

**TRIUNFO WATER & SANITATION DISTRICT
DISBURSEMENTS
3/1/20-3/31/20**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009618	\$211.15	3/4/2020	AT&T
			MAR 20 - UVERSE TWSD PW OPS
009619	\$25.00	3/4/2020	AWA
			2/19/20 - WTRWISE MTG-L.SHAPIRO
009620	\$82.80	3/4/2020	COUNTY OF VENTURA
	\$29.04		1/14-2/18 - WW LIFT STATION 3
	\$24.72		1/14-2/18 - 62 BUCKSKIN RD
	\$29.04		1/14-2/18 - WW LIFT STATION 3A
009621	\$418.11	3/4/2020	JUDITH DEMYON
			REFUND TWSD CREDIT BALANCE
009622	\$18,459.00	3/4/2020	CITY OF LOS ANGELES
	\$8,885.00		MAR 20 - CAP PORTION OF ASSSC.
	\$9,574.00		MAR 20 - O&M PORTION OF ASSSC.
009623	\$31,512.00	3/4/2020	LOS ANGELES COUNTY PUBLIC WORKS
			7/1/19-6/30/20 SEWAGE DISPOSAL
009624	\$23,195.27	3/4/2020	MARK NORRIS CONSULTING, LLC
			FEB 20 - CONSULTING SERVICES
009625	\$7,500.00	3/4/2020	VICKIE DRAGAN
			FEB 20 - CONSULTING SERVICES
009626	\$169.24	3/4/2020	WM CORPORATE SERVICES, INC.
			MAR 20 - WASTE MGMT SERVICES
009627	\$1,070.00	3/12/2020	WATEREUSE ASSOCIATION
			2020 MEMBERSHIP DUES
009628	\$70.90	3/12/2020	MATTHEW FARAG
			REFUND TWSD CREDIT BALANCE
009629	\$21.26	3/12/2020	AMIR RAHAMIM
			REFUND TWSD CREDIT BALANCE
009630	\$12.90	3/12/2020	SUHEL SIDDIQUI
			REFUND TWSD CREDIT BALANCE
009631	\$22.03	3/12/2020	WILLIAM GUILLIAMS
			REFUND TWSD CREDIT BALANCE

**TRIUNFO WATER & SANITATION DISTRICT
DISBURSEMENTS
3/1/20-3/31/20**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009632	\$23.88	3/12/2020	PAULA DANIEL
			REFUND TWSD CREDIT BALANCE
009633	\$163.64	3/26/2020	AT&T
	\$21.44		MAR 20 - 63 BUCKSKIN RD LD
	\$85.90		MAR 20 - MASTER BILL
	\$56.30		MAR 20 - OAK CANYON PROJECT HL
009634	\$451.47	3/26/2020	FRONTIER COMMUNICATIONS
	\$212.44		3/7-4/6 - 56K NETWORK SCADA OP
	\$61.54		3/7-4/6 - N RANCH PUPM STATION
	\$64.19		3/7-4/6 - THOUS OAKS TELE/MAINT
	\$56.65		3/7-4/6 - 654 LAKE SHERWOOD DR
	\$56.65		3/7-4/6 - LAKE SHERWOOD STAFFORD
009635	\$29,883.55	3/26/2020	LAS VIRGENES MUNICIPAL WATER DISTRICT
			FEB 20 - JPA & RW
009636	\$159.30	3/26/2020	MCI
			FEB 20 - 800# FOR TWSD CUSTOMERS
009637	\$524.95	3/26/2020	LSR LIMITED PARTNERSHIP
			Utility Account: S04303.01
009638	\$580.14	3/26/2020	LSR LIMITED PARTNERSHIP
			Utility Account: S04302.01
009639	\$654.51	3/26/2020	LSR LIMITED PARTNERSHIP
			Utility Account: S04290.01
ACH TXF	\$222.65	3/31/2020	STATE OF CALIFORNIA
			STATE INCOME TAX - 3/31/20
ACH TXF	\$1,537.68	3/31/2020	INTERNAL REVENUE SERVICE
			1ST QTR FEDTAX, MEDICARE, & SS
ACH TXF	\$225.28	3/31/2020	LINCOLN NATIONAL
			3/31/20 - DEFERRED COMP
EFT000000000000000863	\$7,980.00	3/6/2020	CHI HERMANN
			FEB 20 - CONSULTING SERVICES

**TRIUNFO WATER & SANITATION DISTRICT
DISBURSEMENTS
3/1/20-3/31/20**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
EFT000000000000000864	\$16,065.00	3/6/2020	DOYLE CONSULTING SERVICES
			FEB 20 - CONSULTING SERVICES
EFT000000000000000865	\$45,678.39	3/12/2020	SOUTHERN CALIFORNIA EDISON
	\$38,668.68		FEB 20 - MASTER BILL
	\$7,009.71		FEB 20 - MASTER BILL (2)
EFT000000000000000866	\$5,940.00	3/26/2020	ARNOLD BLEUEL LAROCHELLE MATHEWS & ZIRBEL LLP.
			CENTRAL ADMIN, WW, PW
EFT000000000000000867	\$250,434.00	3/26/2020	CALLEGUAS MUNICIPAL WATER DISTRICT
			FEB 20 - POTABLE WATER
EFT000000000000000868	\$70.15	3/26/2020	JAMES WALL
			2020 1ST QUARTER MILEAGE
EFT000000000000000869	\$33.35	3/26/2020	JANNA ORKNEY
			2020 1ST QUARTER MILEAGE
EFT000000000000000870	\$130.30	3/26/2020	LEON SHAPIRO
			2020 1ST QUARTER MILEAGE
EFT000000000000000871	\$35.08	3/26/2020	RAYMOND TJULANDER
			2020 1ST QUARTER MILEAGE
EFT000000000000000872	\$337,594.48	3/26/2020	VENTURA REGIONAL SANITATION DISTRICT
			VRSD CONTRACT SVCS - FEB 20
TOTAL	\$781,157.46		



Water & Wastewater Monthly Report

Triunfo Water & Sanitation District

For the month of: February 2020

The billing period for this invoice is 02/02 through 02/29/2020 for labor and equipment. This report is arranged in the order of the invoice: Collection System, General Administration, Potable Water System, Reclaimed/Recycled Water System, and Wastewater Operations.

BELL CANYON

TWSD-BCN01 (221207) – MAIN- BCYN COLLECTION SYSTEM

- Staff worked on line cleaning. Staff set up traffic control as needed.
- Staff used the CCTV – Staff verified sewer laterals.
- Staff marked dig alerts.
- Staff worked on getting asbuilts for 31 Appaloosa. Staff had copies of maps made at Coastal Printing.

TWSD-BCN02 (221302) – WASTEWATER – BELL CYN – OPERATIONS

- Staff checked the Bell Canyon lift station multiple times.
- Staff ran the generator/monthly inspection.
- Staff did site maintenance.

TWSD-BCN05 (221303) – BCYN – OPERATIONS - ADMIN

- Staff worked on Bell Canyon Flow Letter.

COLLECTION SYSTEM

TWSD-COL01 (221201) – WASTEWATER – COLLECTION SYSTEM MAINTENANCE

A variety of activities were performed throughout the collection system this period, including:

- Staff used the CCTV in TWSD areas. Staff set up traffic control as needed.
- Staff marked dig alerts. Staff logged dig alerts after they were completed.
- Staff worked on line cleaning / hot spots throughout TWSD.
- Staff scanned and saved line cleaning reports.
- Staff worked on the GIS project.
- Staff confirmed sewer service at multiple addresses.

TWSD-GEN04 (121101) – CENTRAL ADMINISTRATION – WW ADMIN

- Questions about costs billed to this project should be directed to the Director of Finance.

TWSD-GEN07 (121104) – JPA-IPR PROJECT

- Questions about costs billed to this project should be directed to the Director of Finance.

TWSD-GEN09 (121710) – WW – ADMIN WOOLSEY FIRE

- See General Manager for information on this project.

POTABLE WATER SYSTEM

TWSD-POT01 (222300) – POTABLE WATER – OPERATIONS

- 108 samples were analyzed from the tank sites and sample stations. These samples include total chlorine, coliform bacteria, HPC, Nitrite-N, Monochloramines and Free Ammonia.
- Routine facility rounds were conducted on Monday and Friday of each week at all the pump stations and tank sites. This includes maintenance at all the sites and fire extinguisher inspections.
- USA Dig Alerts, marking our lines for utility digging.
- Monthly generator checks and runs.
- Set up the library for the TSD board meeting.
- Worked on the TSD monthly report.
- Staff made changes to the SCADA system, adjusted tank levels.
- Sample station flushing/ran cl2 residuals.
- Staff worked on SEMS work orders.
- Staff worked on notifying customers whose meters were showing continuous flow. Staff met with these customers and helped them identify where their leaks may be.
- Monitored meter communication issues. Cleared alarms, fixed any issues such as replacing MXU'S and or bad cords.
- Staff was called out to multiple leaks and notified appropriate customers.
- Staff created/dispatched SEMS work orders.
- Staff flushed the airvac at OCR for sampling.
- Staff worked on creating SOP's
- Staff attended tailgate meetings.
- Staff worked on gathering information for an insurance claim (fire hydrant struck by vehicle).
- Staff replaced broken meter box lids.
- Staff performed fire flow tests and submitted completed applications to Debbie West.
- Staff worked with Sandy Warren to get pictures and drone footage for the TWSD website.
- Staff worked with a contractor who is doing work for the County of Ventura (catch basin work) line location.
- Staff attended a forklift training class.
- Staff worked with Tim Doyle on the temporary power situation at the Kilburn Reservoir.
- Staff worked with Rancho Simi Park District to figure out who owns Bishopwood Lane.

TWSD-POT07 (122100) – CUSTOMER SERVICE – ADMINISTRATION

- Administrative staff assists Oak Park Water Service customers by mail or by telephone; processes payments and generates monthly water billings, and performs payment follow-up for non-paying accounts.

TWSD-POT08 (222302) – CUSTOMER SERVICE – FIELD

- A total of 54 service calls were completed this month. These consisted of move in and move outs. High bill calls, off notices, verified reads, shut offs for residents not applying for service and services being reconnected for new residents that have moved in.
- 88 Delinquent notices were posted on 2/6/20. Pictures were taken of all.
- 15 Services were shut off for nonpayment on 2/10/20. Notices were posted and pictures were taken.
- Multiple high bill/check for leak investigations were conducted.
- Assisted customers with isolating / finding leaks.
- Assisted customers with pressure related questions.
- Shut off angle stops for plumbers that needed to make repairs on customer's homes / apartment buildings.
- Staff updated the leak spreadsheet.
- Staff created and dispatched work orders.
- Staff notified customers whose meters were showing continuous usage (SEMS work orders).
- Staff updated the HOA / Property Management contact list.
- Staff assisted customers in signing up on the customer portal.
- Staff downloaded and archived pictures of the delinquent and shut off notices.
- Staff posted notices at customer's homes that were affected by a shutdown for a leak repair.
- Staff reviewed missed customer calls, voicemails and emails.

TWSD-POT09 (222303) – PW-OPERATIONS-FIRE HYDRANT

- Staff worked on fire hydrant maintenance (including painting).
- Staff replaced a fire hydrant on Thistle gate Rd. that was hit by a vehicle.
- Staff assembled pressure gauge setups.

TWSD-POT10 (222305) – POTABLE WATER-OPS-METER REPLACEMENT

- Staff worked on Analytics meter alarms. Staff created and dispatched work orders.
- Staff remotely reset meter alarms via RNI.
- Staff changed out defective meters.

TWSD-POT12 (222200) – PW MAINTENANCE

- Staff worked on site maintenance in Oak Park.
- Staff trenched to install conduit at the Kanan pressure monitoring station. Staff backfilled after conduit was installed.
- HMI / PLC alarming and analog scaling programming.

WASTEWATER SYSTEM

TWSD-WW01 (221301) – WASTEWATER OPERATIONS

Bell Canyon Pump Station and flow meter

The lift station and flow meter were checked each week. The generator was tested under load. Weed abatement was performed in and around the station. A safety inspection was conducted, and the level probe was cleaned.

Carlisle Pump Station

The lift station was checked each week. Weed abatement was performed in and around the station and the station's fire extinguishers were checked. The generator was tested under load.

Lake Sherwood Pump Station

The lift station was checked each week. Weed abatement was performed in and around the station, the level transducer was cleaned, and the station's fire extinguishers were checked.

The generator was tested under load.

Lake Sherwood Polo Field Station

The lift station was checked each week. Weed abatement was performed in and around the station, the level transducer was cleaned, and the station's fire extinguishers were checked. The generator was tested under load. The wet well was cleaned.

North Ranch Pump Station

The lift station was checked each week. Weed abatement was performed in and around the station, the level transducer was cleaned, and the station's fire extinguishers were checked. The generator was tested under load.

Westlake Pump Station

The lift station was checked each week. Weed abatement was performed in and around the station.

Monthly

TWSD Lift Stations – Flow Calculator

Month of: February 2020

Total Gallons	
Lake Station	5,929,912
Polo Fields	2,458,480
Carlisle	315,440
Bell Cyn/TSD	3,946,218
Bell Cyn L/S	277,060

- Staff performed monthly generator runs.
- Staff met with Mark Norris.
- Staff added Simple Green and Bioxide to the Carlisle Lift Station.
- Staff worked with the phone company to resolve a phone line issue at the North Ranch Lift Station.
- Staff ordered 1000 gallons of Bioxide and offloaded the delivery.
- Staff checked the TWSD lift stations multiple times per week.
- Staff did site maintenance.

TRIUNFO WATER & SANITATION DISTRICT

Costs by Type - Monthly

INVOICE NO: **TWSD- Feb-20**
 DESCRIPTION: **VRSD CONTRACT SVCS Feb-20**

Row Labels	Labor	Equipment	Material	Subcontractor	Other	Supply	Total
2/29/2020							
ADMIN	48,535.00	-	12,240.32	-	5,290.39	17,530.71	66,065.71
POTABLE	76,215.00	5,088.00	15,824.20	-	-	15,824.20	97,127.20
PW ADMIN	23,249.00	-	1,578.85	-	11,313.37	12,892.22	36,141.22
RECYCLED	9,522.50	845.00	2,178.78	-	-	2,178.78	12,546.28
RW ADMIN	440.00	-	-	-	815.66	815.66	1,255.66
WASTEWATER	93,699.00	18,156.00	10,734.22	-	71.62	10,805.84	122,660.84
WW ADMIN	-	-	115.00	43.13	1,847.44	2,005.57	2,005.57
2/29/2020 Total	251,660.50	24,089.00	42,671.37	43.13	19,338.48	62,052.98	337,802.48
Grand Total	251,660.50	24,089.00	42,671.37	43.13	19,338.48	62,052.98	337,802.48

① OVERPMT * 221200E (208.00) (208.00)
 ON 1/20 INVOICES

251,452.50	24,089.00	42,671.37	43.13	19,338.48	62,052.98	337,594.48
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45-100-20000	(66,065.71)
45-270-20000	(124,458.41)
45-370-20000	(133,268.42)
45-470-20000	(13,801.94)
45-100-52067	48,535.00
45-100-52068	-
45-100-52069	17,530.71
45-100-52001	-
45-100-52040	-
45-100-52035	-
45-210-52067	93,491.00
45-210-52068	18,156.00
45-210-52069	10,805.84
45-270-52067	-
45-270-52068	-
45-270-52069	2,005.57
45-270-52010	-
45-270-52035	-
45-310-52067	76,215.00
45-310-52068	5,088.00
45-310-52069	15,824.20
45-370-52067	23,249.00
45-370-52068	-
45-370-52069	11,442.22
45-370-52010	-
45-370-52035	1,450.00
45-410-52067	9,522.50
45-410-52068	845.00
45-410-52069	2,178.78
45-470-52067	440.00
45-470-52068	-
45-470-52069	815.66
45-470-52035	-
Total	337,594.48
Monthly Total	337,594.48
Crosscheck	-

Board Expens 121100
 Memberships 121100
 Conferences 121100

Memberships 121101
 Conferences 121104

Memberships 122100
 Conferences 122100

Conferences 123100

JAN BILLING 440,630.72
 PAID 440,838.72
 ① OVERPAID <208>

APPROVED FOR PAYMENT			
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION		ACCT USE ONLY	
SIGNATURE & DATE		SIGNATURE & DATE	
AUTHORIZATION FOR PAYMENT		SIGNATURE & DATE	

TRIUNFO WATER & SANITATION DISTRICT

Costs by Type - Monthly

INVOICE NO: **TWSD- Feb-20**
 DESCRIPTION: **VRSD CONTRACT SVCS Feb-20**

Row Labels	Labor	Equipment	Material	Subcontractor	Other	Supply	Total
2/29/2020							
ADMIN	48,535.00	-	12,240.32	-	5,290.39	17,530.71	66,065.71
POTABLE	76,215.00	5,088.00	15,824.20	-	-	15,824.20	97,127.20
PW ADMIN	23,249.00	-	1,578.85	-	11,313.37	12,892.22	36,141.22
RECYCLED	9,522.50	845.00	2,178.78	-	-	2,178.78	12,546.28
RW ADMIN	440.00	-	-	-	815.66	815.66	1,255.66
WASTEWATER	93,699.00	18,156.00	10,734.22	-	71.62	10,805.84	122,660.84
WW ADMIN	-	-	115.00	43.13	1,847.44	2,005.57	2,005.57
2/29/2020 Total	251,660.50	24,089.00	42,671.37	43.13	19,338.48	62,052.98	337,802.48
Grand Total	251,660.50	24,089.00	42,671.37	43.13	19,338.48	62,052.98	337,802.48

45-100-20000	(66,065.71)			
45-270-20000	(124,666.41)			
45-370-20000	(133,268.42)			
45-470-20000	(13,801.94)			
45-100-52067	48,535.00			
45-100-52068	-			
45-100-52069	17,530.71		121104	-
45-100-52001	-	Board Expens	121100	-
45-100-52040	-	Memberships	121100	-
45-100-52035	-	Conferences	121100	-
45-210-52067	93,699.00		121100	-
45-210-52068	18,156.00			-
45-210-52069	10,805.84			
45-270-52067	-			
45-270-52068	-			
45-270-52069	2,005.57			
45-270-52010	-	Memberships	121101	
45-270-52035	-	Conferences	121104	
45-310-52067	76,215.00			
45-310-52068	5,088.00			
45-310-52069	15,824.20			
45-370-52067	23,249.00			
45-370-52068	-			
45-370-52069	11,442.22			
45-370-52010	-	Memberships	122100	
45-370-52035	1,450.00	Conferences	122100	
45-410-52067	9,522.50			
45-410-52068	845.00			
45-410-52069	2,178.78			
45-470-52067	440.00			
45-470-52068	-			
45-470-52069	815.66			
45-470-52035	-	Conferences	123100	
Total	337,802.48			
Monthly Total	337,802.48			
Crosscheck	-			

Sum of net	Column Labels			
Row Labels	1/13/2020	1/31/2020	2/29/2020	Grand Total
110		109,481.18	105,468.16	214,949.34
Triunfo Sanitation District		109,481.18	105,468.16	214,949.34
121100		65,167.20	66,065.71	131,232.91
121101		5,775.24	1,534.30	7,309.54
121104		318.27	313.14	631.41
121710			158.13	158.13
122100		36,157.47	35,784.22	71,941.69
122710		750.29	357.00	1,107.29
123100		1,312.71	1,255.66	2,568.37
210	600.00	330,549.54	232,334.32	563,483.86
Triunfo Sanitation District	600.00	330,549.54	232,334.32	563,483.86
221200		15,425.59	8,215.58	23,641.17
221200E		(104.00)		(104.00)
221201		60,856.10	46,394.18	107,250.28
221202		37,690.92	13,774.61	51,465.53
221203		3,313.00	9,427.00	12,740.00
221206		3,910.00	4,111.00	8,021.00
221207		6,936.50	18,079.00	25,015.50
221210		8,544.00	2,589.00	11,133.00
221300		1,375.45	2,493.90	3,869.35
221301		12,325.80	10,400.84	22,726.64
221301E		474.00	474.00	948.00
221302		2,146.50	1,468.00	3,614.50
221303		43.50	44.61	88.11
221400		280.00	503.52	783.52
221401	600.00			600.00
221500		201.00		201.00
221501		5,393.87	4,685.60	10,079.47
222200		10,649.41	2,133.00	12,782.41
222201		845.00	4,891.00	5,736.00
222202		120.02	8,547.83	8,667.85
222300		43,300.80	37,902.79	81,203.59
222300E		690.00		690.00
222301		53,249.36	16,459.85	69,709.21
222301E		483.00		483.00
222302		17,010.50	13,796.68	30,807.18
222302E		1,656.00		1,656.00
222303		3,160.00	4,109.13	7,269.13
222304		195.00	260.00	455.00
222305		3,355.50	1,722.50	5,078.00
222307		1,480.02		1,480.02
222400		2,890.50	112.00	3,002.50
222500		6,779.54	5,777.90	12,557.44
222501		2,399.81	1,414.52	3,814.33
223200		14,638.00	10,184.22	24,822.22
223300		8,558.85	2,362.06	10,920.91
223300E		276.00		276.00
Grand Total	600.00	440,030.72	337,802.48	778,433.20

208 too much

Item #16

440838.72

TRIUNFO WATER & SANITATION DISTRICT
Budget vs. Actual Analysis by Work Order
Year-to-Date as of February 29, 2020

Work Order	Description	Adjusted Budget	Actual Expense	Budget Remaining
121100	TSD-VRSD CA	\$ 761,166	\$ 520,819	\$ 240,347
121101	TSD-WW Administration	\$ 103,027	\$ 44,255	\$ 58,772
121103	TSD-FACEBOOK/TWITTER	\$ 20,124	\$ -	\$ 20,124
121104	TSD-JPA-IPR Project	\$ 3,422	\$ 2,372	\$ 1,050
121105	TSD-Admin-2107 Trentham	\$ 2,358	\$ 2,103	\$ 255
121108	TSD-N.S. Gravity System	\$ 4,715	\$ 3,163	\$ 1,552
121109	TSD-Name Change	\$ 857	\$ 20,692	\$ (19,835)
121710	TSD-WW Woolsey Fire	\$ -	\$ 1,438	\$ (1,438)
122100	TSD-PW Customer Service	\$ 381,712	\$ 262,128	\$ 119,585
122501	TSD-PW-Admin-OP Water Conservation	\$ 23,471	\$ 1,438	\$ 22,034
122710	TSD-PW Woolsey Fire	\$ -	\$ 9,938	\$ (9,938)
123100	TSD-RW-Admin-Customer Service	\$ 88,970	\$ 10,099	\$ 78,871
221200	TSD-WW Maintenance	\$ 149,670	\$ 36,099	\$ 113,571
221201	TSD-WW-Maintenance Collection Sys	\$ 453,775	\$ 364,854	\$ 88,921
221202	TSD-N. Shore Tank Maint	\$ 48,825	\$ 67,018	\$ (18,193)
221203	TSD-Manhole Rehab	\$ 325,174	\$ 123,026	\$ 202,148
221204	TSD-WW Maintenance-Preventative	\$ 73,680	\$ 4,277	\$ 69,403
221206	TSD-WW-Maintenance SCADA	\$ 97,110	\$ 36,822	\$ 60,288
221207	TSD-Main - BCYN Collection System	\$ 103,405	\$ 61,116	\$ 42,289
221208	TSD-BCYN- Maint - Preventative	\$ 27,961	\$ 11,045	\$ 16,916
221209	TSD-2107 Trentham	\$ -	\$ 390	\$ (390)
221210	TSD - WW Maintenance - Fixture Counts	\$ -	\$ 16,495	\$ (16,495)
221300	TSD-Administration - Wastewater	\$ 36,260	\$ 13,011	\$ 23,249
221301	TSD-Operations - Wastewater	\$ 105,184	\$ 86,664	\$ 18,520
221302	TSD-BCYN-Operations	\$ 13,545	\$ 15,037	\$ (1,492)
221303	TSD-BCYN-Operations-Admin	\$ 6,732	\$ 262	\$ 6,470
221400	TSD-Engineering - Projects	\$ 110,474	\$ 5,485	\$ 104,989
221401	TSD-BCYN - Engineering	\$ -	\$ 600	\$ (600)
221500	TSD-WW - EPG - SSMP	\$ 18,960	\$ 201	\$ 18,759
221501	TSD-WW-EPG-Source Control	\$ 114,915	\$ 25,332	\$ 89,583
221701	WW-POLO LIFT STATION	\$ -	\$ 2,387	\$ (2,387)
222200	TSD-PW - Maintenance	\$ 102,700	\$ 70,689	\$ 32,011
222201	TSD-PW-Maintenance Preventative	\$ 143,757	\$ 23,144	\$ 120,613
222202	TSD-PW-Maintenance SCADA/Elect	\$ 114,801	\$ 80,416	\$ 34,385
222203	TSD-PW-Main-Coatings & Linings	\$ 27,316	\$ 8,104	\$ 19,212
222300	TSD-Operations - Potable Water	\$ 349,568	\$ 300,469	\$ 49,099
222301	TSD-Operations - PW Sys Repairs	\$ 278,757	\$ 189,536	\$ 89,221

TRIUNFO WATER & SANITATION DISTRICT
Budget vs. Actual Analysis by Work Order
Year-to-Date as of February 29, 2020

Work Order	Description	Adjusted Budget	Actual Expense	Budget Remaining
222302	TSD-PW Customer Service-Field	\$ 188,340	\$ 111,811	\$ 76,529
222303	TSD-PW - Operations-Fire Hydrant	\$ 78,107	\$ 39,902	\$ 38,205
222304	TSD-PW-Oper-Anode Checks/Leak Det	\$ 47,415	\$ 3,291	\$ 44,124
222305	TSD-PW-Operations Meter Replacemnt	\$ 30,975	\$ 27,468	\$ 3,507
222307	TSD-PW-Operations - Meter Readings	\$ 56,520	\$ 9,164	\$ 47,356
222400	TSD-PW-Engineering Projects	\$ 86,375	\$ 8,404	\$ 77,971
222410	PW - Eng - Savoy BPS Vault	\$ 19,632	\$ 4,533	\$ 15,099
222411	PW - Eng - Dive Inspection of PW Tanks	\$ 21,247	\$ 5,980	\$ 15,267
222412	Triunfo Sanitation District - PW - Eng - Savoy Tank Coating Rehab		\$ 74,041	\$ (74,041)
222500	TSD-PW-Environmental Programs	\$ 73,355	\$ 54,736	\$ 18,619
222501	TSD-PW-EPG-OP Water Conservation	\$ 29,570	\$ 24,784	\$ 4,786
223200	TSD-RW-Maintenance	\$ 72,837	\$ 89,000	\$ (16,163)
223300	TSD-Operations - Recycled Water	\$ 83,099	\$ 39,254	\$ 43,845
221200E	TSD-WW-Maint Emergency	\$ -	\$ 261	\$ (261)
221201E	TSD-WW-Collection Sys Call-out Emr	\$ 12,180	\$ 3,689	\$ 8,491
221202E	TSD-N. Shore Tank Maint-Emergency	\$ 1,896	\$ 1,518	\$ 378
221301E	TSD-WW-Ops Emergency Call-Outs	\$ 2,370	\$ 2,351	\$ 19
222300E	TSD-PW-Operations Call-out	\$ 12,180	\$ 3,630	\$ 8,550
222300H	TSD-Operations - Potable Water-Holiday Call-Out	\$ -	\$ 552	\$ (552)
222301E	TSD-PW-Oper Sys Rpr Emer Call-Out	\$ -	\$ 5,451	\$ (5,451)
222302E	TSD-PW-Cust Srv Emerg Call-outs	\$ 8,526	\$ 14,628	\$ (6,102)
223300E	TSD-RW-Oper Emergency Call-out	\$ 3,670	\$ 2,346	\$ 1,324
223300H	TSD RW-OPER HOLIDAY CALL-OUT	\$ -	\$ 2,036	\$ (2,036)

TOTALS	\$ 4,920,684	\$ 2,949,755	\$ 1,970,929
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TRIUNFO WATER & SANITATION DISTRICT

Costs by Type - Monthly Year-to-Date as of February 29, 2020

Row Labels	Labor	Equipment	Material	Subcontractor	Other	Total
7/31/2019						
ADMIN	\$ 70,089	\$ -	\$ 986	\$ 6,871	\$ 601	\$ 78,547
BELL CYN	\$ 14,916	\$ 3,884	\$ 1,561	\$ -	\$ 1	\$ 20,361
POTABLE	\$ 181,987	\$ 6,245	\$ 23,557	\$ 2,588	\$ 8,126	\$ 222,503
RECYCLED	\$ 21,896	\$ 1,780	\$ 938	\$ 719	\$ 727	\$ 26,059
WASTEWATER	\$ 126,216	\$ 20,296	\$ 12,493	\$ 12,998	\$ 2,276	\$ 174,279
7/31/2019 Total	\$ 415,104	\$ 32,205	\$ 39,534	\$ 23,175	\$ 11,731	\$ 521,749
8/31/2019						
ADMIN	\$ 57,123	\$ -	\$ 11,936	\$ 7,331	\$ 5,940	\$ 82,329
BELL CYN	\$ 2,005	\$ 164	\$ 69	\$ -	\$ 1	\$ 2,239
POTABLE	\$ 115,296	\$ 4,493	\$ 15,872	\$ 36,966	\$ 3,973	\$ 176,600
RECYCLED	\$ 14,809	\$ 1,060	\$ 161	\$ 719	\$ (161)	\$ 16,587
WASTEWATER	\$ 74,687	\$ 16,650	\$ 3,680	\$ 9,933	\$ (483)	\$ 104,467
8/31/2019 Total	\$ 263,919	\$ 22,367	\$ 31,717	\$ 54,949	\$ 9,269	\$ 382,221
9/30/2019						
ADMIN	\$ 46,329	\$ -	\$ 452	\$ 7,400	\$ 3,669	\$ 57,851
BELL CYN	\$ 4,227	\$ 751	\$ -	\$ -	\$ 1	\$ 4,979
POTABLE	\$ 112,462	\$ 5,097	\$ 5,477	\$ -	\$ 1,089	\$ 124,124
RECYCLED	\$ 14,122	\$ 660	\$ 1,087	\$ -	\$ 368	\$ 16,237
WASTEWATER	\$ 45,406	\$ 8,435	\$ 2,628	\$ 4,241	\$ 1,521	\$ 62,231
9/30/2019 Total	\$ 222,546	\$ 14,943	\$ 9,644	\$ 11,641	\$ 6,648	\$ 265,422
10/31/2019						
ADMIN	\$ 39,480	\$ -	\$ 695	\$ 1,926	\$ 3,825	\$ 45,926
BELL CYN	\$ 1,853	\$ 268	\$ 141	\$ -	\$ -	\$ 2,262
POTABLE	\$ 149,918	\$ 11,530	\$ 53,515	\$ 2,351	\$ 5,506	\$ 222,819
RECYCLED	\$ 15,321	\$ 1,278	\$ 1,675	\$ -	\$ 679	\$ 18,953
WASTEWATER	\$ 27,011	\$ 3,054	\$ 8,809	\$ 8,913	\$ 2,466	\$ 50,253
10/31/2019 Total	\$ 233,582	\$ 16,130	\$ 64,836	\$ 13,190	\$ 12,476	\$ 340,214
11/30/2019						
ADMIN	\$ 45,002	\$ -	\$ 2,942	\$ 1,725	\$ 5,903	\$ 55,571
BELL CYN	\$ 6,653	\$ 967	\$ 91	\$ -	\$ 1	\$ 7,711
POTABLE	\$ 90,938	\$ 4,262	\$ 18,656	\$ 1,255	\$ 5,609	\$ 120,720
RECYCLED	\$ 16,853	\$ 877	\$ 678	\$ -	\$ 667	\$ 19,075
WASTEWATER	\$ 69,389	\$ 13,626	\$ 2,125	\$ 5,199	\$ 1,703	\$ 92,042
11/30/2019 Total	\$ 228,835	\$ 19,732	\$ 24,491	\$ 8,179	\$ 13,882	\$ 295,119
12/31/2019						
ADMIN	\$ 39,891	\$ -	\$ 1,448	\$ 23,901	\$ 4,122	\$ 69,361
BELL CYN	\$ 9,000	\$ 2,181	\$ 10,400	\$ -	\$ -	\$ 21,581
POTABLE	\$ 109,917	\$ 5,745	\$ 10,028	\$ 17,064	\$ 6,278	\$ 149,032
RECYCLED	\$ 5,365	\$ 131	\$ 1,096	\$ -	\$ 645	\$ 7,237
WASTEWATER	\$ 92,473	\$ 15,170	\$ 5,590	\$ 4,456	\$ 1,697	\$ 119,386
12/31/2019 Total	\$ 256,646	\$ 23,227	\$ 28,562	\$ 45,421	\$ 12,742	\$ 366,597
1/31/2020						
ADMIN	\$ 50,769	\$ -	\$ 6,847	\$ 1,150	\$ 6,401	\$ 65,167
BELL CYN	\$ 7,859	\$ 1,833	\$ 35	\$ -	\$ 1	\$ 9,727
POTABLE	\$ 124,455	\$ 5,514	\$ 10,295	\$ 39,775	\$ 5,134	\$ 185,172
RECYCLED	\$ 22,501	\$ 1,384	\$ 291	\$ -	\$ 610	\$ 24,786
WASTEWATER	\$ 124,751	\$ 21,624	\$ 3,386	\$ 4,039	\$ 1,979	\$ 155,779
1/31/2020 Total	\$ 330,333	\$ 30,355	\$ 20,854	\$ 44,965	\$ 14,124	\$ 440,631
2/29/2020						
ADMIN	\$ 48,535	\$ -	\$ 12,240	\$ -	\$ 5,290	\$ 66,066
BELL CYN	\$ 15,204	\$ 4,352	\$ 36	\$ -	\$ -	\$ 19,592
POTABLE	\$ 99,464	\$ 5,088	\$ 17,403	\$ -	\$ 11,313	\$ 133,268

TRIUNFO WATER & SANITATION DISTRICT**Costs by Type - Monthly****Year-to-Date as of February 29, 2020**

RECYCLED	\$	9,963	\$	845	\$	2,179	\$	-	\$	816	\$	13,802
WASTEWATER	\$	78,496	\$	13,804	\$	10,813	\$	43	\$	1,919	\$	105,075
2/29/2020 Total	\$	251,661	\$	24,089	\$	42,671	\$	43	\$	19,338	\$	337,802
Grand Total	\$	2,202,625	\$	183,048	\$	262,310	\$	201,563	\$	100,210	\$	2,949,755

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

Invoice

DATE	INVOICE #
2/28/2020	110

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

APPROVED FOR PAYMENT			
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION	SIGNATURE & DATE		ACCT USE ONLY
AUTHORIZATION FOR PAYMENT		SIGNATURE & DATE	

Handwritten: 2/28/20
Handwritten: brand approval attached.

DUE DATE
3/31/2020

DESCRIPTION	QTY	RATE	AMOUNT
Triunfo Water & Sanitation District General Manager Services			0.00
02/03/20 Various TWSD Projects Meeting w/Tina Rivera to review updated draft rate study Phone conference w/Janna Orkney Meeting w/Chi Hermann to review several projects Review JPA Board Meeting Agenda Packet Phone conference w/Tim Doyle to discuss Highgate Project Travel to and attend JPA Board Meeting	12	126.75	1,521.00
02/04/20 Various TWSD Projects Review Highgate Project Dedication Agreement and discuss w/Tim Doyle JPA Board Meeting debrief TWSD Agenda Prep Weekly Core Management Team Staff Meeting Phone conference w/John Mathews	9	126.75	1,140.75
02/05/20 Various TWSD Projects VRSD/TWSD Weekly Staff Meeting Review Rate Study Power Point Presentation Meeting w/Vickie Dragan to discuss several projects Travel to and attend TWSD Special Board Meeting	12	126.75	1,521.00
02/06/20 Various TWSD Projects VRSD/TWSD Weekly Staff Meeting Meeting w/Vickie Dragan to review Rate Study issues Meeting w/Tina Rivera to discuss several projects TWSD Agenda Prep Phone conference w/John Mathews	8	126.75	1,014.00
02/07/20 Various TWSD Projects Review/Respond to customer concerns Review JPA 10yr IIP Review revised Highgate Project Dedication Agreement TWSD Agenda Prep Phone conference w/John Mathews	8	126.75	1,014.00

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

Invoice

DATE	INVOICE #
2/28/2020	110

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

DUE DATE
3/31/2020

DESCRIPTION	QTY	RATE	AMOUNT
02/10/20 Various TWSD Projects Meeting w/Tina Rivera regarding Raftelis Rate Study Develop FAQ Bill Stuffer Phone conference w/John Mathews Phone conference w/Janna Orkney Meeting w/Chi Hermann to discuss several projects TWSD Agenda Prep	9.5	126.75	1,204.13
02/11/20 Various TWSD Projects Weekly Core Management Team Meeting Meeting w/Tim Doyle to discuss several projects Review/Respond to customer concerns Meeting w/Chris Theisen to discuss several issues Travel to and attend TWSD Special Board Meeting	12	126.75	1,521.00
02/12/20 Various TWSD Projects TWSD Special Board Meeting debrief Meeting w/Vickie Dragan to discuss several projects Review/Discuss Raftelis Rate Study scenerios w/Core Management Team TWSD Agenda Prep	9	126.75	1,140.75
02/13/20 Various TWSD Projects Meeting w/Tim Doyle regarding Highgate Project TWSD Agenda Prep	8.5	126.75	1,077.38
02/14/20 Various TWSD Projects Review updated Raftelis Rate Presentation Meeting w/Ken Hume to discuss several issues Review TWSD Bill Stuffer Review/Respond to customer concerns Update various project files	8	126.75	1,014.00
02/17/20 Various TWSD Projects	6.5	126.75	823.88

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

Invoice

DATE	INVOICE #
2/28/2020	110

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

DUE DATE
3/31/2020

DESCRIPTION	QTY	RATE	AMOUNT
02/18/20 Various TWSD Projects Review AT&T request for Estopple Agreement Phone conference w/John Mathews Core Management Team Weekly Meeting Meeting w/Vickie Dragan to review Raftelis Rate Presentation TWSD Agenda Prep Travel to and attend TWSD Special Board Meeting	12	126.75	1,521.00
02/19/20 Various TWSD Projects TWSD Special Board Meeting debrief VRSD/TWSD Weekly Staff Meeting TWSD Agenda Prep Meeting w/Tim Doyle to review several projects Meeting w/Chi Hermann to discuss Class/Comp Study	9	126.75	1,140.75
02/20/20 Various TWSD Projects Meeting w/Tim Doyle to discuss Lakeside Pump Station Project Review/Respond to customer concerns Phone conference w/Mike Paule Review status of Verizon Cell Site Project Phone conference w/John Mathews	8	126.75	1,014.00
02/21/20 Various TWSD Projects Respond to to emails/phone messages Review TWSD Board Meeting Agenda Review Draft 2040 Vta Co General Plan update Review/Respond to customer concerns	8	126.75	1,014.00
02/24/20 Various TWSD Projects Review/Respond to customer concerns Phone conference w/John Mathews Phone conference w/Janna Orkney Meeting w/Tim Doyle to discuss several projects Review TWSD Agenda Packet Travel to and attend TWSD Board Meeting	9	126.75	1,140.75

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

Invoice

DATE	INVOICE #
2/28/2020	110

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

DUE DATE
3/31/2020

DESCRIPTION	QTY	RATE	AMOUNT
02/25/20 Various TWSD Projects Phone conference w/John Mathews TWSD Board Meeting debrief Meeting w/Chi Hermann to discuss Koff Contract Meeting w/Tim Doyle to discuss TWSD As-needed Inspector Contract Meeting w/Vickie Dragan to discuss several issues	8.5	126.75	1,077.38
02/26/20 Various TWSD Projects TWSD Core Management Team Weekly Meeting Meeting w/Vickie Dragan to discuss financial system software Respond to phone/email messages Phone conference w/Leon Shapiro Phone conference w/Janna Orkney Review/Respond to customer concerns TWSD Agenda Prep	9	126.75	1,140.75
02/27/20 Various TWSD Projects TWSD Agenda Prep Review JPA Board Meeting Agenda Meeting w/Tim Doyle to review several projects Travel to and attend VRSD/TWSD Weekly Meeting Review/Approve VRSD Invoice	9	126.75	1,140.75
02/28/20 Various TWSD Projects Review/Respond to customer concerns Update various project files Complete review of Vta Co 2040 Draft General Plan Update	8	126.75	1,014.00
Please remit to above address.	Total 23,195.27		

Mark Norris Invoice - TSD

	121100	122100	123100	121101	121109	121106	123101	121104	121105	Total
Date	CA	Potable Water	Recycled Water	Wastewater	Name Change	Lakeside Lft	RW CIP	JPA-IPR	Trentham Levan	Hours
02/03/20	12.00									12.00
	9.00									9.00
	12.00									12.00
	8.00									8.00
	8.00									8.00
	9.50									9.50
	12.00									12.00
	9.00									9.00
	8.50									8.50
	8.00									8.00
	6.50									6.50
	12.00									12.00
	9.00									9.00
	8.00									8.00
	8.00									8.00
	9.00									9.00
	8.50									8.50
	9.00									9.00
	9.00									9.00
02/28/20	8.00									8.00
	-									-
	-									-
	-									-
	-									-
	-									-
	183.00	-	-	-	-	-	-	-	-	183.00
	23,195.25	-	-	-	-	-	-	-	-	23,195.25

\$ 126.75 \$ 126.75 23,195.27
(0.02)

PO#114

45-100-52080-121100	15,656.81	
45-370-52080-122100	2,261.54	
45-470-52080-123100	1,391.72	
45-270-52080-121101	1,797.63	
45-270-52080-121104	2,087.57	
45-100-52080-121100		rounding
	23,195.27	
	0.02	

OH Charge

2,348.52	121100	67.5%
339.23	122100	9.8%
208.76	123100	6.0%
269.65	121101	7.8%
313.14	121104	9.0%
-	121100	
\$ 3,479.29		100%

FY20 Budget-TWSD Norris Budget

Jocelyn Adlao

From: Mark Norris
Sent: Friday, February 28, 2020 5:01 PM
To: Yagnesh Prajapati; Jocelyn Adlao; Regina Williams
Subject: Fwd: February Invoice

FYI

Sent from my iPhone

Begin forwarded message:

From: James Wall <jlwall2016@gmail.com>
Date: February 28, 2020 at 4:56:57 PM PST
To: Mark Norris <MarkNorris@vrsd.com>
Subject: Re: February Invoice

Mark,

I approve your February invoice.

James Wall

On Fri, Feb 28, 2020 at 4:15 PM Mark Norris <MarkNorris@vrsd.com> wrote:

Hi James,

Please find attached my February Invoice for your review and approval. Call me if you have any questions.

Thanks, Mark

This email message is for the sole use of the intended recipient(s) and may contain privileged and confidential information. Any unauthorized review, use, disclosure or distribution is prohibited.

If you are not the intended recipient, please contact the sender by reply email and destroy all copies of the original message. Thank you.

Doyle Consulting Services

INVOICE

Engineering and Construction Services

1046 Heron Dr.
Vista, CA 92081
Phone 760 599-0935
License # BL-00019215

Bill To:

Triunfo Water & Sanitation District
Accounts Payable
1001 Partridge Drive, Suite 150
Ventura, CA 93003
Phone: 805 658-4619

P.O.# 122

APPROVED FOR PAYMENT			
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE VERIFICATION	ACCT USE ONLY		
SIGNATURE & DATE		SIGNATURE & DATE	
AUTHORIZATION FOR PAYMENT			

DATE: February 29, 2020
INVOICE #: DCS_TWSD-102
FOR: Project Management Services



DESCRIPTION	AMOUNT
135 hours of contract services @ \$119.00/hr for Triunfo Water & Sanitation District's projects as follows: General Admin - \$6,425 WW Admin - \$4,840 PW Admin - \$3,300 RW Admin - \$1,500 Tasks worked on during the 2/1/20 to 2/29/20 period include: <i>Provided project management coordination with various TWSD project components. Drafted Board documentation for the February meeting 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 (final document signing) and City of TO for manhole raising (need RA for approval); coordinated with Legal Counsel for contract and Ordinance edits; provided plan checks and other reviews for District Will Serve process for TO and Bell Canyon; worked with staff on Ordinance updates and scheduling public hearings for 3 Ordinances based on rate studies; 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; 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, final documents in transit; coordinated with LDC for easement deeds for Tract 4192; continued coordination with Legal Counsel and Developer for Highgate Estates Project and main line sewer extension; coordinated with Highgate Developer for District inspection services; continued effort with main line extension for parcel on Saddlebow in Bell Canyon; continued effort for the PW/RW/WW rate studies and pending workshop; worked on organizational issues for District; assisted GM with other administrative requests and directives from the TWSD Board</i> Reference: TWSD Contract No. T19-008	\$ 16,065.00
TOTAL	\$ 16,065.00

Make checks payable to: Doyle Consulting Services

Please direct questions about this invoice to Tim Doyle at 760 599-0935

THANK YOU FOR YOUR BUSINESS!

Chi Hermann Consulting
707 Via Zamora
Camarillo, CA 93010

INVOICE

DATE	INVOICE NO.
2/29/2020	105

P.O. #120

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

APPROVED FOR PAYMENT			
45	270	52080	121101
45	370	52080	122100
45	470	52080	123100
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION			ACCT USE ONLY
Signature: <i>[Signature]</i> 3/2/20 SIGNATURE & DATE			Signature: <i>[Signature]</i> SIGNATURE & DATE
AUTHORIZATION FOR PAYMENT			

\$3,591.00
3,591.00
798.00

DESCRIPTION	HOURS	RATE	AMOUNT
Projects/tasks worked on from 2/1/20 through 2/29/20: ❖ TWSD-300 Water Policy revision (for drop box, meter upgrade, and OPWS name change) ❖ Class & Comp (i.e., clarifications, contract, Scope of work, Board packet, PDQ) ❖ Rate Study (rate projections, workshops) ❖ Meetings (Management Group on various projects and issues, board packet agenda and review, Ops bi-weekly, Board meetings, etc.) ❖ FY2021 Budget (Analysis spreadsheets) ❖ Budget/Labor Report (VRSD Contract Services) ❖ Monthly Water Sales vs Purchase ❖ Misc (ADU legislation, customer service issues, billing issues, etc.)	84	\$95.00	\$7,980.00
		TOTAL	\$7,980.00

Please make checks payable to: Chi Hermann Consulting

THANK YOU FOR YOUR BUSINESS!

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



From the ashes we rise

INVOICE NO. 005

MARCH 3, 2020

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 February 2020	62.50	\$120.00	\$7,500.00
	Attended various meetings with core management staff and general manager. Traveled & attended the TWSD Special Board meeting-Rate Study Workshop (2/5), Special Board meeting-Appointment of new TWSD Board Member (2/11), Special Board Meeting-continuation of the Rate Study Workshop (2/18), and Regular Board Meeting (2/24). Reviewed/discussed the information on the upcoming Class & Comp Study, CIP for the next five and ten years, various rate scenarios, and various reports and worksheets provided by VRSD.			
	Reviewed and familiarize myself on the PW/RW/WW rate models provided by Raftelis.			
	Reviewed various worksheets/documents such as Board letters, Ordinances, sewer high/low flow accounts, fixed asset worksheet, etc.			

SUBTOTAL \$7,500.00

SALES TAX 0

TOTAL DUE BY DATE \$7,500.00

APPROVED FOR PAYMENT			
P.O. # 121			
45	100	52080	121100
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION		ACCT USE ONLY	
SIGNATURE & DATE			
AUTHORIZATION FOR PAYMENT			
SIGNATURE & DATE			

Thank you for your business!

Make checks payable to: Vickie Dragan
Payment Due Upon Receipt

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