

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**

#### **FINANCE AND INSURANCE COMMITTEE MEETING AND ENGINEERING COMMITTEE MEETING**

**January 23, 2023**

**7:30 a.m.**

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Members of the public who wish to comment on any item within the jurisdiction of the District or on any item on the agenda, may attend the meeting in person at the District's office or may observe and address the Meeting by joining at this link:  
<https://us02web.zoom.us/j/81177652498> (Meeting ID: 811 7765 2498).

Members of the public who wish only to listen to the telephonic meeting may dial in at the following numbers (669) 900-6833 or (346) 248-7799 with the same Meeting ID noted above. Please be advised the Meeting is being recorded.

**CALL TO ORDER – President Havens**

**PLEDGE OF ALLEGIANCE – Director Monin**

#### **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 may 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 item(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.)

## **FINANCE AND INSURANCE COMMITTEE MEETING**

### **CALL MEETING TO ORDER – Director Monin**

#### **1. Consent Calendar (Reference Material Included)**

(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)

- a. Consider approving the minutes of the December 12, 2022 Finance and Insurance Committee meeting (Minutes included)

**Recommended Action:** The Board will be requested to approve the above Consent Calendar.

### **FINANCIAL INFORMATION ITEMS**

#### **2. Update on the Implementation of the Springbrook Software System (Reference Material Included)**

Staff will provide an update on the status of the implementation of the Springbrook Software System.

#### **3. Government Finance Officers Association (GFOA) Certificate of Achievement (Reference Material Included)**

Staff will comment on the District's receipt of the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for the District's annual comprehensive financial report for the fiscal year ended June 30, 2021.

## FINANCIAL ACTION ITEMS

### 4. **Quarterly Insurance Report** (Reference Material Included)

Staff will review and comment on the Quarterly Insurance Report for the period October 1, 2022 through December 31, 2022.

**Recommended Action:** Staff recommends that the Board Receive and File the Quarterly Insurance Report for the period of October 1, 2022 through December 31, 2022.

### 5. **Financial Package - Authorization to Approve Bills for Consideration dated January 23, 2023 and Receive and File Financial Statements as of December 31, 2022** (Reference Material Included)

The Board will consider approving Bills for Consideration dated January 23, 2023 and Receive and File Financial Statements as of December 31, 2022.

**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 January 23, 2023, and 2) receive and file the Financial Statements for the period ending December 31, 2022.

## COMMENTS REGARDING NON-AGENDA FIC ITEMS

## CLOSE FINANCE AND INSURANCE COMMITTEE MEETING

## ENGINEERING COMMITTEE

### CALL MEETING TO ORDER – Director Vergara

### 6. **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)

- a. Consider approving the minutes of the December 12, 2022 Engineering Committee meeting. (Minutes Included)

**Recommended Action:** The Board will be requested to approve the subject minutes.

## ENGINEERING ACTION ITEMS

### 7. **Boom Truck Replacement** (Reference Material Included)

Staff will review and comment on the proposed replacement of the District Boom Truck.

**Recommended Action:** Staff recommends that the Board of Directors authorize the General Manager to enter into a purchase order contract with Nixon-Egli Equipment Company in the amount of \$365,780.77 for the purchase of a replacement Boom Truck. Staff further recommends that the Board authorize the General Manager to fund the purchase cost from the designated Capital Reserves in accordance with the District's adopted Capital Reserve Policy.

### 8. **Main Office HVAC Improvement Project Change Order** (Reference Material Included)

Staff will review and comment on Change Order No. 3 to the Main Office HVAC Improvement Project contract to 1) add additional structural reinforcement to the roof, 2) provide permitting and installation of wiring from new HVAC smoke detectors to the existing fire alarm panel and 3) remove and replace four existing thermostats. The Change Order No. 3 amount of \$28,281.70 brings the total value of the project change orders to \$60,319.75.

**Recommended Action:** Staff recommends that the Board of Directors ratify the General Manager's approval of Change Order No. 3 to the Empire Design and Build, Inc. contract in the amount of \$28,281.70. Staff further recommends that the Board authorize the General Manager to fund the project costs from the District's Capital Reserves in accordance with the District's adopted Capital Reserve Policy.

### 9. **Filter Plant Demolition Project Change Order** (Reference Material Included)

Staff will review and comment on a change order necessary to mitigate the erosion of the slope above the demolished clear well at the Filtration Plant Demolition Project.

**Recommended Action:** Staff recommends that the Board of Directors authorize the General Manager to issue a change order to the contract with Resource Environmental, Inc. in an amount not to exceed \$70,000 for slope repairs to mitigate erosion of the slope above the demolished clear well at the Filtration Plant Demolition Project. Staff further recommends that the Board authorize the General Manager to fund the project costs from the District's Capital Reserves in accordance with the District's adopted Capital Reserve Policy.

10. **Resolution No. 23-1-1 Direct Potable Reuse Feasibility Study Grant Application** (Reference Material Included)

Staff will review and comment on Resolution No. 23-1-1 authorizing staff to accept grant funding for the Direct Potable Reuse Feasibility Study from the U.S. Bureau of Reclamation.

**Recommended Action:** Staff recommends that the Board of Directors adopt Resolution No. 23-1-1, authorizing the General Manager, or designee, to apply for, receive, and enter into a cooperative agreement, and administer a grant for the 2023 Bureau of Reclamation WaterSMART: Water Recycling and Desalination Planning Grant.

RESOLUTION NO. 23-1-1

RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE EL TORO WATER DISTRICT  
AUTHORIZING THE GENERAL MANAGER, OR DESIGNEE, TO APPLY FOR,  
RECEIVE, AND ENTER INTO A COOPERATIVE AGREEMENT, AND  
ADMINISTER A GRANT FOR THE 2023 BUREAU OF RECLAMATION  
WATERSMART: WATER RECYCLING AND DESALINATION PLANNING GRANT.

**GENERAL INFORMATION ITEMS**

11. **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.

12. **WRP Optimization Study** (Reference Material Included)

Staff will provide an update on the recommendations from the WRP Optimization Study.

13. **Warehouse Project Status Report** (Reference Material Included)

Staff will review and comment on the status of the proposed construction of a Warehouse at the Filtration Plant site.

14. **Engineering Items Discussed at Various Conferences and Meetings**

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

**COMMENTS REGARDING NON-AGENDA ENGINEERING COMMITTEE ITEMS**

**CLOSE ENGINEERING COMMITTEE MEETING**

## ATTORNEY REPORT

### CLOSED SESSION

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

1. Pursuant to Government Code Section 54956.9 (d) (2) to consult with legal counsel and staff – Potential Litigation (one matter).
2. Pursuant to Government Code Section 54956.9(a) to consult with legal counsel and staff. *Plaintiff, Marlene Jean v. Defendants, Dollar Tree Stores, et al./Cross-Complainant, Park Aliso Commercial Center, Ltd, et al. v. Cross-Defendant, El Toro Water District, et al.*, Superior Court of Los Angeles Case No. 19STCV25234. [Government Code Section 54956.9(a)] – Pending Litigation (one matter).

### REGULAR SESSION

#### REPORT ON CLOSED SESSION (Legal Counsel)

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

### ADJOURNMENT

*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  
FINANCE & INSURANCE COMMITTEE

December 12, 2022

At approximately 7:30 a.m. President Freshley called the regular meeting to order.

Director Gaskins led in the Pledge of Allegiance to the flag.

Committee Members KATHRYN FRESHLEY, KAY HAVENS, MIKE GASKINS, JOSE VERGARA (zoom), and MARK MONIN participated.

Also participating were DENNIS P. CAFFERTY, General Manager, JASON HAYDEN, CFO (zoom), JUDY CIMORELL, Human Resources Manager, SCOTT HOPKINS, Operations Superintendent, JUDY CIMORELL, Human Resources Manager, GILBERT J. GRANITO, General Counsel, HANNAH FORD, Engineering Manager, MIKE MIAZGA, IT Manager, SHERRI SEITZ, Public Relations Manager (zoom), RICHARD BABBE, CAMP Representative (zoom), KEITH STRIBLING, HIGHMARK Representative (zoom), ADRIANNE GIBBONS, Empower Representative (zoom), CAROL MOORE, Laguna Woods Mayor (zoom), and POLLY WELSCH, Recording Secretary.

Oral Communications/Public Comments

Ms. Moore stated that she was thankful for the staff and Board members of the District and their efforts.

Items Received Too Late to be Agendized

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

## Finance & Insurance Committee Meeting

At approximately 7:35 a.m. Director Monin called the Finance meeting to order.

### Consent Calendar

Director Monin asked for a Motion.

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

### Roll Call Vote:

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

## Financial Information Items

### CAMP Update

Mr. Babbe presented an update on the District's investment holdings and philosophy based on the current economic outlook. He further stated that the inflation rate is moderating, and key questions for the economy include how high the Federal Reserve Bank will raise the Federal Funds Rate and will the increase in interest rates cause a recession.

Mr. Babbe stated that currently the economy remains strong and the unemployment rate is very low at 3.7%. He further stated that the labor market was strong in November.

Mr. Babbe stated that resilient retail sales show that consumers continue to spend and support the economy, which helps the stock market. He further stated that December 13<sup>th</sup> is when the new CPI number will arrive, noting the CPI number for October was 7.7% but it is expected to decline in December.



Mr. Babbe stated that the 7.7% is a year-over-year comparison relative to where the economy was a year ago. He further stated that uncertainty about the economic outlook constrains economic activity and has caused a volatile stock market.

Mr. Babbe stated that investors are expecting a 50 basis point increase in the Federal Funds Rate in December instead of the 75 basis point increases that have occurred after the last couple of Federal Open Market Committee meetings. He further stated that Treasury Yields are beginning to decline indicating that market participants are beginning to anticipate the possibility of a recession.

Mr. Babbe stated that total returns in the last year have not been positive but should improve in the future. The decline in total return in the last year was caused by increasing interest rates which caused a corresponding decrease in market values.

At approximately 7:56 a.m. Mr. Babbe left the meeting.

Mr. Cafferty requested that the Board consider items 5, 6, and 7 out of order of the agenda, and will review them now.

#### ETWD 401(k) Retirement Savings Plan Investment Policy Statement (IPS)

Mr. Cafferty reviewed the amendments to the 401(k) Retirement Savings Plan Investment Policy Statement.

Director Monin asked for a Motion.

Motion: Director Gaskins made a Motion, seconded by President Freshley and unanimously carried across the Board to approve the amended 401(k) Retirement Savings Plan Investment Policy Statement.

### Roll Call Vote

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

### ETWD 401(k) Retirement Savings Plan

Mr. Cafferty shared the documents necessary to facilitate the change in the Plan Custodian from US Bank to Empower.

Director Monin asked for a Motion.

Motion: Vice President Havens made a Motion, seconded by Director Gaskins and unanimously carried across the Board to authorize the General Manager to 1) execute the Goal Maker Election form, 2) execute the Investment Agreement Contract, 3) execute the Investment Agreement Contract Authorization, 4) execute the Amendment to the Trust Agreement, 5) execute the Acknowledgement of Receipt of Contractual Information, and 6) direct HighMark Capital Management to liquidate the holdings currently custodied at US Bank and reinvest said holdings within the Empower universe of funds.

### Roll Call Vote

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

### 457 Plan – Personal Choice Retirement Account Change

Mr. Cafferty reviewed the Empower self-directed portal through which 457 Plan participants can invest in money markets as well as Exchange Traded Funds (ETF's) through a Schwab Personal Choice Retirement Account (PCRA).

Director Monin asked for a Motion.

Motion: President Freshley made a Motion, seconded by Vice President Havens and unanimously carried across the Board to authorize the General Manager to approve the addition of the Personal Choice Retirement Account option to the 457 Plan investment options and to execute the subsequent document necessary to facilitate the addition of the PCRA option.

Roll Call Vote

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

At approximately 8:00 a.m. Mr. Stribling and Ms. Gibbons left the meeting.

Update on the Implementation of the Springbrook Software System

Mr. Hayden stated that Payroll is fully implemented with the exception of the Time and Attendance system, which staff is testing with a small group of employees. He further stated that the audit process is near completion.

Mr. Hayden stated that due to the closure of the Admin building, the full implementation of the Utility Billing system will be completed in February or March.

Authorization to Approve Bills for Consideration Dated December 12, 2022

Director Monin asked for a Motion.

Motion: Director Gaskins made a Motion, seconded by President Freshley and unanimously carried across the Board to approve, ratify, and confirm payment of the bills set forth in the schedule of bills for consideration dated December 12, 2022.

Roll Call Vote

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

Comments Regarding Non-Agenda FIC Items

There were no comments.

Close Finance and Insurance Committee Meeting

There being no further business the Finance Committee meeting was closed at approximately 8:15 a.m.

Respectfully submitted,

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POLLY WELSCH  
Recording Secretary

APPROVED:

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KATHRYN FRESHLEY, President  
of the El Toro Water District and the  
Board of Directors thereof

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



## STAFF REPORT

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**To: Board of Directors**

**Meeting Date: January 23, 2023**

**From: Jason Hayden, Chief Financial Officer**

**Subject: Springbrook Implementation – Progress Update**

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Presented below are the activities, challenges, and opportunities of the ongoing Springbrook implementation process:

- Payroll is fully implemented with the exception of the Time and Attendance system. Staff is proceeding with the Springbrook Time and Attendance system and will be converting employees into the Springbrook system throughout the first quarter of 2023. It takes time to get an employee set up in the system and then trained to use it. The District's Payroll Accountant will be working on this process in between other responsibilities.
- The District's audit process is complete and the first draft of the document has been received and is under review. The Balance Sheet for the year ended June 30, 2022 has not been converted into Springbrook and beginning balances have been established. The monthly finance report for the month of July (to be presented at the Finance Committee meeting on January 23, 2023) will include an interim Balance Sheet.
- Currently, Finance is actively using the following modules: General Ledger, Bank Reconciliation, Project Management, Accounts Payable, Payroll, Cash Receipting, Accounts Receivable, Human Resources, and Employee Self Service.
- The modules that still need to be implemented include Utility Billing, online credit card processing, and Fixed Assets.
- During the week of October 3, 2022, Customer Service Staff worked with the Springbrook consultant to complete a parallel utility billing process. These meetings were extensive, lasting more than 6 hours per day from Tuesday to Friday that week, and involved replicating the current utility billing process in Springbrook. The parallel billing process was successful and accurately generated individual utility bills that equaled the utility bills in the District's current software. Some additional setups have been completed and Staff is working with Springbrook to establish an implementation schedule that will work for District Staff. This has been further delayed due to staffing challenges in the Customer Service Department and the alternate working arrangements which are ongoing due to the HVAC project in the Administration Building.

**Springbrook Finance/Payroll Systems Project Schedule as of 1/23/2023:**

Week or Day	System	Description	Complete
1/13	Finance	Project Kick-off Conference Call	Yes
1/17 – 1/21	Finance	Business Process Questionnaire Review	Yes
1/31 – 2/4	Finance	Discovery Session Meetings	Yes
2/7 – 2/11	Finance	General Ledger/Chart of Accounts Consulting Session	Yes
3/4/22	Finance	Chart of Accounts/Accounts Payable Vendor List Due	Yes
3/4/22	Payroll	Payroll Business Process Questionnaire Due	Yes
3/7 – 3/11	Payroll	Payroll Questionnaire Review	Yes
3/14 – 3/18	Finance	General Ledger & Accounts Payable – Data Review and Load	Yes
3/14 – 3/18	Payroll	Discovery Session between ETWD and Springbrook	Yes
3/21 – 3/25	Finance	Setup & Configuration Session	Yes
5/6	Payroll	Payroll Data / Templates Due	Yes
6/28 – 7/7	Finance	Go Live Sessions	Yes
7/11 – 7/15	Payroll	Go Live Sessions	Yes
7/15 – 7/31	Both	Post Go Live Support	Ongoing

**Springbrook Utility Billing Project Schedule as of 1/23/2023:**

Week/Day	System	Description	Complete
5/2 – 5/6	Utility Billing	Utility billing discovery session begins	Yes
6/3	Utility Billing	Utility billing data transmitted to Springbrook	Yes
6/6 – 6/10	Utility Billing	Springbrook works on Data Mapping from CUSI	Yes
6/13/ - 6/17	Utility Billing	Initial data conversion and load	Yes
6/20 – 6/24	Utility Billing	Initial Data Review	Yes
8/1 – 8/5	Utility Billing	Setup and Configuration Sessions	Yes
8/16	Utility Billing	Continued Configuration Session	Yes
8/29 – 9/2	Utility Billing	Parallel Billing Session	Delayed
10/3 – 10/7	Utility Billing	Parallel Billing Session	Yes
10/24 – 10/28	Utility Billing	Additional Implementation and Setups	
March	Utility Billing	2 <sup>nd</sup> Parallel Billing Session	
April	Utility Billing	Final testing for Go Live	
March - April	Utility Billing	Go Live with Utility Billing	



## STAFF REPORT

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**To: Board of Directors**

**Meeting Date: January 23, 2023**

**From: Jason Hayden, Chief Financial Officer**

**Subject: Receipt of the Certificate of Achievement for Excellence in Financial Reporting from GFOA**

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Finance Staff was recently notified that the District has been awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for the Comprehensive Annual Financial Report for the fiscal year that ended June 30, 2021. This is the fifth year in a row the District has received this award.

Receiving this award is a significant achievement for the District because it demonstrates that the annual financial report complies with the highest standards of financial reporting for local governments. As stated by the GFOA award notification:

“The GFOA established the Certificate of Achievement for Excellence in Financial Reporting program (Certificate Program) in 1945 to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare comprehensive annual financial reports that evidence the spirit of transparency and full disclosure and then to recognize individual governments that succeed in achieving that goal. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting. Congratulations, again, for having satisfied the high standards of the program.”

The GFOA Award documents are attached for reference.

### Attachments

- Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting Award Notification Documents.



Government Finance Officers Association  
203 North LaSalle Street, Suite 2700  
Chicago, Illinois 60601-1210  
312.977.9700 fax: 312.977.4806

12/22/2022

Kathryn Freshley  
President  
El Toro Water District, California

Dear Ms. Freshley:

We are pleased to notify you that your annual comprehensive financial report for the fiscal year ended June 30, 2021 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and give appropriate publicity to this notable achievement. A sample news release is included to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

Michele Mark Levine  
Director, Technical Services





Government Finance Officers Association  
203 North LaSalle Street, Suite 2700  
Chicago, Illinois 60601-1210  
312.977.9700 fax: 312.977.4806

12/22/2022

Jason Hayden  
Chief Financial Officer  
El Toro Water District, California

Dear Mr. Hayden:

Congratulations!

We are pleased to notify you that your annual comprehensive financial report for the fiscal year ended June 30, 2021 has met the requirements to be awarded GFOA's Certificate of Achievement for Excellence in Financial Reporting. The GFOA established the Certificate of Achievement for Excellence in Financial Reporting Program (Certificate Program) in 1945 to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare annual comprehensive financial reports that evidence the spirit of transparency and full disclosure and then to recognize individual governments that succeed in achieving that goal. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting. Congratulations, again, for having satisfied the high standards of the program.

Your electronic award packet contains the following:

- **A "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements.** We strongly encourage you to implement the recommended improvements in your next report. Certificate of Achievement Program policy requires that written responses to these comments and suggestions for improvement be included with your 2022 fiscal year end submission. If a comment is unclear or there appears to be a discrepancy, please contact the Technical Services Center at (312) 977-9700 and ask to speak with a Certificate of Achievement Program in-house reviewer.
- **Certificate of Achievement.** A Certificate of Achievement is valid for a period of one year. A current holder of a Certificate of Achievement may reproduce the Certificate in its immediately subsequent annual comprehensive financial report. Please refer to the instructions for reproducing your Certificate in your next report.
- **Award of Financial Reporting Achievement.** When GFOA awards a government the Certificate of Achievement for Excellence in Financial Reporting, we also present an Award of Financial Reporting Achievement (AFRA) to the department identified in the application as primarily responsible for achievement of the Certificate.
- **Sample press release.** Attaining this award is a significant accomplishment. Attached is a sample news release that you may use to give appropriate publicity to this notable achievement.

In addition, award recipients will receive via mail either a plaque (if first-time recipients or if the government has received the Certificate ten times since it received its last plaque) or a brass medallion to affix to the plaque (if the government currently has a plaque with space to affix the medallion). Plaques and medallions will be mailed separately.

As an award-winning government, we would like to invite one or more appropriate members of the team that put together your annual comprehensive financial report to apply to join the Special Review Committee. As members of the Special Review Committee, peer reviewers get exposure to a variety of reports from around the country; gain insight into how to improve their own reports; achieve professional recognition; and provide valuable input that helps other local governments improve their reports. Please see our website for [eligibility requirements](#) and [information on completing an application](#).

Thank you for participating in and supporting the Certificate of Achievement Program. If we may be of any further assistance, please contact the Technical Services Center at (312) 977-9700.

Sincerely,

A handwritten signature in black ink, reading "Michele Mark Levine". The signature is written in a cursive, flowing style.

Michele Mark Levine  
Director, Technical Services

# **EL TORO WATER DISTRICT INSURANCE UPDATE**

**January 2023**

## **Liability Program**

The Liability for Auto & General Liability Coverage has been renewed for another year by JPIA effective October 1, 2022. The premium for this year is \$179,027.00. Last year's premium was \$118,953.00

## **Property Insurance**

There is nothing new to report this quarter.

## **Excess Public Employee Fidelity Program**

There is nothing new to report this quarter.

## **Underground Storage Tank Pollution Liability**

There is nothing new to report this quarter.

## **Dam Failure Liability**

Dam Failure Liability was renewed on October 2022 for \$10,000,000.00 on ETWD Reservoir for \$44,448.00 and \$5,000,000.00 for \$1,912.00 Rossmoor Dam. The premium for this year \$46,470.00. Last year's premium was \$45,427.00.

## **Fiduciary Liability Policy**

There is nothing new to report this quarter.

## **Liability & Property Claims**

There is nothing new to report this quarter.

## **Workers' Compensation Policy**

The Workers' Compensation Policy renewed on July 1, 2022, and runs through June 30, 2023.

## **Workers' Compensation Claims**

There were three workers' compensation claims this quarter. Two of the claims had restricted duties. There was no loss time.

### **Medical Insurance**

The District offers five medical plans as follows:

Kaiser Health - \$10 office co-pay with no annual deductibles.

Anthem Blue Cross – HMO; Offers a \$10 copay with no annual deductibles.

Anthem Blue Cross – PPO; this plan offers benefits within the physician network and outside of the network. In network, there is a co-pay of \$15.00 with an annual deductible of \$200 per person and \$600 per family. Out of the network, benefits are offered at 20% cost to the employee for all covered services with the same annual deductibles.

Kaiser Consumer Driven Health Plan along with an HSA – A high deductible tax advantaged health plan that provides for current medical and pharmacy expenses and allows saving for future health care expenses. \$1,500 individual / \$3,000 family deductible

Anthem Consumer Driven Health Plan along with a Health Savings Account - A high deductible tax advantaged plan that provides for current medical and pharmacy expenses and allows saving for future health care expenses. \$1,500 individual / \$3,000 family deductible.

The average cost per month per employee for the second quarter is \$1450.02.

### **Vision Insurance**

VSP provides vision coverage to our employees, Directors and dependents. It provides an annual eye exam and discounted rates for frames, lenses and contacts.

The cost per month per employee for the second quarter is \$17.21.

### **Dental Insurance**

The District provides dental coverage with Delta Dental. Our dental insurance pays up to \$1,500 for the upcoming year for covered services. All preventative services are offered every six months with the copay waived.

The average cost per month per employee for the second quarter is \$78.97.

### **Long and Short Term Disability Insurance**

The District offers Long and Short Term Disability Program through Lincoln National Life Insurance Company. The Long Term Disability program provides a maximum monthly benefit of \$10,000. The Short Term Disability program provides a maximum weekly benefit of \$ 1,500.

Both Short and Long Term Disability Programs are paid by the District and provides disability payments up to 66 2/3 of an employee's weekly or monthly salary if the claim is approved.

Average cost per month per employee for the second quarter is \$65.95.

### **Long Term Care Insurance**

Long Term care is a program that provides a monthly benefit of \$2,500 to be applied to home health care or an assisted living facility.

Average cost per month per employee for the second quarter is \$14.04.

### **Life Insurance Coverage**

The District offers Life Insurance coverage through Lincoln National Life Insurance Company at twice the employee's annual salary up to a maximum of \$300,000.

Lincoln National Life Insurance Company also provides life insurance coverage for the Directors.

Premium rates are based on the age and salary of insured employees. The premium is adjusted on the employee's birthday every fifth year.

The average cost per month per employee for the second quarter is \$53.01.

### **Employee Assistance Program (EAP) Coverage**

UNUM is the District's carrier for the Employee Assistance Program. This program offers assistance in many areas such as childcare, eldercare, legal consultations, and health information, personal relationship issues, financial planning assistance, stress management, and career development. This benefit also comes with a \$5,000 portable term life insurance benefit.

The cost per month per employee for the second quarter is \$1.70.

**An insurance report of Budget vs. Actual Costs for the fiscal year 2022/2023 is attached for the Board's review as well as a summary of currently held District insurance policies.**

Submitted by:  
Nancy Laursen  
Judy Cimorell

**Budget vs. Actual - Q2 2022/2023  
1/1/2023**

	<b>Annual Budget</b>	<b>Actual Paid to Date</b>	<b>Difference</b>
<b>Insurance Coverage</b>			
Liability	\$160,000	\$179,027	\$19,027
Property	\$95,000	\$102,570	\$7,570
Fiduciary Liability	\$15,000	\$0	(\$15,000)
Cyber Liability	\$13,000	\$8,944	(\$4,056)
Dam Insurance (includes Excess)	\$50,000	\$46,360	(\$3,640)
Less: SMWD - 50% R-6 Cost Share	(\$25,000)	(\$23,180)	\$1,820
MNWD - 5% R-6 Cost Share	(\$2,500)	(\$2,318)	\$182
Underground Storage Tank	\$2,000	\$1,788	(\$212)
Excess Crime	\$2,500	\$2,200	(\$300)
<b>Total Insurance</b>	<b>\$310,000</b>	<b>\$315,391</b>	<b>\$5,391</b>

	<b>Annual Budget</b>	<b>Q2 Budget</b>	<b>Q2 Actual</b>	<b>Difference</b>
<b>Benefits - Directors</b>				
Long Term Care	\$3,000	\$1,500	\$2,867	\$1,367
Medical Employer Paid	\$19,181	\$9,591	\$10,061	\$471
Health Savings Account	\$3,000	\$1,500	\$0	(\$1,500)
Dental	\$2,401	\$1,201	\$1,200	(\$1)
Vision	\$1,033	\$517	\$516	(\$1)
Life	\$134	\$67	\$62	(\$5)
<b>Total Benefits Directors</b>	<b>\$28,749</b>	<b>\$14,375</b>	<b>\$14,706</b>	<b>\$332</b>

**Retiree Benefits**

Medical Employer Paid	\$302,967	\$151,484	\$127,166	(\$24,318)
<b>Total retiree benefits</b>	<b>\$302,967</b>	<b>\$151,484</b>	<b>\$127,166</b>	<b>(\$24,318)</b>

**Employee Benefits**

Emp.Assistance Program	\$1,230	\$615	\$602	(\$13)
Medical Employer Paid	\$1,131,500	\$565,750	\$512,701	(\$53,049)
Health Savings Account	\$5,600	\$2,800	\$0	(\$2,800)
Life/AD&D	\$36,600	\$18,300	\$18,379	\$79
Dental	\$61,000	\$30,500	\$28,155	(\$2,345)
Vision	\$13,300	\$6,650	\$6,144	(\$506)
LTD/STD	\$39,800	\$19,900	\$22,540	\$2,640
LTC Employer Paid	\$11,600	\$5,800	(\$1,239)	(\$7,039)
Workers comp.	\$128,900	\$64,450	\$75,809	\$11,359
<b>Total Employee Benefits</b>	<b>\$1,429,530</b>	<b>\$714,765</b>	<b>\$663,091</b>	<b>(\$51,674)</b>

## SUMMARY OF COVERAGE

Page 5

Type of Coverage	<b><u>GENERAL LIABILITY</u></b>	Coverage Term: 10/22-23
Coverage Includes	1. Commercial General Liability 2. Contractual Liability 3. Products/Completed Operations 4. Personal Injury	Premium - \$179,027
Coverage Limits	Insurance Carrier	Policy Number
	Pooled Self-insured	MOLC - 100110

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Type of Coverage	<b><u>AUTO LIABILITY</u></b>	Coverage Term: 10/21-22
Coverage Includes	1. Owned Automobiles/Trucks 2. Non-owned Automobiles/Trucks 3. Hired Automobiles/Trucks	Premium - Included
Coverage Limits	Insurance Carrier	Policy Number
	Pooled Self-insured	MOLC - 100110

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Type of Coverage	<b><u>PUBLIC OFFICIALS LIABILITY</u></b>	Coverage Term: 10/21-22
Coverage Includes	1. Errors & Omissions	Premium - Included
Coverage Limits	Insurance Carrier	Policy Number
	Pooled Self-insured	MOLC - 100110

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Type of Coverage	<b><u>PROPERTY</u></b>	Coverage Term: 7/22 - 23
Coverage Includes	1. Basic Property Values- Building, Fixed Equipment, Personal Property 2. Mobile Equipment Value 3. Licensed Vehicle - Comprehensive & Collision - Private Passenger, Light Truck, Sport Utility, Other Vehicles	Premium - \$102,570
Automobile Physical Damage Comprehensive - 83 Vehicles Collision - 83 Vehicles		
Coverage Limits	Insurance Carrier	Policy Number
	Pooled Self-insured	MOLC - 100110

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<b>Type of Coverage</b>	<b><u>EXCESS CRIME PROGRAM</u></b>	<b>Coverage Term: 7/22 - 23</b>
<b>Coverage Includes</b>	1. Public Employee Dishonesty 2. Forgery or Alteration 3. Computer Fraud 4. Faithful Performance of Duty 5. Treasurer/Tax Collector/Board Members (included)	<b>Premium - \$2,200</b>
<b>Coverage Limits</b>	<b>Insurance Carrier</b>	<b>Policy Number</b>
	Pooled Self-insured	MOLC - 100110
<b>Type of Coverage</b>	<b><u>UNDERGROUND STORAGE TANK POLLUTION LIABILITY</u></b>	<b>Coverage Term: 7/22 - 07/23</b>
<b>Coverage Includes</b>	1. Claims-Made 2. Environmental Incident	<b>Premium - \$3,355</b>
Covers 1 Tank Located at: 23542 Moulton Parkway Laguna Woods, CA 92637		
<b>Coverage Limits</b>	<b>Insurance Carrier</b>	<b>Policy Number</b>
	Pooled Self-insured	MOLC - 100110
<b>Type of Coverage</b>	<b><u>DAM FAILURE LIABILITY</u></b>	<b>Coverage Term: 10/22-10/23</b>
<b>Coverage (Includes Excess Ins. for El Toro Reservoir)</b>	\$10,000,000.00	<b>Premium - \$45,427</b>
<b>Covers:</b> El Toro Reservoir Rossmoor Dam	\$5,000,000.00	
<b>Coverage Limits</b>	<b>Insurance Carrier</b>	<b>Policy Number</b>
		MOLC - 100110
<b>Type of Coverage</b>	<b><u>FIDUCIARY LIABILITY</u></b>	<b>Coverage Term: 9/22-23</b>
<b>Coverage Includes</b>	1. Executive Protection Policy	<b>Premium - \$11,645</b>
<b>Parent Organization:</b> ETWD Retirement Savings Plan &	<b>Trust Agreement</b>	
<b>Coverage Limits</b>	<b>Insurance Carrier</b>	<b>Policy Number</b>
	Hudson Insurance Company	SFD31211603
<b>Type of Coverage</b>	<b><u>CYBER SECURITY</u></b>	<b>Coverage Term: 7/22-23</b>
First Year		<b>Premium - \$8,944</b>



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Type of Coverage	<b><u>WORKERS' COMPENSATION</u></b>	Coverage Term: 7/22 - 6/23
Coverage Includes	1. Coverage A - Workers' Compensation 2. Coverage B - Employer's Liability	2nd Quarter Premium \$37,483
Coverage Limits	Insurance Carrier	Policy Number
Coverage A		
\$0 - \$2 Million	Pooled Self-insured	MOLC - 100110
\$2 Million to Statutory		
Coverage Limits	Insurance Carrier	Policy Number
Coverage B		
\$0 - \$2 Million	Pooled Self-insured	MOLC - 100110
\$2 Million excess of \$2 Million SIR		

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Type of Coverage	<b><u>LIFE &amp; ACCIDENT</u></b>	2nd Quarter Premium \$9,413
Coverage Includes	Coverage - 2 X Annual Income (Max. of \$300,000)	
Insurance Carrier	Lincoln National Life Insurance Co.	Policy # 10218807
Eligibility Period	2 Months After Hire	
Plan Wait or Deductible	60 Days	

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Type of Coverage	<b><u>LONG / SHORT TERM DISABILITY</u></b>	2nd Quarter Premium \$11,674
Coverage Includes	66 2/3 Insured Earnings Max. of \$10,000	
Insurance Carrier	Lincoln National Life Insurance Co.	Policy # 10218808
Eligibility Period	1 Year After Hire	
Plan Wait or Deductible	30 Days STD 90 Days or 9 Weeks LTD	

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Type of Coverage	<b><u>LONG TERM CARE</u></b>	2nd Quarter Premium \$2,485
Coverage Includes	\$2,500/Month \$150,000 Total Benefit	
Insurance Carrier	UNUM	Policy # 220384
Eligibility Period	1 Year After Hire	
Plan Wait or Deductible	365 Days	

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Type of Coverage	<u>MEDICAL</u>	2nd Quarter Premium \$327,765
Coverage Includes	HMO or PPO by Employee Choice	
Insurance Carrier	Anthem Blue Cross / Kaiser Insurance thru ACWA	Policy #229CA
Eligibility Period	1 Month After Hire	
Plan Wait or Deductible	30 Days * Premium includes Employees, Retirees & Directors	

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Type of Coverage	<u>DENTAL</u>	2nd Quarter Premium \$14,538
Coverage Includes	\$25.00 or \$50.00/Family	
Insurance Carrier	Delta Dental Plan of California	Policy #399-1012
Eligibility Period	2 Months After Hire	
Plan Wait or Deductible	60 Days	

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Type of Coverage	<u>VISION</u>	2nd Quarter Premium \$3,270
Coverage Includes	Annual Exam/Frame Every 2 Years	
Insurance Carrier	Vision Service Plan thru ACWA	Policy #399-1012
Eligibility Period	2 Months After Hire	
Plan Wait or Deductible	60 Days	

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Type of Coverage	<u>PERSONAL ACCIDENT INSURANCE</u>	2nd Quarter Premium Employee Paid
Coverage Includes	\$50,000 or \$100,000	
Insurance Carrier	CIGNA	Policy # OKH-1253-56
Eligibility Period	Optional	
Plan Wait or Deductible	None	

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Type of Coverage	<u>Supplemental Financial Insurance Program</u>	2nd Quarter Premium Employee Paid
Coverage Includes	Voluntary - Life, Accident / Injury, Hospital, Critical Care, Short-term Disability, Dental	
Insurance Carrier	AFLAC	Policy # E3B26
Eligibility Period	Optional	
Plan Wait or Deductible	None	

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## STAFF REPORT

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**To: Board of Directors**

**Meeting Date: January 23, 2023**

**From: Jason Hayden, Chief Financial Officer**

**Subject: Monthly Financial Reports and December Bills for Approval**

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Attached for approval is the cash report for the month of December, 2022 which lists the expenses for December that exceeded \$50,000. Also attached are monthly financial reports for the months of July through December, 2022, which only include Statements of Revenues, Expenses, and Changes in Net Position for the months of August through December.

At this point, an interim Balance Sheet is presented only for the month of July as Finance Staff continue to analyze the processes needed to ensure the Balance Sheet is accurately presented. This includes analyzing all of the balance sheet accounts to assess whether the journal entries are accurately establishing the amounts in each account and completing a bank reconciliation to make sure the Springbrook cash balances tie to the bank accounts. Once this has been completed for July, the process for the other months can be quickly completed and the February report will include an accurate Balance Sheet through January. District Staff received the draft financial report from the auditor on January 6, 2023 so there has been a limited amount of time to work with the Balance Sheet.

Presented below for your consideration are some notes on the financial reports for December:

- The Statement of Revenues, Expenses and Changes in Net Position indicates a positive change in Net Position of \$1,310,034 for the first six months of the fiscal year. A significant explanation for this positive result is the utilization of water from the R-6 Reservoir which reduced the District's Purchased Water expense in the first six months of this fiscal year.
- The Cash and Investments report shows a total of \$17,721,682 in Operating Cash (LAIF, CAMP, and Checking accounts) at the end of December. These funds represent the cash available to the District for operational needs and equal the total cash reserves of the District. The 2022 Bond Project account had a balance of \$25,258,907.
- The Cash Sheet for November includes six checks that are greater than \$50,000, with the total equal to \$1,928,968.11. These expenses exceed the General Manager's purchase authority and need approval from the Board of Directors. In addition, \$926,495.19 in payroll expenses occurred in December which is larger than usual due to the occurrence of three payrolls in December (one of the two months in each fiscal year that includes three payrolls). District employees were reimbursed for \$1,340.36.

**Attachment 1. December 2022 Financial Report**

1. Cash Sheet for the Month ending December 31, 2022
2. Statement of Revenues, Expenses, and Changes in Net Position for the Month of December, 2022
3. Summary of Revenues and Expenses for the Month of December, 2022
4. Revenue and Expense Charts
5. Summary of Cash & Investments for the Month ended December 31, 2022

**EL TORO WATER DISTRICT**  
**Cash Sheet**  
**For the month ending December 31, 2022**

<b>CHECK NUMBER</b>	<b>PAYMENT DATE</b>	<b>VENDOR NAME</b>	<b>PAYMENT AMOUNT</b>
518	12/21/2022	Layfield USA Corp	592,230.00
398	12/06/2022	Municipal Water District of Orange County	566,089.19
416	12/09/2022	Resource Environmental, Inc.	305,045.00
497	12/21/2022	ACWA JPIA	179,027.00
387	12/06/2022	ACWA JPIA	163,791.51
490	12/15/2022	Southern California Edison Company	122,785.41
<b>TOTAL CHECKS OVER \$50,000</b>			<b>\$ 1,928,968.11</b>
<b>TOTAL CHECKS IN REGISTER</b>			<b>\$ 2,366,571.77</b>

**DEBIT TRANSFERS**

12/02/2022	PAYROLL DIRECT DEPOSIT	167,000.48
12/02/2022	FEDERAL DEPOSIT LIABILITY	37,638.31
12/02/2022	SDI & STATE TAX	15,058.43
12/02/2022	WAGE GARNISHMENTS	282.50
12/02/2022	PRUDENTIAL (401K)	60,388.74
12/02/2022	PRUDENTIAL (457)	17,560.76
12/02/2022	HEALTH SAVINGS ACCOUNT	394.61
12/15/2022	PAYROLL BOARD OF DIRECTOR	5,917.84
12/15/2022	SS, MEDICARE, SDI & STATE TAX	2,196.49
12/15/2022	PRUDENTIAL (457)	2,791.15
12/15/2022	HEALTH SAVINGS ACCOUNT	315.00
12/16/2022	PAYROLL DIRECT DEPOSIT	160,680.83
12/16/2022	FEDERAL DEPOSIT LIABILITY	35,949.25
12/16/2022	SDI & STATE TAX	14,347.04
12/16/2022	WAGE GARNISHMENTS	282.50
12/16/2022	PRUDENTIAL (401K)	54,527.99
12/16/2022	PRUDENTIAL (457)	16,761.46
12/16/2022	HEALTH SAVINGS ACCOUNT	394.61
12/30/2022	PAYROLL DIRECT DEPOSIT	184,281.64
12/30/2022	FEDERAL DEPOSIT LIABILITY	46,486.04
12/30/2022	SDI & STATE TAX	18,440.62
12/30/2022	PRUDENTIAL (401K)	66,198.77
12/30/2022	PRUDENTIAL (457)	15,619.84
12/30/2022	HEALTH SAVINGS ACCOUNT	394.61
12/31/2022	BANK FEES	2,585.68
<b>TOTAL INTERBANK WIRES / DEBIT TRANSFERS</b>		<b>\$ 926,495.19</b>

**TOTAL DISBURSEMENTS \$ 3,293,066.96**

**REIMBURSEMENTS TO ETWD EMPLOYEES**

<b>CHECK NUMBER</b>	<b>PAYMENT DATE</b>	<b>PAYEE (DESCRIPTION)</b>	<b>PAYMENT AMOUNT</b>
509	12/21/2023	Eric Nguyen (Mileage)	186.25
<b>TOTAL CHECKS TO EMPLOYEES</b>			<b>\$ 186.25</b>

**REINBURSEMENTS TO ETWD DIRECTORS**

<b>CHECK NUMBER</b>	<b>PAYMENT DATE</b>	<b>PAYEE (DESCRIPTION)</b>	<b>PAYMENT AMOUNT</b>
519	12/21/2022	Mark Monin (Travel Expenses)	457.72
520	12/21/2022	Michael Gaskins (Travel Expenses)	324.71
516	12/21/2022	Kathryn Freshley (Travel Expenses)	198.50
515	12/21/2022	Katherine Havens (Travel Expenses)	173.18
<b>TOTAL CHECKS TO DIRECTORS</b>			<b>\$ 1,154.11</b>

Statement of Revenues, Expenses, and Changes in Net Position for the Month of December, 2022

	District		Water System		Wastewater System		Recycled System		Capital Improvments	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
<b>Operating Revenues</b>										
Commodity Supply Charges	\$ 11,306,200	\$ 5,834,726	\$ 9,456,200	\$ 4,824,394	\$ -	\$ -	\$ 1,850,000	\$ 1,010,333	\$ -	\$ -
Service Provision Charges	13,346,700	6,601,590	4,449,000	2,181,922	8,495,200	4,222,936	402,500	196,732	-	-
Capital Facilities Charge	3,262,200	1,607,431	-	-	-	-	-	-	3,262,200	1,607,431
Charges for Services	123,000	3,975	123,000	3,975	-	-	-	-	-	-
Miscellaneous Operating Income	52,800	15,722	31,000	7,810	20,800	7,912	1,000	-	-	-
Grants, Rebates, Reimbursements	356,700	410,677	400	-	-	-	356,300	207,335	-	203,342
Total Operating Revenues	28,447,600	14,474,121	14,059,600	7,018,100	8,516,000	4,230,848	2,609,800	1,414,400	3,262,200	1,810,773
<b>Operating Expenses</b>										
General & Administrative	5,089,130	2,566,953	2,034,840	1,084,418	2,647,490	1,255,903	406,800	226,632	-	-
Operations & Maintenance	19,867,260	8,300,012	12,041,680	4,876,653	6,516,760	2,803,267	1,308,820	620,091	-	-
Operating Capital Expenses	839,300	262,536	-	-	-	-	-	-	839,300	262,536
Other Operating Expenses	320,000	106,979	128,000	42,792	167,000	55,629	25,000	8,558	-	-
Depreciation & Amortization	3,653,600	1,744,866	-	-	-	-	-	-	3,653,600	1,744,866
Total Operating Expenses	29,769,290	12,981,345	14,204,520	6,003,863	9,331,250	4,114,799	1,740,620	855,281	4,492,900	2,007,402
<b>Operating Income/(Loss)</b>	(1,321,690)	1,492,776	(144,920)	1,014,237	(815,250)	116,049	869,180	559,118	(1,230,700)	(196,629)
<b>Non-operating Revenues</b>										
Property Taxes	1,120,000	559,998	448,000	223,998	582,400	291,198	89,600	44,802	-	-
Investment Earnings	100,000	279,456	40,000	39,449	52,000	40,050	8,000	6,192	-	193,765
Miscellaneous Revenue	255,000	118,551	243,000	118,448	10,400	102	1,600	1	-	-
Interest Expense	(2,240,000)	(1,140,747)	-	-	-	-	-	-	(2,240,000)	(1,140,747)
Net Non-Operating Revenues	(765,000)	(182,742)	731,000	381,895	644,800	331,350	99,200	50,995	(2,240,000)	(946,982)
<b>Income/(Loss) before Contributions &amp; Transfers</b>	(2,086,690)	1,310,034	586,080	1,396,132	(170,450)	447,399	968,380	610,113	(3,470,700)	(1,143,611)
<b>Transfers</b>										
Transfers In	1,673,450	908,844	-	-	-	-	-	-	1,673,450	908,844
Transfers Out	(1,817,700)	(908,844)	(848,550)	(424,272)	-	-	(969,150)	(484,572)	-	-
Net Transfers	(144,250)	-	(848,550)	(424,272)	-	-	(969,150)	(484,572)	1,673,450	908,844
<b>Capital Contributions</b>										
Donations & Contributions	-	-	-	-	-	-	-	-	-	-
Total Capital Contributions	-	-	-	-	-	-	-	-	-	-
<b>Change in Net Position</b>	(2,230,940)	1,310,034	(262,470)	971,860	(170,450)	447,399	(770)	125,541	(1,797,250)	(234,767)
<b>Beginning Net Position</b>	58,663,439	58,663,439								
<b>Ending Net Position</b>	\$ 56,432,499	\$ 59,973,473								

Summary of Revenues and Expenses for the Month of December, 2022

Account - Description	Month Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Summary of Total District Revenues					
District Totals					
Commodity Supply Charges	656,684	5,834,726	11,306,200	5,471,474	48.4%
Service Charges	1,094,314	6,601,590	13,346,700	6,745,110	50.5%
Capital Facility Charges	270,257	1,607,431	3,262,200	1,654,769	50.7%
Charges for Services	3,975	3,975	123,000	119,025	96.8%
Miscellaneous Revenue	22,582	134,171	307,800	173,629	56.4%
Grants, Rebates, Reimbursements	39,800	410,677	356,700	(53,977)	-15.1%
Property Taxes	93,333	559,998	1,120,000	560,002	50.0%
Investment Income	63,416	279,456	100,000	(179,456)	-179.5%
Donations & Capital Contributions	-	-	-	-	N/A
Total Revenue	2,244,362	15,432,024	29,922,600	14,490,576	48.4%
Summary of Total District Expenses					
Salary Expenses					
Directors Fees	10,950	63,510	131,400	67,890	51.7%
Exempt Salaries	182,884	711,133	1,262,300	551,167	43.7%
Non-exempt Salaries	576,259	2,637,134	5,343,800	2,706,666	50.7%
Other Salary Payments	-	-	189,400	189,400	100.0%
Overtime	20,999	83,272	230,000	146,728	63.8%
Overtime - On-call	8,300	13,900	72,800	58,900	80.9%
Stipends/Allowances	4,620	7,030	74,900	67,870	90.6%
Employee Service Awards	-	1,100	5,000	3,900	78.0%
Salary Expenses Sub-total	804,012	3,517,079	7,309,600	3,792,521	51.9%
Benefit Expenses					
Medical Insurance	85,446	508,880	1,131,500	622,620	55.0%
HSA Contributions	-	-	4,500	4,500	100.0%
Dental Insurance	4,496	27,223	61,000	33,777	55.4%
Vision Insurance	973	5,924	13,300	7,376	55.5%
Life Insurance	5,173	8,724	36,600	27,876	76.2%
Disability Insurance	-	-	39,590	39,590	100.0%
Long-term Care Insurance	95	3,435	11,600	8,165	70.4%
Workers Compensation Insurance	15,617	65,964	128,900	62,936	48.8%
State Unemployment Insurance	-	-	3,000	3,000	100.0%
401k Retirement Contributions	70,671	307,637	594,300	286,663	48.2%
401k Matching Contributions	42,963	186,142	-	(186,142)	N/A
457b Matching Contributions	11,871	53,968	456,200	402,232	88.2%
Medicare Insurance	11,128	48,358	100,600	52,242	51.9%
FICA	405	2,707	-	(2,707)	N/A
Retiree Medical Insurance Payments	-	-	-	-	N/A
Benefit Expenses Sub-total	248,839	1,218,962	2,581,090	1,362,128	52.8%
Commodity Purchased for Resale					
Water Purchases - MWDOC	559,616	2,951,547	4,024,200	1,072,653	26.7%
Water Purchases - MWDOC Fixed	43,563	152,084	667,000	514,916	77.2%
Water Purchases - AMP/SAC	2,710	(21,414)	9,000	30,414	337.9%
Regional Water Supply Expenses	1,187	2,782	-	(2,782)	N/A
Water Purchases - Baker WTP	-	-	2,881,760	2,881,760	100.0%
Water Purchases - Baker O&M	-	5,929	778,900	772,971	99.2%
Water Purch - Other Agencies	82	56,884	-	(56,884)	N/A
MWDOC Service Connect Charge	-	116,224	125,000	8,776	7.0%
Commodity Purchased for Resale Sub-total	607,159	3,264,034	8,485,860	5,221,826	61.5%

Summary of Revenues and Expenses for the Month of December, 2022

Account - Description	Month Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Contracted/Purchased Services					
Consultants	805	5,805	75,000	69,195	92.3%
Engineering Services	-	1,308	52,000	50,693	97.5%
Audit & Accounting Services	-	12,700	28,600	15,900	55.6%
Technology Consultants	6,239	53,950	60,000	6,050	10.1%
Contractors	16,750	533,707	1,189,200	655,493	55.1%
Contracted Employees	1,452	30,341	-	(30,341)	N/A
Legal Svcs - General Counsel	7,766	29,378	110,000	80,622	73.3%
Legal Svcs - Specialty Counsel	39	3,388	5,000	1,612	32.2%
Other Legal Services	66	144	-	(144)	N/A
Employee Recruitmnt/Compliance	439	1,552	5,000	3,448	69.0%
Employee Health & Wellness	860	8,048	17,000	8,952	52.7%
Employee Relations Expenses	371	6,742	2,000	(4,742)	-237.1%
Professional Services	10,000	32,245	-	(32,245)	N/A
Landscaping Services	9,827	50,684	166,900	116,216	69.6%
Janitorial Contracts	-	13,042	45,000	31,958	71.0%
Equipment Rental	1,141	3,593	17,000	13,407	78.9%
Uniform Rental	1,082	6,379	20,000	13,621	68.1%
Laboratory Services	85	5,169	42,000	36,831	87.7%
Disposal Services	15,185	36,852	34,000	(2,852)	-8.4%
Security Services	2,281	7,895	24,800	16,905	68.2%
Insurance	179,074	348,702	344,000	(4,702)	-1.4%
Financial Service Fees	2,918	15,355	55,000	39,645	72.1%
Printing & Reproduction	-	11,940	23,000	11,060	48.1%
Advertising & Publicity Svcs	-	2,341	11,000	8,659	78.7%
Postage	304	1,325	20,000	18,675	93.4%
Community Relations/Education	765	75,895	190,600	114,705	60.2%
Licenses & Permits	6,706	15,635	189,200	173,565	91.7%
Software Maintenance/Licenses	14,362	80,941	217,900	136,959	62.9%
Electrical Power	125,325	791,912	1,508,500	716,588	47.5%
Natural Gas	431	1,162	4,500	3,338	74.2%
Cable Service	333	1,760	11,500	9,740	84.7%
Telecommunications	1,321	8,818	20,000	11,182	55.9%
Mobile Telecommunications	3,119	15,689	35,000	19,311	55.2%
Data Access	4,604	25,990	65,000	39,010	60.0%
Equipment Maintenance & Repair	10,347	68,118	100,800	32,682	32.4%
Pump Maintenance & Repair	-	26,974	103,500	76,526	73.9%
Motor Maintenance & Repair	-	-	81,500	81,500	100.0%
Electrical Maintenance/Repair	-	9,213	136,400	127,187	93.2%
Meter Maintenance & Repair	963	3,641	14,800	11,159	75.4%
Structure Maintenance & Repair	4,910	27,678	23,000	(4,678)	-20.3%
Asphalt Maintenance & Repair	779	29,392	58,600	29,208	49.8%
Contracted/Purchased Services Sub-total	430,647	2,405,403	5,107,300	2,701,897	52.9%
Commodities					
Repair Parts & Materials	41,321	134,946	389,500	254,554	65.4%
Tools & Small Equipment	20,823	26,320	66,700	40,380	60.5%
Safety Equipment	9,560	11,887	38,000	26,113	68.7%
Employee Tools/Safety Equip	3,237	7,520	23,500	15,980	68.0%
Laboratory Tools & Small Equip	1,093	2,547	-	(2,547)	N/A
Technology Tools/Small Equip	847	34,984	35,000	16	0.0%
Chemicals	67,760	121,233	259,200	137,967	53.2%
Gasoline & Oil	21,375	56,336	160,000	103,664	64.8%
Operating Supplies/Accessories	44,317	78,031	49,500	(28,531)	-57.6%
Office Supplies & Accessories	3,682	7,419	23,900	16,481	69.0%
Technology Supplies/Components	2,491	11,513	30,000	18,487	61.6%
Meeting/Event Supplies & Food	8,066	14,619	28,000	13,381	47.8%
Water Use Efficiency Supplies	-	-	15,000	15,000	100.0%
Commodities Sub-total	224,571	507,355	1,118,300	610,945	54.6%
Professional Development					
Education & Training	5,807	14,043	46,940	32,897	70.1%
Education/Training - Directors	-	-	-	-	N/A
Dues & Memberships	26,727	44,176	42,080	(2,096)	-5.0%
Dues & Memberships - Directors	19,510	41,014	63,120	22,106	35.0%
Meetings & Conferences	-	4,838	15,880	11,042	69.5%
Meetings/Conferences-Directors	30	6,557	27,420	20,863	76.1%
Travel Reimbursement	75	7,275	17,800	10,525	59.1%
Travel Reimbursement-Directors	573	9,976	32,600	22,624	69.4%
Publications & Subscriptions	692	3,818	22,200	18,382	82.8%
Professional Development Sub-total	53,415	131,697	268,040	136,343	50.9%

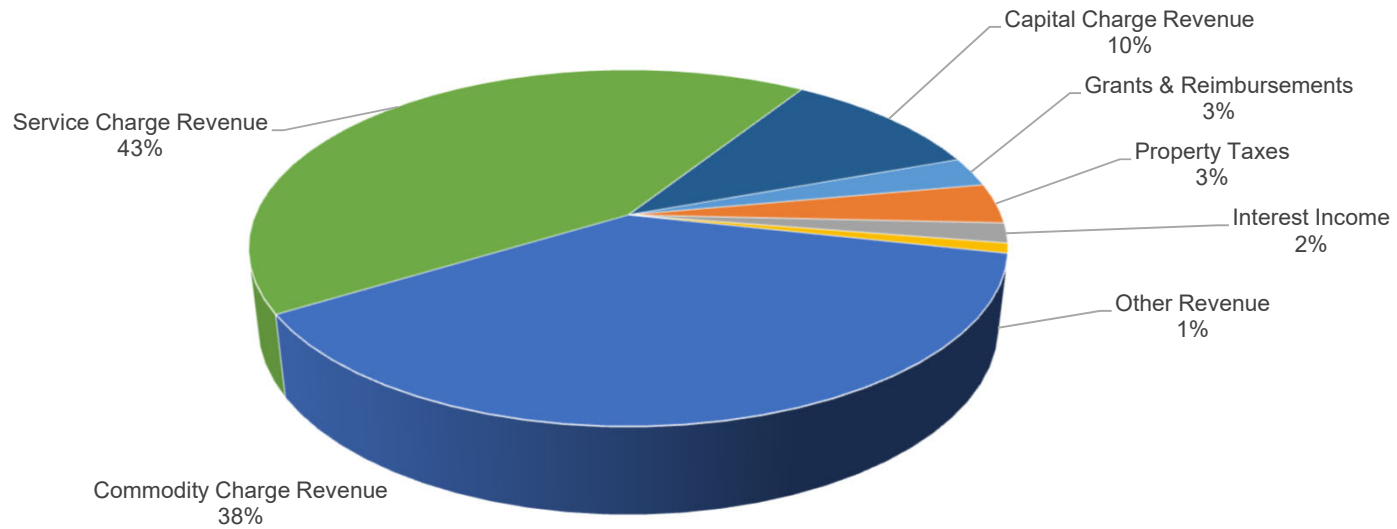


Summary of Revenues and Expenses for the Month of December, 2022

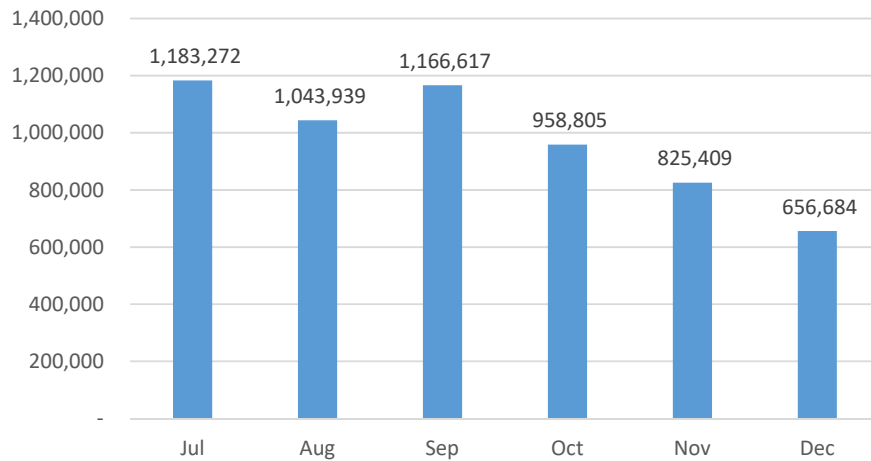
Account - Description	Month Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Miscellaneous Expenses					
Employee Appreciation Expenses	2,270	6,263	25,880	19,617	75.8%
Internal/External Event Expenses	-	4	5,760	5,756	99.9%
Election Expense	-	82	16,800	16,718	99.5%
Reimbursable Repair Expense	19,309	39,689	54,710	15,021	27.5%
Property Taxes	-	2,502	4,800	2,298	47.9%
Uncollectible Accounts	1,044	8,315	30,240	21,925	72.5%
NSFs & Miscellaneous Fees	-	3,444	4,680	1,236	26.4%
Refund Overcharges	777	14,970	16,120	1,150	7.1%
Damage/Repair Reimbursements	2,000	4,876	19,160	14,284	74.5%
Miscellaneous Sub-total	25,400	80,147	178,150	98,003	55.0%
Capital Improvement Expenses					
Water System Projects					
Supply/Storage Projects	623,400	964,137	14,540,900	13,576,763	93.4%
Pumping Projects	44,800	44,800	200,000	155,200	77.6%
Main/Service Line Projects	-	-	-	-	N/A
Wastewater System Projects					
Pumping Projects	-	292,258	845,000	552,742	65.4%
Wastewater Treatment Projects	-	213,962	1,709,800	1,495,838	87.5%
Main/Service Line Projects	-	-	-	-	N/A
Recycled System Projects					
Pumping Projects	-	9,546	-	(9,546)	N/A
Tertiary Treatment Projects	-	10,569	-	(10,569)	N/A
Main/Service Line Projects	-	-	-	-	N/A
General Projects					
Operating Equipment Purchases	-	24,868	53,000	28,132	53.1%
Vehicle & Related Equipment Purchases	-	-	364,000	364,000	100.0%
Technoloy Projects & Purchases	-	-	120,000	120,000	100.0%
Building & Structure Improvements	321,100	434,918	-	(434,918)	N/A
General Capital Projects	13,953	212,304	107,900	(104,404)	-96.8%
Construction in Progress	(989,300)	(1,976,261)	(17,101,300)	(15,125,039)	88.4%
Capital Improvement Expenses Sub-total	13,953	231,101	839,300	608,199	72.5%
Other Expenses					
Retiree Health Insurance	22,305	106,979	320,000	213,021	66.6%
Depreciation	290,811	1,744,866	3,653,600	1,908,734	52.2%
Debt Interest Expense	190,125	1,140,747	2,240,000	1,099,253	49.1%
Other Expenses Sub-total	480,936	2,885,613	5,893,600	3,007,987	51.0%
Total Expenses	2,888,931	14,241,392	31,781,240	17,539,848	55.2%
Change in Net Position	(644,568)	1,310,034	(1,858,640)		

## Revenue Charts - December Financial Report

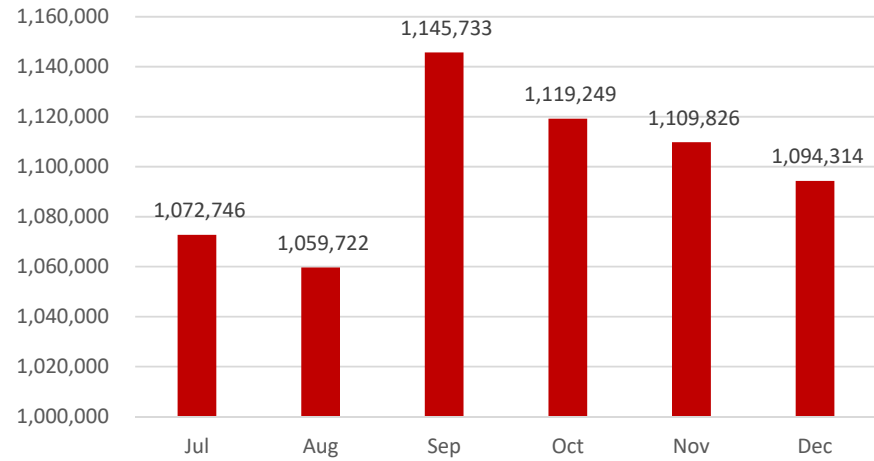
### Year to Date Distribution of Revenues



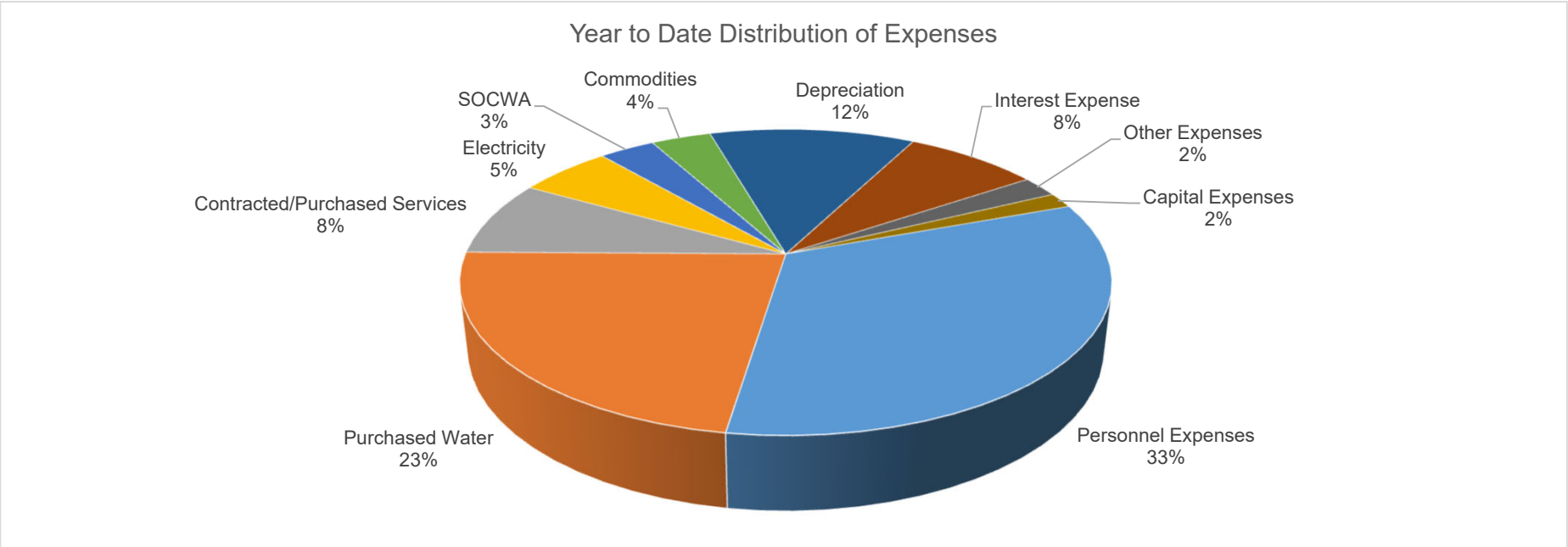
### Commodity Charge Revenue by Month



### Service Charge Revenue by Month



Expense Chart - December Financial Report

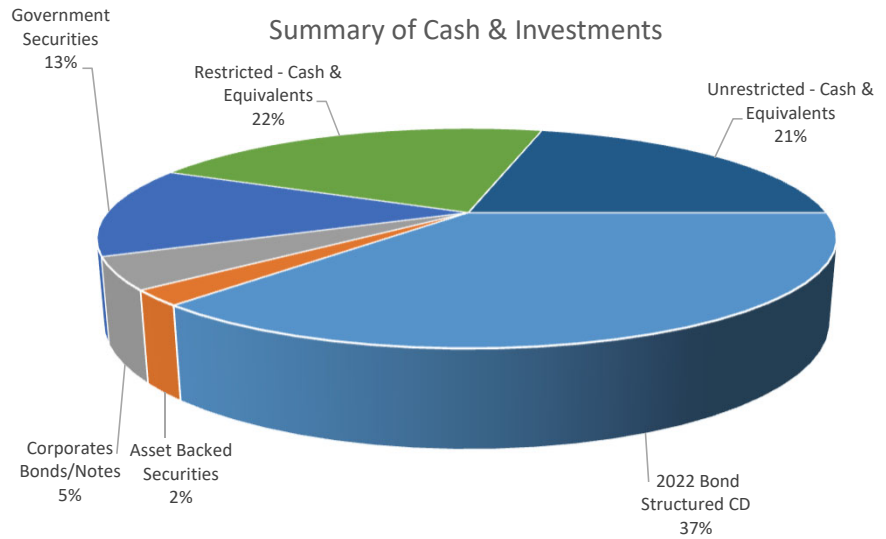


## Summary of Cash & Investments

as of December 31, 2022

### Summary of Cash & Investments

Cash & Equivalents	
Unrestricted - Cash & Equivalents	9,032,949
Restricted - Cash & Equivalents	9,485,998
Investments	
Government Securities	5,710,890
Certificates of Deposit	-
Corporates Bonds/Notes	2,010,485
Asset Backed Securities	967,358
2022 Bond Structured CD	15,832,361
<b>Total Cash &amp; Investments</b>	<b>43,040,042</b>
Unrestricted Cash & Investments	17,721,682



## Cash & Equivalents

	Account Balance	Current Yield
Cash & Equivalents		
Demand Deposit Accounts		
Union Bank - Checking Account	2,453,952	
Union Bank - Capital Facilities Checking	2,895	
US Bank - 2022 Bond Proceed Checking	9,483,103	
Petty Cash	700	
Money Market Accounts		
CAMP Money Market	241,856	
LAIF Money Market	6,336,441	
<b>Total Cash &amp; Equivalents</b>	<b>18,518,947</b>	

## Investments

	Purchase Cost	Par Amount	Premium/ (Discount)	Market Value	Unrealized Gain/(Loss)	Coupon Rate	Yield to Maturity	Purchase Date	Maturity Date
Certificates of Deposit									
US Bank Structured Maturity CD	15,832,361	15,832,361	-	15,832,361	-	2.140%	2.14%	8/1/2022	Various
<b>Certificates of Deposit - Total Balances</b>	<b>15,832,361</b>	<b>15,832,361</b>	<b>-</b>	<b>15,832,361</b>	<b>-</b>				

## Investments (continued)

	Purchase Cost	Par Amount	Premium/ (Discount)	Market Value	Unrealized Gain/(Loss)	Coupon Rate	Yield to Maturity	Purchase Date	Maturity Date
<b>Governmental Securities</b>									
<b>United States Treasury Bond</b>									
US Treasury N/B - AA+	199,977	200,000	(23)	199,312	(665)	0.125%	0.13%	3/1/2021	1/31/2023
US Treasury N/B - AA+	400,141	400,000	141	398,625	(1,516)	0.125%	0.11%	2/18/2021	1/31/2023
US Treasury N/B - AA+	401,047	400,000	1,047	392,250	(8,797)	0.250%	0.14%	2/18/2021	6/15/2023
US Treasury N/B - AA+	199,688	200,000	(313)	195,125	(4,563)	0.125%	0.19%	3/1/2021	7/15/2023
US Treasury N/B - AA+	399,828	400,000	(172)	390,250	(9,578)	0.125%	0.14%	2/1/2021	7/15/2023
US Treasury N/B - AA+	498,809	500,000	(1,191)	485,937	(12,872)	0.125%	0.23%	4/1/2021	8/15/2023
US Treasury N/B - AA+	89,982	90,000	(18)	86,540	(3,442)	0.250%	0.26%	4/26/2021	11/15/2023
US Treasury N/B - AA+	298,734	300,000	(1,266)	285,000	(13,734)	0.250%	0.27%	3/1/2021	2/15/2024
US Treasury N/B - AA+	164,807	165,000	(193)	154,146	(10,661)	0.375%	0.42%	9/3/2021	8/15/2024
US Treasury N/B - AA+	34,854	35,000	(146)	32,610	(2,244)	0.375%	0.52%	10/7/2021	9/15/2024
US Treasury N/B - AA+	347,047	350,000	(2,953)	327,414	(19,633)	1.125%	1.42%	2/4/2022	1/15/2025
US Treasury N/B - AA+	149,566	150,000	(434)	144,562	(5,004)	2.750%	2.85%	6/1/2022	5/15/2025
US Treasury N/B - AA+	466,543	500,000	(33,457)	467,578	1,035	4.200%	2.75%	11/30/2022	5/31/2027
US Treasury N/B - AA+	464,531	500,000	(35,469)	465,000	469	4.100%	2.13%	11/30/2022	2/15/2027
US Treasury N/B - AA+	502,500	500,000	2,500	501,718	(782)	4.010%	4.13%	11/30/2022	9/30/2027
<b>United States Treasury Bond - Totals</b>	<b>4,618,053</b>	<b>4,690,000</b>	<b>(71,947)</b>	<b>4,526,067</b>	<b>(91,986)</b>				
<b>Supra-National Agency Bond / Note</b>									
Intl BK of Recon and Dev Note - AAA	134,721	135,000	(279)	133,260	(1,461)	0.125%	0.23%	4/13/2021	4/20/2023
Inter-American Devel BK Note - AAA	184,863	185,000	(137)	172,387	(12,476)	0.500%	0.52%	9/15/2021	9/23/2024
<b>Supra-National Agency Bond / Note Totals</b>	<b>319,584</b>	<b>320,000</b>	<b>(416)</b>	<b>305,647</b>	<b>(13,937)</b>				
<b>Municipal Bond / Note</b>									
NJ TPK Authority TXBL Revenue Bonds - AA-	20,000	20,000	-	18,481	(1,519)	0.897%	0.90%	1/22/2021	1/1/2025
<b>Municipal Bond / Note Totals</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>18,481</b>	<b>(1,519)</b>				
<b>Federal Agency Commercial Mortgage-Backed Security</b>									
FHMS K724 - AA+	59,660	55,886	3,774	54,883	(4,777)	3.062%	0.58%	1/28/2021	11/1/2023
FHLMC Multifamily Structured Pool - AA+	93,237	93,113	124	90,413	(2,824)	3.064%	3.00%	5/25/2022	8/1/2024
FHMS K047 - AA+	90,577	90,000	577	87,136	(3,441)	3.329%	3.10%	5/19/2022	5/1/2025
<b>Federal Mortgage-Backed Security Totals</b>	<b>243,473</b>	<b>238,998</b>	<b>4,475</b>	<b>232,432</b>	<b>(11,041)</b>				
<b>Federal Agency Bond / Note</b>									
Federal Farm Credit Bank Note - AA+	229,871	230,000	(129)	229,143	(728)	0.125%	0.15%	1/26/2021	2/3/2023
Freddie Mac Notes - AA+	155,087	155,000	87	149,087	(6,000)	0.250%	0.23%	1/6/2021	11/6/2023
Fannie Mae Notes - AA+	250,107	250,000	107	250,033	(74)	0.250%	0.24%	1/6/2021	11/27/2023
<b>Federal Agency Bond / Note Totals</b>	<b>635,065</b>	<b>635,000</b>	<b>65</b>	<b>628,263</b>	<b>(6,802)</b>				
<b>Governmental Securities - Total Balances</b>	<b>5,836,175</b>	<b>5,903,998</b>	<b>(67,823)</b>	<b>5,710,890</b>	<b>(125,285)</b>				

## Investments (continued)

	Purchase Cost	Par Amount	Premium/ (Discount)	Market Value	Unrealized Gain/(Loss)	Coupon Rate	Yield to Maturity	Purchase Date	Maturity Date
Corporate Notes									
Toyota Motor Credit Corp Corporate Note - A+	69,996	70,000	(4)	66,939	(3,056)	0.450%	0.45%	1/6/2021	1/11/2024
John Deere Corp Notes - A	54,961	55,000	(39)	52,626	(2,335)	0.450%	0.48%	3/4/2021	1/17/2024
Morgan Stanley Corp Notes - A-	55,000	55,000	-	54,132	(868)	0.529%	0.53%	1/20/2021	1/25/2024
PACCAR Financial Corp Corporate Note - A+	64,925	65,000	(75)	61,893	(3,032)	0.350%	0.39%	1/28/2021	2/2/2024
Microsoft Corp (Callable) Note - AAA	46,864	45,000	1,864	44,543	(2,322)	2.875%	0.95%	12/1/2021	2/6/2024
National Rural Util Coop Corporate Note - A-	24,983	25,000	(17)	23,818	(1,165)	0.350%	0.37%	2/8/2021	2/8/2024
Apple Inc (Callable) Note - AA+	52,381	50,000	2,381	49,570	(2,810)	3.000%	0.870%	11/1/2021	2/9/2024
Goldman Sachs Corp Notes - BBB+	44,062	40,000	4,062	39,986	(4,076)	4.000%	0.690%	1/21/2021	3/3/2024
Merck & Co Inc Corp Notes	31,377	30,000	1,377	29,660	(1,717)	2.900%	0.880%	11/16/2021	3/7/2024
Goldman Sachs Corp Notes	20,000	20,000	-	19,597	(403)	0.673%	0.670%	3/1/2021	3/8/2024
Charles Schwab Corp Note	29,985	30,000	(15)	28,652	(1,333)	0.750%	0.770%	3/16/2021	3/18/2021
Suntrust Bank (Callable) Corp Note	63,197	60,000	3,197	59,441	(3,756)	3.200%	0.960%	11/1/2021	4/1/2024
Comcast Corp (Callable) Corp Note	53,305	50,000	3,305	49,906	(3,399)	3.700%	0.960%	11/1/2021	4/15/2024
Bank of NY Mellon Corp Note	54,941	55,000	(59)	52,337	(2,604)	0.500%	0.540%	4/19/2021	4/26/2024
Novartis Capital Corp Note	53,112	50,000	3,112	49,607	(3,505)	3.400%	0.890%	11/1/2021	5/6/2024
Amazon.com Inc Corp Note	79,883	80,000	(117)	75,660	(4,224)	0.450%	0.500%	5/10/2021	5/12/2024
Unitedhealth Group Inc Corp Note	29,969	30,000	(31)	28,547	(1,422)	0.550%	0.590%	5/17/2021	5/15/2024
Unitedhealth Group Inc Corp Note	29,476	30,000	(524)	28,547	(929)	0.550%	1.320%	1/21/2022	5/15/2024
Caterpillar Finl Service Corp Note	44,940	45,000	(60)	42,621	(2,318)	0.450%	0.500%	5/10/2021	5/17/2024
Astrazeneca Finance LLC (Callable) Corp	49,996	50,000	(5)	47,428	(2,568)	0.700%	0.700%	5/25/2021	5/28/2024
John Deere Capital Corp Notes	9,988	10,000	(13)	9,459	(528)	0.450%	0.490%	6/7/2021	6/7/2024
Target Corp Notes	31,879	30,000	1,879	29,873	(2,006)	3.500%	1.040%	11/23/2021	7/1/2024
American Express Co Corp Notes	36,253	35,000	1,253	34,099	(2,154)	2.500%	1.140%	11/19/2021	7/30/2024
American Honda Finance Corp Notes	29,980	30,000	(20)	28,281	(1,699)	0.750%	0.770%	9/7/2021	8/9/2024
American Honda Finance Corp Notes	35,025	35,000	25	32,994	(2,031)	0.750%	0.720%	9/13/2021	8/9/2024
Caterpillar Finl Service Corp Notes	19,973	20,000	(27)	18,749	(1,224)	0.600%	0.650%	9/7/2021	9/13/2024
Bank of NY Mellon Corp Note	24,984	25,000	(16)	23,462	(1,522)	0.850%	0.870%	10/20/2021	10/25/2024
Apple Inc Corp Note - AA+	42,786	40,000	2,786	39,097	(3,689)	2.750%	0.890%	3/11/2021	1/13/2025
Goldman Sachs Corp Notes	10,000	10,000	-	9,617	(383)	1.757%	1.760%	1/19/2022	1/24/2025
Bank of America Corp Notes	20,000	20,000	-	19,179	(821)	1.843%	1.840%	2/1/2022	2/4/2025
Merck & Co Inc Corp Notes	21,389	20,000	1,389	19,551	(1,838)	2.750%	0.940%	3/9/2021	2/10/2025
3M Company Corp Note	69,744	70,000	(256)	66,721	(3,023)	2.000%	2.130%	3/3/2022	2/14/2025
JPMorgan Chase & Co Corp Note Call	30,000	30,000	-	28,335	(1,665)	0.563%	0.560%	2/9/2021	2/16/2025
Exon Mobil Corp Note	29,874	30,000	(126)	29,169	(706)	2.709%	2.860%	4/1/2022	3/6/2025
Bank of America Corp Notes	42,714	40,000	2,714	39,345	(3,369)	3.458%	1.530%	7/22/2021	3/15/2025
Intel Corp Notes	30,873	30,000	873	29,595	(1,278)	3.400%	2.400%	3/8/2022	3/25/2025
Burlington North Santa Fe Corp Note Call	21,533	20,000	1,533	19,567	(1,965)	3.000%	1.070%	3/5/2021	4/1/2025
Amazon.com Inc Corp Notes	74,881	75,000	(119)	73,648	(1,232)	3.000%	3.060%	4/11/2022	4/13/2025
Home Depot Inc Corp Note	4,991	5,000	(9)	4,864	(127)	2.700%	2.760%	3/24/2022	4/15/2025
Target Corp Note	30,015	30,000	15	28,786	(1,229)	2.250%	2.230%	3/8/2022	4/15/2025
Bank of America Corp Notes (Callable)	70,000	70,000	-	65,887	(4,113)	0.976%	0.980%	4/16/2021	4/22/2025
Bank of NY Mellon Corp Note	46,148	45,000	1,148	42,283	(3,865)	1.600%	0.970%	3/10/2021	4/24/2025
Bank of NY Mellon Corp Note	19,997	20,000	(3)	19,701	(296)	3.350%	3.360%	4/19/2022	4/25/2025
Pepsico Inc Corp Note Call	21,400	20,000	1,400	19,502	(1,898)	2.750%	1.020%	3/5/2021	4/30/2025
Citigroup Inc Corp Notes	35,000	35,000	-	32,863	(2,137)	0.981%	0.980%	4/27/2021	5/1/2025
Suntrust Banks Inc Corp Notes	36,373	35,000	1,373	34,841	(1,531)	4.000%	2.690%	3/8/2022	5/1/2025
Charles Schwab Corp Note	40,616	40,000	616	40,059	(556)	3.850%	3.300%	6/1/2022	5/21/2025
Morgan Stanley Corp Notes (Callable)	10,000	10,000	-	9,326	(674)	0.790%	0.790%	5/26/2021	5/30/2025
Honeywell Intl Corp Note	20,360	20,000	360	18,732	(1,628)	1.350%	0.910%	3/5/2021	6/1/2025
JPMorgan Chase & Co Corp Note	25,000	25,000	-	23,391	(1,609)	0.824%	0.82%	5/24/2021	6/1/2025
National Rural Util Coop Corp Note	9,997	10,000	(3)	9,822	(175)	3.450%	3.46%	5/4/2022	6/15/2025
Intel Corp Notes	35,821	35,000	821	34,840	(982)	3.700%	2.95%	4/4/2022	7/29/2025
Citigroup Inc Corp Notes	20,000	20,000	-	18,577	(1,423)	1.281%	1.28%	10/27/2021	11/3/2025
State Street Corp Note	20,000	20,000	-	19,013	(987)	1.746%	1.75%	2/2/2022	2/6/2026
Citigroup Inc Corp Notes	15,000	15,000	-	14,483	(517)	3.290%	3.29%	3/10/2022	3/17/2022
State Street Corp Note	61,208	60,000	1,208	57,586	(3,622)	2.901%	2.38%	2/17/2022	10/29/2020
JPMorgan Chase & Co (Callable)	80,000	80,000	-	79,018	(982)	4.080%	4.08%	4/19/2022	4/26/2020
Corporate Bonds - Total Balances	2,137,152	2,100,000	37,152	2,010,485	(107,325)				

## Investments (continued)

	Purchase Cost	Par Amount	Premium/ (Discount)	Market Value	Unrealized Gain/(Loss)	Coupon Rate	Yield to Maturity	Purchase Date	Maturity Date
Asset Backed Securities									
MBalt 2021 - AAA	11,281	11,283	(1)	11,155	(127)	0.250%	0.25%	1/20/2021	1/16/2024
BMWLT 2021 - AAA	11,727	11,727	(0)	11,600	(127)	0.290%	0.29%	3/10/2021	1/25/2024
BMWLT 2021 - AAA	42,981	43,000	(18)	42,534	(447)	0.290%	0.31%	10/19/2021	1/25/2024
FordL 2021 - Aaa	17,144	17,146	(2)	17,055	(89)	0.260%	0.26%	1/20/2021	2/15/2024
GMALT 2021 - Aaa	22,651	22,653	(2)	22,462	(188)	0.260%	0.26%	2/17/2021	2/20/2024
FordO 2019 - AAA	10,954	10,804	150	10,773	(181)	1.870%	1.38%	4/15/2021	3/15/2024
Woart 2021 - AAA	25,206	25,206	(0)	25,024	(181)	0.220%	0.220%	8/3/2021	9/16/2024
FordL 2021 - AAA	59,989	60,000	(11)	58,240	(1,749)	0.370%	0.380%	9/21/2021	10/15/2024
Harot 2021 - Aaa	23,398	23,399	(0)	22,830	(569)	0.270%	0.270%	2/17/2021	4/21/2025
FordO 2021 - AAA	29,498	29,500	(2)	28,704	(794)	0.300%	0.300%	2/17/2021	8/15/2025
Harot 2021 - Aaa	39,998	40,000	(2)	38,630	(1,368)	0.330%	0.330%	5/18/2021	8/15/2025
GMCa 2021 - AAA	13,344	13,347	(2)	12,982	(363)	0.350%	0.350%	1/12/2021	10/16/2025
Harot 2021 - AAA	39,999	40,000	(1)	38,277	(1,723)	0.410%	0.410%	8/17/2021	11/18/2025
Carmx 2021 - AAA	14,066	14,069	(3)	13,682	(384)	0.340%	0.340%	1/20/2021	12/15/2025
Harot 2021 - Aaa	24,995	25,000	(5)	23,821	(1,174)	0.880%	0.890%	11/16/2021	1/21/2026
TAOT 2021 - AAA	29,999	30,000	(1)	28,596	(1,403)	0.710%	0.710%	11/9/2021	4/15/2026
Hart 2021 - AAA	19,996	20,000	(4)	19,104	(891)	0.740%	0.750%	11/9/2021	5/15/2026
Harot 2022 - AAA	44,993	45,000	(7)	43,519	(1,474)	1.880%	1.880%	2/15/2022	5/15/2026
FordO 2022 - Aaa	24,997	25,000	(3)	23,963	(1,034)	1.290%	1.290%	1/19/2022	6/15/2026
BMWOT 2021 - AAA	24,999	25,000	(1)	24,708	(291)	3.210%	3.210%	5/10/2022	8/25/2026
COPAR 2021 - AAA	25,000	25,000	(0)	23,782	(1,218)	0.770%	0.770%	10/19/2021	9/15/2026
FordO 2022 - Aaa	24,999	25,000	(1)	24,989	(10)	3.740%	3.740%	6/22/2022	9/15/2026
TAOT 2022 - AAA	29,999	30,000	(1)	29,534	(465)	2.930%	2.930%	4/7/2022	9/15/2026
DCENT 2021 - AAA	54,988	55,000	(12)	51,425	(3,563)	0.580%	0.580%	9/20/2021	9/15/2026
GMCa 2021 - AAA	24,999	25,000	(1)	23,685	(1,314)	0.680%	0.680%	10/13/2021	9/16/2026
Hart 2022 - AAA	54,998	55,000	(2)	53,200	(1,798)	2.220%	2.220%	3/9/2022	10/15/2026
Comet 2021 - AAA	49,993	50,000	(7)	47,028	(2,965)	1.040%	1.040%	11/18/2021	11/15/2026
Ally 2022 - AAA	59,988	60,000	(12)	59,470	(518)	3.310%	3.310%	5/10/2022	11/15/2026
GMCa 2022 - AAA	19,998	20,000	(2)	19,187	(812)	1.260%	1.260%	1/11/2022	11/16/2026
HDMOT 2022 - AAA	34,994	35,000	(6)	34,171	(824)	3.060%	3.060%	4/12/2022	2/15/2027
GMCa 2022 - AAA	24,995	25,000	(5)	24,634	(361)	3.100%	3.100%	4/5/2022	2/16/2027
Carmx 2022 - AAA	34,995	35,000	(5)	34,767	(228)	3.490%	3.490%	4/21/2028	2/16/2027
Comet 2022 - AAA	69,995	70,000	(5)	68,124	(1,871)	2.800%	2.800%	3/23/2022	3/15/2027
Comet 2022 - AAA	64,990	65,000	(10)	64,428	(562)	3.490%	3.490%	6/6/2022	5/15/2027
Corporate Bonds - Total Balances	1,107,147	1,107,133	14	967,358	(31,064)				

**Attachment 2. Financial Reports for August, September, October, November**

6. Statement of Revenues, Expenses, and Changes in Net Position for the Month of November, 2022
7. Summary of Revenues and Expenses for the Month of November, 2022
8. Statement of Revenues, Expenses, and Changes in Net Position for the Month of October, 2022
9. Summary of Revenues and Expenses for the Month of October, 2022
10. Statement of Revenues, Expenses, and Changes in Net Position for the Month of September, 2022
11. Summary of Revenues and Expenses for the Month of September, 2022
12. Statement of Revenues, Expenses, and Changes in Net Position for the Month of August, 2022
13. Summary of Revenues and Expenses for the Month of August, 2022



Statement of Revenues, Expenses, and Changes in Net Position for the Month of November, 2022

	District		Water System		Wastewater System		Recycled System		Capital Improvments	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
<b>Operating Revenues</b>										
Commodity Supply Charges	\$ 11,306,200	\$ 5,178,042	\$ 9,456,200	\$ 4,219,269	\$ -	\$ -	\$ 1,850,000	\$ 958,773	\$ -	\$ -
Service Provision Charges	13,346,700	5,507,276	4,449,000	1,812,036	8,495,200	3,532,120	402,500	163,119	-	-
Capital Facilities Charge	3,262,200	1,337,173	-	-	-	-	-	-	3,262,200	1,337,173
Charges for Services	123,000	-	123,000	-	-	-	-	-	-	-
Miscellaneous Operating Income	52,800	13,028	31,000	6,480	20,800	6,548	1,000	-	-	-
Grants, Rebates, Reimbursements	356,700	370,877	400	-	-	-	356,300	167,535	-	203,342
Total Operating Revenues	28,447,600	12,406,396	14,059,600	6,037,785	8,516,000	3,538,668	2,609,800	1,289,427	3,262,200	1,540,516
<b>Operating Expenses</b>										
General & Administrative	5,089,130	1,876,976	2,034,840	794,957	2,647,490	892,128	406,800	189,890	-	-
Operations & Maintenance	19,867,260	6,672,188	12,041,680	3,912,585	6,516,760	2,296,107	1,308,820	463,496	-	-
Operating Capital Expenses	839,300	248,583	-	-	-	-	-	-	839,300	248,583
Other Operating Expenses	320,000	84,674	128,000	33,870	167,000	44,031	25,000	6,774	-	-
Depreciation & Amortization	3,653,600	1,454,055	-	-	-	-	-	-	3,653,600	1,454,055
Total Operating Expenses	29,769,290	10,336,476	14,204,520	4,741,412	9,331,250	3,232,265	1,740,620	660,160	4,492,900	1,702,638
Operating Income/(Loss)	(1,321,690)	2,069,920	(144,920)	1,296,373	(815,250)	306,403	869,180	629,267	(1,230,700)	(162,122)
<b>Non-operating Revenues</b>										
Property Taxes	1,120,000	466,665	448,000	186,665	582,400	242,665	89,600	37,335	-	-
Investment Earnings	100,000	216,040	40,000	27,898	52,000	26,764	8,000	4,148	-	157,230
Miscellaneous Revenue	255,000	98,629	243,000	98,560	10,400	68	1,600	1	-	-
Interest Expense	(2,240,000)	(950,622)	-	-	-	-	-	-	(2,240,000)	(950,622)
Net Non-Operating Revenues	(765,000)	(169,289)	731,000	313,122	644,800	269,497	99,200	41,484	(2,240,000)	(793,392)
<b>Income/(Loss) before Contributions &amp; Transfers</b>										
	(2,086,690)	1,900,631	586,080	1,609,495	(170,450)	575,900	968,380	670,750	(3,470,700)	(955,514)
<b>Transfers</b>										
Transfers In	1,673,450	757,370	-	-	-	-	-	-	1,673,450	757,370
Transfers Out	(1,817,700)	(757,370)	(848,550)	(353,560)	-	-	(969,150)	(403,810)	-	-
Net Transfers	(144,250)	-	(848,550)	(353,560)	-	-	(969,150)	(403,810)	1,673,450	757,370
<b>Capital Contributions</b>										
Donations & Contributions	-	-	-	-	-	-	-	-	-	-
Total Capital Contributions	-	-	-	-	-	-	-	-	-	-
Change in Net Position	(2,230,940)	1,900,631	(262,470)	1,255,935	(170,450)	575,900	(770)	266,940	(1,797,250)	(198,144)
Beginning Net Position	58,663,439	58,663,439								
Ending Net Position	\$ 56,432,499	\$ 60,564,070								

Summary of Revenues and Expenses for the Month of November, 2022

Account - Description	Nov, 2022 Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Summary of Total District Revenues					
District Totals					
Commodity Supply Charges	825,409	5,178,042	11,306,200	6,128,158	54.2%
Service Charges	1,109,826	5,507,276	13,346,700	7,839,424	58.7%
Capital Facility Charges	274,132	1,337,173	3,262,200	1,925,027	59.0%
Charges for Services	-	-	123,000	123,000	100.0%
Miscellaneous Revenue	22,438	111,589	307,800	196,211	63.7%
Grants, Rebates, Reimbursements	69,150	370,877	356,700	(14,177)	-4.0%
Property Taxes	93,333	466,665	1,120,000	653,335	58.3%
Investment Income	107,408	216,040	100,000	(116,040)	-116.0%
Donations & Capital Contributions	-	-	-	-	N/A
Total Revenue	2,501,696	13,187,662	29,922,600	16,734,938	55.9%
Summary of Total District Expenses					
Salary Expenses					
Directors Fees	10,950	52,560	131,400	78,840	60.0%
Exempt Salaries	104,953	528,249	1,262,300	734,051	58.2%
Non-exempt Salaries	372,081	2,060,875	5,343,800	3,282,925	61.4%
Other Salary Payments	-	-	189,400	189,400	100.0%
Overtime	12,316	62,273	230,000	167,727	72.9%
Overtime - On-call	5,600	5,600	72,800	67,200	92.3%
Stipends/Allowances	60	2,410	74,900	72,490	96.8%
Employee Service Awards	1,100	1,100	5,000	3,900	78.0%
Salary Expenses Sub-total	507,061	2,713,067	7,309,600	4,596,533	62.9%
Benefit Expenses					
Medical Insurance	85,815	423,434	1,131,500	708,066	62.6%
HSA Contributions	-	-	4,500	4,500	100.0%
Dental Insurance	4,528	22,727	61,000	38,273	62.7%
Vision Insurance	982	4,951	13,300	8,349	62.8%
Life Insurance	3,552	3,552	36,600	33,048	90.3%
Disability Insurance	-	-	39,590	39,590	100.0%
Long-term Care Insurance	94	3,340	11,600	8,260	71.2%
Workers Compensation Insurance	9,895	50,347	128,900	78,553	60.9%
State Unemployment Insurance	-	-	3,000	3,000	100.0%
401k Retirement Contributions	44,271	236,966	594,300	357,334	60.1%
401k Matching Contributions	26,176	143,179	-	(143,179)	N/A
457b Matching Contributions	8,090	42,096	456,200	414,104	90.8%
Medicare Insurance	6,933	37,230	100,600	63,370	63.0%
FICA	396	2,302	-	(2,302)	N/A
Retiree Medical Insurance Payments	-	-	-	-	N/A
Benefit Expenses Sub-total	190,732	970,124	2,581,090	1,610,966	62.4%
Commodity Purchased for Resale					
Water Purchases - MWDOC	399,665	2,391,931	4,024,200	1,632,269	40.6%
Water Purchases - MWDOC Fixed	54,260	108,520	667,000	558,480	83.7%
Water Purchases - AMP/SAC	(25,012)	(24,124)	9,000	33,124	368.0%
Regional Water Supply Expenses	816	1,594	-	(1,594)	N/A
Water Purchases - Baker WTP	-	-	2,881,760	2,881,760	100.0%
Water Purchases - Baker O&M	5,929	5,929	778,900	772,971	99.2%
Water Purch - Other Agencies	73	56,801	-	(56,801)	N/A
MWDOC Service Connect Charge	-	116,224	125,000	8,776	7.0%
Commodity Purchased for Resale Sub-total	435,731	2,656,876	8,485,860	5,828,984	68.7%

Summary of Revenues and Expenses for the Month of November, 2022

Account - Description	Nov, 2022 Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Contracted/Purchased Services					
Consultants	4,328	5,000	75,000	70,000	93.3%
Engineering Services	-	1,308	52,000	50,693	97.5%
Audit & Accounting Services	-	12,700	28,600	15,900	55.6%
Technology Consultants	16,781	47,711	60,000	12,289	20.5%
Contractors	45,295	516,957	1,189,200	672,243	56.5%
Contracted Employees	17,196	28,889	-	(28,889)	N/A
Legal Svcs - General Counsel	-	21,612	110,000	88,388	80.4%
Legal Svcs - Specialty Counsel	-	3,350	5,000	1,651	33.0%
Other Legal Services	-	78	-	(78)	N/A
Employee Recruitmnt/Compliance	908	1,113	5,000	3,887	77.7%
Employee Health & Wellness	6,067	7,188	17,000	9,812	57.7%
Employee Relations Expenses	267	6,371	2,000	(4,371)	-218.6%
Professional Services	340	22,245	-	(22,245)	N/A
Landscaping Services	-	40,857	166,900	126,043	75.5%
Janitorial Contracts	3,209	13,042	45,000	31,958	71.0%
Equipment Rental	-	2,452	17,000	14,548	85.6%
Uniform Rental	2,057	5,297	20,000	14,703	73.5%
Laboratory Services	4,914	5,084	42,000	36,916	87.9%
Disposal Services	3,497	21,666	34,000	12,334	36.3%
Security Services	-	5,614	24,800	19,186	77.4%
Insurance	46,470	169,629	344,000	174,371	50.7%
Financial Service Fees	7,569	12,437	55,000	42,563	77.4%
Printing & Reproduction	9,517	11,940	23,000	11,060	48.1%
Advertising & Publicity Svcs	-	2,341	11,000	8,659	78.7%
Postage	495	1,021	20,000	18,979	94.9%
Community Relations/Education	1,897	75,130	190,600	115,470	60.6%
Licenses & Permits	-	8,929	189,200	180,271	95.3%
Software Maintenance/Licenses	8,182	66,579	217,900	151,321	69.4%
Electrical Power	147,011	666,587	1,508,500	841,913	55.8%
Natural Gas	227	732	4,500	3,768	83.7%
Cable Service	638	1,427	11,500	10,073	87.6%
Telecommunications	4,383	7,497	20,000	12,503	62.5%
Mobile Telecommunications	3,163	12,570	35,000	22,430	64.1%
Data Access	11,355	21,386	65,000	43,614	67.1%
Equipment Maintenance & Repair	33,004	57,772	100,800	43,028	42.7%
Pump Maintenance & Repair	26,615	26,974	103,500	76,526	73.9%
Motor Maintenance & Repair	-	-	81,500	81,500	100.0%
Electrical Maintenance/Repair	210	9,213	136,400	127,187	93.2%
Meter Maintenance & Repair	-	2,678	14,800	12,122	81.9%
Structure Maintenance & Repair	4,576	22,768	23,000	232	1.0%
Asphalt Maintenance & Repair	28,613	28,613	58,600	29,987	51.2%
Contracted/Purchased Services Sub-total	438,782	1,974,757	5,107,300	3,132,543	61.3%
Commodities					
Repair Parts & Materials	72,600	93,625	389,500	295,875	76.0%
Tools & Small Equipment	922	5,497	66,700	61,203	91.8%
Safety Equipment	399	2,327	38,000	35,673	93.9%
Employee Tools/Safety Equip	2,360	4,284	23,500	19,216	81.8%
Laboratory Tools & Small Equip	1,132	1,454	-	(1,454)	N/A
Technology Tools/Small Equip	15,960	34,136	35,000	864	2.5%
Chemicals	16,669	53,473	259,200	205,727	79.4%
Gasoline & Oil	34,961	34,961	160,000	125,039	78.1%
Operating Supplies/Accessories	11,332	33,714	49,500	15,786	31.9%
Office Supplies & Accessories	955	3,737	23,900	20,163	84.4%
Technology Supplies/Components	141	9,023	30,000	20,977	69.9%
Meeting/Event Supplies & Food	4,355	6,553	28,000	21,447	76.6%
Water Use Efficiency Supplies	-	-	15,000	15,000	100.0%
Commodities Sub-total	161,786	282,784	1,118,300	835,516	74.7%
Professional Development					
Education & Training	90	8,235	46,940	38,705	82.5%
Education/Training - Directors	-	-	-	-	N/A
Dues & Memberships	6,562	17,449	42,080	24,631	58.5%
Dues & Memberships - Directors	7,309	21,504	63,120	41,616	65.9%
Meetings & Conferences	68	4,838	15,880	11,042	69.5%
Meetings/Conferences-Directors	102	6,527	27,420	20,893	76.2%
Travel Reimbursement	797	7,201	17,800	10,599	59.5%
Travel Reimbursement-Directors	1,909	9,403	32,600	23,197	71.2%
Publications & Subscriptions	828	3,126	22,200	19,074	85.9%
Professional Development Sub-total	17,665	78,282	268,040	189,758	70.8%

Summary of Revenues and Expenses for the Month of November, 2022

Account - Description	Nov, 2022 Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Miscellaneous Expenses					
Employee Appreciation Expenses	-	3,994	25,880	21,886	84.6%
Internal/External Event Expenses	-	4	5,760	5,756	99.9%
Election Expense	-	82	16,800	16,718	99.5%
Reimbursable Repair Expense	6,335	20,381	54,710	34,329	62.7%
Property Taxes	2,502	2,502	4,800	2,298	47.9%
Uncollectible Accounts	372	7,271	30,240	22,969	76.0%
NSFs & Miscellaneous Fees	-	3,444	4,680	1,236	26.4%
Refund Overcharges	3,799	14,193	16,120	1,927	12.0%
Damage/Repair Reimbursements	718	2,876	19,160	16,284	85.0%
Miscellaneous Sub-total	13,727	54,747	178,150	123,403	69.3%
Capital Improvement Expenses					
Water System Projects					
Supply/Storage Projects	64,675	340,737	14,540,900	14,200,163	97.7%
Pumping Projects	-	-	200,000	200,000	100.0%
Main/Service Line Projects	-	-	-	-	N/A
Wastewater System Projects					
Pumping Projects	43,250	292,258	845,000	552,742	65.4%
Wastewater Treatment Projects	70,221	213,962	1,709,800	1,495,838	87.5%
Main/Service Line Projects	-	-	-	-	N/A
Recycled System Projects					
Pumping Projects	-	9,546	-	(9,546)	N/A
Tertiary Treatment Projects	-	10,569	-	(10,569)	N/A
Main/Service Line Projects	-	-	-	-	N/A
General Projects					
Operating Equipment Purchases	24,868	24,868	53,000	28,132	53.1%
Vehicle & Related Equipment Purchases	-	-	364,000	364,000	100.0%
Technoloy Projects & Purchases	-	-	120,000	120,000	100.0%
Building & Structure Improvements	67,953	113,818	-	(113,818)	N/A
General Capital Projects	113,747	200,420	107,900	(92,520)	-85.7%
Construction in Progress	(247,859)	(986,961)	(17,101,300)	(16,114,339)	94.2%
Capital Improvement Expenses Sub-total	136,855	219,217	839,300	620,083	73.9%
Other Expenses					
Retiree Health Insurance	-	84,674	320,000	235,326	73.5%
Depreciation	290,811	1,454,055	3,653,600	2,199,545	60.2%
Debt Interest Expense	190,125	950,622	2,240,000	1,289,378	57.6%
Other Expenses Sub-total	480,936	2,404,677	5,893,600	3,488,923	59.2%
Total Expenses	2,383,275	11,354,531	31,781,240	20,426,709	64.3%
Change in Net Position	118,420	1,900,632	(1,858,640)		

Statement of Revenues, Expenses, and Changes in Net Position for the Month of October, 2022

	District		Water System		Wastewater System		Recycled System		Capital Improvments	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
<b>Operating Revenues</b>										
Commodity Supply Charges	\$ 11,306,200	\$ 4,352,633	\$ 9,456,200	\$ 3,513,751	\$ -	\$ -	\$ 1,850,000	\$ 838,882	\$ -	\$ -
Service Provision Charges	13,346,700	4,397,449	4,449,000	1,442,942	8,495,200	2,825,000	402,500	129,507	-	-
Capital Facilities Charge	3,262,200	1,063,041	-	-	-	-	-	-	3,262,200	1,063,041
Charges for Services	123,000	-	123,000	-	-	-	-	-	-	-
Miscellaneous Operating Income	52,800	10,429	31,000	5,198	20,800	5,231	1,000	-	-	-
Grants, Rebates, Reimbursements	356,700	301,727	400	-	-	-	356,300	98,385	-	203,342
Total Operating Revenues	28,447,600	10,125,280	14,059,600	4,961,891	8,516,000	2,830,231	2,609,800	1,066,775	3,262,200	1,266,383
<b>Operating Expenses</b>										
General & Administrative	5,089,130	1,481,562	2,034,840	632,273	2,647,490	690,418	406,800	158,871	-	-
Operations & Maintenance	19,867,260	5,323,689	12,041,680	3,134,382	6,516,760	1,848,025	1,308,820	341,282	-	-
Operating Capital Expenses	839,300	111,727	-	-	-	-	-	-	839,300	111,727
Other Operating Expenses	320,000	84,674	128,000	33,870	167,000	44,031	25,000	6,774	-	-
Depreciation & Amortization	3,653,600	1,163,244	-	-	-	-	-	-	3,653,600	1,163,244
Total Operating Expenses	29,769,290	8,164,896	14,204,520	3,800,525	9,331,250	2,582,473	1,740,620	506,926	4,492,900	1,274,971
<b>Operating Income/(Loss)</b>	(1,321,690)	1,960,384	(144,920)	1,161,366	(815,250)	247,758	869,180	559,849	(1,230,700)	(8,588)
<b>Non-operating Revenues</b>										
Property Taxes	1,120,000	373,332	448,000	149,332	582,400	194,132	89,600	29,868	-	-
Investment Earnings	100,000	108,632	40,000	1,280	52,000	(6,044)	8,000	(900)	-	114,295
Miscellaneous Revenue	255,000	78,756	243,000	78,721	10,400	34	1,600	1	-	-
Interest Expense	(2,240,000)	(760,498)	-	-	-	-	-	-	(2,240,000)	(760,498)
Net Non-Operating Revenues	(765,000)	(199,778)	731,000	229,333	644,800	188,122	99,200	28,969	(2,240,000)	(646,203)
<b>Income/(Loss) before Contributions &amp; Transfers</b>	(2,086,690)	1,760,606	586,080	1,390,699	(170,450)	435,880	968,380	588,818	(3,470,700)	(654,791)
<b>Transfers</b>										
Transfers In	1,673,450	605,896	-	-	-	-	-	-	1,673,450	605,896
Transfers Out	(1,817,700)	(605,896)	(848,550)	(282,848)	-	-	(969,150)	(323,048)	-	-
Net Transfers	(144,250)	-	(848,550)	(282,848)	-	-	(969,150)	(323,048)	1,673,450	605,896
<b>Capital Contributions</b>										
Donations & Contributions	-	-	-	-	-	-	-	-	-	-
Total Capital Contributions	-	-	-	-	-	-	-	-	-	-
<b>Change in Net Position</b>	(2,230,940)	1,760,606	(262,470)	1,107,851	(170,450)	435,880	(770)	265,770	(1,797,250)	(48,895)
<b>Beginning Net Position</b>	58,663,439	58,663,439								
<b>Ending Net Position</b>	\$ 56,432,499	\$ 60,424,045								



Summary of Revenues and Expenses for the Month of October, 2022

Account - Description	Month Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Summary of Total District Revenues					
District Totals					
Commodity Supply Charges	958,805	4,352,633	11,306,200	6,953,567	61.5%
Service Charges	1,119,249	4,397,449	13,346,700	8,949,251	67.1%
Capital Facility Charges	277,662	1,063,041	3,262,200	2,199,159	67.4%
Charges for Services	-	-	123,000	123,000	100.0%
Miscellaneous Revenue	22,253	89,151	307,800	218,649	71.0%
Grants, Rebates, Reimbursements	99,076	301,727	356,700	54,973	15.4%
Property Taxes	93,333	373,332	1,120,000	746,668	66.7%
Investment Income	61,096	108,632	100,000	(8,632)	-8.6%
Donations & Capital Contributions	-	-	-	-	N/A
Total Revenue	2,631,474	10,685,966	29,922,600	19,236,634	64.3%
Summary of Total District Expenses					
Salary Expenses					
Directors Fees	10,293	41,610	131,400	89,790	68.3%
Exempt Salaries	104,953	423,295	1,262,300	839,005	66.5%
Non-exempt Salaries	369,422	1,688,794	5,343,800	3,655,006	68.4%
Other Salary Payments	-	-	189,400	189,400	100.0%
Overtime	10,838	49,956	230,000	180,044	78.3%
Overtime - On-call	-	-	72,800	72,800	100.0%
Stipends/Allowances	-	2,350	74,900	72,550	96.9%
Employee Service Awards	-	-	5,000	5,000	100.0%
Salary Expenses Sub-total	495,506	2,206,006	7,309,600	5,103,594	69.8%
Benefit Expenses					
Medical Insurance	84,712	337,619	1,131,500	793,881	70.2%
HSA Contributions	-	-	4,500	4,500	100.0%
Dental Insurance	4,528	18,198	61,000	42,802	70.2%
Vision Insurance	982	3,969	13,300	9,331	70.2%
Life Insurance	-	-	36,600	36,600	100.0%
Disability Insurance	-	-	39,590	39,590	100.0%
Long-term Care Insurance	94	3,246	11,600	8,354	72.0%
Workers Compensation Insurance	9,383	40,452	128,900	88,448	68.6%
State Unemployment Insurance	-	-	3,000	3,000	100.0%
401k Retirement Contributions	43,260	192,695	594,300	401,605	67.6%
401k Matching Contributions	25,568	117,003	-	(117,003)	N/A
457b Matching Contributions	7,979	34,006	456,200	422,194	92.5%
Medicare Insurance	6,766	30,297	100,600	70,303	69.9%
FICA	398	1,906	-	(1,906)	N/A
Retiree Medical Insurance Payments	-	-	-	-	N/A
Benefit Expenses Sub-total	183,670	779,392	2,581,090	1,801,698	69.8%
Commodity Purchased for Resale					
Water Purchases - MWDOC	684,407	1,992,266	4,024,200	2,031,934	50.5%
Water Purchases - MWDOC Fixed	-	54,260	667,000	612,740	91.9%
Water Purchases - AMP/SAC	296	888	9,000	8,112	90.1%
Regional Water Supply Expenses	389	778	-	(778)	N/A
Water Purchases - Baker WTP	-	-	2,881,760	2,881,760	100.0%
Water Purchases - Baker O&M	-	-	778,900	778,900	100.0%
Water Purch - Other Agencies	56,729	56,729	-	(56,729)	N/A
MWDOC Service Connect Charge	-	116,224	125,000	8,776	7.0%
Commodity Purchased for Resale Sub-total	741,820	2,221,145	8,485,860	6,264,715	73.8%

Summary of Revenues and Expenses for the Month of October, 2022

Account - Description	Month Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Contracted/Purchased Services					
Consultants	673	673	75,000	74,328	99.1%
Engineering Services	1,308	1,308	52,000	50,693	97.5%
Audit & Accounting Services	12,700	12,700	28,600	15,900	55.6%
Technology Consultants	14,495	30,930	60,000	29,070	48.4%
Contractors	235,657	471,662	1,189,200	717,538	60.3%
Contracted Employees	2,863	11,693	-	(11,693)	N/A
Legal Svcs - General Counsel	7,018	21,612	110,000	88,388	80.4%
Legal Svcs - Specialty Counsel	-	3,350	5,000	1,651	33.0%
Other Legal Services	78	78	-	(78)	N/A
Employee Recruitmnt/Compliance	-	205	5,000	4,795	95.9%
Employee Health & Wellness	933	1,121	17,000	15,879	93.4%
Employee Relations Expenses	-	6,104	2,000	(4,104)	-205.2%
Professional Services	21,905	21,905	-	(21,905)	N/A
Landscaping Services	35,944	40,857	166,900	126,043	75.5%
Janitorial Contracts	3,208	9,833	45,000	35,167	78.1%
Equipment Rental	612	2,452	17,000	14,548	85.6%
Uniform Rental	1,088	3,240	20,000	16,760	83.8%
Laboratory Services	170	170	42,000	41,830	99.6%
Disposal Services	11,729	18,169	34,000	15,831	46.6%
Security Services	-	5,614	24,800	19,186	77.4%
Insurance	11,645	123,159	344,000	220,841	64.2%
Financial Service Fees	841	4,868	55,000	50,132	91.1%
Printing & Reproduction	-	2,423	23,000	20,577	89.5%
Advertising & Publicity Svcs	2,341	2,341	11,000	8,659	78.7%
Postage	185	526	20,000	19,474	97.4%
Community Relations/Education	70,853	73,233	190,600	117,367	61.6%
Licenses & Permits	17	8,929	189,200	180,271	95.3%
Software Maintenance/Licenses	2,716	58,397	217,900	159,503	73.2%
Electrical Power	169,635	519,576	1,508,500	988,924	65.6%
Natural Gas	154	505	4,500	3,995	88.8%
Cable Service	-	789	11,500	10,711	93.1%
Telecommunications	721	3,114	20,000	16,886	84.4%
Mobile Telecommunications	2,988	9,407	35,000	25,593	73.1%
Data Access	-	10,031	65,000	54,969	84.6%
Equipment Maintenance & Repair	4,785	24,768	100,800	76,032	75.4%
Pump Maintenance & Repair	359	359	103,500	103,141	99.7%
Motor Maintenance & Repair	-	-	81,500	81,500	100.0%
Electrical Maintenance/Repair	9,004	9,004	136,400	127,396	93.4%
Meter Maintenance & Repair	2,678	2,678	14,800	12,122	81.9%
Structure Maintenance & Repair	1,988	18,192	23,000	4,808	20.9%
Asphalt Maintenance & Repair	-	-	58,600	58,600	100.0%
Contracted/Purchased Services Sub-total	631,291	1,535,974	5,107,300	3,571,326	69.9%
Commodities					
Repair Parts & Materials	13,663	21,025	389,500	368,475	94.6%
Tools & Small Equipment	2,302	4,575	66,700	62,125	93.1%
Safety Equipment	1,327	1,928	38,000	36,072	94.9%
Employee Tools/Safety Equip	9	1,924	23,500	21,576	91.8%
Laboratory Tools & Small Equip	-	322	-	(322)	N/A
Technology Tools/Small Equip	4,438	18,176	35,000	16,824	48.1%
Chemicals	34,717	36,804	259,200	222,396	85.8%
Gasoline & Oil	-	-	160,000	160,000	100.0%
Operating Supplies/Accessories	20,117	22,382	49,500	27,118	54.8%
Office Supplies & Accessories	1,341	2,783	23,900	21,117	88.4%
Technology Supplies/Components	-	8,881	30,000	21,119	70.4%
Meeting/Event Supplies & Food	1,525	2,198	28,000	25,802	92.2%
Water Use Efficiency Supplies	-	-	15,000	15,000	100.0%
Commodities Sub-total	79,438	120,998	1,118,300	997,302	89.2%
Professional Development					
Education & Training	1,006	8,145	46,940	38,795	82.6%
Education/Training - Directors	-	-	-	-	N/A
Dues & Memberships	557	10,887	42,080	31,193	74.1%
Dues & Memberships - Directors	836	14,195	63,120	48,925	77.5%
Meetings & Conferences	1,128	4,770	15,880	11,110	70.0%
Meetings/Conferences-Directors	3,897	6,425	27,420	20,995	76.6%
Travel Reimbursement	4,298	6,404	17,800	11,396	64.0%
Travel Reimbursement-Directors	4,437	7,494	32,600	25,106	77.0%
Publications & Subscriptions	559	2,298	22,200	19,902	89.7%
Professional Development Sub-total	16,719	60,617	268,040	207,423	77.4%

Summary of Revenues and Expenses for the Month of October, 2022

Account - Description	Month Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Miscellaneous Expenses					
Employee Appreciation Expenses	551	3,994	25,880	21,886	84.6%
Internal/External Event Expenses	-	4	5,760	5,756	99.9%
Election Expense	-	82	16,800	16,718	99.5%
Reimbursable Repair Expense	724	14,046	54,710	40,664	74.3%
Property Taxes	-	-	4,800	4,800	100.0%
Uncollectible Accounts	3,415	6,899	30,240	23,341	77.2%
NSFs & Miscellaneous Fees	2,015	3,444	4,680	1,236	26.4%
Refund Overcharges	3,228	10,394	16,120	5,726	35.5%
Damage/Repair Reimbursements	484	2,158	19,160	17,002	88.7%
Miscellaneous Sub-total	10,418	41,020	178,150	137,130	77.0%
Capital Improvement Expenses					
Water System Projects					
Supply/Storage Projects	40,575	276,062	14,540,900	14,264,838	98.1%
Pumping Projects	-	-	200,000	200,000	100.0%
Main/Service Line Projects	-	-	-	-	N/A
Wastewater System Projects					
Pumping Projects	-	249,008	845,000	595,992	70.5%
Wastewater Treatment Projects	123,462	143,741	1,709,800	1,566,059	91.6%
Main/Service Line Projects	-	-	-	-	N/A
Recycled System Projects					
Pumping Projects	-	9,546	-	(9,546)	N/A
Tertiary Treatment Projects	1,963	10,569	-	(10,569)	N/A
Main/Service Line Projects	-	-	-	-	N/A
General Projects					
Operating Equipment Purchases	-	-	53,000	53,000	100.0%
Vehicle & Related Equipment Purchases	-	-	364,000	364,000	100.0%
Technoloy Projects & Purchases	-	-	120,000	120,000	100.0%
Building & Structure Improvements	43,808	45,865	-	(45,865)	N/A
General Capital Projects	88,883	87,502	107,900	20,398	18.9%
Construction in Progress	(249,615)	(739,102)	(17,101,300)	(16,362,198)	95.7%
Capital Improvement Expenses Sub-total	49,075	83,191	839,300	756,109	90.1%
Other Expenses					
Retiree Health Insurance	14,949	84,674	320,000	235,326	73.5%
Depreciation	290,811	1,163,244	3,653,600	2,490,356	68.2%
Debt Interest Expense	190,125	760,498	2,240,000	1,479,502	66.0%
Other Expenses Sub-total	480,936	1,923,742	5,893,600	3,969,858	67.4%
Total Expenses	2,688,872	8,972,085	31,781,240	22,809,155	71.8%
Change in Net Position	(57,398)	1,760,606	(1,858,640)		



Statement of Revenues, Expenses, and Changes in Net Position for the Month of September, 2022

	District		Water System		Wastewater System		Recycled System		Capital Improvments	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
<b>Operating Revenues</b>										
Commodity Supply Charges	\$ 11,306,200	\$ 3,393,829	\$ 9,456,200	\$ 2,714,846	\$ -	\$ -	\$ 1,850,000	\$ 678,982	\$ -	\$ -
Service Provision Charges	13,346,700	3,278,201	4,449,000	1,073,461	8,495,200	2,108,845	402,500	95,895	-	-
Capital Facilities Charge	3,262,200	785,379	-	-	-	-	-	-	3,262,200	785,379
Charges for Services	123,000	-	123,000	-	-	-	-	-	-	-
Miscellaneous Operating Income	52,800	7,965	31,000	3,983	20,800	3,983	1,000	-	-	-
Grants, Rebates, Reimbursements	356,700	202,651	400	-	-	-	356,300	51,220	-	151,431
Total Operating Revenues	28,447,600	7,668,025	14,059,600	3,792,289	8,516,000	2,112,827	2,609,800	826,098	3,262,200	936,810
<b>Operating Expenses</b>										
General & Administrative	5,089,130	1,059,121	2,034,840	477,435	2,647,490	505,111	406,800	76,574	-	-
Operations & Maintenance	19,867,260	3,625,886	12,041,680	2,176,439	6,516,760	1,196,610	1,308,820	252,837	-	-
Operating Capital Expenses	839,300	62,652	-	-	-	-	-	-	839,300	62,652
Other Operating Expenses	320,000	69,725	128,000	27,890	167,000	36,257	25,000	5,578	-	-
Depreciation & Amortization	3,653,600	872,433	-	-	-	-	-	-	3,653,600	872,433
Total Operating Expenses	29,769,290	5,689,817	14,204,520	2,681,765	9,331,250	1,737,978	1,740,620	334,989	4,492,900	935,085
<b>Operating Income/(Loss)</b>	(1,321,690)	1,978,207	(144,920)	1,110,525	(815,250)	374,849	869,180	491,109	(1,230,700)	1,725
<b>Non-operating Revenues</b>										
Property Taxes	1,120,000	279,999	448,000	111,999	582,400	145,599	89,600	22,401	-	-
Investment Earnings	100,000	47,536	40,000	(7,003)	52,000	(14,953)	8,000	(2,300)	-	71,792
Miscellaneous Revenue	255,000	58,933	243,000	58,931	10,400	-	1,600	1	-	-
Interest Expense	(2,240,000)	(570,373)	-	-	-	-	-	-	(2,240,000)	(570,373)
Net Non-Operating Revenues	(765,000)	(183,905)	731,000	163,928	644,800	130,646	99,200	20,102	(2,240,000)	(498,581)
<b>Income/(Loss) before Contributions &amp; Transfers</b>	(2,086,690)	1,794,302	586,080	1,274,453	(170,450)	505,495	968,380	511,210	(3,470,700)	(496,856)
<b>Transfers</b>										
Transfers In	1,673,450	454,422	-	-	-	-	-	-	1,673,450	454,422
Transfers Out	(1,817,700)	(454,422)	(848,550)	(212,136)	-	-	(969,150)	(242,286)	-	-
Net Transfers	(144,250)	-	(848,550)	(212,136)	-	-	(969,150)	(242,286)	1,673,450	454,422
<b>Capital Contributions</b>										
Donations & Contributions	-	-	-	-	-	-	-	-	-	-
Total Capital Contributions	-	-	-	-	-	-	-	-	-	-
<b>Change in Net Position</b>	(2,230,940)	1,794,302	(262,470)	1,062,317	(170,450)	505,495	(770)	268,924	(1,797,250)	(42,434)

Summary of Revenues and Expenses for the Month of September, 2022

Account - Description	Month Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Summary of Total District Revenues					
District Totals					
Commodity Supply Charges	1,166,617	3,393,829	11,306,200	7,912,371	70.0%
Service Charges	1,145,733	3,278,201	13,346,700	10,068,499	75.4%
Capital Facility Charges	284,565	785,379	3,262,200	2,476,821	75.9%
Charges for Services	-	-	123,000	123,000	100.0%
Miscellaneous Revenue	22,096	66,898	307,800	240,902	78.3%
Grants, Rebates, Reimbursements	16,308	202,651	356,700	154,049	43.2%
Property Taxes	93,333	279,999	1,120,000	840,001	75.0%
Investment Income	1,658	47,536	100,000	52,464	52.5%
Donations & Capital Contributions	-	-	-	-	N/A
Total Revenue	2,730,310	8,054,493	29,922,600	21,868,107	73.1%
Summary of Total District Expenses					
Salary Expenses					
Directors Fees	10,950	31,317	131,400	100,083	76.2%
Exempt Salaries	104,953	318,342	1,262,300	943,958	74.8%
Non-exempt Salaries	468,302	1,319,373	5,343,800	4,024,427	75.3%
Other Salary Payments	-	-	189,400	189,400	100.0%
Overtime	16,601	39,119	230,000	190,881	83.0%
Overtime - On-call	-	-	72,800	72,800	100.0%
Stipends/Allowances	-	2,350	74,900	72,550	96.9%
Employee Service Awards	-	-	5,000	5,000	100.0%
Salary Expenses Sub-total	600,806	1,710,500	7,309,600	5,599,100	76.6%
Benefit Expenses					
Medical Insurance	84,025	252,907	1,131,500	878,593	77.6%
HSA Contributions	-	-	4,500	4,500	100.0%
Dental Insurance	4,545	13,670	61,000	47,330	77.6%
Vision Insurance	990	2,988	13,300	10,312	77.5%
Life Insurance	-	-	36,600	36,600	100.0%
Disability Insurance	-	-	39,590	39,590	100.0%
Long-term Care Insurance	95	3,152	11,600	8,448	72.8%
Workers Compensation Insurance	9,816	31,070	128,900	97,830	75.9%
State Unemployment Insurance	-	-	3,000	3,000	100.0%
401k Retirement Contributions	52,573	149,435	594,300	444,865	74.9%
401k Matching Contributions	33,098	91,435	-	(91,435)	N/A
457b Matching Contributions	8,275	26,027	456,200	430,173	94.3%
Medicare Insurance	8,242	23,531	100,600	77,069	76.6%
FICA	470	1,508	-	(1,508)	N/A
Retiree Medical Insurance Payments	-	-	-	-	N/A
Benefit Expenses Sub-total	202,130	595,722	2,581,090	1,985,368	76.9%
Commodity Purchased for Resale					
Water Purchases - MWDOC	-	1,307,860	4,024,200	2,716,340	67.5%
Water Purchases - MWDOC Fixed	-	54,260	667,000	612,740	91.9%
Water Purchases - AMP/SAC	-	592	9,000	8,408	93.4%
Regional Water Supply Expenses	-	389	-	(389)	N/A
Water Purchases - Baker WTP	-	-	2,881,760	2,881,760	100.0%
Water Purchases - Baker O&M	-	-	778,900	778,900	100.0%
Water Purch - Other Agencies	-	-	-	-	N/A
MWDOC Service Connect Charge	-	116,224	125,000	8,776	7.0%
Commodity Purchased for Resale Sub-total	-	1,479,325	8,485,860	7,006,535	82.6%

Summary of Revenues and Expenses for the Month of September, 2022

Account - Description	Month Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Contracted/Purchased Services					
Consultants	-	-	75,000	75,000	100.0%
Engineering Services	-	-	52,000	52,000	100.0%
Audit & Accounting Services	-	-	28,600	28,600	100.0%
Technology Consultants	13,780	16,435	60,000	43,565	72.6%
Contractors	1,921	236,005	1,189,200	953,195	80.2%
Contracted Employees	8,830	8,830	-	(8,830)	N/A
Legal Svcs - General Counsel	8,558	14,594	110,000	95,406	86.7%
Legal Svcs - Specialty Counsel	578	3,350	5,000	1,651	33.0%
Other Legal Services	-	-	-	-	N/A
Employee Recruitmnt/Compliance	205	205	5,000	4,795	95.9%
Employee Health & Wellness	94	188	17,000	16,812	98.9%
Employee Relations Expenses	2,135	6,104	2,000	(4,104)	-205.2%
Professional Services	-	-	-	-	N/A
Landscaping Services	-	4,913	166,900	161,987	97.1%
Janitorial Contracts	3,209	6,624	45,000	38,376	85.3%
Equipment Rental	822	1,840	17,000	15,160	89.2%
Uniform Rental	546	2,152	20,000	17,848	89.2%
Laboratory Services	-	-	42,000	42,000	100.0%
Disposal Services	1,082	6,440	34,000	27,560	81.1%
Security Services	3,711	5,614	24,800	19,186	77.4%
Insurance	-	111,514	344,000	232,486	67.6%
Financial Service Fees	861	4,027	55,000	50,973	92.7%
Printing & Reproduction	1,616	2,423	23,000	20,577	89.5%
Advertising & Publicity Svcs	-	-	11,000	11,000	100.0%
Postage	-	341	20,000	19,659	98.3%
Community Relations/Education	1,334	2,380	190,600	188,220	98.8%
Licenses & Permits	467	8,913	189,200	180,288	95.3%
Software Maintenance/Licenses	53,653	55,681	217,900	162,219	74.4%
Electrical Power	182,209	349,941	1,508,500	1,158,559	76.8%
Natural Gas	161	351	4,500	4,149	92.2%
Cable Service	454	789	11,500	10,711	93.1%
Telecommunications	2,002	2,393	20,000	17,607	88.0%
Mobile Telecommunications	6,419	6,419	35,000	28,581	81.7%
Data Access	6,949	10,031	65,000	54,969	84.6%
Equipment Maintenance & Repair	18,592	19,983	100,800	80,817	80.2%
Pump Maintenance & Repair	-	-	103,500	103,500	100.0%
Motor Maintenance & Repair	-	-	81,500	81,500	100.0%
Electrical Maintenance/Repair	-	-	136,400	136,400	100.0%
Meter Maintenance & Repair	-	-	14,800	14,800	100.0%
Structure Maintenance & Repair	16,204	16,204	23,000	6,796	29.5%
Asphalt Maintenance & Repair	-	-	58,600	58,600	100.0%
Contracted/Purchased Services Sub-total	336,391	904,683	5,107,300	4,202,617	82.3%
Commodities					
Repair Parts & Materials	744	7,362	389,500	382,138	98.1%
Tools & Small Equipment	36	2,273	66,700	64,427	96.6%
Safety Equipment	-	601	38,000	37,399	98.4%
Employee Tools/Safety Equip	718	1,915	23,500	21,585	91.9%
Laboratory Tools & Small Equip	-	322	-	(322)	N/A
Technology Tools/Small Equip	-	13,738	35,000	21,262	60.7%
Chemicals	-	2,087	259,200	257,113	99.2%
Gasoline & Oil	-	-	160,000	160,000	100.0%
Operating Supplies/Accessories	506	2,265	49,500	47,235	95.4%
Office Supplies & Accessories	1,441	1,441	23,900	22,459	94.0%
Technology Supplies/Components	8,511	8,881	30,000	21,119	70.4%
Meeting/Event Supplies & Food	673	673	28,000	27,327	97.6%
Water Use Efficiency Supplies	-	-	15,000	15,000	100.0%
Commodities Sub-total	12,630	41,560	1,118,300	1,076,740	96.3%
Professional Development					
Education & Training	6,607	7,139	46,940	39,801	84.8%
Education/Training - Directors	-	-	-	-	N/A
Dues & Memberships	92	10,330	42,080	31,750	75.5%
Dues & Memberships - Directors	137	13,359	63,120	49,761	78.8%
Meetings & Conferences	1,630	3,642	15,880	12,238	77.1%
Meetings/Conferences-Directors	2,221	2,528	27,420	24,892	90.8%
Travel Reimbursement	2,091	2,105	17,800	15,695	88.2%
Travel Reimbursement-Directors	2,737	3,057	32,600	29,543	90.6%
Publications & Subscriptions	1,739	1,739	22,200	20,461	92.2%
Professional Development Sub-total	17,253	43,898	268,040	224,142	83.6%

Summary of Revenues and Expenses for the Month of September, 2022

Account - Description	Month Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Miscellaneous Expenses					
Employee Appreciation Expenses	3,152	3,442	25,880	22,438	86.7%
Internal/External Event Expenses	4	4	5,760	5,756	99.9%
Election Expense	-	82	16,800	16,718	99.5%
Reimbursable Repair Expense	119	13,322	54,710	41,388	75.7%
Property Taxes	-	-	4,800	4,800	100.0%
Uncollectible Accounts	894	3,484	30,240	26,756	88.5%
NSFs & Miscellaneous Fees	1,429	1,429	4,680	3,251	69.5%
Refund Overcharges	1,784	7,166	16,120	8,954	55.5%
Damage/Repair Reimbursements	1,674	1,674	19,160	17,486	91.3%
Miscellaneous Sub-total	9,056	30,603	178,150	147,547	82.8%
Capital Improvement Expenses					
Water System Projects					
Supply/Storage Projects	-	235,487	14,540,900	14,305,413	98.4%
Pumping Projects	-	-	200,000	200,000	100.0%
Main/Service Line Projects	-	-	-	-	N/A
Wastewater System Projects					
Pumping Projects	16,000	249,008	845,000	595,992	70.5%
Wastewater Treatment Projects	-	20,279	1,709,800	1,689,521	98.8%
Main/Service Line Projects	-	-	-	-	N/A
Recycled System Projects					
Pumping Projects	9,546	9,546	-	(9,546)	N/A
Tertiary Treatment Projects	-	8,606	-	(8,606)	N/A
Main/Service Line Projects	-	-	-	-	N/A
General Projects					
Operating Equipment Purchases	-	-	53,000	53,000	100.0%
Vehicle & Related Equipment Purchases	-	-	364,000	364,000	100.0%
Technoloy Projects & Purchases	-	-	120,000	120,000	100.0%
Building & Structure Improvements	-	2,057	-	(2,057)	N/A
General Capital Projects	544	24,195	107,900	83,705	77.6%
Construction in Progress	(16,544)	(489,487)	(17,101,300)	(16,611,813)	97.1%
Capital Improvement Expenses Sub-total	9,546	59,692	839,300	779,608	92.9%
Other Expenses					
Retiree Health Insurance	23,924	69,725	320,000	250,275	78.2%
Depreciation	290,811	872,433	3,653,600	2,781,167	76.1%
Debt Interest Expense	190,125	570,373	2,240,000	1,669,627	74.5%
Other Expenses Sub-total	480,936	1,442,806	5,893,600	4,450,794	75.5%
Total Expenses	1,668,748	6,308,789	31,781,240	25,472,451	80.1%
Change in Net Position	1,061,562	1,794,303	(1,858,640)		

Statement of Revenues, Expenses, and Changes in Net Position for the Month of August, 2022

	District		Water System		Wastewater System		Recycled System		Capital Improvments	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
<b>Operating Revenues</b>										
Commodity Supply Charges	\$ 11,306,200	\$ 2,227,211	\$ 9,456,200	\$ 1,762,563	\$ -	\$ -	\$ 1,850,000	\$ 464,649	\$ -	\$ -
Service Provision Charges	13,346,700	2,132,468	4,449,000	702,803	8,495,200	1,367,382	402,500	62,283	-	-
Capital Facilities Charge	3,262,200	500,815	-	-	-	-	-	-	3,262,200	500,815
Charges for Services	123,000	-	123,000	-	-	-	-	-	-	-
Miscellaneous Operating Income	52,800	6,275	31,000	3,138	20,800	3,138	1,000	-	-	-
Grants, Rebates, Reimbursements	356,700	186,343	400	-	-	-	356,300	51,220	-	135,123
Total Operating Revenues	28,447,600	5,053,112	14,059,600	2,468,503	8,516,000	1,370,520	2,609,800	578,152	3,262,200	635,938
<b>Operating Expenses</b>										
General & Administrative	5,089,130	683,776	2,034,840	327,536	2,647,490	309,225	406,800	47,015	-	-
Operations & Maintenance	19,867,260	2,892,823	12,041,680	1,915,375	6,516,760	819,976	1,308,820	157,472	-	-
Operating Capital Expenses	839,300	53,106	-	-	-	-	-	-	839,300	53,106
Other Operating Expenses	320,000	45,801	128,000	18,321	167,000	23,817	25,000	3,664	-	-
Depreciation & Amortization	3,653,600	581,622	-	-	-	-	-	-	3,653,600	581,622
Total Operating Expenses	29,769,290	4,257,128	14,204,520	2,261,231	9,331,250	1,153,018	1,740,620	208,151	4,492,900	634,728
<b>Operating Income/(Loss)</b>	(1,321,690)	795,984	(144,920)	207,271	(815,250)	217,502	869,180	370,001	(1,230,700)	1,210
<b>Non-operating Revenues</b>										
Property Taxes	1,120,000	186,666	448,000	74,666	582,400	97,066	89,600	14,934	-	-
Investment Earnings	100,000	45,878	40,000	8,797	52,000	7,494	8,000	1,153	-	28,434
Miscellaneous Revenue	255,000	38,527	243,000	38,525	10,400	-	1,600	1	-	-
Interest Expense	(2,240,000)	(380,248)	-	-	-	-	-	-	(2,240,000)	(380,248)
Net Non-Operating Revenues	(765,000)	(109,178)	731,000	121,989	644,800	104,560	99,200	16,088	(2,240,000)	(351,815)
<b>Income/(Loss) before Contributions &amp; Transfers</b>	(2,086,690)	686,806	586,080	329,260	(170,450)	322,062	968,380	386,089	(3,470,700)	(350,605)
<b>Transfers</b>										
Transfers In	1,817,700	302,948	-	-	-	-	-	-	1,817,700	302,948
Transfers Out	(1,817,700)	(302,948)	(848,550)	(141,424)	-	-	(969,150)	(161,524)	-	-
Net Transfers	-	-	(848,550)	(141,424)	-	-	(969,150)	(161,524)	1,817,700	302,948
<b>Capital Contributions</b>										
Donations & Contributions	-	-	-	-	-	-	-	-	-	-
Total Capital Contributions	-	-	-	-	-	-	-	-	-	-
<b>Change in Net Position</b>	(2,086,690)	686,806	(262,470)	187,836	(170,450)	322,062	(770)	224,565	(1,653,000)	(47,657)
<b>Beginning Net Position</b>	58,663,439	58,663,439								
<b>Ending Net Position</b>	\$ 56,576,749	\$ 59,350,245								



Summary of Revenues and Expenses for the Month of August, 2022

Account - Description	Aug, 2022 Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Summary of Total District Revenues					
District Totals					
Commodity Supply Charges	1,043,939	2,227,211	11,306,200	9,078,989	80.3%
Service Charges	1,059,722	2,132,468	13,346,700	11,214,232	84.0%
Capital Facility Charges	250,363	500,815	3,262,200	2,761,385	84.6%
Charges for Services	-	-	123,000	123,000	100.0%
Miscellaneous Revenue	22,724	44,802	307,800	262,998	85.4%
Grants, Rebates, Reimbursements	135,123	186,343	356,700	170,357	47.8%
Property Taxes	93,333	186,666	1,120,000	933,334	83.3%
Investment Income	4,395	45,878	100,000	54,122	54.1%
Donations & Capital Contributions	-	-	-	-	N/A
Total Revenue	2,609,598	5,324,183	29,922,600	24,598,417	82.2%
Summary of Total District Expenses					
Salary Expenses					
Directors Fees	10,950	20,367	131,400	111,033	84.5%
Exempt Salaries	108,435	213,389	1,262,300	1,048,911	83.1%
Non-exempt Salaries	460,070	851,071	5,343,800	4,492,729	84.1%
Other Salary Payments	-	-	189,400	189,400	100.0%
Overtime	8,314	22,517	230,000	207,483	90.2%
Overtime - On-call	-	-	72,800	72,800	100.0%
Stipends/Allowances	2,350	2,350	74,900	72,550	96.9%
Employee Service Awards	-	-	5,000	5,000	100.0%
Salary Expenses Sub-total	590,119	1,109,694	7,309,600	6,199,906	84.8%
Benefit Expenses					
Medical Insurance	84,441	168,882	1,131,500	962,618	85.1%
HSA Contributions	-	-	4,500	4,500	100.0%
Dental Insurance	4,562	9,124	61,000	51,876	85.0%
Vision Insurance	999	1,998	13,300	11,302	85.0%
Life Insurance	-	-	36,600	36,600	100.0%
Disability Insurance	-	-	39,590	39,590	100.0%
Long-term Care Insurance	94	3,057	11,600	8,543	73.6%
Workers Compensation Insurance	11,132	21,253	128,900	107,647	83.5%
State Unemployment Insurance	-	-	3,000	3,000	100.0%
401k Retirement Contributions	51,526	96,862	594,300	497,439	83.7%
401k Matching Contributions	31,026	58,337	-	(58,337)	N/A
457b Matching Contributions	9,896	17,752	456,200	438,448	96.1%
Medicare Insurance	8,156	15,289	100,600	85,311	84.8%
FICA	523	1,038	-	(1,038)	N/A
Retiree Medical Insurance Payments	-	-	-	-	N/A
Benefit Expenses Sub-total	202,356	393,592	2,581,090	2,187,498	84.8%
Commodity Purchased for Resale					
Water Purchases - MWDOC	710,228	1,307,860	4,024,200	2,716,340	67.5%
Water Purchases - MWDOC Fixed	54,260	54,260	667,000	612,740	91.9%
Water Purchases - AMP/SAC	297	592	9,000	8,408	93.4%
Regional Water Supply Expenses	-	389	-	(389)	N/A
Water Purchases - Baker WTP	-	-	2,881,760	2,881,760	100.0%
Water Purchases - Baker O&M	-	-	778,900	778,900	100.0%
Water Purch - Other Agencies	-	-	-	-	N/A
MWDOC Service Connect Charge	116,224	116,224	125,000	8,776	7.0%
Commodity Purchased for Resale Sub-total	881,008	1,479,325	8,485,860	7,006,535	82.6%

Summary of Revenues and Expenses for the Month of August, 2022

Account - Description	Aug, 2022 Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Contracted/Purchased Services					
Consultants	-	-	75,000	75,000	100.0%
Engineering Services	-	-	52,000	52,000	100.0%
Audit & Accounting Services	-	-	28,600	28,600	100.0%
Technology Consultants	-	2,655	60,000	57,345	95.6%
Contractors	233,309	234,085	1,189,200	955,115	80.3%
Contracted Employees	-	-	-	-	N/A
Legal Svcs - General Counsel	-	6,036	110,000	103,964	94.5%
Legal Svcs - Specialty Counsel	-	2,772	5,000	2,228	44.6%
Other Legal Services	-	-	-	-	N/A
Employee Recruitmnt/Compliance	-	-	5,000	5,000	100.0%
Employee Health & Wellness	-	94	17,000	16,906	99.4%
Employee Relations Expenses	-	3,969	2,000	(1,969)	-98.5%
Professional Services	-	-	-	-	N/A
Landscaping Services	-	4,913	166,900	161,987	97.1%
Janitorial Contracts	-	3,415	45,000	41,585	92.4%
Equipment Rental	-	1,018	17,000	15,982	94.0%
Uniform Rental	-	1,606	20,000	18,394	92.0%
Laboratory Services	-	-	42,000	42,000	100.0%
Disposal Services	-	5,358	34,000	28,642	84.2%
Security Services	1,903	1,903	24,800	22,897	92.3%
Insurance	102,570	111,514	344,000	232,486	67.6%
Financial Service Fees	2,122	3,166	55,000	51,834	94.2%
Printing & Reproduction	808	808	23,000	22,192	96.5%
Advertising & Publicity Svcs	-	-	11,000	11,000	100.0%
Postage	341	341	20,000	19,659	98.3%
Community Relations/Education	341	1,046	190,600	189,554	99.5%
Licenses & Permits	4,116	8,446	189,200	180,754	95.5%
Software Maintenance/Licenses	-	2,028	217,900	215,872	99.1%
Electrical Power	-	167,732	1,508,500	1,340,768	88.9%
Natural Gas	-	190	4,500	4,310	95.8%
Cable Service	-	334	11,500	11,166	97.1%
Telecommunications	-	391	20,000	19,609	98.0%
Mobile Telecommunications	-	-	35,000	35,000	100.0%
Data Access	-	3,081	65,000	61,919	95.3%
Equipment Maintenance & Repair	(27)	1,391	100,800	99,409	98.6%
Pump Maintenance & Repair	-	-	103,500	103,500	100.0%
Motor Maintenance & Repair	-	-	81,500	81,500	100.0%
Electrical Maintenance/Repair	-	-	136,400	136,400	100.0%
Meter Maintenance & Repair	-	-	14,800	14,800	100.0%
Structure Maintenance & Repair	-	-	23,000	23,000	100.0%
Asphalt Maintenance & Repair	-	-	58,600	58,600	100.0%
Contracted/Purchased Services Sub-total	345,483	568,293	5,107,300	4,539,008	88.9%
Commodities					
Repair Parts & Materials	-	6,618	389,500	382,882	98.3%
Tools & Small Equipment	-	2,237	66,700	64,463	96.6%
Safety Equipment	260	601	38,000	37,399	98.4%
Employee Tools/Safety Equip	-	1,197	23,500	22,303	94.9%
Laboratory Tools & Small Equip	-	322	-	(322)	N/A
Technology Tools/Small Equip	-	13,738	35,000	21,262	60.7%
Chemicals	-	2,087	259,200	257,113	99.2%
Gasoline & Oil	-	-	160,000	160,000	100.0%
Operating Supplies/Accessories	499	1,759	49,500	47,741	96.4%
Office Supplies & Accessories	-	-	23,900	23,900	100.0%
Technology Supplies/Components	-	370	30,000	29,630	98.8%
Meeting/Event Supplies & Food	-	-	28,000	28,000	100.0%
Water Use Efficiency Supplies	-	-	15,000	15,000	100.0%
Commodities Sub-total	759	28,930	1,118,300	1,089,370	97.4%
Professional Development					
Education & Training	-	532	46,940	46,408	98.9%
Education/Training - Directors	-	-	-	-	N/A
Dues & Memberships	10,142	10,238	42,080	31,842	75.7%
Dues & Memberships - Directors	13,078	13,222	63,120	49,898	79.1%
Meetings & Conferences	2,012	2,012	15,880	13,868	87.3%
Meetings/Conferences-Directors	-	307	27,420	27,113	98.9%
Travel Reimbursement	-	15	17,800	17,785	99.9%
Travel Reimbursement-Directors	-	320	32,600	32,280	99.0%
Publications & Subscriptions	-	-	22,200	22,200	100.0%
Professional Development Sub-total	25,232	26,646	268,040	241,394	90.1%

Summary of Revenues and Expenses for the Month of August, 2022

Account - Description	Aug, 2022 Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Miscellaneous Expenses					
Employee Appreciation Expenses	-	290	25,880	25,590	98.9%
Internal/External Event Expenses	-	-	5,760	5,760	100.0%
Election Expense	82	82	16,800	16,718	99.5%
Reimbursable Repair Expense	13,078	13,203	54,710	41,507	75.9%
Property Taxes	-	-	4,800	4,800	100.0%
Uncollectible Accounts	2,181	2,590	30,240	27,650	91.4%
NSFs & Miscellaneous Fees	-	-	4,680	4,680	100.0%
Refund Overcharges	-	5,382	16,120	10,738	66.6%
Damage/Repair Reimbursements	-	-	19,160	19,160	100.0%
Miscellaneous Sub-total	15,341	21,547	178,150	156,603	87.9%
Capital Improvement Expenses					
Water System Projects					
Supply/Storage Projects	-	235,487	14,540,900	14,305,413	98.4%
Pumping Projects	-	-	200,000	200,000	100.0%
Main/Service Line Projects	-	-	-	-	N/A
Wastewater System Projects					
Pumping Projects	-	233,008	845,000	611,992	72.4%
Wastewater Treatment Projects	20,279	20,279	1,709,800	1,689,521	98.8%
Main/Service Line Projects	-	-	-	-	N/A
Recycled System Projects					
Pumping Projects	-	-	-	-	N/A
Tertiary Treatment Projects	-	8,606	-	(8,606)	N/A
Main/Service Line Projects	-	-	-	-	N/A
General Projects					
Operating Equipment Purchases	-	-	53,000	53,000	100.0%
Vehicle & Related Equipment Purchases	-	-	364,000	364,000	100.0%
Technoloy Projects & Purchases	-	-	120,000	120,000	100.0%
Building & Structure Improvements	-	2,057	-	(2,057)	N/A
General Capital Projects	-	24,195	107,900	83,705	77.6%
Construction in Progress	-	(472,943)	(17,101,300)	(16,628,357)	97.2%
Capital Improvement Expenses Sub-total	20,279	50,689	839,300	788,611	94.0%
Other Expenses					
Retiree Health Insurance	-	45,801	320,000	274,199	85.7%
Depreciation	290,811	581,622	3,653,600	3,071,978	84.1%
Debt Interest Expense	190,124	380,248	2,240,000	1,859,752	83.0%
Other Expenses Sub-total	480,935	961,870	5,893,600	4,931,730	83.7%
Total Expenses	2,561,512	4,640,585	31,781,240	27,140,655	85.4%
Change in Net Position	48,086	686,806	(1,858,640)		



**Attachment 3. Financial Reports for August, September, October, November**

14. Interim Balance Sheet for the Month of July, 2022

15. Statement of Revenues, Expenses, and Changes in Net Position for the Month of July, 2022

16. Summary of Revenues and Expenses for the Month of July, 2022

El Toro Water District Interim Balance Sheet for the Month of July, 2022				
	6/30/2022 Ending	7/1/2022 Beginning	7/31/2022 Interim	Monthly Change
<b>Assets</b>				
Current Assets				
Cash & Cash Equivalents	(4,015,635)	10,208,395	10,490,604	282,209
Investments	21,897,583	21,897,583	21,929,977	32,394
Receivables, Net				
Water Sales & Wastewater Service	3,604,539	3,604,539	5,014,980	1,410,441
Miscellaneous	130,384	130,384	92,159	(38,225)
Interest	37,939	37,939	30,386	(7,553)
Taxes	15,847	15,847	93,332	77,485
Lease	223,990	223,990	244,766	20,776
Other	27,154	27,154	27,685	531
Materials & Supply Inventory	782,349	782,349	782,349	-
Prepaid Expenses	256,087	256,087	256,087	-
Restricted - Cash & Cash Equivalents	26,797,887	12,573,857	12,573,857	-
Current Assets - Sub-total	49,758,124	49,758,124	51,536,182	1,778,058
Non-Current Assets				
Lease Receivable	432,962	432,962	432,962	-
Land & Easements	7,451,585	7,451,585	7,451,585	-
Capacity Rights	342,382	342,382	342,382	-
Capital Assets				
Water System	36,908,024	36,908,024	36,908,024	-
Wastewater System	56,969,901	56,969,901	56,969,901	-
Recycled System	55,454,389	55,454,389	55,454,389	-
Combined Assets	14,541,459	14,541,459	14,541,459	-
Construction in Progress	4,714,756	4,714,756	4,714,756	-
Accumulated Depreciation	(88,231,945)	(88,231,945)	(88,580,615)	(348,670)
Non-Current Assets - Sub-total	88,583,513	88,583,513	88,234,843	(348,670)
<b>Total Assets</b>	<b>138,341,637</b>	<b>138,341,637</b>	<b>139,771,025</b>	<b>1,429,388</b>
<b>Deferred Outflows of Resources</b>				
OPEB Deferred Outflow of Resources	4,564,293	4,564,293	4,564,293	4,564,293
<b>Liabilities</b>				
Current Liabilities				
Accounts Payable & Accrued Expenses	3,092,683	3,092,683	3,943,704	851,021
Accrued Salaries & Related Payables	111,062	111,062	372,543	261,481
Customer Deposits	54,147	54,147	54,147	-
Accrued Interest Payable	614,910	614,910	805,034	190,124
Long Term Liabilities - Due in One Year			-	-
Compensated Absences	197,729	197,729	197,729	-
Loans Payable	1,557,454	1,557,454	1,557,454	-
Current Liabilities - Sub-total	5,627,985	5,627,985	6,930,611	1,302,626
Non-Current Liabilities				
Compensated Absences	1,314,487	1,314,487	1,314,487	-
Other Post-Employment Benefits Liability	20,031,266	20,031,266	20,031,266	-
Loans Payable	55,678,799	55,678,799	55,678,799	-
Non-Current Liabilities - Sub-total	77,024,552	77,024,552	77,024,552	-
<b>Total Liabilities</b>	<b>82,652,537</b>	<b>82,652,537</b>	<b>83,955,163</b>	<b>1,302,626</b>
<b>Deferred Inflows of Resources</b>				
Deferred Amounts from Leases	636,695	636,695	636,695	-
Deferred Amounts from OPEB	953,259	953,259	953,259	-
Total Deferred Inflows of Resources	1,589,954	1,589,954	1,589,954	-
<b>Net Position</b>				
Net Investment in Capital Assets	30,402,906	30,402,906	30,223,246	(179,660)
Restricted - Capital Projects	2,895	2,895	2,895	-
Restricted - Debt Service	26,794,992	26,794,992	26,794,992	-
Unrestricted	1,462,646	1,462,646	1,827,070	364,424
<b>Total Net Position</b>	<b>58,663,439</b>	<b>58,663,439</b>	<b>58,848,203</b>	<b>184,764</b>

Statement of Revenues, Expenses, and Changes in Net Position for the Month of July, 2022

	District		Water System		Wastewater System		Recycled System		Capital Improvments	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
<b>Operating Revenues</b>										
Commodity Supply Charges	\$ 11,306,200	\$ 1,183,272	\$ 9,456,200	\$ 933,827	\$ -	\$ -	\$ 1,850,000	\$ 249,445	\$ -	\$ -
Service Provision Charges	13,346,700	1,072,746	4,449,000	351,541	8,495,200	690,064	402,500	31,142	-	-
Capital Facilities Charge	3,262,200	250,452	-	-	-	-	-	-	3,262,200	250,452
Charges for Services	123,000	-	123,000	-	-	-	-	-	-	-
Miscellaneous Operating Income	52,800	2,835	31,000	1,418	20,800	1,418	1,000	-	-	-
Grants, Rebates, Reimbursements	356,700	51,220	400	-	-	-	356,300	51,220	-	-
Total Operating Revenues	28,447,600	2,560,526	14,059,600	1,286,785	8,516,000	691,481	2,609,800	331,807	3,262,200	250,452
<b>Operating Expenses</b>										
General & Administrative	5,089,130	391,531	2,034,840	208,658	2,647,490	158,535	406,800	24,337	-	-
Operations & Maintenance	19,867,260	1,637,075	12,041,680	1,112,884	6,516,760	458,452	1,308,820	65,740	-	-
Operating Capital Expenses	839,300	20,279	-	-	-	-	-	-	839,300	20,279
Other Operating Expenses	320,000	-	128,000	-	167,000	-	25,000	-	-	-
Depreciation & Amortization	3,653,600	290,811	-	-	-	-	-	-	3,653,600	290,811
Total Operating Expenses	29,769,290	2,339,696	14,204,520	1,321,542	9,331,250	616,987	1,740,620	90,077	4,492,900	311,090
Operating Income/(Loss)	(1,321,690)	220,829	(144,920)	(34,757)	(815,250)	74,494	869,180	241,730	(1,230,700)	(60,638)
<b>Non-operating Revenues</b>										
Property Taxes	1,120,000	93,333	448,000	37,333	582,400	48,533	89,600	7,467	-	-
Investment Earnings	100,000	41,483	40,000	17,517	52,000	20,770	8,000	3,195	-	-
Miscellaneous Revenue	255,000	19,243	243,000	19,242	10,400	-	1,600	1	-	-
Interest Expense	(2,240,000)	(190,124)	-	-	-	-	-	-	(2,240,000)	(190,124)
Net Non-Operating Revenues	(765,000)	(36,065)	731,000	74,092	644,800	69,303	99,200	10,664	(2,240,000)	(190,124)
Income/(Loss) before Contributions & Transfers	(2,086,690)	184,764	586,080	39,335	(170,450)	143,797	968,380	252,393	(3,470,700)	(250,761)
<b>Transfers</b>										
Transfers In	1,817,700	151,474	-	-	-	-	-	-	1,817,700	151,474
Transfers Out	(1,817,700)	(151,474)	(848,550)	(70,712)	-	-	(969,150)	(80,762)	-	-
Net Transfers	-	-	(848,550)	(70,712)	-	-	(969,150)	(80,762)	1,817,700	151,474
<b>Capital Contributions</b>										
Donations & Contributions	-	-	-	-	-	-	-	-	-	-
Total Capital Contributions	-	-	-	-	-	-	-	-	-	-
Change in Net Position	(2,086,690)	184,764	(262,470)	(31,377)	(170,450)	143,797	(770)	171,631	(1,653,000)	(99,287)

Summary of Revenues and Expenses for the Month of July, 2022					
Account - Description	Jul, 2022 Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Summary of Total District Revenues					
District Totals					
Commodity Supply Charges	1,183,272	1,183,272	11,306,200	10,122,928	89.5%
Service Charges	1,072,746	1,072,746	13,346,700	12,273,954	92.0%
Capital Facility Charges	250,452	250,452	3,262,200	3,011,748	92.3%
Charges for Services	-	-	123,000	123,000	100.0%
Miscellaneous Revenue	22,078	22,078	307,800	285,722	92.8%
Grants, Rebates, Reimbursements	51,220	51,220	356,700	305,480	85.6%
Property Taxes	93,333	93,333	1,120,000	1,026,667	91.7%
Investment Income	41,483	41,483	100,000	58,517	58.5%
Donations & Capital Contributions	-	-	-	-	N/A
Total Revenue	2,714,584	2,714,584	29,922,600	27,208,016	90.9%
Summary of Total District Expenses					
Salary Expenses					
Directors Fees	10,950	10,950	131,400	120,450	91.7%
Exempt Salaries	108,435	108,435	1,262,300	1,153,865	91.4%
Non-exempt Salaries	460,070	460,070	5,343,800	4,883,730	91.4%
Other Salary Payments	-	-	189,400	189,400	100.0%
Overtime	8,314	8,314	230,000	221,686	96.4%
Overtime - On-call	-	-	72,800	72,800	100.0%
Stipends/Allowances	2,350	2,350	74,900	72,550	96.9%
Employee Service Awards	-	-	5,000	5,000	100.0%
Salary Expenses Sub-total	590,119	590,119	7,309,600	6,719,481	91.9%
Benefit Expenses					
Medical Insurance	84,441	84,441	1,131,500	1,047,059	92.5%
HSA Contributions	-	-	4,500	4,500	100.0%
Dental Insurance	4,562	4,562	61,000	56,438	92.5%
Vision Insurance	999	999	13,300	12,301	92.5%
Life Insurance	-	-	36,600	36,600	100.0%
Disability Insurance	-	-	39,590	39,590	100.0%
Long-term Care Insurance	94	94	11,600	11,506	99.2%
Workers Compensation Insurance	11,132	11,132	128,900	117,768	91.4%
State Unemployment Insurance	-	-	3,000	3,000	100.0%
401k Retirement Contributions	51,526	51,526	594,300	542,774	91.3%
401k Matching Contributions	31,026	31,026	-	(31,026)	N/A
457b Matching Contributions	9,896	9,896	456,200	446,304	97.8%
Medicare Insurance	8,156	8,156	100,600	92,444	91.9%
FICA	523	523	-	(523)	N/A
Retiree Medical Insurance Payments	-	-	-	-	N/A
Benefit Expenses Sub-total	202,356	202,356	2,581,090	2,378,734	92.2%
Commodity Purchased for Resale					
Water Purchases - MWDOC	710,228	710,228	4,024,200	3,313,972	82.4%
Water Purchases - MWDOC Fixed	54,260	54,260	667,000	612,740	91.9%
Water Purchases - AMP/SAC	297	297	9,000	8,703	96.7%
Regional Water Supply Expenses	-	-	-	-	N/A
Water Purchases - Baker WTP	-	-	2,881,760	2,881,760	100.0%
Water Purchases - Baker O&M	-	-	778,900	778,900	100.0%
Water Purch - Other Agencies	-	-	-	-	N/A
MWDOC Service Connect Charge	116,224	116,224	125,000	8,776	7.0%
Commodity Purchased for Resale Sub-total	881,008	881,008	8,485,860	7,604,852	89.6%

Summary of Revenues and Expenses for the Month of July, 2022					
Account - Description	Jul, 2022 Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Contracted/Purchased Services					
Consultants	-	-	75,000	75,000	100.0%
Engineering Services	-	-	52,000	52,000	100.0%
Audit & Accounting Services	-	-	28,600	28,600	100.0%
Technology Consultants	-	-	60,000	60,000	100.0%
Contractors	233,309	233,309	1,189,200	955,891	80.4%
Contracted Employees	-	-	-	-	N/A
Legal Svcs - General Counsel	-	-	110,000	110,000	100.0%
Legal Svcs - Specialty Counsel	-	-	5,000	5,000	100.0%
Other Legal Services	-	-	-	-	N/A
Employee Recruitmnt/Compliance	-	-	5,000	5,000	100.0%
Employee Health & Wellness	-	-	17,000	17,000	100.0%
Employee Relations Expenses	-	-	2,000	2,000	100.0%
Professional Services	-	-	-	-	N/A
Landscaping Services	-	-	166,900	166,900	100.0%
Janitorial Contracts	-	-	45,000	45,000	100.0%
Equipment Rental	-	-	17,000	17,000	100.0%
Uniform Rental	-	-	20,000	20,000	100.0%
Laboratory Services	-	-	42,000	42,000	100.0%
Disposal Services	-	-	34,000	34,000	100.0%
Security Services	1,903	1,903	24,800	22,897	92.3%
Insurance	102,570	102,570	344,000	241,430	70.2%
Financial Service Fees	2,122	2,122	55,000	52,878	96.1%
Printing & Reproduction	808	808	23,000	22,192	96.5%
Advertising & Publicity Svcs	-	-	11,000	11,000	100.0%
Postage	341	341	20,000	19,659	98.3%
Community Relations/Education	341	341	190,600	190,259	99.8%
Licenses & Permits	4,116	4,116	189,200	185,084	97.8%
Software Maintenance/Licenses	-	-	217,900	217,900	100.0%
Electrical Power	-	-	1,508,500	1,508,500	100.0%
Natural Gas	-	-	4,500	4,500	100.0%
Cable Service	-	-	11,500	11,500	100.0%
Telecommunications	-	-	20,000	20,000	100.0%
Mobile Telecommunications	-	-	35,000	35,000	100.0%
Data Access	-	-	65,000	65,000	100.0%
Equipment Maintenance & Repair	(27)	(27)	100,800	100,827	100.0%
Pump Maintenance & Repair	-	-	103,500	103,500	100.0%
Motor Maintenance & Repair	-	-	81,500	81,500	100.0%
Electrical Maintenance/Repair	-	-	136,400	136,400	100.0%
Meter Maintenance & Repair	-	-	14,800	14,800	100.0%
Structure Maintenance & Repair	-	-	23,000	23,000	100.0%
Asphalt Maintenance & Repair	-	-	58,600	58,600	100.0%
Contracted/Purchased Services Sub-total	345,483	345,483	5,107,300	4,761,817	93.2%
Commodities					
Repair Parts & Materials	-	-	389,500	389,500	100.0%
Tools & Small Equipment	-	-	66,700	66,700	100.0%
Safety Equipment	260	260	38,000	37,740	99.3%
Employee Tools/Safety Equip	-	-	23,500	23,500	100.0%
Laboratory Tools & Small Equip	-	-	-	-	N/A
Technology Tools/Small Equip	-	-	35,000	35,000	100.0%
Chemicals	-	-	259,200	259,200	100.0%
Gasoline & Oil	-	-	160,000	160,000	100.0%
Operating Supplies/Accessories	499	499	49,500	49,001	99.0%
Office Supplies & Accessories	-	-	23,900	23,900	100.0%
Technology Supplies/Components	-	-	30,000	30,000	100.0%
Meeting/Event Supplies & Food	-	-	28,000	28,000	100.0%
Water Use Efficiency Supplies	-	-	15,000	15,000	100.0%
Commodities Sub-total	759	759	1,118,300	1,117,541	99.9%
Professional Development					
Education & Training	-	-	46,940	46,940	100.0%
Education/Training - Directors	-	-	-	-	N/A
Dues & Memberships	10,142	10,142	42,080	31,938	75.9%
Dues & Memberships - Directors	13,078	13,078	63,120	50,042	79.3%
Meetings & Conferences	2,012	2,012	15,880	13,868	87.3%
Meetings/Conferences-Directors	-	-	27,420	27,420	100.0%
Travel Reimbursement	-	-	17,800	17,800	100.0%
Travel Reimbursement-Directors	-	-	32,600	32,600	100.0%
Publications & Subscriptions	-	-	22,200	22,200	100.0%
Professional Development Sub-total	25,232	25,232	268,040	242,808	90.6%

Summary of Revenues and Expenses for the Month of July, 2022					
Account - Description	Jul, 2022 Actual	YTD Actual	2022-2023 Budgeted	Budget Remaining	% of Budget Remaining
Miscellaneous Expenses					
Employee Appreciation Expenses	-	-	25,880	25,880	100.0%
Internal/External Event Expenses	-	-	5,760	5,760	100.0%
Election Expense	82	82	16,800	16,718	99.5%
Reimbursable Repair Expense	13,078	13,078	54,710	41,632	76.1%
Property Taxes	-	-	4,800	4,800	100.0%
Uncollectible Accounts	2,181	2,181	30,240	28,059	92.8%
NSFs & Miscellaneous Fees	-	-	4,680	4,680	100.0%
Refund Overcharges	-	-	16,120	16,120	100.0%
Damage/Repair Reimbursements	-	-	19,160	19,160	100.0%
Miscellaneous Sub-total	15,341	15,341	178,150	162,809	91.4%
Capital Improvement Expenses					
Water System Projects					
Supply/Storage Projects	-	-	14,540,900	14,540,900	100.0%
Pumping Projects	-	-	200,000	200,000	100.0%
Main/Service Line Projects	-	-	-	-	N/A
Wastewater System Projects				-	N/A
Pumping Projects	-	-	845,000	845,000	100.0%
Wastewater Treatment Projects	20,279	20,279	1,709,800	1,689,521	98.8%
Main/Service Line Projects	-	-	-	-	N/A
Recycled System Projects				-	N/A
Pumping Projects	-	-	-	-	N/A
Tertiary Treatment Projects	-	-	-	-	N/A
Main/Service Line Projects	-	-	-	-	N/A
General Projects				-	N/A
Operating Equipment Purchases	-	-	53,000	53,000	100.0%
Vehicle & Related Equipment Purchases	-	-	364,000	364,000	100.0%
Technoloy Projects & Purchases	-	-	120,000	120,000	100.0%
Building & Structure Improvements	-	-	-	-	N/A
General Capital Projects	-	-	107,900	107,900	100.0%
Construction in Progress	-	-	(17,101,300)	(17,101,300)	100.0%
Capital Improvement Expenses Sub-total	20,279	20,279	839,300	819,021	97.6%
Other Expenses					
Retiree Health Insurance	-	-	320,000	320,000	100.0%
Depreciation	290,811	290,811	3,653,600	3,362,789	92.0%
Debt Interest Expense	190,124	190,124	2,240,000	2,049,876	91.5%
Other Expenses Sub-total	480,935	480,935	5,893,600	5,412,665	91.8%
Total Expenses	2,561,512	2,532,001	31,781,240	29,219,728	91.9%
Change in Net Position	153,072	182,583	(1,858,640)		

MINUTES OF THE REGULAR MEETING  
& OF THE  
ENGINEERING COMMITTEE MEETING

December 12, 2022

At approximately 8:15 a.m. Director Vergara called the Engineering Committee meeting to order.

Committee Members KATHRYN FRESHLEY, KAY HAVENS, MIKE GASKINS, JOSE VERGARA (zoom), and MARK MONIN participated.

Also participating were DENNIS P. CAFFERTY, General Manager, JASON HAYDEN, CFO (zoom), JUDY CIMORELL, Human Resources Manager, SCOTT HOPKINS, Operations Superintendent, GILBERT J. GRANITO, General Counsel, HANNAH FORD, Engineering Manager, MIKE MIAZGA, IT Manager, SHERRI SEITZ, Public Relations Manager (zoom), CAROL MOORE, Laguna Woods Mayor (zoom), and POLLY WELSCH, Recording Secretary.

Consent Calendar

Director Vergara asked for a Motion.

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

Roll Call Vote:

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

## Engineering Action Items

### Filter Plant Demolition Project Change Order

Ms. Ford stated that as part of the preliminary design report for the Filter Building Site Use project, Vert Environmental developed a limited survey for hazardous materials, which included the identification of asbestos-containing materials for removal. The contractor, Resource Environmental Inc. (REI) removed the identified asbestos containing materials early in the demolition; however, as demolition progressed, REI unearthed multiple pipe penetrations of asbestos cement pipe along the inlet channels of two of the filter beds and embedded between the filter beds that were not previously identified in the design survey.

Ms. Ford stated that REI submitted a Change Order in the amount of \$71,717.88 to cover the additional scope of removing the unforeseen asbestos material. She further stated that a credit of \$7,908.18 for work already specified resulted in the price of the Change Order to be \$63,810.51. Staff decided to proceed with the change order on a time and materials basis in order to maintain schedule and reduce the cost even further than the lump sum proposed.

Director Vergara asked for a Motion.

Motion: President Freshley made a Motion, seconded by Vice President Havens and unanimously carried across the Board to Directors 1) ratify the General Manager's authorization of work, on a time and materials basis, to remove existing asbestos material at the Filtration Plant Demolition Project in an amount not to exceed \$65,000 and 2) authorize the General Manager to issue a subsequent change order to the contract with Resource Environmental, Inc. to cover the actual documented costs.



### Roll Call Vote

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

### ETM Backflow Prevention Project Check Valve Pre-Purchase

Ms. Ford stated that the feed to the Tertiary Treatment Plant (TTP) branches off the Ocean Outfall Pump Station (OOPS) discharge manifold, and there is no backflow prevention mechanism on the connection to the Effluent Transmission Main (ETM) so that, when the pumps are not actively pumping or if the all discharge is directed to the TTP, flow from the ETW could potentially flow in the reverse direction and into the recycled water system.

Ms. Ford stated that staff is recommending installing a check valve to prevent backflow and maximize reuse of all secondary effluent. Due to long lead times associated with the check valve, staff recommends pre-purchasing the valve while wrapping up the final design of the remaining project components.

Director Vergara asked for a Motion.

Motion: President Freshley made a Motion, seconded by Director Monin and unanimously carried across the Board to authorize the General Manager to issue a purchase order to B&K Valves in the amount of \$38,116 for the purchase of an 18" Surgebuster Check Valve.

### Roll Call Vote:

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

## General Information Items

### SCWD Doheny Desalination Plant Project

Mr. Cafferty stated that the District needs to come to a final decision regarding whether or not the District is interesting in participating in the SCWD Doheny Desalination Project. He further stated that the next step might require participating agencies to commit to preliminary design costs that might be as much as \$1.5 million dollars. The Board requested Mr. Cafferty get further information regarding project costs, minimum flow commitment, hydraulics and seasonal flow requirements. Mr. Cafferty stated he will engage SCWD in a discussion and bring further information to the Board at a future meeting.

### Capital Projects Status Report

#### R-6 Reservoir Floating Cover and Liner Replacement Project

Ms. Ford stated that the reservoir is in the midst of its final drain down. Staff is working with the contractor Layfield USA Inc. on the first Change Order which includes a time delay for the conflicting utilities uncovered during trenching as well as a cost for trench cover protection. She further stated that the Change Order will include a credit for removing a 8-inch valve and a credit for soil testing.

#### Filter Building Site Use Project

Ms. Ford stated that demolition remains on track for completion by the end of this year. She further stated that construction of the new warehouse will begin after the nesting season in September 2023.

### JTM Project

Ms. Ford stated that staff is working with the contractor on the submittal review process and mobilization for construction activities. She further stated that staff has finalized Change Order 1 to perform the project-wide Arc Flash study.

### Main Office HVAC Improvement Project

Ms. Ford stated that construction has started and Empire Design and Build has performed an air balancing test of the HVAC system and began structural upgrades to the roof.

### Headworks Rehabilitation Study

Ms. Ford stated that the study concluded with recommendations for each Headworks process. In the coarse screenings area, the dimminutor requires replacement and staff is recommending a bar screen in its place as well as an additional bypass channel. She further stated that staff plans to re-purpose the Wash Press compactors such that they are dedicated to each bar screen.

Ms. Ford stated that the grit aeration diffusers would benefit from replacement with wide band non-clog diffusers which would require less energy for grit removal. Energy efficiency would be improved by installing a VFD and modifying the controls for the grit blower to vary flow when the air lift pumps are running and turndown airflow as needed to optimize grit removal.

In the fine screenings area, existing equipment is aging and requires replacement as well as safety improvements. The study evaluated different screen technologies and landed on a rotating drum with integral screw conveyor, which offers the advantage of a “dry” discharge because its screw conveyor that brings screenings to the discharge chute also washes and de-waters them prior to discharge. No additional

washing/compacting would be required, thereby freeing up the Fine Screen Area washer compactor for use in the Coarse Screenings Area. Bins would sit directly underneath the chute with no additional conveyance needed.

Costs for these modifications are substantial, and staff is contemplating how to phase into the CIP, given the crucial need at the WRP. Ms. Ford further stated that once costs are more refined, staff will develop recommendations for Board approval and eventual implementation in the CIP.

#### Water and Sewer Master Plan Update

Ms. Ford stated that staff continues to work to resolve water quality issues in the Northwest of the District's distribution system and improve Aliso Creek lift station operations.

#### Pump Station Asset Management Plan

Ms. Ford stated that the consultant presented a preview of the asset management findings. The condition assessment identified just over 10% (~130 assets) in degraded or poor condition, meaning that they are near failure with an elevated need of replacement in the next five years. Approximately 130 assets rated at a poor or degraded condition level with an estimated replacement cost of approximately \$11M. Of those 130 assets, around 40 assets scored at a high consequence of failure (top 30%). The estimated replacement costs for these 40 assets is \$4M. District staff are working with Hazen and Sawyer to prioritize and fit these projects into the 5-year CIP. In addition, Hazen and Sawyer is projecting 50-year needs to develop an average annual investment in Pump Stations assets for budgeting purposes.

### Tertiary System Optimization

Ms. Ford stated that staff narrowed down consideration of viable alternatives because they have regulatory approval precedent. Staff prefers the low CT free chlorination alternative due to the simplicity of the solution (i.e., no additional chemical – ammonium sulfate – stored on site) and the likelihood of adjusting the post-RWST chlorine boost to lower than 5 mg/L to realize more savings. She further stated that this project coupled with the ETM backflow prevention project could eliminate the use of the potable augmentation in the recycled water system.

Staff is preparing to move forward with implementation of the low CT free chlorination solution by hiring Trussell Technologies, Inc. to pursue regulatory approval for this alternative from the Division of Drinking Water prior to design and installation. Permitting costs to obtain this approval are approximately \$45,000.

### DAF Unit 2 Rehabilitation Project

Ms. Ford stated that the contractor is performing interim mechanical repairs and electrical upgrades such as replacement of the center feedwell connection to the structure flow while the upgrades added SCADA integration and relocated the VFD to a safer location.

### Reservoir R-2 Interior Recoating Project

Ms. Ford stated that the contractor has completed the construction of this project, and staff has filed for Notice of Completion and released retention to the contractor. Factoring in the DWR grant, the District was able to free up \$473,833.50 of budget for reserves.

### Reservoir R-3 RMS Mixer Replacement

Ms. Ford stated that staff issued the purchase order for the new mixer and executed the contract with Halcyon to install the electrical.

### WRP Main Power Breaker Replacement

Ms. Ford stated that staff issued a purchase order for the new ATSs and is working with Schneider Electric to install the breakers in the first quarter of 2023.

### WRP Optimization Study

Ms. Ford stated that the consultant conducted a third progress meeting to review the results of the Waste Activated Call and Secondary Clarifier No. 1 structural evaluation. She further stated that they will conduct a final workshop to discuss recommendations and costs.

### Wash Press System at Headworks

Ms. Ford stated that the contractor installed the supporting electrical, and staff plans to complete equipment startup early next year.

### Effluent Pump Station Rehabilitation Project

Ms. Ford stated that the contractor plans to return to the site prior to the pump delivery in February.

### Caltrans I-5 Widening Utility Relocations

Ms. Ford stated that staff is working with Caltrans to close out the project, and processing reimbursement.

### Revenue Bond Expense Tracking

Ms. Ford stated that staff is tracking project actuals compared to revenue bond budget.

### Energy Efficiency Analysis

Ms. Ford stated that staff continues to work on recommended energy efficiency projects for the WRP and pump stations.

### Engineering Items Discussed at Various Conferences and Meetings

There were no comments.

### Comments Regarding Non-Agenda Engineering Committee Items

There were no comments.

### Adjournment

There being no further business, the Engineering Committee meeting was adjourned at approximately 10:00 a.m.

### Recess

At approximately 10:00 a.m. the Board took a short recess.

### Regular Session

At approximately 10:05 a.m. the Board resumed the Regular Session.

### Attorney Report

Mr. Granito reported that there is a need for a Closed Session today with regard to item #3 only of today's Closed Session agenda.

### Closed Session

At approximately 10:05 a.m. the Board went into Closed Session with regard to Item #3 only of today's Closed Session agenda, and everyone except the Board members and General Counsel left the meeting.

At approximately 10:30 a.m. Mr. Cafferty joined the Closed Session.

At approximately 10:40 a.m. Ms. Cimorell joined the Closed Session.

### Open Report/Regular Session

At approximately 10:45 a.m. the Board returned to Open Session. Also at this time Ms. Welsch returned to the meeting.

Mr. Granito reported that during the Closed Session, Item #3 only was considered by the Board during which the Board initiated, but did not conclude the General Manager's performance evaluation. No reportable action was taken.

### Adjournment

At approximately 11:00 a.m. the meeting was adjourned.

Respectfully submitted,

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POLLY WELSCH  
Recording Secretary

APPROVED:

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KATHRYN FRESHLEY, President  
of the El Toro Water District and the  
Board of Directors thereof

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





## STAFF REPORT

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**To: Board of Directors**

**Meeting date: January 23, 2023**

**From: Scott Hopkins, Operations Superintendent  
Dennis P. Cafferty, General Manager**

**Subject: WRP Boom Truck Replacement**

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The proposal on which the agenda item was based was submitted in November, 2022. Staff requested the vendor provide a current dated proposal to verify costs had not changed. The vendor submitted a revised quote with a significant cost increase.

The original budget was based on a February, 2022 proposed cost of \$315,000. The updated proposal submitted in November, 2022 increased the cost to approximately \$365,000 with an anticipated lead time of 12-24 months. While staff was disappointed in both the lead time and the cost increase, recent inflation and supply chain issues seemed a reasonable explanation. On January 19, 2023 the vendor submitted a new proposal with a cost increase to approximately \$415,000.

The Boom Truck is a critical piece of equipment for a variety of District maintenance and construction activities. The existing Boom Truck is 32 years old and must be replaced. However, noting the \$100,000 (32%) increase in cost since the February proposal, staff is evaluating whether potential alternative suppliers can provide similar equipment at a lower cost and/or schedule.

Staff will provide an update at the Engineering Committee Meeting regarding the effort to procure a new Boom Truck.



## STAFF REPORT

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**To:** Board of Directors

**Meeting Date:** January 23, 2023

**From:** Dennis P. Cafferty, General Manager

**Subject:** Main Office HVAC Improvement Project Change Order

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### BACKGROUND

In August, 2022 the Board approved award of a contract to Empire Design & Build LLC in the amount of \$230,000 for the construction of the Main Office HVAC Improvement Project.

The Main Office building has been closed since November 28<sup>th</sup>. The project was originally scheduled to be complete by January 23, 2023. The project contractor, Empire Design and Build (Empire), has completed the structural upgrades to the roof as well as the installation of the new HVAC units.



### PROJECT CHANGE ORDERS

During preparation of the plans necessary for the City of Lake Forest permit the design engineer identified a requirement for the addition of smoke duct detectors per international Mechanical and NFPA code. The cost for the installation of the detectors was authorized in Change Order No. 1 in the amount of \$8,202.25. This cost did not include the wiring connection of the detectors to the existing fire panel in the building. In the interest of avoiding delays in receipt of the detectors Empire provided the cost to purchase and install the detectors in the ducts while also requesting direction regarding connection requirements.

During the work to provide the necessary structural reinforcement of the roof, the structural engineer determined additional structural members were necessary. The cost for the installation of 6" structural C-Channel at all five HVAC unit locations was authorized in Change Order No. 2 in the amount of \$23,835.80.

During an inspection of the structural upgrades the structural engineer issued further direction to install additional sheet metal screws to further secure proposed structural elements to existing. This work is complete and will be included in upcoming Change Order No. 3 at a cost of \$3,734.56.

During the installation of the HVAC units the Contractor informed the District that the existing thermostats must be replaced because the new HVAC system is a 2-phase heat pump and the existing thermostats are not compatible. This work is complete and will be included in upcoming Change Order No. 3 at a cost of \$6,065.64.

The total cost associated with the two existing change orders and the above described work to be included in Change Order No. 3 amounts to \$41,838.25.

## **HVAC/FIRE PANEL SCOPE CHANGE**

In December the District learned that the duct detectors installation would require plan check and inspection by the Orange County Fire Authority. The District requested Empire provide a cost and a schedule to develop the plan necessary for OCFA approval and the installation of the appurtenant labor and material necessary to connect the detectors to the existing fire panel. Empire proposed to use a subcontractor specializing in fire protection to accomplish the revised scope and submitted a change order request in the amount of \$18,481.50.

Upon further review, the fire subcontractor noted that, due to the age of the existing fire panel, it is no longer compatible with the new duct detectors. In order to complete the installation, as well as comply with associated code requirements, Empire submitted an additional cost of \$31,452.50 with a scheduled overall project end date of March 17<sup>th</sup>. The total proposed change order cost associated with the duct detector installation now amounts to \$49,934. The proposed work includes:

- upgraded fire panel
- new annunciator keypad plus wiring to panel
- new cellular dialer
- transferring existing fire devices to proposed fire panel
- testing of proposed panel
- installing dedicated 120V circuit to panel
- additional Engineering of above-mentioned items into OCFA deferred submittal

Given the significantly increased cost, staff has solicited a competing proposal from another fire protection contractor. In an effort to avoid further delay in the project, staff is requesting approval at the currently identified change order cost. If a competing proposal identifies an opportunity to reduce cost, staff will proceed accordingly.

## DUCT WORK SCOPE CHANGE

During an inspection associated with the project permit, the City of Lake Forest inspector observed that the existing duct insulation had significantly deteriorated. The inspector required correction before final inspection. The District contracted with a mechanical engineer, GMEP, to assess the condition of the existing ducts and provide direction to the contractor for necessary repairs. Staff is reviewing the direction prepared by GMEP in preparation to request costs from the contractor for the duct repairs. This work will be covered in an upcoming change order.



## BUDGET

A construction contingency of \$23,000 was included in the project budget at the time of award of the construction contract. Table 1 includes the total unforeseen project costs, assuming the worst-case change order cost, in comparison to project contingency. The significant budget overage is a reflection of the challenges inherent in the rehabilitation of a 40-year old building and upgrades necessary to meet current code requirements.

**Table 1- Filter Building and Clearwell Demolition Project Unforeseen Project Costs**

Organization	Description	Cost
Empire Design & Build LLC	Construction Contract	\$230,000
RPM	ESDC	\$4,000
Scott Wallace SE	ESDC	\$2,500
	Construction Contingency	\$23,000
<b>Total</b>		<b>\$259,500</b>
	Project Change Orders	\$41,838
GMEP	Duct Repair Assessment	\$6,200
<b>Remaining Contingency</b>		<b>(\$25,038)</b>
HVAC/Fire System Change Order		\$49,934 <sup>1</sup>
<b>Overage</b>		<b>(\$74,972)</b>

<sup>1</sup>Worst case cost.

## **RECOMMENDATION**

The District staff received the revised costs associated with the HVAC/Fire Panel scope of work and was still evaluating the costs and options at the time the agenda was posted. The following recommended action has been revised from the original agenda. Staff is coordinating with legal counsel regarding the modification of the agenda item that will be necessary at the Board meeting.

### **Recommended Action:**

Staff recommends that the Board of Directors authorize the General Manager to approve work necessary for the installation of material associated with connection of the duct detectors to the existing fire panel in an amount not to exceed \$49,934. Staff further recommends that the Board authorize the General Manager to fund the project costs from the District's Capital Reserves in accordance with the District's adopted Capital Reserve Policy.





## STAFF REPORT

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**To:** Board of Directors

**Meeting Date:** January 23, 2023

**From:** Dennis P. Cafferty, General Manager

**Subject:** Filter Building and Clearwell Demolition Project Change Order

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### BACKGROUND

During the demolition of the filter plant building the removal of an above ground PVC pipeline resulted in a leak that caused a significant amount of water to overflow down the hillside between the old Filter Plant building and the Clear Well. After investigation the District determined the PVC pipe was connected to the existing active 24" water pipeline that conveys water from the R-6 Reservoir to the Main Pressure Reducing Station at the southwest corner of the old Filter Plant building. The as-builts did not show the connection, which appeared to be an old air relief valve connection.

District staff was able to isolate the leak and install a valve on the PVC connection. Upon completion of the demolition project Staff will direct a pipeline contractor to remove the remaining pipe connection to the 24" pipeline.

### CHANGE ORDER

The water overflow down the slope created significant erosion in two separate locations. The project geotechnical consultant, Group Delta, provided direction to the contractor for repairs to restore the stability of the slope. REI submitted a change order request amounting to \$32,677.48 for the slope repair in the first erosion area. Subsequently District staff observed a second erosion area that was more difficult to see due to the presence existing trees on the slope. Upon discovery of the second erosion area District staff requested Group Delta assess the area and provide further direction to the contractor for the additional slope repairs. An interfering dying tree was removed and staff requested REI provide a price for the additional slope repairs. Staff anticipates the total cost of the slope repairs will exceed the General Managers \$50,000 authority.







## BUDGET

A construction contingency of \$70,000 was included in the project budget at the time of award of the demolition contract. To date, public outreach, additional geotechnical scope and costs for additional asbestos abatement have consumed a significant portion of contingency budget. Table 1 includes the total unforeseen project costs, assuming the worst-case change order cost, in comparison to project contingency. The revenue bond projects cost tracking table has been updated to show reallocated costs to cover the additional impacts to the contingency budget .

**Table 1- Filter Building and Clearwell Demolition Project Unforeseen Project Costs**

<b>Task Description</b>	<b>Cost</b>
Public Outreach	\$3,569
Additional Geotechnical Work (Group Delta)	\$7,580
P5 Development and Visual Inspections (Vert)	\$2,405
Additional Asbestos Material Remediation (REI)	\$40,226
<b>Total</b>	<b>\$53,780</b>
<b>Remaining Contingency</b>	<b>\$16,220</b>
Slope Repairs Change Order	\$70,000 <sup>1</sup>
<b>Overage</b>	<b>(\$53,780)</b>

<sup>1</sup>Worst case cost.

Table 2 provides some perspective on how these unforeseen costs compare to the overall Filter Building and Clearwell Demolition Project budget

**Table 2- Filter Building and Clearwell Demolition Project Budget**

<b>Task Description</b>	<b>Budget</b>	<b>Actual</b>
Demolition Construction Contract (REI)	\$685,000	\$685,000
Engineering Services during Construction (Brady)	\$124,429	\$124,429
Contingency	\$70,000	\$123,780
<b>Total</b>	<b>\$879,429</b>	<b>\$933,209</b>
<b>Difference in Budget versus Actual</b>		<b>(\$53,780)</b>

## **RECOMMENDATION**

### **Recommended Action:**

Staff recommends that the Board of Directors authorize the General Manager to issue a change order to the contract with Resource Environmental, Inc. in an amount not to exceed \$70,000 for slope repairs to mitigate erosion of the slope above the demolished clear well at the Filtration Plant Demolition Project. Staff further recommends that the Board authorize the General Manager to fund the project costs from the District's Capital Reserves in accordance with the District's adopted Capital Reserve Policy.





## STAFF REPORT

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**To:** Board of Directors **Meeting Date:** January 23, 2022

**From:** Dennis Cafferty, General Manager

**Subject:** Resolution No. 23-1-1 Authority to Apply for, Receive, Enter into a Cooperative Agreement, and Administer a Grant for the 2023 Bureau of Reclamation WaterSMART: Water Recycling and Desalination Planning Grant

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### BACKGROUND

The District has been contemplating direct potable reuse (DPR) as a source of supply to increase water supply reliability, reduce greenhouse gas emissions, and improve water quality. Currently, the District relies entirely on imported supplies, conveyed directly from Metropolitan Water District or from the Baker Water Treatment Plant, to meet its potable water demands. ETWD owns and operates a Water Recycling Plant (WRP) that produces high quality secondary effluent, a portion [average of 1.3 million gallons per day (mgd)] of which is further treated at the Tertiary Treatment Plant (TTP) for non-potable reuse. Demand for non-potable reuse fluctuates diurnally and seasonally, so the majority (average of 2.3 mgd) of the secondary effluent requires disposal to the Aliso Creek Ocean Outfall. Instead of continued wastewater disposal to the Ocean Outfall, the District would like to explore the costs and implications of advanced treatment for direct potable reuse.

In addition, the District's neighbor, Moulton Niguel Water District (MNWD), is exploring construction of a potable reuse facility, and the District is interested in understanding the feasibility of constructing infrastructure to convey the District's non-potable recycled water to MNWD for return as purified water in a collaborative potable reuse scheme.

District staff recommends conducting a DPR Feasibility Study (Study) that would involve hiring a consultant to lead a technical investigation and achieve the following goals:

- 1) Define the project need and value in terms of water supply and climate resiliency;
- 2) Determine the project size and complexity, including potential partnerships with a regional partner;
- 3) Determine the costs of the project; and
- 4) Document an Implementation Plan, which lays out the steps and schedule for DPR implementation.

Resolution No. 23-01-1 Authority to Apply for, Receive, Enter into a Cooperative Agreement, and Administer a Grant for the 2023 Bureau of Reclamation WaterSMART: Water Recycling and Desalination Planning Grant  
Page 2

The Study's scope of work would include:

- Stakeholder Engagement
- Determination of Available Source Flow
- Water Quality Evaluation
- Preliminary Process Design, Facility Siting, and Alternatives Analysis for Three Concepts, as follows:
  - o Standard DPR train meeting all listed criteria in draft regulations
  - o Alternative DPR train based upon the latest thinking on projects in Los Angeles
  - o A "DPR Light" train which allows for less chemical treatment if DPR flows are 10% or less of total water used.
- Regulatory Considerations
- Residuals Management
- Development of a Potable Reuse Roadmap
- Title XVI Compliant Report

The United States Department of the Interior's (Department) Sustain and Manage America's Resources for Tomorrow (WaterSMART) Program provides a framework for Federal leadership and assistance to stretch and secure water supplies for future generations in support of USBR's (United States Bureau of Reclamation) priorities. Through WaterSMART, the Bureau of Reclamation (Reclamation) leverages Federal and non-Federal funding to work cooperatively with States, Tribes, and local entities as they plan for and implement actions to increase water supply sustainability through investments in existing infrastructure and attention to local water conflicts. Reclamation issued a Notice of Funding Opportunity (NOFO) No. R23AS00076, which could cover 50 percent of the District's costs to pursue this Study. Staff plans to submit an application requesting USBR funding for approximately \$244,000 for this Study to cover consulting costs.

The District would cover the remaining costs, currently estimated at \$143,000 from capital and \$101,000 from operational revenues to cover additional consulting, staff time, and water quality testing. After grant award, the Study will take 12 months to complete. USBR requires the District to include a Resolution in the grant application that verifies the identity of official legal authority to enter into a grant agreement with USBR.

## **RECOMMENDATION**

### **Recommended Action:**

Staff recommends that the Board of Directors adopt Resolution No. 23-1-1, authorizing the General Manager, or designee, to apply for, receive, and enter into a cooperative agreement, and administer a grant for the 2023 Bureau of Reclamation WaterSMART: Water Recycling and Desalination Planning Grant.

RESOLUTION NO. 23-1-1

RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE EL TORO WATER DISTRICT  
AUTHORIZING THE GENERAL MANAGER, OR DESIGNEE, TO APPLY FOR,  
RECEIVE, AND ENTER INTO A COOPERATIVE AGREEMENT, AND  
ADMINISTER A GRANT FOR THE 2023 BUREAU OF RECLAMATION WATERSMART:  
WATER RECYCLING AND DESALINATION PLANNING GRANT.

**RESOLUTION NO. 23-1-1**

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE EL TORO WATER DISTRICT ("DISTRICT")  
AUTHORIZING THE GENERAL MANAGER, OR DESIGNEE, TO APPLY FOR,  
RECEIVE, AND ENTER INTO A COOPERATIVE AGREEMENT, AND  
ADMINISTER A GRANT FOR THE 2023 BUREAU OF RECLAMATION  
WATERSMART: WATER RECYCLING AND DESALINATION PLANNING GRANT**

**BE IT RESOLVED**, by the El Toro Water District Board of Directors ("Board") that the District General Manager or his/her designee is hereby authorized and directed to sign and file, for and on behalf of the El Toro Water District ("District"), a WaterSMART: Water Recycling and Desalination Planning Grant Application for a grant from the U.S. Bureau of Reclamation in the amount not to exceed \$1,000,000; and

**BE IT RESOLVED**, the District General Manager, or his/her designee, is hereby authorized to acknowledge and approve of the application and the information submitted for consideration, and is further authorized to certify that the District has and will provide the amount of funding and/or in-kind contributions specified in the funding plan; and

**BE IT RESOLVED**, that the Board hereby agrees and further does authorize the aforementioned representative or his/her designee to certify that the District has and will comply with all statutory and regulatory requirements related to any grant funds; and

**BE IT FURTHER RESOLVED**, that the General Manager or his/her designee is hereby authorized to negotiate and execute a grant and any amendments or change order thereto on behalf of the District received and will work with Reclamation to meet established deadlines for entering into a cooperative agreement.

**ADOPTED, SIGNED, AND APPROVED** this 23<sup>rd</sup> day of January, 2023.

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KAY HAVENS, President  
El Toro Water District and the  
Board of Directors thereof

ATTEST:

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



## STAFF REPORT

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**To: Board of Directors**

**Meeting Date: January 23, 2023**

**From: Dennis Cafferty, General Manager**

**Subject: Capital Project Status Report**

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### **I. R-6 Reservoir Floating Cover and Liner Replacement Project**

The draining of the R-6 Reservoir was complete in December. The contractor (Layfield) has completed removal of the existing cover material. Much of the drainage piping and electrical work in the perimeter road has been completed. The contractor has taken delivery of approximately 50% of the liner material and started installation of the new liner. Photos of the liner installation can be found in Figure 2. Substantial completion is scheduled to occur at the end of September 2023

The District is working with the contractor, Layfield USA Inc. (Layfield), to develop the cost for the first change order, which will include a time delay for the conflicting utilities uncovered during trenching, a cost for trench cover protection, a credit for removing an 8-inch valve from the project, and a credit for soil testing required in order to determine suitability of the stockpile for re-use at the Filter Building site.

The existing contract anticipated that remedial work would be necessary on the perimeter road following construction. As shown in Figure 1, early signs indicate the work to restore the perimeter road is likely to be larger in scope than anticipated. Staff will continue to evaluate the condition of the road and will work with the contractor to refine the scope of work towards the end of the project.



**Figure 1**  
**Perimeter Road Paving**  
**Deterioration**

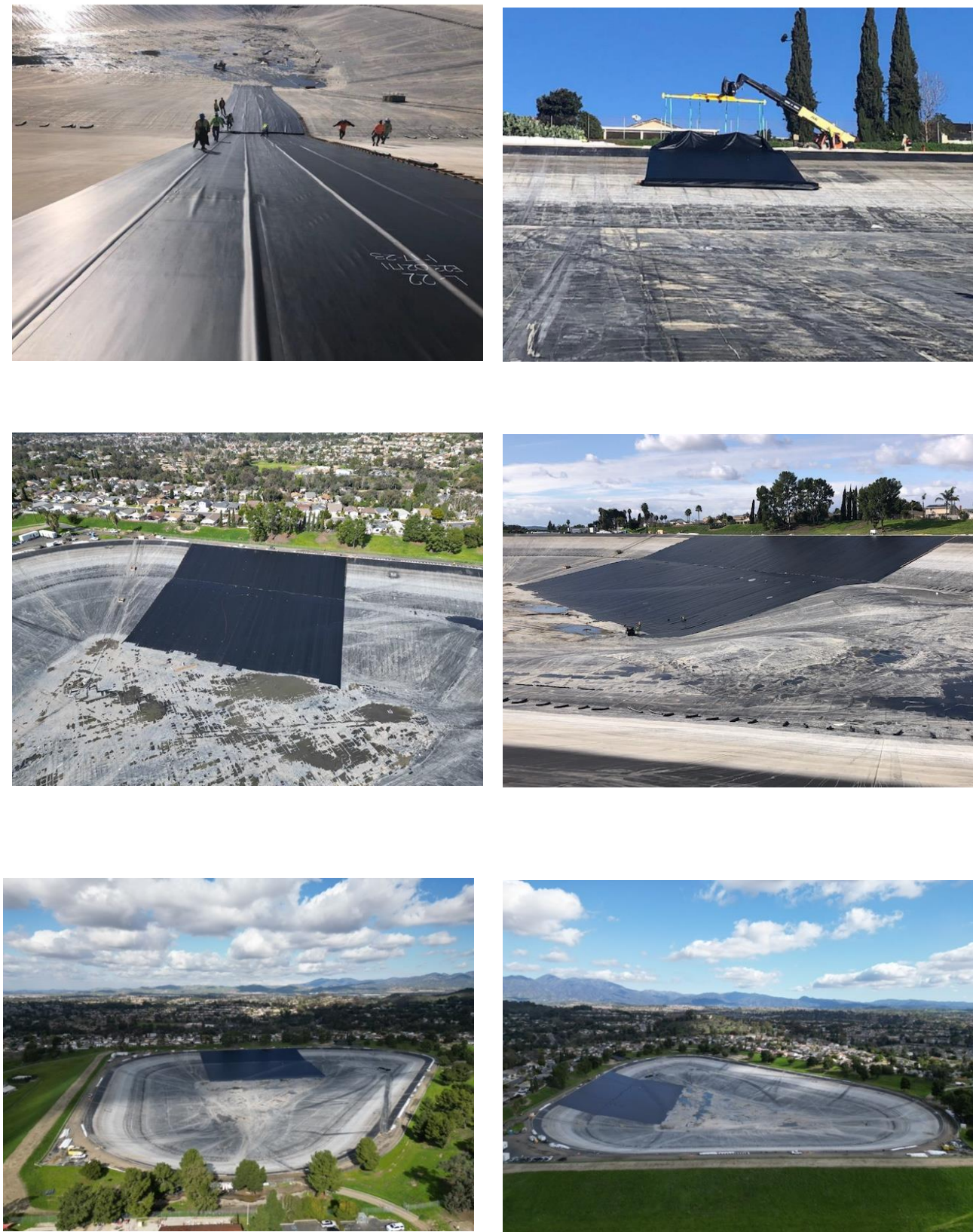
Table 1 summarizes the total budget, timeframe, and percent complete for the current construction contract with Layfield. Because the major portions of the work are just beginning, budget remains below schedule expenditure.

**Table 1 – R-6 Floating Cover and Liner Replacement Schedule and Budget Status**

<b>Construction Contract</b>	<b>Total</b>	<b>Invoiced to Date</b>	<b>Percent Complete</b>
Budget	\$23,608,825	\$4,058,410	17%
Schedule	August 18, 2022 – September 30, 2023		39%



Figure 2 - Liner Installation





## II. Filter Building Site Use Project

Resource Environmental, Inc. (REI) removed the above ground structures, including the Clearwell from the site. REI has completed much of the below ground components, including the new 24-inch pipe. REI is working on backfill operations as well as the final below ground blind flange installations as illustrated in Figure 3 and Figure 4.

The project schedule has been impacted by the additional asbestos material abatement as well as the recent weather (Figure 5). The asbestos removal change order extended the contract completion date to February 1, 2023. The contractor is working on a schedule update that will determine the need to further extend the schedule to accommodate lost work days due to wet conditions.

Discussion of the status of the proposed warehouse project will be included as Engineering Committee Meeting Agenda Item No. 13. Table 2 summarizes the total budget, timeframe, and percent complete for the construction contract.

**Table 2 – Filter Plant Demolition Schedule and Budget Status**

Construction Contract	Total	Paid to Date	Percent Complete
Budget	\$685,000	\$456,713	67%
Schedule	September 1, 2022 – February 1, 2023		92%



**Figure 3 - Filter Plant Site**



**Figure 4 - Vault Backfill**



**Figure 5 - Site Weather Impacts**

### III. Joint Transmission Main (JTM) Pump Station Project

District staff continues to work with the contractor, J.R. Filanc Construction Co. (Filanc), during the construction of the JTM pump station. Filanc installed the electrical duct bank from the existing chemical building to the proposed Motor Control Center (MCC) at the JTM pump station, successfully performed 2 shutdowns to install new piping to the District's existing 16-inch and 18-inch pipelines, and continues pipe installation up to the proposed concrete pump pad as shown in Figure 6. District staff procured the pre-purchased pump in late December and delivered it to Filanc for upcoming installation. Staff is currently waiting on delivery of the pre-purchased MCC, which is scheduled to be delivered late July 2023.



**Figure 6 – Underground Piping**

Project completion has been delayed due to recent inclement weather, extended pipe fitting manufacturing and electrical instrumentation manufacturing. The project completion is projected to be the first week of March 2023. Staff has also finalized Change Order 2 which adds copper conductors in lieu of fiber optic cabling, costs associated with installing District provided temporary MCC equipment and the installation of slurry backfill in lieu of native material. District staff is working with Filanc toward finalizing the construction schedule and will officially extend the contract.

Table 3 summarizes the total budget, timeframe, and percent complete for Filanc's construction contract. Because Filanc has not yet invoiced for the larger mechanical components, electrical, and underground piping construction activities, budget expenditure remains below schedule completion.

**Table 3 – JTM Pump Station Schedule and Budget Status**

Construction Contract	Total	Paid to Date	Percent Complete
Budget	\$490,905.75 <sup>1</sup>	\$105,925.00	24%
Schedule	August 19, 2022 – January 31, 2023		95%

<sup>1</sup>Original contract value plus Change Order 1 which amounted to \$1,806.93 and Change Order 2 which amounted to \$14,098.82.

### IV. Main Office HVAC Improvement Project

The Main Office building has been closed since November 28<sup>th</sup>. The project was originally scheduled to be complete by January 23, 2023. The project contractor, Empire Design and Build, has completed the structural upgrades to the roof as well as the installation of the new HVAC units. During construction staff became aware of code compliance issues requiring duct smoke detectors and the subsequent connection of the detectors to the existing fire system. The change order to accomplish this work as well as an analysis of the current project budget and status is included in Engineering Committee Agenda Item No. 8.



## V. Grit Chamber Rehabilitation Project

Staff presented the conclusions and recommendations of the Headworks Rehabilitation Study to the Board at the December Engineering Committee Meeting. Staff is incorporating budget costs in the Five-Year Capital Improvement Plan.

Certain items of the recommendations are currently relevant to the Grit Chamber Rehabilitation Project. The Grit Chamber Project construction was paused until the Study was complete.

In the Study, Carollo evaluated options for improved maintainability and energy efficiency of the grit removal system. Energy efficiency would be improved by installing a VFD and modifying the controls for the grit blower to vary flow when the air lift pumps are running and turndown airflow as needed to optimize grit removal. The over 40-year old grit aeration diffusers would benefit from replacement with wide-band non-clog diffusers that would provide better air flow distribution and therefore potentially less air for grit removal. The air lift pumps are also over 40 years old and would benefit from replacement to improve efficiency.

Staff is working with Carollo to develop design modifications to the Grit Chamber Rehabilitation Project to incorporate the Study recommendations into the current construction project.

## VI. Water and Sewer Master Plan Update

The bulk of the Mater Plan effort is complete. Staff is reviewing the Master Plan Report and has provided comments to Carollo.

The team continues to refine recommendations that will resolve water quality issues in the Northwest of the District's distribution system and improve Aliso Creek lift station operations. Carollo will summarize these recommendations, results from the hydraulic modeling, and additional operational changes that could improve efficiency in an upcoming report.

Table 4 summarizes the total budget, timeframe, and percent complete for this project. Because the consultant's last invoice reflects expenditures through September, project progress is behind schedule expenditure. Project completion is on track for January 2023.

**Table 4 – Water and Sewer Master Plan Update Schedule and Budget Status**

Design Contract	Total	Paid to Date	Percent Complete
<b>Budget</b>	\$358,318 <sup>1</sup>	\$283,264	79%
<b>Schedule</b>	March 23, 2022 – January 1, 2023		100%

<sup>1</sup>Includes an additional \$8,367 for District staff training on the new water model as well as consultant support to run up to 10 fire flows.

## **VII. Pump Station Asset Management Plan**

The consultant, Hazen and Sawyer, conducted workshops to review criticality of failure designations as well as CIP recommendations. Remaining work, such as formalizing the report and determining the computerized maintenance management system integration with asset management will take place in the second quarter of 2023.

Table 5 summarizes the total budget, timeframe, and percent complete for this project.

**Table 5 – Pump Station Asset Management Plan Schedule and Budget Status**

<b>Contract</b>	<b>Total</b>	<b>Paid to Date</b>	<b>Percent Complete</b>
Budget	\$132,179	\$70,170	53%
Schedule	October 3, 2022 – May 31, 2023		45%

## **VIII. Tertiary System Optimization**

Staff presented the results of the Tertiary System Optimization Study at the December Engineering Committee Meeting. The recommended low CT free chlorination alternative will de-couple the Recycled Water Storage Tank and Chlorine Contact Tank by moving the compliance point to the Tertiary Effluent Transfer Pump Station (TETPS) end of the CCT. The low CT free chlorination alternative is anticipated to reduce chlorination costs as well as increase the operational storage in the Recycled Water Storage Tank thereby reducing the need for potable water supplement during high recycled water demand periods.

The next step is the pursuit of regulatory approval for this alternative from the Division of Drinking Water prior to design and installation. Staff contracted with Trussell Tech to develop the Technical Memorandum necessary to solicit approval of the disinfection methodology from the Division of Drinking Water. Staff held a kick off meeting with Trussell Tech on January 19. The Trussell Tech schedule indicates submittal of a draft Technical Memorandum to the District by the end of February and a review process with DDW that will likely extend through August.

## **IX. DAF Unit 2 Rehabilitation Project**

The District issued a purchase order to the original equipment manufacturer, Ovivo, to pre-purchase long lead mechanical components back in December 2022. Ovivo is currently scheduled to provide submittal documents for District review on or before January 30<sup>th</sup>. Ovivo also provided a delivery date of October 2023 for said mechanical components. District staff plans to develop construction bid documents for the installation of the pre-purchased equipment by July 2023.

## **X. WRP Main Electrical Power Breaker**

District staff issued the purchase order for the new ATs and anticipates delivery in August 2023. In parallel, District staff is working with Schneider Electric to install the breakers at the

WRP in the first quarter of 2023. Table 6 summarizes the total budget, timeframe, and percent complete for this project.

**Table 6 – WRP Main Electrical Power Breaker Schedule and Budget Status**

<b>Construction Contract</b>	<b>Total</b>	<b>Paid to Date</b>	<b>Percent Complete</b>
<b>Budget</b>	\$196,124 <sup>1</sup>	\$112,737	57%
<b>Schedule</b>	April 29, 2021 – August 31, 2023		74%

<sup>1</sup>Includes \$61,633 change order for two new ATSSs.

#### **XI. Reservoir R-3 RMS Mixer Replacement**

The R-3 RMS Mixer Replacement Project is complete and in service.

#### **XII. Effluent Transmission Main (ETM) Backflow Prevention Project**

The consultant, Dudek, delivered a 75% design submittal including technical specifications and project plans for District review in mid-December 2022. Staff held a review meeting with Dudek shortly thereafter. Dudek then progressed with the delivery of the 100% design submittal including the bid document front ends and remaining technical specifications not provided in the 75% design submittal in the first week of January 2023. District staff then met with Dudek to review said documents. Dudek is scheduled to provide the final construction documents ready for contractor bidding by the end of January 2023.

The District issued the purchase order and subsequently approved submittals for the pre-purchased surgebuster check valve in mid-December 2022 and expects delivery in June 2023. Staff also maintains communication with IRWD Operations to verify they can still accommodate a 3-day shutdown of the ETM in a June or July 2023 time period.

Table 7 summarizes the total budget, timeframe, and percent complete for this design.

**Table 7 – Effluent Transmission Main (ETM) Backflow Prevention Project Schedule and Budget Status**

<b>Design Contract</b>	<b>Total</b>	<b>Paid to Date</b>	<b>Percent Complete</b>
<b>Budget</b>	\$22,140	\$18,702	85%
<b>Schedule</b>	October 10, 2022 – January 31, 2023		93%

#### **XIII. WRP Optimization Study**

The WRP Optimization Study is complete. The Study conclusions are presented as Engineering Committee Agenda Item No. 12.

#### **XIV. Wash Press System at Headworks**

The Headworks Wash Press System installation is complete. Startup and training has been completed and the Wash Press System is in operation.

## XV. Effluent Pump Station Rehabilitation Project

The contractor, Filanc, is still demobilized from the site and plans to return prior to the pump delivery date in May 2023. In early January Filanc notified District staff that the motor manufacturer, Nidec, has experienced manufacturing delays and projects the pump and motor shipment date to be early May 2023. Staff continues to coordinate with Filanc for this event and remaining contract work.

Table 8 summarizes the total budget, timeframe, and percent complete for Filanc's construction contract. Staff approved a schedule extension until March and a \$3,221.14 change order to include epoxy coating of the pump's interior. In March of 2023 staff plans to work with Filanc to obtain a more definitive construction schedule to include the pump delivery delay and remaining activities.

**Table 8 – Effluent Pump Station Construction Schedule and Budget Status**

Construction Contract	Total	Paid to Date	Percent Complete
Budget	\$390,221 <sup>1</sup>	\$80,250	21%
Schedule	March 23, 2022 – March 15, 2023		86%

<sup>1</sup>Original contract value plus Change Order 1 which amounted to \$3,221.14. Does not include anticipated deduct of \$20,000.

## XVI. Caltrans I-5 Widening Utility Relocations

Staff is processing project reimbursement from Caltrans staff while also coordinating efforts with the Caltrans contractor and Caltrans construction management team for Phase C activities.

Table 9 summarizes the total budget, timeframe, and percent complete for Paulus' construction contract. The project is split into three segments: Phase A, B, and C. Phase A work was completed between September and October of 2020. Phase B was completed on the first week of October 2022. Phase C will take place in mid-2023 including relocation of two fire hydrants and an irrigation meter.

**Table 9 – Caltrans I-5 Widening Utility Relocations Construction Schedule and Budget Status**

Construction Contract	Total	Paid to Date	Percent Complete
Budget (Phase B)	\$109,828 <sup>1</sup>	\$109,828	100%
Budget (Total Project)	\$639,235 <sup>2</sup>	\$587,410	92%
Schedule (Phase B)	September 19, 2022 – October 4, 2022		100%

<sup>1</sup>Caltrans will be reimbursing the District for Phase B per utility agreement 12-UT-1450 and 12-UT-1451.

<sup>2</sup>Original contract value of \$769,777 plus deductive Change Order 1 for \$141,531 finalized in November 2020 and Change Order 2 for \$10,989.

## XVII. Revenue Bond Expense Tracking

District staff have been closely tracking project actuals compared to revenue bond budget, as summarized in Table 10. Based on the current net negative difference of all budgeted projects, the net revenue bond funding available for the AMI project is \$4,900,432.

**Table 10 –Revenue Bond Expense Tracking**

<b>Projects</b>	<b>Revenue Bond Budget</b>	<b>Actual</b>	<b>Difference</b>
R-6 Floating Cover and Liner Replacement Project	\$9,776,400	\$11,880,187	(\$2,103,787)
South County Pipeline Turnout Project	\$3,000,000	\$3,000,000 <sup>1</sup>	\$0
Joint Transmission Main Pump Station	\$2,400,000	\$989,546	\$1,410,454
Water Filtration Plant Reuse Project	\$2,917,000	\$3,538,915 <sup>1</sup>	(\$621,915)
SOCWA Capital Projects	\$9,974,000	\$9,974,000 <sup>1,2</sup>	\$0
AMI Remote Meter Reading	\$6,161,900	\$6,161,900 <sup>1</sup>	\$0
<b>Total Project Costs</b>	<b>\$34,229,300</b>	<b>\$35,490,768</b>	<b>(\$1,261,468)</b>
Capital Reserves	(\$6,428,700)		
Release of Restricted SRF Reserves	(\$2,270,000)		
<b>Total Funding Needed</b>	<b>\$25,530,600</b>		

<sup>1</sup>Contains some costs that remain estimates (not yet bid).

<sup>2</sup>Actual represents capital required for the next five years FY 2022/23 through 2026/27 is estimated at \$7,374,183. Excess revenue bond funding above this amount (anticipated at \$2,599,818) will be applied to the following years of SOCWA capital needs.

## XVIII. Energy Efficiency Analysis

District staff continues to work on developing the recommended energy efficiency projects for the WRP and pump stations. Table 17 summarizes the projects staff are developing. Staff continues coordination with SCE to re-test the pump stations that have been rehabilitated since last testing, SoCalREN to obtain a rebate on the ammonia analyzer implementation, and Wildan for the replacement of inefficient pumps and motors.

**Table 17 – Energy Efficiency Progress Summary**

Facility	Recommended Project	Projected Savings (kWh/yr)	Budgetary Cost	Projected Payback (years) <sup>(1)</sup>	Status
WRP					
ABAC based Aeration Control	Introduce ammonia-based aeration control (ABAC) in aeration basins.	334,000	\$84,000	1.7	Will install once rebate has been obtained through SoCalREN and SCE.
WAC Rehabilitation	Eliminate waste activated clarifier (WAC) sludge blower. Replace with polymer addition.	147,000	\$112,000	4.9	Will remove WAC operation and its associated blower as part of Secondary Clarifier No. 1 Rehabilitation Project.
Odor Control System Optimization	Install H <sub>2</sub> S analyzers for trimming and VFDs on blowers.	29,000	\$31,000	5.0	Will evaluate as part of next year’s WRP asset management work.
Aerated Grit Chamber Optimization	Optimize blower for aerated grit chamber.	54,000	\$65,000	5.6	Developing design scope to add to Grit Chamber Rehabilitation Project.
RAS Pump Optimization	Flow pace and trim based on sludge blanket monitoring.	113,000	\$156,000	6.4	Will evaluate as part of next year’s WRP asset management work.
Aeration Distribution Optimization	Automate valves on droplegs to zones of aeration basins.	94,000	\$254,000	12.5	
Large Bubble Mixing in Equalization Basin	Replace mixing pumps with large bubble diffusers.	235,000	\$880,000	17.3	
Water Pump Stations					
P-1	Rehabilitate due to degraded efficiency.	98,000	\$107,000	6.4	Included in FY 24/25 CIP budget.
P-4	Following recent testing, rehabilitate due to degraded efficiency.	62,000	\$92,000	12.1	Confirming possible rebate with Wildan. Costs have increased significantly from FY 22/23 budget of \$59,000.
Cherry	Rehabilitate due to end of service life.	12,000	\$29,000	12.1	Included in FY 24/25 CIP budget. Based on pump station asset management evaluation only one pump needs to be replaced from an energy efficiency perspective.
Shenandoah	Rehabilitate due to degraded efficiency.	33,000	\$43,000	6.8	Deferred based on pump station asset management evaluation. Current

					condition and efficiency do not warrant replacement.
Spartan	Rehabilitate due to degraded efficiency.	59,000	\$29,000	3.5	Replacing one pump with existing new spare and rehabilitating old pump.
Towers	Potentially rehabilitate due to degraded efficiency based on November 2015 test data.	1,488	\$12,000	5.4	Waiting for results of completed SCE test.
<b>Sewer Lift Stations</b>					
Aliso Creek – Pump 1	Tested in April 2021, and pump and motor were replaced thereafter in December 2021.	37,276	\$30,000	7.3	Waiting for results of completed SCE test.
Aliso Creek – Pump 2	Pump and motor were replaced in September 2020 and SCE testing conducted in April 2021. Evaluate deficiencies to understand causation of rapid efficiency decline in one of the duty pumps.	87,000	\$36,000	3.1	Conducting a pressure and head test to identify hydraulic issues of the lift station. Will include a rehabilitation project in FY 23/24 CIP budget.
Northline – Pump 3	Pump and motor were replaced in January 2020 and SCE testing conducted in April 2021. Evaluate deficiencies to understand causation of rapid efficiency decline in one of the duty pumps.	24,000	\$18,000	4.5	Operations staff indicate that Northline Pump 3 is under frequent strain because it serves to regularly pump down the wet well, at which time it is subject to poor suction conditions.
Westline	Following recent testing, defer rehabilitation for another 5 years.	13,000	\$20,000	7.2	Efficiency has not yet significantly degraded to merit rehabilitation.
Freeway	Potentially rehabilitate due to degraded efficiency based on October 2015 test data.	75,457	19,500	1.7	Waiting for results of completed SCE test.
Veoh – Pumps 3 and 4	Potentially rehabilitate due to degraded efficiency based on September 2015 test data.	33,828	11,000	2.1	Waiting for results of completed SCE test.

<sup>(1)</sup>Does not include potential rebate from SCE.



## STAFF REPORT

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To: Board of Directors

Meeting Date: January 23, 2022

From: Dennis Cafferty, General Manager

Subject: WRP Optimization Study Update

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### BACKGROUND

At approximately 60 years of age, Secondary Clarifier No. 1, shown in Figure 1, has significantly deteriorated and most of its components have reached the end of their useful life. In addition, operating the Waste Activated Cell (WAC) surrounding Secondary Clarifier No. 1 incurs significant electricity demand due to the 75-horsepower blower that continually aerates waste activated sludge (WAS) upstream of the dissolved air floatation (DAF) thickeners.



**Figure 1 – Secondary Clarifier No. 1 surrounded by the WAC**

In November 2022, the Board approved awarding the Water Recycling Plant (WRP) Optimization Study to Arcadis to evaluate whether the District could eliminate the WAC and recommend how to best rehabilitate Secondary Clarifier No. 1.



## STUDY OUTCOMES

Arcadis reviewed historical process data and conducted a structural investigation of Secondary Clarifier No. 1. Outcomes of the structural investigation were positive, indicating that, although coatings and concrete are worn, the structure could be re-used with some rehabilitation. Key outcomes of the process review are as follows:

1. Maintaining operation of the WAC is not necessary; its main benefit is provision of additional storage (approximately 30 days) in the event of an emergency. Eliminating the WAC operation would save approximately \$75,000 in electricity costs per year.
2. While additional secondary clarifier surface area would lower surface overflow rates and improve process performance, maintaining the 50-ft clarifier diameter provides adequate treatment.

Given this information, Arcadis developed costs and recommendations for several alternatives that assumed a combination of reusing the existing Secondary Clarifier No. 1 structure or building a new, larger secondary clarifier as well as maintaining the WAC, abandoning the WAC in place, and/or eliminating the WAC. Table 1 summarizes these alternatives, and Table 2 summarizes their associated costs.

**Table 1- Secondary Clarifier No. 1 and WAC Rehabilitation Alternatives**

No.	Secondary Clarifier No. 1	WAC
1	Replace mechanism and install weir washer system within existing footprint.	No change.
2	Replace mechanism and install weir washer system within existing footprint.	Abandon WAC in place. Re-pipe and pump as necessary to route WAS to DAF units.
3	Increase footprint by using abandoned WAC. Retrofit with larger drive mechanism, adjust piping, and install weir washer system.	Eliminate WAC. Re-pipe and pump as necessary to route WAS to DAF units.
4	Abandon existing structure in place and construct a new 60-foot diameter secondary clarifier.	No change.
5	Abandon existing structure in place and construct a new 60-foot diameter secondary clarifier.	Abandon WAC in place. Re-pipe and pump as necessary to route WAS to DAF units.

**Table 2 - Secondary Clarifier No. 1 and WAC Rehabilitation Alternative Costs**

No.	Total Project Cost <sup>1</sup>	O&M Cost (\$/year)	Total Life Cycle Cost <sup>1,2</sup>
1	\$5,560,000	\$190,000	\$11,318,000
2	\$6,214,000	\$123,000	\$9,942,000
3	\$9,427,000	\$147,000	\$13,882,000
4	\$9,366,000	\$190,000	\$15,124,000
5	\$9,816,000	\$131,000	\$13,786,000

<sup>1</sup> Costs are in 2022 dollars.

<sup>2</sup> Based on inflation rate of 5.0%, discount rate of 3.5%, and life span of 25 years.

Alternative 3, which eliminates the WAC and enlarges Secondary Clarifier No. 1 in its place, provides the greatest treatment capacity but presents several construction and operational challenges that result in high cost and risk. Alternatives 4 and 5 provide the longest lifespan by constructing a new secondary clarifier but require much more capital to fund. Alternative 1 has the lowest capital cost but requires more life cycle cost due to its maintenance of the WAC. Staff recommends Alternative 2, which has the second lowest capital cost and lowest life cycle cost due to the electricity savings of no longer operating the WAC while rehabilitating the existing secondary clarifier structure to continue treatment. Under this alternative, the District would maintain the WAC in place to provide emergency storage, as needed.

The scope of work to implement Alternative 2 includes the following:

- **Secondary Clarifier No. 1:** Replace collector mechanism, weir troughs, weir plates, and scum baffles. Repair concrete and replace hand railing. Install weir washer system and density current baffles. Install a new motor starter panel and SCADA programming updates for replacement equipment.
- **WAC:** Construct submersible scum pump station inside the WAC for pumping scum from Secondary Clarifier No. 1 to the DAF Units, as shown in Figure 2.
- **RAS Pump Station:** Install one WAS pump, flow meters, and pressure instruments as well as SCADA programming updates for replacement equipment, as shown in Figure 3.

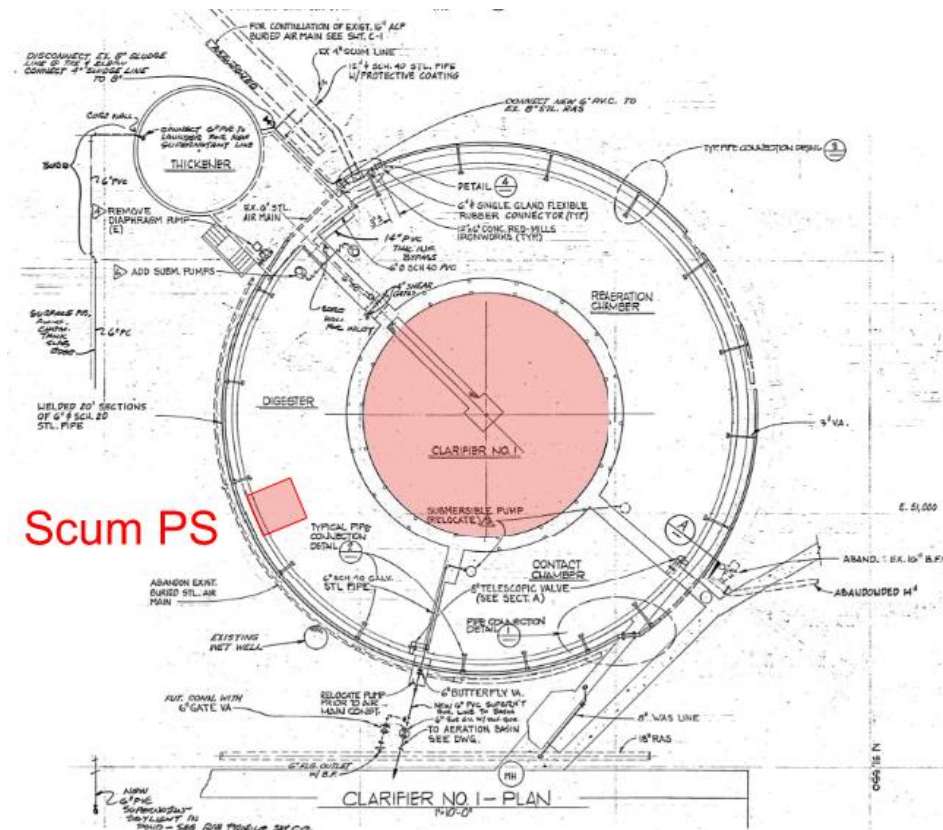
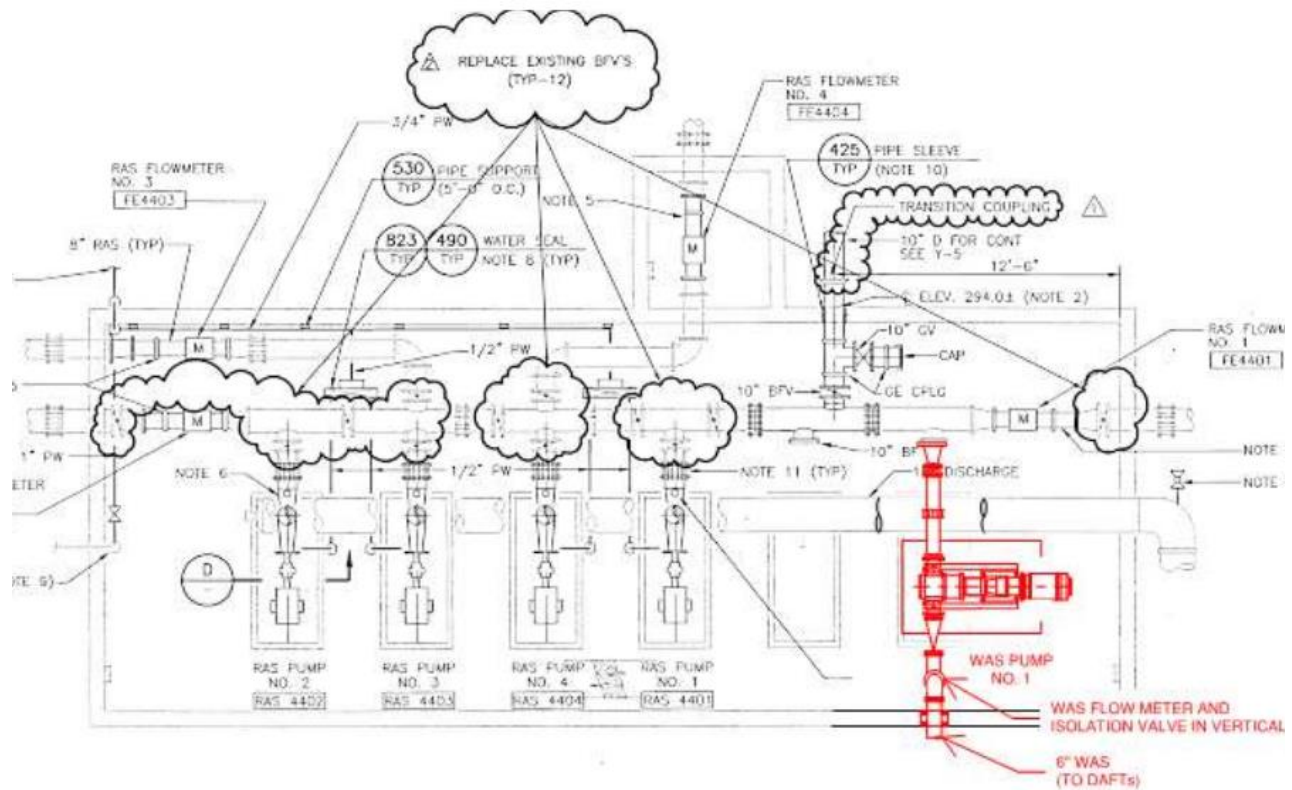


Figure 2 – Secondary Clarifier No. 1 and WAC Modifications



**Figure 3 – RAS Pump Station Modifications**

## BUDGET EVALUATION

The Fiscal year 2022/23 capital budget includes \$200,000 to conduct a WRP Optimization Study. The contracted amount for the study was well under budget at \$117,078, and Arcadis predicts actual expenditures will remain at approximately 75 percent of contract value. Remaining available funds can be allocated for implementing the Study recommendations.

The 5-year Capital Improvement Plan (CIP) includes \$1,473,000 for the Secondary Clarifier No. 1 and WAC Rehabilitation in the 2023/24 fiscal year with additional budget in future years for rehabilitating Secondary Clarifier No. 3 and No. 4. However, the costs currently included in the 5-year CIP will not adequately cover the costs estimated in the WRP Optimization Study. Table 3 summarizes costs budgeted and required for the Secondary Clarifier No. 1 and WAC Rehabilitation.

**Table 3- Secondary Clarifier No. 1 and WAC Rehabilitation Implementation Budget**

<b>Study Budget</b>	
WRP Optimization Study <sup>1</sup>	\$87,809
Budgeted in FY 2022/23	\$200,000
Remainder Available for Design and Implementation	\$112,192
<b>Implementation Budget</b>	
Remainder Available for Design and Implementation	\$112,192
Secondary Clarifier No. 1 and WAC Rehabilitation Budget in 5-Year Plan	\$1,473,000
<b>Total Available for Implementation in 5-Year Plan</b>	<b>\$1,555,922</b>
Alternative 2 Design in 2023/24 <sup>2</sup>	\$653,000
Alternative 2 Construction in 2024/25 <sup>3</sup>	\$6,166,000
<b>Actual Required for Implementation</b>	<b>\$6,819,000</b>
<b>Difference</b>	<b>\$5,263,078</b>

<sup>1</sup>Estimate based on Arcadis prediction of completion at 75% of contract value; ETWD has not yet received the final billing.

<sup>2</sup>Assuming design accounts for 10% of total project cost and escalated to 2023 dollars with 5% inflation.

<sup>3</sup>Assuming construction accounts for 90% of total project cost and escalated to 2024 dollars with 5% inflation.

Based on the results of this Study, District staff predict the costs to rehabilitate Secondary Clarifier No. 3 and 4 will similarly increase. While these projects will likely not require the same extent of concrete rehabilitation, previous estimates in the 2022/23 5-Year CIP do not adequately cover the complexities or cost escalations required for clarifier rehabilitation. For example, Secondary Clarifier No. 3 and Scum Pump Station Rehabilitation was budgeted at \$725,000 in FY 2024/25 but is now estimated to cost \$4,293,000 if constructed in 2026. Similarly, Secondary Clarifier No. 4 was budgeted for \$559,000 in FY 2026/27 but is now estimated at \$4,388,000 if constructed in 2028. The need to rehabilitate Secondary Clarifier No. 3 and 4 is less urgent than Secondary Clarifier No. 1 hence the ability to defer these projects to later years. Conducting the next phase of the asset management program, which will focus on the WRP, will further refine these high-level cost estimates and assist with these projects' prioritization.

## NEXT STEPS

District staff has determined the most appropriate project to be the rehabilitation of Secondary Clarifier No. 1 in its place and the abandonment of the WAC. Given the District's commitment to produce high quality secondary effluent that complies with ocean outfall discharge requirements, the need to rehabilitate this 60-year-old structure is critical. Costs to pursue this project will require approximately \$5.3 million in additional capital funding. Staff is updating the five-year capital improvement plan with the cost estimates developed in the WRP Optimization Study and plans to initiate the design phase of the project in the 2023/24 fiscal year. The design effort will further refine the construction cost estimate for potential implementation in FY 2024/25.

# 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.

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**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.

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**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.

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**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.

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**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.

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**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.

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**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

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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.

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**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 30<sup>th</sup> 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.