AMPLIFIER AND SPEAKERS ARE IN ACCEPTABLE**

Boardroom Displays Option Equipment Sub-Total: \$ 43,217.00

Miscellaneous Materials

Cable & Connectors	\$	972.00
Installation Hardware & Accessories	\$	486.00
Equipment Rack Hardware (Lacing Bars, Blanks, Vents, etc.)	\$	243.00
<b>Miscellaneous Materials Sub-Total</b>	<b>\$</b>	<b>1,701.00</b>



Trabuco Canyon Water District  
Boardroom AV Upgrade

Representative Rachel Elizabeth  
Mobile 909.217.1565  
Office 714.637.7272  
Email Rachele@wav1.com  
Revision 4/3/2024

Boardroom Displays Option  
Typical of 1 - Proposal Includes 1

Item	Quantity	Manufacturer	Model	Description	Unit Price	Ext Price
<b>Integration Labor</b>						
				Engineering & Drafting	\$	3,620.00
				Control Programming	\$	6,096.00
				Project Management	\$	2,159.00
				Staging & Assembly	\$	477.00
				Installation & Testing	\$	15,112.00
				Training, Closing, & Commissioning	\$	3,508.00
				Travel	\$	-
				Sub-Contract	\$	-
				G & A	\$	563.00
				<b>Integration Labor Sub-Total</b>	<b>\$</b>	<b>31,535.00</b>
<b>Boardroom Displays Option Totals</b>						
				Total Equipment	\$	44,918.00
				Total Labor	\$	31,535.00
				Equipment and Labor Subtotal	\$	76,453.00
				Total Shipping	\$	1,328.00
				Additional Shipping for Overnight or Large Items	\$	-
				Subtotal	\$	77,781.00
				Sales Tax	7.75% \$	3,584.07
				Electronic Waste Fee 4" - 14" (\$4.00)	QTY: 0 \$	-
				Electronic Waste Fee 15" - 34" (\$5.00)	QTY: 0 \$	-
				Electronic Waste Fee 35" and Greater (\$6.00)	QTY: 4 \$	24.00
				Electronic Waste Fee Total	\$	24.00
				Total Service Agreement	\$	-
				Bond (if required)	\$	-
					<b>\$</b>	<b>81,389.07</b>



Trabuco Canyon Water District  
Boardroom AV Upgrade

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Revision 4/3/2024

Video Streaming Option  
Typical of 1 - Proposal Includes 1

Item	Quantity	Manufacturer	Model	Description	Unit Price	Ext Price
<b>Camera System</b>						
1	PTZ Optics	PT20X-SE-GY-G3		PTZ camera, featuring 20X Optical Zoom, 1080 Resolution at 60fps	\$ 950.00	\$ 950.00
1	Vaddio	535-2000-291		Drop Down Mount for Small PTZ Cameras - Long	\$ 291.00	\$ 291.00
1	Blackmagic Design	BDLKWEBPTRPRO		Blackmagic Design Web Presenter HD (USB Web Cam & Streaming Device)	\$ 573.00	\$ 573.00
<b>Video Streaming Option Equipment Sub-Total:</b>						<b>\$ 1,814.00</b>
<b>Miscellaneous Materials</b>						
Cable & Connectors						\$ 41.00
Installation Hardware & Accessories						\$ 21.00
Equipment Rack Hardware (Lacing Bars, Blanks, Vents, etc.)						\$ 11.00
<b>Miscellaneous Materials Sub-Total:</b>						<b>\$ 73.00</b>
<b>Integration Labor</b>						
Engineering & Drafting						\$ 754.00
Control Programming						\$ 1,524.00
Project Management						\$ 135.00
Staging & Assembly						\$ -
Installation & Testing						\$ 2,159.00
Training, Closing, & Commissioning						\$ 675.00
Travel						\$ -
Sub-Contract						\$ -
G & A						\$ 24.00
<b>Integration Labor Sub-Total:</b>						<b>\$ 5,271.00</b>
<b>Extended Warranty &amp; Maintenance Agreement</b>						
					<b>Years</b>	<b>Price</b>
Extended Service Plan					0	\$ -
<b>Service Sub-Total:</b>						<b>\$ -</b>
<b>Video Streaming Option Totals</b>						
Total Equipment					\$	1,887.00
Total Labor					\$	5,271.00
Equipment and Labor Subtotal					\$	7,158.00
Total Shipping					\$	56.00
Additional Shipping for Overnight or Large Items					\$	-
Subtotal					\$	7,214.00
Sales Tax					7.75%	\$ 150.58
Electronic Waste Fee 4" - 14" (\$4.00)					QTY: 0	\$ -
Electronic Waste Fee 15" - 34" (\$5.00)					QTY: 0	\$ -
Electronic Waste Fee 35" and Greater (\$6.00)					QTY: 0	\$ -
Electronic Waste Fee Total					\$	-
Total Service Agreement					\$	-
Bond (if required)					\$	-
<b>Total</b>						<b>\$ 7,364.58</b>



Trabuco Canyon Water District  
Boardroom AV Upgrade

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Mobile 909.217.1565  
Office 714.637.7272  
Email Rachele@wav1.com  
Revision 4/3/2024

**LED Wall Option**  
Typical of 1 - Proposal Includes 1

Item	Quantity	Manufacturer	Model	Description	Unit Price	Ext Price
<b>Display System</b>						
2	Samsung	QB85C	85-inch Commercial 4K UHD Display, 350 NIT		\$ 2,663.00	\$ 5,326.00
2	Chief	LPAUB	LPAUB, Large Fusion® Manual Height Adjustable Mobile AV Cart		\$ 980.00	\$ 1,960.00
1	Samsung	IAC 130 2K	Samsung IAC 130 2K Digital Signage Display - 130" LCD - High Dynamic Range (HDR) - 1920 x 1080 - Direct View LED - 1000 Nit - 1080p - HDMI - USB - Serial - Wireless LAN - Bluetooth - Ethernet - Tizen 6.5 - Black		\$ 34,300.00	\$ 34,300.00
<b>Signal Distribution and Switching System</b>						
4	Crestron	DM-NVX-E20	DM NVX® 4K60 4:2:0 Network AV Encoder		\$ 550.00	\$ 2,200.00
3	Crestron	DM-NVX-D20	DM NVX® 4K60 4:2:0 Network AV Decoder		\$ 550.00	\$ 1,650.00
<b>Sources:</b>						
Local HDMI Web PC BluRay AppleTV						
<b>Destinations:</b>						
Front LED Display Rear Left Display Cart Rear Right Display Cart						
<b>Audio System</b>						
1	Biamp	TesiraFORTÉ DAN VT	Fixed I/O DSP with 12 analog inputs, 8 analog outputs, 8 channels		\$ 2,873.00	\$ 2,873.00
1	Shure	MXWAPT8=-Z10	8-CH ACCESS POINT TRANSCIEVER		\$ 2,964.00	\$ 2,964.00
1	Shure	MXWAPT4=-Z10	4-CH ACCESS POINT TRANSCIEVER		\$ 2,292.00	\$ 2,292.00
10	Shure	MXW8=-Z10	DESKTOP BASE TRANSCIEVER		\$ 506.00	\$ 5,060.00
10	Shure	MX415LP/C	15" Shock-Mounted Gooseneck, Cardioid, Less Preampifier		\$ 196.00	\$ 1,960.00
1	Shure	MXW2/SM58=-Z10	Handheld Transmitter with SM58® Microphone (Includes one SB902 Battery)		\$ 475.00	\$ 475.00
1	Shure	MXW1/O=-Z10	Bodypack Transmitter with Integrated Omnidirectional Microphone and 4-Pin Mini Conne		\$ 486.00	\$ 486.00
1	Shure	WL183	Microflex® Omnidirectional Lavalier Microphone		\$ 100.00	\$ 100.00
3	Shure	MXWNCS8	8-CH NETWORKED CHARGING STATION		\$ 1,545.00	\$ 4,635.00
<b>Control System</b>						
1	Crestron	RMC4	4-Series™ Control System		\$ 612.00	\$ 612.00
1	Crestron	TS-770-B-S	7 in. Tabletop Touch Screen, Black Smooth Location TBD		\$ 1,406.00	\$ 1,406.00
<b>Miscellaneous Components</b>						
1	Netgear	GSM4230P-100NAS	Netgear M4250-26G4F-PoE+ AV Line Managed Switch - 24 Ports - Manageable - 3		\$ 1,044.00	\$ 1,044.00
1	Middle Atlantic	DWR-24-26PD	DWR Series Pivoting Wall Rack - DWR-24-26PD		\$ 1,214.00	\$ 1,214.00

**TCWD TO PROVIDE CABLE PATHWAYS, OR VERIFY THERE ARE PATHWAYS TO  
TCWD TO PROVIDE CABLE PATHWAY, OR VERIFY THERE IS A PATHWAY TO  
WAV TO ASSUME EXISTING AMPLIFIER AND SPEAKERS ARE IN ACCEPTABLE**

LED Wall Option Equipment Sub-Total: \$ 70,557.00

**Miscellaneous Materials**

Cable & Connectors	\$ 1,588.00
Installation Hardware & Accessories	\$ 794.00
Equipment Rack Hardware (Lacing Bars, Blanks, Vents, etc.)	\$ 397.00
<b>Miscellaneous Materials Sub-Total</b>	<b>\$ 2,779.00</b>



Trabuco Canyon Water District  
Boardroom AV Upgrade

Representative Rachel Elizabeth  
Mobile 909.217.1565  
Office 714.637.7272  
Email Rachele@wav1.com  
Revision 4/3/2024

LED Wall Option  
Typical of 1 - Proposal Includes 1

Item	Quantity	Manufacturer	Model	Description	Unit Price	Ext Price
<b>Integration Labor</b>						
				Engineering & Drafting	\$	3,620.00
				Control Programming	\$	6,096.00
				Project Management	\$	2,159.00
				Staging & Assembly	\$	477.00
				Installation & Testing	\$	16,191.00
				Training, Closing, & Commissioning	\$	3,508.00
				Travel	\$	-
				Sub-Contract	\$	-
				G & A	\$	918.00
				<b>Integration Labor Sub-Total</b>	<b>\$</b>	<b>32,969.00</b>
<b>Extended Warranty &amp; Maintenance Agreement</b>						
					<b>Years</b>	<b>Price</b>
				Extended Service Plan	0	\$ -
				<b>Service Sub-Total</b>	<b>\$</b>	<b>-</b>
<b>LED Wall Option Totals</b>						
				Total Equipment	\$	73,336.00
				Total Labor	\$	32,969.00
				Equipment and Labor Subtotal	\$	106,305.00
				Total Shipping	\$	2,169.00
				Additional Shipping for Overnight or Large Items	\$	-
				Subtotal	\$	108,474.00
				Sales Tax	7.75% \$	5,851.64
				Electronic Waste Fee 4" - 14" (\$4.00)	QTY: 0 \$	-
				Electronic Waste Fee 15" - 34" (\$5.00)	QTY: 0 \$	-
				Electronic Waste Fee 35" and Greater (\$6.00)	QTY: 3 \$	18.00
				Electronic Waste Fee Total	\$	18.00
				Total Service Agreement	\$	-
				Bond (if required)	\$	-
					<b>\$</b>	<b>114,343.64</b>



**Client** Trabuco Canyon Water District  
**Project Name** Boardroom AV Upgrade

**Representative** Rachel Elizabeth  
**Mobile** 909.217.1565  
**Office** 714.637.7272  
**Email** [Rachele@wav1.com](mailto:Rachele@wav1.com)  
**Date** 4/3/2024

**Project Contact**  
**Contact** Michael Perea  
**Address** 32003 Dove Canyon Drive,  
**City, State, Zip** Trabuco Canyon, CA 92679  
**Phone** 949-858-0277, ext. 121  
**Mobile**  
**Email** MPerea@tcwd.ca.gov

**Audio Visual Investment Summary**

Room	Room Qty	Equipment	Shipping	Sales Tax	eWaste	Labor	Maintenance	Bond	Cost Per Room	TOTAL
Boardroom Displays C	1	\$ 44,918.00	\$ 1,328.00	\$ 3,584.07	\$ 24.00	\$ 31,535.00	\$ -	\$ -	\$ 81,389.07	\$ 81,389.07
Video Streaming Optic	1	\$ 1,887.00	\$ 56.00	\$ 150.58	\$ -	\$ 5,271.00	\$ -	\$ -	\$ 7,364.58	\$ 7,364.58
LED Wall Option	1	\$ 73,336.00	\$ 2,169.00	\$ 5,851.64	\$ 18.00	\$ 32,969.00	\$ -	\$ -	\$ 114,343.64	\$ 114,343.64
<b>Base Project Total</b>										<b>\$ 203,097.29</b>

**PROJECT TOTAL: \$203,097.29**

**NOTES:**  
 This proposal includes the use of Prevailing Wage rates.

**Billing Terms:**  
**100% Equipment Upon Order, Progress Billing for Labor**

Client Authorized Signature \_\_\_\_\_ Printed Name & Title \_\_\_\_\_ Date \_\_\_\_\_

This quote is valid for 30 days. The sales tax is subject to change—in the event of an increase, the client agrees to pay the current sales tax rate. This proposal is not to be copied, reproduced or forward to any third party as its contents are the property of Western Audio Visual.

Billing Inquiries:  
 Western Audio Visual | 1592 North Batavia Street, Suite 2, Orange, CA 92867 | P 714 637 7272

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | JANUARY 16, 2025**

**ACTION CALENDAR  
ENGINEERING MATTERS**

**ITEM 8: AGREEMENT AMENDMENT NO. 1 WITH W.M. LYLES FOR SCADA UPGRADE PROJECT – PHASE 2**

W.M. Lyles Co. (WML) is a California-based utility contractor since 1945 specializing in water and wastewater projects. WML launched their System Integration Division in 2023. In July 2024, Trabuco Canyon Water District (District) awarded WML a professional services agreement to complete the District-wide Supervisory Control and Data Acquisition (SCADA) Modernization Project. The July 18, 2024 Regular Board Meeting staff report associated with WML contract award is included as Exhibit 1 for additional background.

The WML agreement was presented to the Board as the first phase of what would be two phases to complete the unfinished work by the original contractor TESCO Controls. As indicated in the July 18 staff report, under the first phase WML would need to complete any remaining hardware fabrication and installation as well as troubleshoot existing problems associated with TESCO’s previous work prior to offering a reliable proposal and fee for final deployment and testing of Ignition software at 19 District facilities. WML is nearing completion of the first phase within the initial agreement budget of \$217,870 and has provided a proposal and fee for the second phase (Amendment No. 1) not-to-exceed \$59,695 (total proposed fee for both phases \$277,565). For reference, the District budgeted \$400,000 in Fiscal Year 2023-24 for TESCO to complete the SCADA Project and retained approximately \$270,000 of the \$400,000 as part of the termination of TESCO’s contract. WML’s scope of work for phase two is included as Exhibit 2 and the project schedule is included as Exhibit 3. No further work is anticipated for the completion of the SCADA Project.

**FUNDING SOURCE:**

Capital Improvement Program

**FISCAL IMPACT (PROJECT BUDGET):**

Amendment No. 1 Fee	\$59,695
10% Contingency	\$5,970
<b>Amendment No. 1 Total</b>	<b>\$65,665</b>
Original Agreement Fee	\$217,870
Agreement Total NTE	\$283,535

**ENVIRONMENTAL COMPLIANCE:**

Not applicable.

**COMMITTEE STATUS:**

This item was reviewed by the Engineering & Operations Committee and recommended for Board approval.

**RECOMMENDED ACTION:**

*Approve and authorize the General Manager to execute Amendment No. 1 to the SCADA Integration Services Agreement with W.M. Lyles Co. for a not-to-exceed amount of \$59,695 plus a 10% contingency of \$5,970 for a total Amendment not-to-exceed amount of \$65,665, and a total Agreement not-to-exceed amount of \$283,535.*

**EXHIBIT(S):**

1. July 18, 2024 Staff Report for Approval of Agreement with W.M. Lyles Co.
2. Amendment No. 1 Phase 2 Scope of Work
3. Schedule for completion of Phase 2

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

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | JULY 18, 2024**

**ACTION CALENDAR**

**ENGINEERING MATTERS**

**ITEM 10: APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH W.M. LYLES CO. TO PERFORM SCADA INTEGRATION SERVICES FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$239,657**

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Trabuco Canyon Water District contracted with TESCO Controls to perform a District-wide upgrade of the Supervisory Control and Data Acquisition (SCADA) system. The project was phased over several agreements and fiscal years, totaling approximately \$3,450,000. The project was scheduled to be completed in Fiscal Year 2023-24 (FY 24) and \$400,000 was budgeted in the FY 24 CIP budget (to complete portions of two outstanding TESCO agreements). However, due to significant delays, faulty equipment and other serious contract performance issues, the District terminated the outstanding agreements with TESCO on April 1, 2024. Although staff is still negotiating a close out invoice with TESCO, it is estimated that roughly half of the \$400,000 budget for FY 24 will have been spent.

At the time of the termination of the TESCO agreements, the District issued a temporary contract to W.M. Lyles (Lyles) on an emergency basis to address critical communications failures and other urgent work that needed to be completed at the Trabuco Creek Wells Facility and other stations. Lyles was selected primarily because they hired several programmers and integrators from TESCO that had worked on the District SCADA project and thus have a sound working knowledge of District systems and facilities.

Because Lyles has performed well for the District over the past several months, a scope has been developed to specifically address the remaining elements of the SCADA upgrade project, namely hardware and software installation at Robinson Ranch pump station and the cut-over of 19 sites to Ignition software plus testing and training for District staff. Because of the urgent need for a complete, functioning SCADA system, staff is proposing to enter into a professional services agreement with Lyles on a sole-source basis for a fee \$217,870, not including a second phase that will include on-site deployment of Ignition. Because of widespread problems currently being encountered with the work already completed, Lyles cannot offer a reliable proposal and fee for final deployment until the first phase has been completed.

After the SCADA upgrade project is complete, it is staff's intention to issue a Request for Proposals for SCADA integration support services to assist in maintaining the system.

**FUNDING SOURCE:**

Capital Improvement Program

**FISCAL IMPACT (PROJECT BUDGET):**

Not-to-exceed fee of \$239,657.

*While the District is still negotiating with TESCO on the close-out accounting for the terminated agreements, staff anticipates that approximately \$300,000 will be retained out of the \$400,000 that was budgeted in FYE 2024 for TESCO to complete the project.*

**ENVIRONMENTAL COMPLIANCE:**

Not applicable

**COMMITTEE STATUS:**

This matter was reviewed with the Engineering/Operations Committee.

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | JULY 18, 2024**

**RECOMMENDED ACTION(S):**

*Authorize the General Manager to execute a professional services agreement with W. M. Lyles Company to perform SCADA Integration Services in the amount of \$217,870 plus a 10% contingency of \$21,787, for a total not-to-exceed amount of \$239,657.*

**EXHIBITS:**

1. Exhibit 1: Draft Professional Services Agreement with W.M. Lyles Co.

**CONTACTS (Staff Responsible): PALUDI/PEREA/SERPAS**

**TRABUCO CANYON WATER DISTRICT  
PROFESSIONAL SERVICES CONTRACT  
AMENDED SCOPE OF WORK**

**AMENDMENT No. 1**

Date: December 20, 2024  
Project Title: SCADA INTEGRATIONS SERVICES  
Project No.: 56.1042  
Consultant: WM Lyles, Co

Change in Scope of Services:

The following Scope of Work has been added to the professional services contract dated July 19, 2024 is proposed:

Consultant shall provide continued consulting services for the Ignition Redevelopment. Scope of work shall be coordinated with TCWD and be performed per Change Order Number 1 detailed in the attached letter dated 11/8/2024.

Attachment(s):

Ignition Redevelopment Change Order Number 1 dated 12/20/2024.

Payment Terms:

In accordance with the professional services contract dated 07/19/2024

Schedule Impact: None

Summary

Contract Amendment Amount	= \$59,695.00
Total of Previous Change Orders	= None
<u>Original Contract Amount</u>	<u>= \$217,870.00</u>
New Contract Amount	= \$277,565.00

**CHANGE ORDER REQUESTED BY:**

- Trabuco Canyon Water District  
 Contractor  
 Other: \_\_\_\_\_

Approved By: \_\_\_\_\_ Approved By: \_\_\_\_\_

Title: SCADA Administrator Title: General Manager

**Bid Date: 11/8/2024**  
**Project Number: 56.1042**

**Change Order Number: 01**  
**Change Order Name: Ignition Redevelopment – Trabuco Canyon Water District**

**Re: SCADA Integration Services – Trabuco Canyon Water District**

We are pleased to provide the following lump sum proposal for work on the above referenced project.

*To approach SCADA integration of the district's sites into their new Ignition system, W. M. Lyles System Integration took a two-phase approach to first assess and validate the PLC Programs and SCADA application development provided so that we could understand the level of effort needed to cutover sites. The findings from our Phase 1 assessment were provided in a report and this lump sum proposal captures the effort needed for Phase 2 to complete cutover and integration of sites into the Ignition system. For level of effort we included PLC modifications as required to ensure accurate display at SCADA and some Ignition Application redevelopment. For deployment time estimates we assumed 1 Day provisioned for small-and medium sites, 1.5 days for medium-large sites, and 4 days for large sites (Dimension WFP / Groundwater Treatment Facility).*

Associated Professional Services	
<b>Lot</b>	<ul style="list-style-type: none"> <li>• Project Management</li> <li>• <b>PLC Programming (Modicon)</b> <ul style="list-style-type: none"> <li>○ Point to Point Testing from PLC to Ignition</li> <li>○ Minor PLC Modifications as Required to Ensure Accurate Display at SCADA</li> </ul> </li> <li>• <b>SCADA Programming (Ignition)</b> <ul style="list-style-type: none"> <li>○ Ignition Application Redevelopment &amp; Deployment</li> </ul> </li> </ul>
<b>Project Total (Includes NO Associated Tax &amp; Freight) = \$59,695.00</b>	

**Terms and Conditions**

1. This Proposal is Valid for 30 days from the Date of this Quotation
2. This Proposal Excludes Payment and Performance Bonds
  - A. If Required: Add **0.5%** to the Price Above
3. This Proposal is Based on Mutually Agreeable Contract Terms and Conditions to be Negotiated and Executed Prior to any Work Being Performed
4. This Proposal is Based on a Standard 8-Hour Workday and 40-Hour Workweek – No On-Site Overtime, Weekend, or Holiday Work has Been Included or Allowed
  - A. Additional Mobilizations Requested Will be Invoiced on a Time & Material Basis
5. **Addenda Acknowledged: 0**
6. **Submittal Duration: Approximately ~~XX-XX~~ Weeks After Receipt of a Purchase Order**
7. **Delivery of Services: Approximately 12-16 Weeks After Receipt of Purchase Order**
  - A. Written Submittal Approval is Required for a Notice to Proceed with the Purchase of Products
  - B. Due to Current Manufacturer Lead Time Constraints Affecting the Industry, Anticipated Delivery Durations are Subject to Change and Updates Will be Provided to the Customer as Timeframe Constraints Occur
8. W. M. Lyles System Integration Division Proposal Includes FOB Job Site Full Freight
9. W. M. Lyles System Integration Division includes a 12-month Warranty from the Date of the Equipment Installation or 18-Months from the Date of Shipment (Unless an Extended Warranty is Specified and Defined in the Above Proposal)
  - A. Includes Coverage for Defects or Failures of Materials Provided
10. Schedule of Work is Subject to an Approved Agreeable Timeline Between the Owner, General Contractor, Electrical Contractor, and W. M. Lyles System Integration Division
11. Interest will be Applied on All Past Due Invoices
12. Final Retention to be Paid Within 10 Days After Project Completion
13. Terms are Net 30 Days on Approved Credit Accounts

## Clarifications and Exclusions

1. This Proposal is Based on the Following Clarifications and Exclusions:

**A. Equipment & Services by Others (Excluded)**

1. N/A

**B. Specific Design Clarifications**

1. N/A

**C. Typical Equipment & Services Exclusions (Unless Specifically Defined on the Above Scope)**

1. Local Control Stations
2. Junction and Pull Boxes
3. Disconnect Switches
4. Security Equipment (Cameras, DVRs, Card Readers, Etc.)
5. Conduit, Field Wire and Tubing
6. Basic Trade Materials (Screws, Bolts, Brackets, Stanchions, Sunshields, Anchor Bolts, Etc.)
7. Fiber Optic Patch Panels, Fiber Optic Cable, Fiber Optic Cable Testing and Terminations
8. **3<sup>rd</sup> Party Testing, Harmonic Testing / Analysis, Protective Device Coordination Studies, Short Circuit Studies, and Arc-Flash Hazard Analysis / Training**
9. Electrical Interconnection Wiring Diagrams, ISA Loop Diagrams and Signal Loop Diagrams for Equipment Not Provided by W. M. Lyles System Integration Division or When Specifications Do Not Define the Require for these Specific Professional Services
10. Liquidated Damages when Manufacturer or Vendor Timeframe Constraints Occur Outside of the W. M. Lyles System Integration Division's Control
11. Video Taping of Professional Services (3<sup>rd</sup> Party Video Taping is Acceptable)
12. Approved Submittals are Considered to Meet the Needs of the Project Specifics Based on the Engineer of Records Review, Comments and Approval
  1. Requests for Modifications to the Equipment or Professional Services After Submittal Approval Will Require a Change Order Before Any Modifications Occur Regardless of Schedule Constraints
13. Equipment & Services Not Specifically Defined in the Above Scope of Work
14. Noise Mitigation Equipment and/or Noise Barriers
15. Ventilation Equipment and Team Watch Resources for Work Required in Confined Spaces
16. Removal, Replacement and/or Relocation of Existing Utilities

Thank you for the opportunity to submit this proposal and please reach out if any questions arise.

W. M. Lyles, Co.  
System Integration Division



Tim Fassio  
SI Estimating Manager  
[Tim.Fassio@WMLylesCo.com](mailto:Tim.Fassio@WMLylesCo.com)  
Cell Phone: 530-499-0405

SCADA Integration SVCS				Classic Schedule Layout				2025												
Activity ID	Activity Name	Planned Duration	Remaining Duration	Schedule % Complete	Start	Finish	Total Float	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
<b>1042</b>	<b>SCADA Integration SVCS</b>	226	205	0%	02-Aug-24 A	13-Jun-25	0	13-Jun-25, 1042 SCADA Integ												
<b>1042.1</b>	<b>SCADA Ignition Cutover Phase 1</b>	101	101	0%	02-Sep-24	20-Jan-25	5	20-Jan-25, 1042.1 SCADA Ignition Cutover Phase 1												
<b>1042.1.5</b>	<b>SCADA Ignition Cutover Phase 2</b>	34	34	0%	21-Jan-25	07-Mar-25	0	07-Mar-25, 1042.1.5 SCADA Ignition Cutover Phase 2												
<b>1042.1.5.1</b>	<b>Site Cutover and Integration</b>	34	34	0%	21-Jan-25	07-Mar-25	0	07-Mar-25, 1042.1.5.1 Site Cutover and Integration												
A1630	Dove Creek Urban Water Pump Station	1	1	0%	21-Jan-25	21-Jan-25	5	Dove Creek Urban Water Pump Station												
A1640	Tick Creek Urban Water Pump Station	1	1	0%	22-Jan-25	22-Jan-25	5	Tick Creek Urban Water Pump Station												
A1650	Dimension WTP	4	4	0%	27-Jan-25*	30-Jan-25	3	Dimension WTP												
A1660	Ridgeline Booster Station	2	2	0%	03-Feb-25*	04-Feb-25	2	Ridgeline Booster Station												
A1670	Harris Grade Tanks	1	1	0%	05-Feb-25	05-Feb-25	2	Harris Grade Tanks												
A1680	El Toro Booster Station	1	1	0%	06-Feb-25	06-Feb-25	2	El Toro Booster Station												
A1690	Cook's Reservoir	1	1	0%	10-Feb-25*	10-Feb-25	1	Cook's Reservoir												
A1700	Topanga Booster Station	1	1	0%	11-Feb-25	11-Feb-25	1	Topanga Booster Station												
A1710	Dove Canyon Recycled Pump Station	2	2	0%	12-Feb-25	13-Feb-25	1	Dove Canyon Recycled Pump Station												
A1720	Dove Lake Runoff Pump Station	1	1	0%	17-Feb-25*	17-Feb-25	0	Dove Lake Runoff Pump Station												
A1730	Barnsburg Lift Station	1	1	0%	18-Feb-25	18-Feb-25	0	Barnsburg Lift Station												
A1740	Bell Canyon Lift Station	1	1	0%	19-Feb-25	19-Feb-25	0	Bell Canyon Lift Station												
A1750	Golf Club Lift Station	2	2	0%	20-Feb-25	21-Feb-25	0	Golf Club Lift Station												
A1760	Heritage Lift Station	1	1	0%	24-Feb-25	24-Feb-25	0	Heritage Lift Station												
A1770	Trabuco Tanks	1	1	0%	25-Feb-25	25-Feb-25	0	Trabuco Tanks												
A1780	Falcon Booster Station	1	1	0%	26-Feb-25	26-Feb-25	0	Falcon Booster Station												
A1790	El Toro Lift Station	2	2	0%	27-Feb-25	28-Feb-25	0	El Toro Lift Station												
A1800	Santiago Lift Station	1	1	0%	03-Mar-25	03-Mar-25	0	Santiago Lift Station												
A1810	GWTP (The Wells)	4	4	0%	04-Mar-25	07-Mar-25	0	GWTP (The Wells)												
<b>1042.2</b>	<b>SCADA Communication Upgrade</b>	205	205	0%	02-Sep-24 A	13-Jun-25	0	13-Jun-25, 1042.2 SCADA Co												
<b>1042.3</b>	<b>Robinson Ranch Booster PS RTU</b>	101	80	0%	02-Aug-24 A	20-Dec-24	125	20-Dec-24, 1042.3 Robinson Ranch Booster PS RTU												
<b>1042.4</b>	<b>Dove Canyon Recycled Water PS</b>	12	12	0%	27-Sep-24	14-Oct-24	174	14-Oct-24, 1042.4 Dove Canyon Recycled Water PS												

█ Actual Level of Effort   
 █ Remaining Work   
 █ Critical Remaining Work   
 ◆ Milestone   
 ── summary

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | JANUARY 16, 2025**

**ACTION CALENDAR**

**ENGINEERING MATTERS**

**ITEM 9: QUARTERLY CAPITAL IMPROVEMENT PROGRAM UPDATE**

This report summarizes the status of Trabuco Canyon Water District's (District's) twenty-three Capital Improvement Program (CIP) Update as summarized below. Project specific information will be presented to the Committee at the time of the meeting.

<b>Status of the CIP Projects</b>	
<b>No.</b>	<b>Status</b>
4	Completed
7	Design/Planning
3	Bids Received
5	Ongoing
4	In Construction

**FUNDING SOURCE:**

Capital Improvement Program

**FISCAL IMPACT (PROJECT BUDGET):**

\$5,981,444 has been budgeted for Fiscal Year 2024-25 Capital Improvement Projects

**ENVIRONMENTAL COMPLIANCE:**

Not Applicable

**COMMITTEE STATUS:**

This item was reviewed by the Engineering and Operations Committee.

**RECOMMENDED ACTION:**

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

**EXHIBIT(S):**

1. CIP FY24-25 Budget Update

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

**TRABUCO CANYON WATER DISTRICT  
CAPITAL IMPROVEMENT PLAN BUDGET  
FY 2024/2025 UPDATE**

Item	Name	Status	Project Basis	FY24/25 Budget
<b>WATER PROJECTS</b>				
1	Live Oak Canyon Pipeline Replacement - Ridgeline to Harris Grade	Design/Planning	Reliability	\$375,000
2	Manual Transfer Switch Upgrade-Water	In Construction	Reliability	\$60,000
3	Pump Replacement	Ongoing	End of Service Life	\$99,675
4	PRV Maintenance	Ongoing	General Maintenance	\$26,580
5	Valve Replacement	Ongoing	General Maintenance	\$39,870
6	Saddlecrest Reservoir Outlet Pipe <b>(NEW)</b>	Design/Planning	Reliability	\$300,000
<b>Sub-Total</b>				<b>\$901,125</b>
<b>SEWER PROJECTS</b>				
7	Golf Club SLS Improvement	<b>Complete</b>	End of Service Life	\$1,412,000
8	WWTP Blower Bldg Rehab-Blowers and MCC	Design/Planning	Reliability	\$1,010,040
9	Chiquita Capital Reim. (SMWD)	Ongoing	Contract Agreement	\$236,562
10	Heritage SLS Pump Replacement	<b>Complete</b>	End of Service Life	\$265,800
11	Manual Transfer Switch Upgrade-Sewer	In Construction	Reliability	\$60,000
12	WWTP SCADA/Fiber Optic Upgrade	In Construction	End of Service Life	\$330,000
13	Heritage SLS Rehabilitation (Site, Electrical & Mechanical)	Design/Planning	End of Service Life	\$132,900
14	WWTP Reservoir Outlet Gate Improvements	<b>Complete</b>	End of Service Life	\$199,500
15	WWTP Handrail Replacement - Segment B&C <b>(NEW)</b> (1)	Design/Planning	Safety	\$107,827
16	Pump Replacement <b>(NEW)</b>	Ongoing	End of Service Life	\$66,450
17	WWTP Headworks Rehabilitation	Bids Received	End of Service Life	\$130,000
<b>Sub-Total</b>				<b>\$3,951,079</b>
<b>NON-DOMESTIC WATER PROJECTS</b>				
18	Dove/Robinson Ranch Recycled BPS Improvements	Bids Received	End of Service Life	\$132,900
19	Dove Lake Dam Improvements <b>(MOVED UP)</b>	Design/Planning	End of Service Life	\$265,800
20	Recycled PRV Improvements (2)	<b>Complete</b>	End of Service Life	\$265,800
21	Dove & Tick Creek Pump Station Improvements (3)	Design/Planning	Reliability	\$79,740
<b>Sub-Total</b>				<b>\$744,240</b>
<b>Shared Projects</b>				
22	SCADA System Upgrades	In Construction	Reliability/End of Service Life	\$270,000
23	New Server Upgrades	Bids Received	End of Service Life	\$115,000
<b>Sub-Total</b>				<b>\$385,000</b>
<b>Total</b>				<b>\$5,981,444</b>

(1) Staff will complete project in house

(2) Dove & Tick Creek PS Improvements have been awarded an IRWM grant for \$389,500 and a USBR grant for \$577,584=\$967,084. The budget does not reflect these funds.

(3) Dove Golf Course Vault Rehab. is completed; Dove HOA Vault Rehab. is in planning.

**RED indicates projects completed since Sept 2024 Update**

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | JANUARY 16, 2025**

**ACTION CALENDAR**

**LEGISLATIVE AND OTHER MATTERS**

**ITEM 10: 2024 YEAR-END LEGISLATIVE REPORT**

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General Counsel will provide a report on items of interest to Trabuco Canyon Water District resulting from the 2024 California Legislative session, including any new laws or regulations taking effect in 2025.

**RECOMMENDED ACTION:**

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

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

**TRABUCO CANYON WATER DISTRICT  
REGULAR BOARD MEETING | JANUARY 16, 2025**

**ACTION CALENDAR**

**LEGISLATIVE AND OTHER MATTERS**

**ITEM 11: 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**