

**TRIUNFO WATER & SANITATION DISTRICT  
DISBURSEMENTS  
7/1/20-7/31/20**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009701	\$20.00	7/2/2020	AWA 6/25/20 WTRWISE MTG - J.ORKNEY
009702	\$77.13	7/2/2020	COUNTY OF VENTURA
	\$29.04		5/19-6/16 - WW LIFT STATION 3
	\$19.05		5/19-6/16 - 62 BUCKSKIN RD
	\$29.04		5/19-6/16 - WW LIFT STATION 3A
009703	\$52,631.00	7/2/2020	HANOVER INSURANCE GROUP TWSD PROPERTY INSURANCE
009704	\$308,330.16	7/2/2020	LAS VIRGENES MUNICIPAL WATER DISTRICT MAY 20 - JPA & RW
009705	\$20,343.40	7/2/2020	MARK NORRIS CONSULTING, LLC JUN 20 - CONSULTING SERVICES
009706	\$169.24	7/2/2020	WM CORPORATE SERVICES, INC. JUL 20 - WASTE MGMT SERVICES
009707	\$163.39	7/9/2020	AT&T
	\$21.43		JUN 20 - 63 BUCKSKIN RD
	\$85.40		JUN 20 - MASTER BILL
	\$56.56		JUN 20 - OAK CANYON PROJECT HL
009708	\$285.73	7/9/2020	AT&T
	\$68.85		JUL 20 - BELL CANYON INTERNET
	\$216.88		JUL 20 - U VERSE TWSD PW OPS
009709	\$5,280.00	7/9/2020	VICKIE DRAGAN JUN 20 - CONSULTING SERVICES
009710	\$42.54	7/9/2020	SUSAN GULDBECK REFUND WATER CUSTOMER CREDIT BALANCE
009711	\$24.94	7/9/2020	HALEY MCCORMICK REFUND WATER CUSTOMER CREDIT BALANCE
009712	\$16.94	7/9/2020	DEANNE BRAY REFUND WATER CUSTOMER CREDIT BALANCE
009713	\$1,544.28	7/9/2020	KENNETH-PATRICIA H LOMBARD BELL CANYON SEWER EXTENSION REFUND

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CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
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009714	\$434.37	7/9/2020	RICHARD-TOSHIKO VERDUGO BELL CANYON SEWER EXTENSION REFUND
009715	\$434.38	7/9/2020	CANOGA DRIVE LLC BELL CANYON SEWER EXTENSION REFUND
009716	\$434.38	7/9/2020	CHENG LYU BELL CANYON SEWER EXTENSION REFUND
009717	\$434.38	7/9/2020	MANOLO C-FELIZA N GARMA TR BELL CANYON SEWER EXTENSION REFUND
009718	\$434.38	7/9/2020	MYRON-SARAH NETTINGA BELL CANYON SEWER EXTENSION REFUND
009719	\$434.38	7/9/2020	MARK-DIANA MARKMILLER BELL CANYON SEWER EXTENSION REFUND
009720	\$434.38	7/9/2020	VAHRAM E-NARINE SUKYAS BELL CANYON SEWER EXTENSION REFUND
009721	\$434.38	7/9/2020	CHRISTOPHER S-CLAIRE H CHOI BELL CANYON SEWER EXTENSION REFUND
009722	\$434.38	7/9/2020	DEBORAH T LENT BELL CANYON SEWER EXTENSION REFUND
009723	\$434.37	7/9/2020	KAREN D WILSON BELL CANYON SEWER EXTENSION REFUND
009724	\$434.37	7/9/2020	MARWAN CHAHAYED BELL CANYON SEWER EXTENSION REFUND
009725	\$434.37	7/9/2020	JASON PAIR BELL CANYON SEWER EXTENSION REFUND
009726	\$434.37	7/9/2020	ANNELY R FENNELL BELL CANYON SEWER EXTENSION REFUND
009727	\$434.37	7/9/2020	STEVEN R-LAURIE E PRICE TR BELL CANYON SEWER EXTENSION REFUND

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009728	\$434.37	7/9/2020	SHARONE ROTKOPF TR BELL CANYON SEWER EXTENSION REFUND
009729	\$434.37	7/9/2020	JOSEPH G NORENA BELL CANYON SEWER EXTENSION REFUND
009730	\$434.37	7/9/2020	STEVE V-KAREN M GODDARD TR BELL CANYON SEWER EXTENSION REFUND
009731	\$434.37	7/9/2020	AZAM SHER BELL CANYON SEWER EXTENSION REFUND
009732	\$434.38	7/9/2020	MITCHELL-JULIANNAH RICHMOND BELL CANYON SEWER EXTENSION REFUND
009733	\$434.38	7/9/2020	JANE A PLANT TR BELL CANYON SEWER EXTENSION REFUND
009734	\$434.38	7/9/2020	MILINA DJURKOVIC BELL CANYON SEWER EXTENSION REFUND
009735	\$434.38	7/9/2020	SCOTT G-SUSAN M MCMURRAY TR BELL CANYON SEWER EXTENSION REFUND
009736	\$434.38	7/9/2020	ZOHRAB-TANIA BOSTANIAN TR BELL CANYON SEWER EXTENSION REFUND
009737	\$434.38	7/9/2020	DANA-LINDA DEL GIZZI BELL CANYON SEWER EXTENSION REFUND
009738	\$434.38	7/9/2020	26 CORRAL LLC BELL CANYON SEWER EXTENSION REFUND
009739	\$434.38	7/9/2020	RICHARD D WILLIAMS SEP TR BELL CANYON SEWER EXTENSION REFUND
009740	\$434.38	7/9/2020	VADIM DABIZHA BELL CANYON SEWER EXTENSION REFUND
009741	\$434.38	7/9/2020	KHHW REALTY ACQUISITIONS LLC BELL CANYON SEWER EXTENSION REFUND
009742	\$434.38	7/9/2020	DAVID ARONOFF - L R BROWN TR BELL CANYON SEWER EXTENSION REFUND

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009743	\$434.38	7/9/2020	JEFFREY D-INGRID SHIFFER TR BELL CANYON SEWER EXTENSION REFUND
009744	\$434.38	7/9/2020	TEDD W-BARBARA W ALDRICH TR BELL CANYON SEWER EXTENSION REFUND
009745	\$434.37	7/9/2020	CLARENCE-SUSAN SPEER III TR BELL CANYON SEWER EXTENSION REFUND
009746	\$434.37	7/9/2020	PANPROP LLC BELL CANYON SEWER EXTENSION REFUND
009747	\$434.37	7/9/2020	STEPHEN KISHINEFF BELL CANYON SEWER EXTENSION REFUND
009748	\$434.37	7/9/2020	TARUN-MONICA MATHUR BELL CANYON SEWER EXTENSION REFUND
009749	\$434.37	7/9/2020	WILLIAM-MARCEL D NAPIER TR BELL CANYON SEWER EXTENSION REFUND
009750	\$434.37	7/9/2020	HASSAN-CAROL IZAD TR BELL CANYON SEWER EXTENSION REFUND
009751	\$434.37	7/9/2020	MOHAMED TABATABAI BELL CANYON SEWER EXTENSION REFUND
009752	\$434.37	7/9/2020	BARRY RUSSELL TR BELL CANYON SEWER EXTENSION REFUND
009753	\$434.37	7/9/2020	GRANT-GAYLE ARNELL BELL CANYON SEWER EXTENSION REFUND
009754	\$434.37	7/9/2020	BERNARD S-JUDITH M LEVIN BELL CANYON SEWER EXTENSION REFUND
009755	\$434.37	7/9/2020	STEPHEN F-IRENE E RILEY TR BELL CANYON SEWER EXTENSION REFUND
009756	\$434.37	7/9/2020	MICHAEL FULLER TR BELL CANYON SEWER EXTENSION REFUND
009757	\$434.37	7/9/2020	ZAID-JANE Z AWNI TR BELL CANYON SEWER EXTENSION REFUND
009758	\$434.37	7/9/2020	HOLLY COMBS BELL CANYON SEWER EXTENSION REFUND

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009759	\$434.37	7/9/2020	SADIA P BARRAMEDA BELL CANYON SEWER EXTENSION REFUND
009760	\$434.37	7/9/2020	FIRENZE TR BELL CANYON SEWER EXTENSION REFUND
009761	\$434.37	7/9/2020	RICHARD-JILL RUBENSTEIN TR BELL CANYON SEWER EXTENSION REFUND
009762	\$434.37	7/9/2020	MICHELLE GLAZER BELL CANYON SEWER EXTENSION REFUND
009763	\$434.37	7/9/2020	DONALD T-CLOTILDE C CARLISI BELL CANYON SEWER EXTENSION REFUND
009764	\$434.37	7/9/2020	CHRISTOPHER LARKINS BELL CANYON SEWER EXTENSION REFUND
009765	\$302.64	7/9/2020	THOMAS E-KRISTEN NIKOSEY TR BELL CANYON SEWER EXTENSION REFUND
009766	\$450.30	7/16/2020	FRONTIER COMMUNICATIONS
	\$63.98		7/7- 8/6 -THOUS OAKS TELE/MAINT
	\$61.24		7/7-8/6 - N RANCH PUMP STATION
	\$56.32		7/7-8/6 - 654 LAKE SHERWOOD DR
	\$56.32		7/7-8/6 - LK SHERWOOD STAFFORD
	\$212.44		7/7-8/6 - 56K NETWORK SCADA OP
009767	\$12,800.00	7/16/2020	LAFCO LAFCO 7/1/2020 - 6/30/2021
009768	\$114.12	7/16/2020	MCI JUN 20 - 800# FOR TWSD CUSTOMERS
009769	\$107.51	7/16/2020	STATE COMPENSATION INSURANCE FUND WORKERS COMP INSURANCE
009770	\$11.05	7/16/2020	JENNIFER & JEFF BOBERG REFUND WATER CUSTOMER CREDIT BALANCE
009771	\$644.89	7/16/2020	JOHN O-ALLISON C NELSON TR PROJECT COMPLETION DEPOSIT REFUND
009772	\$28.61	7/16/2020	LISA SMITH REFUND WATER CUSTOMER CREDIT BALANCE
009773	\$43.16	7/16/2020	SNIR WARSHAVIAK REFUND WATER CUSTOMER CREDIT BALANCE

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009774	\$20.56	7/16/2020	BENITA GATEMAN LEWIS REFUND WATER CUSTOMER CREDIT BALANCE
009775	\$49.61	7/16/2020	AUDIE CHAMBERLAIN REFUND WATER CUSTOMER CREDIT BALANCE
009776	\$115.11	7/16/2020	JENNIFER LEGGETT REFUND WATER CUSTOMER CREDIT BALANCE
009777	\$139.29	7/16/2020	VIC & ORIA CASTROLL REFUND WATER CUSTOMER CREDIT BALANCE
009778	\$361,045.34	7/27/2020	VENTURA REGIONAL SANITATION DISTRICT VRSD CONTRACT SVCS - JUN 20
009779	\$40.00	7/28/2020	AWA WTRWISE VIRTUAL TOUR - L.SHAPIRO, J.ORNKEY
009780	\$77.13 \$29.04 \$19.05 \$29.04	7/28/2020	COUNTY OF VENTURA 6/16-7/14 - WW LIFT STATION 3 6/16-7/14 - 62 BUCKSKIN RD 6/16-7/14 - WW LIFT STATION 3A
009781	\$11.92	7/28/2020	PAYMENTUS REIMBURSE FOR CUSTOMER NSF
009782	\$169.24	7/28/2020	WM CORPORATE SERVICES, INC. AUG 20 - WASTE MGMT SERVICES
009783	\$1.89	7/28/2020	PAUL SALIM REFUND WATER CUSTOMER CREDIT BALANCE
009784	\$2,000.00	7/28/2020	WESTLAKE CORP CENTER LLC PROJECT COMPLETION DEPOSIT REFUND
ACH TXF	\$510.84	7/31/2020	LINCOLN NATIONAL 7/31/20 - DEFERRED COMP
EFT000000000000000895	\$9,310.00	7/2/2020	CHI HERMANN JUN 20 - CONSULTING SERVICES
EFT000000000000000896	\$16,541.00	7/2/2020	DOYLE CONSULTING SERVICES JUN 20 - CONSULTING SERVICES
EFT000000000000000897	\$3,124.00 \$110.00 \$3,014.00	7/16/2020	ARNOLD BLEUEL LAROCHELLE MATHEWS & ZIRBEL LLP. MAY 20 - LEVAN PROPERTY DAMAGE MAY 20 - CENTRAL ADMIN, WW

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CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
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EFT00000000000000898	\$22,372.69	7/16/2020	SOUTHERN CALIFORNIA EDISON
			JUN 20 - MASTER BILL
EFT00000000000000899	\$300,857.67	7/28/2020	BANC OF AMERICA LEASING
			LOAN PYMT-CONIFER/OAK CYN RSVR
EFT00000000000000900	\$347,502.35	7/28/2020	CALLEGUAS MUNICIPAL WATER DISTRICT
			JUN 20 - POTABLE WATER
<b>TOTAL</b>	<b>\$1,489,472.75</b>		





**Water & Wastewater Monthly Report  
Triunfo Water & Sanitation District**

For the month of: June 2020

The billing period for this invoice is May 24 through June 20, 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 marked dig alerts.
- Staff performed site maintenance at the lift station.
- Staff prepped for upcoming CCTV work.
- Staff reviewed videos of hot spots.

**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.
- Staff reviewed as-builts.
- Staff reviewed the Bell Canyon Map.

**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 the dig alerts after they were completed.
- Staff confirmed sewer service at multiple addresses.
- Staff created work orders, saved and attached pictures, and closed out work orders.
- Staff checked on will serve letter expiration dates.
- Staff inspected sewer lateral reconnections.



**TWSD-COL02 (221400) – ENGINEERING – PROJECTS.**

- Staff checked for easement conflicts at 1860 Mesa Ridge – Woolsey fire rebuild.

**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.
- Staff reviewed the TWSD ordinance and reviewed the Nanofilm permit.
- Staff set up / picked up the composite sampler and brought the samples to FGL.

**TWSD-COL08 (221204) – WW MAINTENANCE-PREVENTATIVE**

- Staff troubleshoot a Lakeside generator fault alarm.

**TWSD-COL09 (221206) – WW MAINTENANCE SCADA**

- Staff worked on building a new panel for the Polo Lift Station.
- Staff worked on lift station maintenance.
- Staff replaced a processor.

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

- Staff worked with AT&T to install internet service onsite.
- Staff installed a Sonicwall network security appliance.

**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-GEN11 (121120) – ADMIN-COVID19**

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

## **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.
- 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 worked on gathering water loss information.
- Staff replaced broken meter box lids.
- Staff met with Mark Norris.
- Staff is gathering information that was requested from Calleguas for the upcoming tie in project.
- Staff attended safety meetings via Go to Meeting.
- Staff sanitized work areas / bathrooms daily after hours.
- Staff troubleshoot surge tank level issues at Deerhill Pump Station.
- Staff performed fire flow tests and sent the completed applications to the customer.
- Staff met with a County of Ventura Covid-19 inspector at Deerhill to discuss our prevention plan.
- Staff met to discuss budgets.
- Staff watched a leak detection seminar via Zoom.
- Staff printed out fire clearance receipts and closed out work orders.

#### **Potable Water Use:**

Falling Star Turn out                                      64,510,512 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 proactively went through meter routes listening for system leaks using leak detection equipment.

**TWSD-POT03 (222400) – PW-ENGINEERING PROJECTS**

- Falling Star turnout data review.

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

- Staff installed a new angle stop at 5598 Wembly (upgraded to 1” meter).
- Staff installed a new plastic bushing on a meter that had cracked.

**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.

**TWSD-POT06 (222500) – PW-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 Emergency Drought Reporting.
- Staff exported lab results to the server and database.
- Staff reviewed Calleguas’ s CCR.

**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 77 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 customer missed calls, voicemails and emails (various customer communications).
- Staff downloaded and archived door hanger posted pictures.

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

- Staff painted fire hydrants.
- Staff serviced fire hydrants.

#### **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**

- Staff rebuilt the mechanical seal on P4 at the Deerhill Pump Station.
- Staff worked on pm's at the Deerhill Pump Station. Staff replaced the compressor indicators, replaced timers, replaced bulbs etc.
- Staff updated the Deerhill Pump Station schematic.
- Staff worked on Lambourne Booster Station alarming.
- Staff performed site maintenance at TWSD sites.

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

- 05/27/20 – Call out to 164 Saint Thomas Dr. Water coming out of the meter box. Water was coming out of their valve. Closed homeowner's valve and inform them to call a plumber and fix the leak.
- 05/28/20 – Call out to Lindero Pump Station. Did a walk thru and cleared alarm, everything was working fine.
- 06/13/20 – Call out to 1285 Dubonnet Ct. Water coming out of meter box. Leak was on homeowner's side. Informed to them that they needed to call a plumber to fix leak.

#### **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.
- Staff investigated meters in the field with communication alarms.

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

- Staff investigated the SCADA system going into demo mode issue.

**TWSD-POT23 (222201) – PW-MAINTENANCE PREVENTATIVE**

- Staff worked on weed abatement at all of the TWSD sites in Oak Park for the June 1<sup>st</sup> deadline.
- Staff rebuilt Cla-Valves and performed pm's at TWSD pump stations throughout Oak Park. Staff set up for traffic control and a confined space entry.
- Staff troubleshoot communication issues at pump stations.
- Staff worked on replacing metal air vac lids with composite lids.
- Staff created and dispatched work orders.

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

- Staff worked on prepping and painting large backflows throughout Oak Park.

**RECLAIMED/RECYCLED WATER SYSTEM**

**TWSD-RCL01 (223300) – RECLAIMED WATER - OPERATIONS**

Staff performed reclaimed water meter reads on 06/28/19 and 07/31/19 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 Mark Norris.
- Staff worked with Cal Water on a reclaimed leak on Kanan and Lindero. Staff shut down the mainline feeding Cal Water. Staff re-energized the main line after Cal Water abandoned one of their 2" services that was leaking.
- Staff troubleshoot communication issues at the reclaimed pump station.
- Staff prepped for replacing the old metal air-vac (Calleguas) lids with composite lids.
- Staff started contacting landscapers for scheduling reclaimed water audits.

***TOTAL RECLAIMED WATER USE:***

Oak Park System 24,615,902 Gallons

Lake Sherwood usage: 5,646,585 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-RCL05 (223200) – RW – MAINTENANCE**

- Staff troubleshoot issues at the pump station.
- Staff worked on creating and dispatching work orders for the 2020 reclaimed water audits.
- Staff met with landscapers to get proposals for the reclaimed pump station.

**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: June 2020**

<b>Total Gallons</b>	
Lake Station	6,234,701
Polo Fields	2,962,840
Carlisle	347,490
Bell Cyn/TSD	3,809,043
Bell Cyn L/S	291,540

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

**TWSD-WWW02 (221200) – WW MAINTENANCE**

- Staff performed preventative maintenance on TWSD generators.
- Staff performed electrical pm's on TWSD lift stations and performed site maintenance.
- Staff cleaned and rehabbed wet wells. Staff replaced one pump and serviced another.
- Staff troubleshot electrical issues at TWSD lift stations.
- Staff prepped for painting the Polo Lift Station generator.
- Staff met with a consultant at the North Ranch lift station to review the electrical installation.

**TWSD-WWW04 (221300) – OPERATIONS – ADMINISTRATION FIELD**

- Staff scanned and saved monthly data into the server and database.
- Staff met with Mark Norris.
- Staff worked on the flow letter.
- Staff discussed HOA fixture counts.

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

- 06/12/20 – Call out to Westlake lift station – both pumps tripped.
- 06/14/20 – Call out to Lindero lift station – power outage and generator not running. Connected to green pump.

**TWSD-WWW06 (221200E) – WW-MAINT EMERGENCY**

- 06/12/20 – Emergency call out to lift station. Both pumps not operating properly.

**TWSD-WWW13 (221210) – FIXTURE COUNTS**

- Staff performed fixture counts.
- Staff updated the fixture count database.
- Staff had a zoom meeting to discuss the Bell Canyon Map and HOA fixture counts.

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

  
RICHARD JONES – INTERIM DIRECTOR OF OPERATIONS



# TRIUNFO WATER & SANITATION DISTRICT

## Costs by Type - Monthly

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

Row Labels	Labor	Equipment	Material	Subcontractor	Other	Supply	Total
6/30/2020							
ADMIN	37,568.00	-	2,019.62	7,126.55	5,449.73	14,595.90	52,163.90
POTABLE	109,839.25	8,424.00	47,446.73	828.00	2,981.88	51,256.61	169,519.86
PW ADMIN	25,622.00	-	-	-	1,038.67	1,038.67	26,660.67
RECYCLED	6,571.75	69.00	572.91	-	-	572.91	7,213.66
RW ADMIN	792.00	-	68.14	-	183.09	251.23	1,043.23
WASTEWATER	82,103.75	12,042.00	3,509.13	-	5,464.77	8,973.90	103,119.65
WW ADMIN	-	-	63.24	-	1,261.13	1,324.37	1,324.37
<b>6/30/2020 Total</b>	<b>262,496.75</b>	<b>20,535.00</b>	<b>53,679.77</b>	<b>7,954.55</b>	<b>16,379.27</b>	<b>78,013.59</b>	<b>361,045.34</b>
<b>Grand Total</b>	<b>262,496.75</b>	<b>20,535.00</b>	<b>53,679.77</b>	<b>7,954.55</b>	<b>16,379.27</b>	<b>78,013.59</b>	<b>361,045.34</b>

45-100-20000	(52,163.90)			
45-270-20000	(104,444.02)			
45-370-20000	(196,180.53)			
45-470-20000	(8,256.89)			
45-100-52067	37,568.00			
45-100-52068	-			
45-100-52069	14,595.90			121104
45-100-52001	-	Board Expens	121100	-
45-100-52040	-	Memberships	121100	-
45-100-52035	-	Conferences	121100	-
45-210-52067	82,103.75			121100
45-210-52068	12,042.00			-
45-210-52069	8,973.90			-
45-270-52067	-			
45-270-52068	-			
45-270-52069	1,324.37			
45-270-52010	-	Memberships	121101	
45-270-52035	-	Conferences	121104	
45-310-52067	109,839.25			
45-310-52068	8,424.00			
45-310-52069	51,256.61			
45-370-52067	25,622.00			
45-370-52068	-			
45-370-52069	1,038.67			
45-370-52010	-	Memberships	122100	
45-370-52035	-	Conferences	122100	
45-410-52067	6,571.75			
45-410-52068	69.00			
45-410-52069	572.91			
45-470-52067	792.00			
45-470-52068	-			
45-470-52069	251.23			
45-470-52035	-	Conferences	123100	
<b>Total</b>	<b>361,045.34</b>			
<b>Monthly Total</b>	<b>361,045.34</b>			
<b>Crosscheck</b>	<b>-</b>			

APPROVED FOR PAYMENT

FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION		ACCT USE ONLY	
<i>Jocelyn Adlao</i> SIGNATURE & DATE		<i>[Signature]</i> SIGNATURE & DATE	

AUTHORIZATION FOR PAYMENT

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

Work Order	Description	Adjusted Budget	Actual Expense	Budget Remaining
121100	TSD-VRSD CA	\$ 761,166	\$ 799,248	\$ (38,082)
121101	TSD-WW Administration	\$ 103,027	\$ 68,945	\$ 34,082
121103	TSD-FACEBOOK/TWITTER	\$ 20,124	\$ -	\$ 20,124
121104	TSD-JPA-IPR Project	\$ 3,422	\$ 3,630	\$ (208)
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	\$ -	\$ 190	\$ (190)
121710	TSD-WW Woolsey Fire	\$ -	\$ 1,811	\$ (1,811)
122100	TSD-PW Customer Service	\$ 381,712	\$ 391,856	\$ (10,144)
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	\$ 14,505	\$ 74,465
221200	TSD-WW Maintenance	\$ 149,670	\$ 83,263	\$ 66,408
221201	TSD-WW-Maintenance Collection Sys	\$ 453,775	\$ 507,350	\$ (53,575)
221202	TSD-N. Shore Tank Maint	\$ 48,825	\$ 70,529	\$ (21,704)
221203	TSD-Manhole Rehab	\$ 325,174	\$ 280,910	\$ 44,264
221204	TSD-WW Maintenance-Preventative	\$ 73,680	\$ 5,107	\$ 68,573
221206	TSD-WW-Maintenance SCADA	\$ 97,110	\$ 90,383	\$ 6,727
221207	TSD-Main - BCYN Collection System	\$ 103,405	\$ 76,535	\$ 26,870
221208	TSD-BCYN- Maint - Preventative	\$ 27,961	\$ 11,535	\$ 16,426
221209	TSD-2107 Trentham	\$ -	\$ 390	\$ (390)
221210	TSD – WW Maintenance – Fixture Counts	\$ -	\$ 24,443	\$ (24,443)
221300	TSD-Administration - Wastewater	\$ 36,260	\$ 17,930	\$ 18,330
221301	TSD-Operations - Wastewater	\$ 105,184	\$ 129,669	\$ (24,485)
221302	TSD-BCYN-Operations	\$ 13,545	\$ 22,384	\$ (8,839)
221303	TSD-BCYN-Operations-Admin	\$ 6,732	\$ 2,236	\$ 4,496
221400	TSD-Engineering - Projects	\$ 110,474	\$ 9,750	\$ 100,724
221401	TSD-BCYN - Engineering	\$ -	\$ 600	\$ (600)
221411	TSD-WW-Eng-BC Communication & Controls	\$ -	\$ 6,036	\$ (6,036)
221413	TSD-WW-Eng-Hot Spot Reduction	\$ -	\$ 42,574	\$ (42,574)
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	\$ 47,555	\$ 67,360
221701	WW-POLO LIFT STATION	\$ -	\$ 3,430	\$ (3,430)
222200	TSD-PW - Maintenance	\$ 102,700	\$ 87,424	\$ 15,276
222201	TSD-PW-Maintenance Preventative	\$ 143,757	\$ 145,313	\$ (1,556)



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

Work Order	Description	Adjusted Budget	Actual Expense	Budget Remaining
222202	TSD-PW-Maintenance SCADA/Elect	\$ 114,801	\$ 89,067	\$ 25,734
222203	TSD-PW-Main-Coatings & Linings	\$ 27,316	\$ 28,082	\$ (766)
222300	TSD-Operations - Potable Water	\$ 349,568	\$ 427,369	\$ (77,801)
222301	TSD-Operations - PW Sys Repairs	\$ 278,757	\$ 215,276	\$ 63,481
222302	TSD-PW Customer Service-Field	\$ 188,340	\$ 186,235	\$ 2,105
222303	TSD-PW - Operations-Fire Hydrant	\$ 78,107	\$ 73,920	\$ 4,187
222304	TSD-PW-Oper-Anode Checks/Leak Det	\$ 47,415	\$ 36,019	\$ 11,396
222305	TSD-PW-Operations Meter Replacemnt	\$ 30,975	\$ 41,768	\$ (10,793)
222307	TSD-PW-Operations - Meter Readings	\$ 56,520	\$ 17,109	\$ 39,411
222400	TSD-PW-Engineering Projects	\$ 86,375	\$ 12,602	\$ 73,773
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	\$ 79,760	\$ (6,405)
222501	TSD-PW-EPG-OP Water Conservation	\$ 29,570	\$ 33,385	\$ (3,815)
223200	TSD-RW-Maintenance	\$ 72,837	\$ 100,390	\$ (27,553)
223300	TSD-Operations - Recycled Water	\$ 83,099	\$ 53,362	\$ 29,737
223400	TSD-RW-Engineering	\$ -	\$ 2,336	\$ (2,336)
221200E	TSD-WW-Maint Emergency	\$ -	\$ 735	\$ (735)
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	\$ 3,950	\$ (1,580)
222300E	TSD-PW-Operations Call-out	\$ 12,180	\$ 4,458	\$ 7,722
222300H	TSD-Operations - Potable Water-Holiday Call-Out	\$ -	\$ 552	\$ (552)
222301E	TSD-PW-Oper Sys Rpr Emer Call-Out	\$ -	\$ 7,245	\$ (7,245)
222302E	TSD-PW-Cust Srv Emerg Call-outs	\$ 8,526	\$ 19,734	\$ (11,208)
223300E	TSD-RW-Oper Emergency Call-out	\$ 3,670	\$ 3,174	\$ 496
223300H	TSD RW-OPER HOLIDAY CALL-OUT	\$ -	\$ 2,036	\$ (2,036)
<b>TOTALS</b>		<b>\$ 4,920,684</b>	<b>\$ 4,540,026</b>	<b>\$ 380,659</b>



# TRIUNFO WATER & SANITATION DISTRICT

## Costs by Type - Monthly

Year-to-Date as of June 30, 2020

Row Labels	Labor	Equipment	Material	Subcontractor	Other	Total
<b>7/31/2019</b>						
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
<b>7/31/2019 Total</b>	<b>\$ 415,104</b>	<b>\$ 32,205</b>	<b>\$ 39,534</b>	<b>\$ 23,175</b>	<b>\$ 11,731</b>	<b>\$ 521,749</b>
<b>8/31/2019</b>						
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
<b>8/31/2019 Total</b>	<b>\$ 263,919</b>	<b>\$ 22,367</b>	<b>\$ 31,717</b>	<b>\$ 54,949</b>	<b>\$ 9,269</b>	<b>\$ 382,221</b>
<b>9/30/2019</b>						
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
<b>9/30/2019 Total</b>	<b>\$ 222,546</b>	<b>\$ 14,943</b>	<b>\$ 9,644</b>	<b>\$ 11,641</b>	<b>\$ 6,648</b>	<b>\$ 265,422</b>
<b>10/31/2019</b>						
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
<b>10/31/2019 Total</b>	<b>\$ 233,582</b>	<b>\$ 16,130</b>	<b>\$ 64,836</b>	<b>\$ 13,190</b>	<b>\$ 12,476</b>	<b>\$ 340,214</b>
<b>11/30/2019</b>						
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
<b>11/30/2019 Total</b>	<b>\$ 228,835</b>	<b>\$ 19,732</b>	<b>\$ 24,491</b>	<b>\$ 8,179</b>	<b>\$ 13,882</b>	<b>\$ 295,119</b>
<b>12/31/2019</b>						
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
<b>12/31/2019 Total</b>	<b>\$ 256,646</b>	<b>\$ 23,227</b>	<b>\$ 28,562</b>	<b>\$ 45,421</b>	<b>\$ 12,742</b>	<b>\$ 366,597</b>
<b>1/31/2020</b>						
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
<b>1/31/2020 Total</b>	<b>\$ 330,333</b>	<b>\$ 30,355</b>	<b>\$ 20,854</b>	<b>\$ 44,965</b>	<b>\$ 14,124</b>	<b>\$ 440,631</b>
<b>2/29/2020</b>						
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 June 30, 2020

RECYCLED	\$ 9,963	\$ 845	\$ 2,179	\$ -	\$ 816	\$ 13,802
WASTEWATER	\$ 78,496	\$ 13,804	\$ 10,813	\$ 43	\$ 1,919	\$ 105,075
<b>2/29/2020 Total</b>	<b>\$ 251,661</b>	<b>\$ 24,089</b>	<b>\$ 42,671</b>	<b>\$ 43</b>	<b>\$ 19,338</b>	<b>\$ 337,802</b>
<b>3/31/2020</b>						
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
<b>3/31/2020 Total</b>	<b>\$ 288,588</b>	<b>\$ 31,276</b>	<b>\$ 22,777</b>	<b>\$ 44,517</b>	<b>\$ 13,302</b>	<b>\$ 400,460</b>
<b>4/30/2020</b>						
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
<b>4/30/2020 Total</b>	<b>\$ 307,330</b>	<b>\$ 41,399</b>	<b>\$ 52,178</b>	<b>\$ 13,090</b>	<b>\$ 22,422</b>	<b>\$ 436,419</b>
<b>5/31/2020</b>						
ADMIN	\$ 64,133	\$ -	\$ 376	\$ 28,331	\$ 5,003	\$ 97,842
BELL CYN	\$ 3,913	\$ 756	\$ 107	\$ -	\$ 1	\$ 4,776
POTABLE	\$ 123,701	\$ 7,665	\$ 17,184	\$ 2,704	\$ 12,776	\$ 164,029
RECYCLED	\$ 9,471	\$ 400	\$ 266	\$ -	\$ 828	\$ 10,964
WASTEWATER	\$ 74,722	\$ 14,821	\$ 14,340	\$ 4,432	\$ 6,420	\$ 114,735
<b>5/31/2020 Total</b>	<b>\$ 275,939</b>	<b>\$ 23,642</b>	<b>\$ 32,272</b>	<b>\$ 35,467</b>	<b>\$ 25,027</b>	<b>\$ 392,346</b>
<b>6/30/2020</b>						
ADMIN	\$ 37,568	\$ -	\$ 2,020	\$ 7,127	\$ 5,450	\$ 52,164
BELL CYN	\$ 4,172	\$ 615	\$ 35	\$ -	\$ 1,821	\$ 6,643
POTABLE	\$ 135,461	\$ 8,424	\$ 47,447	\$ 828	\$ 4,021	\$ 196,181
RECYCLED	\$ 7,364	\$ 69	\$ 641	\$ -	\$ 183	\$ 8,257
WASTEWATER	\$ 77,932	\$ 11,427	\$ 3,538	\$ -	\$ 4,904	\$ 97,801
<b>6/30/2020 Total</b>	<b>\$ 262,497</b>	<b>\$ 20,535</b>	<b>\$ 53,680</b>	<b>\$ 7,955</b>	<b>\$ 16,379</b>	<b>\$ 361,045</b>
<b>Grand Total</b>	<b>\$ 3,336,979</b>	<b>\$ 299,900</b>	<b>\$ 423,216</b>	<b>\$ 302,592</b>	<b>\$ 177,340</b>	<b>\$ 4,540,026</b>

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

# Invoice

DATE	INVOICE #
6/30/2020	114

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

DUE DATE
7/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
Triunfo Water & Sanitation District General Manager Services			0.00
06/01/20 Various TWSD Projects Phone conference w/Tim Doyle to discuss several projects Meeting w/Ken Hume KEH Group regarding Pure Water Project Review/Rate As-Needed Engineering Services SOQ'S Review/Respond to customer concerns Review JPA Board Meeting Agenda Phone conference w/Mary Vorissis re:SOQ Participate in JPA Board Meeting	11	126.75	1,394.25
06/02/20 Various TWSD Projects Meeting w/Vickie Dragan to discuss transition planning Phone conference w/Chris Theisen and VRSD Staff to discuss TWSD/VRSD Transition Plan Core Management Team follow-up meeting to discuss development of time schedule for Transition Plan implementation Phone conference w/Chris Theisen Phone conference w/John Mathews	10	126.75	1,267.50
06/03/20 Various TWSD Projects TWSD/VRSD Weekly Staff Meeting Core Management Team Weekly Meeting TWSD Agenda Prep Review /Respond to customer concerns Phone conference w/Sandy Warren to discuss several Projects Review/Finalize selection of As-Needed Engineering Services Consultant(s) Review P/W and R/W demand data	9	126.75	1,140.75



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

# Invoice

DATE	INVOICE #
6/30/2020	114

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

DUE DATE
7/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
06/04/22 Various TWSD Projects Phone conference w/John Mathews Phone conference w/Tim Doyle regarding several projects TWSD Agenda Prep Review/Respond to customer concerns Phone conference w/Staff to discuss LeVan tank cleaning Review TWSD Budget Report Transition planning Review/Respond to customer concerns	9	126.75	1,140.75
06/05/20 Various TWSD Projects Phone conference w/Tim Doyle to discuss several projects Transition plan review Phone conference w/Chi Hermann to discuss several projects Review status of Koff Class and Comp Study Travel to VRSD Admin office to review and sign documents	9	126.75	1,140.75
06/08/20 Various TWSD Projects Phone conference w/John Mathews Phone conference w/Tim Doyle regarding TWSD BM Agenda Review follow-up letter to Amy LeVan regarding the scheduling of tank cleaning Review info regarding lifeline rate programs Phone conference w/Vickie Dragan regarding several projects Review updated TWSD Job Descriptions			0.00
6/08/20 Various TWSD Projects Phone conference w/Janna Orkney Meeting w/Regina Williams to discuss TWSD Transition Plan Respond to several emails	10	126.75	1,267.50



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

# Invoice

DATE	INVOICE #
6/30/2020	114

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

DUE DATE
7/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
06/09/20 Various TWSD Projects Legal Counsel Monthly Meeting w/John Mathews and Tim Doyle Weekly Core Management Team Meeting Calculate/Review updated Core Management Team Billing Rates TWSD Agenda Prep Finalize Draft TWSD Transition Plan Schedule Review status of Verizon Kilburn Site Project	9	126.75	1,140.75
06/10/20 Various TWSD Projects TWSD/VRSD Weekly Staff Meeting Meeting w/Chi Hermann to discuss Low Income Rate Plan Site Visit-Oak Park, Lake Sherwood Project Sites	9	126.75	1,140.75
06/11/20 Various TWSD Projects Meeting w/Core Management Team to prepare for TWSD/VRSD Transition Plan Meeting Phone conference w/John Mathews Core Management Team Meeting to discuss several projects Phone conference w/Juliet Rodriguez to discuss several projects TWSD Agenda Review Meeting w/Tim Doyle	8.5	126.75	1,077.38
06/12/20 Various TWSD Projects	2	126.75	253.50
06/15/20 Various TWSD Projects	1.5	126.75	190.13
06/16/20 Various TWSD Projects	1	126.75	126.75
06/17/20 Various TWSD Projects	1.5	126.75	190.13
06/18/20 Various TWSD Projects	2	126.75	253.50
06/19/20 Various TWSD Projects	2	126.75	253.50

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

# Invoice

DATE	INVOICE #
6/30/2020	114

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

DUE DATE
7/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
06/22/20 Various TWSD Projects Phone conference w/Tim Doyle regarding several projects Phone conference w/John Mathews Review status of LeVan wastewater system maintenance Phone conference w/Chi Herman regarding Comp and Class Project Phone conference w/Vickie Dragan regarding TWSD Transition Plan Prepare for and participate in TWSD Board Meeting	11	126.75	1,394.25
06/23/20 Various TWSD Projects TWSD Board Meeting debrief Core Management Team Weekly Staff Meeting Review/Respond to customer concerns TWSD Agenda Prep Phone conference w/KEH Group re:Contract Phone conference w/MV Engineering re:Contract Review TWSD Budget Report	9.5	126.75	1,204.13
06/24/20 Various TWSD Projects Review/Respond to customer concerns Core Management Team Weekly Meeting TWSD/VRSD Weekly Staff Meeting TWSD/VRSD Transition Plan Meeting Phone conference w/Tim Doyle regarding AT&T Lease Transfer Phone conference w/Janna Orkney Phone conference w/Chi Herman regarding VRSD staffing update	10	126.75	1,267.50
06/25/20 Various TWSD Projects Phone conference w/Richard Jones regarding customer concerns Phone conference w/Ken Hume regarding several issues Phone conference w/Tim Doyle and Chi Hermann regarding TWSD Transition Plan TWSD Agenda Prep Review TWSD/VRSD Contract	8.5	126.75	1,077.38

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

# Invoice

DATE	INVOICE #
6/30/2020	114

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

DUE DATE
7/30/2020

DESCRIPTION	QTY	RATE	AMOUNT
06/26/20 Various TWSD Projects Review/Respond to customer concerns Site Visit-Oak Park and Lake Sherwood Phone conference w/Tim Doyle regarding several projects Review status of Lakeside Pump Station Project	9	126.75	1,140.75
06/29/20 Various TWSD Projects Phone conference w/John Mathews Phone conference w/Tim Doyle regarding Verizon Kilburn Tank Project Review Vta Co request for additional Tax Roll/Rate Info Phone conference w/Richard Jones regarding several projects Review Koff Comp and Class Study Draft Report	9	126.75	1,140.75
06/30 20 Various TWSD Projects Core Management Team Weekly Meeting Review/Respond to customer concerns Meeting w/Vickie Dragan regarding Transition Plan TWSD Agenda Prep Meeting w/Chi Herman regarding several projects Phone conference w/Richard Jones regarding Director Nye request	9	126.75	1,140.75
Please remit to above address.	<b>Total</b>		20,343.40

Mark Norris Invoice - TSD

121701 121101 123100

	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
06/01/20	11.00									11.00
	10.00									10.00
	9.00									9.00
	9.00									9.00
	9.00									9.00
	10.00									10.00
	9.00									9.00
	9.00									9.00
	8.50									8.50
	2.00									2.00
	1.50									1.50
	1.00									1.00
	1.50									1.50
	2.00									2.00
	2.00									2.00
	11.00									11.00
	9.50									9.50
	10.00									10.00
	8.50									8.50
	9.00									9.00
	9.00									9.00
06/30/20	9.00									9.00
	-									-
	-									-
	160.50	-	-	-	-	-	-	-	-	160.50
	20,343.38	-	-	-	-	-	-	-	-	20,343.38

\$ 126.75 \$ 126.75 20,343.40 (0.03)

**PO#114**

45-100-52080-121100	13,731.80	
45-370-52080-122100	1,983.48	
45-470-52080-123100	1,220.60	
45-270-52080-121101	1,576.61	
45-270-52080-121104	1,830.91	
45-100-52080-121100		rounding
	<u>20,343.40</u>	
	0.03	

OH Charge		
2,059.77	121100	67.5%
297.52	122100	9.8%
183.09	123100	6.0%
236.49	121101	7.8%
274.64	121104	9.0%
-	121100	
<u>\$ 3,051.51</u>		100%

FY20 Budget-TWSD Norris Budget

## Elizabeth Zenner

---

**From:** Jocelyn Adlao  
**Sent:** Thursday, July 2, 2020 7:29 AM  
**To:** Elizabeth Zenner  
**Subject:** FW: June Invoice

-----Original Message-----

**From:** Mark Norris [mailto:marksnorris@hotmail.com]  
**Sent:** Thursday, July 2, 2020 6:44 AM  
**To:** Janet M. Wall <jlwall2016@gmail.com>  
**Cc:** Mark Norris <marksnorris@hotmail.com>; Jocelyn Adlao <JocelynAdlao@vrsd.com>; Yagnesh Prajapati <YagneshPrajapati@vrsd.com>; Regina Williams <ReginaWilliams@vrsd.com>  
**Subject:** Re: June Invoice

Thanks James

Sent from my iPhone

> On Jul 2, 2020, at 2:37 AM, Janet M. Wall <jlwall2016@gmail.com> wrote:  
>  
> Mark,  
>  
> I approve your June invoice.  
>  
> James  
>  
> On June 30, 2020, at 5:05 PM, Mark Norris <marksnorris@hotmail.com> wrote:  
>  
>  
> Hi James,  
>  
> Please find attached my June Invoice for your review and approval.  
> Call me if you have any questions.  
>  
> Thanks, Mark

Chi Hermann Consulting  
 707 Via Zamora  
 Camarillo, CA 93010

# INVOICE

DATE	INVOICE NO.
6/30/2020	109

*P.O.  
#120*

APPROVED FOR PAYMENT			
45	100	52080	121100
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION			ACCT USE ONLY
<i>[Signature]</i>			6/30/2020
SIGNATURE & DATE			
AUTHORIZATION FOR PAYMENT			
			<i>[Signature]</i>
			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 6/1/20 through 6/30/20:	98	\$95.00	\$9,310.00
<ul style="list-style-type: none"> <li>❖ Classification &amp; Compensation Study (Classification Descriptions and Salary)</li> <li>❖ TWSD Transition (Planning, schedule, office space requirements, etc.)</li> <li>❖ Low Income PW Discount program</li> <li>❖ TWSD-250, 350, 450 (Update data sheets, summaries and website to reflect rates and ordinances effective 7/1/20)</li> <li>❖ Meetings (Core Group on various projects and issues, board packet agenda and review, Ops weekly, Board meetings, etc.)</li> <li>❖ Monthly Budget/Labor Report (VRSD Contract)</li> <li>❖ Monthly Water Sales vs Purchase.</li> <li>❖ Misc (new legislation, customer service issues, billing issues, etc.)</li> </ul>			
		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			
FUND	DEPT	EXPENSE	WORK ORDER
45	100	52080	121100
45	270	52080	121101
45	370	52080	122100
PO#122			
EXPENSE CODE VERIFICATION		ACCT USE ONLY	
SIGNATURE & DATE		SIGNATURE & DATE	
AUTHORIZATION FOR PAYMENT			

**DATE:** June 30, 2020  
**INVOICE #:** DCS\_TWSD-106  
**FOR:** Project Management Services



MSN  
SIGNATURE & DATE

DESCRIPTION	AMOUNT
<p><b>139 hours of contract services @ \$119.00/hr for Triunfo Water &amp; Sanitation District's projects as follows:</b>                      General Admin - \$6,600                      WW Admin - \$5,000                      PW Admin - \$4,941                      RW Admin - \$0</p> <p><b>Tasks worked on during the 6/1/20 to 6/30/20 period include:</b>                      Provided project management coordination with various TWSD project components. Drafted Board documentation for the June meeting and attended same via teleconferenced due to COVID-19 pandemic, which included one public hearing; 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, continued coordination of final transfer documents; provided plan checks and other reviews for District Will Serve process for TO and Bell Canyon for reconnects and water meter upgrades; worked with staff on Ordinance updates; worked on various meter issues with PW and RW customers; continued coordination with Verizon at Kilburn for tower expansion project and caisson redesign to satisfy County requirement; 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, final docs received and are being reviewed; continued coordination with Legal Counsel and Developer for Saddlebow Road main line sewer extension (BC); coordinated discussions for HOA requested use of District lift station power for security purposes (Westlake Village and North Ranch); working with Legal Counsel to draft amendments to AT&amp;T Lease Agreement with Octagon Towers; participated 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 &amp; Comp Study); revised letter to Levan for tank cleaning and coordinated release; worked with staff for tax roll list and public hearing for submission to County; participated with core mgmt in discussions with VRSD for admin transition to TWSD; ; assisted GM with other administrative requests and directives from the TWSD Board.</p> <p><b>Reference: TWSD Contract No. T19-008</b></p>	<p>\$ 16,541.00</p>
<b>TOTAL</b>	<b>\$ 16,541.00</b>

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  
 1014 VIA ONDULANDO  
 VENTURA, CA 93003  
 (805) 407-2268  
 E-mail: troli40@yahoo.com



*From the ashes we rise*

APPROVED FOR PAYMENT			
45	100	52080	121100
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION			ACCT USE ONLY
			EAZ
SIGNATURE & DATE			
AUTHORIZATION FOR PAYMENT			
			MSN
			SIGNATURE & DATE

INVOICE NO. 009 JULY 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 June 2020	44.0	\$120.00	\$5,280.00
	Attended various meetings via teleconferences with core management staff and general manager, TWSD Regular Board meeting (6/22), and TWSD/VRSD staff to discuss transitional separation (6/2 and 6/24).			
	Reviewed the Koff's draft Market Salary data, VRSD labor hours, board letters, financial statements, project reports, investment report, etc.			
	Started setting up the TWSD budget in Excel and researching budget systems. Started getting familiarize with sewer service and its various components including Bell Canyon, tax rolls, etc.			

SUBTOTAL	\$5,280.00
SALES TAX	0
<b>TOTAL DUE BY DATE</b>	<b>\$5,280.00</b>

Thank you for your business!

Make checks payable to: Vickie Dragan  
 Payment Due Upon Receipt