

I hereby certify that the following Agenda was posted at least 72 hours prior to the time of the Board Meeting so noticed below, at the usual agenda posting location of the South Orange County Wastewater Authority [SOCWA] and at www.socwa.com.


Betty Burnett, General Manager
SOCWA and the Board of Directors thereof

AGENDA
**SPECIAL MEETING OF THE
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
BOARD OF DIRECTORS**

Friday, June 15, 2018
10:00 a.m.

THE BOARD OF DIRECTORS MEETING ROOM IS LOCATED AT 34156 DEL OBISPO STREET, DANA POINT, CA. THE ROOM IS WHEELCHAIR ACCESSIBLE. IF YOU REQUIRE ANY SPECIAL DISABILITY RELATED ACCOMMODATIONS (I.E. ACCESS TO AN AMPLIFIED SOUND SYSTEM, ETC.), PLEASE CONTACT THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY'S SECRETARY'S OFFICE AT 949-234-5421 AT LEAST TWENTY-FOUR (24) HOURS PRIOR TO THE SCHEDULED MEETING. THIS AGENDA CAN BE OBTAINED IN ALTERNATE FORMAT UPON WRITTEN REQUEST TO THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY SECRETARY AT LEAST TWENTY-FOUR (24) HOURS PRIOR TO THE SCHEDULED MEETING.

AGENDA ATTACHMENTS AND OTHER WRITINGS THAT ARE DISCLOSABLE PUBLIC RECORDS DISTRIBUTED TO ALL, OR A MAJORITY OF, THE MEMBERS OF THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY BOARD OF DIRECTORS IN CONNECTION WITH A MATTER SUBJECT TO DISCUSSION OR CONSIDERATION AT AN OPEN MEETING OF THE BOARD OF DIRECTORS ARE AVAILABLE FOR PUBLIC INSPECTION IN THE AUTHORITY OFFICE, 34156 DEL OBISPO STREET, DANA POINT, CA ("AUTHORITY OFFICE"). IF SUCH WRITINGS ARE DISTRIBUTED TO MEMBERS OF THE BOARD OF DIRECTORS LESS THAN TWENTY-FOUR (24) HOURS PRIOR TO THE MEETING, THEY WILL BE AVAILABLE IN THE RECEPTION AREA OF THE AUTHORITY OFFICE AT THE SAME TIME AS THEY ARE DISTRIBUTED TO THE BOARD OF DIRECTORS, EXCEPT THAT, IF SUCH WRITINGS ARE DISTRIBUTED IMMEDIATELY PRIOR TO, OR DURING, THE MEETING, THEY WILL BE AVAILABLE IN THE BOARD OF DIRECTORS MEETING ROOM.

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ORAL COMMUNICATIONS

A. Members of the public may address the Board regarding an item on the agenda or may reserve this opportunity during the meeting at the time item is discussed by the Board. There will be a three-minute limit for public comments.

4. CONSENT CALENDAR

A. Minutes of Board of Directors Meeting(s)

ACTION The Board will be requested to approve subject minutes.

Board of Directors Meeting May 17, 2018.....	1
Board of Directors Meeting May 3, 2018.....	3

B. Minutes of Finance Committee Meetings(s)

ACTION	The Board will be requested to receive and file subject minutes.	
	Finance Committee March 21, 2018.....	20
	Finance Committee Meeting March 7, 2018	23
	Finance Committee Meeting February 26, 2018	25
C.	<u>Approval of Financial Matters</u>	28
ACTION	The Finance Committee Recommends to the Board of Directors to ratify the disbursements and to receive and file the March 2018 Financial Reports as submitted.	
	Summary of Disbursements for March 2018 – Exhibit A	30
	Schedule of Funds Available for Reinvestment – Exhibit B.....	31
	Schedule of Cash and Investments – Exhibit C	32
	Capital Projects Summaries – Exhibit D	33
	Large Capital Projects Graph – Exhibit D-1	34
	Operations/Maintenance & Environmental Safety Costs Summary – Exhibit E1	35
	Budget vs. Actual Comparison – Engineering – Exhibit E-2.....	42
	Budget vs. Actual Comparison – Administration – Exhibit E-3	43
	Budget vs. Actual Comparison – IT – Exhibit E-4	44
D.	<u>Budget Adjustments to FY 2017-18 Administration Budget</u>	45
ACTION	The Board will be requested to approve FY 2017-18 Budget Adjustment to the Administration Budget for Salaries, \$30,000 addition; and, Management Services, \$30, 000 addition.	
E.	<u>Operations Reports</u>	46
ACTION	The Board will be requested to receive and file subject reports.	
	Monthly Operational Report for April 2018.....	48
	SOCWA Ocean Outfall Discharges by Agency	57
	Beach Ocean Monitoring Report ACOO	59
	Beach Ocean monitoring Report SJCOO	70
	Recycled Water Report	81
	Pretreatment Report.....	85
F.	<u>Capital Improvement Program</u>	88
ACTION	The Board will be requested to receive and file subject reports.	
G.	<u>Change Order to JBLTP Package ‘B’ Improvements Project [PC2]</u>	101
ACTION	The Board will be requested to approve Change Orders 1, 2, 3, and 4 to the design services contract with Carollo Engineers for the J. B. Latham Treatment Plant Package ‘B’ Improvements Project.	
H.	<u>Change Order to RTP Cogeneration & Switchgear Upgrade [PC17]</u>	104

ACTION The Board will be requested to approve Change Orders 7, 8, 9, 10 and 11 to the construction services contract with Carollo Engineers for the Regional Treatment Plant Cogeneration and Switchgear Upgrade Project.

5. GENERAL MANAGER'S REPORT

A. Aliso Fire Update107

ACTION The Board will be requested to receive and file the Aliso Fire Update report.

B. Resolution No. 2018-04 Commendation for Lonnie Wentz.....109

ACTION The Board will be requested to approve Resolution No. 2018-04 and authorize Chairman Ferons to sign the Commendation of the behalf of the Board of Directors of the South Orange County Wastewater Authority.

C. Biosolids Update June 2018111

ACTION The Board will be requested to receive and file the Biosolids Update June 2018 report.

D. CUPA Inspection at J. B. Latham – March 27, 2018114

ACTION The Board will be requested to receive and file the CUPA Inspection at J.B. Latham – March 27, 2018 report.

E. Award of Contract – SCADA Backup & Offsite Storage Services [PC2, 15 & 17]116

ACTION Staff recommends that the Board authorize the General Manager to award a contract with Tesco, Inc. to purchase and install the Veeam Backup & Replication Enterprise for VMware software for automatic backup of SOCWA's Rockwell SCADA server, plus one (1) year of software support as follows:

- 1) The PC2 members authorize a cost not to exceed \$19,600.
- 2) The PC15 members authorize a cost not to exceed \$19,600.
- 3) The PC17 members authorize a cost not to exceed \$19,600.

F. Award of Contract - Ferric Chloride [PC 2, 15 & 17]118

ACTION The Board will be requested to authorize the General Manager to enter into a contract with Miles Chemical, Inc. for Ferric Chloride at a rate of \$493.68 per ton, for a 2-year term, plus applicable fees and taxes, with up to three (3) annual renewals. Cost to be distributed among PC members based on amount delivered to each facility.

G. Resolution No. 2018-05 – SEA MOU: New Employee Salary Range Summary.....120

ACTION The Finance Committee recommends that the Board of Directors approve Resolution 2018 05, *A Resolution Approving New Employee Salary Range Summary to the July 1, 2017 to June 30, 2020 Memorandum of Understanding between the South Orange County Wastewater Authority and the SOCWA Employee Association.*

H. Resolution No. 2018-06 – Employee Manual: New Salary Range Summary.....123

ACTION The Finance Committee recommends that the Board of Directors approve Resolution 2018-06, *A Resolution Approving New Employee Salary Range Summary, Employee Job Classification Salary Schedule and Organizational Chart to the July 1, 2017 Employee Manual.*

I. FY 2018-19 Operating Expenses and Capital Expenditures Budget; Update from the Finance Committee Meetings held May 16, 2018 and May 24, 2018; Finance Committee Recommendations

1) Finance Committee Recommendation A130

ACTION The Finance Committee recommends that the Board of Directors approve distribution of Administration Expenses to the General Fund as proposed (TCWD distribution percentages and General Fund Percentages to be Applied to Administrative Expenses as shown).

2) Finance Committee Recommendation B130

ACTION The Finance Committee recommends that the Board of Directors approve funding a limited duration two-year contract for an Executive Assistant position with reconsideration of the position at least 6 months prior to July 1, 2020.

3) Finance Committee Recommendation C131

ACTION The Finance Committee recommends that the Board of Directors approve the Budget Assumptions as presented in the Final Budget to include the following phrase: “The Board acknowledges the above Budget Assumptions as a part of the Budget preparation.”

4) Finance Committee Recommendation D131

Approval FY 2018-19 Budget

The addition of language as recommended by the Finance Committee is underlined in each recommended action below.

General Counsel will cover the vote requirements for each area at the meeting immediately prior to the motion and vote on each item.

ACTION The Finance Committee Recommends by separate motion and roll call vote:

That the Board of Directors approve the following items comprising the FY 2018/19 Budget, with General Fund Expenses, Operating Expenses and Capital Expenditures as proposed.

1. General Fund Budget

Approval of the FY 2018/19 General Fund Budget. Approval of the General Fund Budget authorizes the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget; and

2. Project Committee Operating Budgets

- a. Approval of the FY 2018/19 Administration Budget (inclusive of project committee administration expenses, residual engineering and IT) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget;
- b. Approval of the Project Committee ("PC") 2 Operations and Maintenance Budget (inclusive of Environmental Compliance, Safety and IT) as proposed and PC 2 Capital Expenditures Budget (inclusive of large capital, non-capital engineering and small capital) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget;
- c. Approval of the Project Committee ("PC") 17 Operations and Maintenance Budget (inclusive of Environmental Compliance, Safety and IT) and PC 17 Capital Expenditures Budget (inclusive of large capital, non-capital engineering and small capital) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget;
- d. Approval of the Project Committee ("PC") 15 Operations and Maintenance Budget (inclusive of Environmental Compliance, Safety and IT) and PC 15 Capital Expenditures Budget (inclusive of large capital, non-capital

engineering and small capital) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget;

- e. Approval of the Project Committee (“PC”) 5 Operations and Maintenance Budget (inclusive of Environmental Compliance, Safety and IT) and PC 5 Capital Expenditures Budget (inclusive of large capital and non-capital engineering) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget;
- f. Approval of the Project Committee (“PC”) 24 Operations and Maintenance Budget (inclusive of Environmental Compliance, Safety and IT) and PC 24 Capital Expenditures Budget (inclusive of large capital and non-capital engineering) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget;
- g. Approval of the Project Committee (“PC”) 21 (ETM) Operations and Maintenance Budget and PC 21 Capital Expenditures Budget (inclusive of large capital and non-capital engineering) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget;
- h. Approval of the Project Committee (“PC”) 8 (Pretreatment) Operations and Maintenance Budget (inclusive of Environmental Compliance and Safety) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget;
- i. Approval of the Project Committee (“PC”) 2SO (PC12) Operations and Maintenance Budget (inclusive of Environmental Compliance, Safety and IT) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or

emergency services policy; funding in excess of the authorized budget requires additional Board action. Authorization includes the redistribution of the costs of PC 2SO (PC 12) among the member agencies to exclude El Toro Water District and Irvine Ranch Water District); the Board approves the allocation of expenses with approval of the Budget.

- j. The Board directs the staff to prepare and distribute a final printed budget consistent with any additional changes presented and approved at the June 15, 2018 meeting.

J. Monthly Progress Report on State Audit Recommendations134

ACTION The Board will be requested to receive and file the Monthly Progress Report on State Audit Recommendations – State Audit Response Schedule.

K. General Manager’s Status Report.....137

ACTION The Board will review the General Manager’s Status Report:

- Board Questions
- Receive and file

L. Report of the Nominating Committee - Election of Officers.....140

ACTION The Board will be requested to elect/appoint Officers to serve the Authority during FY 2018/19.

M. Appointments to the Finance and Executive Committees.....141

ACTION The Chairman will make appointments to the Finance and Executive Committees.

6. CLOSED SESSION

A. Closed Session will be conducted pursuant to Government Code Section 54957 (b)(1)

Public Employee Appointment
Title: Agency General Counsel

B. Closed Session will be Conducted in accordance with Subdivision (b)(1) of Government Code Section 54956.9

Conference with Legal Counsel – BKK Working Group Claim

C. Conference with Legal Counsel-Anticipated Litigation

Significant Exposure to Litigation Pursuant to Paragraph (2) of subdivision (d) of Section 54956.9: 1 potential case

7. REPORT OUT OF CLOSED SESSION

8. OTHER MATTERS

A. Open discussion or items received too late to be agendized.

NOTE: Determine the need to take action on the following item(s) introduced by the General Manager which arose subsequent to the agenda being posted. [Adoption of this action requires a two-thirds vote of the Board, or if less than two thirds are present a unanimous vote.]

ADJOURNMENT

NOTE - THE NEXT REGULAR SOCWA BOARD MEETING WILL BE HELD AT
8:30 A.M. ON JULY 5, 2018

**MINUTES OF SPECIAL MEETING
OF THE
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY**

Board of Directors

May 17, 2018

The Special Meeting of the South Orange County Wastewater Authority (SOCWA) Board of Directors was held on May 17, 2018 at 9:30 a.m. to 2:30 p.m. at the Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of the Board of Directors were present:

MIKE DUNBAR, Emerald Bay Water District	Director
SCOTT GOLDMAN, El Toro Water District	Director
RAY MILLER, City of San Juan Capistrano	Director
JOONE LOPEZ, Moulton Niguel Water District	Director
DAN FERONS, Santa Margarita Water District	Chairman
DENNIS ERDMAN, South Coast Water District	Alternate Director
STEPHAN DOPUDJA, Trabuco Canyon Water District	Director
DAVE REBENS DORF, City of San Clemente	Director

Absent:

DOUG REINHART, Irvine Ranch Water District	Director
TONI ISEMAN, City of Laguna Beach	Vice Chairman

Staff present:

BETTY BURNETT	General Manager/Secretary
BRAD NEUFELD	Varner&Brandt
TERI NOSON	Clerk of the Board [exit 9:32 a.m.]

1. Call to Order

Chairman Ferons called the meeting to order at 9:32 a.m. and welcomed everyone present. The Directors observed reciting of the Pledge of Allegiance to the Flag of the United States of America.

2. Oral Comments

Chairman Ferons asked if members of the public desired to address the Board, or desired to reserve addressing the Board during the meeting regarding any item on the Agenda. No comments were received.

ACTION TAKEN

No action required.

The Board went into Closed Session at 9:32 a.m.

3. Closed Session

A. Closed Session was Conducted Pursuant to Government Code Section 54957 (b)(1)

Public Employee Appointment
Title: Agency General Counsel

The Board reconvened and adjourned for lunch at 11:30 a.m.

The Board reconvened and went into Closed Session at 12:30 p.m.

The Board reconvened at 3:14 p.m.

Report out of Closed Session

There were no reportable actions out of Closed Session.

Other Matters

Chairman Ferons asked if there were any more questions or comments from the Board. There were none.

Adjournment

There being no further business, Chairman Ferons adjourned the meeting at 3:15 p.m.

I HEREBY CERTIFY that the foregoing Minutes are a true and accurate copy of the Minutes of the Special Meeting of the South Orange County Wastewater Authority Board of Directors of May 17, 2018, and approved by the Board of Directors of the South Orange County Wastewater Authority.

Betty C. Burnett, General Manager / Secretary
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

**MINUTES OF REGULAR MEETING
OF THE
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY**

Board of Directors

May 3, 2018

The Regular Meeting of the South Orange County Wastewater Authority (SOCWA) Board of Directors was held on May 3, 2018 at 8:30 a.m. at the Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of the Board of Directors were present:

MIKE DUNBAR, Emerald Bay Water District	Director [exit 11:16 a.m.]
FRED ADJARIAN, El Toro Water District	Alternate Director
RAY MILLER, City of San Juan Capistrano	Director
MATT COLLINGS, Moulton Niguel Water District	Alternate Director
DOUG REINHART, Irvine Ranch Water District	Director
TONI ISEMAN, City of Laguna Beach	Vice Chairman
DAN FERONS, Santa Margarita Water District	Chairman
DENNIS ERDMAN, South Coast Water District	Alternate Director
STEPHAN DOPUDJA, Trabuco Canyon Water District	Director
DAVE REBENS DORF, City of San Clemente	Director

Staff present:

BETTY BURNETT	General Manager/Secretary
BRAD NEUFELD	Varner&Brandt
BRIAN PECK	Director of Engineering
AMBER BAYLOR	Director of Environmental Compliance
JIM BURROR	Director of Operations
MARY CAREY	Finance Controller
DINA ASH	Human Resource Administrator
JEANETTE CONTINOLA	Procurement Purchasing Administrator
ROSEMARY LACY	Temp-Accountant
DANITA HIRSH	Executive Assistant
ANNA SUTHERLAND	AP/Payroll Accountant
NAYDN KIM	Accountant
TERI NOSON	Clerk of the Board

Also present:

DONALD FROELICH	Moulton Niguel Water District
ROGER BUTOW	Clean Water Now
BILL GREEN	South Coast Water District
ROGER FAUBEL	FPA
RICK SHINTAKU	South Coast Water District
MICHAEL PEREA	Trabuco Canyon Water District
JOHN SCHATZ	John Schatz Attorney at Law

1. Call the Meeting to Order

Chairman Ferons called the meeting to order at 8:30 a.m. and welcomed everyone present.

2. Pledge of Allegiance

Director Adjarian led the Pledge of Allegiance to the Flag of the United States of America.

3. Oral Comments

Chairman Ferons asked if members of the public desired to address the Board, or desired to reserve addressing the Board during the meeting regarding any item on the Agenda.

Chairman Ferons reported that one Request to be Heard by the Board was received for an item on the Agenda.

ACTION TAKEN

No action required.

4.A. Consent Calendar

Chairman Ferons referenced the items under the Consent Calendar and asked if there were any questions or comments.

Ms. Burnett requested to pull item 4.A. Minutes of Board of Directors Meeting(s), Board of Directors Meeting April 5, 2018, from the Consent Calendar.

ACTION TAKEN

Motion was made by Director Reinhart and seconded by Director Adjarian to approve the items 4.A. Minutes of Board of Directors Meeting(s) for December 14, 2017, December 7, 2017, August 3, 2017 and items 4.B. – 4.E. under the consent calendar.

Motion carried: Aye 10; Nay 0; Abstain 0; Absent 0
Director Dunbar
Director Adjarian
Director Miller
Director Collings
Director Reinhart
Vice Chairman Iseman
Chairman Ferons
Director Erdman
Director Dopudja
Director Rebensdorf

4.A. Minutes of Board of Directors Meeting(s), Board of Directors Meeting April 5, 2018

Ms. Burnett requested a clean-up revision to the minutes on page 6 of the Agenda Book to add the word “regarding” into the second paragraph of “Other Matters” in order the sentence read “Chairman Ferons inquired regarding the agenda calendaring...”.

ACTION TAKEN

Motion was made by Director Erdman and seconded by Director Miller to approve item 4.A. Minutes of Board of Directors Meeting(s) - April 5, 2018 as amended under Other Matters, paragraph two (2), by adding the word “regarding”.

Motion carried: Aye 10; Nay 0; Abstain 0; Absent 0
Director Dunbar
Director Adjarian
Director Miller
Director Collings
Director Reinhart
Vice Chairman Iseman
Chairman Ferons
Director Erdman

Director Dopudja
Director Rebensdorf

5. General Manager's Reports

5.A. Proposed SOCWA FY 2018/19 Total Operating Budget

Director Colling provided a MNWD letter and attachment dated May 3, 2018, Re: *Redline Changes to Draft FY 2018-19 South Orange County Wastewater Authority Budget Document* to the Board of Directors, which is herewith attached to these minutes.

ACTION TAKEN

Discussion item only, no action taken.

5.B. Co-Gen Engine Startup Costs [PC2]

Mr. Burror referenced page 144 of the Agenda Book, O&M Labor Capitalization for CIP Support Renewal, and provided comments regarding the Board request that staff consider where possible to track O&M staff time spent on capital projects for regular time and overtime. Mr. Burror indicated staff would be working with the payroll system and Finance Department staff to determine an approach.

Ms. Burnett noted for the record, 'I hope everybody remembers we may not get it absolutely perfect. We are going to do the best that we can and take a look at it. With everything as we make progress we can always refine, you can always make something better. So, we are going to do it, but you may see anomalies in it and we may not get it exactly perfect but it will take a little data and we will refine it from there. So, the other thing is that the costs are still booked to and paid out of O&M. We are not saying that tracking those costs is going to give us additional asset value to the capital assets. It will continue to be paid out of O&M. The only time it goes in and becomes a part of total value of an asset is the folks in engineering that are working on specific projects who are familiar with, and have that exact detail about what task they are working on as we combine projects. We have projects that have elements of liquids, commons and solids costs. So those are the folks who are putting very specific time that can be considered an asset'.

ACTION TAKEN

Discussion item only, no action taken.

5.C. External Auditor Policy – Resolution No. 2018-03

ACTION TAKEN

Motion was made by Director Adjarian and seconded by Director Dunbar to adopt Resolution No. 2018-03, approving the External Auditor Policy as amended.

Motion carried: Aye 10; Nay 0; Abstain 0; Absent 0
Director Dunbar
Director Adjarian
Director Miller
Director Collings
Director Reinhart
Vice Chairman Iseman
Chairman Ferons
Director Erdman
Director Dopudja
Director Rebensdorf

5.D. Board of Directors Nomination Committee

ACTION TAKEN

Motion was made by Director Dunbar and seconded by Director Miller that the Chairman have the prerogative to name the Nomination Committee.

Motion carried: Aye 10; Nay 0; Abstain 0; Absent 0
Director Dunbar
Director Adjarian
Director Miller
Director Collings
Director Reinhart
Vice Chairman Iseman
Chairman Ferons
Director Erdman
Director Dopudja
Director Rebensdorf

Chairman Ferons appointed Director Dunbar and Director Collings to the Nomination Committee.

5.E. Monthly Progress Report on State Audit Recommendations

ACTION TAKEN

There being no objection the Chairman directed the Monthly Progress Report on State Audit Recommendations to be received and filed.

5.F. General Manager's Status Report

ACTION TAKEN

There being no objection the Chairman directed the General Manager's Status Report to be received and filed.

5.G. Employee MOU (July 1, 2017 – June 2020) Side Letter 4 – Resolution No. 2018-02

ACTION TAKEN

Motion was made by Director Dunbar and seconded by Director Collings to adopt Resolution No. 2018-02, approving Agreement No. 4 to the Memorandum of Understanding between South Orange County Wastewater Authority and SOCWA Employees Association.

Motion carried: Aye 10; Nay 0; Abstain 0; Absent 0
Director Dunbar
Director Adjarian
Director Miller
Director Collings
Director Reinhart
Vice Chairman Iseman
Chairman Ferons
Director Erdman
Director Dopudja
Director Rebensdorf

Chairman Ferons reported that one Request to be Heard by the Board was received for item 6.D. Closed Session will be Conducted Pursuant to Government Code Section 54957 (b)(1), Public Employee Evaluation, Title: Clerk of the Board.

Chairman Ferons inquired if the Board of Directors had received a copy of the letter from Mr. Schatz. Ms. Burnett indicated that the Board of Directors had received the letter from Mr. Schatz.

The Chairman adjourned the Board of Directors Meeting at 10:09 to provide the Board time to read the letter from Mr. Schatz.

The Board meeting reconvened at 10:18 a.m.

Director Dopudja introduced Mr. Michael Perea as the acting General Manager at Trabuco Canyon Water District and indicated that all of the Board of Directors should have received a letter from Trabuco Canyon Water District. Director Dopudja stated for the record, 'that there was nothing more that was in the letter' and noted that Trabuco Canyon Water District has offered to serve as a reference for Mr. Ruiz.

Mr. Schatz provided comments on Closed Session item, D. Closed Session will be conducted pursuant to Government Code Section 54957 (b)(1), Public Employee Evaluation, Title: Clerk of the Board and handed out a letter to the Board of Directors, which is herewith attached to these minutes. A brief open discussion ensued.

Chairman Ferons requested clarity from Mr. Schatz, and stated that on behalf of his client was he alleging that SOCWA has a hostile work environment. Mr. Schatz stated yes.

Chairman Ferons reviewed the Closed Session agenda items with the Board of Directors and stated the Closed Session agenda had four (4) items listed, and noted item 6.A. Conference with SOCWA Labor Negotiator was addressed with the approval of Resolution No. 2018-02.

Mr. Neufeld reported that Closed Session item, 6.C. Closed Session will be Conducted in Accordance with Subdivision (b)(1) of Government Code Section Sec 54956.9. should be "(d)(2)". Mr. Neufeld indicated staff had inquired about the closed session language, but he was unavailable to provide a timely response due to vacation.

Chairman Ferons asked if there were any other comments from the Board. None were received.

The Board went into Closed Session at 10:30 a.m.

6. Closed Session

A. Conference with SOCWA Labor Negotiator – Closed Session

Employee MOU (July 1, 2017 – June 30, 2020), Side Letter 4, a Closed Session will be conducted in accordance with Government Code Section 54957.6.

B. Closed Session was conducted Pursuant to Government Code Section 54957 (b)(1)

Public Employee Appointment
Title: Agency General Counsel

C. Closed Session was Conducted in Accordance with Subdivision (d)(2) of Government Code Section 54956.9

Conference with Legal Counsel – BKK Working Group Claim

D. Closed Session was Conducted Pursuant to Government Code Section 54957 (b)(1)

Public Employee Evaluation
Title: Clerk of the Board

Report Out of Closed Session

There were no reportable actions out of Closed Session.

Adjournment

There being no further business, Chairman Ferons adjourned the meeting at 11:26 a.m.

I HEREBY CERTIFY that the foregoing Minutes are a true and accurate copy of the Minutes of the Regular Meeting of the South Orange County Wastewater Authority Board of Directors of May 3, 2018, and approved by the Board of Directors of the South Orange County Wastewater Authority.

Betty C. Burnett, General Manager / Secretary
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

**SUMMARY OF BOARD ACTIONS
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY**

May 3, 2017

<u>DESCRIPTION</u>	<u>MOTION MADE BY</u>	<u>ACTION</u>
Consent Calendar	Reinhart	Approved
Resolution No. 2018-03 External Auditor Policy	Adjarian	Approved
Resolution No. 2018-02 Employee MOU (7/1/17- 6/2020) Side Letter 4	Dunbar	Approved

May 3, 2018

Dan Ferons, Chair
South Orange County Wastewater Authority
34156 Del Obispo Street
Dana Point, CA 92629

Re: Redline Changes to Draft FY 2018-19 South Orange County Wastewater Authority Budget Document

Dear Mr. Ferons:

Per the discussion at the South Orange County Wastewater Authority ("SOCWA") Board Budget Workshop on April 26, 2018, the Moulton Niguel Water District ("MNWD") has prepared the attached redlined changes to the draft FY 2018-19 SOCWA budget document for the Board to consider. These changes, if approved and implemented, will allow MNWD to approve the portions of the budget that are agreeable to MNWD.

Thank you for your consideration,



Matt Collings

MNWD Assistant General Manager





South Orange County Wastewater Authority

Fiscal Year 2018-19 Total ~~Operating~~ Budget

Draft

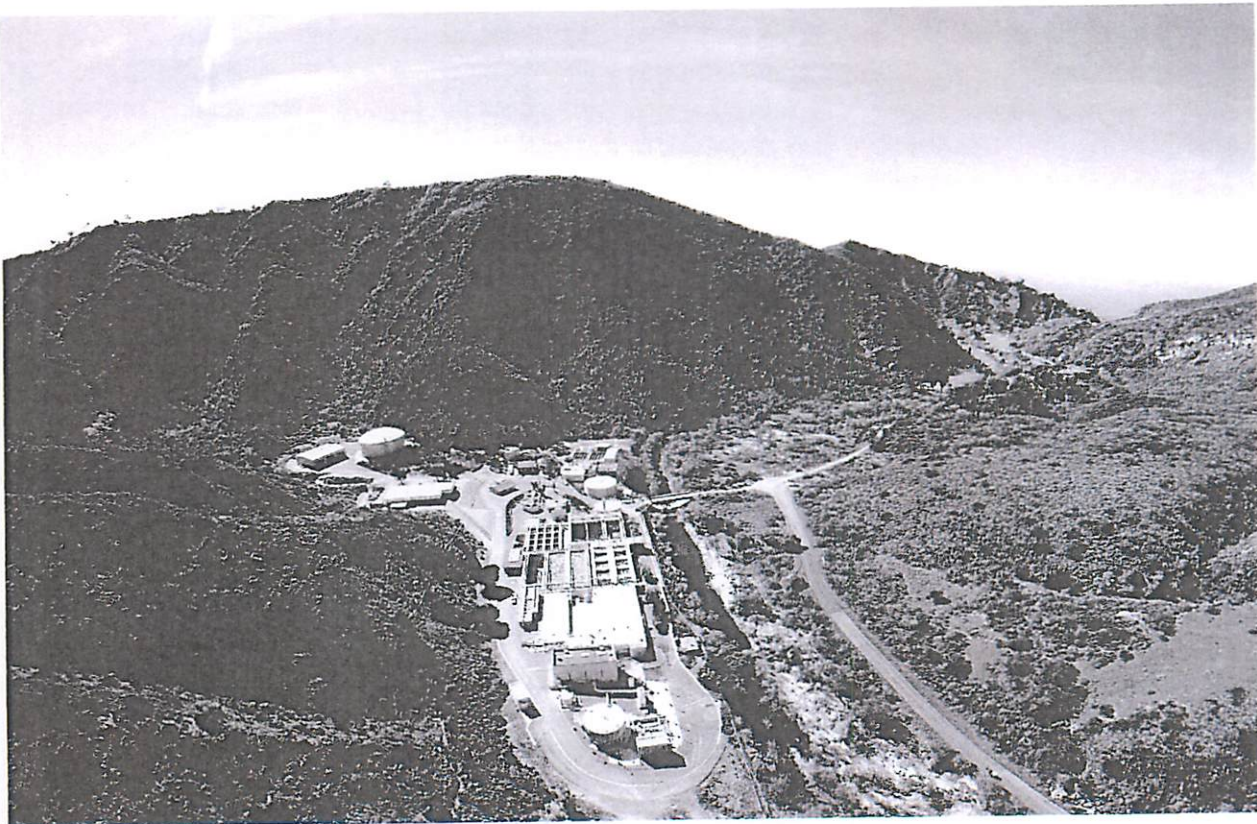


Photo by: Ernie Leal



South Orange County Wastewater Authority

**Draft
FY 2018/19
Annual Operating Expenses & Capital Budget
May 3, 2018**

	Page
<u>Table of Contents</u>	1-2
<i>Letter of Transmittal</i>	3-4
<u>Budget Summaries</u>	
Total O&M Budget by Member Agency FY 2018-19	6
<i>5 Year Total O&M Budget by Member Agency</i>	7
O&M Budget by Member Agency including details of Administration, Residual Engineering and General Fund Allocation - 1 yr (<i>Final Budget will include 5yr Plan</i>)	8-9
O&M Budget by Project Committee and Member Agency	10
Total Cost Base & Cost Drivers Prioritized by Major Expenditures	11
<i>Guide to Budget Book</i>	12-16
O&M Budget Assumptions	17-22
Summary of Cost Allocations Approaches by Project Committee (Per JPA and Project Committee Agreements)	23-24
Payroll Costs and Headcount	25
O&M Fringe Benefits Forecast FY 18/19 thru FY 22/23	26
Organizational Chart	27
<u>Budget Detail</u>	
O&M, Environmental and Safety Departments Budget Summary Comparison to 2016-17 Actual & 2017-18 Budget - 1yr (<i>Final Budget will include 5yr Plan</i>)	29-30
O&M Project Committee Detail FY 2018-19	31-32
O&M Project Committee FY 2018-19 Budget vs. FY 2017-18 Budget	33-39
<i>Q1 FY 2018-19 O&M Budget by Project Committee and Member Agency</i>	40
<i>Q2 FY 2018-19 O&M Budget by Project Committee and Member Agency</i>	41
<i>Q3 FY 2018-19 O&M Budget by Project Committee and Member Agency</i>	42
<i>Q4 FY 2018-19 O&M Budget by Project Committee and Member Agency</i>	43
Administration Expenses 1-Year Detail	44
General Fund Expenses 1-Year Detail	45
Residual Engineering Expenses 1-Year Detail	46
IT Expenses 1-Year Detail	47
<i>O&M Project Committees Detail FY 2019-20</i>	48
<i>O&M Project Committees Detail FY 2020-21</i>	49
<i>O&M Project Committees Detail FY 2021-22</i>	50
<i>O&M Project Committees Detail FY 2022-23</i>	51

<u>Project Committee Allocations</u>	52
PC 2 - Jay B. Latham Plant	53
PC 5 - San Juan Creek Ocean Outfall	54
PC 8 - Pretreatment Program	55
PC 12 SO- Water Reclamation Permits	56
PC 15 - Coastal Treatment Plant/AWT	57
PC 17 - Joint Regional Wastewater Reclamation	58
PC 21 Effluent Transmission Main	59
PC 24 - Aliso Creek Ocean Outfall	60

D&M Capital

2 Year Capital Budget by Member Agency	62
2 Year Capital Budget Detail by Member Agency	63
Capital Projects Schedule FY 2018-19	64-67
Capital Projects Schedule FY 2019-20	68-70
Non-Capital Engineering FY 2018-19	71
Small Internal Capital FY 2018-19	72-75
Total Capital Projects Schedule FY 2018-19 by Member Agency & Project Committee	76-77



South Orange County Wastewater Authority
31156 Del Obispo Street, Dana Point CA, 92629
Phone: (949) 234-5400 Fax: (949) 489-0130

May 3, 2018

**Total ~~Operating~~ Budget Assumptions
South Orange County Wastewater Authority
Fiscal Year 2018-19**

Fiscal Year 2018-19 with projections through 2022-23, 5 Years

1. The consolidated ~~operations~~ budget is divided into "Functional Departments"
 - a) Operations
 - b) Engineering (Capital and Non-Capital)
 - c) Environmental Compliance and Safety
 - d) Information Technology (IT)
 - e) Administration
 - f) General Fund (shown individually and as a part of Administration)
2. The FY Budget establishes the Board approved allocations used for the purpose of collecting the O&M ^{and capital} deposits from Member Agencies. After the close of the fiscal year the Use Audit is prepared and the approved allocations are then adjusted to reflect actual labor time spent, actual liquids and solids treated, or actual purpose of the expense accumulated (if incurred for a single agency or group of agencies that is less than a full PC group) ("Actual Expenses"). Actual Expenses will be included in the fiscal year use audit to determine under/over payments by member agencies.
3. Each Department Manager provided:
 - a) Headcount requirements for the 5-year budget period, inclusive of new hires, retirements, promotions, succession planning, etc. The staffing plan takes into account known and anticipated retirements, and costs for labor are projected based on filling open positions in operations with entry level staff unless vacancies occur earlier than projected. In that event, SOCWA may need to hire experienced staff at more mid-level pay scales and in turn may experience higher labor costs than planned.
 - b) Total Full Time Equivalent FY 2017-18 is 65 64 positions. In FY 2017-18 four positions (4) were added to address needs in SCADA systems, accounting, analyst (not hired) and administration (funded for 1 year). For FY 2018-19 administration will continue as FTE and analyst position is eliminated. Operations will add 1 FTE mechanic due to overlap in training needed for planned retirements in FY 2019-20 for a total of 64 positions in 2018-19. In FY 2019-20 total positions will return to 62 due to 2 O&M department retirements.



South Orange County Wastewater Authority
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10. The following 14 points approved by the Board from the Allocation Working Group are continued in the FY 2018-19 Budget:
- a) The budget funds continuous metering of flows upstream of the JBL Plant from the OSO Trabuco and San Juan sewer trunk lines
 - b) Permit fees for the Pretreatment Program are levied as a fixed charge and allocated to the PC 8 Budget
 - c) For PC 5 and 24 engineering costs are allocated based on ownership capacity.
 - d) Individual agencies will pay Director meeting attendance fees either through SOCWA or directly to their participating director
 - e) Engineering studies will continue to address future capital and capacity needs of the treatment plants
 - f) JBL Effluent Pump Station (EPS) costs will be placed in PC 2 liquids ownership category
 - g) Continue PC 2 and 15 water use allocations: 30% from solids to liquids for PC 2, 70% from common into liquids PC 15
 - h) Continue PC 15 and 17 bleach use allocations: 4% from liquids to AWT for PC 15, track system changes for PC 15 and 17
 - i) Continue PC 2 and 17 odor control allocations: 39% from solids to liquids for PC 2, 42.1% from liquids to solids for PC 17
 - j) Continue PC 17 Ferric Chloride allocations: 40% from liquids to solids
 - k) Continue PC 15 and 17 Polymer allocations: 57% from AWT to liquids for PC 15 and 17.8% from liquids and AWT to solids for PC 17
 - l) Continue certain PC 24 costs as fixed costs: engineering misc., legal, off-shore monitoring, inspections/port cleaning and misc. equipment.
 - m) PC 2SO (12) excludes ETWD and IRWD.

General Approval Information:

All ~~O&M~~ Budgets since inception reflect the costs of direct use and costs allocated by capacity ownership for capital improvements, repairs and replacements necessary to operate within legal compliance requirements and accepted industry standards.



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The signature authority levels authorized for expending the FY 2017-18 budget are in conformity with SOCWA's Uniform Purchasing Policy and Procedures, policy number, 6.2015.01, as approved by the Board on March 5, 2015 and as revised for clarification on December 28, 2017.

~~Board approval of the Budget authorizes the above budget assumptions.~~ Staff is authorized to contract for services, acquire supplies and pay vendors and expenses within the Functional Departments and Project Committees. Staff is authorized to follow the Budget and expend the amounts therein stated consistent with the Uniform Purchasing Policies and Procedures.

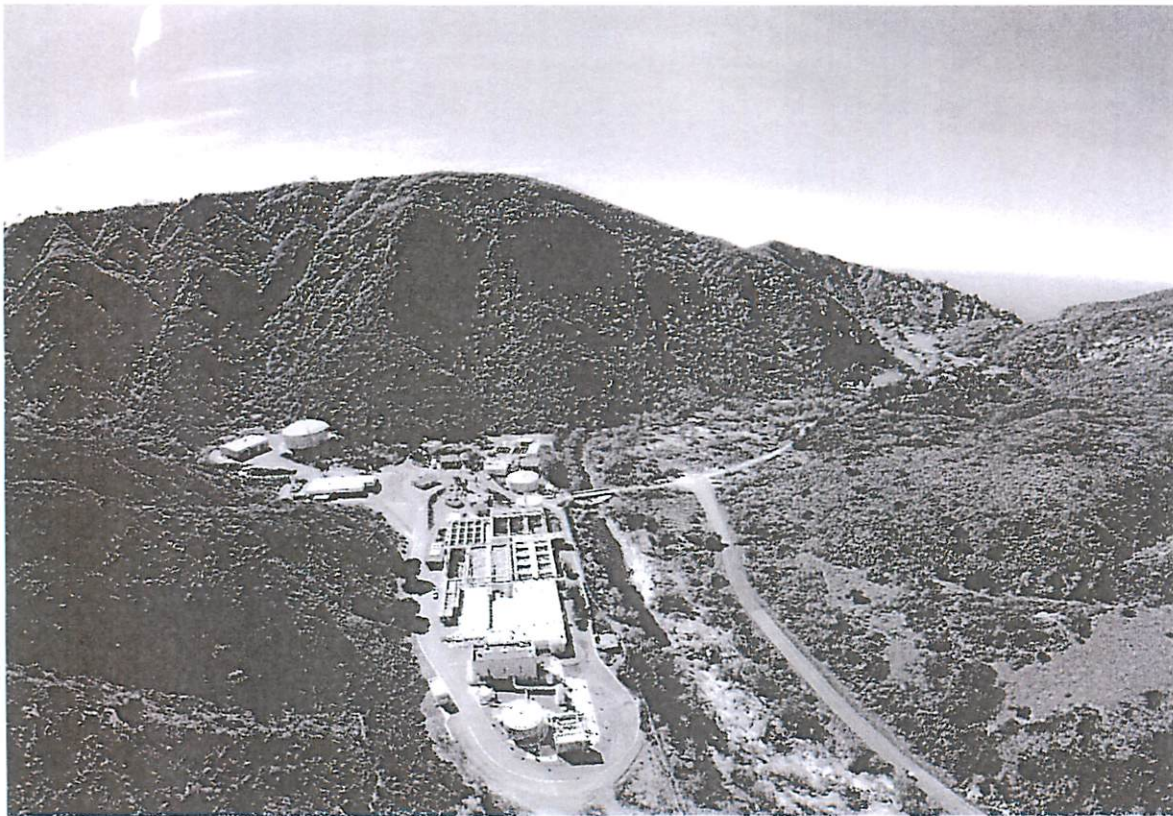
The Board acknowledges the above budget assumptions as a part of the Budget preparation.



South Orange County Wastewater Authority

Fiscal Year 2018-19 Total Operating Budget

Draft



: Ernie Leal



JOHN J. SCHATZ
ATTORNEY AT LAW
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May 2, 2018

**Board of Directors
South Orange County Wastewater Authority
34156 Del Obispo Street
Dana Point, CA 92629**

**VIA EMAIL TO GENERAL MANAGER BETTY BURNETT; TRANSMITTED ON
MAY 2, 2018 @ 10:15 A.M.**

**Re: May 3, 2018 Board of Directors Meeting Agenda Item No. 6.D.; Closed Session, Public
Employee Evaluation, Title: Clerk of the Board**

Honorable Board of Directors:

At the April 26th Board of Directors Special Meeting, Budget Workshop, the General Manager presented and discussed the administration budget. This included several pages of proffered support for two administrative support positions based on the premise of substantial workload.

At the April 26th Board meeting, I stated SOCWA documents indicate that on June 14, 2017, the Board approved an Administrative II/III position for one year, subject to the need for the position being subsequently evaluated and approved by the Board. Instead, the General Manager hired an Executive Assistant without any explanation or Board authorization.

According to a SOCWA document entitled "Background Regarding Request For Staff Administrative II/III Position" published on or around June 14, 2017, the stated need for the Administrative II/III position was an increased workload for administration support. There was no mention of any performance issues concerning long-time Clerk of the Board/Executive Assistant Ms. Teri Noson as driving the need to hire additional administration support. There was also no mention or Board authorization to relocate Ms. Noson's office that she has occupied since her hiring in 2005, or changing Ms. Noson's job description and duties so that she is now functionally in a support position to the new and currently temporary Executive Assistant. This cannot be explained away as the prerogative of the General Manager because the General Manager requested Board approval for a specific title and for specifically described duties and not general discretionary authorization to overhaul administration. If it is understood the General Manager has such discretion, Board approval would not have been sought or necessary.

Agendizing a closed session for the May 3rd meeting for the Board to review the performance of the Clerk of the Board is clearly retaliatory considering it was agendized the next day after my comments to the Board which are summarized above. The Board has never conducted a performance evaluation of the Clerk of the Board because this position reports to the General

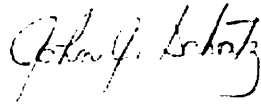
JOHN J. SCHATZ
ATTORNEY AT LAW

Manager. Ms. Noson's performance evaluation was supposed to have been conducted on December 6, 2017, but that has not been done. And now the General Manager is going to conduct a performance evaluation in closed session, presumably to include specific complaints and charges justifying the need for the unauthorized Executive Assistant or perhaps in connection with disciplinary action or eventual elimination of Ms. Noson's position?

If the Board is going to hear further justification on the basis of workload to make the Executive Assistant a permanent position, the Brown Act requires that this be done in open session. If the Board is going to hear specific complaints and charges from the General Manager in closed session regarding Ms. Noson, which is particularly egregious considering the General Manager has not bothered to conduct a performance review for 2017, this also must be conducted in open session. This is because Ms. Noson is hereby requesting pursuant to Government Code Section 54957(b)(2) (part of the Brown Act) that any complaints and charges be brought in open session. Because, pursuant to the cited Brown Act provision, Ms. Noson did not receive 24-hour written notice that complaints and charges will be brought against her and she has a right that any complaints and charges be heard in open session, apparently the General Manager is not planning on doing this in closed session. If so, then discussing staffing requirements in closed session, purportedly based on administrative workload requirements, under the guise of a performance evaluation is not permitted by the Brown Act.

As I stated at the April 26th meeting, Ms. Noson is requesting that her long-time title, Clerk of the Board/ Executive Assistant, along with her historic duties remain unchanged regardless of whether the Board determines that the additional administrative support position be approved either on a short or longer-term basis.

Sincerely,



John J. Schatz
Attorney for Ms. Teri Noson

**MINUTES OF SPECIAL MEETING
OF THE
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY**

Finance Committee

March 21, 2018

The Special Meeting of the South Orange County Wastewater Authority (SOCWA) Finance Committee Meeting was held on March 21, 2018 at 8:30 a.m. at their Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of the Finance Committee were present:

DENNIS ERDMAN	South Coast Water District
DAN FERONS	Santa Margarita Water District
RAY MILLER	City of San Juan Capistrano
TONI ISEMAN	City of Laguna Beach
FRED ADJARIAN	El Toro Water District
MATT COLLINGS	Moulton Niguel Water District

Staff Present:

BETTY BURNETT	General Manager
DANITA HIRSH	Executive Assistant
MARY CAREY	Finance Controller
JIM BURROR	Director of Operations
AMBER BAYLOR	Director of Environmental Compliance
NAYDN KIM	Accounting
ANNA SUTHERLAND	Accounts Payable

Also Present:

DAVE REBENS DORF	City of San Clemente
TREVOR AGRELIUS	Moulton Niguel Water District
NEELY SHAHBAKHTI	El Toro Water District

1. Call Meeting to Order

Chairperson Erdman called the meeting to order at 8:35 a.m.

2. Pledge of Allegiance – Dan Ferons

3. Public Comments

None

4. Approval of Minutes

a. Finance Committee Meeting Minutes of January 19, 2018

Chairperson Erdman stated a correction needed to the Minutes in the spelling of Amber Baylor's last name. Whereas the letter "o" was missing from Baylor" on both sets of Minutes for January 19, 2018 and February 13, 2018.

ACTION TAKEN

Motion was made by Fred Adjarian and seconded by Ray Miller to approve the Finance Committee Meeting Minutes of January 19, 2018 with the correction of the spelling of Amber Baylor's last name.

Motion carried:	Aye 5, Nay 0, Abstained 0, Absent 1
Director Erdman	Aye
Director Collings	Absent
Director Ferons	Aye
Director Adjarian	Aye
Director Iseman	Aye

b. Finance Committee Meeting Minutes of February 13, 2018

The Finance Committee meeting minutes were pulled as Director Adjarian asked that the comments made regarding the General Fund Budget shared by El Toro Water District at the February 13, 2018 Finance Committee Meeting be included in the Minutes for the record.

Ms. Burnett stated the Minutes would be revised and brought back to the Committee for approval at the next Finance Committee Meeting.

5. FY 18-19 Draft Annual Operating Expenses and Capital Budget

Ms. Burnett provided a brief summary of the draft budget materials that was shared at SOCWA's Finance Manager's meeting on February 19, 2018. Ms. Burnett also provided a base timeline for the Audit and FY18/19 Budget schedule. An open discussion ensued.

Ms. Carey, Finance Controller, provided Committee Members with a presentation page by page. An open discussion ensued.

Mr. Burror, Director of Operations, provided a presentation on the O&M FY18 proposed budget.

Director Iseman exited the meeting at 10:45 a.m.

Director Adjarian exited the meeting at 10:53 a.m.

Director Adjarian returned to the meeting at 10:56 a.m.

Chairperson Erdman announced the remainder of the agenda items would carry over to the next Finance Committee meeting on March 30, 2018, at 8:30 a.m.

Adjournment

There being no further business, Chairman Erdman adjourned the meeting at 11:00 a.m.

I HEREBY CERTIFY that the foregoing Minutes are a true and accurate copy of the Minutes of Special Meeting of the South Orange County Wastewater Authority Finance Committee of March 21, 2018 and approved by the Finance Committee and received and filed by the Board of Directors of the South Orange County Wastewater Authority.

Betty Burnett, General Manager/Secretary
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

**MINUTES OF *UNOFFICIAL* MEETING
OF THE
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY**

Finance Committee

March 7, 2018

The Special Meeting of the South Orange County Wastewater Authority (SOCWA) Finance Committee ***Unofficial*** Meeting was held on March 7, 2018 at 3:00 p.m. at their Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of the Finance Committee were present:

DENNIS ERDMAN	South Coast Water District
RAY MILLER	City of San Juan Capistrano
FRED ADJARIAN	El Toro Water District

Absent:

MATT COLLINGS	Moulton Niguel Water District
DAN FERONS	Santa Margarita Water District
TONI ISEMAN	City of Laguna Beach

Staff Present:

BETTY BURNETT	General Manager
DANITA HIRSH	Executive Assistant
MARY CAREY	Finance Controller
JIM BURROR	Director of Operations
AMBER BAYLOR	Director of Environmental Compliance

Also Present:

ERICA CASTILLO	Santa Margarita Water District
DENNIS CAFFERTY	El Toro Water District
NEELY SHAHBAKHTI	El Toro Water District
MATT PEREA	South Coast Water District

1. Call Meeting to Order

Chairperson Erdman called the meeting to order at 3:04 p.m. and announced that there was ***no quorum*** present to officially conduct business and that the items listed on the agenda would be discussed as informational only.

2. Pledge of Allegiance

3. Public Comments

None

4. Approval of Minutes

No quorum – approval of Minutes deferred until the next meeting.

5. FY 18-19 Labor & Fringe Forecast

Mr. Burror gave a presentation on the O&M 5 Year Labor Plan for informational purposes and item would be discussed in further detail at the next Finance Committee meeting.

6. FY 18-19 Proposed Small Internal Capital

Mr. Burror gave a presentation on the FY 18-19 Small Internal Capital projects for informational purposes and item would be discussed in further detail at the next Finance Committee meeting.

7. FY 18-19 & and FY 19-20 Proposed Capital Program

Mr. Peck gave a brief overview on the FY18-19 & FY 19-20 Capital Project Plan for informational purposes and item would be discussed in further detail at the next Finance Committee meeting.

8. FY 18-19 Information Technology (“IT”) Budget

Ms. Burnett gave a brief overview on the FY18-19 IT Budget for informational purposes and item would be discussed in further detail at the next Finance Committee meeting.

Adjournment

There was no quorum to adjourn the meeting. Chairperson Erdman called the meeting to an end at 4:12 p.m.

I HEREBY CERTIFY that the foregoing Minutes are a true and accurate copy of the Minutes of the **Unofficial** Meeting of the South Orange County Wastewater Authority Finance Committee of March 7, 2017 and approved by the Finance Committee.

Betty Burnett, General Manager/Secretary
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

**MINUTES OF SPECIAL MEETING
OF THE
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY**

Finance Committee

February 26, 2018

The Special Meeting of the South Orange County Wastewater Authority (SOCWA) Finance Committee Meeting was held on February 26, 2018 at 8:30 a.m. at their Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of the Finance Committee were present:

DENNIS ERDMAN	South Coast Water District
DAN FERONS	Santa Margarita Water District
RAY MILLER	City of San Juan Capistrano
TONI ISEMAN	City of Laguna Beach
FRED ADJARIAN	El Toro Water District

Absent:

MATT COLLINGS	Moulton Niguel Water District
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Staff Present:

BETTY BURNETT	General Manager
DANITA HIRSH	Executive Assistant
MARY CAREY	Finance Controller
JIM BURROR	Director of Operations
AMBER BAYLOR	Director of Environmental Compliance
DINA ASH	HR Administrator

Also Present:

ERICA CASTILLO	Santa Margarita Water District
DENNIS CAFFERTY	El Toro Water District
TREVOR AGRELIUS	Moulton Niguel Water District
NEELY SHAHBAKHTI	El Toro Water District
MATT PEREA	South Coast Water District
ROBB GRANTHAM	Santa Margarita Water District

1. Call Meeting to Order

Chairperson Erdman called the meeting to order at 8:30 a.m.

2. Pledge of Allegiance – Dan Ferons

3. Public Comments

None

4. Financial Matters Year to Date December 31, 2017

Chairman Erdman stated the agenda item was recommended for the Board as receive and file. He acknowledged there were several Exhibits attached to the agenda item and asked if the Committee had any questions or comments. An open discussion ensued.

Ms. Burnett stated she had received a list of questions via email from Mr. Collings of Moulton Niguel Water District who was unable to attend the meeting. Ms. Burnett asked the Chairman whether to address the questions as presented or if the Committee preferred, to respond in writing. She went on to state should the questions be answered today, the responses would also go to the Board of Directors meeting that was scheduled for March 1, 2018. Chairman Erdman responded to proceed with addressing each question as presented. Copies of the email was distributed to the Committee Members. Ms. Burnett proceeded to read each question as presented from the email as staff provided answers to each question. An open discussion ensued.

ACTION TAKEN

Motion was made by Director Ferons and seconded by Director Adjarian that the Finance Committee recommend to the Board of Directors to receive and file the Financial Matters for Year to Date December 31, 2017.

Motion carried:	Aye 5, Nay 0, Abstained 0, Absent 1
	Director Erdman Aye
	Director Collings Absent
	Director Ferons Aye
	Director Adjarian Aye
	Director Iseman Aye

5. Financial Matters for Month of January 2018

Ms. Burnett specified the conclusion of reviewing the year to date December 31, 2017 Financials that we were now reviewing the Financials for January 2018. She stated some of the questions previously asked would most likely apply to the January 2018 Financials and that the items were recommended as receive and file. She also stated, staff was open to any new questions the Committee might have. An open discussion ensued.

ACTION TAKEN

Motion was made by Director Ferons and seconded by Ray Miller that the Finance Committee recommend to the Board of Directors to receive and file the Financial Matters for Month of January 2018.

Motion carried:	Aye 5, Nay 0, Abstained 0, Absent 1
	Director Erdman Aye
	Director Collings Absent
	Director Ferons Aye
	Director Adjarian Aye
	Director Iseman Aye

In preparation of the FY 2018/19 budget, Mr. Burror provided a PowerPoint presentation to the Committee on the FY2018/19 Operations Department Staffing Review. This was an information only item.

Adjournment

There being no further business, Chairman Erdman adjourned the meeting at 9:40 a.m.

I HEREBY CERTIFY that the foregoing Minutes are a true and accurate copy of the Minutes of Special Meeting of the South Orange County Wastewater Authority Finance Committee of February 26, 2017 as approved by the Finance Committee.

Betty Burnett, General Manager/Secretary
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

Agenda Item

Legal Counsel Review: N/A

Meeting Date: June 15, 2018

TO: Finance Committee
FROM: Betty Burnett, General Manager
STAFF CONTACT: Mary Carey, Finance Controller
SUBJECT: Financial Matters for the Month of March 2018

Summary/Discussion

SOCWA staff is directed by SOCWA Investment Policy (approved December 7, 2017) to provide the schedule of cash and investments to the Board of Directors monthly.

The remainder of the financial reports are provided no less than quarterly to the SOCWA Finance Committee and following Finance Committee review would be recommended to the Board of Directors to be received and filed.

The Finance Committee reviewed the disbursements and financial reports at their meeting on May 16, 2018.

The reports included are as follows:

- a) Summary of Disbursements
 - March 2018 (Exhibit A)
- b) Schedule of Funds Available for Reinvestment (Exhibit B)
- c) Schedule of Cash and Investments (Exhibit C)
- d) Capital Schedule (Exhibit D)
 - Capital Projects – Graph (Exhibit D-1)
- e) Budget vs. Actual Expenses:
 - Operations and Environmental Summary (Exhibit E-1)
 - Residual Engineering, after transfer to Capital (Exhibit E-2)
 - Administration (Exhibit E-3)

Also, included with this report for March 2018, is Exhibit E-4, Budget vs. Actual IT. This item was not reviewed by the Finance Committee at the March 16, 2018 meeting.

Fiscal impact

Monthly Disbursements are as follows:

- March 2018 disbursements were \$1,811,776

By Direction of the Finance Committee, the Finance Committee Chairman would review the monthly disbursements.

The above transactions are summarized by Project Committee in the attached Exhibit A.

The attached Exhibits B, C, D and E are informational reports only.

Recommendation

Receive comments from the Finance Committee as to consideration of the above items.

Staff recommends to the Board of Directors to ratify the disbursements and to receive and file the March 2018 Financial Reports as submitted.

Exhibit A

**South Orange County Wastewater Authority
Summary of Disbursements for March 2018
Staff Recommendation of Fiscal Matters**

	<u>Actual</u>
General Fund	(605,149)
PC 2 - Jay B. Latham Plant	(340,552)
PC 3 - SOCWA Plant/PCA AWT	-
PC 5 - San Juan Creek Ocean Outfall	(25,670)
PC 8 - Pretreatment Program	(9,040)
PC 12 SO - Water Reclamation Permits	(3,559)
PC 15 - Coastal Treatment Plant/AWT	(269,009)
PC 17 - Joint Regional Wastewater Reclamation	(546,329)
PC 21 - Effluent Transmission Main	(255)
PC 24 - Aliso Creek Ocean Outfall	(12,213)
Total	<u><u>(\$1,811,776)</u></u>

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
SCHEDULE OF FUNDS AVAILABLE FOR REINVESTMENT
as of March 31, 2018**

CASH IN BANK: (BEGINNING BAL.)	\$ 1,656,178
L.A.I.F. FUNDS: (BEGINNING BAL.)	13,455,364
DEPOSITS, TRANSFERS & ADJUSTMENTS:	263,684
FUND REQUIREMENTS:	
BILLS FOR CONSIDERATION	<u>(1,811,776)</u>
	<u><u>\$ 13,563,451</u></u>

In accordance with Government Code 53646(c), since all funds are placed in the State LAIF, staff has included in the Financial Packet, the most current statement from the State LAIF, in lieu of the report required by Government Code 53646(b)(1).

In accordance with requirements of the Government Code and the "SOCWA Investment Policy", I hereby certify that:

- 1). All investment actions executed since the last report have been made in full compliance with the Investment Policy.
- 2). SOCWA does not have sufficient funds currently on hand to meet its expenditure obligations for the next six months (see note) due to the fact that SOCWA bills and receives operational funds on a quarterly basis only.

Betty Burnett
General Manager

Note: Operational funds are collected on a quarterly basis at the beginning of the quarter. Capital funds are

**South Orange County Wastewater Authority
Schedule of Cash and Investments
as of March 31, 2018**

MVA	\$	280,457	(A)
A/P Checking	\$	2,390,409	(B)
Payroll Checking	\$	137,221	(C)
State LAIF	\$	10,755,363	(D)
Total Cash in Bank		13,563,451	
		1,600	(E)
Total Operating Cash		13,565,051	
OPEB Trust		4,760,603	(F)
Total Cash and Investments	\$	18,325,653	

- Notes:**
- (A) Interest bearing account; all cash receipts are deposited in this account.
 - (B) Accounts Payable Checks are drawn against this account; money is transferred to this account from the LAIF account.
 - (C) Payroll including payroll taxes and related liabilities are drawn against this account; money is transferred to this account from the LAIF account.
 - (D) LAIF balance.
 - (E) Cash on hand with GM's office and held by Chief Operators at each Treatment facility.
 - (F) OPEB Trust Fund; these funds can only be used for Retiree Health Benefits.

**South Orange County Wastewater Authority
Capital Schedule
as of March 31, 2018**

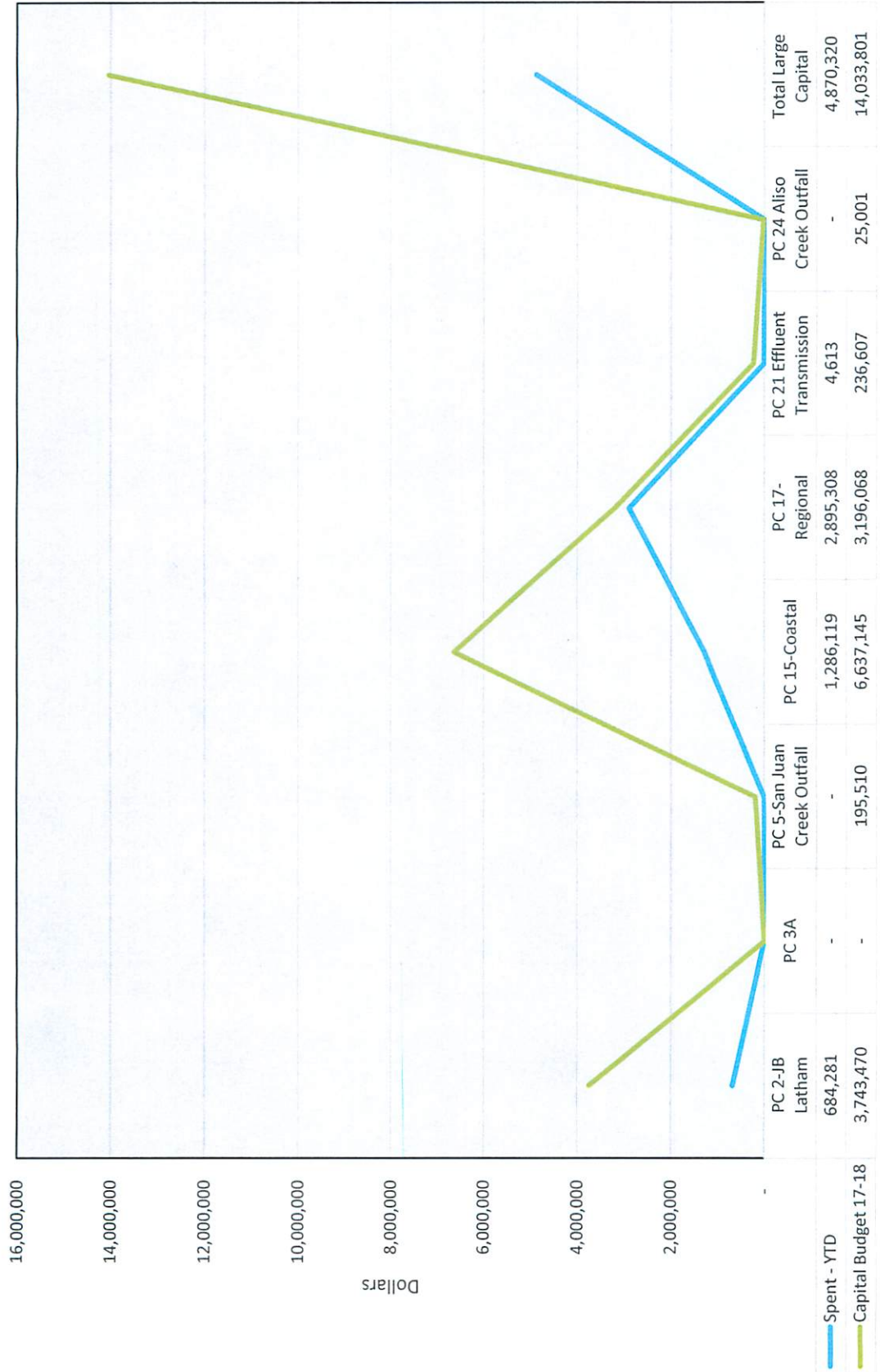
FY 2017-18 Budget vs. Actual Spending							
Description	Capital Budget	Fiscal Year Spending	(Over)/ Under Budget	% Expended	Member Agency Billed	Member Agency Collected	Past Due Amount
PC 2-JB Latham PC 3A	3,743,470	684,281	3,059,189	18.3%	1,995,032	1,995,032	
PC 5-San Juan Creek Outfall	195,510	1,286,119	195,510	0.0%	38,532	38,532	
PC 15-Coastal	6,637,145	2,895,308	5,351,026	19.4%	1,890,923	771,606	1,119,317 (1)
PC 17-Regional	3,196,068	4,613	300,760	90.6%	1,430,386	1,430,386	
PC 21 Effluent Transmission	236,607	-	231,994	1.9%	205,627	205,627	
PC 24 Aliso Creek Outfall	25,001	-	25,001	0.0%	-	-	
Total Large Capital	14,033,801	4,870,320	9,163,481	34.7%	5,560,500	4,441,183	1,119,317
Non-Capital Engineering Small Internal Capital	158,952 1,946,997	371,349 1,037,610	(212,397) 909,387	233.6% 53.3%	158,952 1,460,244	136,536 1,290,868	22,416 211,786 (1)
Total Capital	16,139,750	6,279,280	9,860,470	38.9%	1,619,196	5,868,587	1,353,519

(1) Schedule for Past Due Amounts as of March 31, 2018

Description	Past Due Amount MNWD	Past Due Amount TOTAL
PC 15-Coastal	1,119,317	1,119,317
Total Large Capital	1,119,317	1,119,317
Non-Capital Engineering Small Internal Capital	22,416 211,786	22,416 211,786 (2)
Total Capital	1,353,519	1,353,519

(2) Balances due are for PC 15 Coastal Treatment Plant

Large Capital Project Fiscal Year '17-18 Budget and Year-to-Date Spending 03/31/2018



**South Orange County Wastewater Authority
O & M & Environmental Safety Costs Summary**
For the Period Ended March 31, 2018

Exhibit E-1

	FY 2017-18 Budget	*Budget Increase	Adjusted Budget	Actual	(Over)/Under Budget	% Expended	
Salary and Fringe							
5000--**	Regular Salaries-O&M		4,371,300	3,033,082	1,338,218	69.4%	
5001--**	Overtime Salaries-O&M	60,000	74,992	119,930	15,062	88.8%	(1)
5306--**	Scheduled Holiday Work		39,904	40,653	(749)	101.9%	(2)
5315--**	Comp Time - O&M		-	7,753	(7,753)	0.0%	
5401--**	Fringe Benefits IN to PC's & Depts.		3,243,512	2,250,547	992,965	69.4%	
5700--**	Standby Pay		69,996	52,325	17,671	74.8%	
	Total Payroll Costs		7,799,704	5,504,291	2,355,413	70.0%	
Other Expenses							
5002--**	Electricity	130,000	1,484,000	1,428,129	185,871	88.5%	(3)
5003--**	Natural Gas		209,512	78,678	130,834	37.6%	(3)
5004--**	Potable & Reclaimed Water		62,008	55,970	6,038	90.3%	(4)
5005--**	Co-generation Power Credit		(250,000)	-	(250,000)	0.0%	
5006--**	Chlorine/Sodium Hypochlorite		478,000	362,712	115,288	75.9%	
5007--**	Polymer Products		709,016	431,135	277,881	60.8%	
5008--**	Ferric Chloride	25,000	255,012	280,012	42,076	85.0%	(5)
5009--**	Odor Control Chemicals		160,000	85,127	74,873	53.2%	
5010--**	Other Chemicals - Misc.		5,000	754	4,246	15.1%	
5011--**	Laboratory Services		36,500	22,633	13,867	62.0%	
5012--**	Grit Hauling		122,008	89,627	32,381	73.5%	
5013--**	Landscaping		183,004	72,862	110,142	39.8%	
5014--**	Engineering - Misc.		392,508	19,290	373,218	4.9%	
5015--**	Management Support Services		128,008	61,267	66,741	47.9%	
5016--**	Audit - Environmental		500	500	500	0.0%	
5017--**	Legal Fees		12,216	35,498	(23,282)	290.6%	
5018--**	Public Notices/ Public Relations		500	320	180	64.0%	
5019--**	Contract Services Misc.		287,000	187,288	99,712	65.3%	
5020--**	Postage Expense		-	174	(174)	0.0%	
5021--**	Small Vehicle Expense		20,900	16,353	4,547	78.2%	
5022--**	Miscellaneous Expense		18,492	10,581	7,911	57.2%	
5023--**	Office Supplies - All		42,000	30,249	11,751	72.0%	
5024--**	Petroleum Products		60,000	7,665	52,335	12.8%	
5025--**	Uniforms		36,000	25,794	10,206	71.7%	
5026--**	Small Vehicle Fuel		37,688	12,562	25,126	33.3%	
5027--**	Insurance - Property/Liability		211,740	156,122	55,618	73.7%	
5028--**	Small Tools & Supplies		77,476	51,045	26,431	65.9%	
5030--**	Trash Disposal		5,000	5,065	(65)	101.3%	
5031--**	Safety Program & Supplies		86,872	82,870	4,002	95.4%	(6)
5032--**	Equipment Rental		7,004	1,280	5,724	18.3%	
5033--**	Recruitment		1,000	2,937	(1,937)	293.7%	(7)
5034--**	Travel Expense/Tech. Conferences		61,012	39,283	21,729	64.4%	
5035--**	Training Expense		52,564	62,041	(9,477)	118.0%	(8)
5036--**	Laboratory Supplies		75,024	64,751	10,273	86.3%	
5037--**	Office Equipment		22,496	36,462	(13,966)	162.1%	(9)
5038--**	Permits		475,500	345,975	129,525	72.8%	
5039--**	Membership Dues/Fees		12,244	9,983	2,261	81.5%	
5044--**	Offshore Monitoring		42,008	26,121	15,887	62.2%	
5046--**	Effluent Chemistry		45,996	26,930	19,066	58.5%	
5047--**	Access Road Expenses		46,996	25,648	21,348	54.6%	
5048--**	Storm Damage		19,000	-	19,000	0.0%	
5049--**	Biosolids Disposal		1,541,004	861,833	679,171	55.9%	
5050--**	Contract Services Generators		21,008	20,137	871	95.9%	(10)
5052--**	Janitorial Services		100,016	35,426	64,590	35.4%	
5053--**	Contract Serv - Digester Cleaning - 29E		60,004	45,235	14,769	75.4%	
5054--**	Diesel Truck Maint		40,000	12,291	27,709	30.7%	
5055--**	Diesel Truck Fuel		13,996	4,027	9,969	28.8%	
5056--**	Maintenance Equip. & Facilities (Solids)		328,004	223,106	104,898	68.0%	
5057--**	Maintenance Equip. & Facilities (Liquids)		575,000	413,109	161,891	71.8%	
5058--**	Maintenance Equip. & Facilities (Common)		73,008	23,499	49,509	32.2%	
5059--**	Maintenance Equip. & Facilities (Co-Gen)	40,000	500,000	178,836	361,164	33.1%	
5060--**	Maintenance Equip. & Facilities (AWT)		70,000	35,411	34,589	50.6%	
5061--**	Mileage		5,688	1,496	4,192	26.3%	
5067--**	Port Cleaning		35,000	-	35,000	0.0%	
5068--**	MNWD Potable Water Supplies & Svcs.		23,996	19,042	4,954	79.4%	
5069--**	Misc-Capital-Dilution & Metering Study		15,004	11,170	3,834	74.4%	
5077--**	IT Direct		-	500	(500)	0.0%	
17-5101-01-00-00	Employee Recognition		-	274	(274)	0.0%	
5105--**	Co-Generation Power Credit - Offset		250,000	-	250,000	0.0%	
5303--**	Group Insurance Waiver		10,796	7,900	2,896	73.2%	
5305--**	Medicare Tax Payments for Employees		11,044	6,565	4,479	59.4%	
5309--**	Operating Leases		12,000	35,795	(23,795)	298.3%	(11)
5705--**	Monthly Car Allowance		28,196	22,731	5,465	80.6%	
5706--**	Effluent Pond Cleaning		90,004	90,004	-	0.0%	
5802--**	Shipping/Freight		-	362	(362)	0.0%	
6500--**	IT Allocations in to PC's & Depts.		654,684	395,173	259,511	60.4%	
	Total Other Expenses		10,190,256	6,563,035	3,822,221	63.2%	
	Total Expenses		17,989,960	12,067,326	6,177,634	66.1%	

SUMMARY FOOTNOTES:

*Budget increase approved at Board Meeting.

- (1) Overtime costs required due to nighttime and bypass construction activities for capital projects.
- (2) Staffing required for elevated holiday flows and loads. Also, only 1 Holiday remains for the Fiscal Year.
- (3) Engine projects timeframe affecting the electricity and gas budget line items.
- (4) Recycled water purchases were required during a construction project to replace the process water controls system at CTP.
- (5) Ferric chloride use has increased more than expected to comply with both new engine gas cleaning system requirements.
- (6) Safety work and training nearly complete for the Fiscal Year.
- (7) Recruitment costs related to a higher number of retirements than planned.
- (8) Training expenses due to new hire costs related to retirements.
- (9) & (11) Costs were incurred to replace the engineering trailer and modify the RTP lab staff work space. No additional costs expected.
- (10) Generator maintenance is completed for the FY. Costs typically range from \$5,000 to \$15,000 per plant depending on services needed.

**South Orange County Wastewater Authority
O&M Budget vs. Actual Comparison by PC
For the Period Ended March 31, 2018**

	Budget	*Budget Increase	Adjusted Budget	Actual	(Over)/Under Budget	% Expended
02 - Jay B. Latham Plant						
Salary and Fringe						
02-5000-01-***	Regular Salaries-O&M		1,228,504	938,279	290,225	76.38%
02-5000-02-***	Regular Salaries-O&M		163,196	108,191	55,005	66.30%
02-5001-01-***	Overtime Salaries-O&M	60,000	21,908	81,908	38,790	47.36% (1)
02-5001-02-***	Overtime Salaries-O&M		204	838	(634)	410.74%
02-5306-01-***	Scheduled Holiday Work		11,992	13,534	(1,542)	112.86% (2)
02-5306-02-***	Scheduled Holiday Work		1,804	1,764	40	97.78% (2)
02-5315-01-00-00	Comp Time - O&M		-	4,460	(4,460)	0.00%
02-5315-02-00-00	Comp Time - O&M		-	618	(618)	0.00%
02-5401-01-***	Fringe Benefits IN to PC's & Depts.		911,556	696,203	215,353	76.38%
02-5401-02-***	Fringe Benefits IN to PC's & Depts.		121,096	80,278	40,818	66.29%
02-5700-01-***	Standby Pay		23,328	19,500	3,828	83.59%
	Total Payroll Costs		2,483,588	1,902,455	641,133	74.79%
Other Expenses						
02-5002-01-***	Electricity	130,000	524,000	635,626	18,374	97.19% (3)
02-5003-01-***	Natural Gas		65,012	40,966	24,046	63.01% (3)
02-5004-01-***	Potable & Reclaimed Water		15,004	12,999	2,005	86.64%
02-5006-01-***	Chlorine/Sodium Hypochlorite		28,000	15,128	12,872	54.03%
02-5007-01-***	Polymer Products		301,004	179,940	121,064	59.78%
02-5008-01-***	Ferric Chloride	25,000	100,004	106,119	18,885	84.89% (4)
02-5009-01-***	Odor Control Chemicals		25,000	12,898	12,102	51.59%
02-5010-01-***	Other Chemicals - Misc.		1,000	8	992	0.75%
02-5011-02-***	Laboratory Services		10,500	5,715	4,785	54.43%
02-5012-01-***	Grit Hauling		40,000	35,861	4,139	89.65%
02-5013-01-***	Landscaping		48,000	21,716	26,284	45.24%
02-5014-01-***	Engineering - Misc.		4,996	6,600	(1,604)	132.11% (5)
02-5014-02-***	Engineering - Misc.		100,004	4,760	95,244	4.76%
02-5015-01-***	Management Support Services		4,996	8,240	(3,244)	164.93% (5)
02-5015-02-***	Management Support Services		13,000	27,002	(14,002)	207.70% (6)
02-5017-01-***	Legal Fees		1,200	7,395	(6,195)	616.25% (7)
02-5019-01-***	Contract Services Misc.		95,000	72,565	22,435	76.38%
02-5020-01-00-00	Postage Expense		-	167	(167)	0.00%
02-5021-01-***	Small Vehicle Expense		8,004	7,982	22	99.73% (8)
02-5022-01-***	Miscellaneous Expense		8,004	5,483	2,521	68.50%
02-5023-01-***	Office Supplies - All		25,008	15,364	9,644	61.43%
02-5024-01-***	Petroleum Products		16,004	-	16,004	0.00%
02-5025-01-***	Uniforms		12,996	11,172	1,824	85.97%
02-5026-01-***	Small Vehicle Fuel		15,000	6,701	8,299	44.67%
02-5027-01-***	Insurance - Property/Liability		70,448	51,027	19,421	72.43%
02-5028-01-***	Small Tools & Supplies		40,004	22,038	17,966	55.09%
02-5030-01-***	Trash Disposal		1,000	1,693	(693)	169.26% (9)
02-5031-02-***	Safety Program & Supplies		30,396	26,092	4,304	85.84% (10)
02-5032-01-***	Equipment Rental		3,000	2	2,998	0.08%
02-5033-01-***	Recruitment		1,000	815	186	81.45%
02-5034-01-***	Travel Expense/Tech. Conferences		13,836	8,043	5,793	58.13%
02-5034-02-***	Travel Expense/Tech. Conferences		3,140	1,768	1,372	56.31%
02-5035-01-***	Training Expense		15,904	22,829	(6,925)	143.54% (11)
02-5035-02-***	Training Expense		1,116	3,799	(2,683)	340.43% (11)
02-5036-02-***	Laboratory Supplies		13,004	10,171	2,833	78.21% (12)
02-5037-01-***	Office Equipment		15,500	17,424	(1,924)	112.41% (13)
02-5038-02-***	Permits		22,000	16,963	5,037	77.10% (14)
02-5039-01-***	Membership Dues/Fees		3,044	2,549	495	83.74% (15)
02-5039-02-***	Membership Dues/Fees		800	960	(160)	120.05% (15)
02-5049-01-***	Biosolids Disposal		550,004	272,022	277,982	49.46%
02-5050-01-***	Contract Services Generators		9,004	11,666	(2,662)	129.57% (16)
02-5052-01-***	Janitorial Services		40,004	15,113	24,891	37.78% (17)
02-5054-01-***	Diesel Truck Maint		20,004	4,426	15,578	22.13%
02-5055-01-***	Diesel Truck Fuel		6,000	1,452	4,548	24.20%
02-5056-01-***	Maintenance Equip. & Facilities (Solids)		138,000	105,304	32,696	76.31%
02-5057-01-***	Maintenance Equip. & Facilities (Liquids)		240,000	178,547	61,453	74.39%
02-5058-01-***	Maintenance Equip. & Facilities (Common)		26,000	12,609	13,391	48.50%
02-5059-01-***	Maintenance Equip. & Facilities (Co-Gen)	40,000	250,000	290,000	138,697	52.17%
02-5061-01-***	Mileage		1,000	120	880	11.99%
02-5061-02-***	Mileage		492	203	289	41.17%
02-5303-01-***	Group Insurance Waiver		3,604	2,513	1,091	69.74%
02-5303-02-00-00	Group Insurance Waiver		-	692	(692)	0.00%
02-5305-01-***	Medicare Tax Payments for Employees		3,812	3,045	767	79.87%
02-5309-01-***	Operating Leases		6,000	35,795	(29,795)	596.58% (18)
02-5705-01-***	Monthly Car Allowance		7,196	7,592	(396)	105.51%
02-5705-02-00-00	Monthly Car Allowance		-	808	(808)	0.00%
02-5802-01-00-00	Shipping/Freight		-	268	(268)	0.00%
02-6500-01-***	IT Allocations in to PC's & Depts.		184,880	111,595	73,285	60.36%
02-6500-02-***	IT Allocations in to PC's & Depts.		24,040	14,509	9,531	60.35%
	Total Other Expenses		3,205,968	2,356,161	1,044,807	69.28%
	Total Expenses		5,689,556	4,258,616	1,685,940	71.64%

05 - San Juan Creek Ocean Outfall

Salary and Fringe

05-5000-01-***	Regular Salaries-O&M	11,252	11,252	600	10,652	5.33%
05-5000-02-***	Regular Salaries-O&M	90,480	90,480	69,450	21,030	76.76%
05-5001-01-***	Overtime Salaries-O&M	376	376	-	376	0.00%
05-5001-02-***	Overtime Salaries-O&M	96	96	210	(114)	219.18%
05-5306-01-***	Scheduled Holiday Work	96	96	-	96	0.00%
05-5306-02-***	Scheduled Holiday Work	2,404	2,404	411	1,993	17.11%
05-5401-01-***	Fringe Benefits IN to PC's & Depts.	8,348	8,348	445	7,903	5.33%
05-5401-02-***	Fringe Benefits IN to PC's & Depts.	67,136	67,136	51,532	15,604	76.76%
	Total Payroll Costs	180,188	-	180,188	122,649	68.07%

Other Expenses

05-5002-01-***	Electricity	1,000	1,000	58	942	5.83%
05-5003-01-***	Natural Gas	500	500	0	500	0.00%
05-5014-02-***	Engineering - Misc.	20,004	20,004	0	20,004	0.00%
05-5015-02-***	Management Support Services	27,500	27,500	5,908	21,592	21.49%
05-5017-02-***	Legal Fees	2,004	2,004	0	2,004	0.00%
05-5026-01-***	Small Vehicle Fuel - 37A	2,496	2,496	0	2,496	0.00%
05-5027-01-***	Insurance - Property/Liability	5,372	5,372	3,995	1,377	74.36%
05-5031-02-***	Safety Supplies	128	128	0	128	0.00%
05-5034-02-***	Travel Expense/Tech. Conferences	2,484	2,484	625	1,859	25.17%
05-5036-02-***	Laboratory Supplies	16,000	16,000	17,775	(1,775)	111.09%
05-5038-02-***	Permits	145,000	145,000	155,454	(10,454)	107.21%
05-5044-02-***	Offshore Monitoring	20,004	20,004	13,060	6,944	65.29%
05-5046-02-***	Effluent Chemistry	16,000	16,000	10,788	5,213	67.42%
05-5058-01-***	Maintenance Equip. & Facilities (Common) 41-C	1,004	1,004	38	967	3.74%
05-5069-02-***	Misc-Capital-Dilution & Metering Study	15,004	15,004	11,170	3,834	74.45%
05-5305-02-***	Medicare Tax Payments for Employees	2,352	2,352	-	2,352	0.00%
05-5705-02-***	Monthly Car Allowance	4,200	4,200	646	3,554	15.38%
05-6500-01-***	IT Allocations in to PC's & Depts.	1,692	1,692	1,021	671	60.34%
05-6500-02-***	IT Allocations in to PC's & Depts.	12,952	12,952	7,819	5,133	60.37%
	Total Other Expenses	295,696	-	295,696	228,357	67.33%

Total Expenses

475,884	-	475,884	351,006	124,878	73.76%
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08 - Pre Treatment

Salary and Fringe

08-5000-02-***	Regular Salaries-O&M	83,504	83,504	53,692	29,812	64.30%
08-5001-02-***	Overtime Salaries-O&M	1,412	1,412	-	1,412	0.00%
08-5306-02-***	Scheduled Holiday Work	200	200	-	200	0.00%
08-5315-02-00-00	Comp Time - O&M	-	-	76	(76)	0.00%
08-5401-02-***	Fringe Benefits IN to PC's & Depts.	61,956	61,956	39,839	22,117	64.30%
	Total Payroll Costs	147,072	-	147,072	93,606	63.65%

Other Expenses

08-5011-02-***	Laboratory Services	2,500	2,500	100	2,400	4.00%
08-5015-02-***	Management Support Services	2,008	2,008	-	2,008	0.00%
08-5016-02-***	Audit - Environmental	500	500	-	500	0.00%
08-5017-02-***	Legal Fees	2,008	2,008	921	1,087	45.87%
08-5018-02-***	Public Notices/ Public Relations	500	500	320	180	64.00%
08-5021-02-***	Small Vehicle Expense	900	900	18	882	2.03%
08-5022-02-***	Miscellaneous Expense	1,496	1,496	-	1,496	0.00%
08-5026-02-***	Small Vehicle Fuel - 37A	1,200	1,200	-	1,200	0.00%
08-5027-02-***	Insurance - Property/Liability	2,196	2,196	1,690	506	76.96%
08-5028-02-***	Small Tools & Supplies	3,472	3,472	1,721	1,751	49.56%
08-5034-02-***	Travel Expense/Tech. Conferences	3,504	3,504	305	3,199	8.69%
08-5035-02-***	Training Expense	1,496	1,496	1,500	(4)	100.27%
08-5038-02-***	Permits and Fines	10,008	10,008	-	10,008	0.00%
08-5039-02-***	Membership Dues/Fees	796	796	534	262	67.09%
08-6500-02-***	IT Allocations in to PC's & Depts.	12,568	12,568	7,586	4,982	60.36%
	Total Other Expenses	45,152	-	45,152	30,457	32.55%

Total Expenses

192,224	-	192,224	108,301	83,923	56.34%
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12 - Water Reclamation Permits

Salary and Fringe

12-5000-02-***	Regular Salaries-O&M	50,192	50,192	20,349	29,843	40.54%
12-5306-02-***	Scheduled Holiday Work	392	392	0	392	0.00%
12-5401-02-***	Fringe Benefits IN to PC's & Depts.	37,240	37,240	15,099	22,141	40.55%
	Total Payroll Costs	87,824	-	87,824	35,449	40.36%

Other Expenses

12-5015-02-***	Management Support Services	15,992	15,992	179	15,813	1.12%
12-5017-02-***	Legal Fees	5,000	5,000	-	5,000	0.00%
12-5027-02-***	Insurance - Property/Liability	2,740	2,740	2,151	589	78.51%
12-5034-02-***	Travel Expense/Tech. Conferences	1,256	1,256	642	614	51.12%
12-5038-02-***	Permits	124,996	124,996	14,929	110,067	11.94%
12-6500-02-***	IT Allocations in to PC's & Depts.	7,064	7,064	4,268	2,796	60.42%
	Total Other Expenses	157,048	-	157,048	22,170	14.12%

Total Expenses

244,872	-	244,872	57,618	187,254	23.53%
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15 - Coastal Treatment Plant

Salary and Fringe

15-5000-01-**-**	Regular Salaries-O&M	697,360	697,360	479,633	217,727	68.78%		
15-5000-02-**-**	Regular Salaries-O&M	149,952	149,952	84,605	65,347	56.42%		
15-5001-01-**-**	Overtime Salaries-O&M	10,920	10,920	20,350	(9,430)	186.35%	(1)	
15-5001-02-**-**	Overtime Salaries-O&M	188	188	941	(753)	500.71%	(1)	
15-5306-01-**-**	Scheduled Holiday Work	3,004	3,004	5,407	(2,403)	180.00%	(2)	
15-5306-02-**-**	Scheduled Holiday Work	1,800	1,800	1,851	(51)	102.85%	(2)	
15-5315-01-00-00	Comp Time - O&M	-	-	130	(130)	0.00%		
15-5401-01-**-**	Fringe Benefits IN to PC's & Depts.	517,440	517,440	355,888	161,552	68.78%		
15-5401-02-**-**	Fringe Benefits IN to PC's & Depts.	111,268	111,268	62,777	48,491	56.42%		
15-5700-01-**-**	Standby Pay	23,336	23,336	13,000	10,336	55.71%		
	Total Payroll Costs	1,515,268	-	1,515,268	1,024,583	490,685	67.62%	

Other Expenses

15-5002-01-**-**	Electricity	283,004	283,004	170,955	112,049	60.41%		
15-5003-01-**-**	Natural Gas	3,000	3,000	1,268	1,732	42.25%		
15-5004-01-**-**	Potable & Reclaimed Water	13,000	13,000	16,836	(3,836)	129.51%	(20)	
15-5006-01-**-**	Chlorine/Sodium Hypochlorite	99,996	99,996	36,278	63,718	36.28%		
15-5007-01-**-**	Polymer Products	2,004	2,004	347	1,657	17.31%		
15-5008-01-**-**	Ferric Chloride	30,004	30,004	23,558	6,446	78.52%		
15-5009-01-**-**	Odor Control Chemicals	85,000	85,000	42,203	42,797	49.65%		
15-5011-02-**-**	Laboratory Services	9,500	9,500	7,630	1,870	80.32%		
15-5012-01-**-**	Grit Hauling	30,004	30,004	17,247	12,757	57.48%		
15-5013-01-**-**	Landscaping	60,008	60,008	19,144	40,864	31.90%		
15-5014-01-**-**	Engineering - Misc.	5,000	5,000	2,398	2,602	47.96%		
15-5014-02-**-**	Engineering - Misc.	50,000	50,000	-	50,000	0.00%		
15-5015-01-**-**	Management Support Services	5,000	5,000	306	4,694	6.13%		
15-5015-02-**-**	Management Support Services	4,500	4,500	2,467	2,033	54.81%		
15-5017-01-**-**	Legal Fees	-	-	24,289	(24,289)	0.00%		
15-5019-01-**-**	Contract Services Misc.	67,000	67,000	47,815	19,185	71.37%		
15-5021-01-**-**	Small Vehicle Expense	5,996	5,996	3,103	2,893	51.75%		
15-5022-01-**-**	Miscellaneous Expense	2,996	2,996	1,305	1,691	43.56%		
15-5023-01-**-**	Office Supplies - All	6,996	6,996	3,533	3,463	50.50%		
15-5024-01-**-**	Petroleum Products	2,000	2,000	767	1,233	38.34%		
15-5025-01-**-**	Uniforms	5,996	5,996	3,777	2,219	63.00%		
15-5026-01-**-**	Small Vehicle Fuel	5,996	5,996	910	5,086	15.17%		
15-5027-01-**-**	Insurance - Property/Liability	34,640	34,640	25,659	8,981	74.07%		
15-5028-01-**-**	Small Tools & Supplies	9,000	9,000	6,242	2,758	69.35%		
15-5030-01-**-**	Trash Disposal	2,996	2,996	2,199	797	73.39%	(10)	
15-5031-02-**-**	Safety Program & Supplies	24,000	24,000	24,072	(72)	100.30%		
15-5032-01-**-**	Equipment Rental	1,000	1,000	-	1,000	0.00%		
15-5033-01-00-00	Recruitment	-	-	100	(100)	0.00%		
15-5034-01-**-**	Travel Expense/Tech. Conferences	13,832	13,832	7,246	6,586	52.39%		
15-5034-02-**-**	Travel Expense/Tech. Conferences	3,324	3,324	1,180	2,144	35.49%		
15-5035-01-**-**	Training Expense	15,904	15,904	6,690	9,214	42.06%		
15-5035-02-**-**	Training Expense	1,116	1,116	484	632	43.37%		
15-5036-02-**-**	Laboratory Supplies	10,004	10,004	8,917	1,087	89.13%		
15-5037-01-**-**	Office Equipment	1,000	1,000	1,333	(333)	133.34%		
15-5038-02-**-**	Permits	6,504	6,504	3,199	3,305	49.19%		
15-5039-01-**-**	Membership Dues/Fees	2,996	2,996	1,446	1,550	48.27%		
15-5039-02-**-**	Membership Dues/Fees	804	804	323	481	40.22%		
15-5047-01-**-**	Access Road Expenses	46,996	46,996	25,648	21,348	54.57%		
15-5048-01-**-**	Storm Damage	19,000	19,000	-	19,000	0.00%		
15-5049-01-**-**	Biosolids Disposal - 21B	125,000	125,000	-	125,000	0.00%		
15-5050-01-**-**	Contract Services Generators	4,004	4,004	4,187	(183)	104.57%	(16)	
15-5052-01-**-**	Janitorial Services	20,008	20,008	7,883	12,125	39.40%		
15-5054-01-**-**	Diesel Truck Maint	996	996	332	664	33.37%	(17)	
15-5055-01-**-**	Diesel Truck Fuel - 37B	996	996	-	996	0.00%		
15-5057-01-**-**	Maintenance Equip. & Facilities (Liquids)	170,004	170,004	55,232	114,772	32.49%		
15-5058-01-**-**	Maintenance Equip. & Facilities (Common)	20,008	20,008	972	19,036	4.86%		
15-5060-01-**-**	Maintenance Equip. & Facilities (AWT)	35,000	35,000	15,833	19,168	45.24%		
15-5061-01-**-**	Mileage	1,196	1,196	80	1,116	6.67%		
15-5303-01-**-**	Group Insurance Waiver	3,596	3,596	2,548	1,048	70.85%		
15-5305-01-**-**	Medicare Tax Payments for Employees	2,964	2,964	2,533	431	85.46%		
15-5705-01-**-**	Monthly Car Allowance	4,200	4,200	3,877	323	92.31%		
15-5802-01-00-00	Shipping/Freight	-	-	49	(49)	0.00%		
15-6500-01-**-**	IT Allocations in to PC's & Depts.	104,820	104,820	63,269	41,551	60.36%		
15-6500-02-**-**	IT Allocations in to PC's & Depts.	22,212	22,212	13,409	8,803	60.37%		
	Total Other Expenses	1,485,120	-	1,485,120	711,076	774,044	47.88%	

Total Expenses		3,000,388	-	3,000,388	1,735,659	1,264,729	57.85%	
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17 - Joint Regional Wastewater Reclamation and Sludge Handling

Salary and Fringe

17-5000-01-***	Regular Salaries-O&M	1,531,652	1,531,652	1,021,631	510,021	66.70%	
17-5000-02-***	Regular Salaries-O&M	272,888	272,888	189,295	83,593	69.37%	
17-5001-01-***	Overtime Salaries-O&M	39,148	39,148	55,508	(16,360)	141.79%	(1)
17-5001-02-***	Overtime Salaries-O&M	196	196	2,801	(2,605)	1428.95%	(1)
17-5306-01-***	Scheduled Holiday Work	12,004	12,004	14,062	(2,058)	117.15%	(2)
17-5306-02-***	Scheduled Holiday Work	2,992	2,992	3,490	(498)	116.65%	(2)
17-5315-01-***	Comp Time - O&M	-	-	959	(959)	0.00%	
17-5315-02-00-00	Comp Time - O&M	-	-	1,510	(1,510)	0.00%	
17-5401-01-***	Fringe Benefits IN to PC's & Depts.	1,136,496	1,136,496	758,051	378,445	66.70%	
17-5401-02-***	Fringe Benefits IN to PC's & Depts.	202,488	202,488	140,457	62,031	69.37%	
17-5700-01-***	Standby Pay	23,332	23,332	19,825	3,507	84.97%	
	Total Payroll Costs	3,221,196	3,221,196	2,207,590	1,013,606	68.53%	

Other Expenses

17-5002-01-***	Electricity	675,000	675,000	621,490	53,510	92.07%	(21)
17-5003-01-***	Natural Gas	141,000	141,000	36,444	104,556	25.85%	(21)
17-5004-01-***	Potable & Reclaimed Water	34,004	34,004	26,136	7,868	76.86%	
17-5005-01-***	Co-generation Power Credit	(250,000)	(250,000)	-	(250,000)	0.00%	(21)
17-5006-01-***	Chlorine/Sodium Hypochlorite	350,004	350,004	311,305	38,699	88.94%	(22)
17-5007-01-***	Polymer Products	406,008	406,008	250,848	155,160	61.78%	
17-5008-01-***	Ferric Chloride	125,004	125,004	108,259	16,745	86.60%	(23)
17-5009-01-***	Odor Control Chemicals	50,000	50,000	30,026	19,974	60.05%	
17-5010-01-***	Other Chemicals - Misc.	4,000	4,000	747	3,253	18.67%	
17-5011-02-***	Laboratory Services	14,000	14,000	9,188	4,812	65.63%	
17-5012-01-***	Grit Hauling - 21A	52,004	52,004	36,519	15,485	70.22%	
17-5013-01-***	Landscaping	74,996	74,996	32,002	42,994	42.67%	
17-5014-01-***	Engineering - Misc.	5,004	5,004	772	4,232	15.43%	
17-5014-02-***	Engineering - Misc.	125,000	125,000	4,760	120,240	3.81%	
17-5015-01-***	Management Support Services	5,004	5,004	5,500	(496)	109.90%	(5)
17-5015-02-***	Management Support Services	22,504	22,504	5,917	16,587	26.29%	
17-5017-01-00-00	Legal Fees	-	-	2,607	(2,607)	0.00%	
17-5019-01-***	Contract Services Misc.	125,000	125,000	66,464	58,536	53.17%	
17-5020-01-00-00	Postage Expense	-	-	7	(7)	0.00%	
17-5021-01-***	Small Vehicle Expense	6,000	6,000	5,249	751	87.48%	(8)
17-5022-01-***	Miscellaneous Expense	5,996	5,996	3,792	2,204	63.25%	
17-5023-01-***	Office Supplies - All	9,996	9,996	11,353	(1,357)	113.57%	
17-5024-01-***	Petroleum Products	41,996	41,996	6,899	35,097	16.43%	
17-5025-01-***	Uniforms	17,008	17,008	10,845	6,163	63.76%	
17-5026-01-***	Small Vehicle Fuel	12,996	12,996	4,951	8,045	38.10%	
17-5027-01-***	Insurance - Property/Liability	90,252	90,252	66,991	23,261	74.23%	
17-5028-01-***	Small Tools & Supplies	25,000	25,000	21,045	3,955	84.18%	
17-5030-01-***	Trash Disposal	1,004	1,004	1,173	(169)	116.87%	(9)
17-5031-02-***	Safety Program & Supplies	31,352	31,352	32,706	(1,354)	104.32%	(10)
17-5032-01-***	Equipment Rental	3,004	3,004	1,278	1,726	42.54%	
17-5033-01-00-00	Recruitment	-	-	2,022	(2,022)	0.00%	
17-5034-01-***	Travel Expense/Tech. Conferences	13,832	13,832	16,205	(2,373)	117.15%	(11)
17-5034-02-***	Travel Expense/Tech. Conferences	3,324	3,324	2,909	415	87.50%	(11)
17-5035-01-***	Training Expense	15,904	15,904	25,542	(9,638)	160.60%	(11)
17-5035-02-***	Training Expense	1,124	1,124	1,197	(73)	106.48%	(11)
17-5036-02-***	Laboratory Supplies	19,020	19,020	11,376	7,644	59.81%	
17-5037-01-***	Office Equipment	5,996	5,996	17,705	(11,709)	295.28%	(24)
17-5038-02-***	Permits	35,000	35,000	18,055	16,945	51.58%	
17-5039-01-***	Membership Dues/Fees	3,004	3,004	3,324	(320)	110.65%	(15)
17-5039-02-***	Membership Dues/Fees	800	800	846	(46)	105.73%	
17-5049-01-***	Biosolids Disposal	866,000	866,000	589,811	276,189	68.11%	
17-5050-01-***	Contract Services Generators	8,000	8,000	4,283	3,717	53.54%	
17-5052-01-***	Janitorial Services	40,004	40,004	12,430	27,574	31.07%	(16)
17-5053-01-***	Contract Serv - Digester Cleaning - 29E	60,004	60,004	45,235	14,769	75.39%	
17-5054-01-***	Diesel Truck Maint	19,000	19,000	7,533	11,467	39.65%	
17-5055-01-***	Diesel Truck Fuel	7,000	7,000	2,575	4,425	36.79%	
17-5056-01-***	Maintenance Equip. & Facilities (Solids)	190,004	190,004	117,802	72,202	62.00%	
17-5057-01-***	Maintenance Equip. & Facilities (Liquids)	164,996	164,996	179,331	(14,335)	108.69%	(25)
17-5058-01-***	Maintenance Equip. & Facilities (Common)	25,000	25,000	9,281	15,719	37.12%	
17-5059-01-***	Maintenance Equip. & Facilities (Co-Gen)	250,000	250,000	27,533	222,467	11.01%	(21)
17-5060-01-***	Maintenance Equip. & Facilities (AWT)	35,000	35,000	19,579	15,422	55.94%	
17-5061-01-***	Mileage	3,000	3,000	1,093	1,907	36.44%	
17-5068-02-***	MNWD Potable Water Supplies & Svcs.	23,996	23,996	19,042	4,954	79.36%	
17-5077-01-00-00	IT Direct	-	-	500	(500)	0.00%	
17-5101-01-00-00	Employee Recognition	-	-	274	(274)	0.00%	
17-5105-01-***	Co-Generation Power Credit - Offset	250,000	250,000	-	250,000	0.00%	(21)
17-5303-01-***	Group Insurance Waiver	32	32	277	(245)	865.38%	
17-5303-02-***	Group Insurance Waiver	3,564	3,564	1,869	1,695	52.45%	
17-5305-01-***	Medicare Tax Payments for Employees	1,784	1,784	987	797	55.35%	
17-5305-02-***	Medicare Tax Payments for Employees	132	132	-	132	0.00%	
17-5309-01-***	Operating Leases	6,000	6,000	-	6,000	0.00%	
17-5705-01-***	Monthly Car Allowance	8,396	8,396	9,000	(604)	107.20%	
17-5705-02-***	Monthly Car Allowance	4,204	4,204	808	3,396	19.21%	
17-5706-01-***	Effluent Pond Cleaning	90,004	90,004	-	90,004	0.00%	
17-5802-01-00-00	Shipping/Freight	-	-	45	(45)	0.00%	
17-6500-01-***	IT Allocations in to PC's & Depts.	230,508	230,508	139,132	91,376	60.36%	
17-6500-02-***	IT Allocations in to PC's & Depts.	40,652	40,652	24,539	16,113	60.36%	
	Total Other Expenses	4,628,420	4,628,420	3,027,410	1,601,010	65.41%	
	Total Expenses	7,849,616	7,849,616	5,235,000	2,614,616	66.69%	

21 - Effluent Transmission Main

Salary and Fringe

21-5000-01-14-00	Regular Salaries-O&M	-	-	160	(160)	0.00%
21-5401-01-00-00	Fringe Benefits IN to PC's & Depts.	-	-	119	(119)	0.00%
Total Payroll Costs		-	-	279	(279)	0.00%

Other Expenses

21-5014-02-**-**	Engineering - Misc.	62,496	62,496	-	62,496	0.00%
21-5019-02-00-00	Contract Services Misc. - 29	-	-	444	(444)	0.00%
21-5027-02-**-**	Insurance - Property/Liability	728	728	615	113	84.42%
Total Other Expenses		63,224	63,224	1,059	62,165	1.68%

Total Expenses

63,224	-	63,224	1,338	61,886	2.12%
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23 - North Coast Interceptor

Other Expenses

23-5017-01-00-00	Legal Fees	-	-	286	(286)	0.00%
Total Other Expenses		-	-	286	(286)	0.00%

Total Expenses

-	-	-	286	(286)	0.00%
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24 - Aliso Creek Ocean Outfall

Salary and Fringe

24-5000-01-**-**	Regular Salaries-O&M	6,696	6,696	600	6,096	8.96%
24-5000-02-**-**	Regular Salaries-O&M	85,624	85,624	66,595	19,029	77.78%
24-5001-01-**-**	Overtime Salaries-O&M	348	348	369	(21)	105.94%
24-5001-02-**-**	Overtime Salaries-O&M	196	196	123	73	62.97%
24-5306-01-**-**	Scheduled Holiday Work	104	104	-	104	0.00%
24-5306-02-**-**	Scheduled Holiday Work	3,112	3,112	133	2,979	4.27%
24-5401-01-**-**	Fringe Benefits IN to PC's & Depts.	4,960	4,960	445	4,515	8.98%
24-5401-02-**-**	Fringe Benefits IN to PC's & Depts.	63,528	63,528	49,414	14,114	77.78%
Total Payroll Costs		164,568	164,568	117,679	46,889	71.51%

Other Expenses

24-5002-01-**-**	Electricity	996	996	-	996	0.00%
24-5014-02-**-**	Engineering - Misc.	20,004	20,004	-	20,004	0.00%
24-5015-02-**-**	Management Support Services	27,504	27,504	5,748	21,756	20.90%
24-5017-02-**-**	Legal Fees	2,004	2,004	-	2,004	0.00%
24-5027-02-**-**	Insurance - Property/Liability	5,364	5,364	3,995	1,369	74.48%
24-5031-02-**-**	Safety Supplies	996	996	-	996	0.00%
24-5034-02-**-**	Travel Expense/Tech. Conferences	2,480	2,480	362	2,119	14.58%
24-5036-02-**-**	Laboratory Supplies	16,996	16,996	16,513	483	97.16%
24-5038-02-**-**	Permits	131,992	131,992	137,375	(5,383)	104.08%
24-5044-02-**-**	Offshore Monitoring	22,004	22,004	13,060	8,944	59.35%
24-5046-02-**-**	Effluent Chemistry	29,996	29,996	16,143	13,854	53.82%
24-5058-01-**-**	Maintenance Equip. & Facilities (Common) 41-C	996	996	600	396	60.24%
24-5067-02-**-**	Port Cleaning	35,000	35,000	-	35,000	0.00%
24-6500-01-**-**	IT Allocations in to PC's & Depts.	1,008	1,008	608	400	60.32%
24-6500-02-**-**	IT Allocations in to PC's & Depts.	12,288	12,288	7,418	4,870	60.37%
Total Other Expenses		309,628	309,628	201,822	107,806	65.18%

Total Expenses

474,196	-	474,196	319,500	154,696	67.38%
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SOCWA TOTAL

17,989,960	255,000	18,244,960	12,067,326	6,177,634	66.14%
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*Budget increase approved at Board Meeting.

- (1) Overtime costs required due to nighttime and bypass construction activities for capital projects.
- (2) Staffing has been required for elevated holiday flows and loads.
- (3) Engine project timeframe affecting the electricity and gas budget line items.
- (4) Ferric chloride use has increased more than expected to comply with the new engine gas cleaning system requirements.
- (5) No additional efforts are expected this FY.
- (6) Contract work on PC2 trunkline to clean sewers so that the ADS monitors would work properly.
- (7) Legal review of O&M contracts.
- (8) Older vehicles required repairs. No additional costs expected.
- (9) Additional trash was removed following the completion of several construction projects.
- (10) Safety work and training nearly complete for the Fiscal Year.
- (11) Training expenses due to hiring to replace retirements.
- (12) Planned purchases of samplers occurred at the beginning of the FY. Expenses are expected to level out for the FY.
- (13) Costs for engineering staffing equipment / offices.
- (14) Permit costs are primarily incurred in July of each year. Expenses are expected to level out for the FY.
- (15) Membership costs are primarily incurred in July and December of each year. Expenses are expected to level out for the FY.
- (16) Generator maintenance is completed for the FY. Costs typically range from \$5,000 to \$15,000 per plant depending on services needed.
- (17) Janitorial expenses are lower than projected due to late start of new contractor with a higher rate.
- (18) Costs for engineering staffing equipment / offices.
- (19) Elevated costs to due the unexpected need to replace a sampler.
- (20) Recycled water purchase required during a construction project to replace the process water controls system.
- (21) The RTP engine project impacting electricity and gas usage.
- (22) Elevated bleach usage has occurred in the AWT due to debris in the clearwell. Staff has been working with MNWD to find a period that the AWT can be shutdown and cleaned. The current plan is to clean the basin in mid-march 2018.
- (23) Ferric chloride use has increased to comply with the new engine gas cleaning system requirements.
- (24) Plant work station and conference room improvements.
- (25) Liquids system O&M opportunities during construction project shutdowns.
- (26) Staff investigated a potential leak of the outfall after hours. A reoccurring underground spring was determined to be the source of the water found.

**South Orange County Wastewater Authority
Budget vs. Actual Comparison - Engineering**

For the Period Ended March 31, 2018

	FY 2017-18 Budget	Actual	(Over)/Under Budget	% Expended
Salary and Fringe				
-5000--**-00	155,460	144,643	10,817	93.0%
01-5001-03-00-00	-	202	(202)	0.0%
02-5306-03-01-00	-	32	(32)	0.0%
01-5401-03-00-00	115,356	107,325	8,031	93.0%
Total Payroll Costs	270,816	252,202	18,614	93.1%
Other Expenses				
01-5015-03-00-00	996	-	996	0.0%
01-5022-03-00-00	3,000	1,586	1,414	52.9%
01-5023-03-00-00	-	86	(86)	0.0%
01-5034-03-00-00	6,348	4,331	2,017	68.2%
01-5035-03-00-00	3,300	2,249	1,051	68.2%
01-5039-03-00-00	1,776	810	966	45.6%
01-5061-03-00-00	202	220	(18)	108.9%
01-5309-03-00-00	16,500	6,828	9,672	41.4%
01-5705-03-00-00	4,200	3,231	969	76.9%
01-5802-03-00-00	300	-	300	0.0%
01-6500-03-00-00	58,488	35,306	23,182	60.4%
Total Other Expenses	95,110	54,647	40,463	57.5%
Total Expenses	365,926	306,849	59,077	83.9%

The costs in this department will vary based on the amount of work required to support Capital Projects vs. Non-Capital Projects.

**South Orange County Wastewater Authority
Budget vs. Actual Comparison - Administration**

Exhibit E-3

For the Period Ended March 31, 2018

	FY 2017-18 Budget	*Budget Increase	Adjusted Budget	Actual	(Over)/Under Budget	% Expended
Salary and Fringe						
01-6000-04-00-00	871,373		871,373	654,302	217,071	75.1%
01-6001-04-00-00	10,000		10,000	28,358	(18,358)	283.6% (1)
-6315--**-00	-		-	10,045	(10,045)	0.0% (1)
01-6401-04-00-00	646,559		646,559	485,492	161,067	75.1% (1)
Total Payroll Costs	1,527,932	-	1,527,932	1,178,197	349,735	77.1%
Other Expenses						
01-5018-04-00-00	1,400		1,400	-	1,400	0.0%
01-6101-04-00-00	10,104		10,104	40,813	(30,709)	403.9% (2)
01-6102-04-00-00	1,008		1,008	2,116	(1,108)	209.9% (3)
01-6200-04-00-00	112,500	117,500	230,000	152,031	77,969	66.1%
01-6201-04-00-00	35,000	5,000	40,000	51,184	(11,184)	128.0% (1)
01-6202-04-00-00	90,000		90,000	179,791	(89,791)	199.8%
01-6203-04-00-00	2,016		2,016	-	2,016	0.0%
01-6204-04-00-00	708		708	2,064	(1,356)	291.6%
01-6223-04-00-00	7,500		7,500	5,198	2,302	69.3%
01-6224-04-00-00	8,000		8,000	5,591	2,409	69.9%
01-6234-04-00-00	84,827		84,827	71,655	13,172	84.5% (1)
01-6239-04-00-00	36,950		36,950	24,716	12,234	66.9%
01-6240-04-00-00	1,000		1,000	-	1,000	0.0%
01-6310-04-00-00	14,000		14,000	17,609	(3,609)	125.8% (4)
01-6311-04-00-00	1,000		1,000	995	5	99.5%
01-6317-04-00-00	1,800		1,800	3,670	(1,870)	203.9%
01-6500-04-00-00	111,365		111,365	67,219	44,146	60.4%
01-6601-04-00-00	1,200		1,200	2,347	(1,147)	195.6%
01-6705-04-00-00	12,000		12,000	9,231	2,769	76.9%
Total Other Expenses	532,378	122,500	654,878	636,228	18,650	97.2%
Total Expenses	2,060,310	122,500	2,182,810	1,814,425	368,385	83.1%

*Budget increase approved at Board Meeting.

- (1) Additional requirements for Admin due to audits & contracting work; please note that the regular salaries are higher because the staff took less PTO time in order to meet work requirements.
- (2) Recruiting fees relating to increased workload & staff additions.
- (3) Subscription to OC Register
- (4) Iron Mountain, pulling historical documents relating to audit

South Orange County Wastewater Authority
Budget vs. Actual Comparison-IT
 For the Period Ended March 31, 2018

		FY 2017-18 Budget	Actual	(Over)/Under Budget	% Expended
Salary & Fringe					
01-6000-05-00-00	Regular Salaries-Admin or IT	87,428	65,620	21,808	75.1%
01-6001-05-00-00	Overtime Salaries-Admin or IT	2,076	3,883	(1,807)	187.1%
01-6315-05-00-00	Comp Time - IT	-	2,110	(2,110)	(1)
01-6401-05-00-00	Fringe Benefits IN to ADMIN or IT	64,871	48,690	16,181	75.1%
	Total Salary & Fringe	154,375	120,304	34,071	77.9%
Other Expenses					
01-5028-05-00-00	Small Tools & Supplies	1,250	-	1,250	0.0%
01-5035-05-00-00	Training Expense	7,800	11,100	(3,300)	142.3%
01-5037-05-00-00	Office Equipment	1,270	-	1,270	0.0%
01-5061-05-00-00	Mileage	1,008	-	1,008	0.0%
01-5306-05-00-00	Scheduled Holiday Work	-	217	(217)	0.0%
01-6200-05-00-00	Management Support Services	-	4,350	(4,350)	0.0%
01-6234-05-00-00	Memberships & Trainings	-	226	(226)	0.0%
01-6239-05-00-00	Travel & Conference	9,900	2,308	7,592	23.3%
01-6300-05-00-00	Software Maintenance Agreements	170,893	51,941	118,952	30.4%
01-6301-05-00-00	Hardware Maintenance Agreements	11,657	2,889	8,768	24.8%
01-6302-05-00-00	Cloud Subscriptions (Internet)	45,300	36,929	8,371	81.5%
01-6303-05-00-00	Telecommunications	134,300	87,056	47,244	64.8%
01-6305-05-00-00	IT Professional Services	77,000	61,597	15,403	80.0%
01-6306-05-00-00	Small Hardware Purchases (< \$5k)	70,000	35,989	34,011	51.4%
01-6307-05-00-00	Small Software Purchases & Licenses (<\$5k)	89,455	40,200	49,255	44.9%
01-6308-05-00-00	IT Memberships	160	-	160	0.0%
01-6309-05-00-00	Operating Leases	44,000	39,845	4,155	90.6%
01-6310-05-00-00	Miscellaneous	5,000	21	4,979	0.4%
01-6312-05-00-00	Computer & Photocopy Supplies	900	2,726	(1,826)	302.9%
01-6601-05-00-00	Shipping/Freight	276	-	276	0.0%
	Total Other Expenses	670,169	377,393	292,776	56.3%
Total Expenses before Allocation		824,544	497,696	326,848	60.4%
IT Allocations (Out) to PC's & Depts					
01-6400-05-00-00	IT Allocations (OUT) to PC's & Depts.	(824,544)	(497,697)	(326,847)	60.4%
		(824,544)	(497,697)	(326,847)	60.4%

(1) Additional requirements for Authority.

Agenda Item

Legal Counsel Review: N/A

Meeting Date: June 15, 2018

TO: Board of Directors
FROM: Betty Burnett, General Manager
STAFF CONTACT: Mary Carey, Finance Controller
SUBJECT: Budget Adjustments to FY 2017-18 Administration Budget

Summary

At the May 3, 2018 Board meeting staff and the Board discussed the shortfall in salaries adjustments due to the work on the State Audit project this past year. Staff presented to the Finance Committee on May 24, 2018 recommended additions to the 2017-18 Administration Budget including the addition of \$30,000 to the Administration “salaries” to fund pay changes consistent with the SOCWA employee MOU.

Staff also requested an additional \$30,000 in funding for the Administration Management Support line item. This funding will keep this line item from going over budget for two projects: (i) the cost of service review underway by Carollo Engineering, and (ii) further state audit related costs of implementation incurred since the March 22, 2018 results, including accounting department services on UAL distribution options, support from Financial Edge for cash roll forward update 2016-17 and 2017-18, system set up for the continuing 2018-19 and forward cash reporting, development of step by step accounting procedures.

Recommendation

The Finance Committee recommends to the Board approval of a FY 2017-18 Budget Adjustment to the Administration Budget for:

- (i) Salaries, \$30,000 addition
- (ii) Management Services, \$30,000 addition

Agenda Item

Meeting Date: June 15, 2018

TO: Board of Directors
FROM: Betty Burnett, General Manager
STAFF CONTACT: Jim Burror, Director of Operations
SUBJECT: April 2018 Operations Report

Summary/Discussion

The following selected operational reports are provided monthly to the Board of Directors. The operational reports included are as follows:

1) Monthly Operational Report

An eight (8) page overview and comparison of owner use of facilities, including influent and recycled water production. The pages include ongoing calculation used by SOCWA for billing the agencies. Other items include important statistics for regulatory compliance, visitations by the public to the treatment works, and other vendor interactions. The information is broken down by facility and by member agency.

2) SOCWA Ocean Outfall Discharges by Agency

This data shows how much water is being discharged to the ocean each month and for the last 12 months. This data is presented for the agencies planning reuse projects to better understand the potential to expand water reuse in their service area.

3) Beach Ocean Monitoring Report

4) Recycled Water Report

5) Pretreatment Report

Fiscal impact

No change

Recommendation

Receive and file the operational reports.

Monthly Operational Report

SOCWA Operational Report April, 2018

Excursion, Complaint, and Violation Events

Events	CTP	RTP	JBL	Totals
Odor	0	0	0	0
Noise	0	0	0	0
Spills	0	0	0	0
Violations	0	0	0	0
Others	0	0	0	0

Plant Wastewater Billing Characteristics

Key Parameters	CTP	RTP	JBL TP1	JBL TP2	Totals
Influent (mgd)(1)	2.49	7.59	5.83	0.88	16.79
Effluent (mgd)	2.07	2.66	5.83	1.11	11.67
Peak Flow (mgd)	5.63	15.87	11.74	5.63	33.24
Influent BOD (mg/l)	342	263	284	301	
Influent TSS (mg/l)	426	361	398	331	
Effluent BOD (mg/l)	5.8	3.4	5.2	7.7	
Effluent TSS (mg/l)	9.7	7.3	8.1	9.1	
Effluent Turbidity (NTU)	3.0	2.6	4.2	4.3	

(1) CTP Influent value does not include AWT backwash in this table.

Recycled Water (AWT) Operations

Key Parameters	CTP	RTP	JBL	Totals
Average Flow (mgd)	0.79	4.93		5.73
Days of Operation (days)	30	30		
Total Flow (million gallons)	23.8	148.0		171.8
Plant Irrigation (million gallons)	0.10	0.10	0.35	
AWT Time Online (%)	100.0	100.0		

Wastewater Unit Definitions

mgd = million gallons per day

mg/l = milligram per liter also known as parts per million

NTU = Nephelometric Turbidity Units

SOCWA Operational Report April, 2018 (cont'd)

Biosolids Management

Biosolids Management Site	CTP	RTP	JBL	Totals
Synagro Compost (tons)		733.0	0.0	733.0
Nursery Products (tons)		432.7	537.6	970.3
Prima Deshecha (tons)		0.0	0.0	0.0
Other: (tons)		0.0	0.0	0.0
Total Processed (tons)		1,165.7	537.6	1,703.3

Summary of Maintenance Activities

Task Type	CTP	RTP	JBL	Totals
Preventative Maintenance	405	613	621	1,639
Corrective Maintenance	60	100	83	243

Site Visitors

Visitor Types	CTP	RTP	JBL	Totals
Regulatory	0	1	0	1
Member Agency	0	6	7	13
Residents	0	0	0	0
Others	29	0	58	87
Tours #/Visitors	0	11	1	12

Grit Disposal Management

Grit & Screenings	CTP	RTP	JBL	Totals
Simi Valley Landfill (tons)	6.5	22.8	NA	29.3

Chemical and Energy Utilization

Chemical/Utility	CTP	RTP	JBL	Totals
Ferric Chloride (tons)	9.5	NA	NA	9.5
Power (kWh)	387,716	485,999	110,786	984,501
Natural Gas (Dth)	120	NA	16,578	16,698
Digester Gas to Engine (scfm)		0	4,239,784	4,296,865
Digester Gas to Flares (scfm)		9,127,784	57,081	9,184,865
Digester Gas Power Savings		(1)		

(1) Engine was off at RTP under ongoing construction project.

NA = Not Available at the time this report was generated.

Wastewater Unit Definitions

kWh = kilowatt hours

Dth = Dekatherms

scfm = standard cubic feet per minute

SOCWA Operational Report April, 2018 (cont'd)

Agency Wastewater Flows to SOCWA by Facility (Including Internal Waste Streams Used for Billing)

Agency	CTP (mgd)	CTP (%)	RTP (mgd)	JBL (mgd)	JBL (%)	Total (mgd)
CLB	1.514	58.69%				1.51
EBSB	0.045	1.75%				0.05
SCWD	1.021	39.57%		1.695	29.11%	2.72
MNWD	0.000	0.00%	7.59	1.400	24.05%	8.99
CSJC				2.270	38.99%	2.27
SMWD				0.457	7.85%	0.46
Total	2.580	100.00%	7.59	5.822	100.00%	15.99

Total Agency Outfall Flows by Outfall System-Billing Flows

Agency	SJCOO (mgd)	SJCOO (%)	SJCOO Meter (mgd)	ACOO (mgd)	ACOO (%)	Total (mgd)	Notes
CLB				1.51	15.59%	1.51	
EBSB				0.05	0.46%	0.05	
SCWD	1.84	20.24%		0.47	4.79%	2.30	Includes Desalters
MNWD	1.67	18.35%		2.66	27.37%	4.33	
ETWD				2.08	21.46%	2.08	Direct Outfall Only
CSJC	2.67	29.36%				2.67	Includes Desalter
SMWD	0.57	6.25%				0.57	Includes Chiquita
CSC	2.34	25.79%				2.34	Direct Outfall Only
IRWD				2.95	30.33%	2.95	Direct Outfall Only
Total	9.09	100.00%	12.21	9.71	100.00%	18.80	

SOCWA Operational Report April, 2018 (cont'd)

FY Flow/Solids Summary-Billing

Project Committee No. 2 Liquids (JBL)

Agency	Own (mgd)	Own (%)	Budget (mgd)	Budget (%)	Month (mgd)(1)	Month (%)	FY Avg to Date (mgd)	FY Avg to Date (%)
CSJC	4.00	30.77%	3.19	38.02%	2.270	38.99%	2.24	36.64%
MNWD	3.00	23.08%	1.40	16.69%	1.400	24.05%	1.40	22.87%
SCWD	3.75	28.85%	2.00	23.84%	1.695	29.11%	1.68	27.38%
SMWD	2.25	17.31%	1.80	21.45%	0.457	7.85%	0.80	13.11%
Total	13.00	100.00%	8.39	100.00%	5.822	100.00%	6.12	100.00%

Project Committee No. 2 Solids (JBL)

Agency	Own (lbs/d)	Own (%)	Budget (lbs/d)	Budget (%)	Month (lbs/d)	Month (%)	36 Month Rol. Avg. (lbs/d)	36 Month Rol. Avg. (%)
CSJC	11,572	30.00%	8,620	33.30%	6,209	35.32%	5,776	25.16%
MNWD	8,340	21.62%	5,270	20.36%	4,396	25.01%	6,150	26.79%
SCWD	7,715	20.00%	5,304	20.49%	4,967	28.26%	5,094	22.19%
SMWD	10,946	28.38%	6,695	25.86%	2,007	11.42%	5,936	25.86%
Total	38,573	100.00%	25,889	100.00%	17,579	100.00%	22,956	100.00%

Project Committee No. 5 - Effluent Pumping Station (SJCOO EPS)

Agency	Own (%)	Variable Budget (mgd)	Variable Budget (%)	Month Outfall Flow (mgd)	Month Outfall Flow (%)	Month EPS Outfall Flow (mgd)	Month EPS Outfall Flow (%)
CSC	16.62%	3.00	17.13%	2.34	25.79%		
CSJC	11.08%	3.83	21.87%	2.67	29.36%	2.27	38.99%
MNWD	15.51%	2.42	13.82%	1.67	18.35%	1.40	24.05%
SCWD	12.47%	2.67	15.25%	1.84	20.24%	1.70	29.11%
SMWD	44.32%	5.59	31.92%	0.57	6.25%	0.46	7.85%
Total	100.00%	17.51	100.00%	9.09	100.00%	5.82	100.00%

(1) Influent billing meter summary:

- a. CSJC is metered for two weeks of each month to determine the monthly flow.
The area velocity metering system in the collection system has an accuracy of +/- 20%.
 - b. MNWD is assumed to be 1.4 mgd unless Treatment Plant 3A is discharging to the sewer. If other discharges occur they are estimated.
 - c. SCWD is the summation of the DPSD and Victoria PS meters.
The two metering systems have an accuracy of +/- 10%.
 - d. The Oso Trabuco sewer is metered for two weeks of each month to determine the monthly flow.
The flows from MNWD are subtracted from the metering data collected to determine SMWD's flows. The area velocity metering system in the collection system has an accuracy of +/- 20%.
- Source: Cost Allocation Methodology for Project Committees, Dudek Engineering 2012.

SOCWA Operational Report April, 2018 (cont'd)

FY Flow/Solids Summary-Billing (cont'd)

Project Committee No. 5 - Outfall (SJCOO)

Agency	FY Avg Outfall Flow (mgd)	FY Avg Outfall Flow (%)	FY Avg EPS Outfall Flow (mgd)	FY Avg EPS Outfall Flow (%)
CSC	2.180	20.76%		
CSJC	2.651	25.24%	2.24	36.64%
MNWD	2.082	19.82%	1.40	22.87%
SCWD	1.806	17.19%	1.68	27.38%
SMWD	1.783	16.98%	0.80	13.11%
Total	10.502	100.00%	6.12	100.00%

Project Committee No. 15 (CTP)

Agency	Own (mgd)	Own (%)	Budget (mgd)	Budget (%)	Month (mgd)	Month (%)	FY Avg to Date (mgd)	FY Avg to Date (%)
CLB	2.54	37.91%	1.960	60.61%	1.514	58.69%	1.594	59.39%
EBSD	0.20	2.99%	0.061	1.89%	0.045	1.75%	0.049	1.83%
SCWD	2.00	29.85%	1.213	37.51%	1.021	39.57%	1.041	38.78%
MNWD	1.96	29.25%	0.000	0.00%	0.000	0.00%	0.000	0.00%
Total	6.70	100.00%	3.234	100.00%	2.580	100.00%	2.685	100.00%

Project Committee No. 17 Liquids (RTP)

Agency	Budget Liquids (mgd)	Budget Liquids (%)	Month Plant Influent (mgd)	Month Centrate (mgd)	Month Total (mgd)(1)	Month Total (%)	FY Avg to Date (mgd)	FY Avg to Date (%)
CLB	0.01408	0.167%	0.0000	0.0154	0.0154	0.20%	0.0138	0.18%
EBSD	0.00044	0.005%	0.0000	0.0005	0.0005	0.01%	0.0004	0.01%
SCWD	0.00871	0.103%	0.0000	0.0104	0.0104	0.14%	0.0089	0.11%
ETWD	0.01719	0.204%	0.0000	0.0128	0.0128	0.17%	0.0133	0.17%
MNWD	8.40541	99.521%	7.5907	0.0532	7.6439	99.49%	7.7857	99.53%
Total	8.44583	100.000%	7.5907	0.0924	7.6830	100.00%	7.8222	100.00%

(1) Month total does not double count MNWD centrate. It is included in the Monthly Plant Influent too.

SOCWA Operational Report April, 2018 (cont'd)

FY Flow/Solids Summary (cont'd)

Project Committee No. 17 Solids (RTP)

Agency	Own (lbs/d)	Own (%)	Budget (lbs/d)	Budget (%)	Total Month (lbs)	Total Month (%)	FY Avg Total to Date (lbs)	FY Avg Total to Date (%)
CLB	5,605	11.22%	4,728	12.95%	224,223	16.70%	185,494	15.68%
EBSD	295	0.59%	147	0.40%	6,668	0.50%	5,698	0.48%
SCWD	4,480	8.96%	2,926	8.02%	151,170	11.26%	119,482	10.10%
ETWD	10,200	20.41%	5,903	16.17%	186,601	13.90%	177,409	14.99%
MNWD	29,395	58.82%	22,801	62.46%	773,897	57.64%	695,200	58.75%
Total	49,975	100.00%	36,505	100.00%	1,342,559	100.00%	1,183,283	100.00%

Project Committee No. 24 (ACOO)

Agency	Own (%)	Budget (mgd)	Budget (%)	Month Outfall Flow (mgd)	Month Outfall Flow (%)	FY Avg Outfall Flow (mgd)	FY Avg Outfall Flow (%)
CLB	11.000%	1.49	13.32%	1.514	15.59%	1.594	16.80%
EBSD	0.780%	0.06	0.54%	0.045	0.46%	0.049	0.52%
ETWD	16.302%	2.89	25.83%	2.084	21.46%	2.330	24.56%
IRWD	15.760%	2.62	23.41%	2.946	30.33%	2.314	24.39%
MNWD	43.848%	2.96	26.45%	2.659	27.37%	2.296	24.20%
SCWD	12.310%	1.17	10.46%	0.465	4.79%	0.905	9.54%
Total	100.000%	11.19	100.00%	9.713	0.00%	9.488	100.00%

SOCWA Operational Report April, 2018 (cont'd)

Select Critical Equipment Repairs

JBL - PC2

Replaced failed front and rear brakes on truck #73.
Replaced failed ball checks on all 3 poly-blend units.
Installed new Primary #9 beach, skimmer, chain and flights.
Repaired leaking 4-side grit auger.
Repaired a water leak in the 9-side Headworks.
Replaced primary tank #3 drive chain, greased, and timed tank.
Replaced media in second iron sponge.
Diagnosed and prepared RAS#4 pump for removal and service.
Rebuilt and replaced waste pump #3.
Cleaned out waste gas burner flame arrester.
Rebuilt secondary tank #4 including flights and wear strips.
Removed primary #8 beach and trough for replacement fabrication.
Spent two days with Andritz mechanics looking at centrifuge vibration issues.
Replaced Zaps unit motor on supply pump.

CTP - PC15

Replaced failed new air compressor at DAFT.
Rotoscreen boxes were cleaned and new plugs were installed.
New pressure relief valves installed on the low-pressure blowers.
Repair of 3" PVC process water line on west secondary tanks.
Removed and cleaned north DAFT sparger tube.
Installed the rebuilt East RAS Pump.
Rebuilt AWT floor compressor.
Removed DPS submersible pump to remove rags and
troubleshoot discharge problems.

RTP - PC17

Troubleshoot Bar Screen 2 drive failure
Troubleshoot Centrifuge #2 high vibration
Removed and replaced failed Centrifuge feed pump #1
Troubleshoot Centrifuge feed pump #1 blockage
Removed and replaced failed Digester 1 Circulation Pump
Removed blockage in Digester 3 Circulation Pump
Replace failed connecting shaft on the upper section of Elevator Conveyor #1
Repaired broken grit discharge pipeline
Repaired worn and broken suction line for Grit Separator #2
Repaired 3WHP line break in the polymer bulk storage area

Items with a (*) have been identified as preventable repairs.

SOCWA Operational Report April, 2018 (cont'd)

RTP - PC17 (cont'd)

Troubleshoot the waste gas burner flare regulator
Troubleshoot Service Air Compressor #2 that was running hot

All PC's - Electrical Staff

Replace TSS Probe: Plant #2 RAS at JBL
Troubleshoot Effluent Pump #1 Amperes Meter at JBL
Replaced started on Bar Screen #2 at JBL
Replaced Plant 2 RAS Panel RAS #5 at JBL
Replaced level controller on RAS #6 at JBL
Replaced a series of DO Analyzers at CTP
Troubleshoot alarm and level Liquitronic III Controller at CTP
Repaired East RAS Flowmeter RAS Flow Meter 7 / East at CTP
Recalibrated SCWD meter at CTP
Replaced failed backwash sensor for filter cell #8 at CTP
Troubleshoot west RAS Bleach Pump #3 at CTP
Replaced failed wires for DAFT Compressor
Replaced failed motor on the Export Mixer Grinder Grinder Recirc Pump #1 at CTP
Troubleshoot boiler at RTP
Replaced corroded DO probe brackets on tanks 1, 3 and 5 at RTP
Replaced failed hour meter on Digester Gas Mixer #3 at RTP
Replaced failed hour meter on Digester Gas Mixer #4 at RTP
Replaced failed hour meter on Hopper Cross Conveyor at RTP
Troubleshoot Centrifuge 1 Feed Pump at RTP
Troubleshoot DAF Pressurization Pump 2 at RTP
Troubleshoot seized Primary Scum Skimmer #5

Items with a (*) have been identified as preventable repairs.

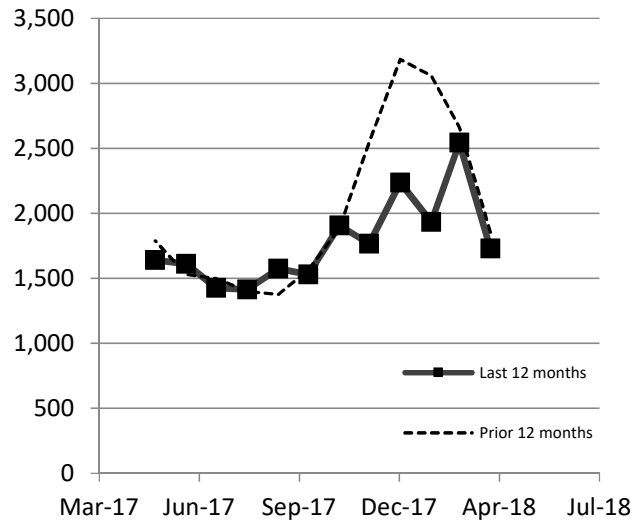
SOCWA Ocean Outfall Discharges by Agency

SOCWA Outfall Discharge Report April, 2018

Agency	SJCOO (mgd)	SJCOO (%)	ACOO (mgd)	ACOO (%)	Total (mgd)
CLB			1.51	15.59%	1.51
EBSD			0.05	0.46%	0.05
SCWD	1.84	20.24%	0.47	4.79%	2.30
MNWD	1.67	18.35%	2.66	27.37%	4.33
ETWD			2.08	21.46%	2.08
CSJC	2.67	29.36%			2.67
SMWD	0.57	6.25%			0.57
CSC	2.34	25.79%			2.34
IRWD			2.95	30.33%	2.95
Total	9.09	100.00%	9.71	100.00%	18.80
or Acre-Feet per year equivalent					21,055

12-Month Running Total Discharge to Ocean Outfalls (AF)

Apr-18	1,730
Mar-18	2,542
Feb-18	1,933
Jan-18	2,235
Dec-17	1,766
Nov-17	1,906
Oct-17	1,530
Sep-17	1,573
Aug-17	1,414
Jul-17	1,425
Jun-17	1,611
May-17	1,640
Total	21,304



Beach / Ocean Monitoring Report

ALISO CREEK OCEAN OUTFALL MONITORING REPORT

April 2018

DATE	IRWD LOS ALISOS WRP			EL TORO WRP			REGIONAL PLANT			SOCWA COASTAL PLANT			IRWD		SCWD		ACOO		Rain Fall inches
	FLOW MGD	TSS mg/L	cBOD mg/L	SS mg/L	cBOD mg/L	SS mg/L	FLOW MGD	TSS mg/L	cBOD mg/L	SS mg/L	FLOW MGD	TSS mg/L	cBOD mg/L	SS mg/L	SGU FLOW MGD	ACWRF FLOW MGD	FLOW MGD	MGD	
04/01/18	3.454	9.8	6.4	<0.3	3.417	8.0	2.9	0.1	4.560	7.2	3.0	<0.1	2.594	16.5	9.0	0.603	0.000	15.427	0.00
04/02/18	3.454	13.0	7.9	<0.3	1.852	7.2	2.9	0.1	4.53	6.7	3.0	0.1	2.595	7.3	6.0	0.603	0.000	13.832	0.00
04/03/18	3.443	11.0	6.1	<0.3	2.444	5.2	2.4	0.1	4.960	6.4	2.0	0.2	2.411	7.2	5.0	0.601	0.000	14.657	0.00
04/04/18	3.327	12.0	6.9	<0.3	2.309	12.2	4.2	0.1	1.760	8.7	4.0	<0.1	2.481	11.5	7.0	0.600	0.000	11.275	0.00
04/05/18	3.305	12.0	7.0	<0.3	2.507	12.0	5.0	0.1	2.150	10.1	3.0	0.1	2.302	8.7	4.0	0.589	0.000	11.651	0.00
04/06/18	3.175	12.0	8.2	<0.3	1.849	5.8	5.8	<0.1	2.990	8.1	3.0	0.1	2.554	11.7	5.0	0.590	0.000	11.594	0.00
04/07/18	3.142	15.0		<0.3	2.047	12.6	3.9	0.1	3.470				2.403			0.621	0.000	12.084	0.00
04/08/18	3.154	12.0	7.6	<0.3	2.780	13.6	4.4	<0.1	3.790	8.8	5.0	<0.1	2.433	5.5	6.0	0.619	0.000	13.176	0.00
04/09/18	3.157	10.0	6.9	<0.3	2.773	10.4	4.2	<0.1	3.470	6.9	4.0	<0.1	2.463	11.6	5.0	0.615	0.000	12.879	0.00
04/10/18	3.164	12.0	7.2	<0.3	2.011	15.0	6.0	0.1	2.060	10.1	6.0	0.1	2.428	7.1	5.0	0.068	0.000	10.342	0.00
04/11/18	3.170	12.0	5.8	<0.3	1.670	10.8	4.3	0.1	0.440	9.8	5.0	0.3	1.247	23.1	12.0	0.000	0.001	7.137	0.00
04/12/18	3.168	12.0	7.6	<0.3	1.556	12.4	5.1	0.1	1.710	7.1	3.0	0.1	1.812	11.1	6.0	0.000	0.011	8.866	0.00
04/13/18	3.259	12.0	9.6	<0.3	2.580	17.2	7.8	0.1	2.190	6.0	2.0	0.1	1.987	6.2	5.0	0.000	0.002	10.626	0.00
04/14/18	3.310	11.0		<0.3	2.125	15.8	7.4	0.1	2.620				1.990			0.606	0.003	10.654	0.00
04/15/18	3.319	13.0	10.0	<0.3	2.500	11.4	6.7	0.1	3.140	7.3	5.0	<0.1	2.489	7.7	5.0	0.000	0.012	12.067	0.00
04/16/18	3.314	16.0	11.0	<0.3	2.307	5.8	2.9	<0.1	3.380	4.4	1.0	0.1	2.399	12.0	6.0	0.000	0.067	12.072	0.00
04/17/18	3.316	16.0	7.6	<0.3	1.709	12.0	4.7	0.1	2.820	9.2	3.0	<0.1	2.297	14.8	9.0	0.000	0.098	10.844	0.00
04/18/18	2.570	16.0	4.9		1.411	10.8	5.2	0.1	1.210	3.9	1.0	<0.1	1.467	5.5	3.0	0.000	0.097	7.359	0.00
04/19/18	No Flow				2.462	7.8	2.7	0.1	1.610	4.9	2.0	0.1	1.345	10.6	6.0	0.624	0.096	6.741	0.05
04/20/18	No Flow				1.992	9.0	3.6	0.1	2.060	4.5	3.0	0.2	1.402	7.5	4.0	0.815	0.101	6.972	0.00
04/21/18	No Flow				2.199	13.4	3.6	0.1	2.830				1.907			0.516	0.081	8.135	0.00
04/22/18	No Flow				1.744	9.8	3.8	0.1	3.710	5.9	4.0	<0.1	2.769	7.3	5.0	0.443	0.043	9.311	0.00
04/23/18	No Flow				2.185	11.0	3.6	0.1	4.070	6.7	2.0	<0.1	2.802	10.3	5.0	0.099	0.071	9.789	0.00
04/24/18	No Flow				1.160	3.8	1.7	0.1	1.110	15.0	6.0	0.2	1.450	6.2	4.0	0.347	0.060	4.658	0.00
04/25/18	No Flow				1.672	5.8	2.3	0.1	0.780	5.4	3.0	0.1	1.311	9.1	6.0	0.668	0.087	4.968	0.00
04/26/18	No Flow				1.851	7.6	2.9	1.0	1.360	6.1	3.0	0.1	1.649	5.8	4.0	0.802	0.111	6.194	0.00
04/27/18	No Flow				1.590	11.6	3.1	0.1	2.050	6.7	4.0	0.2	1.307	5.9	5.0	0.802	0.104	6.274	0.00
04/28/18	No Flow				2.070	15.0	3.8	0.1	2.500				1.398			0.801	0.092	7.315	0.00
04/29/18	No Flow				1.682	8.2	3.2	0.1	2.860	6.7	4.0	<0.1	1.698	12.7	8.0	0.800	0.090	7.589	0.00
04/30/18	No Flow				2.070	10.6	3.0	0.1	3.570	8.5	4.0	0.1	1.353	9.6	6.0	0.800	0.091	8.228	0.01
AVG	1.940	12.6	7.5	<0.3	2.084	10.4	4.1	<0.1	2.659	7.3	3.4	<0.1	2.025	9.7	5.8	0.440	0.044	9.757	
TOTAL	58.20				62.52				79.76				60.74			13.21	1.318	292.72	0.06

Unified Beach Monitoring

#1

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

REPORT FOR: April 2018
 REPORT DUE: June 1 2018
 SAMPLE SOURCE: Surf zone
 TYPE OF SAMPLE: Grab

REPORT FREQUENCY: Monthly
 EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan
 SAMPLES COLLECTED BY: SOCWA Lab
 SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: High Tide 1148

Weather: Overcast

COMMENTS:

STA#	DATE	TIME	Total Coliform		Fecal Coliform	Enterococcus	Material of Sewage Origin			Oil & Grease	Odor	Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds
			SM9222B	SM9222D			EPA 1600	Onshore	Offshore							
S3	04/03/18	1000	<20	<20	<20	<3	None	None	None	None	Green	58	Slightly Turbid			
S4	04/03/18	0940	9	<20	<20	<3	None	None	None	None	Green		Slightly Turbid			
S5	04/03/18	0920	<20	<20	<20	<3	None	None	None	None	Green		Slightly Turbid			
S6	04/03/18	0910	<20	<20	<20	<3	None	None	None	None	Green		Slightly Turbid			
WEST	04/03/18	0905	<20	<20	<20	<3	None	None	None	None	Green		Slightly Turbid			
S7	04/03/18	0900	<20	<20	<20	<3	None	None	None	None	Green		Slightly Turbid			
S8	04/03/18	0855	<20	<20	<20	<3	None	None	None	None	Green		Slightly Turbid			
S9	04/03/18	0845	<20	<20	<20	2	None	None	None	None	Green		Slightly Turbid			
ACM1	04/03/18	0850	<20	<20	<20	<3	None	None	None	None	Green		Slightly Turbid			
S10	04/03/18	0830	9	<20	<20	<3	None	None	None	None	Green		Slightly Turbid			
S11	04/03/18	0820	9	<20	<20	<3	None	None	None	None	Green		Slightly Turbid			
S12	04/03/18	0815	9	<20	<20	2	None	None	None	None	Green	58	Slightly Turbid			

RECREATIONAL WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.

Unified Beach Monitoring

#2

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

REPORT FOR: April 2018

REPORT FREQUENCY: Monthly

REPORT DUE: June 1, 2018

EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan

SAMPLE SOURCE: Receiving water surf zone

SAMPLES COLLECTED BY: SOCWA Lab

TYPE OF SAMPLE: Grab

SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: High Tide 647

Weather: Partly Cloudy

COMMENTS:

STA#	DATE	TIME	Total Coliform		Fecal Coliform	Enterococcus	Material of Sewage Origin			Oil & Grease	Odor	Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds
			SM9222B	SM9222D			Onshore	Offshore	EPA 1600							
S3	04/11/18	750	<20	<20	<20	<3	None	None	None	None	None	Green	61	Clear		
S4	04/11/18	1010	<20	<20	<20	<3	None	None	None	None	None	Green		Clear		
S5	04/11/18	955	<20	<20	<20	<3	None	None	None	None	None	Green		Clear		
S6	04/11/18	940	<20	<20	<20	<3	None	None	None	None	None	Green		Clear		
WEST	04/11/18	935	<20	<20	<20	<3	None	None	None	None	None	Green		Clear		
S7	04/11/18	930	<20	<20	<20	<3	None	None	None	None	None	Green		Clear		
S8	04/11/18	925	<20	<20	<20	<3	None	None	None	None	None	Blue		Clear		
S9	04/11/18	915	<20	<20	<20	<3	None	None	None	None	None	Green		Clear		
ACM1	04/11/18	910	<20	<20	9	<3	None	None	None	None	None	Green		Clear		
S10	04/11/18	850	<20	<20	<20	<3	None	None	None	None	None	Green		Clear		
S11	04/11/18	845	9	<20	<20	<3	None	None	None	None	None	Green		Clear		
S12	04/11/18	840	20	8	8	1	None	None	None	None	None	Green		Clear		

RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.

Unified Beach Monitoring

#3

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

REPORT FOR: April 2018
 REPORT DUE: June 1, 2018
 SAMPLE SOURCE: Receiving water surf zone
 TYPE OF SAMPLE: Grab

REPORT FREQUENCY: Monthly
 EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan
 SAMPLES COLLECTED BY: SOCWA Lab
 SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: High Tide 1045

Weather: Clear

COMMENTS:

0.0

STA#	DATE	TIME	Total Coliform		Enterococcus	Material of Sewage Origin		Oil & Grease	Odor	Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds
			SM9222B	SM9222D		CFU/100ml	CFU/100ml							
S3	04/17/18	755	30	<20	6	None	None	None	None	Green	53	Slightly Turbid		
S4	04/17/18	735	9	<20	2	None	None	None	None	Green	53	Slightly Turbid		
S5	04/17/18	715	20	<20	3	None	None	None	None	Green	52	Slightly Turbid		
S6	04/17/18	920	<20	<20	5	None	None	None	None	Green	53	Slightly Turbid		
WEST	04/17/18	915	9	<20	<3	None	None	None	None	Green	53	Clear		
S7	04/17/18	910	20	<20	3	None	None	None	None	Green		Slightly Turbid		
S8	04/17/18	905	9	<20	3	None	None	None	None	Green	53	Slightly Turbid		
S9	04/17/18	845	30	5	4	None	None	None	None	Green	51	Slightly Turbid		
ACM1	04/17/18	840	40	<20	8	None	None	None	None	Green	52	Slightly Turbid		
S10	04/17/18	830	20	<20	2	None	None	None	None	Green	53	Slightly Turbid		
S11	04/17/18	825	40	<20	6	None	None	None	None	Green	53	Slightly Turbid		
S12	04/17/18	820	<20	9	3	None	None	None	None	Green	52	Slightly Turbid		

RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.

Unified Beach Monitoring

#4

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

REPORT FOR: April 2018
 REPORT DUE: June 1, 2018
 SAMPLE SOURCE: Receiving water surf zone
 TYPE OF SAMPLE: Grab

REPORT FREQUENCY: Monthly
 EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan
 SAMPLES COLLECTED BY: SOCWA Lab
 SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: Low Tide 1113

Weather: Overcast

COMMENTS:

STA#	DATE	TIME	Total Coliform		Enterococcus	Material of Sewage Origin		Oil & Grease	Odor	Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds
			CFU/100ml SM9222B	CFU/100ml SM9222D		Onshore	Offshore							
S3	04/23/18	746	<20	<20	<3	None	None	None	None	Green	57	Slightly Turbid		
S4	04/23/18	803	<20	<20	80	None	None	None	None	Green		Slightly Turbid		
S5	04/23/18	820	<20	<20	<3	None	None	None	None	Green	58	Slightly Turbid		
S6	04/23/18	836	<20	<20	<2	None	None	None	None	Green		Slightly Turbid		
WEST	04/23/18	838	<20	<20	<2	None	None	None	None	Green		Slightly Turbid		
S7	04/23/18	839	<20	<20	<3	None	None	None	None	Green	60	Slightly Turbid		
S8	04/23/18	1000	20	<20	<3	None	None	None	None	Green		Slightly Turbid		
S9	04/23/18	953	<10	20	<2	None	None	None	None	Green	61	Slightly Turbid	Flowing	
ACM1	04/23/18	936	120	90	7	None	None	None	None	Green		Slightly Turbid	Flowing	
S10	04/23/18	853	230	120	10	None	None	None	None	Green		Slightly Turbid		
S11	04/23/18	908	40	<20	8	None	None	None	None	Green		Slightly Turbid		
S12	04/23/18	917	9	<20	<3	None	None	None	None	Green	59	Turbid		
												Clear		

RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.

Unified Beach Monitoring

#5

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

REPORT FOR: April 2018

REPORT FREQUENCY: Monthly

REPORT DUE: June 1, 2018

EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan

SAMPLE SOURCE: Receiving water surf zone

SAMPLES COLLECTED BY: SOCWA Lab

TYPE OF SAMPLE: Grab

SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: High Tide 1030

Weather: Partly Cloudy

COMMENTS:

STA#	DATE	TIME	Total Coliform		Fecal Coliform	Enterococcus	Material of Sewage Origin	Oil & Grease	Odor	Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds
			SM9222B	SM9222D										
S3	04/30/18	730	<20	<20	<20	<3	None	None	None	Green	59	Slightly Turbid		
S4	04/30/18	720	10	<20	<20	<3	None	None	None	Green	59	Slightly Turbid		
S5	04/30/18	700	10	<20	<20	2	None	None	None	Green	58	Slightly Turbid		
S6	04/30/18	915	<20	<20	<20	2	None	None	None	Green	60	Slightly Turbid		
WEST	04/30/18	910	<20	<20	<20	<3	None	None	None	Green		Slightly Turbid		
S7	04/30/18	905	<20	<20	<20	<3	None	None	None	Green	61	Clear		
S8	04/30/18	900	<20	<20	10	<3	None	None	None	Blue	59	Clear		
S9	04/30/18	745	>=470	50	50	52	None	None	None	Green	59	Slightly Turbid	Flowing	
ACM1	04/30/18	755	>=320	210	210	100	None	None	None	Green		Slightly Turbid	Flowing	
S10	04/30/18	820	<20	<20	<20	2	None	None	None	Green	59	Clear		
S11	04/30/18	825	<20	<20	<20	<3	None	None	None	Green	59	Clear		
S12	04/30/18	835	5	<10	<10	<4	None	None	None	Blue	59	Clear		

RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.

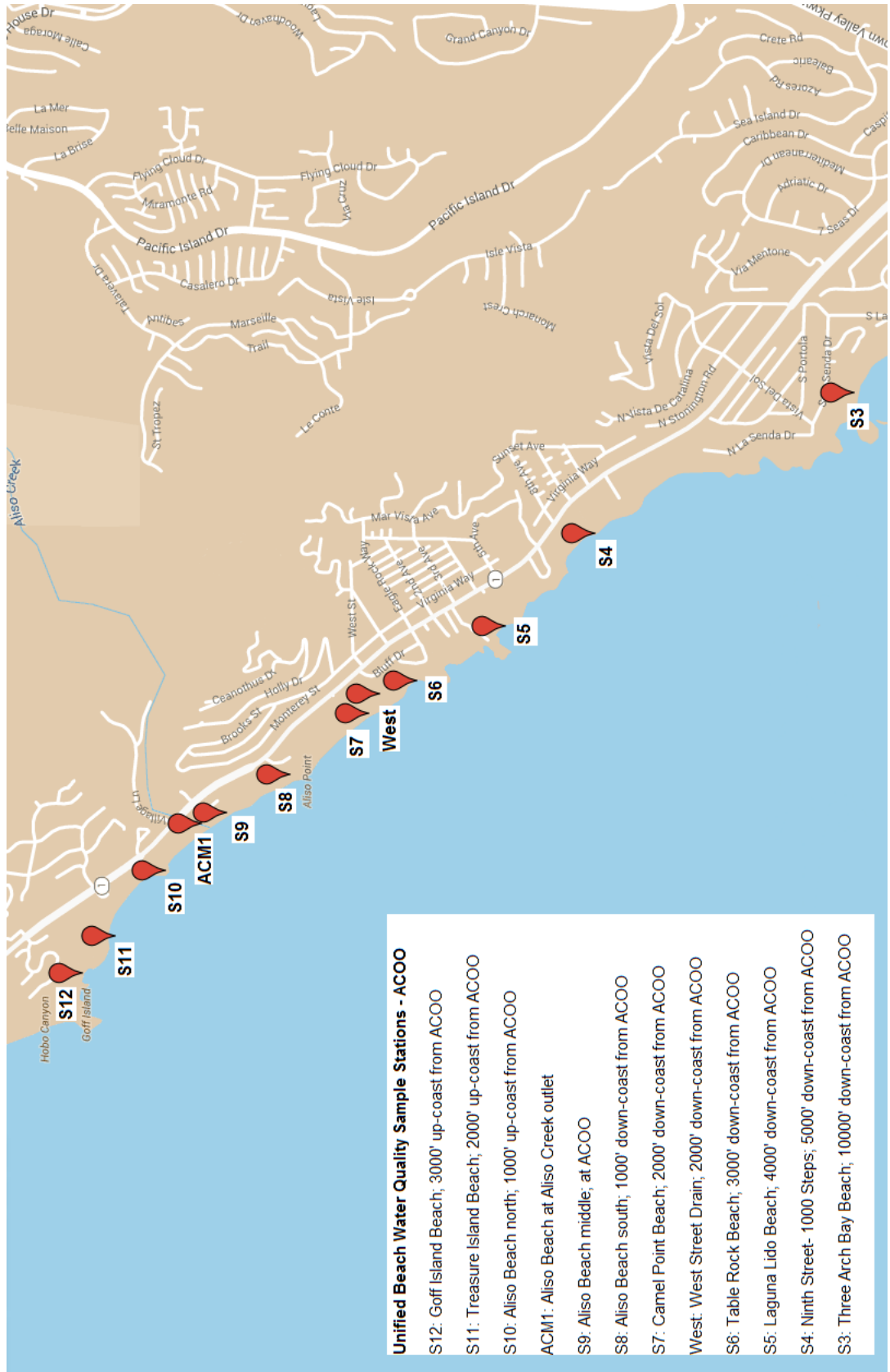
Aliso Creek Ocean Outfall

Unified Beach Water Quality Monitoring Stations

SOCWA's NPDES discharge permit requires participation in the South Orange County Unified Beach Water Quality Monitoring Program. The monitoring stations below are tested by SOCWA at least once per week for Total and Fecal Coliform and Enterococcus Bacteria.

Station	Location
S3	Three Arch Bay Beach; 10,000' down-coast from ACOO
S4	Ninth Street-1000 Steps; 5,000' down-coast from ACOO
S5	Laguna Lido Beach; 4,000 down-coast from ACOO
West	West Street Drain; 2,000' down-coast from ACOO
S6	Table Rock Beach; 3,000' down-coast from ACOO
S7	Camel Point Beach; 2,000' down-coast from ACOO
S8	Aliso Beach south; 1,000' down-coast from ACOO
S9	Aliso Beach middle; at ACOO
ACM1	Aliso Beach at Aliso Creek Outlet
S10	Aliso Beach north; 1,000' up-coast of ACOO
S11	Treasure Island Beach; 2,000' up-coast of ACOO
S12	Goff Island Beach; 3,000' up-coast of ACOO

Unified Beach Water Quality Sample Station Map – Aliso Creek Ocean Outfall



MONITORING REPORT

Off Shore Stations

South Orange County Wastewater Authority

DISCHARGE: Aliso Creek Ocean Outfall

REPORT FOR: April 2018

REPORT DUE: June 1, 2018

SAMPLE SOURCE: Receiving water, nearshore and offshore

EXACT SAMPLE POINTS: As specified in permit

SAMPLES COLLECTED BY: Seaventures/SOCWA staff

SAMPLES ANALYZED BY: SOCWA Lab

REPORT FREQUENCY: Monthly

SAMPLING FREQUENCY: Monthly

TYPE OF SAMPLE: Grab

Comments: Low Tide 630

Sta No.	Sample Depth	Sample Date	Total Coliform	Fecal Coliform	Enterococcus	Sample Time	Oil & Grease	Sewage Debris	0 - None 1 - Mild 2 - Moderate 3 - Severe
			CFU/100ml SM9222B	CFU/100ml SM9222D	CFU/100ml EPA 1600				
A-1	Surface	04/04/18	<2	<2	<2	755	0	0	
A-1	Mid depth	04/04/18	<10	<10	<10				
A-2	Surface	04/04/18	<2	<2	<2	744	0	0	
A-2	Mid depth	04/04/18	<10	<10	<10				
A-3	Surface	04/04/18	2	<2	<2	749	0	0	
A-3	Mid depth	04/04/18	<10	<10	<10				
A-4	Surface	04/04/18	<2	<2	<2	759	0	0	
A-4	Mid depth	04/04/18	<10	<10	<10				
A-5	Surface	04/04/18	<2	<2	<2	752	0	0	
A-5	Mid depth	04/04/18	<10	<10	<10				
B-1	Surface	04/04/18	<2	<2	<2	737	0	0	
B-1	Mid depth	04/04/18	<10	10	<10				
B-2	Surface	04/04/18	<2	<2	<2	807	0	0	
B-2	Mid depth	04/04/18	<10	<10	<10				
N1	Surface	04/04/18	<2	<2	<2	822	0	0	
N2	Surface	04/04/18	2	2	2	820	0	0	
N3	Surface	04/04/18	2	<2	<2	819	0	0	
N4	Surface	04/04/18	6	4	<2	818	0	0	
N5	Surface	04/04/18	2	<2	2	817	0	0	
N6	Surface	04/04/18	<2	2	2	816	0	0	
N7	Surface	04/04/18	2	<2	<2	814	0	0	

REQUIREMENT: (1) Floating particulates and grease and oil shall not be visible. (2) The discharge of wasteshall not cause aesthetically undesirable discoloration of the ocean surface.

**Compliance Summary Report
Aliso Creek Ocean Outfall 2018**

ACOO Permit Order No. R9-2012-0013									
Agency - Facility	Violation Date	Constituent	Effluent Limit Violation	Units	Permit Limit	Reported Value	Potential Fine		
ACOO - SOCWA Outfall	4/9/2018	Chronic Toxicity	Monthly	TUc	238	1000 TUc	\$3000		



SOCWA and MEMBER AGENCY FACILITIES

ACOO Spill / Overflow Report Log - 2018

Order No. R9-2012-0013 ~ NPDES Permit No. CA0107611

Reporting Agency	Responsible Agency	Estimated Volume (Gallons)	Type of Discharge	Location/Comments	Receiving Waters	Date Reported To State	Date Resolved
No spills during this monitoring period.							

SAN JUAN CREEK OCEAN OUTFALL MONITORING REPORT

April 2018

DATE	J.B. LATHAM FACILITY			SAN CLEMENTE WRP			SMWD CHIQUITA WRP			3-A PLANT			CSJC		SCWD		SJCOO		Rain Fall inches	
	FLOW MGD	TSS mg/L	cBOD mg/L	SS m/L	FLOW MGD	TSS mg/L	cBOD mg/L	SS m/L	FLOW MGD	TSS mg/L	cBOD mg/L	SS m/L	FLOW MGD	Desalter FLOW	Desalter MGD	FLOW MGD	Desalter FLOW	Desalter MGD		FLOW MGD
04/01/18	6.380	9.3	8.5		3.098	10.6	7.0	7.5	1.320	29.0	14.6	0.2	0.369		0.156	10.730		10.730	0.00	
04/02/18	5.960	9.2	7.2	0.1	2.880	10.6	7.0	7.5	0.210	29.0	14.6	0.2	0.264	5.4	14.0	<0.1	0.399	0.160	11.480	0.00
04/03/18	5.950	11.7	8.0	0.1	2.734	9.6	6.0	<0.1	0.000				0.240	5.2	14.0	<0.1	0.405	0.156	9.290	0.00
04/04/18	6.010	6.5	5.4	<0.1	2.727	9.0	6.0	<0.1	0.020	32.0	11.5	<0.1	0.147	5.7	4.0	<0.1	0.408	0.154	9.110	0.00
04/05/18	5.860	9.0	5.2	0.1	2.383	8.8	6.0	0.1	0.000				0.186	6.0	4.0	<0.1	0.406	0.156	8.770	0.00
04/06/18	5.620	9.5	5.0	0.1	2.311	8.0	6.0	<0.1	0.000				0.193	1.6	3.0	0.1	0.406	0.159	8.890	0.00
04/07/18	5.800				2.436				0.000				0.176				0.407	0.156	8.840	0.00
04/08/18	5.920	9.6	8.2		2.751				0.280				0.240				0.408	0.160	9.130	0.00
04/09/18	5.980	11.2	8.7	<0.1	3.126	18.0	7.0	<0.1	0.160	31.0	14.2	<0.1	0.349	4.9	13.0	0.2	0.411	0.156	10.190	0.00
04/10/18	5.670	9.1	5.1	0.1	2.770	11.0	6.0	<0.1	0.080	21.3	17.5	<0.1	0.267	4.1	15.0	0.2	0.410	0.156	9.760	0.00
04/11/18	5.430	8.9	6.4	<0.1	2.035	8.5	6.0	<0.1	0.150	22.7	3.6	0.1	0.239	4.1	4.0	<0.1	0.412	0.160	8.790	0.00
04/12/18	5.490	8.2	4.4	0.2	2.372	12.8	7.0	<0.1	0.000				0.855	4.3	5.0	0.1	0.409	0.152	9.620	0.00
04/13/18	5.800	9.1	5.0	0.1	2.506	9.6	7.0	<0.1	0.010	23.6	9.1	0.2	0.267	4.2	4.0	0.1	0.431	0.159	9.520	0.00
04/14/18	5.630				2.344				0.080				0.266				0.447	0.156	8.670	0.00
04/15/18	5.970	8.6	7.2		1.852				0.000				0.309				0.450	0.155	9.330	0.00
04/16/18	6.090	11.5	6.2	<0.1	2.526	19.2	8.0	<0.1	0.010	13.6	15.2	<0.1	0.344	3.4	14.0	0.1	0.447	0.160	9.360	0.00
04/17/18	5.230	7.7	5.6	0.1	2.263	12.0	6.0	<0.1	0.010	12.8	16.4	<0.1	0.296	6.1	15.0	<0.1	0.137	0.154	8.460	0.00
04/18/18	5.900	7.7	3.5	0.1	2.164	12.0	7.0	<0.1	0.000				0.124	4.8	4.0	0.1	0.000	0.156	8.480	0.00
04/19/18	5.840	8.4	4.5	0.1	2.133	11.6	6.0	<0.1	0.000				0.219	4.7	4.0	<0.1	0.000	0.155	8.740	0.05
04/20/18	5.490	8.7	5.5	0.1	1.724	8.8	7.0	<0.1	0.010	17.2	4.2	0.1	0.234	4.3	5.0	<0.1	0.138	0.159	8.000	0.00
04/21/18	5.980				1.933				0.000				0.172				0.512	0.021	8.650	0.00
04/22/18	5.830	1.3	2.8		2.292				0.190				0.246				0.531	No Flow	8.680	0.00
04/23/18	5.890	8.4	3.8	<0.1	2.352	15.8	7.0	<0.1	0.080	17.2	14.0	0.3	0.339	6.7	13.0	<0.1	0.534	0.055	9.260	0.00
04/24/18	5.810	6.7	5.3	<0.1	1.969	8.1	6.0	<0.1	0.000				0.353	7.1	15.0	0.6	0.532	0.161	9.540	0.00
04/25/18	6.100	6.4	6.4	0.1	2.334	9.2	7.0	<0.1	0.100	13.6	5.8	0.1	0.122	6.0	4.0	0.4	0.488	0.156	9.100	0.00
04/26/18	5.890	6.3	3.7	0.1	2.184	7.5	6.0	<0.1	0.540	10.4	4.7	<0.1	0.234	8.9	8.0	0.2	0.474	0.156	9.220	0.00
04/27/18	5.890	7.4	4.4	<0.1	1.734	8.1	7.0	<0.1	0.010	13.6	7.9	0.3	0.141	7.2	6.0	<0.1	0.479	0.159	9.460	0.00
04/28/18	5.740				1.967				0.000				0.163				0.486	0.157	9.320	0.00
04/29/18	5.920	5.5	4.8		2.270				0.000				0.288				0.488	0.155	9.020	0.00
04/30/18	5.810	9.6	6.4	<0.1	2.135	23.2	7.0	0.7	0.080	13.2	16.2	<0.1	0.377	7.3	15.0	<0.1	0.488	0.165	9.170	0.01
AVG	5.829	8.3	5.7	<0.1	2.344	11.5	6.6	<0.5	0.111	19.4	11.1	<0.1	0.267	5.3	8.7	<0.2	0.398	0.144	9.219	0.06
TOTAL	174.880				70.305				3.340				8.019				11.938	4.320	276.580	

Unified Beach Monitoring

#1

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

REPORT FOR: April 2018

REPORT FREQUENCY: Monthly

REPORT DUE: June 1, 2018

EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan

SAMPLE SOURCE: Receiving water surf zone

SAMPLES COLLECTED BY: SOCWA Lab

TYPE OF SAMPLE: Grab

SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: Low tide 0543

Weather: Overcast

COMMENTS:

STA#	DATE	TIME	Total Coliform		Enterococcus	Material of Sewage Origin		Oil & Grease	Odor	Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds		
			CFU/100ml	SM9222B		CFU/100ml	SM9222D								Onshore	Offshore
			SM9222B	EPA 1600		CFU/100ml	EPA 1600									
S0	04/03/18	835	<40	<40	2	None	None	None	None	Green	59	Slightly Turbid				
S1	04/03/18	850	20	<40	2	None	None	None	None	Green						
S2	04/03/18	855	180	40	2	None	None	None	None	Green						
DSB5	04/03/18	905	70	20	5	None	None	None	None	Green						
S3	04/03/18	832	<40	<40	<4	None	None	None	None	Green						
DSB4	04/03/18	830	<40	<40	5	None	None	None	None	Green						
S5	04/03/18	820	<40	<40	<4	None	None	None	None	Green						
DSB1	04/03/18	810	20	<40	2	None	None	None	None	Green	59	Turbid				
SJC1	04/03/18	845	100	100	<30	None	None	None	None	Green		Slightly Turbid				

RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.

Unified Beach Monitoring

#2

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

REPORT FOR: April 2018

REPORT FREQUENCY: Monthly

REPORT DUE: June 1, 2018

EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan

SAMPLE SOURCE: Receiving water surf zone

SAMPLES COLLECTED BY: SOCWA Lab

TYPE OF SAMPLE: Grab

SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: High Tide 0728

Weather: Overcast

COMMENTS:

STA#	DATE	TIME	Total Coliform		Enterococcus	Material of Sewage Origin			Oil & Grease	Odor	Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds
			CFU/100ml SM9222B	CFU/100ml SM9222D		CFU/100ml EPA 1600	Onshore	Offshore							
S0	04/12/18	935	<40	<40	4	None	None	None	None	None	Green		Slightly Turbid		
S1	04/12/18	945	20	<40	<4	None	None	None	None	None	Green		Slightly Turbid		
S2	04/12/18	920	>=20	20	20	None	None	None	None	None	Green		Slightly Turbid		
DSB5	04/12/18	905	<40	40	7	None	None	None	None	None	Green	62	Slightly Turbid		
S3	04/12/18	955	<40	<40	4	None	None	None	None	None	Green		Slightly Turbid		
DSB4	04/12/18	1000	20	20	<4	None	None	None	None	None	Green		Slightly Turbid		
S5	04/12/18	1010	<40	<40	<4	None	None	None	None	None	Green		Slightly Turbid		
DSB1	04/12/18	1020	<40	20	2	None	None	None	None	None	Green		Slightly Turbid		
C1	04/12/18	930	<100	<100	<10	None	None	None	None	None	Green		Slightly Turbid		

RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.

Unified Beach Monitoring

#3

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

REPORT FOR: April 2018 REPORT FREQUENCY: Monthly
 REPORT DUE: June 1, 2018 EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan
 SAMPLE SOURCE: Receiving water surf zone SAMPLES COLLECTED BY: SOCWA Lab
 TYPE OF SAMPLE: Grab SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: Low Tide 618

Weather: Rain

COMMENTS:

STA#	DATE	TIME	Total Coliform		Fecal Coliform	Enterococcus	Material of Sewage Origin			Oil & Grease	Odor	Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds		
			CFU/100ml	SM9222B			CFU/100ml	SM9222D	EPA 1600								Onshore	Offshore
			CFU/100ml	SM9222B			CFU/100ml	EPA 1600	Onshore								Offshore	
S0	04/19/18	825	3,100	2,500	140	None	None	None	None	None	Brown		Slightly Turbid		50			
S1	04/19/18	840	<40	<40	2	None	None	None	None	None	Green		Slightly Turbid					
S2	04/19/18	755	240	90	22	None	None	None	None	None	Brown	59	Slightly Turbid					
DSB5	04/19/18	740	<40	20	7	None	None	None	None	None	Brown		Slightly Turbid					
S3	04/19/18	845	40	<40	2	None	None	None	None	None	Green		Slightly Turbid					
DSB4	04/19/18	850	20	<40	4	None	None	None	None	None	Green		Slightly Turbid					
S5	04/19/18	905	<30	<30	5	None	None	None	None	None	Green		Slightly Turbid					
DSB1	04/19/18	920	20	<40	2	None	None	None	None	None	Green	60	Slightly Turbid					
C1	04/19/18	820	1,900	1,100	1,500	None	None	None	None	None	Brown		Slightly Turbid					

RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.

Unified Beach Monitoring

#4

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

REPORT FOR: April 2018

REPORT FREQUENCY: Monthly

REPORT DUE: June 1, 2018

EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan

SAMPLE SOURCE: Receiving water surf zone

SAMPLES COLLECTED BY: SOCWA Lab

TYPE OF SAMPLE: Grab

SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: High Tide 717

Weather: Overcast

COMMENTS:

STA#	DATE	TIME	Total Coliform		Enterococcus	Material of Sewage Origin		Oil & Grease	Odor	Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds
			SM9222B	SM9222D		Onshore	Offshore							
			CFU/100ml	CFU/100ml		EPA 1600	CFU/100ml							
S0	04/26/18	815	<40	<40	4	None	None	None	None	Brown		Slightly Turbid		
S1	04/26/18	825	<40	<40	46	None	None	None	None	Green		Slightly Turbid		
S2	04/26/18	800	<40	<40	5	None	None	None	None	Green		Slightly Turbid		
DSB5	04/26/18	745	<40	<40	25	None	None	None	None	Brown	60	Slightly Turbid		
S3	04/26/18	835	<40	<40	5	None	None	None	None	Green		Slightly Turbid		
DSB4	04/26/18	840	<40	<40	20	None	None	None	None	Brown		Slightly Turbid		
S5	04/26/18	850	50	20	10	None	None	None	None	Brown		Slightly Turbid		
DSB1	04/26/18	855	20	<40	5	None	None	None	None	Brown		Slightly Turbid		
C1	04/26/18	810	<100	<100	90	None	None	None	None	Brown		Slightly Turbid		

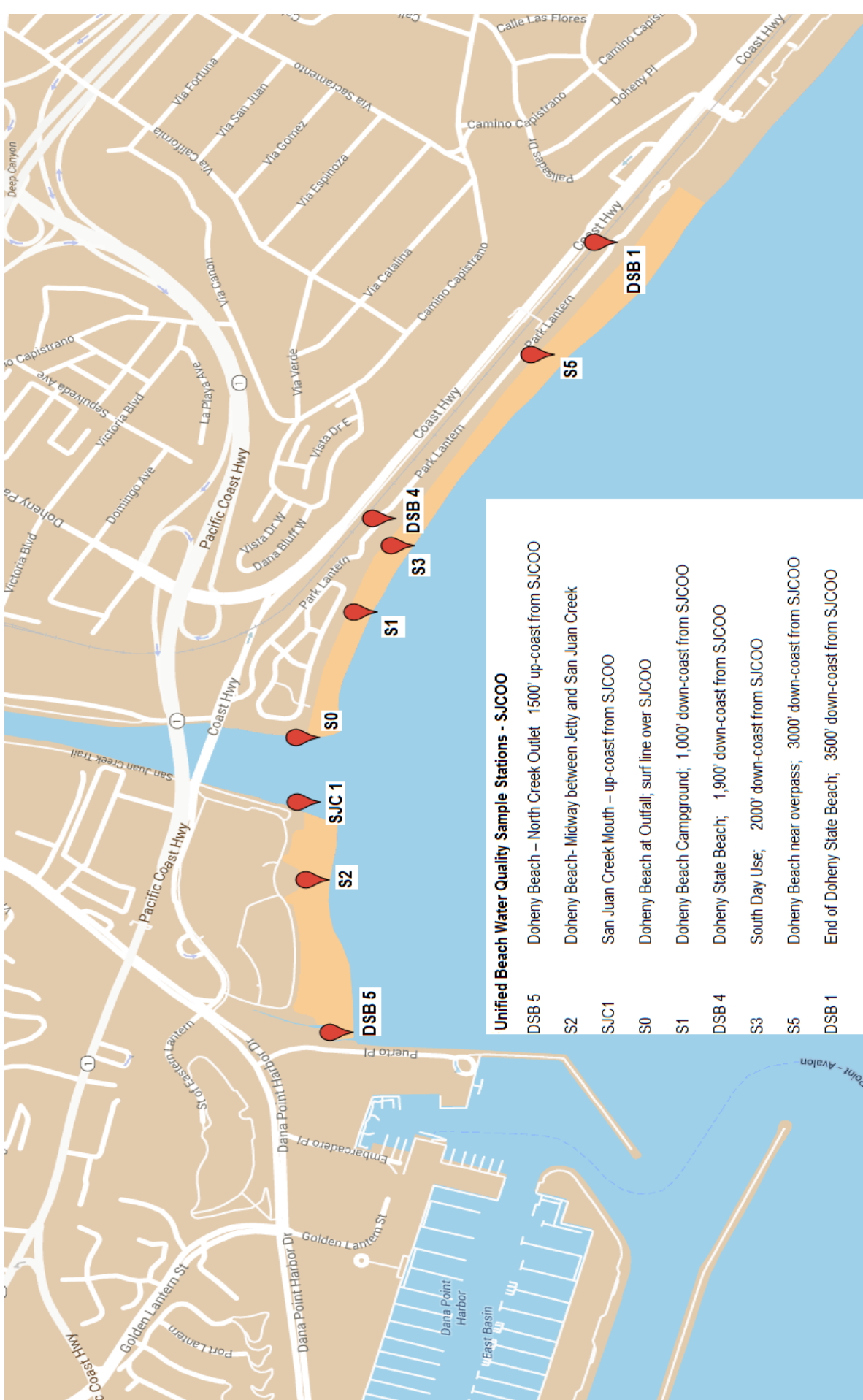
RECEIVING WATER LIMITATIONS: Single Sample Maximum - Total coliform density shall not exceed 10,000 per 100ml; Fecal coliform density shall not exceed 400 per 100ml; Enterococcus density shall not exceed 104 per 100ml.

San Juan Creek Ocean Outfall

Unified Beach Water Quality Monitoring Stations

SOCWA's NPDES discharge permit requires participation in the South Orange County Unified Beach Water Quality Monitoring Program. The monitoring stations below are tested by SOCWA at least once per week for Total and Fecal Coliform and Enterococcus Bacteria.

Station	Location
DSB 5	Doheny Beach – North Creek Outlet 1500' up-coast from SJCOO
S2	Doheny Beach- Midway between Jetty and San Juan Creek
SJC1	San Juan Creek Mouth – up-coast from SJCOO
S0	Doheny Beach at Outfall; surf line over SJCOO
S1	Doheny Beach Campground; 1,000' down-coast from SJCOO
DSB 4	Doheny State Beach; 1,900' down-coast from SJCOO
S3	South Day Use; 2000' down-coast from SJCOO
S5	Doheny Beach near overpass; 3000' down-coast from SJCOO
DSB 1	End of Doheny State Beach; 3500' down-coast from SJCOO



MONITORING REPORT

Offshore

South Orange County Wastewater Authority

DISCHARGE: San Juan Creek Ocean Outfall

REPORT FOR: April 2018

REPORT FREQUENCY: Monthly

REPORT DUE: June 1, 2018

SAMPLE SOURCE: Receiving water, nearshore and offshore

SAMPLING FREQUENCY: Monthly

EXACT SAMPLE POINTS: As specified in permit

TYPE OF SAMPLE: Grab

SAMPLES COLLECTED BY: Seaventures/SOCWA staff

SAMPLES ANALYZED BY: SOCWA Lab

Comments: Low Tide 0630

Sta No.	Sample Depth	Sample Date	Total Coliform CFU/100ml SM9222B	Fecal Coliform CFU/100ml SM9222D	Enterococcus CFU/100ml EPA 1600	Sample Time	Oil & Grease	Sewage Debris	
A-1	Surface	04/04/18	<2	<2	<2	921	0	0	0 - None
A-1	Mid depth	04/04/18	<10	<10	<10				1 - Mild
A-2	Surface	04/04/18	<2	<2	<2	926	0	0	2 - Moderate
A-2	Mid depth	04/04/18	<10	10	<10				3 - Severe
A-3	Surface	04/04/18	<2	<2	<2	929	0	0	
A-3	Mid depth	04/04/18	<10	<10	<10				
A-4	Surface	04/04/18	<2	<2	<2	936	0	0	
A-4	Mid depth	04/04/18	<10	<10	<10				
A-5	Surface	04/04/18	<2	<2	<2	933	0	0	
A-5	Mid depth	04/04/18	<10	<10	<10				
B-1	Surface	04/04/18	<2	<2	<2	914	0	0	
B-1	Mid depth	04/04/18	<10	<10	<10				
B-2	Surface	04/04/18	<2	<2	<2	945	0	0	
B-2	Mid depth	04/04/18	<10	<10	<10				
N1	Surface	04/04/18	<2	<2	<2	905	0	0	
N2	Surface	04/04/18	<2	<2	<2	900	0	0	
N3	Surface	04/04/18	<2	<2	<2	857	0	0	
N4	Surface	04/04/18	<2	<2	<2	854	0	0	
N5	Surface	04/04/18	<2	<2	2	852	0	0	
N6	Surface	04/04/18	2	<2	<2	849	0	0	

REQUIREMENT: (1) Floating particulates and grease and oil shall not be visible. (2) The discharge of waste shall not cause aesthetically undesirable discoloration of the ocean surface.

**Compliance Summary Report
San Juan Creek Ocean Outfall 2018**

SJCOO Permit Order No. R9-2012-0012									
Agency	Violation Date	Constituent	Effluent Limit Violation	Units	Permit Limit	Reported Value	Potential Fine		
City of San Clemente	4/2/2018	Settleable Solids	Instantaneous	mL/L	3.00	7.50	\$3,000		
City of San Clemente	4/2/2018	Settleable Solids	Weekly Average	mL/L	1.50	1.58	\$3,000		



SOCWA and MEMBER AGENCY FACILITIES
SJCOO Spill / Overflow Report Log - 2018
Order No. R9-2012-0012 ~ NPDES Permit No. CA0107417

Reporting Agency	Responsible Agency	Estimated Volume (Gallons)	Type of Discharge	Location/Comments	Receiving Waters	Date Reported To State	Date Resolved
SOCWA	SOCWA-JBL	5,400	Secondary	Irrigation valve malfunction	San Juan Creek	02-09-18	02-09-18

Recycled Water Report

Compliance Summary Report
 Recycled Water Permit
 2018

Waste Discharge Requirement Order 97 - 52							
Agency - Facility	Violation Date	Constituent	Effluent Limit Violation	Units	Permit Limit	Reported Value	Remarks
SOCWA - RTP	1/16/2018	Manganese	12-Month	mg/L	0.05	0.07	
SOCWA - RTP	2/1/2018	Manganese	12-Month	mg/L	0.05	0.06	
SOCWA - RTP	3/1/2018	Manganese	12-Month	mg/L	0.05	0.06	
SMWD - 3A	3/27/2018	Manganese	12-Month	mg/L	0.05	0.06	
TCWD - RRWRP	3/29/2018	Nitrate as NO3	Annual	mg/L	45	55	
SOCWA - RTP	4/18/2018	Manganese	12-Month	mg/L	0.05	0.06	
SMWD - 3A	4/24/2018	Manganese	12-Month	mg/L	0.05	0.06	

SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

QUARTERLY RECYCLED WATER MONITORING

Monitoring Period Ending: Apr 30, 2018

Constituent	Units	12-month Avg Maximum Permit Limit	IRWD-12-month Average *	ETWD-WRP 12-month Average **	TCWD 12-month Average	SMWD Oso 12-month Average	SMWD Chiquita 12-month Average	SMWD Nicholas 12-month Average	MNWD-3A 12-month Average	MNWD-RTP 12-month Average	SCWD-CTP 12-month Average ***
TDS	mg/L	1000	858	907	945	733	797	810	770	838	720
Chloride	mg/L	375	164	186	242	168	175	204	186	227	220
Sulfate	mg/L	400	226	199	251	212	197	195	173	282	197
Sodium	mg/L	None		149	186	133	147	157	143	158	147
Alkalinity	mg/L	None	-	-	-	-	-	-	-	259	176
Adjusted SAR	Ratio	None	5.30	-	5.13	4.43	4.65	4.82	4.75	4.83	4.61
Iron	mg/L	0.3	0.013	0.040	0.021	0.036	0.095	0.019	0.13	0.183	0.089
Manganese	mg/L	0.05	0.017	0.011	0.020	0.027	0.028	0.003	0.059	0.057	0.050
MBAS	mg/L	0.5	0.15	0.00	0.05	0.40	0.20	0.40	0.40	0.05	0.07
Boron	mg/L	0.75	0.33	0.280	0.294	0.320	0.357	0.340	0.31	0.308	0.31
Fluoride	mg/L	None	0.21	1.275	0.31	1.017	0.84	1.02	1.00	0.94	0.88
Total Organic Carbon	mg/L	None	10.0	-	8.3	10.7	10.9	7.4	9.8	9.2	10.3

* The LAWRP 12-month permit limits are listed below:

TDS 1000 mg/L
Chloride 180 mg/L
Sulfate 340 mg/L

**The ETWD 12-month permit limits are listed below:

TDS 910 mg/L

*** The CTP 12-month permit limits are listed below:

TDS 1200 mg/L
Chloride 400 mg/L
Sulfate 500 mg/L

SOCWA Service Area
Recycled Water Production (ac-ft) 2018

Agency	Facility or Region	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Annual Totals
CSJC ¹	3-A Plant/MNWD	0.00	0.00	0.00	0.00									0.00
CSJC ²	Chiquita/SMWD	13.70	19.20	0.00	14.41									47.31
CSJC ³	Non-Domestic Well	13.32	16.31	26.40	50.37									106.40
ETWD	Region 8	59.07	92.01	43.98	140.30									335.37
IRWD														
⁴	IRWD - 8	55.64	77.77	28.80	111.44									273.64
⁴	IRWD - 9	61.28	72.89	18.15	124.80									277.12
SCWD	SOCWA CTP	0.00	0.00	0.00	73.05									73.05
MNWD	JRP	438.54	522.48	194.26	454.07									1609.35
	3-A Plant	0.00	0.00	107.73	210.26									317.99
⁵	CTP	-36.70	-48.85	-38.12	-18.45									-142.11
SMWD	Oso Creek	147.80	132.33	145.65	137.85									563.63
	Chiquita	330.98	422.46	318.46	471.60									1543.50
	Nichols	1.95	1.75	2.17	1.96									7.83
TCWD	RRWRP	48.00	40.68	42.11	42.12									172.90
TOTALS		1097.51	1378.68	927.69	1817.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5280.77

¹ Denotes transfer of recycled water from MNWD (3A Plant) for use in the CSJC service area. Not counted as additional production.
² Denotes recycled water purchased from SMWD Chiquita-WRP used in the CSJC service area. Not counted as additional production.
³ Denotes nondomestic groundwater produced from wells used for landscape irrigation.
⁴ IRWD production is from recycled water production, nonpotable water wells, and surface water impoundments
⁵ Denotes transfer of recycled water from SCWD (SOCWA CTP) for use in the MNWD service area. Not counted as additional production.
Note: All of ETWD reclaimed water produced and used in Region 8.
 NR = No Report

Pretreatment Report

Agenda Item

Legal Counsel Review: N/A

Meeting Date: June 15, 2018

TO: SOCWA Board of Directors
FROM: Betty Burnett, General Manager
STAFF CONTACT: Katie Greenwood, Source Control Manager
SUBJECT: Monthly Pretreatment Report, April and May 2018
San Juan Creek Ocean Outfall
NPDES Permit #CA0107417 Order #R9-2012-0012
Aliso Creek Ocean Outfall
NPDES Permit #CA0107611 Order #R9-2012-0013

Summary of Program Activities

Staff continues to utilize the CA Manufacturers Directory to identify industrial users.

Public Outreach

Staff participated in the annual SMWD Water Festival on May 19, 2018. SOCWA Staff gave away items such as re-usable water bottles and bags and passed out educational flyers and brochures which discuss water quality laws and concerns.

Permit Related Activities

The following Wastewater Discharge (WD) Permits, Special Wastewater Discharge (SWD) Permits, Nuisance Water-Special Wastewater Discharge (NSWD) Permits, Non-Industrial Wastewater Discharge (NIWD) forms, and BMP letters were issued or are in the process of being drafted for issuance:

CSC – SWD Permit No. 4-001 (FREY Environmental) –SWD Permit was drafted to allow treated groundwater to be discharged to the sewer. However, the SWD Permit Application was withdrawn on May 24, 2018. Staff learned the project was transferred to the San Diego Regional Water Quality Control Board (RWQCB) and State Staff determined that the remaining petroleum hydrocarbon in soil and groundwater does not require remediation. The RWQCB is preparing a public notification to announce their intent to close the case.

SOCWA – SWD Permit No. 4-002 – SCWD Groundwater Creekside Park Well –SWD Permit expired on December 20, 2017. A renewal permit has been drafted and is currently on hold. SOCWA Staff are working with MNWD and SCWD Staff to appease concerns and obtain permit signatures.

SMWD – WD Permit No. 1-004 – Applied Medical Resources – Renewal WD Permit to continue to allow the batch discharge of passivation and tumbling wastewater. Staff received the renewal permit application on May 15, 2018 and issued a new WD Permit on May 24, 2018. The permit is effective as of June 1, 2018 and expires May 31, 2023.

SMWD – WD Permit No. 2-006 – ProTab Laboratories – BMP-Based WD Permit to allow for continuous discharge of wastewater generated from the washing of vitamin powders from equipment and facility floors. Site is required to install facility trench drain filters to remove fine

solids and biannually maintain a 1500-gallon interceptor which acts as a clarifier, removing solids prior to connection to the sanitary sewer. Staff oversaw the initial pumping of the clarifier on May 24, 2018 and is awaiting the submittal of the permit application. A WD Permit has been drafted.

Trainings and Committee Meetings Attended

Staff attended an Industry Advisory Council meeting on May 8, 2018 which focused on industrial use of reclaimed wastewater.

Staff attended the NACWA 2018 National Pretreatment & Pollution Prevention Workshop May 15-18, 2018.

- o Included one full day of advanced industrial sampling training.

On May 31, 2018 Hach Company specialists provided free in-house technical training to SOCWA Staff on setting up and using new Hach FL900 flow meters and associated software.

Inspections

IRWD – On April 26, 2019, SOCWA Staff inspected Panasonic, located at 26200 Enterprise Way, Lake Forest, CA 92630. Inspection findings conclude that a permit is not required to continue periodic discharge of ultrasonic cleaning and water jet cutter wastewater.

SMWD – On May 3, 2018, SOCWA and SMWD Staff conducted a joint inspection of ProTab Labs, located at 30321 Esperanza Avenue, Rancho Santa Margarita, CA 92688. Inspection was prompted through submittal for drain renovation building permits. Inspection findings require site to apply for a permit to continue to discharge to the sanitary sewer. The WD Permit will be BMP based to ensure removal of fine solids before connection to sewer. A follow-up inspection was conducted on May 24, 2018 to oversee the initial pumping of the clarifier and make note of any trench drain filters.

CSJC – April 30, 2018, SOCWA met with CSJC Staff and contractors at the Rancho Mission Riding Park to conduct informal observations and discuss a potential submittal of a WD Permit application for wash waters associated with the washing of horses.

Enforcement

Applied Medical Resources, 22982 Arroyo Vista, Rancho Santa Margarita, and CA 92688. Issued a Notice of Non-Compliance (NON) on April 26, 2018 for exceeding their permit limit for zinc, failing to notify SOCWA within 24 hours of becoming aware of the permit violation and for failing to resample and provide results for zinc within 30 days. Resampling for zinc was performed on April 2, 2018 and showed levels measured well below the permit limit. SOCWA considers this enforcement action resolved.

Summary of Activities and Types of IUs in the SOCWA Service Area. YTD through May 24, 2018.

<u>MA</u>		<u>Events</u>	<u>Permit</u>	<u>NIWD</u>	<u>BMP</u>	<u>FSE</u>	<u>OSE</u>	<u>Closed</u>	<u>Enforcement</u>	<u># of IUs</u>
CLB	(S)	0	3	2	5	8	111	0	0	129
CSC	(M)	0	7	35	18	181	1283	0	2	1524
CSJC	(S)	0	2	27	59	137	1669	0	0	1894
ETWD	(M)	0	3	98	0	262	134	0	0	497
EBSA	(U)	0	1	0	0	0	0	0	0	1
IRWD	(S)	3	4	51	21	63	920	0	0	1059

MNWD (S)	64	5	124	40	620	2073	13	1	2862
SMWD (S)	23	6	20	20	188	749	3	1	983
SCWD (S)	7	7	33	7	148	184	0	0	380
TCWD (S)	0	11	0	0	7	33	0	0	51
SOCWA (S)	0	3	1	0	0	0	0	0	4
Totals	94	52	391	170	1614	7156	16	4	9384
Dentist (All)									444

Total Known IUs 9828

(S) = SOCWA conducts PT program.
 (M) = MA conducts PT program /w SOCWA oversight.
 (U) = Urban Diversion Only.
 YTD = Year to Date.

NIWD = Non-industrial Waste Discharger.
 BMP = Best Management Practices.
 FSE = Food Service Establishment.
 OSE = Other Surveyed Establishment.

Agenda Item

Legal Counsel Review: N/A

Meeting Date: June 15, 2018

TO: Board of Directors

FROM: Betty Burnett, General Manager

STAFF CONTACT: Brian Peck, Director of Engineering

SUBJECT: Capital Improvement Program Status Report

The status of the SOCWA Capital Improvement Program is presented in the tables on the following pages.

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
PROJECT COMMITTEE NO. 2(R) - JB LATHAM TREATMENT PLANT CAPITAL PROJECTS
(*17/'18)**

<i>Task Code</i>	<i>Description</i>	<i>Phase</i>	<i>Status</i>
CAPITAL IMPROVEMENT PROJECT LIQUIDS			
3213-000	Water System Piping Improvements (2014) 4MGD Diversion Flow Meter & Control Structure (2012)	Design	Study completed. Remaining work is part of the Package 'B' Improvements.
3214-000	East Primary Influent Channel Repair (2015)	Design	Part of the Package 'B' Improvements.
3212-000		Design	Part of the Package 'B' Improvements.
3280-000	Facility Improvements B - Basin Upgrades (2018)	Design	A review meeting to go over the 35% submittal with Carollo Engineers is scheduled for May 31, 2018.
3252-000	Plant 1 Standby Power Generator Replacement (2017)	Design	Operations staff has requested a standby power generator large enough to supply power to all of Plant No.1. Design on hold to allow consideration.
3251-000	Effluent Flow Meter Replacement (2017)	Design	Hazen and Sawyer has indicated that there is no cost effective metering option that will allow improvement to existing meter accuracy; project is on hold.
3250-000	Plant 1 Grit Basin Improvements (2017)	Design	Project has been awarded to SS Mechanical. Field work expected to begin in September, 2018.
3253-000	Effluent System Valve Replacement (2017)	Design	Hazen and Sawyer design completed; project to be included as part of Package B construction.

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
PROJECT COMMITTEE NO. 2(R) - JB LATHAM TREATMENT PLANT CAPITAL PROJECTS
(*17/'18)**

<i>Task Code</i>	<i>Description</i>	<i>Phase</i>	<i>Status</i>
CAPITAL IMPROVEMENT PROJECT COMMON			
3218-000	Energy Building Roof Reconstruction (2015)	Design	Part of the Package 'B' Improvements.
4014-000	Foul Air System Evaluation (2016) (NCP)	Study	This project has been completed.
3216-000	Hoist System for Maintenance Shop (2013)	Design	Part of the Package 'B' Improvements.
3286-000	PLC Upgrades (2018)	Construction	Project underway by SOCWA Operations department.
4001-000	Plant Drain System Study (2017) (NCP)	Study	The project kick-off meeting was held with TetraTech on April 24, 2018.
CAPITAL IMPROVEMENT PROJECT SOLIDS			
3287-000	Facility Improvements B - DAFT and Ancillary Solids Improvements (2018)	Design	A review meeting to go over the 35% submittal with Carollo Engineers is scheduled for May 31, 2018.
3210-000	Facility Improvements - Solids Area (2015)	Design	Internal inspection of Digester No.4 by Harper & Associates (subconsultant to Tetra Tech) was performed on May 14, 2018.

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
PROJECT COMMITTEE NO. 5 - SAN JUAN CREEK OCEAN OUTFALL CAPITAL PROJECTS
(‘17/’18)**

<i>Task Code</i>	<i>Description</i>	<i>Phase</i>	<i>Status</i>
CAPITAL IMPROVEMENT PROJECTS			
3601-000	Junction Structure Rehabilitation Design	Design	A review meeting was conducted with Black & Veatch on February 27, 2018.
4004-000	Emergency Plan Development (2016) (NCP)	Study	A review meeting was conducted with Black & Veatch on February 27, 2018.
4005-000	Dilution Study (2017) (NCP)	Study	Michael Baker Inc. presented recommendations for the modifications to the San Juan Creek Ocean Outfall diffusers at the May 10, 2018, Engineering Committee meeting.

SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
 PROJECT COMMITTEE NO. 15(R) - COASTAL TREATMENT PLANT CAPITAL PROJECTS
 ('17/'18)

Task Code	Description	Phase	Status
CAPITAL IMPROVEMENT PROJECTS LIQUIDS			
1367	Export Sludge Line Repair & Rip Rap (R - 2) (2012)	Design	Protection in this area has been largely addressed through the routing of the new Export Sludge pipeline as well as through minor embankment protection features that will be integrated with Export Sludge System replacement.
3507-000	East Primary Influent Gates (2015)	Construction	Part of the Miscellaneous Improvements 2017; this work has been substantially completed.
3508-000	Grit System Knife Gate Valve Replacement (2015)	Construction	Part of the Miscellaneous Improvements 2017; this work has been substantially completed.
3593-000	Primary Sludge Valve Replacement (2018)	Design	Staff has determined to integrate this work into the Facility Improvements Project.
3595-000	Primary Device Electrical Conduit and Conductor Replacement (2018)	Design	Staff has determined to integrate this work into the Facility Improvements Project.
3514-000	CTP Facility Upgrade Design (2016)	Design	Part of the Facility Improvements Project; 35% submittal review meeting scheduled with Hazen & Sawyer on June 18, 2018.
3534-000	Export Sludge System (1997)	Design	The Low Effect Habitat Conservation Plan and Incidental Take Permit Application have been submitted to the USFWS for review; review meeting conducted with OC Parks on May 10, 2018.
3510-000	Grating Rebate and Concrete Repair Between Aeration Basins and Primary Basins (2016)	Construction	Part of the Miscellaneous Improvements 2017; this work has been substantially completed.
3512-000	Grating Rebate and Concrete Repair Between HW Building and Primary Basins (2016)	Construction	Part of the Facility Improvements Project; 35% submittal review meeting scheduled with Hazen & Sawyer on June 18, 2018.
3550-000	Export Sludge Pump Addition (2017)	Construction	Olsson Construction has substantially completed improvements to the Export pumping system.
3594-000	PLC Replacement (2018)	Construction	Project underway by SOCWA Operations department.

SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
 PROJECT COMMITTEE NO. 15(R) - COASTAL TREATMENT PLANT CAPITAL PROJECTS
 ('17/'18)

Task Code	Description	Phase	Status
CAPITAL IMPROVEMENT PROJECTS LIQUIDS			
3592-000	Facility Improvements Project Design (2018)	Design	Part of the Facility Improvements Project; 35% submittal review meeting scheduled with Hazen & Sawyer on June 18, 2018.
3553-000	Plant Drainage Improvements (2017)	Design	TetraTech has completed design. SOCWA intends to advertise for bids in June, 2018.
3554-000	Odor Scrubber Bleach Tank Replacement (2017)	Construction	Olsson Construction has substantially completed improvements to the scrubber system.
3503-000	Scrubber Upgrade (2013)	Construction	Olsson Construction has substantially completed improvements to the scrubber system.
CAPITAL IMPROVEMENT PROJECT AWT			
3562-000	AWT Applied Water Pump Replacement (2017)	Construction	Olsson Construction has substantially completed improvements to the scrubber system.
3596-000	Applied Water VFD Pump Panel and Electrical (2018)	Design	A 90% progress review meeting with Dudek is scheduled for June 6, 2018.
3597-000	MCC A Replacement Design (2018)	Design	A 90% progress review meeting with Dudek is scheduled for June 6, 2018.
3517-000	AWT Backwash Water Pump Replacement (2016)	Construction	Olsson Construction has substantially completed improvements to the scrubber system.

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
PROJECT COMMITTEE NO. 17(R) - REGIONAL TREATMENT PLANT CAPITAL PROJECTS
(*17/18)**

Task Code	Description	Phase	Status
CAPITAL IMPROVEMENT PROJECT LIQUIDS			
3701-000	Secondary Electrical System Rerouting (2014)	Design	Part of the RTP Miscellaneous Improvements 2018 Project; this work is expected to go to bid in July, 2018.
3730-000	Primary Gallery Upgrade (2014)	Design	Part of the RTP Miscellaneous Improvements 2018 Project; this work is expected to go to bid in July, 2018.
3702-000	Waste Activated Sludge VFD Control Panel (2013)	Design	Part of the RTP Miscellaneous Improvements 2018 Project; this work is expected to go to bid in July, 2018.
3752-000	AWT No.2 Upgrade Design (2017)	Design	Carollo design documents to be modified based on Evoqua inspection of AWT No.2 filter underdrains during the week of May 7, 2018.
3781-000	Primary Scum Skimmer Replacement (2018)	Design	Design completed by Lee & Ro; this work will go to bid in 2019.
3784-000	DAF (Mannich) Polymer System Replacement (2018)	Design	Part of the RTP Miscellaneous Improvements 2018 Project; this work is expected to go to bid in July, 2018.
3785-000	DAF Dissolution Tank System Replacement (2018)	Design	Part of the RTP Miscellaneous Improvements 2018 Project; this work is expected to go to bid in July, 2018.
3786-000	Primary Gallery Mechanical and Electrical Upgrade (2018)	Design	Part of the RTP Miscellaneous Improvements 2018 Project; this work is expected to go to bid in July, 2018.
4023-000	Foul Air System Evaluation (2016) (NCP)	Study	This project has been completed.
3787-000	Aeration Area Upgrade Design (2018)	Design	A progress review meeting with Lee & Ro is scheduled for May 31, 2018.
4008-000	Effluent Equalization Pond and Gate Condition Assessment (2017) (NCP)	Condition Assessment	Project has been awarded to V&A consultants; assessments to be performed in March, 2019.

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
PROJECT COMMITTEE NO. 17(R) - REGIONAL TREATMENT PLANT CAPITAL PROJECTS
(*17/'18)**

Task Code	Description	Phase	Status
CAPITAL IMPROVEMENT PROJECT COMMON			
3715-000	Switchgear Upgrade (2006)	Construction	Pacific Hydrotech is working on the punch list for this project.
3760-000	Develop Buried Piping Reconstruction Master Plan (2017)	Study	SOCWA staff is integrating the Lee & Ro data with the Regional Treatment Plant Ten Year Plan.
3761-000	External Lighting Upgrade (2017)	Design	Part of the RTP Miscellaneous Improvements 2018 Project; this work is expected to go to bid in July, 2018.
3788-000	PLC Upgrade (2018)	Construction	Project underway by SOCWA Operations Dept.
CAPITAL IMPROVEMENT PROJECT SOLIDS			
3720-000	Digester Dome Recoating (2014)	Construction	Pacific Hydrotech has substantially completed this work.
1478	Underground Piping Upgrade (2006)	Construction	Pacific Hydrotech has substantially completed this work.
3722-000	Co-Generation System Retrofit (2008)	Construction	Final system commissioning is scheduled for the week of June 14, 2018.
3790-000	Solids Area Upgrade Design (2018)	Design	A progress review meeting with Lee & Ro is scheduled for May 31, 2018.
3723-000	Recoat Top of Digesters (2016)	Construction	Pacific Hydrotech has substantially completed the recoating work.

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
PROJECT COMMITTEE NO. 21 - EFFLUENT TRANSMISSION MAIN CAPITAL PROJECTS
(*17/18)**

<i>Task Code</i>	<i>Description</i>	<i>Phase</i>	<i>Status</i>
CAPITAL IMPROVEMENT PROJECTS			
3601-000	Reach B/C Techite Pipeline Replacement Concept Update (Reach B/C)	Study	This project has been completed.
3181-000	Air Vacuum Release Valve Replacement Reach D (2018)	Construction	Evaluating valve size prior to procurement.
3182-000	Air Vacuum Release Valve Replacement Reach E (2018)	Construction	Evaluating valve size prior to procurement.
4004-000	Trail Bridge Creek Crossing Protection (Reach D)	Design	Project kick-off meeting was held with TetraTech on May 2, 2018.

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
PROJECT COMMITTEE NO. 24 - ALISO CREEK OCEAN OUTFALL CAPITAL PROJECTS
(*17/18)**

<i>Task Code</i>	<i>Description</i>	<i>Phase</i>	<i>Status</i>
CAPITAL IMPROVEMENT PROJECTS			
3480-000	Internal Seal Replacement (2018)	Design	SOCWA staff is awaiting a design proposal from Black & Veatch.
4004-000	Emergency Plan Development (2016) (NCP)	Study	A review meeting was conducted with Black & Veatch on February 27, 2018.

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
PROJECT COMMITTEE NO. 2(R) - JB LATHAM TREATMENT PLANT CAPITAL PROJECTS**

Task Code	Description	Fiscal Year	Fiscal Year 18/19				Fiscal Year 19/20			
			4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr
FACILITY IMPROVEMENTS PACKAGE B										
3213-000	Water System Piping Improvements (2014)	D	D	B&A	C	C	C	C	C	C
3202-000	Preliminary and Primary Treatment Improvements (Package "B") (2016)	D	D	B&A	C	C	C	C	C	C
3285-000	Main Plant Drain Line Reconstruction (2018)	D	D	B&A	C	C	C	C	C	C
3280-000	Facility Improvements B - Basin Upgrades (2018)	D	D	B&A	C	C	C	C	C	C
3287-000	Facility Improvements B - DAFT (2018)	D	D	B&A	C	C	C	C	C	C
3212-000	East Primary Influent Channel Repair (2015)	D	D	B&A	C	C	C	C	C	C
3218-000	Energy Building Roof Reconstruction (2015)	D	D	B&A	C	C	C	C	C	C
3216-000	Hoist System for Maintenance Shop (2013)	D	D	B&A	C	C	C	C	C	C
3253-000	Effluent System Valve Replacement (2017)	D	D	B&A	C	C	C	C	C	C

INDEPENDENT PROJECTS										
3250-000	Plant 1 Grit Basin Improvements (2017)	C	C	C	C	C	C	C	C	C
3287-000;										
3210-000	Facility Improvements - Digester 4 Imps. (2018)	D	B&A	C	C	C	C	C	C	C
3286-000	PLC Upgrades (2018)	C								
4001-000	Plant Drain System Study (2017) (NCP)	P	P							

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
PROJECT COMMITTEE NO. 15(R) - COASTAL TREATMENT PLANT CAPITAL PROJECTS**

Task Code	Description	Fiscal Year 17/18	Fiscal Year 18/19				Fiscal Year 19/20			
		4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
MISCELLANEOUS IMPROVEMENTS 2017										
3507-000	East Primary Influent Gates (2015)									
3508-000	Grit System Knife Gate Valve Replacement (2015)									
3510-000	Grating Rebate and Concrete Repair Between Aeration Basins and Primary Basins (2016)									
3512-000	Grating Rebate and Concrete Repair Between HW Building and Primary Basins (2016)									
3550-000	Export Sludge Pump Addition (2017)									
3554-000	Odor Scrubber Bleach Tank Replacement (2017)									
3503-000	Scrubber Upgrade (2013)									
3562-000	AWT Applied Water Pump Replacement (2017)	C								
3517-000	AWT Backwash Water Pump Replacement (2016)	C								
FACILITY IMPROVEMENTS PACKAGE										
3592-000	Facility Improvements Project Design (2018)	D	D	B&A	C	C	C	C	C	C
3595-000	Primary Device Electrical Conduit (2018)	D	D	B&A	C	C	C	C	C	C
3593-000	Primary Sludge Valve Replacement (2018)	D	D	B&A	C	C	C	C	C	C

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
PROJECT COMMITTEE NO. 15(R) - COASTAL TREATMENT PLANT CAPITAL PROJECTS**

Task Code	Description	Fiscal Year 17/18	Fiscal Year 18/19				Fiscal Year 19/20			
		4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
TERTIARY SYSTEM IMPROVEMENTS 2018										
3597-000	MCC-A Replacement (2018)	D	B&A	C	C	C				
3596-000	Applied Water VFD Pump Panel and Electrical (2018)	D	B&A	C	C	C				
EXPORT SLUDGE SYSTEM REPLACEMENT										
1367	Export Sludge Line Repair & Rip Rap (R - 2) (2012)	ENV	ENV	ENV	B&A	C	C	C	C	
3534-000	Export Sludge System (1997)	ENV	ENV	ENV	B&A	C	C	C	C	
INDEPENDENT PROJECTS										
3594-000	PLC Replacement (2018)	C								
3553-000	Plant Drainage Improvements (2017)	B&A	C	C						

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
PROJECT COMMITTEE NO. 17(R) - REGIONAL TREATMENT PLANT CAPITAL PROJECTS**

Task Code	Description	Fiscal Year 17/18	Fiscal Year 18/19				Fiscal Year 19/20			
		4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
MISCELLANEOUS IMPROVEMENTS 2017										
3701-000	Secondary Electrical System Rerouting (2014)	B&A	C	C	C	C	C	C	C	C
3702-000	Waste Activated Sludge VFD Control Panel (2013)	B&A	C	C	C	C	C	C	C	C
3730-000	Primary Gallery Upgrade (2014)	B&A	C	C	C	C	C	C	C	C
3781-000	Primary Scum Skimmer Replacement (2018)	B&A	C	C	C	C	C	C	C	C
3784-000	DAF (Mannich) Polymer System Replacement (2018)	B&A	C	C	C	C	C	C	C	C
3785-000	DAF Dissolution Tank System Replacement (2018)	B&A	C	C	C	C	C	C	C	C
3786-000	Primary Gallery Mechanical and Electrical Upgrade (2018)	B&A	C	C	C	C	C	C	C	C
3761-000	External Lighting Upgrade (2017)	B&A	C	C	C	C	C	C	C	C
COGENERATION AND SWITCHGEAR UPGRADE										
3715-000	Switchgear Upgrade (2006)	C								
3722-000	Co-Generation System Retrofit (2008)	C								
MISCELLANEOUS IMPROVEMENTS 2018										
3787-000	Aeration Area Upgrade Design (2018)	D	D							
3790-000	Solids Area Upgrade Design (2018)	D	D							
INDEPENDENT PROJECTS										
4008-000	Effluent Equalization Pond and Gate Condition Assessment (2017) (NCP)			CA	CA					
3788-000	PLC Upgrade (2018)	C								

Agenda Item

Budgeted: Yes
Budget amount: \$3,109,545.00
Line Items: PC 2 Tasks 3280-000 and 3287-000
Legal Counsel Review: No
Meeting Date: June 15, 2018

TO: Project Committee 2

FROM: Betty Burnett, General Manager

STAFF CONTACT: Brian Peck, Director of Engineering

SUBJECT: Change Orders to Carollo Engineers Design Services Contract for the J. B. Latham Treatment Plant Package 'B' Improvements Project

Recommendation

The Engineering Committee recommends that the Board of Directors approve Change Orders 1, 2, 3, and 4 to the design services contract with Carollo Engineers for the J. B. Latham Treatment Plant Package 'B' Improvements Project.

Change Orders

1. Recommend Change Orders 1, 2, 3, and 4 to the design services contract for the Facility Improvements Package 'B' DAFT and Ancillary Solids Improvements (PC 2, Task 3287-000).

CO #	CO Item	Description	Change Order Price	Cumulative Change Order*	Status
1	Digester Insulation	Design insulation of domes for Digesters Nos. 1 and 2 to reduce overall heat requirement.	\$18,925.00	\$18,925.00	SOCWA Engineering Committee Recommended
2	Boiler Installation in the Co-Generation Engine Room	Identified alternate boiler approach with deletion of boiler installations in Digester Control Building 1/2 and 3/4 from original scope.	-\$2,449.00	\$16,476.00	SOCWA Engineering Committee Recommended
3	Heat Loop Modifications	Instrumentation modifications to allow more robust monitoring of the digester heating system	\$43,998.00	\$60,474.00	SOCWA Engineering Committee Recommended
4	Energy Recovery Building Seismic Wall Anchors	Carollo identified lack of seismic resiliency in Energy Building during condition assessment of dewatering system.	\$38,193.00	\$98,667.00	SOCWA Engineering Committee Recommended

* Total change order price associated with that specific task code.

Advisory Status

Reviewed and recommended by the SOCWA Engineering Committee on May 10, 2018.

Financial Status

Original Contract Amount:	_____	\$	1,597,876.00
Net change by previous change orders:	_____	\$	0.00
Contract amount prior to this change order:	_____	\$	1,597,876.00
Net increase, decrease due to this change order:	_____	\$	98,667.00
New contract amount, including this change order:	_____	\$	1,696,543.00

The allocation of the change order costs is shown below.

Task	3287-000
Moulton Niguel Water District	\$21,331.81
City of San Juan Capistrano	\$29,600.10
Santa Margarita Water District	\$28,001.69
South Coast Water District	\$19,733.40
Total	\$98,667.00

The overall project remains within budget. The revised project ledger is presented in Exhibit 1.

Exhibit 1

Project Cost Ledger: J . B. Latham Treatment Plant
 Facility Improvements Package 'B'
 (Millions)

	Facility Improvements 'B' - Basin Upgrades	Facility Improvements 'B' - DAFT and Ancillary Solids Improvements	Total
<u>Budget (2017/2018)</u>	2.337	0.773	3.110
<u>Budget Task Codes</u>	3280-000	3287-000	
<u>Estimated Costs-</u>			
<u>Constr.</u>	0.000	0.000	0.000
<u>Construction Change</u>			
<u>Orders</u>	0.000	0.000	0.000
<u>Design</u>	0.994	0.604	1.598
<u>Design Change Orders</u>	0.000	0.099	0.099
<u>Contingency</u>	1.3429	0.0701	1.4130
<u>Construction</u>			
<u>Management</u>	0.000	0.000	0.000
<u>Utilities</u>	0.000	0.000	0.000
Total Project Costs	2.337	0.773	3.110
<u>Spending</u>			
Total Current			
Spending	(0.140)	(0.087)	(0.226)
Remaining Spending	(2.197)	(0.686)	(2.883)
Remaining Budget	0.000	0.000	0.000

Agenda Item

Budgeted: Yes
Budget amount: \$13,295,000.00
Line Items: PC 17 Tasks 3715-000, 3720-000, 3721-000, 3722-000, 3789-000, and 3791-000
Legal Counsel Review: No
Meeting Date: June 15, 2018

TO: Project Committee 17

FROM: Betty Burnett, General Manager

STAFF CONTACT: Brian Peck, Director of Engineering

SUBJECT: Change Orders to Carollo Engineers Construction Services Contract for the Regional Treatment Plant Cogeneration and Switchgear Upgrade Project

Recommendation

The Engineering Committee recommends that the Board of Directors approve Change Orders 7, 8, 9, 10, and 11 to the construction services contract with Carollo Engineers for the Regional Treatment Plant Cogeneration and Switchgear Upgrade Project.

Change Orders

1. Recommend Change Orders 7, 8, and 9 to the construction services contract for the Switchgear Upgrade (PC 17, Task 3715-000).

CO #	CO Item	Description	Change Order Price	Cumulative Change Order*	Status
7	SCE Permit to Operate	Additional Carollo fee for assistance in obtaining the PTO from SCE.	\$3,579.00	\$100,195.00	SOCWA Engineering Committee Recommended
8	SCE Coordination and Testing	Additional Carollo fee for onsite support and coordination for SCE commissioning.	\$5,794.00	\$105,989.00	SOCWA Engineering Committee Recommended
9	Electrical Redlines	Carollo fee for onsite review for greater detail for as-built drawings due to changes made with CO #1 and other changes to switchgear/MCC wiring.	\$14,776.00	\$120,765.00	SOCWA Engineering Committee Recommended

* Total change order price associated with that specific task code.

2. Recommend Change Orders 10 and 11 for the Cogeneration Upgrade (PC 17, Task 3722-000)

CO #	CO Item	Description	Change Order Price	Cumulative Change Order*	Status
10	Boiler Inspections	Carollo assistance with boiler issues on digester gas.	\$9,045.00	\$47,233.00	SOCWA Engineering Committee Recommended
11	SCE Coordination and Testing	Additional Carollo fee for onsite support and coordination for SCE commissioning	\$2,900.00	\$50,133.00	SOCWA Engineering Committee Recommended

* Total change order price associated with that specific task code.

Advisory Status

Reviewed and recommended by the SOCWA Engineering Committee on May 10, 2018.

Financial Status

Original Contract Amount:	\$ 298,428.00
Net change by previous change orders:	\$ 134,624.00
Contract amount prior to this change order:	\$ 433,052.00
Net increase, decrease due to this change order:	\$ 36,094.00
New contract amount, including this change order:	\$ 469,146.00

The allocation of the change order costs is shown below.

Task	3715-000	3722-000	Total
El Toro Water District	\$2,477.69	\$2,437.97	\$4,915.66
Emerald Bay Service District	\$79.69	\$70.48	\$150.17
City of Laguna Beach	\$1,514.14	\$1,340.23	\$2,854.37
Moulton Niguel Water District	\$18,867.61	\$7,026.05	\$25,893.66
South Coast Water District	\$1,209.86	\$1,070.27	\$2,280.14
Total	\$24,149.00	\$11,945.00	\$36,094.00

The overall project remains within budget. The revised project ledger is presented in Exhibit 1.

Exhibit 1
Project Cost Ledger: Regional Treatment Plant
Cogeneration and Switchgear Upgrades

(Millions)

	Switchgear Upgrade	Underground Piping Relocation	Digester Recoating	Co-Generation Upgrade	Total
<u>Budget (2017/18)</u>	3.650	0.636	1.024	7.985	13.295
<u>Budget Task Codes</u>	3715-000;3789-000	3721-000	3720-000	3722-000;3791-000	
<u>Actual Bid Costs-Constr.</u>	1.930	0.156	0.316	6.520	8.922
<u>Construction Change Orders</u>	0.452	0.000	0.000	0.105	0.557
<u>Previous Costs (Prior Construct and Design)</u>	0.365	0.292	0.621	0.443	1.721
Contingency	0.113	0.148	0.057	0.389	0.708
Construction Management	0.094	0.007	0.030	0.162	0.294
Construction Management Change Order No.1	0.191	0.000	0.000	0.035	0.226
Construction Management Change Order No.2	0.124	0.000	0.000	0.124	0.248
Construction Services	0.110	0.033	0.000	0.156	0.298
Construction Services Change Order	0.121	0.000	0.000	0.050	0.171
Southern California Edison (SCE)	0.150	0.000	0.000	0.000	0.150
Total Project Costs	3.650	0.636	1.024	7.985	13.295
<u>Spending</u>					
Total Current Spending	(1.900)	(0.470)	(0.960)	(6.100)	(9.430)
Remaining Spending	(1.750)	(0.166)	(0.064)	(1.885)	(3.865)
Remaining Budget	1.750	0.166	0.064	1.885	3.865
*Grants				1.700	1.700
Net SOCWA Costs	3.650	0.636	1.024	6.285	11.595

Agenda Item

Meeting Date: June 15, 2016

TO: Board of Directors
FROM: Betty Burnett, General Manager
STAFF CONTACT: Jim Burror, Director of Operations
SUBJECT: Aliso Fire Update

Summary

A brush fire occurred on June 2, 2018 in the Aliso and Woods Canyon Wilderness Park. SOCWA's Coastal Treatment Plant is in the park and was unaffected by the fire.

Discussion

Weekend staff at the Regional Treatment Plant were notified that there was a fire in the Aliso and Woods Canyon Wilderness Park around 1:30 PM at the beginning of the fire. Critical communications began immediately to determine the extent of the danger to the Coastal and Regional Treatment Plants, and what resources SOCWA needed to mobilize, if any.

There were no immediate operational impacts to either treatment plant, however, the primary access to the Coastal Treatment Plant was restricted to emergency personnel only. It was communicated to standby staff that access to the Coastal Treatment Plant would need to occur through the Ranch Golf Course in Laguna Beach and not the Aliso and Woods Canyon Wilderness Park. Early communications from OC Parks also indicated that the fire started near the junction of Aliso and Woods Canyon trails and was moving north away from the Coastal Treatment Plant.

SOCWA staff was fully prepared to respond to any type of issue that could have occurred from this event from its onset. SOCWA management staff monitored the Orange County Emergency Office Center communications, live feeds from the news media, and had on the ground reports from agency staff in the area. The Chief Plant Operator for the Regional Treatment Plant monitored the situation from his back yard overlooking the area in Aliso Viejo. The Director of Operations monitored the situation from the parking lot at the Marketplace in Laguna Niguel. SOCWA staff in communication during the event included the General Manager, Director of Engineering, O&M Superintendent, Coastal Treatment Plant Chief Operator, Safety Manager, plant staff, and standby staff. SOCWA staff also provided periodic updates to SOCWA's Board Chair.

Around 6 PM, when the fire damage appeared to be subsiding, we determined that we would leave plant staff at the Regional Plant until 8 PM, at a minimum, to respond if necessary to any unexpected turn in events. The Coastal Treatment Plant did not lose power during the event and was monitored remotely. Prior to leaving at 8 PM, staff tested the communication links to the Coastal Treatment Plant from the Regional Treatment Plant to ensure that any issues would result in a call out to standby staff.

SOCWA standby staff visited the Coastal Treatment Plant early Sunday morning to visually inspect the site. There was no damage found at the plant and all equipment was found in working condition. There were several check points established by police and fire crews.

SOCWA staff was instructed to ensure that they had proper identification with them to access the Coastal Treatment Plant as the checkpoints were expected for the next week.



View from the Aliso Creek
at the 73 off ramp



Helicopter flying over RTP after
filling up with water at the Laguna
Niguel Regional Park

Recommendation

Staff recommends receiving and filing this report to the Board of Directors.

Agenda Item

Legal Counsel Review: No

Meeting Date: June 15, 2018

TO: SOCWA Board of Directors
FROM: Betty Burnett, General Manager
STAFF CONTACT: Dina Ash, Human Resources Administrator
SUBJECT: Resolution No. 2018-04 - Commendation for Lonnie Wentz

Summary

Lonnie Wentz has been employed by SOCWA for a little over 17 years. He retired on April 26, 2018. Resolution No. 2018-04 commends Mr. Wentz for his services to SOCWA.

Fiscal impact

None.

Recommendation

Staff recommends the Board approve Resolution No. 2018-04 and authorize Chairman Ferons to sign the Commendation on the behalf of the Board of Directors of the South Orange County Wastewater Authority.

attachment(s)

Resolution No. 2018-04

RESOLUTION OF COMMENDATION
Resolution No. 2018-04
ADOPTED BY THE BOARD OF DIRECTORS
OF THE
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
June 15, 2018

COMMENDATION TO LONNIE WENTZ FOR PROVIDING DEDICATED SERVICE TO THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY AND THE RESIDENTS OF SOUTHERN ORANGE COUNTY FOR THE PERIOD OF AUGUST 1992 TO APRIL 2018

WHEREAS: South Orange County Wastewater Authority (SOCWA) facilitates and manages the collection, transmission, treatment, reuse and disposal of wastewater for more than 500,000 homes and businesses across South Orange County.

WHEREAS: Lonnie Wentz began his over 17 service years with SOCWA agencies in 1992 serving with MNWD as a Maintenance Mechanic I. In June of 1992, he went to AWMA, SOCWA 's predecessor agency, serving at the Regional Treatment Plant (RTP). Lonnie transitioned to operations in 1993 and was hired by SERRA, also one of SOCWA's predecessor agencies, to work as an Operator at the J.B. Latham Plant in 1995. Lonnie transferred back to the Regional Treatment to finish out his career.

WHEREAS: During his career, Lonnie Wentz reached the level of Grade V Operator in 2003. Lonnie did leave SOCWA for a few years, but returned to become a senior member of the operations staff through April 2018. Lonnie was a key staff person for covering weekend and standby shifts.

WHEREAS: Lonnie Wentz has been instrumental these past few years in supporting SOCWA to bring on new employees. His knowledge and expertise has been a tremendous resource for the new employees he has mentored.

WHEREAS: Lonnie Wentz has added greatly to the success of RTP in achieving the important environmental mission of wastewater treatment. He has helped reduce local dependence on imported water supplies as RTP successfully supplied over 10,443,000 gallons of recycled water during the 2012 to 2016 drought years.

WHEREAS: Lonnie Wentz is well regarded by his peers for his continual light hearted humor, bleeding blue for the Dodgers, and enjoying the environment he helped protected as an avid mountain biker.

THEREFORE, BE IT RESOLVED: That the Board of Directors of SOCWA and on the behalf of the member agencies of SOCWA does hereby commend Lonnie Wentz for his dedicated service and commitment to the mission of the South Orange County Wastewater Authority.

PASSED AND ADOPTED by the Board of Directors of the **SOUTH ORANGE COUNTY WASTEWATER AUTHORITY, County of Orange, State of California on the 15th Day of June 2018.**

Daniel R. Feron, Chairman

(Seal)

Betty Burnett, General Manager and Board Secretary

Agenda Item

Legal Counsel Review: No

Meeting Date: June 15, 2018

Project Committee: PC-2 and 17

TO: Project Committees 2 and 17
FROM: Jim Burror, Director of Operations
SUBJECT: Biosolids Update June 2018

Summary

On May 7th and 8th CalRecycle presented the latest draft regulations to implement SB 1383. SB 1383 establishes targets to achieve a 50 percent reduction in the level of the statewide disposal of organic waste from the 2014 level by 2020 and a 75 percent reduction by 2025. Biosolids are classified as a potential organic waste subject to the proposed regulations. These proposed regulations could lead to a ban on landfilling Biosolids.

Landfilling of Biosolids is SOCWA's lowest cost management option. The impact of a landfill ban would be an additional \$10 per ton for landfilled materials to be diverted to SOCWA's lowest cost option, or about \$130,000 per year.

Background

In September 2016, Governor Brown signed SB 1383 (Lara, Chapter 395, Statutes of 2016), establishing methane emissions reduction targets in a statewide effort to reduce emissions of short-lived climate pollutants (SLCP) in various sectors of California's economy. The bill codifies the California Air Resources Board's Short-Lived Climate Pollutant Reduction Strategy, established pursuant to SB 605 (Lara, Chapter 523, Statutes of 2014), in order to achieve reductions in the statewide emissions of short-lived climate pollutants. Actions to reduce short-lived climate pollutants are essential to address the many impacts of climate change on human health, especially in California's most at-risk communities, and on the environment.

SB 1383 builds upon California's leading commitments to reduce greenhouse gas emissions and air pollution statewide. Governor Brown identified reductions of short-lived climate pollutant emissions, including methane emissions, as one of five key climate change strategy pillars necessary to meet California's target to reduce greenhouse gas emissions 40 percent below 1990 levels by 2030 as established in SB 32. SB 1383 will further support California's efforts to achieve the statewide 75 percent recycling goal by 2020 established in AB 341 and strengthen the implementation of mandatory commercial organics recycling established in AB 1826.

Implementation Dates

January 1, 2020: No later than this date, the state must achieve a 50 percent reduction in the level of the statewide disposal of organic waste from the 2014 level.

July 1, 2020: By this date, CalRecycle, in consultation with the Air Resources Board, must analyze the progress that the waste sector, state government, and local governments have made in meeting the organic waste reduction targets for 2020 and 2025. If the Department determines that significant progress has not been made in meeting the targets, CalRecycle may include incentives or additional requirements in the regulations to facilitate progress toward achieving the organic disposal reduction targets. The Department may also recommend to the Legislature revisions to the targets.

January 1, 2022: CalRecycle's regulations to meet the organic waste reduction targets for 2020 and 2025 take effect and are enforceable on this date.

January 1, 2024: Effective on this date, the regulations may require local jurisdictions to impose penalties for noncompliance on generators within their jurisdiction.

January 1, 2025: By this date, the state must achieve a 75 % reduction in the level of the statewide disposal of organic waste from the 2014 level. In addition, not less than 20 percent of currently disposed edible food must be recovered for human consumption.

Discussion/Analysis

The California Association of Sanitation Agencies (CASA) is tracking the regulatory rulemaking process and submitting comments at each step of the process. The current assessment of the draft regulations for SOCWA is that the County of Orange will be the authority to determine the amount of Biosolids allowed in the local landfill. Biosolids will be included in the County's diversion calculations for organics under SB1383.

Since the regulations go into effect in 2022, SOCWA will need to work with the County to balance the County's need for landfill diversions with the need to maintain revenues. This is because SB 1383 could reduce the County's revenues by up to 50% in 2025. The County of Orange has not taking any specific action for SB 1383. However, the Orange County Waste and Recycling Commission has submitted to the County CEO Legislative Analyst suggested waste and recycling-related positions for consideration to become part of the County's legislative agenda for 2018.

SOCWA staff believes that the County will establish a supplemental fee for organics (including Biosolids) going to the landfills to encourage reductions but maintain revenues. However, if this strategy does not work, the next step would be bans on waste streams. Biosolids would be a likely target. This is because Biosolids represent about 20% of the organic materials going to the landfill and the action would require minimal effort by the County.

Biosolids have already been reduced to the landfill by 73% comparing 2016 to 2014 levels. The primary reason for the drop is OCSD stopped going to the landfill in 2015.

Statewide Concerns and Issues

These proposed regulations will have widespread impacts on the State. The amount of material to be diverted from landfill is about 10 times larger than the current organics recycling market. A number of associations and organizations have commented on the need for funding of new composting facilities and to develop new markets for the materials. State agencies have been working to streamline permitting processes for new and expanded composting facilities, but have not come forward with funding yet.

Other organizations have noted that the current waste streams are going to landfills and that they cannot support waste costs above the current tipping fees at the landfills. Landfills typically charge about \$20 per ton and composting operations can charge as much as \$85 per ton. Thus, rural and poor areas in the State may not be able to comply with the new regulations.

Next Steps for SOCWA

- 1) Continue to track progress on SB1383's rulemaking.
- 2) Continue to work with County staff as they develop a position on implementing local regulations for compliance with SB1383.
- 3) Continue to explore other options for Biosolids management through the upcoming Innovative Biosolids Request for Proposal to understand other options and potential costs for Biosolids management.

Prior Related Project Committee or Board Action(s)

None

Fiscal impact

The impact of a landfill ban would be an additional \$10 per ton for landfilled materials to be diverted to SOCWA's lowest cost option, or about \$130,000 per year.

Recommendation

Receive and file report.

Agenda Item

Meeting Date: June 15, 2018

DATE: June 15, 2018
TO: Board of Directors
FROM: Betty Burnett, General Manager
STAFF CONTACT: Sean Peacher, Environmental Compliance Safety Manager
SUBJECT: CUPA Inspection at JB Latham – March 27, 2018

The Environmental Health Division of the Orange County Health Care Agency (OCHCA) is designated as the Certified Unified Program Agency (CUPA) for Orange County by the State Secretary for Environmental Protection. CUPA verifies information disclosed by businesses and provides the information to agencies (such as fire departments, hazardous materials response teams and other local environmental regulatory groups) that are responsible for the protection of public health and safety and the environment.

The Hazardous Material Disclosure and Business Emergency Plan programs require Orange County businesses to inventory their hazardous materials, develop a site map, develop an emergency plan, and implement a training program for employees. The California Environmental Reporting System (CERS) is the statewide web-based system that supports the electronic exchange of required Unified Program information among businesses, local governments, and the U.S. Environmental Protection Agency. Information required to be submitted and reported electronically by SOCWA to CERS includes facility data regarding hazardous material regulatory activities including chemical inventories, hazardous materials business plans, site maps, aboveground storage tanks, hazardous waste generation and inspection, compliance and enforcement actions.

SOCWA's Environmental Compliance Safety Risk Manager is responsible for providing any necessary support to the Director of Operations for SOCWA's Hazardous Communications Program. As a whole, this includes ensuring compliance with all aspects of the CERS database and maintaining SOCWA's internal chemical inventory database for all chemicals utilized at SOCWA. All SOCWA employees are responsible for following regulatory and safety requirements daily to protect the safety of all site visitors and the environment. It is the SOCWA Operations and Maintenance Employees, under the direction of the Chief Plant Operator of each plant, to take appropriate actions needed to ensure regulatory compliance daily and in preparation for CUPA Inspections.

SOCWA's GSP4 - Hazardous Communication Program, and other written operational procedures, provide specific details on the SOCWA personnel responsible for the various aspects of hazardous material storage and hazardous waste generation/storage activities. These activities include but are not limited to proper storage/tank or container management, proper recordkeeping/documentation, and following all regulatory requirements for treatment, transportation, and disposal ("cradle to grave" hazardous waste handling).

The Spill Prevention Control and Countermeasure Plan (SPCCP) for each SOCWA Wastewater Plant is prepared to eliminate or minimize the potential environmental risk of oil/contaminant spills, resulting from the use of diesel generators, cogeneration engines, and the storage of

chemicals including hazardous materials and hazardous waste used or generated in the operation and maintenance of the SOCWA Wastewater Treatment Plants.

SOCWA's Environmental Compliance and Safety Risk Manager was contacted by the OCHCA and a CUPA Inspection was completed at the JB Latham Wastewater Treatment Plant on March 27, 2018 with OCHA Inspector Arghavan Rashidi-Fard, along with JB Latham Chief Plant Operator (James Jones) and JB Latham Maintenance Mechanic (Gage Gesiriech). CUPA Inspections at SOCWA are completed every three years when contacted by OCHCA, to meet the CUPA regulatory time interval requirements.

Below is a summary of the recent inspection activities completed at JBL and the three OCHA Inspection Reports that SOCWA received documenting the March 27, 2018 CUPA Inspections:

- OCHCA Inspection Report - Hazardous Material Release Response Plan (HMRRP)
 - Hazardous Materials Business Plan reviewed, including but not limited to:
 - Business Plan – verify plan is established, adequate, and accurate
 - Hazardous Materials Inventory, Business Activities forms, Site Maps, and Emergency Response Plans – ensure items are adequately completed and all items are electronically submitted via the CERS database
 - Employee Training Records – verify records are adequate and available
- OCHCA inspection Report - Hazardous Waste Generator Report
 - Hazardous Waste Generator Recordkeeping/Documentation reviewed, including:
 - Waste Manifesting, Waste Determination, Waste Reporting, Accumulation Time Limits, Container Management, Tank Management, Recyclable Hazardous Wastes, Disposal, Site Safety, any possible Large Quantities generated, Universal Waste Management, and any possible Electronic Devices or Cathodic Ray Tubes
- OCHCA inspection Report – Above Ground Storage Tank Inspection Report
 - Requirements to Prepare and Implement (40 CFR 112.3) were reviewed, including but not limited to:
 - Spill Prevention Control and Countermeasure Control Plan – ensure 5-Year certification is complete, accurate, all procedural requirements are in place...and all other SPCCP regulatory requirements are included in the plan
 - Inspections/Tests – verify conducted in accordance with written procedures
 - Training of personnel - for maintenance of equipment, discharge procedures, laws/regulations, facility operations, and training on the SPCCP itself
 - Facility drainage – verify discussed with responding personnel and adequate
 - Spill prevention briefings – ensure being completed, provide training records

All three OCHCA Inspection Reports summarized above included the following comments, “No Violations were observed. The ORANGE COUNTY HEALTH CARE AGENCY greatly appreciates your efforts to comply with all health, safety, and environmental laws and regulations applicable to your facility.”

Recommendation

Receive and file.

Agenda Item

Budgeted: Yes
Budget amount: \$170,893
Line Item: IT Software Maintenance Agreements - SCADA
Legal Counsel Review: No
Meeting Date: June 15, 2018

TO: Board of Directors

FROM: Betty Burnett, General Manager

STAFF CONTACTS: Jim Burror, Director of Operations
Mike Matson, Support Services Manager
David Lloyd, IT Administrator

SUBJECT: SCADA Backup and Offsite Storage Services - Award of Contract to Tesco, Inc. \$58,800 [PC2, 15 and 17]

Summary

SOCWA staff is requesting the award of a contract with Tesco, Inc. to purchase and configure the Veeam Backup & Replication Enterprise for VMware software for automatic backing up of SOCWA's Rockwell SCADA Servers, at a cost not to exceed \$19,600 for each of the three treatment plants for a total of \$58,800.

Discussion/Analysis

Today the existing SCADA Servers can only be backed up manually and it requires the SCADA systems to be shut down for 12 to 14 hours. The SCADA system is unavailable during the shutdown to monitor the treatment plants or send out critical alarms. In addition, any missing operational data needed for regulatory compliance is manually tracked by staff for recordation at the end of the reporting periods.

To keep up to date operational records, the backing up of the SCADA servers needs to be improved. The new software will eliminate the loss of SCADA for Operations staff during data backups and loss of critical operational data. SOCWA will also be able to increase the frequency of backups to minimize operational data loss if a catastrophic server failure occurs.

Tesco, Inc. is the area's authorized Rockwell vendor that SOCWA uses and will be providing both the Software Licenses and configuring the software for the Rockwell systems. Tesco, Inc. will also be supporting staff for one (1) year to maintain, update and test the new backup software after it is installed. Lastly, Tesco, Inc. provides complementary secure offsite storage of the backup data in addition to SOCWA's onsite storage of backup data.

Prior Related Project Committee or Board Action(s)

None

Fiscal impact

This project has been budgeted in the IT budget within the Administrative Budget. However, because these are specific costs to the three (3) treatment plants, the costs will be allocated to each of the three (3) treatment plants during the Use Audit reconciliation. The cost for each plant is \$19,600. The allocation to be used during the Use Audit will be based on the Common allocations at each plant because the SCADA systems serve the entire treatment plant.

The common cost allocations for the project will be as follows:

Agency	PC2	PC15	PC17	Total
CSJC	\$5,956.44	\$0.00	\$0.00	\$5,956.44
MNWD	\$4,380.60	\$5,733.00	\$15,313.48	\$25,427.08
SCWD	\$4,786.32	\$5,850.60	\$981.96	\$11,618.88
SMWD	\$4,476.64	\$0.00	\$0.00	\$4,476.64
CLB	\$0.00	\$7,430.36	\$1,228.92	\$8,659.28
EBSD	\$0.00	\$586.04	\$64.68	\$650.72
ETWD	\$0.00	\$0.00	\$2,010.96	\$2,010.96
Total	\$19,600.00	\$19,600.00	\$19,600.00	\$58,800.00

Recommendation

Staff recommends that the Board authorize the General Manager to award a contract with Tesco, Inc. to purchase and install the Veeam Backup & Replication Enterprise for VMware software for automatic backup of SOCWA's Rockwell SCADA server, plus one (1) year of software support as follows:

- 1) The PC2 members authorize a cost not to exceed \$19,600.
- 2) The PC15 members authorize a cost not to exceed \$19,600.
- 3) The PC17 members authorize a cost not to exceed \$19,600.

Agenda Item

Budgeted: Yes
Budget amount: \$255,000
Line Item: PC2, 15 &17 Lines 5008
Legal Counsel Review: No
Meeting Date: June 15, 2018

TO: SOCWA Board of Directors
FROM: Betty Burnett, General Manager
STAFF CONTACT: Jim Burror, Director of Operations
SUBJECT: Contract Award to Miles Chemical for Ferric Chloride [PC2, 15 &17]

Summary

The Ferric Chloride chemical contract with Miles Chemical is expiring. This chemical is necessary to maintain compliance with air quality regulation for sulfides in digester gas, control treatment plant odors, and ensure consistent settling in the wastewater treatment process.

The Board is being requested to approve a 2-year contract with Miles Chemical for Ferric Chloride at \$493.68 per dry ton, plus applicable fees and taxes including applicable charges for split load deliveries, with up to three (3) annual renewals.

Discussion/Analysis

There remain only a few Ferric Chloride manufacturers in the western parts of the United States. Staff reviewed recent Ferric Chloride requisitions from around Southern California and found that three (3) companies were responding to requests for providing Ferric Chloride. Staff contacted the three (3) companies and requested a proposal.

All three (3) companies responded to the Request for Proposals. They included Kemira, Inc., Miles Chemical Inc. and Pennco Inc.

The following is the schedule for the solicitation of a new Ferric Chloride contract:

<u>Date</u>	<u>Task/Work Item</u>
18-Apr-18	RFP Released
8-May-18	Pre-proposal Meeting
18-May-18	Received Proposals
5/18-5/22	Review Proposals
23-May-18	Interview
7-Jun-18	Board Meeting to approve the Contract
1-Jul-18	Anticipated contract start date

RFP Process Results and Outcomes

The RFP process involved contacting the three (3) known vendors responding to recent requests for Ferric Chloride in Southern California. Each company was contacted to determine the appropriate staff person to receive all the necessary RFP documents.

June 15, 2018

At the close of the proposal period, three (3) proposals were received in response to the RFP and reviewed.

Non-Compliant Proposals (Phase 1) Review Results

None of the proposals were determined to be non-compliant.

Initial Proposal (Phase 2) Review Results

The remaining proposals were rated with a maximum score of 60.

Miles Chemical = 55.0

Kemira = 53.2

Pennco = 49.5

Pennco offered additional products for odor control but the offer price (\$617.00 per ton) was significantly higher than Miles Chemical offered pricing (\$493.68 per ton). Kimera had similar experience, product quality supporting information and testimonies to Miles but Kemira's pricing (\$524.00 per ton) was elevated above Miles.

Best and Final Offers (Phase 3) Process and Review Results

The preferred vendor, Miles Chemical, was informed that the team wanted to meet and review their proposal to better understand their cost proposal. After the phone interview, Miles Chemical was informed that they had an opportunity to resubmit a Best and Final Offer (BAFO) package for consideration by SOCWA. Miles Chemical declined the opportunity, and the original proposal's pricing would remain in effect.

Post RFP Process Public Comments

No protests were received.

Contracts Fees Comparison

The offered price of \$493.68 per ton is 3.5% higher than the current pricing of \$477 per ton. This new pricing will be fixed for the 2-year term of the contract. The remaining three (3) optional annual extensions will be negotiated at the expiration of each term or a new RFP will be released if negotiations are not successful.

Prior Related Project Committee or Board Action(s)

None

Fiscal impact

The impact to each of the three (3) Project Committee's will be a 3.5% increase over the next two years, or about \$9,000 per year.

Recommendation

Staff recommends: That the Board of Directors authorize the General Manager to enter into a contract with Miles Chemical, Inc. for Ferric Chloride at a rate of \$493.68 per ton, for a 2-year term, plus applicable fees and taxes, with up to three (3) annual renewals.

Memorandum

DATE: June 15, 2018

TO: Board of Directors

FROM: Betty Burnett, General Manager
Dina Ash, Human Resources Administrator

SUBJECT: Resolution 2018-05, A Resolution Approving New Employee Salary Range Summary to the July 1, 2017 to June 30, 2020 Memorandum of Understanding between the South Orange County Wastewater Authority and the SOCWA Employee Association

With the approval of the SOCWA Employee Association MOU in June-2017 the Authority authorized a Cost of Living Increase commensurate with the CPI-U for the Los Angeles-Long Beach-Anaheim area. In March-2018 the CPI-U was released at 3.8%. The SOCWA Employee Association MOU sets a CPI-U index floor at 2% and a ceiling at 4%.

Staff would like to capture the outcome of the CPI-U index change for SOCWA records and has prepared a revised Salary Range "Exhibit A" for approval by the Board. This action was recommended by the Finance Committee at the May 24, 2018, meeting and is concurred in by SOCWA Labor Counsel, Brad Neufeld.

Recommendation

The Finance Committee recommends that the Board of Directors approve Resolution 2018-05, *A Resolution Approving New Employee Salary Range Summary to the July 1, 2017 to June 30, 2020 Memorandum of Understanding between the South Orange County Wastewater Authority and the SOCWA Employee Association.*

RESOLUTION NO. 2018-05

A RESOLUTION APPROVING NEW EMPLOYEE SALARY RANGE SUMMARY TO THE JULY 1, 2017 TO JUNE 30, 2020 MEMORANDUM OF UNDERSTANDING BETWEEN THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY AND THE SOCWA EMPLOYEE ASSOCIATION

WHEREAS, the employees represented by the South Orange County Wastewater Authority Employee Association (SEA) are a viable and important part of the SOCWA organization; and

WHEREAS, the SEA has met and conferred in good faith with the designated Authority representatives for the adoption of the current Memorandum of Understanding applicable to the period July 1, 2017 to June 30, 2020 (“MOU”); and

WHEREAS, the MOU establishes Salary Adjustments on an annual basis, and thereby requires the adjustment of attachment Exhibit “A” Salary Range Summary to the MOU in each annual period for the purposes of maintaining a current Salary Range Summary and Job Classification Salary Schedule; and

WHEREAS, the SOCWA now desires to approve a revised Exhibit “A” Salary Range Summary to the MOU to memorialize the CPI-U percentage change of 3.8%, the same begin consistent with the terms of the MOU;

NOW, THEREFORE, the Board of Directors of the South Orange County Wastewater Authority does hereby RESOLVE, DETERMINE AND ORDER as follows:

Section 1. The MOU provides that salary adjustments will be made according to MOU Section IV Compensation (C). Pursuant to Side Letter of Agreement No. 4 to the MOU the salary adjustment will be equal to the Los Angeles-Long Beach-Anaheim CPI-U percentage change for the preceding 12 months ended in March, subject to a 2% minimum and 4% maximum. Therefore, beginning July 1, 2018 the salary ranges in Exhibit “A” have been increased 3.8%.

Section 2. The General Manager or the Chairperson of the Board of Directors are authorized to attach to the MOU for the period July 1, 2018 to June 30, 2019, the revised Exhibit “A” attached hereto.

Section 3. The Secretary of SOCWA shall certify the adoption of Resolution No. 2018-05 and shall maintain a certified copy thereof at the principal office of SOCWA.

ADOPTED, SIGNED AND APPROVED this 15th day of June 2018

SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

By: _____
Dan Ferons, Chairman

By: _____
Betty Burnett, Secretary

EXHIBIT "A"

SOCWA
EMPLOYEE HANDBOOK SALARY RANGE SUMMARY
07/01/2017 - 06/30/2018

July 1, 2017	COLA @ 2.7%			1.027
Ranges	Minimum Hourly Salary	Maximum Hourly Salary	Minimum Monthly Salary	Maximum Monthly Salary
33.0	24.10	30.76	\$4,177.33	\$5,331.73
33.5	24.71	31.52	\$4,283.07	\$5,463.47
34.0	25.30	32.32	\$4,385.33	\$5,602.13
34.5	25.93	33.13	\$4,494.53	\$5,742.53
35.0	26.58	33.92	\$4,607.20	\$5,879.47
35.5	27.24	34.77	\$4,721.60	\$6,026.80
36.0	27.90	35.62	\$4,836.00	\$6,174.13
36.5	28.60	36.49	\$4,957.33	\$6,324.93
37.0	29.29	37.39	\$5,076.93	\$6,480.93
37.5	30.03	38.11	\$5,205.20	\$6,605.73
38.0	30.76	39.27	\$5,331.73	\$6,806.80
38.5	31.52	40.25	\$5,463.47	\$6,976.67
39.0	32.32	41.23	\$5,602.13	\$7,146.53
39.5	33.13	42.28	\$5,742.53	\$7,328.53
40.0	33.92	43.27	\$5,879.47	\$7,500.13
40.5	34.77	44.37	\$6,026.80	\$7,690.80
41.0	35.62	45.45	\$6,174.13	\$7,878.00
41.5	36.49	46.59	\$6,324.93	\$8,075.60
42.0	37.39	47.74	\$6,480.93	\$8,274.93
42.5	38.33	48.92	\$6,643.87	\$8,479.47
43.0	39.27	50.12	\$6,806.80	\$8,687.47
43.5	40.25	51.36	\$6,976.67	\$8,902.40
44.0	41.23	52.62	\$7,146.53	\$9,120.80
44.5	42.29	53.94	\$7,330.27	\$9,349.60
45.0	43.27	55.25	\$7,500.13	\$9,576.67
45.5	44.37	56.62	\$7,690.80	\$9,814.13
46.0	45.45	58.01	\$7,878.00	\$10,055.07
46.5	46.59	59.47	\$8,075.60	\$10,308.13
47.0	47.74	60.93	\$8,274.93	\$10,561.20
47.5	48.92	62.43	\$8,479.47	\$10,821.20
48.0	50.12	63.98	\$8,687.47	\$11,089.87
48.5	51.36	65.55	\$8,902.40	\$11,362.00
49.0	52.62	67.17	\$9,120.80	\$11,642.80
49.5	53.94	68.84	\$9,349.60	\$11,932.27
50.0	55.25	70.52	\$9,576.67	\$12,223.47
50.5	56.62	72.29	\$9,814.13	\$12,530.27
51.0	58.01	74.04	\$10,055.07	\$12,833.60
51.5	59.46	75.88	\$10,308.40	\$13,152.53
52.0	60.93	77.75	\$10,561.20	\$13,476.67
52.5	62.43	79.68	\$10,821.20	\$13,811.20
53.0	63.96	81.63	\$11,086.40	\$14,149.20
53.5	65.58	83.68	\$11,367.20	\$14,504.53
54.0	67.16	85.72	\$11,641.07	\$14,858.13
54.5	68.83	87.84	\$11,930.53	\$15,225.60
55.0	70.52	90.00	\$12,223.47	\$15,600.00

SOCWA
EMPLOYEE HANDBOOK SALARY RANGE SUMMARY
07/01/2018 - 06/30/2019

July 1, 2018	COLA @ 3.8%			1.038
Ranges	Minimum Hourly Salary	Maximum Hourly Salary	Minimum Monthly Salary	Maximum Monthly Salary
33.0	25.02	31.93	\$4,336.07	\$5,534.34
33.5	25.65	32.72	\$4,445.82	\$5,671.08
34.0	26.26	33.55	\$4,551.98	\$5,815.01
34.5	26.92	34.39	\$4,665.33	\$5,960.75
35.0	27.59	35.21	\$4,782.27	\$6,103.07
35.5	28.28	36.09	\$4,901.02	\$6,255.82
36.0	28.96	36.97	\$5,019.73	\$6,408.13
36.5	29.69	37.88	\$5,145.71	\$6,565.28
37.0	30.40	38.81	\$5,269.33	\$6,727.07
37.5	31.17	39.56	\$5,403.00	\$6,856.75
38.0	31.93	40.76	\$5,534.53	\$7,065.07
38.5	32.72	41.78	\$5,671.08	\$7,241.78
39.0	33.55	42.80	\$5,815.33	\$7,418.67
39.5	34.39	43.89	\$5,960.75	\$7,607.02
40.0	35.21	44.91	\$6,103.07	\$7,784.40
40.5	36.09	46.06	\$6,255.82	\$7,983.05
41.0	36.97	47.18	\$6,408.13	\$8,177.87
41.5	37.88	48.36	\$6,565.28	\$8,382.47
42.0	38.81	49.55	\$6,727.07	\$8,588.67
42.5	39.79	50.78	\$6,896.93	\$8,801.87
43.0	40.76	52.02	\$7,065.07	\$9,016.80
43.5	41.78	53.31	\$7,241.87	\$9,240.40
44.0	42.80	54.62	\$7,418.10	\$9,467.39
44.5	43.90	55.99	\$7,608.82	\$9,704.88
45.0	44.91	57.35	\$7,784.40	\$9,940.67
45.5	46.06	58.77	\$7,983.73	\$10,186.80
46.0	47.18	60.21	\$8,177.87	\$10,436.40
46.5	48.36	61.73	\$8,382.47	\$10,699.84
47.0	49.55	63.25	\$8,588.67	\$10,963.33
47.5	50.78	64.80	\$8,801.87	\$11,232.00
48.0	52.02	66.41	\$9,016.80	\$11,511.07
48.5	53.31	68.04	\$9,240.89	\$11,793.76
49.0	54.62	69.72	\$9,467.39	\$12,085.23
49.5	55.99	71.46	\$9,704.88	\$12,385.69
50.0	57.35	73.20	\$9,940.67	\$12,688.00
50.5	58.77	75.04	\$10,187.07	\$13,006.42
51.0	60.21	76.85	\$10,437.16	\$13,321.28
51.5	61.72	78.76	\$10,698.04	\$13,652.33
52.0	63.25	80.70	\$10,963.33	\$13,988.00
52.5	64.80	82.71	\$11,232.41	\$14,336.03
53.0	66.39	84.73	\$11,507.68	\$14,686.87
53.5	68.07	86.86	\$11,799.15	\$15,055.71
54.0	69.71	88.98	\$12,083.07	\$15,423.20
54.5	71.45	91.18	\$12,383.89	\$15,804.17
55.0	73.20	93.42	\$12,687.96	\$16,192.80



South Orange County Wastewater Authority

Memorandum

DATE: June 15, 2018
TO: Board of Directors
FROM: Betty Burnett, General Manager
Dina Ash, Human Resources Administrator
SUBJECT: Resolution 2018-06, A Resolution Approving New Employee Salary Range Summary, Employee Job Classification Salary Schedule and Organizational Chart to the July 1, 2017 Employee Manual

With the approval of the SOCWA Employee Manual in June-2017 the Authority authorized salary adjustments on an annual basis, which thereby requires adjustment of Exhibit "A" Salary Schedule and Exhibit "B" Job Classification Salary Schedule, and attachment of Exhibit "C" to reflect the current Organizational Chart. The Employee Manual as adopted is effective until revised.

This action was recommended by the Finance Committee at the May 24, 2018, meeting and is concurred in by SOCWA Labor Counsel, Brad Neufeld.

Recommendation

The Finance Committee recommends that the Board of Directors approve Resolution 2018-06, *A Resolution Approving New Employee Salary Range Summary, Employee Job Classification Salary Schedule and Organizational Chart to the July 1, 2017 Employee Manual.*

RESOLUTION NO. 2018-06
A RESOLUTION APPROVING NEW EMPLOYEE SALARY RANGE SUMMARY EMPLOYEE
JOB CLASSIFICATION SALARY SCHEDULE AND ORGANIZATIONAL CHART TO THE
JULY 1, 2017 EMPLOYEE MANUAL

WHEREAS, the represented and unrepresented employees of the South Orange County Wastewater Authority are a viable and important part of the SOCWA organization; and

WHEREAS, the SOCWA Board approved the South Orange County Wastewater Authority Employee Manual ("Manual") on July 6, 2017. The Manual establishes salary adjustments on an annual basis and, thereby requires the adjustment of Exhibit "A" Salary Schedule and Exhibit "B" Job Classification Salary Schedule to the Manual for the purposes of maintaining a current salary schedule and job classification salary schedule; and

WHEREAS, the SOCWA now desires to approve a revised Exhibit "A" and Exhibit "B" to the Manual to memorialize the CPI-U percentage change of 3.8%, the same being consistent with the terms of the Manual and update Exhibit "C" to reflect the current Organizational Chart;

NOW, THEREFORE, the Board of Directors of the South Orange County Wastewater Authority does hereby RESOLVE, DETERMINE AND ORDER as follows:

- Section 1. The South Orange County Wastewater Authority Manual at Section IV, Compensation(C) provides that salary adjustments will be made on July 1, 2018 equal to the March CPI-U (subject to a 2% minimum and a 4% maximum). Therefore, beginning July 1, 2018 the salary schedule contained in Exhibit "A" and job classification salary schedule in Exhibit "B" have been increased 3.8%.
- Section 2. The General Manager or the Chairperson of the Board of Directors are authorized to attach to the Manual Exhibit "A", "B" and "C" on behalf of the Authority, attached hereto.
- Section 3. The Secretary of SOCWA shall certify the adoption of Resolution No. 2018-06 and shall maintain a certified copy thereof at the principal office of SOCWA.

ADOPTED, SIGNED AND APPROVED this 15 day of June 2018

SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

By: _____
Dan Ferons, Chairman

By: _____
Betty Burnett, Secretary

EXHIBIT "A"

SOCWA
EMPLOYEE HANDBOOK SALARY RANGE SUMMARY
07/01/2017 - 06/30/2018

July 1, 2017 Ranges	COLA @ 2.7%		1.027	
	Minimum Hourly Salary	Maximum Hourly Salary	Minimum Monthly Salary	Maximum Monthly Salary
33.0	24.10	30.76	\$4,177.33	\$5,331.73
33.5	24.71	31.52	\$4,283.07	\$5,463.47
34.0	25.30	32.32	\$4,385.33	\$5,602.13
34.5	25.93	33.13	\$4,494.53	\$5,742.53
35.0	26.58	33.92	\$4,607.20	\$5,879.47
35.5	27.24	34.77	\$4,721.60	\$6,026.80
36.0	27.90	35.62	\$4,836.00	\$6,174.13
36.5	28.60	36.49	\$4,957.33	\$6,324.93
37.0	29.29	37.39	\$5,076.93	\$6,480.93
37.5	30.03	38.11	\$5,205.20	\$6,605.73
38.0	30.76	39.27	\$5,331.73	\$6,806.80
38.5	31.52	40.25	\$5,463.47	\$6,976.67
39.0	32.32	41.23	\$5,602.13	\$7,146.53
39.5	33.13	42.28	\$5,742.53	\$7,328.53
40.0	33.92	43.27	\$5,879.47	\$7,500.13
40.5	34.77	44.37	\$6,026.80	\$7,690.80
41.0	35.62	45.45	\$6,174.13	\$7,878.00
41.5	36.49	46.59	\$6,324.93	\$8,075.60
42.0	37.39	47.74	\$6,480.93	\$8,274.93
42.5	38.33	48.92	\$6,643.87	\$8,479.47
43.0	39.27	50.12	\$6,806.80	\$8,687.47
43.5	40.25	51.36	\$6,976.67	\$8,902.40
44.0	41.23	52.62	\$7,146.53	\$9,120.80
44.5	42.29	53.94	\$7,330.27	\$9,349.60
45.0	43.27	55.25	\$7,500.13	\$9,576.67
45.5	44.37	56.62	\$7,690.80	\$9,814.13
46.0	45.45	58.01	\$7,878.00	\$10,055.07
46.5	46.59	59.47	\$8,075.60	\$10,308.13
47.0	47.74	60.93	\$8,274.93	\$10,561.20
47.5	48.92	62.43	\$8,479.47	\$10,821.20
48.0	50.12	63.98	\$8,687.47	\$11,089.87
48.5	51.36	65.55	\$8,902.40	\$11,362.00
49.0	52.62	67.17	\$9,120.80	\$11,642.80
49.5	53.94	68.84	\$9,349.60	\$11,932.27
50.0	55.25	70.52	\$9,576.67	\$12,223.47
50.5	56.62	72.29	\$9,814.13	\$12,530.27
51.0	58.01	74.04	\$10,055.07	\$12,833.60
51.5	59.46	75.88	\$10,306.40	\$13,152.53
52.0	60.93	77.75	\$10,561.20	\$13,476.67
52.5	62.43	79.68	\$10,821.20	\$13,811.20
53.0	63.96	81.63	\$11,086.40	\$14,149.20
53.5	65.58	83.68	\$11,367.20	\$14,504.53
54.0	67.16	85.72	\$11,641.07	\$14,858.13
54.5	68.83	87.84	\$11,930.53	\$15,225.60
55.0	70.52	90.00	\$12,223.47	\$15,600.00

SOCWA
EMPLOYEE HANDBOOK SALARY RANGE SUMMARY
07/01/2018 - 06/30/2019

July 1, 2018 Ranges	COLA @ 3.8%		1.038	
	Minimum Hourly Salary	Maximum Hourly Salary	Minimum Monthly Salary	Maximum Monthly Salary
33.0	25.02	31.93	\$4,336.07	\$5,534.34
33.5	25.65	32.72	\$4,445.82	\$5,671.08
34.0	26.26	33.55	\$4,551.98	\$5,815.01
34.5	26.92	34.39	\$4,665.33	\$5,960.75
35.0	27.59	35.21	\$4,782.27	\$6,103.07
35.5	28.28	36.09	\$4,901.02	\$6,255.82
36.0	28.96	36.97	\$5,019.73	\$6,408.13
36.5	29.69	37.88	\$5,145.71	\$6,565.28
37.0	30.40	38.81	\$5,269.33	\$6,727.07
37.5	31.17	39.56	\$5,403.00	\$6,856.75
38.0	31.93	40.76	\$5,534.53	\$7,065.07
38.5	32.72	41.78	\$5,671.08	\$7,241.78
39.0	33.55	42.80	\$5,815.33	\$7,418.67
39.5	34.39	43.89	\$5,960.75	\$7,607.02
40.0	35.21	44.91	\$6,103.07	\$7,784.40
40.5	36.09	46.06	\$6,255.82	\$7,983.05
41.0	36.97	47.18	\$6,408.13	\$8,177.87
41.5	37.88	48.36	\$6,565.28	\$8,382.47
42.0	38.81	49.55	\$6,727.07	\$8,588.67
42.5	39.79	50.78	\$6,896.93	\$8,801.87
43.0	40.76	52.02	\$7,065.07	\$9,016.80
43.5	41.78	53.31	\$7,241.87	\$9,240.40
44.0	42.80	54.62	\$7,418.10	\$9,467.39
44.5	43.90	55.99	\$7,608.82	\$9,704.88
45.0	44.91	57.35	\$7,784.40	\$9,940.67
45.5	46.06	58.77	\$7,983.73	\$10,186.80
46.0	47.18	60.21	\$8,177.87	\$10,436.40
46.5	48.36	61.73	\$8,382.47	\$10,699.84
47.0	49.55	63.25	\$8,588.67	\$10,963.33
47.5	50.78	64.80	\$8,801.87	\$11,232.00
48.0	52.02	66.41	\$9,016.80	\$11,511.07
48.5	53.31	68.04	\$9,240.69	\$11,793.76
49.0	54.62	69.72	\$9,467.39	\$12,085.23
49.5	55.99	71.46	\$9,704.88	\$12,385.69
50.0	57.35	73.20	\$9,940.67	\$12,688.00
50.5	58.77	75.04	\$10,187.07	\$13,006.42
51.0	60.21	76.85	\$10,437.16	\$13,321.28
51.5	61.72	78.76	\$10,698.04	\$13,652.33
52.0	63.25	80.70	\$10,963.33	\$13,988.00
52.5	64.80	82.71	\$11,232.41	\$14,336.03
53.0	66.39	84.73	\$11,507.68	\$14,686.87
53.5	68.07	86.86	\$11,799.15	\$15,055.71
54.0	69.71	88.98	\$12,083.07	\$15,423.20
54.5	71.45	91.18	\$12,383.89	\$15,804.17
55.0	73.20	93.42	\$12,687.96	\$16,192.80

EXHIBIT "B"

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
EMPLOYEE HANDBOOK - JOB CLASSIFICATION SALARY SCHEDULE
July 1, 2018**

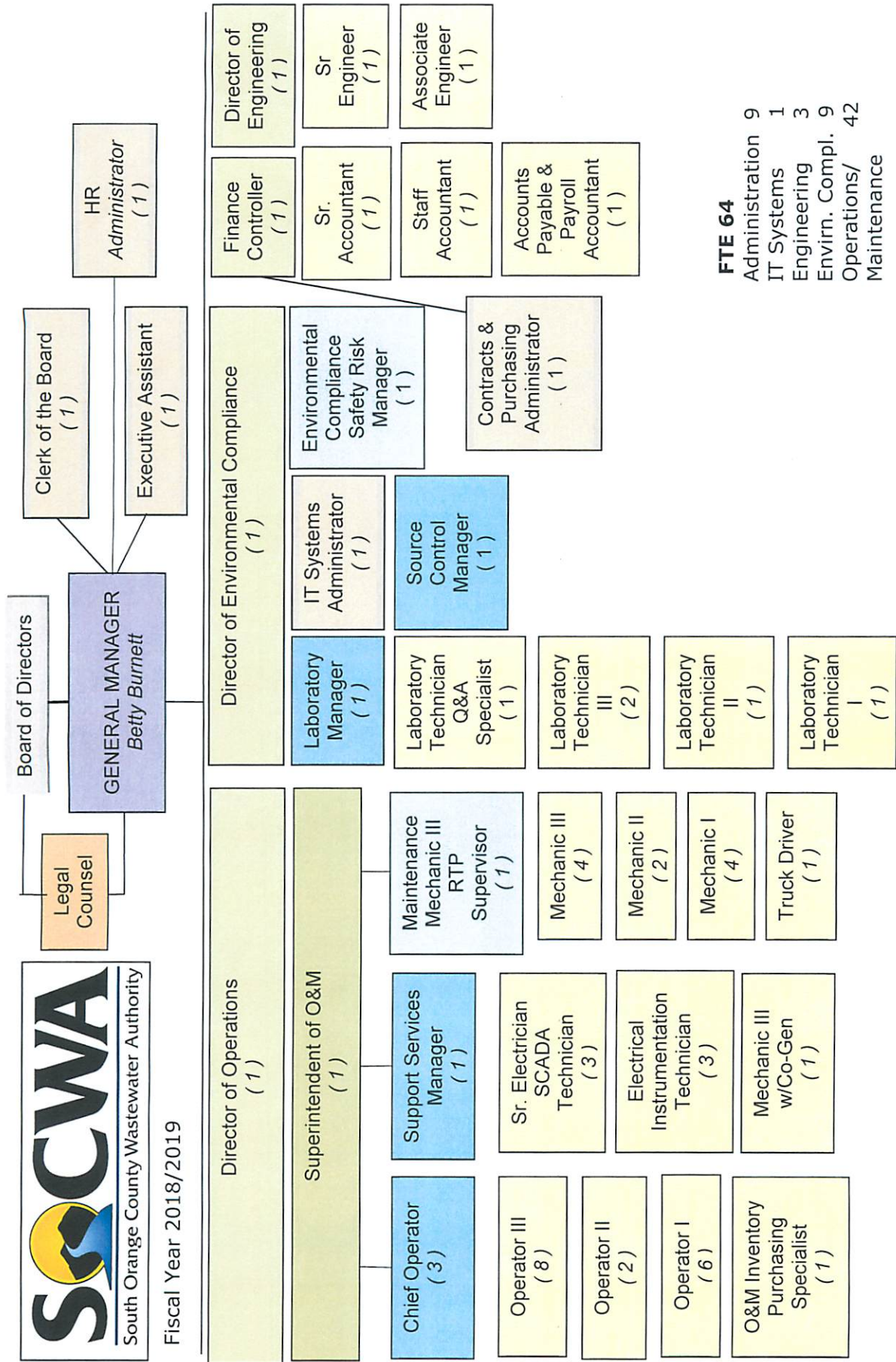
SEA Represented Classifications / Non-Exempt						
Classification	Salary	Minimum	Maximum	Minimum	Maximum	
	Range	Hourly Salary	Hourly Salary	Monthly Salary	Monthly Salary	
<i>Operations Division</i>						
Operator III/Shift Supervisor	43	\$ 40.76	\$ 52.02	\$ 7,065.07	\$ 9,016.80	
Operator Grade II	41	\$ 36.97	\$ 47.18	\$ 6,408.13	\$ 8,177.87	
Operator Grade I	37	\$ 30.40	\$ 38.81	\$ 5,269.33	\$ 6,727.07	
Operator in Training	35	\$ 27.59	\$ 35.21	\$ 4,782.27	\$ 6,103.07	
<i>Maintenance Division</i>						
Maintenance Mechanic III / Supervisor	42.5	\$ 39.79	\$ 50.78	\$ 6,896.93	\$ 8,801.87	
Maintenance Mechanic III	42.5	\$ 39.79	\$ 50.78	\$ 6,896.93	\$ 8,801.87	
Truck Driver/Maintenance Mechanic II	38	\$ 31.93	\$ 40.76	\$ 5,534.53	\$ 7,065.07	
Maintenance Mechanic II	38	\$ 31.93	\$ 40.76	\$ 5,534.53	\$ 7,065.07	
Maintenance Mechanic I	36	\$ 28.96	\$ 36.97	\$ 5,019.73	\$ 6,408.13	
O&M Inventory/Purchasing Specialist	38	\$ 31.93	\$ 40.76	\$ 5,534.53	\$ 7,065.07	
<i>Support Services Division</i>						
Sr. Electrician/SCADA Technician	45	\$ 44.91	\$ 57.35	\$ 7,784.40	\$ 9,940.67	
Maintenance Mechanic III w/Co-Gen	42.5	\$ 39.79	\$ 50.78	\$ 6,896.93	\$ 8,801.87	
Electrical/Instrumentation Technician	42	\$ 38.81	\$ 49.55	\$ 6,727.07	\$ 8,588.67	
Electrician	40	\$ 35.21	\$ 44.91	\$ 6,103.07	\$ 7,784.40	
<i>Laboratory Services</i>						
Laboratory Technician III	43.5	\$ 41.78	\$ 53.31	\$ 7,241.87	\$ 9,240.40	
Laboratory Technician II	41	\$ 36.97	\$ 47.18	\$ 6,408.13	\$ 8,177.87	
Laboratory Technician I	39	\$ 33.55	\$ 42.80	\$ 5,815.33	\$ 7,418.67	
Laboratory Aide/Sampler	35	\$ 27.59	\$ 35.21	\$ 4,782.27	\$ 6,103.07	

Unrepresented Classifications / Non-Exempt						
Classification	Salary	Minimum	Maximum	Minimum	Maximum	
	Range	Hourly Salary	Hourly Salary	Monthly Salary	Monthly Salary	
<i>Operations Division</i>						
Chief Operator	47	\$ 49.55	\$ 63.25	\$ 8,588.67	\$ 10,963.33	
<i>Support Services Division</i>						
Support Services Manager	48	\$ 52.02	\$ 66.41	\$ 9,016.80	\$ 11,511.07	
<i>Environmental Compliance / Laboratory Services</i>						
Environmental Compliance Safety Risk Manager	43.5	\$ 41.78	\$ 53.31	\$ 7,241.87	\$ 9,240.40	
Source Control Manager	46	\$ 47.18	\$ 60.21	\$ 8,177.87	\$ 10,436.40	
Laboratory Manager	48	\$ 52.02	\$ 66.41	\$ 9,016.80	\$ 11,511.07	
Environmental Compliance Analyst	37	\$ 30.40	\$ 38.81	\$ 5,269.33	\$ 6,727.07	
<i>Administration Division</i>						
Executive Assistant/Clerk of the Board; Executive Assistant; Clerk of the Board	43	\$ 40.76	\$ 52.02	\$ 7,065.07	\$ 9,016.80	
Administrative Assistant	41	\$ 36.97	\$ 47.18	\$ 6,408.13	\$ 8,177.87	
Accounts Payable/Payroll Accountant	35	\$ 27.59	\$ 35.21	\$ 4,782.27	\$ 6,103.07	

Professional Classifications / Exempt						
Classification	Salary	Minimum	Maximum	Minimum	Maximum	
	Range	Hourly Salary	Hourly Salary	Monthly Salary	Monthly Salary	
<i>Operations Division</i>						
Superintendent of O & M	50	\$ 57.35	\$ 73.20	\$ 9,940.67	\$ 12,688.00	
<i>Support Services Division</i>						
Information Technology Systems Administrator	43	\$ 40.76	\$ 52.02	\$ 7,065.07	\$ 9,016.80	
<i>Engineering Division</i>						
Sr. Engineer	50	\$ 57.35	\$ 73.20	\$ 9,940.67	\$ 12,688.00	
Associate Engineer	47.5	\$ 50.78	\$ 64.80	\$ 8,801.87	\$ 11,232.00	
<i>Administration Division</i>						
Human Resource Administrator	45.5	\$ 46.06	\$ 58.77	\$ 7,983.73	\$ 10,186.80	
Sr. Accountant	43	\$ 40.76	\$ 52.02	\$ 7,065.07	\$ 9,016.80	
Procurement/Contracts Administrator	46	\$ 47.18	\$ 60.21	\$ 8,177.87	\$ 10,436.40	

Management Classifications / Exempt						
Classification	Salary	Minimum	Maximum	Minimum	Maximum	
	Range	Hourly Salary	Hourly Salary	Monthly Salary	Monthly Salary	
<i>Executive Management Division</i>						
General Manager		Set by the Board by Contract				\$ 18,664.53
Director of Operations	54	\$ 69.71	\$ 88.98	\$ 12,083.07	\$ 15,423.20	
Director of Engineering	54	\$ 69.71	\$ 88.98	\$ 12,083.07	\$ 15,423.20	
Director of Environmental Compliance	54	\$ 69.71	\$ 88.98	\$ 12,083.07	\$ 15,423.20	
Finance Controller	52	\$ 63.25	\$ 80.70	\$ 10,963.33	\$ 13,988.00	

EXHIBIT C



FTE 64
 Administration 9
 IT Systems 1
 Engineering 3
 Environ. Compl. 9
 Operations/ Maintenance 42



South Orange County Wastewater Authority

Memorandum

DATE: June 15, 2018

TO: Board of Directors

FROM: Betty Burnett, General Manager
Mary Carey, Finance Controller

SUBJECT: FY 2018-19 Operating Expenses and Capital Expenditures Budget; Update from the Finance Committee Meetings held May 16, 2018 and May 24, 2018; Finance Committee Recommendations

The SOCWA Finance Committee held two meetings in May on the 16th and the 24th, 2018 to consider recommendations to the Board of Directors for the approval of the FY 2018-19 Operating Expenses and Capital Expenditures Budget. The Finance Committee recommends several final revisions to the Draft Budget, which are incorporated in the Final Budget delivered with the Board Agenda Book. Several changes are included for specific Board action at the June 15, 2018 meeting and are shown as Finance Committee Recommendations in this staff report.

This staff report presents final Budget decisions for Board Action, as follows:

A. **General Fund Budget Recommendations:** The Finance Committee recommends distribution of the General Fund Budget in accordance with the participation percentages presented by Trabuco Canyon Water District as follows:

	TCWD Distribution %s
City of Laguna Beach	10.8%
City of San Clemente	5.4%
City of San Juan Capistrano	10.8%
El Toro Water District	8.1%
Emerald Bay Service District	10.8%
Irvine Ranch Water District	8.1%
Moulton Niguel Water District	16.2%
Santa Margarita Water District	10.8%
South Coast Water District	16.2%
Trabuco Canyon Water District	2.7%
Total Member Agency	100.0%

A.1. The Finance Committee recommends utilizing the application of costs against the Administration Budget as determined in FY 2017-18 as the multiplier to determine the amount of costs allocated to the General Fund, as follows:

General Fund Percentages to be Applied to Administrative Expenses

		General Fund %'s
Salary/Fringe	Regular Salaries-Admin & IT	Footnote #1 50%
	Overtime Salaries-Admin & IT	
	Comp Time - Admin	
	Fringe Benefits IN to PC's & Depts.	
	Total Payroll Costs	
Other Expenses	Public Notices/ Public Relations	100%
	Insurance - Property/Liability	
	Office Equipment Admin or IT	100%
	Earned Benefit	
	HR Recruitment & Employee Relations	
	Subscriptions	
	Management Support Services	
	Audit	100%
	Legal	40%
	Outside Services	100%
	Postage	20%
	Board of Directors - Fees	
	Office Supplies - Admin	100%
	Memberships & Trainings	
	Travel & Conference	
	Scholarship Sponsorship	
	Miscellaneous	20%
Mileage		
Contract Services Misc		
IT Allocations in to PC's & Depts.	5%	
Shipping/Freight		
Monthly Car Allowance		
Total Other Expenses		
Footnote #1	Finance Committee Recommended Time Allocation	
	Executive Assistant	50%
	Clerk of the Board	50%
	GM	50%
	Controller	5%

A.2. The Finance Committee recommendation results in the following General Fund Expense distribution for FY 2018-19:

General Fund FY 2018-18 Distribution to Agencies		
	Amount	558,757
	Finance Committee Distribution %'s	Finance Committee Selected Cost Results
City of Laguna Beach	10.8%	60,406
City of San Clemente	5.4%	30,203
City of San Juan Capistrano	10.8%	60,406
El Toro Water District	8.1%	45,305
Emerald Bay Service District	10.8%	60,406
Irvine Ranch Water District	8.1%	45,305
Moulton Niguel Water District	16.2%	90,609
Santa Margarita Water District	10.8%	60,406
South Coast Water District	16.2%	90,609
Trabuco Canyon Water District	2.7%	15,102
Total Member Agency	100.0%	558,757

Finance Committee Recommendation A:

The Finance Committee recommends that the Board of Directors approve distribution of Administration Expenses to the General Fund as proposed (TCWD distribution percentages and General Fund Percentages to be Applied to Administrative Expenses as shown above).

- B. **Administrative Staffing:** The Finance Committee considered a detailed staff presentation on administrative staffing needs at the May 15 and May 24, 2018 Finance Committee meetings. After discussion, the following recommendation was supported by the Finance Committee.

Finance Committee Recommendation B:

The Finance Committee recommends that the Board of Directors approve funding a limited duration two-year contract for an Executive Assistant position with reconsideration of the position at least 6 months prior to July 1, 2020.

- C. **Budget Assumptions:** The Finance Committee discussed changes to the Budget Assumptions as requested by MNWD and the same have been included in the Final Budget distributed with the Agenda. Staff concurred in the MNWD requested changes with the exception of the final description of the Board’s approval of the Budget Assumptions. The Finance Committee voted in support of the following phrase:

“The Board acknowledges the above Budget Assumptions as a part of the Budget preparation.”

Additionally, the Finance Committee directed that staff prepare the budget adoption language as detailed on the Agenda Notice (and as described below) to add the following phrase:

“The Board approves the allocation of expenses with approval of this Budget.”

SOCWA staff has prepared the Agenda Notice and action descriptions as directed by the Finance Committee. Director Iseman and Director Erkeneff voted no at the Finance Committee meeting with the remaining Directors supporting the additional sentence. Director Iseman registered a protest of the action taken.

MNWD contacted SOCWA Staff on May 25, 2018 to request that the Board consider a change in the adoption motion for the approval of the budgets as follows:

“Move approval of thebudget, including the allocation of costs among the Member Agencies, and authorize the General Manager to expend up to and not more than the total budgeted funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action.”

At the May 16 and 24, 2018 Finance Committee meetings staff requested that the description of the Board Policy with respect to the Budget Assumptions remain unchanged from prior approved budgets and retain the statement that:

“Board approval of the Budget authorizes the above budget assumptions.”

Staff explained that the language had been added to the Budget Assumptions as a response to Auditor comments in FY 2014 (June 30, 2014) stating *“The basis for allocation of costs amongst Member Agencies should be reviewed and approved during the Annual Budget process in consideration of the prior year Annual Use Audit. Member Agencies may desire to consider cost re-allocations based on current facility usage and agency needs.”*

Finance Committee Recommendation C:

The Finance Committee recommends that the Board of Directors approve the Budget Assumptions as presented in the Final Budget to include the following phrase: “The Board acknowledges the above Budget Assumptions as a part of the Budget preparation.”

Finance Committee Recommendation D:

D. Approval FY 2018-19 Budget

The addition of language as recommended by the Finance Committee is underlined in each recommended action below.

General Counsel will cover the vote requirements for each area at the meeting immediately prior to the motion and vote on each item.

The Finance Committee Recommends by separate motion and roll call vote:

That the Board of Directors approve the following items comprising the FY 2018/19 Budget, with General Fund Expenses, Operating Expenses and Capital Expenditures as proposed.

1. General Fund Budget

Approval of the FY 2018/19 General Fund Budget. Approval of the General Fund Budget authorizes the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget; and

2. Project Committee Operating Budgets

a. Approval of the FY 2018/19 Administration Budget (inclusive of project committee administration expenses, residual engineering and IT) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget;

b. Approval of the Project Committee ("PC") 2 Operations and Maintenance Budget (inclusive of Environmental Compliance, Safety and IT) as proposed and PC 2 Capital Expenditures Budget (inclusive of large capital, non-capital engineering and small capital) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget;

c. Approval of the Project Committee ("PC") 17 Operations and Maintenance Budget (inclusive of Environmental Compliance, Safety and IT) and PC 17 Capital Expenditures Budget (inclusive of large capital, non-capital engineering and small capital) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget;

d. Approval of the Project Committee ("PC") 15 Operations and Maintenance Budget (inclusive of Environmental Compliance, Safety and IT) and PC 15 Capital Expenditures Budget (inclusive of large capital, non-capital engineering and small capital) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget;

e. Approval of the Project Committee ("PC") 5 Operations and Maintenance Budget (inclusive of Environmental Compliance, Safety and IT) and PC 5 Capital Expenditures Budget (inclusive of large capital and non-capital engineering) and authorize the General Manager to expend up to and not

more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget;

f. Approval of the Project Committee ("PC") 24 Operations and Maintenance Budget (inclusive of Environmental Compliance, Safety and IT) and PC 24 Capital Expenditures Budget (inclusive of large capital and non-capital engineering) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget;

g. Approval of the Project Committee ("PC") 21 (ETM) Operations and Maintenance Budget and PC 21 Capital Expenditures Budget (inclusive of large capital and non-capital engineering) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget;

h. Approval of the Project Committee ("PC") 8 (Pretreatment) Operations and Maintenance Budget (inclusive of Environmental Compliance and Safety) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action; the Board approves the allocation of expenses with approval of the Budget;

i. Approval of the Project Committee ("PC") 2SO (PC12) Operations and Maintenance Budget (inclusive of Environmental Compliance, Safety and IT) and authorize the General Manager to expend up to and not more than the total budget funds per the purchasing and/or emergency services policy; funding in excess of the authorized budget requires additional Board action. Authorization includes the redistribution of the costs of PC 2SO (PC 12) among the member agencies to exclude El Toro Water District and Irvine Ranch Water District); the Board approves the allocation of expenses with approval of the Budget.

j. The Board directs the staff to prepare and distribute a final printed budget consistent with any additional changes presented and approved at the June 15, 2018 meeting.

Agenda Item

Meeting Date: June 15, 2018

TO: Board of Directors
FROM: Betty Burnett, General Manager
SUBJECT: Monthly Progress Report on State Audit Recommendations

Attached are staff updates for the State Audit Response Schedule.

Recommended Action

The Board will be requested to receive and file the Monthly Progress Report on State Audit Recommendations – State Audit Response Schedule.

State Audit Response Schedule

Page	Recommendations	Supplemental Actions to Implement Recommendations	Preparation Schedule/Responsible Staff	Filing Date
16	Finish Investigating difference in available cash balances per audited financial statements	Develop a method that is agreeable to members for allocating additional cash to the credit of members: (i) Consider allocating to members based on existing proportion to available cash (ii) Implement improved procedures to account for member cash (iii) Provide monthly reports of available cash balances to members	Cash Roll Forward results discussed Finance Committee and Board of Directors April-2018 (i) Board to review by June-2018 (ii) Underway (iii) Underway Responsible: Finance Controller	(i) To be Completed: September-2018 (ii) 2015-16 Cash Roll Forward was distributed to Board April-2018; 2016-17 to be reviewed by Finance Committee May-2018 - Done (iii) Complete 2017-18 update and Implement monthly updates by July 1, 2018
19	SOCWA and Members should amend the current JPA to expressly state whether members will be responsible for SOCWA retirement benefits	SOCWA should inform plan participants.	Begin consideration of JPA Revisions with assistance of SOCWA Counsel by July-2018 Submit to Agencies for approval, July-2019 Responsible: GM/SOCWA Counsel	To be Completed: September-2019
28	Develop and follow a timeline with specific deadlines for completing each of its planned year-end tasks	(i) Prepare a policy requiring correction of future internal control deficiencies within six months of identifying by external auditor (ii) Develop accounting procedures including step-by-step instructions	(i) Counsel to develop by May 2018 Board meeting. Responsible: GM/SOCWA Counsel (ii) Underway. Responsible: Finance Controller	(i) Submit to Board of Directors: by June-2018 Completed May-2018 (ii) Complete by August-2018.

Page	Recommendation	Supplements to Recommendation	Preparation Schedule/Responsible Staff	Filing Date
28 (continued)	Develop and follow a timeline with specific deadlines for completing each of its planned year-end tasks	<p>Continued:</p> <p>(iii) Amend policy on procurements to specify that SOCWA should enter into agreements of at least 5 years with competitively procured external audit firms.</p> <p>(iv) Adopt a policy to rotate external auditor when state law requires.</p>	<p>Continued:</p> <p>(iii) Counsel to develop by May 2018 Board meeting. Responsible: GM/SOCWA Counsel.</p> <p>(iv) Counsel to develop by May 2018 Board meeting. Responsible: GM/SOCWA Counsel.</p>	<p>(iii) Complete by August, 2018</p> <p>(iv) Complete by August, 2018</p> <p>(iii) and (iv) Completed and submitted to State Auditor with initial 60 - day compliance 5/11/18</p>
34	Assure full compliance with the Public Records Act	<p>(i) Update policy on PRA at least annually to track any changes in laws.</p> <p>(ii) Develop more detailed procedures to ensure that SOCWA responds to requests for records in compliance with PRA.</p> <p>(iii) Establish a policy to retain accurate records and supporting documentation to demonstrate full compliance with all PRA requirements.</p>	<p>(i) April 2018 Board Meeting</p> <p>(ii) May 2018, Procedures/Staff Training</p> <p>Responsible: GM/SOCWA Counsel</p> <p>(iii) April 2018 Board Meeting</p>	<p>(i) Adopted April 2018 Board Meeting</p> <p>(ii) Pending</p> <p>(iii) Adopted April 2018 Board Meeting</p> <p>(iv) Submitted to State Auditor with initial 60 - day report on 5/10/18</p>

Agenda Item

Legal Counsel Review: No

Meeting Date: June 15, 2018

TO: SOCWA Board of Directors
FROM: Betty Burnett, General Manager
SUBJECT: General Manager's Status Report

Environmental Compliance

On April 2, 2018, the City of San Clemente exceeded settleable solids due to a bulking event at the treatment plant. The plant was able to recover within a few days and effluent parameters remained under permit limits for the remainder of the month.

On April 9, 2018, the Aliso Creek Ocean Outfall exceeded the chronic toxicity NPDES permit limit. The toxicity exceedance requires six additional tests over a 12-week period. Staff is utilizing the EPA's CADDIS model (Causal Analysis/Diagnosis Decision Information System) to determine the possible source of the toxicity.

On May 9, 2018 SOCWA, SMWD, MNWD, and SJBA staff provided oral comments for inclusion in the triennial review process for basin plan amendments in the Middle Trabuco and Middle San Juan hydrologic sub areas. On the basis of meeting Chapter 5 of the RWQCB's strategic vision, SOCWA and member agencies made the case that basin plan amendments were needed to meet sustainable, local supplies through the use of recycled water in the aforementioned sub-basins. SOCWA, member agencies, and NGOs continue to work with the RWQCB to assist in the work needed to produce local water supplies.

Cybersecurity Update

Staff attended cybersecurity training conducted by the Department of Homeland Security (DHS) & the Federal Bureau of Investigation (FBI). The training included recommendations based on the current threats to the public-sector infrastructure. Key information included:

- Employee security awareness and cyber security training the best way to prevent attacks.
- Just visiting a compromised website can download malware in background to PCs.
- 89% of organizations experience data breaches. Need monitoring in place for all systems.
- Train employees to recognize and report email phishing attacks.
- Automate baseline security practices.

Operations & Maintenance

RTP Interstage Pump Rehabilitation Complete

O&M staff has completed the rebuilding of one (1) of the five (5) interstage pumps at the Regional Treatment Plant. The project involves removing the pump completely for offsite inspection and overhaul. These one-of-a-kind pumps were designed by Mr. Caldwell of Brown and Caldwell. These are Archimedean type screw pumps that are low energy pumps. However, the equipment needs to be inspected and overhauled every 5 to 10 years. The work has to be done outside the rainy season to ensure that RTP has its full pumping capacity during rain events.



JBL Staff Testing New Pumps for the Future Package B Project

O&M staff rented and installed a rotary lobe pump to support engineering's efforts to replace the Seepex progressive cavity pumps. The use of rotary lobe pumps for pumping waste sludges will help increase the number of potential bidders for the equipment to potentially lower costs for the project.



Upcoming O&M Procurements

SOCWA is in the process of renewing several key contracts used for the operations of the plants. The Ferric Chloride procurement was just completed and the uniforms procurement is expected to be presented at the August Board meeting. Staff is reviewing proposals for solar power consulting services and landscaping services. Additional procurements will begin soon for bleach and polymer.

Engineering

The storm event of January 20 through January 23, 2017, resulted in damages to the Aliso Creek embankments at five separate locations within Aliso Canyon. Two of these locations are on the west side of Aliso Creek impacting the paved road that provides access to the Coastal Treatment Plant. Two of the locations are on the east side of Aliso Creek eroding the surface of the dirt road. The dirt road is used by SOCWA staff to provide periodic inspections of the route of the Export Sludge pipelines as well as to provide service on the air vacuum relief valves on the Effluent Transmission Main (ETM). The fifth site is along the east side of Aliso Creek at the Coastal

Treatment Plant itself. The exposed area is between the access bridge and the southwest corner of the plant property.

TetraTech and Dudek were retained to design improvements and to provide assistance with permitting respectively. The emergency work was delayed as representatives from the U.S. Fish and Wildlife Service (USFWS) and the California Coastal Commission (CCC) staff felt that the proposed improvements were permanent modifications rather than short term repairs. The work was significantly scaled back to include the following two items:

- Placement of compacted soil in the eroded area at the site along the AWMA Road designated as West 1 (W1).
- Replacement of the guardrail that was destroyed by flood waters at the site along the AWMA Road designated as West 2 (W2).

The final permit for doing the temporary work was issued by OC Parks in May-2018. SOCWA has issued bidding documents to three contractors for the temporary work. Bids are to be submitted on June 19, 2018. Contracts will be awarded to allow completion of the work between Independence Day and Labor Day in 2018. The cost of the construction, inspection and biological monitoring is expected to be less than \$100,000.

The two locations with erosion of the dirt road will be addressed as part of the Export Sludge System replacement project. Projects for the protection of the embankment at the Coastal Plant have been included in the draft Ten-Year Plan for the facility.



Erosion at Site West 1 (W1)

Agenda Item

Meeting Date: June 15, 2018

TO: SOCWA Board of Directors

FROM: Teri Noson, Clerk of the Board

SUBJECT: Report of the Nominating Committee - Election of Officers

The annual election of officers for SOCWA is typically scheduled for the June Board meeting. The Chairman and Vice-Chairman are selected along with the Secretary/Treasurer and an Assistant Secretary. The General Manager is typically selected to serve as the Secretary/Treasurer and the Clerk of the Board as the Assistant Secretary.

At the May Board Meeting Chairman Feron appointed a Nominating Committee comprised of Director Dunbar and Director Collings, to recommend nominees for each position. The table below specifies the Nominating Committee's recommendations for the FY 2018/19. It would be appropriate for the presiding Chairman to request a verbal report from the Nominating Committee before asking the Board of Directors to elect/appoint officers for FY 2018/19.

NOMINATING COMMITTEE RECOMMENDATIONS – FY 2018/19

<i>Officer</i>	<i>Nominee</i>
Chairman	To be announced
Vice-Chairman	To be announced
Secretary/Treasurer	Betty Burnett, General Manager
Assistant Secretary	Teri Noson, Clerk of the Board

RECOMMENDATION

SOCWA Board of Directors elect/appoint Officers to serve the Authority during FY 2018/19.

Agenda Item

Meeting Date: June 15, 2018

TO: SOCWA Board of Directors
FROM: Teri Noson, Clerk of the Board
SUBJECT: Appointments to the Finance and Executive Committees

It would be appropriate for the Chairman of SOCWA to select members to serve on the Finance and Executive Committees for a one-year term. The Chairman typically makes these appointments at the June Board meeting.

The by-laws for the Finance Committee specify the following:

- Comprised of six (6) members
- Alternate Directors may be appointed
- There is no provision restricting membership to no more than two consecutive terms

The by-laws for the Executive Committee specify the following:

- Comprised of four (4) members
- Membership is comprised of the Board Chairman and three (3) additional members (Chair, Vice-Chair, immediate past Chair and one member from SCWD, MNWD, SMWD)
- Alternate Directors may only substitute for an appointed Director (same agency)

Current Committee Membership (FY 2017/2018)

<i>Finance Committee</i>	<i>Executive Committee</i>
Dan Ferons, SMWD	Mike Dunbar, EBSD (Chair)
Joone Lopez, MNWD	Dan Ferons, SMWD
Dennis Erdman, SCWD (Chair)	Toni Iseman, CLB
Fred Adjarian, ETWD	Joone Lopez, MNWD
Toni Iseman, CLB	
Ray Miller, CSJC	

Recommendation

The Chairman makes appointments to the Finance and Executive Committees.