

**TRIUNFO SANITATION DISTRICT
DISBURSEMENTS
10/1/19-10/31/19**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009472	\$21,610.00	10/3/2019	ACWA 2020 ANNUAL AGENCY DUES
009473	\$86.90	10/3/2019	AT&T SEP 19 - MASTER BILL
009474	\$69.70	10/3/2019	COUNTY OF VENTURA
	\$26.64		8/20-9/17 - WW LIFT STATION 3
	\$16.42		8/20-9/17 - 62 BUCKSKIN RD
	\$26.64		8/20-9/17 - WW LIFT STATION 3A
009475	\$451.12	10/3/2019	FRONTIER COMMUNICATIONS
	\$65.27		9/7-10/6 - THOUSANDS OAKS TELE/MAINT
	\$212.44		9/7-10/6 - 56K NETWORK SCADA OP
	\$56.86		9/7-10/6 - 654 LAKE SHERWOOD DR
	\$56.95		9/7-10/6 - LAKE SHERWOOD STAFFORD
	\$59.60		9/7-10/6 - N RANCH PUMP STATION
009476	\$165.69	10/3/2019	GI INDUSTRIES OCT 19 - WASTE MGMT SERVICES
009477	\$17,301.40	10/3/2019	MARK NORRIS CONSULTING, LLC SEP 19 - CONSULTING SERVICES
009478	\$12,500.00	10/3/2019	PRD GROUP, INC. SEP 19 - CONSULTING SERVICES
009479	\$3.89	10/3/2019	MELANIE BRUNELL REFUND TWSD CREDIT BALANCE
009480	\$58.38	10/3/2019	CATHERINE JAMES REFUND TWSD CREDIT BALANCE
009481	\$24.72	10/3/2019	LYNDA MEYER REFUND TWSD CREDIT BALANCE
009482	\$8.36	10/3/2019	SARAH SIMPKINS REFUND TWSD CREDIT BALANCE
009483	\$85.00	10/10/2019	AT&T OCT 19 - U VERSE TWSD PW OPS
009484	\$411,858.22	10/10/2019	LAS VIRGENES MUNICIPAL WATER DISTRICT AUG 19 - JPA & RW

**TRIUNFO SANITATION DISTRICT
DISBURSEMENTS
10/1/19-10/31/19**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009485	\$15,225.00	10/10/2019	GAYE C LAMPERT Utility Account: S03594.01
009486	\$60.00	10/17/2019	AWA
	\$35.00		10/23 LUNCHEON - S. PAN
	\$25.00		10/17 BRKFAST MTG - J. ORKNEY
009487	\$70.02	10/17/2019	FRONTIER COMMUNICATIONS 10/7-11/6 - N RANCH PUMP STATION
009488	\$3,744.00	10/17/2019	JAMES D. RIGLER TRUST DEVELOPER REFUND TRACT#4315
009489	\$4,930.14	10/17/2019	LEONARD CHARITABLE FOUNDATION DEVELOPER REFUND TRACT#3984
009490	\$197.77	10/17/2019	MCI SEP 19 - 800# FOR TWSD CUSTOMERS
009491	\$11,835.15	10/17/2019	RICHARD A NORENE AND STEVEN L DAVIS DEVELOPER REFUND TRACT#4071
009492	\$6,744.50	10/17/2019	SHIVERICK LIVING TRUST DEVELOPER REFUND TRACT#4474
009493	\$42.00	10/17/2019	LAUREN SCHWARTZ REFUND TWSD CREDIT BALANCE
009494	\$45.00	10/24/2019	AWA 10/23 CCUWC LUNCHEON - L.SHAPIRO
009495	\$7,615.00	10/24/2019	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION 2020 CSDA MEMBERSHIP RENEWAL
009496	\$430.66	10/24/2019	FRONTIER COMMUNICATIONS
	\$74.59		10/7-11/6 - THOUSAND OAKS TELE/MAIN
	\$221.47		10/7-11/6 - 56K NETWORK SCADA OP
	\$67.30		10/7-11/6 - LAKE SHERWOOD STAFFORD
	\$67.30		10/7-11/6 - 654 LAKE SHERWOOD DR
009497	\$75.00	10/31/2019	COUNTY OF VENTURA
	\$26.64		9/17-10/15 - WW LIFT STATION 3
	\$21.72		9/17-10-15 - 62 BUCKSKIN RD
	\$26.64		9/17-10/15 - WW LIFT STATION 3

**TRIUNFO SANITATION DISTRICT
DISBURSEMENTS
10/1/19-10/31/19**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
009498	\$410,448.96	10/31/2019	LAS VIRGENES MUNICIPAL WATER DISTRICT SEP 19 - JPA & RW
009499	\$13.08	10/31/2019	COREY HARRIS REFUND TWSD CREDIT BALANCE
009500	\$65.51	10/31/2019	LAURA BASS REFUND TWSD CREDIT BALANCE
009501	\$29.14	10/31/2019	CAROLYN & GEORGE S. VENEGAS REFUND TWSD CREDIT BALANCE
ACH TXF	\$1,667.07	10/31/2019	LINCOLN NATIONAL 10/31/19 - DEFERRED COMP
EFT00000000000000830	\$6,753.27 \$6,577.27 \$176.00	10/4/2019	ARNOLD BLEUEL LAROCHELLE MATHEWS & ZIRBEL LLP. CENTRAL ADMIN, RW, WW LEVAN PROPERTY DAMAGE
EFT00000000000000831	\$6,650.00	10/4/2019	CHI HERMANN SEP 19 - CONSULTING SERVICES
EFT00000000000000832	\$47.56	10/4/2019	JAMES WALL 2019 3RD QUARTER MILEAGE
EFT00000000000000833	\$63.22	10/4/2019	JANNA ORKNEY 2019 3RD QUARTER MILEAGE
EFT00000000000000834	\$154.05	10/4/2019	LEON SHAPIRO 2019 3RD QUARTER MILEAGE
EFT00000000000000835	\$205.90	10/4/2019	SUSAN PAN 2019 3RD QUARTER MILEAGE
EFT00000000000000836	\$39.44	10/4/2019	RAYMOND TJULANDER 2019 3RD QUARTER MILEAGE
EFT00000000000000837	\$382,220.63	10/10/2019	VENTURA REGIONAL SANITATION DISTRICT VRSD CONTRACT SVCS - AUG 19
EFT00000000000000838	\$30,776.50	10/17/2019	SOUTHERN CALIFORNIA EDISON SEP 19 - MASTER BILL

**TRIUNFO SANITATION DISTRICT
DISBURSEMENTS
10/1/19-10/31/19**

CHECK #	CHECK AMT	CHECK DATE	VENDOR NAME
	DIST AMT		DESCRIPTION
EFT000000000000000839	\$5,186.00	10/24/2019	ARNOLD BLEUEL LAROCHELLE MATHEWS & ZIRBEL LLP.
	\$1,694.00		CENTRAL ADMIN, PW, RW, & WW
	\$3,492.00		LEVAN PROPERTY DAMAGE
EFT000000000000000840	\$329,188.30	10/24/2019	CALLEGUAS MUNICIPAL WATER DISTRICT
			SEP 19 - POTABLE WATER
TOTAL	\$1,688,746.25		



Water & Wastewater Monthly Report

Triunfo Water & Sanitation District

For the month of: August 2019

The billing period for this invoice is 08/04 through 08/31/2019 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 looked up as-builts and stick files for 5 Saddlebow.

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

- Staff checked the Bell Canyon lift station multiple times.
- Staff did site maintenance.

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

- Staff worked on Bell Canyon Flow Letter.

TWSD-CAP14 (121108) – N.S. GRAVITY SYSTEM

- See General Manager for information on this project.

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 worked on line cleaning / hot spots throughout TWSD.
- Staff worked with a contractor in Lake Sherwood to inspect a sewer lateral.
- Staff used the push camera in various TWSD areas.
- Staff worked on rehabbing manholes.
- Staff scanned and saved line cleaning reports.
- Staff scanned and saved confined space entries.
- Staff responded to a sewer spill in Oak Park, staff cleared the line, cleaned up and filled out the appropriate paperwork.

TWSD-COL02 (221400) – ENGINEERING – PROJECTS

- Staff inspected a lateral cap.
- Staff reviewed the collection system maps to look for potential easement conflicts.
- Staff met with Mark Norris and Tim D – Oxley Pl conference call regarding construction in the easement.

TWSD-COL04 (221203) – MANHOLE REHAB

- Staff worked on manhole inspections and rehab.

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

- Prop 65 SSO for Napoleon and Bromely.
- Staff updated the sample tracker.
- Staff prepped for the FOG ordinance.
- Staff sent a letter to OPUSD to remove the ORCA digester.
- Staff reviewed the Nanofilm results.

TWSD-COL07 (221201E) – WW COLLECTION SYS CALL-OUT EMERGENCY

- 08/18/19 – Staff responded to a Dial call out for a broken waterline running into creek and possibly sewer.

TWSD-COL08 (221204) – WW MAINTENANCE-PREVENTATIVE

- Staff worked generator pm's.

TWSD-COL09 (221206) – WW MAINTENANCE SCADA

- Staff worked on alarm email programming.
- Staff worked on communication plc programming.
- Staff worked on Polo Lift Station redesign.
- Staff worked on communication protocol review for lift stations.

TWSD-COL14 (221701) – WW-POLO LIFT STATION

- Staff worked on the Polo Lift Station design.

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-GEN08 (121105) – ADMIN – 2107 TRENTHAM

- See General Manager for information on this project.

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

- Staff worked with a contractor to replace a leaking service line on Cresthill Dr. Staff replaced two other services that were found at the main. The holes were backfilled with sand, slurry and paved.
- Staff responded to a service line leak at 6695 Indianbroom. Staff was able to install a repair clamp.
- Staff replaced a broken angle stop at 409 Southridge.
- Staff responded to a leak at 5229 Carmento. The meter thread was cracked. Staff replaced the meter.
- Staff gathered information, logged labor hours, created and closed work orders.
- Staff responded to multiple leaks that were on the customer's side. Staff notified the appropriate customers.

TWSD-POT05 (222501) – WATER CONSERVATION PROGRAM

- Staff worked on the OPWS 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.

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

- Staff worked on monthly reports. Staff submitted the monthly report to the DDW / CPHD.
- Staff reviewed the water quality reports.
- Staff prepped for the copper and lead sampling.
- Staff worked on and submitted the water conservation report and the emergency drought report.
- Staff reviewed the tank inspection reports.
- Staff updated the sample tracker.
- Staff exported and saved lab results to the server and database.

TWSD-POT07 (122100) – CUSTOMER SERVICE – ADMINISTRATION

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

TWSD-POT08 (222302) – CUSTOMER SERVICE – FIELD

- A total of 79 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.
- 85 Delinquent notices were posted on 8/7/19. Pictures were taken of all.
- 6 Services were shut off for nonpayment on 8/13/19. Notices were posted and pictures were taken.
- Multiple high bill/check for leak investigations were conducted.
- Assisted customers with isolating / finding leaks.
- Assisted customers with pressure related questions.
- Shut off angle stops for plumbers that needed to make repairs on customer's homes / apartment buildings.
- Staff updated the leak spreadsheet.

- Staff created and dispatched work orders.
- Staff notified customers whose meters were showing continuous usage (SEMS work orders).
- Staff updated the HOA / Property Management contact list.
- Staff assisted customers in signing up on the customer portal.
- Staff downloaded and archived pictures of the delinquent and shut off notices.

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

- Staff worked on a list of meters that were not communicating and cleared alarms using a hand held computer, replaced mxu's, cords to resolve the communication issues.
- Staff changed out meters that were defective.
- Staff updated the meter change out list.
- Staff created work orders for meter alarms (communication issues, magnetic alarms, change outs etc.)
- Staff reviewed sensus meter alarms.
- Staff reviewed customer's accounts for possible leaks.
- Staff changed out 33 meters to be tested by Sensus.

TWSD-POT12 (222200) – PW MAINTENANCE

- Staff worked on new panels for Smoketree Booster Station.
- Staff replaced the isolator for the Deerhill tank level.
- Staff prepped for Lambourne Booster Station work.
- Staff removed and replaced pumps at Lambourne and fixed the suction pressure transmitter.

TWSD-POT14 (122501) – PW-ADMIN-OP WATER CONSERVATION

- See General Manager for information on this project.

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

- 08/14/19 – Dial called out to 67 Rosehedge – no water. Staff found the angle stop off.
- 08/17/19 – Dial called out to 1290 Gentilly Way – main line leak. Staff found it was a broken service. Customer had plumber repair the service.
- 08/18/19 – Staff turned on the water for 6209 Deerbrook.
- 08/24/19 – Staff responded to 6377 Marquis for a broken line flooding the backyard.
- 08/31/19 – Staff turned on the water at 6837 Poppyview.

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

- 08/04/19 – Call out for water coming from meter box at Doubletree and Falconview.
- 08/09/19 – Oversaw the repair and service pull at Cresthill.
- 08/11/19 – Complaint about noise coming from Lambourne Booster Pump Station.
- 08/11/19 – Resident called to report lots of water coming out of planter on the corner of Rockfield and Tuscany.

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

- Staff met to discuss setting up a new meter route for the fire service meters.
- Staff worked on getting the correct contact info for these new accounts.

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

- Staff worked on the SCADA Machine (Demo Mode issue).
- Staff worked on the Smoketree Panel build and wiring.
- Staff worked on the pumps and motors at Lambourne Booster Station.
- Staff troubleshot and fixed Lindero Pump Station totalizer and pressure reads on the hmi.
- Staff configured radios and switches between Kilburn and Deerhill.
- Staff changed the level transmitter at the Deerhill Tank.
- Staff worked on alarm email programming.
- Staff installed a fan and exhaust on the cabinet at Kilburn Tank.

TWSD-POT23 (222201) – PW-MAINTENANCE PREVENTATIVE

- Underground Service Alert invoice.

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 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:

- Staff did the reclaimed system rounds.
- Staff grabbed the Lake Sherwood meter reads.
- Staff notified landscapers of leaks and assisted with shutting off services.
- Staff marked dig alerts.
- Staff worked with Bright View at Regency to bypass the clock for them to flush their system during the day and check for leaks.
- Staff worked on reclaimed water audits.
- Staff met with Mark Norris.
- Correspondence with Linda B – Property manager with Regency.

TOTAL RECLAIMED WATER USE:

Oak Park System 27,556,709 Gallons

Lake Sherwood usage: 4,055,993 Gallons

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

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

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

- 08/14/19 – Dial call out to a green box overflowing at Rockfield and Tuscany.
- 08/15/19 – Dial call out to a broken irrigation line off Rosehedge.
- 08/24/19 – Dial call out to pump alarm.

TWSD-RCL05 (223200) – RW – MAINTENANCE

- Staff tightened terminals and cleaned up the panel at Regency Booster Station.
- Communication plc programming.
- Alarm email programming.
- Staff fixed air leaks on the compressor line at the Reclaimed Pump Station.
- Staff replaced two bad solenoid valves at the reclaimed pump station.
- Staff removed the mechanical seal on P4 due to it leaking at the reclaimed pump station.
- Staff upgraded the hmi at the reclaimed tank.
- Staff marked dig alerts.

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 2019

Total Gallons	
Lake Station	6,136,051
Polo Fields	2,753,600
Carlisle	459,480
Bell Cyn/TSD	4,177,867
Bell Cyn L/S	345,880

- Staff checked the TWSD lift stations multiple times per week.
- Staff did site maintenance.
- Staff met with Mark Norris.

TWSD-WWW04 (221300) – OPERATIONS – ADMINISTRATION FIELD

- Staff entered monthly data, scanned and saved logs to the server.
- Staff met with Mark Norris.

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



RICHARD JONES – OPERATIONS MANAGER

TRIUNFO WATER & SANITATION DISTRICT

Costs by Type - Monthly

INVOICE NO: **TWSD- Aug-19**
 DESCRIPTION: **VRSD CONTRACT SVCS Aug-19**

Row Labels	Labor	Equipment	Material	Subcontractor	Other	Supply	Total
8/31/2019							
ADMIN	57,122.50	-	11,935.56	7,331.25	5,939.77	25,206.58	82,329.08
POTABLE	91,099.00	4,493.00	13,696.74	34,953.25	1,169.23	49,819.22	145,411.22
PW ADMIN	24,197.00	-	2,175.00	2,012.50	2,803.92	6,991.42	31,188.42
RECYCLED	14,324.50	1,060.00	160.62	-	-	160.62	15,545.12
RW ADMIN	484.00	-	-	718.75	(161.04)	557.71	1,041.71
WASTEWATER	76,335.00	16,814.00	3,212.53	-	9.25	3,221.78	96,370.78
WW ADMIN	357.00	-	536.29	9,933.13	(492.12)	9,977.30	10,334.30
8/31/2019 Total	263,919.00	22,367.00	31,716.74	54,948.88	9,269.01	95,934.63	382,220.63
Grand Total	263,919.00	22,367.00	31,716.74	54,948.88	9,269.01	95,934.63	382,220.63

45-100-20000	(82,329.08)		
45-270-20000	(106,705.08)		
45-370-20000	(176,599.64)		
45-470-20000	(16,586.83)		
45-100-52067	57,122.50		
45-100-52068	-		
45-100-52069	25,206.58		
45-100-52001	-	Board Expens	121100
45-100-52040	-	Memberships	121100
45-100-52035	-	Conferences	121100
45-210-52067	76,335.00		
45-210-52068	16,814.00		
45-210-52069	3,221.78		
45-270-52067	357.00		
45-270-52068	-		
45-270-52069	9,977.30		
45-270-52010	-	Memberships	121101
45-270-52035	-	Conferences	121104
45-310-52067	91,099.00		
45-310-52068	4,493.00		
45-310-52069	49,819.22		
45-370-52067	24,197.00		
45-370-52068	-		
45-370-52069	4,816.42		
45-370-52010	-	Memberships	122100
45-370-52035	2,175.00	Conferences	122100
45-410-52067	14,324.50		
45-410-52068	1,060.00		
45-410-52069	160.62		
45-470-52067	484.00		
45-470-52068	-		
45-470-52069	557.71		
45-470-52035	-	Conferences	123100
Total	382,220.63		
Monthly Total	382,220.63		
Crosscheck	-		

APPROVED FOR PAYMENT

FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION	SIGNATURE & DATE		ACCT USE ONLY
9/18/19 SIGNATURE & DATE			SIGNATURE & DATE
AUTHORIZATION FOR PAYMENT			

TRIUNFO WATER & SANITATION DISTRICT

Costs by Type - Monthly

Year-to-Date as of August 31, 2019

Row Labels	Labor	Equipment	Material	Subcontractor	Other	Total
7/31/2019						
ADMIN	\$ 70,089	\$ -	\$ 986	\$ 6,871	\$ 601	\$ 78,547
BELL CYN	\$ 14,916	\$ 3,884	\$ 1,561	\$ -	\$ 1	\$ 20,361
POTABLE	\$ 181,987	\$ 6,245	\$ 23,557	\$ 2,588	\$ 8,126	\$ 222,503
RECYCLED	\$ 21,896	\$ 1,780	\$ 938	\$ 719	\$ 727	\$ 26,059
WASTEWATER	\$ 126,216	\$ 20,296	\$ 12,493	\$ 12,998	\$ 2,276	\$ 174,279
7/31/2019 Total	\$ 415,104	\$ 32,205	\$ 39,534	\$ 23,175	\$ 11,731	\$ 521,749
8/31/2019						
ADMIN	\$ 57,123	\$ -	\$ 11,936	\$ 7,331	\$ 5,940	\$ 82,329
BELL CYN	\$ 2,005	\$ 164	\$ 69	\$ -	\$ 1	\$ 2,239
POTABLE	\$ 115,296	\$ 4,493	\$ 15,872	\$ 36,966	\$ 3,973	\$ 176,600
RECYCLED	\$ 14,809	\$ 1,060	\$ 161	\$ 719	\$ (161)	\$ 16,587
WASTEWATER	\$ 74,687	\$ 16,650	\$ 3,680	\$ 9,933	\$ (483)	\$ 104,467
8/31/2019 Total	\$ 263,919	\$ 22,367	\$ 31,717	\$ 54,949	\$ 9,269	\$ 382,221
Grand Total	\$ 679,023	\$ 54,572	\$ 71,250	\$ 78,124	\$ 21,000	\$ 903,970

TRIUNFO WATER & SANITATION DISTRICT
Budget vs. Actual Analysis by Work Order
Year-to-Date as of August 31, 2019

Work Order	Description	Budget	Actual Expense	Budget Remaining
121100	TSD-VRSD CA	\$ 917,756	\$ 160,876	\$ 756,880
121101	TSD-WW Administration	\$ 102,511	\$ 16,026	\$ 86,485
121103	TSD-FACEBOOK/TWITTER	\$ 20,124	\$ -	\$ 20,124
121104	TSD-JPA-IPR Project	\$ 3,422	\$ 588	\$ 2,834
121105	TSD-Admin-2107 Trentham	\$ -	\$ 1,581	\$ (1,581)
121108	TSD-N.S. Gravity System	\$ -	\$ 3,163	\$ (3,163)
121109	TSD-Name Change	\$ -	\$ 18,972	\$ (18,972)
121710	TSD-WW Woolsey Fire	\$ -	\$ 72	\$ (72)
122100	TSD-PW Customer Service	\$ 372,875	\$ 77,492	\$ 295,383
122501	TSD-PW-Admin-OP Water Conservation	\$ 22,765	\$ 1,438	\$ 21,328
122710	TSD-PW Woolsey Fire	\$ -	\$ 7,522	\$ (7,522)
123100	TSD-RW-Admin-Customer Service	\$ 86,203	\$ 3,367	\$ 82,836
221200	TSD-WW Maintenance	\$ 149,670	\$ 903	\$ 148,767
221201	TSD-WW-Maintenance Collection Sys	\$ 453,775	\$ 118,517	\$ 335,257
221202	TSD-N. Shore Tank Maint	\$ 48,825	\$ 4,228	\$ 44,598
221203	TSD-Manhole Rehab	\$ 325,174	\$ 68,613	\$ 256,561
221204	TSD-WW Maintenance-Preventative	\$ 73,680	\$ 4,277	\$ 69,403
221206	TSD-WW-Maintenance SCADA	\$ 97,110	\$ 4,021	\$ 93,089
221207	TSD-Main - BCYN Collection System	\$ 103,405	\$ 18,618	\$ 84,787
221208	TSD-BCYN- Maint - Preventative	\$ 27,961	\$ -	\$ 27,961
221209	TSD-2107 Trentham	\$ -	\$ 390	\$ (390)
221210	TSD - WW Maintenance - Fixture Counts	\$ -	\$ 1,229	\$ (1,229)
221300	TSD-Administration - Wastewater	\$ 36,260	\$ 2,884	\$ 33,376
221301	TSD-Operations - Wastewater	\$ 105,184	\$ 20,705	\$ 84,480
221302	TSD-BCYN-Operations	\$ 13,545	\$ 3,505	\$ 10,040
221303	TSD-BCYN-Operations-Admin	\$ 6,732	\$ 87	\$ 6,645
221400	TSD-Engineering - Projects	\$ 110,474	\$ 2,057	\$ 108,417
221500	TSD-WW - EPG - SSMP	\$ 18,960	\$ -	\$ 18,960
221501	TSD-WW-EPG-Source Control	\$ 114,915	\$ 3,947	\$ 110,968
221701	WW-POLO LIFT STATION	\$ -	\$ 2,387	\$ (2,386)
222200	TSD-PW - Maintenance	\$ 102,700	\$ 22,093	\$ 80,607
222201	TSD-PW-Maintenance Preventative	\$ 143,757	\$ 8,209	\$ 135,548
222202	TSD-PW-Maintenance SCADA/Elect	\$ 114,801	\$ 46,917	\$ 67,884
222203	TSD-PW-Main-Coatings & Linings	\$ 27,316	\$ -	\$ 27,316
222300	TSD-Operations - Potable Water	\$ 349,568	\$ 83,388	\$ 266,180
222301	TSD-Operations - PW Sys Repairs	\$ 278,757	\$ 58,566	\$ 220,191
222302	TSD-PW Customer Service-Field	\$ 188,340	\$ 32,311	\$ 156,030
222303	TSD-PW - Operations-Fire Hydrant	\$ 78,107	\$ 6,808	\$ 71,299

TRIUNFO WATER & SANITATION DISTRICT
Budget vs. Actual Analysis by Work Order
Year-to-Date as of August 31, 2019

Work Order	Description	Budget	Actual Expense	Budget Remaining
222304	TSD-PW-Oper-Anode Checks/Leak Det	\$ 47,415	\$ 845	\$ 46,570
222305	TSD-PW-Operations Meter Replacemnt	\$ 30,975	\$ 12,997	\$ 17,979
222307	TSD-PW-Operations - Meter Readings	\$ 56,520	\$ 2,734	\$ 53,786
222400	TSD-PW-Engineering Projects	\$ 86,375	\$ 173	\$ 86,202
222411	PW - Eng - Savoy BPS Vault	\$ 21,247	\$ 5,980	\$ 15,268
222500	TSD-PW-Environmental Programs	\$ 73,355	\$ 14,518	\$ 58,837
222501	TSD-PW-EPG-OP Water Conservation	\$ 29,570	\$ 6,350	\$ 23,220
223200	TSD-RW-Maintenance	\$ 72,837	\$ 29,038	\$ 43,799
223300	TSD-Operations - Recycled Water	\$ 83,099	\$ 8,999	\$ 74,100
221201E	TSD-WW-Collection Sys Call-out Emr	\$ 12,180	\$ 2,585	\$ 9,595
221202E	TSD-N. Shore Tank Maint-Emergency	\$ 1,896	\$ 1,518	\$ 378
221301E	TSD-WW-Ops Emergency Call-Outs	\$ 2,370	\$ 474	\$ 1,896
222300E	TSD-PW-Operations Call-out	\$ 12,180	\$ -	\$ 12,180
222301E	TSD-PW-Oper Sys Rpr Emer Call-Out	\$ -	\$ 3,657	\$ (3,657)
222302E	TSD-PW-Cust Srv Emerg Call-outs	\$ 8,526	\$ 7,107	\$ 1,419
223300E	TSD-RW-Oper Emergency Call-out	\$ 3,670	\$ 1,242	\$ 2,428
TOTALS		\$ 5,036,887	\$ 903,970	\$ 4,132,930

Chi Hermann Consulting
 707 Via Zamora
 Camarillo, CA 93010

INVOICE

P.O. 120

DATE		INVOICE NO.	
10/1/2019		100	
APPROVED FOR PAYMENT			
45	270	52080	121101 2,992.50
45	370	52080	122100 2,992.50
45	470	52080	123100 665.00
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION			ACCT USE ONLY
10/1/19			
SIGNATURE & DATE			
AUTHORIZATION FOR PAYMENT			
AR			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 9/9/19 through 9/30/19:	70	\$95	\$6650
<ul style="list-style-type: none"> ❖ Ordinance TWSD-202 (Sewer Rules&Regs) ❖ Ordinance TWSD-250 (Sewer Fees) ❖ Ordinance TWSD-350 (Potable Water Fees) ❖ Ordinance TWSD-450 (Recycled Water Fees) ❖ Meetings (w/ Management Team on various projects, issues, board packet, etc.; w/ Ops [bi-weekly]) ❖ Rate Study (data collection for Raftelis) ❖ Revise/Update TWSD fillable pdf forms ❖ Budget/Labor Report (VRSD Contract Services) ❖ Monthly Water Sales vs Purchase ❖ Misc (Board Packet Summary, customer service issues, billing issues, etc.) 			
		TOTAL	\$6650

Please make checks payable to: Chi Hermann Consulting

THANK YOU FOR YOUR BUSINESS!

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

Invoice

DATE	INVOICE #
9/30/2019	105

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

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

AR

DUE DATE
10/30/2019

DESCRIPTION	QTY	RATE	AMOUNT
Triunfo Water and Sanitation District General Manager Services			0.00
09/02/19 Various TWSD Projects	2	126.75	253.50
09/03/19 Various TWSD Projects Meeting w/Tim Doyle and Richard Jones regarding OPUSD request to retest ORCA System Review/Respond to customer concerns Review/Comment on Agenda Report Tracking Process Travel to and attend JPA Board Meeting	12.5	126.75	1,584.38
09/04/19 Various TWSD Projects JPA Board Meeting debrief TWSD Weekly Staff Meeting Meeting w/Chi Hermann to discuss TWSD Ordinance consolidation Phone conference w/Vickie Dragan regarding project priorities and her role	9	126.75	1,140.75
09/05/19 Various TWSD Projects Review customer billing issues Evaluate option to complete Lakeside Pump Station improvements in-house Review status of Verizon COLT relocation Phone conference w/Richard Jones regarding several projects	9	126.75	1,140.75
09/16/19 Various TWSD Projects Meeting w/Chi Hermann to review past weeks activities Review Raftelis data request for rate study Phone conference w/John Mathews to discuss District matters Review issues associated w/relocation of Verizon COLT Review TWSD Labor Cost Report Review potable and R/W purchase/sales data Phone conference w/Vickie	10	126.75	1,267.50

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

Invoice

DATE	INVOICE #
9/30/2019	105

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

DUE DATE
10/30/2019

DESCRIPTION	QTY	RATE	AMOUNT
09/17/19 Various TWSD Projects TWSD Agenda Prep Review/Respond to customer concerns Phone conference w/John Mathews Review JPA IIP impact on future budget planning Draft letter to Shadow Oaks HOA regarding CLA-VAL Leak Phone conference w/Janna Orkney Meeting w/Sandy Warren to review several projects Review status of Verizon Cell Site repairs/upgrades	10	126.75	1,267.50
09/18/19 Various TWSD Projects Phone conference w/John Mathews Meeting w/KEH regarding Lakeside Pump Station Project Meeting w/Tim Doyle regarding several projects Review customer request for connection fee refund Meeting w/Tina Rivera regarding several projects Phone conference w/Richard Jones regarding Lakeside Pump Station	9.5	126.75	1,204.13
09/19/19 Various TWSD Projects Phone conference w/Janna Orkney Review Draft As-Needed engineering Services RFP TWSD Weekly Staff Meeting Review final edits to TWSD Budget Document Phone conference w/Vta Co Environmental Health regarding Cal EPA Complaint Data collection/review for development of rate study	9	126.75	1,140.75
09/20/19 Various TWSD Projects Site visit-Lake Sherwood R/W Fill Station Data collection /review for development of rate study	7	126.75	887.25
09/21/19 Various TWSD Projects General filing and reorganizing	3.5	126.75	443.63

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

Invoice

DATE	INVOICE #
9/30/2019	105

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

DUE DATE
10/30/2019

DESCRIPTION	QTY	RATE	AMOUNT
09/23/19 Various TWSD Projects Phone conference w/John Mathews Meeting w/Tina Rivera to discuss several projects Preparation for TWSD Board Meeting Phone conference w/Dave Pedersen Travel to and attend TWSD Board Meeting	12	126.75	1,521.00
09/24/19 Various TWSD Projects Phone conference w/Janna Orkney Phone conference w/John Mathews TWSD Board Meeting debrief Review/Update TWSD CIP Review/Update various data for rate study Review/Respond to customer concerns	7.5	126.75	950.63
09/25/19 Various TWSD Projects TWSD Rate Study Progress Meeting VRSD/TWSD Weekly Staff Meeting Meeting w/Tim Doyle to discuss several projects Phone conference w/Ken Hume regarding options for completing Lakeside Pump Station Improvement Project Review customer water leak issues	9.5	126.75	1,204.13
09/26/19 Various TWSD Projects Meeting w/Tim Doyle to review data for submission to rate study consultant Meeting w/Finance to discuss current overhead allocation methodology Review updated TWSD Ordinance- 202 Phone conference w/John Mathews regarding several District matters Review/Respond to customer concerns Research VRSD/TSD Contract issues	9	126.75	1,140.75
09/27/19 Various TWSD Projects Review TSD Budget issues Review Plans/Specs for several proposed customer projects	8	126.75	1,014.00

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

Invoice

DATE	INVOICE #
9/30/2019	105

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

DUE DATE
10/30/2019

DESCRIPTION	QTY	RATE	AMOUNT
09/30/19 Various TWSD Projects Meeting w/Sandy Warren to discuss outreach projects Phone conference w/Richard Jones to discuss several Projects Phone conference w/Tim Doyle regarding several issues Review status of LV/Calleguas Intertie Project and TWSD Meter Provision(s) TWSD Agenda Prep	9	126.75	1,140.75
Total			17,301.40

Jocelyn Adlao

From: Mark Norris
Sent: Tuesday, October 1, 2019 11:21 AM
To: Jocelyn Adlao; Regina Williams
Subject: Fwd: Sharp-Printer_20190930_102651.pdf

FYI
Sent from my iPhone

Begin forwarded message:

From: Janna Orkney <jorkney22@gmail.com>
Date: October 1, 2019 at 11:17:28 AM PDT
To: Mark Norris <MarkNorris@vrsd.com>
Subject: Re: Sharp-Printer_20190930_102651.pdf

To Mark Norris:

I reviewed your Invoice #105 dated 9/30/2019 to TWSD.

I approve it.

Janna Orkney

Chair, Triunfo Water & Sanitation District Board

On Mon, Sep 30, 2019 at 6:57 PM Mark Norris <MarkNorris@vrsd.com> wrote:

Hi Janna,
Please find my invoice attached for your review and approval. Call me if you have any questions.

Thanks, Mark

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

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

RECEIVED

OCT 01 2019

VENTURA REGIONAL
SANITATION DISTRICT

INVOICE

The PRD Group, Inc.

Engineering and Project Management

P.O. Box 8242
Oxnard, CA 93031
Phone 626 422-2754 Fax 805 485-6494

\$ 5,000.-
4,250.-
2,500.-
750.-

APPROVED FOR PAYMENT			
45	100	52080	121100
45	270	52080	121101
45	370	52080	122100
45	470	52080	123100
FUND	DEPT	EXPENSE	WORK ORDER
EXPENSE CODE VERIFICATION		ACCT USE ONLY	
[Signature]		10/1/19	
AUTHORIZATION FOR PAYMENT		SIGNATURE & DATE	
AR		[Signature]	
		SIGNATURE & DATE	

DATE: September 28, 2019
INVOICE #: PRD_TWSD-100
FOR: Project Management Services

Bill To:
Triunfo Water & Sanitation District
Accounts Payable
1001 Partridge Drive, Suite 150
Ventura, CA 93003
Phone: 805 658-4669



DESCRIPTION	AMOUNT
100 hours Project Management Services @ \$125.00/hr for Professional Services work for Triunfo Water & Sanitation District's projects as follows: General Admin - \$5,000 121100 WW Admin - \$4,250 121101 PW Admin - \$2,500 122100 RW Admin - \$750 123100 Tasks worked on during the 9/1/19 to 9/28/19 period include: <i>Provided project management coordination with various TWSD project components. Draft agenda and Board documentation for the September meeting and attended same; reviewed and organized water billing complaints and requests for special considerations, drafted response forms to address said correspondence; coordinated WW/RW responses for proposed projects from other Agency requests; continued coordination with Legal Counsel for RW issue with billing error between two HOAs in Oak Park; plan checks for District Will Serve process; worked with staff on Ordinance review for updates; worked on various meter issues with PW and RW customers; coordinated with Verizon at Kilburn for tower expansion project and customer issues with COLT; coordinated with Crown Castle for CUP mod at Kilburn and T-Mobile for the CUP at Savoy; processed forms to closeout LS VGGSS project and cancel efforts; continued effort with Hidden Valley and Bridgegate DB for easement transfer with document review for signatures; coordinated with LDC for easement deeds for Tract 4192; assisted GM with other administrative requests and directives from the TSD Board</i>	\$ 12,500.00
0 hours Inspection Services @ \$100.00/hr for Professional Services work for Triunfo Water & Sanitation District's projects as follows: Tasks worked on during the 9/1/19 to 9/28/19 period include: Reference: TWSD Contract No. T19-004	\$ -
TOTAL	\$ 12,500.00

Make all checks payable to **The PRD Group, Inc.**
Please direct questions about this invoice to Dave Martin at 626 422-2754

THANK YOU FOR YOUR BUSINESS!