

**TRIUNFO WATER & SANITATION DISTRICT
DISBURSEMENTS
5/1/20-5/31/20**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009664	\$110.95	5/7/2020	AT&T APR 20 - U VERSE TWSD PW OPS
009665	\$24,652.88	5/7/2020	MARK NORRIS CONSULTING, LLC APR 20 - CONSULTING SERVICES
009666	\$5,520.00	5/7/2020	VICKIE DRAGAN APR 20 - CONSULTING SERVICE
009667	\$47.86	5/7/2020	MANISH DRONA REFUND TWSD CREDIT BALANCE
009668	\$1,303.84	5/14/2020	COUNTY OF VENTURA 1/1-3/31 - CROSS CONNECTION
009669	\$64.04	5/14/2020	FRONTIER COMMUNICATIONS 5/7-6/6 - THOUS OAKS TELE/MAINT
009670	\$18,459.00 \$8,885.00 \$9,574.00	5/14/2020	CITY OF LOS ANGELES MAY 20 - CAP PORTION OF ASSSC MAY 20 - O&M PORTION OF ASSSC
009671	\$91.73	5/14/2020	MCI APR 20 - 800# FOR TWSD CUSTOMERS
009672	\$169.24	5/14/2020	WM CORPORATE SERVICES, INC. MAY 20 - WASTE MGMT SERVICES
009673	\$22.56	5/14/2020	FOUR OAKS REAL ESTATE 47-151 REFUND TWSD CREDIT BALANCE
009674	\$68.40	5/14/2020	AMY SHIANG REFUND TWSD CREDIT BALANCE
009675	\$13,370.00	5/21/2020	CA ASSOC OF SANITATION AGENCIES 2020 MEMBERSHIP RENEWAL
009676	\$386.68 \$212.44 \$56.44 \$56.44 \$61.36	5/21/2020	FRONTIER COMMUNICATIONS 5/7-6/6 - 56K NETWORK SCADA OP 5/7-6/6 - LK SHERWOOD STAFFORD 5/7-6/6 - 654 LAKE SHERWOOD DR 5/7-6/6 - N RANCH PUMP STATION

**TRIUNFO WATER & SANITATION DISTRICT
DISBURSEMENTS
5/1/20-5/31/20**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009677	\$77.55	5/28/2020	AT&T
	\$56.17		MAY 20 - OAK CANYON PROJECT HL
	\$21.38		MAY 20 - 63 BUCKSKIN RD LD
009678	\$1,000.00	5/28/2020	2829 TOWNSGATE 2 LLC
			Utility Account: S03405.01
009679	\$940.02	5/28/2020	S R ASSOCIATES
			Utility Account: S06375.01
ACH TXF	\$497.20	5/29/2020	LINCOLN NATIONAL
			5/29/20 - DEFERRED COMP
EFT000000000000000880	\$8,645.00	5/7/2020	CHI HERMANN
			APR 20 - CONSULTING SERVICES
EFT000000000000000881	\$15,470.00	5/7/2020	DOYLE CONSULTING SERVICES
			APR 20 - CONSULTING SERVICES
EFT000000000000000882	\$988.88	5/7/2020	CATHERINE LAYNE
			REIMBURSE - CLAIM DATE 4/29/20
EFT000000000000000883	\$9,991.38	5/7/2020	SOUTHERN CALIFORNIA EDISON
			APR 20 - MASTER BILL
EFT000000000000000884	\$3,696.00	5/14/2020	ARNOLD BLEUEL LAROCHELLE MATHEWS & ZIRBEL LLP.
			CENTRAL ADMIN, PW, RW
EFT000000000000000885	\$107,359.65	5/14/2020	BANC OF AMERICA LEASING
			PAYMENT OF AMI LOAN
EFT000000000000000886	\$436,419.09	5/21/2020	VENTURA REGIONAL SANITATION DISTRICT
			VRSD CONTRACT SVCS - APR 20
EFT000000000000000887	\$240,693.55	5/28/2020	CALLEGUAS MUNICIPAL WATER DISTRICT
			APR 20 - POTABLE WATER
EFT000000000000000888	\$157.96	5/28/2020	JANNA ORKNEY
			ACWA 2020 CONF AIRFARE REIMB

**TRIUNFO WATER & SANITATION DISTRICT
DISBURSEMENTS
5/1/20-5/31/20**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
EFT000000000000000889	\$704.80	5/28/2020	LEON SHAPIRO
			WASH DC LBY TRIP AIRFARE REIMB
TOTAL	\$890,908.26		



Water & Wastewater Monthly Report

Triunfo Water & Sanitation District

For the month of: April 2020

The billing period for this invoice is 03/29 through 04/25/2020 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 used the CCTV during hotspot cleaning.
- Staff met with Spectrum.
- Staff met with a contractor at 31 Appaloosa to schedule a connection hookup. Staff inspected work after completed.
- Staff marked dig alerts.

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

- Staff checked the TWSD lift stations multiple times per week.
- Site maintenance.
- Staff performed monthly generator checks / runs.
- Staff worked on an APCD report for the emergency generators.
- Staff investigated lift station alarms.
- Staff met with Dial Security at Lakeside LS.

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 used the push camera to locate manholes.
- 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 confirmed sewer service at multiple addresses.

TWSD-COL02 (221400) – ENGINEERING – PROJECTS

- Staff reviewed blueprints and confirmed no potential easement conflicts at 1884 Mesa Ridge (Woolsey Fire) rebuild.

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

- Vactor was charged to this work order on 4/14 instead of 221201. This will be corrected next billing cycle.

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 worked on the FOG program database (updates & preparations).
- Staff worked on the Dental Amalgam updates.
- Nanofilm correspondence, February and March results (updated the table).

TWSD-COL09 (221206) – WW MAINTENANCE SCADA

- Staff worked on building the Lakeside Lift Station panel.
- Staff worked on PLC / HMI programming.
- Staff worked on the Polo Lift Station totalizer.
- Staff investigated false alarms at Lakeside Lift Station.

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

- Staff ordered a new firewall device for the lift station comms.
- Staff met with Spectrum to review installation requirements.

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 (part check in).

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.

TWSD-GEN11 (121120) – ADMIN-COVID19

- See General Manager for information on this project.

POTABLE WATER SYSTEM

TWSD-POT01 (222300) – POTABLE WATER – OPERATIONS

- 124 samples were analyzed from the tank sites and sample stations. These samples include total chlorine, coliform bacteria, HPC, Nitrite-N, Monochloramines and Free Ammonia.
- 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 attended tailgate meetings.
- Staff replaced broken meter box lids.
- Staff performed fire flow tests and submitted completed applications to Debbie West.
- Staff worked on the backflow list in SEMS. Staff entered ID numbers.
- 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.
- Staff met with General Manger via conference call.
- Staff met with the County of Ventura inspector to look at a buckled sidewalk complaint in front of our meter cage.
- Staff is gathering information that was requested from Calleguas for the upcoming tie in project.
- Staff attended a hazardous material training meeting via go to meeting.
- Staff worked on a report for APCD (emergency generators) hours / maintenance records.
- Staff attended a Covid-19 webinar.

Potable Water Use:

Falling Star Turn out

36,211,428 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 worked on creating a leak detection spreadsheet.
- Staff started working on proactive leak detection by route.

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

- Staff replaced a broken angle stop at 6608 Maplegrove.
- Staff worked with a contractor to replace two sections of sidewalk that buckled in front of our meter on Rockfield St. Staff met with the County of Ventura inspector.

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 continued to work on the 2019 Electronic Annual Report.

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.
- Staff watched a webinar hosted by the EPA on Drinking Water Regulations.
- Staff worked on Emergency Drought Reporting.
- Staff exported lab results to the server and database.

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 42 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.
- Multiple high bill/check for leak investigations were conducted.
- Staff set up water audit appointments.
- 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 reviewed missed customer calls, voicemails and emails.

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

- Staff worked on fire hydrant maintenance in the lower Deerhill zone including painting.

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.
- Staff downloaded, organized, and archived meter replacement and mxu pictures.

TWSD-POT12 (222200) – PW MAINTENANCE

- There is some equipment that should have been to charge it to 222201. This will be corrected next billing cycle

TWSD-POT17 (222300E) – PW – OPERATIONS CALL-OUT

- 03/31/2020 – Staff responded to an alarm at Deerhill pump station.

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

- 04/11/2020 – Staff shut off water at 697 Suttan Crest Trail (broken pipe).

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

- Staff reviewed Analytics meter alarms.

- Staff created and dispatched work orders.
- Staff downloaded completed meter read work orders.

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

- Resistors, flanges, and gasket purchases.

TWSD-POT23 (222201) – PW-MAINTENANCE PREVENTATIVE

- Staff worked on the Deerhill Pump Station hydro pneumatic tank level controls.
- Staff removed the probes from surge tank 1 and 2 at Deerhill Pump Station for inspection. Staff reinstalled the probes and put them back in operation. Staff is looking into new controllers for the tanks.
- Staff worked on a PM plan for potable water sites.
- Staff performed PMs on Cla-valves throughout Oak Park. Staff cleaned and inspected all parts, replaced all rubber goods, checked electrical connections, tested and put back in operation.
- Staff performed electrical PMs at the Deerhill Pump Station.
- Staff responded to a power failure at the Kilburn Tank. The temporary power cord was damaged. Staff removed the damaged cord and replaced it with a new cord.
- Staff worked on site maintenance throughout Oak Park.

TWSD-POT25 (222203) – PW-MAIN-COATINGS & LININGS

- Staff worked on painting Cla-Valves and large meter piping throughout Oak Park. Staff prepped all piping before painting.

RECLAIMED/RECYCLED WATER SYSTEM

TWSD-RCL01 (223300) – RECLAIMED WATER - OPERATIONS

Staff performed reclaimed water meter reads on 03/30/2020 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 met with General Manager.

TOTAL RECLAIMED WATER USE:

Oak Park System 2,935,885 Gallons

Lake Sherwood usage: 1,253,274 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.

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: April 2020

	Total Gallons
Lake Station	7,024,046
Polo Fields	3,447,830
Carlisle	332,200
Bell Cyn/TSD	3,484,886
Bell Cyn L/S	298,520

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

- Staff worked on APCD report for the emergency generators.
- Staff investigated lift station alarms.
- Staff met with Dial Security at Lakeside LS.

TWSD-WWW02 (221200) – WW MAINTENANCE

- Staff troubleshot and fixed electrical issues (pump seal fail alarm) at the Lakeside Lift Station.

TWSD-WWW04 (221300) – OPERATIONS – ADMINISTRATION FIELD

- Staff scanned and saved monthly data into the server and database.
- Staff monitored SCADA remotely and worked on communication problems.
- Staff met with General Manger via conference call.

TWSD-WWW05 (221301E) – WW-OPS EMERGENCY CALL-OUTS

- 03/30/2020 – Staff responded to high level alarm at Lakeside.

TWSD-WWW13 (221210) – FIXTURE COUNTS

- Staff performed fixture counts and checked for easement conflicts.
- Staff updated the fixture count database.

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



RICHARD JONES – OPERATIONS MANAGER

TRIUNFO WATER & SANITATION DISTRICT
Budget vs. Actual Analysis by Work Order
Year-to-Date as of April 30, 2020

Work Order	Description	Adjusted Budget	Actual Expense	Budget Remaining
121100	TSD-VRSD CA	\$ 761,166	\$ 649,242	\$ 111,924
121101	TSD-WW Administration	\$ 103,027	\$ 62,667	\$ 40,360
121103	TSD-FACEBOOK/TWITTER	\$ 20,124	\$ -	\$ 20,124
121104	TSD-JPA-IPR Project	\$ 3,422	\$ 3,030	\$ 392
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)
121120	TWSD – Admin – COVID19	\$ -	\$ 63	\$ (63)
121710	TSD-WW Woolsey Fire	\$ -	\$ 1,711	\$ (1,711)
122100	TSD-PW Customer Service	\$ 381,712	\$ 328,693	\$ 53,019
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	\$ 12,061	\$ 76,908
221200	TSD-WW Maintenance	\$ 149,670	\$ 39,896	\$ 109,774
221201	TSD-WW-Maintenance Collection Sys	\$ 453,775	\$ 457,499	\$ (3,724)
221202	TSD-N. Shore Tank Maint	\$ 48,825	\$ 69,995	\$ (21,170)
221203	TSD-Manhole Rehab	\$ 325,174	\$ 246,034	\$ 79,140
221204	TSD-WW Maintenance-Preventative	\$ 73,680	\$ 4,277	\$ 69,403
221206	TSD-WW-Maintenance SCADA	\$ 97,110	\$ 59,647	\$ 37,463
221207	TSD-Main - BCYN Collection System	\$ 103,405	\$ 71,005	\$ 32,400
221208	TSD-BCYN- Maint - Preventative	\$ 27,961	\$ 11,045	\$ 16,916
221209	TSD-2107 Trentham	\$ -	\$ 390	\$ (390)
221210	TSD – WW Maintenance – Fixture Counts	\$ -	\$ 19,143	\$ (19,143)
221300	TSD-Administration - Wastewater	\$ 36,260	\$ 15,208	\$ 21,052
221301	TSD-Operations - Wastewater	\$ 105,184	\$ 112,418	\$ (7,234)
221302	TSD-BCYN-Operations	\$ 13,545	\$ 18,871	\$ (5,326)
221303	TSD-BCYN-Operations-Admin	\$ 6,732	\$ 349	\$ 6,383
221400	TSD-Engineering - Projects	\$ 110,474	\$ 8,431	\$ 102,043
221401	TSD-BCYN - Engineering	\$ -	\$ 600	\$ (600)
221411	TSD-WW-Eng-BC Communication & Controls	\$ -	\$ 4,490	\$ (4,490)
221413	TSD-WW-Eng-Hot Spot Reduction	\$ -	\$ 40,515	\$ (40,515)
221414	TSD-WW - Lake Sherwood VGGSS	\$ -	\$ 28,637	\$ (28,637)
221500	TSD-WW - EPG - SSMP	\$ 18,960	\$ 201	\$ 18,759
221501	TSD-WW-EPG-Source Control	\$ 114,915	\$ 35,217	\$ 79,698
221701	WW-POLO LIFT STATION	\$ -	\$ 2,387	\$ (2,387)
222200	TSD-PW - Maintenance	\$ 102,700	\$ 72,381	\$ 30,319
222201	TSD-PW-Maintenance Preventative	\$ 143,757	\$ 77,835	\$ 65,922
222202	TSD-PW-Maintenance SCADA/Elect	\$ 114,801	\$ 86,736	\$ 28,065

TRIUNFO WATER & SANITATION DISTRICT
Budget vs. Actual Analysis by Work Order
Year-to-Date as of April 30, 2020

Work Order	Description	Adjusted Budget	Actual Expense	Budget Remaining
222203	TSD-PW-Main-Coatings & Linings	\$ 27,316	\$ 11,776	\$ 15,540
222300	TSD-Operations - Potable Water	\$ 349,568	\$ 366,710	\$ (17,142)
222301	TSD-Operations - PW Sys Repairs	\$ 278,757	\$ 208,866	\$ 69,891
222302	TSD-PW Customer Service-Field	\$ 188,340	\$ 140,712	\$ 47,628
222303	TSD-PW - Operations-Fire Hydrant	\$ 78,107	\$ 43,090	\$ 35,017
222304	TSD-PW-Oper-Anode Checks/Leak Det	\$ 47,415	\$ 10,243	\$ 37,172
222305	TSD-PW-Operations Meter Replacemnt	\$ 30,975	\$ 34,754	\$ (3,779)
222307	TSD-PW-Operations - Meter Readings	\$ 56,520	\$ 14,006	\$ 42,514
222400	TSD-PW-Engineering Projects	\$ 86,375	\$ 10,796	\$ 75,579
222410	TSD-PW - Eng - Savoy BPS Vault	\$ 19,632	\$ 4,533	\$ 15,099
222411	TSD-PW - Eng - Dive Inspection of PW Tanks	\$ 21,247	\$ 5,980	\$ 15,267
222412	TSD- PW - Eng - Savoy Tank Coating Rehab		\$ 74,041	\$ (74,041)
222500	TSD-PW-Environmental Programs	\$ 73,355	\$ 71,216	\$ 2,139
222501	TSD-PW-EPG-OP Water Conservation	\$ 29,570	\$ 31,165	\$ (1,595)
223200	TSD-RW-Maintenance	\$ 72,837	\$ 94,536	\$ (21,699)
223300	TSD-Operations - Recycled Water	\$ 83,099	\$ 42,852	\$ 40,247
223400	TSD-RW-Engineering	\$ -	\$ 2,336	\$ (2,336)
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	\$ 2,765	\$ (395)
222300E	TSD-PW-Operations Call-out	\$ 12,180	\$ 4,044	\$ 8,136
222300H	TSD-Operations - Potable Water-Holiday Call-Out	\$ -	\$ 552	\$ (552)
222301E	TSD-PW-Oper Sys Rpr Emer Call-Out	\$ -	\$ 5,865	\$ (5,865)
222302E	TSD-PW-Cust Srv Emerg Call-outs	\$ 8,526	\$ 17,526	\$ (9,000)
223300E	TSD-RW-Oper Emergency Call-out	\$ 3,670	\$ 2,760	\$ 910
223300H	TSD RW-OPER HOLIDAY CALL-OUT	\$ -	\$ 2,036	\$ (2,036)
TOTALS		\$ 4,920,684	\$ 3,786,634	\$ 1,134,050

TRIUNFO WATER & SANITATION DISTRICT

Costs by Type - Monthly

Year-to-Date as of April 30, 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

TRIUNFO WATER & SANITATION DISTRICT

Costs by Type - Monthly

Year-to-Date as of April 30, 2020

POTABLE	\$ 99,464	\$ 5,088	\$ 17,403	\$ -	\$ 11,313	\$ 133,268
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
4/30/2020						
ADMIN	\$ 44,225	\$ -	\$ 405	\$ 8,749	\$ 4,689	\$ 58,068
BELL CYN	\$ 4,081	\$ 857	\$ 6,187	\$ -	\$ 1	\$ 11,126
POTABLE	\$ 116,575	\$ 5,688	\$ 8,927	\$ -	\$ 8,014	\$ 139,204
RECYCLED	\$ 2,611	\$ -	\$ -	\$ -	\$ 566	\$ 3,177
WASTEWATER	\$ 139,838	\$ 34,854	\$ 36,660	\$ 4,341	\$ 9,152	\$ 224,845
4/30/2020 Total	\$ 307,330	\$ 41,399	\$ 52,178	\$ 13,090	\$ 22,422	\$ 436,419
Grand Total	\$ 2,798,543	\$ 255,723	\$ 337,265	\$ 259,170	\$ 135,934	\$ 3,786,634

TRIUNFO WATER & SANITATION DISTRICT

Costs by Type - Monthly

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

Row Labels	Labor	Equipment	Material	Subcontractor	Other	Supply	Total
4/30/2020							
ADMIN	44,225.00	-	404.80	8,748.63	4,689.47	13,842.90	58,067.90
POTABLE	89,402.25	5,688.00	8,767.39	-	-	8,767.39	103,857.64
PW ADMIN	27,173.00	-	159.62	-	8,014.08	8,173.70	35,346.70
RECYCLED	2,214.75	-	-	-	-	0.00	2,214.75
RW ADMIN	396.00	-	-	-	566.06	566.06	962.06
WASTEWATER	143,918.75	35,711.00	42,783.40	-	0.50	42,783.90	222,413.65
WW ADMIN	-	-	63.24	4,341.25	9,151.90	13,556.39	13,556.39
4/30/2020 Total	307,329.75	41,399.00	52,178.45	13,089.88	22,422.01	87,690.34	436,419.09
Grand Total	307,329.75	41,399.00	52,178.45	13,089.88	22,422.01	87,690.34	436,419.09

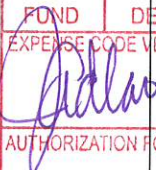
APPROVED FOR PAYMENT

FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION			ACCT USE ONLY
SIGNATURE & DATE			EAZ
AUTORIZATION FOR PAYMENT			
			SIGNATURE & DATE

45-100-20000	(58,067.90)		
45-270-20000	(235,970.04)		
45-370-20000	(139,204.34)		
45-470-20000	(3,176.81)		
45-100-52067	44,225.00		
45-100-52068	-		
45-100-52069	13,842.90		121104
45-100-52001	-	Board Expens	121100
45-100-52040	-	Memberships	121100
45-100-52035	-	Conferences	121100
45-210-52067	143,918.75		121100
45-210-52068	35,711.00		
45-210-52069	42,783.90		
45-270-52067	-		
45-270-52068	-		
45-270-52069	13,556.39		
45-270-52010	-	Memberships	121101
45-270-52035	-	Conferences	121104
45-310-52067	89,402.25		
45-310-52068	5,688.00		
45-310-52069	8,767.39		
45-370-52067	27,173.00		
45-370-52068	-		
45-370-52069	8,173.70		
45-370-52010	-	Memberships	122100
45-370-52035	-	Conferences	122100
45-410-52067	2,214.75		
45-410-52068	-		
45-410-52069	-		
45-470-52067	396.00		
45-470-52068	-		
45-470-52069	566.06		
45-470-52035	-	Conferences	123100
Total	436,419.09		(0.00) Balance to zero
Monthly Total	436,419.09		
Crosscheck	-		

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

Invoice

APPROVED FOR PAYMENT			DATE	INVOICE #
(attached)			4/30/2020	112
FUND	DEPT	EXPENSE	WORK ORDER	
EXPENSE CODE VERIFICATION			ACCT USE ONLY	
 4/29/2020 SIGNATURE & DATE				
AUTHORIZATION FOR PAYMENT				
(attached)			SIGNATURE & DATE	

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

DUE DATE
5/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
Triunfo Water & Sanitation District General Manager Services			0.00
04/01/20 Various TWSD Projects	9	126.75	1,140.75
TWSD/VRSD Weekly Staff Meeting TWSD Core Management Meeting Review job descriptions for TWSD Class and Comp Study Phone conference w/John Mathews Phone conference w/Chi Hermann regarding job descriptions Phone conference w/Vickie Dragan regarding TWSD Auditor selection issue			
04/02/20 Various TWSD Projects	9	126.75	1,140.75
Review and execute final Triunfo/Thousand Oaks Reimbursement Agreement Phone conference w/Juliet Rodriguez regarding TWSD Agenda Phone conference w/Sandy Warren regarding utilizing Zoom for TWSD Board Meeting Phone conference w/John Mathews Phone conference w/Janna Orkney regarding several issues			
04/02/22 Phone conference w/Tim Doyle regarding several projects			0.00
04/03/20 Various TWSD Projects	8	126.75	1,014.00
Phone conference w/Tim Doyle regarding Verizon's Kilburn Tank Site Project Phone conference w/Sandy Warren regarding several projects Phone conference w/Chi Hermann regarding several projects			

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

Invoice

DATE	INVOICE #
4/30/2020	112

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

DUE DATE
5/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
04/06/20 Various TWSD Projects Phone conference w/John Mathews Phone conference w/Juliet Rodriguez regarding TWSD Special Board Meeting Phone conference w/Tim Doyle regarding several projects Phone conference w/Sandy Warren regarding Rate Study comments Phone conference w/Janna Orkney regarding JPA Board Meeting Agenda Zoom Test Event			0.00
04/06/20 Participate in JPA Board Meeting via Zoom Phone conference w/Chi Hermann regarding several projects	11	126.75	1,394.25
04/07/20 Various TWSD Projects Phone conference w/John Mathews TWSD/VRSD Weekly Staff Meeting Phone conference w/Janna Orkney Phone conference w/Core Management Team regarding several projects TWSD Special Board Meeting Prep Participate in TWSD Special Board Meeting	10	126.75	1,267.50
04/08/20 Various TWSD Projects TWSD Special Board Meeting debrief Phone conference w/Core Management Team Phone conference w/Tim Doyle regarding several projects Phone conference w/John Mathews Phone conference w/Vickie Dragan regarding TWSD Finance Job Descriptions	8	126.75	1,014.00

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

Invoice

DATE	INVOICE #
4/30/2020	112

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

DUE DATE
5/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
04/09/20 Various TWSD Projects Phone conference w/Sandy Warren regarding responses to rate related customer concerns and comments Phone conference w/Tim Doyle regarding Verizon's Kilburn Tank Site Project Phone conference w/Ken Hume regarding several issues Phone conference w/John Mathews Phone conference w/Chi Hermann regarding Class/Comp Study	9	126.75	1,140.75
04/10/20 Various TWSD Projects Review TWSD Budget Report Phone conference w/Tim Doyle regarding several projects Review proposed staff hour budgets for FY21/22TWSD Budget Phone conference w/John Mathews regarding several matters Phone conference w/Finance Staff regarding invoice routing and payment	8	126.75	1,014.00
04/13/20 Various TWSD Projects Phone conference w/Tim Doyle and Chi Hermann regarding Class and Comp Study Comparative Agencies Phone conference w/Sandy Warren regarding public outreach update Phone conference w/John Mathews Phone conference w/Janna Orkney Review Revised Rate FAQ Letter Review/Respond to customer concerns TWSD Agenda Prep	9	126.75	1,140.75

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

Invoice

DATE	INVOICE #
4/30/2020	112

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

DUE DATE
5/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
04/14/20 Various TWSD Projects Phone cconference w/Koff (Class and Comp Consultant) TWSD Agenda Prep Phone conference w/Core Management Team Review/Respond to customer concerns Phone conference w/Juliet Rodriguez regarding public comments on proposed rates Phone conference w/Janna Orkney Review video of LVMWD 4/13 Board Meeting	9	126.75	1,140.75
04/15/20 Various TWSD Projects TWSD/VRSD Weekly Staff Meeting Phone conference w/Tim Doyle regarding several projects Phone conference w/Vickie Dragan regarding Personnel Committee Class and Comp Presentation Phone conference w/John Mathews Review TWSD email issues Phone conference w/Chris Theisen regarding several issues	9	126.75	1,140.75
04/16/20 Various TWSD Projects Review Draft Raftelis Potable and Recycled Water Rate Study Reports Phone conference w/Tim Doyle to discuss several projects TWSD Agenda Prep Review/Respond to customer concerns Phone conference w/Sandy Warren regarding several projects Phone conference w/Janna Orkney regarding Personnel Committee Meeting	8	126.75	1,014.00

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

Invoice

DATE	INVOICE #
4/30/2020	112

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

DUE DATE
5/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
04/17/20 Various TWSD Projects Phone conference w/John Mathews TWSD Agenda Prep Participate in TWSD Personnel Committee Meeting Phone conference w/Vickie Dragan regarding Raftelis Draft Rate Study Reports Phone conference w/Tina Rivera regarding Raftelis Rate Study Phone conference w/Koff and Associates regarding Class and Comp Study	9	126.75	1,140.75
04/20/20 Various TWSD Projects Phone conference w/Kennedy Jenks Engineers regarding Pure Water Project TWSD Agenda Prep Phone conference w/Raftelis regarding Rate Studies Phone conference w/John Mathews regarding several matters Phone conference w/Tim Doyle and Chi Herman regarding several projects	8.5	126.75	1,077.38
04/21/20 Various TWSD Projects TWSD Core Management Team Weekly Meeting TWSD Agenda Prep Review/Respond to customer concerns Phone conference w/Tina Rivera regarding several projects Phone conference w/Dave Pedersen regarding Financial Consultant Phone conference w/Chi Hermann regarding Class and Comp Study Phone conference w/Sandy Warren	8	126.75	1,014.00

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

Invoice

DATE	INVOICE #
4/30/2020	112

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

DUE DATE
5/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
04/22/20 Various TWSD Projects TWSD/VRSD Weekly Staff Meeting Core Management Team Meeting Zoom Meeting Dry Run TWSD Agenda Prep Review Updated P/W Rate Study Revenue Projection Phone conference w/Tim Doyle and Chi Hermann Phone conference w/Vickie Dragan	9	126.75	1,140.75
04/23/20 Various TWSD Projects TWSD Agenda Prep Phone conference W/Raftelis regarding Board Meeting Presentation Phone conference w/John Mathews Phone conference w/Tim Doyle regarding several projects Phone conference w/Chi Hermann regarding Class and Comp Study Presentation	8	126.75	1,014.00
04/24/20 Various TWSD Projects	8	126.75	1,014.00
04/27/20 Various TSD Projects Phone conference w/John Mathews Phone conference w/Janna Orkney Review TWSD Agenda Packet Review Draft Of Draft LVMWD 2yr Budget Participate in TWSD Finance Committee Meeting Participate in TWSD Board Meeting	12	126.75	1,521.00
04/28/20 Various TWSD Projects TWSD Board Meeting debrief Core Management Team Weekly Meeting Phone conference w/Tim Doyle and John Mathews regarding format for Newspaper Prop 218 Notice Phone conference w/Dave Pedersen regarding Pure Water Project future planning and inclusion of TWSD Board Phone conference w/Tina Rivera regarding several issues	8	126.75	1,014.00

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

Invoice

DATE	INVOICE #
4/30/2020	112

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

DUE DATE
5/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
04/29/20 Various TWSD Projects TWSD/VRSD Weekly Staff Meeting Phone conference w/Core Management Team regarding JPA Budget Review Phone conference w/Ken Hume regarding As-Needed Engineering Services RFP Review/Respond to customer concerns Review revised JPA Draft Budget Phone conference w/Tim Doyle regarding several projects	8	126.75	1,014.00
04/30/20 Various TWSD Projects Phone conference w/Vickie Dragan regarding Draft JPA Budget Phone conference w/John Mathews Continue JPA Draft Budget Review Phone conference w/Tim Doyle regarding Verizon's Kilburn Tank Site Project Meeting w/JPA Staff to review Draft JPA Budget	9	126.75	1,140.75
Please remit to above address.		Total	24,652.88

Mark Norris Invoice - TSD

	121100	122100	123100	121101	121701	121101	123100	123100	121101	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
04/01/20	9.00													9.00
	9.00													9.00
	8.00													8.00
	11.00													11.00
	10.00													10.00
	8.00													8.00
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	8.00													8.00
	9.00													9.00
	8.00													8.00
	8.00													8.00
	12.00													12.00
	8.00													8.00
	8.00													8.00
04/30/20	9.00													9.00
	-													-
	-													-
	-													-
	194.50	-	-	-	-	-	-	-	-	-	-	-	-	194.50
	24,652.88	-	-	-	-	-	-	-	-	-	-	-	-	24,652.88

\$ 126.75 \$ 126.75 24,652.88
(0.01)

PO#114

45-100-52080-121100	16,640.69
45-370-52080-122100	2,403.66
45-470-52080-123100	1,479.17
45-270-52080-121101	1,910.60
45-270-52080-121104	2,218.76
45-100-52080-121100	rounding
<hr/>	
	24,652.88
	0.01

OH Charge	
2,496.10	121100
360.55	122100
221.88	123100
286.59	121101
332.81	121104
-	121100
<hr/>	
\$ 3,697.93	

FY20 Budget-TWSD Norris Budget

100%

Elizabeth Zenner

From: Jocelyn Adlao
Sent: Friday, May 1, 2020 7:50 AM
To: Elizabeth Zenner; Regina Williams
Subject: FW: Sharp-Printer_20200429_111851.pdf
Attachments: Sharp-Printer_20200429_150901.pdf

Hi Elizabeth and Regina,

Mark's invoice is attached, Board approval below.

Thanks,
Jocelyn

From: Mark Norris
Sent: Thursday, April 30, 2020 5:47 PM
To: Jocelyn Adlao <JocelynAdlao@vrsd.com>; Yagnesh Prajapati <YagneshPrajapati@vrsd.com>; Regina Williams <ReginaWilliams@vrsd.com>
Subject: Fwd: Sharp-Printer_20200429_111851.pdf

All,
TWSD approval for my April Invoice.

Thanks
Sent from my iPhone

Begin forwarded message:

From: James Wall <jlwall2016@gmail.com>
Date: April 30, 2020 at 5:29:40 PM PDT
To: Mark Norris <MarkNorris@vrsd.com>
Subject: Re: Sharp-Printer_20200429_111851.pdf

Mark,

The invoice has been reviewed and approved.

James Wall

On Thu, Apr 30, 2020 at 5:21 PM Mark Norris <MarkNorris@vrsd.com> wrote:

Hi James,
Please find attached my April 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.

Chi Hermann Consulting
 707 Via Zamora
 Camarillo, CA 93010

INVOICE

DATE	INVOICE NO.
4/30/2020	107

PO#120

APPROVED FOR PAYMENT			
FUND	DEPT	EXPENSE	WORK ORDER
45	270	52080	121101
45	370	52080	122100
45	470	52080	123100
			\$ 864.50
			\$3,890.25
			\$3,890.25

EXPENSE CODE VERIFICATION	SIGNATURE & DATE	ACCT USE ONLY
	<i>Jocelyn Adlao</i>	eaz
AUTHORIZATION FOR PAYMENT		
SIGNATURE & DATE		

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 4/1/20 through 4/30/20:	91	\$95.00	\$8,645.00
<ul style="list-style-type: none"> ❖ Classification & Compensation Study (Comparators list/Classification descriptions) ❖ TWSD-250, 350, 450 (Prop 218 Notices/Complaints/Responses) ❖ Rate Study (Reviewed drafts by Raftelis) ❖ SOQ for Engineering Services ❖ Meetings (Management Group on various projects and issues, board packet agenda and review, Ops bi-weekly, Board meetings, etc.) ❖ FY21 VRSD Contract Services Budget Analysis ❖ Monthly Budget/Labor Report (VRSD Contract) ❖ Monthly Water Sales vs Purchase ❖ Misc (new legislation, customer service issues, billing issues, etc.) 			
		TOTAL	\$8,645.00

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			
PO# 122	(Per coding below)		
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION			ACCT USE ONLY
			eaz
AUTHORIZATION FOR PAYMENT			SIGNATURE & DATE
			SIGNATURE & DATE

DATE: April 30, 2020
INVOICE #: DCS_TWSD-104
FOR: Project Management Services



DESCRIPTION	AMOUNT
130 hours of contract services @ \$119.00/hr for Triunfo Water & Sanitation District's projects as follows: General Admin - \$6,200 45-100-52080 121100 WW Admin - \$4,640 45-270-52080 121101 PW Admin - \$3,200 45-370-52080 122100 RW Admin - \$1,430 45-470-52080 123100 Tasks worked on during the 4/1/20 to 4/30/20 period include: Provided project management coordination with various TWSD project components. Drafted Board documentation for the March meeting and teleconferenced into same due to COVID-19 pandemic; 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 transfer documents; completed RA with City of TO for manhole raising; Ordinance edits; provided plan checks and other reviews for District Will Serve process for TO and Bell Canyon; worked with staff on Ordinance updates for 3 public hearings and coordinated District-wide mailer for Prop 218 process, followed up with returned mail and subsequent remailing of 200+ Notices; worked on various meter issues with PW and RW customers; continued coordination with Verizon at Kilburn for tower expansion project and caisson rod pull test to satisfy County requirement (pending); worked with staff on lift station portion of LS VGGSS project; continued effort with Hidden Valley and Bridgegate DB for easement transfer with document signatures, final documents are pending site walk (delayed); coordinated with LDC for easement deeds for Tract 4192; continued coordination with Legal Counsel and Developer for Saddlebow Road main line sewer extension (BC); coordinated preliminary discussions for HOA requested use of District lift station power for security purposes (Westlake Village and North Ranch); working with Legal Counsel to draft Amendment to cell tower site lease for AT&T to transfer to Octagon Towers; reviewed draft budgets for JPA and TWSD; 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 (Class & Comp Study); assisted GM with other administrative requests and directives from the TWSD Board. Reference: TWSD Contract No. T19-008	\$ 15,470.00
TOTAL	\$ 15,470.00

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

PO121

APPROVED FOR PAYMENT			
45	100	52080	121100
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION			ACCT USE ONLY
REVIEWED By Jocelyn at 3:36 pm, May 01, 2020 SIGNATURE & DATE			EAZ
AUTHORIZATION FOR PAYMENT			
mark norris		Digitally signed by mark norris DN: cn=mark norris, o, ou, email=marknorris@vrzd.com, c=US Date: 2020.05.04 11:48:35 -07'00' SIGNATURE & DATE	



From the ashes we rise

INVOICE NO. 007 MAY 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 April 2020	46.0	\$120.00	\$5,520.00
	Attended various meetings via teleconferences with core management staff and general manager. Attended the TWSD Personnel Committee, Finance Committee, and Regular Board meeting via teleconference.			
	Teleconferenced with Koff & Associates to discuss the cost of labor and April Board presentation. Teleconferenced with Las Virgenes to discuss the JPA Proposed Budget.			
	Reviewed job descriptions for GM, DOF, MA, Eng, PIO and COB. Created job descriptions for finance staff. Responded to various emails, calls, and questions. Provided the Personnel Committee minutes to COB.			
	Reviewed the Raftelis final rate study/cost of service for PW, RW, and WW, proposed JPA Budget, and board letters for April Board meeting.			
	Started researching and reaching out to viable vendors for the TWSD data separation from the VRSD/TWSD MS-GP financial database and modules.			

SUBTOTAL	\$5,520.00
SALES TAX	0
TOTAL DUE BY DATE	\$5,520.00

Thank you for your business!

Make checks payable to: Vickie Dragan
Payment Due Upon Receipt