

**TRIUNFO WATER & SANITATION DISTRICT
DISBURSEMENTS
4/1/20-4/30/20**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009640	\$82.80	4/2/2020	COUNTY OF VENTURA
	\$29.04		2/18-3/17 - WW LIFT STATION 3A
	\$29.04		2/18-3/17 - WW LIFT STATION 3
	\$24.72		2/18-3/17 - 62 BUCKSKIN RD
009641	\$24,082.53	4/2/2020	MARK NORRIS CONSULTING, LLC
			MAR 20 - CONSULTING SERVICES
009642	\$5,100.00	4/2/2020	VICKIE DRAGAN
			MAR 20 - CONSULTING SERVICES
009643	\$169.24	4/2/2020	WM CORPORATE SERVICES, INC.
			APR 20 - WASTE MGMT SERVICE
009644	\$110.95	4/9/2020	AT&T
			APR 20 - UVERSE TWSD PW OPS
009645	\$350.00	4/9/2020	COUNTY OF VENTURA
			ENCROACHMENT PERMIT PE20-0177
009646	\$75.00	4/9/2020	CATAMOUNT PROPERTIES 2018 LLC
			REFUND TWSD CREDIT BALANCE
009647	\$53.06	4/9/2020	KATHRYN D THORPE
			REFUND TWSD CREDIT BALANCE
009648	\$49.90	4/9/2020	RANDY LAI
			REFUND TWSD CREDIT BALANCE
009649	\$35.10	4/9/2020	NRT RELOCATION, LLC
			REFUND TWSD CREDIT BALANCE
009650	\$5.34	4/9/2020	SNIR WARSHAVIAK
			REFUND TWSD CREDIT BALANCE
009651	\$191.70	4/16/2020	PAM PULLMAN
			REFUND TWSD CREDIT BALANCE
009652	\$181.65	4/16/2020	AEREE YOO
			REFUND TWSD CREDIT BALANCE
009653	\$243.97	4/16/2020	MEGAN A MORROW
			REFUND TWSD CREDIT BALANCE

**TRIUNFO WATER & SANITATION DISTRICT
DISBURSEMENTS
4/1/20-4/30/20**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009654	\$152.52	4/16/2020	JOHN MCBRIDE
			REFUND TWSD CREDIT BALANCE
009655	\$450.69	4/23/2020	FRONTIER COMMUNICATIONS
	\$212.44		4/7-5/6 - 56K NETWORK SCADA OP
	\$56.44		4/7-5/6 - LAKE SHERWOOD STAFFORD
	\$56.44		4/7-5/6 - 654 LAKE SHERWOOD DR
	\$61.33		4/7-5/6 - N RANCH PUMP STATION
	\$64.04		4/7-5/6 - THOUS OAKS TELE/MAINT
009656	\$124.85	4/23/2020	MCI
			MAR 20 - 800# FOR TWSD CUSTOMERS
009657	\$880.04	4/23/2020	SGM LAKE SHERWOOD II LLC
			Utility Account: S03631.01
009658	\$880.04	4/23/2020	RUKMANI S VASAN SURV TR
			Utility Account: S11423.01
009659	\$162.48	4/30/2020	AT&T
	\$84.98		APR - MASTER BILL
	\$21.29		APR 20 - 63 BUCKSKIN RD LD
	\$56.21		APR 20 - OAK CANYON PROJECT HL
009660	\$77.13	4/30/2020	COUNTY OF VENTURA
	\$29.04		3/17-4/14 - WW LIFT STATION 3
	\$19.05		3/17-4/14 - 62 BUCKSKIN RD
	\$29.04		3/17-4/14 - WW LIFT STATION 3A
009661	\$454,658.87	4/30/2020	LAS VIRGENES MUNICIPAL WATER DISTRICT
			MAR 20 - JPA & RW
009662	\$1,517.78	4/30/2020	REGENCY CENTERS LESSOR
			Utility Account: S03411.01
009663	\$299.90	4/30/2020	J & D ENTERPRISES LLC
			Utility Account: S06394.01
ACH TXF	\$321.42	4/30/2020	LINCOLN NATIONAL
			4/30/20 - DEFERRED COMP
EFT000000000000000873	\$9,310.00	4/2/2020	CHI HERMANN
			MAR 20 - CONSULTING SERVICES

**TRIUNFO WATER & SANITATION DISTRICT
DISBURSEMENTS
4/1/20-4/30/20**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
EFT000000000000000874	\$16,660.00	4/2/2020	DOYLE CONSULTING SERVICES MAR 20 - CONSULTING SERVICES
EFT000000000000000875	\$10,880.55	4/16/2020	SOUTHERN CALIFORNIA EDISON MAR 20 - MASTER BILL
EFT000000000000000876	\$400,459.96	4/16/2020	VENTURA REGIONAL SANITATION DISTRICT VRSD CONTRACT SVCS - MAR 20
EFT000000000000000877	\$3,036.00	4/23/2020	ARNOLD BLEUEL LAROCHELLE MATHEWS & ZIRBEL LLP. CENTRAL ADMIN, PW, & WW
EFT000000000000000878	\$207,646.48	4/23/2020	CALLEGUAS MUNICIPAL WATER DISTRICT MAR 20 - POTABLE WATER
EFT000000000000000879	\$1,660.11	4/30/2020	NAOMI PAZ REFUND TWSD CREDIT BALANCE
TOTAL	\$1,139,910.06		



Water & Wastewater Monthly Report Triunfo Water & Sanitation District

For the month of: March 2020

The billing period for this invoice is 03/01 through 03/28/2020 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-BCN02 (221302) – WASTEWATER – BELL CYN – OPERATIONS

- Staff checked the Bell Canyon lift station multiple times.
- Staff ran the generator / monthly inspections.
- 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. Supervisor reviewed the CCTV reports.
- Staff marked dig alerts. Staff logged the 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.
- Staff inspected a main line installation.

TWSD-COL02 (221400) – ENGINEERING – PROJECTS

- Staff checked maps for potential easement conflicts.
- Staff reviewed blueprints and provided a fixture count.

TWSD-COL03 (221202) – N. SHORE TANK MAINT

- Staff created and dispatched work orders.
- Staff dropped enzymes into sewer tanks.

TWSD-COL04 (221203) – MANHOLE REHAB

- Staff worked on manhole inspections and manhole rehab. Staff set up appropriate traffic control as needed.
- Staff scanned and saved confined space entry forms.

TWSD-COL06 (221501) – WW-EPG SOURCE CONTROL

- Staff made updates to the food service establishment documents.
- Staff worked on the FOG program database (updates & preparations).
- Staff worked on an industrial permit.

TWSD-COL09 (221206) – WW MAINTENANCE SCADA

- Staff worked on the Polo and Lakeside project development (electrical design development).
- Staff worked on radio network software install. Staff updated the found radios firmware, set up and tested email capacities.
- Staff met with So Cal Edison at the Polo and Lakeside lift stations.
- Staff worked on a flowmeter vault drawing and BOM creation for the Lakeside control panel design.
- Staff troubleshoot dial security alarms (zone 3).

TWSD-COL18 (221411) – WW-ENG-BC COMMUNICATIONS & CNT

- Staff worked on getting information for a network security device and internet provider for Bell Canyon.
- Staff performed a cellular gateway test.

TWSD-COL20 (221413) – WW-HOT SPOT REDUCTION

- Staff used the CCTV in TWSD areas.
- Staff surveyed hotspot areas in TWSD.
- Staff worked on cleaning hotspots.

TWSD-COL21 (221414) – WW-LAKE SHERWOOD VGGSS

- Staff worked on the Lakeside lift station project – Staff took measurements of the check valve vault cover. Staff ordered new valves from Famcon.

GENERAL ADMINISTRATION

TWSD-GEN01 (121100) – CENTRAL ADMINISTRATION

- The Finance Department staff provides general accounting services including processing of accounts payables, accounts receivables, bank reconciliation, fixed asset management and depreciation calculation, purchasing processing, deposit preparation, cash receipts, and daily cash management of the District's funds.

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

- See General Manager for information on this project.

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

- See General Manager for information on this project.

POTABLE WATER SYSTEM

TWSD-POT01 (222300) – POTABLE WATER – OPERATIONS

- 129 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 of 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 / runs
- Worked on the TWSD monthly report.
- Staff made changes to the SCADA system. Adjusted tank levels for weather.
- 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 gathering water loss information.
- Staff worked on creating SOP's.
- Staff attended tailgate meetings.
- Staff replaced broken meter box lids.
- Staff performed fire flow tests and submitted completed applications to Debbie West.
- Staff worked with a contractor who is doing work for the County of Ventura (catch basin work). Line location.
- Staff worked on the backflow list in SEMS. Staff entered I.D. numbers.
- Staff attended an Urban Water Management Plan webinar.
- Staff attended a confined space training class (proper use of the gas tech).
- Staff attended a management / supervisor training seminar.
- Staff worked on fire flow test calculations and submitted the results to Debbie West.
- Staff attended an OERP presentation at Bailard.
- Staff had a conference call with Verizon Wireless to discuss their schedule.
- Staff worked with a Verizon Wireless contractor to move the COLT from the OCR to the Kilburn Reservoir.
- Staff met and worked with Cal Prime – County of Ventura catch basin work. We marked our water lines for them.

- Staff worked on finding ideal locations for pressure monitoring stations in each pressure zone in Oak Park.

Potable Water Use:

Falling Star Turn out 34,536,656 Gallons = Monthly Flow Total

*All water coming into the distribution system is now being metered through the Falling Star turnout.

Emergency Generator Use:

Lindero Generator Run Hours – Routine Maintenance: 0.3 hrs

Lindero Generator Run Hours – Emergency Use: 0.0 hrs

Deerhill Generator Run Hours – Routine Maintenance: 0.3 hrs

Deerhill Generator Run Hours – Emergency Use: 0.0 hrs

TWSD-POT02 (222304) – PW-OPER-ANODE CHECKS/LEAK DET

- Staff started prepping for proactive leak detection by route.

TWSD-POT03 (222400) – PW-ENGINEERING PROJECTS

- GIS correspondence.

TWSD-POT04 (222301) – OPERATIONS – PW SYS REPAIRS

- Staff worked with a contractor to repair a service line leak at 446 Vista Dorado.
- Staff created a work order for 446 Vista Dorado and gathered labor hours and mileage.
- Staff worked with a County of Ventura contractor to locate lines for their catch basin project.

TWSD-POT05 (222501) – WATER CONSERVATION PROGRAM

- Staff worked on and submitted the TWSD drought report.
- Staff reviewed customer accounts for possible leaks / continuous usage.
- Staff created and dispatched leak check / continuous usage work orders.
- Staff updated the continuous usage spreadsheet.
- Staff worked on water loss reporting.
- Staff started prepping for proactive leak detection by meter route.
- Staff started preparing for the Oak Park CCR and EAR.

TWSD-POT06 (222500) – POTABLE WATER – ENVIRONMENTAL PROGRAMS

- Staff worked on / submitted monthly reports to the CDPH.
- Staff reviewed analytical results.
- Staff reviewed the water quality maps.
- Staff updated the sample tracker.
- Staff made updates to the water loss spreadsheet.
- Staff worked on the 2019 Oak Park Consumer Confidence Report.

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 66 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.
- 137 Delinquent notices were posted on 03/05/2020. Pictures were taken of all.
- 8 Services were shut off for nonpayment on 03/10/2020. 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 downloaded and archived pictures of the delinquent and shut off notices.
- Staff reviewed missed customer calls, voicemails and emails.

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

- Staff worked on fire hydrant maintenance.
- Staff replaced fire hydrants in the Conifer Zone.

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.
- Staff updated the meter change out spreadsheet and sent the new meter information to finance.

TWSD-POT12 (222200) – PW MAINTENANCE

- Staff inventoried Cla-val parts. Staff identified and inspected valves that need to be serviced as part of the preventative maintenance program.
- Staff replaced the fan at the Lindero Pump Station.

TWSD-POT18 (222302E) – PW – CUST SVC – EMERG CALL-OUTS

- 03/02/2020- Call out to 6195 Deerhill - no water and had confirmation of service.
- 03/28/2020 – Call out to 936 Quarterhorse - broken supply line after the meter.

TWSD-POT19 (222301E) – PW-OPER SYS RPR EMER CALL-OUT

- 03/21/2020 - Resident call that water was running out on Golden Eagle Dr. / Golden Nugget Way. Staff found backflow was leaking and turned off backflow valves.

TWSD-POT21 (222307) – PW-OPERATIONS – METER READINGS

- Zero consumption review.
- Staff investigated meters in the field with communication issues. Staff replaced cords and radios as needed. Staff cleared alarms with a handheld.
- Staff created and dispatched work orders.

TWSD-POT22 (222202) – POTABLE WATER – MAINTENANCE – SCADA

- Staff worked on the Smoketree plc program changes.
- Staff worked on the Kanan radio project. Staff replaced the ups battery.
- Staff did software updates.
- Staff worked on replacing the flow meter on the inlet line at the Oak Canyon Reservoir. Staff installed a new ground cable. Staff tested the flow meter and put it back in operation.

TWSD-POT23 (222201) – PW-MAINTENANCE PREVENTATIVE

- Staff used the Ditch Witch to clean valve stacks in the Lower Deerhill Zone.
- Staff performed site maintenance at TWSD sites. Staff prepared for the rain by setting up sand bags, straw wattle and cleaned v-ditches.
- Staff replaced the vent fan at the Lindero Pump Station.
- Staff worked on developing the preventative maintenance program.
- Staff performed air-vac pm's at the Deerhill Pump Station.
- Staff installed a new flow meter on the inlet line at the Oak Canyon Reservoir.
- Staff performed electrical pm's at the Deerhill Pump Station.
- Staff performed Cla-val maintenance.
- Staff worked on the hydro pneumatic level controls at Deerhill Pump Station.
- Staff looked into a power issue at the Kilburn Reservoir.
- Staff updated the asset management and maintenance logs for Oak Park.

RECLAIMED/RECYCLED WATER SYSTEM

TWSD-RCL01 (223300) – RECLAIMED WATER - OPERATIONS

Staff performed reclaimed water meter reads on 3/19/2020 for Oak Park and Lake Sherwood. Staff submitted the reclaimed water meter reads to Finance for billing. Rounds at the Reclaimed Booster Station were performed three times a week.

Other (non-routine) activities included:

- Reclaimed system rounds.
- Staff grabbed the Lake Sherwood reclaimed meter reads.
- Staff notified landscapers of leaks and assisted with shutting off services.
- Staff marked dig alerts.
- Staff gathered reclaimed water data for Calleguas.

TOTAL RECLAIMED WATER USE:

Oak Park System 9,419,145 Gallons

Lake Sherwood usage: 956,767 Gallons

TWSD-RCL03 (123100) – RW – ADMIN – CUSTOMER SERVICE

- Administrative staff assists the users of the reclaimed water system by mail or by telephone; processes payments and generates monthly billings, and other reporting duties.

TWSD-RCL04 (223300E) – RW-OPER EMERGENCY CALL-OUT

- 03/08/2020 - Resident called stating sprinklers on Kanan had been stuck on for hours and flooding the area.

TWSD-RCL05 (223200) – RW – MAINTENANCE

- Staff worked on servicing Cla-vals throughout Oak Park.
- Staff ordered and picked up Cla-val parts for future work.
- Staff replaced the sump pump at the Reclaimed Booster Station.
- Staff troubleshot and reset the cellular gateway at the reclaimed pump station.

TWSD-RCL06 (223400) – RW-ENGINEERING

- Tetra Tech service/invoicing.

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: March 2020

Total Gallons	
Lake Station	6,631,180
Polo Fields	2,019,080
Carlisle	280,110
Bell Cyn/TSD	3,077,104
Bell Cyn L/S	237,130

- Staff checked the TWSD lift stations multiple times per week.
- Staff performed monthly generator checks / runs.
- Staff did site maintenance.

TWSD-WWW02 (221200) – WW MAINTENANCE

- Staff worked on developing a preventative maintenance program for the TWSD lift stations.

TWSD-WWW04 (221300) – OPERATIONS – ADMINISTRATION FIELD

- Staff entered monthly data, scanned and saved logs to the server.

TWSD-WWW13 (221210) – FIXTURE COUNTS

- Staff performed fixture counts.
- Staff updated the fixture count database.
- Staff worked on gathering home owner association contacts and gate codes to access areas needed for fixture counts.

If you have other questions or concerns, please contact me at (805) 658-4648.



RICHARD JONES – OPERATIONS MANAGER

TRIUNFO WATER & SANITATION DISTRICT
Costs by Type - Monthly

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

Row Labels	Labor	Equipment	Material	Subcontractor	Other	Supply	Total
3/31/2020							
ADMIN	45,616.25	-	-	20,111.25	4,627.84	24,739.09	70,355.34
POTABLE	97,970.00	7,074.64	6,681.82	16,012.64	494.95	23,189.41	128,234.05
PW ADMIN	25,758.00	-	-	-	5,460.44	5,460.44	31,218.44
RECYCLED	6,136.50	775.50	420.49	2,336.04	-	2,756.53	9,668.53
RW ADMIN	264.00	-	-	-	736.49	736.49	1,000.49
WASTEWATER	112,843.50	23,425.78	15,139.44	2,722.43	1.70	17,863.57	154,132.85
WW ADMIN	-	-	534.75	3,335.01	1,980.50	5,850.26	5,850.26
3/31/2020 Total	288,588.25	31,275.92	22,776.50	44,517.37	13,301.92	80,595.79	400,459.96
Grand Total	288,588.25	31,275.92	22,776.50	44,517.37	13,301.92	80,595.79	400,459.96

45-100-20000	(70,355.34)				
45-270-20000	(159,983.11)				
45-370-20000	(159,452.49)				
45-470-20000	(10,669.02)				
45-100-52067	45,616.25				
45-100-52068	-				
45-100-52069	24,739.09			121104	-
45-100-52001	-	Board Expens	121100		-
45-100-52040	-	Memberships	121100		-
45-100-52035	-	Conferences	121100		-
45-210-52067	112,843.50			121100	-
45-210-52068	23,425.78				-
45-210-52069	17,863.57				-
45-270-52067	-				-
45-270-52068	-				-
45-270-52069	5,850.26				-
45-270-52010	-	Memberships	121101		-
45-270-52035	-	Conferences	121104		-
45-310-52067	97,970.00				-
45-310-52068	7,074.64				-
45-310-52069	23,189.41				-
45-370-52067	25,758.00				-
45-370-52068	-				-
45-370-52069	5,460.44				-
45-370-52010	-	Memberships	122100		-
45-370-52035	-	Conferences	122100		-
45-410-52067	6,136.50				-
45-410-52068	775.50				-
45-410-52069	2,756.53				-
45-470-52067	264.00				-
45-470-52068	-				-
45-470-52069	736.49				-
45-470-52035	-	Conferences	123100		-
Total	400,459.96				
Monthly Total	400,459.96				
Crosscheck	-				

TRIUNFO WATER & SANITATION DISTRICT
Costs by Type - Monthly
Year-to-Date as of March 31, 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 March 31, 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
3/31/2020						
ADMIN	\$ 45,616	\$ -	\$ -	\$ 20,111	\$ 4,628	\$ 70,355
BELL CYN	\$ 2,296	\$ 353	\$ 35	\$ -	\$ 1	\$ 2,684
POTABLE	\$ 123,728	\$ 7,075	\$ 6,682	\$ 16,013	\$ 5,955	\$ 159,452
RECYCLED	\$ 6,401	\$ 776	\$ 420	\$ 2,336	\$ 736	\$ 10,669
WASTEWATER	\$ 110,548	\$ 23,073	\$ 15,640	\$ 6,057	\$ 1,982	\$ 157,299
3/31/2020 Total	\$ 288,588	\$ 31,276	\$ 22,777	\$ 44,517	\$ 13,302	\$ 400,460
Grand Total	\$ 2,491,213	\$ 214,324	\$ 285,086	\$ 246,080	\$ 113,512	\$ 3,350,215

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

Invoice

DATE	INVOICE #
3/31/2020	111

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

APPROVED FOR PAYMENT			
(Attached)			
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION			ACCT USE ONLY
<i>Jocelyn Adlao</i> <small>SIGNATURE & DATE</small>			EAZ <small>ACCT USE ONLY</small>
AUTHORIZATION FOR PAYMENT			
SIGNATURE & DATE			

DUE DATE
4/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
Triunfo Water & Sanitation District General Manager Services			0.00
03/02/20 Various TWSD Projects TWSD Agenda Prep Phone conference w/John Mathews Phone conference w/Janna Orkney Meeting w/Chris Theisen to discuss VRSD Board Meeting Agenda Report Travel to and attend meeting w/Dave Pedersen and Director Nye Attend JPA Board Meeting	11	126.75	1,394.25
03/03/20 Various TWSD Projects JPA Board Meeting debrief Attend Core Management Team Weekly Meeting Review and approve TWSD Invoices Review/Respond to customer concerns Meeting w/Chris Theisen to discuss several issues TWSD Agenda Prep	9.5	126.75	1,204.13
03/04/20 Various TWSD Projects Phone conference w/John Mathews Review and sign Vta Co Easement Document for Bridgegate Debris/ Retention Basin Meeting w/Tim Doyle to review several projects Meeting w/Vickie Dragan to discuss VRSD/TWSD Transition Plan	9	126.75	1,140.75
03/05/20 Various TWSD Projects VRSD Board Meeting Pre-Meeting w/James Wall Attend VRSD Board Meeting Phone conference w/John Mathews Phone conference w/Janna Orkney Meeting w/Tim Doyle to discuss several projects TWSD Agenda Prep Meeting w/Chris Theisen to discuss several issues	8.5	126.75	1,077.38

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

Invoice

DATE	INVOICE #
3/31/2020	111

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

DUE DATE
4/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
03/06/20 Various TWSD Project Phone conference w/Tim Doyle Site Visit-Oak Park, Lake Sherwood	6.5	126.75	823.88
03/09/20 Various TWSD Projects Phone conference w/John Mathews Meeting w/Chi Hermann to discuss several projects Meeting w/Chris Theisen to discuss VRSD/TSWD Transition Plan TWSD Agenda Prep	8	126.75	1,014.00
03/10/20 Various TWSD Projects TWSD Agenda Prep Monthly Legal Counsel Meeting Weekly TWSD Core Management Meeting Meeting w/Vickie Dragan to discuss several projects Review/Respond to customer concerns	9	126.75	1,140.75
03/11/20 Various TWSD Projects TWSD Agenda Prep Meeting w/Tim Doyle to discuss Lakeside Pump Station Project Review TWSD Budget Report VRSD/TWSD Transition Plan Meeting w/Core Management Team	9	126.75	1,140.75
03/12/20 Various TWSD Projects Meeting w/Tim Doyle regarding Verizon Cell Upgrade Project Travel to and attend Legai Issues Meeting Phone conference w/Janna Orkney TWSD Agenda Prep Review Govenors Emergency Executive Order	8	126.75	1,014.00
03/13/20 Various TWSD Projects TWSD Agenda Prep Review/Respond to custome Concerns VRSD/TWSD Transition Plan	7	126.75	887.25

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

Invoice

DATE	INVOICE #
3/31/2020	111

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

DUE DATE
4/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
03/16/20 Various TWSD Projects Phone conference w/John Mathews regarding Board Meeting Teleconference Phone conference w/James Wall regarding virus related issues Phone conference w/Janna Orkney regarding several issues Phone conference w/Tim Doyle regarding TWSD Agenda Review Goveners Executive Order addressing virus related requirements	9	126.75	1,140.75
03/17/20 Various TWSD Projects Meeting w/Core Management Team to develop Telework Plan Phone conference w/John Mathews to discuss several matters Meeting w/Tim Doyle to review Verizon's Kilburn Tank Site status Phone conference w/Chris Theisen regarding office staffing plan and schedule TWSD Agenda Prep	9	126.75	1,140.75
03/18/20 Various TWSD Projects Work w/FTI to implement remote work site access to VRSD Computer Server TWSD Agenda Prep Phone conference w/Rafelis to review rate study issues Phone conference w/Vickie Dragan to discuss several projects	9	126.75	1,140.75
03/19/20 Various TWSD Projects Phone conference w/Tim Doyle regarding Rate Study Agenda Report Review Draft Bill Stuffer Review Teleconference Format for TWSD Board Meeting Review TWSD Board Meeting Agenda Packet Phone conference w/Tim Doyle to discuss several projects Phone conference w/John Mathews regarding Board Meeting	9	126.75	1,140.75

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

Invoice

DATE	INVOICE #
3/31/2020	111

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

DUE DATE
4/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
03/20/20 Various TWSD Projects Phone conference w/Johjn Mathews Phone conference w/Tim Doyle Phone conference w/Verizon regarding Kilburn Tank Site Project issues Phone conference w/Ken Hume regarding R/W CIP	8	126.75	1,014.00
03/23/20 Various TWSD Projects Phone conference w/John Mathews regarding TWSD Board Meeting Phone conference w/Tina Rivera regarding Rate Study Presentation Phone conference w/Clerk of the Board to discuss Board Meeting Teleconference issues Phone conference w/Tim Doyle to discuss several projectsj	9.75	126.75	1,235.81
03/23/20 Participate in TWSD Board Meeting Teleconference			158.44
03/24/20 Various TWSD Projects Phone conference w/John Mathews regarding several TWSD matters Phone conference w/Sandy Warren regarding several public outreach projects TWSD Board Meeting debrief Phone conference w/Vickie Dragan regarding TWSD Invoice approval process	8.5	126.75	1,077.38
03/24/20 Phone conference w/Sandy Warren regarding payment for damaged fire hydrant Phone conference w/Tim Doyle regarding Prop 218 notices Phone conference w/Janna Orkney Phone conference w/Sandy Warren regarding TWSD Facebook update			0.00

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

Invoice

DATE	INVOICE #
3/31/2020	111

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

DUE DATE
4/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
03/25/20 Various TWSD Projects TWSD/VRSD Weekly Staff Meeting TWSD Core Management Team Meeting Phone conference w/Tim Doyle regarding several projects Phone conference w/Janna Orkney Phone conference w/Finance Staff Phone conference w/Sandy Warren	8	126.75	1,014.00
03/26/20 Various TWSD Projects Phone conference w/Tim Doyle regarding Prop 218 notice mailing Phone conference w/Janna Orkney regarding outreach issues/concerns Phone conference w/Sandy Warren regarding outreach options/updates Phone conference w/James Wall regarding Acorn Newspaper Ad Conference call w/Finance Staff	8.5	126.75	1,077.38
03/26/20 Review Comparable Agency List for Class and Comp Consultant			0.00
03/27/20 Various TWSD Projects Phone conference w/John Mathews Phone conference w/Finance Staff Review Draft Acorn Newspaper Outreach Ad Review GMP/GSP Workshop Minutes and Powerpoint Presentation	8	126.75	1,014.00
03/30/20 Various TWSD Projects Phone conference w/Chi Hermann regarding Class and Comp Study kickoff conference call Phone conference w/John Mathews Phone conference w/Sandy Warren regarding website update Phone conference w/Tim Doyle regarding several projects Phone conference w/Sandy Warren regarding email issues	8.5	126.75	1,077.38
03/30/20 Phone conference w/Vickie Dragan regarding several projects			0.00

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

Invoice

DATE	INVOICE #
3/31/2020	111

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

DUE DATE
4/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
03/31/20 Various TWSD Projects Phone conference w/John Mathews Phone conference w/ Core Mgmt Team Phone conference w/HR Consultant Phone conference w/Chi Hermann regarding as-needed Engineering Services RFP Phone conference w/Mary Vorissis regarding regarding as-needed Engineering Services RFP/Proposal Process	8	126.75	1,014.00
Total			24,082.53

From: [Mark Norris](#)
To: [Jocelyn Adlao](#); [Yagnesh Prajapati](#); [Regina Williams](#)
Subject: Fwd: Mark Norris- March TWSD Invoice
Date: Wednesday, April 1, 2020 2:25:07 PM

All,
Please see attached Invoice approval.

Thanks, Mark

Sent from my iPhone

Begin forwarded message:

From: James Wall <jlwall2016@gmail.com>
Date: April 1, 2020 at 2:22:26 PM PDT
To: Mark Norris <marksnorris@hotmail.com>
Subject: Re: Mark Norris- March TWSD Invoice

Mark,

Your March invoice is approved.

James Wall

On Wed, Apr 1, 2020 at 2:19 PM Mark Norris <marksnorris@hotmail.com>
wrote:

|

Mark Norris Invoice - TSD

	121100	122100	123100	121101	121109	121106	123101	123103	121108	122710	122501	121104	121105	Total
Date	CA	Potable Water	Recycled Water	Wastewater	Name Change	Lakeside Lft	RW CIP	RW Regency CIP	NS Gravity Vacuum[VG GSS]	Woolsey Fire	Water Conserve	JPA-IPR	Trentham Levan	Hours
03/02/20	11.00													11.00
	9.50													9.50
	9.00													9.00
	8.50													8.50
	6.50													6.50
	8.00													8.00
	9.00													9.00
	9.00													9.00
	8.00													8.00
	7.00													7.00
	9.00													9.00
	9.00													9.00
	9.00													9.00
	9.00													9.00
	8.00													8.00
	9.75													9.75
	1.25													1.25
	8.50													8.50
	8.00													8.00
	8.50													8.50
	8.00													8.00
03/31/20	8.50													8.50
	8.00													8.00
	-													-
	-													-
	190.00	-	-	-	-	-	-	-	-	-	-	-	-	190.00
	24,082.50	-	-	-	-	-	-	-	-	-	-	-	-	24,082.50

\$ 126.75 \$ 126.75 24,082.53
(0.03)

PO#114		OH Charge		
45-100-52080-121100	16,255.71	2,438.36	121100	67.5%
45-370-52080-122100	2,348.05	352.21	122100	9.8%
45-470-52080-123100	1,444.95	216.74	123100	6.0%
45-270-52080-121101	1,866.40	279.96	121101	7.8%
45-270-52080-121104	2,167.43	325.11	121104	9.0%
45-100-52080-121100	rounding	-	121100	
	<u>24,082.53</u>	<u>\$ 3,612.38</u>		100%
	0.03			

FY20 Budget-TWSD Norris Budget

Item # 14

PO# 120

INVOICE

Chi Hermann Consulting
 707 Via Zamora
 Camarillo, CA 93010

APPROVED FOR PAYMENT			
45-270-52080	121101	\$4,189.50	
45-370-52080	122100	\$4,189.50	
45-470-52080	123100	\$ 931.00	
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION			ACCT USE ONLY
<i>Jocelyn Adlao</i>			EAZ
SIGNATURE & DATE			
AUTHORIZATION FOR PAYMENT			MSN
			SIGNATURE & DATE

DATE	INVOICE NO.
3/31/2020	106

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 3/1/20 through 3/31/20: ❖ TWSD-250 Sewer Fees (Finalize 5 year rates) ❖ TWSD-350 PW Fees (Finalize 5 year rates) ❖ TWSD-450 RW Fees (Finalize 5 year rates) ❖ Rate Study (Final proposed 5 year rates) ❖ Class & Comp (Kickoff mtg, initial comparators list, initial classification descriptions, backup data to consultant) ❖ Covid-19 coordination/logistics for team working at home ❖ On-call Engineer SOQ ❖ Meetings (Management Group on various projects and issues, board packet agenda and review, Ops bi-weekly, Board meetings, etc.) ❖ FY2021 Budget (Hourly rates analysis) ❖ Monthly Budget/Labor Report (VRSD Contract) ❖ Monthly Water Sales vs Purchase ❖ Misc (new legislation, customer service issues, billing issues, etc.)	98	\$95.00	\$9,310.00
		TOTAL	\$9,310.00

Please make checks payable to: Chi Hermann Consulting

THANK YOU FOR YOUR BUSINESS!

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

APPROVED FOR PAYMENT			
(See below)			
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION			ACCT USE ONLY
			EAZ
SIGNATURE & DATE			
AUTHORIZATION FOR PAYMENT			
			
			SIGNATURE & DATE

DATE: March 31, 2020
INVOICE #: DCS_TWSD-103
FOR: Project Management Services



DESCRIPTION	AMOUNT
140 hours of contract services @ \$119.00/hr for Triunfo Water & Sanitation District's projects as follows: 45-100-52080 121100 \$6,640 General Admin - \$6,640 45-270-52080 121101 \$4,980 WW Admin - \$4,980 45-370-52080 122100 \$3,380 PW Admin - \$3,380 45-470-52080 123100 \$1,660 RW Admin - \$1,660 Tasks worked on during the 3/1/20 to 3/31/20 period include: Provided project management coordination with various TWSD project components. Drafted Board documentation for the March meeting and teleconferenced into 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, coordinating final documents; coordinated RA with City of TO for manhole raising and organizing final version; coordinated with Legal Counsel for lease amendment with AT&T at Kilburn, Prop 218 process/notices, 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 scheduled 3 public hearings for 3 Ordinances based on completed rate studies, coordinated mailing of notices to affected customers; 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, County approved process and COLT was relocated; 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 are pending; coordinated with LDC for easement deeds for Tract 4192; continued coordination with Legal Counsel and Developer for Saddlebow Road main line sewer extension; coordinated preliminary documents for HOA requested use of District lift station power for security purposes (Westlake Village and North Ranch); participate in numerous teleconferences with staff, contractors, and outside agencies (no in-person meetings due to the COVID-19 pandemic); worked on organizational issues for District; assisted GM with other administrative requests and directives from the TWSD Board Reference: TWSD Contract No. T19-008	\$ 16,660.00
TOTAL	\$ 16,660.00

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!

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

APPROVED FOR PAYMENT			
45	100	52080	121100
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION			ACCT USE ONLY
<i>Jocelyn Adlao</i> SIGNATURE & DATE			EAZ
AUTHORIZATION FOR PAYMENT			MSN SIGNATURE & DATE



From the ashes we rise

INVOICE NO. 006

APRIL 1, 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 March 2020	42.50	\$120.00	\$5,100.00
	Attended various meetings and teleconferences with core management staff and general manager. Attended the TWSD Regular Board meeting via teleconference.			
	Worked with FTI to setup laptop for remote access and to open and retrieve files on the server in response to the COVID 19 protocol. Reviewed Board letters and Raftelis PW, RW, & SS rates.			
	Teleconference with Koff & Associates for the initial meeting and discussion of the Class & Comp study. Responded to various emails, calls, and questions.			
	Reviewed the various financial information provided by VRSD staff. Started initial review of various job descriptions for the C&C study.			

SUBTOTAL	\$5,100.00
SALES TAX	0
TOTAL DUE BY DATE	\$5,100.00

Thank you for your business!

Make checks payable to: Vickie Dragan
Payment Due Upon Receipt

This page is intentionally blank