



**FINANCE/AUDIT COMMITTEE MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CA
VIDEO/AUDIO BROADCAST MEETING – MARCH 10, 2021 AT 1:00 PM**

COMMITTEE MEMBERS

Don Chadd, Committee Chair
Edward Mandich, Committee Member

DISTRICT STAFF

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

AGENDA NOTE:

Meeting attendees should be aware that the meetings of the Board of Directors are, as required by law, open to the public and the District has very limited powers to regulate who attends Board meetings.

CONFERENCE CALL INFORMATION

Due to the spread of COVID-19 and as authorized by the Governor's Executive Order, Trabuco Canyon Water District will be holding all upcoming public meetings by Go To Meeting, and will be available by either computer or telephone audio as follows:

Computer Audio: You can join the meeting from your computer, tablet, or smartphone by clicking on the following link: <https://zoom.us/j/96930019067>

Telephone Audio: 1 (669) 900-6833

Access Code: 969-3001-9067

*Persons desiring to monitor the Board meeting agenda items may download the Board meeting agenda and documents on the internet at **www.tcwd.ca.gov**.*

*You may submit public comments by email to the Board at **mperea@tcwd.ca.gov**. In order to be part of the record, emailed comments on meeting agenda items must be received by the District, at the referenced e-mail address, not later than 10:00 a.m. (PDT) on the day of the meeting.*

CALL MEETING TO ORDER

VISITOR PARTICIPATION

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

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING AGENDA | MARCH 10, 2021**

ORAL COMMUNICATION

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

COMMITTEE MEMBER COMMENTS

REPORT FROM THE GENERAL MANAGER

FINANCIAL MATTERS

ITEM 1: FINANCE/AUDIT COMMITTEE MEETING RECAP

RECOMMENDED ACTION:

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

1. February 10, 2021

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

RECOMMENDED ACTION:

Recommend the Board of Directors ratify the Directors' fees and expenses for February 2021 and tentative future meetings/attendance. (Consent Calendar)

ITEM 3: DISCUSSION CONCERNING THE PURCHASE OF A NEW HEAVY EQUIPMENT VEHICLE – ONE FORKLIFT

RECOMMENDED ACTION:

Receive information at the time of the meeting and recommend the Board of Directors authorize the General Manager to purchase one Toyota forklift from Southwest Toyota Lift for an amount not to exceed \$35,000 (Action Calendar).

ITEM 4: OTHER MATTERS

RECOMMENDED ACTION:

Hear Other Matters from the General Manager or District Staff.

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING AGENDA | MARCH 10, 2021**

ITEM 5: FINANCIAL REPORT

A) PRESENTATION OF UNAUDITED FINANCIAL STATEMENTS

RECOMMENDED ACTION:

Recommend that the Board receive and file the preliminary unaudited financial statements for January 2021 (Consent Calendar).

B) BILLS FOR CONSIDERATION

RECOMMENDED ACTION:

Approve and ratify the bills for consideration and warrant register and recommend that the Board ratify payment of the Bills for Consideration for March 10, 2021 as presented. (Consent Calendar).

ADJOURNMENT

AVAILABILITY OF AGENDA MATERIALS

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

COMPLIANCE WITH THE REQUIREMENTS OF CALIFORNIA GOVERNMENT CODE SECTION 54954.2

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

The District may conduct future meetings electronically (via teleconferencing) during the current ongoing emergency situation.

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | MARCH 10, 2021**

FINANCIAL MATTERS

ITEM 1: FINANCE/AUDIT COMMITTEE MEETING RECAP

RECOMMENDED ACTION:

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

1. *February 10, 2020*

CONTACTS (staff responsible): PALUDI/PEREA



**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING RECAP | FEBRUARY 10, 2021**

DIRECTORS PRESENT VIA CONFERENCE CALL

Director Don Chadd, Committee Chair
Director Ed Mandich, Committee Member

STAFF PRESENT VIA CONFERENCE CALL

Fernando Paludi, General Manager
Michael Perea, Assistant General Manager/Board Secretary
Lorrie Lausten, District Engineer
Karen Warner, Senior Accountant
Lisa Marie Sangi, Administrative Assistant

PUBLIC PRESENT VIA CONFERENCE CALL

Cindy Byerrum, Consultant Eide Bally

CALL MEETING TO ORDER

Director Chadd called the February 10, 2021 Finance/Audit Committee Meeting to order at 1:03 P.M.

VISITOR PARTICIPATION

No visitor participation was received.

ORAL COMMUNICATION

No oral communication was received.

COMMITTEE MEMBER COMMENTS

Director Chadd welcomed Director Mandich to the Finance Committee.

Director Mandich stated it was a pleasure to be back on the Committee.

REPORT FROM THE GENERAL MANAGER

No comments were received.

ITEM 1: FINANCE/AUDIT COMMITTEE MEETING RECAP

Mr. Paludi presented the Finance/Audit Committee Meeting Recap for Committee review in accordance with the agenda.

RECOMMENDED ACTION:

Director Chadd and Mr. Perea recommended that the Finance/Audit Committee Meeting Recap be forwarded to the Board of Directors for approval (Consent Calendar).

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

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

**TRABUCO CANYON WATER DISTRICT
FINANCE AUDIT COMMITTEE MEETING RECAP | FEBRUARY 10, 2021**

Director Chadd asked to remove the attendance for the Independent Special Districts of Orange County (ISDOC) meeting; Mr. Perea indicated that it would be amended as such.

Director Mandich suggested that all District Board members be sent the South Orange County Agencies Group meeting invite. Discussion occurred concerning Brown Act compliance on actionable groups and meetings.

RECOMMENDED ACTION:

The Committee recommended that the Directors' Fees and Expenses Report for January 2021, and the Tentative Future Meetings/Attendance Report be forwarded to the Board of Directors for ratification (Consent Calendar).

ITEM 3: DISCUSSION CONCERNING DISTRICT CLASSIFICATION COMPENSATION REVIEW

Mr. Paludi introduced this matter for Committee consideration, and he mentioned that this matter has been reviewed by the District Organization Ad Hoc Committee. Mr. Paludi provided a brief review of the Classification Compensation Review (salary survey) process to date as performed by Ralph Anderson & Associates (Consultant), and he highlighted the base criteria approved by the Ad Hoc Committee which was utilized to develop the proposed classification benchmarks. Discussion occurred concerning the salary survey results and associated fiscal impacts of the proposed adjustments to the District's salaries and benefits budget. Mr. Perea presented and reviewed a fiscal impact report prepared by District staff for Committee consideration. Mr. Paludi reported that the Consultant has identified certain classifications for new titles, and he recommended implementing the proposed changes. Mr. Paludi added that District staff recommends additional salary alignments for certain Water and Wastewater Operations classifications in addition to the benchmarked salary adjustments to preserve internal departmental equity based on the District's unique characteristics. Director Chadd recommended that District staff present this recommendation to the District Organization Ad Hoc Committee for additional review prior to the Regular Board Meeting.

RECOMMENDED ACTION(S):

The Committee recommended District staff to meet with the District Organization Ad Hoc Committee to review additional classification compensation information, and to forward the Classification Compensation Review Report completed by Ralph Anderson & Associates to the Board of Directors for their consideration (Action Calendar).

ITEM 4: OTHER MATTERS

Mr. Paludi indicated there were no other matters.

RECOMMENDED ACTION:

No action was taken.

ITEM 5: FINANCIAL REPORT

Mr. Paludi presented this matter for Committee review, and he provided a brief review of the financial impacts related to COVID-19.

Ms. Warner presented the preliminary unaudited financials for December 2020 for Committee consideration and reviewed the following items:

**TRABUCO CANYON WATER DISTRICT
FINANCE AUDIT COMMITTEE MEETING RECAP | FEBRUARY 10, 2021**

STATEMENT OF REVENUES AND EXPENSES

Operating Revenue, Residential Water Revenue

Ms. Warner reported that this line item was lower than the prior month, but it was trending ten percent higher than anticipated year to date due to more customers working from home.

Operating Revenue, Baker Treatment Plant Water Sales

Ms. Warner reported that this line item was higher than the prior month due to more water sales to the City of San Clemente.

Operating Expenses, Total Operating Expenses

Ms. Warner reported that this line item was trending two-percent higher than anticipated due to operating expenses.

RESTRICTED ASSETS REPORT & INVESTMENT SCHEDULE

Ms. Warner highlighted the Local Agency Interest Fund (LAIF) rate of return on District investments.

Discussion occurred concerning the planned reinstatement of utility bill penalty payment assessments and a process for customer assistance for high past due balances.

RECOMMENDED ACTION:

The Committee signed the bills for consideration and the warrant register and recommended that the Board ratify payment of the bills for consideration for February 10, 2021 as presented (Consent Calendar).

ADJOURNMENT

Director Chadd adjourned the February 10, 2021 Finance/Audit Committee Meeting at 2:08 PM.

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | MARCH 10, 2021**

FINANCIAL MATTERS

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

Directors' Fees and Expenses

Consistent with Board policy, Directors are reimbursed for expenses incurred while serving in their capacity as Directors. Additionally, Directors earn a per diem stipend for attendance at meetings or functions in a Director capacity. The attached spreadsheet provides a recap of the meetings, seminars, and/or conferences attended by Directors including direct reimbursables paid to each Director.

Future Meetings

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

RECOMMENDED ACTION:

Recommend that the Board ratify the Directors' fees and expenses for February 2021 and tentative future meetings/attendance. (Consent Calendar)

EXHIBIT(S):

1. Directors' Fees and Expenses Report for February 2021
2. Directors' Tentative Future Meetings/Attendance – Calendar Year 2021.

CONTACTS (staff responsible): PALUDI/PEREA

**TRABUCO CANYON WATER DISTRICT
DIRECTORS' FEES AND EXPENSES MONTHLY REPORT | FEBRUARY 2021**

MEETING DESCRIPTION	ACOSTA	CHADD	DOPUDJA	MANDICH	SAFRANSKI
DISTRICT MEETINGS					
Engineering/Operational Committee Meeting			02/03/21	02/03/21	
Finance/Audit Committee Meeting		02/10/21		02/10/21	
District Organization Ad Hoc Committee		02/11/21	02/11/21		
Individual Meeting with General Manager	02/16/21	02/16/21	02/16/21	02/16/21	02/16/21
Regular Board Meeting	02/17/21	02/17/21	02/17/21	02/17/21	02/17/21
REPRESENTATIVE MEETINGS					
City of Rancho Santa Margarita City Council Meeting	02/10/21				
City of Rancho Santa Margarita City Council Meeting					02/24/21
South Orange County Wastewater Authority (SOCWA) Regular Board Meeting			02/04/21		
Water Advisory Committee of Orange County Meeting (WACO)	02/05/21				
NUMBER OF MEETINGS ATTENDED	4	4	5	4	3
FEES (\$125 per each meeting*)	\$500.00	\$500.00	\$625.00	\$500.00	\$375.00
DIRECT REIMBURSABLE EXPENSES					
DIRECT REIMBURSABLE EXPENSES TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INDIRECT REIMBURSABLE EXPENSES TOTALS					
TOTAL	\$500.00	\$500.00	\$625.00	\$500.00	\$375.00
<i>* Maximum per diem per day is one; maximum per diems per month is 10</i>					

DIRECTOR SIGNATURE _____

TRABUCO CANYON WATER DISTRICT | 2021 PUBLIC MEETING AND CONFERENCE CALENDAR

2021													
LINE ITEM	MEETING DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
DISTRICT PUBLIC MEETINGS													
1	Executive Committee Meeting	TBD			TBD			TBD			TBD		
2	Engineering/Operational Committee Meeting	01/06/21	02/03/21	03/03/21	04/07/21	05/05/21	06/02/21	07/07/21	08/04/21	09/01/21	10/06/21	11/03/21	12/01/21
3	Finance/Audit Committee Meeting	01/13/21	02/10/21	03/10/21	04/14/21	05/12/21	06/09/21	07/14/21	08/11/21	09/08/21	10/13/21	11/10/20	12/08/21
4	Regular Board Meeting	01/20/21	02/17/21	03/17/21	04/21/21	05/19/21	06/16/21	07/21/21	08/18/21	09/15/21	10/20/21	11/17/21	12/15/21
5	District Properties Ad Hoc Committee Meeting	-	-	-	-	-	-	-	-	-	-	-	-
PUBLIC MEETINGS													
6	City of RSM City Council Meeting - Meeting No. 1	01/13/21	02/10/21	03/10/21	04/14/21	05/12/21	06/09/21	07/14/21	08/11/21	09/08/21	10/13/21	11/10/21	12/08/21
7	City of RSM City Council Meeting - Meeting No. 2	01/27/21	02/24/21	03/24/21	04/28/21	05/26/21	06/23/21	07/28/21	08/25/21	09/22/21	10/27/21	11/24/21	12/22/21
8	Independent Special Districts of Orange County Meeting	01/05/21	02/02/21	03/02/21	04/06/21	05/04/21	06/01/21	07/06/21	08/03/21	09/07/21	10/05/21	11/02/21	12/07/21
9	Independent Special Districts of Orange County Meeting	01/28/21	-	-	04/29/21	-	-	07/29/21	-	-	10/28/21	-	-
10	Orange County Local Agency Formation Commission (OC LAFCO)	01/13/21	02/10/21	03/10/21	04/14/21	05/12/21	06/09/21	07/14/21	08/11/21	09/08/21	10/13/21	11/10/21	12/08/21
11	Santiago Aqueduct Commission Meeting	-	-	03/18/21	-	-	06/17/21	-	-	09/16/21	-	-	12/16/21
12	South Orange County Water Agencies Group Meeting*	01/28/21	-	03/25/21	-	05/27/21	-	07/22/21	-	09/23/21	-	11/25/21	-
13	South Orange County Wastewater Authority Regular Board Meeting	01/07/21	02/04/21	03/04/21	04/07/21	05/06/21	06/03/21	07/01/21	08/05/21	09/02/21	10/07/21	11/04/21	12/02/21
14	Water Advisory Committee of Orange County	01/01/21	02/05/21	03/05/21	04/02/21	05/07/21	06/04/21	07/02/21	08/07/21	09/03/21	10/01/21	11/06/21	12/04/21
CONFERENCES													
15	ACWA Spring Conference - Monterey, CA					5/11 - 5/14							
16	ACWA Fall Conference - Pasadena, CA											11/30 12/3	
17	CSDA Annual Conference -Monterey, CA								8/3 - 9/2				
18	CSDA GM Leadership Summit - Olympic Valley, CA						6/27 - 6/29						
19	CSDA SDLA Conference - Lake Tahoe, CA									9/26 - 9/29			

LEGEND

 District Observed Holiday - Reschedule Meeting

*4th Tuesday of the Odd Numbered Month

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | MARCH 10, 2021**

FINANCIAL MATTERS

ITEM 3: DISCUSSION CONCERNING THE PURCHASE OF A NEW HEAVY EQUIPMENT VEHICLE – ONE FORKLIFT

Trabuco Canyon Water District (District) owns and operates the Robinson Ranch Wastewater Treatment Plant (WWTP) which also serves as a yard for equipment and fleet vehicles. In the past, staff have used District-owned backhoe tractors with forks for the movement and relocation of large items, but this practice is not ergonomically sound nor safe as the forks are heavy and have pinch points that can cause serious injury. District staff have rented a forklift for the last nine months as a trial to determine the overall value to their daily workload, which includes offloading deliveries of pumps, pipes, etc. and the relocation of other large items. Based on the positive experience with the rental forklift, District staff have procured the following three quotes for the purchase of one new forklift:

LINE ITEM	VENDOR	DESCRIPTION	PRICE
1	Southwest Toyota Lift	Toyota Model 8FGU25	\$ 33,734
2	Cal-Lift	Clark Model S25	\$ 27,354
3	Select Equipment	Unicarriers/Nissan PF50LP	\$ 28,505

District staff recommends the purchase of the Toyota Model from Southwest Toyota Lift for a not to exceed amount of \$35,000. At the September 9, 2020 Finance/Audit Committee Meeting, District staff presented a Property and Equipment Survey Report of vehicles identified as surplus equipment for public auction. The District received approximately \$92,000 in revenue for the old fleet vehicles and recommends using a portion of these funds to purchase the new forklift. More information may be presented at the time of the meeting.

FUNDING SOURCE:

General Fund – Funds recuperated from the disposal of surplus equipment in accordance with District policy.

FISCAL IMPACT:

\$33,734

ENVIRONMENTAL COMPLIANCE:

Not applicable

RECOMMENDED ACTION(S):

Receive information at the time of the meeting and recommend the Board of Directors authorize the General Manager to purchase one Toyota forklift from Southwest Toyota Lift for an amount not to exceed \$35,000 (Action Calendar).

EXHIBITS:

1. District Property and Equipment Survey Report dated September 2, 2020
2. Forklift Quotes

CONTACTS (staff responsible): PALUDI/PEREA/STROUD

TRABUCO CANYON WATER DISTRICT

Property and Equipment Survey Report

Prepared by: Jason Stroud, Maintenance Superintendent

Date Prepared: September 2, 2020

LINE ITEM	POLICY CLASSIFICATION	MAKE/MODEL	EQUIPMENT TYPE	YEAR	ESTIMATED VALUE	REPLACED?	NOTES
1	Class D	Kenworth T300	Dump Truck	2007	\$25k	N	Determined to be Uneconomical for Use
2	Class D	Ford/New Holland	Backhoe	1995	\$5-8k	Y	Determined to be Uneconomical for Use
3	Class D	Zieman	Eq. Trailer	1990	\$10k	N	Determined to be Uneconomical for Use
4	Class D	International 7400	Vactor Truck	2007	\$65k	Y	Determined to be Uneconomical for Use
5	Class D	Sullivan	Towable Compressor	1995	\$3k	Y	Determined to be Uneconomical for Use
6	Class D	Ford F150 4x4	Truck	2008	\$3k	Y	Determined to be Uneconomical for Use
7	Class D	Ford Ranger	Truck	2005	\$1k	Y	Determined to be Uneconomical for Use

TCWD POLICY CLASSIFICATIONS

- A Scrap material, the value of which consists only of intrinsic material content and which has no commercial value for its original purpose as fabricated.
- B Items have been abandoned, lost, stolen, destroyed or otherwise disposed of.
- C Items to be exchanged for new units.
- D All other property such as materials, articles or worn equipment not classified as scrap material.



Southwest Toyotalift
1311 N Blue Gum St
Anaheim, CA 92806-1750
Phone: 714-727-0477
Fax: 714-632-1678

February 3, 2020

Mr. Tony Quinonez
TRABUCO CANYON WATER DISTRICT
21397 Heritage Dr
Trabuco Canyon, CA 92679

Dear Tony:

We are pleased to submit the attached Toyota Internal Combustion Lift Truck quotation for your review and approval.

As an authorized Toyota dealer, Southwest Toyotalift can provide the high-quality equipment and service you would expect from the world's leading forklift manufacturer. This quotation reflects our understanding of your forklift needs, combined with a careful configuration of the appropriate equipment and options.

To place your order, please sign and date the quotation where indicated and return to me. If you have any questions, please contact me.

Thank you for your interest in our company and our Toyota products. We look forward to being of valuable service to you for your material handling needs.

Sincerely,

Kathryn Ross
Account Manager
Cell: 714-240-6634
Phone: 714-727-0477
Fax: 714-632-1678
E-mail: kathrynr@swtoyotalift.com



To: TRABUCO CANYON WATER DISTRICT
32003 Dove Canyon Dr
Trabuco Canyon, CA 92679-3715
Attn: Mr. Tony Quinonez

Date: February 3, 2020
Our Ref: 40929988
Phone: 949-858-0277

We respectfully submit this quotation for the following NEW Toyota Internal Combustion Lift Truck (1 each):

Toyota...Proud to be the world's #1 forklift manufacturer!

TOYOTA MODEL 8FGU25, Internal Combustion Lift Truck, quality engineered with the following specification:

- Pneumatic Tires
- LP Gas Powered - UL Type "LP" Rating

This forklift is equipped with a 3-Way Catalytic Muffler System as standard equipment, and conforms to current Federal EPA and California ARB regulations for off-road large spark ignited engines.

SYSTEM OF ACTIVE STABILITY™ (SAS)

Toyota's industry exclusive System of Active Stability (SAS) helps reduce lift truck instability by electronically monitoring and controlling various functions of the lift truck.

- **Active Control Rear Stabilizer:** Various lift truck sensors simultaneously monitor vehicle speed, fork height, load weight, and vehicle yaw (or angular acceleration). Should the operator inadvertently place the truck in a potentially unstable lateral condition, the sensors trigger the SAS controller to activate the Active Control Rear Stabilizer to help reduce the likelihood of a lateral tip over. (Note: Does not apply to dual drive configured models)
- **Active Mast Function Controller (AMC):** Should the operator inadvertently place the lift truck in a potentially unstable longitudinal condition, these same sensors trigger the SAS controller to activate the AMC, which limits forward tilt and/or tilt back speed to help reduce the likelihood of a longitudinal tip over.



Photo may portray optional equipment not included in your quotation.

AUTOMATIC FORK LEVELING

Toyota's Automatic Fork Leveling feature increases productivity while reducing damage with a push of a button. By depressing the Automatic Fork Leveling button during forward tilt, operators are quickly and easily able to level the forks.

TOYOTA ENGINE

Engineered to the highest standards of quality, durability, and reliability, your Toyota 8-Series lift truck is outfitted with the industry's most respected industrial engines.

ULTRA COMFORT 4-WAY ADJUSTABLE, FULL SUSPENSION SEAT WITH NON CINCHING SEAT BELT

Operator comfort is taken to a new level with Toyota's Ultra Comfort 4-way adjustable, full suspension vinyl seat. With lumbar, weight, tilt, and almost 6 inches of fore/aft adjustability, your operators will be comfortable and productive throughout their shift. Standard Non-cinching seat belts provide additional comfort in applications requiring frequent reverse travel.

LCD MULTI-FUNCTION DISPLAY II

Features on the new MFD II include data log functions, fuel information, & operation data log all with QR code output; fuel gauge (excluding LP); and password protected administrator level access that can manipulate functions such as travel, vehicle management, and operation data log functions.

Mast 3-Stage (FSV) mast with full free lift provides excellent visibility to load and fork tips, while providing smooth, quiet and consistent operation. Mast specifications:
 Maximum Fork Height - **189"**
 Overall Lowered Height - 84.5" (Overhead Guard Height - 83.10")
 Free Lift - 36.4" with standard Load Backrest

Lifting Capacity **Base Model Capacity - 5,000 lbs. @ 24" load center**
Actual Capacity, based on quoted specifications, - 4,500 lbs. @24" load center to 189" MFH

Actual capacity ratings stated above are based on standard features, options, and attachments available through Toyota at the time of quoting. Non-standard features, options, and attachments may affect actual capacity ratings. Please contact your Toyota sales representative for additional information.

Tilt 6 degrees forward and 6 degrees backwards

Carriage ITA Hook Type, 40" Carriage

Load Backrest 48" High Load Backrest

Attachments **4 Way Valve (With 3rd & 4th Function Internal Hosing)**
Cascade Hang-on Sideshifting Fork Positioner (Requires 4-Way Valve w/ 3rd and 4th Function Hydraulics)

Speeds Travel Speed: 11.20 mph Lift Speed: 118 fpm

Engine Toyota 2.2L 4Y-ECS Industrial Gasoline Engine
 136 cubic inch displacement, 4 cylinder, overhead valve (OHV)
 Net Torque Rating: 118 @ 2100 rpm SAE ft-lb (gasoline system)
 Net Horsepower Rating: 51 @ 2570 rpm SAE HP

Transmission Automatic Transmission
 1 speed forward, 1 speed reverse standard.

Steering Load Sensing Hydrostatic Power Steering with Tilt Steering Column

Wheels and Tires Front Tires: 7.00-12-12PR (Pneumatic, Wide Tread)
 Rear Tires: 6.00-9-10PR (Pneumatic)

Additional Equipment **2020 New Standards**
Strobe Light - Yellow
LED Rear Combination Lights
LED Rear Working Light
Cyclone Air Cleaner - Dual Element
Adjustable Volume Back-up Alarm (Smart Alarm)
Rear Assist Grip with Horn Button

33 lb. LP Steel Tank
Solid Pneumatic Tires - Front
Rear Solid Pneumatic Tires - Including Rear Side Ring Wheels
UL Approved Model Type "LP"
Forks: 42" x 5" x 1.75"

Other
Outstanding
Toyota Features

- EPA/CARB Certified Engine with 3-Way Closed loop catalytic muffler system
- Operator Presence Sensing System (OPSS)
- Fully Stamped Steel Side Panels
- Electronic Speed Control
- Weather Protected Electrical System
- Unparalleled Fork Tip Visibility
- Foot Activated Park Brake with High Mount Release
- Electronic Shift Control
- 7" Cyclone Air Cleaner
- Fully Insulated Stamped Steel Engine Hood
- Dual Operator Assist Grips
- Oversized Cup Holder
- Heavy Duty, Non-Slip Rubber Floor Mat
- LED Headlights
- Key Off/Headlight Off System

Some standard items listed within this quotation may be replaced or altered due to optional equipment.

Warranty

12 Months or 2,000 hours whichever occurs first: Basic
 36 Months or 6,000 hours whichever occurs first: Powertrain

Warranty coverage for non-standard option components will be covered by the manufacturer of that component and not covered under the Toyota forklift standard or powertrain warranty.

We offer a Toyota factory authorized warranty on all new Toyota Industrial Equipment.

Investment

Price-Toyota Model 8FGU25 as specified above:	\$33,734	Each
Net Price (plus applicable taxes, delivered):	\$33,734	Each

Financing and Maintenance

A broad range of competitive and flexible financing options are available through Toyota. Financing requires credit approval. Terms and conditions are subject to change.

In addition, Full Maintenance and Planned Maintenance programs are available.

Terms and Conditions

Payment: Net 10 days / Cash or Financed
 Delivery: Will advise at time of order.
 Quote valid for 30 days.
 F.O.B.: Delivered
 Prices are exclusive of any sales or use taxes now in force or which may be made effective in the future by any federal, state, or local governments.

Lease offerings subject to credit approval
 Performance and specifications stated are based on specific testing and operating conditions.
 Actual performance and specifications may vary based on application, option configuration,
 operating conditions, and environmental factors.
 Some options and configurations may void UL.
 All orders are firm and cannot be cancelled without approval from Southwest ToyotaLift
 Cancellation will result in a restocking charge of 20% of the sale price.
 Net Terms and Lease offerings subject to credit approval.
 Any additional costs associated with cancellation will be charged to the customer.
 Special order equipment may require down or full payment at the time of order.
 A processing fee of 3.5% will be applied to credit card transactions.

Sincerely,
 Southwest Toyotalift

Accepted:
TRABUCO CANYON WATER DISTRICT

Cash Price \$ _____
 Financed Payment \$ _____ *Per Month* _____ *Months*

By: _____
 Name: Kathryn Ross
 Title: Account Manager

By: _____
 Name: _____
 Title: _____
 Date: _____

Quantity _____ Initials _____



13027 Crossroads Pkwy South
City of Industry, CA 91746

www.cal-lift.com

12/9/2020

Quote #: KyleHughes-20201209-1055

Trabuco Canyon Water District
CC: Mr. Jason Stroud

32003 Dove Canyon Dr
Trabuco Canyon, CA 92679

CLARK S-series-Pneumatic



Dear Mr. Jason Stroud,

Thank you for considering Cal-Lift for your material handling equipment needs. We are pleased to offer the following for your review.

Model	S25 -Triple Clark® Model S25 - LPG - Triple
Class	Class - V
Quantity	1
Base Capacity	5,000 (lbs)

Options Included In This Proposal:

<u>Qty</u>	<u>Category</u>	<u>Factory ID</u>	<u>Description</u>
1	Engine	60-212	FORD 2.5L, balanced, multi-port LPG fuel injection engine, EPA Compliant
1	Masts	23-189	189" MFH 85.2" OHL 37.2" FL (5B / 6F)
1	Carriages	32-041	41" wide / hook type / ITA class II
1	Load Backrest	42-005	Load Backrest - 48" High (for 41" Class II carriage)

1	Forks	52-048	Forks Class II - 48" long x 4" wide x 1.75" thick
1	Auxiliary Valves	61-421	Single for two hoses (3 spool, 1 lever)
1	Engine/Fuel System	68-104	Air Cleaner Safety Element
1	Engine/Fuel System	68-162	Maximum travel speed
1	Operator Compartment	68-117	Convenience console – drink holder, tool tray, paperwork clip. Mounted right side of seat
1	Operator Compartment	68-255	Hip Restraints
1	Operator Compartment	65-147	Rear Handle with Horn Button
1	Operator Compartment	63-860	Safety Seat – full-suspension vinyl
1	Operator Compartment	68-102	Steering Wheel Spinner Knob
1	Operator Compartment	61-391	Orange Seat Belt
1	Operator Compartment	68-101	Two Rear View Convex Mirrors (OHG mtd)
1	Hose Adaptations	78-031	Hose Adaptions - Single - two hoses internal
1	Side Shifter	71-241	Side Shifter - Sideshifters - 41" FS/41" OW/8" total sideshift, Class II
1	Drive Tires	61-605	Drive Tires - Solid Pneumatic – Single Drive -7.00 x 12 – 14 ply
1	Steer Tires	61-903	Steer Tires - Solid Pneumatic 6.00 x 9
1	Paint	68-002	Clark Green
1	Lights	61-730	LED Front Blue Safety Light – forward only
1	Lights	62-127	Back-Up Alarm – Smart Type
1	Lights	65-305	LED Rear Blue Safety Light – reverse only
1	Lights	63-303	LED Rear Work Light
1	Lights	63-004	LED Headlights (OHG mounted)
1	Lights	63-406	LED Strobe Light (yellow)
1	Fuel		New 33.5 Lb propane tank
1	Warranty		Clark extended carriage to counterweight warranty, 5 years or 8,000 hours, whichever comes first

Standard Features

FORD 2.5L, balanced engine with EPA compliant multi-port LPG fuel injection system, single speed powershift transmission, force-cooled wet disc brakes, automatically-applied parking brake, single auxiliary valve, two overhead guard mounted LED headlights, hood mounted control levers, power steering, tilt steering wheel, rear grab handle with horn button, steering wheel spinner knob, full suspension vinyl safety seat with hip restraints, orange seatbelt, drink holder, convenience console, speed limiter, traction disable seat switch, operator presence system, raised air intake, aluminum open-core radiator and high capacity cooling system, 5" color LCD digital full featured instrument display with digital and audible warnings of engine functions, automatic engine shutdown system, low fuel warning, automotive style fuse box, draw bar pin, 48" load backrest, 41" class II carriage on S20/25, 41" class III carriage

Quote Price:

Model Cost (Pre Tax)	\$27,354.00
Excise Tax:	\$0.00
Freight:	Included
Sales Tax:	Not Included
Total Per Unit:	\$27,354.00
Quantity Selected (1):	\$27,354.00
Grand Total	\$27,354.00

* All prices reflect equally distributed credit(s) for trade in(s)

CA tire recycling fee (non-taxable) @ \$1.75/tire \$7.00

Additional Dealer Options Available:

* These items not included in lease option pricing or total investment

<u>Qty</u>	<u>Factory ID</u>	PRICE
1	On-site scheduled maintenance	\$95/trip + Parts

TERMS FOR ACCEPTANCE OF PROPOSAL AND ATTACHMENTS

The proposal in this quote is property of Cal-Lift and is confidential and proprietary. Unauthorized disclosure could be harmful to Cal-Lift and by acceptance, prospective buyer agrees not to publish, copy or reproduce the contents without the express written consent of Cal-Lift. Trabuco Canyon Water District will not use such information for any other purpose than for the consideration of a Cal-Lift supplied system and will return any or all information contained herein to Cal-Lift upon request.

ACCEPTANCE AS CONTRACT OF SALE

Acceptance:

Company: Trabuco Canyon Water District

Authorized Dealer:

Name: Mr. Jason Stroud

Kyle Hughes

Authorized Signature

Account Manager

Date: _____

PO No.: _____

Terms: Net on delivery or lease

Delivery: In stock, 2-3 days from order

FOB: Customer

Expires: 1/8/2021 10:55:03 AM

QUOTATION

PREPARED FOR

Attention: Jason Stroud
 Trabuco Canyon Water District
 Dove Canyon Drive
 Trabuco Canyon, California 92679
 949-858-0277

REFERENCE

Date: 12/9/2020 Quote Valid for 30 Days
Quotation: JH 00013
Prepared By: Jeff Howard
Direct Phone:
Email: jhoward@selectequipment.com

UNICARRIERS/ NISSAN PF50LP - LP GAS - 5,000# CAPACITY @ 24" LC, PNEUMATIC TIRE

STANDARD EQUIPMENT

Rear Work Light	LED Rear Drive Light - Reverse Activated
Combination Lights	LED Turn, Stop, and Backup Lights (Rear OHG Pillar Mounted)
Warning Light	LED Strobe Light - Amber
Travel Alarm	Back-Up Alarm

GCT Electronic Fuel Injected Engine - LP
 3-Way Catalytic Converter - LP
 Electronic Engine Control System - LP
 Enhanced Engine and Transmission Protection System - LP
 Cushioned Stability Control
 Seat Actuated Operator Presence System
 Auto-Mast Lock and Return-to-Neutral
 Seat Belt Warning System
 Horn and Backup Alarm
 Parking Brake With Warning Buzzer
 5-Piece Reinforced Overhead Guard
 LED Headlights - OHG Mounted
 Multi Function LCD Display
 Hour Meter, Clock, and Calendar
 On-board Diagnostics and Programmable Service Reminder
 Operator Security PIN Access
 Speedometer and F/N/R Transmission Indicator
 Warning Lights and Engine Coolant Temperature Gauge
 Air Cleaner and Low Coolant Level Warning
 Low Fuel Warning Light (LP)
 Full Suspension Seat with Operator Restraint and Adjustable Lumbar Support
 Infinitely Adjustable Tilt Steering Wheel
 Hydrostatic Power Steering
 Automatic Transmission
 Drawbar Pin
 24 Months/Unlimited Hours Warranty



CONFIGURED OPTIONS

Category	Detail
Mast	Triplex OHL 84.4" MFH 187.0" FL 59.0"
Tilt	6° Forward / 6° Back
Side Shifter	40.2" Wide - Hang-On Type
Carriage	High Visibility - 40.2" Wide
Forks	Standard Length 48" Thick 1.5" Width 4.0"
Load Backrest	48" High
Hose Reeving	Single Internal Hose Reeving
Hydraulic Control Lever	Separate Lift and Tilt Control Levers
Control Valve	3 Spool Valve
Overhead Guard	Standard Height - 83.5"
Tires	Solid Pneumatic (Drive 7.00x12 - Steer 6.00x9)
Acceleration Control	Power/Economy - Key Switch
Seat	Full Suspension - Vinyl
Seat Belt Interlock	Seatbelt Warning Light and Buzzer
Rear Work Light	LED Rear Drive Light - Reverse Activated
Combination Lights	LED Turn, Stop, and Backup Lights (Rear OHG Pillar Mounted)
Warning Light	LED Strobe Light - Amber
Travel Alarm	Back-Up Alarm
Mirrors	Rearview Mirrors (2)
Radiator	Standard
Operator Access	Key Switch
LP Fuel Tank Bracket	Swing-Out with Open Bracket Alarm
LP Fuel Tank	33 lbs. Steel Tank with Quick Fill Valve
Paint	Standard Color
Warranty	Standard Warranty - 2 Year / Unlimited Hours - Platinum

Configured Accessory Options:

Air Pre-Cleaner - Overhead Guard Mounted
 Headlights - LED - OHG Mounted
 Parking Brake / Transmission Interlock
 Steering Wheel Spinner Knob

Assist Grip with Horn Button on Right Rear Pillar
 LPMax - Enhanced Low LP Fuel Warning
 Seat Belt - Orange

Other Equipment & Accessories

Prep & Local Delivery
 Freight

INVESTMENT SUMMARY

Total Sale Price per Each Unit: \$ 28,504.31
Quantity (1) Total Price : \$ 28,504.31

TAX NOT INCLUDED. PRICE INCLUDES FREIGHT, DEALER PREP, LOCAL DELIVERY

Fair Market Value Lease Option, 60 months - (0 – 1,000 Hrs/yr) - \$34177/mo. + Tax ea.
 Lessee may purchase the equipment at the end of the lease period at the fair market value.

Full Payout Lease Option (\$1 option), 60 months \$509.67/mo. + Tax ea.
 Lessee will own the equipment at the end of the lease period.


**All rates and quotations subject to credit approval and lease terms and conditions. A down payment may be required. \$175 doc fee not included*

Availibilty: Good in-stock 6-8 working days/ If sold allow 18-20 weeks

Terms: COD Terms on request/Finance OAC

ACCEPTANCE AS CONTRACT OF SALE

Trabuco Canyon Water District **Select Equipment**
Authorized agent understands and agrees to the Terms and Conditions as included with this Quote

_____ Authorized Agent Signature	 _____ Authorized Agent Signature
_____ Date Signed	12/08/2020 _____ Date Signed
_____ Printed Name	Jeff Howard _____ Printed Name
_____ Title/Position	_____ Title/Position
_____ Customer Purchase Order Number	

Please consult with your accountant, tax professional or equivalent to confirm characterization of equipment and tax implications. Other financing options and terms may be available (including financing sales tax). Please consult with your product specialist representative for additional financing options.

Available Maintenance Programs

- PM – PLANNED MAINTENANCE STANDARD SERVICE** Initial _____
- QTY: _____ Electric / Internal Combustion \$ 110.00 per Service*
 *Plus cost oil, filters & Misc. parts

You May Also Need:

- **New WLX45S Electric Pallet Jack \$4,500.00 ea.**



**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | MARCH 10, 2021**

FINANCIAL MATTERS

ITEM 4: OTHER MATTERS

Other financial matters may have arisen after the posting of the agenda and will be brought forward for discussion and/or information at the time of the Finance/Audit Committee Meeting.

RECOMMENDED ACTION:

Hear Other Matters from the General Manager or District Staff.

CONTACTS (staff responsible): PALUDI/PEREA

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | MARCH 10, 2021**

**FINANCIAL MATTERS
ITEM 5: FINANCIAL REPORT**

A) PRESENTATION OF PRELIMINARY UNAUDITED FINANCIAL STATEMENTS

The following preliminary unaudited financial statements are included for Committee review:

- Statement of Revenues and Expenses
- Comparative Balance Sheet
- Restricted Assets Report
- Investment Schedule
- Summary of Checking Account Activity

RECOMMENDED ACTION:

Committee to recommend that the Board receive and file the preliminary unaudited financial statements for January 2021 (Consent Calendar).

B) BILLS FOR CONSIDERATION

The total of the bills for consideration will be presented at the time of the March 10, 2021 Finance/Audit Committee Meeting.

RECOMMENDED ACTION:

Committee to approve and ratify the bills for consideration and warrant register and recommend that the Board ratify payment of the Bills for Consideration for March 10, 2021 as presented (Consent Calendar).

CONTACTS (staff responsible): PALUDI/PEREA/WARNER



Trabuco Canyon Water District

Statement of Revenues & Expenses

FY 2020-21 (Unaudited)

	January 2021	December 2020	Current YTD	Annual Budget	58% YTD	Prior YTD
1 Operating Revenue						
2 Residential Water	\$ 284,465	\$ 257,320	\$ 2,374,523	\$ 3,497,400	68%	\$ 2,029,650
3 Business & Industrial Water	10,015	11,429	100,619	150,300	67%	80,207
4 Irrigation Water	70,719	64,793	650,893	823,400	79%	469,262
5 Stand-by	3,417	3,417	23,917	41,000	58%	16,391
6 Sanitation Revenue	143,267	143,832	1,006,530	1,859,400	54%	977,843
7 Recycled & Reclaimed Revenue	30,090	35,691	564,057	725,000	78%	522,105
8 Baker Treatment Plant Water Sales *	82,984	179,318	768,840	1,469,100	52%	700,491
9 Other Operating Revenue	307	300	3,246	164,600	2%	140,274
10 Total Operating Revenue	625,263	696,100	5,492,624	8,730,200	63%	4,936,224
11 Non-Operating Revenue						
12 Property Tax Unrestricted	142,283	142,283	995,983	1,707,400	58%	976,500
13 Interest Revenue	1,386	11,414	27,270	100,600	27%	68,307
14 Development Services	-	-	-	-	0%	100
15 Sale of Fixed Asset	-	3,206	46,158	50,000	92%	-
16 Other Non-Operating Revenue	5,071	12,860	33,660	70,600	48%	41,897
17 Total Non-Operating Revenue	148,740	169,763	1,103,070	1,928,600	57%	1,086,804
18 Total Revenues	774,002	865,863	6,595,694	10,658,800	62%	6,023,028
19 Operating Expenses						
20 Source of Supply	174,060	184,826	1,526,089	2,198,100	69%	1,322,822
21 Baker Treatment SOS Costs	83,103	157,329	691,045	1,155,300	60%	586,160
22 Water Related Expense	185,083	128,712	1,144,187	1,946,900	59%	1,063,229
23 Sanitation Expense	197,370	65,366	834,701	1,168,400	71%	839,705
24 Recycled Expense	22,972	16,691	147,062	225,300	65%	149,875
25 Reclaimed Expense	21,067	14,786	133,717	221,400	60%	131,129
26 Salaries & Benefits	296,614	297,142	2,061,700	3,684,700	56%	2,009,371
27 OPEB Trust Contributions & Paygo	7,218	7,063	49,921	91,000	55%	51,766
28 Board Expense	8,813	8,398	62,919	114,400	55%	65,333
29 Total Operating Expenses	996,300	880,312	6,651,341	10,805,500	62%	6,219,391
30 Non-Operating Expenses						
31 Principal and Interest Expense	19,198	19,198	134,389	230,300	58%	134,224
32 Non-Operating Expense	208	1,548	3,423	3,600	95%	4,353
33 Total Non-Operating Expenses	19,407	20,746	137,811	233,900	59%	138,576
Net Income (Loss) Before OPEB,						
34 Depreciation & Capital Contributions	(241,704)	(35,195)	(193,458)	(380,600)	51%	(334,939)
35 WRES Fees for Capital	68,600	68,561	479,374	834,300	57%	491,781
36 Developer Impact Fees	-	-	-	-	0%	-
37 Other Capital Contributions	-	-	-	-	0%	-
38 Total Capital Contributions	68,600	68,561	479,374	834,300	57%	491,781
39 Net Income	\$ (173,103)	\$ 33,366	\$ 285,916	\$ 453,700	63%	\$ 156,842

No assurance is provided on these financial statements. The financial statements do not include a statement of cash flows. Substantially all disclosures required by accounting principles generally accepted in the U.S. are not included.

**Baker Treatment Plant O&M revenues and expenses are billed quarterly. As a result the % of budget may appear skewed until billing occurs.*



Trabuco Canyon Water District
Balance Sheet - Comparative
As of January 31, 2021
(Unaudited)

	January 2021	December 2020	January 2020
1 Assets			
2 Current Assets			
3 Cash	\$ 666,033	\$ 1,558,363	\$ 672,103
4 Accounts Receivable, Net	2,072,880	2,037,314	2,745,437
5 Property Tax Receivable	587,404	664,122	538,375
6 Prepaid Expenses	261,886	300,266	247,610
7 Total Current Assets	3,588,204	4,560,065	4,203,525
8 Total Restricted Assets (see Schedule A)	7,563,150	7,667,234	5,572,183
9 Utility Plant			
10 Utility Plant, at Cost	115,840,103	115,755,212	114,426,238
11 Accumulated Depreciation	(73,042,332)	(72,744,246)	(70,204,465)
12 Construction in Progress	3,971,587	3,783,530	1,872,053
13 Total Utility Plant	46,769,358	46,794,496	46,093,827
14 Other Assets			
15 Due from BTP	1,246,297	1,278,056	1,620,932
18 Deferred Outflow (Pension Related)	1,179,514	1,179,514	1,126,151
19 Total Other Assets	2,425,811	2,457,570	2,747,084
20 Total Assets	\$ 60,346,523	\$ 61,479,364	\$ 58,616,618
21 Liabilities & Retained Earnings			
22 Current Liabilities			
23 Accounts Payable	\$ 1,011,625	\$ 1,456,141	\$ 1,447,282
24 Due to Internal Financing Fund	1,246,297	1,278,056	1,620,932
25 Accrued Expenses	418,108	426,363	374,644
26 Deferred Property Tax Revenue	728,500	874,200	709,209
27 Total Current Liabilities	3,404,529	4,034,759	4,152,068
28 Liabilities to be Paid from Restricted Assets			
29 Accrued Interest	4,243	26,473	4,579
30 Current Portion-Long Term Debt	178,449	178,449	172,473
31 Refundable Deposits	13,500	13,500	9,500
32 Developer Deposits	75,590	66,608	415,658
33 Total Liabilities to be Paid from Restricted Assets	271,782	285,029	602,210

*No assurance is provided on these financial statements. Substantially all disclosures required by accounting principles generally accepted in the U.S. are not included.



Trabuco Canyon Water District
Balance Sheet - Comparative
As of January 31, 2021
(Unaudited)

34	Long Term Debt			
35	Accrued Post Employment Benefits	533,587	533,587	570,267
36	Accrued Pension Liability	3,301,860	3,301,860	3,089,532
37	State Revolving Fund Loan	2,140,052	2,140,052	2,320,470
39	Total Long Term Debt	5,975,499	5,975,499	5,980,269
40	Total Liabilities	9,651,811	10,295,287	10,734,547
41	Fund Balance			
42	Invested in Capital Net of Related Debt	44,446,614	44,449,522	43,596,304
43	Restricted for Debt Service	231,085	346,334	207,249
44	Legally Restricted	3,808,062	3,806,229	2,419,321
45	Designated by Board	3,402,609	3,402,609	2,645,154
46	Unrestricted	(1,193,659)	(820,617)	(985,958)
47	Total Fund Balance	50,694,713	51,184,077	47,882,071
48	Total Liabilities and Fund Balance	\$ 60,346,523	\$ 61,479,364	\$ 58,616,618

*No assurance is provided on these financial statements. Substantially all disclosures required by accounting principles generally accepted in the U.S. are not included.



**District
Restricted Assets Report
As of January 31, 2021
(Unaudited)**

	January 2021	December 2020	January 2020
1 LAIF Accounts (at Cost)			
2 Internal Financing	\$ (1,236,026)	\$ (1,207,447)	\$ (3,669,567)
3 Capital Improvement Charges	-	-	634,430
4 Water Storage Facilities	1,051,427	1,051,427	1,051,427
5 Sanitation Capital Improvement	129,985	142,181	691,366
7 WRES - Rose Canyon/Lang Wells	1,177,637	1,141,353	1,097,073
8 WRES - Reservoir/Distribution Improvements	2,608,662	2,602,454	2,539,240
9 RD#5	76,378	76,261	75,353
10 Developer Deposits	-	-	216,427
11 LAIF Interim Sewage	121,393	112,062	111,583
12 Water Rate Stabilization Funds	684,080	684,080	607,500
13 Sewer Rate Stabilization Funds	726,160	726,160	265,000
14 Working Capital Funds	1,975,776	1,975,776	1,733,144
15 Market Value Over/(Under) Cost	16,593	16,593	11,960
16 State Revolving Fund			
17 Cash in CB&T Reserved for SRF Loan	231,085	346,334	207,249
18 Total Restricted Assets	\$ 7,563,150	\$ 7,667,234	\$ 5,572,183

*No assurance is provided on these financial statements. Substantially all disclosures required by accounting principles generally accepted in the U.S. are not included.



**District
Investment Schedule
As of January 31, 2021
(Unaudited)**

DESCRIPTION	RATE	COST	MARKET	% OF TOTAL
District Investments in the California Local Agency Investment Fund (LAIF)				
1 Water Storage Fees	0.458%	\$ 1,051,427	1,053,815	14%
2 Sanitation Capital Improvement	0.458%	129,985	130,281	2%
3 Trabuco Creek Wells	0.458%	1,177,637	1,180,312	16%
5 Reservoir/Distribution	0.458%	2,608,662	2,614,587	36%
6 RD#5	0.458%	76,378	76,551	1%
7 LAIF Interim Sewage	0.458%	121,393	121,669	2%
8 Water Rate Stabilization Funds	0.458%	684,080	685,634	9%
9 Sewer Rate Stabilization Funds	0.458%	726,160	727,809	10%
10 Working Capital Funds	0.458%	1,975,776	1,980,264	27%
11 Internal Financing	0.458%	(1,236,026)	(1,238,834)	-17%
Total District Investments		\$ 7,315,471	\$ 7,332,087	100%

* A negative number indicates the use of reserves to fund operations.

** Market values are adjusted on a quarterly basis and recorded in the District's financials statements at the end of the fiscal year.

CERTIFICATION

I certify that (1) all investment actions executed since the last report have been made in full compliance with the District's Investment Policy and, (2) the District will meet its expenditure obligations for the next six months as required by California Government Code Sections 53646(b)(2) and (3), respectively.

Cindy Byerrum, CPA

Contract CPA and Treasurer



Trabuco Canyon Water District

Checking Account Activity

January 2021

(Unaudited)

Inflows	Current Month	Year to Date
Utility Billing Collections	\$ 559,745	\$ 5,150,694
Tax Receipts	77,346	1,181,312
Transfer From LAIF	-	1,600,000
FEMA Reimbursement	-	2,528,981
Miscellaneous	48,730	5,164,673
Total Inflows	685,820	15,625,659
Outflows		
Vouchers	901,195	6,620,419
Payroll	284,481	1,793,225
Transfer to LAIF	-	5,500,000
Transfer/payments for State Loan	-	121,191
Miscellaneous & Online Payments	113,347	1,708,122
Total Outflows	1,299,023	15,742,956
Net Change in Checking Account	(613,202)	(117,297)
Beginning Checking Account	1,551,324	1,055,418
Ending Checking Account	\$ 938,121	\$ 938,121

*No assurance is provided on these financial statements. Substantially all disclosures required by accounting principles generally accepted in the U.S. are not included.