

**TRIUNFO WATER & SANITATION DISTRICT  
DISBURSEMENTS  
10/1/20-10/31/20**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009835	\$78.76	10/8/2020	AT&T
	\$22.55		SEP 20 - 63 BUCKSKIN RD LD
	\$56.21		SEP 20 - OAK CANYON PROJECT HL
009836	\$287.50	10/8/2020	AT&T
	\$176.55		OCT 20 - SCADA NETWORK
	\$110.95		OCT 20 - U VERSE TWSD PW OPS
009837	\$77.13	10/8/2020	COUNTY OF VENTURA
	\$29.04		8/18-9/15 - WW LIFT STATION 3
	\$19.05		8/18-9/15 - 62 BUCKSKIN RD
	\$29.04		8/15-9/15 - WW LIFT STATION 3A
009838	\$25,769.87	10/8/2020	MARK NORRIS CONSULTING, LLC
			SEP 20 - CONSULTING SERVICES
009839	\$1,481.25	10/8/2020	STATE COMPENSATION INSURANCE FUND
			7/1/20-10/1/20-WKERS COMP INS
009840	\$15,074.46	10/8/2020	VICKIE DRAGAN
			SEP 20 - CONSULTING SERVICES
009841	\$19.14	10/8/2020	KEVIN STOP
			REFUND WATER CUSTOMER CREDIT BALANCE
009842	\$27.73	10/8/2020	MICHELLE TOM
			REFUND WATER CUSTOMER CREDIT BALANCE
009843	\$28.64	10/8/2020	KIMBERLY NEWMAN
			REFUND WATER CUSTOMER CREDIT BALANCE
009844	\$43.35	10/8/2020	DIANE PALUMBO
			REFUND WATER CUSTOMER CREDIT BALANCE
009845	\$34.16	10/8/2020	JOSEF AVESAR
			REFUND WATER CUSTOMER CREDIT BALANCE
009846	\$17.09	10/8/2020	MARIANELLA DONOSO
			REFUND WATER CUSTOMER CREDIT BALANCE
009847	\$50.00	10/15/2020	AWA
			10/15/20 - WATERWISE MTG - L.S & J.O

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CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009848	\$540.00	10/15/2020	COUNTY OF VENTURA
	\$170.00		ENCROACHMENT PERMT PE20-0177-1
	\$370.00		ENCROACHMENT PERMIT PE20-0570
009849	\$239.54	10/15/2020	FRONTIER COMMUNICATIONS
	\$64.44		OCT 20 - THOUS OAKS TELE/MAINT
	\$56.74		OCT 20 - LK SHERWOOD STAFFORD RD
	\$56.74		OCT 20 - 654 LAKE SHERWOOD DR
	\$61.62		OCT 20 - N RANCH PUMP STATION
009850	\$127.75	10/15/2020	MCI
			SEP 20 - 800# FOR TWSD CUSTOMERS
009851	\$42.29	10/15/2020	MARK S. NORRIS
			REIMBURSE - OFFICE SUPPLIES
009852	\$503,230.40	10/22/2020	LAS VIRGENES MUNICIPAL WATER DISTRICT
	\$418,416.85		JUN 20 - JPA EXPENSE
	\$84,813.55		JUN 20 - RW PURCHASE
009853	\$28.90	10/22/2020	RINCON PROPERTY MANANGEMENT
			REFUND WATER CUSTOMER CREDIT BALANCE
009854	\$30.54	10/22/2020	XINCHAO YU
			REFUND WATER CUSTOMER CREDIT BALANCE
009855	\$43.82	10/22/2020	ROCIO E JORDAN
			REFUND WATER CUSTOMER CREDIT BALANCE
009856	\$35.91	10/22/2020	PAUL JANEDIS
			REFUND WATER CUSTOMER CREDIT BALANCE
009857	\$50.15	10/22/2020	SURESH RAMALINGAM
			REFUND WATER CUSTOMER CREDIT BALANCE
009858	\$926.70	10/22/2020	A BRETT-STEPHANIE SANDLER TR
			SEWER SERVICE FEE REFUND - WOOLSEY FIRE PROPERTY
009859	\$58.97	10/29/2020	AT&T
	\$2.43		OCT 20 - 63 BUCKSKIN RD LD
	\$56.54		OCT 20 - OAK CANYON PROJECT HL

**TRIUNFO WATER & SANITATION DISTRICT**  
**DISBURSEMENTS**  
**10/1/20-10/31/20**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009860	\$3,744.00	10/29/2020	JAMES D. RIGLER TRUST
			DEVELOPER REFUND TRACT# 4315
009861	\$433,069.83	10/29/2020	LAS VIRGENES MUNICIPAL WATER DISTRICT
	\$356,244.91		JUL 20 - JPA EXPENSE
	\$76,824.92		JUL 20 - RW PURCHASE
009862	\$4,930.14	10/29/2020	LEONARD CHARITABLE FOUNDATION
			DEVELOPER REFUND TRACT# 3984
009863	\$11,835.15	10/29/2020	RICHARD A NORENE AND STEVEN L DAVIS
			DEVELOPER REFUND TRACT# 4071
009864	\$6,744.50	10/29/2020	SHIVERICK LIVING TRUST
			DEVELOPER REFUND TRACT#4474
009865	\$75.00	10/29/2020	ZHIWEI WANG
			REFUND WATER CUSTOMER CREDIT BALANCE
009866	\$60.00	10/29/2020	SHELLY HISKEY
			REFUND WATER CUSTOMER CREDIT BALANCE
009867	\$240.00	10/29/2020	JESSICA KIERNAN
			REFUND WATER CUSTOMER CREDIT BALANCE
009868	\$36.29	10/29/2020	REID TATTERSALL
			REFUND WATER CUSTOMER CREDIT BALANCE
009869	\$21.37	10/29/2020	STEPHANIE JORDEN
			REFUND WATER CUSTOMER CREDIT BALANCE
009870	\$22.31	10/29/2020	ROBERT COALE
			REFUND WATER CUSTOMER CREDIT BALANCE
ACH TXF	\$584.74	10/23/2020	PAYCHEX
			10/23/20 - ADMIN FEES
ACH TXF	\$10,530.95	10/23/2020	PAYCHEX
			10/23/20 - PAYROLL TAXES FOR CMT
ACH TXF	\$70.00	10/30/2020	PAYCHEX
			10/30/20 - PAYROLL TAXES FOR BOARD
ACH TXF	\$402.04	10/30/2020	PAYCHEX
			10/30/20 - PAYROLL TAXES FOR BOARD

**TRIUNFO WATER & SANITATION DISTRICT  
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CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
ACH TXF	\$225.28	10/30/2020	LINCOLN FINANCIAL GROUP
			10/30/20 - DEFERRED COMP
ACH TXF	\$11.50	10/30/2020	PAYCHEX
			10/30/20 - ADMIN FEES
EFT000000000000000918	\$363,031.93	10/6/2020	VENTURA REGIONAL SANITATION DISTRICT
			VRSD CONTRACT SVCS - AUG 20
EFT000000000000000919	\$9,190.30	10/6/2020	ARNOLD BLEUEL LAROCHELLE MATHEWS & ZIRBEL LLP.
	\$147.00		AUG 20 - CELL SITE LEASE AMEND
	\$9,043.30		AUG 20 - CENTRAL ADMIN, PW, WW
EFT000000000000000920	\$9,777.72	10/8/2020	CHI HERMANN
			SEP 20 - CONSULTING SERVICES
EFT000000000000000921	\$20,652.04	10/8/2020	DOYLE CONSULTING SERVICES
			SEP 20 - CONSULTING SERVICES
EFT000000000000000922	\$3,461.25	10/8/2020	DEBRA WEST
			SEP 20 - CONSULTING SERVICES
EFT000000000000000923	\$20,907.63	10/15/2020	SOUTHERN CALIFORNIA EDISON
			SEP 20 - MASTER BILL
EFT000000000000000924	\$5,300.00	10/29/2020	ARNOLD BLEUEL LAROCHELLE MATHEWS & ZIRBEL LLP.
			SEP 20 - CENTRAL ADMIN, PW, WW
EFT000000000000000925	\$353,710.66	10/29/2020	CALLEGUAS MUNICIPAL WATER DISTRICT
			SEP 20 - POTABLE WATER
EFT000000000000000926	\$1,070.00	10/29/2020	WATEREUSE ASSOCIATION
			2021 MEMBERSHIP DUES
EFT000000000000000927	\$212.80	10/29/2020	FRONTIER COMMUNICATIONS
			OCT 20 - 56K NETWORK SCADA OP
<b>TOTAL</b>	<b>\$1,808,261.48</b>		



## **Water & Wastewater Monthly Report**

### **Triunfo Water & Sanitation District**

For the month of: August 2020

The billing period for this invoice is August 2 through August 29, 2020 for labor and equipment.

This report is arranged in the order of the invoice: Collection System, General Administration, Potable Water System, Reclaimed/Recycled Water System, and Wastewater Operations.

#### **BELL CANYON**

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

- Staff marked dig alerts.
- Staff spoke to a homeowner about his grinder system at 15 Mustang.
- Staff worked with a contractor and assisted them with locating their sewer lateral.
- Staff responded to an odor complaint. Staff scheduled a crew to clean the line.
- Staff answered customer's questions over the phone.

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

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

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

- Staff worked on the flow letter.
- Staff reviewed the annual calculations sent from the City of Los Angeles.

#### **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 looked up laterals on as-builds.
- Staff inspected manholes.

- Staff worked on getting jet scan connected and tested it for hot spot use.
- Staff confirmed sewer service at multiple addresses.
- Staff responded to an odor complaint.
- Staff created and closed out will serve work orders.

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

- Staff reviewed blueprints to look for potential easement conflicts for homes being rebuilt from the Woolsey Fire.

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

- Staff responded to an odor complaint at 966 Lake Sherwood Dr.
- Staff repaired a sewer lid on a tank at 766 Lake Sherwood Dr.

#### **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 source control updates.
- Staff worked on the FOG program database (updates & preparations).
- Staff worked on the Dental Amalgam updates.
- Staff reviewed Nanofilm results.
- Staff created the 2020 Pretreatment program first semester report for Brad at LVMWD.

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

- Staff removed old hardware and installed a new control panel at the Lakeside Lift Station.
- Staff installed new hour meters at the Westlake Lift Station.
- Staff troubleshooted the PLC at the Polo Lift Station. Staff replaced the processor.
- Transfer switch research.
- Staff worked on remote generator calls.
- PLC / HMI programming.
- Staff updated the Polo Lift Station clock.

#### **TWSD-COL22 (221415) – LAKESIDE LFT STN REHAB PROJECT**

- Staff verified drawings for a new vault door and ordering it.

#### **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

**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**

- 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.
- 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 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 to discuss budgets.
- Staff posted TWSD board meeting agendas and delivered packets to board member's homes.
- Staff provided the Sheriff's department information they requested about specific TWSD sites (emergency backup power).
- Staff escorted a film crew to / near the OCR site. Staff locked up the gates after they left.
- Staff troubleshoot an issue with the AMI collector's air conditioner at the Deerhill location. Staff contacted Aqua metric to see if our maintenance contract covers the repair / replacement.
- Staff attended AWAVC training session via zoom (why plastic pipes fail).

**Potable Water Use:**

Falling Star Turn out

66,934,032 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: 0.6 hrs

Lindero Generator Run Hours – Emergency Use: 0.0 hrs

Deerhill Generator Run Hours – Routine Maintenance: 0.0 hrs

Deerhill Generator Run Hours – Emergency Use: 7.0 hrs (Governor mandated hours 3pm to 10pm).

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

- Staff used leak detection equipment to identify service line leaks.

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

- Mark Norris Meetings

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

- Staff replaced a broken angle stop on Via Del Caballo.
- Staff investigated and replaced a 1" service on Pheasant Lane. Staff shut down the street to locate the line. Staff worked with a contractor on this repair. The contractor had to use a mole to go underneath a driveway. The site was cleaned up and we installed new sod in a small section.
- Staff pulled a new 1" service / replacing an existing 1" service that was leaking at 1085 Ellesmere. Staff pulled an encroachment permit with the County and notified the homeowner of the shutdown. After the line was replaced, the holes were sanded, and paved.
- Staff worked with a contractor to repair a leaking service on Oak Hills Dr. – The hole was sanded and paved.
- Staff responded to a Dial Security call and found an 8" gate valve broken at the Savoy Pump Station vault. Staff shut down a section of the main line feeding the station. Staff contacted Famcon after hours to get a new 8" valve and other parts needed. Staff removed the broken valve and removed it with a crane through the roof hatch at Savoy. Staff installed a new 8" gate valve, gaskets and bolts. After the install staff charged the mainline feeding the station, checked for leaks, and put the station back into normal operation. Staff notified the Fire Department of two fire hydrants that were down during the repair.

**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 reformatted the water conservation door hanger to include an AWWA water conservation brochure.



**TWSD-POT06 (222500) – PW-ENVIRONMENTAL PROGRAMS**

- Staff worked on and submitted monthly reports to the CDPH.
- Staff reviewed analytical results.
- Staff reviewed the water quality maps.
- Staff updated the sample tracker.
- Staff updated the water loss spreadsheet.
- Staff exported and saved lab results to the server and database.
- Staff worked on the reclaimed water report.

**TWSD-POT07 (122100) – CUSTOMER SERVICE – ADMINISTRATION**

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

**TWSD-POT08 (222302) – CUSTOMER SERVICE – FIELD**

- A total of 82 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.
- Staff downloaded and archived door hanger posted pictures.
- Staff assisted customers with the customer portal.

**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, tagged them and prepared them to be sent back to Sensus for warranty replacement.
- 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 installed a new mechanical seal on P4 at the Deerhill Pump Station.
- Staff worked on the Lindero Pump Station generator call.
- Staff filled up all of the TWSD generators with Diesel fuel.
- Deerhill Pump Station maintenance.

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

- 08/17/2020 – Shut off generator power.
- 08/17/2020 – Meeting with Arizona Pipeline.
- 08/29/2020 – Lindero Pump Station Alarms.

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

- 08/23/2020 – Customer needed assistance with leak.
- 08/24/2020 – Water coming out of the meter box at 1085 Ellesmere.
- 08/27/2020 – Called to Mateo for service line leak.
- 08/28/2020 – Called out to a leak at 5226 Pesto Way.
- 08/29/2020 – Water coming from curb running down the street.

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

- 08/28/2020 – Service line leak at Oak Hills.
- 08/29/2020 – Running water in the hills. Found Savoy vault flooding.

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

- Staff reviewed Analytics meter alarms.
- Staff created and dispatched work orders.
- Staff downloaded and completed meter read work orders.
- Staff investigated meters in the field with communication alarms.

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

- Staff worked on SCADA communication issues. Cellular VPN troubleshooting.
- Staff worked on VFD issues at the Savoy Pump Station.
- Staff worked on setting up a remote call for the Oak Park emergency generators.
- Staff investigated a low suction pressure alarm at the Lindero Pump Station.
- Staff purchased and installed a new ups device at the Lindero Pump Station.

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

- Staff met with Atmore Landscape at the Kilburn Reservoir (annual weed abatement).
- Staff worked on clearing around the TWSD owned backflows, removing weeds and excess dirt.
- Staff contacted Aquatech Backflow to get prices on testing / servicing TWSD owned backflows.

#### **TWSD-POT32 (122710) – WOOLSEY FIRE RESPONSE**

- See General Manager for information on this project.

#### **RECLAIMED/RECYCLED WATER SYSTEM**

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

Staff performed reclaimed water meter reads 08/27/2020 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 completed reclaimed water audits with landscapers.

##### ***TOTAL RECLAIMED WATER USE:***

Oak Park System 32,299,747 Gallons

Lake Sherwood usage: 3,734,914 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 investigated meters with low or no usage and replaced them if they were defective.
- Staff worked on communication issues at the reclaimed pump station (changed Kepware).
- Staff continued removing the old metal airvac canister lids and replacing them with the new composite lids with the reclaimed purple identification on them.
- Staff worked on SCADA communication.
- Staff worked on creating and dispatching reclaimed water audit work orders.
- Staff performed site maintenance at the reclaimed water sites. Staff hand watered the new plants at the pump station in preparation for the excessive heat wave.

##### **TWSD-RCL06 (223400) – RW-ENGINEERING**

- Mark Norris Meetings

## **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: August 2020**

<b>Total Gallons</b>	
Lake Station	7,674,642
Polo Fields	3,627,880
Carlisle	382,180
Bell Cyn/TSD	3,524,307
Bell Cyn L/S	375,950

- Staff checked the TWSD lift stations multiple times per week.
- Staff performed site maintenance.
- Staff performed monthly generator checks / runs.
- Staff monitored SCADA remotely.
- Staff picked up sound deadening material from Grainger and installed it at the Lakeside Lift Station.

- Staff responded to alarms.
- Staff inspected sewer lateral reconnections (Woolsey Fire rebuilds).
- Staff changed the carbon in the Lakeside Lift Station air scrubber.
- Staff gathered information for the APCD permit.

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

- Staff installed new hour meters at the Westlake Lift Station.
- Staff marked dig alerts.
- Staff filled all of the TWSD lift station generators with diesel.
- Staff worked on wiring at the Lakeside Lift Station.
- Staff met to discuss a flushing procedure at the Carlisle Lift Station.
- Staff performed CCTV work.

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

- Staff scanned and saved monthly data into the server and database.

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

- 08/14/2020 – A/C power failure.
- 08/17/2020 – Ran generators due to power shortages.

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

- Staff performed fixture counts.
- Staff updated the fixture count database.

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- Aug-20
DESCRIPTION:	VRSD CONTRACT SVCS Aug-20

Row Labels	Labor	Equipment	Material	Subcontractor	Other	Supply	Total
8/31/2020							
ADMIN	44,724.50	-	282.90	17,238.50	6,759.47	24,280.87	69,005.37
POTABLE	86,775.00	2,452.50	9,550.74	13,035.17	-	22,585.91	111,813.41
PW ADMIN	24,011.00	-	-	-	5,466.30	5,466.30	29,477.30
RECYCLED	8,397.00	498.00	6,456.81	4,030.64	-	10,487.45	19,382.45
RW ADMIN	688.00	-	-	-	499.41	499.41	1,187.41
WASTEWATER	88,313.75	25,003.38	7,941.08	-	7,650.79	15,591.87	128,909.00
WW ADMIN	-	-	206.99	-	3,050.00	3,256.99	3,256.99
<b>8/31/2020 Total</b>	<b>252,909.25</b>	<b>27,953.88</b>	<b>24,438.52</b>	<b>34,304.31</b>	<b>23,425.97</b>	<b>82,168.80</b>	<b>363,031.93</b>
<b>Grand Total</b>	<b>252,909.25</b>	<b>27,953.88</b>	<b>24,438.52</b>	<b>34,304.31</b>	<b>23,425.97</b>	<b>82,168.80</b>	<b>363,031.93</b>

45-100-20000	(69,005.37)		
45-270-20000	(132,165.99)		
45-370-20000	(141,290.71)		
45-470-20000	(20,569.86)		
45-100-52067	44,724.50		
45-100-52068	-		
45-100-52069	24,280.87		
45-100-52001	-	Board Exps	121100
45-100-52040	-	Memberships	121100
45-100-52035	-	Conferences	121100
45-210-52067	88,313.75		
45-210-52068	25,003.38		
45-210-52069	15,591.87		
45-270-52067	-		
45-270-52068	-		
45-270-52069	3,256.99		
45-270-52010	-	Memberships	121101
45-270-52035	-	Conferences	121104
45-310-52067	86,775.00		
45-310-52068	2,452.50		
45-310-52069	22,585.91		
45-370-52067	24,011.00		
45-370-52068	-		
45-370-52069	5,466.30		
45-370-52010	-	Memberships	122100
45-370-52035	-	Conferences	122100
45-410-52067	8,397.00		
45-410-52068	498.00		
45-410-52069	10,487.45		
45-470-52067	688.00		
45-470-52068	-		
45-470-52069	499.41		
45-470-52035	-	Conferences	123100
Total	363,031.93		
Monthly Total	363,031.93		
Crosscheck	-		

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



**TRIUNFO WATER & SANITATION DISTRICT**  
**Budget vs. Actual Analysis by Work Order**  
Year-to-Date as of August 31, 2020

Work Order	Description	Adjusted Budget	Actual Expense	Budget Remaining
121100	TSD-VRSD CA	\$ 603,806	\$ 135,463	\$ 468,343
121101	TSD-WW Administration	\$ 58,175	\$ 8,419	\$ 49,757
121103	TSD-FACEBOOK/TWITTER	\$ 19,656	\$ -	\$ 19,656
121104	TSD-JPA-IPR Project	\$ 3,551	\$ 622	\$ 2,929
121120	TWSD – Admin – COVID19	\$ -	\$ 126	\$ (126)
121710	TSD-WW Woolsey Fire	\$ -	\$ 144	\$ (144)
122100	TSD-PW Customer Service	\$ 360,201	\$ 73,493	\$ 286,708
122501	TSD-PW-Admin-OP Water Conservation	\$ 22,195	\$ -	\$ 22,195
122710	TSD-PW Woolsey Fire	\$ -	\$ 684	\$ (684)
123100	TSD-RW-Admin-Customer Service	\$ 68,975	\$ 2,885	\$ 66,091
221200	TSD-WW Maintenance	\$ 159,655	\$ 37,249	\$ 122,406
221201	TSD-WW-Maintenance Collection Sys	\$ 490,103	\$ 47,226	\$ 442,877
221202	TSD-N. Shore Tank Maint	\$ 49,688	\$ 11,188	\$ 38,500
221203	TSD-Manhole Rehab	\$ 326,772	\$ 128,074	\$ 198,698
221204	TSD-WW Maintenance-Preventative	\$ 74,044	\$ 3,304	\$ 70,741
221206	TSD-WW-Maintenance SCADA	\$ 98,997	\$ 26,695	\$ 72,302
221207	TSD-Main - BCYN Collection System	\$ 115,078	\$ 8,129	\$ 106,949
221208	TSD-BCYN- Maint - Preventative	\$ 27,057	\$ -	\$ 27,057
221210	TSD – WW Maintenance – Fixture Counts	\$ -	\$ 5,749	\$ (5,749)
221300	TSD-Administration - Wastewater	\$ 35,940	\$ 2,377	\$ 33,563
221301	TSD-Operations - Wastewater	\$ 90,577	\$ 35,103	\$ 55,474
221302	TSD-BCYN-Operations	\$ 13,826	\$ 6,252	\$ 7,574
221303	TSD-BCYN-Operations-Admin	\$ 4,584	\$ 207	\$ 4,377
221400	TSD-Engineering - Projects	\$ 121,317	\$ 1,744	\$ 119,573
221401	TSD-BCYN - Engineering	\$ 102,422	\$ 6,992	\$ 95,430
221411	TSD-WW-Eng-BC Communication & Controls	\$ -	\$ 9,942	\$ (9,942)
221414	TSD-WW - Lake Sherwood VGGSS	\$ -	\$ 524	\$ (524)
221415	TSD-Lakeside Lift Station Rehab	\$ -	\$ 131	\$ (131)
221500	TSD-WW - EPG - SSMP	\$ 15,568	\$ -	\$ 15,568
221501	TSD-WW-EPG-Source Control	\$ 106,190	\$ 11,848	\$ 94,342
221710	TSD-WW Woolsey Fire	\$ -	\$ 393	\$ (393)
222200	TSD-PW - Maintenance	\$ 85,760	\$ 12,310	\$ 73,450
222201	TSD-PW-Maintenance Preventative	\$ 131,724	\$ 27,390	\$ 104,334
222202	TSD-PW-Maintenance SCADA/Elect	\$ 111,481	\$ 25,176	\$ 86,305
222203	TSD-PW-Main-Coatings & Linings	\$ 27,984	\$ -	\$ 27,984
222300	TSD-Operations - Potable Water	\$ 361,315	\$ 83,519	\$ 277,796
222301	TSD-Operations - PW Sys Repairs	\$ 251,048	\$ 44,012	\$ 207,036

**TRIUNFO WATER & SANITATION DISTRICT**  
**Budget vs. Actual Analysis by Work Order**  
**Year-to-Date as of August 31, 2020**

Work Order	Description	Adjusted Budget	Actual Expense	Budget Remaining
222302	TSD-PW Customer Service-Field	\$ 200,585	\$ 38,393	\$ 162,192
222303	TSD-PW - Operations-Fire Hydrant	\$ 78,784	\$ -	\$ 78,784
222304	TSD-PW-Oper-Anode Checks/Leak Det	\$ 45,645	\$ 1,617	\$ 44,028
222305	TSD-PW-Operations Meter Replacemnt	\$ 30,433	\$ 100,270	\$ (69,837)
222307	TSD-PW-Operations - Meter Readings	\$ 37,320	\$ 5,181	\$ 32,139
222400	TSD-PW-Engineering Projects	\$ 133,035	\$ 798	\$ 132,237
222500	TSD-PW-Environmental Programs	\$ 67,247	\$ 14,997	\$ 52,250
222501	TSD-PW-EPG-OP Water Conservation	\$ 29,315	\$ 3,051	\$ 26,264
223200	TSD-RW-Maintenance	\$ 69,737	\$ 28,811	\$ 40,926
223300	TSD-Operations - Recycled Water	\$ 98,884	\$ 11,419	\$ 87,465
223400	TSD-RW-Engineering	\$ -	\$ 131	\$ (131)
221201E	TSD-WW-Collection Sys Call-out Emr	\$ 12,030	\$ -	\$ 12,030
221202E	TSD-N. Shore Tank Maint-Emergency	\$ 1,872	\$ -	\$ 1,872
221301E	TSD-WW-Ops Emergency Call-Outs	\$ 2,340	\$ 1,872	\$ 468
222300E	TSD-PW-Operations Call-out	\$ 12,030	\$ 810	\$ 11,220
222301E	TSD-PW-Oper Sys Rpr Emer Call-Out	\$ -	\$ 4,455	\$ (4,455)
222302E	TSD-PW-Cust Srv Emerg Call-outs	\$ 8,421	\$ 6,075	\$ 2,346
223300E	TSD-RW-Oper Emergency Call-out	\$ 3,617	\$ 405	\$ 3,212
<b>TOTALS</b>		<b>\$ 4,768,984</b>	<b>\$ 975,655</b>	<b>\$ 3,793,329</b>



# TRIUNFO WATER & SANITATION DISTRICT

## Costs by Type - Monthly

Year-to-Date as of August 31, 2020

Company

TSD

Row Labels	Labor	Equipment	Material	Subcontractor	Other	Totals
7/31/2020						
ADMIN	\$ 59,977	\$ -	\$ 57	\$ 1,369	\$ 5,055	\$ 66,458
BELL CYN	\$ 5,867	\$ 1,871	\$ 107	\$ 6,950	\$ -	\$ 14,794
POTABLE	\$ 167,041	\$ 11,682	\$ 12,467	\$ 104,570	\$ 5,179	\$ 300,940
RECYCLED	\$ 20,675	\$ 1,334	\$ 581	\$ -	\$ 493	\$ 23,082
WASTEWATER	\$ 126,403	\$ 55,922	\$ 18,999	\$ 4,212	\$ 1,814	\$ 207,350
<b>7/31/2020 Total</b>	<b>\$ 379,963</b>	<b>\$ 70,808</b>	<b>\$ 32,211</b>	<b>\$ 117,100</b>	<b>\$ 12,541</b>	<b>\$ 612,623</b>
8/31/2020						
ADMIN	\$ 44,725	\$ -	\$ 283	\$ 17,239	\$ 6,759	\$ 69,005
BELL CYN	\$ 5,258	\$ 1,520	\$ 9	\$ -	\$ -	\$ 6,786
POTABLE	\$ 110,786	\$ 2,453	\$ 9,551	\$ 13,035	\$ 5,466	\$ 141,291
RECYCLED	\$ 9,085	\$ 498	\$ 6,457	\$ 4,031	\$ 499	\$ 20,570
WASTEWATER	\$ 83,056	\$ 23,484	\$ 8,139	\$ -	\$ 10,701	\$ 125,380
<b>8/31/2020 Total</b>	<b>\$ 252,909</b>	<b>\$ 27,954</b>	<b>\$ 24,439</b>	<b>\$ 34,304</b>	<b>\$ 23,426</b>	<b>\$ 363,032</b>
<b>Grand Total</b>	<b>\$ 632,872</b>	<b>\$ 98,762</b>	<b>\$ 56,649</b>	<b>\$ 151,404</b>	<b>\$ 35,967</b>	<b>\$ 975,655</b>

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

# Invoice

DATE	INVOICE #
10/2/2020	117

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

DUE DATE
11/2/2020

DESCRIPTION	QTY	RATE	AMOUNT
Triunfo Water & Sanitation District General Manager Services			0.00
09/01/22 Various TWSD Projects	8.5	127.89	1,087.07
TWSD Special Board Meeting debrief			
Review/Respond to customer concerns			
Phone conference w/Paychex regarding several issues			
Phone conference w/John Mathews regarding Employee			
Contracta			
Meeting w/Core Management Team to discuss Transition			
Plan next steps			
Review TWSD Budget Report			
09/02/20 Various TWSD Projects	8	127.89	1,023.12
Phone conference w/Chris Theisen regarding several matters			
Meeting w/Tim Doyle to discuss several projects			
Core Management Team Weekly Staff Meeting			
Meeting w/Vickie Dragan to discuss payroll implementation			
process			
09/03/20 Various TWSD Projects	9.5	127.89	1,214.96
Phone conference w/John Mathews			
Review North Ranch PS Electrical Power Agreement			
Phone conference w/Chris Theisen regarding TWSD/VRSD			
Contract Amendment/VRSD Board Meeting Update			
Review/Approve VRSD August Invoice			
Draft letter to Amy LeVan regarding Tank Cleaning			
Office organizing/filing			
09/04/20 Various TWSD Projects	8	127.89	1,023.12
Phone conference w/Chris Theisen regarding TWSD/VRSD			
Contracts			
Site Visit-Lake Sherwood/Oak Park			

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

# Invoice

DATE	INVOICE #
10/2/2020	117

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

DUE DATE
11/2/2020

DESCRIPTION	QTY	RATE	AMOUNT
09/08/20 Various TWSD Projects TWSD Core Management Team Weekly Meeting Phone conference w/Janna Orkney Phone conference w/John Mathews Phone conference w/James Wall Phone conference w/Chris Theisen regarding VRSD/TWSD Contract Amendment Meeting w/Chi Hermann regarding implementation of Paychex Contract Services TWSD Agenda Prep			0.00
09/08/20 Attend JPA Board Meeting	12	127.89	1,534.68
09/09/20 Various TWSD Projects TWSD/VRSD Weekly Staff Meeting Phone conference w/Chris Theisen regarding VRSD/TWSD Contract Amendment Phone conference w/Janna Orkney Phone conference w/Lincoln Financial regarding Deferred Comp Plan implementation Phone conference w/Tim Doyle regarding outstanding legal review items Meeting w/Vickie Dragan	9	127.89	1,151.01
09/10/20 Various TWSD Projects Meeting w/Tim Doyle regarding several projects Review/Respond to customer concerns Phone conference w/John Mathews regarding VRSD/TWSD Contract Amendment Review Paychex employee data collection	8.5	127.89	1,087.07
09/11/20 Various TWSD Projects Attend JPA Pure Water Demonstration Project Ribbon Cutting Event	8	127.89	1,023.12

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

# Invoice

DATE	INVOICE #
10/2/2020	117

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

DUE DATE
11/2/2020

DESCRIPTION	QTY	RATE	AMOUNT
09/14/20 Various TWSD Projects Review/Respond to customer concerns Meeting w/Vickie Dragan to review several projects TWSD Agenda Prep Phone conference w/John Mathews Phone conference w/Tim Doyle regarding several projects TWSD Agenda Prep	9	127.89	1,151.01
09/15/20 Various TWSD Projects Meeting w/Tim Doyle regarding several projects TWSD Management Team Weekly Meeting TWSD Agenda Prep Debt Management Plan Meeting w/Vickie Dragan	9	127.89	1,151.01
09/16/20 Various TWSD Projects TWSD/VRSD Weekly Staff Meeting TWSD Agenda Prep Phone conference w/Dave Pedersen regarding Pure Water Project Schedule Meeting w/Vickie Dragan regarding Doug Dove response to existing loan questions/issues	8	127.89	1,023.12
09/17/20 Various TWSD Projects Phone conference w/Janna Orkney Phone conference w/John Mathews Meeting w/Tim Doyle to discuss billing issues Transition Plan Implementation Meeting Review VRSD/TWSD Lease Cost Sharing Breakdown Email	9	127.89	1,151.01
09/18/20 Various TWSD Projects Phone conference w/Vickie Dragan regarding TWSD Deferred Comp Plan and potential SS impacts Phone conference w/Tim Doyle regarding several projects Phone conference w/John Mathews regarding various contracts Genera officel filing/organizing	9	127.89	1,151.01

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

# Invoice

DATE	INVOICE #
10/2/2020	117

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

DUE DATE
11/2/2020

DESCRIPTION	QTY	RATE	AMOUNT
09/21/20 Various TWSD Projects Review TWSD Budget Report Phone conference w/Tim Doyle regarding several Projects Meeting w/Vickie Dragan to review several projects Phone conference w/Richard Jones regarding status of LeVan response to District Cerified Letter Attend TWSD Board Meeting	10.5	127.89	1,342.85
09/22/20 Various TWSD Projects TWSD Core Management Team Weekly Meeting Meeting w/Tim Doyle to discuss Verizon Cell Tower Project Review/ Respond to customer concerns Meeting w/Vickie Dragan to discuss TWSD Debt Management Plan TWSD Board Meeting debrief Phone conference w/John Mathews	9.5	127.89	1,214.96
09/23/20 Various TWSD Projects TWSD/VRSD Weekly Staff Meeting Review/Resspond to customer concerns Meeting w/Vickie Dragan to discuss Transition Plan issues Phone conference w/John Mathews Review and approve North Ranch HOA Agreement	8.5	127.89	1,087.07
09/24/20 Various TWSD Projects Phone conference w/John Mathews Phone conference w/Ken Hume regarding several issues Meeting w/Vickie Dragan regarding phone conference w/loan underwriter Review water demand repor Review CASA Monthly Newsletter	8	127.89	1,023.12
09/25/20 Various TWSD Projects Review finalized Core Management Team Emploment Contracts General organizing/filing Review/Respomd to customer concerns	6.5	127.89	831.29

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

# Invoice

DATE	INVOICE #
10/2/2020	117

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

DUE DATE
11/2/2020

DESCRIPTION	QTY	RATE	AMOUNT
09/28/20 Various TWSD Projects Phone conference w/Tim Doyle regarding several projects Employee Contract Review Meeting Meeting w/Vickie Dragan to review several projects Phone conference w/koan underwriter to discuss debt plan options Review /Respond to customer concerns Final review of Employee Benefit Resolution	10	127.89	1,278.90
09/29/20 Various TWSD Projects TWSD Core Management Team Weekly Meeting TWSD Agenda Planning	7	127.89	895.23
09/30/20 Various TWSD Projects TWSD/VRSD Weekly Staff Meeting Meeting w/Vickie Dragan to review/update Transition Plan implementation Phone conference w/John Mathews Phone conference w/Ken Hume to discuss several projects Review Implementation status of TWSD Records Retention Plan Review/Respond to customer concerns	9	127.89	1,151.01
10/01/20 Various TWSD Projects TWSD Transition Plan Update Meeting Phone conference w/Dave Pedersen regarding several Projects Phone conference w/John Mathews regarding several matters Phone conference w/Janna Orkney Meeting w/Tim Doyle regarding several projects Review JPA Board Meeting Agenda	9	127.89	1,151.01

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

# Invoice

DATE	INVOICE #
10/2/2020	117

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

DUE DATE
11/2/2020

DESCRIPTION	QTY	RATE	AMOUNT
10/02/20 Various TWSD Projects Phone conference w/John Mathews Phone conference w/Juliet Rodriguez regarding several projects Phone conference w/Sandy Warren regarding TWSD YouTube Board Meeting access Phone conference w/Ken Hume regarding several projects	8	127.89	1,023.12
Please remit to above address.	<b>Total</b>		25,769.87

Mark Norris Invoice - TSD

	121100	122100	123100	121101	121109	121106	123101	121104	121105	Total
Date	CA	Potable Water	Recycled Water	Wastewater	Name Change	Lakeside Lft	RW CIP	JPA-IPR	Trentham Levan	Hours
09/01/20	8.50									8.50
	8.00									8.00
	9.50									9.50
	8.00									8.00
	12.00									12.00
	9.00									9.00
	8.50									8.50
	8.00									8.00
	9.00									9.00
	9.00									9.00
	8.00									8.00
	9.00									9.00
	9.00									9.00
	10.50									10.50
	9.50									9.50
	8.50									8.50
	8.00									8.00
	6.50									6.50
	10.00									10.00
	7.00									7.00
	9.00									9.00
	9.00									9.00
10/2/2020	8.00									8.00
	184.50	-	-	-	-	-	-	-	-	201.50
	23,595.71	-	-	-	-	-	-	-	-	25,769.84

\$ 127.89	\$ 127.89	25,769.87
		(0.03)

PO#125

45-100-52080-121100	17,593.09	
45-370-52080-122100	2,479.06	
45-470-52080-123100	1,486.92	
45-270-52080-121101	1,981.70	
45-270-52080-121104	2,229.09	
45-100-52080-121100		rounding
	25,769.87	
	0.03	

OH Charge		
2,638.96	121100	68.27%
371.86	122100	9.62%
223.04	123100	5.77%
297.26	121101	7.69%
334.36	121104	8.65%
-	121100	
\$ 3,865.48		100%

FY20 Budget-TWSD Norris Budget



Chi Hermann Consulting  
707 Via Zamora  
Camarillo, CA 93010

# INVOICE

PO#123

DATE	INVOICE NO.
9/30/2020	112

## APPROVED FOR PAYMENT

45	270	52080	121101	\$4,399.97
45	370	52080	122100	\$4,399.97
45	470	52080	123100	\$ 977.78

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

FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION		ACCT USE ONLY	
 10/05/2020 SIGNATURE & DATE		 SIGNATURE & DATE	
AUTHORIZATION FOR PAYMENT			

DESCRIPTION	HOURS	RATE	AMOUNT
Projects/tasks worked on from 9/1/20 through 9/30/20:  ❖ TWSD Transition (Core management employee contracts, Employee Benefit Resolution, Paychex Service Agreement, Payroll setup, Worker's Comp quotes/setup, Medical and ancillary benefits, TWSD/VRSD contract, etc.) ❖ TWSD Ordinances 350&450 (Pass-thru update) ❖ Potable Water Customer Assistance Program (Application and implementation) ❖ Accessory Dwelling Unit Guideline (update) ❖ Meetings (Core Group on projects and issues, board packet agenda and review, Ops weekly, Board meetings, etc.) ❖ Monthly Budget/Labor Report (VRSD Contract) ❖ Monthly Water Sales vs Purchase ❖ Misc (new legislation, customer service issues, billing issues, etc.)	102	\$95.86	\$9,777.72
		TOTAL	\$9,777.72

Please make checks payable to: Chi Hermann Consulting

THANK YOU FOR YOUR BUSINESS!

DEBRA WEST

30463 KINGS VALLEY DRIVE  
CONIFER, COLORADO 80433

PO#128

# Invoice

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

APPROVED FOR PAYMENT			
45	270	52080	121101
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION			ACCT USE ONLY
SIGNATURE & DATE			
AUTHORIZATION FOR PAYMENT			
SIGNATURE & DATE			

DATE	INVOICE #
9/30/2020	3861

DESCRIPTION	HOURS	AMOUNT
Provide training, support, and assistance to core management on sewer related customer service, recordkeeping, and accounting.  Tasks worked on during the month of September 2020 include: Responding to customer requests through emails and calls; processing tenant improvement applications, Will Serve/Sewer Availability requests, Tenant improvement and Will Serve billing, and audit sewer and Project Completion Deposit refunds; processing Woolsey fire Will Serve requests, fire prevention forms, and capping research; HOA research; ADU's, and providing assistance as requested my management General TWSD - \$3217.50 Woolsey Fire - \$243.75	53.25	3,461.25

<b>Total</b>	<b>\$3,461.25</b>
--------------	-------------------



# Doyle Consulting Services

INVOICE

## Engineering and Construction Services

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

PO#124

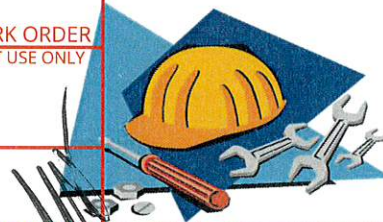
(Per coding below)

DATE: September 30, 2020  
INVOICE #: DCS\_TWSD-109  
FOR: Project Management

### Bill To:

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

FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION		ACCT USE ONLY	
SIGNATURE & DATE		10/06/2020	
AUTHORIZATION FOR PAYMENT			





DESCRIPTION	SIGNATURE & DATE	AMOUNT
<b>172 hours of contract services @ \$120.07/hr for Triunfo Water &amp; Sanitation District's projects as follows:</b> General Admin - \$10,326.02    45-100-52080 121100 WW Admin - \$6,195.61        45-270-52080 121101 PW Admin - \$4,130.41        45-370-52080 122100 RW Admin - \$0		\$ 20,652.04
<b>Tasks worked on during the 9/1/20 to 9/30/20 period include:</b> Provided project management coordination with various TWSD project components. Drafted Board documentation for the September meeting and attended same via teleconferenced due to COVID-19 pandemic; drafted documents and attended Special Board meeting; 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 (including new ADU legislation) for TO and Bell Canyon for reconnects and water meter upgrades; worked with staff on Ordinance updates, including addition of CARE Program for PW; worked on various meter issues with PW and RW customers; conducted interviews for potential AquaTrax customer portal software; continued coordination with Verizon at Kilburn for tower expansion project and caisson redesign; worked with staff on lift station portion of LS VGGSS project and resident complaints on work there; 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 Legal Counsel modified; continued coordination with Legal Counsel and Developer for Saddlebow Road main line sewer extension (BC); coordinated final Agreement signatures for Westlake HOA requested use of District lift station power for security purposes (Westlake Village and North Ranch); working with Legal Counsel to finalize amendments and obtain signatures for AT&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 transition to autonomous agency; participated with core mgmt. in discussions with VRSD and Paychex for admin transition to TWSD; worked with staff, RSRPD, and film production company to secure access for filming project near OCR; assisted GM with other administrative requests and directives from the TWSD Board.		
Reference: TWSD Contract No. T19-008-1		
<b>TOTAL</b>		<b>\$ 20,652.04</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

APPROVED FOR PAYMENT			
PO#	126		
45	100	52080	121100
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION		ACCT USE ONLY	
		10/05/2020 SIGNATURE & DATE	
AUTHORIZATION FOR PAYMENT			
			



From the ashes we rise

INVOICE NO. 012

OCTOBER 5, 2020

BILL TO

Triunfo Water & Sanitation District  
 1001 Partridge Drive, Suite 150  
 Ventura, CA 93003

QTY	DESCRIPTION	HOURS	RATE	TOTAL
1	Professional Finance Consulting Services for September 1, through October 3, 2020	124.50	\$121.08	\$15,074.46
	<p>Attended various meetings with core management staff and general manager and Regular Board meeting (9/1 &amp; 9/21). Conference calls/emails with Bartle &amp; Wells, VRSD DOF, Brandis Tallman-loans; FTI-laptops, cellphones, etc.; Lincoln-457 &amp; 401a Plans; State Social Security Administrator-Section 218 Agreement; legal counsel-employee contracts &amp; resolution; Paychex-IRS reporting category, needed Board members and employees payroll information, etc. Researched Section 218 Agreement, Section 125 Plan, Health &amp; Safety Code, HSA, and FSA. Completed the SS database update.</p> <p>Reviewed core management contracts, management resolution, board letters &amp; presentation, minutes, 50% cost of leasing and ancillary costs with VRSD, SDRMA benefit offerings, financial reports and rate models.</p>			
SUBTOTAL				\$15,074.46
SALES TAX				0
TOTAL DUE BY DATE				\$15,074.46

Thank you for your business!

Make checks payable to: Vickie Dragan  
 Payment Due Upon Receipt