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

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



#### **AGENDA**

#### **EL TORO WATER DISTRICT**

#### REGULAR MEETING OF THE BOARD OF DIRECTORS

# ENGINEERING COMMITTEE MEETING AND FINANCE AND INSURANCE COMMITTEE MEETING

January 22, 2024

7:30 a.m.

BOARDROOM, DISTRICT OFFICE 24251 LOS ALISOS BLVD., LAKE FOREST, CA 92630

This meeting will be held in person. As a convenience for the public, the meeting may also be accessed by Zoom and will be available by either computer or telephone audio as indicated below. Because this is an in-person meeting and the virtual component is not required, but rather is being offered as a convenience, if there are any technical issues during the meeting, this meeting will continue and will not be suspended.

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: <a href="https://us02web.zoom.us/j/83961337038">https://us02web.zoom.us/j/83961337038</a> (Meeting ID: 839 6133 7038).

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 Monin** 

**PLEDGE OF ALLEGIANCE** – Director Havens

**ROLL CALL (Determination of a Quorum)** 

#### 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.)

1. Consider Board Member's Request for Remote Participation (AB 2449)

#### FINANCE AND INSURANCE COMMITTEE MEETING

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

**2. 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 18, 2023 Finance and Insurance Committee meeting (Minutes included).
- b. Consider approving Amendment No. 4 to the General Manager Employment Agreement.

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

#### FINANCIAL INFORMATION ITEMS

# 3. <u>Update on the Implementation of the Springbrook Software System</u> (Reference Material Included)

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

#### 4. 2024-25 Fiscal Year Budget Status Update

Staff will provide an update on the preparation of the 2024-25 Fiscal Year Budget.

#### 5. <u>Director Compensation</u> (Reference Material Included)

The Directors will discuss and consider whether an increase to the ETWD Director compensation is warranted and appropriate. Staff will provide an update on the statutory process to adopt an ordinance to increase Director compensation if the Directors determine an increase is warranted and appropriate. ETWD Director compensation was last increased in 2018.

#### FINANCIAL ACTION ITEMS

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

Staff will review and comment on the Quarterly Insurance Report for the period October 1, 2023 through December 31, 2023.

**Recommended Action:** Staff recommends that the Board Receive and File the Quarterly Insurance Report for the period of October 1, 2023 through December 31, 2023.

# 7. Financial Package - Authorization to Approve Payment of Bills for the Month Ending January 22, 2024 and Receive and File Financial Statements as of December 31, 2023 (Reference Material Included)

The Board will consider approving Bills for Consideration dated January 22, 2024 and Receive and File Financial Statements as of December 31, 2023.

**Recommended Action:** Staff recommends that the Board 1) approve, ratify and confirm payment of those bills as set forth in the Payment Summary for the month ending January 22, 2024, and 2) receive and file the Financial Statements for the month ending December 31, 2023.

#### COMMENTS REGARDING NON-AGENDA FIC ITEMS

#### CLOSE FINANCE AND INSURANCE COMMITTEE MEETING

#### **ENGINEERING COMMITTEE**

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

#### 8. 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 18, 2023 Engineering Committee meeting. (Minutes Included).

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

#### **ENGINEERING INFORMATION ITEMS**

9. <u>Allen McColloch Pipeline Repairs Update</u> (Reference Material Included)

Staff will provide an update on the proposed repairs to the Allen McColloch Pipeline and the anticipated impact on District water supply operations.

**10. El Toro Water District Operations Report** (Reference Material Included)

Staff will review and comment on the El Toro Water District Operations Report.

#### 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. 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

#### REGULAR SESSION

#### 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)(1) to consult with legal counsel and staff regarding the following existing litigation: *Plaintiff, Marlene Jean v. Defendants, Dollar Tree Stores, Inc. et al.,* Superior Court of Los Angeles Case No. 19STCV25234.
- 2. Pursuant to Government Code Section 564956.9(d)(2) to consult with legal counsel and staff Potential Litigation (one matter).

#### **REGULAR SESSION**

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

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

#### ADJOURNMENT

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 BOARD OF DIRECTORS AND THE FINANCE & INSURANCE COMMITTEE MEETING

#### December 18, 2023

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

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

Committee Members KAY HAVENS, KATHRYN FRESHLEY, MIKE GASKINS, MARK MONIN, and FRED ADJARIAN participated.

Also participating were DENNIS P. CAFFERTY, General Manager, JUDY CIMORELL, Human Resources Manager, HANNAH FORD, Engineering Manager, GILBERT J. GRANITO, General Counsel, VISHAV SHARMA, CFO, SCOTT HOPKINS, Operations Superintendent, VU CHU, Water Use Efficiency Analyst, (Zoom), VICKI TANIOUS, Senior Accountant / Payroll, (Zoom), RORY HARNISCH, Senior Engineer (arrived 8:21 a.m.), MIKE MIAZGA, IT Manager (arrived 8:24 a.m.), CAROL MOORE, Laguna Woods City Council member (Zoom), and POLLY WELSCH, Recording Secretary.

#### **Determination of a Quorum**

#### Roll Call:

Director Adjarian present
Director Gaskins present
Director Freshley present
Vice President Monin present
President Havens present

Five Board members are present at the meeting and therefore a quorum has been determined.

#### Oral Communications/Public Comment

Ms. Moore thanked the Board and staff for serving the public.

#### Items Too Late to be Agendized

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

#### Finance and Insurance Committee Meeting

At approximately 7:33 a.m. Director Gaskins called the Finance and Insurance Committee meeting to order.

#### Consent Calendar

Director Gaskins asked for a Motion.

Motion: Director Adjarian made a motion, seconded by Vice President Monin to approve the Consent Calendar.

#### Roll Call Vote:

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

#### Financial Information Items

#### ETWD Deferred Compensation Plan (457 Plan) Quarterly Performance Report

Mr. Cafferty stated that staff had a recent meeting with Empower to review the quarterly report and Investment Review for the third quarter of 2023. He further stated that the Empower report with specific descriptions of the performance of the funds is included in the Board package.

#### <u>Update on the Implementation of the Springbrook Software System</u>

Mr. Sharma stated that we have run two rounds of parallel testing, and are now waiting for the updated billing statement and another round of testing to be sure all issues are resolved.

Mr. Sharma stated that staff is working with Xpress Bill Pay and was able to negotiate a lower per transaction fee and waiver of implementation cost. He further stated that the cost will also reduce the credit card processing fees for customers.

Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting

Mr. Cafferty stated that the District received the Government Finance Officers

Association Certificate of Achievement for Excellence in Financial Reporting for the

2021/22 fiscal year. He further stated that staff has recently submitted an application for
the 2022/23 fiscal year.

#### Financial Action Items

Financial Package - Authorization to Approve Bills for Consideration Dated December 18, 2023 and Receive and File Financial Statements as of November 30, 2023

Mr. Cafferty stated that staff has reviewed the District's Cash Reserves and updated the report.

Director Gaskins asked for a Motion.

Motion: Vice President Monin made a Motion, seconded by Director Adjarian to approve, ratify, and confirm payment of the bills set forth in the schedule of bills for consideration dated December 18, 2023, and receive and file the financial statements for the period ending November 30, 2023.

Roll	Call	Vote:
	Odii	voic.

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

#### Comments Regarding Non-Agenda FIC Items

#### <u>Adjournment</u>

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

Respectfully submitted

POLLY WELSCH Recording Secretary

APPROVED:

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

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

# AMENDMENT NO. 4 TO EMPLOYMENT AGREEMENT BETWEEN EL TORO WATER DISTRICT AND DENNIS P. CAFFERTY

THIS AMENDMENT to the existing Employment Agreement entered into effective July 1, 2019 ("Agreement") as amended effective January 1, 2020 ("Amendment No. 1") and as amended effective December 11, 2020 ("Amendment No. 2") and as amended effective December 24, 2021 ("Amendment No. 3") between the El Toro Water District ("District") and Dennis P. Cafferty ("Employee") is entered into by District and Employee effective December 22, 2023.

Except as stated below, the Agreement remains in full force and effect.

<u>Section 6.1</u> of the Agreement is amended to read as follows:

6.1 <u>Annual Base Salary</u>. Employee shall be paid an annual salary of \$319,000. Said compensation shall be paid in equal bi-weekly payments.

<u>Section 6.5.3</u> of the Agreement is amended to read as follows:

6.5.3 Inasmuch as Employee, in the performance of his duties and responsibilities will be required to travel regularly to meetings and activities outside the offices of the District, the District will provide Employee with a \$750 monthly Auto Allowance as compensation for depreciation, insurance, maintenance, operation costs and fuel for his personal vehicle. Employee shall not be entitled to any additional compensation for auto expenses and mileage.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 4 effective December 22, 2023.

EL TORO WATER DISTRICT

Dennis P. Cafferty

# By \_\_\_\_\_\_ By \_\_\_\_ Judy Cimorell, Assistant Secretary Board of Directors DENNIS P. CAFFERTY:



#### STAFF REPORT

To: BOARD OF DIRECTORS Meeting Date: January 22, 2024

From: Vishav Sharma, Chief Financial Officer

**Subject: Springbrook Implementation – Progress Update** 

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

- The District has successfully implemented Springbrook's General Ledger, Bank Reconciliation, Project Management, Accounts Payable, Payroll, Cash Receipting, Accounts Receivable and Human Resources modules. Staff is utilizing these modules on daily basis and getting better comfort level with the functionality of Springbrook.
- As discussed in the last month's meeting, the District has moved its payroll and time & attendance system back to ADP. The staff successfully ran the first payroll of the 2024 calendar year thru ADP. Staff is now working with the ADP staff to finalize the time and attendance system setup and down load of the payroll journal entries to the Springbrook General ledger module.
- The modules that still need to be implemented: Fixed Assets and Utility Billing & online payment processing.
- Springbrook utility billing module implementation is progressing. The District staff has completed third round of parallel testing and waiting for the updated billing statement. The District will need another round of testing to make sure all the issues encountered during testing are resolved. The tentative Utility billing go live date is March/April 2024.
- We are working with Xpress Bill Pay as part of utility billing implementation so that the District
  can continue to accept in person, online and over the phone debit/credit card payments. We were
  able to negotiate a much lower per transaction fee and waiver of implementation cost. The
  transition to Xpress Bill Pay will be cost neutral to the District. It will also reduce the credit card
  processing fees for our customers.

#### Springbrook Utility Billing Project Schedule as of 12/18/2023:

Week/Day	System	Description	Complete
January 8-11 2024	Utility Billing	Parallel testing	Scheduled
March 1- 7, 2024	Utility Billing	Data pull and data review	Scheduled
March - April, 2024	Utility Billing	Go live	Scheduled



#### STAFF REPORT

To: Board of Directors Meeting Date: January 22, 2024

From: Dennis Cafferty, General Manager

**Subject: Director Compensation** 

In February 2018 the Board of Directors adopted Ordinance 2018-1 which authorized an increase in the amount of compensation for ETWD Directors from \$198 per day to \$219 per day effective on May 1, 2018. The Director compensation has not been increased since that date and currently remains at \$219 per day. A survey of Director compensation for several neighboring agencies is attached.

Section 20202 et seq. of the Water Code of California authorizes an increase in the amount of compensation that each governing board may receive, provided that such increase does not exceed an amount equal to five percent (5%) for each calendar year following the effective date of the last adjustment of compensation.

If the Boad of Directors determines that an increase in Director compensation is warranted and appropriate, the following process is required by the Water Code.

Approval of an increase in Director compensation requires a public hearing. The Public Hearing would require a notice in a newspaper once a week for two successive weeks commencing at least two weeks prior to the public hearing.

Following the public hearing the Board can consider an agendized action item for an increase in Director compensation. The action item would include the adoption, by resolution, of a new Ordinance defining the amount of an increase in Director Compensation. The effective date of a compensation increase would be at least 60 days from the date of the passage of the Ordinance.

Copies of the relevant statutes are attached for reference.

# **2023 ORANGE COUNTY BOARD OF DIRECTORS PER DIEM SURVEY** (as of January 16, 2024)

AGENCY	Service Connections	Combined Operating & Capital Budgets	Per Diem Meeting	Effective Date	Maximum Meetings Per Month
El Toro Water District	9,971	\$35.86 M	\$219.00	March 2018	10
Irvine Ranch Water District	~130,000	\$325.8 M	\$331.00	January 2024	10
Mesa Water District	~25,000	\$51 M	\$336.00	March 2023	10
Moulton Niguel Water District	55,144	\$163.5 million	\$280.00	April 2023	10
Municipal Water District of Orange County	n/a	\$194.9 M	\$327.43	January 2020	10
Orange County Water District	~200	\$279 M	\$330.75	October 2023	10
Santa Margarita Water District	69,464	\$137.2 million	\$324.00	August 2023	10
South Coast Water District	32,981	\$97 M	\$255.00	August 2019	10
Yorba Linda Water District	25,493	\$59.9 M	\$150.00	January 2003	10

#### WATER CODE - WAT

#### DIVISION 10. FINANCIAL SUPERVISION OF DISTRICTS [20200 - 20220]

( *Division 10 added by Stats. 1943, Ch. 371.* )

#### CHAPTER 2. Compensation of Water District Directors [20200 - 20207]

(Chapter 2 added by Stats. 1984, Ch. 186, Sec. 1.)

20200.

As used in this chapter, "water district" means any district or other political subdivision, other than a city or county, a primary function of which is the irrigation, reclamation, or drainage of land or the diversion, storage, management, or distribution of water primarily for domestic, municipal, agricultural, industrial, recreation, fish and wildlife enhancement, flood control, or power production purposes. "Water districts" include, but are not limited to, irrigation districts, county water districts, California water districts, water storage districts, reclamation districts, county waterworks districts, drainage districts, water replenishment districts, levee districts, municipal water districts, water conservation districts, community services districts, water management districts, flood control districts, flood control and floodwater conservation districts, flood control and water conservation districts, water management agencies, water agencies, and public utility districts formed pursuant to Division 7 (commencing with Section 15501) of the Public Utilities Code.

(Amended by Stats. 2007, Ch. 213, Sec. 5. Effective January 1, 2008.)

#### <u>20201.</u>

Notwithstanding any other provision of law, the governing board of any water district may, by ordinance adopted pursuant to this chapter, provide compensation to members of the governing board, unless any compensation is prohibited by its principal act, in an amount not to exceed one hundred dollars (\$100) per day for each day's attendance at meetings of the board, or for each day's service rendered as a member of the board by request of the board, and may, by ordinance adopted pursuant to this chapter, in accordance with Section 20202, increase the compensation received by members of the governing board above the amount of one hundred dollars (\$100) per day.

It is the intent of the Legislature that any future increase in compensation received by members of the governing board of a water district be authorized by an ordinance adopted pursuant to this chapter and not by an act of the Legislature.

For purposes of this section, the determination of whether a director's activities on any specific day are compensable shall be made pursuant to Article 2.3 (commencing with Section 53232) of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code.

(Amended by Stats. 2005, Ch. 700, Sec. 27. Effective January 1, 2006.)

#### 20201.5.

Reimbursement for expenses of members of a governing board of a water district is subject to Sections 53232.2 and 53232.3 of the Government Code.

(Added by Stats. 2005, Ch. 700, Sec. 28. Effective January 1, 2006.)

#### 20202.

In any ordinance adopted pursuant to this chapter to increase the amount of compensation which may be received by members of the governing board of a water district above the amount of one hundred dollars (\$100) per day, the increase may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment, of the compensation which is received when the ordinance is adopted.

No ordinance adopted pursuant to this chapter shall authorize compensation for more than a total of 10 days in any calendar month.

(Amended by Stats. 1989, Ch. 111, Sec. 1.)

#### **20203.**

Any water district described in Section 20201 is authorized to adopt ordinances pursuant to this chapter. No ordinance shall be adopted pursuant to this chapter except following a public hearing. Notice of the hearing shall be published in a newspaper of general circulation pursuant to Section 6066 of the Government Code.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

#### 20204.

An ordinance adopted pursuant to this chapter shall become effective 60 days from the date of its final passage. The voters of any water district shall have the right, as provided in this chapter, to petition for referendum on any ordinance adopted pursuant to this chapter. (Added by Stats. 1984, Ch. 186, Sec. 1.)

#### 20205.

If a petition protesting against the adoption of the ordinance is presented to the governing board of the water district prior to the effective date of the ordinance, the ordinance shall be suspended and the governing board shall reconsider the ordinance.

If the number of votes cast for all candidates for Governor at the last gubernatorial election within the boundaries of the water district exceeds 500,000, the ordinance is subject to referendum upon presentation of a petition bearing signatures of at least 5 percent of the entire vote cast within the boundaries of the water district for all candidates for Governor at the last

gubernatorial election. If the number of votes cast for all candidates for Governor at the last gubernatorial election within the boundaries of the water district is less than 500,000, the ordinance is subject to referendum upon presentation of a petition bearing signatures of at least 10 percent of the entire vote cast within the boundaries of the water district for all candidates for Governor at the last gubernatorial election.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

#### 20206.

If the governing board does not entirely repeal the ordinance against which a petition is filed, the governing board shall submit the ordinance to the voters either at a regular election or a special election called for the purpose. The ordinance shall not become effective unless and until a majority of the votes cast at the election are cast in favor of it. If the ordinance is not approved by the voters, no new ordinance may be adopted by the governing board pursuant to this chapter for at least one year following the date of the election.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

#### 20207.

Except as otherwise provided in this chapter, the provisions of the Elections Code applicable to the right of referendum on legislative acts of districts shall govern the procedure on ordinances against which a petition is filed.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

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#### **GOVERNMENT CODE - GOV**

#### **TITLE 5. LOCAL AGENCIES [50001 - 57607]**

(Title 5 added by Stats. 1949, Ch. 81.)

#### DIVISION 2. CITIES, COUNTIES, AND OTHER AGENCIES [53000 - 55821]

(Division 2 added by Stats. 1949, Ch. 81.)

# PART 1. POWERS AND DUTIES COMMON TO CITIES, COUNTIES, AND OTHER AGENCIES [53000 - 54999.7]

( Part 1 added by Stats. 1949, Ch. 81. )

#### CHAPTER 2. Officers and Employees [53200 - 53299]

(Chapter 2 added by Stats. 1949, Ch. 81.)

#### **ARTICLE 2.3. Compensation [53232 - 53232.4]**

(Article 2.3 added by Stats. 2005, Ch. 700, Sec. 3.)

<u>53232.</u>

For the purposes of this article, the following terms have the following meanings:

- (a) "Governing body" means the board of supervisors in the case of a county or a city and county, the city council or board of trustees in the case of a city, and the board of directors or other governing body in the case of a special district.
- (b) "Legislative body" has the same meaning as specified in Section 54952.
- (c) "Local agency" means a city, county, city and county, charter city, charter county, charter city and county, or special district.
- (d) "Meeting" has the same meaning as specified in subdivision (a) of Section 54952.2. (Added by Stats. 2005, Ch. 700, Sec. 3. Effective January 1, 2006.)

#### 53232.1.

- (a) When compensation is otherwise authorized by statute, a local agency may pay compensation to members of a legislative body for attendance at the following occurrences:
  - (1) A meeting of the legislative body.
  - (2) A meeting of an advisory body.

- (3) A conference or organized educational activity conducted in compliance with subdivision (c) of Section 54952.2, including, but not limited to, ethics training required by Article 2.4 (commencing with Section 53234).
- (b) A local agency may pay compensation for attendance at occurrences not specified in subdivision (a) only if the governing body has adopted, in a public meeting, a written policy specifying other types of occasions that constitute the performance of official duties for which a member of the legislative body may receive payment.
- (c) This section shall not apply to any local agency that pays compensation in the form of a salary to members of a legislative body, including, but not limited to, those local agencies whose legislative bodies' compensation is subject to Section 36516 or 36516.1, subparagraph (B) or (C) of paragraph (2) of subdivision (a) of Section 21166 or Section 22840 of the Water Code, Section 11908.1 of the Public Utilities Code, Section 6060 of the Harbors and Navigation Code, or subdivision (b) of Section 1 or Section 5 of Article XI of the California Constitution. (Added by Stats. 2005, Ch. 700, Sec. 3. Effective January 1, 2006.)

#### 53232.2.

- (a) When reimbursement is otherwise authorized by statute, a local agency may reimburse members of a legislative body for actual and necessary expenses incurred in the performance of official duties, including, but not limited to, activities described in Article 2.4 (commencing with Section 53234).
- (b) If a local agency reimburses members of a legislative body for actual and necessary expenses incurred in the performance of official duties, then the governing body shall adopt a written policy, in a public meeting, specifying the types of occurrences that qualify a member of the legislative body to receive reimbursement of expenses relating to travel, meals, lodging, and other actual and necessary expenses.
- (c) The policy described in subdivision (b) may also specify the reasonable reimbursement rates for travel, meals, and lodging, and other actual and necessary expenses. If it does not, the local agency shall use the Internal Revenue Service rates for reimbursement of travel, meals, lodging, and other actual and necessary expenses as established in Publication 463, or any successor publication.
- (d) If the lodging is in connection with a conference or organized educational activity conducted in compliance with subdivision (c) of Section 54952.2, including, but not limited to, ethics training required by Article 2.4 (commencing with Section 53234), lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available to the member of a legislative body at the time of booking. If the group rate is not available, the member of a legislative body shall use comparable lodging that is consistent with the requirements of subdivisions (c) and (e).
- (e) Members of the legislative body shall use government and group rates offered by a provider of transportation or lodging services for travel and lodging when available.
- (f) All expenses that do not fall within the adopted travel reimbursement policy or the Internal Revenue Service reimbursable rates as provided in subdivision (c), shall be approved by the governing body, in a public meeting before the expense is incurred, except as provided in subdivision (d).

- (g) If a member of a legislative body chooses to incur additional costs that are above the rates established pursuant to this section and those costs have not been approved pursuant to subdivision (f), then the member of a legislative body may do so at his or her own expense.
- (h) This section shall not supersede any other laws establishing reimbursement rates for local agencies.

(Amended by Stats. 2006, Ch. 643, Sec. 10. Effective January 1, 2007.)

#### 53232.3.

- (a) If a local agency reimburses members of a legislative body for actual and necessary expenses incurred in the performance of official duties, then a local agency shall provide expense report forms to be filed by the members of the legislative body for reimbursement for actual and necessary expenses incurred on behalf of the local agency in the performance of official duties. Reimbursable expenses shall include, but not be limited to, meals, lodging, and travel.
- (b) Expense reports shall document that expenses meet the existing policy, adopted pursuant to Section 53232.2, for expenditure of public resources.
- (c) Members of a legislative body shall submit expense reports within a reasonable time after incurring the expense, as determined by the legislative body, and the reports shall be accompanied by the receipts documenting each expense.
- (d) Members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body.
- (e) All documents related to reimbursable agency expenditures are public records subject to disclosure under the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1).

(Amended by Stats. 2021, Ch. 615, Sec. 195. (AB 474) Effective January 1, 2022. Operative January 1, 2023, pursuant to Sec. 463 of Stats. 2021, Ch. 615.)

#### 53232.4.

Penalties for misuse of public resources or falsifying expense reports in violation of expense reporting polices may include, but are not limited to, the following:

- (a) The loss of reimbursement privileges.
- (b) Restitution to the local agency.
- (c) Civil penalties for misuse of public resources pursuant to Section 8314.
- (d) Prosecution for misuse of public resources, pursuant to Section 424 of the Penal Code. (Added by Stats. 2005, Ch. 700, Sec. 3. Effective January 1, 2006.)

#### <u>6066.</u>

Publication of notice pursuant to this section shall be once a week for two successive weeks. Two publications in a newspaper published once a week or oftener, with at least five days intervening between the respective publication dates not counting such publication dates, are sufficient. The period of notice commences upon the first day of publication and terminates at the end of the fourteenth day, including therein the first day. (*Amended by Stats. 1959, Ch. 954.*)

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# EL TORO WATER DISTRICT INSURANCE UPDATE

#### January 2024

#### **Liability Program**

The Liability Program Insurance has been renewed with JPIA effective October 1, 2023. The new premium is \$207,547 from \$179,027 last year.

#### **Property Insurance**

The Property Insurance has been renewed with JPIA effective July 1, 2023. The new premium is \$123,403 from \$102,570 last year.

#### **Excess Public Employee Fidelity Program**

The Excess Crime Program has been renewed with JPIA effective July 1, 2023. The new premium is \$1,914 from \$2,200 last year.

#### **Cyber Security Insurance**

The Cyber Security Insurance has been renewed with JPIA effective July 1, 2023. The new premium is \$8,768 from \$8,944 last year.

#### <u>Underground Storage Tank Pollution Liability</u>

The Underground Storage Tank Pollution Liability has been renewed with JPIA effective July 1, 2023. The new premium is \$2,504 from \$3,355 last year.

#### **Dam Failure Liability**

The Dam Failure Liability Policy has been renewed with JPIA effective October 1, 2023. The new premium is \$47,617 from \$45,427 last year.

#### Fiduciary Liability Policy

The Fiduciary Liability Policy has been renewed with JPIA effective September 1, 2023. The new premium is \$11,596 from \$11,645 last year.

#### **Liability & Property Claims**

There was one property claim this quarter which has not been settled with JPIA. A senior residential building was damaged due to a water pipeline failure, water and mud entered the building causing flooding in a kitchen area, a partial portion of the first floor living area, a walk-in refrigerator, an adjacent office area with two desks and work areas and a portion of the carpeted dining and lobby area. In addition to the expected claim for damages from the Meridian, the District incurred a significant amount of overtime to repair the pipeline and incurred a cost of \$20,097 to restore the paving of 1,356 square feet of paved surface where the pipeline failed.

#### **Workers' Compensation Policy**

The Workers' Compensation Policy renewed on July 1, 2023, and runs through June 30, 2024.

#### **Workers' Compensation Claims**

There were no workers' compensation claims this guarter.

#### **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 \$1446.98

#### **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. Effective February 1, 2024 the dental insurance will increase to \$3,000 per year for covered services.

The average cost per month per employee for the second quarter is \$79.21.

#### **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 two thirds of an employee's weekly or monthly salary if the claim is approved.

Average cost per month per employee for the second quarter is \$62.89.

#### **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 \$12.53.

#### 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 \$53.17.

#### **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 \$1.84.

An insurance report of Budget vs. Actual Costs for the fiscal year 2023/2024 is attached for the Board's review as well as a summary of currently held District insurance policies.

Submitted by: Judy Cimorell Oscar Hernandez

### Budget vs. Actual - Q2 2023/2024 1/1/2024

1/1/2024		Actual Paid to Date		
Insurance Coverage		Paid to Date		
Liability		\$207,547		
Property		\$123,403		
Fiduciary Liability		\$11,645		
Cyber Liability		\$8,768		
Dam Insurance (includes Excess) Less: SMWD - 50% R-6 Cost Share MNWD - 5% R-6 Cost Share		\$47,617 (\$23,809) (\$2,381)		
Underground Storage Tank		\$2,504		
Excess Crime Total Insurance		\$1,914 <b>\$377,209</b>		
Benefits - Directors	Annual Budget	Q2 Budget	Accumulative Q2 Actual	Budget Remaining
Long Term Care Medical Employer Paid Health Savings Account Dental Vision Life	\$840 \$20,200 \$3,000 \$1,700 \$400 \$2,640	\$420 \$10,100 \$1,500 \$850 \$200 \$1,320	\$0 \$9,933 \$0 \$1,266 \$534 \$55	\$840 \$10,267 \$3,000 \$434 (\$134) \$2,585
Total Benefits Directors	\$28,780	\$14,390	\$11,788	\$16,992
Retiree Benefits  Medical Employer Paid  Total retiree benefits	\$312,000 <b>\$312,000</b>	\$156,000 <b>\$156,000</b>	\$133,787 <b>\$133,787</b>	\$178,213 \$178,213
Employee Benefits Emp.Assistance Program Medical Employer Paid Health Savings Account Life/AD&D Dental Vision LTD/STD	\$1,230 \$1,118,735 \$1,500 \$36,432 \$58,612 \$12,883 \$33,960	\$615 \$559,368 \$750 \$18,216 \$29,306 \$6,442 \$16,980	\$631 \$526,099 \$0 \$18,925 \$28,812 \$6,075 \$22,457	\$599 \$592,636 \$1,500 \$17,507 \$29,800 \$6,808 \$11,503
UTC Employer Paid Workers comp.	\$17,060 \$129,280	\$8,530 \$64,640	\$4,082 \$78,602	\$12,978 \$50,678
Total Employee Benefits	\$1,409,692	\$704,846	\$685,684	\$724,008

#### **SUMMARY OF COVERAGE**

Page 5 Type of Coverage **GENERAL LIABILITY** Coverage Term: 10/23-10/24 **Coverage Includes** Premium - \$207,547 1. Commercial General Liability 2. Contractual Liability 3. Products/Completed Operations 4. Personal Injury **Coverage Limits Insurance Carrier Policy Number** Pooled Self-insured MOLC - 100110 Type of Coverage **AUTO LIABILITY** Coverage Term: 10/23-10/24 **Coverage Includes** 1. Owned Automobiles/Trucks Premium - Included 2. Non-owned Automobiles/Trucks 3. Hired Automobiles/Trucks **Coverage Limits Insurance Carrier Policy Number** Pooled Self-insured MOLC - 100110 **PUBLIC OFFICIALS LIABILITY** Coverage Term: 10/23-10/24 Type of Coverage Included within the General Liability Program **Coverage Includes** 1. Errors & Omissions **Premium - Included Coverage Limits Insurance Carrier Policy Number** Pooled Self-insured MOLC - 100110 Coverage Term: 7/23 - 6/24 Type of Coverage **PROPERTY Coverage Includes** 1. Basic Property Values- Building, Premium - \$123,403 Fixed Equipment, Personal Property 2. Mobile Equipment Value 3. Licensed Vehicle - Comprehensive & Collision - Private Passenger, Light Truck, Sport Utility, Other Vehicles **Automobile Physical Damage** Comprehensive - 83 Vehicles Collision - 83 Vehicles **Coverage Limits Insurance Carrier Policy Number** Pooled Self-insured MOLC - 100110

Type of Coverage **EXCESS CRIME PROGRAM** Coverage Term: 7/23 - 6/24 **Coverage Includes** 1. Public Employee Dishonesty Premium - \$1,914 2. Forgery or Alteration 3. Computer Fraud 4. Faithful Performance of Duty 5. Treasurer/Tax Collector/Board Members (included) **Coverage Limits Insurance Carrier Policy Number** Pooled Self-insured MOLC - 100110 **UNDERGROUND STORAGE TANK** Type of Coverage **POLLUTION LIABILITY** Coverage Term: 7/23 - 06/24 **Coverage Includes** Premium - \$2504 1. Claims-Made 2. Environmental Incident Covers 1 Tank Located at: 23542 Moulton Parkway Laguna Woods, CA 92637 **Coverage Limits Insurance Carrier Policy Number** Pooled Self-insured MOLC - 100110 Type of Coverage **DAM FAILURE LIABILITY** Coverage Term: 10/23-9/24 Coverage (Includes Excess Ins. \$10,000,000.00 **Premium - \$47,617** for El Toro Reservoir) Covers: El Toro Reservoir \$5,000,000.00 **Rossmoor Dam Coverage Limits Insurance Carrier Policy Number** MOLC - 100110 Type of Coverage **FIDUCIARY LIABILITY Coverage Term: 9/23-8/24 Coverage Includes** 1. Executive Protection Policy Premium - \$11,596 **Parent Organization: ETWD Retirement Savings Plan & Trust Agreement Coverage Limits Insurance Carrier Policy Number** SFD31211603 **Hudson Insurance Company** Type of Coverage **CYBER SECURITY** Coverage Term: 7/23-6/24 First Year Premium - \$8,768

Type of Coverage **WORKERS' COMPENSATION** Coverage Term: 7/23 - 6/24 **Coverage Includes** 1. Coverage A - Workers' Compensation 2nd Quarter Premium 2. Coverage B - Employer's Liability \$41,778 **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 MOLC - 100110 Pooled Self-insured \$2 Million excess of \$2 Million SIR Type of Coverage **2nd Quarter Premium LIFE & ACCIDENT** \$9,595 **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 2nd Quarter Premium Type of Coverage **LONG / SHORT TERM DISABILITY** \$11,321 **Coverage Includes** Two Thirds of 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 Type of Coverage **LONG TERM CARE** 2nd Quarter Premium \$2,256 **Coverage Includes** \$2,500/Month \$150,000 Total Benefit **Insurance Carrier UNUM** Policy # 220384 **Eligibility Period** 1 Year After Hire

365 Days

**Plan Wait or Deductible** 

		Page 8
Type of Coverage	<u>MEDICAL</u>	2nd Quarter Premium \$328,984
Coverage Includes	HMO, PPO, HDP by Employee Choice	
Insurance Carrier	Anthem Blue Cross / Kaiser Insurance thru ACWA/JPIA	Policy #229CA
Eligibility Period	1 Month After Hire	
Plan Wait or Deductible	<b>30 Days</b> * Premium includes Employees, Retir	ees & Directors
Type of Coverage	<u>DENTAL</u>	2nd Quarter Premium \$14,857
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	
Type of Coverage	<u>VISION</u>	2nd Quarter Premium \$3,304
Coverage Includes	Annual Exam/Frame Every 2 Years	<b>\$</b> 3,304
Insurance Carrier	Vision Service Plan thru ACWA	Policy #399-1012
Eligibility Period	2 Months After Hire	
Plan Wait or Deductible	60 Days	
Type of Coverage	PERSONAL ACCIDENT INSURANCE	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	
Type of Coverage	Supplemental Financial Insurance Program	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	



#### STAFF REPORT

To: Board of Directors Meeting Date: January 22, 2024

From: Vishav Sharma, Chief Financial Officer

Subject: December 2023 bills for Approval and Monthly Financial Report

Attached for Board approval is the payment summary report for the month of December, 2023 which presents checks that were paid during the month that exceeded \$50,000 in value. Also attached is the monthly financial report for December, 2023.

Presented below for your consideration are some notes about the financial report:

- The Statement of Net Position increased in December compared to November as increases in Liabilities in November were less than increases in Assets. The District received reimbursements from R6 project participants and also incurred debt service, construction & water purchase expenses during the month of December. These activities affected the assets and liabilities of the District. Please note that this report contains preliminary numbers.
- The Statement of Revenues, Expenses, and Changes in Net Position indicates the District currently has a year to date positive Change in Net Position of \$2,454,896 at the end of December.
- The Cash and Investments report shows a total of \$25,329,861 in Operating Cash (LAIF, CAMP, and Checking accounts) at the end of the month. Operating cash and investments are available to meet the operational needs of the District. The 2022 Bond Proceeds cash and investments equaled \$1,726,668. These are the funds available for certain capital projects.
- The total disbursement including payroll expanse for the month of November 2023 is \$3,322,000.36. These disbursements include seven checks greater than \$50,000, with the total equal to \$1,757,938.80. These expenses exceed the General Manager's purchase authority and Staff recommends the Board approve these checks. Payroll expenses of \$966,251.67 occurred during the month of December. District employees were reimbursed \$2,501.26 for travel, education, meals, supplies and certification related expenses; and Directors were reimbursed \$2,625.73 in travel expenses.

# Attachment 1 Cash Sheet for the Month ending December 31, 2023

#### EL TORO WATER DISTRICT Payment Summary For the month ending December 31, 2023

CHECK NUMBER	PAYMENT DATE	VENDOR NAME	PAYMENT AMOUNT
10554		ACWA JPIA	140,684.68
10494	12/08/2023	Municipal Water District of Orange County	575,337.39
10482	12/08/2023	Dumarc Corporation	487,293.48
10573	12/22/2023	Irvine Ranch Water District	256,512.29
10511	12/14/2023	Southern California Edison Company	134,719.85
10553	12/19/2023	Sunflower Bank	112,077.11
10590	12/22/2023	State Water Resources Control Board	51,314.00
		TOTAL CHECKS OVER \$50,000	\$ 1,757,938.80
		TOTAL CHECKS IN REGISTER	\$ 2,355,748.69
EBIT TRANSFERS			
		PAYROLL DIRECT DEPOSIT	179,119.84
		FEDERAL DEPOSIT LIABILITY	38,709.15
		SDI & STATE TAX	15,749.26
		WAGE GARNISHMENTS	190.00
		EMPOWER (401K)	66,018.18
		EMPOWER (457)	18,413.61
		HEALTH SAVINGS ACCOUNT PAYROLL DIRECT DEPOSIT	25.00 184,342.82
		FEDERAL DEPOSIT LIABILITY	40,438.53
		SDI & STATE TAX	16,100.86
		WAGE GARNISHMENTS	190.00
		EMPOWER (401K)	65,952.62
		EMPOWER (457)	19,769.4
		HEALTH SAVINGS ACCOUNT	429.00
		PAYROLL DIRECT DEPOSIT	181,250.2
		FEDERAL DEPOSIT LIABILITY	40,337.4
	12/29/2023	SDI & STATE TAX	16,351.64
	12/29/2023	EMPOWER (401K)	64,671.70
	12/29/2023	EMPOWER (457)	16,168.89
	12/29/2023	HEALTH SAVINGS ACCOUNT	25.00
	12/31/2023	BANK FEES	1,998.44
		TOTAL INTERBANK WIRES / DEBIT TRANSFERS	\$ 966,251.67
		TOTAL DISBURSEMENTS	\$ 3,322,000.36
		REIMBURSEMENTS TO ETWD EMPLOYEES	
CHECK NUMBER	PAYMENT DATE	REIMBURSEMENTS TO ETWD EMPLOYEES  PAYEE (DESCRIPTION)	PAYMENT AMOUNT
	DATE		AMOUNT
10487 10579	12/08/2023 12/22/2023	PAYEE (DESCRIPTION)  Hannah Ford (WaterReUse Conference) Nicholas Carrera (Work Boots)	1,400.26 400.00
10487 10579 10483	12/08/2023 12/22/2023 12/08/2023	PAYEE (DESCRIPTION)  Hannah Ford (WaterReUse Conference) Nicholas Carrera (Work Boots) Eric Nguyen (Safety Glasses)	1,400.26 400.00 335.00
10487 10579 10483 10564	12/08/2023 12/22/2023 12/08/2023 12/22/2023	PAYEE (DESCRIPTION)  Hannah Ford (WaterReUse Conference) Nicholas Carrera (Work Boots) Eric Nguyen (Safety Glasses) Chau Vuong (Mileage)	1,400.26 400.00 335.00 241.28
10487 10579 10483 10564 10538	12/08/2023 12/22/2023 12/08/2023 12/22/2023 12/18/2023	PAYEE (DESCRIPTION)  Hannah Ford (WaterReUse Conference) Nicholas Carrera (Work Boots) Eric Nguyen (Safety Glasses) Chau Vuong (Mileage) Rick Brown (Certification Renewal)	1,400.26 400.00 335.00 241.28 90.00
10487 10579 10483 10564	12/08/2023 12/22/2023 12/08/2023 12/22/2023 12/18/2023	PAYEE (DESCRIPTION)  Hannah Ford (WaterReUse Conference) Nicholas Carrera (Work Boots) Eric Nguyen (Safety Glasses) Chau Vuong (Mileage)	1,400.26 400.00 335.00 241.28 90.00
10487 10579 10483 10564 10538	12/08/2023 12/22/2023 12/08/2023 12/22/2023 12/18/2023	PAYEE (DESCRIPTION)  Hannah Ford (WaterReUse Conference) Nicholas Carrera (Work Boots) Eric Nguyen (Safety Glasses) Chau Vuong (Mileage) Rick Brown (Certification Renewal)	\$ 1,400.26 400.06 335.00 241.28 90.00 34.72
10487 10579 10483 10564 10538 10539	12/08/2023 12/22/2023 12/08/2023 12/22/2023 12/18/2023 12/18/2023	PAYEE (DESCRIPTION)  Hannah Ford (WaterReUse Conference) Nicholas Carrera (Work Boots) Eric Nguyen (Safety Glasses) Chau Vuong (Mileage) Rick Brown (Certification Renewal) Rory Harnisch (Mileage)	\$ 1,400.26 400.00 335.00 241.28 90.00 34.72 2,501.26
10487 10579 10483 10564 10538	12/08/2023 12/22/2023 12/08/2023 12/22/2023 12/18/2023	PAYEE (DESCRIPTION)  Hannah Ford (WaterReUse Conference) Nicholas Carrera (Work Boots) Eric Nguyen (Safety Glasses) Chau Vuong (Mileage) Rick Brown (Certification Renewal) Rory Harnisch (Mileage)  TOTAL CHECKS TO EMPLOYEES	\$ 1,400.26 400.06 335.00 241.28 90.00 34.72
10487 10579 10483 10564 10538 10539	12/08/2023 12/22/2023 12/08/2023 12/22/2023 12/18/2023 12/18/2023	PAYEE (DESCRIPTION)  Hannah Ford (WaterReUse Conference) Nicholas Carrera (Work Boots) Eric Nguyen (Safety Glasses) Chau Vuong (Mileage) Rick Brown (Certification Renewal) Rory Harnisch (Mileage)  TOTAL CHECKS TO EMPLOYEES  REINBURSEMENTS TO ETWD DIRECTORS  PAYEE (DESCRIPTION)	\$ 1,400.26 400.06 335.00 241.28 90.00 34.72 2,501.26
10487 10579 10483 10564 10538 10539 CHECK NUMBER	12/08/2023 12/22/2023 12/08/2023 12/22/2023 12/18/2023 12/18/2023 12/18/2023	PAYEE (DESCRIPTION)  Hannah Ford (WaterReUse Conference) Nicholas Carrera (Work Boots) Eric Nguyen (Safety Glasses) Chau Vuong (Mileage) Rick Brown (Certification Renewal) Rory Harnisch (Mileage)  TOTAL CHECKS TO EMPLOYEES  REINBURSEMENTS TO ETWD DIRECTORS  PAYEE (DESCRIPTION)  Kathryn Freshley (Travel Expenses)	\$ 1,400.26 400.00 335.00 241.28 90.00 34.72 2,501.26 PAYMENT AMOUNT
10487 10579 10483 10564 10538 10539	12/08/2023 12/22/2023 12/08/2023 12/22/2023 12/18/2023 12/18/2023 12/18/2023 12/18/2023 12/18/2023 12/18/2023	PAYEE (DESCRIPTION)  Hannah Ford (WaterReUse Conference) Nicholas Carrera (Work Boots) Eric Nguyen (Safety Glasses) Chau Vuong (Mileage) Rick Brown (Certification Renewal) Rory Harnisch (Mileage)  TOTAL CHECKS TO EMPLOYEES  REINBURSEMENTS TO ETWD DIRECTORS  PAYEE (DESCRIPTION)	\$ 1,400.26 400.00 335.00 241.28 90.00 34.72 2,501.26

**TOTAL CHECKS TO DIRECTORS** 

\$

2,625.73

# Attachment 2 Statement of Net Position for the December, 2023

El Toro Water District
El Toto Water Blottlet
Interim Statement of Net Position for the Month of December, 2023

	6/30/2023 Ending	11/30/2023 Interim	12/312023 Interim	Change
Assets				9
Current Assets				
Cash & Cash Equivalents	10,138,838	9,364,258	3,503,664	(5,860,593)
Investments	16,688,703	15,196,994	23,408,108	8,211,115
Accounts Receivable	6,342,616	7,340,839	4,215,928	(3,124,911)
Materials & Supply Inventory	260,700	626,101	539,669	(86,431)
Prepaid Expenses	200,587	440,823	308,520	(132,303)
Restricted - Cash & Cash Equivalents	4,386,674	141,563	141,862	299
Current Assets - Sub-total	38,018,118	33,110,577	32,117,752	(992,825)
Non-Current Assets				
Lease Receivable	361,011	361,011	361,011	-
Land & Easements	7,451,585	7,451,585	7,451,585	-
Capacity Rights	342,382	342,382	342,382	-
Capital Assets				
Water System	37,781,450	37,781,450	37,781,450	-
Wastewater System	57,334,500	57,334,500	57,334,500	-
Recycled System	55,454,389	55,454,389	55,454,389	-
Combined Assets	15,919,853	15,919,853	15,919,853	-
Construction in Progress	24,581,587	29,735,693	30,449,935	714,242
Accumulated Depreciation	(92,651,512)	(94,394,857)	(94,743,527)	(348,670)
Non-Current Assets - Sub-total	106,575,244	109,986,006	110,351,578	365,572
Total Assets	144,593,362	143,096,583	142,469,330	(627,253)
Deferred Outflows of Resources OPEB Deferred Outflow of Resources	3,493,769	3,493,769	3,493,769	-
Liabilities				
Current Liabilities				
Accounts Payable & Accrued Expenses	6,365,798	3,483,953	3,266,569	(217,384)
Accrued Salaries & Related Payables	150,618	(63,453)	(57,191)	6,262
Customer Deposits	49,231	13,300	13,250	(50)
Accrued Interest Payable	162,721	1,100,097	307,840	(792,257)
Long Term Liabilities - Due in One Year				-
Compensated Absences	182,171	182,171	182,171	-
Loans Payable	1,846,288	1,846,288	1,846,288	-
Current Liabilities - Sub-total	8,756,827	6,562,356	5,558,926	(1,003,430)
Non-Current Liabilities				
Compensated Absences	1,431,790	1,431,791	1,431,791	-
Other Post-Employment Benefits Liability	11,050,192	11,050,192	11,050,192	-
Loans Payable	53,316,865	51,981,840	51,935,835	(46,005)
Non-Current Liabilities - Sub-total	65,798,847	64,463,822	64,417,817	(46,005)
Total Liablities	74,555,674	71,026,178	69,976,743	(1,049,435)
Deferred Inflows of Resources				
Deferred Amounts from Leases	583,336	583,336	583,336	-
Deferred Amounts from OPEB	9,124,466	9,124,468	9,124,468	_
Total Deferred Inflows of Resources	9,707,802	9,707,804	9,707,804	
	0,101,002	5,7 67,004	5,1 01,00 <del>1</del>	<u> </u>
Net Position	E4 00E 070	EC 457 070	EC 500 455	444 577
Net Investment in Capital Assets	54,965,376	56,157,878	56,569,455	411,577
Restricted - Capital Projects	2,895	2,895	2,895	(0.500.400)
Destricted Debt Comit				
Restricted - Debt Service Unrestricted	- 8,855,384	8,332,573 1,363,023	1,769,135 7,937,066	(6,563,438) 6,574,043

#### Attachment 3

Statement of Revenues, Expenses, and Changes in Net Position for December, 2023

	Statement of Revenues, Expenses, and Changes in Net Position for the Month of December, 2023									
	District		District Water System Wastewater System		System	Recycled S	-	Capital Improvments		
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Operating Revenues										
Commodity Supply Charges	\$ 11,989,100 \$	6,002,271	\$ 10,027,100 \$	4,957,241	\$ - \$	- \$	1,962,000 \$	1,045,030 \$	- 9	-
Service Provision Charges	14,490,200	7,081,304	4,691,400	2,303,361	9,350,200	4,566,345	448,600	211,598	-	-
Capital Facilities Charge	4,093,900	1,926,808	-	-	-	-	-	-	4,093,900	1,926,808
Charges for Services	125,000	920	125,000	920	-	-	-	-	-	-
Miscellaneous Operating Income	42,100	29,435	31,000	12,293	10,100	17,143	1,000	-	-	-
Grants, Rebates, Reimbursements	4,101,300	3,521,965	-	3,157	5,300	4,059	96,000	187,247	4,000,000	3,327,501
Total Operating Revenues	34,841,600	18,562,703	14,874,500	7,276,972	9,365,600	4,587,547	2,507,600	1,443,875	8,093,900	5,254,309
Operating Expenses										
General & Administrative	5,262,060	2,358,219	2,110,500	989,732	2,729,480	1,183,453	422,080	185,033	-	-
Operations & Maintenance	21,461,400	11,646,725	12,797,500	7,340,560	7,208,600	3,520,165	1,455,300	786,000	-	-
Operating Capital Expenses	1,068,150	337,362	-	-	-	-	-	-	1,068,150	337,362
Other Operating Expenses	300,000	150,782	120,000	60,313	156,000	78,406	24,000	12,063	-	-
Depreciation & Amortization	4,906,900	2,092,020	-	-	-	-	-	-	4,906,900	2,092,020
Total Operating Expenses	32,998,510	16,585,107	15,028,000	8,390,605	10,094,080	4,782,025	1,901,380	983,095	5,975,050	2,429,382
Operating Income/(Loss)	1,843,090	1,977,596	(153,500)	(1,113,633)	(728,480)	(194,478)	606,220	460,779	2,118,850	2,824,927
Non-operating Revenues										
Property Taxes	1,155,000	574,587	460,000	229,837	600,000	298,787	95,000	45,963	-	-
Investment Earnings	250,000	635,422	100,000	185,395	130,000	232,721	20,000	35,803	-	181,503
Miscellaneous Revenue	249,400	137,463	238,000	137,163	10,400	300	1,000	-	-	-
Interest Expense	(1,928,200)	(957,491)	-	-	-	-	-	-	(1,928,200)	(957,491)
Net Non-Operating Revenues	(273,800)	389,981	798,000	552,396	740,400	531,808	116,000	81,766	(1,928,200)	(775,988)
Income/(Loss) before Contributions										
& Transfers	1,569,290	2,367,577	644,500	(561,237)	11,920	337,330	722,220	542,545	190,650	2,048,939
Transfers										
Transfers In	1,809,100	939,550	-	-	-	-	-	_	1,809,100	939,550
Transfers Out	(1,809,100)	(939,550)	(881,880)	(440,940)	-	-	(927,220)	(498,610)	-	-
Net Transfers	<u>-</u>	(0)	(881,880)	(440,940)	-	-	(927,220)	(498,610)	1,809,100	939,550
Capital Contributions										
Donations & Contributions	-	87,320	-	-	-	-	-	-	-	87,320
Total Capital Contributions	-	87,320	-	-	-		-	-	-	87,320
Change in Net Position	1,569,290	2,454,896	(237,380)	(1,002,177)	11,920	337,330	(205,000)	43,935	1,999,750	3,075,809

**Beginning Net Position** 

**Ending Net Position** 

63,823,655

\$ 65,392,945 \$ 66,278,551

63,823,655

# Attachment 4 Summary of Revenues and Expenses for the December, 2023

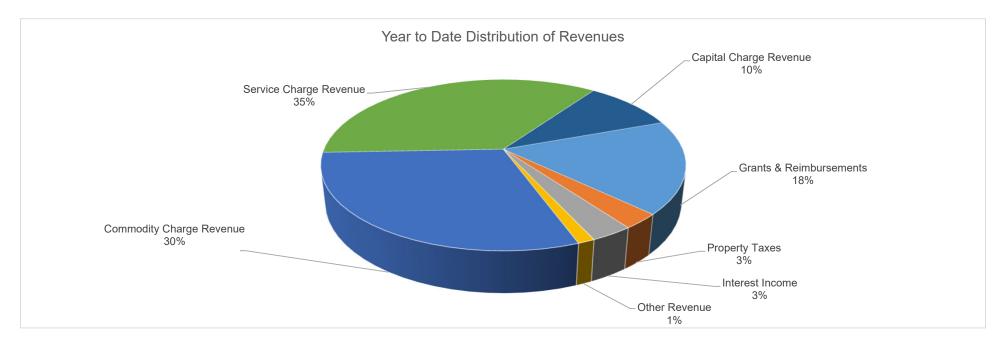
Account - Description	Month Actual	YTD Actual	2023-2024 Budgeted	Budget Remaining	% of Budget Remaining
Summary of Total District Revenues					
District Totals					
Commodity Supply Charges	799,068	6,002,271	11,994,600	5,992,329	50.0%
Service Charges	1,187,998	7,081,304	14,490,200	7,408,896	51.1%
Capital Facility Charges	336,325	1,926,808	4,093,900	2,167,092	52.9%
Charges for Services	-	920	125,000	124,080	99.3%
Miscellaneous Revenue	23,859	166,598	301,600	135,002	44.8%
Grants, Rebates, Reimbursements	6,333	3,521,965	4,096,000	574,035	14.0%
Property Taxes	96,250	574,587	1,155,000	580,413	50.3%
Investment Income	145,990	635,422	250,000	(385,422)	-154.2%
Donations & Capital Contributions	-	87,320	-	(87,320)	N/A
Total Revenue	2,595,821	19,997,195	36,506,300	16,509,105	45.2%
Summary of Total District Expenses					
Salary Expenses					
Directors Fees	10,950	50,370	131,400	81,030	61.7%
Exempt Salaries	165,305	735,593	1,407,000	671,407	47.7%
Non-exempt Salaries	622,677	2,727,259	5,513,800	2,786,541	50.5%
Other Salary Payments	-	1,416	188,400	186,984	99.2%
Overtime	26,256	95,780	230,000	134,220	58.4%
Overtime - On-call	10,080	44,220	72,700	28,480	39.2%
Stipends/Allowances	4,680	29,177	74,800	45,623	61.0%
Employee Service Awards	-	1,600	5,000	3,400	68.0%
Salary Expenses Sub-total	839,948	3,685,416	7,623,100	3,937,684	51.7%
Benefit Expenses					
Medical Insurance	85,393	510,766	1,138,900	628,134	55.2%
HSA Contributions	, -	262	4,500	4,238	94.2%
Dental Insurance	4,632	27,563	60,300	32,737	54.3%
Vision Insurance	1,033	6,039	13,100	7,061	53.9%
Life Insurance	5,257	23,188	36,600	13,412	36.6%
Disability Insurance	-	21	33,300	33,279	99.9%
Long-term Care Insurance	95	566	17,900	17,334	96.8%
Workers Compensation Insurance	16,443	70,442	129,100	58,658	45.4%
State Unemployment Insurance	973	973	3,060	2,087	68.2%
401k Retirement Contributions	74,486	325,594	622,600	297,006	47.7%
401k Matching Contributions	45,953	194,201	235,900	41,699	17.7%
457b Matching Contributions	13,074	55,924	235,900	179,976	76.3%
Medicare Insurance	11,729	50,771	104,800	54,029	51.6%
FICA  Page fit Expanses Sub total	247	938	2 625 060	(938)	N/A
Benefit Expenses Sub-total	259,316	1,267,248	2,635,960	1,368,712	51.9%
Commodity Purchased for Resale					
Water Purchases - MWDOC	(103,347)	3,902,155	4,228,600	326,445	7.7%
Water Purchases - MWDOC Fixed	111,673	321,137	784,200	463,063	59.0%
Water Purchases - AMP/SAC	5,378	13,113	-	(13,113)	N/A
Regional Water Supply Expenses	449	2,693	8,000	5,308	66.3%
Water Purchases - Baker WTP	429,809	952,001	3,120,500	2,168,499	69.5%
Water Purchases - Baker O&M	239,740	233,698	830,500	596,802	71.9%
Water Purch - Other Agencies	43,197	47,206	-	(47,206)	N/A
MWDOC Service Connect Charge	-	128,481	125,000	(3,481)	-2.8%
Commodity Purchased for Resale Sub-total	726,899	5,600,484	9,096,800	3,496,316	38.4%

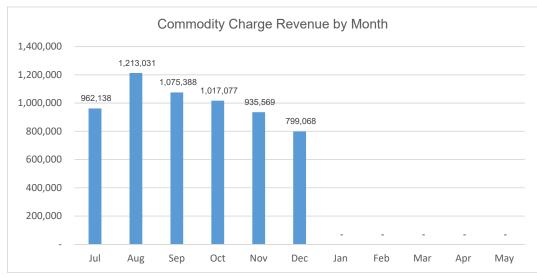
Account - Description	Month Actual	YTD Actual	2023-2024 Budgeted	Budget Remaining	% of Budget Remaining
Contracted/Purchased Services			-		
Consultants	1,043	5,418	61,500	56,083	91.2%
Engineering Services	22,149	30,780	48,000	17,221	35.9%
Audit & Accounting Services	2,680	37,000	45,600	8,600	18.9%
Technology Consultants	18,788	43,125	60,000	16,875	28.1%
SOCWA Contract	-	579,148	1,100,000	520,852	47.4%
Contractors	15,194	60,913	271,500	210,587	77.6%
Contracted Employees	5,423	32,095	-	(32,095)	N/A
Legal Svcs - General Counsel	9,922	36,591	90,000	53,409	59.3%
Legal Svcs - Specialty Counsel	2,300	2,300	25,000	22,700	90.8%
Other Legal Services	-	1,706	-	(1,706)	N/A
Employee Recruitmnt/Compliance	120	927	5,000	4,073	81.5%
Employee Health & Wellness	2,576	19,530	6,000	(13,530)	-225.5%
Employee Relations Expenses	1,080	1,580	1,960	380	19.4%
Professional Services	4 000	1,817	450,000	(1,817)	N/A
Landscaping Services	1,983	15,689	150,000	134,311	89.5%
Janitorial Contracts	1,322	15,289	45,000	29,711	66.0%
Equipment Rental	1,049	4,655	15,000	10,345	69.0%
Uniform Rental	5,840 5,779	6,229	15,000 31,800	8,771 19,069	58.5% 60.0%
Laboratory Services Disposal Services	34,597	12,731 76,825	59,000	(17,825)	-30.2%
Security Services	13,474	38,887	29,500	(9,387)	-30.2 % -31.8%
Insurance	126,213	201,276	378,000	176,724	46.8%
Financial Service Fees	2,696	16,829	55,000	38,171	69.4%
Printing & Reproduction	557	6,162	8,020	1,858	23.2%
Advertising & Publicity Svcs	60	1,084	8,100	7,016	86.6%
Postage	-	206	11,620	11,414	98.2%
Public Relations/Education	2,900	42,010	49,000	6,990	14.3%
Water Efficiency Services	, -	6,290	100,000	93,710	93.7%
Licenses & Permits	29,311	53,118	200,500	147,382	73.5%
Software Maintenance/Licenses	26,732	54,014	240,900	186,886	77.6%
Electrical Power	137,617	1,002,960	1,786,000	783,040	43.8%
Natural Gas	477	1,185	4,500	3,315	73.7%
Cable Service	995	2,465	9,000	6,535	72.6%
Telecommunications	2,665	11,550	20,000	8,450	42.3%
Mobile Telecommunications	1,464	20,092	38,100	18,008	47.3%
Data Access	7,492	26,898	60,000	33,102	55.2%
Equipment Maintenance & Repair	19,316	50,170	139,000	88,830	63.9%
Pump Maintenance & Repair	19,750	52,949	142,000	89,051	62.7%
Motor Maintenance & Repair	-	3,925	91,000	87,075	95.7%
Electrical Maintenance/Repair	19,155	68,332	157,000	88,668	56.5%
Meter Maintenance & Repair	2,491	3,570	30,900	27,330	88.4%
Structure Maintenance & Repair	9,813	44,590	22,000	(22,590)	-102.7%
Asphalt Maintenance & Repair	12,789	58,859	110,600	51,741	46.8%
Contracted/Purchased Services Sub-total	567,813	2,751,771	5,721,100	2,969,329	51.9%
Commodities					
Repair Parts & Materials	16,033	175,559	437,810	262,251	59.9%
Tools & Small Equipment	3,543	14,907	78,510	63,603	81.0%
Safety Equipment	4,258	7,399	25,010	17,611	70.4%
Employee Tools/Safety Equip	4,460	12,032	23,800	11,768	49.4%
Laboratory Tools & Small Equip	-	5,919	6,000	81	1.3%
Technology Tools/Small Equip	157	4,646	46,000	41,354	89.9%
Chemicals	29,654	186,908	322,000	135,092	42.0%
Laboratory Chemicals	2,945	8,149	53,000	44,851	84.6%
Gasoline & Oil	18,774	78,839	140,000	61,161	43.7%
Operating Supplies/Accessories	3,985	23,792	34,760	10,968	31.6%
Office Supplies & Accessories	99	9,434	21,170	11,736	55.4%
Technology Supplies/Components	11,216	17,320	36,000	18,680	51.9%
Lab Supplies & Accessories	1,650	8,528	22,000	13,472	61.2%
Meeting/Event Supplies & Food	1,486	13,382	46,540	33,158	71.2%
Water Use Efficiency Supplies Commodities Sub-total	98,260	566,812	1,310,600	18,000 743,788	100.0% 56.8%
Commodities Sub-total	90,∠00	500,612	1,310,000	143,100	30.6%

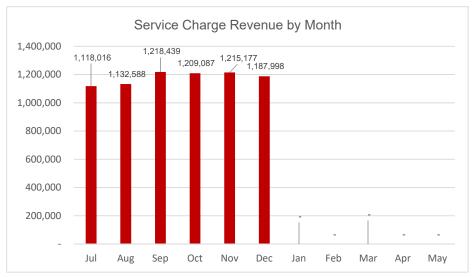
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Account - Description	Month Actual	YTD Actual	2023-2024 Budgeted	Budget Remaining	Budget Remaining
Professional Development	710100	71000			
Education & Training	3,892	16,585	43,550	26,965	61.9%
Education/Training - Directors	-	-	1	1	100.0%
Licenses & Certifications	_	665	7,202	6,537	90.8%
Dues & Memberships	3,560	75,474	101,403	25,929	25.6%
Dues & Memberships - Directors	-	· -	4	4	100.0%
Meetings & Conferences	805	7,635	36,705	29,070	79.2%
Meetings/Conferences-Directors	150	6,975	9,006	2,031	22.6%
Travel Reimbursement	2,691	10,947	38,757	27,810	71.8%
Travel Reimbursement-Directors	3,746	8,105	35,008	26,903	76.8%
Publications & Subscriptions		1,523	2,009	486	24.2%
Professional Development Sub-total	14,844	127,907	273,645	145,738	53.3%
Miscellaneous Expenses					
Employee Appreciation Expenses	-	283	5,000	4,717	94.3%
Internal/External Event Expenses	8,952	8,952	8,000	(952)	-11.9%
Election Expense	-	-	-	-	N/A
Reimbursable Repair Expense	-	-	-	-	N/A
Property Taxes	-	1,479	10,000	8,521	85.2%
Uncollectible Accounts	(68)	(369)	17,000	17,369	102.2%
NSFs & Miscellaneous Fees	207	3,847	18,000	14,153	78.6%
Refund Overcharges	-	1,290	2,800	1,510	53.9%
Damage/Repair Reimbursements		-	-	-	N/A
Miscellaneous Sub-total	9,091	15,482	60,800	45,318	74.5%
Capital Improvement Expenses					
Water System Projects					
Supply/Storage Projects	14,362	3,001,844	69,314	(2,932,530)	N/A
Pumping Projects	-	2,128	39,000	36,872	94.5%
Main/Service Line Projects	-	-	-	-	N/A
Wastewater System Projects	-	-		-	N/A
Pumping Projects	-	-	39,000	39,000	100.0%
Wastewater Treatment Projects	-	321,500	414,836	93,336	22.5%
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	-	-	-	-	N/A
Vehicle & Related Equipment Purchases	-	27,762	-	(27,762)	N/A
Technoloy Projects & Purchases	-	<del>-</del>	64,000	64,000	100.0%
Building & Structure Improvements	-	23,694	-	(23,694)	N/A
General Capital Projects	7,014	272,828	442,000	169,172	38.3%
Construction in Progress		(3,326,430)	-	(3,326,430)	N/A
Capital Improvement Expenses Sub-total	21,376	323,326	1,068,150	(5,908,036)	-553.1%
Other Expenses					
Retiree Health Insurance	29,434	154,341	300,000	145,659	48.6%
Depreciation	348,670	2,092,020	4,906,900	2,814,880	57.4%
Debt Interest Expense	250,140	957,491	1,928,200	970,709	50.3%
Other Expenses Sub-total	628,243	3,203,852	7,135,100	3,931,248	55.1%
Total Expenses	3,165,790	17,542,298	34,925,255	10,730,097	30.7%
Change in Net Position	(569,969)	2,454,897	1,581,045		

## Attachment 5 Revenue and Expense Charts for December, 2023

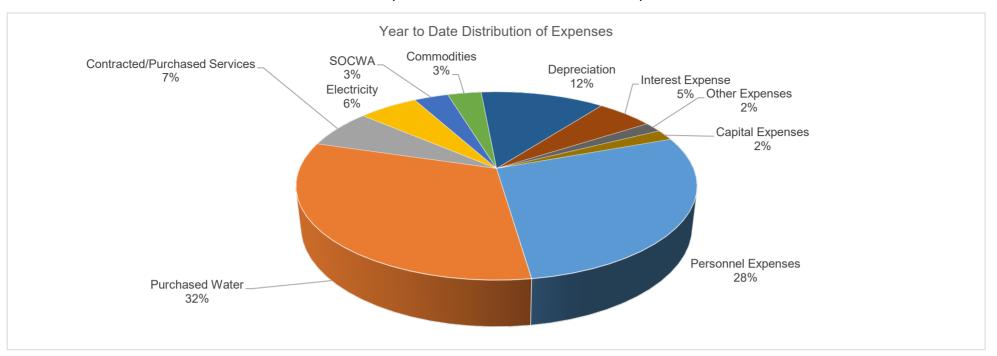
#### Revenue Charts -December Financial Report

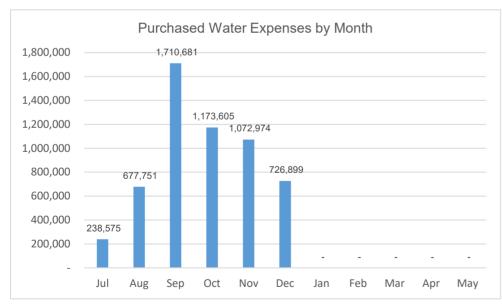






#### Expense Chart - December Financial Report







### Attachment 6 Summary of Cash & Investments at the end of December, 2023

#### Summary of Cash & Investments as of December 31, 2023

Summary of Cash & Investments

Cash & Equivalents
Unrestricted - Cash & Equivalents

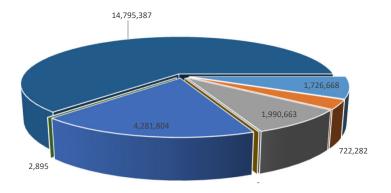
14,795,387 Unrestricted - Cash & Equivalents USB 3,536,830 Restricted - Cash & Equivalents 2,895 Investments Government Securities 4,281,804 Certificates of Deposit Corporates Bonds/Notes 1,990,663 Asset Backed Securities 722,282 2022 Bond Money Market 1,726,668 Total Cash & Investments 27,056,530

 Operating Cash & Investments
 25,326,966

 2022 Bond Proceeds Cash & Investments
 1,726,668

 Restricted - Cash & Equivalents
 2,895

#### Summary of Cash & Investments



#### Cash & Equivalents

	Account	Current
	Balance	Yield
Cash & Equivalents		
Demand Deposit Accounts		
US Bank - Checking Account	3,536,830	
US - Capital Facilities Checking	2,895	
US Bank - 2022 Bond Proceeds/Interest/Principal	14,012	
Petty Cash	700	
Money Market Accounts		
US Bank - Money Market Account	1,712,656	
CAMP Money Market	7,351,778	
LAIF Money Market	7,442,910	
Total Cash & Equivalents	20,061,780	

			Investments						
	Purchase	Par	Premium/	Market	Unrealized	Coupon	Yield to	Purchase	Maturity
	Cost	Amount	(Discount)	Value	Gain/(Loss)	Rate	Maturity	Date	Date
Governmental Securities									
United States Treasury Bond									
US Treasury N/B - AA+	298,734	300,000	(1,266)	298,125	(609)	0.125%	0.27%	3/1/2021	2/15/2024
US Treasury N/B - AA+	164,807	165,000	(193)	160,230	(4,576)	0.375%	0.42%	9/3/2021	8/15/2024
US Treasury N/B - AA+	34,854	35,000	(146)	33,884	(969)	0.375%	0.52%	10/7/2021	9/15/2024
US Treasury N/B - AA+	347,047	350,000	(2,953)	337,203	(9,844)	1.125%	1.42%	2/4/2022	1/15/2025
US Treasury N/B - AA+	149,566	150,000	(434)	146,414	(3,152)	2.750%	2.85%	6/1/2022	5/15/2025
US Treasury N/B - AA+	466,543	500,000	(33,457)	477,500	10,957	2.125%	4.20%	11/30/2022	5/31/2026
US Treasury N/B - AA+	464,531	500,000	(35,469)	474,688	10,156	2.250%	4.10%	11/30/2022	2/15/2027
US Treasury N/B - AA+	480,273	500,000	(19,727)	488,750	8,477	3.250%	4.25%	2/22/2023	6/30/2027
US Treasury N/B - AA+	502,500	500,000	2,500	503,438	938	4.125%	4.01%	11/30/2022	9/30/2027
US Treasury N/B - AA+	497,930	500,000	(2,070)	503,438	5,508	4.125%	4.22%	2/22/2023	9/30/2027
US Treasury N/B - AA+	485,332	500,000	(14,668)	492,422	7,090	3.500%	4.16%	2/22/2023	1/3/2028
United States Treasury Bond - Totals	3,892,117	4,000,000	(107,883)	3,916,091	23,974				

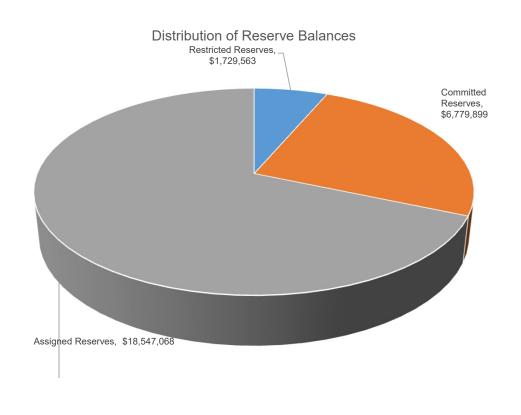
	Purchase	Par	stments (Continue) Premium/	Market	Unrealized	Coupon	Yield to	Purchase	Maturity
	Cost	Amount	(Discount)	Value	Gain/(Loss)	Rate	Maturity	Date	Date
Supra-National Agency Bond / Note					(				_,,
Inter-American Devel BK Note - AAA	184,863	185,000	(137)	179,051	(5,812)	0.500%	0.52%	9/15/2021	9/23/202
Supra-National Agency Bond / Note Totals	184,863	185,000	(137)	179,051	(5,812)				
Municipal Bond / Note									
NJ TPK Authority TXBL Revenue Bonds - AA-	20,000	20,000	-	19,208	(792)	0.897%	0.90%	1/22/2021	1/1/202
Municipal Bond / Note Totals	20,000	20,000	-	19,208	(792)				
Federal Agency Commercial Mortgage-Backed Security									
FHLMC Multifamily Structured Pool - AA+	80,702	80,595	107	79,373	(1,330)	3.064%	3.00%	5/25/2022	8/1/202
FHMS K047 - AA+	90,577	90,000	577	88,080	(2,496)	3.329%	3.10%	5/19/2022	5/1/202
Federal Mortgage-Backed Security Totals	171,279	170,595	684	167,453	(3,826)				
Governmental Securities - Total Balances	4,268,259	4,375,595	(107,336)	4,281,804	13,545				
Corporate Notes									
Toyota Motor Credit Corp Corporate Note - A+	69,996	70,000	(4)	69,917	(79)	0.450%	0.45%	1/6/2021	1/11/202
John Deere Corp Notes - A	54,961	55,000	(39)	54,860	(101)	0.450%	0.48%	3/4/2021	1/17/202
PACCAR Financial Corp Corporate Note - A+	64,925	65,000	(75)	64,666	(259)	0.350%	0.39%	1/28/2021	2/2/202
Microsoft Corp (Callable) Note - AAA	46,864	45,000	1,864	44,879	(1,985)	2.875%	0.95%	12/1/2021	2/6/202
National Rural Util Coop Corporate Note - A-	24,983	25,000	(17)	24,862	(121)	0.350%	0.37%	2/8/2021	2/8/202
Apple Inc (Callable) Note - AA+	52,381	50,000	2,381	49,817	(2,563)	3.000%	0.87%	11/1/2021	2/9/202
Goldman Sachs Corp Notes - BBB+ Merck & Co Inc Corp Notes	44,062	40,000 30,000	4,062 1,377	39,884	(4,178)	4.000%	0.69% 0.88%	1/21/2021 11/16/2021	3/3/202 3/7/202
Charles Schwab Corp Note	31,377 29,985	30,000	(15)	29,853 29,681	(1,524) (304)	2.900% 0.750%	0.88%	3/16/2021	3/18/202
Suntrust Bank (Callable) Corp Note	63,197	60,000	3,197	59,609	(3,588)	3.200%	0.96%	11/1/2021	4/1/202
Comcast Corp (Callable) Corp Note	53,305	50,000	3,305	49,701	(3,605)	3.700%	0.96%	11/1/2021	4/15/202
Bank of NY Mellon Corp Note	54,941	55,000	(59)	54,121	(820)	0.500%	0.54%	4/19/2021	4/26/202
Novartis Capital Corp Note	53,112	50,000	3,112	49,610	(3,502)	3.400%	0.89%	11/1/2021	5/6/202
Amazon.com Inc Corp Note	79,883	80,000	(117)	78,587	(1,296)	0.450%	0.50%	5/10/2021	5/12/202
Unitedhealth Group Inc Corp Note	29,969	30,000	(31)	29,443	(526)	0.550%	0.59%	5/17/2021	5/15/202
Unitedhealth Group Inc Corp Note	29,476	30,000	(524)	29,443	(33)	0.550%	1.32%	1/21/2022	5/15/202
Caterpiller Finl Service Corp Note	44,940	45,000	(60)	44,141	(798)	0.450%	0.50%	5/10/2021	5/17/202
Astrazeneca Finance LLC (Callable) Corp	49,996	50,000	(5)	49,002	(994)	0.700%	0.70%	5/25/2021	5/28/202
John Deere Capital Corp Notes	9,988	10,000	(13)	9,787	(200)	0.450%	0.49%	6/7/2021	6/7/202
Target Corp Notes	31,879	30,000	1,879	29,743	(2,137)	3.500%	1.04%	11/23/2021	7/1/202
American Express Co Corp Notes	36,253	35,000	1,253	34,379	(1,874)	2.500%	1.14%	11/19/2021	7/30/202
American Honda Finance Corp Notes  American Honda Finance Corp Notes	29,980 35,025	30,000 35,000	(20) 25	29,161 34,022	(819) (1,004)	0.750% 0.750%	0.77% 0.72%	9/7/2021 9/13/2021	8/9/202 8/9/202
Caterpillar Finl Service Corp Notes	19,973	20,000	(27)	19,362	(611)	0.600%	0.65%	9/7/2021	9/13/202
Bank of NY Mellon Corp Note	24,984	25,000	(16)	24,137	(847)	0.850%	0.87%	10/20/2021	10/25/202
Apple Inc Corp Note - AA+	42,786	40,000	2,786	39,175	(3,612)	2.750%	0.89%	3/11/2021	1/13/202
Goldman Sachs Corp Notes	10,000	10,000	-	9,963	(37)	1.757%	1.76%	1/19/2022	1/24/202
Bank of America Corp Notes	20,000	20,000	-	19,884	(116)	1.843%	1.84%	2/1/2022	2/4/202
Merck & Co Inc Corp Notes	21,389	20,000	1,389	19,558	(1,831)	2.750%	0.94%	3/9/2021	2/10/202
3M Company Corp Note	69,744	70,000	(256)	67,155	(2,588)	2.000%	2.13%	3/3/2022	2/14/202
JPMorgan Chase & Co Corp Note Call	30,000	30,000	-	29,825	(175)	0.563%	0.56%	2/9/2021	2/16/202
Exon Mobil Corp Note	29,874	30,000	(126)	29,300	(575)	2.709%	2.86%	4/1/2022	3/6/202
Bank of America Corp Notes	42,714	40,000	2,714	39,714	(3,000)	3.458%	1.53%	7/22/2021	3/15/202
Intel Corp Notes	30,873	30,000	873	29,477	(1,395)	3.400%	2.40%	3/8/2022	3/25/202
Burlington North Santa Fe Corp Note Call	21,533	20,000	1,533	19,544 73,382	(1,988)	3.000%	1.07% 3.06%	3/5/2021 4/11/2022	4/1/202
Amazon.com Inc Corp Notes  Home Depot Inc Corp Note	74,881 4,991	75,000 5,000	(119)	73,382 4,876	(1,499)	3.000% 2.700%	3.06% 2.76%	4/11/2022 3/24/2022	4/13/202 4/15/202
Target Corp Note	30,015	30,000	(9) 15	29,103	(115) (912)	2.700%	2.76%	3/8/2022	4/15/202
Bank of America Corp Notes (Callable	70,000	70,000	-	68,909	(1,091)	0.976%	0.98%	4/16/2021	4/13/202
Bank of NY Mellon Corp Note	46,148	45,000	1,148	43,225	(2,922)	1.600%	0.97%	3/10/2021	4/24/202
Bank of NY Mellon Corp Note	19,997	20,000	(3)	19,585	(412)	3.350%	3.36%	4/19/2022	4/25/202
Pepsico Inc Corp Note Call	21,400	20,000	1,400	19,478	(1,922)	2.750%	1.02%	3/5/2021	4/30/202
Citigroup Inc Corp Notes	35,000	35,000	-	34,429	(571)	0.981%	0.98%	4/27/2021	5/1/202
Suntrust Banks Inc Corp Notes	36,373	35,000	1,373	34,398	(1,975)	4.000%	2.69%	3/8/2022	5/1/202
Charles Schwab Corp Note	40,616	40,000	616	39,280	(1,335)	3.850%	3.30%	6/1/2022	5/21/202
Morgan Stanley Corp Notes (Callable)	10,000	10,000	-	9,762	(238)	0.790%	0.79%	5/26/2021	5/30/202
Honeywell Intl Corp Note	20,360	20,000	360	19,086	(1,275)	1.350%	0.91%	3/5/2021	6/1/202
JPMorgan Chase & Co Corp Note	25,000	25,000	-	24,567	(433)	0.824%	0.82%	5/24/2021	6/1/202
National Rural Util Coop Corp Note	9,997	10,000	(3)	9,794	(204)	3.450%	3.46%	5/4/2022	6/15/202
Intel Corp Notes	35,821	35,000	821	34,421	(1,400)	3.700%	2.95%	4/4/2022	7/29/202
Citigroup Inc Corp Notes	20,000	20,000	-	19,211	(789)	1.281%	1.28%	10/27/2021	11/3/202
State Street Corp Note	20,000	20,000	-	19,230	(770)	1.746%	1.75%	2/2/2022	2/6/202
Citigroup Inc Corp Notes State Street Corp Note	15,000 61,208	15,000 60,000	- 1,208	14,596 58,316	(404) (2,892)	3.290% 2.901%	3.29% 2.38%	3/10/2022 2/17/2022	3/17/202
•	80,000	80,000	1,200	78,752	(1,248)	4.080%	4.08%	4/19/2022	4/26/202
JPMorgan Chase & Co (Callable)									

		Inve	stments (continued)	)					
	Purchase	Par	Premium/	Market	Unrealized	Coupon	Yield to	Purchase	Maturity
	Cost	Amount	(Discount)	Value	Gain/(Loss)	Rate	Maturity	Date	Date
Asset Backed Securities									
Harot 2021 - Aaa	4,158	4,158	(0)	4,107	(51)	0.270%	0.27%	2/17/2021	4/21/2025
FordO 2021 - AAA	6,950	6,950	(1)	6,852	(98)	0.300%	0.30%	2/17/2021	8/15/2025
Harot 2021 - Aaa	13,401	13,402	(1)	13,143	(259)	0.330%	0.33%	5/18/2021	8/15/2025
GMCar 2021 - AAA	3,087	3,087	(1)	3,046	(41)	0.350%	0.35%	1/12/2021	10/16/2025
Harot 2021 - AAA	20,609	20,609	(0)	20,053	(556)	0.410%	0.41%	8/17/2021	11/18/2025
Carmx 2021 - AAA	4,060	4,060	(1)	3,987	(73)	0.340%	0.34%	1/20/2021	12/15/2025
Harot 2021 - Aaa	17,410	17,414	(4)	16,895	(515)	0.880%	0.89%	11/16/2021	1/21/2026
TAOT 2021 - AAA	21,222	21,222	(0)	20,600	(622)	0.710%	0.71%	11/9/2021	4/15/2026
Hart 2021 - AAA	13,807	13,810	(3)	13,442	(366)	0.740%	0.75%	11/9/2021	5/15/2026
Harot 2022 - AAA	43,909	43,916	(7)	42,750	(1,159)	1.880%	1.88%	2/15/2022	5/15/2026
FordO 2022 - AAA	18,645	18,647	(2)	18,154	(491)	1.290%	1.29%	1/19/2022	6/15/2026
BMWOT 2021 - AAA	24,406	24,407	(1)	23,995	(411)	3.210%	3.21%	5/10/2022	8/25/2026
COPAR 2021 - AAA	18,193	18,194	(0)	17,605	(588)	0.770%	0.77%	10/19/2021	9/15/2026
FordO 2022 - Aaa	24,999	25,000	(1)	24,693	(306)	3.740%	3.74%	6/22/2022	9/15/2026
TAOT 2022 - AAA	29,999	30,000	(1)	29,406	(593)	2.930%	2.93%	4/7/2022	9/15/2026
DCENT 2021 - AAA	54,988	55,000	(12)	53,179	(1,809)	0.580%	0.58%	9/20/2021	9/15/2026
GMCar 2021 - AAA	18,010	18,011	(0)	17,417	(594)	0.680%	0.68%	10/13/2021	9/16/2026
Hart 2022 - AAA	53,408	53,410	(2)	52,138	(1,270)	2.220%	2.22%	3/9/2022	10/15/2026
Comet 2021 - AAA	49,993	50,000	(7)	48,237	(1,756)	1.040%	1.04%	11/18/2021	11/15/2026
Allya 2022 - AAA	57,404	57,415	(11)	56,508	(896)	3.310%	3.31%	5/10/2022	11/15/2026
GMCar 2022 - AAA	16,678	16,679	(1)	16,182	(495)	1.260%	1.26%	1/11/2022	11/16/2026
HDMOT 2022 - AAA	30,118	30,123	(5)	29,586	(532)	3.060%	3.06%	4/12/2022	2/15/2027
GMCar 2022 - AAA	24,995	25,000	(5)	24,507	(488)	3.100%	3.10%	4/5/2022	2/16/2027
Carmx 2022 - AAA	34,358	34,363	(5)	33,808	(550)	3.490%	3.49%	4/21/2028	2/16/2027
Comet 2022 - AAA	69,995	70,000	(5)	68,226	(1,769)	2.800%	2.80%	3/23/2022	3/15/2027
Comet 2022 - AAA	64,990	65,000	(10)	63,766	(1,223)	3.490%	3.49%	6/6/2022	5/15/2027
Corporate Bonds - Total Balances	739,791	739,878	(87)	722,282	(17,509)				

### Attachment 7 Cash Reserve Balances for December, 2023

#### El Toro Water District Cash Reserve Status Report for the month ended December 31, 2023

	Cash Reserve Balances	Reserve Targets
Reconciled Cash Balance	\$ 27,056,530	
Restricted Reserves		
2022 Revenue Bonds Fund	1,726,668	-
Capital Facilities Charge Reserve	2,895	-
Sub Total Restricted Reserve	1,729,563	
Committed Reserves		
Capital Construction Reserve	1,975,455	3,000,000
Rate Stabilization Reserve	1,835,600	2,100,000
Operational Continuity Reserve	2,100,000	2,100,000
Working Capital Reserve	868,844	2,100,000
<b>Sub Total Committed Reserves</b>	6,779,899	9,300,000
Assigned Reserves		
CIP Reserves		
Capital Carryover	3,966,173	-
Accumulated Capital Reserve	1,060,967	-
CIP - Revenue Bond Unrestricted Reserve	8,805,292	-
SOCWA Capital Projects	3,485,266	-
Water Supply Program Reserves		-
Tiered Conservation Fund	854,127	-
Debt Service Reserves		
Baker Debt Service	375,243	<u>-</u> _
Sub Total Assigned Reserves	18,547,068	
Total Cash Reserves	27,056,530	
Adjusted Cash Reserves <sup>(1)</sup>	25,329,862	9,300,000



<sup>(1)</sup> the Adjusted Cash Reserves excludes the 2022 Bond Proceeds which are obligated to the projects identified in the 2022 Bond Official Statement and are therefore not available for Operations & Maintenance activities or the annual Capital Improvement Program.

### Attachment 8 Capital Project Expense Report through December, 2023

	2023-2024 Capital Program Budget Information											
50.7							202	3 - 2024 Expenses				
PM Task Code	Project Description	Funding Source	Account	Total Budget	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total	Remaining
RES-0047	R-6 Reservoir Cover (CIP23)	Revenue Bond	40-000-15003/CIP23	3,705,133.31	-	98,183.63	3,942,250.93	1,150,569.15	318,765.89	122,974.42	5,632,744.02	(1,927,610.71)
	R-6 Reservoir Cover Paving Project	Revenue Bond	40-000-15003/CIP23	1,000,000.00	-	-	-	-	-		-	1,000,000.00
WPS-0093	JTM Pump Station 32-093	Revenue Bond	CIP23	1,035,516.35	-	96,746.45	858.64				97,605.09	937,911.26
WPS-0094	P-1 Fence Alarm Replacement	Accumulated Capital Funds	40-000-15010	20,921.60	-	2,128.18		18,793.42			20,921.60	
WRP-0134		Carryover	CCP	72,815.02	-	-	19,800.00	-			19,800.00	53,015.02
SPS-0049	Water and Sewer Master 31-049	Accumulated Capital Funds	40-000-15005	11,563.44	-	-	-	11,563.44 18,941.39			11,563.44 18,941.39	13,558.61
TCP-0001 GEN-0112	Scada Server upgrade New Warehouse	Carryover Revenue Bond	40-000-15040 40-000-15040	32,500.00 2,624,495.00	-	-	21,066.41	341,529.54		536,011.48	898,607.43	1,725,887.57
GLIV-0112	Field Ops - Floor Covering	Carryover	40-830-66200	15.000.00			21,000.41	341,323.34	_	330,011.40	090,007.43	15.000.00
VEH-0010	23-24 Vehicle Purchases	FY 23/24 CIP	40-000-15040	125,000.00	-	_	_	_	_	_	-	125,000.00
VEH-0010	23-24 Vehicle Purchases	Carryover	40-000-15040	27.762.00	-	27.762.00	_	-	_	_	27.762.00	-
SPS-0050	Asset Management Study 31-050	FY 22/23 and <b>23/24</b> CIP	40-840-55110	120,000.00	_	15,527.50	_	_	42,332.50	_	57.860.00	62.140.00
SPS-0053	System Arc Flash Coord Study	FY 23/24 CIP	40-840-55110	180,000.00	-	-	-	-	-	7,013.86	7,013.86	172,986.14
CAP-0054	23-24 ATS Replacements	FY 23/24 CIP and Carryover	40-000-15040	32,000.00	-	-	-	-	-			32,000.00
CAP-0054	23-24 ATS Replacements	FY 23/24 CIP and Carryover	40-000-15040	30,000.00	-	-	-	-	-	-	-	30,000.00
CAP-0051	23-24 Sewer PLC Upgrade	Carryover	40-000-15040	118,294.65	-	-	-	-	-	-	-	118,294.65
CAP-0053	Sewer Station HMI Rplmnt	FY 23/24 CIP	40-000-15020	14,000.00	-	-	-	-	-	-	-	14,000.00
RCE-0010	23-24 JRWSS Capital Budget	FY 23/24 CIP	40-710-66230	13,114.00	-	-	-	235.42	-	321.78	557.20	12,556.80
RCE-0011	23-24 Baker WTP Capital Fund	FY 23/24 CIP	40-710-66230	56,200.00	-	-	-	-	-	14,040.25	14,040.25	42,159.75
TCP-0007	Core Switch Replacement	FY 23/24 CIP	40-000-15040	63,000.00	20,389.40	-	20,389.40	-	-	-	40,778.80	22,221.20
TCP-0006	23-24 Security System Imprmnts	FY 23/24 CIP	40-000-15040	50,000.00	-	-	-	-	-	-	-	50,000.00
TCP-0008	EOC Technology Upgrade	FY 23/24 CIP	40-820-66120	16,000.00	-	-	-	-	-	-	-	16,000.00
TCP-0003	IT Master Plan	Carryover	40-000-15040	80,000.00	-	-	-	-	-	-		80,000.00
RCE-0012		FY 23/24 CIP	40-750-66230	414,836.00	103,898.00	-	-	-	131,789.00	-	235,687.00	179,149.00
WRP-0136		FY 22/23 and 23/24 CIP and Carryover	40-000-15020	18,641.00	-	-	-	-	-	-	-	18,641.00
WRP-0136		FY 22/23 and 23/24 CIP and Carryover	40-000-15020	139,558.08	-	-	14.553.00	-	0.404.05	-	21.034.25	139,558.08
SLS-0117	Mathis LS Influent Drop Piping	Accumulated Capital Funds	40-000-15020	21,034.25 52.000.00	-		14,553.00		6,481.25	-	21,034.25	52.000.00
SLS-0118	Surcharge CAP Repair - Goudy	FY 23/24 CIP FY 23/24 CIP	40-000-15020	91,000.00	-	-	-	-	-	-		91,000.00
SLS-0119 SLS-0120	Northline Coating Impr Project Freeway Electrical Equip Repl	FY 23/24 CIP FY 23/24 CIP	40-000-15020 40-000-15020	110.000.00	-	-	-	-	-	-	-	110.000.00
WRP-0131		FY 23/24 CIP, Revenue Bond, and Carryove		65,159.65	-	49,756.88	-	13,678.99	-	486.60	63,922.47	1.237.18
WKF-0131	New MCC S-D Electrical Cabinet & Breakers (DAF Unit #1)	Carryover	40-000-15020	30,000.00	-	45,750.00	-	15,076.55		400.00	03,322.47	30,000.00
CAP-0061	WRP Main Electrical Power Breaker Upgrades	Carryover	40-750-66230	23,922.68					_		_	23,922.68
	WRP Effluent Pump Station Rehab	Accumulated Capital Funds	40-000-15020	107,431.37					98,314.37	9,117.00	107,431.37	20,322.00
WRP-0137		Recycle Capital Projects	40-000-15020	11,039.86	_	_	4,346.11	_	6,693.75	-	11,039.86	_
		FY 23/24 CIP, Revenue Bond, and Carryov		2,351,000.00	_	_	-	-	-	_	-	2,351,000.00
WRP-0142		FY 23/24 CIP, Revenue Bond, and Carryove		694,014.20	_	_	_	_	_	_	-	694,014.20
RES-0015	R-4 Exterior Recoating	FY 23/24 CIP	40-000-15010	35,100.00	-	-	-	-	-	-	-	35,100.00
CAP-0024	P-4 Pump Replacement	Carryover	40-000-15010	59,000.00	-	-	-	-	-	-	-	59,000.00
RES-0016	Moulton/El Toro Cathodic Protection Repair	Carryover	40-000-15010	100,000.00	-	-	-	-	3,875.00	-	3,875.00	96,125.00
RES-0017	SRV-2 Lid Repair	FY 23/24 CIP	40-000-15010	33,000.00	-	-	-	-	-	-	-	33,000.00
RES-0018	R-6 Security Improvements	FY 23/24 CIP	40-000-15010	84,000.00	-	-	-	-	-	-	-	84,000.00
WPS-0095	P-3 Pump Station Rehab	Carryover	40-000-15010	200,000.00	-	-	-	-	-	-	-	200,000.00
SLS-0115	Aliso Creek Pump Rehab 932-115	FY 23/24 CIP and Carryover	40-000-15020	468,901.00	-	-	-	-	-	-	-	468,901.00
SLS-0115	Aliso Creek Pump Rehab 932-115	FY 23/24 CIP and Carryover	40-000-15020	602,953.14	-	-	-	-	-	-	-	602,953.14
CAP-0050	23-24 Water PLC Upgrade	Carryover	40-000-15040	76,733.68	-	-	-	-	-	-	-	76,733.68
CAP-0052	Water Station HMI RpImnt	FY 23/24 CIP	40-720-66120	14,000.00	-	-	-	-	-	-	-	14,000.00
CAP-0063	Flooring Replacement for FO Multipurpose Room	Carryover	40-840-66200	15,500.00	-	-	407.050.50	- 04 000 00	0.470.00	7 202 62		15,500.00
		Recycle Capital Projects	40-000-15030	205,018.50		13,668.00	167,959.50	21,283.00	8,473.00	7,303.00	205,018.50	-
CAP-0055	Lab HVAC Unit	Accumulated Capital Funds	40-750-66120	13,668.00		13,006.00					13,668.00	-
			Total	15,480,826.78	124,287.40	303,772.64	4,191,223.99	1,576,594.35	616,724.76	697,268.39	7,509,871.53	7,970,955.25
RES-0047	R-6 Reservoir Cover (CIP23)/Cost Covered by Other particip	a Revenue Bond	40-000-15003/CIP23	5,750,718.49	-	54,001.00	2,168,238.01	632,813.03	175,321.24	67,635.93	3,098,009.21	2,652,709.28
			Gross project cost	21,231,545.27	124,287.40	357,773.64	6,359,462.00	2,209,407.38	792,046.00	764,904.32	10,607,880.74	10,623,664.53
			Bond 2022 Restricted Funds	4 705 400 04		00 400 00	2.040.050.00	4 450 500 45	240 705 00	400.074.40	E 600 744 00	(007.040.74)
			ond CIP Unrestricted Funds	4,705,133.31	-	98,183.63	3,942,250.93	1,150,569.15	318,765.89	122,974.42	5,632,744.02	(927,610.71)
		В		6,011,011.35	-	96,746.45	21,925.05	341,529.54		536,011.48	996,212.52	5,014,798.83
			2023-24 CIP Budget	1,990,792.00	124,287.40	15,527.50	20,389.40	235.42	174,121.50	21,375.89	355,937.11	1,634,854.89
			Carryover Project Fund	2 202 212 10		77 510 00	10 900 00	22 620 20	2 075 00	406.60	124 200 06	2 240 042 24

2,383,213.10

174,618.66

216,058.36

124,287.40

15,480,826.78

77,518.88

15,796.18

303,772.64

19,800.00

14,553.00

172,305.61

4,191,223.99

32,620.38

30,356.86

21,283.00

1,576,594.35

486.60

9,117.00

7,303.00

3,875.00

104,795.62

15,166.75

616,724.76 697,268.39

134,300.86 2,248,912.24

7,509,871.53 7,970,955.25

174,618.66

216,058.36

Carryover Project Fund

Recycle Capital Projects

Accumulated Capital Funds

## Attachment 9 Interim Report on 401k Plan Holdings

#### **EL TORO WATER DISTRICT**

**401K PLAN SUMMARY** 



		MARKE	ET VALUE SUMMARY		55 to 50 one	00.4 0.4	005
	Under 40 yrs. Old	40 to 44 yrs. Old	45 to 49 yrs. Old	50 to 54 yrs. Old	55 to 59 yrs. Old	60 to 64 yrs. Old	Over 65 yrs. Old
Balance at June 30, 2023	\$1,453,468.56	\$2,095,353.59	\$1,103,519.44	\$2,887,912.79	\$7,733,640.95	\$3,735,784.96	\$2,508,682.94
Balance at December 31, 2023	\$1,690,612.51	\$2,070,967.35	\$968,818.36	\$3,377,548.53	\$6,162,955.92	\$4,955,400.44	\$3,388,536.21

Disrict Staff is working with Highmark and Empower to design a new 401k report. Once the data for the portfolios is being generated by Empower, the District portfolio information by age group will be updated.

	Beginning Account			Interfund	Interest, Dividends and Appreciation Net of Fees &	Ending Account
Investments	Dalance		Withdrawals	Transfers	Chrges	Balance
American Beacon Ahl Managed Futures Strategy Fund A Class	598,197.15	4,927.49	(4,901.75)	69,047.05	9,062.79	676,332.75
Blackrock Tactical Opportunities Fund Class K Shares	215,005.45	1,966.42	(2,973.31)	13,000.80	(4,121.47)	-
Columbia Contrarian Core Fund Institutional 3 Class	1,785,493.21	17,635.01	(34,601.20)	(93,281.01)	78,342.79	1,753,588.81
Delaware Small Cap Core Fund Class R6	630,789.18	5,906.41	(12,012.76)	(32,891.14)	69,005.73	660,797.41
Dfa Large Cap International Portfolio Institutional Class	1,112,114.05	11,608.35	(21,012.61)	(14,586.74)	57,778.57	1,145,901.62
Dodge & Cox Income Fund Class I	2,170,805.14	21,088.61	(18,019.96)		92,965.03	2,884,512.43
Dodge & Cox International Stock Fund Class I	262,972.87	2,752.53	(5,906.64)	3,256.74	12,362.51	275,438.01
Dodge & Cox Stock Fund Class I	930,561.70	9,623.50	(18,891.63)	(21,994.83)	54,099.66	953,398.42
Doubleline Core Fixed Income Fund Class R6	2,229,244.53	20,144.37	(17,995.90)	421,035.90	92,324.23	2,744,753.12
Emerald Growth Fund Institutional Class	391,975.71	4,318.47	(8,026.99)	(33,469.96)	38,684.14	393,481.36
Guaranteed Income Fund	1,653,752.73	5,319.82	(10,932.42)	(911,506.38)	3,315.96	739,949.71
Harbor Capital Appreciation Fund Retirement Class	774,909.20	8,120.72	(16,529.69)	(59,118.23)	35,758.37	743,140.38
Mfs International Growth Fund Class R6	267,802.72	2,752.51	(5,990.83)	(2,622.08)	13,322.71	275,265.02
Nuveen Real Estate Securities Fund Class R6	690,386.44	6,213.32	(6,992.66)	37,305.99	64,021.09	790,934.18
Pgim Total Return Bond Fund -class R6	2,122,769.84	16,835.28	(15,097.50)	135,598.47	87,033.54	2,347,139.63
Pimco Income Fund Institutional Class	218,048.57	2,518.30	(3,021.36)	84,109.84	7,529.45	309,184.79
Pimco Rae Us Fund Institutional Class	944,242.96	9,623.17	(19,064.55)	(37,574.88)	63,375.70	960,602.41
The Merger Fund Class I	216,785.90	1,966.53	(2,995.81)	6,469.25	2,018.77	224,244.64
Undiscovered Managers Behavioral Value Fund Class R6	393,552.80	4,318.49	(8,179.82)	(39,002.22)	39,439.06	390,128.31
Vanguard Emerging Markets Stock Index Fund Admiral Shares	494,494.55	5,216.60	(11,007.38)	6,708.81	16,501.58	511,914.16
Vanguard Growth And Income Fund Admiral Shares	1,817,570.93	17,818.91	(33,450.23)	(93,059.17)	75,450.43	1,784,330.89
Vanguard Growth Index Fund Admiral Shares	820,104.75	8,208.91	(16,438.52)	(36,944.25)	34,643.80	809,574.67
Vanguard Long-term Investment-grade Fund Admiral Shares	757,791.46	5,792.43	(5,051.45)	(14,309.89)	54,220.12	798,442.65
Vanguard Mid-cap Index Fund Admiral Shares	216,399.23	1,966.35	(3,014.14)	(3,845.68)	15,378.63	226,884.39
Grand Total	21,715,771.07	196,642.50	(302,109.11)	(0.00)	1,012,513.19	22,622,817.66

#### MINUTES OF THE REGULAR MEETING & OF THE ENGINEERING COMMITTEE MEETING

#### December 18, 2023

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

Committee Members KAY HAVENS, KATHRYN FRESHLEY, MIKE GASKINS, MARK MONIN, and FRED ADJARIAN participated.

Also participating were DENNIS P. CAFFERTY, General Manager, JUDY CIMORELL, Human Resources Manager, HANNAH FORD, Engineering Manager, GILBERT J. GRANITO, General Counsel, VISHAV SHARMA, CFO, SCOTT HOPKINS, Operations Superintendent, VU CHU, Water Use Efficiency Analyst, (Zoom), VICKI TANIOUS, Senior Accountant / Payroll, (Zoom), RORY HARNISCH, Senior Engineer (arrived 8:21 a.m.), MIKE MIAZGA, IT Manager (arrived 8:24 a.m.), CAROL MOORE, Laguna Woods City Council member (Zoom), and POLLY WELSCH, Recording Secretary.

#### Consent Calendar

Director Freshley asked for a Motion.

Motion: Vice President Monin made a Motion, seconded by Director Gaskins to approve the Consent Calendar.

#### Roll Call Vote:

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

#### **Engineering Action Items**

#### R-6 Reservoir Perimeter Road Repair Project Change Order

Ms. Ford stated that the contractor has completed the original contract work, and the District would like to expand the contractual scope of work to include seal coat of the new asphalt as well as crack repair and seal coat on the existing entrance road from La Glorieta.

Ms. Ford stated that, in addition to the seal coat, the District would like the contractor to install a 138-ft section of berm near the entrance gate to retain soil from drifting on to the perimeter road.

Ms. Ford stated that the V-ditch also needs repair to cracks in order to restore it to its original condition.

Director Freshley asked for a Motion.

Motion: Director Adjarian made a Motion, seconded by Vice President Monin to authorize the General Manager to issue a Change Order to the existing contract with PaveWest, Inc. in the amount of \$54,547.84 for the R-6 Reservoir Perimeter Road Repair Project.

#### Roll Call Vote:

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

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

Ms. Ford stated that staff anticipates a third change order to close out the project. She further stated that although the change in cost has been deductive, the total cost of the adders exceeds the General Manager's authority.

Director Freshley asked for a Motion.

Motion: Director Gaskins made a Motion, seconded by Vice President Monin to ratify the issuance of Change Order No. 1 and Change Order No. 2 to the existing contract with Layfield USA Corp for the construction of the R-6 Reservoir Floating Cover and Liner Replacement Project.

#### Roll Call Vote:

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

#### Northline Lift Station Coating Project

Mr. Harnisch stated that Northline was rebuilt in 2012 with a new PVC-lined wet well, grinder, pumps, two influent manholes, and additional on-site modifications.

Mr. Harnisch stated that there are areas of liner failure at each of the eight hatches, wet well entrance, and connection to the bypass structure, as well as the bench at the knife gate area and influent manhole invert.

Ms. Moore asked if the use of chemicals could be the cause of the erosion. Ms. Ford replied that naturally occurring gases, such as hydrogen sulfide, in the wet well can cause erosion of the concrete.

Director Freshley asked for a Motion.

Motion: Director Adjarian made a Motion, seconded by Director Gaskins to authorize the General Manager to issue a contract to MC Painting, Inc. in the amount of \$52,640.00 for replacement of damaged PVC liner and repair of corroded concrete in the Northline Lift Station wet well.

#### Roll Call Vote:

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

#### Administrative Office Campus Security Camera Project

Mr. Cafferty stated that this proposal would add five cameras to the Administrative Office campus, as well as replace the existing failed camera at the front gate. He further stated that the new system will allow for 30 days of retention with room for expansion.

A discussion ensued regarding the range of the cameras and the potential to upgrade certain cameras to expand the viewing area. Mr. Cafferty stated that staff will discuss options with the vendor.

Director Freshley asked for a Motion.

Motion: Director Adjarian made a Motion, seconded by Director Gaskins to authorize the General Manager to issue a contract to Convergint in the amount of \$45,395.93 for the installation of a security camera system at the Administrative Office Campus, and to provide for an additional \$15,000.00 of contingency to consider upgrading the camera system.

#### Roll Call Vote:

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

At approximately 8:55 a.m. Mr. Miazga left the meeting.

#### **Engineering Information Items**

#### ETWD Operations Report

Mr. Cafferty stated that the Operations Report has added additional data at the Plant on solids handling, treated effluent quality, and the recycled water system.

#### Capital Projects Status Report

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

Ms. Ford stated that staff continues to monitor water quality following disinfection and fill. She further stated that the trihalomethane (TTHM) concentrations remain elevated above maximum contaminant level (MCL) in the reservoir, but distribution samples are lower.

Ms. Ford stated that carbon tetrachloride is no longer a concern because concentrations have dropped below detection limits.

Mr. Cafferty stated that MET recently completed an inspection of the Allen McCulloch Pipeline (AMP) and they have identified a number of segments of the pipeline with significant numbers of broken wires in the pre-stressed cylinder pipe, and are determining a long-term repair project. He further stated that the planned shutdown of the Diemer Plant could be extended in order to complete these repairs.

#### New Warehouse

Mr. Harnisch stated that the contractor has finished the concrete slab and the electrical communications bank and a water line are installed. He further stated that the contractor was back on-site Friday and the building is scheduled for delivery this week.

Mr. Harnisch stated that one of the utilities was in the wrong location in the Plans and a Change Order will be negotiated. He further stated that staff is coordinating with AQMD to install their equipment back on site.

#### Aliso Creek Lift Station Alternatives Analysis

Mr. Harnisch stated that staff and the consultant began development of the Alternatives Analysis Study. He further stated that the consultant conducted a second progress meeting with staff to further review alternatives and flow monitoring.

#### DAF Unit 2 Retrofit and Rehabilitation

Mr. Harnisch stated that commissioning activities will begin in January for project completion.

#### Grit Chamber Rehabilitation Project

Mr. Harnisch stated that after the bid period elapsed, staff received no bids. He further stated that the core reasons for contractors not submitting bids were time and workload constraints.

Mr. Harnisch stated that staff plans to restart the bidding process in early February with recommendations to the Board in the same month.

#### Asset Management

Ms. Ford stated that staff have reviewed the recommendations for capital budgeting that resulted from WRP asset management and is discussing how best to integrate asset management and ongoing maintenance management efforts.

#### <u>Tertiary Disinfection Optimization Project</u>

Ms. Ford stated that Tracer Testing has begun, and initial results indicate a high baffling factor, which indicates likelihood of obtaining a low concentration times contact time (CT).

#### System Wide Arc Flash and Coordination Study

Ms. Ford stated that this study is moving forward with most of the shutdowns accomplished except the WRP, which is on hold until the correct ATSs are delivered for installation at the Main Electrical Room. She further stated that staff anticipates receiving initial recommendations in early January for 2024/25 capital budgeting.

#### WRP Main Electrical Power Breaker

Ms. Ford stated that the breakers have been installed and staff continues to work with the contractor on scheduling delivery of the Automatic Transfer Switches (ATSs) in the first quarter of 2024.

#### ACWA Fall Conference

Mr. Cafferty stated that staff added this item for the opportunity for the Directors to share information from the ACWA Fall Conference.

#### 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 9:42 a.m.

#### Recess

At approximately 9:42 a.m. the Board took a short recess.

#### Regular Session

At approximately 9:50 a.m. the Board returned to Regular Session.

#### Attorney Report

Mr. Granito report that there is a need for a Closed Session today as referenced on todays Closed Session agenda.

#### Closed Session

At approximately 9:50 a.m. the Board went into Closed Session. Also at this time everyone left the meeting except the Board members, the General Manager, and General Counsel.

#### Regular Session/Open Report

At approximately 11:15 a.m. the Board returned to Regular Session. Also at this time Ms. Cimorell, and Ms. Welsch returned to the meeting.

Mr. Granito reported that the Board went into Closed Session to discuss all three items of today's Closed Session agenda. During the first phase of the Closed Session the General Manager and General Counsel reported on the status of the Dollar Tree litigation. No reportable action was taken.

Mr. Granito reported that during the second phase of the Closed Session the General Manager led a discussion regarding potential litigation and the status thereof. No reportable action was taken.

Mr. Granito reported that during the third phase of the Closed Session the General Manager left the meeting. Also during this phase, the Board President led a discussion on the General Manager's annual performance evaluation and the Board agreed that an increase was appropriate. Any such action was deferred to Open Session. No reportable action was taken.

#### General Manager Compensation

President Havens asked for a Motion.

Motion: Vice President Monin made a Motion, seconded by Director Freshley to grant the General Manager a compensation increase consisting of three parts. He further stated that the first part would be an increase of the base annual salary amount by \$7,759; the second part would be a superior performance award of \$37,348; the third component would be an increase in the car allowance of \$1,800 per year.

#### Roll Call Vote:

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

#### Adjournment

There being no further business to come before the Board, the meeting was adjourned at 11:18 a.m.

POLLY WELSCH
Recording Secretary

APPROVED:

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

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



#### STAFF REPORT

To: Board of Directors Meeting Date: January 25, 2024

From: Dennis Cafferty, General Manager

**Subject: Allen McColloch Pipeline Repairs Update** 

The Allen McColloch Pipeline (AMP) conveys water from the MWD Diemer Filtration Plant to a variety of agencies ultimately terminating at the ETWD R-6 Reservoir. The District takes nearly 30% of its drinking water supply from the AMP through three turnout facilities in the ETWD service area.

MWD has identified a large number of pipe sections that are at risk due to structural deficiencies in the pipeline. Staff have been participating in detailed collaborative efforts between MWD, MWDOC, IRWD, SMWD and MNWD to identify and facilitate expedited repair strategies.

Staff will provide a presentation on the AMP Repair Projects as well as an update on the evolving strategies for pipeline shutdowns necessary to facilitate the repairs.



# Allen McColloch Pipeline Status Update

Municipal Water District of Orange County Workshop Board Meeting

January 3, 2024

### Allen McColloch Pipeline Background

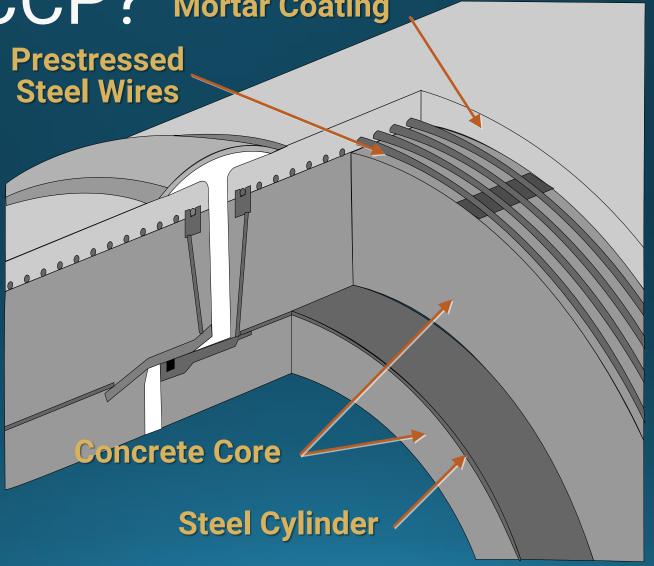
Diemer Water Treatment Plant to El Toro Reservoir

- Acquired in 1995
- Length: 26 miles
  - Steel: 17 miles
  - PCCP: 9 miles
- PCCP diameters from 54" to 78"



# What is PCCP? Mortar Coating

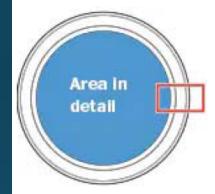
- Originally viewed as economical alternative to steel pipe
  - Handles high pressures
  - Easy to install



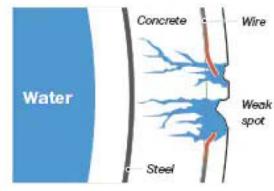
# Why are we fixing PCCP?

- Elevated risk of failure
  - Broken prestressing wires
  - Corrosive surrounding soils
  - Third party stray current interference
- Failures often catastrophic
- Reduced service life vs steel pipe
- Requires diligent monitoring by pipe owner

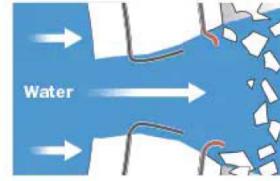
#### How it fails



Most commonly, the mortar coating cracks, either through mishandling, accident, poor manufacturing, erosion or just age.



Water seeps in and corrodes the wires. Wires break, creating a weak spot.



Internal water pressure overwhelms the concrete core. The steel gives way and the pipe bursts.

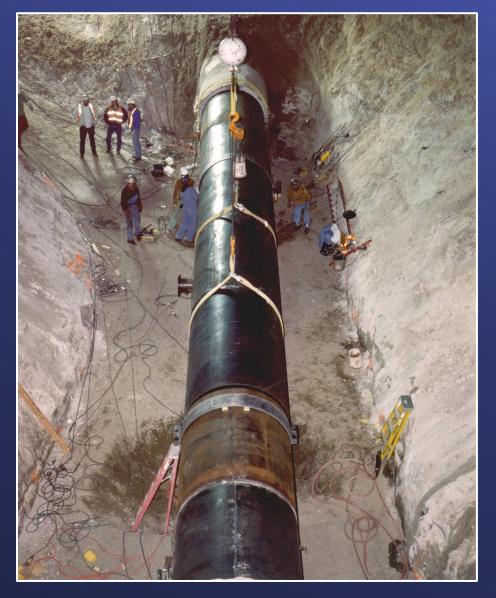
# Maryland PCCP Rupture (2013)



### Allen-McColloch Pipeline Failure – 1999







January 3, 2024 Slide 6

# Distribution System

Total: 830 miles

Steel, RCP, PCCP, CI

PCCP original: 163 miles

- Diameter = 42 to 201inches
- Pressures up to 360 psi
- Constructed 1962 to mid-1980's



### PCCP Management Strategy

- Regular inspections and assessments
- Monitor stray currents and install drain stations where necessary
- Perform individual repairs of segments as needed
- Plan and execute long-term rehabilitation







### Allen McColloch Pipeline

Recent Rehabilitation

### Additional AMP Urgent Repairs

- Apr. 2000 Rehabilitation of 18 pipe segments
- Feb. 2001 Replacement of 1 pipe segment
- Oct. 2001 Carbon fiber lining 8 pipe segments
- May 2010 Steel lining of 6 pipe segments
- Nov. 2020 Steel lining of 20 pipe segments



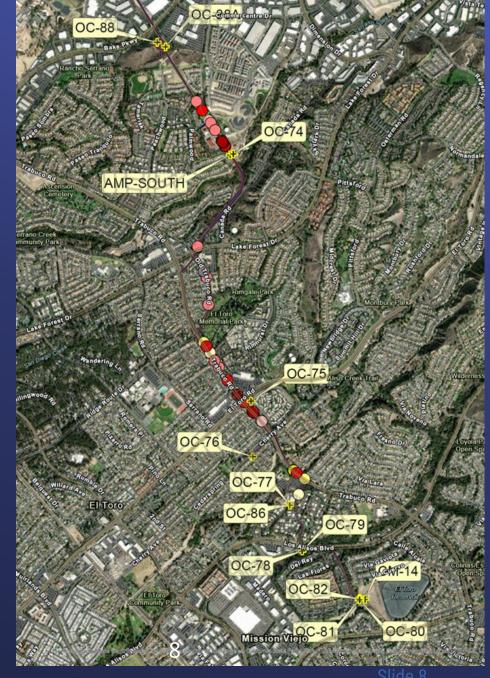
2010 AMP Steel Lining

January 3, 2024 Slide 7

## AMP PCCP Inspection in 2023

- Electromagnetic inspection in Nov 2023
- Inspection report completed in Dec 2023
  - Anomalies consistent w/prestressed wire damage
    - 81 wire break locations (5 to 130 per segment)
    - 73 new segments compared to 2018 inspection
- PCCP inspection summary:

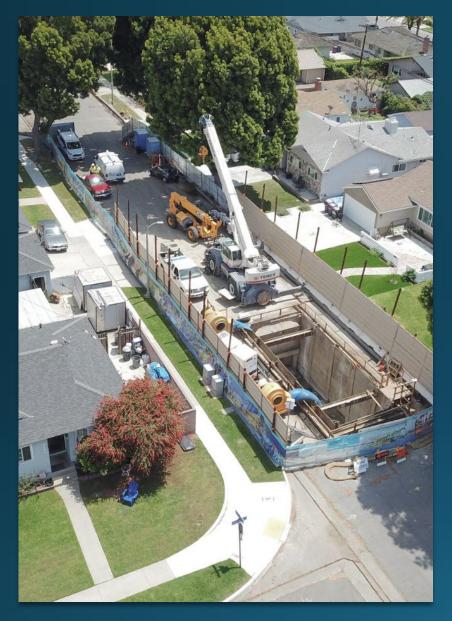
Wire Breaks (WB)	No. of pipe segments
130	1
95-70	4
60-50	8
45-40	12
35-30	5
25-20	14
15-5	37
Total	81



January 3, 2024 Slide 8

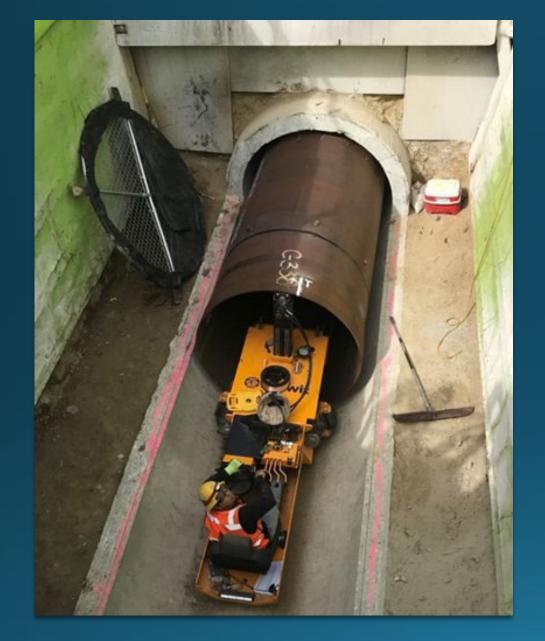
# Wire break mitigation plan

- Special Operating Condition (SOC) to reduce pressures
  - Adjustments at Diemer head gates begun week of 12/11/2023
  - Modification of bypass valve at OC-88 sectionalizing valve structure planned in an upcoming 9-day shutdown starting Jan. 14, 2024
- Reline all critical segments in two stages:
  - Upstream of OC-88 pump stations in April 2024
    - Install temp. bulkhead downstream of OC-88A
    - Reline critical segments to enable lifting of SOC through OC-88/OC-88A
  - Downstream of OC-88 after April 2024
    - Targeting entire PCCP from OC-88 to El Toro Reservoir
    - Remove temp. bulkhead at OC-88 at completion and restore AMP to normal operation

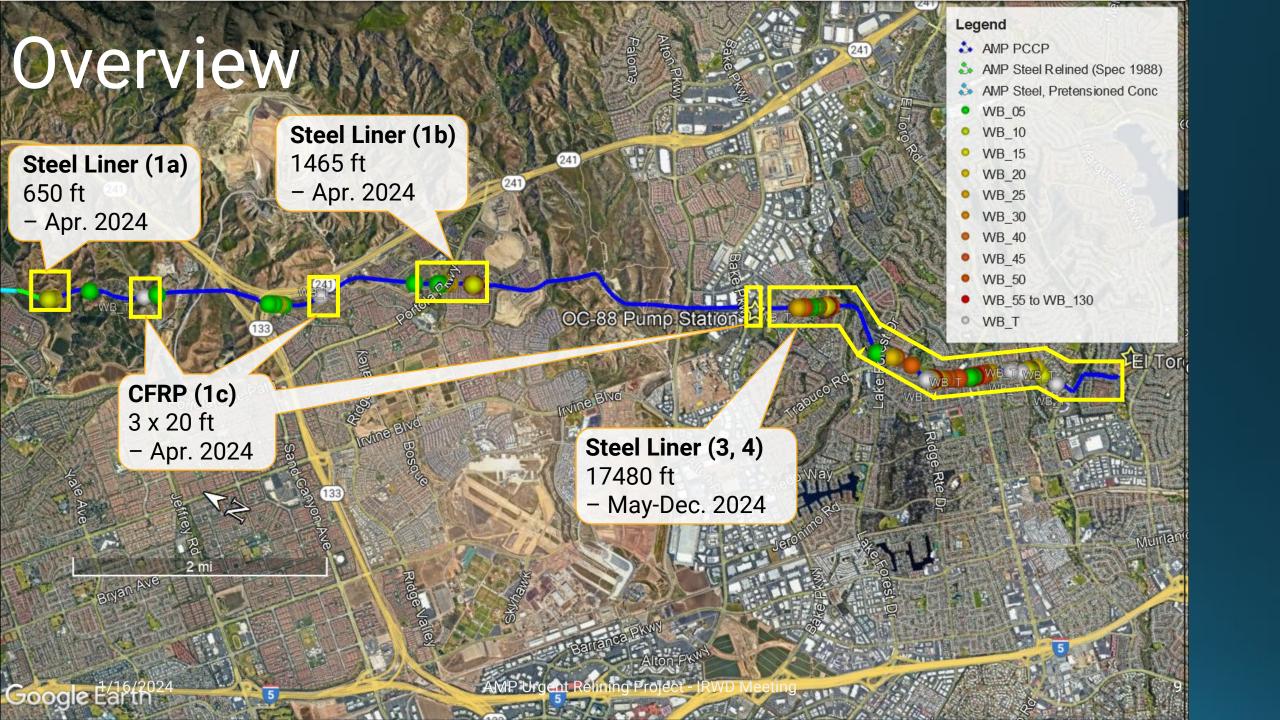


# Steel liner installation



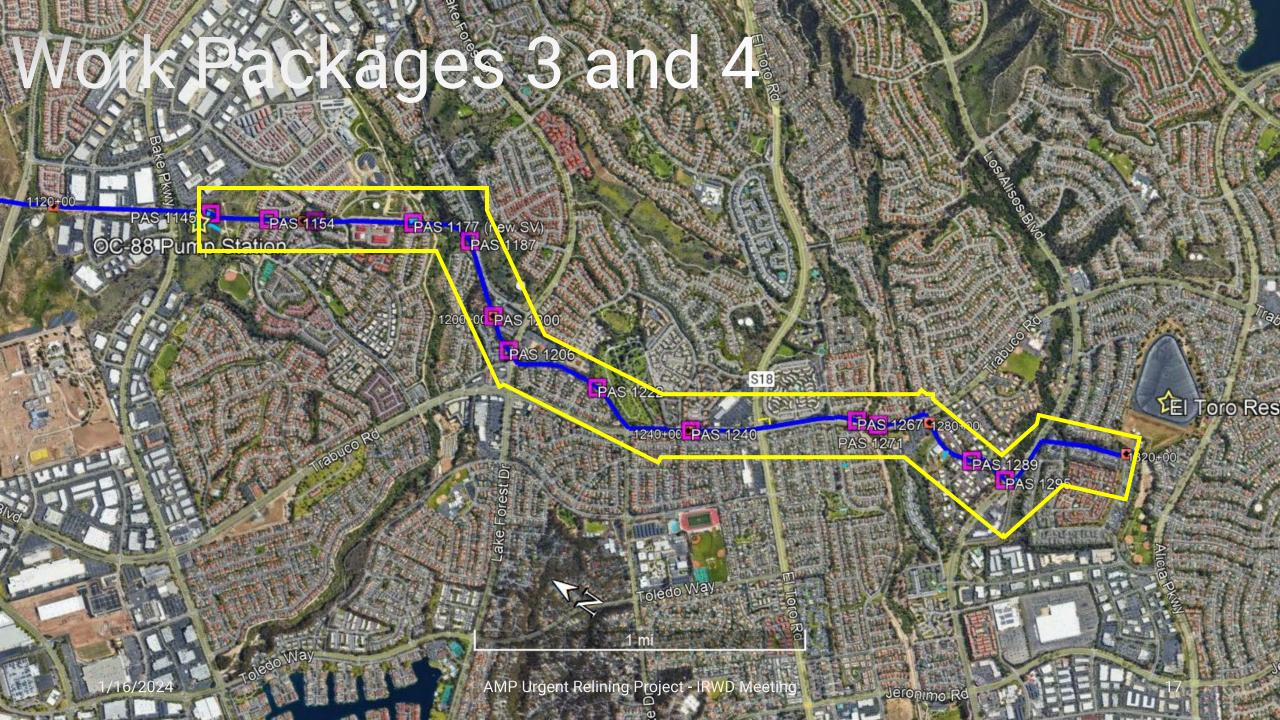




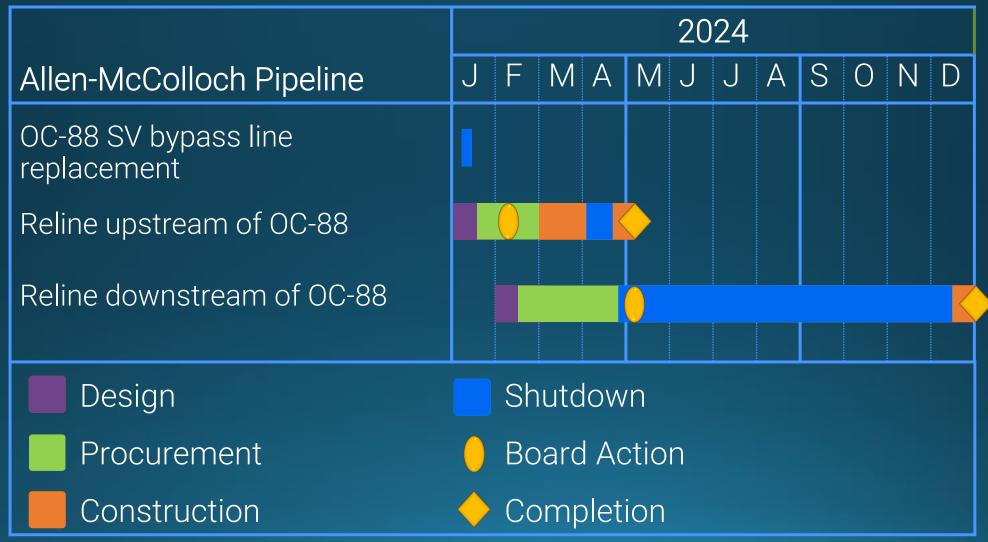


# Package 1B - Bulkhead





# Project Schedule



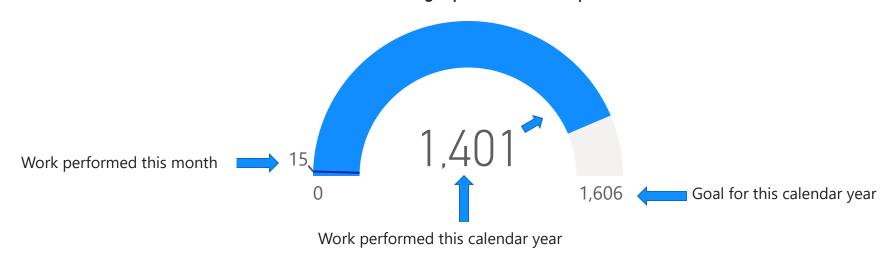




# Operations Report

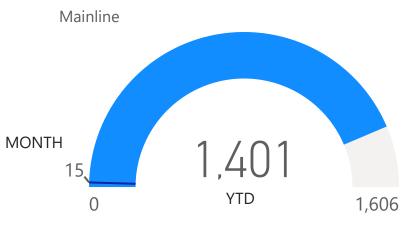
December 2023

How to read the graphics in this report:



## Valves

#### Distribution Valves Operated



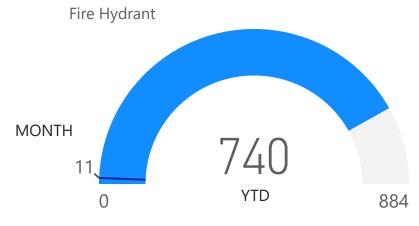


#### **Arterial Valves Operated**

Mainline



#### Distribution Valves Operated



Asset	Month	YTD
Potable Valves Repaired	0	10
Potable Valves Replaced	0	20
Valve Cans Adjusted/Replaced	0	43
Valve Cans Cleaned	110	532
Total	110	605

#### Arterial Valves Operated

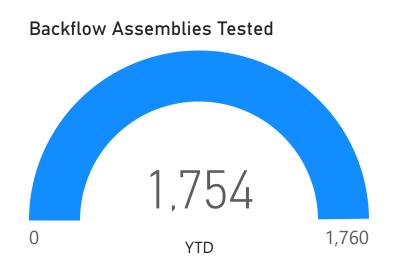
Fire Hydrant



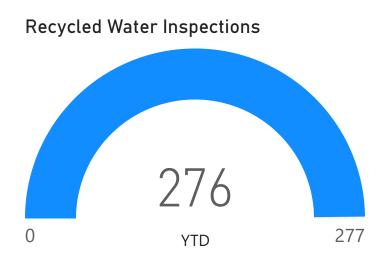
#### Note:

- 1. The distribution valve operation program strives to operate all distribution valves (mainline and fire) every two years. Goals shown on this page represent that for the calendar year (i.e., total number of distribution valves divided by two).
- 2. The arterial valve operation program strives to operate all arterial valves (mainline and fire) every year.

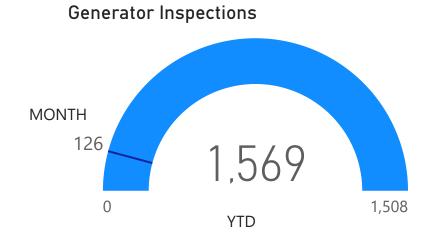
## **Cross Connection Program**







## Other Facility Maintenance



**Underground Service Alerts Marked** 

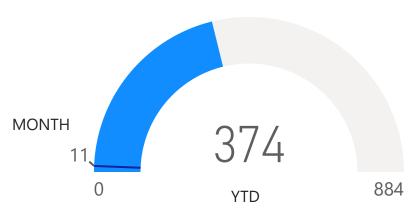
107

**Underground Service Alerts Marked** 

1,717

## Fire Hydrants



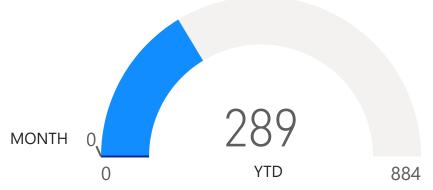




Arterial Hydrants Maintained

MONTH 0 0 110

#### Distribution Hydrants Painted



Asset	Month	YTD
Hydrants Repaired	1	11
Hydrants Replaced	1	17
Total	2	28

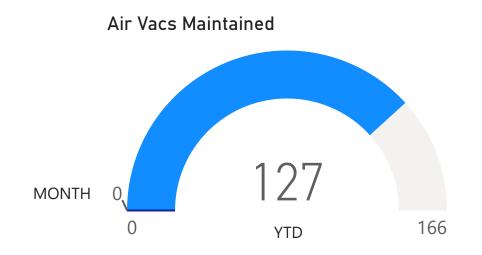
#### **Arterial Hydrants Painted**

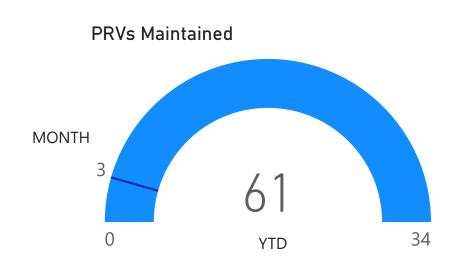


#### Note:

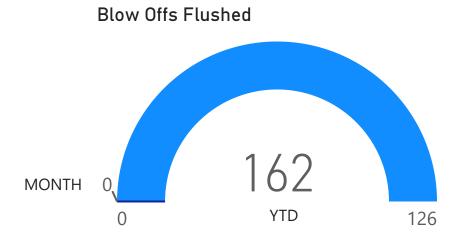
- 1. The distribution hydrant program strives to maintain and paint all distribution hydrants every two years. Goals shown on this page represent that for the calendar year (i.e., total number of distribution hydrants divided by two).
- 2. The arterial hydrant program strives to maintain and paint all arterial hydrants every year.

## Water Appurtenances



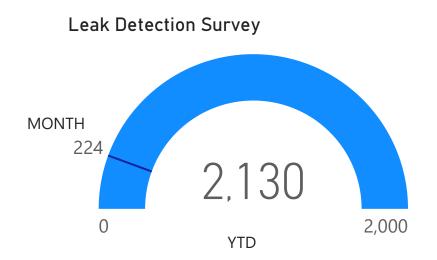








## Water Distribution System





System Flushing gallons

43K

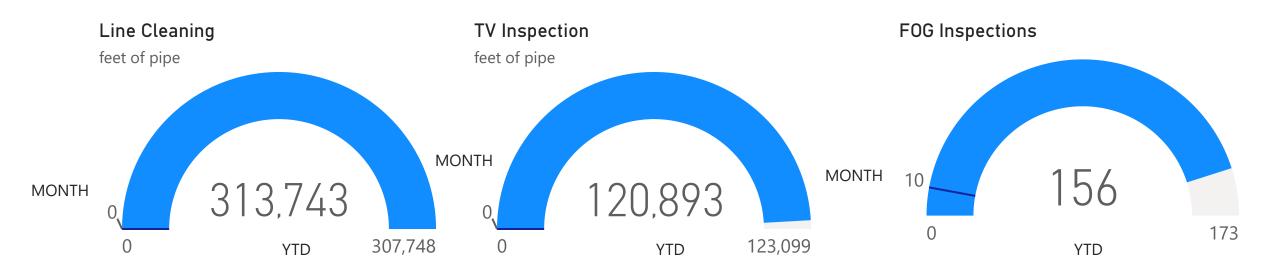
Asset	Month	YTD
Main Line Repairs	0	4
Service Line Repairs	0	8
Service Line Replacement	2	40
Water Pump Motor Services	0	6
Water Pump Services	0	2
Water Reservoir and Pump Station Inspections	88	1,159
Total	90	1,219



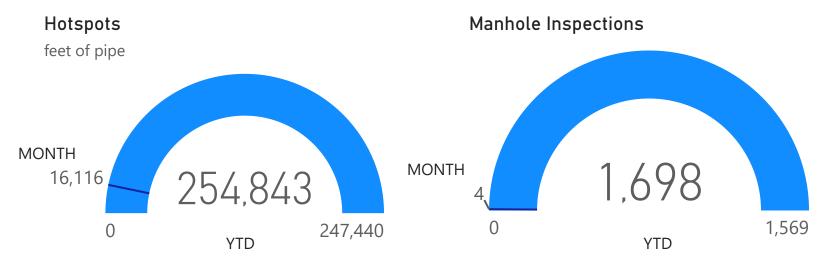
System Flushing gallons

1M YTD

## Collection System



Asset	Month	YTD
Industrial Waste Inspections	0	170
Lift Station Inspections	73	1,020
Manhole Repairs	0	0
Odor Complaints	0	6
Root Cutting, feet of pipe	1,321	62,692
Root Foaming, feet of pipe	2,411	10,210
Sewer Mainline Repairs	0	1
Sewer Pump/Motor Maintenance	0	13
Sewer Service Line Repairs	0	5
Wet Well Cleaning	0	381
Total	3,805	74,498



#### Note:

- 1. The line cleaning objective is a two year cycle to clean the entire system. The current cycle began on 7/1/2022.
- 2. The TV inspection objective is a five year cycle to inspect the entire system. The current cycle began on 1/25/2021.

# EL TORO WATER DISTRICT UNAUTHORIZED DISCHARGE SUMMARY **YEAR OF 2023**

DATE	PUBLIC / PRIVATE	SPILL TYPE	LOCATION	REASON	IMMEDIATE CORRECTIVE MEASURES	POST- INCIDENT PREVENTIVE	RWQCB		SPILL VOLUM Gallo		SPILL VOLUME (PRIVATE) Gallons		Gallons		REGULATORY NOTIFICATION AND RESPONSE
						MEASURES			CONTAINED	SPILLED	CONTAINED	SPILLED	AND RESTORSE		
January			No Spill												
February			No Spill												
March			No Spill												
April			No Spill												
May			No Spill												
June			No Spill												
July			No Spill												
August	PUBLIC	Secondary Treatment	WRP	Project at the	Spill was stopped at the pump station, the spill gate was closed, emergency pumps, and Vactor trucks were utilized to pump out the remaining spill within the plant.	replaced waddles and sand bags. Pipe was	and 9	First holding area of Veeh Reservoir/Veeh Reservoir.	72800	60000	N/A	N/A	SOCWA, Office of Emergency Services, OCHD, OC Spill Response, RWQCB Reg. 8, RWQCB Reg. 9.		
September			No Spill												
October			No Spill												
November			No Spill												
December			No Spill												
LEGEND									72,800	60,000	0	0			
S.DC = San D	iego Creek	RES. = Res	sidential	R.S. = Rocks	S				<b>,</b>						
S.D. = Storn				C.W.D. = Cal	cium Water Deposits										
A.C. = Aliso	Creek	S.B. = Sip		B.P, = Broke											
	as Disales as	D C D	T :1	TTXX7 TT.4	<b>XX</b> 7.4										

P. = Paper

P.F. = Power Failure

U.W. = Untreated Water

R. = Roots

= Sticks

G.B. = Grease Blockage



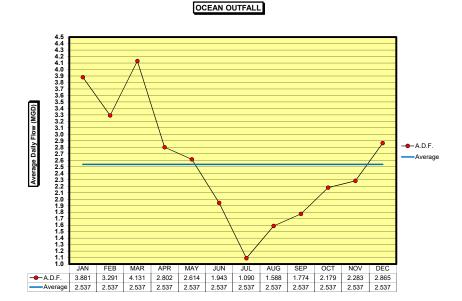
### **EL TORO WATER DISTRICT**

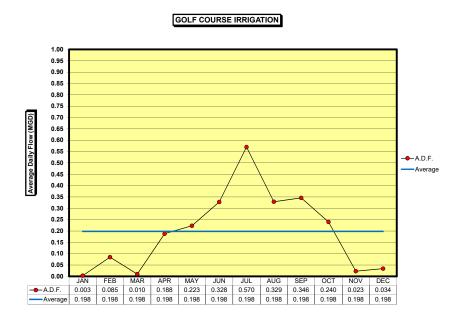
#### **OPERATIONAL DATA FROM WATER RECYCLING PLANT**

		T.	T.		T	T	T	T			T	T	
2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD Average
INF. FLOW (mgd)	3.927	3.515	4.114	3.572	3.493	3.369	3.347	3.146	3.317	3.298	3.263	3.274	3.470
OCEAN OUTFALL (mgd)	3.881	3.291	4.131	2.802	2.614	1.943	1.090	1.588	1.774	2.179	2.283	2.865	2.537
WRP IRRIGATION/UTILITY (mgd)	0.107	0.094	0.069	0.067	0.095	0.088	0.083	0.106	0.056	0.060	0.053	0.075	0.079
GOLF COURSE IRRIGATION (mgd)	0.003	0.085	0.010	0.188	0.223	0.328	0.570	0.329	0.346	0.240	0.023	0.034	0.198
MAIN DISTRIB. IRRIGATION (mgd)	0.063	0.288	0.049	0.717	0.731	1.191	1.873	1.451	1.243	1.009	0.842	0.234	0.808
TOT. METERED EFF. (mgd)	4.054	3.758	4.259	3.774	3.663	3.550	3.616	3.474	3.419	3.488	3.201	3.208	3.622
INF. S.S. (mg/L)	263	332	257	301	299	368	365	362	337	317	357	399	330
EFF. S.S. (mg/L)	16	20	20	17	16	14	10	15	8	9	8	14	14
PERCENT REMOVAL	94	94	92	94	95	96	97	96	98	97	98	96	96
INF. B.O.D. (mg/L)	234	306	262	272	294	230	275	241	316	312	366	394	292
EFF. B.O.D. (mg/L)	11	17	15	15	18	15	12	11	6	4	12	10	12
PERCENT REMOVAL	95	95	94	94	94	94	96	96	98	99	97	97	96
SLUDGE TO SOCWA (gals.)	573,330	510,741	648,939	480,736	591,231	555,996	527,563	419,018	470,127	428,029	502,113	466,217	514,503
DRY SOLIDS (#'s/day)	6,327	6,241	7,224	5,463	6,496	5,976	5,148	4,812	5,194	4,836	5,342	5,127	5,682
PERCENT TOTAL SOLIDS	4.1	3.9	4.1	4.1	4.1	3.9	3.7	4.2	4.0	4.2	3.8	4.1	4.0
SLUDGE TO SOCWA (loads)	105	94	120	88	108	101	98	80	87	52	93	87	93
TRUCKED BY ETWD (loads)	105	94	120	88	108	101	98	80	87	52	93	87	93
TRUCKED BY OTHERS (loads)	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL RAIN FALL (inches)	7.57	4.05	7.03	0.13	0.56	0.03	0.00	2.57	0.00	0.00	0.00	2.13	2.01

#### 5.0 4.9 4.8 4.7 4.6 4.5 4.4 4.3 4.2 4.1 4.0 3.9 3.8 3.7 **--**-A.D.F. Average 3.6 3.5 3.4 3.3 3.2 3.1 3.0 2.9 2.8 2.7 2.6 AD.F. 3.927 3.515 4.114 3.572 3.493 3.369 3.347 3.146 3.317 3.298 3.263 3.274 Average 3.470 3.470 3.470 3.470 3.470 3.470 3.470 3.470 3.470 3.470

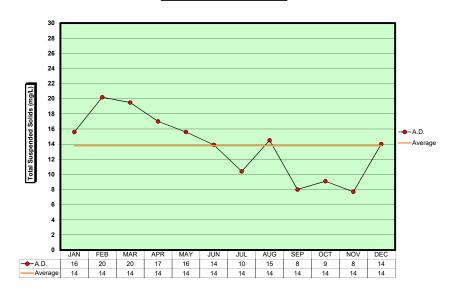
INFLUENT FLOW



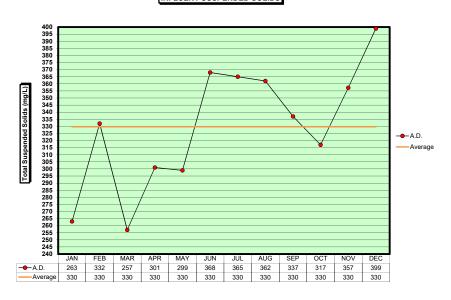




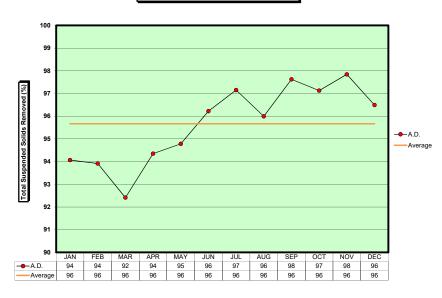
#### EFFLUENT SUSPENDED SOLIDS



#### INFLUENT SUSPENDED SOLIDS



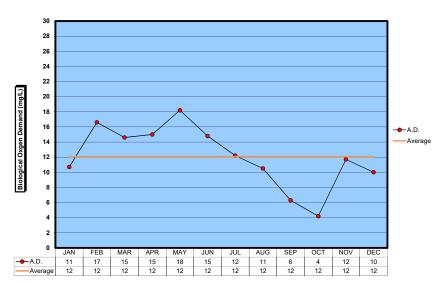
#### PERCENT SUSPENDED SOLIDS REMOVAL



#### INFLUENT B.O.D. 500 480 460 440 420 400 380 360 **--**A.D. -Average 340 320 300 280 260 240 220 MAR APR MAY JUN JUL AUG SEP OCT AD. 234 306 262 272 294 230 275 241 316 Average 292 292 292 292 292 292 292 292 **--**-A.D. 312 366 394

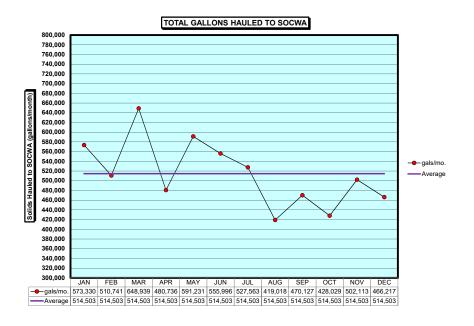
292

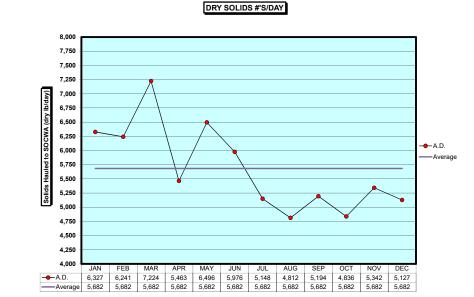
#### EFFLUENT B.O.D.

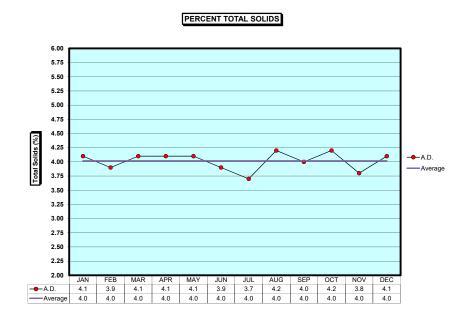


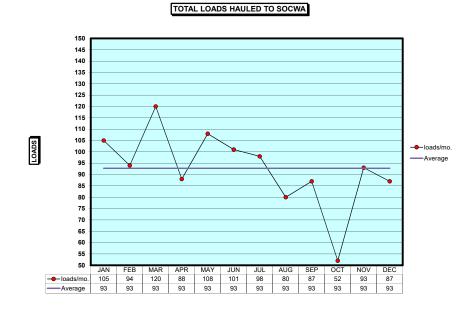
#### PERCENT B.O.D. REMOVAL











## **Compliance Activities Log**



### **Annual Reports**

2022 Annual Fluoride Report	SWRCB Division of Drinking Water	January 10, 2023
2022 Annual Report for Disinfection Residual Compliance (CL2)	SWRCB Division of Drinking Water	January 10, 2023
2022 Annual Hazardous Materials Update	State of California (Cal-EPA)	March 1, 2023
Drinking Water System Flushing Report (2023)	SWRCB Division of Drinking Water	March 1, 2023
Annual R-6 Cover Report	SWRCB Division of Drinking Water	March 30, 2023
2022 Volumetric Annual Report (Wastewater / Recycled Water)	State Water Resources Control Board (SWRCB)	April 1, 2023
2022 Emissions Data Under the Regulation for the Reporting of Criteria Pollutants and Toxic Air	South Coast Air Quality Management District	April 18, 2023
Contaminants	South Coast All Quality Management District	April 18, 2023
Electronic Annual Report (Water System Comprehensive Report)	State Water Resources Control Board (SWRCB)	May 11, 2023
Annual Water Supply and Demand Assessment	California Department of Water Resources (DWR)	June 30, 2023
2022 Storm Water Report	SWRCB Division of Drinking Water	July 15, 2023
Water Loss Audit	California Department of Water Resources (DWR)	November 15, 2023

### **Bi-Annual Reports**

Self-Monitoring Report for Recycled Water	Regional Water Quality Control Board - Region 8	January 22, July 26, 2023
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### **Quarterly Reports**

### Fourth Quarter Reports Due in January 2023

Fourth Quarter Stage 2 TTHM HAA5 Report for Disinfection Byproducts Compliance	SWRCB Division of Drinking Water	January 5, 2023
Fourth Quarter Report for Disinfectant Residuals Compliance	SWRCB Division of Drinking Water	January 6, 2023
Fourth Quarter Recycled Water Usage Report added to Self-Monitoring Report for Recycled Water	Positional Water Ovality Countral Board Bosies C	
for the month of December	Regional Water Quality Control Board - Region 8	January 26, 2023

### First Quarter 2023 Reports Due in April 2023

First Quarter Report for Disinfectant Residuals Compliance	SWRCB Division of Drinking Water	April 6, 2023
First Quarter TTHM Report for Disinfection Byproducts Compliance	SWRCB Division of Drinking Water	April 27, 2023
First Quarter Recycled Water Usage Report added to Self-Monitoring Report for Recycled Water for	Regional Water Quality Control Board - Region 8	April 27, 2023
the month of December	Regional Water Quality Control Board - Region 8	April 27, 2023

### Second Quarter 2023 Reports Due in July 2023

Second Quarter Report for Disinfectant Residuals Compliance	SWRCB Division of Drinking Water	July 7, 2023
Second Quarter TTHM Report for Disinfection Byproducts Compliance	SWRCB Division of Drinking Water	July 7, 2023
Second Quarter Recycled Water Usage Report added to Self-Monitoring Report for Recycled Water	Regional Water Quality Control Board - Region 8	July 27, 2022
for the month of December	Regional Water Quality Control Board - Region 8	July 27, 2023

#### Third Quarter 2023 Reports Due in October 2023

Third Quarter Report for Disinfectant Residuals Compliance	SWRCB Division of Drinking Water	October 10, 2023
Third Quarter Stage 2 TTHM HAA5	SWRCB Division of Drinking Water	October 10, 2023
ThirdQuarter Recycled Water Usage Report added to Self-Monitoring Report for Recycled Water for the month of December	Regional Water Quality Control Board - Region 8	October 27, 2023

## **Monthly Reports**

### **January Monthly Reports 2023**

NPDES Discharge Monitoring Report (December)	SOCWA - Regional Water Quality Control Board - Region 9	January 6, 2023
Summary of Monitoring for Surface Water Treatment Regulations (December)	SWRCB Division of Drinking Water	January 6, 2023
Summary of Revised Total Coliform Rule Distribution System Monitoring (December)	SWRCB Division of Drinking Water	January 6, 2023
Self-Monitoring Report for Recycled Water (December)	Regional Water Quality Control Board - Region 8	January 26, 2023
Self-Monitoring Report for Planned Discharges (December)	Regional Water Quality Control Board - Region 8	January 26, 2023
Urban Water Supplier Monthly Reports (Drought and Conservation Reporting for December 2022)	State Water Resources Control Board (SWRCB)	January 26, 2023

### **February Monthly Reports 2023**

NPDES Discharge Monitoring Report (January)	SOCWA - Regional Water Quality Control Board - Region 9	February 8, 2023
Summary of Monitoring for Surface Water Treatment Regulations (January)	SWRCB Division of Drinking Water	February 8, 2023
Summary of Revised Total Coliform Rule Distribution System Monitoring (January)	SWRCB Division of Drinking Water	February 8, 2023
Self-Monitoring Report for Recycled Water (January)	Regional Water Quality Control Board - Region 8	February 27, 2023
Self-Monitoring Report for Planned Discharges (January)	Regional Water Quality Control Board - Region 8	February 27, 2023
SAFER Clearinghouse (Urban Water Supplier Monthly Report for January)	State Water Resources Control Board (SWRCB)	February 28, 2023

### **March Monthly Reports 2023**

NPDES Discharge Monitoring Report (February)	SOCWA - Regional Water Quality Control Board - Region 9	March 8, 2023
Summary of Monitoring for Surface Water Treatment Regulations (February)	SWRCB Division of Drinking Water	March 9, 2023
Summary of Revised Total Coliform Rule Distribution System Monitoring (February)	SWRCB Division of Drinking Water	March 9, 2023
Self-Monitoring Report for Recycled Water (February)	Regional Water Quality Control Board - Region 8	March 30, 2023
Self-Monitoring Report for Planned Discharges (February)	Regional Water Quality Control Board - Region 8	March 30, 2023
SAFER Clearinghouse (Urban Water Supplier Monthly Report for February)	State Water Resources Control Board (SWRCB)	March 28, 2023

## **April Monthly Reports 2023**

Summary of Monitoring for Surface Water Treatment Regulations (March)	SWRCB Division of Drinking Water	April 6,2023
Summary of Revised Total Coliform Rule Distribution System Monitoring (March)	SWRCB Division of Drinking Water	April 6,2023
NPDES Discharge Monitoring Report (March)	SOCWA - Regional Water Quality Control Board - Region 9	April 10, 2023
Self-Monitoring Report for Recycled Water (March)	Regional Water Quality Control Board - Region 8	April 27,2023
Self-Monitoring Report for Planned Discharges (March)	Regional Water Quality Control Board - Region 8	April 27,2023
SAFER Clearinghouse (Urban Water Supplier Monthly Report for March)	State Water Resources Control Board (SWRCB)	April 28, 2023

### **May Monthly Reports 2023**

NPDES Discharge Monitoring Report (April)	SOCWA - Regional Water Quality Control Board - Region 9	May 9, 2023
Summary of Monitoring for Surface Water Treatment Regulations (April)	SWRCB Division of Drinking Water	May 9, 2023
Summary of Revised Total Coliform Rule Distribution System Monitoring (April)	SWRCB Division of Drinking Water	May 9, 2023
SAFER Clearinghouse (Urban Water Supplier Monthly Report for April)	State Water Resources Control Board (SWRCB)	May 26, 2023
Self-Monitoring Report for Recycled Water (April)	Regional Water Quality Control Board - Region 8	May 29, 2023
Self-Monitoring Report for Planned Discharges (April)	Regional Water Quality Control Board - Region 8	May 29, 2023

### June Monthly Reports 2023

NPDES Discharge Monitoring Report (May)	SOCWA - Regional Water Quality Control Board - Region 9	June 6, 2023
Summary of Monitoring for Surface Water Treatment Regulations (May)	SWRCB Division of Drinking Water	June 9, 2023
Summary of Revised Total Coliform Rule Distribution System Monitoring (May)	SWRCB Division of Drinking Water	June 9, 2023
SAFER Clearinghouse (Urban Water Supplier Monthly Report for May)	State Water Resources Control Board (SWRCB)	June 23, 2023
Self-Monitoring Report for Recycled Water (May)	Regional Water Quality Control Board - Region 8	June 29, 2023
Self-Monitoring Report for Planned Discharges (May)	Regional Water Quality Control Board - Region 8	June 29, 2023

## July Monthly Reports 2023

NPDES Discharge Monitoring Report (June)	SOCWA - Regional Water Quality Control Board - Region 9	July 7, 2023
Summary of Monitoring for Surface Water Treatment Regulations (June)	SWRCB Division of Drinking Water	July 7, 2023
Summary of Revised Total Coliform Rule Distribution System Monitoring (June)	SWRCB Division of Drinking Water	July 7, 2023
SAFER Clearinghouse (Urban Water Supplier Monthly Report for June)	State Water Resources Control Board (SWRCB)	July 26, 2023
Self-Monitoring Report for Recycled Water (June)	Regional Water Quality Control Board - Region 8	July 27, 2023
Self-Monitoring Report for Planned Discharges (June)	Regional Water Quality Control Board - Region 8	July 27, 2023

## **August Monthly Reports 2023**

Summary of Monitoring for Surface Water Treatment Regulations (July)	SWRCB Division of Drinking Water	August 8, 2023
Summary of Revised Total Coliform Rule Distribution System Monitoring (July)	SWRCB Division of Drinking Water	August 8, 2023
NPDES Discharge Monitoring Report (July)	SOCWA - Regional Water Quality Control Board - Region 9	August 9, 2023
Self-Monitoring Report for Recycled Water (July)	Regional Water Quality Control Board - Region 8	August 28, 2023
Self-Monitoring Report for Planned Discharges (July)	Regional Water Quality Control Board - Region 8	August 28, 2023
SAFER Clearinghouse (Urban Water Supplier Monthly Report for July)	State Water Resources Control Board (SWRCB)	August 31, 2023

### **September Monthly Reports 2023**

NPDES Discharge Monitoring Report (August)	SOCWA - Regional Water Quality Control Board - Region 9	September 6, 2023
Summary of Monitoring for Surface Water Treatment Regulations (August)	SWRCB Division of Drinking Water	September 7, 2023
Summary of Revised Total Coliform Rule Distribution System Monitoring (August)	SWRCB Division of Drinking Water	September 7, 2023
Self-Monitoring Report for Recycled Water (August)	Regional Water Quality Control Board - Region 8	September 28, 2023
Self-Monitoring Report for Planned Discharges (August)	Regional Water Quality Control Board - Region 8	September 28, 2023
SAFER Clearinghouse (Urban Water Supplier Monthly Report for August)	State Water Resources Control Board (SWRCB)	September 29, 2023

## **October Monthly Reports 2023**

NPDES Discharge Monitoring Report (September)	SOCWA - Regional Water Quality Control Board - Region 9	October 10, 2023
Summary of Monitoring for Surface Water Treatment Regulations (September)	SWRCB Division of Drinking Water	October 10, 2023
Summary of Revised Total Coliform Rule Distribution System Monitoring (September)	SWRCB Division of Drinking Water	October 10, 2023
Self-Monitoring Report for Recycled Water (September)	Regional Water Quality Control Board - Region 8	October 27, 2023
Self-Monitoring Report for Planned Discharges (September)	Regional Water Quality Control Board - Region 8	October 27, 2023
SAFER Clearinghouse (Urban Water Supplier Monthly Report for September)	State Water Resources Control Board (SWRCB)	October 27, 2023

## **November Monthly Reports 2023**

NPDES Discharge Monitoring Report (October)	SOCWA - Regional Water Quality Control Board - Region 9	November 10, 2023
Summary of Monitoring for Surface Water Treatment Regulations (October)	SWRCB Division of Drinking Water	November 9, 2023
Summary of Revised Total Coliform Rule Distribution System Monitoring (October)	SWRCB Division of Drinking Water	November 9, 2023
Self-Monitoring Report for Recycled Water (October)	Regional Water Quality Control Board - Region 8	November 28, 2023
Self-Monitoring Report for Planned Discharges (October)	Regional Water Quality Control Board - Region 8	November 28, 2023

SAFER Clearinghouse (Urban Water Supplier Monthly Report for October) State Water Resources Control Board (SWRCB) November 27, 2023	SAFER Clearinghouse (Urban Water Supplier Monthly Report for October)	State Water Resources Control Board (SWRCB)	November 27, 2023
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### **December Monthly Reports 2023**

NPDES Discharge Monitoring Report (November)	SOCWA - Regional Water Quality Control Board - Region 9	December 7, 2023
Summary of Monitoring for Surface Water Treatment Regulations (November)	SWRCB Division of Drinking Water	December 7, 2023
Summary of Revised Total Coliform Rule Distribution System Monitoring (November)	SWRCB Division of Drinking Water	December 7, 2023
Self-Monitoring Report for Recycled Water (November)	Regional Water Quality Control Board - Region 8	December 19, 2023
Self-Monitoring Report for Planned Discharges (November)	Regional Water Quality Control Board - Region 8	December 19, 2023
SAFER Clearinghouse (Urban Water Supplier Monthly Report for November)	State Water Resources Control Board (SWRCB)	December 26, 2023

## **Staff Training Log**



### First Quarter

Training Topic	Duration	Frequency	Modality	Participants
Safety Tailgate Meeting	30 Minutes	Weekly	In Person	Field Staff
Arc Flash Training	8 Hours	5 Years	In person Consultant	Electrical, Pump Stations, On-Call Staff and the Plant
Bloodborne Pathogens	1 Hour	Annual	Online	All Employees
Hearing	1 Hour	Annual	Online	All Employees

#### Second Quarter

Training Topic	Duration	Frequency	Modality	Participants
Safety Tailgate Meeting	30 Minutes	Weekly	In Person	Field Staff
Arc Flash Training	8 Hours	5 Years	In person Consultant	Make Up Training for 2 Employees

#### Third Quarter

Training Topic	Duration	Frequency	Modality	Participants
Safety Tailgate Meeting	30 Minutes	Weekly	In Person	Field Staff
Electrical Hazards	1 Hour	Annual	Online	All Employees
Heat Illnes Plan	1 Hour	Annual	Online	All Employees
HAZWOPER	8 Hours	Every Year	In person Consultant	Field Staff
Forklift Training	8 hours	Every 3 Years	In person Consultant	All Field Staff and Purchasing

#### Fourth Quarter

Training Topic	Duration	Frequency	Modality	Participants
Safety Tailgate Meeting	30 Minutes	Weekly	In Person	Field Staff
Confined Space	8 Hours	Every Year	In person Consultant	Electrical, Pump Stations, Field Customer Serrvice,
commed Space	8110013	Lvery rear	in person consultant	Operations, On-Call Staff and Collections.

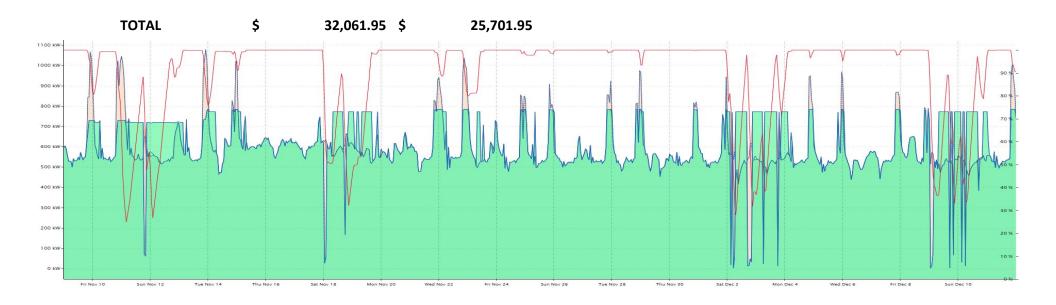


#### **WRP BATTERY STORAGE SYSTEM**

#### **MONTHLY REPORT**

December 2023 Year 5

BILLING PERIOD	1	BILL SAVINGS	<b>NET SAVINGS</b>
08/11/23 - 09/12/23	\$	1,749.86	\$ 159.86
09/12/23 - 10/11/23	\$	16,350.56	\$ 14,760.56
10/11/23 - 11/09/23	\$	4,659.23	\$ 3,069.23
11/09/23 - 12/12/23	\$	9,302.30	\$ 7,712.30



#### **Sewerage Treatment Plant**





23542 Moulton Pkwy, Laguna Woods, CA 92637

#### Savings Report - 2023-12

Nov 09, 2023 - Dec 12, 2023

SCE TOU 8 Option D (< 2kV)

					SCE 100 8 C	$\rho$ tion D (< 2kV)
Demand Charges	Before Storage		After Sto	orage	Savin	igs
Maximum Demand Charges	1,085kW	\$23,833.00	790kW	\$17,347.51	295kW	\$6,485.49
Winter Mid-Peak (Weekdays)	1,028kW	\$10,890.04	790kW	\$8,361.86	239kW	\$2,528.18
Sub-total		\$34,723.04		\$25,709.38		\$9,013.66
Energy Charges	Before St	orage	After Sto	orage	Savin	ngs
Winter Mid-Peak	95,892kWh	\$13,430.62	85,846kWh	\$12,023.62	10,046kWh	\$1,407.00
Winter Off-Peak	218,908kWh	\$30,550.87	216,366kWh	\$30,196.00	2,543kWh	\$354.87
Winter Super Off-Peak	140,296kWh	\$12,758.50	156,496kWh	\$14,231.73	(16,200)kWh	\$(1,473.23)
Sub-total		\$56,739.98		\$56,451.35		\$288.64
Other Monthly Charges	Before St	orage	After Sto	orage	Savin	ngs
Customer and Other		\$355.45		\$355.45		\$ -
Sub-total		\$355.45		\$355.45		\$ -
Total	Before St	orage	After Sto	orage	Savin	ngs
		\$91,818.48		\$82,516.17		\$9,302.30

Note: The above data is calculated by Genability using utility meter data. If there were any gaps in the utility data, they were filled with Stem meter data. Your actual utility bill may look different from the data displayed above due to either issues in the utility data we were provided or in the Stem meter data collected. Some discrepancies are normal and to be expected. For this reason, Stem completes a thorough review of all data and reconciles discrepancies by comparing the Genability calculations of the energy storage system cost savings and total bill values with your utility bills. If you have an outstanding performance guarantee term, any discrepancies identified are adjusted for differences and reflected in your true up term statement.

#### **EL TORO WATER DISTRICT MONTHLY POTABLE WATER QUALITY REPORT**

The quality and safety of drinking water in the U.S. is regulated by the federal government through the U.S. Environmental Protection agency (USEPA). In California, those standards are enforced by the California Department of Public Health (CDPH). Water Quality parameters must meet both primary and secondary water quality standards as established by the CDPH.

> PRIMARY STANDARDS - are intended to protect public health against substances in the water that may be harmful to humans if consumed for long periods of time.

> SECONDARY STANDARDS - are to ensure esthetic qualities of water such as taste, odor or clarity. Rather than its healthfulness, these standards govern substances that may influence consumer acceptance of water.

Given that 100% of ETWD's potable water resource is fully treated and delivered by Metropolitan Water District of southern California (MWDSC) through an enclosed and protected conveyance system, the majority of the State and federal primary and secondary source water quality monitoring requirements are performed by MWDSC. The District's physical responsibility for water quality monitoring is associated with the distribution system. To monitor the distribution system water quality the District utilizes both in house and outside lab services. Routine distribution analysis conforming to CDPH requirements is conducted for the following constituents:

- 1) Microbiological The number of microbiological samples and the frequency of analysis during the month is based on the population and/or service connections served. Utilizing a population of 50,000, the CDPH requires that 20 "representative" samples be collected and analyzed for coliform bacteria. The objective is to maintain water quality that is absent of coliform bacteria which is a general indicator for the existence of fecal coliform.
- 2) Chlorine Residual
- The chlorine residual monitoring is performed in conjunction with the microbiological monitoring. The CDPH requirement for treated surface water mandates that the distribution system maintain a "detectable" residual. The number of and frequency of sampling is determined utilizing the same formula applied to microbiological requirements. At a minimum, we are obligated to collect and analyze for chlorine residual each time we collect the representative microbiological samples. Per EPA Disinfectants & Disinfection Byproduct Rule (D/DBP), which was effective January 2002, requires quarterly reporting for all sampling.
- Compliance

3) TTHM & HAA5 The U.S. Environmental Protection Agency (EPA) published the Stage 2 Disinfectants and Stage 2 DBPR Disinfection Byproducts Rule (Stage 2 DBPR) on January 4, 2006. The Stage 2 DBPR builds on existing regulations by requiring water systems to meet disinfection byproduct (DBP)\* maximum contaminant levels (MCLs) at each monitoring site in the distribution system to better protect public health. The Stage 2 DBP rule is intended to reduce potential cancer and reproductive and developmental health risks from disinfection byproducts (DBPs) in drinking water, which form when disinfectants are used to control microbial pathogens. This final rule strengthens public health protection for customers of systems that deliver disinfected water by requiring such systems to meet maximum contaminant levels as an average at each compliance monitoring location (instead of as a system-wide average as in previous rules) for two groups of DBPs, trihalomethanes (TTHM) and five haloacetic acids (HAA5). The rule targets systems with the greatest risk and builds incrementally on existing rules. This regulation will reduce DBP exposure and related potential health risks and provide more equitable public health protection. The Stage 2 DBPR is being released simultaneously with the Long Term 2 Enhanced Surface Water Treatment Rule to address concerns about risk tradeoffs between pathogens and DBPs.

The mandatory requirement under the Stage 2 DBP rule, known as an Initial Distribution System Evaluation (IDSE) was completed by ETWD in 2008 and a Stage 2 monitoring plan has been approved by CDPH. Full Stage 2 compliance begins in 2012. The IDSE identified the locations with high disinfection byproduct concentrations. These locations will then be used by the District as the 8 sampling sites for Stage 2 DBP rule compliance monitoring. Compliance with the maximum contaminant levels for two groups of disinfection byproducts (TTHM and HAA5) will be calculated for each monitoring location in the distribution system. This approach, referred to as the locational running annual average (LRAA), differs from current requirements, which determine compliance by calculating the running annual average of samples from all monitoring locations across the system. The Stage 2 DBP rule also requires each system to determine if they have exceeded an operational evaluation level, which is identified using their compliance monitoring results. The operational evaluation level provides an early warning of possible future MCL violations, which allows the system to take proactive steps to remain in compliance. A system that exceeds an operational evaluation level is required to review their operational practices and submit a report to the state that identifies actions that may be taken to mitigate future high DBP levels, particularly those that may jeopardize their compliance with the DBP MCLs.

- 4) Physical Quality
- Physical Quality analysis is associated with the esthetic qualities of the finished water. Primarily, we are performing analysis for taste, odor and Turbidity (Clarity). In accordance with CDPH requirements, the District collects a minimum of 15 samples per month.
- 5) Nitrites
- Although the chloramine disinfection process has been effective in controlling TTHM levels, it requires increased monitoring and adjustment as a result of its susceptibility to the Nitrification process. Nitrification is a biological process caused by naturally occurring ammonia oxidizing bacteria. Nitrification in chloraminated drinking water can have various adverse impacts on water quality, the most serious of which is the loss of total chlorine residual which is required by the CDPH and the subsequent potential to increase bacteria-iological activity within the finished or treated water system. MWD has developed an effective nitrification monitoring and prevention program which ETWD staff have adopted and incorporated into the District's daily water quality monitoring and action plan. The number and frequency of this type of monitoring is not currently regulated by CDPH. Staff monitor the level of nitrites in source water, reservoirs and the distribution system daily and weekly in conjunction with the microbiological and chlorine sampling program. A nitrite level of between 0.015 and 0.030 would signal an alert. > 0.030 would require action such as the addition of chlorine to produce a chloramine residual.

EL TORO WATER DISTRICT								
MONTHLY POTABLE WATER QUALITY ANALYSIS								
MONTH: October YEAR: 2023								
CONSTITUENT		INSIDE	LAB	OUTS	SIDE LAB			
ANALYSIS	MCL	NO.	RESULTS	NO.	RESULTS			
1 Microbiological	Pres/Absence	134	Absence		Average			
2 Chlorine (ppm) In Field	Detectable Resid	220	Average = 1.82 ppm					
3 TTHM (ppb) (Stage 2)	80 ppb				ppm			
3 HAA5 (ppb) (Stage 2)	60 ppb				ppm			
4 Physical Quality:			RANGE					
Turbidity (ppm)	5 NTU	20	0.00 to 0.05 Res.					
Odor	3 Units	20	ND<1					
Color	15 Units	20	ND<5					
Temperature	No standard	20	74°F To 83°F					
5 Nitrite (Alert/Action level) ppm	0.015 to 0.030 ppm	175	0.001 to 0.277					

To ensure water quality compliance, the District annually performs approximately 8,750 water quality analytical evaluations of the samples collected from the distribution system.

#### Abbreviations:

RES Indicates that the nitrification was isolated to a reservoir and treated

ND None detected

Pres/Absence Presence (P) or Absence (A) related to a positive or negative bacteriological result

MCL Maximum Contaminant Level

NTU Nephelometric Turbidity Units, a measure of the suspended material in the water

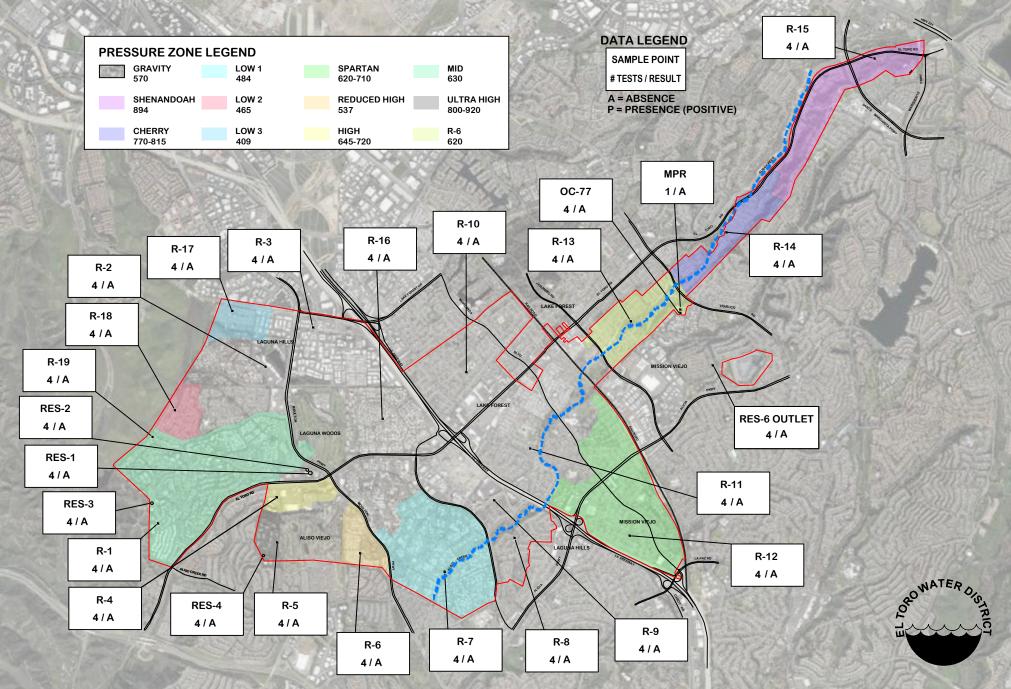
ppm Parts per million ppb Parts per billion

Total Coliform No more than 5% of the monthly samples may be total coliform-positive

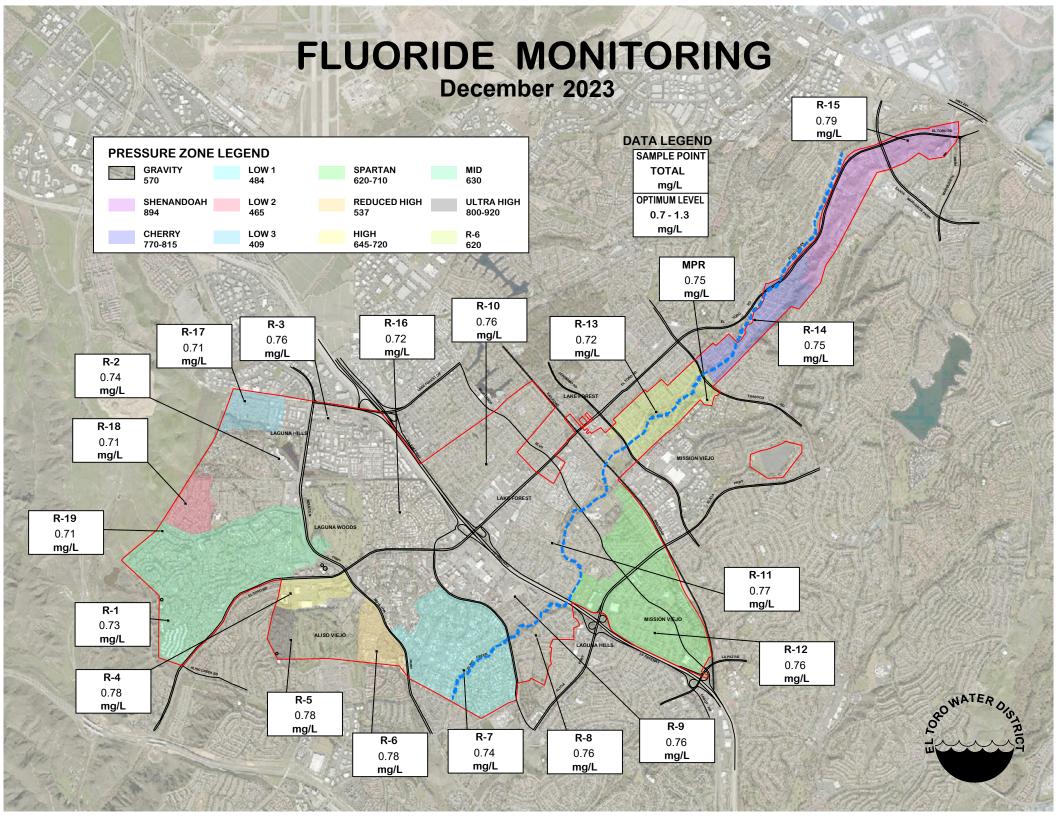
N/A Not available

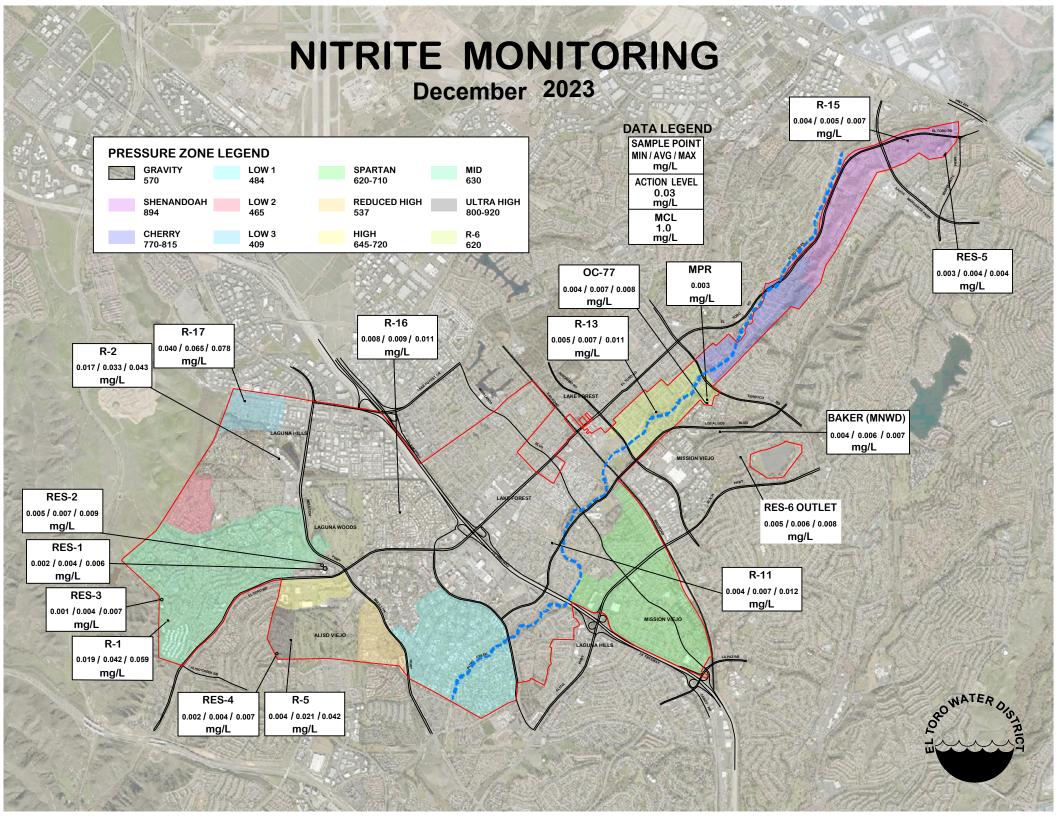
## MICROBIOLOGICAL MONITORING

December 2023



#### CHLORINE RESIDUAL MONITORING December 2023 1.35 /1.55 / 1.71 mg/L **DATA LEGEND** PRESSURE ZONE LEGEND SAMPLE POINT LOW 1 **GRAVITY SPARTAN** MIN / AVG / MAX 484 620-710 630 mg/L SHENANDOAH LOW 2 **REDUCED HIGH ULTRA HIGH** MCL 4.0 mg/L MIN 0.2 mg/L CHERRY LOW 3 HIGH R-6 770-815 645-720 620 409 MPR RES-5 2.40 OC-77 1.18 / 1.74 / 2.09 mg/L mg/L 2.31 / 2.40 / 2.59 mg/L R-10 R-16 1.37 | 1.85 | 2.09 R-17 ma/L 0.91 / 1.47 / 1.70 1.17 / 1.50 / 2.07 0.83 / 1.07 / 1.33 0.52 / 1.12 / 1.76 0.30 / 0.42 / 0.54 R-2 mg/L mg/L mg/L mg/L mg/L 0.97 / 1.12 / 1.34 mg/L R-18 0.47 / 0.79 / 1.30 BAKER (MNWD) mg/L LAGUNA HIL 2.19 / 2.32 / 2.48 mg/L R-19 0.31 / 0.35 / 0.39 mg/L RES-2 **RES-6 OUTLET** 1.90 / 2.45 / 3.41 2.49 / 2.74 / 3.06 mg/L mg/L RES-1 .85 / 1.96 / 2.05 R-11 mg/L .46 / 1.53 / 1.63 RES-3 mg/L 0.47 / 1.65 / 2.38 mg/L R-1 R-12 0.65 / 0.96 / 1.24 1.43 / 1.74 / 2.14 mg/L mg/L R-4 RES-4 R-5 1.45 | 1.82 | 2.11 0.83 / 1.50 / 2.10 .49 / 1.68 / 2.00 mg/L R-9 mg/L mg/L **R-7** R-8 R-6 1.58 | 2.06 | 2.52 1.41 / 1.48 / 1.52 1.56 / 1.88 / 2.24 1.27 / 1.39 / 1.47 mg/L mg/L mg/L mg/L





#### STAGE 2 HALOACETIC ACIDS (HAA5) MONITORING 4th QUARTER 2023 **DATA LEGEND** PRESSURE ZONE LEGEND SAMPLE POINT SITE 2 **TOTAL GRAVITY** LOW 1 **SPARTAN** MID 17.5 620-710 ppb ND: NONE ppb DETECTED MCL SHENANDOAH LOW 2 REDUCED HIGH **ULTRA HIGH** 800-920 60 ppb CHERRY LOW 3 HIGH R-6 770-815 645-720 620 SITE 8 SITE 5 16.3 22.3 dqq ppb SITE 4 20.5 ppb SITE 7 16.1 ppb MISSION VIE ALISO VIEJO SITE 3 21.5 ppb 20 WATER O SITE 1 19.0 ppb SITE 6 18.7 ppb

## STAGE 2 TOTAL TRIHALOMETHANES (TTHM) MONITORING 4th QUARTER 2023 **DATA LEGEND** PRESSURE ZONE LEGEND SAMPLE POINT SITE 2 **TOTAL GRAVITY** LOW 1 **SPARTAN** MID 64.2 620-710 ppb ppb MCL SHENANDOAH LOW 2 REDUCED HIGH **ULTRA HIGH** 800-920 80 ppb CHERRY LOW 3 HIGH R-6 620 770-815 645-720 SITE 8 56.8 52.4 ppb ppb SITE 4 63.8 ppb SITE 7 66.0 MISSION VIEJO ALISO VIEJO SITE 3 68.2 ppb QROWATER O SITE 1 58.7 ppb SITE 6 60.7 ppb



## STAFF REPORT

To: Board of Directors Meeting Date: January 22, 2024

From: Hannah Ford, Director of Engineering

Rory Harnisch, Senior Engineer

**Subject: Capital Project Status Report** 

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

Layfield is nearly complete with the Floating Cover and Liner Replacement Project contract. As shown in Table 1, the District negotiated Change Order No. 3 for a total of \$23,752.11 to address an additional conduit required to convey signal from the new drain flow meter and provide additional rainwater enhancement sand tubes at the District's request. Work related to installation of the Change Order No. 3 conduit is complete, and Layfield anticipates delivering the additional sand tubes this month.

Table 1 – Change Order No. 3 Summary

Description	Cost
Additional conduit for Khrone flow meter	\$ 14,252.11
Provision of District required additional sand tubes	\$ 9,500.00
Change Order No. 3 Total	\$ 23,752.11
Original Contract Sum	\$ 23,608,825.00
Contract Sum Including Previous Change Orders	\$ 22,980,522.85
<b>Total Contract Sum Including This Change Order</b>	\$ 23,004,274.96

To address the concern District staff raised when the new rainwater removal pumps started tripping, Layfield is upsizing the pumps' switches and contactors at no additional cost to the District. Staff anticipates contract completion at the end of the month pending installation of these switches and contactors, closeout submittals, and warranties.

PaveWest installed top seal on the perimeter road and entry road from La Glorieta following crack repair this month. Figure 1 shows placement of the top seal along the existing entrance. District staff will record a Notice of Completion (NOC) this month to begin Project closeout.



Figure 1 – Top Seal on Existing Entrance

#### II. New Warehouse

The general contractor Dumarc Corporation (Dumarc) received deliveries of the pre-engineered metal building (PEMB) and began installation in late December. Dumarc began by erecting the outer framing and continues installing panels beginning from the Westerly face of the proposed building (as shown in Figure 2). Staff is negotiating a change order with Dumarc to address an existing utility conflict and expanded asphalt paving scope.



Figure 2 – PEMB Installation

District staff continues coordinating with the Air Quality Management District (AQMD) and their contractor in order for them to install their proposed concrete pad, electrical duct bank, and equipment.

Dumarc anticipates demobilizing from the site in March 2024 after completing the PEMB and associated asphalt. The long lead item electrical components still have an anticipated delivery of early September 2024, at which time Dumarc will re-mobilize to the site for installation.

Table 2 summarizes the cost and schedule as percent complete. Dumarc's billings reflect work through December 2023, and budget expediture is on track with schedule completion.

Table 2 – New Warehouse Project Schedule and Budget Status

<b>Construction Contract</b>	Total	Earned to Date	Percent Complete
Budget	\$2,219,8751	\$1,131,457	54%
Schedule	June 13, 2023 – S	50%	
17 1 1 61 6 1 37 1	20222		

<sup>&</sup>lt;sup>1</sup>Includes Change Order No. 1 of \$35,875.

## III. Aliso Creek Lift Station Alternatives Analysis

The District-hired consultant, Tetra Tech, Inc (Tetra Tech), provided the Aliso Creek Lift Station alternatives analysis draft report. Staff reviewed the draft report containing various alternatives to construct a new wet well with pumps outside of the existing lift station, as shown in Figure 3, or rehabilitate the existing lift station in place. Staff provided feedback to Tetra Tech and will meet later this month to review the draft.

As part of the alternatives analysis, Tetra Tech is currently performing a flow monitoring study of the incoming flows to the lift station. The results will assist in right-sizing pump selection and refine draft alternatives. Tetra Tech is scheduled to deliver the alternatives analysis final report in February.

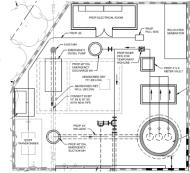


Figure 3 – Plan view of proposed new lift station adjacent to existing.

#### IV. DAF Unit 2 Retrofit and Rehabilitation

The project contractor, SS Mechanical Corp. (SS), completed rehabilitation of DAF Unit 2, as shown in Figure 4 and Figure 5. WRP staff worked with SS to successfully perform commissioning activities earlier this month. District staff recorded the NOC with the County and will release the retention to SS 35 days after the NOC recording date.



Figure 4 – Final Nikuni pump installation.



Figure 5 – Final mechanical equipment installation.

Actual expenditures are shown below in Table 3. The total project cost was below the budgeted amount by \$15,817.56.

Table 3 – DAF Unit 2 Retrofit and Rehabilitation Project Expenditure Summary

Contract Type	Contract Amount
DAF 2 Interim Repair <sup>1</sup>	\$26,768.80
Ovivo (Pre-Purchase DAF Equipment)	\$100,871.88
Nikuni (Pre-Purchase Pump)	\$40,467.44
SS Mechanical Construction (Construction)	\$37,715.00
Design <sup>2</sup>	\$0
Construction Management <sup>2</sup>	\$0
<b>Total Project Costs</b>	\$205,823.12
CIP Budget Fiscal Year 2022/2023	\$203,000.00
CIP Budget Fiscal Year 2023/2024	\$18,640.68
Budgeted Cost	\$221,640.68
Remaining Budget	\$15,817.56

<sup>&</sup>lt;sup>1</sup>Includes replacement of the center feedwell skirt and electrical upgrades performed at the end of 2022.

## V. Grit Chamber Rehabilitation Project

Staff restarted the bid process in late December by inviting eight prospective bidders. Three bidders attended the mandatory pre-bid meeting in early January. The project has a bid opening date of March 13<sup>th</sup>, and staff expect to provide a recommendation to the Board for award in the same month.

<sup>&</sup>lt;sup>2</sup>Staff self-performed the Design and Construction Management portions of the project.

## VI. Caltrans I-5 Widening Utility Relocations

Phase C is nearly complete; the contractor, Paulus Engineering (Paulus), relocated three fire hydrants in earlier this month. Paulus will relocate the existing irrigation meter once the Caltrans contractor completes the associated section of the I-5 Freeway wall and will install concrete pads around the relocated fire hydrants once the Caltrans contractor completes the surrounding curb, gutter, and sidewalk activities.

In mid-December, Caltrans discovered a conflict with the District's existing sewer manhole and a proposed curb-ramp due to the upcoming Village at Laguna Hills development. District staff are working with Caltrans on the preferred method to rectify this conflict, which will likely involve adjusting the existing manhole's cone in relation to the outlets to allow the proposed curb-ramp to be installed by Caltrans.

## VII. Headworks and Secondary Clarifier No. 1 Rehabilitation Project

Carollo Engineers, Inc. (Carollo) kicked off the Project with District staff and conducted several site visits to the WRP. District staff plan to test polymer addition upstream of the DAF to assess the level of improved thickening and ultimately determine whether to include a polymer addition system in the Project scope of work. Carollo and District staff will meet again this month to review equipment selection, design criteria, and operating philosophy.

#### VIII. Asset Management

Hazen and Sawyer (Hazen) conducted a workshop to review the recommended capital projects for the WRP. District staff are now working on incorporating those recommendations into the CIP while Hazen develops the PowerBI dashboards for visualization.

The Computerized Maintenance Management System (CMMS) evaluation continues with District staff discussing how best to integrate asset management and ongoing maintenance management efforts.

## IX. Tertiary Disinfection Optimization Project

District staff and Trussell Technologies, Inc., completed the final tracer test this month and are compiling results to submit to the District for review by the end of January. Staff anticipates submission to Division of Drinking Water (DDW) next month.

## X. System Wide Arc Flash and Coordination Study

District staff continue to coordinate with Southern California Edison (SCE) to conduct shutdowns and obtain the requested utility information. Most of the shutdowns are complete, although the SCE shutdown for the WRP is delayed according to the new Automatic Transfer Switch (ATS) delivery. Despite this setback, District staff anticipate receiving initial CIP recommendations in time for Fiscal Year (FY) 2024/2025 capital budgeting.

#### XI. WRP Main Electrical Power Breaker

The breakers have all been installed, but District staff continue to work with Schneider Electric on correcting the received ATSs and scheduling their installation, inclusive of SCE shutdown coordination. Installation will likely take place at the end of this month.

## XII. Cathodic Protection Repair on Moulton Parkway

Farwest Corrosion Control Company (FCCC) conducted another set of surveys to determine where the cathodic jumps from Joint Transmission Main to the District's main and how to best restore the impressed current cathodic protection system to the entire main. Survey results indicate the interference leaves the District's main at the El Toro Road and Moulton Parkway intersection. FCCC is developing a solution for restoring protection to the rest of the main this month.

## XIII. Lead and Copper Rule Revisions Compliance

District staff are working with MWDOC and Hazen to review the provided data and determine how best to develop the inventory of pipe materials for each meter. Challenges surround the master metered sites where one meter serves multiple units; each of those pipe segments must be cataloged though the District's records stop at the meter. Staff has received records from Village Management Services (VMS) and are working with Hazen to determine if additional data gaps exist.

## XIV. Mathis Lift Station Inlet Piping Improvement Project

After Board approval of the construction contract, staff issued a construction agreement with Tunnel Works Service, Inc (TWS). TWS continues to work with the City of Laguna Hills and Orange County Public Works to obtain permits to begin the work. Staff has ordered materials and is waiting for delivery. TWS is scheduled to begin improvements at the end of January.

## XV. Northline Coating Improvement Project

After Board approval of the construction contract, staff issued a construction agreement with MC Painting, Inc (MC Painting). MC Painting met with District staff and Pump Station staff in mid-January for a preconstruction meeting to discuss project schedule and coordination. MC Painting expects to begin the project in mid-February and expects to be complete with construction by the end of February.

## XVI. Energy Efficiency Analysis

District staff continue to work with InPipe Energy on the installation details and cost for an energy recovery system at the Main Pressure Reducing (MPR) station.

	F.Y. 2023/	24 CAPIT		ROVEME ARD APP				TITEM	S > \$50 <sub>1</sub>	,000					
Category	Project Description	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Мау	Jun	Revenue Bond / CIP Budget	Board Approve
2023/24 Ca	pital Projects			•	•	•	•	•			•	•	•		•
	P-3 Pump Station Rehabilitation								RFP	RFP	Α	Е	Е	\$200,000	
	Moulton/El Toro Cathodic Protection Study	ET	ET	ET	ET	ET	ET	ET						\$100,000	< \$50,000
	Surcharge Capacity Repair on Gowdy Avenue		Cancelled project due to marginal benefit for elevated cost and complexity								\$52,000	1			
	Northline Coating Improvement Project					В	Α	С	С	С				\$91,000	1
	Headworks and Secondary Clarifier Rehabilitation			RFP	RFP	Α	E	E	Е	Е	Е	E	Е	\$2,926,000	\$785,217
	Grit Chamber Rehabilitation	E	Α	E	Е	В	В	В	В	Α	С	С	С	\$861,861	\$542,228
	DAF Unit No. 2 Rehabilitation Project	Α	С	С	С	С	С							\$221,641	\$209,595
	Aliso Creek Pump Station Rehabilitation Project	RFP	RFP	Α	E	Е	Е	Е	E	Е				\$826,000	\$120,000
	Asset Management	Α	E	E	Е	E	E	E	E	ВР				\$120,000	\$113,140
	System-Wide Arc Flash and Coordination Study	RFP	Α	Е	Е	Е	Е	Е	Е					\$180,000	\$179,550
2023/24 Ca	pital Equipment		<u> </u>	•	•	•					•	<u>.</u>		•	•
	R-6 Security Cameras and Fence Alarm Replacement			Α	С	С								\$84,000	\$114,234
	Freeway Electrical Equipment Replacement		Α											\$110,000	\$155,646
	Core Switch Replacement		Ordered and received, total cost was within GM authority							\$63,000	< \$50,000				
Revenue B	ond Projects														•
	R-6 Reservoir Floating Cover	С	С	Α	С	С	С	С						\$12,442,344	\$11,903,880
	New Warehouse	С	С	С	С	С	С	С						\$4,006,421	\$3,924,409
	South Orange County Turnout Project		Coordinating with MNWD on schedule						\$3,000,000						
Previous F	iscal Year Carryover														•
	P-4 Pump Replacement	ET	Α					R	С					\$59,000	\$73,701
	ETM Backflow Prevention Project	С	С	С	С									-	\$304,463
	Tertiary Disinfection Optimization Project	Α	E	E	Е	E	E	E	E	Е	Р	E	Е	-	\$107,321
	Effluent Pump Station Rehabilitation		С	С	С									\$150,000	\$425,000
	WRP Main Electrical Power Breaker Upgrades						R	R	С					\$140,000	\$196,124
	Mathis Lift Station Inlet Drop Piping Repair	E	Е	Е	Α	С	С	С						-	\$33,510
	Caltrans I-5 Widening Utility Relocations							С	С					\$0	\$627,365
			•	•	•	•	•	•	•	•	•		Tota	\$25,633,267	\$19,815,383

Key:	
	Water
	Wastewater
	Split between Water and Wastewater
	Board Involvement

A = Approve by Board B = Bid

BP = Board Presentation C = Construction

E = Engineering/Study ET = Evaluate

L = Legal N = Negotiate

O = Order P = Permit

RFP = Request for Proposal R = Receive

# 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 know as the Open Meeting requirements.

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

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

CEQA: California Environmental Quality Act.

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

CFS: Cubic feet per second.

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

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

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

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

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

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

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

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

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

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

#### Crisis:

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

CTP Coastal Treatment Plant

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

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

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

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

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

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

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

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

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

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

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

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

**Disinfection:** Water treatment which destroys potentially harmful bacteria.

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

**Drought:** A prolonged period of below-average precipitation.

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

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

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

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

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

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

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

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

Estuary: Where fresh water meets salt water.

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

FCH Federal Clearing House - Environmental Review/Processing

**FEMA** Federal Emergency Management Agency

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

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

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

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

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

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

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

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

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

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

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

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

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

GPM: Gallons per minute.

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

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

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

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

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

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

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

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

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

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

MAF: Million acre feet.

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

MET: Metropolitan Water District of Southern California.

MGD: Million gallons per day.

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

Microorganism: An animal or plant of microscopic size.

MWD: Metropolitan Water District of Southern California.

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

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

NPDES National Pollution Discharge Elimination System

OCBC: Orange County Business Council.

**OCEMA** Orange County Environmental Management Agency

**OCWD:** Orange County Water District.

#### Opportunity:

1. A favorable juncture of circumstances.

2. A good chance for advancement or progress.

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

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

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

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

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

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

Potable water: Suitable and safe for drinking.

PPB: Parts per billion.

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

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

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

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

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

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

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

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

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

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

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

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

**RFP** Request for Proposal

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

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

**R-O-W** Right-of-way

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

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

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

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

**SAFRA** Santa Ana River Flood Protection Agency

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

SAWPA: Santa Ana Watershed Project Authority.

SCADA Supervisory Control and Data Acquisition

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

**SCH** State Clearing House – Environmental Review/Processing

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

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

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

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

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

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

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

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

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

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

**SJBA** San Juan Basin Authority

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

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

CSC - City of San Clemente

CSJC - City of San Juan Capistrano

CLB - City of Laguna Beach

ETWD - El Toro Water District

EBSD – Emerald Bay Service District

IRWD - Irvine Ranch Water District

MNWD – Moulton Niguel Water District

SCWD - South Coast Water District

SMWD – Santa Margarita Water District

TCWD - Trabuco Canyon Water District

SRF State Revolving Fund

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

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

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

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

**SWRCB** State Water Resources Control Board

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

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

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

TMA: Too many acronyms.

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

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

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

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

**VE** Value Engineering

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

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

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

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

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

**Water year (USGS):** The period between October 1st of one calendar year to September 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.