

**TRIUNFO SANITATION DISTRICT
DISBURSEMENTS
12/1/19-12/31/19**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009522	\$13.65	12/5/2019	FCR COLLECTIONS SERVICES COLLECT. CLAIM CANCELLED
009523	\$212.44	12/5/2019	FRONTIER COMMUNICATIONS 11/7-12/6 - 56K NETWORK SCADA OP
009524	\$21,864.40	12/5/2019	MARK NORRIS CONSULTING, LLC NOV 19 - CONSULTING SERVICES
009525	\$12,500.00	12/5/2019	PRD GROUP, INC. NOV 19 - CONSULTING SERVICES
009526	\$5,820.00	12/5/2019	VICKIE DRAGAN NOV 19 - CONSULTING SERVICES
009527	\$83.96 \$27.53 \$56.43	12/12/2019	AT&T NOV 19 - 63 BUCKSKIN RD LD NOV 19 - OAK CANYON PROJECT HL
009528	\$100.20	12/12/2019	AT&T DEC 19 - U VERSE TWSD PW OPS
009529	\$69.70 \$26.64 \$16.42 \$26.64	12/12/2019	COUNTY OF VENTURA 10/15-11/19 - WW LIFT STATION 3 10/15-11/19 - 62 BUCKSKIN RD 10/15-11/19 - WW LIFT STATION 3A
009530	\$165.69	12/12/2019	GI INDUSTRIES DEC 19 - WASTE MGMT SERVICES
009531	\$3,828,179.98 \$3,385,670.00 \$442,509.98	12/12/2019	LAS VIRGENES MUNICIPAL WATER DISTRICT FY20 - JV ADV REQUIREMENTS OCT 19 - JPA & RW
009532	\$14.96	12/12/2019	VANESSA VALDEZ REFUND TWSD CREDIT BALANCE
009533	\$33.81	12/12/2019	DORIS OGAWA REFUND TWSD CREDIT BALANCE
009534	\$42.62	12/12/2019	KYNNA WRIGHT REFUND TWSD CREDIT BALANCE

**TRIUNFO SANITATION DISTRICT
DISBURSEMENTS
12/1/19-12/31/19**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009535	\$440.24	12/12/2019	STEVEN-PATRICIA KENT TR Utility Account: S10866.01
009536	\$87.68	12/19/2019	AT&T NOV 19 - MASTER BILL
009537	\$21.21	12/19/2019	AT&T FINAL - OPWS DIRECTORY AD
009538	\$462.31	12/19/2019	FRONTIER COMMUNICATIONS
	\$62.00		12/7-1/6 - N RANCH PUMP STATION
	\$57.15		12/7-1/6 - 654 LAKE SHERWOOD DR
	\$57.15		12/7-1/6 - LK SHERWOOD STAFFORD
	\$64.54		12/7-1/6 - THOUS OAKS TELE/MAINT
	\$221.47		12/7-1/6 - 56K NETWORK SCADA OP
009539	\$70.52	12/19/2019	MCI NOV 19 - 800# FOR TWSD CUSTOMERS
009540	\$4,122.00	12/19/2019	MOSS, LEVY & HARTZHEIM, LLP COMPLETION OF 6/30/19 AUDIT
009541	\$381.17	12/19/2019	ALYCE NINE REFUND TWSD CREDIT BALANCE
009542	\$2,000.00	12/30/2019	CITY OF THOUSAND OAKS 2020 ENCROACHMENT PERMIT
009543	\$3,738.00	12/30/2019	VENTURA COUNTY AIR POLLUTION CONTROL DISTRICT
	\$623.00		DEERHILL STATION PERMIT
	\$623.00		CARLISLE LIFT STATION PERMIT
	\$623.00		LAKE ST LIFT STATION PERMIT
	\$623.00		N RANCH LIFT STATION PERMIT
	\$623.00		POLO ST LIFT STATION PERMIT
	\$623.00		LINDERO PUMP STATION PERMIT
009544	\$23.05	12/30/2019	SHAY KALMANOVICH REFUND TWSD CREDIT BALANCE
009545	\$22.52	12/30/2019	JOHNBOSCO UMEJIEGO REFUND TWSD CREDIT BALANCE
009546	\$55.80	12/30/2019	IRA NUGROHO REFUND TWSD CREDIT BALANCE

**TRIUNFO SANITATION DISTRICT
DISBURSEMENTS
12/1/19-12/31/19**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009547	\$41.69	12/30/2019	JUAN CARLOS CAMACHO REFUND TWSD CREDIT BALANCE
ACH TXF	\$248.62	12/31/2019	STATE OF CALIFORNIA STATE INCOME TAX - 12/31/19
ACH TXF	\$1,655.60	12/31/2019	INTERNAL REVENUE SERVICE 4TH QTR FED TAX, MEDICARE, SS
ACH TXF	\$1,809.85	12/31/2019	LINCOLN NATIONAL 12/31/19 - DEFERRED COMP
EFT000000000000000848	\$8,550.00	12/5/2019	CHI HERMANN NOV 19 - CONSULTING SERVICES
EFT000000000000000849	\$997.94	12/12/2019	JANNA ORKNEY REIMBURSE - FALL '19 ACWA CONF.
EFT000000000000000850	\$932.20	12/12/2019	SUSAN PAN REIMBURSE - FALL '19 ACWA CONF
EFT000000000000000851	\$267,399.61	12/19/2019	CALLEGUAS MUNICIPAL WATER DISTRICT NOV 19 - POTABLE WATER
EFT000000000000000852	\$59.74	12/19/2019	JANNA ORKNEY 2019 4TH QUARTER MILEAGE
EFT000000000000000853	\$110.20	12/19/2019	SUSAN PAN 2019 4TH QUARTER MILEAGE
EFT000000000000000854	\$152.19	12/19/2019	RAYMOND TJULANDER
	\$121.22		2019 4TH QUARTER MILEAGE
	\$30.97		REIMBURSE - LVMWD TOUR
TOTAL	\$4,162,483.55		

**TRIUNFO SANITATION DISTRICT
DISBURSEMENTS
12/1/19-12/31/19**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION

TOTAL	<u>\$4,162,483.55</u>
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SUMMED TOTAL \$4,162,483.55

ACH TOTAL 3,714.07

CHECK REGISTER TOTAL 4,158,769.48

TOTAL 4,162,483.55

VARIANCE 0.00

Chi Hermann Consulting
 707 Via Zamora
 Camarillo, CA 93010

P.O. 120

INVOICE

DATE	INVOICE NO.
11/30/2019	102

APPROVED FOR PAYMENT

Attached.

12/4/19

WORK C ACCT US

AUTHORIZATION FOR PAYMENT

SIGNATURE

BILL TO
Triunfo Water & Wastewater Sanitation District 1001 Partridge Drive, Suite 150 Ventura, CA 93003-0704

DESCRIPTION	HOURS	RATE	AMOUNT
Projects/tasks worked on from 11/1/19 through 11/30/19:	90	\$95.00	\$8,550.00
<ul style="list-style-type: none"> ❖ Ordinance TWSD-200 (Sewer Policy) ❖ Ordinance TWSD-202 (Sewer Rules&Regs) ❖ Ordinance TWSD-250 (Sewer Fees) ❖ Meetings (Mgmt Group on various projects, issues, board packet, etc.; Ops bi-weekly, board meetings) ❖ Class & Comp Proposals ❖ TWSD Transition (Cost Analysis, Org Charts, Decision Chart, Contractor Proposals, etc.) ❖ Penalty Waiver Fillable PDF ❖ Budget/Labor Report (VRSD Contract Services) ❖ Monthly Water Sales vs Purchase ❖ Misc (Board Packet Summary and review, customer service issues, billing issues, etc.) 			
		TOTAL	\$8,550.00

Please make checks payable to: Chi Hermann Consulting

THANK YOU FOR YOUR BUSINESS!

Chi Hermann Consulting - TWSD

November-19

		TWSD	OH Charge
45-100-52080-121100		-	-
45-270-52080-121101	40.50	3,847.50	577.13
45-370-52080-122100	40.50	3,847.50	577.13
45-470-52080-123100	9.00	855.00	128.25
			-
			-
45-100-52080-121100		-	-
	90.00	8,550.00	\$ 1,282.50
\$95.00	90	\$8,550.00	

Mark S Norris Consulting
 LLC
 5572 Lafayette St
 Ventura, Ca 93003

Invoice

DATE	INVOICE #
11/30/2019	107

APPROVED FOR PAYMENT			
(attached)			
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE	VERIFICATION	12/4/19	ACCT USE ONLY
SIGNATURE & DATE			
AUTHORIZATION FOR PAYMENT			
OK			SIGNATURE & DATE

BILL TO
 Triunfo Water & Sanitation District
 1001 Partridge Drive
 Suite 150
 Ventura, CA 93003-0704

DUE DATE
12/30/2019

DESCRIPTION	QTY	RATE	AMOUNT
Triunfo Water & Sanitation District General Manager Services			0.00
11/01/19 Various TWSD Projects Meeting w/Vickie Dragan regarding several projects TWSD Agenda Prep Phone conference w/Janna Orkney Phone conference w/Susan Pan Phone conference w/John Mathews Phone conference w/Tim Doyle to discuss several projects	7.5	126.75	950.63
11/04/19 Various TWSD Projects Phone conference w/John Mathews to discuss District matters Meeting w/Chi Hermann to discuss HR Consultant solicitation Review/Edit Flow Restrictor Notification Letter TWSD Agenda Prep Review JPA Agenda Packet Travel to and attend JPA Board Meeting	12	126.75	1,521.00
11/05/19 Various TWSD Projects JPA Board Meeting debrief Core Management Group Weekly Staff Meeting TWSD Agenda Prep Phone conference w/John Mathews regarding Board Member Meeting Attendance Policy	9	126.75	1,140.75
11/06/19 Various TWSD Project VRSD/TWSD Weekly Staff Meeting TWSD Agenda Prep Phone conference w/Janna Orkney Phone conference w/John Mathews Review 11/12/19 Special Board Meeting Agenda Packet Meeting w/Tim Doyle and Chi Hermann to discuss several projects	8.5	126.75	1,077.38

Mark S Norris Consulting
 LLC
 5572 Lafayette St
 Ventura, Ca 93003

Invoice

DATE	INVOICE #
11/30/2019	107

BILL TO
Triunfo Water & Sanitation District 1001 Partridge Drive Suite 150 Ventura, CA 93003-0704

DUE DATE
12/30/2019

DESCRIPTION	QTY	RATE	AMOUNT
11/07/19 Various TWSD Projects Trave to and attend monthly meeting with legal counsel Review/Respond to customer concerns TWSD Agenda Prep Review/Approve VRSD/TWSD Invoice	8	126.75	1,014.00
11/08/19 Various TWSD Projects Site Visit-Kilburn Tank Site to observe Verizon Cell Site Improvement Project Meeting w/Vickie Dragan regarding several projects	8	126.75	1,014.00
11/11/19 Various TWSD Projects	3.5	126.75	443.63
11/12/19 Various TWSD Projects TWSD Agenda Prep Review Special Board Meeting Agenda Packet Review/Respond to customer concerns Core Management Group Meeting Travel to and attend Special Board Meeting	12.5	126.75	1,584.38
11/13/19 Various TWSD Projects Phone conference w/John Mathews regarding several matters Phone conference w/Janna Orkney regarding several matters TWSD Special Board Meeting debrief TWSD Agenda Prep Phone conference w/Verizon regarding Kilburn Site Project	9	126.75	1,140.75
11/14/19 Various TWSD Projects TWSD Weekly Staff Meeting TWSD Agenda Prep Travel to and attend meeting w/Legal Counsel Review various TWSD Ordinance updates Meeting w/Tim Doyle to review status of several projects	9	126.75	1,140.75
11/15/19 Various TWSD Projects Meeting w/Vickie Dragan to discuss several projects Review/Respond to customer concerns TWSD Agenda Prep	7	126.75	887.25

Mark S Norris Consulting
 LLC
 5572 Lafayette St
 Ventura, Ca 93003

Invoice

DATE	INVOICE #
11/30/2019	107

BILL TO
Triunfo Water & Sanitation District 1001 Partridge Drive Suite 150 Ventura, CA 93003-0704

DUE DATE
12/30/2019

DESCRIPTION	QTY	RATE	AMOUNT
11/18/19 Various TWSD Projects TWSD Agenda Prep Meeting w/Chi Hermann regarding several projects Phone conference w/John Mathews Meeting w/Sandy Warren regarding several projects Phone conference w/Tim Doyle regarding TWSD Agenda	8.5 ✓	126.75	1,077.38
11/19/19 Various TWSD Projects Phone conference w/John Mathews Core Management Team Weekly Staff Meeting TWSD Agenda Prep Review/discuss HR Consultant Proposals w/Chi Hermann	9 ✓	126.75	1,140.75
11/20/19 Various TWSD Projects Weekly VRSD/TWSD Staff Meeting Review VRSD Lakeside Pump Station Upgrade Proposal Review/Respond to customer concerns Meeting w/Tim Doyle to discuss several projects Review TWSD CIP Schedule	8 ✓	126.75	1,014.00
11/21/19 Various TWSD Projects Review TWSD Budget Report Phone conference w/John Mathews Review TWSD Agenda Packet Review Final Draft Lindero Feeder #2 Transfer Agreement	9 ✓	126.75	1,140.75
11/22/19 Various TWSD Projects Meeting w/Vickie Dragan to discuss several projects Review Lakeside PS Plans	7 ✓	126.75	887.25
11/25/19 Various TWSD Projects	13 ✓	126.75	1,647.75
11/26/19 Various TWSD Project TWSD Board Meeting debrief	9 ✓	126.75	1,140.75
11/27/19 Various TWSD Projects	8 ✓	126.75	1,014.00
11/29/19 Various TWSD Projects	7 ✓	126.75	887.25
Total			21,864.40 ✓

Mark Norris Invoice - TSD

121701 121101 123100

Date	121100 CA	122100 Potable Water	123100 Recycled Water	121101 Wastewater	121109 Name Change	121106 Lakeside Lft	123101 RW CIP	121104 JPA-IPR	121105 Trentham Levan	Total Hours
11/01/19	7.50	/								7.50
	12.00	/								12.00
	9.00									9.00
	8.50	/								8.50
	8.00	/								8.00
	8.00	/								8.00
	3.50	/								3.50
	12.50									12.50
	9.00	/								9.00
	9.00	/								9.00
	7.00	/								7.00
	8.50	/								8.50
	9.00	/								9.00
	8.00	/								8.00
	9.00	/								9.00
	7.00	/								7.00
	13.00	/								13.00
	9.00	/								9.00
	8.00	/								8.00
11/30/19	7.00	/								7.00
	-									-
	-									-
	-									-
	-									-
	-									-
	172.50									172.50
	21,864.38									21,864.38

\$ 126.75 \$ 126.75 21,864.40 (0.03)

PO#114

45-100-52080-121100	14,758.47
45-370-52080-122100	2,131.78
45-470-52080-123100	1,311.86
45-270-52080-121101	1,694.49
45-270-52080-121104	1,967.80
45-100-52080-121100	rounding

21,864.40
0.03

OH Charge	
2,213.77	121100
319.77	122100
196.78	123100
254.17	121101
295.17	121104
-	121100
\$ 3,279.66	

67.5% }
9.8% } FY20 Budget-TWSD Norris Budget
6.0% }
7.8% }
9.0% }
100%

Jocelyn Adlao

From: Mark Norris <marknorris@triunfowsd.com>
Sent: Wednesday, December 4, 2019 8:16 AM
To: Jocelyn Adlao
Subject: Fwd: Your Invoice No. 107 dated 11/30/2019

I'll come by to see if you have received this email.

Sent from my iPhone

Begin forwarded message:

From: Janna Orkney <jorkney22@gmail.com>
Date: December 2, 2019 at 8:59:35 AM PST
To: Mark Norris <MarkNorris@vrsd.com>
Subject: Your Invoice No. 107 dated 11/30/2019

Mark,

I have reviewed your billing for the month of November 2019 and approve it.

Janna Orkney

Chairman, Triuinfo Water & Sanitation District board

The PRD Group, Inc.

P.O. 119

Engineering and Project Management

P.O. Box 8242
Oxnard, CA 93031
Phone 626 422-2754 Fax 805 485-6494

APPROVED FOR PAYMENT

(Attached)

ECONOMY EXPENSE	DEPT. PURCHASE	EXPENSE	WORK ORDER ACCT USE ONLY
<p style="font-size: 1.5em; color: blue;">Jedmo 12/4/19</p>		<p style="font-size: 0.8em;">SIGNATURE & DATE</p>	
<p style="font-size: 1.5em; color: blue;">AR</p>		<p style="font-size: 0.8em;">SIGNATURE & DATE</p>	

DATE: November 30, 2019
INVOICE #: PRD_TWSD-102
FOR: Project Management Services

Bill To:
Triunfo Water & Sanitation District
Accounts Payable
1001 Partridge Drive, Suite 150
Ventura, CA 93003
Phone: 805 658-4669



DESCRIPTION	AMOUNT
<p>100 hours Project Management Services @ \$125.00/hr for Professional Services work for Triunfo Water & Sanitation District's projects as follows:</p> <p>General Admin - \$5,000 121100 45-100-52080 WW Admin - \$3,750 121101 45-270-52080 PW Admin - \$2,500 122100 45-370-52080 RW Admin - \$1,250 123100 45-470-52080</p> <p>Tasks worked on during the 11/1/19 to 11/30/19 period include:</p> <p><i>Provided project management coordination with various TWSD project components. Drafted Board documentation for the November meetings (Special and Regular) and attended same; reviewed and organized water billing complaints and requests for special considerations, drafted response forms to address said correspondence; coordinated WW/PW/RW responses for proposed projects from other Agency requests, including intertie between CMWD and LV and subsequent new TWSD meter station; completed coordination with Legal Counsel for RW issue with billing error between two HOAs in Oak Park; provided plan checks and other reviews for District Will Serve process; worked with staff on Ordinance updates; worked on various meter issues with PW and RW customers; continued coordination with Verizon at Kilburn for tower expansion project and customer issues with COLT; coordinated with AT&T for CUP modification at Kilburn; worked with staff on lift station portion of LS VGGSS project; continued effort with Hidden Valley and Bridgegate DB for easement transfer with document review for signatures; coordinated with LDC for easement deeds for Tract 4192; continued effort for the PW/RW/WW rate studies; worked on organizational issues for District; assisted GM with other administrative requests and directives from the TWSD Board</i></p>	<p>\$ 12,500.00</p>
<p>0 hours Inspection Services @ \$100.00/hr for Professional Services work for Triunfo Water & Sanitation District's projects as follows:</p> <p>Tasks worked on during the 11/1/19 to 11/30/19 period include:</p> <p>Reference: TWSD Contract No. T19-004</p>	<p>\$ -</p>
TOTAL	\$ 12,500.00

Make all checks payable to **The PRD Group, Inc.**
Please direct questions about this invoice to Dave Martin at 626 422-2754

THANK YOU FOR YOUR BUSINESS!

The PRD Group - TWSD

November-19

		TWSD	OH Charge
45-100-52080-121100	40.00	5,000.00	750.00
45-270-52080-121101	30.00	3,750.00	562.50
45-370-52080-122100	20.00	2,500.00	375.00
45-470-52080-123100	10.00	1,250.00	187.50
			-
			-
45-100-52080-121100		-	-
	100.00	12,500.00	\$ 1,875.00
\$125.00	100	\$12,500.00	
	-	\$ -	

VICKIE DRAGAN
 P.O. BOX 5789
 VENTURA, CA 93003
 (805) 407-2268
 E-mail: troli40@yahoo.com

P.O. 121



From the ashes we rise

APPROVED FOR PAYMENT			
45	100	52080	121100
SIGNATURE		DATE	
		12/4/19	
AUTHORIZATION FOR PAYMENT			
SIGNATURE & DATE			

INVOICE NO. 002

DECEMBER 03, 2019

BILL TO

Triunfo Water & Sanitation District
 1190 S. Victoria Avenue, Suite 200
 Ventura, CA. 93003

QTY	DESCRIPTION	HOURS	RATE	TOTAL
1	Professional Finance Consulting Services for the month of November 2019	48.50	\$120.00	\$5,820.00

Attended various meetings with core management staff, general manager. Traveled & attended the TWSD Special Board meeting, Public Facilities Corporation meeting and regular Board meeting.

Researched the Government Codes and Local Government Records Management Guidelines for the Retention Policy. Reviewed the Internal Controls Policy.

Interviewed through conference calls vendors for payroll/HR/PEO services. Met with IT vendors.

Performed various cost analysis and TWSD projects.

APPROVED FOR PAYMENT			
FUNC XX	DEPT XXX	EXPENSE XXXXX	WORK ORDER XXXXX
			121100
EXPENSE CODE VERIFICATION		ACCT USE ONLY	
SIGNATURE & DATE		SIGNATURE & DATE	
AUTHORIZATION FOR PAYMENT			
SIGNATURE & DATE			

SUBTOTAL	\$5,820.00
SALES TAX	0
TOTAL DUE BY DATE	\$5,820.00

Thank you for your business!

Make checks payable to: Vickie Dragan
 Payment Due Upon Receipt

Vickie Dragan Consulting

November-19

		TWSD	OH Charge
45-100-52080-121100	48.50	5,820.00	873.00
45-270-52080-121101			-
45-370-52080-122100			-
45-470-52080-123100			-
			-
45-100-52080-121100		-	-
	48.50	5,820.00	\$ 873.00
\$120.00	48.5	\$5,820.00	

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