



FINANCE/AUDIT COMMITTEE MEETING AGENDA
TRABUCO CANYON WATER DISTRICT
32003 DOVE CANYON DRIVE, TRABUCO CANYON, CA
ADMINISTRATION FACILITY, BOARDROOM – DECEMBER 14, 2022 - 1:00 PM

COMMITTEE MEMBERS

Edward Mandich, Committee Chair
Glenn Acosta, Committee Member
Don Chadd, Committee Member Alternate

DISTRICT STAFF

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

AGENDA NOTE:

Trabuco Canyon Water District will make this Finance/Audit Committee Meeting available by telephone audio as follows:

Telephone Audio: 1 (669) 900-6833 **Access Code:** 969-3001-9067

Persons desiring to monitor the Committee meeting agenda items may download the agenda and documents on the internet at www.tcwd.ca.gov. You may submit public comments by email to the Committee 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 12:00 p.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.

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

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING AGENDA | DECEMBER 14, 2022**

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. November 9, 2022

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

RECOMMENDED ACTION:

Recommend the Board of Directors approve the Directors' fees and expenses for November 2022 and tentative future meetings/attendance (Action Calendar).

ITEM 3: URBAN WATER INSTITUTE 2023 SPRING WATER CONFERENCE SPONSORSHIP

RECOMMENDED ACTION:

Recommend the Board of Directors approve sponsorship of the Urban Water Institute's 2023 Spring Water Conference in the amount of \$1,250 (Action Calendar).

ITEM 4: MEMBERSHIP IN SOUTHERN CALIFORNIA WATER COALITION

RECOMMENDED ACTION:

Recommend the Board of Directors approve Trabuco Canyon Water District's membership in the Southern California Water Coalition in the amount of \$2,500 annually (Action Calendar).

ITEM 5: OTHER MATTERS

RECOMMENDED ACTION:

Hear Other Matters from the General Manager or District Staff.

ITEM 6: FINANCIAL REPORT

A) PRESENTATION OF UNAUDITED FINANCIAL STATEMENTS

RECOMMENDED ACTION:

Recommend that the Board receive and file the preliminary unaudited financial statements for October 2022 (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 December 14, 2022 as presented (Consent Calendar).

ADJOURNMENT

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING AGENDA | DECEMBER 14, 2022**

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.

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | DECEMBER 14, 2022**

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. *November 9, 2022*

CONTACTS (staff responsible): PALUDI/PEREA



**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING RECAP | NOVEMBER 9, 2022**

DIRECTORS PRESENT

Ed Mandich, Committee Chair
Don Chadd, Committee Chair Alternative

DIRECTORS ABSENT

Glenn Acosta, Committee Member

STAFF PRESENT

Michael Perea, Assistant General Manager
Karen Warner, Principal Accountant
Lorrie Lausten, District Engineer
Lisa Sangi, Executive Assistant

PUBLIC PRESENT

None

CALL MEETING TO ORDER

Director Mandich called the November 9, 2022 Finance/Audit Committee Meeting to order at 1:00 p.m.

VISITOR PARTICIPATION

No visitor participation was received.

ORAL COMMUNICATION

No oral communication was received.

COMMITTEE MEMBER COMMENTS

There were no comments received.

REPORT FROM THE ASSISTANT GENERAL MANAGER

Mr. Perea reported that Mr. Paludi was out of the office, returning on Monday, November 14, 2022, and he added that the District's Administration Facility will be closed on Friday, November 11, 2022 in observance of the Veteran's Day Holiday.

ITEM 1: FINANCE/AUDIT COMMITTEE MEETING RECAP

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

RECOMMENDED ACTION(S)

Mr. Perea and Director Mandich approved the Finance/Audit Committee Meeting Recap and recommended that the Board receive and file the same (Consent Calendar).

**TRABUCO CANYON WATER DISTRICT
FINANCE AUDIT COMMITTEE MEETING RECAP | NOVEMBER 9, 2022**

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

Mr. Perea presented the Directors' Fees and Expenses Report and Tentative Future Meetings/Attendance Report for Committee consideration and review. Director Mandich mentioned that the OC Watershed meeting will be held on November 17, 2022. Mr. Perea indicated the meeting schedule would be updated as such.

RECOMMENDED ACTION:

The Committee recommended that the Board ratify the Directors' fees and expenses for October 2022 and tentative future meetings/attendance. (Action Calendar).

ITEM 3: OTHER MATTERS

Mr. Perea provided a brief project update on the District's AMR/AMI Implementation project, and he reported that a mistake was made in the project bid concerning the two-inch meters originally ordered as positive displacement but need to be changed to turbine meters. Mr. Perea mentioned that he is currently negotiating with Ferguson for a project credit for the appropriate meters, and he will have more information to report later. There was a brief discussion on the meter installation schedule.

RECOMMENDED ACTION:

There was no action taken.

ITEM 4: FINANCIAL REPORT

Ms. Warner presented the preliminary unaudited financials for September 2022, and she highlighted the following items:

Operating Revenue, Water Commodity Sales

Ms. Warner reported that this line item was higher than the year to date due to the current warmer weather conditions.

Operating Revenue, Baker Treatment Plant Sales

Ms. Warner reported that this line item was lower than budgeted for year to date due to less water sales to the City of San Clemente.

Operating Revenue, Reclaimed Water Sales

Ms. Warner reported that water demand for the month was significantly higher than the year to date due to increased system demands.

Operating Revenue, Recycled Water Sales

Ms. Warner reported that water demand for the month was higher than the year to date due to increased system demands.

Operating Expense, Source of Supply

Ms. Warner reported that this line item was higher than budgeted for the year due to increased electrical and chemical costs for treatment.

District Capital FY 2022-23 (Unaudited)

Ms. Warner reviewed the capital expenditures to date by project, and provided a brief overview of the September costs.

**TRABUCO CANYON WATER DISTRICT
FINANCE AUDIT COMMITTEE MEETING RECAP | NOVEMBER 9, 2022**

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 November 9, 2022 as presented (Consent Calendar).

ADJOURNMENT

Director Mandich adjourned the November 9, 2022 Finance/Audit Committee Meeting at 1:11 p.m.

DRAFT

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | DECEMBER 14, 2022**

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 their 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 November 2022 and tentative future meetings/attendance. (Action Calendar)

EXHIBIT(S):

1. Directors' Fees and Expenses Report for November 2022
2. Directors' Tentative Future Meetings/Attendance – Calendar Year 2022.

CONTACTS (staff responsible): PALUDI/PEREA

**TRABUCO CANYON WATER DISTRICT
DIRECTORS' FEES AND EXPENSES MONTHLY REPORT | NOVEMBER 2022**

MEETING DESCRIPTION	ACOSTA	CHADD	DOPUDJA	MANDICH	SAFRANSKI
DISTRICT MEETINGS					
Engineering/Operational Committee Meeting			11/02/22		11/02/22
Executive Committee Meeting		11/14/22	11/14/22		
Finance/Audit Committee Meeting		11/09/22		11/09/22	
Individual Meeting with General Manager	11/15/22	11/15/22	11/15/22	11/14/22	11/15/22
Regular Board Meeting	11/17/22	11/17/22	11/17/22	11/17/22	11/17/22
Special Board Meeting	11/21/22	11/21/22	11/21/22	11/21/22	11/21/22
REPRESENTATIVE MEETINGS					
City of Rancho Santa Margarita Council Meeting					11/09/22
City of Rancho Santa Margarita Planning Commission	11/02/22				
Independent Special Districts of Orange County (ISDOC) Monthly Meeting					
Independent Special Districts of Orange County (ISDOC) Quarterly Meeting					
MWDOC Board Meeting	11/16/22				
South Orange County Wastewater Authority (SOCWA) Regular Board Meeting			11/03/22		
South Orange County Agencies Group					11/22/22
Monthly - South Orange County Integrated Regional Watershed Management Executive Committee				11/17/22	
Quarterly - South Orange County Integrated Regional Watershed Management Executive Committee					
Water Advisory Commission of Orange County (WACO)	11/04/22				
ACWA/JPIA Board Meeting					11/28/22
ACWA Conference - Indian Wells, CA November 29, 2022	11/29/22				11/29/22
ACWA Conference - Indian Wells, CA November 30, 2022	11/30/22				11/30/22
NUMBER OF MEETINGS ATTENDED	8	5	6	4	9
FEES (\$125 per each meeting*)	\$1,000.00	\$625.00	\$750.00	\$500.00	\$1,125.00
DIRECT REIMBURSABLE EXPENSES					
ACWA Conference - Indian Wells, CA November 29, 2022 - December 1, 2022	\$843.96				
DIRECT REIMBURSABLE EXPENSES TOTALS	\$843.96				
INDIRECT REIMBURSABLE EXPENSES					
INDIRECT REIMBURSABLE EXPENSES TOTALS					
TOTAL	\$1,843.96	\$625.00	\$750.00	\$500.00	\$1,125.00
<i>* Maximum per diem per day is one; maximum per diems per month is 10</i>					

DIRECTOR SIGNATURE

EXPENSE CLAIM

Glenn Acosta
Director, Trabuco Canyon Water District

Event: ACWA Annual Conference
Date: Nov 28 - Dec 1, 2022
Location: Indian Wells, California

Hotel

\$232.57* per night x 3 nights = \$697.71

Meals

None claimed

Mileage

117 miles each way (Dove Canyon to Indian Wells) * 2 * \$0.625 per mile = \$146.25

TOTAL = \$843.96

* Includes tax and fees



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DESERT SPRINGS PALM DESERT

GUEST FOLIO

6252 ROOM KSTE TYPE 74 ROOM CLERK	ACOSTA/GLENN NAME 29 GLEN ECHO DOVE CANYON CA 926793507 ADDRESS	165.00 RATE	12/01/22 DEPART 11/28/22 ARRIVE	11:30 TIME 15:21 TIME	53647 ACCT# MBV#: XXXXX5214
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PASSPORT:
VSXXXXXXXXXXXX4623
PAYMENT

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
11/28	RESORT	RESORT	38.00	
11/28	RESORTTX	RESORT	4.18	
11/28	RSRTTBID	RESORT	1.14	
11/28	LOBBYBAR	29786252	62.80	
11/28	LOBBYBAR	28356252	81.88	
11/28	ROOM-TR	6252, 1	165.00	
11/28	OCCUPTAX	6252, 1	18.15	
11/28	TBIDTAX	6252, 1	4.95	
11/28	CATOUR	6252, 1	1.15	
11/29	ROOM-TR	6252, 1	165.00	
11/29	OCCUPTAX	6252, 1	18.15	
11/29	TBIDTAX	6252, 1	4.95	
11/29	CATOUR	6252, 1	1.15	
11/29	RESORT	RESORT	38.00	
11/29	RESORTTX	RESORT	4.18	
11/29	RSRTTBID	RESORT	1.14	
11/30	ROOM-TR	6252, 1	165.00	
11/30	OCCUPTAX	6252, 1	18.15	
11/30	TBIDTAX	6252, 1	4.95	
11/30	CATOUR	6252, 1	1.15	
11/30	RESORT	RESORT	38.00	
11/30	RESORTTX	RESORT	4.18	
11/30	RSRTTBID	RESORT	1.14	
12/01	CCARD-VS			
			842.39	.00

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PALM DESERT, CA 92260

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TRABUCO CANYON WATER DISTRICT | 2022 PUBLIC MEETING AND CONFERENCE CALENDAR

2022													
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	01/05/22	02/02/22	03/02/22	04/06/22	05/04/22	06/01/22	07/06/22	08/03/22	09/07/22	10/05/22	11/02/22	12/07/22
3	Finance/Audit Committee Meeting	01/12/22	02/09/22	03/09/22	04/13/22	05/11/22	06/08/22	07/13/22	08/10/22	09/14/22	10/12/22	11/09/22	12/14/22
4	Regular Board Meeting	01/20/22	02/17/22	03/17/22	04/21/22	05/19/22	06/16/22	07/21/22	08/18/22	09/22/22	10/20/22	11/17/22	12/22/22
5	District Properties Ad Hoc Committee Meeting	-	-	-	-	-	-	-	-	-	-	-	-
PUBLIC MEETINGS													
6	City of RSM City Council Meeting - Meeting No. 1	01/12/22	02/09/22	03/09/22	04/13/22	05/11/22	06/08/22	07/13/22	08/10/22	09/14/22	10/12/22	11/09/22	12/14/22
7	City of RSM City Council Meeting - Meeting No. 2	01/26/22	02/23/22	03/23/22	04/27/22	05/25/22	06/22/22	07/27/22	08/24/22	09/28/22	10/26/22	11/23/22	12/28/22
8	Independent Special Districts of Orange County Meeting	01/04/22	02/01/22	03/01/22	04/05/22	05/10/22	06/07/22	07/05/22	08/02/22	09/06/22	10/04/22	11/01/22	12/06/22
9	Independent Special Districts of Orange County Meeting	01/27/22	-	-	04/28/22	-	-	07/28/22	-	-	10/27/22	-	-
10	Orange County Local Agency Formation Commission (OC LAFCO)	01/12/22	02/09/22	03/09/22	04/13/22	05/11/22	06/08/22	07/13/22	08/10/22	09/14/22	10/12/22	11/09/22	12/14/22
11	Santiago Aqueduct Commission Meeting	-	-	03/17/22	-	-	06/16/22	-	-	09/15/22	-	-	12/15/22
12	Quarterly South Orange County Integrated Regional Watershed Management Executive Committee	-	-	03/03/22	-	05/05/22	-	-	08/04/22	-	-	11/03/22	-
13	Monthly South Orange County Integrated Regional Watershed Management Executive Committee	01/27/22	02/24/22	03/24/22	04/28/22	05/26/22	06/23/22	07/28/22	08/25/22	09/22/22	10/27/22	11/24/22	12/22/22
14	South Orange County Water Agencies Group Meeting*	01/27/22	-	03/24/22	-	05/26/22	-	07/28/22	-	09/22/22	-	11/24/22	-
15	South Orange County Wastewater Authority Regular Board Meeting	01/06/22	02/03/22	03/03/22	04/07/22	05/05/22	06/02/22	07/07/22	08/04/22	09/01/22	10/06/22	11/03/22	12/01/22
16	Water Advisory Committee of Orange County	01/07/22	02/04/22	03/04/22	04/01/22	05/06/22	06/03/22	07/01/22	08/05/22	09/02/22	10/07/22	11/04/22	12/02/22
CONFERENCES													
17	ACWA Spring Conference - Sacramento, CA					5/3 - 5/6							
18	ACWA Fall Conference - Indian Wells, CA											11/29 - 12/2	
19	CSDA Annual Conference -Palm Springs, CA								8/22 - 8/25				
20	CSDA GM Leadership Summit - Coronado, CA						6/19 - 6/21						
21	Urban Water Institute (UWI) Annual Conference - San Diego, CA								8/24 - 8/26				
22	CSDA SDLA Conference - Napa, CA									9/18 - 9/21			
23	Colorado River Water User's Association (CRWUA) Annual Conference – Las Vegas, NV												12/14 - 12/16

LEGEND

District Observed Holiday - Reschedule Meeting
 *4th Tuesday of the Odd Numbered Month

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | DECEMBER 14, 2022**

**ACTION CALENDAR
FINANCIAL MATTERS**

ITEM 3: URBAN WATER INSTITUTE 2023 SPRING WATER CONFERENCE SPONSORSHIP

The District became a member of the Urban Water Institute (UWI) in 2020 and the District's General Manager holds a position on the UWI Board of Directors. UWI hosts two water policy conferences annually (February and August) and is currently planning its 2023 Spring Water Conference to be held on February 22-24, 2023 in Palm Springs. A "Folder Sponsorship" is \$1,250 and places the District name and logo on the conference folder distributed to all attendees. The list of sponsorship opportunities and the UWI Spring Conference Save the Date flyer are included as Exhibits. A conference program is not yet available.

FUNDING SOURCE:

General Fund

FISCAL IMPACT

\$1,250

ENVIRONMENTAL COMPLIANCE:

Not applicable

RECOMMENDED ACTION(S):

Recommend the Board of Directors approve sponsorship of the Urban Water Institute's 2023 Spring Water Conference in the amount of \$1,250 (Action Calendar).

EXHIBITS:

1. UWI 2023 Spring Water Conference Premium Sponsorship Opportunities

CONTACTS (staff responsible): PALUDI



**2023 Spring Water Conference
February 22-24, 2023 – Palm Springs Hilton**

PREMIUM SPONSORSHIP OPPORTUNITIES

PLATINUM SPONSOR: \$5,000

- Company logo listed in all promotional materials
- Company logo on cover of program
- Company logo projected on presentation screens
- Company logo displayed during all conference events
- Company logo displayed in registration area
- Priority position for 1 exhibit booth table
- 2 conference registrations

GOLD SPONSOR: \$4,000

- Company logo listed in promotional materials
- Company logo on cover of program
- Company logo projected on presentation screens
- Company logo displayed during all conference events
- Company logo displayed in registration area
- 2 conference registrations

SILVER SPONSOR: \$3,000

- Company logo listed in promotional materials
- Company logo on cover of program
- Company logo projected on presentation screens
- Company logo displayed during all conference events
- Company logo displayed in registration area
- 1 conference registration



ADDITIONAL SPONSORSHIP OPPORTUNITIES

- **Afternoon Networking Break Sponsor – February 22nd \$1,500**
- **Welcome Reception Sponsor – February 22nd \$2,500**
- **Continental Breakfast Sponsor – February 23rd \$2,000**
- **Luncheon Sponsor – February 23rd \$2,500**
- **Afternoon Networking Break Sponsor – February 23rd \$1,500**
- **Chairman’s Reception Sponsor – February 23rd \$2,500**
- **Buffet Breakfast Sponsor – February 24th \$2,000**
- **Poster Signs for Conference Sponsor \$1,000**
- **Audio Visual Sponsor \$2,000 (Several Needed)**
- **Program Printing Sponsor \$1,500**
- **Marketing Sponsor \$2,000**
- **Social Media Sponsor \$1,000**
- **Wifi Sponsor \$2,500**
- **Lanyard Sponsor \$1,000**
- **Folder Sponsor \$1,250**
- **Speaker Gift Sponsor \$1,500**

ALL SPONSORSHIP OPPORTUNITIES INCLUDE THE FOLLOWING BENEFITS

- Company logo will be included in conference program agenda
- Company logo will be projected on our presentation screens
- Customized company poster will be displayed during the sponsored event
- Company logo will be displayed in the registration area
- Company logo will appear on the Urban Water Institute website

To sponsor the Urban Water Institute conference, please see the attached registration form or contact the Urban Water Institute at (949) 679-9676 or stacy@urbanwater.com

**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | DECEMBER 14, 2022**

**ACTION CALENDAR
FINANCIAL MATTERS**

ITEM 4: MEMBERSHIP IN SOUTHERN CALIFORNIA WATER COALITION

Founded in 1984, Southern California Water Coalition (formerly known as Southern California Water Committee) is a nonprofit, nonpartisan public education partnership with a broad-based membership from across Southern California, representing business, regional and local government, agricultural groups, labor unions, water agencies, and the general public. SCWC approaches issue education from a statewide perspective and focuses primarily on water supply reliability and quality related to Colorado River, State Water Project/Delta Conveyance, stormwater, water recycling, and legislative policy. The SCWC is governed by a Board of Trustees from the business, agricultural, county and city government, and water sectors, and led by its Executive Director Charlie Wilson.

SCWC holds workshops and networking events throughout the year, including well-attended Quarterly Luncheons and Annual Dinner that feature panel discussions and keynote speakers on relevant topics. Trabuco Canyon Water District frequently attends SCWC events. Membership in SCWC would further the District's goal of enhancing opportunities for industry networking and agency recognition while also providing financial benefits in terms of complimentary event registrations and the option of participation in various policy task forces. The Advisory Member level (\$2,500 annually) would be partially offset by the inclusion of two complimentary seats at each Quarterly Meeting and five seats at the Annual Meeting & Dinner. Included as Exhibits are a brochure outlining the various membership levels and benefits, and a list of SCWC's Board of Trustees.

FUNDING SOURCE:

General Fund

FISCAL IMPACT:

\$2,500

ENVIRONMENTAL COMPLIANCE:

Not applicable

RECOMMENDED ACTIONS:

Recommend the Board of Directors approve Trabuco Canyon Water District's membership in the Southern California Water Coalition in the amount of \$2,500 annually. (Action Calendar)

EXHIBIT(S):

1. SCWC Annual Investment Structure (membership levels and benefits)
2. SCWC Board of Trustees

CONTACTS (staff responsible): PALUDI



Annual Investment Structure

FOUNDING MEMBER: \$25,000

- All benefits of Basic Membership
- Prominent logo placement and sponsorship recognition at all SCWC events and workshops
- Two tables of 10 guests at the Annual Meeting & Dinner
- Primary Annual Meeting & Dinner recognition (verbal recognition, prominent logo placement, brief speaking role)
- Social and digital sponsorship recognition for Annual Meeting & Dinner
- Complimentary invitations to all Quarterly Meetings with sponsorship recognition
- Complimentary invitations to all SCWC special events, workshops and programs
- Participation in all policy task forces
- Invitations to exclusive VIP receptions/events/policy briefings
- Four guest columns in the monthly E-Newsletter at the member's discretion
- Prominent logo placement on SCWC website
- Promotional displays/booths at the Annual Meeting & Dinner and Quarterly Meetings

EXECUTIVE MEMBER: \$15,000

- All benefits of Basic Membership
- Two tables of 10 guests at the Annual Meeting & Dinner
- Annual Meeting & Dinner recognition (verbal recognition, prominent logo placement)
- Social and digital sponsorship recognition for Annual Meeting & Dinner
- Table of 10 guests for each Quarterly Meeting
- Ten seats at all SCWC special events, workshops and programs
- Participation in all policy task forces
- Invitations to exclusive VIP receptions/events/policy briefings
- Three guest columns in the monthly E-Newsletter at the member's discretion
- Prominent logo placement on SCWC website
- Promotional displays/booths at the Annual Meeting & Dinner and Quarterly Meetings





Annual Investment Structure

PREMIER MEMBER: \$10,000

- All benefits of Basic Membership
- Two tables of 10 guests at the Annual Meeting & Dinner
- Annual Meeting & Dinner recognition (verbal recognition, prominent logo placement)
- Social and digital sponsorship recognition for Annual Meeting & Dinner
- Five seats at each Quarterly Meeting
- Five seats at all SCWC special events, workshops and programs
- Participation in select policy task forces
- Invitations to exclusive VIP receptions/events/policy briefings
- Two guest columns in the monthly E-Newsletter at the member's discretion
- Prominent logo placement on SCWC website
- Promotional displays/booths at the Annual Meeting & Dinner and Quarterly Meetings

PATRON MEMBER: \$5,000

- All benefits of Basic Membership
- One table of 10 guests at the Annual Meeting & Dinner
- Annual Meeting & Dinner recognition (verbal recognition, prominent logo placement)
- Social and digital sponsorship recognition for Annual Meeting & Dinner
- Two seats at each Quarterly Meeting
- Two seats at all SCWC special events, workshops and programs
- Participation in select policy task forces
- Invitations to exclusive VIP receptions/events/policy briefings
- One guest column in the monthly E-newsletter at the member's discretion

ADVISORY MEMBER: \$2,500

- All benefits of Basic Membership
- Five seats at the Annual Meeting & Dinner
- Annual Meeting & Dinner recognition (verbal recognition)
- Social and digital sponsorship recognition for Annual Meeting & Dinner
- Two seats at each Quarterly Meeting
- Participation in select policy task forces
- Invitations to exclusive VIP receptions/events/policy briefings





Annual Investment Structure

BASIC MEMBERSHIP: Financial Levels Outlined Below

- Discounted membership tickets to Annual Meeting & Dinner, Quarterly Meetings, special events, workshops and programs
 - Network with water industry leaders, key decision makers and elected officials
 - Participation in select policy task forces
 - Receive all SCWC public educational materials & policy briefings/analyses
 - Access to SCWC legislation tracker
 - Subscription to SCWC e-newsletter & breaking news/policy alerts
 - Receive timely communications on important issues and headlines
-
- Counties \$10,000*
 - Business \$1,000
 - Cities \$1,000
 - Water Agencies \$1,000
 - Agriculture \$1,000
 - Nonprofit \$1,000
 - General Public/Individuals \$500
 - Board Member Emeritus \$500
 - *As a Board Member Emeritus, long standing members are given the opportunity to remain engaged with SCWC. Attendance at board meetings is included and encouraged, however Emeritus Board Members do not have voting rights.*

*Receive all "Premier Member" benefits

To join SCWC now, visit us online at www.socalwater.org or contact Julie Ackman at (714) 335-7500 or jackman@socalwater.org.





BOARD OF TRUSTEES

SCWC is governed by a Board of Trustees made up of California's most respected and knowledgeable leaders from the business, agriculture, regional and local government and water sectors. The Board also includes the chairs of each SCWC Task Force, our issue-based committees. The SCWC Board celebrates the rich diversity of Southern California's people and cultures and strives to create an environment in which all feel heard, safe, respected, and supported.

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Joe Mouawad Eastern Municipal Water District	David Pedersen Las Virgenes Municipal Water District
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Jose Solorio California Water Commission	

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**TRABUCO CANYON WATER DISTRICT
FINANCE/AUDIT COMMITTEE MEETING | DECEMBER 14, 2022**

**FINANCIAL MATTERS
ITEM 5: OTHER MATTERS**

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 | DECEMBER 14, 2022**

**FINANCIAL MATTERS
ITEM 6: FINANCIAL REPORT**

A) PRESENTATION OF PRELIMINARY UNAUDITED FINANCIAL STATEMENTS

RECOMMENDED ACTION:

Recommend that the Board receive and file the preliminary unaudited financial statements for October 2022 (Consent Calendar).

B) BILLS FOR CONSIDERATION

The total of the bills for consideration will be presented at the time of the December 14, 2022 Finance/Audit Committee Meeting.

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 December 14, 2022 as presented (Consent Calendar).

CONTACTS (staff responsible): PALUDI/PEREA/WARNER



Trabuco Canyon Water District

District Operations

FY 2022/23 (Unaudited)

	October 2022	YTD Actual	FY 23 Adopted Budget	YTD 33%
1 Operating Revenue				
2 Water Commodity Sales	\$ 373,099	\$ 1,700,432	\$ 4,237,600	40%
3 Service Charges - Water	98,257	392,925	1,207,000	33%
4 Service Charges - Sewer	149,216	598,998	1,844,900	32%
5 Service Charges - Recycled/Reclaimed	6,353	25,414	84,000	30%
6 Baker TP Water Sales	90,766	359,102	1,110,000	32%
7 Reclaimed Water Sales	83,112	392,504	771,300	51%
8 Recycled Water Sales	16,612	82,135	227,500	36%
9 Customer Charges	48,464	158,271	318,300	50%
10 Other Operating Revenue	-	-	91,800	0%
11 Standby Charges	-	-	46,200	0%
12 Uncollectable Accounts	-	-	(26,400)	0%
13 Total Operating Revenue	865,881	3,709,781	9,912,200	37%
14 Non-Operating Revenue				
15 Property Taxes	11,528	43,395	2,140,200	2%
16 WRES Fees (BTP)	31,965	127,693	382,000	33%
17 WRES Fees (SRF)	19,183	76,733	230,200	33%
18 Interest Revenue	542	36,074	18,800	192%
19 Other Non-Operating Revenue	2,606	16,965	76,200	22%
20 Total Non-Operating Revenue	65,824	300,861	2,847,400	11%
21 Total Revenues	931,705	4,010,642	12,759,600	31%
22 Operating Expense				
23 Source of Supply	238,479	1,032,800	2,831,200	36%
24 Baker TP Water for Resale	90,879	336,610	1,013,800	33%
25 Water Related Expenses	108,133	397,030	911,300	44%
26 Sanitation Related Expenses	29,753	137,382	315,200	44%
27 Recycled & Reclaimed Expenses	23,652	78,917	207,900	38%
28 Salaries and Benefits	347,859	1,387,607	4,203,200	33%
29 CalPERS UAL Minimum	-	273,674	290,000	94%
30 General and Administrative	157,369	897,990	2,323,100	39%
31 Total Operating Expense	996,123	4,542,010	12,095,700	38%
32 Non-Operating Expense				
33 Debt Service - SRF	-	-	230,200	0%
34 Debt Service - Credit Line	-	-	145,000	0%
35 Total Non-Operating Expense	-	-	375,200	0%
36 Total Expenses	996,123	4,542,010	12,470,900	36%
37 Net Income / (Loss) Before Capital & Pension	(64,418)	(531,368)	288,700	
38 Use of District Reserves for Capital Projects	-	-	-	0%
39 CalPERS UAL Additional Payments	-	-	-	0%
40 115 Trust Contributions	-	-	-	0%
41 Increase / (Decrease) to Reserves	\$ (64,418)	\$ (531,368)	\$ 288,700	

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.



Trabuco Canyon Water District

District Capital

FY 2022/23 (Unaudited)

	October 2022	YTD Actual	FY 23 Adopted Budget	YTD 33%
1 Funding Sources				
2 Grant Revenue	\$ -	\$ -	\$ 500,000	0%
3 Bank of the West Credit Line Proceeds	287,080	1,674,356	5,162,000	32%
4 Use of District Reserves for Capital Projects	-	-	-	0%
5 Funding Sources Total	287,080	1,674,356	5,662,000	30%
6 District Capital				
7 Capital Improvements / Replacements				
8 SCADA System Upgrades FY 2122	-	99,351	1,210,000	8%
9 AMI/AMR System Implementation (USBR) *	-	947,265	1,700,000	56%
10 Golf Club SLS Bypass Construction	17,200	118,381	870,000	14%
11 DWTP Office & Storage	1,969	4,342	300,000	1%
12 Master Plan and Condition Assessment Study	23,760	161,533	250,000	65%
13 Live Oak Pipeline Scoping	-	-	100,000	0%
14 ETRSLs Surge Tank Improvements	-	1,700	250,000	1%
15 Trabuco Creek Water Main Potholing	-	-	20,000	0%
16 DWTP Vault Lids	-	-	50,000	0%
17 ETRSLs Discharge Valve Replacement	-	-	35,000	0%
18 OC Rescue Mission	107,190	107,190	-	0%
19 Capital Improvements / Replacements Total	150,118	1,439,762	4,785,000	30%
20 Equipment				
21 Chiquita Capital Replacement	120,582	120,582	178,000	68%
22 WWTP Hoffman Blower Building Rehab	-	526	250,000	0%
23 Equipment Trailer	-	-	39,000	0%
24 WWTP New Mixers	-	-	150,000	0%
25 Dove Lake Barge/Pump	464	13,068	20,000	65%
26 Domestic Water Turbidimeter Replacement	-	-	15,000	0%
27 Flow Meter - Tick Creek	-	8,908	-	0%
28 Equipment Total	121,046	134,175	652,000	21%
29 Programs				
30 PRV Improvements	15,176	27,274	15,000	182%
31 Valve Replacement Program	740	9,660	45,000	21%
32 Manhole Recoating Program - Sewer	-	-	20,000	0%
33 PRV Vault Improvements Program - Reclaimed	-	-	45,000	0%
34 Pump Replacement Program	-	54,578	100,000	55%
35 Programs Total	15,916	91,512	225,000	41%
36 District Capital Total	287,080	1,674,356	5,662,000	30%
37 Net Budget	\$ -	\$ -	\$ -	

*Funded by Grant / Loan Proceeds



Trabuco Canyon Water District
Balance Sheet
October 31, 2022
(Unaudited)

		October 2022
1	Assets	
2	Cash & Investments	
3	Cash & Investments - Unrestricted	\$ (2,522,972)
4	Cash & Investments - Restricted	12,038,759
5	Total Cash & Investments	9,515,788
6	Other Current Assets	
7	Accounts Receivable, Net	1,734,133
8	Due from Baker Treatment Plant Reserves	578,570
9	Prepaid & Other	450
10	LAIF - Market Value Adj ¹	533
11	Total Other Current Assets	2,313,153
12	Capital Assets	
13	Capital Assets, at Cost	124,639,237
14	Accumulated Depreciation	(77,979,122)
15	Construction in Progress	2,946,480
16	Total Capital Assets	49,606,595
17	Net OPEB Asset	201,692
18	Deferred Outflows of Resources (DOR)	1,473,729
19	Total Assets & DOR	\$ 63,111,489
20	Liabilities	
21	Current Liabilities	
22	Accounts Payable	\$ 1,286,659
23	Due to Internal Financing Fund	578,570
24	Accrued Expenses	157,868
25	Current Portion-Long Term Debt	92,840
26	Deposits on Hand	87,911
27	Total Current Liabilities	2,203,847
28	Long-Term Liabilities	
29	Net Pension Liability	1,597,778
30	State Revolving Fund Loan	1,864,665
31	Bank of the West Loan	10,000,000
32	Total Long Term Liabilities	13,462,443
33	Deferred Inflows of Resources (DIR)	2,448,966
34	Total Liabilities & DIR	18,115,257
35	Fund Balance	44,996,233
36	Total Liabilities, Fund Balance & DIR	\$ 63,111,489

¹ LAIF Market Value adjusted annually at June 30th. This balance may be different from the year based on updated market conditions.

**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 Cash & Investments Report

October 2022
(Unaudited)

	Type	Cost	Market	% Total
District Cash & Investments				
Unrestricted				
Local Agency Investment Fund (LAIF)	Investment	\$ (3,654,646)	\$ (3,584,334)	-38.3%
Bank of the West	Checking	1,131,674	1,131,674	12.1%
Total Unrestricted		(2,522,972)	(2,452,660)	-26.2%
Restricted				
LAIF - Water Storage Facilities	Investment	1,060,119	1,039,724	11.1%
LAIF - WRES - Rose Canyon/Lang Wells	Investment	1,572,814	1,542,555	16.5%
LAIF - WRES - Reservoir/Distribution Impr.	Investment	2,680,355	2,628,788	28.1%
LAIF - RD#5	Investment	-	-	0.0%
LAIF - Interim Sewage	Investment	116,900	114,651	1.2%
LAIF - Debt Issuance 2022	Investment	6,371,690	6,249,104	66.8%
Cash in CB&T Reserved for SRF Loan	Checking	236,881	236,881	2.5%
Total Restricted		12,038,759	11,811,703	126.2%
Total District Cash & Investments		\$ 9,515,788	\$ 9,359,043	100.0%

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