

I hereby certify that the following agenda was posted at least 72 hours prior to the time of the meeting so noticed below at 24251 Los Alisos Boulevard, Lake Forest, California.



DENNIS P. CAFFERTY, Secretary of the El Toro Water District and the Board of Directors thereof



AGENDA

EL TORO WATER DISTRICT

REGULAR MEETING OF THE BOARD OF DIRECTORS ENGINEERING COMMITTEE MEETING AND FINANCE/INSURANCE COMMITTEE MEETING

December 17, 2019

7:30 a.m.

CALL TO ORDER – President Vergara

PLEDGE OF ALLEGIANCE – Director Freshley

ORAL COMMUNICATIONS/PUBLIC COMMENTS

Members of the public may address the Board at this time or they may reserve this opportunity with regard to an item on the agenda until said item is discussed by the Board. Comments on other items will be heard at the times set aside for “COMMENTS REGARDING NON-AGENDA ENGINEERING COMMITTEE ITEMS” or for “COMMENTS REGARDING NON-AGENDA FIC ITEMS.” The public will identify themselves when called on and limit their comments to three minutes.

ITEMS RECEIVED TOO LATE TO BE AGENDIZED

Determine need and take action to agendize items(s) which arose subsequent to the posting of the Agenda. (ROLL CALL VOTE: Adoption of this recommendation requires a two-thirds vote of the Board members present, or, if less than two-thirds of the Board members are present, a unanimous vote of those members present.)

ENGINEERING COMMITTEE

CALL MEETING TO ORDER – Director Freshley

CONSENT CALENDAR

(All matters under the Consent Calendar will be approved by one motion unless a Board member or a member of the public requests separate action or discussion on a specific item)

1. **Approval of Minutes** (Minutes Included)
 - a. Consider approving the minutes of the November 25, 2019 Engineering Committee.

APPROVAL OF ITEMS REMOVED FROM TODAY'S ENGINEERING COMMITTEE

CONSENT CALENDAR

The Board will discuss items removed from today's Engineering Committee Consent Calendar requiring further discussion.

Recommended Action: The Board will be requested to approve the items removed from today's Engineering Committee Consent Calendar.

ENGINEERING ACTION ITEMS

There are no action items.

ENGINEERING GENERAL INFORMATION ITEMS

2. **El Toro Water District Capital Project Status Report**
(Reference Material Included)

Staff will review and comment on the El Toro Water District Capital Project Status Report.

3. **Engineering Items Discussed at Various Conferences and Meetings** (Oral Report)

The Committee will discuss any pertinent Engineering items discussed at Conferences.

COMMENTS REGARDING NON-AGENDA ENGINEERING COMMITTEE ITEMS

CLOSE ENGINEERING COMMITTEE MEETING

FINANCE / INSURANCE COMMITTEE MEETING

CALL MEETING TO ORDER – Vice President Monin

CONSENT CALENDAR

(All matters under the Consent Calendar will be approved by one motion unless a Board member or a member of the public requests separate action or discussion on a specific item)

4. **Approval of Minutes** (Minutes Included)

- a. Consider approving the minutes of the November 25, 2019 Finance Committee meeting

APPROVAL OF ITEMS REMOVED FROM TODAY'S FINANCE COMMITTEE

CONSENT CALENDAR

The Board will discuss items removed from today's Finance Committee Consent Calendar requiring further discussion.

Recommended Action: The Board will be requested to approve the items removed from today's consent Finance Committee Consent Calendar.

FINANCIAL ACTION ITEMS

5. **Professional Auditing Services Contract** (Reference Material Included)

Staff will review and comment on proposals received in response to a Request for Proposals for Professional Auditing Services and on the review of said proposals by the District's Audit Committee.

Recommended Action: Staff and the Audit Committee recommend that the Board of Directors authorize the District's General Manager to enter into a consulting contract with White Nelson Diehl Evans LLP in the amount of \$25,700 for Professional Auditing Services.

6. **Financial Package - Authorization to Approve Bills for Consideration dated December 17, 2019 and Receive and File Financial Statements as of November 30, 2019** (Reference Material Included)

The Board will consider approving the Bills for Consideration dated December 17, 2019 and Receive and File Financial Statements as of November 30, 2019.

Recommended Action: Staff recommends that the Board 1) approve, ratify and confirm payment of those bills as set forth in the schedule of bills for consideration dated December 17, 2019, and 2) receive and file the Financial Statements for the period ending November 30, 2019.

FINANCIAL INFORMATION ITEMS

7. Tiered Water Usage and Revenue Tracking (Reference Material Included)

Staff will review and comment on monthly and year to date Tiered Water Usage and Revenue tracking.

COMMENTS REGARDING NON-AGENDA FIC ITEMS

CLOSE FINANCE AND INSURANCE COMMITTEE MEETING

ATTORNEY REPORT

CLOSED SESSION

At this time the Board will go into Closed Session as follows:

1. At this time the Board will go into Closed Session pursuant to Government Code Section 54956.9 (d) (2) to consult with legal counsel and staff –Potential Litigation (one matter).

REGULAR SESSION

REPORT ON CLOSED SESSION (Legal Counsel)

Mr. Granito will provide an oral report on the Closed Session.

ADJOURNMENT TO 7:30 a.m., Tuesday, January 21, 2020.

The agenda material for this meeting is available to the public at the District's Administrative Office, which is located at 24251 Los Alisos Blvd., Lake Forest, Ca. 92630. If any additional material related to an open session agenda item is distributed to all or a majority of the board of directors after this agenda is posted, such material will be made available for immediate public inspection at the same location.

Request for Disability-Related Modifications or Accommodations

If you require any disability-related accommodation, including auxiliary aids or services, in order to participate in this public meeting, please telephone the District's Recording Secretary, Polly Welsch at (949) 837-7050, extension 225 at least forty-eight (48) hours prior to said meeting. If you prefer, your request may be submitted in writing to El Toro Water District, P.O. Box 4000, Laguna Hills, California 92654, Attention: Polly Welsch.

MINUTES OF THE REGULAR MEETING
OF THE
ENGINEERING COMMITTEE MEETING

November 25, 2019

Director Freshley called the Meeting of the Board to order at 9:43 a.m. on November 25, 2019.

Present at today's meeting were Committee Members JOSE F. VERGARA, MARK MONIN, KATHRYN FRESHLEY, MIKE GASKINS, and KAY HAVENS.

Also present were DENNIS P. CAFFERTY, General Manager, JUDY CIMORELL, Human Resources Manager, NEELY SHAHBAKHTI, Finance Manager/Controller, BOBBY YOUNG, Principal Engineer, GILBERT J. GRANITO, General Counsel, POLLY WELSCH, Recording Secretary, and CAROL MOORE, Laguna Woods Council member.

Consent Calendar

1. Consider approving the minutes of the October 22, 2019 Engineering Committee meeting.

Director Freshley asked for a Motion.

Motion: Vice President Monin made a Motion, seconded by Director Havens, and unanimously carried across the Board to approve the Consent Calendar.

Roll Call Vote:

President Vergara	aye
Director Havens	aye
Director Freshley	aye
Vice President Monin	aye
Director Gaskins	aye

Engineering Action Items

There were no action items.

Engineering General Information Items

Capital Project Status Report

Oso Lift Station Project

Mr. Young stated that the City of Laguna Woods received a letter from the Coastal Conservancy approving the property transfer. He further stated that staff is working with MNWD to obtain the executed agreement for a the emergency overflow connection from the Oso Lift Station to the nearby MNWD sewer collection system.

Mr. Young stated that staff is preparing to solicit construction bids and should be prepared to bring the construction contract to the Board for approval in January.

Phase II Recycled Water Distribution System Expansion Project

Mr. Young stated that the East Side system plans were approved by the State Division of Drinking Water, and staff continues to work with DDW to secure approval of the retrofit plans for the West Side system.

Mr. Young stated that each site being completed contains multiple meters and we are still at the rate of testing and converting one meter per week. He further stated that we will have 9 of the 18 meters on the East System converted to recycled water next week.

Director Freshley asked why it takes so long to convert one meter. Mr. Cafferty replied that the pace is dictated by the County's inspection requirements and that staff is working with the County to try to improve the process.

Lab Certification Update

Mr. Cafferty stated that staff has submitted a response to the ELAP assessment report and is waiting for further response from ELAP.

Filter Site Use Plan Project

Mr. Young stated that staff will meet with MWDOC and WEROC staff for discussion on the facility use and then coordinate efforts with the AQMD.

Irvine Lake – Baker Supply

Mr. Cafferty stated that the Baker partners and Serrano WD met to discuss IRWD's original proposal. He further stated that IRWD will review their proposal and return with an amended proposal.

Engineering Items Discussed at Various Conferences and Meetings

There were no comments.

Comments Regarding Non-Agenda Engineering Committee Items

Mr. Cafferty stated that staff is preparing to remodel the Board room as well as Customer Service lobby area and hallway. Mr. Cafferty noted that the project will replace the aged carpet and wall covering as well as update the room décor. Mr. Cafferty further stated that the cost will be within the General Manager's authority but noted for the Board's information that the project cost would be approximately \$40,000.

Close Engineering Committee Meeting

At approximately 10:11 o'clock a.m. the Engineering Committee meeting was closed.

Attorney Report

Mr. Granito reported that there are two Closed Session items on today's agenda.

Closed Session

At approximately 10:12 o'clock a.m. the Board went into Closed Session.

Report on Closed Session/Open Session

Mr. Granito reported that the Board went into Closed Session with regards to both Item 1 and Item 2 of today's Closed Session Agenda.

Item 1

Mr. Granito reported that during the deliberations regarding Item 1, he and the General Manager led a discussion on a matter of potential litigation pursuant to Government Code Section 54956.9 (d)(2). No reportable action was taken.

Item 2

Mr. Granito reported that following deliberations regarding Item 1, the Board conducted the performance evaluation of the General Manager pursuant to Government Code Section 54957 (b)(1). During the 1st Phase of Item 2, the General Manager was excused and the Board initiated the performance evaluation of the General Manager. Following phase 1, the General Manager was invited into the closed session (2nd Phase) to discuss the Board's summary evaluation. No further reportable action was taken.

General Manager Compensation

Following deliberations, President Vergara invited a motion to provide a salary increase to the General Manager effective January 1, 2020.

Motion: Director Freshley made a Motion, seconded by Director Gaskins, and unanimously carried across the Board, to provide the District's General Manager an annual salary increase in the amount of \$30,000 effective January 1, 2020.

Roll Call Vote:

Director Freshley	aye
Director Havens	aye
President Vergara	aye
Vice President Monin	aye
Director Gaskins	aye

General Session Membership Meeting at ACWA Fall Conference

Mr. Cafferty stated that the purpose of the meeting is to formally nominate and elect ACWA's President and Vice President for the 2020/21 term.

President Vergara stated that he is recommending that we agree with ACWA's slate for President and Vice President of ACWA.

Director Freshley asked for a Motion.

Motion: Vice President Monin made a Motion, seconded by Director Havens and unanimously carried across the Board to 1) designate President Vergara as the District's Voting Delegate, and 2) to cast a vote approving the ACWA Nominating Committee recommended slate for President (Steve LaMar) and Vice President (Sarah Palmer).

Roll Call Vote:

Director Freshley	aye
Director Havens	aye
President Vergara	aye
Vice President Monin	aye
Director Gaskins	aye

Comments Regarding Non-Agenda Items

Mr. Cafferty stated that ETWD has been designated as a Top Workplace and will be mentioned in the Orange County Register on December 13th. He further stated that this will be announced to staff at an Employee meeting.

Adjournment

There being no further business to come before the Board, the following motion was duly made and passed.

Motion: President Vergara made a Motion, seconded by Director Havens and unanimously carried that today's meeting be adjourned at 11:06 o'clock a.m. to Tuesday, December 19, 2019 at 7:30 o'clock a.m. at the District's Administrative Offices at 24251 Los Alisos Blvd, Lake Forest, CA. 92630.

Roll Call:

Vice President Monin	aye
Director Gaskins	aye
President Vergara	aye
Director Freshley	aye
Director Havens	aye

Respectfully submitted,

POLLY WELSCH
Recording Secretary

APPROVED:

JOSE F. VERGARA, President
of the El Toro Water District and the
Board of Directors thereof

DENNIS P. CAFFERTY, Secretary
of the El Toro Water District and the
Board of Directors thereof



STAFF REPORT

TO: BOARD OF DIRECTORS

MEETING DATE: December 17, 2019

FROM: Bobby Young, Project Engineer

SUBJECT: Capital Project / Equipment Status Report

I Oso Lift Station Improvement Project

The project design is complete.

The design of the Oso Lift Station Improvement Project requires the expansion of the lift station site footprint by ten feet on the northeast side of the property. The proposed lot line adjustment from the City of Laguna Woods required approval from the County of Orange due to an existing lease agreement between the City and the County relative to the Woods End Wilderness Preserve/Laguna Coast Wilderness Park. The County Board of Supervisors approved the lease amendment on July 30th.

The City of Laguna Woods worked with the State Coastal Conservancy to secure approval of the lot line adjustment and has finalized the requirements. The Coastal Conservancy requested that the City and District enter into an agreement with terms specified by the Coastal Conservancy. The District and the City each approved the Agreement in October. The City received a letter from the Coastal Conservancy on November 12 approving the property transfer. The District has executed the Agreement and the City is processing the final documents for recording at the County Records Office.

District staff worked with Moulton Niguel Water District regarding an Agreement for a proposed emergency overflow connection from the Oso Lift Station to the nearby MNWD sewer collection system. Both the MNWD Board and District Board have approved the Overflow Agreement. The District has signed the Agreement and is awaiting MNWD's signature for final execution of the Agreement.

Staff is soliciting construction bids as well as sending out requests for proposals for construction management services. Staff intends to bring the construction contract and construction management services contract to the Board for approval in February.

II Phase II Recycled Water Distribution System Expansion Project

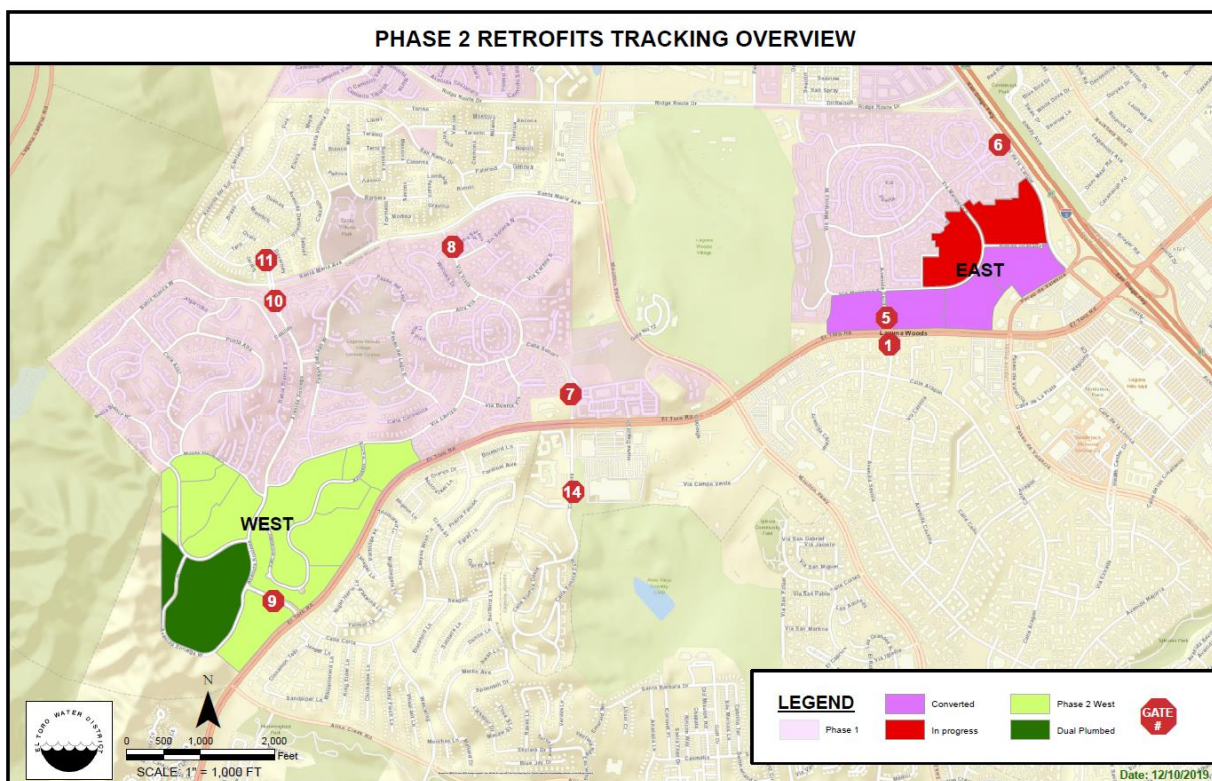
The East Side System plans were approved by State Division of Drinking Water (DDW) on August 20th. Staff continues to work with the DDW to secure approval of the retrofit plans for the West Side System. Certain remaining sites in the West Side System will be handled separately due to unique characteristics that could result in the designation of the sites as “dual-plumbed” as defined in Title 22.

Staff began the cross-connection testing, associated with the on-site retrofits in the East Side System, with County Health and DDW on September 23rd. Staff continues to work with the County for all testing requirements and is making progress with the site conversions at the current rate of 1 recycled water meter per week. Following the completion of the cross connection tests and subsequent approval by County Health at each individual site, the District’s contractor makes the final connection of the recycled water supply to the existing irrigation system.

Staff has submitted applications for the Metropolitan Water District On-Site Retrofit Rebate Program for all of the sites in the East Side System.

The status of the retrofit project in the United (Gate 5/6 area) is summarized as follows:

	Complete	In Progress	Remaining
Sites	4	2	
Meters	11	2	5
Demand	71 AF	50 AF	



III Laboratory Certification Update

ETWD lab personnel continue to perform analyses at the SOCWA lab, thereby minimizing the costs of the outsource effort with a private lab. Staff received the final assessment report and immediately prepared a response to questions posed in the final report. The response was returned to ELAP on November 19.

IV Filter Site Use Plan Project

Staff continues to make progress for space planning needs assessments. The study of the demolition requirements and costs continues to progress. The preliminary project schedule shows the submittal of a draft report in January, 2020.

V Aliso Creek Lift Station Skid Pump and Trailer Mounted Emergency Pump

The pumps have been received. Staff has contracted with a general contractor to install the skid pump at the Aliso Creek Lift Station. The Contractor performed an initial site visit to verify dimensions prior to finalizing the materials order, including associated piping. Installation is expected to be complete within a month.



VI South Orange County Supply and System Reliability Projects

A. Baker Water Treatment Product Water Conveyance Options

MNWD issued a contract to Tetra Tech to perform a surge and water quality analysis of the South County Pipeline to verify there are no fatal flaws in the proposed addition of the new turnouts. MNWD and ETWD staff will soon commence drafting an MOU to define the terms of the joint project. MNWD has verbally indicated they are prepared to continue the temporary conveyance of water through the Los Alisos interconnection until such time that the permanent conveyance facilities are complete.

B. Irvine Lake – Baker Supply

There have been discussions about the possibility of storing water in Irvine Lake that could be used to sustain 60 days of supply to the Baker Plant in the event of an interruption of raw water supply from MWD. Issues under consideration include the on-going costs of water lost due to evaporation and any overflows of the Lake as well as capital and maintenance costs associated with the use of the Irvine Lake facilities. A meeting between Serrano Water District and the Baker Agencies, inclusive of IRWD, was held on November 12. IRWD and SWD are working to revise the proposal in an effort to find an arrangement that is acceptable to all the impacted parties.

C. Poseidon HB Ocean Desalination Project

Poseidon continues to engage the Santa Ana Regional Water Quality Board for consideration of their NPDES Permit renewal. The feasibility of the project remains contingent upon obtaining all regulatory and environmental approvals/permits along with approval of Met LRP funding based on \$475/AF over 15 years.

Total Net Project Unit Cost inclusive of a MWD LRP Subsidy of \$475/AF to deliver 10 MGD to SOC is estimated to be \$2,125/AF and to deliver 20 MGD to SOC is estimated to be \$1,825/AF.

OCWD has requested that any agency considering participation in the Poseidon project execute a Memorandum of Understanding (MOU). The MOU will not represent a contractual commitment to the project, but it will require approval by governing boards. In light of the considerable time, money and effort OCWD anticipates expending to finalize a project distribution plan OCWA believes an MOU will give them greater confidence in knowing which agencies are serious about the project and ultimately negotiating and considering a final water purchase agreement.

Staff and District General Counsel are reviewing a draft MOU as well as the available information regarding the project. Staff notified OCWD and Poseidon that the District's consideration of the MOU will not be complete until later in the year.

It is Staff's understanding that SMWD and MNWD have agreed to execute the MOU and indicated a potential non-binding interest in the following capacities:

MNWD	2,000 acre feet per year
SMWD	1,000 acre feet per year

**F.Y. 2019/20 CAPITAL REPLACEMENT AND REFURBISHMENT PROGRAM BUDGET ITEMS > \$50,000
BOARD APPROVAL SCHEDULE**

Project Description		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Budget Estimate	Board Approved Cost	
<i>2019/20 Capital Projects (reference number corresponds with Approved Budget item numbers)</i>																
3	P-3 New MCC w/ TS, Nema 3R Main & Generator and Pump Replacements							ET	RFP	E	B	A		\$480,000		
7	Grit Chamber Rehab/Re-Coating							E	B	A	C	C		\$85,000		
9	AMR / AMI Implementation	Update as part of 2021 Capital Budget												\$200,000		
<i>Carryover / Deferred</i>																
	Oso Lift Station Improvement Project (Construction, CM)							B	A	C	C	C	C	\$1,000,000		
	Caltrans Widening Utility Relocations								E	B	A	C	C	\$295,400		
	AWIA Compliance - Phase II				BP/A									\$83,577		
	Reconstruct (West Side) Drainage Swayle at the Holding Pond							ET	ET	ET				\$68,250		
	Clarifier No. 3 and 4 Scum Pump Station					ET	E	B	A	C				\$350,000		
	Master Plan Update							RFP	A					\$350,000		
	Old Treatment Plant / Clear Well Demo	RFP	A	E	E	E	E	E	BP					\$400,000	\$133,143	
<i>2019/20 Capital Equipment (reference number corresponds with Approved Budget item numbers)</i>																
3	OOPS Emergency Generator Replacement								ET	A				\$220,000		
8	Dump Truck/Traffic Control Truck (Unit 4)								ET	A				\$80,000		
10	Nimble Storage Array Replacement		ET	ET	ET	ET	ET	A						\$75,000		
														Total	\$3,687,227	\$133,143

E = Engineering/Study
C = Construction
O = Order
N = Negotiate

R = Receive
P = Permit
CQ = CEQA
CO = Carry Over

RFP = Request for Proposal
B = Bid
A = Approve by Board

ET = Evaluate
M = Monitoring
BP = Board Presentation

MINUTES OF THE REGULAR MEETING
OF THE
FINANCE/INSURANCE COMMITTEE MEETING

November 25, 2019

Vice President Monin called the Finance Committee meeting to order at 7:30 o'clock a.m. on November 25, 2019.

Present at today's meeting were Committee Members JOSE F. VERGARA, MARK MONIN, KATHRYN FRESHLEY, MIKE GASKINS, and KAY HAVENS.

Also present were DENNIS P. CAFFERTY, General Manager, JUDY CIMORELL, Human Resources Manager, NEELY SHAHBAKHTI, Finance Manager/Controller, BOBBY YOUNG, Principal Engineer, GILBERT J. GRANITO, General Counsel, KEN PUN, The PUN Group, ED MEANS, Means Consulting, Keith Stribling, HighMark Representative, POLLY WELSCH, Recording Secretary, and CAROL MOORE, Laguna Woods Council member.

Pledge of Allegiance

Director Havens led in the Pledge of Allegiance.

Oral Communications/Public Comments

There were no comments.

Items Received Too Late to be Agendized

President Vergara asked if there were any items received too late to be agendized. Mr. Cafferty replied no.

Finance/Insurance Committee Meeting

At approximately 7:39 o'clock a.m. Vice President Monin called the Finance/Insurance Committee Meeting to order.

Consent Calendar

- a. Consider approving the October 22, 2019 Finance Committee meeting minutes
- b. Consider renewing the District's membership in CASA in the amount of \$13,370
- c. Consider renewing the District's membership in AWWA in the amount of \$2,223
- d. Consider renewing the District's membership in WateReuse in the amount of \$1,070
- e. Consider renewing the District's membership in CSDA in the amount of \$7,615
- f. Consider approving the 2018/19 fiscal year reconciliation of the District's restricted Capital Facility Fee Reserve

Director Gaskins asked if we are getting value out of being a member of CASA. Mr. Cafferty replied yes some of our Directors attend their conferences.

Director Gaskins suggested that there is value in purchasing the CSDA 2020 Required State & Federal Labor Law Poster, and the CSDA Administrative Salary and Benefits Survey.

Vice President Monin asked for a Motion.

Motion: Director Havens made a Motion, seconded by Director Freshley and unanimously carried across the Board to approve the Consent calendar, and purchase the CSDA 2020 Required State & Federal Labor Law Poster, and the CSDA Administrative Salary and Benefits Survey.

Roll Call Vote:

Director Gaskins	aye
President Vergara	aye
Vice President Monin	aye
Director Freshley	aye
Director Havens	aye

Approval of Items Removed from Today's FIC Consent Calendar

There were no items removed.

Finance Action Items

ETWD Comprehensive Annual Financial Report/Audit – Fiscal Year Ended June 30, 2019

Ms. Shahbakhti introduced Mr. Ken Pun of The PUN Group auditors.

Mr. Pun stated that he will be presenting to the Board a report on:

- Scope of Work
- Audit Responsibilities
- Approach to the Audit for ETWD
- Overview of Financial Statements
- Key Pension and OPEB Information
- Audit Results

Mr. Pun stated that he will discuss audit responsibilities for management and the auditors. He further stated that they accept accounting principles using GASB obligations.

Mr. Pun stated that Revenues, Expenses, and Changes in Net Position have increased from the previous year with the exception of Non-operating Expenses and Income Loss before Capital Contributions. Mr. Pun stated that the District has to record the OPEB Liability at a 3.87% discount rate.

Mr. Pun stated that the auditors have no disagreements with Management, no material weaknesses or significant deficiencies in internal controls, no accounting issues, and no irregularities were noted.

Director Havens suggested that we discuss the OPEB results and Audit results in our newsletter, and a CAG meeting.

Vice President Monin asked for a Motion.

Motion: Director Gaskins made a Motion, seconded by Director Freshley and unanimously carried across the Board to Receive and File the District's Comprehensive Annual Financial Report (CAFR) Audit for fiscal year ended June 30, 2019.

Roll Call Vote:

Director Gaskins	aye
President Vergara	aye
Vice President Monin	aye
Director Freshley	aye
Director Havens	aye

At approximately 8:04 o'clock a.m. Mr. Pun left the meeting.

Quarterly Review of the District's 401(k) Retirement Savings Plan

Mr. Stribling stated that the Fed has been lowering the Fed Funds rate, which is probably done for this year. He further stated that there are still negative rates in Europe and Japan on their 10-year debt which creates demand for US Treasury debt.

Mr. Stribling stated that lower rates support housing which has stabilized since last year. He further stated that wage growth continues to be a big trend.

Mr. Stribling stated that China and the US are still in a trade dispute, but there has been some progress made.

Mr. Stribling stated that all returns are doing well. He further stated that the last 4 months of last year were not good, so hopefully the long term return numbers will help absorb this.

Mr. Stribling stated that the 4th quarter had positive returns. He further stated that active management underperformed in October.

Mr. Stribling stated that the Large Cap Value Funds under performed, along with the Large Cap Growth Funds. He further stated that these funds fluctuate up and down.

Mr. Stribling stated that Small Cap Funds were also down slightly and gets returns in chunks. He further stated that International Funds were positive overall and Alternative Strategies were also up.

Mr. Stribling stated that they are discussing Liquid Alternatives at his firm and reevaluating values. He further stated that last year he lowered Alternatives by 100-200 basis points and put the money in Equities and Reits even though they underperformed.

Vice President Monin stated that on the Equity Funds, International has been underperforming. He further stated that the Alternatives are underperforming.

Mr. Stribling stated that the Market Neutral Strategy is not working well and is on the Watch List.

At approximately 8:27 o'clock a.m. Mr. Stribling left the meeting.

Vice President Monin asked for a Motion.

Motion: Director Gaskins made a Motion, seconded by Director Havens, and unanimously carried across the Board to Receive and File the Quarterly Review of the Districts 401(k) Retirement Savings Plan.

Roll Call Vote:

Director Gaskins	aye
President Vergara	aye
Vice President Monin	aye
Director Freshley	aye
Director Havens	aye

2019 Strategic Plan Update

Mr. Means reviewed the Board's input from the Strategic Planning workshop, and the Board provided additional revisions to the draft Vision, Mission, Goals, and Values of the District's Strategic Plan.

Mr. Means stated that he will be conducting interviews with the staff on December 18th.

The Board members and Mr. Means discussed different language terms used in the draft Vision, Mission, Goals, and Values of the District's Strategic Plan.

Vice President Monin asked for a Motion.

Motion: President Vergara made a Motion, seconded by Director Havens, and unanimously carried across the Board to approve the recommended language to the draft Vision, Mission, Goals, and Values of the District's Strategic Plan.

Roll Call Vote:

Director Gaskins	aye
President Vergara	aye
Vice President Monin	aye
Director Freshley	aye
Director Havens	aye

At approximately 9:08 o'clock a.m. Mr. Means left the meeting.

Dam Failure Liability Insurance

Mr. Cafferty stated that the District has maintained \$20 Million in Dam Failure Liability Insurance at the previous direction of the Board. He further stated that the premium cost had previously been \$20,000 annually, but due to current conditions the rates are now approximately \$60,000.

Mr. Cafferty stated that staff prepared several different alternatives which cover two separate dams; the R-6 Dam (275 million gallons of water), and the Effluent Holding Pond (12 million gallons of water). He further stated that what we are insuring against is the potential for a failure.

Mr. Cafferty stated that the R-6 Reservoir, including the floating cover, polypropylene liner is not prone to the typical piping and overtopping failure mechanisms that might endanger other dams.

After discussion, the Board members agreed to Alternative 3, which provides \$5 million insurance for the Holding Pond, and \$10 million for the R-6, which will cost the District \$23,949.

Ms. Moore asked if the other participants in R-6 pay any costs. Mr. Cafferty replied that SMWD pays ½ of the operating costs, and MNWD pays 5%.

Vice President Monin asked for a Motion.

Motion: Director Gaskins made a Motion, seconded by Director Freshley and unanimously carried across the Board to go with Alternative 3 which provides \$5 million insurance for the Holding Pond, and \$10 million for the R-6, which will cost the District \$23,949 annually.

Roll Call Vote:

Director Freshley	aye
Director Havens	aye
President Vergara	aye
Director Gaskins	aye
Vice President Monin	aye

Finance Report

Ms. Shahbakhti stated that included in the package is the financial information for the month of October.

Vice President Monin asked for a Motion.

Motion: Director Freshley made a Motion, seconded by Director Havens, and unanimously carried across the Board to 1) approve, ratify, and confirm payment of those bills as set forth in the schedule of bills for consideration dated November 25, 2019, and 2) receive and file the Financial Statements for the period ending October 31, 2019.

Roll Call Vote:

President Vergara	aye
Vice President Monin	aye
Director Freshley	aye
Director Gaskins	aye
Director Havens	aye

Finance Information Items

Tiered Water Usage and Revenue Tracking

There were no comments.

Comments Regarding Non-Agenda FIC Items

Director Gaskins stated that he suggested placing a dash cam on the waste hauler truck to assist in our defense in the event of an accident.

Close Finance and Insurance Committee Meeting

At approximately 9:43 o'clock a.m. the FIC meeting was closed.

Respectfully submitted,

POLLY WELSCH
Recording Secretary

APPROVED:

JOSE F. VERGARA, President
of the El Toro Water District and the
Board of Directors thereof

DENNIS P. CAFFERTY, Secretary
of the El Toro Water District and the
Board of Directors thereof



STAFF REPORT

TO: BOARD OF DIRECTORS

MEETING DATE: December 17, 2019

FROM: Neely Shahbakhti, Finance Manager

SUBJECT: Professional Audit Services

El Toro Water District changes auditors every five years. The District surveyed 124 agencies and received recommendations for 9 professional audit firms. Staff developed a Request for Proposals (RFP) which was both emailed and mailed to the recommended audit firms on September 30, 2019. The RFP identified a mandatory pre-proposal meeting on October 23, 2019. Five of the RFP recipients attended the meeting. All five firms Davis Farr, Fedak & Brown LLP, Leaf & Cole LLP, Vasquez & Company LLP, and White Nelson Diel Evans submitted proposals by the due date of November 20, 2019.

The Audit Committee and staff met on December 10, 2019 to review the proposals. The RFP required the proposals include costs for the first year as well as for each of the subsequent four option years. One firm, Vasquez & Co. failed to provide cost beyond the single year. A second firm, Leaf & Cole, reference only a CPI based inflation factor for the subsequent four years. Each of the other three proposals fully complied with the requirements of the RFP.

After careful consideration, the Audit Committee voted to recommend the award of a contract to White Nelson Diel Evans (WNDE). Factors that helped sway the Audit Committee recommendation included:

- WNDE is a large firm (150 staff) with wide name recognition
- WNDE's proposed cost for five years is the lowest of the submitted proposals
- WNDE specifically identified successful experience with several clients receiving the GFOA Certificate of Excellence in Financial Reporting for their Comprehensive Annual Financial Reports (CAFR)
- WNDE is located locally in Irvine

- WNDE proposes to devote more hours to the ETWD audit than the competing proposals resulting in a lower average hourly rate
- WNDE identified wide ranging experience providing audit services to Special Districts
- Though not prompted specifically in the RFP, WNDE included reference to their insurance coverage
- ETWD staff has previous successful experience with WNDE

The WNDE proposal identified a first year cost of \$25,700 and a five year total of \$132,420. The proposed costs for each of the five firms is summarized as follows:

Firm	Year 1	Year 2	Year 3	Year 4	Year 5	Total
WNDE	\$25,700	\$25,700	\$26,345	\$27,000	\$27,675	\$132,420
Davis & Farr	\$27,350	\$27,350	\$27,350	\$28,170	\$29,015	\$139,235
Fedak & Brown	\$26,700	\$27,440	\$28,140	\$28,880	\$29,620	\$140,780
Leaf & Cole	\$27,950					
Vasquez & Co.	\$23,800					

The 2019/20 fiscal year budget for audit services is \$30,000. The WNDE proposed cost is well within budget.

RECOMMENDATION

Recommended Action at the December 17, 2019 Board Meeting:

Staff and the Audit Committee recommend that the Board of Directors authorize the District's General Manager to enter into a consulting contract with White Nelson Diehl Evans LLP in the amount of \$25,700 for Professional Auditing Services.

By: Neely Shahbakhti
Date: December 12, 2019

EL TORO WATER DISTRICT
FINANCIAL REPORT
December 17, 2019

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**EL TORO WATER DISTRICT
BALANCE SHEET**

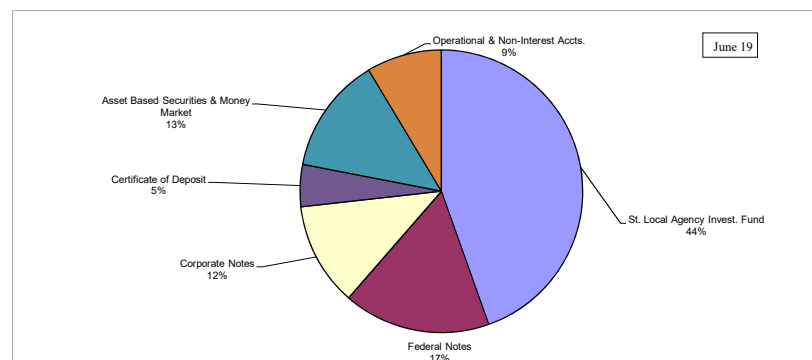
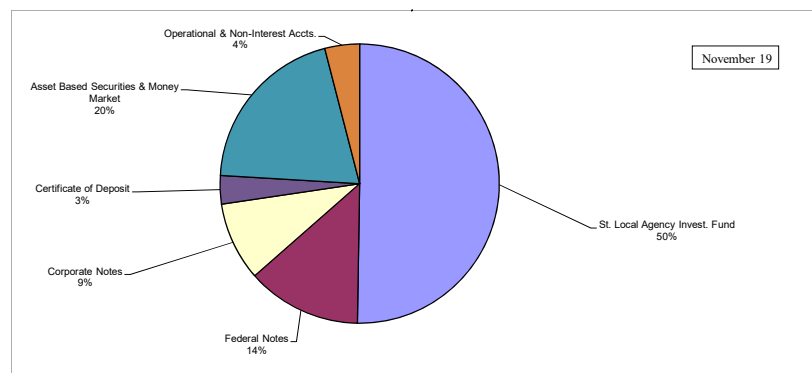
	11/30/19 (Unaudited)	June 30, 2019 (Audited)
ASSETS		
Current Assets		
Cash	\$822,845	\$1,704,132
Investments:		
Investments Cash	7,064,790	\$6,095,362
Investments FMV Adjustment	51,198	\$39,107
Receivables:		
Accounts Receivable	3,989,588	3,337,975
Notes Receivable	-	-
Inventories	641,646	625,472
Prepaid Expenses	465,943	201,078
Total Current Assets	\$13,036,009	12,003,125
Restricted Assets		
Cash & Investments	12,612,204	12,035,381
Total Restricted Assets	12,612,204	12,035,381
Non-Current Assets		
Utility Plant:		
Land & Easements	7,451,585	7,451,585
Long Term Leases	342,382	342,382
Equipment	114,780,219	114,139,715
Collection & Impound Reservoirs	6,243,706	6,243,706
Structure & Improvements	34,846,877	34,806,127
Total Utility Plant	163,664,771	162,983,517
Less Accumulated Depreciation & Amortization	(77,169,677)	(75,348,450)
Net Utility Plant	86,495,093	87,635,067
Construction Work in Progress	6,912,930	6,838,533
Notes Receivable	-	-
Deffered Outflow OPEB	3,337,168	3,337,168
Total Non-current Assets	96,745,192	97,810,768
TOTAL ASSETS	\$122,393,406	\$121,849,273

**EL TORO WATER DISTRICT
BALANCE SHEET**

	11/30/19 (Unaudited)	June 30, 2019 (Audited)
LIABILITIES and EQUITY		
Liabilities		
Current Liabilities Payable		
Accounts Payable	\$2,997,933	\$1,964,675
Current Portion of Long-Term Debt	595,975	2,173,134
Other Current Liabilities	2,241,723	2,008,617
Total Current Liabilities Payable		
From Current Assets	5,835,631	6,146,426
Long Term Debt		
Long Term Debt	51,149,798	51,149,798
Total Long Term Debt	51,149,798	51,149,798
Total Liabilities	56,985,429	57,296,224
Fund Equity		
Retained Earnings - Reserved	17,034,893	17,034,893
Contributed Capital	8,744,767	8,744,767
Retained Earnings - Unreserved	38,773,389	37,178,785
Net Income	854,927	1,594,605
Total Fund Equity	65,407,976	64,553,049
Total Liabilites & Fund Equity	\$122,393,406	\$121,849,273

CASH & INVESTMENTS
SUMMARY OF INVESTMENTS BY TYPE

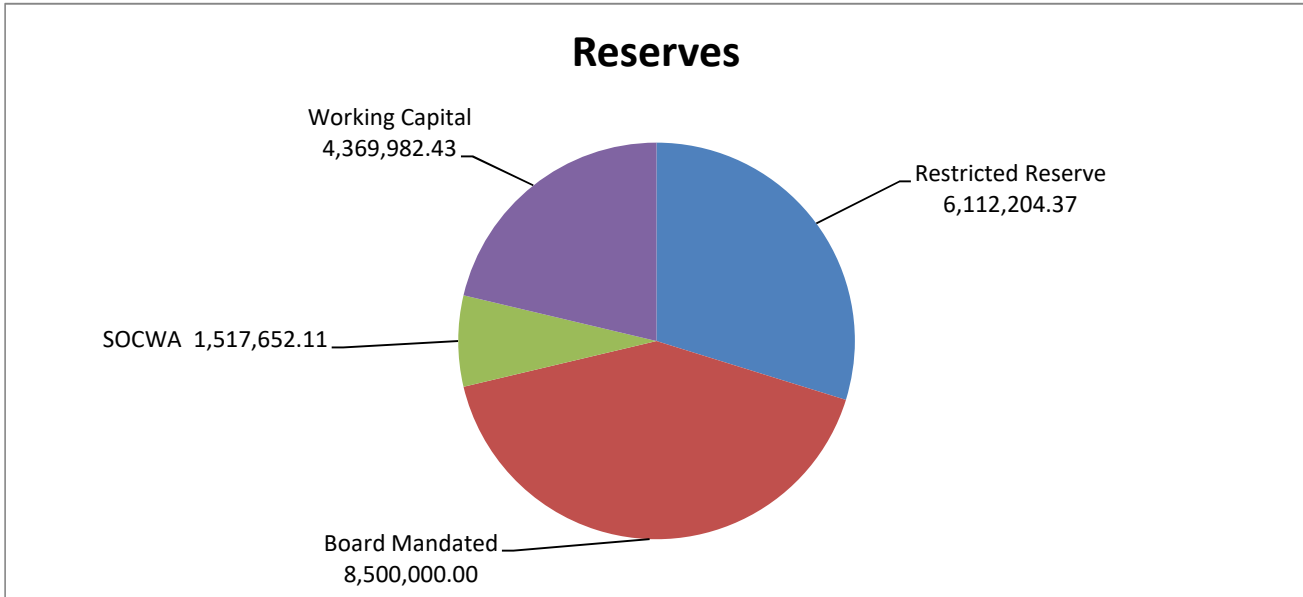
	Maturity Dates	Par	Market Value 11/30/19	Financial Institution	YTM 11/30/19	Original Cost 11/30/19
State Local Agency Investment Fund	NA	NA	\$10,298,880	LAIF	2.10%	\$10,298,880
US Treasury N/B - Coupon Rate 1.625%	7/31/2020	60,000	59,986	US Bank/CAMP	1.60%	60,038
US Treasury N/B - Coupon Rate 1.375%	8/31/2020	110,000	109,751	US Bank/CAMP	1.53%	109,502
US Treasury N/B - Coupon Rate 1.375%	8/31/2020	260,000	259,411	US Bank/CAMP	1.44%	259,523
US Treasury N/B - Coupon Rate 1.375%	10/31/2020	95,000	94,722	US Bank/CAMP	1.65%	94,228
US Treasury N/B - Coupon Rate 1.750%	12/31/2020	340,000	340,120	US Bank/CAMP	1.90%	338,513
US Treasury N/B - Coupon Rate 1.375%	1/31/2021	50,000	49,813	US Bank/CAMP	2.05%	49,006
US Treasury N/B - Coupon Rate 1.125%	2/28/2021	150,000	148,940	US Bank/CAMP	2.41%	144,428
US Treasury N/B - Coupon Rate 2.000%	5/31/2021	490,000	492,278	US Bank/CAMP	2.62%	481,272
Intl BK of Recon & Dev Notes - Coupon Rate 1.875%	4/21/2020	90,000	90,034	US Bank/CAMP	1.90%	89,922
Inter-American Devel BK Note - Coupon Rate 1.625%	5/12/2020	150,000	149,930	US Bank/CAMP	1.70%	149,645
Intl BK of Recon & Dev Notes - Coupon Rate 1.561%	9/12/2020	90,000	89,946	US Bank/CAMP	1.64%	89,784
Inter-American Development Bank - Coupon Rate 2.125%	11/9/2020	90,000	90,342	US Bank/CAMP	1.81%	90,834
Intl Finance Note - Coupon Rate 2.250%	1/25/2021	70,000	70,398	US Bank/CAMP	2.35%	69,794
Intl Finance Corporation Note - Coupon Rate 2.635%	3/9/2021	90,000	90,659	US Bank/CAMP	2.66%	89,933
Inter-American Dev Bank Note - Coupon Rate 1.875%	3/15/2021	200,000	200,423	US Bank/CAMP	2.56%	196,046
Inter-American Dev Bank Note - Coupon Rate 2.625%	4/19/2021	70,000	70,797	US Bank/CAMP	2.70%	69,846
CA ST TXBL GO Bonds- Coupon Rate 2.800%	4/1/2021	100,000	101,337	US Bank/CAMP	2.80%	100,004
FNA 2018-M5 A2- Coupon Rate 3.560%	9/25/2021	43,361	44,111	US Bank/CAMP	2.27%	44,223
FNMA Notes - Coupon Rate 1.500%	2/28/2020	200,000	199,907	US Bank/CAMP	1.52%	199,872
Federal Notes		2,748,361	2,752,902			2,726,410
Citigroup Inc. Corp. Note - Coupon Rate 2.450%	1/10/2020	50,000	50,004	US Bank/CAMP	1.90%	50,607
BB&T Corp. Note - Coupon Rate 2.450%	1/15/2020	100,000	100,018	US Bank/CAMP	2.08%	101,053
Morgan Stanley Corp. Bonds - Coupon Rate 2.650%	1/27/2020	40,000	40,040	US Bank/CAMP	2.35%	40,346
IBM Corp. Notes - Coupon Rate 1.900%	1/27/2020	100,000	100,010	US Bank/CAMP	1.93%	99,904
Microsoft Corp. Note - Coupon Rate 1.850%	2/6/2020	90,000	90,011	US Bank/CAMP	1.87%	89,940
Apple Inc. Bonds - Coupon Rate 1.900%	2/7/2020	80,000	79,999	US Bank/CAMP	1.92%	79,961
Chevron Corp Notes - Coupon Rate 1.991%	3/3/2020	70,000	70,023	US Bank/CAMP	1.99%	70,000
Walt Disney Corp Notes - Coupon Rate 1.950%	3/4/2020	20,000	20,000	US Bank/CAMP	1.96%	19,995
Exxon Mobil Corp Note - Coupon Rate 1.912%	3/6/2020	90,000	90,011	US Bank/CAMP	1.75%	90,402
John Deere Capital Corp. - Coupon Rate 2.200%	3/13/2020	40,000	40,029	US Bank/CAMP	2.23%	39,969
Goldman Sachs Group Inc Corp Notes - Coupon Rate 2.600%	4/23/2020	30,000	30,058	US Bank/CAMP	2.28%	30,226
General Dynamics Corp. - Coupon Rate 2.875%	5/11/2020	50,000	50,213	US Bank/CAMP	3.06%	49,823
Apple Inc. Bonds - Coupon Rate 1.800%	5/11/2020	60,000	59,999	US Bank/CAMP	1.84%	59,939
Intel Corp Notes - Coupon Rate 1.850%	5/11/2020	90,000	89,999	US Bank/CAMP	1.86%	89,966
Home Depot Inc Corp Notes - Coupon Rate 1.800%	6/5/2020	40,000	39,970	US Bank/CAMP	1.82%	39,977
Walt Disney Corp Notes - Coupon Rate 1.800%	6/5/2020	70,000	69,971	US Bank/CAMP	1.84%	69,919
John Deere Capital Corp Notes - Coupon Rate 1.950%	6/22/2020	20,000	20,006	US Bank/CAMP	1.97%	19,988
State Street Corp Notes - Coupon Rate 2.550%	8/18/2020	10,000	10,047	US Bank/CAMP	1.83%	10,208
State Street Corp Notes - Coupon Rate 2.550%	8/18/2020	70,000	70,327	US Bank/CAMP	1.82%	71,471
Caterpillar Finl Service Note - Coupon Rate 1.850%	9/4/2020	70,000	69,958	US Bank/CAMP	1.88%	69,941
Citigroup Inc Corp Notes - Coupon Rate 2.650%	10/26/2020	40,000	40,236	US Bank/CAMP	2.34%	40,360
Paccar Financial Corp Notes - Coupon Rate 2.050%	11/13/2020	20,000	20,033	US Bank/CAMP	2.05%	19,998
VISA Inc. (Callable) Corp Notes - Coupon Rate 2.200%	12/14/2020	20,000	20,076	US Bank/CAMP	1.85%	20,220
Wal-Mart Stores Inc. Corp. Note - Coupon Rate 1.900%	12/15/2020	90,000	90,116	US Bank/CAMP	1.95%	89,870
Paccar Financial Corp Notes - Coupon Rate 2.800%	3/1/2021	30,000	30,342	US Bank/CAMP	2.82%	29,985
National Rural Util Coop - Coupon Rate 2.900%	3/15/2021	35,000	35,398	US Bank/CAMP	2.94%	34,961
United Parcel Service Corporate Bond - Coupon Rate 2.050%	4/1/2021	90,000	90,266	US Bank/CAMP	2.10%	89,858
Toyota Motor Credit Corp Notes - Coupon Rate 2.950%	4/13/2021	90,000	91,389	US Bank/CAMP	2.96%	89,964
Pepsico Inc. Corp. Note - Coupon Rate 2.000%	4/15/2021	30,000	30,071	US Bank/CAMP	2.01%	29,994
Hershey Company Corp. Note - Coupon Rate 3.100%	5/15/2021	40,000	40,679	US Bank/CAMP	3.12%	39,972
American Express Co. - Coupon Rate 3.375%	5/17/2021	45,000	45,862	US Bank/CAMP	3.38%	44,992
Charles Schwab Corp. Corp. Notes - Coupon Rate 3.250%	5/21/2021	55,000	55,986	US Bank/CAMP	3.25%	54,998
Bank of America Note - Coupon Rate 2.328%	10/1/2021	90,000	90,198	US Bank/CAMP	2.33%	90,000
Corporate Notes		1,865,000	1,871,346			1,868,806
Credit Suisse New York CD- Coupon Rate 2.670%	2/7/2020	100,000	100,198	US Bank/CAMP	2.67%	100,000
Nordea Bank AB NY CD- Coupon Rate 2.720%	2/20/2020	90,000	90,232	US Bank/CAMP	2.72%	90,000
Bank of Nova Scotia Houston CD - Coupon Rate 3.080%	6/5/2020	100,000	100,755	US Bank/CAMP	3.10%	99,962
Westpac Banking Corp NY CD - Coupon Rate 2.050%	8/3/2020	150,000	150,469	US Bank/CAMP	2.05%	150,000
Swedbank (NewYork) CD- Coupon Rate 2.270%	11/16/2020	135,000	135,503	US Bank/CAMP	2.30%	135,000
Royal Bank of Canada NY CD- Coupon Rate 3.240%	6/7/2021	100,000	102,407	US Bank/CAMP	3.24%	100,000
Certificate of Deposit		675,000	679,564			674,962
Toyota ABS 2017-A A3 - Coupon Rate 1.730%	2/15/2021	11,091	11,085	US Bank/CAMP	1.74%	11,089
John Deere ABS 2017-A A3 - Coupon Rate 1.780%	4/15/2021	5,359	5,357	US Bank/CAMP	1.79%	5,358
Toyota ABS 2017-B A3 - Coupon Rate 1.760%	7/15/2021	44,039	44,012	US Bank/CAMP	1.76%	44,036
Honda ABS 2017-1 A3 - Coupon Rate 1.720%	7/21/2021	12,064	12,054	US Bank/CAMP	1.72%	12,064
Ally ABS 2017-2 A3 - Coupon Rate 1.780%	8/15/2021	18,996	18,987	US Bank/CAMP	1.79%	18,994
Nissan ABS 2017-2 A3 - Coupon Rate 1.740%	8/15/2021	20,659	20,640	US Bank/CAMP	1.74%	20,657
Honda ABS 2017-2 A3 - Coupon Rate 1.680%	8/15/2021	40,794	40,751	US Bank/CAMP	1.68%	40,790
Hyundai ABS 2017-A A3 - Coupon Rate 1.760%	8/16/2021	15,456	15,445	US Bank/CAMP	1.76%	15,455
John Deere ABS 2017-B A3 - Coupon Rate 1.820%	10/15/2021	15,659	15,645	US Bank/CAMP	1.82%	15,658
Ford ABS 2017-B A3 - Coupon Rate 1.690%	11/15/2021	38,611	38,566	US Bank/CAMP	1.69%	38,609
Hyundai ABS 2017-B A3 - Coupon Rate 1.770%	1/18/2022	52,259	52,206	US Bank/CAMP	1.78%	52,250
Ally 2017-5 A3 - Coupon Rate 1.990%	3/15/2022	43,173	43,173	US Bank/CAMP	1.99%	43,170
Ford 2017-C A3 - Coupon Rate 2.010%	3/15/2022	80,166	80,183	US Bank/CAMP	2.02%	80,151
Citibank 2017-A3 A3 - Coupon Rate 1.920%	4/7/2022	100,000	99,998	US Bank/CAMP	1.82%	100,267
JDOT 2018-A A3 - Coupon Rate 2.660%	4/15/2022	17,944	18,009	US Bank/CAMP	2.66%	17,943
Hart 2018-A A3 - Coupon Rate 2.790%	7/15/2022	35,000	35,275	US Bank/CAMP	2.80%	34,995
MBart 2018-1 A3 - Coupon Rate 3.030%	1/15/2023	55,000	55,579	US Bank/CAMP	3.03%	54,998
CAMP Money Market Fund	NA	NA	3,501,453	US Bank/CAMP	1.88%	3,501,453
Asset Based Securities & Money Market		606,269	4,108,417			4,107,935
Total Camp Investments		5,894,630	9,412,229			9,378,114
Operational & Non-Interest Bearing Accounts						
ETWD General Cash Account	NA	NA	776,291	Union Bank of Cal.	0.00%	776,291
ETWD Capital Facilities Reserve Account	NA	NA	45,853	Union Bank of Cal.	0.00%	45,853
ETWD Payroll Account	NA	NA	0	Union Bank of Cal.	0.00%	0
ETWD Petty Cash Account	NA	NA	700	Union Bank of Cal.	0.00%	700
Operational & Non-Interest Accts.			822,845			822,845
			\$20,533,954	Total Investments & Cash		\$20,499,839



LIQUIDITY

	November 30, 2019		June 30, 2019	
	\$	%	\$	%
DEMAND	\$ 14,623,178	71.33%	\$ 12,245,220	61.74%
30 Days	\$ -	0.00%	\$ 208,880	1.05%
31-180 Days	\$ 1,541,568	7.52%	\$ 1,161,829	5.86%
181 - 360	\$ 1,430,732	6.98%	\$ 1,771,413	8.93%
361-1800 Days	\$ 2,904,361	14.17%	\$ 4,447,532	22.42%
TOTAL	\$ 20,499,839	100.00%	\$ 19,834,874	100.00%

**EL TORO WATER DISTRICT
RESERVE ANALYSIS
30-Nov-19**



Restricted Reserve	\$	6,112,204
Board Mandated	\$	8,500,000
SOCWA	\$	1,517,652
Capital Cash Flow / Compliance	\$	4,369,982
Total	\$	20,499,839

Restricted Reserve

SRFL-Recycled Phase I	\$	1,602,958
SRFL-Recycled Phase II	\$	409,046
Capital Facilities Reserve	\$	64,514
Tiered Cons Fund	\$	2,500,658
Baker Funding	\$	1,535,028
Total	\$	6,112,204

Board Mandated Minimum Reserve Levels

Capital Construction	\$	3,000,000
Rate Stabilization	\$	2,200,000
Operations	\$	1,300,000
Working Capital	\$	2,000,000
Total	\$	8,500,000

Six months operating expense requirement:	\$11,119,197
Cash less restricted reserve on hand:	\$14,387,635

EL TORO WATER DISTRICT CHANGE IN RESERVES

	<u>November 30, 2019</u>	<u>Year to Date</u>	<u>June 30, 2019</u>
Operating Revenue	2,074,441	11,493,393	26,368,844
Non-operating Revenue	157,701	806,090	2,908,390
Total Revenue	<u>2,232,142</u>	<u>12,299,483</u>	<u>29,277,234</u>
Operating Expenses	1,789,773	9,295,221	22,462,405
Depreciation & Amortization	364,245	1,821,227	4,466,431
Non-operating Expenses	65,622	328,108	753,794
Total Expenses	<u>2,219,641</u>	<u>11,444,556</u>	<u>27,682,629</u>
NET INCOME	12,501	854,927	1,594,605
Add Depreciation & Amortization	364,245	1,821,227	4,466,431
Net Cash Provided by Operating Activities	(273,357)	(1,820,270)	(584,951)
Net Cash Provided by Investing Activities	(57,947)	(755,652)	(2,691,563)
Net Cash Provided by Financing Activities	-	-	2,594,367
Net Increase/(Decrease) Cash for the Period	<u>45,443</u>	<u>100,233</u>	<u>5,378,889</u>
Cash at End of Period from Balance Sheet		7,938,833	
Restricted Cash		12,612,204	
Unrealized (Gains)/Losses Fair Market Value		(51,198)	
Void Checks in Transit		-	
Cash at End of Period		<u>20,499,839</u>	

EL TORO WATER DISTRICT
Cash Sheet
For the month ending November 30, 2019

CHECK NUMBER	PAYMENT DATE	VENDOR NAME	PAYMENT AMOUNT
87865	11/07/2019	MUNICIPAL WATER DISTRICT OF ORANGE CO.	579,529.54
87923	11/14/2019	RAIN FOR RENT	208,238.79
87946	11/21/2019	IRVINE RANCH WATER DISTRICT	175,799.53
87938	11/21/2019	ACWA HEALTH BENEFITS AUTHORITY	119,157.14
87952	11/21/2019	SO. CALIFORNIA EDISON CO.	83,642.99
TOTAL CHECKS OVER \$50,000			\$ 1,166,367.99
TOTAL CHECKS IN REGISTER			\$ 1,530,875.97

DEBIT TRANSFERS

11/08/2019	PAYROLL DIRECT DEPOSIT	134,904.23
11/08/2019	FEDERAL DEPOSIT LIABILITY	27,897.84
11/08/2019	SDI & STATE TAX	10,374.52
11/08/2019	WAGE GARNISHMENTS	585.00
11/08/2019	PRUDENTIAL (401K)	47,970.48
11/08/2019	PRUDENTIAL (457)	15,991.42
11/15/2019	PAYROLL BOARD OF DIRECTOR	6,496.50
11/15/2019	SS, MEDICARE, SDI & STATE TAX	1,938.50
11/15/2019	PRUDENTIAL (457)	2,365.20
11/22/2019	PAYROLL DIRECT DEPOSIT	135,700.12
11/22/2019	FEDERAL DEPOSIT LIABILITY	28,121.03
11/22/2019	SDI & STATE TAX	10,390.85
11/22/2019	WAGE GARNISHMENTS	585.00
11/22/2019	PRUDENTIAL (401K)	47,989.44
11/22/2019	PRUDENTIAL (457)	15,874.61
11/30/2019	ADP AND BANK FEES	5,188.24
TOTAL INTERBANK WIRES / DEBIT TRANSFERS		\$ 492,372.98
TOTAL DISBURSEMENTS		\$ 2,023,248.95

ETWD EMPLOYEES

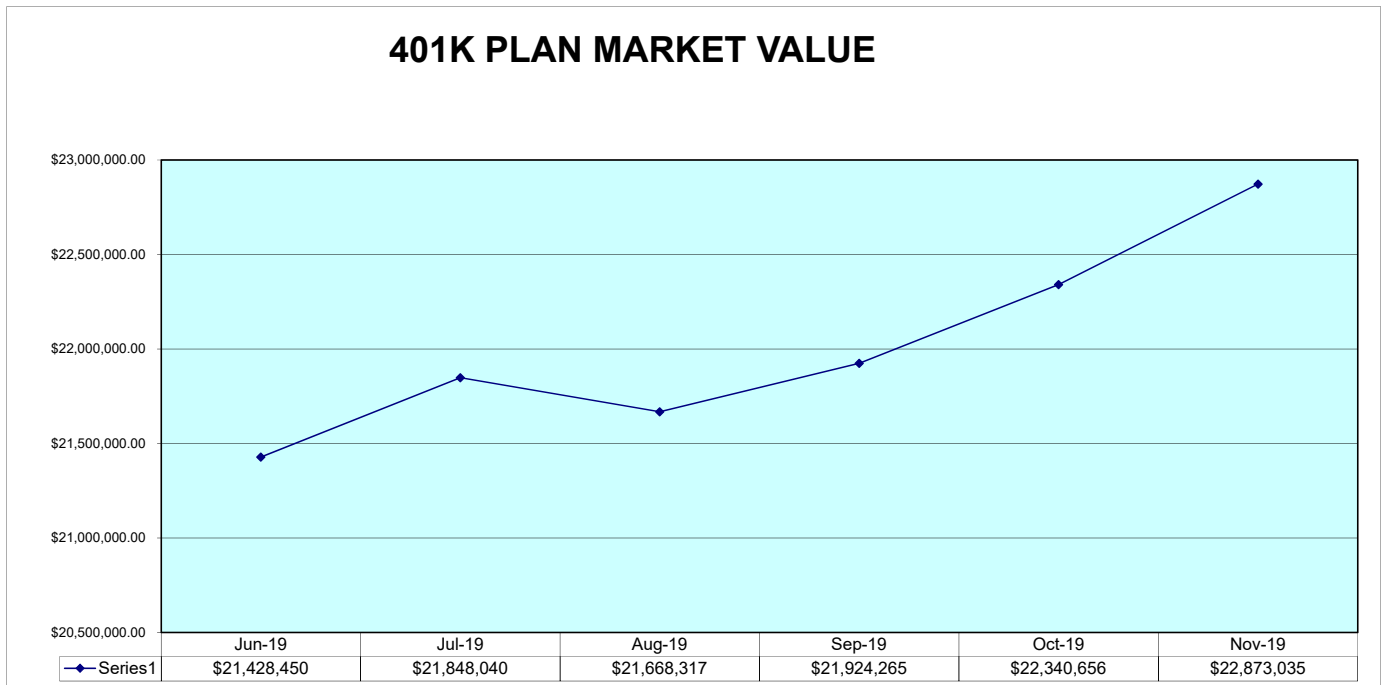
CHECK NUMBER	PAYMENT DATE	PAYEE (DESCRIPTION)	PAYMENT AMOUNT
87863	11/07/2019	MICHAEL MIAZGA (Expense Reimbursement)	414.79
87870	11/07/2019	RICK BROWN (Expense Reimbursement)	300.00
87951	11/21/2019	SANDRA SUE NORBERG (Expense Reimbursement)	289.82
87878	11/07/2019	STEVE WINGEN (Expense Reimbursement)	272.58
87873	11/07/2019	ROBERT HAZZARD (Expense Reimbursement)	105.00
TOTAL CHECKS TO EMPLOYEES			\$ 1,382.19

ETWD DIRECTORS

CHECK NUMBER	PAYMENT DATE	PAYEE (DESCRIPTION)	PAYMENT AMOUNT
87914	11/14/2019	MARK MONIN (Expense Reimbursement)	178.64
87911	11/14/2019	KATHERINE HAVENS (Expense Reimbursement)	148.52
87910	11/14/2019	JOSE VERGARA (Expense Reimbursement)	102.08
TOTAL CHECKS TO DIRECTORS			\$ 429.24

EL TORO WATER DISTRICT
401K PLAN SUMMARY

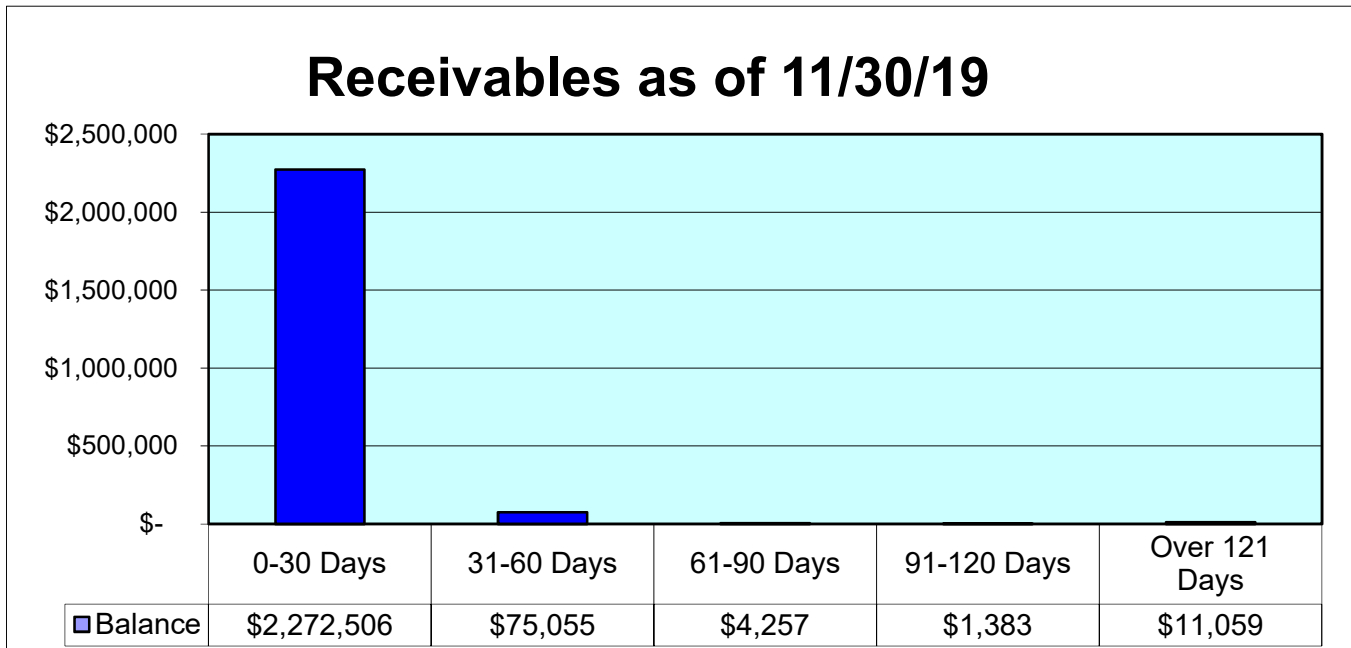
401K PLAN MARKET VALUE



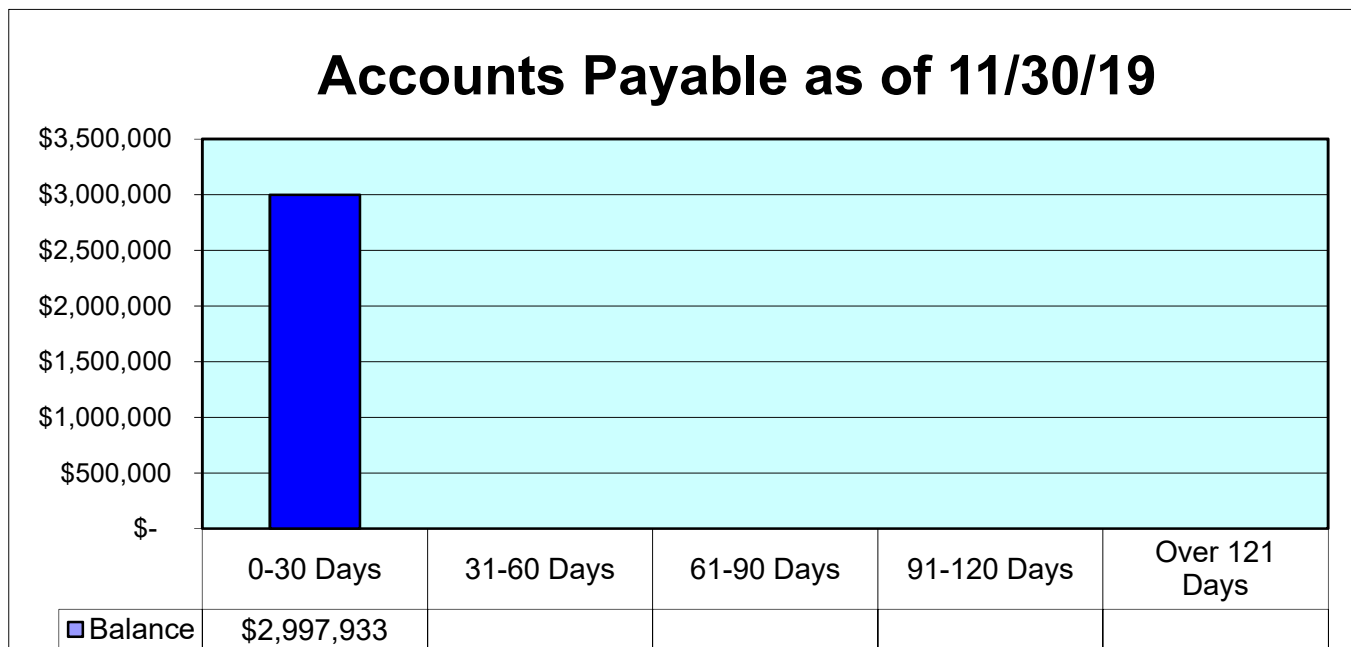
MARKET VALUE SUMMARY							
	Growth Under 40 yrs. Old	Capital Appreciation 40 to 44 yrs. Old	Balanced 45 to 49 yrs. Old	Balanced Income 50 to 54 yrs. Old	Income & Growth 55 to 59 yrs. Old	Income 60 to 64 yrs. Old	Capital Pres. Port Over 65 yrs. Old
Balance at July 1, 2019	\$ 1,506,787.68	\$549,062.24	\$1,801,553.21	\$5,954,287.10	\$6,260,620.08	\$2,461,760.00	\$2,894,379.39
Contributions	116,900.59	24,130.42	36,380.85	87,457.45	100,578.00	133,286.79	75,142.82
Withdrawals	0.00	0.00	0.00	(54,817.47)	0.00	(7,692.31)	(19,960.00)
Transfers	(20,538.08)	(91,674.24)	(576,278.95)	(1,257,870.85)	396,540.67	1,222,682.82	327,138.63
Interest, dividends and appreciation net of fees and charges	93,781.58	17,261.48	71,103.83	252,895.66	294,300.03	132,495.25	91,339.83
Balance at November 30, 2019	\$ 1,696,931.77	\$498,779.90	\$1,332,758.94	\$4,981,951.89	\$7,052,038.78	\$3,942,532.55	\$3,368,040.67
Average return YTD November 30, 2019	5.53%	3.46%	5.34%	5.08%	4.17%	3.36%	2.71%

Average return is calculated by dividing the interest, dividends and appreciation, net of fees by ending fund balance and then annualize.

RECEIVABLES & PAYABLES AGEING



Bad Debts Year to Date: \$4,091

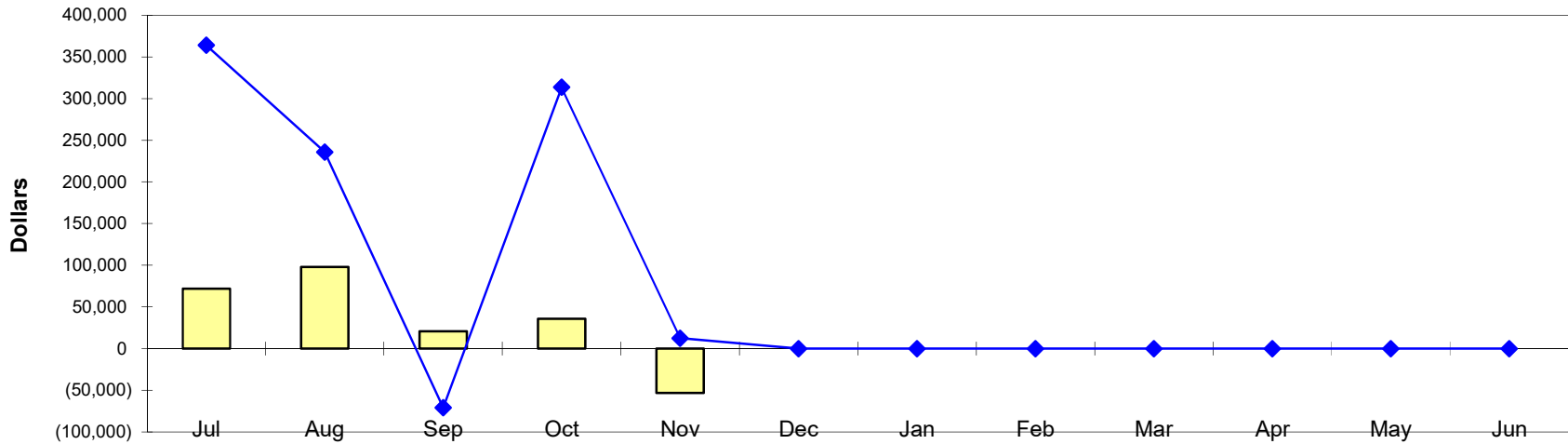


Year to Date Discounts Taken: \$263

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El Toro Water District
Income Statement
November 2019

	<u>Nov 19</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul - Nov 19</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Income							
4600 · Water Service Charge	306,440.84	301,792.00	101.54%	1,505,975.70	1,508,960.00	99.8%	3,621,504.00
4700 · Sanitary Service	663,282.74	647,916.67	102.37%	3,273,400.90	3,239,583.31	101.04%	7,775,000.00
4722 · Recycled Water Tertiary Sales	107,776.50	125,798.52	85.67%	852,082.50	832,147.09	102.4%	1,686,426.00
4724 · Service Charge - Recycled Water	20,998.04	26,558.92	79.06%	102,453.94	132,794.56	77.15%	318,707.00
4750 · Capital Facilities Charge	250,398.37	251,221.33	99.67%	1,252,713.43	1,256,106.69	99.73%	3,014,656.00
4800 · Commodity Charge	721,134.63	697,941.36	103.32%	4,470,670.70	4,616,825.83	96.83%	9,356,441.00
4950 · Other Operating Income	4,410.00	4,583.33	96.22%	25,095.38	22,916.69	109.51%	55,000.00
4960 · Other Income	55,464.97	46,666.67	118.85%	234,645.98	233,333.31	100.56%	560,000.00
4967 · SMWD	0.00	9,333.33	0.0%	0.00	46,666.69	0.0%	112,000.00
4970 · MNWD	0.00	1,953.34	0.0%	11,000.00	9,766.62	112.63%	23,440.00
4980 · Interest Income	28,040.61	16,666.67	168.24%	166,250.15	83,333.31	199.5%	200,000.00
4985 · Changes FMV CAMP	-4,574.33			10,137.80			
4986 · Changes FMV LAIF	0.00			1,953.79			
4990 · Property Taxes	78,769.34	77,083.33	102.19%	393,102.68	385,416.69	101.99%	925,000.00
Total Income	2,232,141.71	2,207,515.47	101.12%	12,299,482.95	12,367,850.79	99.45%	27,648,174.00
Gross Profit	2,232,141.71	2,207,515.47	101.12%	12,299,482.95	12,367,850.79	99.45%	27,648,174.00
Expense							
5100 · Personnel Cost	620,827.35	712,173.54	87.17%	3,258,827.68	3,560,868.22	91.52%	8,546,083.00
5405 · Water Purchases	726,346.43	605,466.27	119.97%	3,671,355.74	3,919,190.71	93.68%	8,041,949.00
5410 · Electrical Power	80,875.15	93,783.34	86.24%	505,058.45	468,916.62	107.71%	1,125,400.00
5415 · Repair Parts & Materials	12,555.72	35,861.08	35.01%	140,824.49	179,304.44	78.54%	430,332.00
5420 · Equipment Maintenance & Repair	3,788.94	10,260.43	36.93%	50,370.71	51,301.99	98.19%	123,125.00
5425 · Pump Maintenance & Repair	0.00	9,483.33	0.0%	35,152.73	47,416.69	74.14%	113,800.00
5430 · Motor Maintenance & Repair	1,881.00	2,191.66	85.83%	8,730.77	10,958.38	79.67%	26,300.00
5440 · Electrical/Contl Maint & Repair	-125.64	5,970.85	-2.1%	12,793.60	29,854.05	42.85%	71,650.00
5445 · Meter Maintenance & Repair	0.00	666.67	0.0%	460.00	3,333.31	13.8%	8,000.00
5455 · Chemicals	8,253.76	17,450.00	47.3%	104,018.69	87,250.00	119.22%	209,400.00
5460 · Structure Maint & Repair	3,765.34	2,523.67	149.2%	9,883.11	12,618.31	78.32%	30,284.00
5465 · Asphalt Maintenance & Repair	0.00	7,716.66	0.0%	36,473.00	38,583.38	94.53%	92,600.00
5470 · Consultants	175.00	5,316.67	3.29%	23,564.42	26,583.31	88.64%	63,800.00
5475 · Contractors	92,171.03	101,658.35	90.67%	442,421.11	508,291.55	87.04%	1,219,900.00
5480 · Engineers	12,177.00	6,333.33	192.27%	45,786.15	31,666.69	144.59%	76,000.00
5482 · Dump Fees	739.91	1,333.34	55.49%	4,370.40	6,666.62	65.56%	16,000.00
5485 · Laboratory	363.51	2,991.67	12.15%	13,902.86	14,958.31	92.94%	35,900.00
5490 · License & Permits	38,016.76	12,532.78	303.34%	56,276.07	62,663.54	89.81%	150,393.00
5495 · Gas & Oil	9,616.64	7,916.67	121.47%	47,877.66	39,583.31	120.95%	95,000.00
5500 · Equipment Rental	2,409.88	1,675.00	143.87%	6,041.62	8,375.00	72.14%	20,100.00
5505 · Landscaping	10,621.66	12,272.92	86.55%	38,027.30	61,364.56	61.97%	147,275.00
5510 · Small Tools & Equipment	10,108.20	5,833.34	173.28%	33,195.43	29,166.62	113.81%	70,000.00
5515 · Security	1,594.53	1,587.94	100.42%	7,975.03	7,939.42	100.45%	19,055.00
5520 · Operating Supplies	6,033.20	4,333.33	139.23%	21,938.42	21,666.69	101.25%	52,000.00
5525 · Safety Equipment	0.00	1,691.67	0.0%	6,034.17	8,458.31	71.34%	20,300.00
5530 · Temporary Help	0.00	3,041.67	0.0%	0.00	15,208.31	0.0%	36,500.00
5535 · Other Employee Cost	8,745.72	7,441.67	117.52%	57,061.98	37,208.31	153.36%	89,300.00
5540 · Depreciation	363,675.00	372,500.00	97.63%	1,818,375.00	1,862,500.00	97.63%	4,470,000.00
5545 · Insurance	44,524.67	46,479.58	95.79%	219,677.84	232,397.94	94.53%	557,755.00
5555 · Advertising & Publicity	0.00	166.67	0.0%	560.00	833.31	67.2%	2,000.00
5560 · Amortization	570.49	570.83	99.94%	2,852.45	2,854.19	99.94%	6,850.00
5570 · Annual Event	0.00	500.00	0.0%	0.00	2,500.00	0.0%	6,000.00
5575 · Audit	6,000.00	2,500.00	240.0%	22,500.00	12,500.00	180.0%	30,000.00
5580 · Bad Debts	2,392.95	1,666.67	143.58%	4,091.09	8,333.31	49.09%	20,000.00
5585 · Bank Charges	5,169.46	4,750.00	108.83%	24,427.99	23,750.00	102.86%	57,000.00
5590 · Data Processing Supply & Access	6,363.86	1,916.68	332.03%	11,236.63	9,583.24	117.25%	23,000.00
5595 · Data Processing Equipment	2,727.17	2,999.99	90.91%	11,152.73	15,000.07	74.35%	36,000.00
5600 · Data Processing Consultants	1,800.00	6,250.00	28.8%	19,757.75	31,250.00	63.23%	75,000.00
5605 · Directors Fees	10,512.00	9,166.67	114.68%	47,204.00	45,833.31	102.99%	110,000.00
5610 · Dues & Memberships	9,866.90	7,782.50	126.78%	34,840.66	38,912.50	89.54%	93,390.00
5615 · Education & Training	105.00	3,583.33	2.93%	15,694.79	17,916.69	87.6%	43,000.00
5620 · Election Expense	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
5625 · Employee Service Awards	0.00	316.67	0.0%	1,628.93	1,583.31	102.88%	3,800.00
5630 · Software Maintenance & Licenses	5,373.98	13,750.00	39.08%	47,185.76	68,750.00	68.63%	165,000.00
5640 · Interest Expense	65,621.62	60,963.08	107.64%	328,108.10	304,815.44	107.64%	731,557.00
5645 · Janitorial	3,080.75	2,816.67	109.38%	15,282.75	14,083.31	108.52%	33,800.00
5650 · Legal	13,030.00	8,333.33	156.36%	50,960.44	41,666.69	122.31%	100,000.00
5655 · Meets, Conventions & Travel	3,842.81	3,250.00	118.24%	19,694.43	16,250.00	121.2%	39,000.00
5657 · Meets, Con & Travel - Directors	391.42	2,474.16	15.82%	9,253.20	12,370.88	74.8%	29,690.00
5660 · Office Supplies	568.37	1,650.00	34.45%	9,135.04	8,250.00	110.73%	19,800.00
5670 · Postage	266.38	1,708.33	15.59%	725.46	8,541.69	8.49%	20,500.00
5675 · Printing & Reproduction	2,774.56	1,500.00	184.97%	5,034.50	7,500.00	67.13%	18,000.00
5680 · Property Tax	2,892.57	458.33	631.11%	2,939.70	2,291.69	128.28%	5,500.00
5685 · Public Education & Outreach	5,443.06	12,500.00	43.54%	32,309.30	62,500.00	51.7%	150,000.00
5690 · Publications & Subscriptions	99.99	250.00	40.0%	99.99	1,250.00	8.0%	3,000.00
5695 · Communications	9,722.85	8,795.00	110.55%	44,164.48	43,975.00	100.43%	105,540.00
5700 · Utilities	1,883.65	1,583.34	118.97%	7,241.80	7,916.62	91.48%	19,000.00
Total Expense	2,219,640.60	2,260,689.68	98.18%	11,444,556.40	12,195,305.84	93.84%	27,904,628.00
Net Income							
	12,501.11	-53,174.21	-23.51%	854,926.55	172,544.95	495.48%	-256,454.00

**ANALYSIS OF REVENUE & EXPENSE
Fiscal Year 2019/2020**

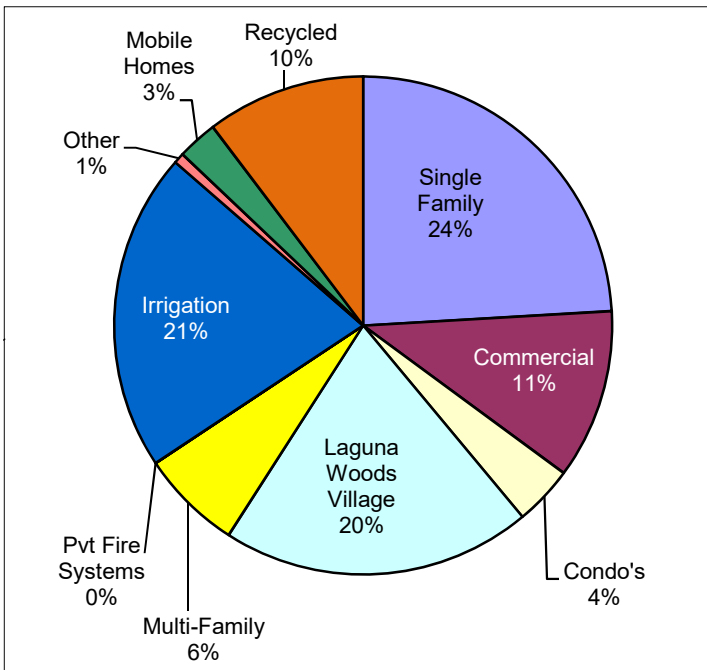
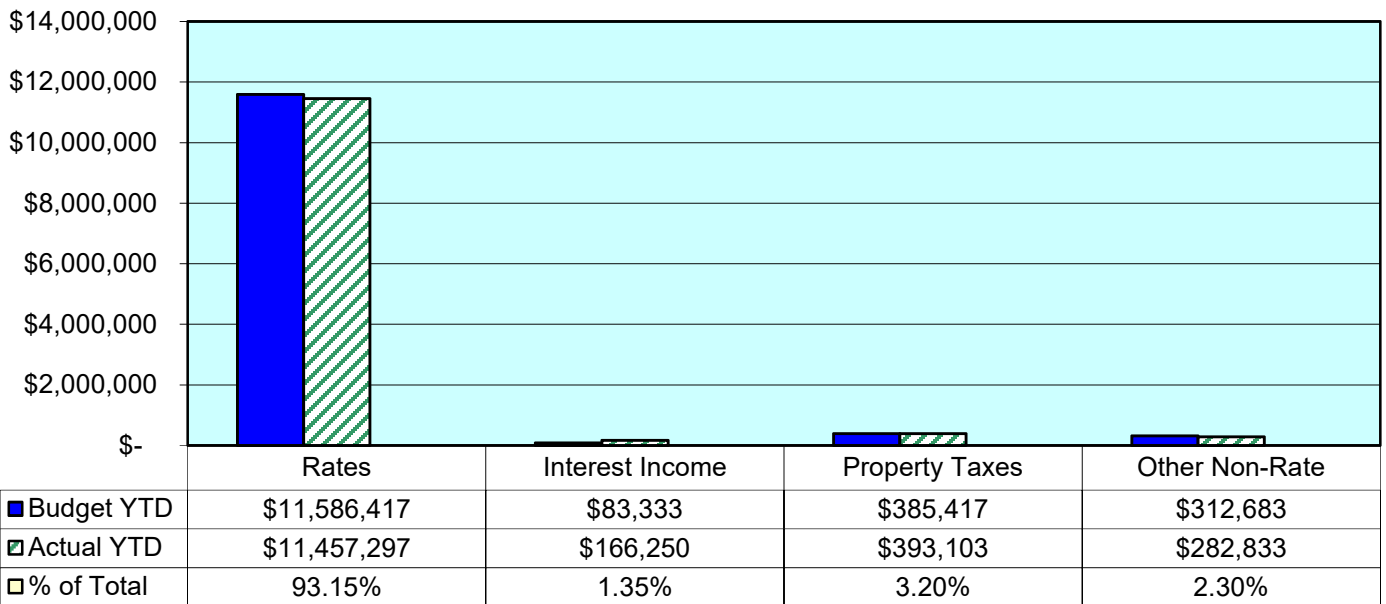


**ANALYSIS OF REVENUES & EXPENSES
BUDGET COMPARED TO ACTUAL
FISCAL YEAR 2019/2020**

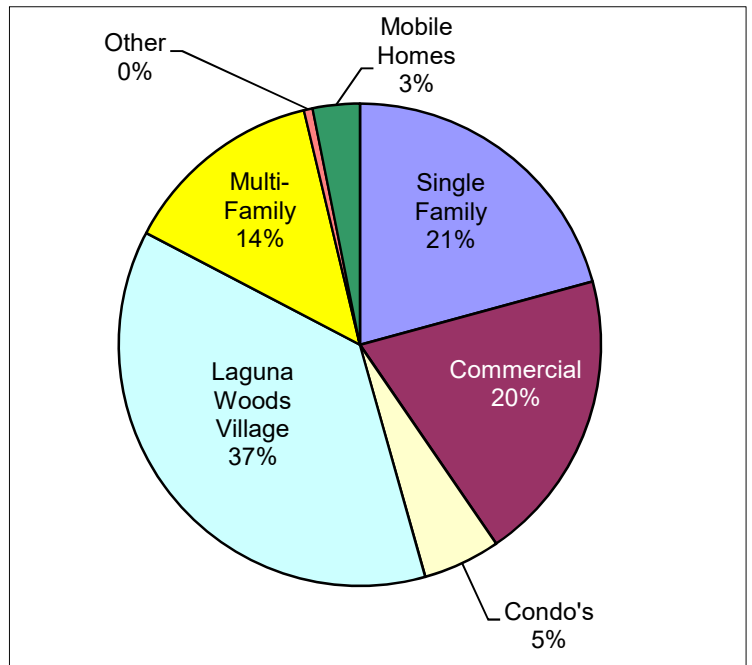
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Budget												
Revenue	2,586,223	2,665,941	2,431,150	2,477,021	2,207,515							
Expense	2,514,586	2,568,034	2,410,622	2,441,375	2,260,690							
Profit/Loss	71,637	97,908	20,528	35,646	(53,174)	0	0	0	0	0	0	0
Actual												
Revenue	2,510,117	2,623,770	2,383,674	2,549,780	2,232,142							
Expense	2,146,058	2,388,030	2,454,694	2,236,133	2,219,641							
Profit/Loss	364,059	235,739	(71,020)	313,647	12,501	0	0	0	0	0	0	0

EL TORO WATER DISTRICT REVENUES FROM WATER & WASTE WATER SALES AS OF 11/30/19

Where the Money Comes From



WATER REVENUE YTD 2019/2020



WASTE WATER REVENUE YTD 2019/2020

**EL TORO WATER DISTRICT
REVENUE COMPARISON
For the Month Ended November 30, 2019**

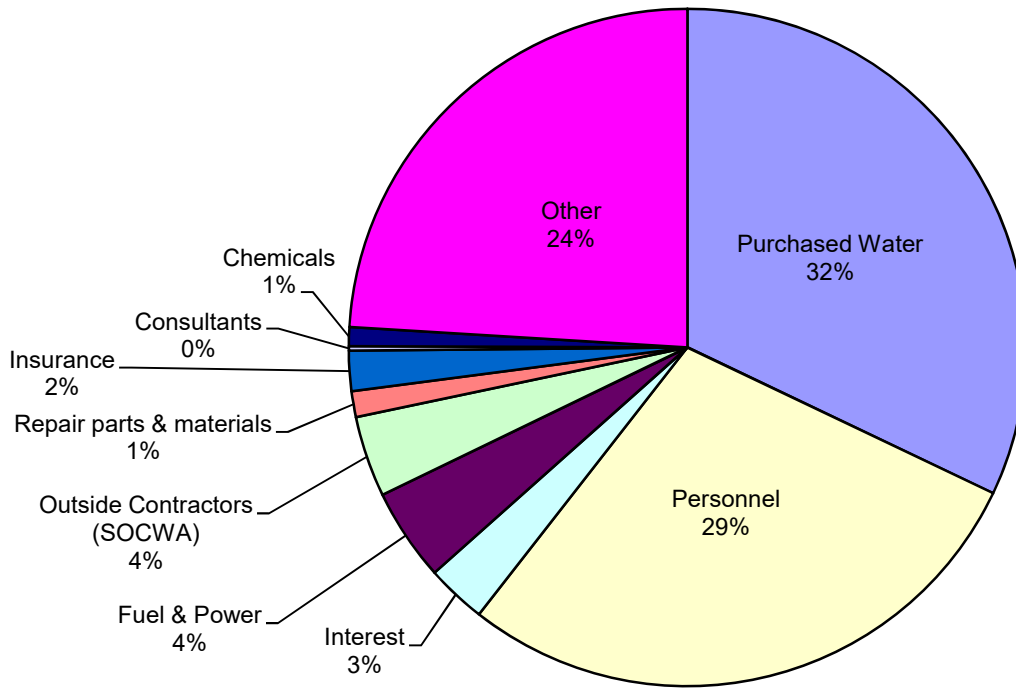
	ACTUAL	CURRENT MONTH BUDGET	VARIANCE DOLLARS	% +/-	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	VARIANCE DOLLARS	% +/-	BUDGET	REMAINING BUDGET
<u>From Rates</u>										
Capital Facilities Charge	\$ 250,398	\$ 251,221	\$ (823)	0%	\$ 1,252,713	\$ 1,256,107	\$ (3,393)	0%	\$ 3,014,656	\$ 1,761,943
Water sales - Commodity	721,135	697,941	23,193	3%	4,470,671	4,616,826	(146,155)	-3%	9,356,441	4,885,770
Water sales - Fixed Meter	306,441	301,792	4,649	2%	1,505,976	1,508,960	(2,984)	0%	3,621,504	2,115,528
Waste water sales	663,283	647,917	15,366	2%	3,273,401	3,239,583	33,818	1%	7,775,000	4,501,599
Recycled water tertiary sales	107,777	125,799	(18,022)	-14%	852,083	832,147	19,935	2%	1,686,426	834,344
Service charge - Recycled water	20,998	26,559	(5,561)	-21%	102,454	132,795	(30,341)	-23%	318,707	216,253
TOTAL FROM RATES	2,070,031	2,051,229	18,802	1%	11,457,297	11,586,417	(129,120)	-1%	25,772,734	14,315,437
<u>Non-rate Revenue</u>										
Admin fee	1,790	1,600	190	12%	13,125	8,000	5,125	64%	19,200	6,075
48 Hour notice fee	2,250	2,451	(201)	-8%	10,080	12,257	(2,177)	-18%	29,416.44	19,336
Restoration fee	280	370	(90)	-24%	1,270	1,850	(580)	-31%	4,440	3,170
Unpaid check fee	90	150	(60)	-40%	620	750	(130)	-17%	1,800	1,180
Cut lock fee	-	12	(12)	-100%	-	60	(60)	-100%	144	144
TOTAL NON-RATE	4,410	4,583	(173)	-4%	25,095	22,917	2,179	10%	55,000	29,905
<u>Other Revenue</u>										
Interest	28,041	16,667	11,374	68%	166,250	83,333	82,917	100%	200,000	33,750
Change FMV Investment	(4,574)	-	(4,574)	0%	12,092	-	12,092	0%	-	(12,092)
Property taxes	78,769	77,083	1,686	2%	393,103	385,417	7,686	2%	925,000	531,897
Other	55,465	46,667	8,797	19%	234,646	233,333	1,313	1%	560,000	325,354
TOTAL OTHER REVENUE	157,701	140,417	17,284	12%	806,090	702,083	104,007	15%	1,685,000	878,910
<u>Contract Service</u>										
Santa Margarita W. D.	-	9,333	(9,333)	-100%	-	46,667	(46,667)	-100%	112,000	112,000
Moulton Niguel W. D.	-	1,953	(1,953)	-100%	11,000	9,767	1,233	13%	23,440	12,440
TOTAL CONTRACT SERVICES	-	11,287	(11,287)	-100%	11,000	56,433	(45,433)	-81%	135,440	124,440
TOTAL REVENUE	\$ 2,232,142	\$ 2,207,516	\$ 24,626	1%	\$ 12,299,483	\$ 12,367,851	\$ (68,368)	-1%	\$ 27,648,174	\$ 15,348,691

**EL TORO WATER DISTRICT
NON-RATE REVENUE ANALYSIS
FOR THE MONTH ENDING November 30, 2019**

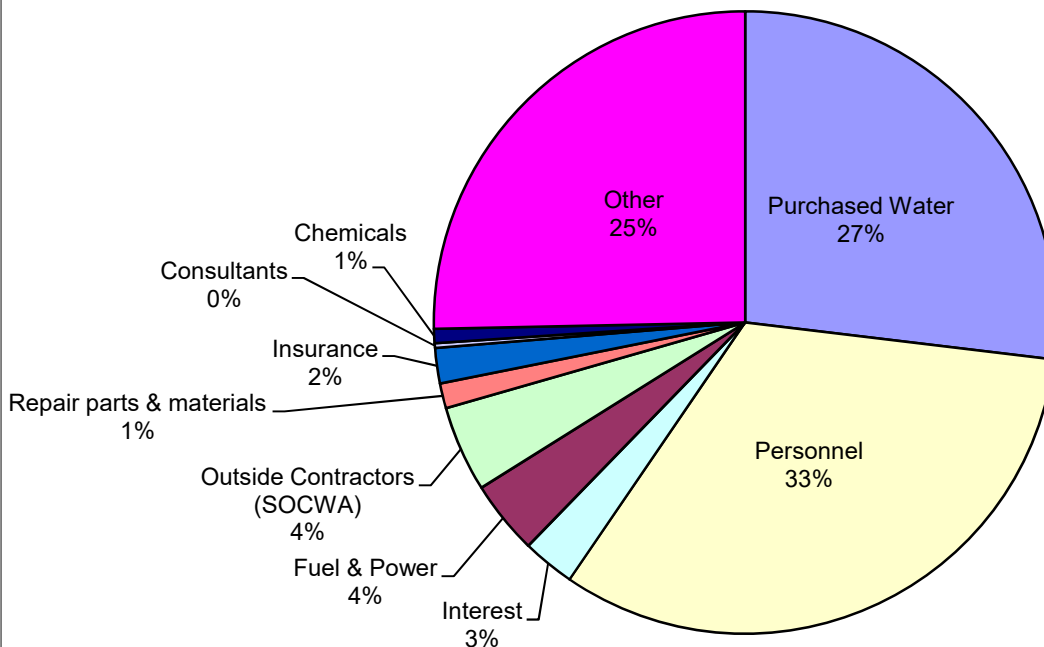
	Nov-19 Actual	Nov-19 Budget	Jul 19- Nov 19 YTD Actual	Jul 19- Nov 19 YTD Budget
Site Leases	19,220	19,167	95,453	95,833
MWD Recycled Water LRP Rebate	35,750	25,833	136,250	129,167
JPIA Refund		-	-	-
SOCWA Refund		-	-	-
Recycled Metal	495	-	1,473	-
Diesel Fuel Tax Refund	-	-	71	-
Misc Work for Customers	-	1,667	1,399	8,333
	<u>\$ 55,465</u>	<u>\$ 46,667</u>	<u>\$ 234,646</u>	<u>\$ 233,333</u>
Other Operating Income				
Sales to Santa Margarita	-		-	
Sales to Moulton Niguel	-		-	
	<u>-</u>		<u>-</u>	
Total	<u>55,465</u>		<u>234,646</u>	

WHERE THE MONEY GOES

YTD EXPENSES AT 11/30/19



EXPENSES YEAR ENDING 6/30/19



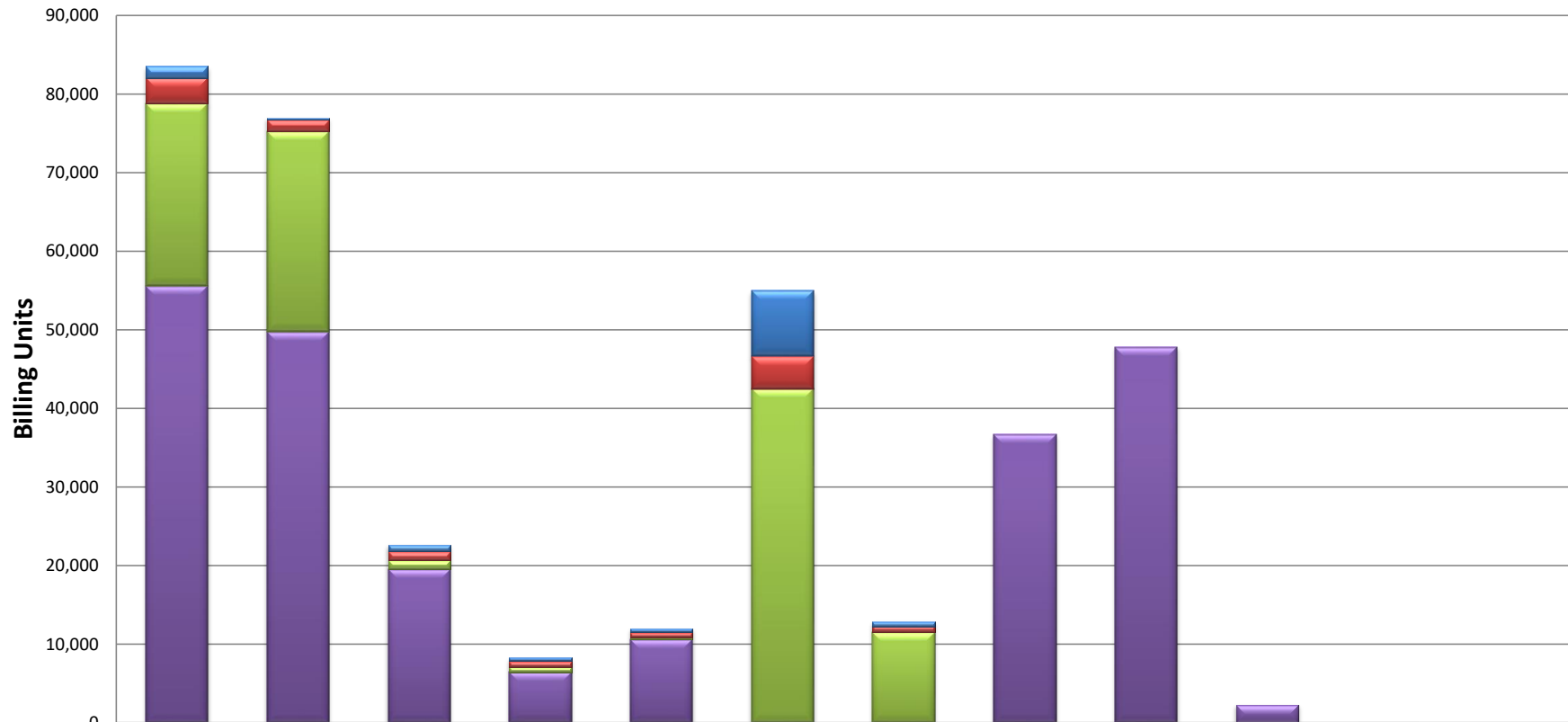
EL TORO WATER DISTRICT
Expense Comparison
For the Month Ended November 30, 2019

	ACTUAL	CURRENT MONTH BUDGET	VARIANCE DOLLARS	% +/-	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	VARIANCE DOLLARS	% +/-	Annual BUDGET	REMAINING BUDGET
<u>Operating Expenses</u>										
Personnel cost	\$620,827	\$712,174	\$91,346	13%	\$3,258,828	\$3,560,868	\$302,041	8%	\$8,546,083	5,287,255
Purchased water	726,346	605,466	(120,880)	-20%	3,671,356	3,919,191	247,835	6%	8,041,949	4,370,593
Electrical power	80,875	93,783	12,908	14%	505,058	468,917	(36,142)	-8%	1,125,400	620,342
Repair parts & materials	12,556	35,861	23,305	65%	140,824	179,304	38,480	21%	430,332	289,508
Equipment repairs & maintenance	3,789	10,260	6,471	63%	50,371	51,302	931	2%	123,125	72,754
Pump repairs & maintenance	0	9,483	9,483	100%	35,153	47,417	12,264	26%	113,800	78,647
Motor repairs & maintenance	1,881	2,192	311	14%	8,731	10,958	2,228	20%	26,300	17,569
Electrical repairs & maintenance	(126)	5,971	6,096	102%	12,794	29,854	17,060	57%	71,650	58,856
Meter repairs & maintenance	0	667	667	100%	460	3,333	2,873	86%	8,000	7,540
Chemicals	8,254	17,450	9,196	53%	104,019	87,250	(16,769)	-19%	209,400	105,381
Structure repairs & maintenance	3,765	2,524	(1,242)	-49%	9,883	12,618	2,735	22%	30,284	20,401
Asphalt repairs & maintenance	0	7,717	7,717	100%	36,473	38,583	2,110	5%	92,600	56,127
Consultants - outside	175	5,317	5,142	97%	23,564	26,583	3,019	11%	63,800	40,236
Contractors - outside	92,171	101,658	9,487	9%	442,421	508,292	65,870	13%	1,219,900	777,479
Engineers - outside	12,177	6,333	(5,844)	-92%	45,786	31,667	(14,119)	-45%	76,000	30,214
Dump fees	740	1,333	593	45%	4,370	6,667	2,296	34%	16,000	11,630
Laboratories	364	2,992	2,628	88%	13,903	14,958	1,055	7%	35,900	21,997
License & permits	38,017	12,533	(25,484)	-203%	56,276	62,664	6,387	10%	150,393	94,117
Automotive fuel & oil	9,617	7,917	(1,700)	-21%	47,878	39,583	(8,294)	-21%	95,000	47,122
Equipment rental	2,410	1,675	(735)	-44%	6,042	8,375	2,333	28%	20,100	14,058
Landscaping	10,622	12,273	1,651	13%	38,027	61,365	23,337	38%	147,275	109,248
Small tools & equipment	10,108	5,833	(4,275)	-73%	33,195	29,167	(4,029)	-14%	70,000	36,805
Security	1,595	1,588	(7)	0%	7,975	7,939	(36)	0%	19,055	11,080
Operating supplies	6,033	4,333	(1,700)	-39%	21,938	21,667	(272)	-1%	52,000	30,062
Safety equipment	0	1,692	1,692	100%	6,034	8,458	2,424	29%	20,300	14,266
Temporary help	0	3,042	3,042	100%	0	15,208	15,208	100%	36,500	36,500
Other employee cost	8,746	7,442	(1,304)	-18%	57,062	37,208	(19,854)	-53%	89,300	32,238
Employee service awards	0	317	317	100%	1,629	1,583	(46)	-3%	3,800	2,171
Education & training	105	3,583	3,478	97%	15,695	17,917	2,222	12%	43,000	27,305
Total Operating Expenses	1,651,046	1,683,408	32,362	2%	8,655,745	9,308,897	653,151	7%	20,977,246	12,321,501

EL TORO WATER DISTRICT
Expense Comparison
For the Month Ended November 30, 2019

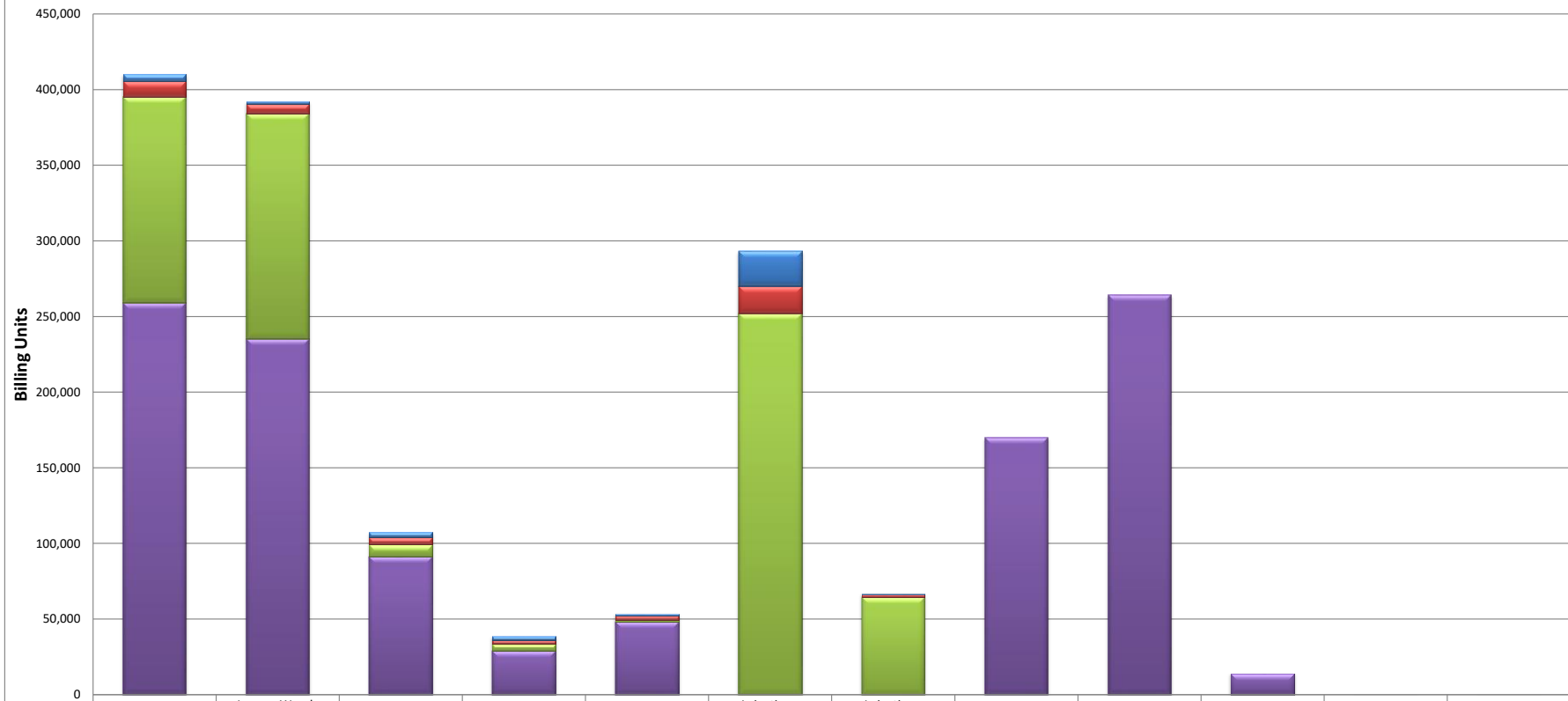
	ACTUAL	CURRENT MONTH BUDGET	VARIANCE DOLLARS	% +/-	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	VARIANCE DOLLARS	% +/-	Annual BUDGET	REMAINING BUDGET
<u>Indirect Cost</u>										
Depreciation	363,675	372,500	8,825	2%	1,818,375	1,862,500	44,125	2%	4,470,000	2,651,625
Amortization	570	571	0	0%	2,852	2,854	2	0%	6,850	3,998
Insurance	44,525	46,480	1,955	4%	219,678	232,398	12,720	5%	557,755	338,077
Data processing supplies & assoc.	6,364	1,917	(4,447)	-232%	11,237	9,583	(1,653)	-17%	23,000	11,763
Data processing equipment	2,727	3,000	273	9%	11,153	15,000	3,847	26%	36,000	24,847
Data processing consultants	1,800	6,250	4,450	71%	19,758	31,250	11,492	37%	75,000	55,242
Software maintenance & licenses	5,374	13,750	8,376	61%	47,186	68,750	21,564	31%	165,000	117,814
Janitorial	3,081	2,817	(264)	-9%	15,283	14,083	(1,199)	-9%	33,800	18,517
Printing & reproduction	2,775	1,500	(1,275)	-85%	5,035	7,500	2,466	33%	18,000	12,966
Publications & subscriptions	100	250	150	60%	100	1,250	1,150	92%	3,000	2,900
Communications - voice	2,873	3,333	460	14%	11,024	16,667	5,643	34%	40,000	28,976
Communications - data	4,168	3,289	(879)	-27%	20,358	16,446	(3,913)	-24%	39,470	19,112
Communications - mobile	2,682	2,173	(509)	-23%	12,782	10,863	(1,920)	-18%	26,070	13,288
Utilities	1,884	1,583	(300)	-19%	7,242	7,917	675	9%	19,000	11,758
Total Indirect Cost	442,597	459,412	16,815	4%	2,202,062	2,297,060	94,999	4%	5,512,945	3,310,883
<u>Overhead Cost</u>										
Annual events	0	500	500	100%	0	2,500	2,500	100%	6,000	6,000
Audit	6,000	2,500	(3,500)	-140%	22,500	12,500	(10,000)	-80%	30,000	7,500
Bad debts	2,393	1,667	(726)	-44%	4,091	8,333	4,242	51%	20,000	15,909
Bank charges	5,169	4,750	(419)	-9%	24,428	23,750	(678)	-3%	57,000	32,572
Directors fees	10,512	9,167	(1,345)	-15%	47,204	45,833	(1,371)	-3%	110,000	62,796
Dues & memberships	9,867	7,783	(2,084)	-27%	34,841	38,913	4,072	10%	93,390	58,549
Election Expense	0	0	0	0%	0	0	0	0%	0	0
Interest	65,622	60,963	(4,659)	-8%	328,108	304,815	(23,293)	-8%	731,557	403,449
Legal	13,030	8,333	(4,697)	-56%	50,960	41,667	(9,294)	-22%	100,000	49,040
Meetings, conventions & travel	3,843	3,250	(593)	-18%	19,694	16,250	(3,444)	-21%	39,000	19,306
Meets, con & travel - Directors	391	2,474	2,083	84%	9,253	12,371	3,118	25%	29,690	20,437
Office supplies	568	1,650	1,082	66%	9,135	8,250	(885)	-11%	19,800	10,665
Postage	266	1,708	1,442	84%	725	8,542	7,816	92%	20,500	19,775
Property taxes	2,893	458	(2,434)	-531%	2,940	2,292	(648)	-28%	5,500	2,560
Advertising & Publicity	0	167	167	100%	560	833	273	33%	2,000	1,440
Public education & outreach	5,443	12,500	7,057	56%	32,309	62,500	30,191	48%	150,000	117,691
Total Overhead Cost	125,998	117,870	(8,128)	-7%	586,749	589,349	2,599	0%	1,414,437	827,688
TOTAL EXPENSES	\$2,219,641	\$2,260,690	\$41,049	2%	\$11,444,556	\$12,195,306	\$750,749	6%	\$27,904,628	\$16,460,072

November 2019 Water Sales



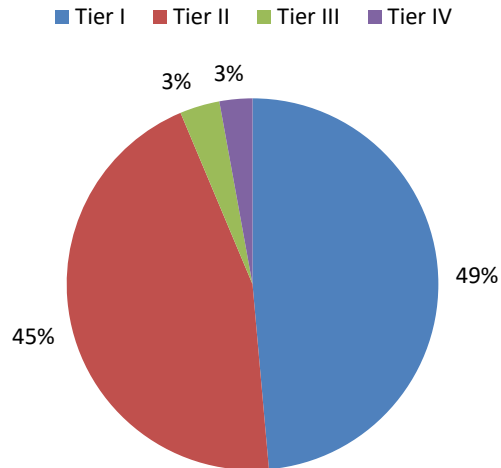
	Residential	Laguna Woods Village	Multi Family	Trailer Parks	Condo	Irrigation - Functional	Irrigation - Recreational	Commercial	Recycled Water	Public Authority	Private Fire	Flooding
■ Tier IV	1,473	287	846	438	470	8,376	615	0	0	0	0	0
■ Tier III	3,283	1,460	1,100	688	625	4,141	781	0	0	0	0	0
■ Tier II	23,230	25,547	1,189	701	264	42,482	11,493	0	0	0	0	0
■ Tier I	55,564	49,720	19,518	6,429	10,647	0	0	36,650	47,791	2,291	13	23

Year-to-Date Water Sales as of November 2019



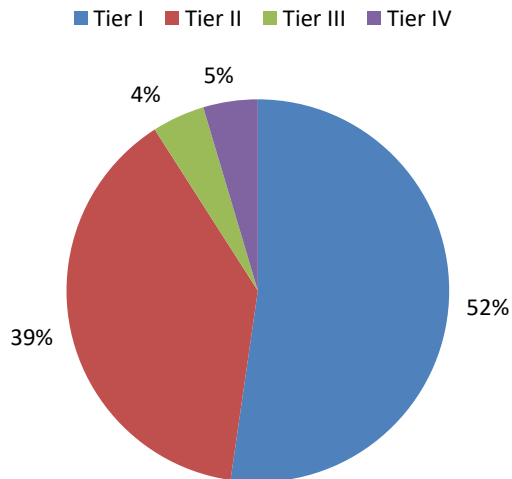
	Residential	Laguna Woods Village	Multi Family	Trailer Parks	Condo	Irrigation - Functional	Irrigation - Recreational	Commercial	Recycled Water	Public Authority	Private Fire	Flooding
Tier IV	4,958	1,716	3,669	2,664	1,667	23,205	1,140	0	0	0	0	0
Tier III	10,452	6,369	4,718	2,849	2,901	18,418	1,606	0	0	0	0	0
Tier II	135,917	149,279	7,879	4,296	1,127	251,735	64,435	0	0	0	0	0
Tier I	259,124	235,005	91,360	29,096	48,037	0	0	169,638	264,220	14,124	60	183

Year to Date Tiered Sales As of November 2019



Year To Date Sales in ccf		
Tier I	662,622	48.59%
Tier II	614,668	45.08%
Tier III	47,313	3.47%
Tier IV	39,019	2.86%
	1,363,622	100.00%

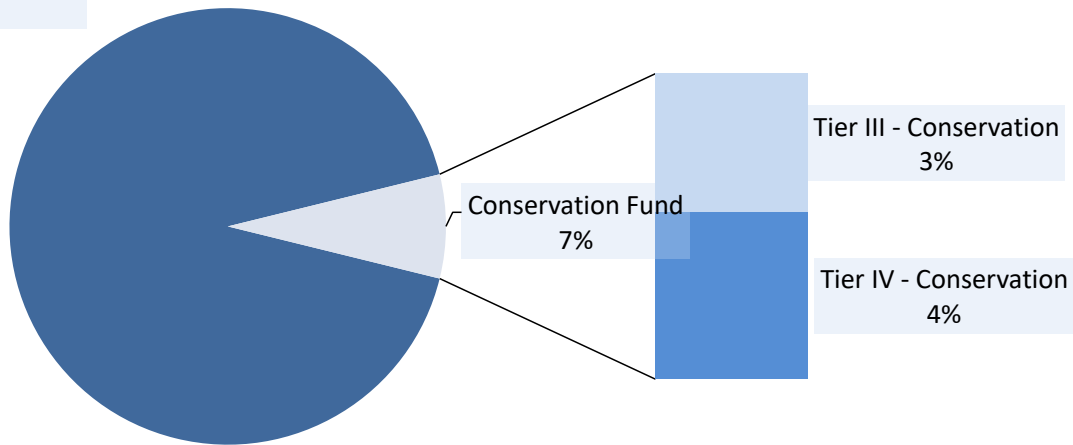
November 2019 Tiered Sales



Current Month Sales in ccf		
Tier I	141,878	52.28%
Tier II	104,906	38.66%
Tier III	12,078	4.45%
Tier IV	12,505	4.61%
	271,367	100.00%

Year to Date Water Sales as of November 2019

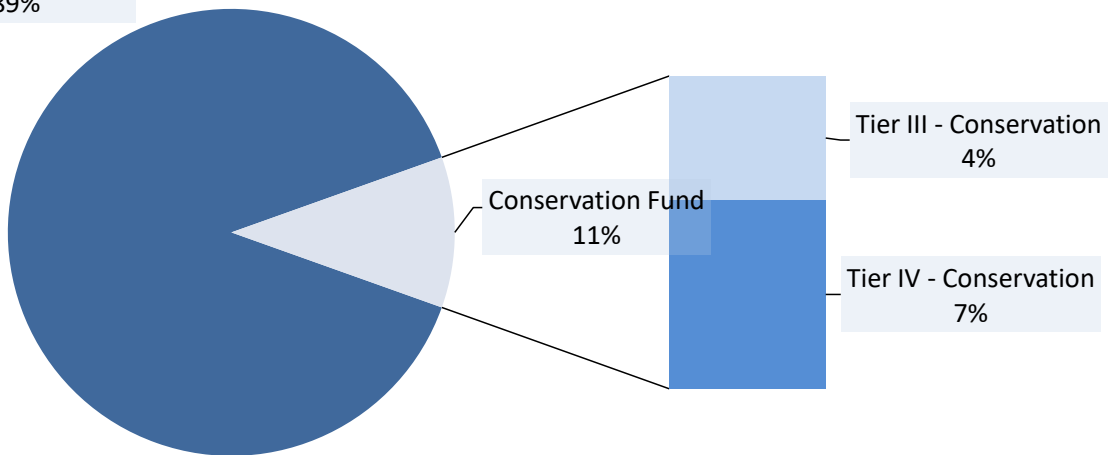
Water Delivery Cost
93%



Category	Billings	Percentage
Water Delivery Cost	\$3,795,785.89	92.32%
Tier III - Conservation	\$143,831.52	3.50%
Tier IV - Conservation	\$172,069.28	4.18%
	\$4,111,686.69	100.00%

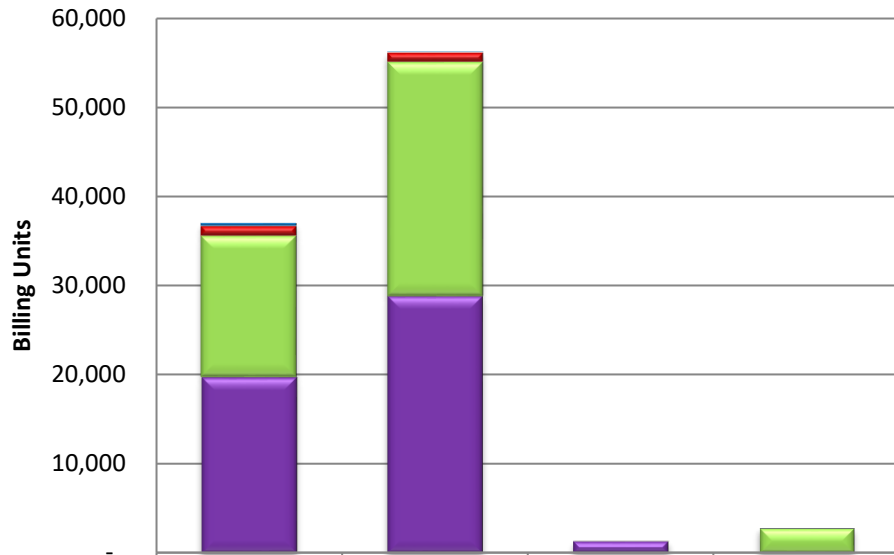
November 2019 Water Sales

Water Delivery Cost
89%



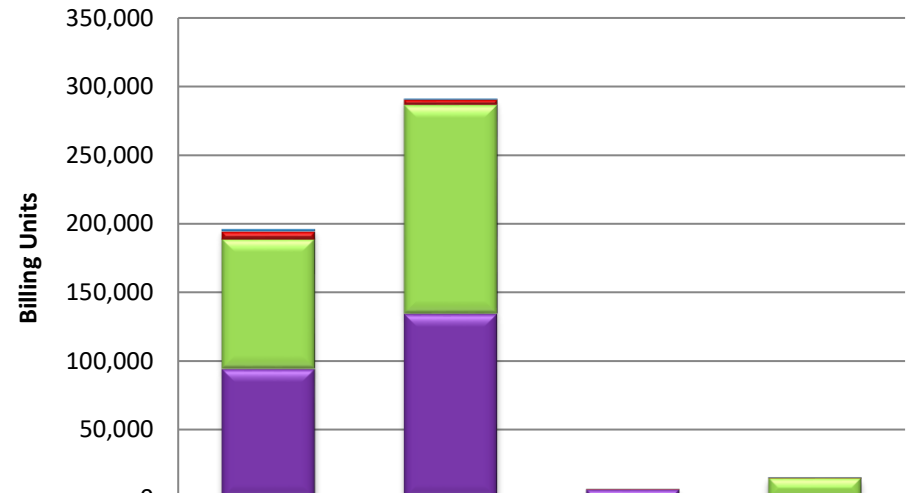
Category	Billings	Percentage
Water Delivery Cost	\$756,449.41	89.10%
Tier III - Conservation	\$36,717.12	4.32%
Tier IV - Conservation	\$55,847.30	6.58%
	\$849,013.83	100.00%

Laguna Woods Village November 2019 Water Sales



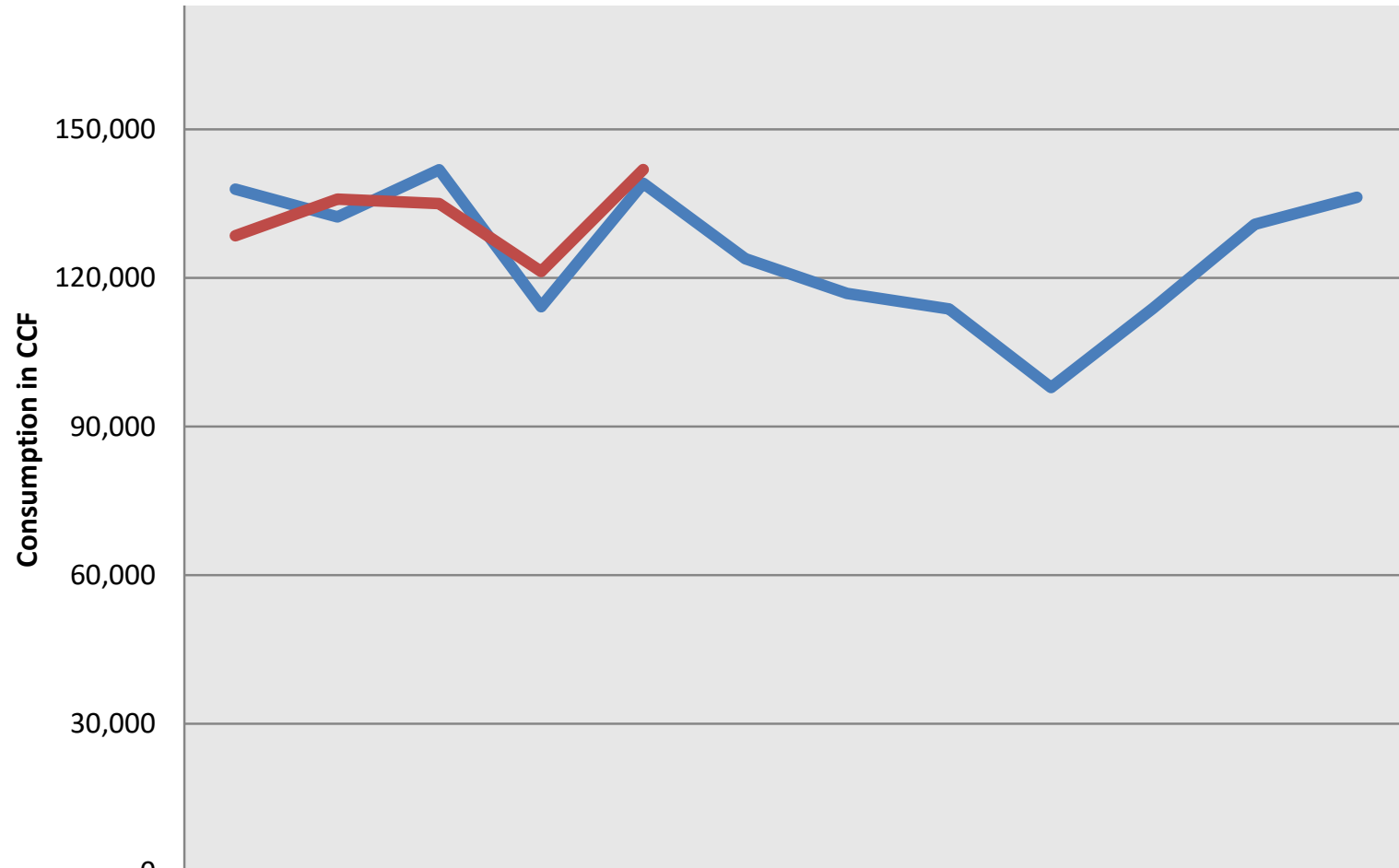
	Third	United	Mutual 50	GRF
Tier 4	278	46	-	20
Tier 3	1,067	985	-	25
Tier 2	15,887	26,337	2	2,794
Tier 1	19,748	28,771	1,359	-

Laguna Woods Village Year-to-Date Water Sales November 2019



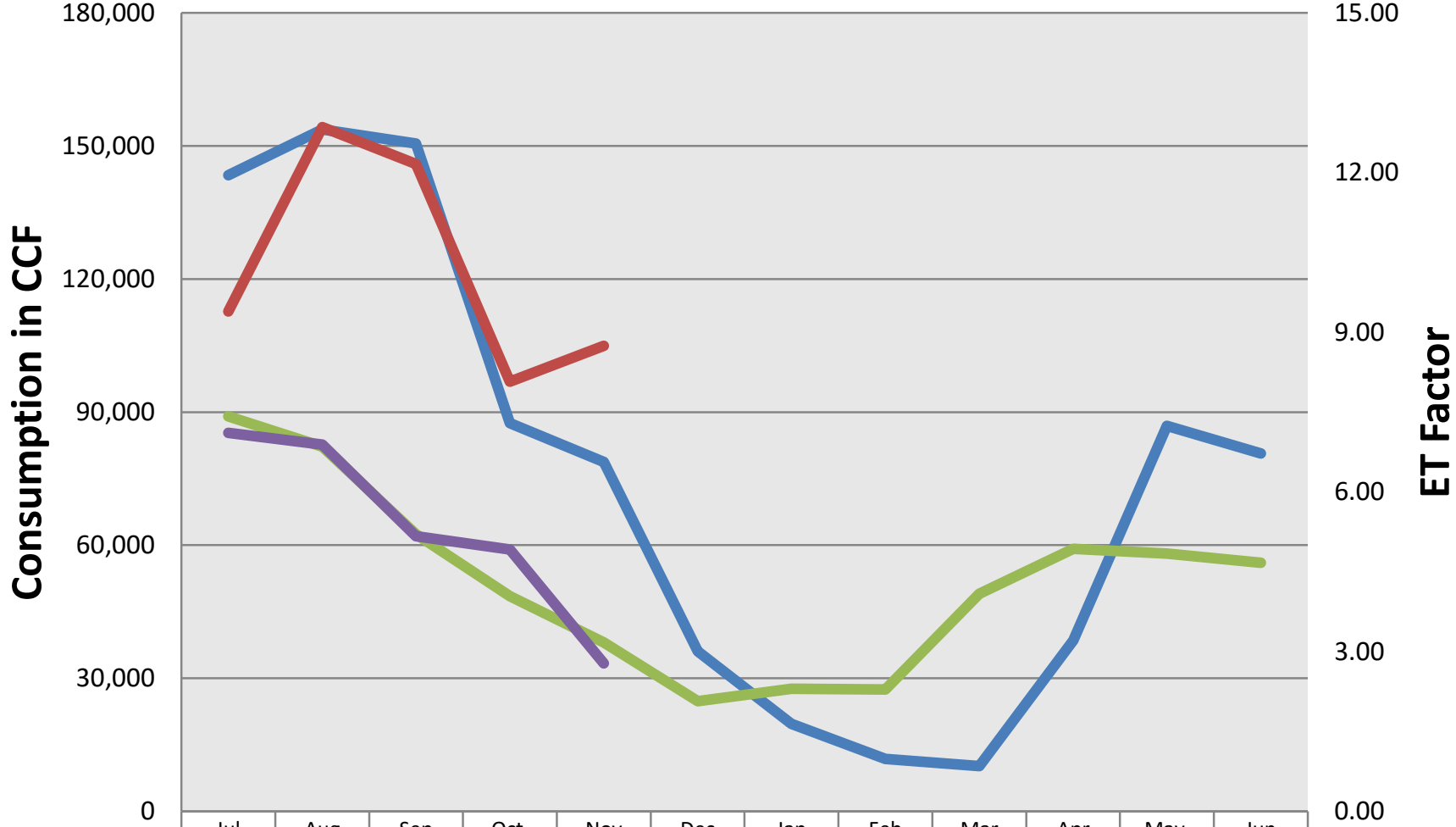
	Third	United	Mutual 50	GRF
Tier 4	1,281	520	0	82
Tier 3	5,898	3,911	137	355
Tier 2	94,657	151,996	113	15,069
Tier 1	94,088	134,161	6,756	0

Tier I Consumption



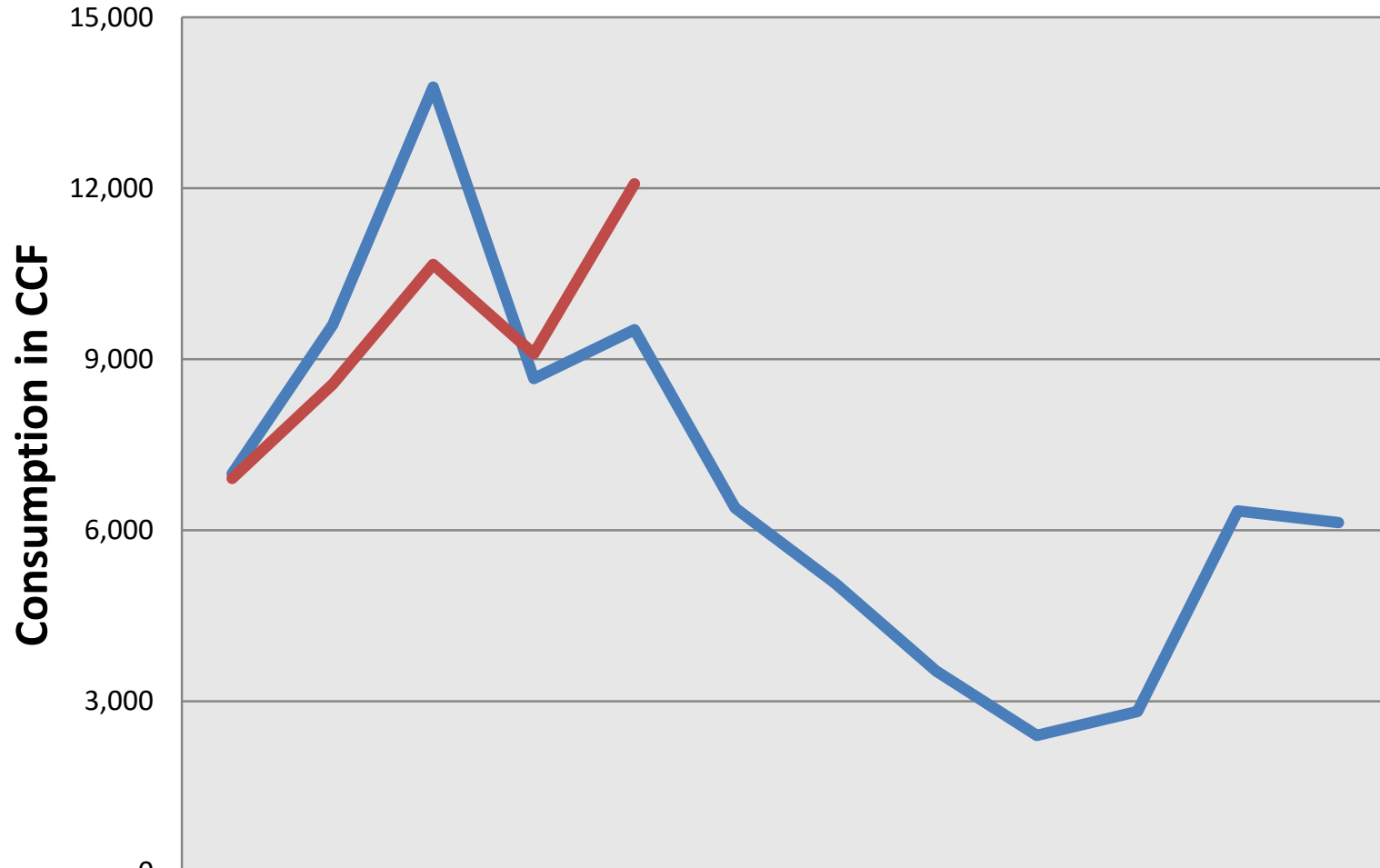
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2018-2019	137,942	132,362	141,843	114,216	139,130	123,888	116,895	113,728	97,880	113,892	130,856	136,272
2019-2020	128,554	135,906	134,987	121,297	141,878							

Tier II Consumption



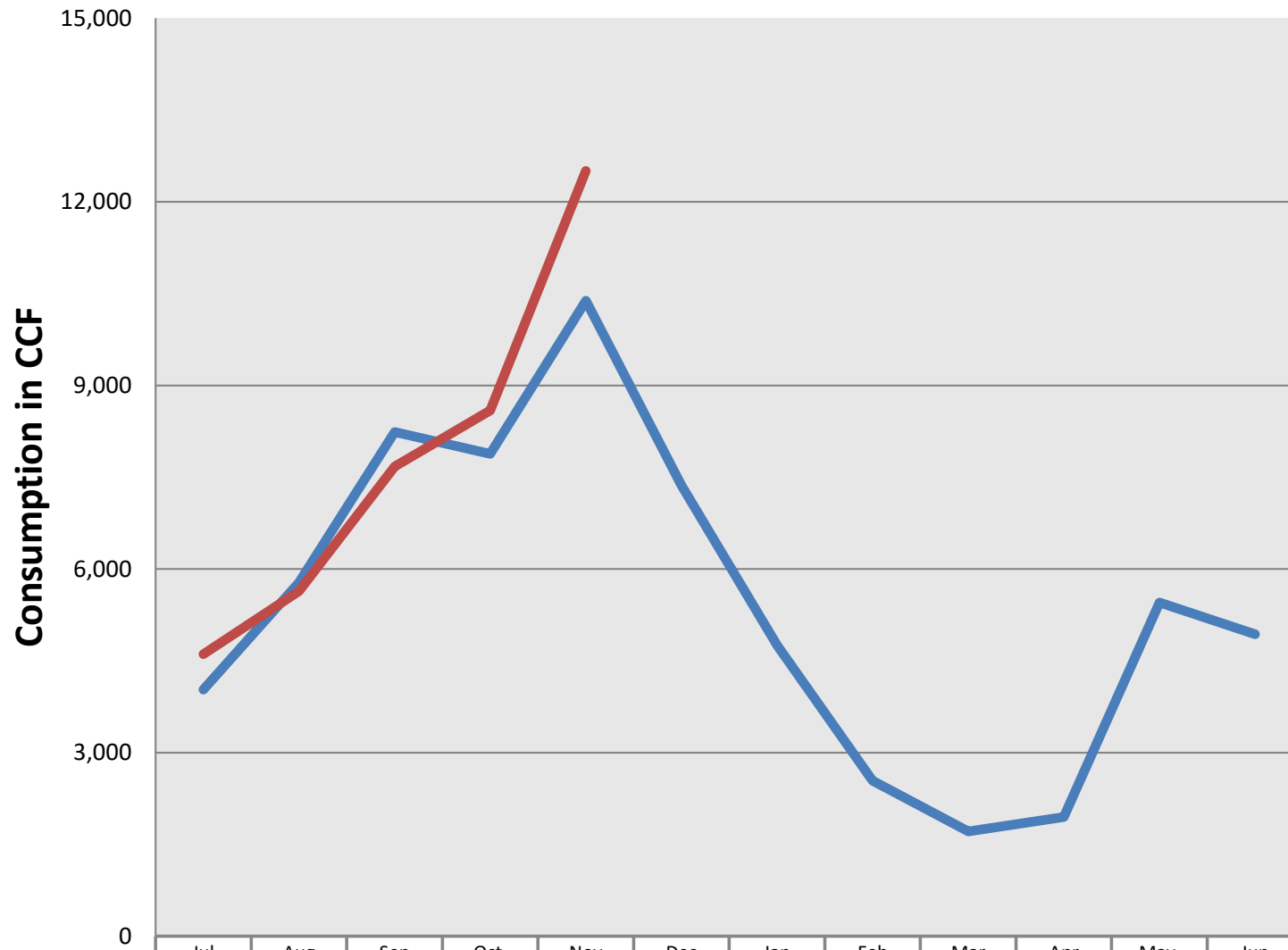
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2018-2019	143,435	153,711	150,513	87,549	78,787	36,095	19,755	11,856	10,206	38,497	86,912	80,692
2019-2020	112,695	154,237	145,968	96,862	104,906							
18/19 ET	7.42	6.85	5.21	4.04	3.17	2.07	2.30	2.29	4.09	4.93	4.84	4.67
19/20 ET	7.11	6.89	5.17	4.92	2.78							

Tier III Consumption



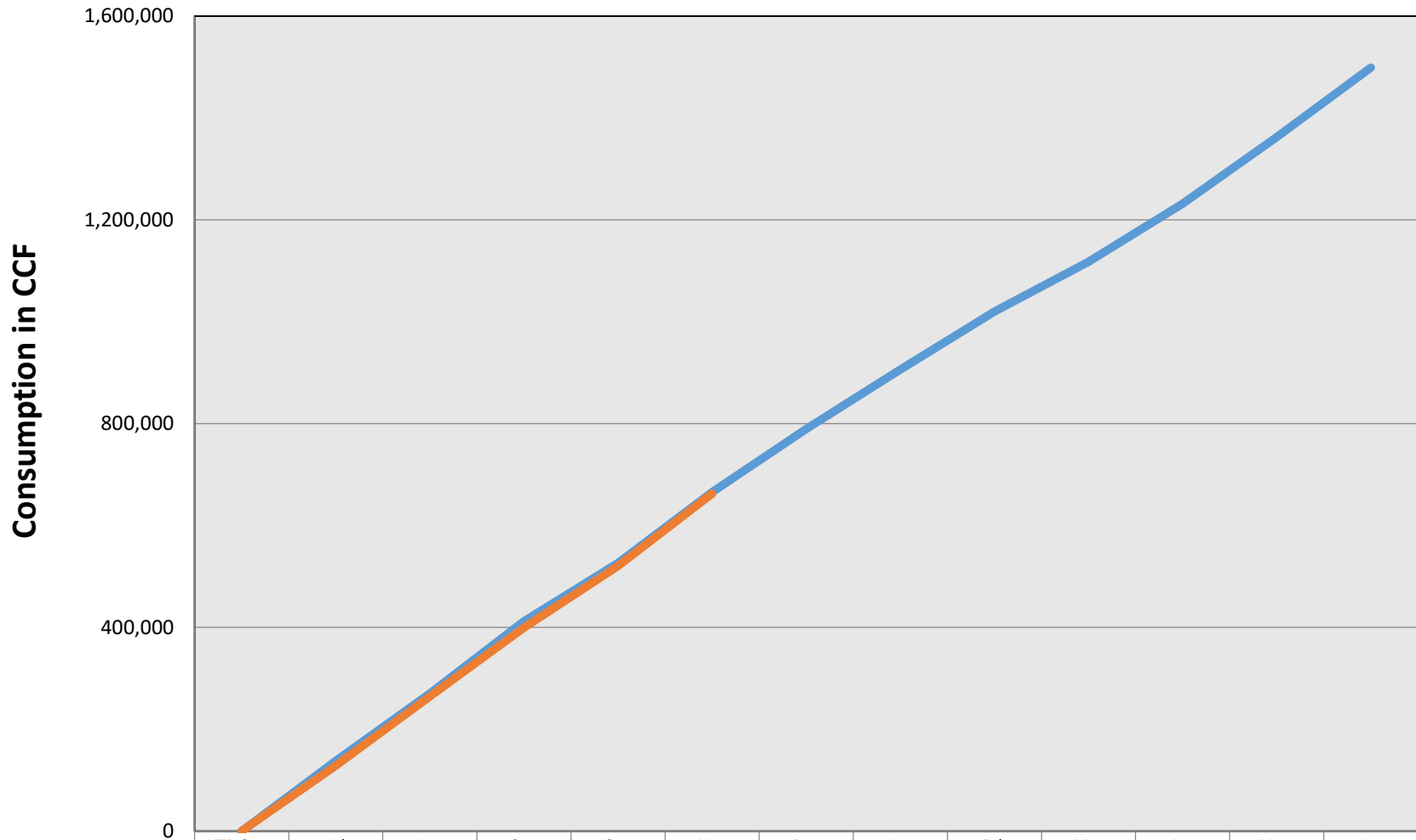
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2018-2019	6,994	9,606	13,775	8,664	9,520	6,389	5,069	3,533	2,401	2,818	6,339	6,135
2019-2020	6,910	8,567	10,664	9,094	12,078							

Tier IV Consumption



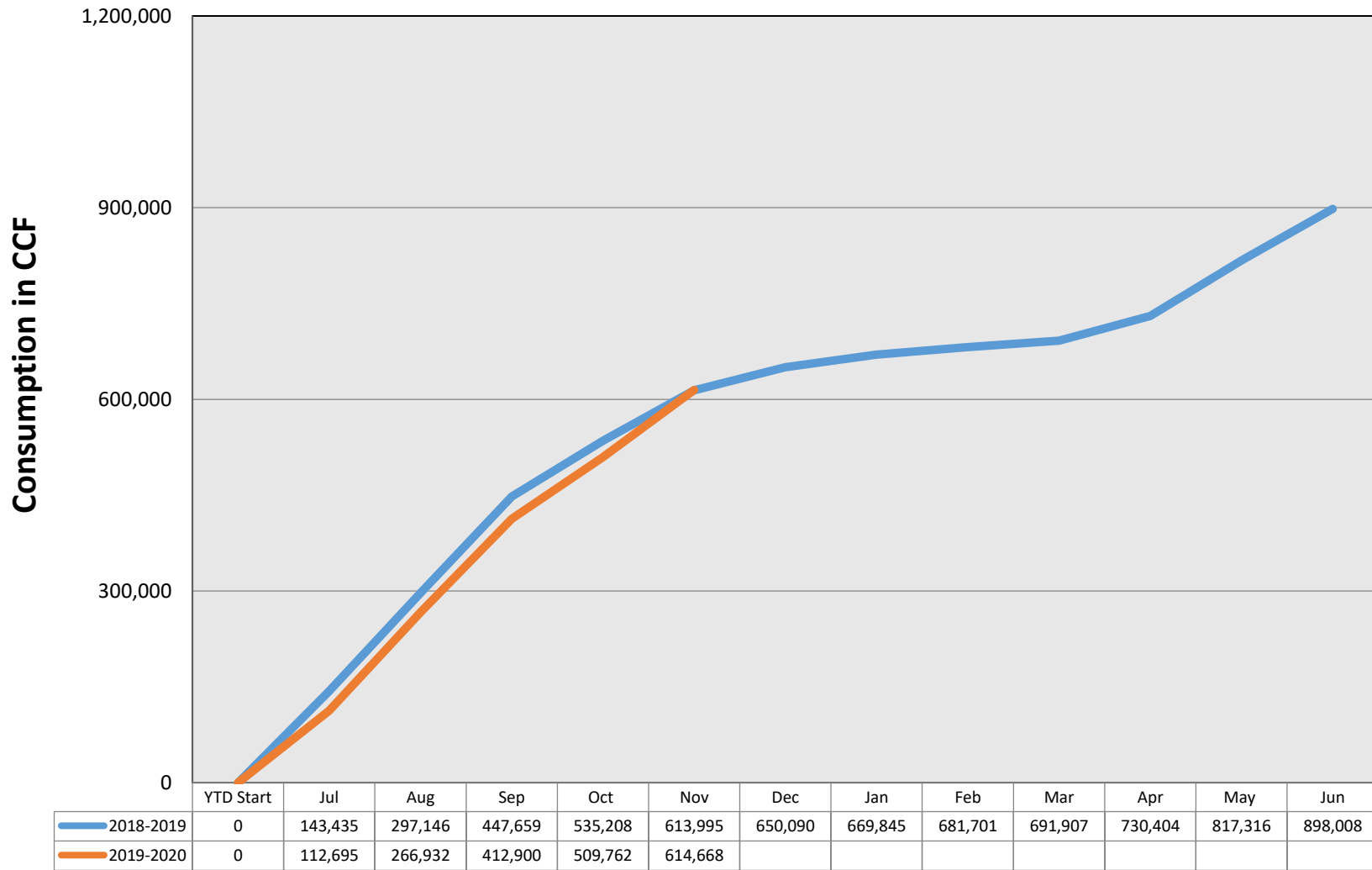
2018-2019	4,028	5,777	8,236	7,879	10,384	7,370	4,752	2,539	1,712	1,945	5,454	4,936
2019-2020	4,608	5,639	7,676	8,591	12,505							

Tier I YTD Consumption

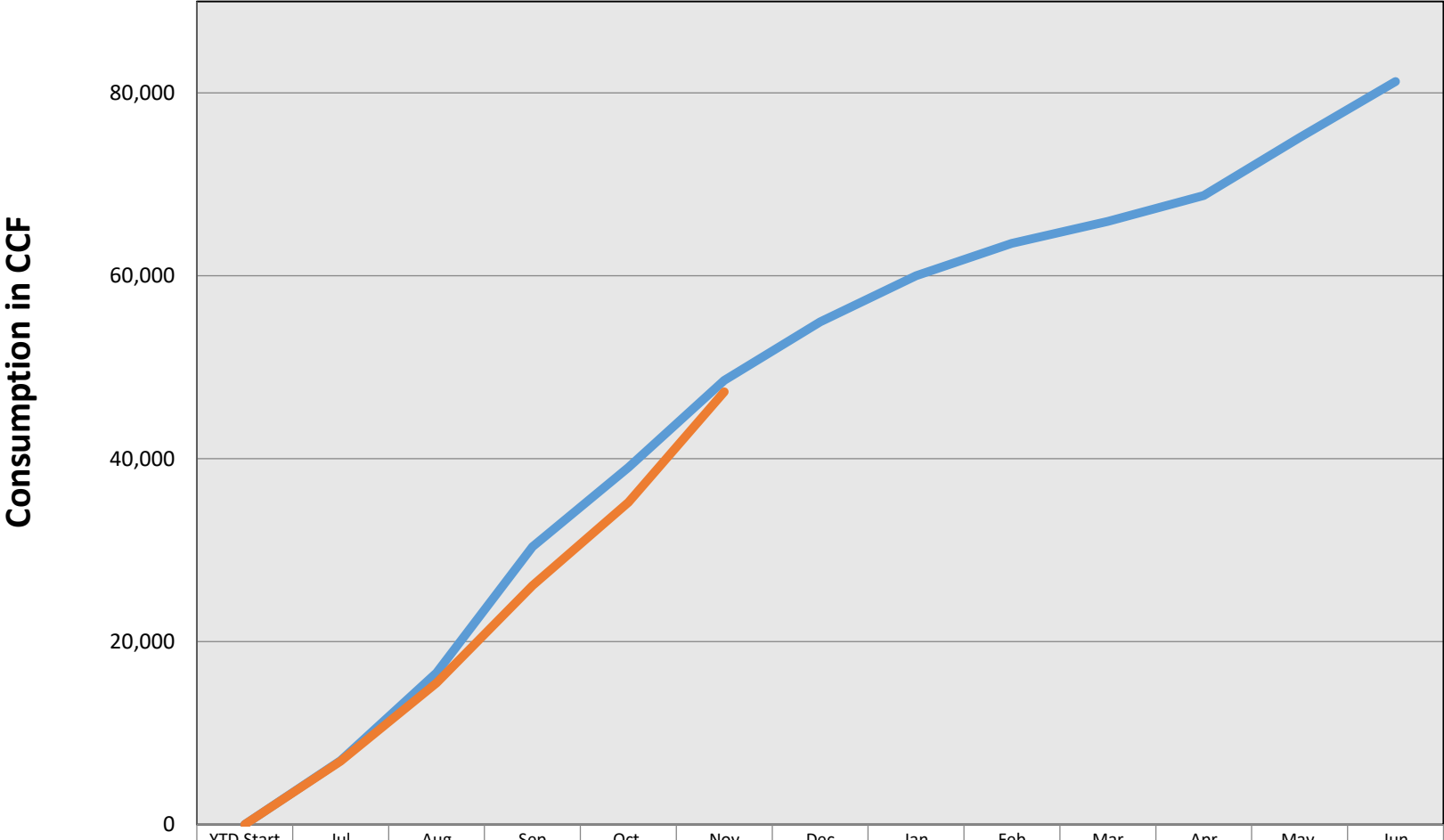


	YTD Start	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
— 2018-2019	0	137,942	270,304	412,147	526,363	665,493	789,381	906,276	1,020,004	1,117,884	1,231,776	1,362,632	1,498,904
— 2019-2020	0	128,554	264,460	399,447	520,744	662,622							

Tier II YTD Consumption

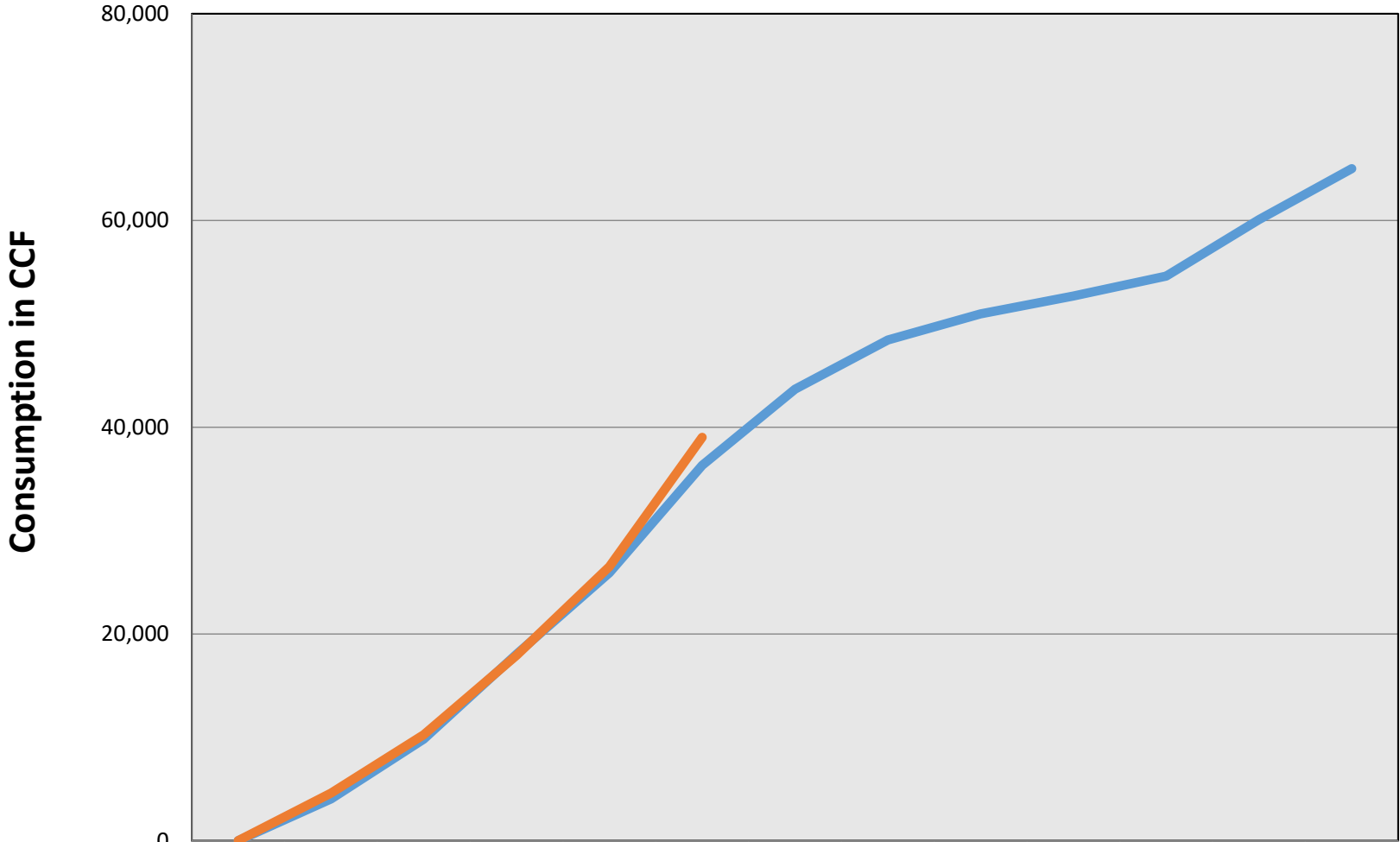


Tier III YTD Consumption



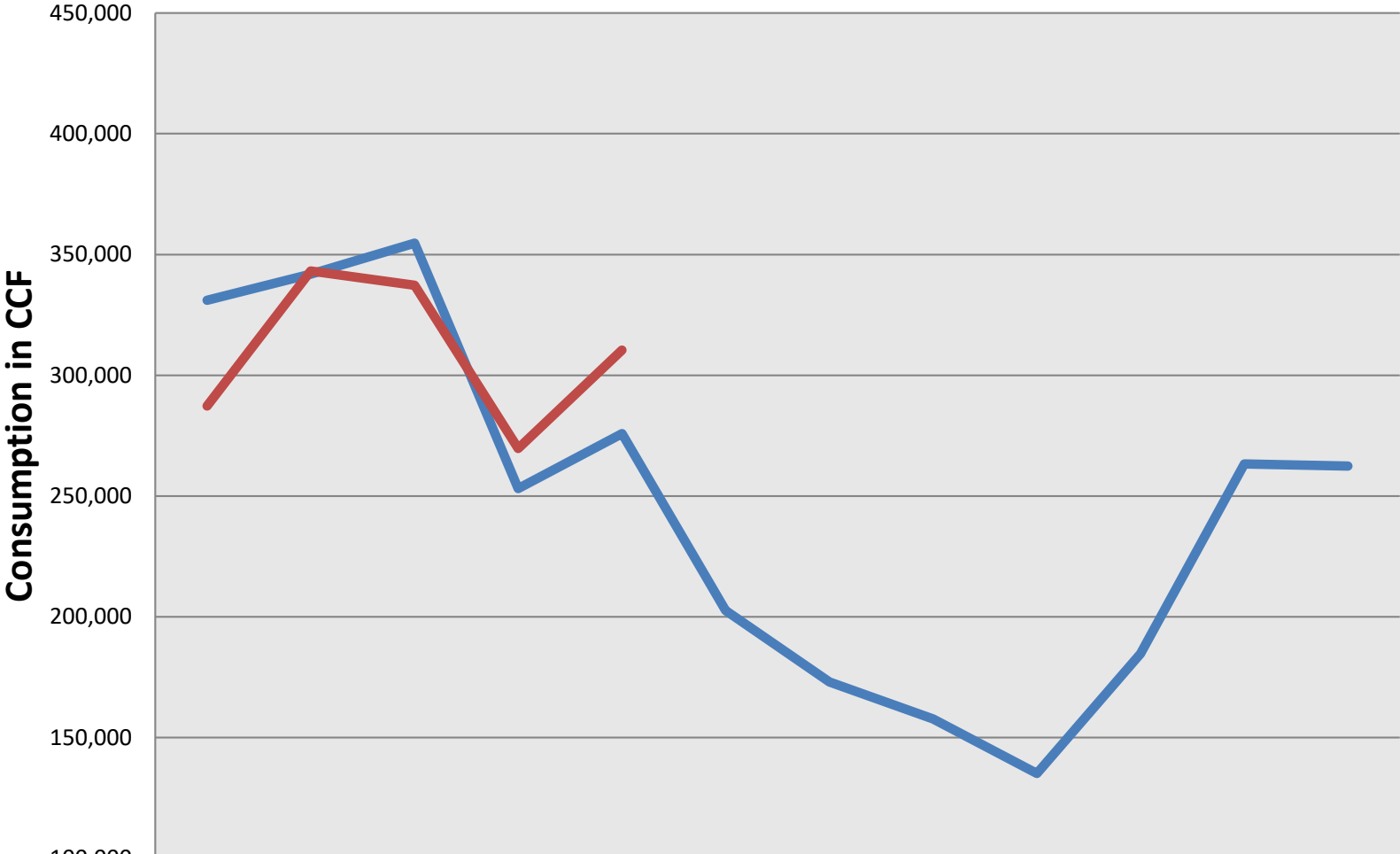
	YTD Start	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2018-2019	0	6,994	16,600	30,375	39,039	48,559	54,948	60,017	63,550	65,951	68,769	75,108	81,243
2019-2020	0	6,910	15,477	26,141	35,235	47,313							

Tier IV YTD Consumption



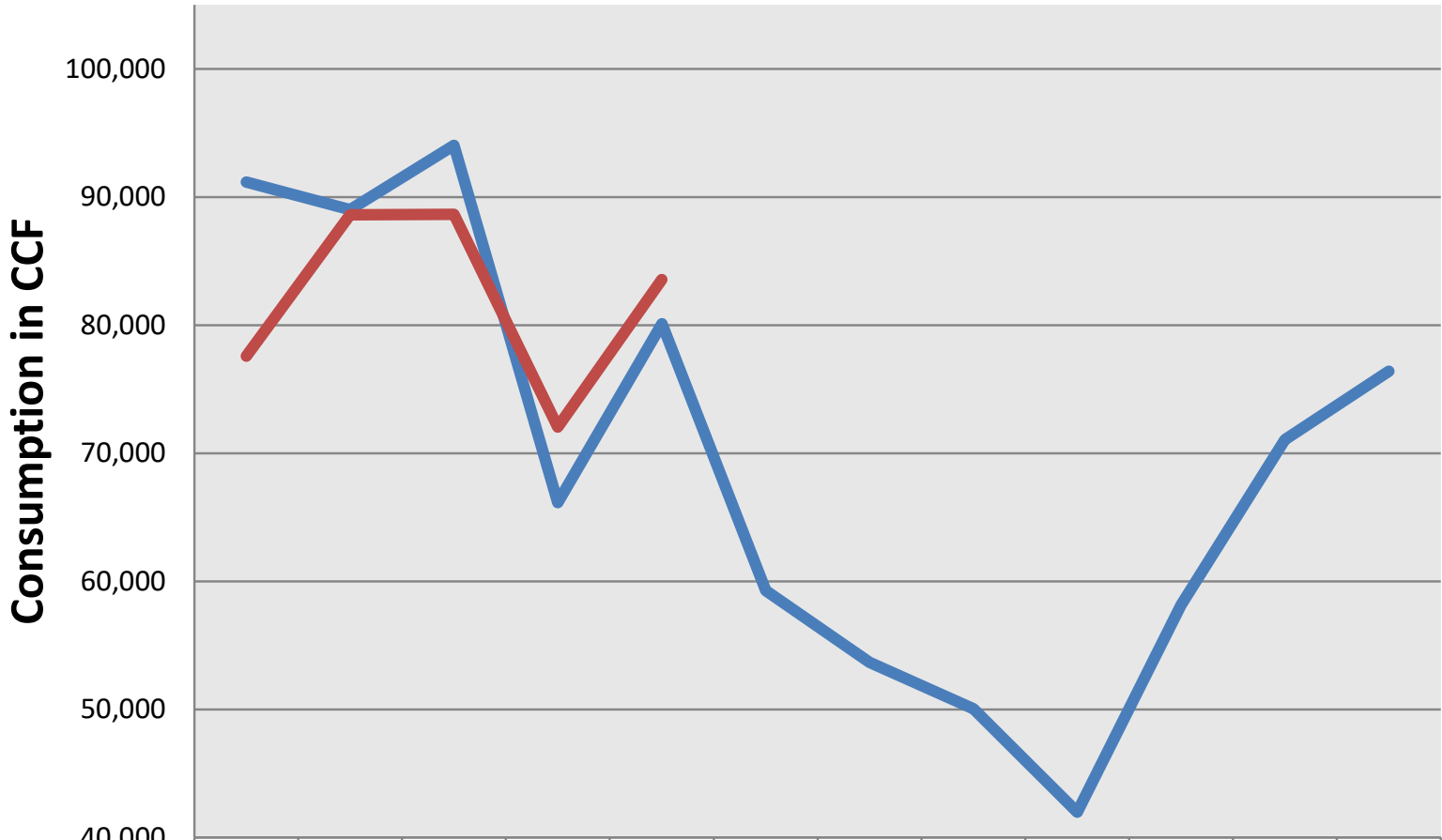
	YTD Start	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2018-2019	0	4,028	9,805	18,041	25,920	36,304	43,674	48,426	50,965	52,677	54,622	60,076	65,012
2019-2020	0	4,608	10,247	17,923	26,514	39,019							

ETWD Total Consumption



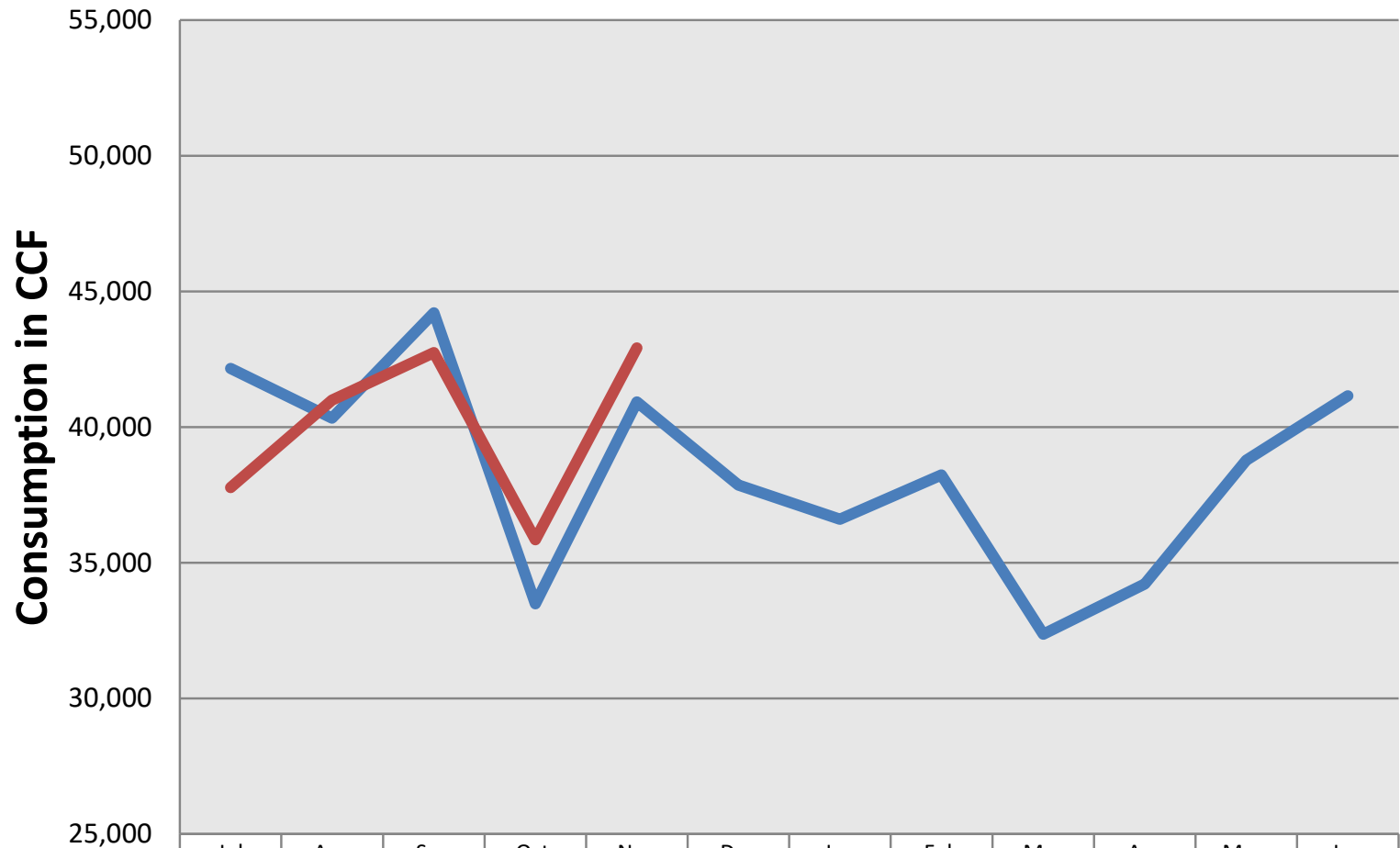
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2018-2019	331,098	341,819	354,683	253,007	275,853	202,506	172,911	157,696	135,090	184,628	263,218	262,396
2019-2020	287,207	343,163	337,247	269,666	310,344							
%	87%	100%	95%	107%	113%	0%	0%	0%	0%	0%	0%	0%

Single Family Residents Consumption



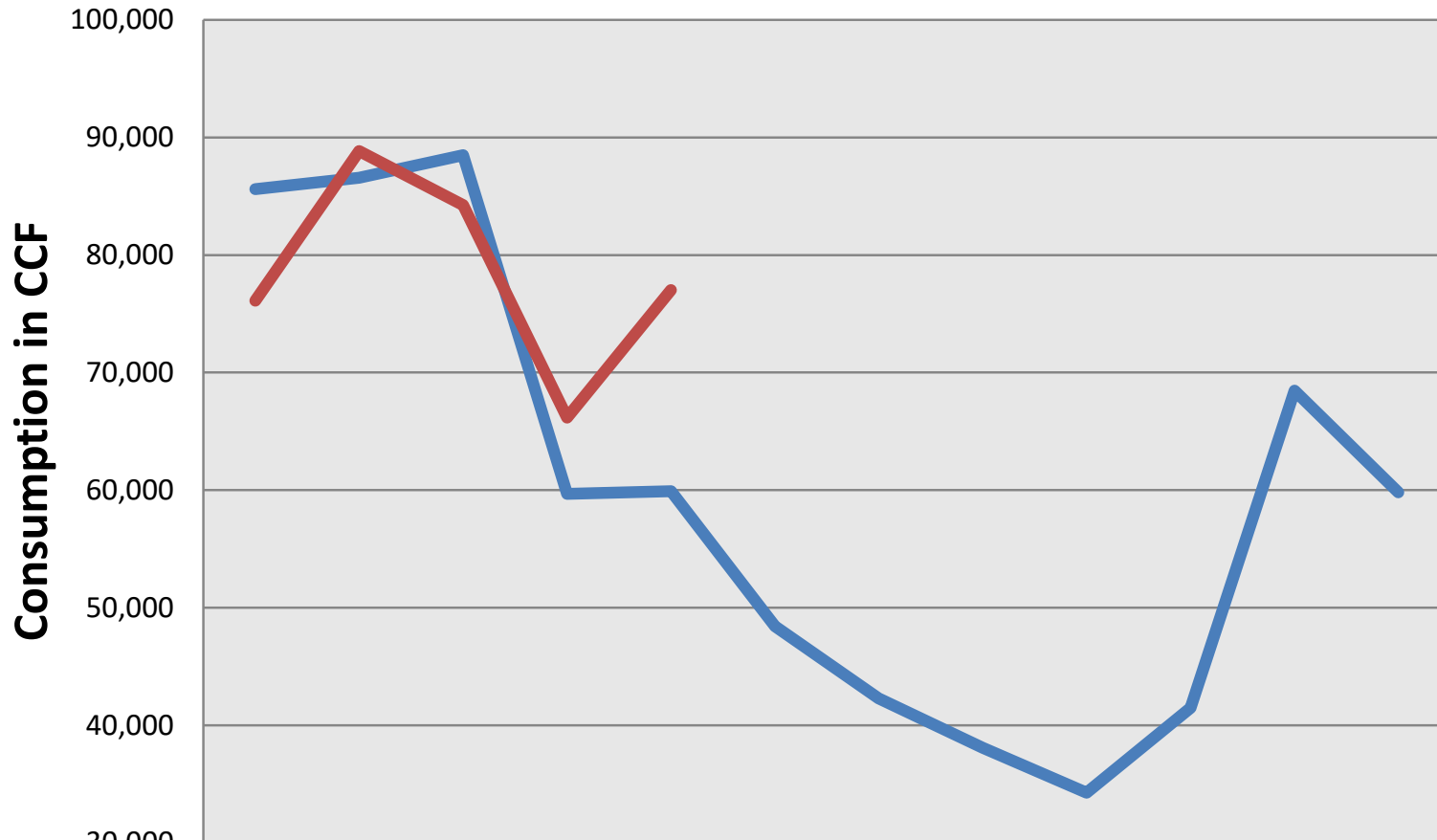
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2018-2019	91,178	89,009	94,035	66,147	80,118	59,264	53,677	50,046	41,974	58,165	71,066	76,403
2019-2020	77,586	88,625	88,650	72,040	83,550							
%	85%	100%	94%	109%	104%	0%	0%	0%	0%	0%	0%	0%

Multi Family Residents Consumption



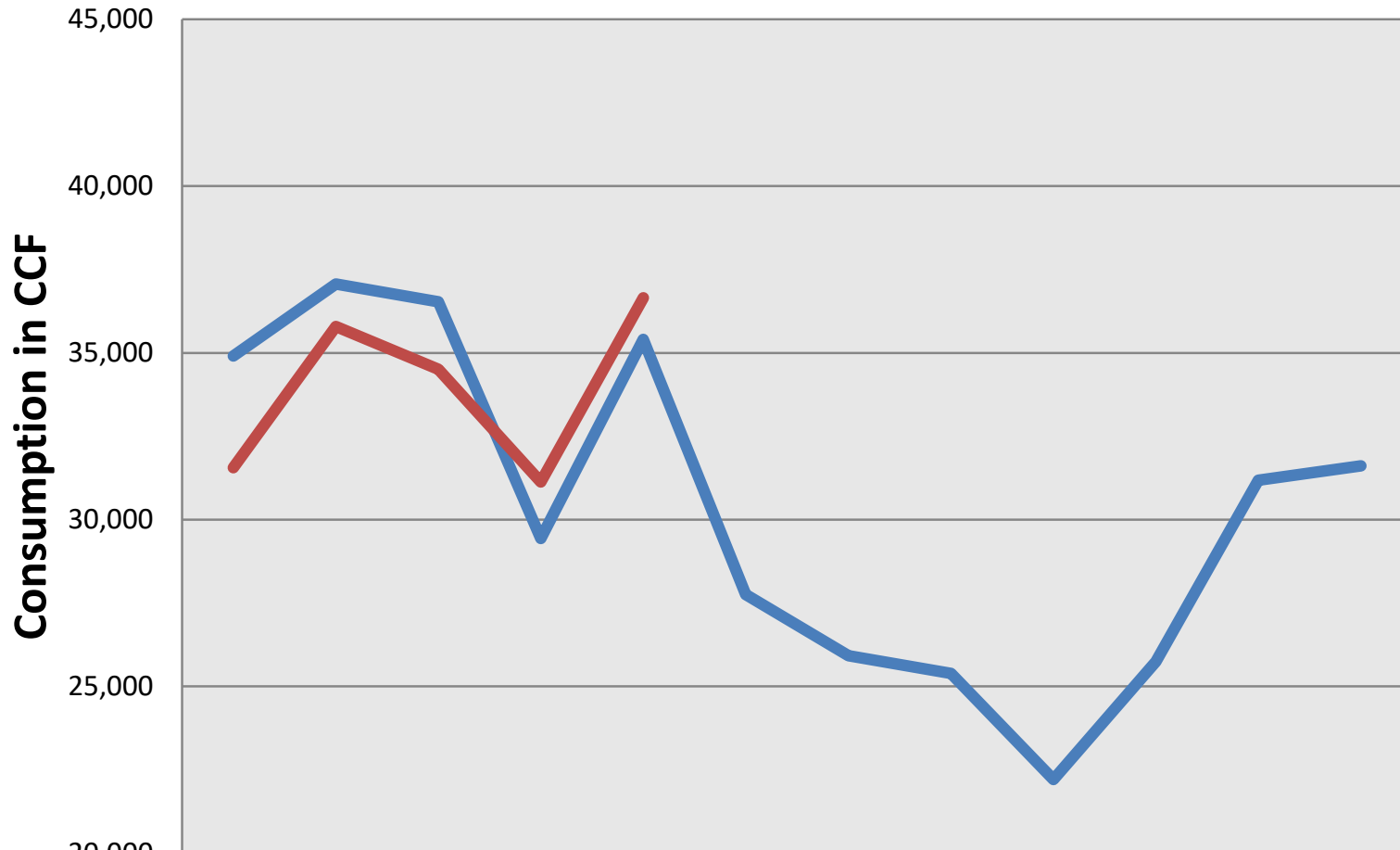
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2018-2019	42,163	40,322	44,209	33,491	40,924	37,866	36,596	38,228	32,364	34,208	38,774	41,146
2019-2020	37,764	40,990	42,748	35,846	42,915							
%	90%	102%	97%	107%	105%	0%	0%	0%	0%	0%	0%	0%

Laguna Woods Village Consumption (Excluding Dedicated Irrigation)



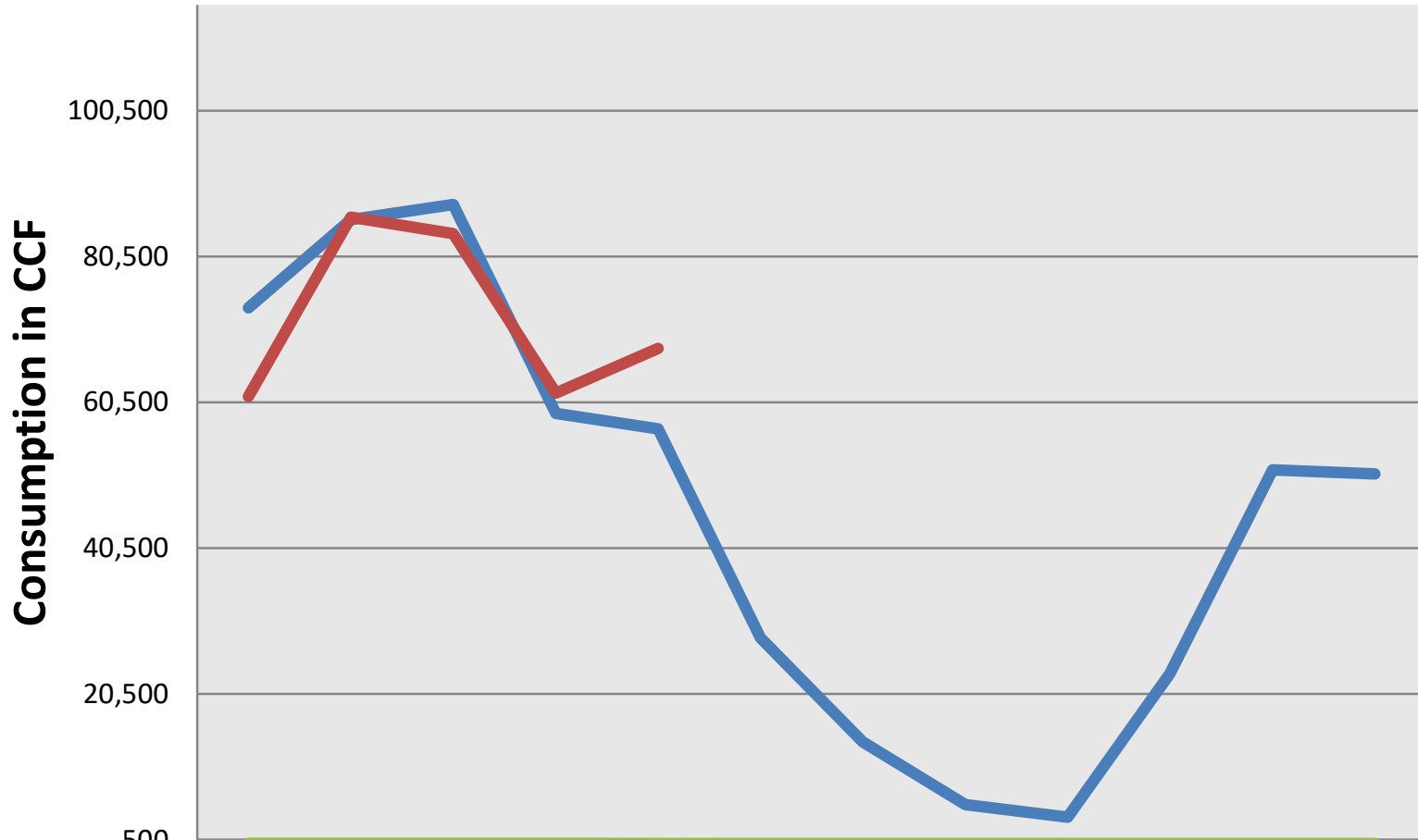
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
— 2018-2019	85,610	86,572	88,490	59,693	59,905	48,420	42,272	38,076	34,256	41,488	68,468	59,811
— 2019-2020	76,109	88,839	84,242	66,165	77,014							
— %	89%	103%	95%	111%	129%	0%	0%	0%	0%	0%	0%	0%

Commercial Consumption



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
— 2018-2019	34,907	37,064	36,532	29,437	35,401	27,750	25,918	25,385	22,210	25,740	31,185	31,612
— 2019-2020	31,560	35,793	34,506	31,129	36,650							
— %	90%	97%	94%	106%	104%	0%	0%	0%	0%	0%	0%	0%

Dedicated Irrigation Consumption (including LWV)



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2018-2019	73,448	85,554	87,633	58,977	56,874	28,192	13,926	5,306	3,605	23,291	51,253	50,675
2019-2020	61,308	85,895	83,655	61,793	67,888							
%	83%	100%	95%	105%	119%	0%	0%	0%	0%	0%	0%	0%

EL TORO WATER DISTRICT

Glossary of Water Terms

Accumulated overdraft: The amount of water necessary to be replaced in the intake area of the groundwater basin to prevent the landward movement of ocean water into the fresh groundwater body.

Acre-foot, AF: A common water industry unit of measurement. An acre-foot is 325,851 gallons, or the amount of water needed to cover one acre with water one foot deep. An acre-foot serves annual needs of two typical California families.

ACWA: Association of California Water Agencies.
A statewide group based in Sacramento that actively lobbies State and Federal Government on water issues.

Advanced treatment: Additional treatment processes used to clean wastewater even further following primary and secondary treatment. Also known as tertiary treatment.

AFY: Acre-foot per year.

Alluvium: A stratified bed of sand, gravel, silt, and clay deposited by flowing water.

AMP: Allen McCulloch pipeline.

Major pipeline transporting treated water to water districts between Yorba Linda, where it starts to El Toro Water District reservoir, where it terminates.

Annexation: The inclusion of land within a government agency's jurisdiction.

Annual overdraft: The quantity by which the production of water from the groundwater supplies during the water year exceeds the natural replenishment of such groundwater supplies during the same water year.

Aqueduct: A man-made canal or pipeline used to transport water.

Aquifer: An underground geologic formation of rock, soil or sediment that is naturally saturated with water; an aquifer stores groundwater.

Arid: Dry; deserts are arid places. Semi-arid places are almost as dry as a desert.

Artesian: An aquifer in which the water is under sufficient pressure to cause it to rise above the bottom of the overlying confining bed, if the opportunity is provided.

Artificial recharge: The addition of surface water to a groundwater reservoir by human activity, such as putting surface water into recharge basins. (See also: groundwater recharge and recharge basin.)

AWWA American Water Works Association
Nationwide group of public and private water purveyors and related industrial suppliers.

Base flow: The portion of river surface flow which remains after deduction of storm flow and/or purchased imported water.

Bay-Delta: The Sacramento-San Joaquin Bay-Delta is a unique natural resource of local, state and national significance. The Delta is home to more than 500,000 people; contains 500,000 acres of agriculture; provides habitat for 700 native plant and animal species; provides water for more than 25 million Californians and 3 million acres of agriculture; is traversed by energy, communications and transportation facilities vital to the economic health of California; and supports a \$400 billion economy.

BIA: Building Industry Association.

Biofouling: The formation of bacterial film (biofilm) on fragile reverse osmosis membrane surfaces.

Biosolids: Solid organic matter recovered from a sewage treatment process and used especially as fertilizer.

BMP: Best Management Practice. An engineered structure or management activity, or combination of these, that eliminates or reduces adverse environmental effects.

Brackish water: A mixture of freshwater and saltwater.

Brown Act: Ralph M. Brown Act enacted by the State legislature governing all meetings of legislative bodies. Also known as the Open Meeting requirements.

Canal: A ditch used to move water from one location to another.

CASA: California Association of Sanitation Agencies The sanitation equivalent of ACWA concerned solely with issues affecting the treatment and disposal of solid waste and wastewater.

CEQA: California Environmental Quality Act.

CERCLA: Comprehensive Environmental Response, Compensation and Liability Act. This federal law establishes the Superfund program for hazardous waste sites. It provides the legal basis for the United States EPA to regulate and clean up hazardous waste sites, and if appropriate, to seek financial compensation from entities responsible for the site.

CFS: Cubic feet per second.

Chloramines: A mixture of ammonia and chlorine used to purify water.

Clarify: To make clear or pure by separation and elimination of suspended solid material.

Coagulation: The clumping together of solids so they can more easily be settled out or filtered out of water. A chemical called aluminum sulfate (alum) is generally used to aid coagulation in water treatment and reclamation.

Coastkeepers: A non-profit organization dedicated to the protection and preservation of the marine habitats and watersheds of Orange County through programs of education, restoration, enforcement and advocacy.

Colored water: Groundwater extracted from the basin that is unsuitable for domestic use without treatment due to high color and odor exceeding drinking water standards.

Condensation: The process of water vapor (gas) changing into liquid water. An example of condensation can be seen in the tiny water droplets that form on the outside of a glass of iced tea as warmer air touches the cooler glass.

Confined aquifer: An aquifer that is bound above and below by dense layers of rock and contains water under pressure.

Conjunctive use: Storing imported water in a local aquifer, in conjunction with groundwater, for later retrieval and use.

Contaminate: To make unclean or impure by the addition of harmful substances.

CPCFA: California Pollution Control Financing Authority. State agency providing funds for wastewater reclamation projects.

Crisis:

1. **a:** The turning point for better or worse **b:** a paroxysmal attack of pain, distress, or disordered function **c:** an emotionally significant event or radical change of status in a person's life <a midlife *crisis*>
2. The decisive moment (as in a literary plot)
3. **a:** An unstable or crucial time or state of affairs in which a decisive change is impending; *especially* : one with the distinct possibility of a highly undesirable outcome <a financial *crisis*> **b:** a situation that has reached a critical phase

CTP Coastal Treatment Plant

CWPCA California Water Pollution Control Association. A 7000 member non-profit educational organization dedicated to water pollution control.

Dam: A barrier built across a river or stream to hold water.

Decompose: To separate into simpler compounds, substances or elements.

Deep percolation: The percolation of surface water through the ground beyond the lower limit of the root zone of plants into a groundwater aquifer.

Degraded water: Water within the groundwater basin that, in one characteristic or another, does not meet primary drinking water standards.

Delta: Where the rivers empty; an outlet from land to ocean, also where the rivers deposit sediment they carry forming landforms.

Delta Vision: Delta Vision is intended to identify a strategy for managing the Sacramento-San Joaquin Delta as a sustainable ecosystem that would continue to support environmental and economic functions that are critical to the people of California.

Demineralize: To reduce the concentrations of minerals from water by ion exchange, distillation, electro-dialysis, or reverse osmosis.

De-nitrification: The physical process of removing nitrate from water through reverse osmosis, microfiltration, or other means.

Desalting (or desalination): Removing salts from salt water by evaporation or distillation. Specific treatment processes, such as reverse osmosis or multi-stage flash distillation, to demineralize seawater or brackish (saline) waters for reuse. Also sometimes used in wastewater treatment to remove salts other pollutants.

Desilting: The physical process of removing suspended particles from water.

Dilute: To lessen the amount of a substance in water by adding more water.

Disinfection: Water treatment which destroys potentially harmful bacteria.

Drainage basin: The area of land from which water drains into a river, for example, the Sacramento River Basin, in which all land area drains into the Sacramento River. Also called catchment area, watershed, or river basin.

Drought: A prolonged period of below-average precipitation.

DPHS: California Department of Public Health Services. Regulates public water systems; oversees water recycling projects; permits water treatment devices; certifies drinking water treatment and distribution operators; supports and promotes water system security; provides support for small water systems and for improving technical, managerial, and financial (TMF) capacity; provides funding opportunities for water system improvements.

DVL: Diamond Valley Lake. Metropolitan's major reservoir near Hemet, in southwestern Riverside County.

DWR: California Department of Water Resources. Guides development/management of California's water resources; owns/operates State Water Project and other water facilities.

Endangered Species: A species of animal or plant threatened with extinction.

Endangered Species Act of 1973 (ESA): The most wide-ranging of the dozens of United States environmental laws passed in the 1970s. As stated in section 2 of the act, it was designed to protect critically imperiled species from extinction as a "consequence of economic growth and development untended by adequate concern and conservation.

Ecosystem: Where living and non-living things interact (coexist) in order to survive.

Effluent: Wastewater or other liquid, partially or completely treated or in its natural state, flowing from a treatment plant.

Evaporation: The process that changes water (liquid) into water vapor (gas).

Estuary: Where fresh water meets salt water.

Evapotranspiration: The quantity of water transpired (given off), retained in plant tissues, and evaporated from plant tissues and surrounding soil surface. Quantitatively, it is expressed in terms of depth of water per unit area during a specified period of time.

FCH Federal Clearing House – Environmental Review/Processing

FEMA Federal Emergency Management Agency

Filtration: The process of allowing water to pass through layers of a porous material such as sand, gravel or charcoal to trap solid particles. Filtration occurs in nature when rain water soaks into the ground and it passes through hundreds of feet of sand and gravel. This same natural process of filtration is duplicated in water and wastewater treatment plants, generally using sand and coal as the filter media.

Flocculation: A chemical process involving addition of a coagulant to assist in the removal of turbidity in water.

Forebay: A reservoir or pond situated at the intake of a pumping plant or power plant to stabilize water level; also, a portion of a groundwater basin where large quantities of surface water can recharge the basin through infiltration.

Gray water reuse: Reuse, generally without treatment, of domestic type wastewater for toilet flushing, garden irrigation and other non-potable uses. Excludes water from toilets, kitchen sinks, dishwashers, or water used for washing diapers.

Green Acres Project (GAP): A 7.5 million gallons per day (MGD) water reclamation project that serves tertiary treated recycled water to irrigation and industrial users in Costa Mesa, Fountain Valley, Huntington Beach, Newport Beach, and Santa Ana.

God Squad: A seven-member committee that is officially called the "Endangered Species Committee". Members consist of Secretary of the Interior, the Secretary of Agriculture, the Secretary of the Army, the Chairman of the Council of Economic Advisers, the Administrator of the National Oceanic and Atmospheric Administration and one individual from the affected state. The squad was established in 1978 by an amendment to the 1973 Endangered Species Act (ESA). It has only been called into action three times to deal with proposed federal agency actions that have been determined to cause "jeopardy" to any listed species. Such actions may receive an exemption from the ESA if five members of the committee determine that the action is of regional or national significance, that the benefits of the action clearly outweigh the benefits of conserving the species and that there are no reasonable and prudent alternatives to the action.

Groundwater: Water that has percolated into natural, underground aquifers; water in the ground, not water puddled on the ground.

Groundwater basin: A groundwater reservoir defined by the overlying land surface and the underlying aquifers that contain water stored in the reservoir. Boundaries of success-ively deeper aquifers may differ and make it difficult to define the limits of the basin.

Groundwater mining: The withdrawal of water from an aquifer in excess of recharge over a period of time. If continued, the underground supply would eventually be exhausted or the water table could drop below economically feasible pumping lifts.

Groundwater overdraft: The condition of a groundwater basin in which the amount of water withdrawn by pumping exceeds the amount of water that recharges the basin over a period of years during which water supply conditions approximate average.

Groundwater recharge: The action of increasing groundwater storage by natural conditions or by human activity. See also: Artificial recharge.

Ground Water Replenishment System (GWRS): A joint project of the Orange County Water District and the Orange County Sanitation District that will provide up to 100,000 acre-feet of reclaimed water annually. The high-quality water will be used to expand an existing underground seawater intrusion barrier and to replenish the groundwater basin underlying north and central Orange County.

Groundwater table: The upper surface of the zone of saturation (all pores of subsoil filled with water), except where the surface is formed by an impermeable body.

GPM: Gallons per minute.

Ground Water Replenishment System (GWRS): Orange County Water District's state-of-the-art, highly advanced, waste-water treatment facility.

Hydrologic balance: An accounting of all water inflow to, water outflow from, and changes in water storage within a hydrologic unit over a specified period.

Hydrologic cycle: The process of water constantly circulating from the ocean, to the atmosphere, to the earth in a form of precipitation, and finally returning to the ocean.

Imported water: Water that has originated from one hydrologic region and is transferred to another hydrologic region.

Inflatable rubber dams: Designed to replace temporary sand levees that wash out during heavy storm flow, the dams hold back high-volume river flows and divert the water into the off-river system for percolation.

Influent: Water or wastewater entering a treatment plant, or a particular stage of the treatment process.

Irrigation: Applying water to crops, lawns or other plants using pumps, pipes, hoses, sprinklers, etc.

JPIA Joint Powers Insurance Authority. A group of water agencies providing self-insurance to members of the ACWA.

LAIF Local Agency Investment Fund. Statewide pool of surplus public agency money managed by State Treasurer.

Leach: To remove components from the soil by the action of water trickling through.

MAF: Million acre feet.

MCL: Maximum contaminant level set by EPA for a regulated substance in drinking water. According to health agencies, the maximum amount of a substance that can be present in water that's safe to drink and which looks, tastes and smells good.

MET: Metropolitan Water District of Southern California.

MGD: Million gallons per day.

Microfiltration: A physical separation process where tiny, hollow filaments members separate particles from water.

Microorganism: An animal or plant of microscopic size.

MWD: Metropolitan Water District of Southern California.

MWDOC: Municipal Water District of Orange County. Intermediate wholesaler between MWD and 27 member agencies including ETWD.

Non-point source pollution: Pollution that is so general or covers such a wide area that no single, localized source of the pollution can be identified.

NPDES National Pollution Discharge Elimination System

OCBC: Orange County Business Council.

OCEMA Orange County Environmental Management Agency

OCWD: Orange County Water District.

Opportunity:

1. A favorable juncture of circumstances.
2. A good chance for advancement or progress .

Organism: Any individual form of life, such as a plant, animal or bacterium.

PCM Professional Community Management, Inc. Property Management company providing services to Laguna Woods Village and other homeowner associations.

Perched groundwater: Groundwater supported by a zone of material of low permeability located above an underlying main body of groundwater with which it is not hydrostatically connected.

Percolation: The downward movement of water through the soil or alluvium to the groundwater table.

Permeability: The capability of soil or other geologic formations to transmit water.

Point source: A specific site from which waste or polluted water is discharged into a water body, the source of which is identified. See also: non-point source.

Potable water: Suitable and safe for drinking.

PPB: Parts per billion.

Precipitation: Water from the atmosphere that falls to the ground as a liquid (rain) or a solid (snow, sleet, hail).

Primary treated water: First major treatment in a wastewater treatment facility, usually sedimentation but not biological oxidation.

Primary treatment: Removing solids and floating matter from wastewater using screening, skimming and sedimentation (settling by gravity).

Prior appropriation doctrine: Allocates water rights to the first party who diverts water from its natural source and applies the water to beneficial use. If at some point the first appropriator fails to use the water beneficially, another person may appropriate the water and gain rights to the water. The central principle is beneficial use, not land ownership.

Pumping Plant: A facility that lifts water up and over hills.

Recharge: The physical process where water naturally percolates or sinks into a groundwater basin.

Recharge basin: A surface facility, often a large pond, used to increase the infiltration of surface water into a groundwater basin.

Reclaimed wastewater: Wastewater that becomes suitable for a specific beneficial use as a result of treatment. See also: wastewater reclamation.

Reclamation project: A project where water is obtained from a sanitary district or system and which undergoes additional treatment for a variety of uses, including landscape irrigation, industrial uses, and groundwater recharge.

Recycling: A type of reuse, usually involving running a supply of water through a closed system again and again. Legislation in 1991 legally equates the term "recycled water" to reclaimed water.

Reservoir: A place where water is stored until it is needed. A reservoir can be an open lake or an enclosed storage tank.

Reverse osmosis: (RO) A method of removing salts or other ions from water by forcing water through a semi-permeable membrane.

RFP Request for Proposal

Riparian: Of or on the banks of a stream, river, or other body of water.

RO: Reverse osmosis. See the listing under "reverse osmosis."

R-O-W Right-of-way

Runoff: Liquid water that travels over the surface of the Earth, moving downward due to gravity. Runoff is one way in which water that falls as precipitation returns to the ocean.

RWQCB Regional Water Quality Control Board. State agency regulating discharge and use of recycled water.

Safe Drinking Water Act (SDWA): The Safe Drinking Water Act (SDWA) was originally passed by Congress in 1974 to protect public health by regulating the nation's public drinking water supply. The law was amended in 1986 and 1996 and requires many actions to protect drinking water and its sources: rivers, lakes, reservoirs, springs, and ground water wells. (SDWA does not regulate private wells which serve fewer than 25 individuals.) SDWA authorizes the United States Environmental Protection Agency (US EPA) to set national health-based standards for drinking water to protect against both naturally-occurring and man-made contaminants that may be found in drinking water. US EPA, states, and water systems work together to make sure that these standards are met.

Safe yield: The maximum quantity of water that can be withdrawn from a groundwater basin over a long period of time without developing a condition of overdraft, sometimes referred to as sustained yield.

SAFRA Santa Ana River Flood Protection Agency

Salinity: Generally, the concentration of mineral salts dissolved in water. Salinity may be measured by weight (total dissolved solids - TDS), electrical conductivity, or osmotic pressure. Where seawater is known to be the major source of salt, salinity is often used to refer to the concentration of chlorides in the water.

SAWPA: Santa Ana Watershed Project Authority.

SCADA Supervisory Control and Data Acquisition

SCAP Southern California Alliance of Publicly. Newly formed group of public agencies seeking reasonable regulation of sewer industry.

SCH State Clearing House – Environmental Review/Processing

Seasonal storage: A three-part program offered by Metropolitan Water District of Southern California:

STSS (Short Term Seasonal Storage) financially encourages agencies with local groundwater production capabilities to produce a higher percentage of their demand in the summer from their local groundwater supplies, thus shifting a portion of their demand on the MWD system from the summer to winter;

LTSS (Long Term Seasonal Storage) financially encourages retail agencies to take and store additional amounts of MWD water above their normal annual demands for later use; Replenishment Water provides less expensive interruptible water that is generally available and used to increase the operating yield of groundwater basins.

Seawater intrusion: The movement of salt water into a body of fresh water. It can occur in either surface water or groundwater basins.

Seawater barrier: A physical facility or method of operation designed to prevent the intrusion of salt water into a body of freshwater.

Secondary treatment: The biological portion of wastewater treatment which uses the activated sludge process to further clean wastewater after primary treatment. Generally, a level of treatment that produces 85 percent removal efficiencies for biological oxygen demand and suspended solids. Usually carried out through the use of trickling filters or by the activated sludge process.

Sedimentation: The settling of solids in a body of water using gravity.

Settle: To clarify water by causing impurities/solid material to sink to a container's bottom.

Sewer: The system of pipes that carries wastewater from homes and businesses to a treatment plant or reclamation plant. Sewers are separate from storm drains, which is a system of drains and pipes that carry rain water from urban streets back to the ocean. Overwatering your yard can also cause water to run into the streets and into storm drains. Storm drain water is not treated before it is discharged.

SigAlert: Any unplanned event that causes the closing of one lane of traffic for 30 minutes or more, as opposed to a planned event, like road construction, which is planned.

SJBA San Juan Basin Authority

Sludge: The solids that remain after wastewater treatment. This material is separated from the cleaned water, treated and composted into fertilizer. Also called biosolids.

SOCWA South Orange County Wastewater Authority. Regional Joint Powers Authority formed for collection and treatment of sewerage (previously known as AWMA/SERRA/SOCRA). SOCWA member agencies:

CSC – City of San Clemente

CSJC – City of San Juan Capistrano

CLB – City of Laguna Beach

ETWD – El Toro Water District

EBSD – Emerald Bay Service District

IRWD – Irvine Ranch Water District

MNWD – Moulton Niguel Water District

SCWD – South Coast Water District

SMWD – Santa Margarita Water District

TCWD – Trabuco Canyon Water District

SRF State Revolving Fund

Storm Drain: The system of pipes that carries rain water from urban streets back to the ocean. Overwatering your yard can also cause water to run into the streets and into storm drains. Storm drain

water is not treated before it is discharged. Storm drains are separate from sewers, which is a separate system of pipes to carry wastewater from homes and businesses to a treatment plant or reclamation plant for cleaning.

Storm flow: Surface flow originating from precipitation and run-off which has not percolated to an underground basin.

SWP: State Water Project. An aqueduct system that delivers water from northern California to central and southern California.

SWRCB State Water Resources Control Board

TDS: Total dissolved solids. A quantitative measure of the residual minerals dissolved in water that remain after evaporation of a solution. Usually expressed in milligrams per liter.

Tertiary treatment: The treatment of wastewater beyond the secondary or biological stage. Normally implies the removal of nutrients, such as phosphorous and nitrogen, and a high percentage of suspended solids.

THM: Trihalomethanes. Any of several synthetic organic compounds formed when chlorine or bromine combine with organic materials in water.

TMA: Too many acronyms.

TMDL: Total maximum daily load; A quantitative assessment of water quality problems, contributing sources, and load reductions or control actions needed to restore and protect bodies of water.

Transpiration: The process in which plant tissues give off water vapor to the atmosphere as an essential physiological process.

Turbidity: Thick or opaque with matter in suspension; muddy water.

Ultraviolet light disinfection: A disinfection method for water that has received either secondary or tertiary treatment used as an alternative to chlorination.

VE Value Engineering

VOC: Volatile organic compound; a chemical compound that evaporates readily at room temperature and contains carbon.

Wastewater: Water that has been previously used by a municipality, industry or agriculture and has suffered a loss of quality as a result.

Water Cycle: The continuous process of surface water (puddles, lakes, oceans) evaporating from the sun's heat to become water vapor (gas) in the atmosphere. Water condenses into clouds and then falls back to earth as rain or snow (precipitation). Some precipitation soaks into the ground (percolation) to replenish groundwater supplies in underground aquifers.

Water rights: A legally protected right to take possession of water occurring in a natural waterway and to divert that water for beneficial use.

Water-use Efficiency: The water requirements of a particular device, fixture, appliance, process, piece of equipment, or activity.

Water year (USGS): The period between October 1st of one calendar year to September 30th of the following calendar year.

Watermaster: A court appointed person(s) that has specific responsibilities to carry out court decisions pertaining to a river system or watershed.

Water Reclamation: The treatment of wastewater to make it suitable for a beneficial reuse, such as landscape irrigation. Also called water recycling.

Watershed: The total land area that from which water drains or flows to a river, stream, lake or other body of water.

Water table: The top level of water stored underground.

WEF Water Environment Federation. Formerly – Water Pollution Control Federation (WPCF). International trade group advising members of sewage treatment techniques and their effect on the environment.

Weir box: A device to measure/control surface water flows in streams or between ponds.

Wellhead treatment: Water quality treatment of water being produced at the well site.

Wetland: Any area in which the water table stands near, at, or above the land surface for a portion of the year. Wetlands are characterized by plants adapted to wet soil conditions.

Xeriscape: Landscaping that requires minimal water.