

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](http://www.socwa.com).



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Danita Hirsh, Assistant Secretary  
SOCWA and the Board of Directors thereof

*Regular Meeting of The  
South Orange County Wastewater Authority  
Board of Directors*

March 7, 2024  
8:30 a.m.

**PHYSICAL MEETING LOCATION:**  
South Orange County Wastewater Authority  
34156 Del Obispo Street  
Dana Point, CA 92629

THE BOARD OF DIRECTORS MEETING ROOM IS WHEELCHAIR ACCESSIBLE. IF YOU REQUIRE ANY SPECIAL DISABILITY RELATED ACCOMMODATIONS, PLEASE CONTACT THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY SECRETARY'S OFFICE AT (949) 234-5452 AT LEAST SEVENTY-TWO (72) HOURS PRIOR TO THE SCHEDULED MEETING TO REQUEST SUCH ACCOMMODATIONS. THIS AGENDA CAN BE OBTAINED IN ALTERNATE FORMAT UPON REQUEST TO THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY'S SECRETARY AT LEAST SEVENTY-TWO (72) HOURS PRIOR TO THE SCHEDULED MEETING. MEMBERS OF THE PUBLIC HAVE THE OPTION TO PARTICIPATE IN AND MAY JOIN THE MEETING REMOTELY VIA VIDEO CONFERENCE FOR VISUAL INFORMATION ONLY (USE ZOOM LINK BELOW) AND BY TELECONFERENCE FOR AUDIO PARTICIPATION (USE PHONE NUMBERS BELOW). THIS IS A PHONE-CALL MEETING AND NOT A WEB-CAST MEETING, SO PLEASE REFER TO AGENDA MATERIALS AS POSTED ON THE WEBSITE AT [WWW.SOCWA.COM](http://WWW.SOCWA.COM). ON YOUR REQUEST, EVERY EFFORT WILL BE MADE TO ACCOMMODATE PARTICIPATION. FOR PARTIES PARTICIPATING REMOTELY, PUBLIC COMMENTS WILL BE TAKEN DURING THE MEETING FOR ORAL COMMUNICATION IN ADDITION TO PUBLIC COMMENTS RECEIVED BY PARTIES PARTICIPATING IN PERSON. COMMENTS MAY BE SUBMITTED PRIOR TO THE MEETING VIA EMAIL TO ASSISTANT SECRETARY DANITA HIRSH AT [DHIRSH@SOCWA.COM](mailto:DHIRSH@SOCWA.COM) WITH THE SUBJECT LINE "REQUEST TO PROVIDE PUBLIC COMMENT." IN THE EMAIL, PLEASE INCLUDE YOUR NAME, THE ITEM YOU WISH TO SPEAK ABOUT, AND THE TELEPHONE NUMBER YOU WILL BE CALLING FROM SO THAT THE COORDINATOR CAN UN-MUTE YOUR LINE WHEN YOU ARE CALLED UPON TO SPEAK. THOSE MAKING PUBLIC COMMENT REQUESTS REMOTELY VIA TELEPHONE IN REAL-TIME WILL BE ASKED TO PROVIDE YOUR NAME, THE ITEM YOU WISH TO SPEAK ABOUT, AND THE TELEPHONE NUMBER THAT YOU ARE CALLING FROM SO THE COORDINATOR CAN UNMUTE YOUR LINE WHEN YOU ARE CALLED UPON TO SPEAK. ONCE THE MEETING HAS COMMENCED, THE CHAIR WILL INVITE YOU TO SPEAK AND ASK THE COORDINATOR TO UNMUTE YOUR LINE AT THE APPROPRIATE TIME.

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 FOR DISCUSSION OR CONSIDERATION AT AN OPEN MEETING OF THE BOARD OF DIRECTORS ARE AVAILABLE FOR PUBLIC INSPECTION IN THE AUTHORITY ADMINISTRATIVE OFFICE LOCATED AT 34156 DEL OBISPO STREET, DANA POINT, CA ("AUTHORITY OFFICE") OR BY PHONE REQUEST MADE TO THE AUTHORITY OFFICE AT 949-234-5452. IF SUCH WRITINGS ARE DISTRIBUTED TO MEMBERS OF THE BOARD OF DIRECTORS LESS THAN SEVENTY-TWO (72) 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 AND SENT TO ANY REMOTE PARTICIPANTS REQUESTING EMAIL DELIVERY OR POSTED ON SOCWA'S WEBSITE. IF SUCH WRITINGS ARE DISTRIBUTED IMMEDIATELY PRIOR TO, OR DURING, THE MEETING, THEY WILL BE AVAILABLE IN THE MEETING ROOM OR IMMEDIATELY UPON VERBAL REQUEST TO BE DELIVERED VIA EMAIL TO REQUESTING PARTIES PARTICIPATING REMOTELY.

**THE PUBLIC MAY PARTICIPATE REMOTELY BY VIRTUAL MEANS. FOR AUDIO OF MEETING USE THE CALL IN PHONE NUMBERS BELOW AND FOR VIDEO USE THE ZOOM LINK BELOW.**

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Agenda

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

*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 the item is discussed by the board. There will be a three-minute limit for public comments.*

4. APPROVAL OF BOARD MEMBER REQUEST FOR REMOTE PARTICIPATION

ACTION Board Discussion/Direction and Action.

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5. CONSENT CALENDAR

A. Minutes of Board of Directors ..... 1

- Board of Directors Meeting of February 1, 2024

ACTION The Board will be requested to approve the subject Minutes.

B. Minutes of Finance Committee ..... 5

- Finance Committee Meeting of January 16, 2024

ACTION The Board will be requested to receive and file the Minutes.

C. Finance Reports for the Month of October and November 2023 ..... 7

- The financial reports included are as follows:
  - a. Summary of Disbursements for October 2023 and November 2023 (Exhibit A);
  - b. Schedule of Funds Available for Reinvestment (Exhibit B)
    - Local Agency Investment Fund (LAIF)
  - 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)
    - Operations and Environmental by PC (E-1.2)
    - Residual Engineering, after transfer to Capital (Exhibit E-2)
    - Administration (Exhibit E-3)
    - Information Technology (IT) (Exhibit E-4)

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ACTION        The Finance Committee recommends that the Board of Directors (i) receive and file the October and November 2023 Financial Reports, (ii) ratify the October 2023 disbursement for the period from October 1, 2023, through October 31, 2023, totaling \$2,317,317, (iii) ratify the November 2023 disbursement for the period from November 1, 2023, through November 30, 2023, totaling \$2,919,463.

D. Finance Reports for the Month of December 2023 .....29

- The financial reports included are as follows:
  - a. Summary of Disbursements for December 2023 (Exhibit A);
  - b. Schedule of Funds Available for Reinvestment (Exhibit B)
    - Local Agency Investment Fund (LAIF)
  - 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)
    - Operations and Environmental by PC (E-1.2)
    - Residual Engineering, after transfer to Capital (Exhibit E-2)
    - Administration (Exhibit E-3)
    - Information Technology (IT) (Exhibit E-4)
  - f. Cash Roll Forward Q2 FY 2023-24
    - Cash Roll Forward Notes
    - Large Capital Cash Reconciliation to the General Ledger
    - Large Capital Cash Roll Forward Balance by PC, Member Agency, and Project
    - Small Capital Cash Roll Forward Balance by PC, Member Agency, and Project
    - Non-Capital Cash Roll Forward Balance by PC, Member Agency, and Project

ACTION        The Finance Committee recommends that the Board of Directors (i) receive and file the December 2023 Financial Reports, (ii) ratify the December 2023 disbursement for the period from December 1, 2023, through December 31, 2023, totaling \$2,505,237, (iii) receive and file the Fiscal Year 2023-24 Q2 Cash Roll Forward as submitted.

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E. Operations Report (January) .....	59
1. Monthly Operational Report	
2. SOCWA Ocean Outfall Discharges by Agency	
3. Quarterly Report on Key Operational Expenses	
4. Beach Ocean Monitoring Report	
5. Recycled Water Report	
6. Pretreatment Report (February)	
ACTION      The Board will be requested to receive and file subject reports as submitted.	
F. Capital Improvement Program Status Report (February) .....	101
ACTION      Information item.	
G. <u>Capital Improvement Construction Projects Progress Report (February)</u> <u>[Project Committees 2, 5, 15 and 24]</u> .....	104
ACTION      Information Item.	
H. <u>Budgeted Flow and Solids FY 2024-25 [Project Committees 2, 12, 15 and 17]</u> .....	108
ACTION      Staff recommends that the Board of Directors approve the CY 2023 flows and solids for use in the FY 2024-25 budget.	
 6. <u>ENGINEERING MATTERS</u>	
A. J.B. Latham Treatment Plant (JBL) Advanced Treatment Evaluation Update – Verbal Report [Project Committees 2] .....	
ACTION      Information Item.	
 7. <u>GENERAL MANAGER’S REPORT</u>	
A. Resolution No. 2024-02 – A Resolution of the Board of Directors of the South Orange County Wastewater Authority Revising the Substance Abuse Policy .....	113
ACTION      Staff recommends that the Board of Directors approve Resolution No. 2024-02, A Resolution of the Board of Directors of the South Orange County Wastewater Authority, Revise the Substance Abuse Policy, and repeal Resolution No. 2018-14.	

South Orange County Wastewater Authority  
Board of Directors Meeting  
March 7, 2024

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B. J.B. Latham Treatment Plant (JBL) Overhaul Centrifuge #3 [Project Committee 2] .....	146
ACTION      Staff recommends that the PC 2 Board of Directors authorize the General Manager to contract for the overhaul of Centrifuge #3 at JBL with Andritz, Inc. at the cost of \$57,155.00, plus supplemental charges, shipping, and fees to be determined at the time the unit is shipped.	
C. Replacement Sludge Export Pump Parts [Project Committee 15].....	147
ACTION      Staff recommends that the PC 15 Board of Directors authorize the General Manager to purchase replacement pump parts for the CTP from DXP, Inc. at the cost of \$89,664.00, plus shipping costs, fees, and additional tax to be determined at the time the units are shipped.	
D. Amendment No. 6 – Acquisition for Use, Operation, Maintenance, and Expansion of Sewage Treatment Plant of City of San Juan Capistrano by South East Regional Reclamation Authority For and On Behalf of Project Committee No. 2 [Project Committee 2] .....	148
ACTION      PC 2 Board Discussion/Direction and Action.	
E. FY2024-25 Budget Update .....	152
• Presentation	
ACTION      Board Discussion/Comments/Action	
F. Discussion on the SCWD/SMWD Proposal Framework.....	
• PC 15 Update carryover from October 24 Board Meeting	
• PC 17 Discussion of ownership and operation transfer	
• SMWD/SCWD Update [PC 2]	
ACTION      Board Discussion/Direction and Action.	
G. General Counsel’s Update.....	
• JPA Revision Process (Standing item)	
ACTION      Information Item	
H. Acting General Manager’s Report.....	181
ACTION      Board Discussion/Direction and Action.	

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- I. Upcoming Meetings Schedule: .....
- March 7, 2024 – Board of Directors Regular Meeting
  - March 7, 2024 – PC 2 Committee Meeting
  - March 14, 2024 – Engineering Committee Meeting
  - March 19, 2024 – Finance Committee Meeting
  - April 4, 2024 – Board of Directors Regular Meeting

ACTION Information Item.

8. CLOSED SESSION

- A. Closed Session Pursuant to Government Code § 54957.6 Conference with Labor Negotiator.

Agency Designated Representatives:

- Brad Neufeld of Varner & Brandt
- Jim Burror, Acting General Manager/Director of Operations

- B. Closed Session Pursuant to Government Code § 54957.

- Public Employee Performance Evaluation
  - Title: Acting General Manager/Director of Operations

- C. Report Out of Closed Session

9. OTHER MATTERS

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

ADJOURNMENT

THE NEXT SOCWA BOARD MEETING  
APRIL 4, 2024

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

**Board of Directors**

**February 1, 2024**

**DRAFT**

The Regular Meeting of the South Orange County Wastewater Authority (SOCWA) Board of Directors Meeting was held in person and via teleconference on February 1, 2024, at 8:30 a.m. at their 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 Service District	Director
KATHRYN FRESHLEY	El Toro Water District	Director
BOB WHALEN	City of Laguna Beach	Director
FRANK URY	Santa Margarita Water District	Director
MATT COLLINGS	Moulton Niguel Water District	Director
SCOTT GOLDMAN	South Coast Water District	Director
DAVE REBENS DORF	City of San Clemente	Director

Staff Present:

JIM BURROR	Acting General Manager/Director of Operations
AMBER BAYLOR	Director of Environmental Compliance
MARY CAREY	Finance Controller
DINA ASH	HR Administrator
KONSTANTIN SHILKOV	Senior Accountant
JACK BECK	Staff Accountant
ANNA SUTHERLAND	Accounts Payable
JEANETTE COTINOLA	Procurement/Contracts Manager
MATT CLARK	IT Administrator
DANITA HIRSH	Executive Assistant

Also Present:

ADRIANA OCHOA	Procopio Law	DON FROELICH	Moulton Niguel Water District
RICK SHINTAKU	South Coast Water District	MIKE GASKINS	El Toro Water District
DON BUNTS	Santa Margarita Water District	SAUNDRA JACOBS	Santa Margarita Water District
GAVIN CURRAN	City of Laguna Beach	JEREMY JUNGREIS	Rutan & Tucker, LLP
ROD WOODS	Moulton Niguel Water District	ALLISON BURNS	Stradling Law
SHERRY WANNINGER	Moulton Niguel Water District	DUANE CAVE	Moulton Niguel Water District
LISA OHLUND	Ohlund Mgmt. & Tech. Svc	KARI VOZENILEK	Kidman Gagen Law, LLP
ROGER BUTOW	Clean Water Now (CWN)	DENNIS CAFFERTY	El Toro Water District

1. CALL TO ORDER

Chairman Collings called the meeting to order at 8:30 a.m.

2. PLEDGE OF ALLEGIANCE – Director Mike Dunbar

3. ORAL COMMUNICATIONS

None.

4. APPROVAL OF BOARD MEMBER REQUEST FOR REMOTE PARTICIPATION

None.

5. CONSENT CALENDAR

ACTION TAKEN

A motion was made by Director Goldman and seconded by Director Whalen to approve the Consent Calendar agenda items 5A as corrected and agenda items 5B through 5F as submitted.

Motion carried:	Aye 7, Nay 0, Abstained 0, Absent 0
	Director Dunbar           Aye
	Director Freshley        Aye
	Director Collings        Aye
	Director Whalen          Aye
	Director Ury              Aye
	Director Goldman        Aye
	Director Rebensdorf     Aye

(5A thru 5F)

- A. Minutes of Board of Directors Meeting for January 11, 2024
- B. Minutes of Finance Committee Meeting for December 1, 2023
- C. Minutes of Engineering Committee Meeting for November 9, 2023
- D. Operations Report (January)  
**Approved Action:** Information Item; receive and file.
- E. Capital Improvement Program Status Report (January)  
**Approved Action:** Information Item.
- F. Capital Improvement Construction Projects and Change Order Report (January) [Project Committees 2, & 15]  
**Approved Action:** Information Item.

6. ENGINEERING MATTERS

- A. Contract Award for Aliso Creek Ocean Outfall and San Juan Creek Ocean Outfall Ballast Maintenance [Project Committee 5 & 24]

ACTION TAKEN

A motion was made by Director Goldman and seconded by Director Whalen to approve the Consent Calendar agenda items 5A as corrected and agenda items 5B through 5F as submitted.

Motion carried:	Aye 7, Nay 0, Abstained 0, Absent 0
PC 24	Director Dunbar           Aye
PC 24	Director Freshley        Aye
P 5 & 24	Director Collings        Aye
PC 24	Director Whalen          Aye
PC 5	Director Ury              Aye
PC 5 & 24	Director Goldman        Aye
PC 5	Director Rebensdorf     Aye

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7. GENERAL MANAGER’S REPORT

A. PC 12 SNMP Professional Services and Budget Adjustment [Project Committee 12]

ACTION TAKEN

A motion was made by Director Collings and seconded by Director Ury to i. approve up to \$50,000 per year to Dr. Michael Welch for professional services for FY 2023-24 through FY 2026-27 and ii. approve a PC 12 budget adjustment of \$55,000 for FY 2023-24 to complete SNMP-related services

Motion carried:	Aye 3, Nay 0, Abstained 0, Absent 0
	Director Collings           Aye
	Director Ury                 Aye
	Director Goldman         Aye

C. Discussion on the SCWD/SMWD Proposal Framework

- PC 15 Update carryover from October 24 Board Meeting
- PC 17 Discussion of ownership and operation transfer
- SMWD/SCWD Update [PC 2]

An open discussion ensued on the process status of the restructuring of SOCWA.

Public Speaker: Duane Cave, Moulton Niguel Water District

There were no reportable actions taken.

D. General Counsel’s Updates

Ms. Adriana Ochoa, General Counsel, reported on AB557 regarding hybrid meetings, SB908 relating to the public records, and Prop 218 regarding water rates. An open discussion ensued.

This was an information item; no action was taken.

E. Acting General Manager’s Report

Mr. Burror reported that staff is working on the FY 2024-25 budget to present multiple scenarios and options to the Finance Committee for discussion and feedback. Then, staff will apply the allocations to the member agencies. An open discussion ensued.

This was an information item; no action was taken.

F. Upcoming Meetings Schedule:

- February 1, 2024 – Board of Directors Regular Meeting
- February 1, 2024 – PC 2 Committee Meeting
- February 8, 2024 – Engineering Committee Meeting
- February 20, 2024 – Finance Committee Meeting
- March 7, 2024 – Board of Directors Regular Meeting

This was an information item; no action was taken.

9. OTHER MATTERS

None.

ADJOURNMENT

There being no further business, Director Collings adjourned the meeting at 9:54 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 on February 1, 2024, and approved by the Board of Directors of the South Orange County Wastewater Authority.

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Danita Hirsh, Assistant Secretary  
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

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

**January 16, 2024**

The Special Meeting of the South Orange County Wastewater Authority (SOCWA) Finance Committee Meeting was held on January 16, 2024, at 10:30 a.m. in-person and via teleconference from the Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of the Finance Committee were present via Zoom Meeting:

GAVIN CURRAN	City of Laguna Beach	Alternate Director
DENNIS CAFFERTY	El Toro Water District	Alternate Director
ERICA CASTILLO	Santa Margarita Water District	Alternate Director
PAM ARENDS-KING	South Coast Water District	Alternate Director

Absent:

MATT COLLINGS	Moulton Niguel Water District	Director
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Staff Participation:

JIM BURROR	Acting General Manager
MARY CAREY	Finance Controller
JACK BECK	Staff Accountant
ANNA SUTHERLAND	Accounts Payable
DINA ASH	HR Administrator
MATT CLARKE	IT Administrator

Also Participating:

ADRIANA OCHOA	Procopio Law
RICK SHINTAKU	South Coast Water District
MARC SERNA	South Coast Water District
KATHRYN FRESHLEY	El Toro Water District
SHERRY WANNINGER	Moulton Niguel Water District
KELSEY DECASAS	Moulton Niguel Water District

1. Call Meeting to Order

Chairperson Castillo called the meeting to order at 10:30 a.m.

2. Public Comments

None.

3. Approval of Minutes

- Finance Committee Meeting of December 1, 2023.

ACTION TAKEN

A motion was made by Director Cafferty and seconded by Director Arends-King to approve the Minutes for December 1, 2023, as corrected.

Motion carried:      Aye 3, Nay 0, Abstained 1, Absent 1  
Director Castillo      Aye  
Director Curran      Abstain  
Director Cafferty      Aye  
Director Collings      Absent  
Director Arends-King      Aye

4. Financial Reports for the Month of October and November 2023

Ms. Carey, Finance Controller, pulled agenda item 4 to be brought back to the Committee in February.

No action was taken.

5. Key Budget Assumption for Preparing the Draft FY 2024-25 Budget

An open discussion ensued on the proposed key budget assumptions staff is proposing in preparation for the Draft FY 2024-25 budget.

This was an information item; no action was taken.

Adjournment

There being no further business, Chairperson Castillo adjourned the meeting at 11:45 a.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 Finance Committee of January 16, 2024, and approved by the Finance Committee and received and filed by the Board of Directors of the South Orange County Wastewater Authority.

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Danita Hirsh / Assistant Secretary  
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

# Agenda Item

# 5.C.

**Board of Directors Meeting**

**Meeting Date:** March 7, 2024

**TO:** Board of Directors

**FROM:** Jim Burror, General Manager/Director of Operations

**STAFF CONTACT:** Mary Carey, Finance Controller

**SUBJECT:** Financial Reports for the Month of October and November 2023

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## Summary/Discussion

The following selected financial reports are routinely provided monthly to the Finance Committee for recommendation to the Board of Directors to ratify Cash Disbursements and receive and file the remaining documents.

The reports included are as follows:

- a. Summary of Disbursements for October 2023 and November 2023 (Exhibit A)
- b. Schedule of Funds Available for Reinvestment (Exhibit B)
  - Local Agency Investment Fund (LAIF)
- 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)
  - Operations and Environmental by PC (E-1.2)
  - Residual Engineering, after transfer to Capital (Exhibit E-2)
  - Administration (Exhibit E-3)
  - Information Technology (IT) (Exhibit E-4)

## Fiscal Impact

October 2023 cash disbursements were \$2,317,317.  
November 2023 cash disbursements were \$2,919,463.

- Monthly disbursements are summarized in the attached Exhibit A.2.
- The attached Exhibits B, C, D, and E are informational reports only.

**Recommended Action:** The Finance Committee recommends that the Board of Directors (i) receive and file the October and November 2023 Financial Reports, (ii) ratify the October 2023 disbursement for the period from October 1, 2023, through October 31, 2023, totaling \$2,317,317, (iii) ratify the November 2023 disbursement for the period from November 1, 2023, through November 30, 2023, totaling \$2,919,463.

Exhibit A.1

**South Orange County Wastewater Authority  
Summary of Disbursements for October 2023  
Staff Recommendation of Fiscal Matters**

	<u>Actual</u>
General Fund	\$ (961,750)
PC 2 - Jay B. Latham Plant	(523,093)
PC 5 - San Juan Creek Ocean Outfall	(23,221)
PC 8 - Pretreatment Program	(5,115)
PC 12 SO - Water Reclamation Permits	(1,764)
PC 15 - Coastal Treatment Plant/AWT	(244,831)
PC 17 - Joint Regional Wastewater Reclamation	(526,698)
PC 21 - Effluent Transmission Main	-
PC 23 - North Coast Interceptor	-
PC 24 - Aliso Creek Ocean Outfall	(30,844)
<b>Total</b>	<u><u>\$ (2,317,317)</u></u>

**South Orange County Wastewater Authority  
Summary of Disbursements for November 2023  
Staff Recommendation of Fiscal Matters**

	<u>Actual</u>
General Fund	\$ (884,297)
PC 2 - Jay B. Latham Plant	(357,403)
PC 5 - San Juan Creek Ocean Outfall	(310,421)
PC 8 - Pretreatment Program	(1,618)
PC 12 SO - Water Reclamation Permits	(26,807.85)
PC 15 - Coastal Treatment Plant/AWT	(231,669)
PC 17 - Joint Regional Wastewater Reclamation	(558,843)
PC 21 - Effluent Transmission Main	(10,558)
PC 23 - North Coast Interceptor	(3,277)
PC 24 - Aliso Creek Ocean Outfall	(534,570)
<b>Total</b>	<u><u>\$ (2,919,463)</u></u>

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY  
SCHEDULE OF FUNDS AVAILABLE FOR REINVESTMENT  
as of October 31, 2023**

CASH IN BANK: (BEGINNING BAL.)	\$	943,401
L.A.I.F. FUNDS: (BEGINNING BAL.)		12,121,674
DEPOSITS, TRANSFERS & ADJUSTMENTS:		268,013
FUND REQUIREMENTS:		
BILLS FOR CONSIDERATION <sup>1</sup>		(2,317,317)
<b>TOTAL CASH IN BANK</b>	<b>\$</b>	<b>11,015,771</b>

<sup>1</sup> GL postings.

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.

**Jim Burror**  
***Acting General Manager/Director of Operations***

Note: Operational funds are collected on a quarterly basis at the beginning of the quarter. Capital funds are collected on a quarterly basis in connection with projected needs. Member agencies have pledged to have funds available to meet all obligations.



**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY  
SCHEDULE OF FUNDS AVAILABLE FOR REINVESTMENT  
as of November 30, 2023**

CASH IN BANK: (BEGINNING BAL.)	\$	1,434,855
L.A.I.F. FUNDS: (BEGINNING BAL.)		9,580,916
DEPOSITS, TRANSFERS & ADJUSTMENTS:		6,605,563
FUND REQUIREMENTS:		
BILLS FOR CONSIDERATION <sup>1</sup>		(2,919,463)
<b>TOTAL CASH IN BANK</b>	<b>\$</b>	<b>14,701,871</b>

<sup>1</sup> GL postings.

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.

**Jim Burror**  
***Acting General Manager/Director of Operations***

Note: Operational funds are collected on a quarterly basis at the beginning of the quarter. Capital funds are collected on a quarterly basis in connection with projected needs. Member agencies have pledged to have funds available to meet all obligations.



## PMIA/LAIF Performance Report as of 12/20/23



### Quarterly Performance Quarter Ended 09/30/23

LAIF Apportionment Rate <sup>(2)</sup> :	3.59
LAIF Earnings Ratio <sup>(2)</sup> :	0.00009812538629360
LAIF Administrative Cost <sup>(1)*</sup> :	0.29
LAIF Fair Value Factor <sup>(1)</sup> :	0.986307739
PMIA Daily <sup>(1)</sup> :	3.48
PMIA Quarter to Date <sup>(1)</sup> :	3.42
PMIA Average Life <sup>(1)</sup> :	256

### PMIA Average Monthly Effective Yields<sup>(1)</sup>

<b>November</b>	<b>3.843</b>
October	3.670
September	3.534
August	3.434
July	3.305**
June	3.167

### Pooled Money Investment Account Monthly Portfolio Composition <sup>(1)</sup> 11/30/23 \$159.4 billion

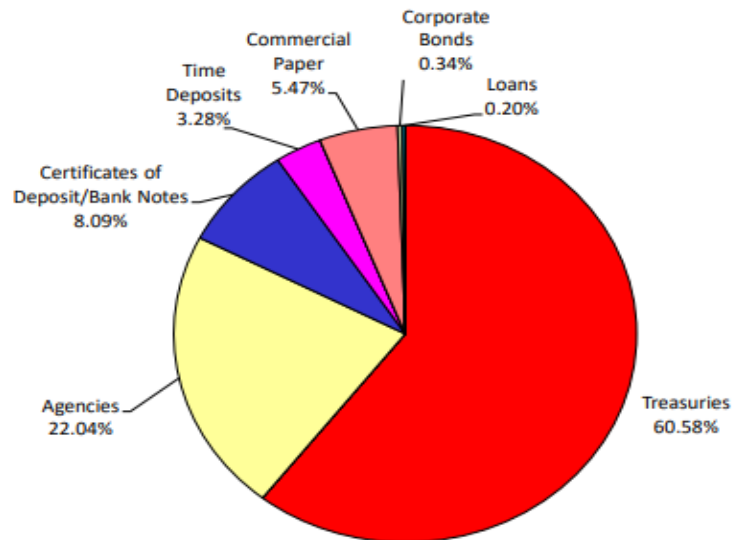


Chart does not include \$2,218,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

**Exhibit C.1**

**South Orange County Wastewater Authority  
Schedule of Cash and Investments  
as of October 31, 2023**

MVA	\$ 193,042	(A)
A/P Checking	1,133,502	(B)
Payroll Checking	108,311	(C)
State LAIF	9,580,916	(D)
<b>Total Cash in Bank<sup>1</sup></b>	<b>\$ 11,015,771</b>	
Petty Cash	1,600	(E)
<b>Total Operating Cash</b>	<b>\$ 11,017,371</b>	
OPEB Trust	5,883,842	(F)
<b>Total Cash and Investments</b>	<b>\$ 16,901,213</b>	

<sup>1</sup>Bank balance at the end of a month may differ from an accounting closing balance as there may be in-transit items that haven't cleared the bank.

Notes:

- (A) Interest bearing account; all cash receipts are deposited in this account and later moved to the LAIF account.
- (B) Accounts Payable Checks are drawn against this account; money is transferred to this account, as needed, from the LAIF account.
- (C) Payroll including payroll taxes and related liabilities are drawn against this account; money is transferred into this account, as needed, from the LAIF account.
- (D) California State Local Agency Investment Fund (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.

**Exhibit C.2**

**South Orange County Wastewater Authority  
Schedule of Cash and Investments  
as of November 30, 2023**

MVA	\$ 5,525	(A)
A/P Checking	1,921,516	(B)
Payroll Checking	128,913	(C)
State LAIF	12,645,916	(D)
<b>Total Cash in Bank<sup>1</sup></b>	<b>\$ 14,701,871</b>	
Petty Cash	1,600	(E)
<b>Total Operating Cash</b>	<b>\$ 14,703,471</b>	
OPEB Trust	6,310,392	(F)
<b>Total Cash and Investments</b>	<b>\$ 21,013,862</b>	

<sup>1</sup>Bank balance at the end of a month may differ from an accounting closing balance as there may be in-transit items that haven't cleared the bank.

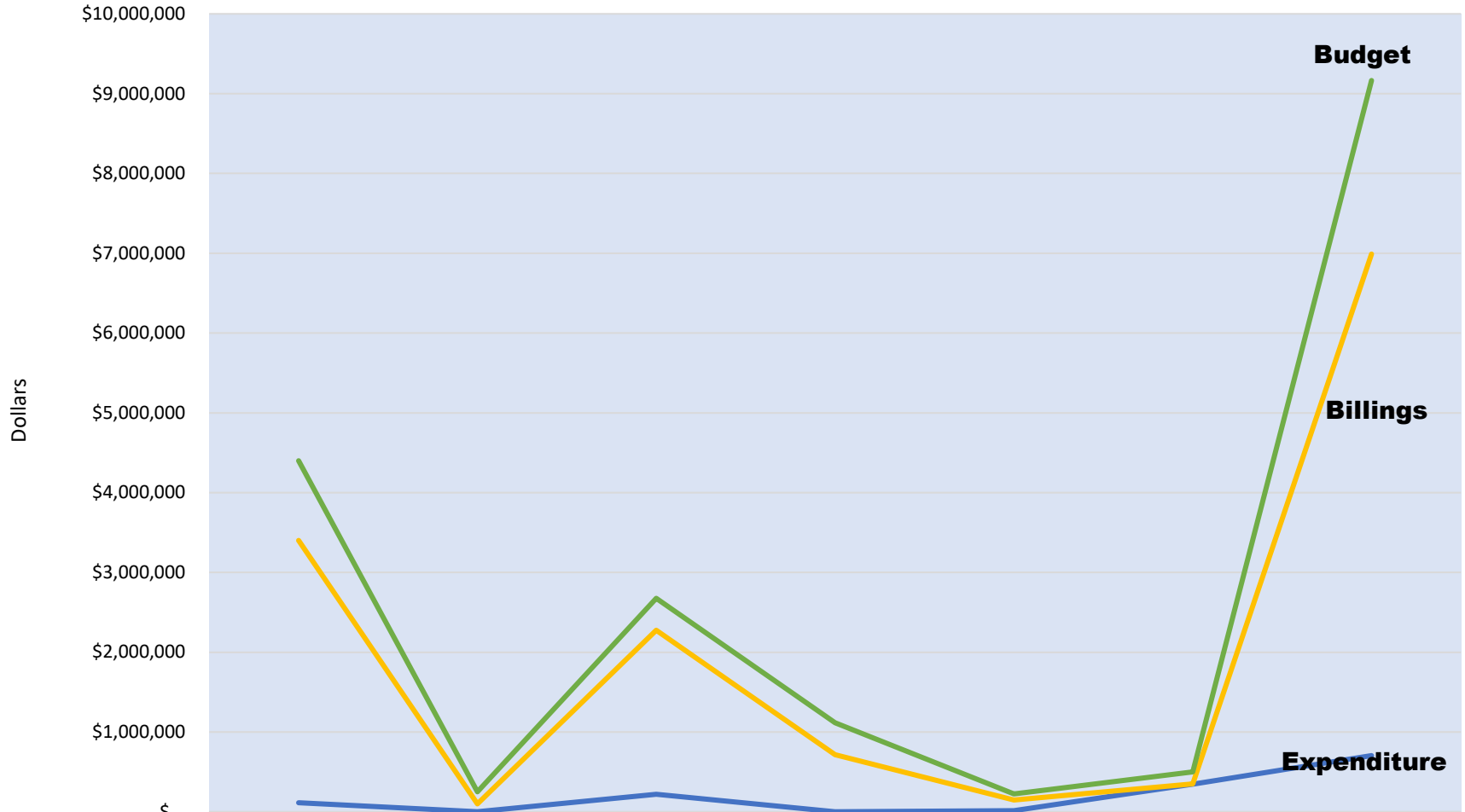
Notes:

- (A) Interest bearing account; all cash receipts are deposited in this account and later moved to the LAIF account.
- (B) Accounts Payable Checks are drawn against this account; money is transferred to this account, as needed, from the LAIF account.
- (C) Payroll including payroll taxes and related liabilities are drawn against this account; money is transferred into this account, as needed, from the LAIF account.
- (D) California State Local Agency Investment Fund (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 Projects Summaries  
For the Period Ended November 30, 2023  
(in dollars)**

<b>FY 2023-24 Budget vs. Actual Spending</b>								
<u>Description</u>	<b>Capital Budget</b>	<b>Fiscal Year Spending</b>	<b>(Over)/ Under Budget</b>	<b>% Expended</b>	<b>Member Agency Billed</b>	<b>Member Agency Collections</b>	<b>Open Receivables</b>	<b>% Expended vs. Billed</b>
PC 2-JB Latham	\$ 4,400,000	\$ 114,769	\$ 4,285,231	2.6%	\$ 3,400,000	\$ 3,400,000	\$ -	3.4%
PC 5-San Juan Creek Outfall	250,000	2,100	247,900	0.8%	100,000	100,000	-	2.1%
PC 15-Coastal	2,675,000	221,896	2,453,104	8.3%	2,275,000	2,275,000	-	9.8%
PC 17-Regional	1,115,000	3,226	1,111,774	0.3%	715,000	715,000	-	0.5%
PC 21 Effluent Transmission	225,000	14,897	210,103	6.6%	150,000	150,000	-	9.9%
PC 24 Aliso Creek Outfall	500,000	348,394	151,606	69.7%	350,000	350,000	-	99.5%
<b>Total Large Capital</b>	<b>\$ 9,165,000</b>	<b>\$ 705,282</b>	<b>\$ 8,459,718</b>	<b>7.7%</b>	<b>\$ 6,990,000</b>	<b>\$ 6,990,000</b>	<b>\$ -</b>	<b>10.1%</b>
Non-Capital Engineering	905,000	13,960	891,040	1.5%	427,500	427,500	-	3.3%
Non-Capital Misc Engineering	-	-	-	-	-	-	-	-
Small Internal Capital	2,013,000	612,977	1,400,023	30.5%	1,006,500	1,006,500	-	60.9%
<b>Total Capital</b>	<b>\$ 12,083,000</b>	<b>\$ 1,332,219</b>	<b>\$ 10,750,781</b>	<b>11.0%</b>	<b>\$ 8,424,000</b>	<b>\$ 8,424,000</b>	<b>\$ -</b>	<b>15.8%</b>

## Large Capital Projects Fiscal Year 2023-24 Budget vs. Exhibit D-1 Year-to-Date Expenditures & Billings as of 11/30/2023



	PC 2-JB Latham	PC 5-San Juan Creek Outfall	PC 15-Coastal	PC 17-Regional	PC 21 Effluent Transmission	PC 24 Aliso Creek Outfall	Total Large Capital
Spent - YTD 11/30/2023	\$114,769	\$2,100	\$221,896	\$3,226	\$14,897	\$348,394	\$705,282
FY 23-24 Billings	\$3,400,000	\$100,000	\$2,275,000	\$715,000	\$150,000	\$350,000	\$6,990,000
Capital Budget FY 23-24	\$4,400,000	\$250,000	\$2,675,000	\$1,115,000	\$225,000	\$500,000	\$9,165,000

**South Orange County Wastewater Authority**  
**O & M & Environmental Safety Costs Summary<sup>1</sup>**  
 For the Period Ended November 30, 2023  
 (in dollars)

		FY 2023-24 Budget	Actual	(Over)/Under Budget	% Expended
<b>Salary and Fringe</b>					
**_5000-**-**_**	Regular Salaries-O&M	5,065,446	1,999,356	3,066,090	39.5%
**_5001-**-**_**	Overtime Salaries-O&M	82,008	72,692	9,316	88.6% (1)
**_5306-**-**_**	Scheduled Holiday Work	68,376	41,434	26,942	60.6%
**_5315-**-**_**	Comp Time - O&M	17,628	18,212	(584)	103.3%
**_5401-**-**_**	Fringe Benefits IN to PC's & Depts.	2,731,721	1,199,614	1,532,108	43.9%
**_5700-**-**_**	Standby Pay	104,000	43,300	60,700	41.6%
	<b>Total Payroll Costs</b>	<b>8,069,179</b>	<b>3,374,608</b>	<b>4,694,572</b>	<b>41.8%</b>
<b>Other Expenses</b>					
**_5002-**-**_**	Electricity	1,260,000	682,801	577,199	54.2% (2)
**_5003-**-**_**	Natural Gas	490,500	162,182	328,318	33.1%
**_5004-**-**_**	Potable & Reclaimed Water	78,000	33,833	44,167	43.4%
**_5005-**-**_**	Co-generation Power Credit	(1,302,000)	(644,114)	(657,886)	49.5%
**_5006-**-**_**	Chlorine/Sodium Hypochlorite	181,000	115,363	65,637	63.7% (3)
**_5007-**-**_**	Polymer Products	1,040,000	516,876	523,124	49.7%
**_5008-**-**_**	Ferric Chloride	880,000	491,598	388,402	55.9%
**_5009-**-**_**	Odor Control Chemicals	155,000	98,898	56,102	63.8%
**_5010-**-**_**	Other Chemicals - Misc.	2,000	-	2,000	0.0%
**_5011-**-**_**	Laboratory Services	56,632	30,520	26,112	53.9%
**_5012-**-**_**	Grit Hauling	132,500	61,994	70,507	46.8%
**_5013-**-**_**	Landscaping	211,000	90,633	120,367	43.0%
**_5015-**-**_**	Management Support Services	527,000	31,895	495,105	6.1%
**_5016-**-**_**	Audit - Environmental	1,304	-	1,304	0.0%
**_5017-**-**_**	Legal Fees	30,672	2,158	28,515	7.0%
**_5018-**-**_**	Public Notices/ Public Relations	1,500	-	1,500	0.0%
**_5019-**-**_**	Contract Services Misc.	372,996	141,765	231,231	38.0%
**_5021-**-**_**	Small Vehicle Expense	24,128	24,023	105	99.6%
**_5022-**-**_**	Miscellaneous Expense	16,032	1,950	14,082	12.2%
**_5023-**-**_**	Office Supplies - All	48,000	15,638	32,362	32.6%
**_5024-**-**_**	Petroleum Products	27,000	11,081	15,919	41.0%
**_5025-**-**_**	Uniforms	78,000	37,676	40,324	48.3%
**_5026-**-**_**	Small Vehicle Fuel	20,272	9,952	10,320	49.1%
**_5027-**-**_**	Insurance - Property/Liability	535,873	386,949	148,923	72.2% (4)
**_5028-**-**_**	Small Tools & Supplies	77,668	35,496	42,172	45.7%
**_5030-**-**_**	Trash Disposal	9,000	4,463	4,537	49.6%
**_5031-**-**_**	Safety Program & Supplies	114,956	66,705	48,251	58.0%
**_5032-**-**_**	Equipment Rental	7,000	3,496	3,504	49.9%
**_5033-**-**_**	Recruitment	2,300	-	2,300	0.0%
**_5034-**-**_**	Travel Expense/Tech. Conferences	75,078	11,487	63,591	15.3%
**_5035-**-**_**	Training Expense	50,479	46,722	3,757	92.6% (4)
**_5036-**-**_**	Laboratory Supplies	127,092	63,569	63,523	50.0%
**_5037-**-**_**	Office Equipment	27,000	4,340	22,660	16.1%
**_5038-**-**_**	Permits	635,836	591,440	44,397	93.0% (4)
**_5039-**-**_**	Membership Dues/Fees	13,153	19,714	(6,560)	149.9%
**_5044-**-**_**	Offshore Monitoring	81,604	45,576	36,028	55.9%
**_5045-**-**_**	Offshore Biochemistry - 20B	22,500	-	22,500	0.0%
**_5046-**-**_**	Effluent Chemistry	50,948	16,599	34,349	32.6%
**_5047-**-**_**	Access Road Expenses	45,000	2,460	42,540	5.5%
**_5048-**-**_**	Storm Damage	20,000	-	20,000	0.0%
**_5049-**-**_**	Biosolids Disposal	1,747,500	734,470	1,013,030	42.0% (5)
**_5050-**-**_**	Contract Services Generators - 29A	23,000	7,437	15,563	32.3%

**South Orange County Wastewater Authority**  
**O & M & Environmental Safety Costs Summary<sup>1</sup>**  
 For the Period Ended November 30, 2023  
 (in dollars)

		<b>FY 2023-24 Budget</b>	<b>Actual</b>	<b>(Over)/Under Budget</b>	<b>% Expended</b>
**_5052-**-**-**	Janitorial Services	95,000	38,660	56,340	40.7%
**_5053-**-**-**	Contract Serv - Digester Cleaning - 29E	80,000	-	80,000	0.0%
**_5054-**-**-**	Diesel Truck Maint	43,000	36,386	6,614	84.6% (6)
**_5055-**-**-**	Diesel Truck Fuel	11,800	4,414	7,386	37.4%
**_5056-**-**-**	Maintenance Equip. & Facilities (Solids)	300,000	112,276	187,724	37.4%
**_5057-**-**-**	Maintenance Equip. & Facilities (Liquids)	510,000	323,108	186,892	63.4% (7)
**_5058-**-**-**	Maintenance Equip. & Facilities (Common)	92,008	24,305	67,703	26.4%
**_5059-**-**-**	Maintenance Equip. & Facilities (Co-Gen)	836,700	346,626	490,074	41.4%
**_5060-**-**-**	Maintenance Equip. & Facilities (AWT)	39,000	4,584	34,416	11.8%
**_5061-**-**-**	Mileage	2,900	814	2,086	28.1%
**_5068-**-**-**	MNWD Potable Water Supplies & Svcs.	44,880	13,078	31,802	29.1%



**South Orange County Wastewater Authority**  
**O & M & Environmental Safety Costs Summary<sup>1</sup>**  
 For the Period Ended November 30, 2023  
 (in dollars)

	FY 2023-24 Budget	Actual	(Over)/Under Budget	% Expended	
**_5076-**-**-**	SCADA Infrastructure	93,600	-	93,600	0.0%
**_5077-**-**-**	IT Direct	45,000	2,875	42,125	6.4%
**_5105-**-**-**	Co-Generation Power Credit - Offset	1,302,000	644,114	657,886	49.5%
**_5303-**-**-**	Group Insurance Waiver	14,400	7,546	6,854	52.4%
**_5305-**-**-**	Medicare Tax Payments for Employees	152	-	152	0.0%
**_5309-**-**-**	Operating Leases	20,000	7,679	12,321	38.4%
**_5705-**-**-**	Monthly Car Allowance	31,200	10,565	20,635	33.9%
**_5797-**-**-**	Verily Stipends - WastewaterSCAN Monitoring	-	(22,950)	22,950	0.0%
**_5799-**-**-**	Zephyr Wall Costs Share-O&M	(14,000)	-	(14,000)	0.0%
**_6500-**-**-**	IT Allocations in to PC's & Depts.	620,553	280,523	340,030	45.2%
	Total Other Expenses	12,165,718	5,792,244	6,373,475	47.6%
	<b>Total O&amp;M Expenses</b>	<b>20,234,898</b>	<b>9,166,851</b>	<b>11,068,047</b>	<b>45.3%</b>

<sup>1</sup> This report intends to monitor the Annual Budget % Expended at the Project Committee and Functional Department levels.

The financial information contained in this report, in some cases, is based on the full accrual basis of accounting, whereby expenses are recognized in the period in which the liability is incurred, i.e., payroll and fringe benefits.

There are instances where we will include the total expense for the entire accounting fiscal year if the information is available, i.e., property and liability insurance premiums.

The audited financial statements for the fiscal year recognize all expenses on the full accrual basis of accounting.

- (1) Staff over was elevated due to three (3) nighttime shutdowns to support the ACOO internal repair project and two (2) projects at JBL.
- (2) Increases in power costs approved by the CPUC are above assumed increased rates.
- (3) Bleach usage elevated during the initial months of the Fiscal Year for summer AWT production at CTP.
- (4) Annual charges incurred at the beginning of the Fiscal Year and at the end of the calendar year.
- (5) Biosolids costs are increased due to landfill closures on hotter days. This new type of closure was instituted in May 2023 at the landfill to help mitigate odor complaints at the landfill and was not anticipated with the preparation of the Budget.
- (6) Both large Deisel vehicles had unplanned and significant emissions control system repairs.
- (7) Several larger O&M projects were completed prior to the rainy season.

**South Orange County Wastewater Authority**  
**O&M Budget vs. Actual Comparison by PC<sup>1</sup>**  
 For the Period Ended November 30, 2023  
 (in dollars)

	FY 2023-24 Budget	Actual	(Over)/Under Budget	% Expended	
<b>02 - Jay B. Latham Plant</b>					
<b>Salary and Fringe</b>					
02-5000-**-**	Regular Salaries-O&M	1,785,000	672,996	1,112,004	37.7%
02-5001-**-**	Overtime Salaries-O&M	27,208	29,951	(2,743)	110.1% (1)
02-5306-**-**	Scheduled Holiday Work	30,000	16,852	13,148	56.2%
02-5315-**-**	Comp Time - O&M	8,604	6,087	2,517	70.7% (1)
02-5401-**-**	Fringe Benefits IN to PC's & Depts.	962,625	403,798	558,827	41.9%
02-5700-**-**	Standby Pay	37,846	16,650	21,196	44.0%
	<b>Total Payroll Costs</b>	<b>2,851,283</b>	<b>1,146,334</b>	<b>1,704,948</b>	<b>40.2%</b>
<b>Other Expenses</b>					
02-5002-**-**	Electricity	660,000	364,319	295,681	55.2% (2)
02-5003-**-**	Natural Gas	252,000	59,442	192,558	23.6%
02-5004-**-**	Potable & Reclaimed Water	27,000	10,917	16,083	40.4%
02-5006-**-**	Chlorine/Sodium Hypochlorite	21,000	22,475	(1,475)	107.0%
02-5007-**-**	Polymer Products	390,000	183,602	206,398	47.1%
02-5008-**-**	Ferric Chloride	300,000	153,740	146,260	51.2%
02-5009-**-**	Odor Control Chemicals	38,000	18,309	19,691	48.2%
02-5010-**-**	Other Chemicals - Misc.	1,000	-	1,000	0.0%
02-5011-**-**	Laboratory Services	20,108	5,882	14,226	29.3%
02-5012-**-**	Grit Hauling	70,500	38,776	31,724	55.0%
02-5013-**-**	Landscaping	68,000	31,303	36,697	46.0%
02-5015-**-**	Management Support Services	16,500	7,556	8,944	45.8%
02-5017-**-**	Legal Fees	5,000	472	4,528	9.4%
02-5019-**-**	Contract Services Misc.	129,000	52,075	76,925	40.4%
02-5021-**-**	Small Vehicle Expense	11,000	13,511	(2,511)	122.8%
02-5022-**-**	Miscellaneous Expense	8,000	905	7,095	11.3%
02-5023-**-**	Office Supplies - All	30,000	7,887	22,113	26.3%
02-5024-**-**	Petroleum Products	11,000	647	10,353	5.9%
02-5025-**-**	Uniforms	36,000	16,644	19,356	46.2%
02-5026-**-**	Small Vehicle Fuel	8,000	3,487	4,513	43.6%
02-5027-**-**	Insurance - Property/Liability	188,606	140,158	48,448	74.3% (3)
02-5028-**-**	Small Tools & Supplies	35,000	9,107	25,893	26.0%
02-5030-**-**	Trash Disposal	3,000	871	2,129	29.0%
02-5031-**-**	Safety Program & Supplies	40,032	22,811	17,221	57.0% (3)
02-5032-**-**	Equipment Rental	3,000	-	3,000	0.0%
02-5033-**-**	Recruitment	1,000	-	1,000	0.0%
02-5034-**-**	Travel Expense/Tech. Conferences	18,163	5,037	13,126	27.7%
02-5035-**-**	Training Expense	15,420	15,378	43	99.7% (3)
02-5036-**-**	Laboratory Supplies	21,412	9,334	12,078	43.6%
02-5037-**-**	Office Equipment	14,000	4,317	9,683	30.8%
02-5038-**-**	Permits	27,032	21,274	5,758	78.7%
02-5039-**-**	Membership Dues/Fees	3,423	6,724	(3,301)	196.4% (3)
02-5049-**-**	Biosolids Disposal	750,000	263,948	486,052	35.2% (4)
02-5050-**-**	Contract Services Generators - 29A	10,000	-	10,000	0.0%
02-5052-**-**	Janitorial Services	43,000	16,830	26,170	39.1%
02-5053-**-**	Contract Serv - Digester Cleaning - 29E	15,000	-	15,000	0.0%
02-5054-**-**	Diesel Truck Maint	23,000	18,250	4,750	79.3% (5)
02-5055-**-**	Diesel Truck Fuel	3,300	2,625	675	79.5%
02-5056-**-**	Maintenance Equip. & Facilities (Solids)	125,000	29,024	95,976	23.2%
02-5057-**-**	Maintenance Equip. & Facilities (Liquids)	200,000	111,511	88,489	55.8% (6)
02-5058-**-**	Maintenance Equip. & Facilities (Common)	30,000	14,876	15,124	49.6%
02-5059-**-**	Maintenance Equip. & Facilities (Co-Gen)	297,000	146,124	150,876	49.2%
02-5061-**-**	Mileage	1,400	419	981	30.0%
02-5076-**-**	SCADA Infrastructure	31,200	-	31,200	0.0%
02-5077-**-**	IT Direct	15,000	-	15,000	0.0%
02-5303-**-**	Group Insurance Waiver	3,600	415	3,185	11.5%
02-5309-**-**	Operating Leases	20,000	7,679	12,321	38.4%
02-5705-**-**	Monthly Car Allowance	18,600	5,444	13,156	29.3%
02-5797-**-**	Verily Stipends - WastewaterSCAN Monitoring	-	(7,650)	7,650	100.0%
02-5799-**-**	Zephyr Wall Costs Share-O&M	(14,000)	-	(14,000)	0.0%
02-6500-**-**	IT Allocations in to PC's & Depts.	218,718	98,872	119,846	45.2%
	<b>Total Other Expenses</b>	<b>4,263,015</b>	<b>1,935,327</b>	<b>2,327,688</b>	<b>45.4%</b>
	<b>Total Expenses</b>	<b>7,114,298</b>	<b>3,081,661</b>	<b>4,032,637</b>	<b>43.3%</b>

**South Orange County Wastewater Authority**  
**O&M Budget vs. Actual Comparison by PC<sup>1</sup>**  
 For the Period Ended November 30, 2023  
 (in dollars)

		FY 2023-24 Budget	Actual	(Over)/Under Budget	% Expended
<b>05 - San Juan Creek Ocean Outfall</b>					
Salary and Fringe					
05-5000-**-**-**	Regular Salaries-O&M	145,529	47,123	98,406	32.4%
05-5001-**-**-**	Overtime Salaries-O&M	72	489	(417)	678.5%
05-5306-**-**-**	Scheduled Holiday Work	468	95	373	20.4%
05-5315-**-**-**	Comp Time - O&M	-	-	-	100.0%
05-5401-**-**-**	Fringe Benefits IN to PC's & Depts.	78,482	28,274	50,208	36.0%
	<b>Total Payroll Costs</b>	<b>224,551</b>	<b>75,981</b>	<b>148,570</b>	<b>33.8%</b>
Other Expenses					
05-5015-**-**-**	Management Support Services	110,000	3,896	106,104	3.5%
05-5017-**-**-**	Legal Fees	7,000	-	7,000	0.0%
05-5022-**-**-**	Miscellaneous Expense	-	-	-	100.0%
05-5027-**-**-**	Insurance - Property/Liability	21,282	15,182	6,100	71.3% (3)
05-5031-**-**-**	Safety Supplies	1,020	-	1,020	0.0%
05-5034-**-**-**	Travel Expense/Tech. Conferences	5,696	1,466	4,230	25.7%
05-5035-**-**-**	Training Expense	1,087	39	1,048	3.6%
05-5036-**-**-**	Laboratory Supplies	33,500	15,727	17,773	46.9%
05-5038-**-**-**	Permits	302,496	295,322	7,174	97.6% (3)
05-5039-**-**-**	Membership Dues/Fees	1,000	59	941	5.9%
05-5044-**-**-**	Offshore Monitoring	40,800	22,788	18,012	55.9%
05-5045-**-**-**	Offshore Biochemistry - 20B	7,500	-	7,500	0.0%
05-5046-**-**-**	Effluent Chemistry	28,000	8,707	19,293	31.1%
05-5058-**-**-**	Maintenance Equip. & Facilities (Common)	1,004	-	1,004	0.0%
05-6500-**-**-**	IT Allocations in to PC's & Depts.	17,832	8,061	9,771	45.2%
	<b>Total Other Expenses</b>	<b>578,218</b>	<b>371,247</b>	<b>206,971</b>	<b>64.2%</b>
	<b>Total Expenses</b>	<b>802,768</b>	<b>447,228</b>	<b>355,541</b>	<b>55.7%</b>
<b>08 - Pre Treatment</b>					
Salary and Fringe					
08-5000-**-**-**	Regular Salaries-O&M	132,256	47,133	85,122	35.6%
08-5401-**-**-**	Fringe Benefits IN to PC's & Depts.	71,324	28,280	43,044	39.7%
	<b>Total Payroll Costs</b>	<b>203,579</b>	<b>75,413</b>	<b>128,166</b>	<b>37.0%</b>
Other Expenses					
08-5011-**-**-**	Laboratory Services	3,064	1,965	1,099	64.1%
08-5015-**-**-**	Management Support Services	20,000	-	20,000	0.0%
08-5016-**-**-**	Audit - Environmental	1,304	-	1,304	0.0%
08-5017-**-**-**	Legal Fees	2,672	-	2,672	0.0%
08-5018-**-**-**	Public Notices/ Public Relations	1,500	-	1,500	0.0%
08-5021-**-**-**	Small Vehicle Expense - 31A	1,128	-	1,128	0.0%
08-5022-**-**-**	Miscellaneous Expense	2,032	-	2,032	0.0%
08-5026-**-**-**	Small Vehicle Fuel - 37A	1,272	-	1,272	0.0%
08-5027-**-**-**	Insurance - Property/Liability	7,170	5,115	2,055	71.3% (3)
08-5028-**-**-**	Small Tools & Supplies	3,668	-	3,668	0.0%
08-5034-**-**-**	Travel Expense/Tech. Conferences	3,500	-	3,500	0.0%
08-5035-**-**-**	Training Expense	2,044	1,384	660	0.0%
08-5038-**-**-**	Permits and Fines	508	-	508	0.0%
08-5039-**-**-**	Membership Dues/Fees	816	456	360	55.9%
08-6500-**-**-**	IT Allocations in to PC's & Depts.	16,205	7,326	8,880	45.2%
	<b>Total Other Expenses</b>	<b>66,883</b>	<b>16,246</b>	<b>50,638</b>	<b>24.3%</b>
	<b>Total Expenses</b>	<b>270,462</b>	<b>91,659</b>	<b>178,804</b>	<b>33.9%</b>
<b>12 - Water Reclamation Permits</b>					
Salary and Fringe					
12-5000-**-**-**	Regular Salaries-O&M	13,572	26,211	(12,638)	193.1% (7)
12-5401-**-**-**	Fringe Benefits IN to PC's & Depts.	7,319	15,726	(8,407)	214.9% (7)
	<b>Total Payroll Costs</b>	<b>20,892</b>	<b>41,937</b>	<b>(21,045)</b>	<b>200.7%</b>
Other Expenses					
12-5015-**-**-**	Management Support Services	35,000	294	34,706	0.8%
12-5017-**-**-**	Legal Fees	2,000	-	2,000	0.0%
12-5027-**-**-**	Insurance - Property/Liability	2,473	1,764	709	71.3% (3)
12-5034-**-**-**	Travel Expense/Tech. Conferences	5,696	-	5,696	0.0%
12-5038-**-**-**	Permits	25,500	26,710	(1,210)	104.7% (3)
12-5039-**-**-**	Membership Dues/Fees	68	-	68	0.0%
12-6500-**-**-**	IT Allocations in to PC's & Depts.	1,663	752	911	45.2%
	<b>Total Other Expenses</b>	<b>72,401</b>	<b>29,520</b>	<b>42,881</b>	<b>40.8%</b>
	<b>Total Expenses</b>	<b>93,293</b>	<b>71,457</b>	<b>21,835</b>	<b>76.6%</b>

**South Orange County Wastewater Authority**  
**O&M Budget vs. Actual Comparison by PC<sup>1</sup>**  
 For the Period Ended November 30, 2023  
 (in dollars)

		FY 2023-24 Budget	Actual	(Over)/Under Budget	% Expended
<b>15 - Coastal Treatment Plant</b>					
Salary and Fringe					
15-5000-**-**	Regular Salaries-O&M	971,637	374,742	596,896	38.6%
15-5001-**-**	Overtime Salaries-O&M	13,732	7,470	6,262	54.4% (8)
15-5306-**-**	Scheduled Holiday Work	10,260	4,776	5,484	46.6%
15-5315-**-**	Comp Time - O&M	2,000	3,488	(1,488)	174.4% (8)
15-5401-**-**	Fringe Benefits IN to PC's & Depts.	523,990	224,845	299,145	42.9%
15-5700-**-**	Standby Pay	18,462	7,425	11,037	40.2%
	<b>Total Payroll Costs</b>	<b>1,540,081</b>	<b>622,746</b>	<b>917,335</b>	<b>40.4%</b>
Other Expenses					
15-5002-**-**	Electricity	300,000	184,045	115,955	61.3% (2)
15-5003-**-**	Natural Gas	3,500	352	3,148	10.1%
15-5004-**-**	Potable & Reclaimed Water	24,000	9,337	14,663	38.9%
15-5006-**-**	Chlorine/Sodium Hypochlorite	100,000	65,654	34,346	65.7% (9)
15-5007-**-**	Polymer Products	-	-	-	0.0%
15-5008-**-**	Ferric Chloride	105,000	93,946	11,054	89.5% (10)
15-5009-**-**	Odor Control Chemicals	50,000	44,781	5,219	89.6% (10)
15-5011-**-**	Laboratory Services	10,000	7,830	2,170	78.3%
15-5012-**-**	Grit Hauling	22,000	7,928	14,072	36.0%
15-5013-**-**	Landscaping	63,000	25,524	37,476	40.5%
15-5015-**-**	Management Support Services	13,000	4,316	8,684	33.2%
15-5017-**-**	Legal Fees	5,000	-	5,000	0.0%
15-5019-**-**	Contract Services Misc.	110,000	42,970	67,030	39.1%
15-5021-**-**	Small Vehicle Expense - 31A	4,000	3,292	708	82.3%
15-5022-**-**	Miscellaneous Expense	1,000	311	689	31.1%
15-5023-**-**	Office Supplies - All	5,000	2,495	2,505	49.9%
15-5024-**-**	Petroleum Products	4,000	-	4,000	0.0%
15-5025-**-**	Uniforms	10,000	4,902	5,098	49.0%
15-5026-**-**	Small Vehicle Fuel	2,000	1,972	28	98.6%
15-5027-**-**	Insurance - Property/Liability	79,422	56,656	22,766	71.3% (3)
15-5028-**-**	Small Tools & Supplies	9,000	7,048	1,952	78.3%
15-5030-**-**	Trash Disposal	3,000	1,024	1,976	34.1%
15-5031-**-**	Safety Supplies	33,456	7,835	25,621	23.4%
15-5032-**-**	Equipment Rental	1,000	-	1,000	0.0%
15-5033-**-**	Recruitment	300	-	300	0.0%
15-5034-**-**	Travel Expense/Tech. Conferences	18,163	1,778	16,385	9.8%
15-5035-**-**	Training Expense	15,420	14,912	508	96.7% (3)
15-5036-**-**	Laboratory Supplies	20,000	10,956	9,044	54.8%
15-5037-**-**	Office Equipment	3,000	23	2,977	0.8%
15-5038-**-**	Permits	5,000	1,861	3,139	37.2%
15-5039-**-**	Membership Dues/Fees	3,423	5,898	(2,475)	172.3% (3)
15-5047-**-**	Access Road Expenses	45,000	2,460	42,540	5.5%
15-5048-**-**	Storm Damage	20,000	-	20,000	0.0%
15-5050-**-**	Contract Services Generators	5,000	5,111	(111)	102.2% (3)
15-5052-**-**	Janitorial Services	15,000	6,403	8,597	42.7%
15-5054-**-**	Diesel Truck Maint - 31B	1,000	-	1,000	0.0%
15-5055-**-**	Diesel Truck Fuel - 37B	500	-	500	0.0%
15-5057-**-**	Maintenance Equip. & Facilities (Liquids)	110,000	54,284	55,716	49.3% (6)
15-5058-**-**	Maintenance Equip. & Facilities (Common)	24,000	1,096	22,904	4.6%
15-5060-**-**	Maintenance Equip. & Facilities (AWT)	39,000	4,584	34,416	11.8%
15-5061-**-**	Mileage	500	279	221	55.9%
15-5076-**-**	SCADA Infrastructure	31,200	-	31,200	0.0%
15-5077-**-**	IT Direct	15,000	-	15,000	0.0%
15-5303-**-**	Group Insurance Waiver	3,600	1,509	2,091	41.9%
15-5705-**-**	Monthly Car Allowance	4,200	1,761	2,439	41.9%
15-5797-**-**	Verily Stipends - WastewaterSCAN Monitoring	-	(7,650)	7,650	100.0%
15-6500-**-**	IT Allocations in to PC's & Depts.	119,057	53,820	65,237	45.2%
	<b>Total Other Expenses</b>	<b>1,455,741</b>	<b>731,303</b>	<b>724,438</b>	<b>50.2%</b>
	<b>Total Expenses</b>	<b>2,995,822</b>	<b>1,354,049</b>	<b>1,641,773</b>	<b>45.2%</b>

**South Orange County Wastewater Authority**  
**O&M Budget vs. Actual Comparison by PC<sup>1</sup>**  
 For the Period Ended November 30, 2023  
 (in dollars)

	FY 2023-24 Budget	Actual	(Over)/Under Budget	% Expended	
<b>17 - Joint Regional Wastewater Reclamation and Sludge Handling</b>					
<b>Salary and Fringe</b>					
17-5000-**-**	Regular Salaries-O&M	1,884,409	783,400	1,101,010	41.6%
17-5001-**-**	Overtime Salaries-O&M	40,492	30,126	10,366	74.4%
17-5306-**-**	Scheduled Holiday Work	27,356	19,710	7,646	72.1%
17-5315-**-**	Comp Time - O&M	7,024	7,412	(388)	105.5%
17-5401-**-**	Fringe Benefits IN to PC's & Depts.	1,016,234	470,040	546,195	46.3%
17-5700-**-**	Standby Pay	47,692	19,225	28,467	40.3%
	<b>Total Payroll Costs</b>	<b>3,023,208</b>	<b>1,329,913</b>	<b>1,693,295</b>	<b>44.0%</b>
<b>Other Expenses</b>					
17-5002-**-**	Electricity	300,000	134,436	165,564	44.8% (2)
17-5003-**-**	Natural Gas	235,000	102,388	132,612	43.6%
17-5004-**-**	Potable & Reclaimed Water	27,000	13,578	13,422	50.3%
17-5005-**-**	Co-generation Power Credit	(1,302,000)	(644,114)	(657,886)	49.5%
17-5006-**-**	Chlorine/Sodium Hypochlorite	60,000	27,234	32,766	45.4%
17-5007-**-**	Polymer Products	650,000	333,274	316,726	51.3%
17-5008-**-**	Ferric Chloride	475,000	243,912	231,088	51.3%
17-5009-**-**	Odor Control Chemicals	67,000	35,808	31,192	53.4%
17-5010-**-**	Other Chemicals - Misc.	1,000	-	1,000	0.0%
17-5011-**-**	Laboratory Services	23,460	14,842	8,618	63.3%
17-5012-**-**	Grit Hauling - 21A	40,000	15,290	24,710	38.2%
17-5013-**-**	Landscaping	80,000	33,805	46,195	42.3%
17-5015-**-**	Management Support Services	17,500	7,867	9,633	45.0%
17-5017-**-**	Legal Fees	5,000	1,686	3,314	33.7%
17-5019-**-**	Contract Services Misc.	115,000	46,720	68,280	40.6%
17-5021-**-**	Small Vehicle Expense	8,000	7,220	780	90.3%
17-5022-**-**	Miscellaneous Expense	5,000	734	4,266	14.7%
17-5023-**-**	Office Supplies - All	13,000	5,257	7,743	40.4%
17-5024-**-**	Petroleum Products	12,000	10,434	1,566	87.0%
17-5025-**-**	Uniforms	32,000	16,129	15,871	50.4%
17-5026-**-**	Small Vehicle Fuel	9,000	4,493	4,507	49.9%
17-5027-**-**	Insurance - Property/Liability	212,048	150,332	61,716	70.9% (3)
17-5028-**-**	Small Tools & Supplies	30,000	19,341	10,659	64.5%
17-5030-**-**	Trash Disposal	3,000	2,568	432	85.6%
17-5031-**-**	Safety Supplies	39,428	36,059	3,369	91.5% (3)
17-5032-**-**	Equipment Rental	3,000	3,496	(496)	116.5%
17-5033-**-**	Recruitment	1,000	-	1,000	0.0%
17-5034-**-**	Travel Expense/Tech. Conferences	18,163	1,878	16,285	10.3%
17-5035-**-**	Training Expense	15,420	14,970	451	97.1% (3)
17-5036-**-**	Laboratory Supplies	25,660	12,757	12,903	49.7%
17-5037-**-**	Office Equipment	10,000	-	10,000	0.0%
17-5038-**-**	Permits	15,300	450	14,850	2.9%
17-5039-**-**	Membership Dues/Fees	3,423	6,517	(3,094)	190.4%
17-5049-**-**	Biosolids Disposal	997,500	470,523	526,977	47.2% (4)
17-5050-**-**	Contract Services Generators - 29A	8,000	2,327	5,673	29.1%
17-5052-**-**	Janitorial Services	37,000	15,427	21,573	41.7%
17-5053-**-**	Contract Serv - Digester Cleaning - 29E	65,000	-	65,000	0.0%
17-5054-**-**	Diesel Truck Maint	19,000	18,136	864	95.5% (5)
17-5055-**-**	Diesel Truck Fuel	8,000	1,789	6,211	22.4%
17-5056-**-**	Maintenance Equip. & Facilities (Solids)	175,000	83,252	91,748	47.6%
17-5057-**-**	Maintenance Equip. & Facilities (Liquids)	200,000	157,314	42,686	78.7% (6)
17-5058-**-**	Maintenance Equip. & Facilities (Common)	36,000	7,670	28,330	21.3%
17-5059-**-**	Maintenance Equip. & Facilities (Co-Gen)	539,700	200,502	339,198	37.2%
17-5060-**-**	Maintenance Equip. & Facilities (AWT)	0	-	-	0.0%
17-5061-**-**	Mileage	1,000	115	885	11.5%
17-5068-**-**	MNWD Potable Water Supplies & Svcs.	44,880	13,078	31,802	29.1%
17-5076-**-**	SCADA Infrastructure	31,200	-	31,200	0.0%
17-5077-**-**	IT Direct	15,000	2,875	12,125	19.2%
17-5105-**-**	Co-Generation Power Credit - Offset	1,302,000	644,114	657,886	49.5%
17-5303-**-**	Group Insurance Waiver	7,200	5,621	1,578	78.1%
17-5305-**-**	Medicare Tax Payments for Employees	152	-	152	0.0%
17-5705-**-**	Monthly Car Allowance	8,400	3,360	5,040	40.0%
17-5797-**-**	Verily Stipends - WastewaterSCAN Monitoring		(7,650)	7,650	100.0%
17-6500-**-**	IT Allocations in to PC's & Depts.	230,899	104,379	126,520	45.2%
	<b>Total Other Expenses</b>	<b>4,975,334</b>	<b>2,382,192</b>	<b>2,593,142</b>	<b>47.9%</b>
	<b>Total Expenses</b>	<b>7,998,542</b>	<b>3,712,105</b>	<b>4,286,437</b>	<b>46.4%</b>

**South Orange County Wastewater Authority**  
**O&M Budget vs. Actual Comparison by PC<sup>1</sup>**  
 For the Period Ended November 30, 2023  
 (in dollars)

		FY 2023-24 Budget	Actual	(Over)/Under Budget	% Expended
<b>21 - Effluent Transmission Main</b>					
Other Expenses					
21-5017-**-**-**	Legal Fees	500	-	500	0.0%
21-5019-**-**-**-**	Contract Services Misc.	18,996	-	18,996	0.0%
	Total Other Expenses	<u>19,496</u>	<u>-</u>	<u>19,496</u>	<u>0.0%</u>
	Total Expenses	<u>19,496</u>	<u>-</u>	<u>19,496</u>	<u>0.0%</u>
<b>23 - North Coast Interceptor</b>					
Salary and Fringe					
23-5000-**-**-**-**		1,000	-	1,000	0.0%
23-5401-**-**-**-**		539	-	539	0.0%
	Total Payroll Costs	<u>1,539</u>	<u>-</u>	<u>1,539</u>	<u>0.0%</u>
Other Expenses					
23-5017-**-**-**-**	Legal Fees	500	-	500	0.0%
	Management Support Services	-	-	-	0.0%
	Total Other Expenses	<u>500</u>	<u>-</u>	<u>500</u>	<u>0.0%</u>
	Total Expenses	<u>2,039</u>	<u>-</u>	<u>2,039</u>	<u>0.0%</u>
<b>24 - Aliso Creek Ocean Outfall</b>					
Salary and Fringe					
24-5000-**-**-**-**	Regular Salaries-O&M	132,042	47,752	84,290	36.2%
24-5001-**-**-**-**	Overtime Salaries-O&M	504	4,655	(4,151)	923.7% (8)
24-5306-**-**-**-**	Scheduled Holiday Work	292	-	292	0.0%
24-5315-**-**-**-**	Comp Time - O&M	-	1,225	(1,225)	100.0% (8)
24-5401-**-**-**-**	Fringe Benefits IN to PC's & Depts.	71,209	28,651	42,557	40.2%
	Total Payroll Costs	<u>204,047</u>	<u>82,284</u>	<u>121,763</u>	<u>40.3%</u>
Other Expenses					
24-5015-**-**-**-**	Management Support Services	315,000	7,966	307,034	2.5%
24-5017-**-**-**-**	Legal Fees	3,000	-	3,000	0.0%
24-5027-**-**-**-**	Insurance - Property/Liability	24,872	17,743	7,129	71.3% (3)
24-5031-**-**-**-**	Safety Supplies	1,020	-	1,020	0.0%
24-5034-**-**-**-**	Travel Expense/Tech. Conferences	5,696	1,327	4,369	23.3%
24-5035-**-**-**-**	Training Expense	1,087	39	1,048	3.6%
24-5036-**-**-**-**	Laboratory Supplies	26,520	14,795	11,725	55.8%
24-5038-**-**-**-**	Permits	260,000	245,823	14,177	94.5% (3)
24-5039-**-**-**-**	Membership Dues/Fees	1,000	59	941	5.9%
24-5044-**-**-**-**	Offshore Monitoring	40,804	22,788	18,016	55.8%
24-5045-**-**-**-**	Offshore Biochemistry - 20B	15,000	-	15,000	0.0%
24-5046-**-**-**-**	Effluent Chemistry	22,948	7,892	15,056	34.4%
24-5058-**-**-**-**	Maintenance Equip. & Facilities (Common) 41-C	1,004	663	341	66.0%
24-6500-**-**-**-**	IT Allocations in to PC's & Depts.	16,179	7,314	8,865	45.2%
	Total Other Expenses	<u>734,131</u>	<u>326,409</u>	<u>407,721</u>	<u>44.5%</u>
	Total Expenses	<u>938,178</u>	<u>408,693</u>	<u>529,485</u>	<u>43.6%</u>
	<b>Total O&amp;M Expenses</b>	<b><u>20,234,898</u></b>	<b><u>9,166,851</u></b>	<b><u>11,068,046</u></b>	<b><u>45.3%</u></b>

<sup>1</sup> This report intends to monitor the Annual Budget % Expended at the Project Committee and Functional Department levels.

The financial information contained in this report, in some cases, is based on the full accrual basis of accounting, whereby expenses are recognized in the period in which the liability is incurred, i.e., payroll and fringe benefits.

There are instances where we will include the total expense for the entire accounting fiscal year if the information is available, i.e., property and liability insurance premiums.

The audited financial statements for the fiscal year recognize all expenses on the full accrual basis of accounting.

**South Orange County Wastewater Authority**  
**O&M Budget vs. Actual Comparison by PC**  
For the Period Ended November 30, 2023

- (1) Overtime for two (2) nighttime shutdowns to repair critical equipment during low flow hours.
- (2) Increases in power costs approved by the CPUC are above assumed increased rates.
- (3) Annual charges incurred at the beginning of the Fiscal Year and at the end of the calendar year.
- (4) Biosolids costs are increased due to landfill closures on hotter days. This new type of closure was instituted in May 2023 at the landfill to help mitigate odor complaints at the landfill.
- (5) Both large Diesel vehicles had unplanned and significant emissions control system repairs.
- (6) Several larger O&M projects were completed prior to the rainy season.
- (7) Salt and Nutrient Management Plan (SNMP) work effort is nearly complete for the year.
- (8) Staff overtime was elevated due to three (3) nighttime shutdowns to support the ACOO internal repair project.
- (9) Bleach usage elevated during the initial months of the Fiscal for summer AWT production at CTP.
- (10) O&M staff is evaluating elevated odor control needs at CTP following the completion of the recent Facilities Improvement Project that modified the Ferric Chloride system and dosing location.

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

For the Period Ended November 30, 2023  
(in dollars)

		FY 2023-24 Budget	Actual	(Over)/Under Budget	% Expended
Salary and Fringe					
01-5000-03-00-00	Regular Salaries-O&M	194,546	29,905	164,641	15.4%
01-5401-03-00-00	Fringe Benefits IN to PC's & Depts.	104,916	17,943	86,973	17.1%
	Total Payroll Costs	299,462	47,848	251,614	16.0%
Other Expenses					
01-5022-03-00-00	Miscellaneous Expense	2,000	417	1,583	20.8%
01-5034-03-00-00	Travel Expense/Tech. Conferences	8,500	-	8,500	0.0%
01-5035-03-00-00	Training Expense	1,300	-	1,300	0.0%
01-5037-03-00-00	Office Equipment	150	-	150	0.0%
01-5039-03-00-00	Membership Dues/Fees	1,775	139	1,636	7.8%
01-5061-03-00-00	Mileage	250	-	250	0.0%
01-5077-03-00-00	IT Direct	250	-	250	0.0%
01-5309-03-00-00	Operating Leases	30,000	9,000	21,001	30.0%
01-5705-03-00-00	Monthly Car Allowance	4,200	646	3,554	15.4%
01-5802-03-00-00	Shipping/Freight	100	-	100	0.0%
01-6500-03-00-00	IT Allocations in to PC's & Depts.	54,993	25,980	29,014	47.2%
	Total Other Expenses	103,518	36,181	67,337	35.0%
	<b>Total Engineering Expenses</b>	<b>402,980</b>	<b>84,029</b>	<b>318,952</b>	<b>20.9%</b>



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

For the Period Ended November 30, 2023

(in dollars)

		<b>FY 2023-24 Budget</b>	<b>Actual</b>	<b>(Over)/Under Budget</b>	<b>% Expended</b>
01-6000-04-00-00	Regular Salaries-Admin or IT	1,006,210	436,578	569,632	43.4%
01-6001-04-00-00	Overtime Salaries-Admin or IT	7,000	7,253	(253)	103.6%
01-6315-04-00-00	Comp Time - Admin	4,000	598	3,402	14.9%
01-6401-04-00-00	Fringe Benefits IN to ADMIN or IT	542,634	261,947	280,687	48.3%
	<b>Total Payroll Costs</b>	<b>1,559,845</b>	<b>706,376</b>	<b>853,469</b>	<b>45.3%</b>
<b>Other Expenses</b>					
01-6101-04-00-00	HR Recruitment & Employee Relations	48,100	9,154	38,946	19.0%
01-6102-04-00-00	Subscriptions	1,400	867	533	61.9%
01-6103-04-00-00	Contract Labor	30,000	25,872	4,128	86.2%
01-6200-04-00-00	Management Support Services	55,000	32,254	22,746	58.6%
01-6201-04-00-00	Audit	46,000	28,780	17,220	62.6%
01-6202-04-00-00	Legal	200,000	61,530	138,470	30.8%
01-6203-04-00-00	Outside Services	-	380	(380)	0.0%
01-6204-04-00-00	Postage	1,500	725	775	48.3%
01-6223-04-00-00	Office Supplies - Admin	4,000	49	3,951	1.2%
01-6224-04-00-00	Office Equipment Admin or IT	1,000	2,886	(1,886)	288.6%
01-6234-04-00-00	Memberships & Trainings	105,000	71,237	33,763	67.8%
01-6239-04-00-00	Travel & Conference	25,000	4,364	20,636	17.5%
01-6240-04-00-00	Scholarship Sponsorship	1,000	-	1,000	0.0%
01-6241-04-00-00	Education Reimbursement	3,000	-	3,000	0.0%
01-6310-04-00-00	Miscellaneous	22,000	11,115	10,885	50.5%
01-6311-04-00-00	Mileage	600	291	309	48.4%
01-6317-04-00-00	Contract Services Misc	5,800	1,350	4,450	23.3%
01-6500-04-00-00	IT Allocations in to PC's & Depts.	123,292	55,735	67,558	45.2%
01-6601-04-00-00	Shipping/Freight	1,200	1,439	(239)	119.9%
01-6705-04-00-00	Monthly Car Allowance	12,000	4,276	7,724	35.6%
	<b>Total Other Expenses</b>	<b>685,892</b>	<b>312,303</b>	<b>373,590</b>	<b>45.5%</b>
	<b>Total Admin Expenses</b>	<b>2,245,737</b>	<b>1,018,678</b>	<b>1,227,058</b>	<b>45.4%</b>

**South Orange County Wastewater Authority**  
**Budget vs. Actual Comparison-IT**  
 For the Period Ended November 30, 2023  
 (in dollars)

		<b>FY 2023-24 Budget</b>	<b>Actual</b>	<b>(Over)/Under Budget</b>	<b>% Expended</b>
<b>Salary &amp; Fringe</b>					
01-6000-05-00-00	Regular Salaries-Admin or IT	116,046	50,723	65,323	43.7%
01-6401-05-00-00	Fringe Benefits IN to ADMIN or IT	62,582	30,434	32,148	48.6%
	<b>Total Salary &amp; Fringe</b>	<b>178,629</b>	<b>81,157</b>	<b>97,471</b>	<b>45.4%</b>
<b>Other Expenses</b>					
01-6028-05-00-00	Small Tools & Supplies	1,000	-	1,000	0.0%
01-6035-05-00-00	Training Expense	3,000	-	3,000	0.0%
01-6224-05-00-00	Office Equipment Admin or IT	600	-	600	0.0%
01-6234-05-00-00	Memberships & Trainings	2,750	1,810	940	65.8%
01-6239-05-00-00	Travel & Conference	1,500	-	1,500	0.0%
01-6300-05-00-00	Software Maintenance Agreements	84,700	11,738	72,962	13.9%
01-6301-05-00-00	Hardware Maintenance Agreements	22,400	3,437	18,963	15.3%
01-6302-05-00-00	Cloud Subscriptions (Internet)	196,935	135,029	61,905	68.6% (1)
01-6303-05-00-00	Telecommunications	161,382	68,457	92,925	42.4%
01-6305-05-00-00	IT Professional Services	19,960	31,113	(11,153)	155.9% (1)
01-6306-05-00-00	Small Hardware Purchases (< \$5k)	25,400	6,370	19,030	25.1%
01-6307-05-00-00	Small Software Purchases & Licenses (<\$5k)	30,500	894	29,606	2.9%
01-6308-05-00-00	IT Memberships	160	-	160	0.0%
01-6309-05-00-00	Operating Leases	64,200	21,672	42,528	33.8%
01-6310-05-00-00	Miscellaneous	5,000	-	5,000	0.0%
01-6312-05-00-00	Computer & Photocopy Supplies	3,200	559	2,641	0.0%
	<b>Total Other Expenses</b>	<b>622,687</b>	<b>281,079</b>	<b>341,607</b>	<b>45.1%</b>
	<b>Total Expenses before Allocation</b>	<b>801,315</b>	<b>362,237</b>	<b>439,078</b>	<b>45.2%</b>
<b>IT Allocations (Out) to PC's &amp; Depts</b>					
01-6400-05-00-00	IT Allocations (OUT) to PC's & Depts.	(801,315)	(362,237)	(439,078)	45.2%
	<b>Total IT Allocations (Out) to PC's &amp; Depts</b>	<b>(801,315)</b>	<b>(362,237)</b>	<b>(439,078)</b>	<b>45.2%</b>

(1) Annual charges incurred at the beginning of the Fiscal Year.

# Agenda Item

# 5.D.

**Board of Directors Meeting**

**Meeting Date:** March 7, 2024

**TO:** Board of Directors

**FROM:** Jim Burror, General Manager/Director of Operations

**STAFF CONTACT:** Mary Carey, Finance Controller

**SUBJECT:** Financial Reports for the Month of December 2023

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## Summary/Discussion

The following selected financial reports are routinely provided monthly to the Finance Committee for recommendation to the Board of Directors to ratify Cash Disbursements and receive and file the remaining documents.

The reports included are as follows:

- a. Summary of Disbursements for December 2023 (Exhibit A)
- b. Schedule of Funds Available for Reinvestment (Exhibit B)
  - Local Agency Investment Fund (LAIF)
- 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)
  - Operations and Environmental by PC (E-1.2)
  - Residual Engineering, after transfer to Capital (Exhibit E-2)
  - Administration (Exhibit E-3)
  - Information Technology (IT) (Exhibit E-4)
- f. Cash Roll Forward Q2 FY 2023-24
  - Cash Roll Forward Notes
  - Large Capital Cash Reconciliation to the General Ledger
  - Large Capital Cash Roll Forward Balance by PC, Member Agency, and Project
  - Small Capital Cash Roll Forward Balance by PC, Member Agency, and Project
  - Non-Capital Cash Roll Forward Balance by PC, Member Agency, and Project

### **Fiscal Impact**

December 2023 cash disbursements were \$2,505,237.

- Monthly disbursements are summarized in the attached Exhibit A.
- The attached Exhibits B, C, D, and E are informational reports only.

**Recommended Action:** The Finance Committee recommends that the Board of Directors (i) receive and file the December 2023 Financial Reports, (ii) ratify the December 2023 disbursement for the period from December 1, 2023, through December 31, 2023, totaling \$2,505,237, (iii) receive and file the Fiscal Year 2023-24 Q2 Cash Roll Forward as submitted.

**Exhibit A**

**South Orange County Wastewater Authority  
Summary of Disbursements for December 2023  
Staff Recommendation of Fiscal Matters**

	<b>Actual</b>
General Fund	\$ (1,173,873)
PC 2 - Jay B. Latham Plant	(763,090)
PC 5 - San Juan Creek Ocean Outfall	(3,098)
PC 8 - Pretreatment Program	(960)
PC 12 SO - Water Reclamation Permits	-
PC 15 - Coastal Treatment Plant/AWT	(137,309)
PC 17 - Joint Regional Wastewater Reclamation	(392,086)
PC 21 - Effluent Transmission Main	-
PC 23 - North Coast Interceptor	-
PC 24 - Aliso Creek Ocean Outfall	(34,822)
<b>Total</b>	<b><u><u>\$ (2,505,237)</u></u></b>

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY  
SCHEDULE OF FUNDS AVAILABLE FOR REINVESTMENT  
as of December 31, 2023**

CASH IN BANK: (BEGINNING BAL.)	\$	2,055,954
L.A.I.F. FUNDS: (BEGINNING BAL.)		12,645,916
DEPOSITS, TRANSFERS & ADJUSTMENTS:		1,738,650
FUND REQUIREMENTS:		
BILLS FOR CONSIDERATION <sup>1</sup>		(2,505,237)
<b>TOTAL CASH IN BANK</b>	<b>\$</b>	<b>13,935,283</b>

<sup>1</sup> GL postings.

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.

**Jim Burror**  
***Acting General Manager/Director of Operations***

Note: Operational funds are collected on a quarterly basis at the beginning of the quarter. Capital funds are collected on a quarterly basis in connection with projected needs. Member agencies have pledged to have funds available to meet all obligations.



## PMIA/LAIF Performance Report as of 1/17/24



### Quarterly Performance Quarter Ended 12/31/23

LAIF Apportionment Rate <sup>(2)</sup> :	4.00
LAIF Earnings Ratio <sup>(2)</sup> :	0.00010932476863589
LAIF Administrative Cost <sup>(1)*</sup> :	0.29
LAIF Fair Value Factor <sup>(1)</sup> :	0.993543131
PMIA Daily <sup>(1)</sup> :	3.96
PMIA Quarter to Date <sup>(1)</sup> :	3.81
PMIA Average Life <sup>(1)</sup> :	230

### PMIA Average Monthly Effective Yields<sup>(1)</sup>

<b>December</b>	<b>3.929</b>
November	3.843
October	3.670
September	3.534
August	3.434
July	3.305**

### Pooled Money Investment Account Monthly Portfolio Composition <sup>(1)</sup> 12/31/23 \$158.0 billion

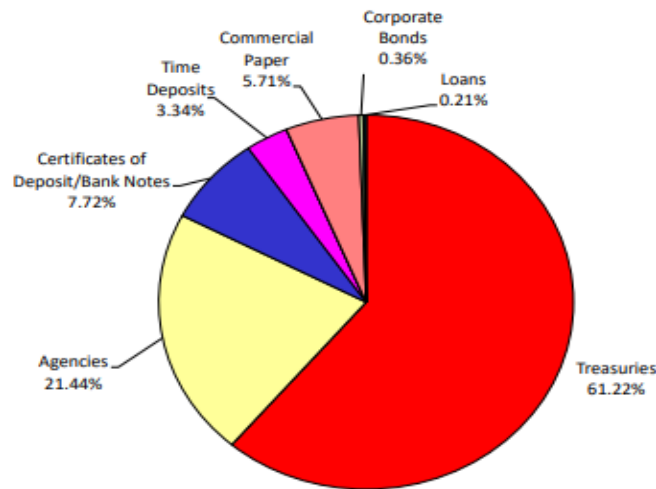


Chart does not include \$2,164,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

**Exhibit C**

**South Orange County Wastewater Authority  
Schedule of Cash and Investments  
as of December 31, 2023**

MVA	\$ 5,893	(A)
A/P Checking	1,902,522	(B)
Payroll Checking	115,952	(C)
State LAIF	11,910,916	(D)
<b>Total Cash in Bank<sup>1</sup></b>	<b>\$ 13,935,283</b>	
Petty Cash	1,600	(E)
<b>Total Operating Cash</b>	<b>\$ 13,936,883</b>	
OPEB Trust	6,623,730	(F)
<b>Total Cash and Investments</b>	<b>\$ 20,560,613</b>	

<sup>1</sup>Bank balance at the end of a month may differ from an accounting closing balance as there may be in-transit items that haven't cleared the bank.

Notes:

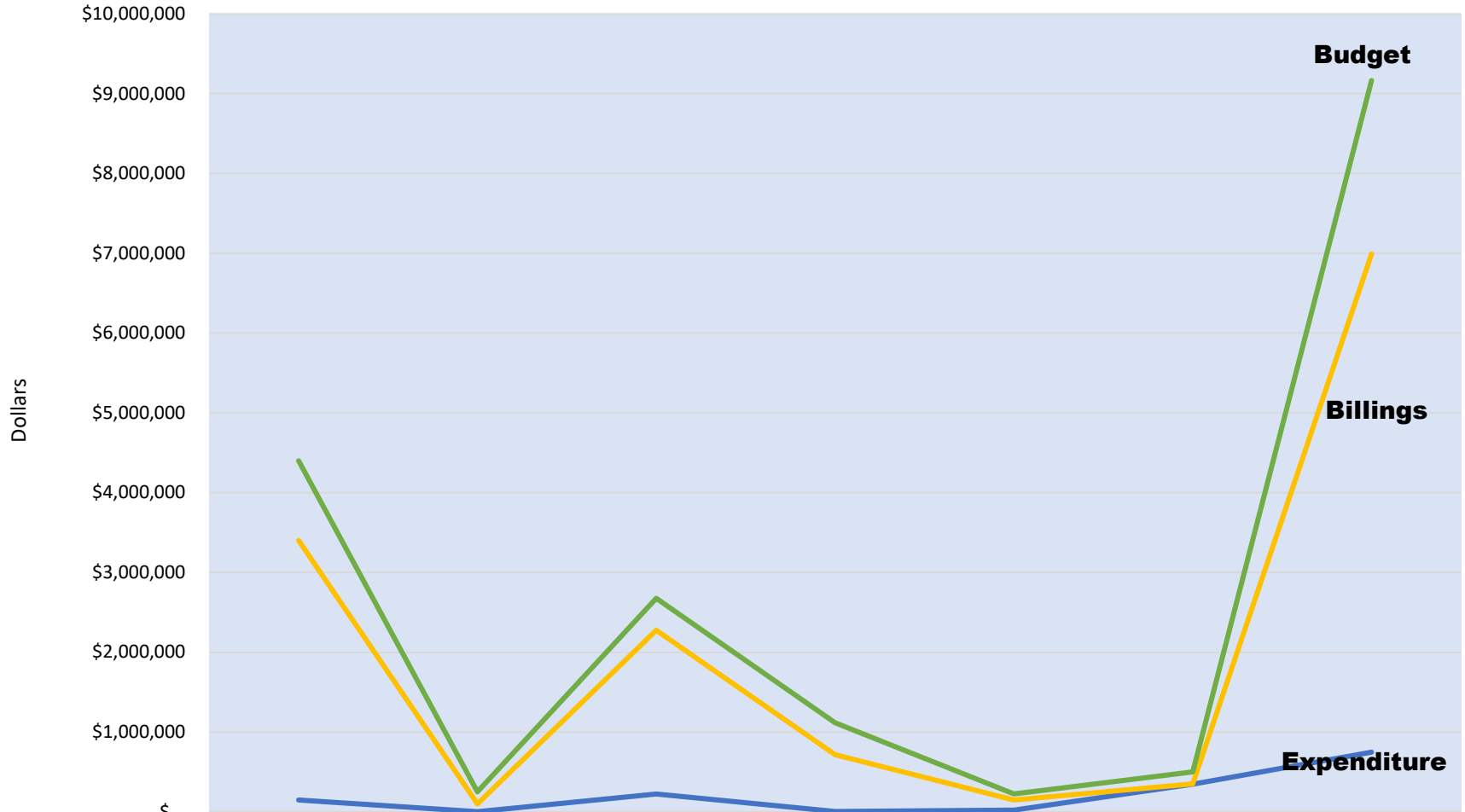
- (A) Interest bearing account; all cash receipts are deposited in this account and later moved to the LAIF account.
- (B) Accounts Payable Checks are drawn against this account; money is transferred to this account, as needed, from the LAIF account.
- (C) Payroll including payroll taxes and related liabilities are drawn against this account; money is transferred into this account, as needed, from the LAIF account.
- (D) California State Local Agency Investment Fund (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 Projects Summaries  
For the Period Ended December 31, 2023  
(in dollars)**

<b>FY 2023-24 Budget vs. Actual Spending</b>								
<u>Description</u>	<b>Capital Budget</b>	<b>Fiscal Year Spending</b>	<b>(Over)/ Under Budget</b>	<b>% Expended</b>	<b>Member Agency Billed</b>	<b>Member Agency Collections</b>	<b>Open Receivables</b>	<b>% Expended vs. Billed</b>
PC 2-JB Latham	\$ 4,400,000	\$ 149,061	\$ 4,250,939	3.4%	\$ 3,400,000	\$ 3,400,000	\$ -	4.4%
PC 5-San Juan Creek Outfall	250,000	2,347	247,653	0.9%	100,000	100,000	-	2.3%
PC 15-Coastal	2,675,000	223,712	2,451,288	8.4%	2,275,000	2,275,000	-	9.8%
PC 17-Regional	1,115,000	3,967	1,111,033	0.4%	715,000	715,000	-	0.6%
PC 21 Effluent Transmission	225,000	20,459	204,541	9.1%	150,000	150,000	-	13.6%
PC 24 Aliso Creek Outfall	500,000	348,641	151,359	69.7%	350,000	350,000	-	99.6%
<b>Total Large Capital</b>	<b>\$ 9,165,000</b>	<b>\$ 748,187</b>	<b>\$ 8,416,813</b>	<b>8.2%</b>	<b>\$ 6,990,000</b>	<b>\$ 6,990,000</b>	<b>\$ -</b>	<b>10.7%</b>
Non-Capital Engineering	905,000	19,164	885,836	2.1%	427,500	427,500	-	4.5%
Non-Capital Misc Engineering	-	-	-	-	-	-	-	-
Small Internal Capital	2,013,000	742,803	1,270,197	36.9%	1,006,500	1,006,500	-	73.8%
<b>Total Capital</b>	<b>\$ 12,083,000</b>	<b>\$ 1,510,154</b>	<b>\$ 10,572,846</b>	<b>12.5%</b>	<b>\$ 8,424,000</b>	<b>\$ 8,424,000</b>	<b>\$ -</b>	<b>17.9%</b>

## Large Capital Projects Fiscal Year 2023-24 Budget vs. Exhibit D-1 Year-to-Date Expenditures & Billings as of 12/31/2023



	PC 2-JB Latham	PC 5-San Juan Creek Outfall	PC 15-Coastal	PC 17-Regional	PC 21 Effluent Transmission	PC 24 Aliso Creek Outfall	Total Large Capital
Spent - YTD 12/31/2023	\$149,061	\$2,347	\$223,712	\$3,967	\$20,459	\$348,641	\$748,187
FY 23-24 Billings	\$3,400,000	\$100,000	\$2,275,000	\$715,000	\$150,000	\$350,000	\$6,990,000
Capital Budget FY 23-24	\$4,400,000	\$250,000	\$2,675,000	\$1,115,000	\$225,000	\$500,000	\$9,165,000

**South Orange County Wastewater Authority**  
**O & M & Environmental Safety Costs Summary<sup>1</sup>**  
 For the Period Ended December 31, 2023  
 (in dollars)

	FY 2023-24 Budget	Board Approved Expenditures*	Adjusted Budget	Actual	(Over)/Under Budget	% Expended	
<b>Salary and Fringe</b>							
**5000.**	Regular Salaries-O&M		5,065,446	2,360,337	2,705,109	46.6%	
**5001.**	Overtime Salaries-O&M		82,008	83,300	(1,292)	101.6%	(1)
**5306.**	Scheduled Holiday Work		68,376	49,859	18,517	72.9%	
**5315.**	Comp Time - O&M		17,628	20,508	(2,880)	116.3%	
**5401.**	Fringe Benefits IN to PC's & Depts.		2,731,721	1,416,202	1,315,519	51.8%	
**5700.**	Standby Pay		104,000	51,700	52,300	49.7%	
	<b>Total Payroll Costs</b>		<b>8,069,179</b>	<b>3,981,906</b>	<b>4,087,273</b>	<b>49.3%</b>	
<b>Other Expenses</b>							
**5002.**	Electricity		1,260,000	759,724	500,276	60.3%	(2)
**5003.**	Natural Gas		490,500	222,926	267,574	45.4%	
**5004.**	Potable & Reclaimed Water		78,000	35,228	42,772	45.2%	
**5005.**	Co-generation Power Credit		(1,302,000)	(687,701)	(614,300)	52.8%	
**5006.**	Chlorine/Sodium Hypochlorite		181,000	138,958	42,042	76.8%	(3)
**5007.**	Polymer Products		1,040,000	633,417	406,583	60.9%	
**5008.**	Ferric Chloride		880,000	578,148	301,852	65.7%	(4)
**5009.**	Odor Control Chemicals		155,000	126,255	28,745	81.5%	
**5010.**	Other Chemicals - Misc.		2,000	126	1,874	6.3%	
**5011.**	Laboratory Services		56,632	30,973	25,659	54.7%	
**5012.**	Grit Hauling		132,500	76,869	55,632	58.0%	
**5013.**	Landscaping		211,000	106,394	104,606	50.4%	
**5015.**	Management Support Services	52,987	529,987	76,713	503,275	13.2%	
**5016.**	Audit - Environmental		1,304	-	1,304	0.0%	
**5017.**	Legal Fees		30,672	4,106	26,567	13.4%	
**5018.**	Public Notices/ Public Relations		1,500	-	1,500	0.0%	
**5019.**	Contract Services Misc.		372,996	169,418	203,578	45.4%	
**5021.**	Small Vehicle Expense		24,128	34,499	(10,370)	143.0%	
**5022.**	Miscellaneous Expense		16,032	2,389	13,643	14.9%	
**5023.**	Office Supplies - All		48,000	17,970	30,031	37.4%	
**5024.**	Petroleum Products		27,000	16,048	10,952	59.4%	
**5025.**	Uniforms		78,000	48,367	29,633	62.0%	
**5026.**	Small Vehicle Fuel		20,272	10,737	9,535	53.0%	
**5027.**	Insurance - Property/Liability		535,873	460,942	74,931	86.0%	(5)
**5028.**	Small Tools & Supplies		77,668	39,230	38,439	50.5%	
**5030.**	Trash Disposal		9,000	4,855	4,145	53.9%	
**5031.**	Safety Program & Supplies		114,956	71,912	43,043	62.6%	
**5032.**	Equipment Rental		7,000	3,496	3,504	49.9%	
**5033.**	Recruitment		2,300	-	2,300	0.0%	
**5034.**	Travel Expense/Tech. Conferences		75,078	12,272	62,806	16.3%	
**5035.**	Training Expense		50,479	40,510	9,969	80.3%	(5)
**5036.**	Laboratory Supplies		127,092	71,099	55,993	55.9%	
**5037.**	Office Equipment		27,000	4,617	22,384	17.1%	
**5038.**	Permits		635,836	591,839	43,998	93.1%	(5)
**5039.**	Membership Dues/Fees		13,153	20,470	(7,316)	155.6%	
**5044.**	Offshore Monitoring		81,604	48,483	33,121	59.4%	
**5045.**	Offshore Biochemistry - 20B		22,500	-	22,500	0.0%	
**5046.**	Effluent Chemistry		50,948	20,841	30,107	40.9%	
**5047.**	Access Road Expenses		45,000	2,460	42,540	5.5%	
**5048.**	Storm Damage		20,000	-	20,000	0.0%	
**5049.**	Biosolids Disposal		1,747,500	879,343	868,157	50.3%	(6)
**5050.**	Contract Services Generators - 29A		23,000	7,437	15,563	32.3%	
**5052.**	Janitorial Services		95,000	46,479	48,521	48.9%	
**5053.**	Contract Serv - Digester Cleaning - 29E		80,000	-	80,000	0.0%	
**5054.**	Diesel Truck Maint		43,000	38,402	4,598	89.3%	(7)
**5055.**	Diesel Truck Fuel		11,800	3,889	7,911	33.0%	
**5056.**	Maintenance Equip. & Facilities (Solids)		300,000	124,895	175,105	41.6%	
**5057.**	Maintenance Equip. & Facilities (Liquids)		510,000	381,473	128,527	74.8%	(8)
**5058.**	Maintenance Equip. & Facilities (Common)		92,008	33,480	58,529	36.4%	
**5059.**	Maintenance Equip. & Facilities (Co-Gen)		836,700	442,479	394,221	52.9%	
**5060.**	Maintenance Equip. & Facilities (AWT)		39,000	7,458	31,542	19.1%	
**5061.**	Mileage		2,900	1,020	1,880	35.2%	
**5068.**	MNWD Potable Water Supplies & Svcs.		44,880	16,735	28,145	37.3%	

**South Orange County Wastewater Authority**  
**O & M & Environmental Safety Costs Summary<sup>1</sup>**  
 For the Period Ended December 31, 2023  
 (in dollars)

	<b>FY 2023-24 Budget</b>	<b>Board Approved Expenditures*</b>	<b>Adjusted Budget</b>	<b>Actual</b>	<b>(Over)/Under Budget</b>	<b>% Expended</b>	
**-5076-**-**	SCADA Infrastructure	93,600	93,600	81,922	11,678	87.5%	(5)
**-5077-**-**	IT Direct	45,000	45,000	48,879	(3,879)	108.6%	(5)
**-5105-**-**	Co-Generation Power Credit - Offset	1,302,000	1,302,000	687,701	614,300	52.8%	
**-5303-**-**	Group Insurance Waiver	14,400	14,400	9,000	5,400	62.5%	
**-5305-**-**	Medicare Tax Payments for Employees	152	152	-	152	0.0%	
**-5309-**-**	Operating Leases	20,000	20,000	9,266	10,734	46.3%	
**-5705-**-**	Monthly Car Allowance	31,200	31,200	12,600	18,600	40.4%	
**-5797-**-**	Verily Stipends - WastewaterSCAN Monitoring	-	-	(28,800)	28,800	0.0%	
**-5799-**-**	Zephyr Wall Costs Share-O&M	(14,000)	(14,000)	-	(14,000)	0.0%	
**-6500-**-**	IT Allocations in to PC's & Depts.	620,553	620,553	283,276	337,277	45.6%	
	<b>Total Other Expenses</b>	<b>12,165,718</b>	<b>52,987</b>	<b>12,218,705</b>	<b>6,881,522</b>	<b>5,337,183</b>	<b>56.3%</b>
	<b>Total O&amp;M Expenses</b>	<b>20,234,898</b>	<b>52,987</b>	<b>20,287,885</b>	<b>10,863,429</b>	<b>9,424,456</b>	<b>53.5%</b>

<sup>1</sup> This report intends to monitor the Annual Budget % Expended at the Project Committee and Functional Department levels.

The financial information contained in this report, in some cases, is based on the full accrual basis of accounting, whereby expenses are recognized in the period in which the liability is incurred, i.e., payroll and fringe benefits.

There are instances where we will include the total expense for the entire accounting fiscal year if the information is available, i.e., property and liability insurance premiums.

The audited financial statements The audited financial statements for the fiscal year recognize all expenses on the full accrual basis of accounting.

- (1) Staff over was elevated due to three (3) nighttime shutdowns to support the ACOO internal repair project and two (2) projects at JBL.
- (2) Increases in power costs approved by the CPUC are above assumed increased rates.
- (3) Bleach usage elevated during the initial months of the Fiscal Year for summer AWT production at CTP.
- (4) Higher levels of influent solids that budgeted at JBL and increased usage at CTP due to relocated the ferric dosing location due to influent meter interference.
- (5) Annual charges incurred at the beginning of the Fiscal Year and at the end of the calendar year.
- (6) Biosolids costs are increased due to landfill closures on hotter days. This new type of closure was instituted in May 2023 at the landfill to help mitigate odor complaints at the landfill and was not anticipated with the preparation of the Budget.
- (7) Both large Deisel vehicles had unplanned and significant emissions control system repairs.
- (8) Several larger O&M projects were completed prior to the rainy season.

**South Orange County Wastewater Authority**  
**O&M Budget vs. Actual Comparison by PC<sup>1</sup>**  
 For the Period Ended December 31, 2023  
 (in dollars)

		FY 2023-24 Budget	Board Approved Expenditures*	Adjusted Budget	Actual	(Over)/Under Budget	% Expended
<b>02 - Jay B. Latham Plant</b>							
Salary and Fringe							
02-5000-***	Regular Salaries-O&M	1,785,000		1,785,000	799,100	985,900	44.8%
02-5001-***	Overtime Salaries-O&M	27,208		27,208	32,444	(5,236)	119.2% (1)
02-5306-***	Scheduled Holiday Work	30,000		30,000	20,959	9,041	69.9%
02-5315-***	Comp Time - O&M	8,604		8,604	6,357	2,248	73.9% (1)
02-5401-***	Fringe Benefits IN to PC's & Depts.	962,625		962,625	479,460	483,165	49.8%
02-5700-***	Standby Pay	37,846		37,846	19,350	18,496	51.1%
	Total Payroll Costs	2,851,283	-	2,851,283	1,357,669	1,493,614	47.6%
Other Expenses							
02-5002-***	Electricity	660,000		660,000	396,719	263,281	60.1% (2)
02-5003-***	Natural Gas	252,000		252,000	87,156	164,844	34.6%
02-5004-***	Potable & Reclaimed Water	27,000		27,000	11,455	15,545	42.4%
02-5006-***	Chlorine/Sodium Hypochlorite	21,000		21,000	33,678	(12,678)	160.4% (3)
02-5007-***	Polymer Products	390,000		390,000	276,405	113,595	70.9% (3)
02-5008-***	Ferric Chloride	300,000		300,000	190,388	109,612	63.5% (3)
02-5009-***	Odor Control Chemicals	38,000		38,000	18,309	19,691	48.2%
02-5010-***	Other Chemicals - Misc.	1,000		1,000	-	1,000	0.0%
02-5011-***	Laboratory Services	20,108		20,108	5,942	14,166	29.5%
02-5012-***	Grit Hauling	70,500		70,500	47,171	23,329	66.9% (3)
02-5013-***	Landscaping	68,000		68,000	36,557	31,443	53.8%
02-5015-***	Management Support Services	16,500		16,500	9,430	7,070	57.2%
02-5017-***	Legal Fees	5,000		5,000	472	4,528	9.4%
02-5019-***	Contract Services Misc.	129,000		129,000	63,670	65,330	49.4%
02-5021-***	Small Vehicle Expense	11,000		11,000	14,029	(3,029)	127.5%
02-5022-***	Miscellaneous Expense	8,000		8,000	1,295	6,705	16.2%
02-5023-***	Office Supplies - All	30,000		30,000	8,538	21,462	28.5%
02-5024-***	Petroleum Products	11,000		11,000	647	10,353	5.9%
02-5025-***	Uniforms	36,000		36,000	21,916	14,084	60.9%
02-5026-***	Small Vehicle Fuel	8,000		8,000	3,926	4,074	49.1%
02-5027-***	Insurance - Property/Liability	188,606		188,606	166,203	22,403	88.1% (4)
02-5028-***	Small Tools & Supplies	35,000		35,000	11,639	23,361	33.3%
02-5030-***	Trash Disposal	3,000		3,000	1,049	1,951	35.0%
02-5031-***	Safety Program & Supplies	40,032		40,032	24,344	15,688	60.8% (4)
02-5032-***	Equipment Rental	3,000		3,000	-	3,000	0.0%
02-5033-***	Recruitment	1,000		1,000	-	1,000	0.0%
02-5034-***	Travel Expense/Tech. Conferences	18,163		18,163	5,037	13,126	27.7%
02-5035-***	Training Expense	15,420		15,420	13,379	2,041	86.8% (4)
02-5036-***	Laboratory Supplies	21,412		21,412	9,987	11,425	46.6%
02-5037-***	Office Equipment	14,000		14,000	4,401	9,599	31.4%
02-5038-***	Permits	27,032		27,032	21,274	5,758	78.7%
02-5039-***	Membership Dues/Fees	3,423		3,423	6,827	(3,404)	199.4% (4)
02-5049-***	Biosolids Disposal	750,000		750,000	311,322	438,678	41.5% (5)
02-5050-***	Contract Services Generators - 29A	10,000		10,000	-	10,000	0.0%
02-5052-***	Janitorial Services	43,000		43,000	20,112	22,888	46.8%
02-5053-***	Contract Serv - Digester Cleaning - 29E	15,000		15,000	-	15,000	0.0%
02-5054-***	Diesel Truck Maint	23,000		23,000	19,258	3,742	83.7% (6)
02-5055-***	Diesel Truck Fuel	3,300		3,300	2,127	1,173	64.5%
02-5056-***	Maintenance Equip. & Facilities (Solids)	125,000		125,000	34,256	90,744	27.4%
02-5057-***	Maintenance Equip. & Facilities (Liquids)	200,000		200,000	143,898	56,102	71.9% (7)
02-5058-***	Maintenance Equip. & Facilities (Common)	30,000		30,000	16,725	13,275	55.7%
02-5059-***	Maintenance Equip. & Facilities (Co-Gen)	297,000		297,000	171,485	125,515	57.7%
02-5061-***	Mileage	1,400		1,400	575	825	41.1%
02-5076-***	SCADA Infrastructure	31,200		31,200	25,664	5,536	82.3% (3)
02-5077-***	IT Direct	15,000		15,000	15,335	(335)	102.2% (3)
02-5303-***	Group Insurance Waiver	3,600		3,600	969	2,631	26.9%
02-5309-***	Operating Leases	20,000		20,000	9,266	10,734	46.3%
02-5705-***	Monthly Car Allowance	18,600		18,600	6,623	11,977	35.6%
02-5797-***	Verily Stipends - WastewaterSCAN Monitoring	-		-	(9,600)	9,600	100.0%
02-5799-***	Zephyr Wall Costs Share-O&M	(14,000)		(14,000)	-	(14,000)	0.0%
02-6500-***	IT Allocations in to PC's & Depts.	218,718		218,718	99,843	118,876	45.6%
	Total Other Expenses	4,263,015	-	4,263,015	2,359,700	1,903,315	55.4%
	<b>Total Expenses</b>	<b>7,114,298</b>	<b>-</b>	<b>7,114,298</b>	<b>3,717,369</b>	<b>3,396,929</b>	<b>52.3%</b>

**South Orange County Wastewater Authority**  
**O&M Budget vs. Actual Comparison by PC<sup>1</sup>**  
 For the Period Ended December 31, 2023  
 (in dollars)

	FY 2023-24 Budget	Board Approved Expenditures*	Adjusted Budget	Actual	(Over)/Under Budget	% Expended
<b>05 - San Juan Creek Ocean Outfall</b>						
Salary and Fringe						
05-5000-***	Regular Salaries-O&M		145,529	55,953	89,576	38.4%
05-5001-***	Overtime Salaries-O&M		72	857	(785)	1189.8%
05-5306-***	Scheduled Holiday Work		468	95	373	20.4%
05-5315-***	Comp Time - O&M		-	-	-	100.0%
05-5401-***	Fringe Benefits IN to PC's & Depts.		78,482	33,572	44,910	42.8%
	Total Payroll Costs		224,551	90,477	134,073	40.3%
Other Expenses						
05-5015-***	Management Support Services		110,000	15,583	94,417	14.2%
05-5017-***	Legal Fees		7,000	-	7,000	0.0%
05-5022-***	Miscellaneous Expense		-	-	-	100.0%
05-5027-***	Insurance - Property/Liability		21,282	18,215	3,067	85.6% (4)
05-5031-***	Safety Supplies		1,020	1,020	1,020	0.0%
05-5034-***	Travel Expense/Tech. Conferences		5,696	1,466	4,230	25.7%
05-5035-***	Training Expense		1,087	39	1,048	3.6%
05-5036-***	Laboratory Supplies		33,500	16,340	17,160	48.8%
05-5038-***	Permits		302,496	295,322	7,174	97.6% (4)
05-5039-***	Membership Dues/Fees		1,000	59	941	5.9%
05-5044-***	Offshore Monitoring		40,800	24,241	16,559	59.4%
05-5045-***	Offshore Biochemistry - 20B		7,500	7,500	7,500	0.0%
05-5046-***	Effluent Chemistry		28,000	11,313	16,687	40.4%
05-5058-***	Maintenance Equip. & Facilities (Common)		1,004	1,004	1,004	0.0%
05-6500-***	IT Allocations in to PC's & Depts.		17,832	8,140	9,692	45.6%
	Total Other Expenses		578,218	390,720	187,498	67.6%
	Total Expenses		802,768	481,197	321,571	59.9%
<b>08 - Pre Treatment</b>						
Salary and Fringe						
08-5000-***	Regular Salaries-O&M		132,256	55,240	77,016	41.8%
08-5401-***	Fringe Benefits IN to PC's & Depts.		71,324	33,144	38,180	46.5%
	Total Payroll Costs		203,579	88,384	115,195	43.4%
Other Expenses						
08-5011-***	Laboratory Services		3,064	175	2,889	5.7%
08-5015-***	Management Support Services		20,000	-	20,000	0.0%
08-5016-***	Audit - Environmental		1,304	-	1,304	0.0%
08-5017-***	Legal Fees		2,672	-	2,672	0.0%
08-5018-***	Public Notices/ Public Relations		1,500	-	1,500	0.0%
08-5021-***	Small Vehicle Expense - 31A		1,128	-	1,128	0.0%
08-5022-***	Miscellaneous Expense		2,032	-	2,032	0.0%
08-5026-***	Small Vehicle Fuel - 37A		1,272	-	1,272	0.0%
08-5027-***	Insurance - Property/Liability		7,170	6,077	1,093	84.8% (4)
08-5028-***	Small Tools & Supplies		3,668	-	3,668	0.0%
08-5034-***	Travel Expense/Tech. Conferences		3,500	785	2,715	22.4%
08-5035-***	Training Expense		2,044	1,384	660	0.0%
08-5038-***	Permits and Fines		508	-	508	0.0%
08-5039-***	Membership Dues/Fees		816	456	360	55.9%
08-6500-***	IT Allocations in to PC's & Depts.		16,205	7,398	8,808	45.6%
	Total Other Expenses		66,883	16,275	50,609	24.3%
	Total Expenses		270,462	104,658	165,804	38.7%
<b>12 - Water Reclamation Permits</b>						
Salary and Fringe						
12-5000-***	Regular Salaries-O&M		13,572	29,136	(15,564)	214.7% (8)
12-5401-***	Fringe Benefits IN to PC's & Depts.		7,319	17,482	(10,162)	238.8% (8)
	Total Payroll Costs		20,892	46,618	(25,726)	223.1%
Other Expenses						
12-5015-***	Management Support Services	52,987	87,987	7,233	80,754	8.2%
12-5017-***	Legal Fees		2,000	1,520	480	0.7%
12-5027-***	Insurance - Property/Liability		2,473	2,134	339	86.3% (4)
12-5034-***	Travel Expense/Tech. Conferences		5,696	-	5,696	0.0%
12-5038-***	Permits		25,500	26,710	(1,210)	104.7% (4)
12-5039-***	Membership Dues/Fees		68	-	68	0.0%
12-6500-***	IT Allocations in to PC's & Depts.		1,663	759	904	45.6%
	Total Other Expenses	52,987	125,388	38,357	87,031	30.6%
	Total Expenses	52,987	146,280	84,975	61,305	58.1%

**South Orange County Wastewater Authority**  
**O&M Budget vs. Actual Comparison by PC<sup>1</sup>**  
 For the Period Ended December 31, 2023  
 (in dollars)

		FY 2023-24 Budget	Board Approved Expenditures*	Adjusted Budget	Actual	(Over)/Under Budget	% Expended
<b>15 - Coastal Treatment Plant</b>							
Salary and Fringe							
15-5000-**-**	Regular Salaries-O&M	971,637		971,637	441,744	529,893	45.5%
15-5001-**-**	Overtime Salaries-O&M	13,732		13,732	8,133	5,599	59.2% (9)
15-5306-**-**	Scheduled Holiday Work	10,260		10,260	5,252	5,008	51.2%
15-5315-**-**	Comp Time - O&M	2,000		2,000	4,520	(2,520)	226.0% (9)
15-5401-**-**	Fringe Benefits IN to PC's & Depts.	523,990		523,990	265,047	258,943	50.6%
15-5700-**-**	Standby Pay	18,462		18,462	8,925	9,537	48.3%
	Total Payroll Costs	1,540,081	-	1,540,081	733,620	806,460	47.6%
Other Expenses							
15-5002-**-**	Electricity	300,000		300,000	202,090	97,910	67.4% (2)
15-5003-**-**	Natural Gas	3,500		3,500	768	2,732	22.0%
15-5004-**-**	Potable & Reclaimed Water	24,000		24,000	9,769	14,231	40.7%
15-5006-**-**	Chlorine/Sodium Hypochlorite	100,000		100,000	75,125	24,875	75.1% (10)
15-5007-**-**	Polymer Products	-		-	-	-	0.0%
15-5008-**-**	Ferric Chloride	105,000		105,000	106,338	(1,338)	101.3% (11)
15-5009-**-**	Odor Control Chemicals	50,000		50,000	61,505	(11,505)	123.0% (11)
15-5011-**-**	Laboratory Services	10,000		10,000	8,031	1,969	80.3%
15-5012-**-**	Grit Hauling	22,000		22,000	9,582	12,418	43.6%
15-5013-**-**	Landscaping	63,000		63,000	30,778	32,222	48.9%
15-5015-**-**	Management Support Services	13,000		13,000	6,190	6,810	47.6%
15-5017-**-**	Legal Fees	5,000		5,000	-	5,000	0.0%
15-5019-**-**	Contract Services Misc.	110,000		110,000	44,270	65,730	40.2%
15-5021-**-**	Small Vehicle Expense - 31A	4,000		4,000	7,387	(3,387)	184.7%
15-5022-**-**	Miscellaneous Expense	1,000		1,000	399	601	39.9%
15-5023-**-**	Office Supplies - All	5,000		5,000	2,768	2,232	55.4%
15-5024-**-**	Petroleum Products	4,000		4,000	-	4,000	0.0%
15-5025-**-**	Uniforms	10,000		10,000	6,257	3,743	62.6%
15-5026-**-**	Small Vehicle Fuel	2,000		2,000	1,939	61	97.0%
15-5027-**-**	Insurance - Property/Liability	79,422		79,422	67,607	11,815	85.1% (4)
15-5028-**-**	Small Tools & Supplies	9,000		9,000	7,384	1,616	82.0%
15-5030-**-**	Trash Disposal	3,000		3,000	1,191	1,809	39.7%
15-5031-**-**	Safety Supplies	33,456		33,456	8,568	24,888	25.6%
15-5032-**-**	Equipment Rental	1,000		1,000	-	1,000	0.0%
15-5033-**-**	Recruitment	300		300	-	300	0.0%
15-5034-**-**	Travel Expense/Tech. Conferences	18,163		18,163	1,778	16,385	9.8%
15-5035-**-**	Training Expense	15,420		15,420	12,921	2,499	83.8% (4)
15-5036-**-**	Laboratory Supplies	20,000		20,000	12,688	7,312	63.4%
15-5037-**-**	Office Equipment	3,000		3,000	215	2,785	7.2%
15-5038-**-**	Permits	5,000		5,000	2,260	2,740	45.2%
15-5039-**-**	Membership Dues/Fees	3,423		3,423	6,109	(2,686)	178.5% (4)
15-5047-**-**	Access Road Expenses	45,000		45,000	2,460	42,540	5.5%
15-5048-**-**	Storm Damage	20,000		20,000	-	20,000	0.0%
15-5050-**-**	Contract Services Generators	5,000		5,000	5,111	(111)	102.2% (4)
15-5052-**-**	Janitorial Services	15,000		15,000	7,883	7,117	52.6%
15-5054-**-**	Diesel Truck Maint - 31B	1,000		1,000	-	1,000	0.0%
15-5055-**-**	Diesel Truck Fuel - 37B	500		500	-	500	0.0%
15-5057-**-**	Maintenance Equip. & Facilities (Liquids)	110,000		110,000	61,494	48,506	55.9% (7)
15-5058-**-**	Maintenance Equip. & Facilities (Common)	24,000		24,000	1,796	22,204	7.5%
15-5060-**-**	Maintenance Equip. & Facilities (AWT)	39,000		39,000	7,458	31,542	19.1%
15-5061-**-**	Mileage	500		500	288	212	57.7%
15-5076-**-**	SCADA Infrastructure	31,200		31,200	28,129	3,071	90.2% (3)
15-5077-**-**	IT Direct	15,000		15,000	15,335	(335)	102.2% (3)
15-5303-**-**	Group Insurance Waiver	3,600		3,600	1,523	2,077	42.3%
15-5705-**-**	Monthly Car Allowance	4,200		4,200	1,938	2,262	46.2%
15-5797-**-**	Verily Stipends - WastewaterSCAN Monitoring	-		-	(9,600)	9,600	100.0%
15-6500-**-**	IT Allocations in to PC's & Depts.	119,057		119,057	54,348	64,709	45.6%
	Total Other Expenses	1,455,741	-	1,455,741	872,082	583,659	59.9%
	Total Expenses	2,995,822	-	2,995,822	1,605,702	1,390,119	53.6%

**South Orange County Wastewater Authority**  
**O&M Budget vs. Actual Comparison by PC<sup>1</sup>**  
 For the Period Ended December 31, 2023  
 (in dollars)

		<b>FY 2023-24 Budget</b>	<b>Board Approved Expenditures*</b>	<b>Adjusted Budget</b>	<b>Actual</b>	<b>(Over)/Under Budget</b>	<b>% Expended</b>
<b>17 - Joint Regional Wastewater Reclamation and Sludge Handling</b>							
<b>Salary and Fringe</b>							
17-5000-***	Regular Salaries-O&M	1,884,409		1,884,409	922,111	962,298	48.9%
17-5001-***	Overtime Salaries-O&M	40,492		40,492	36,844	3,648	91.0% (9)
17-5306-***	Scheduled Holiday Work	27,356		27,356	23,553	3,803	86.1%
17-5315-***	Comp Time - O&M	7,024		7,024	8,407	(1,383)	119.7% (9)
17-5401-***	Fringe Benefits IN to PC's & Depts.	1,016,234		1,016,234	553,267	462,968	54.4%
17-5700-***	Standby Pay	47,692		47,692	23,425	24,267	49.1%
	<b>Total Payroll Costs</b>	<b>3,023,208</b>	<b>-</b>	<b>3,023,208</b>	<b>1,567,607</b>	<b>1,455,602</b>	<b>51.9%</b>
<b>Other Expenses</b>							
17-5002-***	Electricity	300,000		300,000	160,914	139,086	53.6% (2)
17-5003-***	Natural Gas	235,000		235,000	135,002	99,998	57.4%
17-5004-***	Potable & Reclaimed Water	27,000		27,000	14,004	12,996	51.9%
17-5005-***	Co-generation Power Credit	(1,302,000)		(1,302,000)	(687,701)	(614,300)	52.8%
17-5006-***	Chlorine/Sodium Hypochlorite	60,000		60,000	30,154	29,846	50.3%
17-5007-***	Polymer Products	650,000		650,000	357,012	292,988	54.9%
17-5008-***	Ferric Chloride	475,000		475,000	281,421	193,579	59.2%
17-5009-***	Odor Control Chemicals	67,000		67,000	46,441	20,559	69.3%
17-5010-***	Other Chemicals - Misc.	1,000		1,000	126	874	0.13
17-5011-***	Laboratory Services	23,460		23,460	16,826	6,635	71.7%
17-5012-***	Grit Hauling - 21A	40,000		40,000	20,116	19,884	50.3%
17-5013-***	Landscaping	80,000		80,000	39,059	40,941	48.8%
17-5015-***	Management Support Services	17,500		17,500	9,742	7,758	55.7%
17-5017-***	Legal Fees	5,000		5,000	1,686	3,314	33.7%
17-5019-***	Contract Services Misc.	115,000		115,000	61,478	53,522	53.5%
17-5021-***	Small Vehicle Expense	8,000		8,000	13,082	(5,082)	163.5%
17-5022-***	Miscellaneous Expense	5,000		5,000	695	4,305	13.9%
17-5023-***	Office Supplies - All	13,000		13,000	6,664	6,336	51.3%
17-5024-***	Petroleum Products	12,000		12,000	15,401	(3,401)	128.3%
17-5025-***	Uniforms	32,000		32,000	20,195	11,805	63.1%
17-5026-***	Small Vehicle Fuel	9,000		9,000	4,872	4,128	54.1%
17-5027-***	Insurance - Property/Liability	212,048		212,048	179,559	32,489	84.7% (4)
17-5028-***	Small Tools & Supplies	30,000		30,000	20,207	9,793	67.4%
17-5030-***	Trash Disposal	3,000		3,000	2,615	385	87.2%
17-5031-***	Safety Supplies	39,428		39,428	39,001	427	98.9% (4)
17-5032-***	Equipment Rental	3,000		3,000	3,496	(496)	116.5%
17-5033-***	Recruitment	1,000		1,000	-	1,000	0.0%
17-5034-***	Travel Expense/Tech. Conferences	18,163		18,163	1,878	16,285	10.3%
17-5035-***	Training Expense	15,420		15,420	12,747	2,673	82.7% (4)
17-5036-***	Laboratory Supplies	25,660		25,660	14,509	11,151	56.5%
17-5037-***	Office Equipment	10,000		10,000	-	10,000	0.0%
17-5038-***	Permits	15,300		15,300	450	14,850	2.9%
17-5039-***	Membership Dues/Fees	3,423		3,423	6,959	(3,536)	203.3%
17-5049-***	Biosolids Disposal	997,500		997,500	568,021	429,479	56.9% (5)
17-5050-***	Contract Services Generators - 29A	8,000		8,000	2,327	5,673	0.29
17-5052-***	Janitorial Services	37,000		37,000	18,484	18,516	50.0%
17-5053-***	Contract Serv - Digester Cleaning - 29E	65,000		65,000	-	65,000	0.0%
17-5054-***	Diesel Truck Maint	19,000		19,000	19,144	(144)	100.8% (6)
17-5055-***	Diesel Truck Fuel	8,000		8,000	1,762	6,238	22.0%
17-5056-***	Maintenance Equip. & Facilities (Solids)	175,000		175,000	90,639	84,361	51.8%
17-5057-***	Maintenance Equip. & Facilities (Liquids)	200,000		200,000	176,082	23,918	88.0% (7)
17-5058-***	Maintenance Equip. & Facilities (Common)	36,000		36,000	14,296	21,704	39.7%
17-5059-***	Maintenance Equip. & Facilities (Co-Gen)	539,700		539,700	270,994	268,706	50.2%
17-5060-***	Maintenance Equip. & Facilities (AWT)	-		-	-	-	0.0%
17-5061-***	Mileage	1,000		1,000	156	844	15.6%
17-5068-***	MNWD Potable Water Supplies & Svcs.	44,880		44,880	16,735	28,145	37.3%
17-5076-***	SCADA Infrastructure	31,200		31,200	28,129	3,071	90.2% (3)
17-5077-***	IT Direct	15,000		15,000	18,210	(3,210)	121.4% (3)
17-5105-***	Co-Generation Power Credit - Offset	1,302,000		1,302,000	687,701	614,300	52.8%
17-5303-***	Group Insurance Waiver	7,200		7,200	6,508	692	90.4%
17-5305-***	Medicare Tax Payments for Employees	152		152	-	152	0.0%
17-5705-***	Monthly Car Allowance	8,400		8,400	4,039	4,361	48.1%
17-5797-***	Verily Stipends - WastewaterSCAN Monitoring	-		-	(9,600)	9,600	100.0%
17-6500-***	IT Allocations in to PC's & Depts.	230,899		230,899	105,403	125,496	45.6%
	<b>Total Other Expenses</b>	<b>4,975,334</b>	<b>-</b>	<b>4,975,334</b>	<b>2,847,641</b>	<b>2,127,693</b>	<b>57.2%</b>
	<b>Total Expenses</b>	<b>7,998,542</b>	<b>-</b>	<b>7,998,542</b>	<b>4,415,248</b>	<b>3,583,294</b>	<b>55.2%</b>



**South Orange County Wastewater Authority**  
**O&M Budget vs. Actual Comparison by PC<sup>1</sup>**  
 For the Period Ended December 31, 2023  
 (in dollars)

	FY 2023-24 Budget	Board Approved Expenditures*	Adjusted Budget	Actual	(Over)/Under Budget	% Expended
<b>21 - Effluent Transmission Main</b>						
Other Expenses						
21-5017-**-**	Legal Fees	-	500	428	72	85.6%
21-5019-**-**	Contract Services Misc.	-	18,996	-	18,996	0.0%
	Total Other Expenses	-	19,496	428	19,068	2.2%
	Total Expenses	-	19,496	428	19,068	2.2%
<b>23 - North Coast Interceptor</b>						
Salary and Fringe						
23-5000-**-**		-	1,000	-	1,000	0.0%
23-5401-**-**		-	539	-	539	0.0%
	Total Payroll Costs	-	1,539	-	1,539	0.0%
Other Expenses						
23-5017-**-**	Legal Fees	-	500	-	500	0.0%
23-5015-**-**	Management Support Services	-	-	-	-	0.0%
	Total Other Expenses	-	500	-	500	0.0%
	Total Expenses	-	2,039	-	2,039	0.0%
<b>24 - Aliso Creek Ocean Outfall</b>						
Salary and Fringe						
24-5000-**-**	Regular Salaries-O&M	-	132,042	57,052	74,991	43.2%
24-5001-**-**	Overtime Salaries-O&M	-	504	5,023	(4,519)	996.8% (9)
24-5306-**-**	Scheduled Holiday Work	-	292	-	292	0.0%
24-5315-**-**	Comp Time - O&M	-	-	1,225	(1,225)	100.0% (9)
24-5401-**-**	Fringe Benefits IN to PC's & Depts.	-	71,209	34,231	36,977	48.1%
	Total Payroll Costs	-	204,047	97,531	106,516	47.8%
Other Expenses						
24-5015-**-**	Management Support Services	-	315,000	28,533	286,467	9.1%
24-5017-**-**	Legal Fees	-	3,000	-	3,000	0.0%
24-5027-**-**	Insurance - Property/Liability	-	24,872	21,146	3,726	85.0% (4)
24-5031-**-**	Safety Supplies	-	1,020	-	1,020	0.0%
24-5034-**-**	Travel Expense/Tech. Conferences	-	5,696	1,327	4,369	23.3%
24-5035-**-**	Training Expense	-	1,087	39	1,048	3.6%
24-5036-**-**	Laboratory Supplies	-	26,520	17,574	8,946	66.3%
24-5038-**-**	Permits	-	260,000	245,823	14,177	94.5% (4)
24-5039-**-**	Membership Dues/Fees	-	1,000	59	941	5.9%
24-5044-**-**	Offshore Monitoring	-	40,804	24,241	16,563	59.4%
24-5045-**-**	Offshore Biochemistry - 20B	-	15,000	-	15,000	0.0%
24-5046-**-**	Effluent Chemistry	-	22,948	9,528	13,420	41.5%
24-5058-**-**	Maintenance Equip. & Facilities (Common) 41-C	-	1,004	663	341	66.0%
24-6500-**-**	IT Allocations in to PC's & Depts.	-	16,179	7,386	8,794	45.6%
	Total Other Expenses	-	734,131	356,320	377,810	48.5%
	Total Expenses	-	938,178	453,852	484,326	48.4%
	<b>Total O&amp;M Expenses</b>	<b>52,987</b>	<b>20,287,885</b>	<b>10,863,429</b>	<b>9,424,456</b>	<b>53.5%</b>

<sup>1</sup> This report intends to monitor the Annual Budget % Expended at the Project Committee and Functional Department levels.

The financial information contained in this report, in some cases, is based on the full accrual basis of accounting, whereby expenses are recognized in the period in which the liability is incurred, i.e., payroll and fringe benefits.

There are instances where we will include the total expense for the entire accounting fiscal year if the information is available, i.e., property and liability insurance premiums.

The audited financial statements for the fiscal year recognize all expenses on the full accrual basis of accounting.

**South Orange County Wastewater Authority**  
**O&M Budget vs. Actual Comparison by PC**  
For the Period Ended December 31, 2023

- (1) Overtime for two (2) nighttime shutdowns to repair critical equipment during low flow hours.
- (2) Increases in power costs approved by the CPUC are above assumed increased rates.
- (3) Higher levels of influent solids that budgeted at JBL affecting treatment and costs.
- (4) Annual charges incurred at the beginning of the Fiscal Year and at the end of the calendar year.
- (5) Biosolids costs are increased due to landfill closures on hotter days. This new type of closure was instituted in May 2023 at the landfill to help mitigate odor complaints at the landfill.
- (6) Both large Diesel vehicles had unplanned and significant emissions control system repairs.
- (7) Several larger O&M projects were completed prior to the rainy season.
- (8) Salt and Nutrient Management Plan (SNMP) work effort is nearly complete for the year.
- (9) Staff over was elevated due to three (3) nighttime shutdowns to support the ACOO internal repair project.
- (10) Bleach usage elevated during the initial months of the Fiscal for summer AWT production at CTP.
- (11) O&M staff is evaluating elevated odor control needs at CTP following the completion of the recent Facilities Improvement Project that modified the Ferric Chloride system and dosing location.

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

For the Period Ended December 31, 2023  
(in dollars)

		<b>FY 2023-24 Budget</b>	<b>Actual</b>	<b>(Over)/Under Budget</b>	<b>% Expended</b>
<b>Salary and Fringe</b>					
01-5000-03-00-00	Regular Salaries-O&M	194,546	40,114	154,432	20.6%
01-5401-03-00-00	Fringe Benefits IN to PC's & Depts.	104,916	24,069	80,847	22.9%
	<b>Total Payroll Costs</b>	<b>299,462</b>	<b>64,183</b>	<b>235,279</b>	<b>21.4%</b>
<b>Other Expenses</b>					
01-5022-03-00-00	Miscellaneous Expense	2,000	455	1,545	22.7%
01-5034-03-00-00	Travel Expense/Tech. Conferences	8,500	-	8,500	0.0%
01-5035-03-00-00	Training Expense	1,300	-	1,300	0.0%
01-5037-03-00-00	Office Equipment	150	-	150	0.0%
01-5039-03-00-00	Membership Dues/Fees	1,775	139	1,636	7.8%
01-5061-03-00-00	Mileage	250	-	250	0.0%
01-5077-03-00-00	IT Direct	250	-	250	0.0%
01-5309-03-00-00	Operating Leases	30,000	10,952	19,048	36.5%
01-5705-03-00-00	Monthly Car Allowance	4,200	808	3,392	19.2%
01-5802-03-00-00	Shipping/Freight	100	-	100	0.0%
01-6500-03-00-00	IT Allocations in to PC's & Depts.	54,993	26,235	28,759	47.7%
	<b>Total Other Expenses</b>	<b>103,518</b>	<b>38,588</b>	<b>64,931</b>	<b>37.3%</b>
	<b>Total Engineering Expenses</b>	<b>402,980</b>	<b>102,770</b>	<b>300,210</b>	<b>25.5%</b>

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

For the Period Ended December 31, 2023

(in dollars)

		<b>FY 2023-24 Budget</b>	<b>Actual</b>	<b>(Over)/Under Budget</b>	<b>% Expended</b>
01-6000-04-00-00	Regular Salaries-Admin or IT	1,006,210	510,598	495,612	50.7%
01-6001-04-00-00	Overtime Salaries-Admin or IT	7,000	7,669	(669)	109.6%
01-6315-04-00-00	Comp Time - Admin	4,000	629	3,371	15.7%
01-6401-04-00-00	Fringe Benefits IN to ADMIN or IT	542,634	306,359	236,275	56.5%
	<b>Total Payroll Costs</b>	<b>1,559,845</b>	<b>825,255</b>	<b>734,589</b>	<b>52.9%</b>
<b>Other Expenses</b>					
01-6101-04-00-00	HR Recruitment & Employee Relations	48,100	15,018	33,082	31.2%
01-6102-04-00-00	Subscriptions	1,400	1,036	364	74.0%
01-6103-04-00-00	Contract Labor	30,000	48,721	(18,721)	162.4%
01-6200-04-00-00	Management Support Services	55,000	21,137	33,863	38.4%
01-6201-04-00-00	Audit	46,000	31,700	14,300	68.9%
01-6202-04-00-00	Legal	200,000	67,816	132,184	33.9%
01-6203-04-00-00	Outside Services	-	1,332	(1,332)	0.0%
01-6204-04-00-00	Postage	1,500	758	742	50.5%
01-6223-04-00-00	Office Supplies - Admin	4,000	49	3,951	1.2%
01-6224-04-00-00	Office Equipment Admin or IT	1,000	3,106	(2,106)	310.6%
01-6234-04-00-00	Memberships & Trainings	105,000	72,665	32,335	69.2%
01-6239-04-00-00	Travel & Conference	25,000	4,364	20,636	17.5%
01-6240-04-00-00	Scholarship Sponsorship	1,000	-	1,000	0.0%
01-6241-04-00-00	Education Reimbursement	3,000	722	2,278	24.1%
01-6310-04-00-00	Miscellaneous	22,000	13,438	8,562	61.1%
01-6311-04-00-00	Mileage	600	369	231	61.5%
01-6317-04-00-00	Contract Services Misc	5,800	2,748	3,052	47.4%
01-6500-04-00-00	IT Allocations in to PC's & Depts.	123,292	56,282	67,011	45.6%
01-6601-04-00-00	Shipping/Freight	1,200	1,470	(270)	122.5%
01-6705-04-00-00	Monthly Car Allowance	12,000	5,100	6,900	42.5%
	<b>Total Other Expenses</b>	<b>685,892</b>	<b>347,828</b>	<b>338,064</b>	<b>50.7%</b>
	<b>Total Admin Expenses</b>	<b>2,245,737</b>	<b>1,173,084</b>	<b>1,072,653</b>	<b>52.2%</b>

**South Orange County Wastewater Authority**  
**Budget vs. Actual Comparison-IT**  
 For the Period Ended December 31, 2023  
 (in dollars)

		<b>FY 2023-24 Budget</b>	<b>Actual</b>	<b>(Over)/Under Budget</b>	<b>% Expended</b>
<b>Salary &amp; Fringe</b>					
01-6000-05-00-00	Regular Salaries-Admin or IT	116,046	59,757	56,289	51.5%
01-6401-05-00-00	Fringe Benefits IN to ADMIN or IT	62,582	35,854	26,728	57.3%
	<b>Total Salary &amp; Fringe</b>	<b>178,629</b>	<b>95,612</b>	<b>83,017</b>	<b>53.5%</b>
<b>Other Expenses</b>					
01-6028-05-00-00	Small Tools & Supplies	1,000	-	1,000	0.0%
01-6035-05-00-00	Training Expense	3,000	-	3,000	0.0%
01-6224-05-00-00	Office Equipment Admin or IT	600	-	600	0.0%
01-6234-05-00-00	Memberships & Trainings	2,750	1,810	940	65.8%
01-6239-05-00-00	Travel & Conference	1,500	-	1,500	0.0%
01-6300-05-00-00	Software Maintenance Agreements	84,700	17,718	66,982	20.9%
01-6301-05-00-00	Hardware Maintenance Agreements	22,400	3,437	18,963	15.3%
01-6302-05-00-00	Cloud Subscriptions (Internet)	196,935	90,385	106,550	45.9% (1)
01-6303-05-00-00	Telecommunications	161,382	80,712	80,670	50.0%
01-6305-05-00-00	IT Professional Services	19,960	37,729	(17,769)	189.0% (1)
01-6306-05-00-00	Small Hardware Purchases (< \$5k)	25,400	10,340	15,060	40.7%
01-6307-05-00-00	Small Software Purchases & Licenses (<\$5k)	30,500	894	29,606	2.9%
01-6308-05-00-00	IT Memberships	160	-	160	0.0%
01-6309-05-00-00	Operating Leases	64,200	26,037	38,163	40.6%
01-6310-05-00-00	Miscellaneous	5,000	-	5,000	0.0%
01-6312-05-00-00	Computer & Photocopy Supplies	3,200	1,118	2,082	0.0%
	<b>Total Other Expenses</b>	<b>622,687</b>	<b>270,180</b>	<b>352,507</b>	<b>43.4%</b>
	<b>Total Expenses before Allocation</b>	<b>801,315</b>	<b>365,792</b>	<b>435,523</b>	<b>45.6%</b>
<b>IT Allocations (Out) to PC's &amp; Depts</b>					
01-6400-05-00-00	IT Allocations (OUT) to PC's & Depts.	(801,315)	(365,792)	(435,523)	45.6%
	<b>Total IT Allocations (Out) to PC's &amp; Depts</b>	<b>(801,315)</b>	<b>(365,792)</b>	<b>(435,523)</b>	<b>45.6%</b>

(1) Annual charges incurred at the beginning of the Fiscal Year.

**South Orange County Wastewater Authority  
Cash Reconciliation  
Fiscal Year End 2019, 2020, 2021, 2022, 2023 & Q2 2024**

	6/30/2019	6/30/2020	6/30/2021	6/30/2022	6/30/2023	12/31/2023	Change +/-	% Change
(1) <b>Cash on Hand (G/L Balance)<sup>1</sup></b>	\$20,857,094	\$22,361,420	\$15,190,921	\$10,485,283	\$9,367,605	13,665,200	\$4,297,594	45.9%
Accounts Payable	(1,981,080)	(3,531,550)	(5,882,659)	(2,451,972)	(3,185,397)	(3,068,013)	\$117,385	-3.7%
Accrued Payroll	(100,221)	(160,049)	(224,996)	(245,023)	(264,784)	(282,427)	(\$17,643)	6.7%
Accounts Receivable	14,179	49,286	59,478	56,072	666,353	1,915,013	\$1,248,660	187.4%
(2) PTO Reserves	(683,536)	(734,477)	(877,242)	(815,201)	(780,753)	(1,015,358)	(\$234,605)	30.0%
Due to Mbr Agency	(2,475,322)	(1,656,822)	(4,096,390)	(1,720,819)	(2,843,664)	(2,849,514)	(\$5,850)	0.2%
Due From Mbr Agency	856,669	870,004	1,280,615	840,732	1,156,744	1,156,744	\$0	
Mbr Agency Refund held for FY 19-20	(1,068,028)						\$0	
LAIF Fair Value Adjustment			(1,156)	117,343	128,929		(\$128,929)	-100.0%
Prepaid	211,725	155,939	198,709	290,794	327,412	468,044	\$140,632	43.0%
Petty Cash				(1,600)		(1,600)	\$0	0.0%
TCWD UAL payment					(20,813)		\$20,813	-100.0%
Deposits								
(3) <b>Available Cash</b>	15,631,481	17,353,752	\$5,647,281	\$6,555,608	\$4,550,032	\$9,988,089	\$5,438,057	119.5%
(4) <b>Large Capital Cash as of June 30, 2019, 2020, 2021, 2022, 2023, Q2 2024</b>	15,067,539	15,616,950	6,973,860	6,545,659	4,710,278	10,952,091	\$6,241,813	132.5%
Non Capital Engineering Cash Balance								
Moulton Niguel Non Capital Engineering Accounts Receivable								
Moulton Niguel Large Capital Accounts Receivable								
Use Audit Settlement			(1,511,608)	(122,690)	(359,531)	(359,531)		
Use Audit Settlement								
(5) <b>Total Large Capital Cash</b>	15,067,539	15,616,950	5,462,252	6,422,969	4,350,746	10,592,559		
(6) Small Capital Carryover	172,996	565,000	161,729		85,012	58,290		
Non-Capital Carryover		369,508	203,442					
Non-Capital Misc. Carryover		252,298	132,113	90,000				
Cash Collected for PC 2 Zephyr Wall	76,318							
Other misc., fringe adj, interest adj, etc.			1,001					
Small Capital Cash Collected in Excess of Expenditures			547,506			290,419		
Non Capital Cash Collected in Excess of Expenditures			9,110			397,806		
Non Capital Misc Cash Collected in Excess of Expenditures			52,266					
O&M Cash Collected in Excess of Expenditures			215,060			(370,570)		
<b>O&amp;M, Small Cap, Non-Cap, Non-Cap Misc Use Audit Settlement</b>			(1,304,166)			(1,327,388)		
<b>O&amp;M, Small Cap, Non-Cap, Non-Cap Misc Cash Collected in Excess of Expenditures</b>								
<b>Net Cash as of June 30th 2017, 2018, 2019, 2020, 2021, 2022, 2023</b>	15,316,853	16,803,755	5,480,313	6,512,969	4,435,758	9,641,116		
(7) <b>Difference</b>	\$314,628	\$549,996	\$166,969	\$42,640	\$114,274	\$346,973		

Additional Cash Is:						
Prior Balance	\$649,837	\$314,628	\$549,996	\$166,969	\$42,640	\$114,274
Payment to Member Agencies	(649,837)	(314,628)	(549,996)	(166,969)	(42,640)	
County of Orange Bankruptcy Payment						
County of Orange Admin Fees						
County of Orange Access Maintenance						
City of Laguna Niguel Heat Transfer						
SMWD Lab Fees						
Coke machine						
FEMA Reimbursement		9,277				
CA State Cost Reimbursement		15,356				
Interest Income Received	249,482	405,052	74,802	21,004	85,410	84,261
Recycling Income	1,618	1,966.23	2,947	2,599	9,242	1,150
PC 23 Admin Payment			5,300	5,450	5,600	5,800
Mutual Omaha Refund						
Interest received for 4th qtr	52,302	113,947	83,920	10,300	19,358	57,590
LAIF Interest Adj.						
Grant Revenue SoCal Edison						83,898
Other misc. expenses		(4,277)		(2,413)		
Sale of Fixed Assets	11,226	8,675		5,700		
Other misc adjustments					(5,336)	
<b>Total Other Cash</b>	\$314,628	\$549,996	\$166,969	\$42,640	\$114,274	\$346,973

<sup>1</sup>The cash balance increased due to cash collected from large capital projects that have not yet been spent. For instance, several large construction projects, such as the PC15 Aeration Blower System upgrades, collected \$1.25 million, and PC 2 Package B collected close to \$2 million, although the work has not yet been completed or invoiced as of December 31, 2023.

## Cash Roll Forward Notes Q2 FY 2023-24

1. Cash on Hand from Net Position Statement and reconciled to the Bank Statement
2. Adjustment for Current Assets and Liabilities, Obligations against the Cash (accounts payable, payroll accruals, Use Audit Due (To) Member Agencies; the offset to these items is in the Use Audit as an Expense or in Construction-in-Progress if Capital related.)  
Amounts due to the Authority, Accounts Receivable, Use Audit Due From Member Agencies, Prepaids and Deposits.
3. Available Cash (Item 1 above less Item 2). The Authority does not carry Cash Reserves; there is some carryover cash for non-capital projects in-process at yearend. Large Capital Cash is held until project completion which could span several years.
4. Large Capital Cash is supported by a subsidiary report detailing by project committee, wastewater
  - a) Beginning Cash Balance from the Audited 6/30/2023 Cash Roll Forward
  - b) Contributions based on the quarterly capital billings
  - c) Actual expenditures
  - e) Net Cash balance
5. Total Large Capital Cash.
6. Small Capital, Non-Capital and Non-Capital Misc. Carryover.
7. Difference is additional cash from interest on LAIF account balance and sources other than Member Agencies.

**South Orange County Wastewater Authority  
Total Large Capital Cash Roll Forward Q2 FY 2023-24**

Large Capital Cash Balance Before FY 22-23 Use Audit Payout as of December 31, 2023										
	16	17	18	19	20	21	22	23	24	
	CLB	CSC	CSJC	ETWD	EBSD	IRWD	MNWD	SMWD	SCWD	Total
<b>PC 02 J B Latham</b>										
<b>Liquids</b>										
3202-000 - Preliminary and Primary Treatment Improvements Design (2016)	-	-	-	-	-	-	29,610	61,638	37,014	128,262
3252-000 - Plant 1 Standby Power Generator Repl (2017)	-	-	-	-	-	-	164,140	341,929	205,174	711,244
3253-000 - Effluent System Valves Replacement (2107)	-	-	-	-	-	-	21,546	43,335	26,931	91,812
3254-000 - Additional Package B Liquids Design (2017)	-	-	-	-	-	-	34,032	70,880	42,541	147,453
3280-000 - Facility Improvements B - Basin Upgrades (2018)	-	-	-	-	-	-	1,897	3,931	2,394	8,222
3285-000 - Main Plant Drain Line Reconstruction (2018)	-	-	-	-	-	-	(154)	(322)	(193)	(669)
3215-000 - Motor Control Center M Replacement Design (2019)	-	-	-	-	-	-	6,927	14,431	8,658	30,016
3220-000 - Facility Improvements B - Basin Upgrades Construction I (2019)	-	-	-	-	-	-	(22,688)	(47,410)	(28,382)	(98,481)
32211L-000 - Plant 2 Grit Area Rehabilitation	-	-	-	-	-	-	(20,837)	(43,410)	(26,046)	(90,294)
32226L-000 - Effluent Pump Station Upgrades	-	-	-	-	-	-	44,080	91,832	55,099	191,011
32235L-000 - Effluent PS Electrical Rehabilitation	-	-	-	-	-	-	845	1,759	1,056	3,660
32212L-000 - Primary Tank Covers Replacements	-	-	-	-	-	-	7,353	15,319	9,191	31,863
32234L-000 - Chlorine Contact Basin Isolation Gates and Structural Rehab	-	-	-	-	-	-	23,077	48,077	28,846	100,000
32243L-000 - Plant 2 Headworks Rehabilitation-Salaries	-	-	-	-	-	-	(228)	(475)	(285)	(988)
32244L-000 - Plant 2 Primary Clarifier Condition Assessment	-	-	-	-	-	-	5,655	11,781	7,069	24,506
<b>Total PC 02 Liquids</b>	-	-	-	-	-	-	<b>295,254</b>	<b>613,296</b>	<b>369,067</b>	<b>1,277,617</b>
<b>Common</b>										
3216-000 - Hoist System for Maintenance Shop (2013)	-	-	-	-	-	-	11,174	26,613	12,212	49,999
3221-000 - Electrical System Evaluation (2019)	-	-	-	-	-	-	(4,194)	(9,989)	(4,583)	(18,766)
3231-000 - Facility Improvements B - Common Upgrades Construction	-	-	-	-	-	-	4,874	11,606	5,321	21,801
32231C-000 - Process Water Repiping	-	-	-	-	-	-	11,174	26,614	12,212	50,000
32232C-000 - 2337 Administration Building Roof Reconstructio	-	-	-	-	-	-	(552)	(1,310)	(601)	(2,464)
32243C-000 - SCADA Server Replacement	-	-	-	-	-	-	44,699	106,455	48,846	200,000
<b>Total PC 02 Common</b>	-	-	-	-	-	-	<b>67,175</b>	<b>159,989</b>	<b>73,406</b>	<b>300,570</b>
<b>Solids</b>										
3209-000 - Facility Improvements - Co-Generation Rep. (2016)	-	-	-	-	-	-	173,924	469,661	160,897	804,482
3287-000 - Facility Improvements B - DAFT and Ancillary Solids Improvements	-	-	-	-	-	-	(6,235)	(16,773)	(5,752)	(28,761)
3222-000 - Centrate System Design (2019)	-	-	-	-	-	-	1,146	3,092	1,060	5,297
3224-000 - Digester No.4 Rehabilitation (2019)	-	-	-	-	-	-	68,371	184,600	63,243	316,214
3225-000 - Facility Improvements B - DAFT and Ancillary Solids Improvement	-	-	-	-	-	-	(103)	(278)	(95)	(476)
3234-000 - Centrate Piping Reconstruction (2021)	-	-	-	-	-	-	49,221	132,896	45,529	227,645
32232S-000 - Buried Digester and Flare Gasline Replacement	-	-	-	-	-	-	(142)	(382)	(131)	(655)
32233S-000 - Scum Line Replacement	-	-	-	-	-	-	10,329	27,892	9,555	47,777
32234S-000 - JBL Heat exchanger #4 pipe replacement	-	-	-	-	-	-	(25)	(66)	(23)	(114)
32225S-000 - Energy Building Roof Upgrades	-	-	-	-	-	-	16,136	43,568	14,926	74,629
32236S-000 - SCR Blower	-	-	-	-	-	-	16,216	43,784	15,000	75,000
<b>Total PC 02 Solids</b>	-	-	-	-	-	-	<b>328,837</b>	<b>887,993</b>	<b>304,209</b>	<b>1,521,039</b>
<b>Total PC2 JB Latham</b>	-	-	-	-	-	-	<b>691,266</b>	<b>1,661,278</b>	<b>746,682</b>	<b>3,099,226</b>
<b>PC 05 San Juan Creek Ocean Outfall</b>										
36221O-000 - Surge System Air Valve Replacement	-	6,492	-	-	-	-	6,060	21,641	4,871	39,064
36241O-000 - SJCOO Outfall Ballast Repairs	-	16,230	-	-	-	-	15,146	54,100	12,177	97,653
<b>Total PC5 San Juan Creek Ocean Outfall</b>	-	<b>22,722</b>	-	-	-	-	<b>21,206</b>	<b>75,741</b>	<b>17,048</b>	<b>136,717</b>



**South Orange County Wastewater Authority  
Total Large Capital Cash Roll Forward Q2 FY 2023-24**

Large Capital Cash Balance Before FY 22-23 Use Audit Payout as of December 31, 2023										
	16	17	18	19	20	21	22	23	24	
	CLB	CSC	CSJC	ETWD	EBSD	IRWD	MNWD	SMWD	SCWD	Total
<b>PC 15 Coastal Treatment Plant</b>										
<b>Liquids</b>										
3504-000 - Aeration System Modification Design (2015)	(259)	-	-	-	(20)	-	(200)	-	(204)	(684)
3514-000 - CTP Facility Upgrade Design and Financing (2016)	(1,063)	-	-	-	(84)	-	(820)	-	(837)	(2,803)
3534-000 - Export Sludge System (1997)	(118,667)	-	-	-	(9,339)	-	(91,575)	-	(93,439)	(313,021)
3539-000 Facility Construction Improvements - Part II (2020)	(24,726)	-	-	-	(1,948)	-	(19,077)	-	(19,465)	(65,216)
3553-000 - Plant Drainage Improvements (2017)	88,781	-	-	-	6,997	-	68,505	-	69,906	234,189
3592-000 - Facility Improvements Project Design (2018)	725	-	-	-	129	-	508	-	563	1,926
3525-000 - Personnel Building reconstruction (2019)	253,607	-	-	-	19,969	-	195,695	-	199,690	668,960
3526-000 - Facility Improvements Project Construction - Part I (2019)	(32)	-	-	-	(2)	-	(24)	-	(25)	(84)
3527-000 - Vehicle Storage Building Roof (2019)	32,224	-	-	-	2,537	-	24,866	-	25,373	85,000
3528-000 - AWMA Road Sites West 1 and West 2 Embankment Protection	16,276	-	-	-	1,282	-	12,559	-	12,816	42,933
3529-000 - Aliso Creek Long Term Repair Planning	28,604	-	-	-	2,252	-	22,072	-	22,523	75,452
3541-000 - Export Sludge System Construction (2020)	285,920	-	-	-	22,514	-	220,631	-	225,134	754,199
35220L-000 - Fiber Installation to Alicia Parkway	12,486	-	-	-	983	-	9,635	-	9,831	32,935
35228L-000 - Aeration Blower System Upgrades	470,790	-	-	-	37,070	-	363,288	-	370,703	1,241,851
3522AL-000 - Drainage Pump Station	90,615	-	-	-	7,136	-	69,924	-	71,349	239,025
35221L-000 - Auxiliary Blower and Maintenance Building Roofs	35,368	-	-	-	2,786	-	27,292	-	27,848	93,294
35229L-000 - Foul Air System	(270)	-	-	-	(21)	-	(209)	-	(213)	(713)
35235L-000 - Odor Control Scrubber Improvements	75,820	-	-	-	5,970	-	58,508	-	59,702	200,000
35238L-000 - Relocate influent flow meters	9,478	-	-	-	746	-	7,313	-	7,463	25,000
35245L-000 - Grating Replacement on Aeration/Secondary Deck	9,244	-	-	-	728	-	7,132	-	7,279	24,382
35246L-000 - West Primary Sludge Skimmers and Launderers/Weirs	37,770	-	-	-	2,975	-	29,146	-	29,739	99,629
35247L-000 - Aeration Blower System Upgrades	18,956	-	-	-	1,492	-	14,626	-	14,926	50,000
35248L-000 - AWMA Road Repairs	37,910	-	-	-	2,985	-	29,254	-	29,851	100,000
35249L-000 - SCADA Server Replacement	75,821	-	-	-	5,970	-	58,508	-	59,701	200,000
<b>Total PC 15 Liquids</b>	<b>1,435,377</b>	-	-	-	<b>113,106</b>	-	<b>1,107,558</b>	-	<b>1,130,214</b>	<b>3,786,254</b>
<b>AWT</b>										
3596-000 - Applied Water VFD Pump Panel and Electrical (AWT) (2018)	-	-	-	-	-	-	-	-	8,574	8,574
<b>Total PC 15 AWT</b>	-	-	-	-	-	-	-	-	<b>8,574</b>	<b>8,574</b>
<b>Total PC 15 Coastal Treatment Plant</b>	<b>1,435,377</b>	-	-	-	<b>113,106</b>	-	<b>1,107,558</b>	-	<b>1,138,788</b>	<b>3,794,829</b>
<b>PC 17 Joint Regional Wastewater Reclamation</b>										
<b>Liquids/AWT</b>										
3722AL-000 - MCC A, C, G, H Replacement	-	-	-	-	-	-	14,300	-	-	14,300
3753-000 Aeration Diffuser Upgrade (2020)	-	-	-	-	-	-	202,990	-	-	202,990
3758-000 AWT No.2 Reconstruction (2020)	-	-	-	-	-	-	65,707	-	-	65,707
3742-000 - Aeration System Upgrade (2019)	-	-	-	-	-	-	49,450	-	-	49,450
3759-000 AWT No.2 Electrical Upgrades (2020)	-	-	-	-	-	-	69,974	-	-	69,974
3774-000 - MCC A, C, G, H Replacement (Liquids) (2021)	-	-	-	-	-	-	(9,204)	-	-	(9,204)
37241L-000 - Grit and Primary Grating and Gate Replacement	-	-	-	-	-	-	99,877	-	-	99,877
37242L-000 - Aeration Influent/Effluent Gate Replacements	-	-	-	-	-	-	99,877	-	-	99,877
<b>Total PC 17 Liquids</b>	-	-	-	-	-	-	<b>592,969</b>	-	-	<b>592,969</b>
<b>Common</b>										
3761-000 - External Lighting Upgrade	22,511	-	-	38,296	1,192	-	293,960	-	17,986	373,946
3764-000 - SCADA Improvements (2017)	726	-	-	2,762	45	-	23,535	-	575	27,642
3745-000 - West Slope Protection Evaluation (2019)	2,261	-	-	3,700	119	-	28,176	-	1,807	36,064
3746-000 - Motor Control Center A, G, H Design (2019)	2,434	-	-	3,983	129	-	30,333	-	1,944	38,823
3747-000 -Southside Plant Manhole Reconstruction (2019)	585	-	-	957	31	-	7,285	-	467	9,325
3748-000 - SE electrical Manhole reconstruction (2019)	365	-	-	597	19	-	4,549	-	292	5,822
37229C-000 - Laboratory Reconstruction	2,398	-	-	3,924	126	-	29,884	-	1,917	38,249
3779-000 - MCC A, C, G, H Replacement (Common) (2021)	(111)	-	-	(181)	(6)	-	(1,382)	-	(89)	(1,769)
37243C-000 - SCADA Server Replacement	12,540	-	-	20,520	660	-	156,258	-	10,022	200,000
37244C - MCC Replacements/Power System Improvements	6,270	-	-	10,260	330	-	78,130	-	5,010	100,000

**South Orange County Wastewater Authority  
Total Large Capital Cash Roll Forward Q2 FY 2023-24**

<b>Large Capital Cash Balance Before FY 22-23 Use Audit Payout as of December 31, 2023</b>										
	16	17	18	19	20	21	22	23	24	Total
	CLB	CSC	CSJC	ETWD	EBSD	IRWD	MNWD	SMWD	SCWD	
<b>Total PC 17 Common</b>	<b>49,979</b>	-	-	<b>84,818</b>	<b>2,644</b>	-	<b>650,728</b>	-	<b>39,932</b>	<b>828,101</b>
<b>Solids</b>										
3722-000 - Co-gen Sys Retrofit (formerly Siloxane) (2015)	21,296	-	-	38,740	1,120	-	111,645	-	17,007	189,807
3790-000 - Solids Area Upgrade Design (2018)	(14,597)	-	-	(26,554)	(768)	-	(76,525)	-	(11,657)	(130,101)
3791-000 - Cogeneration Area Upgrade Project Completion (2018)	(446)	-	-	(812)	(23)	-	(2,340)	-	(356)	(3,978)
3749-000 - Phase I Solids Piping Upgrade (2019)	42,850	-	-	77,945	2,254	-	224,634	-	34,218	381,901
3750-000 - Dewatering room Floor Sealing and Lighting (2019)	11,676	-	-	21,239	614	-	61,210	-	9,324	104,063
3754-000 - SET Piping Reconstruction (2019)	6,115	-	-	11,123	322	-	32,057	-	4,883	54,500
3771-000 - Miscellaneous Safety Improvements - Solids (2020)	7,048	-	-	12,821	371	-	36,949	-	5,628	62,818
3772-000 - Hot Water Piping Reconstruction (2020)	35,139	-	-	63,920	1,848	-	184,211	-	28,061	313,178
3773-000 - Co-Generation System Modifications (2020)	22,849	-	-	41,564	1,202	-	119,785	-	18,247	203,646
37201S - MCC A, C, G, H Replacement	(282)	-	-	(513)	(15)	-	(1,479)	-	(225)	(2,514)
37232S-000 - SCR Blower	8,415	-	-	15,308	443	-	44,114	-	6,720	75,000
37236S-000 - MCC A, C, G, H Replacement	535	-	-	973	28	-	2,804	-	427	4,767
37245S-000 - Digester Gas System Improvements	11,123	-	-	20,234	585	-	58,311	-	8,883	99,135
37246S-000 - Digester 1 Piping Replacement	11,220	-	-	20,410	590	-	58,820	-	8,960	100,000
37247S - Odor Scrubber 1 Replacement	1,683	-	-	3,062	89	-	8,822	-	1,344	15,000
<b>Total PC 17 Solids</b>	<b>164,623</b>	-	-	<b>299,460</b>	<b>8,659</b>	-	<b>863,018</b>	-	<b>131,463</b>	<b>1,467,222</b>
<b>Total PC 17 Joint Regional Wastewater Reclamation</b>	<b>214,601</b>	-	-	<b>384,278</b>	<b>11,303</b>	-	<b>2,106,716</b>	-	<b>171,395</b>	<b>2,888,292</b>
<b>PC 21 Effluent Transmission Main</b>										
<b>Reach B/C/D</b>										
3101-000 - Trail Bridge Crossing Protection - Phase I (D) (2016)	-	-	-	145,903	-	145,901	-	-	-	291,804
3105-000 - Air Valve Replacement Design and Permitting (D) (2020)	-	-	-	30,119	-	30,119	-	-	-	60,238
3107-000 - Air Valve Replacement Construction (D) (2021)	-	-	-	68,334	-	68,334	-	-	-	136,667
31221B-000 - Trail Bridge Crossing (D)	-	-	-	(358)	-	(358)	-	-	-	(716)
<b>Total PC21 Reach B/C/D</b>	-	-	-	<b>243,997</b>	-	<b>243,995</b>	-	-	-	<b>487,993</b>
<b>Reach E</b>										
3104-000 - Aliso Creek Long term Repair Planning (E) (2019)	-	-	-	39,266	-	39,266	-	-	-	78,533
3106-000 - Air Valve Replacement Design and Permitting ( E) (2020)	-	-	-	19,319	-	19,319	44,309	-	-	82,947
3108-000 - Air Valve Replacement Construction ( E) (2021)	-	-	-	36,988	-	36,988	84,839	-	-	158,816
<b>Total PC21 Reach E</b>	-	-	-	<b>95,574</b>	-	<b>95,574</b>	<b>129,148</b>	-	-	<b>320,296</b>
<b>Total PC 21 Effluent Transmission Main</b>	-	-	-	<b>339,571</b>	-	<b>339,569</b>	<b>129,148</b>	-	-	<b>808,289</b>
<b>PC 24 Aliso Creek Ocean Outfall</b>										
3407-000 - Internal Seal Replacement (2018)	(47)	-	-	(70)	(3)	(68)	(189)	-	(53)	(431)
3408-000 - Sampling System Repair (2020)	9,088	-	-	13,469	645	13,021	36,231	-	10,171	82,625
3480-000 - Internal Seal Replacement (2020)	4,938	-	-	7,317	350	7,075	19,685	-	5,526	44,890
34241O-000 - ACOO Outfall Ballast Repairs	10,742	-	-	15,918	762	15,390	42,821	-	12,021	97,653
<b>Total PC 24 Aliso Creek Ocean Outfall</b>	<b>24,720</b>	-	-	<b>36,633</b>	<b>1,753</b>	<b>35,418</b>	<b>98,548</b>	-	<b>27,666</b>	<b>224,738</b>
<b>Total Large Capital Cash</b>	<b>1,674,698</b>	<b>22,722</b>	-	<b>760,481</b>	<b>126,162</b>	<b>374,987</b>	<b>4,154,441</b>	<b>1,737,019</b>	<b>2,101,579</b>	<b>10,952,091</b>

South Orange County Wastewater Authority  
Small Capital Cash Roll Forward Q2 FY 2023-24

Small Capital Cash Balance Before the FY22-23 Use Audit as of December 31, 2023										
	16	17	18	19	20	21	22	23	24	
	CLB	CSC	CSJC	ETWD	EBSD	IRWD	MNWD	SMWD	SCWD	Total
<b>PC 02 J B Latham</b>										
<b>Liquids</b>										
2222-004	Pump Overhauls	-	-	-	-	-	(1,746)	(3,637)	(2,182)	(7,569)
2222-010	Spare Potable Water Pumps	-	-	-	-	-	(3,096)	(6,450)	(3,870)	(13,417)
2222-025	9 side grit conveyor	-	-	-	-	-	(14,403)	(30,006)	(18,004)	(62,413)
2223-001	2 ISCO Samplers (between 3 PC's)	-	-	-	-	-	72	148	90	310
2223-002	Laboratory Equipment and Probe Replacements (between 3 PC's)	-	-	-	-	-	6,142	12,798	7,677	26,617
2223-003	Pump Overhauls	-	-	-	-	-	(1,144)	(2,384)	(1,433)	(4,961)
2223-004	Replacement Liquids Side Bleach Tank	-	-	-	-	-	5,768	12,020	7,212	25,000
2223-005	Gate Replacements	-	-	-	-	-	3,460	7,212	4,328	15,000
2223-006	Roll up Door Replacement	-	-	-	-	-	6,692	13,944	8,364	29,000
2223-007	Building Doors	-	-	-	-	-	4,616	9,612	5,768	19,996
2223-008	Vulcan washpress 4-side	-	-	-	-	-	(4,584)	(9,552)	(5,730)	(19,866)
2223-009	Spare Pump	-	-	-	-	-	(1,138)	(2,367)	(1,420)	(4,925)
2223-027	4-Side PE Channel Process Water Line Replacement	-	-	-	-	-	(1,811)	(3,773)	(2,264)	(7,847)
2223-032	Replacement air flow meter for JBL Aeration Tank 6	-	-	-	-	-	(1,702)	(3,545)	(2,127)	(7,374)
2224-001	2 ISCO Samplers (between 3 PC's)	-	-	-	-	-	808	1,682	1,010	3,500
2224-002	Laboratory Equipment and Probe Replacements (between 3 PC's)	-	-	-	-	-	(2,144)	(4,466)	(2,681)	(9,291)
2224-003	Pump Overhauls	-	-	-	-	-	1,376	2,865	1,718	5,959
2224-004	Vulcan washpress	-	-	-	-	-	6,924	14,424	8,652	30,000
2224-005	Gate Replacements	-	-	-	-	-	1,730	3,606	2,164	7,500
2224-006	Building Doors	-	-	-	-	-	4,616	9,614	5,770	20,000
2224-007	CTP OIT Replacements 2023	-	-	-	-	-	2,884	6,010	3,606	12,500
2223-034	Aerzen #5 overhaul two stage motor	-	-	-	-	-	(7,898)	(16,454)	(9,872)	(34,224)
2224-024	RSP #1 FAIRBANKS SOLIDS HANDLING PUMP	-	-	-	-	-	(2,781)	(5,794)	(3,477)	(12,052)
	<b>Total Liquids</b>	-	-	-	-	-	<b>2,641</b>	<b>5,507</b>	<b>3,300</b>	<b>11,448</b>
<b>Common</b>										
2222-015	PA System (between 3 PC's)	-	-	-	-	-	(18,217)	(43,386)	(19,907)	(81,509)
2223-010	Safety Equipment	-	-	-	-	-	2,102	5,009	2,298	9,410
2223-011	Site Security and Access Upgrades 2022 (between 3 PC's)	-	-	-	-	-	11,180	26,612	12,212	50,004
2223-012	JBL HP SCADA Server Switch 2022	-	-	-	-	-	3,352	7,984	3,664	15,000
2223-013	PA System (between 3 PC's)	-	-	-	-	-	16,760	39,924	18,316	75,000
2223-014	Remove and Replace Asphalt 9-Side Headworks Area	-	-	-	-	-	6,798	16,185	7,428	30,411
2223-015	Replacement Backup Repository Server (between 3 PC's)	-	-	-	-	-	3,352	7,984	3,664	15,000
2223-016	Utility Vehicle (between 3 PC's)	-	-	-	-	-	5,588	13,308	6,104	25,000
2223-017	Electric Charging Station	-	-	-	-	-	10,056	23,952	10,992	45,000
2223-025	Tank Chain JBL	-	-	-	-	-	(5,537)	(13,187)	(6,051)	(24,775)
2223-026	Plant Potable Water Line Replacement	-	-	-	-	-	(5,176)	(12,328)	(5,657)	(23,161)
2224-008	Safety Equipment	-	-	-	-	-	3,352	7,984	3,664	15,000
2224-009	Site Security and Access Upgrades 2023 JBL	-	-	-	-	-	5,588	13,306	6,106	25,000
2224-010	JBL Wi-Fi Project	-	-	-	-	-	3,352	7,984	3,664	15,000
2224-011	Utility Vehicle (between 3 PC's)	-	-	-	-	-	2,794	6,654	3,052	12,500
2224-012	Building Lighting Improvements-Common	-	-	-	-	-	2,794	6,654	3,052	12,500
2224-013	Storage Building	-	-	-	-	-	5,476	13,040	5,984	24,500
2223-033	JBL trash trailer ram replacement	-	-	-	-	-	(2,711)	(6,457)	(2,963)	(12,131)
2224-019	Precision Lathe	-	-	-	-	-	(1,205)	(2,869)	(1,316)	(5,390)
	<b>Total PC 2 Common</b>	-	-	-	-	-	<b>49,698</b>	<b>118,353</b>	<b>54,306</b>	<b>222,358</b>

South Orange County Wastewater Authority  
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Small Capital Cash Balance Before the FY22-23 Use Audit as of December 31, 2023											
	16	17	18	19	20	21	22	23	24	Total	
	CLB	CSC	CSJC	ETWD	EBSD	IRWD	MNWD	SMWD	SCWD		
<b>Solids</b>											
2222-020	Replacement Flame Arresters	-	-	-	-	-	(1,593)	(4,302)	(1,474)	(7,369)	
2222-023	JBL Digester 1 and 2 Manway Access Improvements	-	-	-	-	-	(24,675)	(66,622)	(22,824)	(114,121)	
2222-024	Digester flame arrestors and vacuum vents	-	-	-	-	-	(4,961)	(13,395)	(4,589)	(22,946)	
2223-018	Buildings Door Replacements 2022	-	-	-	-	-	4,324	11,676	4,000	20,000	
2223-019	Pump Overhauls	-	-	-	-	-	(2,013)	(5,435)	(1,862)	(9,310)	
2223-020	Replacement Valves	-	-	-	-	-	(877)	(2,373)	(812)	(4,062)	
2223-021	Conveyor Overhaul	-	-	-	-	-	5,404	14,596	5,000	25,000	
2223-022	Foul Air Connection to Centrate Line	-	-	-	-	-	(2,906)	(7,854)	(2,690)	(13,450)	
2223-023	Centrifuge Rebuild	-	-	-	-	-	7,646	20,644	7,072	35,362	
2223-024	PLC Replacement	-	-	-	-	-	4,324	11,676	4,000	20,000	
2223-029	Replace 20ft of buried hot water line	-	-	-	-	-	(1,809)	(4,884)	(1,673)	(8,367)	
2223-030	JBL Building #40 Truck Bay Lighting System Upgrades	-	-	-	-	-	(2,532)	(6,836)	(2,342)	(11,710)	
2224-014	Buildings Door Replacements 2023	-	-	-	-	-	8,648	23,352	8,000	40,000	
2224-015	Pump Overhauls	-	-	-	-	-	5,406	14,594	5,000	25,000	
2224-016	Replacement Valves	-	-	-	-	-	6,488	17,512	6,000	30,000	
2224-017	Centrifuge Rebuild	-	-	-	-	-	3,115	8,411	2,882	14,408	
2224-018	Building Lighting Improvements-Solids	-	-	-	-	-	2,702	7,298	2,500	12,500	
	<b>Total PC 2 Solids</b>	-	-	-	-	-	<b>6,691</b>	<b>18,058</b>	<b>6,187</b>	<b>30,936</b>	
	<b>Total PC2 JB Latham</b>	-	-	-	-	-	<b>59,030</b>	<b>141,918</b>	<b>63,793</b>	<b>264,742</b>	
<b>PC 05 San Juan Creek Ocean Outfall</b>											
2622-001	BioRad ddPCR QX200	-	(1,635)	-	-	-	(1,526)	(5,450)	(1,227)	(9,837)	
2623-001	ECO CDOM - RT Base Model	-	(524)	-	-	-	(489)	(1,748)	(393)	(3,154)	
	<b>Total PC5 San Juan Creek Ocean Outfall</b>	-	<b>(2,159)</b>	-	-	-	<b>(2,015)</b>	<b>(7,197)</b>	<b>(1,620)</b>	<b>(12,992)</b>	
<b>PC 15 Coastal Treatment Plant</b>											
<b>Liquids</b>											
2522-042	Gardner Denver 7M Air Blower	(3,675)	-	-	-	(289)	-	(2,835)	-	(2,893)	(9,693)
2522-048	CTP Building 10 Concrete Removal and Floor Patch Back	(1,986)	-	-	-	(156)	-	(1,532)	-	(1,564)	(5,238)
2223-001	2 ISCO Samplers (between 3 PC's)	116	-	-	-	8	-	91	-	91	306
2223-002	Laboratory Equipment and Probe Replacements (between 3 PC's)	6,681	-	-	-	525	-	5,155	-	5,261	17,621
2523-003	Pump/Blower Overhauls	1,470	-	-	-	115	-	1,136	-	1,158	3,880
2523-004	Pump Control Rehabilitations	15,164	-	-	-	1,196	-	11,700	-	11,940	40,000
2523-005	Building Lighting Improvements	3,792	-	-	-	300	-	2,924	-	2,984	10,000
2523-006	Spare Pumps	13,264	-	-	-	1,044	-	10,240	-	10,448	34,996
2523-007	Liquids Buildings Door Replacements	7,584	-	-	-	596	-	5,852	-	5,972	20,004
2523-008	Gallery Area Floor Rehabilitations	22,748	-	-	-	1,792	-	17,552	-	17,912	60,004
2523-009	Building #13 Roof Replacement	11,372	-	-	-	896	-	8,776	-	8,952	29,996
2523-010	Potable Water Station Rehabilitation	13,221	-	-	-	1,043	-	10,201	-	10,406	34,871
2523-011	Headworks Driveway Replacement	7,584	-	-	-	596	-	5,852	-	5,972	20,004
2523-025	SP Kinney Strainer	(20,365)	-	-	-	(1,604)	-	(15,715)	-	(16,036)	(53,720)
2523-026	Replacement Grit Valves	(4,976)	-	-	-	(392)	-	(3,840)	-	(3,918)	(13,126)
2523-027	Replacement SCWD Influent Meter	(3,852)	-	-	-	(303)	-	(2,972)	-	(3,033)	(10,159)
2523-028	Replacement Parkson Rotary Screen Drum	(37,760)	-	-	-	(2,973)	-	(29,138)	-	(29,732)	(99,603)
2523-029	Daft #1 Skimmer Arm Replacement	(4,089)	-	-	-	(322)	-	(3,155)	-	(3,219)	(10,785)
2523-030	Building #8 Fire HYDRADAPT	(1,935)	-	-	-	(152)	-	(1,493)	-	(1,524)	(5,104)
2524-001	2 ISCO Samplers (between 3 PC's)	1,326	-	-	-	104	-	1,026	-	1,044	3,500
2524-002	Laboratory Equipment and Probe Replacements (between 3 PC's)	3,792	-	-	-	298	-	2,924	-	2,986	10,000
2524-003	Pump/Blower Overhauls	6,634	-	-	-	522	-	5,120	-	5,224	17,500
2524-004	Pump Control Rehabilitations	13,268	-	-	-	1,042	-	10,244	-	10,446	35,000
2524-005	Building Lighting Improvements	4,738	-	-	-	374	-	3,656	-	3,732	12,500
2524-006	Liquids Buildings Door Replacements	11,206	-	-	-	880	-	8,647	-	8,822	29,556
2524-007	CTP OIT Replacements 2023	4,738	-	-	-	374	-	3,656	-	3,732	12,500
2524-008	Replacement Valves	11,374	-	-	-	896	-	8,774	-	8,956	30,000
2524-009	Flow Meter	1,788	-	-	-	140	-	1,378	-	1,408	4,714
2524-010	Rotary Screen	11,374	-	-	-	894	-	8,776	-	8,956	30,000
	<b>Total PC 15 Liquids</b>	<b>94,597</b>	-	-	-	<b>7,444</b>	-	<b>72,999</b>	-	<b>74,484</b>	<b>249,524</b>

South Orange County Wastewater Authority  
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Small Capital Cash Balance Before the FY22-23 Use Audit as of December 31, 2023											
	16	17	18	19	20	21	22	23	24		
	CLB	CSC	CSJC	ETWD	EBSD	IRWD	MNWD	SMWD	SCWD	Total	
<b>Common</b>											
2222-015	PA System (between 3 PC's)	(24,751)	-	-	-	(1,949)	-	(19,099)	-	(19,489)	(65,287)
2523-012	Safety Equipment	3,792	-	-	-	300	-	2,924	-	2,984	10,000
2523-013	Landscape Renovations 2022	3,035	-	-	-	240	-	2,342	-	2,391	8,008
2223-011	Site Security and Access Upgrades 2022 (between 3 PC's)	12,515	-	-	-	986	-	9,657	-	9,853	33,011
2523-015	Replacement Doors	8,336	-	-	-	656	-	6,436	-	6,568	21,996
2523-016	CTP PLC Hardware Upgrades and Replacements 2022	5,684	-	-	-	448	-	4,388	-	4,476	14,996
2523-017	CTP HP SCADA Server Switch 2022	5,684	-	-	-	448	-	4,388	-	4,476	14,996
2523-018	CTP OIT Replacements 2022	3,792	-	-	-	300	-	2,924	-	2,984	10,000
2223-013	PA System (between 3 PC's)	22,748	-	-	-	1,788	-	17,552	-	17,916	60,004
2223-015	Replacement Backup Repository Server (between 3 PC's)	5,688	-	-	-	448	-	4,388	-	4,476	15,000
2223-016	Utility Vehicle (between 3 PC's)	7,584	-	-	-	596	-	5,852	-	5,972	20,004
2523-022	Electric Charging Station	17,060	-	-	-	1,344	-	13,164	-	13,432	45,000
2523-031	Access Road Overhaul in Coast Fire Damage Area	(3,774)	-	-	-	(297)	-	(2,912)	-	(2,971)	(9,954)
2524-011	Safety Equipment	5,686	-	-	-	448	-	4,388	-	4,478	15,000
2524-012	Landscape Renovations 2023	4,738	-	-	-	374	-	3,656	-	3,732	12,500
2524-013	Site Security and Access Upgrades 2023 CTP	8,530	-	-	-	672	-	6,582	-	6,716	22,500
2524-014	Replacement Doors	9,478	-	-	-	746	-	7,314	-	7,462	25,000
2524-015	Utility Vehicle (between 3 PC's)	4,738	-	-	-	374	-	3,656	-	3,732	12,500
	<b>Total PC 15 Common</b>	<b>100,563</b>	-	-	-	<b>7,922</b>	-	<b>77,600</b>	-	<b>79,188</b>	<b>265,274</b>
<b>AWT</b>											
2523-023	Replacement Pumps	-	-	-	-	-	-	-	-	20,000	20,000
2523-024	Replacement Turbidity Meter	-	-	-	-	-	-	-	-	10,000	10,000
2524-016	Meter	-	-	-	-	-	-	-	-	7,500	7,500
	<b>Total PC 15 AWT</b>	-	-	-	-	-	-	-	-	<b>37,500</b>	<b>37,500</b>
	<b>Total PC 15 Coastal Treatment Plant</b>	<b>195,161</b>	-	-	-	<b>15,366</b>	-	<b>150,599</b>	-	<b>191,172</b>	<b>552,298</b>
<b>PC 17 Joint Regional Wastewater Reclamation</b>											
<b>Liquids</b>											
2722-052	Spare RAS Bleach Pump	-	-	-	-	-	-	(16,155)	-	-	(16,155)
2722-074	Ferric Tank Level Indicator and Transmitter	-	-	-	-	-	-	(3,369)	-	-	(3,369)
2723-001	Safety Equipment	-	-	-	-	-	-	7,000	-	-	7,000
2223-001	Site Security and Access Upgrades 2022 (between 3 PC's)	-	-	-	-	-	-	13,310	-	-	13,310
2223-002	Laboratory Equipment and Probe Replacements (between 3 PC's)	-	-	-	-	-	-	(2,383)	-	-	(2,383)
2723-003	Spare Grit Pump	-	-	-	-	-	-	(800)	-	-	(800)
2723-004	Primary Pump Overhaul/Replacements	-	-	-	-	-	-	45,652	-	-	45,652
2723-005	Interstage Pump Overhaul	-	-	-	-	-	-	8,058	-	-	8,058
2723-006	Replacement Valves	-	-	-	-	-	-	15,000	-	-	15,000
2723-007	RAS Pump Overhaul/Replacement	-	-	-	-	-	-	(11,586)	-	-	(11,586)
2723-008	Storm Water Pump Station Overhaul/Replacement	-	-	-	-	-	-	15,000	-	-	15,000
2723-009	Headworks Area Building Doors	-	-	-	-	-	-	20,000	-	-	20,000
2723-010	Primary Area Building Doors	-	-	-	-	-	-	15,000	-	-	15,000
2723-025	RTP 3WHP Strainer	-	-	-	-	-	-	(35,676)	-	-	(35,676)
2723-028	Primary Tank Rehabilitation	-	-	-	-	-	-	(13,410)	-	-	(13,410)
2723-032	3WHP pressure reducing valve	-	-	-	-	-	-	(6,817)	-	-	(6,817)
2723-035	RTP RAS Flow Meter	-	-	-	-	-	-	(5,568)	-	-	(5,568)
2723-039	Natural Gas Line Repair	-	-	-	-	-	-	(14,602)	-	-	(14,602)
2724-002	2 ISCO Samplers (between 3 PC's)	-	-	-	-	-	-	3,500	-	-	3,500
2724-003	Laboratory Equipment and Probe Replacements (between 3 PC's)	-	-	-	-	-	-	10,000	-	-	10,000
2724-004	Spare Grit Pump	-	-	-	-	-	-	25,000	-	-	25,000
2724-005	Process Pump Overhaul/Replacements	-	-	-	-	-	-	12,500	-	-	12,500
2724-006	Interstage Pump Overhaul	-	-	-	-	-	-	(19,769)	-	-	(19,769)
2724-007	Replacement Valves	-	-	-	-	-	-	12,500	-	-	12,500
2724-008	Liquids Building Doors 2023	-	-	-	-	-	-	37,500	-	-	37,500
2724-009	Spare Primary Sludge Pump	-	-	-	-	-	-	(19,781)	-	-	(19,781)
2724-010	Spare RAS Pump	-	-	-	-	-	-	5,000	-	-	5,000
2724-011	Primary Scum Gearbox	-	-	-	-	-	-	(10,936)	-	-	(10,936)
2724-031	NPO Bleach Pump Replacement	-	-	-	-	-	-	(5,668)	-	-	(5,668)
	<b>Total PC 17 Liquids</b>	-	-	-	-	-	-	<b>78,501</b>	-	-	<b>78,501</b>

South Orange County Wastewater Authority  
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Small Capital Cash Balance Before the FY22-23 Use Audit as of December 31, 2023											
	16	17	18	19	20	21	22	23	24		
	CLB	CSC	CSJC	ETWD	EBSD	IRWD	MNWD	SMWD	SCWD	Total	
<b>Common</b>											
2222-015	PA System (between 3 PC's)	(4,811)	-	-	(7,872)	(253)	-	(59,945)	-	(3,845)	(76,726)
2723-011	Safety Equipment	628	-	-	1,028	32	-	7,812	-	500	10,000
2723-012	Access Road Repaving	(419)	-	-	(690)	(20)	-	(5,254)	-	(335)	(6,718)
2723-013	Landscape Renovations 2022	1,256	-	-	2,052	68	-	15,624	-	1,004	20,004
2223-011	Site Security and Access Upgrades 2022 (between 3 PC's)	4,384	-	-	7,180	232	-	54,692	-	3,504	69,992
2723-015	Replacement forklift	(677)	-	-	(1,107)	(37)	-	(8,446)	-	(543)	(10,809)
2223-016	Utility Vehicle (between 3 PC's)	1,256	-	-	2,052	68	-	15,624	-	1,004	20,004
2723-017	Electric Charging Station	2,820	-	-	4,616	148	-	35,160	-	2,256	45,000
2223-013	PA System (between 3 PC's)	4,264	-	-	6,976	220	-	53,128	-	3,408	67,996
2723-034	Replacement Ridgid 920 Roll Groover	(831)	-	-	(1,360)	(44)	-	(10,357)	-	(664)	(13,256)
2724-012	Safety Equipment	(379)	-	-	(619)	(19)	-	(4,724)	-	(303)	(6,044)
2724-013	Access Road Repaving	940	-	-	1,540	50	-	11,718	-	752	15,000
2724-014	Utility Vehicle (between 3 PC's)	784	-	-	1,282	42	-	9,766	-	626	12,500
2724-015	Replacement Doors - Building #50	1,410	-	-	2,308	74	-	17,580	-	1,128	22,500
2724-023	WIFI Expansion Project 2023	(753)	-	-	(1,232)	(40)	-	(9,378)	-	(601)	(12,003)
2724-026	Potable Water Backflow Preventer Replacement	(1,410)	-	-	(2,307)	(74)	-	(17,571)	-	(1,127)	(22,490)
	<b>Total PC 17 Common</b>	<b>8,462</b>	<b>-</b>	<b>-</b>	<b>13,847</b>	<b>447</b>	<b>-</b>	<b>105,429</b>	<b>-</b>	<b>6,764</b>	<b>134,949</b>
<b>Solids</b>											
2722-064	Replacement Digester Sludge Pump	(6,039)	-	-	(10,985)	(318)	-	(31,658)	-	(4,822)	(53,821)
2723-019	Solids Area Buildings Replacement Doors	4,712	-	-	8,572	244	-	24,704	-	3,764	41,996
2723-020	Replacement Centrifuge Feed Pumps	(4,171)	-	-	(7,587)	(219)	-	(21,866)	-	(3,331)	(37,174)
2723-021	Spare Centrifuge Cyclo Drive	12	-	-	25	3	-	65	-	10	115
2723-022	Replacement Condensate Trap	(1,558)	-	-	(2,834)	(82)	-	(8,168)	-	(1,244)	(13,886)
2723-023	ORT Fan Replacement/Overhaul	2,020	-	-	3,672	108	-	10,588	-	1,612	18,000
2723-026	Digester recirc pump overhaul/repair	(6,953)	-	-	(12,648)	(366)	-	(36,450)	-	(5,552)	(61,968)
2723-027	Spare REDEX for Centrifuge	(789)	-	-	(1,435)	(41)	-	(4,136)	-	(630)	(7,031)
2723-029	RTP Building 65 HVAC Replacement	(2,637)	-	-	(4,796)	(139)	-	(13,823)	-	(2,106)	(23,500)
2723-031	Replacement Twas Pump	(2,825)	-	-	(5,138)	(149)	-	(14,809)	-	(2,256)	(25,176)
2723-037	RTP Replacement Centrifuge Feed Tubes	(2,149)	-	-	(3,909)	(113)	-	(11,266)	-	(1,716)	(19,154)
2724-016	Solids Area Buildings Replacement Doors	5,050	-	-	9,184	266	-	26,468	-	4,032	45,000
2724-017	Replacement Centrifuge Feed Pumps	2,244	-	-	4,082	118	-	11,764	-	1,792	20,000
2724-018	Spare Centrifuge Cyclo Drive	1,122	-	-	2,042	60	-	5,880	-	896	10,000
2724-019	Replacement Condensate Trap	2,524	-	-	4,592	132	-	13,236	-	2,016	22,500
2724-020	ORT Fan Replacement/Overhaul	1,010	-	-	1,836	54	-	5,294	-	806	9,000
2724-021	Replacement TWAS Pumps	(592)	-	-	(1,077)	(31)	-	(3,104)	-	(473)	(5,278)
2724-022	Replacement Valves	1,740	-	-	3,164	92	-	9,116	-	1,388	15,500
2724-024	Replacement YMCA Pump	(788)	-	-	(1,434)	(41)	-	(4,133)	-	(630)	(7,026)
2724-025	Cogen Methane Monitoring System Overhaul	(2,286)	-	-	(4,159)	(120)	-	(11,986)	-	(1,826)	(20,377)
2724-029	Cogen Air Ducting Rehabilitation	(5,857)	-	-	(10,654)	(308)	-	(30,704)	-	(4,677)	(52,200)
	<b>Total PC 17 Solids</b>	<b>(16,209)</b>	<b>-</b>	<b>-</b>	<b>(29,488)</b>	<b>(850)</b>	<b>-</b>	<b>(84,985)</b>	<b>-</b>	<b>(12,947)</b>	<b>(144,479)</b>
<b>AWT</b>											
2723-024	Spare Pulsafeeder Pump	-	-	-	-	-	-	20,000	-	-	20,000
2723-030	Two AWT Programmable Logic Controllers (PLC)	-	-	-	-	-	-	(11,481)	-	-	(11,481)
2724-032		(392)	-	-	(641)	(21)	-	(4,879)	-	(313)	(6,245)
	<b>Total PC 17 AWT</b>	<b>(392)</b>	<b>-</b>	<b>-</b>	<b>(641)</b>	<b>(21)</b>	<b>-</b>	<b>3,640</b>	<b>-</b>	<b>(313)</b>	<b>2,274</b>
	<b>Total PC 17 Joint Regional Wastewater Reclamation</b>	<b>(8,139)</b>	<b>-</b>	<b>-</b>	<b>(16,282)</b>	<b>(424)</b>	<b>-</b>	<b>102,585</b>	<b>-</b>	<b>(6,495)</b>	<b>71,244</b>
<b>PC 24 Aliso Creek Ocean Outfall</b>											
2622-001	BioRad ddPCR QX200	(1,082)	-	-	(1,603)	(77)	(1,550)	(4,314)	-	(1,211)	(9,837)
2623-001	ECO CDOM - RT Base Model	(347)	-	-	(514)	(25)	(497)	(1,383)	-	(388)	(3,154)
	<b>Total PC 24 Aliso Creek Ocean Outfall</b>	<b>(1,429)</b>	<b>-</b>	<b>-</b>	<b>(2,118)</b>	<b>(101)</b>	<b>(2,047)</b>	<b>(5,697)</b>	<b>-</b>	<b>(1,599)</b>	<b>(12,992)</b>
	<b>Total Small Capital Cash</b>	<b>185,593</b>	<b>(2,159)</b>	<b>-</b>	<b>(18,400)</b>	<b>14,841</b>	<b>(2,047)</b>	<b>304,501</b>	<b>134,721</b>	<b>245,251</b>	<b>862,300</b>

**South Orange County Wastewater Authority  
Total Non-Capital Cash Roll Forward Q2 FY 2023-24**

Non-Capital Cash Balance as of December 31, 2023										
	16	17	18	19	20	21	22	23	24	
	CLB	CSC	CSJC	ETWD	EBSD	IRWD	MNWD	SMWD	SCWD	Total
<b>PC 02 J B Latham</b>										
<b>Liquids</b>										
42245L-000 - Safety Improvements	-	-	-	-	-	-	1,154	2,404	1,442	5,000
<b>Total Liquids</b>	-	-	-	-	-	-	<b>1,154</b>	<b>2,404</b>	<b>1,442</b>	<b>5,000</b>
<b>Common</b>										
42243C-000 - Fall Protection Assessment Update	-	-	-	-	-	-	513	1,222	561	2,296
42244C-000 - Engineering Team Staff Augmentation	-	-	-	-	-	-	1,596	3,801	1,743	7,140
42245C-000 - Safety Improvements	-	-	-	-	-	-	1,118	2,660	1,222	5,000
42246C-000 - Asset Management Improvements	-	-	-	-	-	-	2,794	6,654	3,052	12,500
<b>Total Common</b>	-	-	-	-	-	-	<b>6,021</b>	<b>14,337</b>	<b>6,578</b>	<b>26,936</b>
<b>Solids</b>										
42241S-000 - Safety Improvements	-	-	-	-	-	-	1,082	2,918	1,000	5,000
<b>Total Solids</b>	-	-	-	-	-	-	<b>1,082</b>	<b>2,918</b>	<b>1,000</b>	<b>5,000</b>
<b>Total PC2 JB Latham</b>	-	-	-	-	-	-	<b>8,257</b>	<b>19,659</b>	<b>9,020</b>	<b>36,936</b>
<b>PC 05 San Juan Creek Ocean Outfall</b>										
4603-000 - Dilution Study (2016)	-	9,889	-	-	-	-	9,228	32,963	7,420	59,500
46244O-000 - Engineering Team Staff Augmentation	-	2,078	-	-	-	-	1,938	6,926	1,558	12,500
<b>Total PC5 SJCOO</b>	-	<b>11,967</b>	-	-	-	-	<b>11,166</b>	<b>39,889</b>	<b>8,978</b>	<b>72,000</b>
<b>PC 15 Coastal Treatment Plant</b>										
<b>Liquids</b>										
45240L-000 - Export Sludge System Environmental Mitigation	37,910	-	-	-	2,986	-	29,254	-	29,850	100,000
452410L-000 - Funding Strategy and Implementation Plan	11,050	-	-	-	869	-	8,529	-	8,702	29,150
45246L-000 - Safety Improvements	1,896	-	-	-	150	-	1,462	-	1,492	5,000
45247L-000 - Asset Management Improvements	4,738	-	-	-	374	-	3,656	-	3,732	12,500
45248L-000 - Fall Protection Assessment Update	2,844	-	-	-	224	-	2,194	-	2,238	7,500
45249L-000 - Engineering Team Staff Augmentation	7	-	-	-	1	-	5	-	7	20
<b>Total Liquids</b>	<b>58,445</b>	-	-	-	<b>4,605</b>	-	<b>45,100</b>	-	<b>46,020</b>	<b>154,170</b>
<b>Total PC 15 Coastal Treatment Plant</b>	<b>58,445</b>	-	-	-	<b>4,605</b>	-	<b>45,100</b>	-	<b>46,020</b>	<b>154,170</b>

**South Orange County Wastewater Authority  
Total Non-Capital Cash Roll Forward Q2 FY 2023-24**

<b>Non-Capital Cash Balance as of December 31, 2023</b>										
16	17	18	19	20	21	22	23	24	Total	
CLB	CSC	CSJC	ETWD	EBSD	IRWD	MNWD	SMWD	SCWD		
<b>PC 17 Joint Regional Wastewater Reclamation</b>										
<b>Liquids</b>										
47241L-000 - Safety Improvements	-	-	-	-	-	-	5,000	-	-	5,000
<b>Total Liquids</b>	-	-	-	-	-	-	<b>5,000</b>	-	-	<b>5,000</b>
<b>Common</b>										
47224C-000 - Consequence of Failure Analysis	1,006	-	-	1,645	53	-	12,524	-	804	16,033
472410C-000 - Engineering Team Staff Augmentation	1,518	-	-	2,484	79	-	18,907	-	1,212	24,200
47245C-000 - Arc Flash 5-year Update	470	-	-	770	24	-	5,860	-	376	7,500
47246C-000 - Laboratory Upgrade Study	6,268	-	-	10,260	330	-	78,132	-	5,010	100,000
47247C-000 - Safety Improvements	314	-	-	514	16	-	3,906	-	250	5,000
47248C-000 - Asset Management Improvements	784	-	-	1,282	42	-	9,766	-	626	12,500
47249C-000 - Fall Protection Assessment Update	628	-	-	1,026	34	-	7,810	-	502	10,000
<b>Total Common</b>	<b>10,988</b>	-	-	<b>17,981</b>	<b>579</b>	-	<b>136,905</b>	-	<b>8,780</b>	<b>175,233</b>
<b>Solids</b>										
47242S-000 - Safety Improvements	562	-	-	1,020	30	-	2,940	-	448	5,000
<b>Total Solids</b>	<b>562</b>	-	-	<b>1,020</b>	<b>30</b>	-	<b>2,940</b>	-	<b>448</b>	<b>5,000</b>
<b>Total PC 17 Joint Regional Wastewater Reclamation</b>	<b>11,550</b>	-	-	<b>19,001</b>	<b>609</b>	-	<b>144,845</b>	-	<b>9,228</b>	<b>185,233</b>
<b>PC 21 Effluent Transmission Main</b>										
41244O-000 - Engineering Team Staff Augmentation	-	-	-	2,912	-	2,912	6,676	-	-	12,500
<b>Total PC 21 Effluent Transmission Main</b>	-	-	-	<b>2,912</b>	-	<b>2,912</b>	<b>6,676</b>	-	-	<b>12,500</b>
<b>PC 24 Aliso Creek Ocean Outfall</b>										
4402-000 - Emergency Plan Development (2016)	25	-	-	37	2	36	99	-	28	226
44244O-000 - Engineering Team Staff Augmentation	1,376	-	-	2,038	98	1,970	5,480	-	1,538	12,500
<b>Total PC 24 Aliso Creek Ocean Outfall</b>	<b>1,401</b>	-	-	<b>2,075</b>	<b>100</b>	<b>2,006</b>	<b>5,579</b>	-	<b>1,566</b>	<b>12,726</b>
<b>Total Non-Capital Cash</b>	<b>71,395</b>	<b>11,967</b>	-	<b>23,988</b>	<b>5,313</b>	<b>4,918</b>	<b>221,624</b>	<b>59,548</b>	<b>74,812</b>	<b>473,565</b>



# Agenda Item

# 5.E.

**Board of Directors Meeting**

**Meeting Date:** March 7, 2024

**TO:** Board of Directors  
**FROM:** Jim Burror, Acting General Manager/Director of Operations  
**SUBJECT:** January 2024 Operations Report

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## 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 calculations used by SOCWA for billing the agencies. Other items include important statistics for regulatory compliance, visits 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 into 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.

**Recommended Action:** Receive and file the Operational Reports.

# Monthly Operational Report

# SOCWA Operational Report January, 2024

## Excursion, Complaint, and Violation Events

Events	CTP	RTP	JBL	Totals
Odor	0	1(1)	0	1
Noise	0	0	0	0
Spills	0	0	0	0
Violations	0	0	0	0
Others	0	0	0	0

(1) Odor compliant at RTP was reported as an onion smell and could not be found upon investigation.

## Plant Wastewater Billing Characteristics

Key Parameters	CTP	RTP	JBL TP1	JBL TP2	Totals
Influent (mgd) (1)	2.45	7.54	7.05	1.02	18.05
Effluent (mgd)	2.51	5.32	7.05	2.92	17.79
Peak Flow (mgd)	9.75	18.15	11.14	8.84	47.88
Influent BOD (mg/l)	243	299	288	372	
Influent TSS (mg/l)	279	286	427	395	
Effluent BOD (mg/l)	4.8	6.6	13.1	7.8	
Effluent TSS (mg/l)	6.0	8.9	20.6	9.1	
Effluent Turbidity (NTU)	3.7	3.6	6.1	4.5	

(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)	0.32	2.22		2.54
Days of Operation (days)	16	31		
Total Flow (million gallons)	10.0	68.7		78.7
Plant Irrigation (million gallons)	0.01	0.04	0.23	
AWT Time Online (%)	86%			

### 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 January, 2024 (cont'd)

## Biosolids Management

Biosolids Management Site	CTP	RTP	JBL	Totals
Synagro Compost (tons)		756.9	0.0	756.9
Nursery Products (tons)		429.7	840.0	1,269.7
Prima Deshecha (tons)		0.0	0.0	0.0
Other: _____ (tons)		0.0	0.0	0.0
Total Processed (tons)		1,186.6	840.0	2,026.6

## Summary of Maintenance Activities

Task Type	CTP	RTP	JBL	Totals
Preventative Maintenance	232	410	274	916
Corrective Maintenance	19	70	47	136

## Site Visitors

Visitor Types	CTP	RTP	JBL	Totals
Regulatory	0	0	0	0
Member Agency	0	0	7	7
Residents	0	0	0	0
Others	10	4	25	39
Tours #/Visitors	0	0	0	0

## Grit Disposal Management

Grit & Screenings	CTP	RTP	JBL	Totals
Simi Valley Landfill (tons)	6.0	17.1	44.0	67.0

## Chemical and Energy Utilization

Chemical/Utility	CTP	RTP	JBL	Totals
Ferric Chloride (tons)	NA	37.2	27.5	64.7
Utility Power Purchase (kWh)	207,787	-17,049	224,965	415,703
Cogen Power (kWh)		602,741	430,496	1,033,237
Natural Gas (Dth)	113	2,171	1,015	3,299
Digester Gas to Engine (scfm)		8,805,487	5,558,393	14,363,880
Digester Gas to Boiler (scfm)		0		0
Digester Gas to Flares (scfm)		232,501	426,331	658,832
Digester Gas Power Savings		\$24,339		

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 January, 2024 (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	1.447	57.65%				1.45
EBSB	0.066	2.61%				0.07
SCWD	0.997	39.73%		2.173	26.94%	3.17
MNWD	0.000	0.00%	7.54	1.400	17.36%	8.94
CSJC				2.195	27.21%	2.19
SMWD				2.299	28.50%	2.30
<b>Total</b>	<b>2.510</b>	<b>100.00%</b>	<b>7.54</b>	<b>8.067</b>	<b>100.00%</b>	<b>18.11</b>

## Total Agency Outfall Flows by Outfall System-Billing Flows

Agency	SJCOO (mgd)	SJCOO (%)	SJCOO Meter (mgd)	ACOO (mgd)	ACOO (%)	Total (mgd)	Notes
CLB				1.45	9.75%	1.45	
EBSB				0.07	0.44%	0.07	
SCWD	2.35	17.12%		0.92	6.19%	3.27	Includes Desalters
MNWD	2.96	21.62%		5.32	35.82%	8.28	
ETWD				3.38	22.80%	3.38	Direct Outfall Only
CSJC	2.66	19.40%				2.66	Includes Desalter
SMWD	2.31	16.82%				2.31	Includes Chiquita
CSC	3.43	25.04%				3.43	Direct Outfall Only
IRWD				3.71	25.00%	3.71	Direct Outfall Only
<b>Total</b>	<b>13.71</b>	<b>100.00%</b>	<b>7.71</b>	<b>14.85</b>	<b>100.00%</b>	<b>28.56</b>	

# SOCWA Operational Report January, 2024 (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%	2.210	26.25%	2.195	27.21%	2.23	29.85%
MNWD	3.00	23.08%	1.400	16.63%	1.400	17.36%	1.40	18.72%
SCWD	3.75	28.85%	1.610	19.12%	2.173	26.94%	1.77	23.62%
SMWD	2.25	17.31%	3.200	38.00%	2.299	28.50%	2.08	27.81%
Total	13.00	100.00%	8.420	100.00%	8.067	100.00%	7.48	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) (2)	36 Month Rol. Avg. (%)
CSJC	11,572	30.00%	5,884	22.54%	6,906	29.88%	6,566	26.35%
MNWD	8,340	21.62%	6,169	23.63%	4,779	20.68%	5,418	21.74%
SCWD	7,715	20.00%	5,584	21.39%	3,578	15.48%	4,782	19.19%
SMWD	10,946	28.38%	8,473	32.45%	7,846	33.95%	8,153	32.72%
Total	38,573	100.00%	26,110	100.00%	23,108	100.00%	24,918	100.00%

### Project Committee No. 5 - San Juan Creek Ocean Outfall (SJCOO)

Agency	Own (%)	Budget (mgd)	Budget (%)	Month (mgd)	Month (%)	FY Avg to Date (mgd)	FY Avg to Date (%)
CSC	16.63%	13.300	16.63%	3.433	25.04%	2.720	23.52%
CSJC	11.08%	8.860	11.08%	2.659	19.40%	2.660	23.00%
MNWD(3)	15.51%	12.410	15.51%	2.964	21.62%	2.198	19.01%
SCWD	12.46%	9.970	12.46%	2.347	17.12%	1.893	16.37%
SMWD	44.32%	35.460	44.33%	2.306	16.82%	2.093	18.10%
Total	100.00%	80.000	100.00%	13.710	100.00%	11.564	100.00%

(1) Influent billing meter summary:

- a. CSJC is metered daily in the collection system. The area-velocity meter 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 flows are 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 daily in the collection system. The flows from MNWD are subtracted from the metering data collected to determine SMWD's flows. The metering system in the collection system has an accuracy of +/- 20%.

(2) The 36-month average is the average of the past 36 months. The Use Audit is based on the last 3 Fiscal Years versus the average of the past 36 months.

(3) All monthly flow data for 3A is reported as part of MNWD's flow to the ocean outfall.

# SOCWA Operational Report January, 2024 (cont'd)

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

### 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%	1.496	55.22%	1.447	57.65%	1.538	55.56%
EBSD	0.20	2.99%	0.060	2.21%	0.066	2.61%	0.070	2.53%
SCWD	2.00	29.85%	1.153	42.56%	0.997	39.73%	1.160	41.91%
MNWD	1.96	29.25%	0.000	0.00%	0.000	0.00%	0.000	0.00%
Total	6.70	100.00%	2.709	100.00%	2.510	100.00%	2.769	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	0.00716	0.0942%	0.0000	0.0188	0.0188	0.2455%	0.0143	0.1908%
EBSD	0.00001	0.0001%	0.0000	0.0009	0.0009	0.0111%	0.0006	0.0087%
SCWD	0.00427	0.0562%	0.0000	0.0129	0.0129	0.1692%	0.0107	0.1431%
ETWD	0.01562	0.2055%	0.0000	0.0137	0.0137	0.1797%	0.0149	0.1991%
MNWD	7.57236	99.6439%	7.5352	0.0684	7.6036	99.3945%	7.4449	99.4584%
Total	7.59942	100.0000%	7.5352	0.1148	7.6499	100.0000%	7.4855	100.0000%

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

# SOCWA Operational Report January, 2024 (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%	4,406	11.89%	216,590	16.37%	151,783	13.25%
EBS	295	0.59%	177	0.48%	9,817	0.74%	6,909	0.60%
SCWD	4,480	8.96%	3,392	9.16%	149,271	11.28%	113,636	9.92%
ETWD	10,200	20.41%	5,305	14.32%	158,480	11.98%	157,024	13.71%
MNWD	29,395	58.82%	23,769	64.16%	789,028	59.63%	716,278	62.52%
<b>Total</b>	<b>49,975</b>	<b>100.00%</b>	<b>37,049</b>	<b>100.00%</b>	<b>1,323,186</b>	<b>100.00%</b>	<b>1,145,630</b>	<b>100.00%</b>

### 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	11.00%	5.500	11.00%	1.447	9.75%	1.538	14.66%
EBS	0.78%	0.390	0.78%	0.066	0.44%	0.070	0.67%
ETWD	16.30%	8.151	16.30%	3.384	22.80%	2.167	20.65%
IRWD	15.76%	7.880	15.76%	3.712	25.00%	2.671	25.45%
MNWD	43.85%	21.924	43.85%	5.318	35.82%	3.365	32.06%
SCWD	12.31%	6.155	12.31%	0.919	6.19%	0.683	6.51%
<b>Total</b>	<b>100.00%</b>	<b>50.000</b>	<b>100.00%</b>	<b>14.846</b>	<b>100.00%</b>	<b>10.494</b>	<b>100.00%</b>



## SOCWA Operational Report January, 2024 (cont'd)

### *Select Critical Equipment Repairs*

#### JBL - PC2

Repaired leaking bleach piping.  
Troubleshoot failing Plant 1 Grit Conveyor and motor.  
Plumb connection port for Doheny Special Discharge Project.  
Rebuilt Centrifuge #1 for 800-hour service.  
Troubleshoot Centrifuge #3 that failed.  
Troubleshoot failed Digester #2 3-Way Valve.  
Replaced failed shear pin for Secondary Tanks Drive on #6 and #7.  
Repaired coolant leak on Cogen Engine.  
Troubleshoot failed DAFT #2 3-Way Valve and DAFT Pump #2.  
Troubleshoot failed Digester #2 equipment power failure.  
Troubleshoot failed Plant 1 Bar Screen.  
Troubleshoot failing Plant 2 Bar Screen.  
Replaced damaged flight and chain system in Primary Tank #2.

#### CTP - PC15

Rebuilt failing scum pump.  
Troubleshoot entrance gate equipment.  
Troubleshoot failed grinding pipe.  
Troubleshoot failed backup sludge export pumping system.  
Investigated water line leak and air line leak.  
Troubleshoot the failed East Primary Sludge 1A Valve.  
Prepared the Backwash Pump #2 for overhaul.

#### RTP - PC17

Troubleshoot the failing Conveyor #2 for Bar Screen #2 failed.  
Investigated potential digester gas leaks on the digested gas collection system.  
Replaced leaking piping for the cyclone grit separator.  
Troubleshoot the failing Non-Potable Water Bleach Pump #1.  
Replaced failed media in tow tanks for the Cogen gas scrubbing system.  
Repaired RAS bleach line leak.  
Replaced failed handrailing around the Plant.  
Overhauled the failed Digester Sludge Circulation Pumps Nos. #1 and #3.  
Replaced failed water piping for Centrifuge #3.  
Replaced corroded filter frame housing for the Aeration Building intake air system.  
Overhauled the failing Digested Sludge Feed Pump #4.

#### Support Services - ALL PC'S

Troubleshoot lost power to RAS and Waste Pumps during a storm at JBL.

## SOCWA Operational Report January, 2024 (cont'd)

### *Select Critical Equipment Repairs (cont'd)*

#### Support Services - ALL PC'S (cont'd)

Replaced failing Plant 1 Grit Conveyor motor at JBL.  
Replaced failed hour meter on Hoffman Blower #2 at JBL.  
Troubleshoot failing RAS Pump #5 and VFD at JBL.  
Troubleshoot failed Bleach system due to power failure at JBL.  
Replaced failed Plant 1 Bar Screen and motor at JBL.  
Repaired the failing conduit system on the aeration deck due to sun exposure at CTP.  
Replaced failed ferric pump motor at CTP.  
Replaced failed motor on Conveyor #2 at RTP.  
Troubleshoot failing primary sludge valves at CTP.  
Troubleshoot failing actuator for Biosolids Loading Hopper #2 and Diverter Gate #2 at RTP.  
Troubleshoot the Emergency Pump #6 at RTP.  
Troubleshoot the failing motor on WAS Pump #2 at RTP.  
Replaced failed meter for 3WHP Pump #2 at RTP.  
Rebuilt failed RAS chlorine analyzer at RTP.  
Replaced failed motor on Digester#2 Gas Circulation/Mixing System.  
Repaired several failures of CEMS for the Cogen system.  
Repaired several failed CO analyzers on the Cogen system.  
Troubleshoot several instrument failures on the Centrifuge system.  
Troubleshoot the failed centrifuge Polymer Feed Pump #4.  
Replaced failed Sludge Thermometer on Digester #2 heating system.  
Troubleshoot the failed RAS TSS probe.

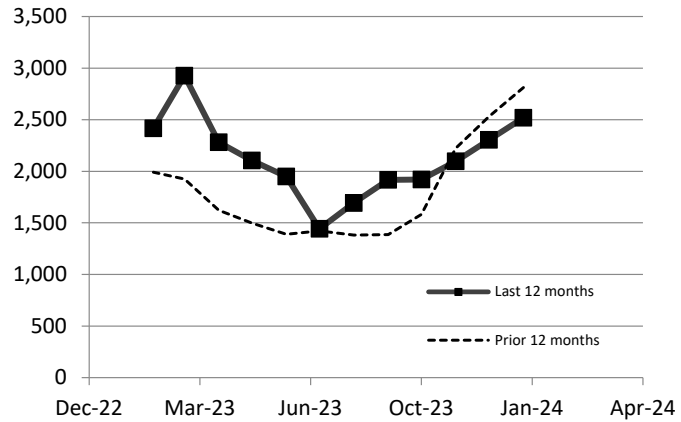
# SOCWA Ocean Outfall Discharges by Agency

## SOCWA Operational Report January, 2024 (cont'd)

Agency	SJCOO (mgd)	SJCOO (%)	ACOO (mgd)	ACOO (%)	Total (mgd)
CLB			1.45	9.75%	1.45
EBSD			0.07	0.44%	0.07
SCWD	2.35	17.12%	0.92	6.19%	3.27
MNWD	2.96	21.62%	5.32	35.82%	8.28
ETWD			3.38	22.80%	3.38
CSJC	2.66	19.40%			2.66
SMWD	2.31	16.82%			2.31
CSC	3.43	25.04%			3.43
IRWD			3.71	25.00%	3.71
<b>Total</b>	<b>13.71</b>	<b>100.00%</b>	<b>14.85</b>	<b>100.00%</b>	<b>28.56</b>
or Acre-Feet per year equivalent					31,983

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

Jan-24	2,519
Dec-23	2,305
Nov-23	2,097
Oct-23	1,919
Sep-23	1,917
Aug-23	1,693
Jul-23	1,442
Jun-23	1,949
May-23	2,105
Apr-23	2,282
Mar-23	2,926
Feb-23	2,416
<b>Total</b>	<b>25,570</b>



# Beach / Ocean Monitoring Report

ALISO CREEK OCEAN OUTFALL MONITORING REPORT

January 2024

DATE	IRWD LOS ALISOS WRP				EL TORO WRP				SOCWA REGIONAL PLANT				SOCWA COASTAL PLANT				IRWD IDP	IRWD SGU	SCWD ACWRF	ACOO FLOW	Rain Fall
	FLOW	TSS	cBOD	SS	FLOW	TSS	cBOD	SS	FLOW	TSS	cBOD	SS	FLOW	TSS	cBOD	SS	FLOW	FLOW	FLOW	FLOW	inches
	MGD	mg/L	mg/L	ml/L	MGD	mg/L	mg/L	ml/L	MGD	mg/L	mg/L	ml/L	MGD	mg/L	mg/L	ml/L	MGD	MGD	MGD	MGD	
01/01/24	3.211	16.0	11.0	<0.1	3.257	9.8		0.1	5.740	9.6	5.0	0.4	2.791	2.6	3.0	<0.1	0.391	0.000	0.000	15.390	0.00
01/02/24	3.208	17.0		0.1	2.800	16.2	8.0	0.1	5.45	8.8	5.0	0.2	2.665	9.0	6.0	0.1	0.391	0.000	0.000	14.514	0.00
01/03/24	3.290	23.0	12.0	<0.1	3.464	12.0	9.0	0.1	4.990	8.6	3.0	0.2	2.615	1.8	2.0	<0.1	0.391	0.000	0.000	14.750	0.51
01/04/24	3.352	24.0	12.0	0.1	2.839	18.0	6.2	0.1	5.870	8.6	5.0	0.2	2.814	4.2	3.0	0.1	0.392	0.000	0.000	15.267	0.00
01/05/24	3.345	19.0	11.0	<0.1	3.372	17.3	6.2	0.1	5.790	6.2	4.0	0.3	2.606	7.8	5.0	<0.1	0.391	0.000	0.000	15.504	0.00
01/06/24	3.348	20.0		<0.1	3.385	27.0	10.0	0.1	5.500	8.2	19.0		2.628	5.8	4.0		0.392	0.000	0.000	15.253	0.00
01/07/24	3.224	21.0	9.3	0.1	3.409	23.7		0.2	5.630	13.2		<0.1	2.664	7.0		<0.1	0.391	0.000	0.023	15.341	0.02
01/08/24	3.195	10.0	9.2	<0.1	2.749	24.0		0.2	5.970	12.0	8.0	0.1	2.624	9.2	6.0	<0.1	0.391	0.000	0.157	15.086	0.00
01/09/24	3.248	23.0	10.0	0.1	3.151	27.0	10.4	0.1	5.890	11.0	7.0	0.1	2.321	9.6	8.0	<0.1	0.392	0.000	0.098	15.100	0.00
01/10/24	3.356	24.0	12.0	<0.1	2.215	30.5	14.0	0.1	5.630	7.4	5.0	0.2	1.320	7.6	5.0	<0.1	0.391	0.000	0.137	13.049	0.00
01/11/24	3.417	29.0	11.0	0.1	5.218	50.0	21.3	0.2	5.400	13.6	8.0	0.1	2.412	1.0	3.0	<0.1	0.392	0.000	0.157	16.996	0.00
01/12/24	3.294	28.0	12.0	0.2	3.594	28.0	8.1	<0.1	5.420	9.4	9.0	0.3	2.311	2.0	3.0	<0.1	0.392	0.000	0.131	15.142	0.00
01/13/24	3.340	44.0		0.4	3.037	26.5	10.0	0.1	5.490	8.4	9.0		2.198	9.6	6.0		0.391	0.000	0.126	14.582	0.00
01/14/24	3.127	61.0	14.0	<0.1	2.890	22.7	7.8	0.2	5.220	15.4	9.0	0.1	2.360	9.4	8.0	<0.1	0.392	0.000	0.122	14.111	0.00
01/15/24	3.121	23.0	12.0	<0.1	3.349	19.7		0.1	4.590	8.4	4.0	0.1	2.328	2.8	3.0	0.2	0.391	0.000	0.130	13.909	0.01
01/16/24	3.339	25.0	14.0	<0.1	3.527	13.0	12.5	0.1	4.830	8.0	5.0	<0.1	2.125	11.0	7.0	0.1	0.391	0.000	0.136	14.348	0.00
01/17/24	3.247	23.0	14.0	<0.1	2.767	25.3	3.9	0.1	4.510	4.2	5.0	0.2	1.630	11.0	6.0	<0.1	0.392	0.000	0.132	12.678	0.00
01/18/24	3.735	53.0	16.0	0.1	2.923	23.0	9.0	0.1	4.840	6.4	4.0	0.2	2.222	1.8	3.0	0.1	0.391	0.000	0.150	14.261	0.00
01/19/24	3.287	30.0	12.0	0.3	3.223	16.5	7.3	0.1	5.050	7.2	10.0	0.5	2.269	2.8	4.0	<0.1	0.392	0.000	0.138	14.359	0.00
01/20/24	3.206	29.0		0.1	3.777	28.0	7.3	0.1	4.960	7.6	9.0		2.353	12.8	7.0		0.391	0.000	0.137	14.824	0.63
01/21/24	3.095	30.0	10.0	<0.1	3.574	19.3	10.0	<0.1	5.930	11.8	9.0	<0.1	2.709	3.4	4.0	<0.1	0.391	0.000	0.133	15.832	0.15
01/22/24	3.778	14.0	10.0	<0.1	3.819	9.6		0.1	6.320	7.4	4.0	0.1	2.569	3.2	3.0	<0.1	0.392	0.000	0.106	16.984	0.90
01/23/24	3.915	14.0	10.0	0.1	3.509	15.0	7.0	0.1	6.990	10.4	6.0	<0.1	3.285	3.4	3.0	<0.1	0.392	0.000	0.019	18.110	0.01
01/24/24	3.297	9.7	10.0	0.1	5.313	13.5	6.5	0.1	6.120	7.2	4.0	0.1	2.718	2.8	2.0	0.1	0.370	0.000	0.000	17.818	0.00
01/25/24	3.353	8.8	8.4	0.1	3.923	13.4	7.0	0.1	6.090	7.0	6.0	<0.1	2.609	5.0	4.0	<0.1	0.392	0.000	0.000	16.367	0.01
01/26/24	3.350	7.2	8.8	<0.1	3.368	33.2	8.5	0.1	4.760	10.0	7.0	0.2	2.627	1.2	3.0	0.1	0.391	0.000	0.000	14.496	0.00
01/27/24	3.227	12.0		<0.1	3.409	13.8	8.0	0.1	4.550	8.6	6.0		2.638	5.2	12.0		0.392	0.000	0.000	14.216	0.00
01/28/24	3.197	13.0	7.2	<0.1	2.800	17.4	7.4	0.1	4.320	10.0	7.0	<0.1	2.678	9.4	7.0	<0.1	0.391	0.000	0.000	13.386	0.00
01/29/24	3.205	15.0	8.2	<0.1	3.269	13.8		0.1	4.600	6.8	6.0	<0.1	2.667	11.0	6.0	<0.1	0.343	0.000	0.132	14.216	0.00
01/30/24	3.344	14.0	6.5	<0.1	3.468	20.0	7.0	0.1	4.450	7.6	5.0	0.2	2.085	2.6	3.0	<0.1	0.391	0.000	0.133	13.871	0.00
01/31/24	3.347	13.0	7.0	<0.1	3.518	12.0	4.6	0.1	3.960	8.4	5.0	0.2	1.543	11.2	6.0	<0.1	0.391	0.000	0.127	12.886	0.00
AVG	3.323	22.3	10.7	<0.1	3.384	20.6	8.7	<0.1	5.318	8.9	6.6	<0.2	2.432	6.0	4.8	<0.1	0.389	0.000	0.078	14.924	
TOTAL	103.00				104.92				164.86				75.38				12.06	0.00	2.424	462.65	2.24

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

REPORT FOR: January 2024  
 REPORT DUE: March 1 2024  
 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: Low Tide 10:42

Weather: Clear

COMMENTS:

STA#	DATE	TIME	Total	Fecal	Entero-	Material of Sewage		Oil & Grease	Odor	Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds
			Coliform CFU/100ml SM9222B	Coliform CFU/100ml SM9222D	coccus CFU/100ml EPA 1600	Onshore	Offshore							
S3	01/04/24	11:10	30	30	<10	None	None	None	None	Green	61	Slightly Turbid		
S4	01/04/24	10:55	60	10	20	None	None	None	None	Green		Slightly Turbid		
S5	01/04/24	10:45	80	20	10	None	None	None	None	Green		Slightly Turbid		
S6	01/04/24	10:20	140	10	20	None	None	None	None	Green		Slightly Turbid		
WEST	01/04/24	10:15	400	40	30	None	None	None	None	Green		Slightly Turbid		
S7	01/04/24	10:10	170	30	50	None	None	None	None	Green		Slightly Turbid		
S8	01/04/24	10:05	600	50	100	None	None	None	None	Green		Slightly Turbid		
S9	01/04/24	09:40	1500	200	340	None	None	None	None	Green	60	Slightly Turbid		
ACM1	01/04/24	09:45	2000	300	260	None	None	None	None	Green		Turbid	Flowing	
S10	01/04/24	09:20	30	10	<10	None	None	None	None	Green		Slightly Turbid		
S11	01/04/24	09:15	10	10	<10	None	None	None	None	Green		Slightly Turbid		
S12	01/04/24	09:10	10	10	<10	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-Aliso Creek Ocean Outfall

REPORT FOR: January 2024  
 REPORT DUE: March 1, 2024  
 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 07:22

Weather: Partly Cloudy

COMMENTS:

STA#	DATE	TIME	Total Coliform	Fecal Coliform	Entero-coccus	Material of Sewage		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							
S3	01/10/24	08:01	700	50	76	None	None	None	None	Green		Clear		
S4	01/10/24	10:00	10	<10	<2	None	None	None	None	Green		Clear		
S5	01/10/24	10:09	<10	<10	<2	None	None	None	None	Green		Clear		
S6	01/10/24	09:31	<10	10	<2	None	None	None	None	Green	61	Clear		
WEST	01/10/24	09:23	<10	10	4	None	None	None	None	Green		Clear		
S7	01/10/24	09:17	20	10	<2	None	None	None	None	Green		Clear		
S8	01/10/24	09:09	10	20	<2	None	None	None	None	Green		Clear		
S9	01/10/24	09:05	10	10	<2	None	None	None	None	Green		Clear		
ACM1	01/10/24	08:50	10	<10	<2	None	None	None	None	Green		Clear		
S10	01/10/24	08:29	10	<10	<2	None	None	None	None	Green		Clear		
S11	01/10/24	08:25	10	<10	<2	None	None	None	None	Green		Clear		
S12	01/10/24	08:21	10	10	<2	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 100m



South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

REPORT FOR: January 2024  
 REPORT DUE: March 1, 2024  
 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 11:14  
 Weather: Clear  
 COMMENTS:

STA#	DATE	TIME	Total	Fecal	Entero-	Material of Sewage		Oil & Grease	Odor	Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds
			Coliform CFU/100ml SM9222B	Coliform CFU/100ml SM9222D	coccus CFU/100ml EPA 1600	Onshore	Offshore							
S3	01/15/24	08:43	10	<10	<2	None	None	None	None	Blue	61	Clear		
S4	01/15/24	10:28	<10	<10	<2	None	None	None	None	Blue		Clear		
S5	01/15/24	10:17	<10	<10	<2	None	None	None	None	Blue		Clear		
S6	01/15/24	10:05	<10	<10	<2	None	None	None	None	Blue		Clear		
WEST	01/15/24	10:01	10	<10	<2	None	None	None	None	Blue		Clear		
S7	01/15/24	09:54	<10	<10	<2	None	None	None	None	Blue		Clear		
S8	01/15/24	09:37	20	<10	4	None	None	None	None	Blue		Clear		
S9	01/15/24	09:33	10	<10	<2	None	None	None	None	Blue		Clear		
ACM1	01/15/24	09:30	<10	<10	<2	None	None	None	None	Blue		Clear		
S10	01/15/24	09:10	<10	<10	8	None	None	None	None	Blue		Clear		
S11	01/15/24	09:02	<10	<10	2	None	None	None	None	Blue		Clear		
S12	01/15/24	08:56	<10	<10	2	None	None	None	None	Blue		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.

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

REPORT FOR: January 2024  
 REPORT DUE: March 1, 2024  
 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 07:38

Weather: Overcast

COMMENTS:

STA#	DATE	TIME	Total	Fecal	Entero-	Material of Sewage		Oil & Grease	Odor	Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds
			Coliform CFU/100ml SM9222B	Coliform CFU/100ml SM9222D	coccus CFU/100ml EPA 1600	Onshore	Offshore							
S3	01/24/24	08:04	30	<10	6	None	None	None	None	Blue	58	Clear		
S4	01/24/24	10:20	10	<10	2	None	None	None	None	Green		Clear		
S5	01/24/24	10:15	<10	10	6	None	None	None	None	Green		Clear		
S6	01/24/24	09:57	50	20	2	None	None	None	None	Blue		Clear		
WEST	01/24/24	09:51	60	20	10	None	None	None	None	Blue		Clear		
S7	01/24/24	09:42	60	<10	2	None	None	None	None	Blue		Clear		
S8	01/24/24	09:27	140	30	44	None	None	None	None	Blue		Clear		
S9	01/24/24	09:21	200	50	46	None	None	None	None	Blue		Clear		
ACM1	01/24/24	09:11	500	110	96	None	None	None	None	Brown		Clear	Flowing	
S10	01/24/24	09:01	10	<10	6	None	None	None	None	Blue		Clear		
S11	01/24/24	08:57	20	<10	6	None	None	None	None	Blue		Clear		
S12	01/24/24	08:52	40	<10	2	None	None	None	None	Blue		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.

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

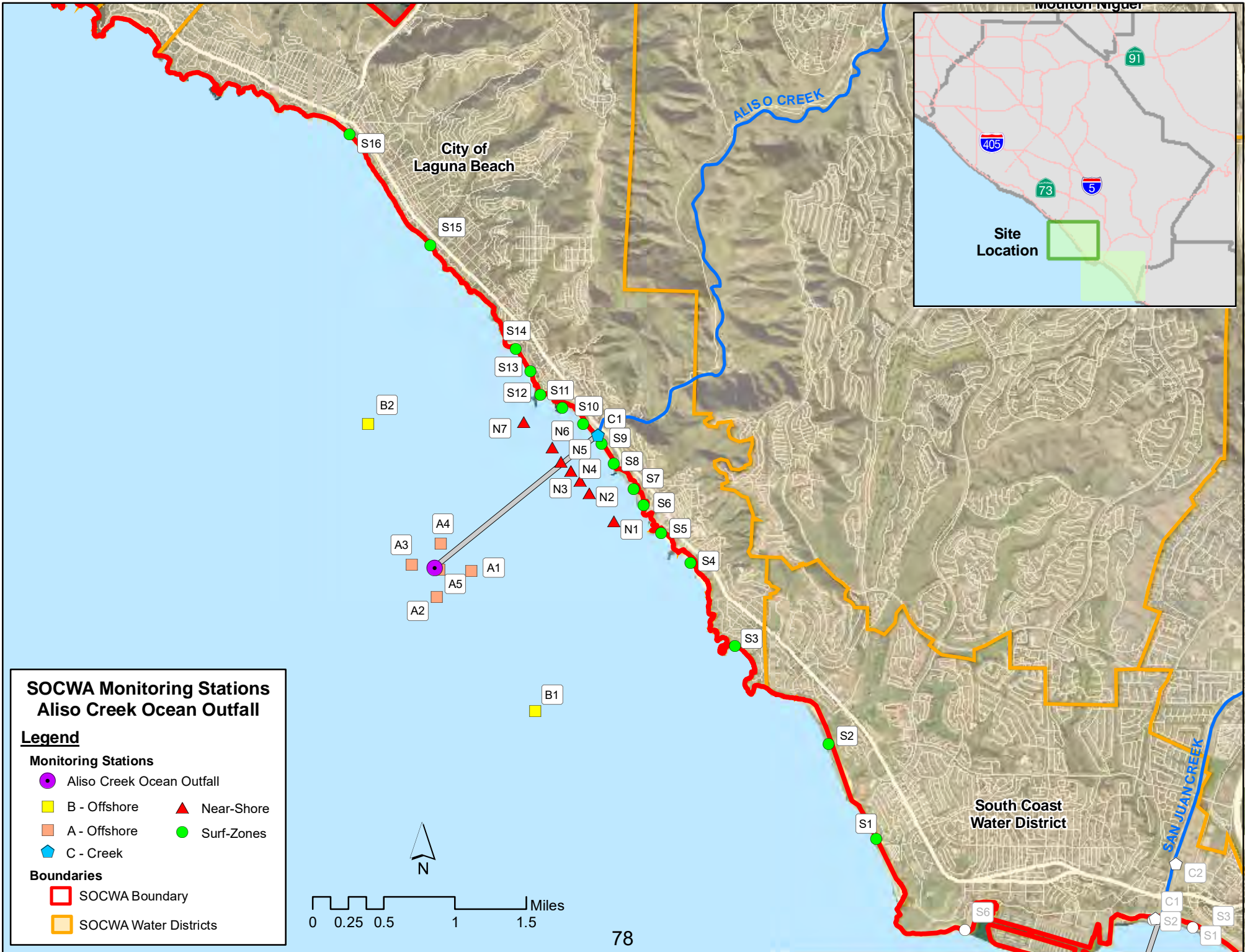
REPORT FOR: January 2024  
 REPORT DUE: March 1, 2024  
 SAMPLE SOURCE: Receiving water surf zone  
 TYPE OF SAMPLE: Grab

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 06:07  
 Weather: Overcast  
 COMMENTS:

STA#	DATE	TIME	Total	Fecal	Entero-	Material of Sewage		Oil & Grease	Odor	Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds
			Coliform CFU/100ml SM9222B	Coliform CFU/100ml SM9222D	coccus CFU/100ml EPA 1600	Onshore	Offshore							
S3	01/31/24	08:11	10	<10	2	None	None	None	None	Blue	57	Clear		
S4	01/31/24	10:06	<10	<10	<2	None	None	None	None	Blue		Clear		
S5	01/31/24	09:52	10	<10	2	None	None	None	None	Blue		Clear		
S6	01/31/24	09:41	<10	<10	<2	None	None	None	None	Blue		Clear		
WEST	01/31/24	09:35	<10	<10	<2	None	None	None	None	Blue		Clear		
S7	01/31/24	09:27	<10	<10	<2	None	None	None	None	Blue		Clear		
S8	01/31/24	09:17	20	20	4	None	None	None	None	Brown		Slightly Turbid		
S9	01/31/24	09:12	<10	10	<2	None	None	None	None	Brown		Slightly Turbid		
ACM1	01/31/24	09:00	350	180	10	None	None	None	None	Brown		Slightly Turbid	Flowing	
S10	01/31/24	08:48	<10	10	<2	None	None	None	None	Blue		Clear		
S11	01/31/24	08:42	<10	<10	<2	None	None	None	None	Blue		Clear		
S12	01/31/24	08:37	<10	<10	2	None	None	None	None	Blue		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.



**SOCWA Monitoring Stations  
Aliso Creek Ocean Outfall**

**Legend**

**Monitoring Stations**

- Aliso Creek Ocean Outfall
- B - Offshore
- A - Offshore
- ◆ C - Creek
- ▲ Near-Shore
- Surf-Zones

**Boundaries**

- SOCWA Boundary
- SOCWA Water Districts



## 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 ACOC
S12	Goff Island Beach; 3,000' up-coast of ACOO

MONITORING REPORT

Off Shore Stations

South Orange County Wastewater Authority

DISCHARGE: Aliso Creek Ocean Outfall

Report For: January 2024

Report Frequency: Monthly

Report Due: March 1, 2024

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: High Tide 08:13

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	0 - None 1 - Mild 2 - Moderate 3 - Severe
A-1	Surface	01/25/24	4	<2	2	08:00	0	0	
A-1	Mid depth	01/25/24	<10	<10	<10				
A-2	Surface	01/25/24	<2	<2	<2	07:53	0	0	
A-2	Mid depth	01/25/24	<10	<10	10				
A-3	Surface	01/25/24	<2	<2	<2	08:12	0	0	
A-3	Mid depth	01/25/24	<10	<10	<10				
A-4	Surface	01/25/24	2	2	<2	08:18	0	0	
A-4	Mid depth	01/25/24	<10	<10	<10				
A-5	Surface	01/25/24	<2	<2	<2	08:09	0	0	
A-5	Mid depth	01/25/24	20	<10	<10				
B-1	Surface	01/25/24	2	<2	<2	07:45	0	0	
B-1	Mid depth	01/25/24	<10	<10	<10				
B-2	Surface	01/25/24	2	<2	<2	08:28	0	0	
B-2	Mid depth	01/25/24	<10	<10	<10				
N1	Surface	01/25/24	2	<2	<2	08:56	0	0	
N2	Surface	01/25/24	2	<2	2	08:48	0	0	
N3	Surface	01/25/24	4	<2	<2	08:46	0	0	
N4	Surface	01/25/24	6	2	2	08:45	0	0	
N5	Surface	01/25/24	8	<2	<2	08:44	0	0	
N6	Surface	01/25/24	4	2	<2	08:42	0	0	
N7	Surface	01/25/24	20	<2	4	08:39	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.

Receiving Water Limitations: (1)30-Day geometric mean of fecal coliform density not to exceed 200CFU/100 mL

calculated based on the five most recent samples from each site (2)single sample max not to exceed 400 CFU/100mL

(3) Enterococcus 6-week rolling geometric mean not to exceed 30 CFU/100 mL, calculated weekly. (4) Statistical threshold value (STV)

of 110 CFU/100 mL for enterococcus not to be exceeded by more than 10% of samples collected in a calendar month, calculated in a static manner

**Compliance Summary Report  
Aliso Creek Ocean Outfall 2024**

ACOO Permit Order No. R9-2022-0006							
Agency - Facility	Violation Date	Constituent	Effluent Limit Violation	Units	Permit Limit	Reported Value	Potential Fine
No violations during this monitoring period.							



**SOCWA and MEMBER AGENCY FACILITIES**  
**ACOO Spill / Overflow Report Log - 2024**  
**Order No. R9-2022-0006 ~ 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

January 2024

DATE	J.B. LATHAM FACILITY				SAN CLEMENTE WRP				SMWD CHIQUITA WRP				3-A PLANT				CSJC	SCWD	SJCOO	Rain
	FLOW MGD	TSS mg/L	cBOD mg/L	SS ml/L	FLOW MGD	TSS mg/L	cBOD mg/L	SS ml/L	FLOW MGD	TSS mg/L	cBOD mg/L	SS ml/L	FLOW MGD	TSS mg/L	cBOD mg/L	SS ml/L	Desalter FLOW MGD	Desalter FLOW MGD	FLOW MGD	Fall inches
01/01/24	7.800	17.0	12.1	0.1	3.197	5.6	<0.1	<0.1	0.000				1.435	5.2	4.0	<0.1	0.460	0.175	13.870	0.00
01/02/24	7.230	14.3	13.8	0.2	2.931	6.2	6.0	<0.1	0.000				1.519	5.8	4.0	<0.1	0.470	0.175	13.000	0.00
01/03/24	7.470	11.3	9.8	<0.1	3.337	5.7	11.0	<0.1	0.062	1.8	1.7	<0.1	1.541	6.6	5.0	<0.1	0.230	0.175	13.480	0.51
01/04/24	8.020	11.8	10.6	0.2	2.979	6.3	4.0	<0.1	0.000				1.498	5.6	4.2	<0.1	0.140	0.175	13.840	0.00
01/05/24	7.710	9.2	9.3	<0.1	3.786	7.0	8.0	<0.1	0.000				1.501	7.4	5.0	<0.1	0.480	0.175	13.980	0.00
01/06/24	7.420	14.7	9.5	0.1	3.413		7.0		0.000				1.531				0.470	0.179	13.830	0.00
01/07/24	7.540	16.0		<0.1	3.620				0.000				1.537				0.480	0.175	14.000	0.02
01/08/24	7.490	38.5	24.2	<0.1	3.906	7.2	6.0	<0.1	0.000				1.545	6.6	4.0	<0.1	0.480	0.175	14.210	0.00
01/09/24	7.420	21.0	15.2	0.3	3.226	7.0	7.0	<0.1	0.000				1.578	7.6	5.5	<0.1	0.470	0.179	13.920	0.00
01/10/24	7.400	30.7	16.3	<0.1	3.632	7.0	6.0	<0.1	0.059	4.4	1.7	<0.1	1.545	8.8	6.2	<0.1	0.480	0.162	13.830	0.00
01/11/24	7.330	24.2	11.5	0.1	3.136	7.4	7.0	<0.1	0.000				1.565	8.0	5.8	<0.1	0.430	0.175	13.630	0.00
01/12/24	7.570	20.1	13.8	0.1	3.231	7.4	5.0	<0.1	0.000				1.511	5.4	4.0	<0.1	0.510	0.175	13.680	0.00
01/13/24	7.410	16.2	13.1		2.836		7.0		0.000				1.512				0.510	0.178	13.350	0.00
01/14/24	7.560	18.6	5.0	<0.1	3.512				0.000				1.558				0.500	0.175	13.540	0.00
01/15/24	7.370	23.5	13.4	<0.1	3.296	9.6	9.0	<0.1	0.000				1.573	8.6	5.4	<0.1	0.490	0.175	13.350	0.01
01/16/24	7.580	41.4	28.0	<0.1	3.387	9.4	8.0	<0.1	0.000				1.510	1.8	3.0	<0.1	0.500	0.175	14.100	0.00
01/17/24	7.410	8.9	9.4	0.2	3.263	10.0	7.0	<0.1	0.001	0.9	2.1	<0.1	1.525	6.6	5.2	<0.1	0.490	0.175	13.230	0.00
01/18/24	7.530	10.2	7.6	<0.1	3.005	9.0	7.0	<0.1	0.000				1.501	7.2	5.8	<0.1	0.500	0.177	12.910	0.00
01/19/24	7.390	11.3	7.6	<0.1	3.137	7.3	6.0	<0.1	0.000				1.548	5.4	4.1	<0.1	0.500	0.172	12.650	0.00
01/20/24	7.400	9.2	6.2		2.684		8.0		0.000				1.716				0.490	0.175	12.790	0.63
01/21/24	8.900	13.5	4.2	<0.1	3.691				0.001	1.1	4.2	<0.1	1.751				0.490	0.174	14.570	0.15
01/22/24	8.820	13.2	9.5	0.1	3.230	12.8	8.0	<0.1	0.036	2.2	4.0	<0.1	1.910	5.6	4.0	<0.1	0.500	0.172	14.660	0.90
01/23/24	9.910	21.2	11.0	<0.1	4.012	8.8	8.0	<0.1	0.001	1.5	4.2	<0.1	1.564	7.0	5.4	<0.1	0.490	0.175	17.020	0.01
01/24/24	8.830	8.9	6.6	0.1	3.945	8.9	6.0	<0.1	0.036	3.6	2.0	<0.1	1.564	5.4	4.2	<0.1	0.500	0.171	14.950	0.00
01/25/24	8.880	9.9	7.0	<0.1	3.950	8.9	6.0	<0.1	0.000				1.564	4.8	4.0	<0.1	0.500	0.174	14.380	0.01
01/26/24	8.680	8.7		0.1	4.246	9.4	7.0	<0.1	0.000				1.564	2.4	3.5	<0.1	0.460	0.174	14.260	0.00
01/27/24	8.540	8.5	10.9		3.380		7.0		0.000				1.564				0.470	0.171	14.030	0.00
01/28/24	8.560	10.2	8.4	<0.1	4.185				0.000				1.564				0.480	0.175	13.920	0.00
01/29/24	8.760	13.4	13.0	<0.1	3.286	9.2	8.0	<0.1	0.000				1.564	7.0	5.1	<0.1	0.480	0.173	14.000	0.00
01/30/24	8.650	17.0	9.3	<0.1	3.415	10.0	9.0	<0.1	0.019	1.9	6.0	0.1	1.564	6.4	4.8	<0.1	0.480	0.173	13.610	0.00
01/31/24	8.430	19.9	12.0	<0.1	3.576	9.4	10.0	<0.1	0.019	1.5	2.4	<0.1	1.564	7.2	5.0	<0.1	0.460	0.176	13.430	0.00
AVG	7.968	16.5	11.3	<0.1	3.433	8.2	7.2	<0.1	0.008	2.1	3.1	<0.1	1.564	6.2	4.7	<0.1	0.464	0.174	13.872	
TOTAL	247.010				106.430				0.234				48.486				14.390	5.405	430.020	2.24

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

REPORT FOR: January 2024  
 REPORT DUE: March 1, 2024  
 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 07:07

Weather: Clear

COMMENTS:

STATION #	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	CFU/100ml EPA 1600	Onshore	Offshore							
S0	01/02/24	08:44	200	20	58	None	None	None	None	Brown		Slightly Turbid		
S1	01/02/24	08:40	300	40	48	None	None	None	None	Brown		Slightly Turbid		
S2	01/02/24	09:45	40	20	20	None	None	None	None	Brown		Slightly Turbid		
DSB5	01/02/24	09:52	600	200	42	None	None	None	None	Brown		Slightly Turbid	Flowing	
S3	01/02/24	09:00	20	<20	10	None	None	None	None	Brown		Slightly Turbid		
DSB4	01/02/24	09:04	<20	<20	20	None	None	None	None	Brown		Slightly Turbid		
S5	01/02/24	09:22	200	<20	6	None	None	None	None	Brown	61	Slightly Turbid		
DSB1	01/02/24	09:26	40	<20	4	None	None	None	None	Brown		Slightly Turbid		
SJC1	01/02/24	08:33	900	400	160	None	None	None	None	Brown		Slightly Turbid	Flowing	

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.

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

REPORT FOR: January 2024  
 REPORT DUE: March 1, 2024  
 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 05:56

Weather: Clear

COMMENTS:

STATION #	DATE	TIME	Total Coliform	Fecal Coliform	Entero-coccus	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	None	None	None	None	None	None	None
S0	01/08/24	09:05	200	20	<10	None	None	None	None	Green		Slightly Turbid		
S1	01/08/24	08:55	200	80	40	None	None	None	None	Green		Slightly Turbid		
S2	01/08/24	09:35	100	40	<10	None	None	None	None	Green	57	Slightly Turbid		
DSB5	01/08/24	09:50	280	80	20	None	None	None	None	Green		Slightly Turbid		
S3	01/08/24	08:45	200	80	40	None	None	None	None	Green		Slightly Turbid		
DSB4	01/08/24	08:40	220	60	30	None	None	None	None	Green		Slightly Turbid		
S5	01/08/24	08:30	80	40	<10	None	None	None	None	Green		Slightly Turbid		
DSB1	01/08/24	08:20	100	<20	10	None	None	None	None	Green		Slightly Turbid		
SJC1	01/08/24	09:15	<100	<100	10	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.

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

REPORT FOR: January 2024  
 REPORT DUE: March 1, 2024  
 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 08:29

Weather: Overcast

COMMENTS:

STATION #	DATE	TIME	Total Coliform	Fecal Coliform	Entero-coccus	Material of Sewage Origin		Oil & Grease		Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds
			CFU/100ml SM9222B	CFU/100ml SM9222D	CFU/100ml EPA 1600	Onshore	Offshore	Grease	Odor					
S0	01/17/24	09:35	20	<20	20	None	None	None	None	Green		Turbid		
S1	01/17/24	09:40	100	<20	10	None	None	None	None	Green		Turbid		
S2	01/17/24	09:25	40	60	110	None	None	None	None	Green		Turbid		
DSB5	01/17/24	09:00	200	60	52	None	None	None	None	Green	60	Turbid		
S3	01/17/24	09:45	20	20	2	None	None	None	None	Green		Turbid		
DSB4	01/17/24	09:45	20	<20	2	None	None	None	None	Green		Turbid		
S5	01/17/24	09:50	<20	20	<2	None	None	None	None	Green		Turbid		
DSB1	01/17/24	10:00	<20	<20	<2	None	None	None	None	Green		Turbid		
SJC1	01/17/24	09:15	1600	1600	900	None	None	None	None	Green		Turbid	Flowing	

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.

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

REPORT FOR: January 2024  
 REPORT DUE: March 1, 2024  
 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 07:13  
 Weather: Partly Cloudy  
 COMMENTS:

STATION #	DATE	TIME	Total	Fecal	Entero-	Material of Sewage Origin				Oil &	Water	H2O	Water	Water	Outlet	Birds
			Coliform	Coliform	coccus	Onshore	Offshore	Grease	Odor	Color	Temp(F)	Condition				
			CFU/100ml	CFU/100ml	CFU/100ml	SM9222B	SM9222D	EPA 1600								
S0	01/23/24	08:10	960	280	540				None	None	None	None	Brown		Slightly Turbid	
S1	01/23/24	08:13	2000	900	620				None	None	None	None	Brown		Slightly Turbid	
S2	01/23/24	09:07	960	540	960				None	None	None	None	Brown		Turbid	
DSB5	01/23/24	09:21	3200	360	980				None	None	None	None	Brown		Turbid	
S3	01/23/24	08:29	880	120	660				None	None	None	None	Brown		Slightly Turbid	
DSB4	01/23/24	08:32	1000	440	620				None	None	None	None	Brown		Slightly Turbid	
S5	01/23/24	08:41	760	200	360				None	None	None	None	Brown	58	Slightly Turbid	
DSB1	01/23/24	08:45	660	260	440				None	None	None	None	Brown		Slightly Turbid	
SJC1	01/23/24	08:03	2200	700	1100				None	None	None	None	Brown		Turbid	Flowing

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.

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

REPORT FOR: January 2024  
 REPORT DUE: March 1, 2024  
 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 05:12

Weather: Clear

COMMENTS:

STATION #	DATE	TIME	Total Coliform	Fecal Coliform	Entero-coccus	Material of Sewage Origin		Oil & Grease		Water Color	H2O Temp(F)	Water Condition	Water Outlet	Birds
			CFU/100ml SM9222B	CFU/100ml SM9222D	CFU/100ml EPA 1600	Onshore	Offshore	Grease	Odor					
S0	01/30/24	09:25	280	100	60	None	None	None	None	Green		Slightly Turbid		
S1	01/30/24	09:15	100	40	10	None	None	None	None	Green		Slightly Turbid		
S2	01/30/24	09:50	300	100	20	None	None	None	None	Green	58	Slightly Turbid		
DSB5	01/30/24	10:15	200	40	40	None	None	None	None	Brown		Turbid		
S3	01/30/24	09:00	100	20	10	None	None	None	None	Green		Slightly Turbid		
DSB4	01/30/24	08:55	40	40	<10	None	None	None	None	Green		Slightly Turbid		
S5	01/30/24	08:45	20	20	<10	None	None	None	None	Green		Slightly Turbid		
DSB1	01/30/24	08:35	<20	<20	<10	None	None	None	None	Green		Slightly Turbid		
SJC1	01/30/24	09:35	600	400	140	None	None	None	None	Brown		Turbid	Flowing	

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: January 2024

Report Frequency: Monthly

Report Due: March 1, 2024

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: High Tide 08:13

Station 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	01/25/24	<2	<2	<2	10:13	0	0	0 - None 1 - Mild 2 - Moderate 3 - Severe
A-1	Mid depth	01/25/24	<10	<10	<10				
A-2	Surface	01/25/24	<2	<2	<2	10:05	0	0	
A-2	Mid depth	01/25/24	10	<10	10				
A-3	Surface	01/25/24	2	<2	<2	10:25	0	0	
A-3	Mid depth	01/25/24	<10	10	<10				
A-4	Surface	01/25/24	104	44	8	10:28	0	0	
A-4	Mid depth	01/25/24	30	10	<10				
A-5	Surface	01/25/24	<2	36	2	10:20	0	0	
A-5	Mid depth	01/25/24	290	<10	40				
B-1	Surface	01/25/24	<2	<2	2	09:58	0	0	
B-1	Mid depth	01/25/24	<10	<10	<10				
B-2	Surface	01/25/24	4	2	<2	10:40	0	0	
B-2	Mid depth	01/25/24	10	<10	10				
N1	Surface	01/25/24	<2	<2	<2	09:46	0	0	
N2	Surface	01/25/24	<2	<2	<2	09:40	0	0	
N3	Surface	01/25/24	<2	<2	<2	09:35	0	0	
N4	Surface	01/25/24	12	<2	4	09:30	0	0	
N5	Surface	01/25/24	12	6	6	09:28	0	0	
N6	Surface	01/25/24	4	2	<2	09:26	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.

Receiving Water Limitations: (1)30-Day geometric mean of fecal coliform density not to exceed 200CFU/100 mL

calculated based on the five most recent samples from each site (2)single sample max not to exceed 400 CFU/100mL

(3) Enterococcus 6-week rolling geometric mean not to exceed 30 CFU/100 mL, calculated weekly. (4) Statistical threshold value (STV)

of 110 CFU/100 mL for enterococcus not to be exceeded by more than 10% of samples collected in a calendar month, calculated in a static manner

**Compliance Summary Report  
San Juan Creek Ocean Outfall 2024**

SJCOO Permit Order No. R9-2022-0005							
Agency	Violation Date	Constituent	Effluent Limit Violation	Units	Permit Limit	Reported Value	Potential Fine
No violations during this monitoring period.							



**SOCWA and MEMBER AGENCY FACILITIES**  
**SJCOO Spill / Overflow Report Log - 2024**  
**Order No. R9-2022-0005 ~ NPDES Permit No. CA0107417**

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.							

## Waste Discharge Requirement Order 97 - 52

Agency - Facility	Violation Date	Constituent	Effluent Limit Violation	Units	Permit Limit	Reported Value	Remarks
MNWD - RTP	1/5/2024	TDS	12 month	mg/L	1000	1198	
MNWD - RTP	1/5/2024	Manganese	12-Month	mg/L	0.05	0.130	
SOCWA - CTP	1/9/2024	Manganese	12-Month	mg/L	0.05	0.07	
MNWD - 3A	10/2/2023	TDS	12-Month	mg/L	1000	1064	Offline
MNWD - 3A	10/2/2023	Manganese	12-Month	mg/L	0.05	0.09	Offline

# Recycled Water Report

SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

QUARTERLY RECYCLED WATER MONITORING

Monitoring Period Ending: Jan 31, 2024

Constituent	Units	12-month Avg Maximum Permit Limit	TCWD 12-month Average	SMWD Oso 12-month Average	SMWD Chiquita 12-month Average	SMWD Nichols 12-month Average	MNWD-3A 12-month Average	MNWD-RTP 12-month Average	SCWD-CTP 12-month Average
									***
TDS	mg/L	1000	993.00	Offline	781.00	842.00	1064.00	1198.00	966.00
Chloride	mg/L	375	222.00	Offline	208.00	231.00	215.00	265.00	208.00
Sulfate	mg/L	400	349.00	Offline	182.00	183.00	270.00	360.00	258.00
Sodium	mg/L	None	53.00	Offline	137.00	167.00	-	178.00	142.00
Alkalinity	mg/L	None	-	Offline	-	-	-	274.00	186.00
Adjusted SAR	Ratio	None	3.94	Offline	4.28	5.68	3.23	3.88	3.85
Iron	mg/L	0.3	.03	Offline	.07	.02	.20	.20	.12
Manganese	mg/L	0.05	.00	Offline	.04	.01	0.09	.13	.07
MBAS	mg/L	0.5	ND	Offline	ND	ND	<0.03	<0.08	<0.10
Boron	mg/L	0.75	.32	Offline	.24	.24	.33	.37	.30
Fluoride	mg/L	None	.67	Offline	.78	.93	.67	156.68	.81
Total Organic Carbon	mg/L	None	6.30	Offline	9.70	5.80	2.30	9.90	7.10

\*\*\* 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)  
2024

Agency	Facility or Region	Jan '24	Feb '24	Mar '24	Apr '24	May '24	Jun '24	Jul '24	Aug '24	Sep '24	Oct '24	Nov '24	Dec '24	Annual Totals
CSJC 1	3-A Plant/MNWD	.00												.00
CSJC 2	Chiquita/SMWD	8.32												8.32
CSJC 3	Non-Domestic Well	4.26												4.26
ETWD	Region 8	17.23												17.23
IRWD														
4	IRWD - 8	26.18												26.18
4	IRWD - 9	9.80												9.80
SCWD	SOCWA CTP	30.54												30.54
MNWD	JRP	210.93												210.93
	3-A Plant	.00												.00
5	CTP	3.04												3.04
SMWD	Oso Creek													
	Chiquita	535.21												535.21
	Nichols	1.61												1.61
TCWD	RRWRP	39.21												39.21
<b>TOTALS</b>		<b>886.30</b>												<b>886.30</b>

- 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

# 5.E.

**Legal Counsel Review:** No

**Meeting Date:** March 7, 2024

**TO:** Board of Directors

**FROM:** Jim Burror, Acting General Manager/Director of Operations

**STAFF CONTACT:** Katie Greenwood, Source Control Manager

**SUBJECT:** Monthly Pretreatment Report –January and February 2024  
San Juan Creek Ocean Outfall  
NPDES Permit #CA0107417 Order # R9-2022-0005  
Aliso Creek Ocean Outfall  
NPDES Permit #CA0107611 Order # R9-2022-0006

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## Summary of Program Activities

SOCWA Staff completed the 2023 annual pretreatment report. Staff received and reviewed 2023 annual influent/effluent sampling result data for eight treatment plants, including SOCWA (JBL, CTP, RTP), SMWD (Chiquita), MNWD (3A), CSC, IRWD and ETWD, and the data was entered into the HACH Water Information Management Solution (WIMS) database and uploaded electronically to the California Integrated Water Quality System (CIWQS) database. Staff also completed the narrative portion of the 2023 SOCWA Annual Pretreatment report and uploaded it to the CIWQS database. The final reports were submitted to the SDRWQCB by the due date of March 1, 2024, and copies were distributed to key member agency (MA) Staff at the end of February.

SDRWQCB Staff conducted a Pretreatment Compliance Inspection (PCI) of SOCWA's Pretreatment Program on March 4, 2024. The final report will be distributed to key MA Staff.

## 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:

SCWD – NSWD Permit No. SCWD-N4-011 – OC Public Works Poche Beach – Renewal NSWD Permit to continue to allow backwash wastewater from the treatment system to be discharged to the sewer. The current permit expired October 1, 2023. SOCWA Staff are waiting to receive a renewal permit application from County Staff, and SCWD Staff are working on an Amendment to the existing Agreement between OC and SCWD to extend the Agreement dates. Once all is finalized, a renewal permit may be issued. County Staff confirmed that the treatment system has been shut down for the season and remains off unless special written approval is granted.

MNWD – WD Permit No. MNWD-2-001 – SOKA University – SOKA has maintained a BMP based permit with SOCWA since 2020. SOKA constructed a new science laboratory and installed a neutralization tank (with a limestone bed), a flow meter, and a pH meter prior to connection to

sewer facilities. The building houses university biology and chemistry labs/offices, and one floor is housed by a contract lab-University Lab Partners (ULP). The site has established a history of compliance, demonstrating that the site no longer requires a WD permit. Therefore, SOCWA/MNWD issued a Permit Termination letter. The site will continue to be regulated by OC's CUPA Hazardous Waste Team and OC Fire. In addition, ULP was issued a BMP letter in 2022, which remains in effect, and Staff plans to periodically inspect the site.

### Trainings and Committee Meetings Attended

SOCWA Staff continue to attend monthly OC Strike Force Meetings to receive and share legal information related to environmental cases and incidents throughout the county.

On February 5-7, 2024, Staff attended the CWEA P3S Annual Conference in Anaheim. Staff participated in the one-day Enhanced Source Control Workshop, which focused on pretreatment support for DPR programs.

On February 14, 2024, Staff attended a one-day CWEA SARBS Collection Seminar which included a presentation on PFAS presented by EEC Environmental.

For 2024, Staff is volunteering as a sub-committee P3S Chair with the CWEA SARBS Chapter.

### Inspections

MNWD - On January 24, 2024, SOCWA Staff inspected SOKA University's permitted science building. Inspection findings confirmed the site no longer requires a permit. See Permit Related Activities above.

MNWD – At the request of MNWD Staff, Armstrong Nursery, located at 28992 Golden Lantern, was inspected on February 22, 2024, for management of their chemical and fertilizer inventory. Inspection findings are pending.

SMWD – Staff inspected and sampled Applied Medical's site (Building R119) located at 23061 Arroyo Vista, Rancho Santa Margarita, on February 28, 2024.

### Summary of IWS Activities in SOCWA's Service Area - YTD through February 22, 2024

MA IUs	Events	Permits	NIWD	BMPs	FSEs	OSes	DSEs	Closed	Enforcement	Total IUs
CLB (S)	0	3	2	5	8	110	15	0	0	143
CSC (S)	1	10	35	18	181	1265	37	1	0	1546
CSJC (S)	1	0	27	59	142	1691	29	0	0	1948
ETWD (M)	0	3	88	0	262	131	50	0	0	487
EBSD (U)	0	1	0	0	0	0	0	0	0	1
IRWD (S)	0	4	51	21	63	915	18	0	0	1072
MNWD (S)	22	6	120	38	649	2135	150	6	1	3098
SMWD (S)	4	10	19	20	214	838	52	0	1	1153
SCWD (S)	0	7	33	7	148	186	15	0	0	397
TCWD (S)	0	0	11	0	7	33	2	0	0	51
SOCWA (S)	0	5	1	0	0	0		0	0	6
<b>Totals</b>	<b>28</b>	<b>49</b>	<b>387</b>	<b>168</b>	<b>1674</b>	<b>7304</b>	<b>368</b>	<b>7</b>	<b>2</b>	<b>9902</b>

(S) = SOCWA conducts PT program  
 (M) = MA conducts PT program /w SOCWA  
 (U) = Urban Diversion Only

NIWD = Non-industrial Waste Discharger  
 BMP = Best Management Practices  
 FSE = Food Service Establishment

YTD = Year to Date  
 OSE = Other Surveyed Establishment  
 DSE = Dental Surveyed Establishment

# Agenda Item

# 5.F.

**Board of Directors Meeting**

**Meeting Date:** March 7, 2024

**TO:** Board of Directors  
**FROM:** Jim Burror, Acting General Manager/Director of Operations  
**STAFF CONTACT:** Roni Grant, Associate Engineer  
**SUBJECT:** Capital Improvement Program Status Report (February)

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The status of the SOCWA Capital Improvement Program is presented in the tables on the following pages. Below are updates for the previous month for the major construction projects currently underway at SOCWA facilities.

### **J.B. Latham Centrate Line Upgrades**

*Replacement of valves and piping in the centrate system located in the Dewatering Building.*

The notice to proceed (NTP) has been issued to SS Mechanical. Staff is working with the contractor to start procuring valves and piping for this project.

### **Coastal Treatment Plant Diffusers Upgrades**

*Replacement of diffusers and air headers in the aeration basins.*

The NTP has been issued to Filanc. Staff is working with the contractor to start the project.

### **Aliso Creek Ocean Outfall and San Juan Creek Ocean Outfall Ballast Maintenance**

*Ballast maintenance and repair as part of the conditional lease requirements in the State Lands Commission 25-year leases.*

The NTP has been issued to Subsea Global Solutions. Staff is working with the contractor to start the project.

**Recommended Action:** Information Item.

SOCWA CIP Workplan

Project Number	Project Name	Project Budget	Status	FY 2023/2024				FY 2024/2025			
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
<b>PC 2 - J.B. Latham Treatment Plant</b>											
3220/3231/3287	Facility Improvements B		Construction complete								
32234L	Chlorine Contact Basin Isolation Gates and Structural Rehab	\$ 165,736						D	D	B&A	C
32231C	Process Water Repiping	\$ 50,000						P	P	D	D
3216/32225S	Energy Building Upgrades	\$ 2,037,000	Design proposal under review				D	D	D	B&A	C
3252	MCC M and G Replacement	\$ 1,882,988	Design underway	D	D	D	D	B&A	C	C	C
3234	Centrate Piping Reconstruction	\$ 648,794	Construction underway	D	B&A	C	C	C	C		
32226L	Effluent Pump Station Upgrades	\$ 950,000	Design proposal under review		D	D	B&A	C	C	C	C
32233S	Scum Line Replacement	\$ 150,000	Design underway			D	D	B&A	C		
32244S	Digester Gas and Flare Piping Improvements	\$ 75,000				P	P	D	D	D	D
32243L	Plant 2 Headworks Rehabilitation	\$ 200,000				P	D	D	D	B&A	C
32244L	Plant 2 Primary Clarifier Condition Assessment	\$ 50,000				P	CA				
32243C	SCADA Server Replacement	\$ 200,000									
<b>PC 5 - San Juan Creek Ocean Outfall</b>											
36241O	SJCOO Outfall Ballast Repairs	\$ 250,000	NTP issued		D	B&A	C	C			
<b>PC 15 - Coastal Treatment Plant</b>											
3541	Export Sludge Environmental Mitigation	\$1,392,100	Mitigation work ongoing	ENV	ENV	ENV	ENV	ENV	ENV	ENV	ENV
35228L	Aeration Diffuser Replacement	\$ 1,250,000	Construction underway	D	B&A	C	C	C	C		
3525	Personnel Building Reconstruction	\$ 471,586	Design underway	D	D	B&A	C	C			
35221L	Auxiliary Blower Building Roof	\$ 250,000	Bidding underway		P	B&A	C				
3522AL	Drainage Pump Station	\$ 500,000	Conceptual design underway	D	D	D	D	D	D	B&A	C
35235L	Odor Control Scrubber Improvements	\$ 1,447,600	Planning underway			P	P	D	D	D	B&A
35245L	Aeration Deck Grating Replacement	\$ 50,000	Design underway		D	D	B&A	C	C		
35246L	West Primary Sludge Skimmers and Launder/Weirs	\$ 150,000	Design underway		D	D	D	B&A	C	C	C
35247L	Aeration Blower System Upgrades	\$ 75,000	Planning underway		P	P	P	P	P		
35249L	SCADA Server Replacement	\$ 200,000									

SOCWA CIP Workplan

Project Number	Project Name	Project Budget	Status	FY 2023/2024				FY 2024/2025			
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
<b>PC 17 - Regional Treatment Plant</b>											
3742	Aeration System Upgrades	\$ 3,531,085							P	P	D
37241L	Grit/Primary Grating/Gate Replacement	\$ 150,000	RFP issued					D	D	D	B&A
37242L	Aeration Influent/Effluent Gate Replacement	\$ 100,000	RFP issued					D	D	D	B&A
37722AL/37236S/ 3779/37224C	MCC Replacement/Power System Improvements	\$ 2,337,197			P	P	P	D	D	D	D
37245S	Digester Gas System Improvements	\$ 200,000					D	D	D	B&A	C
37246S	Digester 1 Piping Replacement	\$ 250,000					CA	D	D	D	B&A
37247S	Odor Scrubber 1 Replacement	\$ 15,000						P	P		
37243C	SCADA Server Replacement	\$ 200,000									
<b>PC 21 - Effluent Transmission Main</b>											
3105/3106/ 3107/3018	Air Valve Replacement	\$ 2,226,210	Design underway	D	D	D	D	B&A			
3101/31221B	Trail Bridge Crossing	\$ 1,859,987	Planning/design underway	P	P	P	P				
<b>PC 24 - Aliso Creek Ocean Outfall</b>											
34241O	ACOO Outfall Ballast Repairs	\$ 280,000	NTP issued		D	B&A	C	C			

- P Planning
- CA Condition Assessment
- ENV Environmental/Permitting
- D Design
- B&A Bidding and Award
- C Construction

*Note: Projects with zero budget had funds collected in a prior fiscal year.*

# Agenda Item

# 5.G.

**Board of Directors Meeting**

**Meeting Date:** March 7, 2024

**TO:** Board of Directors

**FROM:** Jim Burror, Acting General Manager/Director of Operations

**STAFF CONTACT:** Roni Grant, Associate Engineer

**SUBJECT:** Capital Improvement Construction Projects Progress and Change Order Report (February) [Project Committee Nos. 2, 5, 15 and 24]

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## Overview

This agenda item provides an update on projects in construction, including any change orders. Attached are the updated CIP reports.

## Project Updates

### JBL Centrate Line Upgrades

The notice to proceed (NTP) has been issued to SS Mechanical. Staff is working with the contractor to procure valves and piping for this project.

### CTP Diffusers Replacement

The NTP has been issued to Filanc. Staff is working with the contractor to start the project.

### Aliso Creek Ocean Outfall and San Juan Creek Ocean Outfall Ballast Maintenance

The NTP has been issued to Subsea Global Solutions. Staff is working with the contractor to start the project.

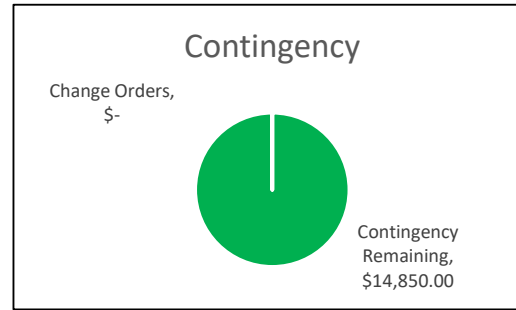
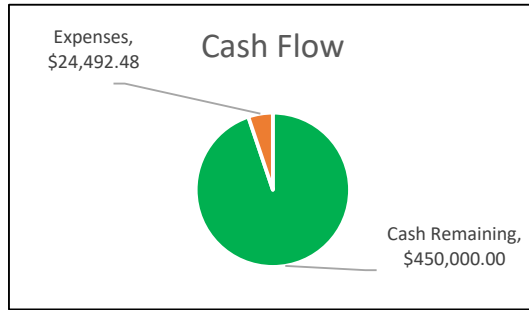
**Recommended Action:** Information Item.

**Project Financial Status**

**Data Last Updated**

Project Committee	2
Project Name	Centrate Line Upgrades - 3234
Project Description	Removal and replacement of centrate drain piping, non-potable water piping in the Solids Dewatering Building

February 28, 2024
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**Cash Flow**

Collected	\$ 450,000.00
Expenses	\$ 24,492.48

**Project Completion**

Schedule	0%
Budget	11%

**Contracts**

Company	PO No.	Original	Change Orders*	Total	Invoiced
S&S Mechanical	19635	\$ 148,455.00		\$ 148,455.00	
Kleinfelder	14234	\$ 71,374.00	\$ -	\$ 71,374.00	\$ 3,301.00
SOCWA Staff Time	3234	\$ -	\$ -	\$ -	\$ 21,191.48
		<b>\$ 219,829.00</b>	<b>\$ -</b>	<b>\$ 219,829.00</b>	<b>\$ 24,492.48</b>

*\*Values include change orders to be reviewed by Engineering Committee*

**Contingency**

Area	Project Code	Amount	Change Orders*	Total Remaining	Percent Used
Solids	3234	\$ 14,850.00		\$ 14,850.00	0.0%
		<b>\$ 14,850.00</b>	<b>\$ -</b>	<b>\$ 14,850.00</b>	<b>0.0%</b>

*\*Values include change orders to be reviewed by Engineering Committee*

**Change Orders**

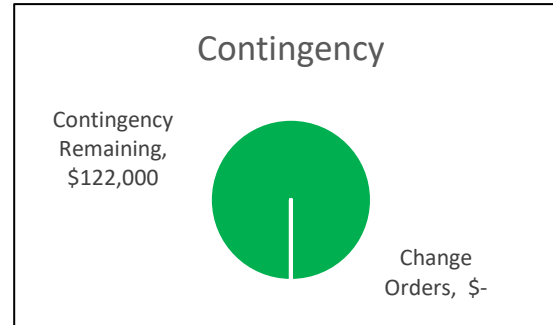
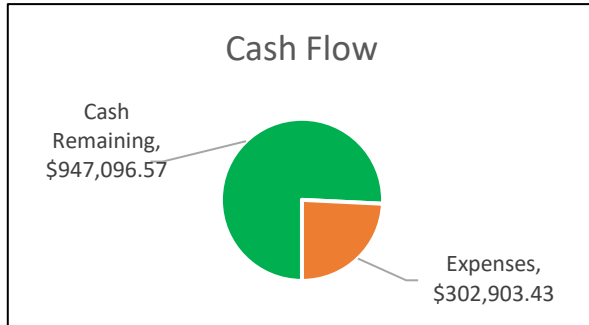
Change Order No.	Vendor Name	Project ID	Description	Status Date	Days	Amount
						\$ -

**Project Financial Status**

Project Committee	15
Project Name	CTP Diffusers
Project Description	Replacement of diffusers in the aeration basins

**Data Last Updated**

February 28, 2024



**Cash Flow**

Collected	\$ 1,250,000.00
Expenses	\$ 302,903.43

**Project Completion**

Schedule	0%
Budget	22%

**Construction Contracts**

Company	PO No.	Original	Change Orders	Amendments	Total	Invoiced
Filanc	19640	\$ 1,022,250.00			\$ 1,022,250.00	\$ 25,887.50
EDI	16620	\$ 250,490.00			\$ 250,490.00	\$ 250,490.00
Hazen	17256/19641	\$ 93,578.00			\$ 93,578.00	
SOCWA Staff Time	35228L				\$ -	\$ 26,525.93
		<b>\$ 1,366,318.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,366,318.00</b>	<b>\$ 302,903.43</b>

*\*Values include change orders to be reviewed by Engineering Committee and deductive change orders*

**Construction Contingency**

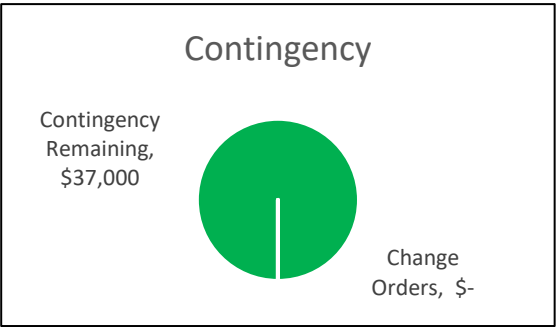
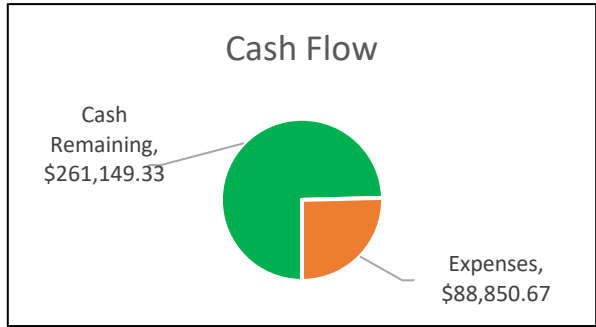
Area	Project Code	Amount	Change Orders	Total Remaining	Percent Used
Liquids	35228L	\$ 122,000.00		\$ 122,000.00	0.0%
		<b>\$ 122,000.00</b>	<b>\$ -</b>	<b>\$ 122,000.00</b>	<b>0.0%</b>



**Project Financial Status**

Project Committee	5 and 24
Project Name	SJCOO and ACOO Ballast Maintenance - 362410/342410
Project Description	Maintenance and repair of ballast at the two outfalls

<b>Data Last Updated</b> February 28, 2024
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**Cash Flow**

Collected	\$ 350,000.00
Expenses	\$ 88,850.67

**Project Completion**

Schedule	0%
Budget	24%

**Construction Contracts**

Company	PO No.	Original	Change Orders	Amendments	Total	Invoiced
Subsea Global	19944	\$ 370,000.00			\$ 370,000.00	\$ 84,157.53
SOCWA Staff Time	362410/342410				\$ -	\$ 4,693.14
		<b>\$ 370,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 370,000.00</b>	<b>\$ 88,850.67</b>

*\*Values include change orders to be reviewed by Engineering Committee and deductive change orders*

**Construction Contingency**

Area	Project Code	Amount	Change Orders	Total Remaining	Percent Used
Outfall	362410/342410	\$ 37,000.00		\$ 37,000.00	0.0%
		<b>\$ 37,000.00</b>	<b>\$ -</b>	<b>\$ 37,000.00</b>	<b>0.0%</b>

# Agenda Item

# 5.H.

**Board of Directors Meeting**

**Meeting Date:** March 7, 2024

**TO:** Board of Directors

**STAFF CONTACT:** Amber Baylor, Director of Environmental Compliance

**SUBJECT:** Budgeted Flow and Solids FY 2024-25  
[Project Committees 2, 12, 15, and 17]

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## **Summary**

The FY 2024-25 budget includes a calendar year review of 2023 flows and a three-year period for solids at PC 2. The intent of this agenda item is to review the methodology per project committee (PC), which is presented to the Engineering Committee members on an annual basis for review, comment, and approval for use in the annual budget for FY 2024-25.

## **Results**

Captured herein are the methodologies employed and the results by member agency based on the raw and calculated data, which have been distributed to Engineering Committee members for review and comment. Please note that PC 5 and PC 24 are attributed to fixed costs.

### **PC 2**

Member agency average flows for the calendar year (CY) were used in the flow allocation and applied proportionally from the total combined flow from each tributary trunk line. The PC 2 CY flows and three-year CY average solid loadings to reconcile the budgeted amounts. Solids loadings are calculated by adding the average FY biochemical demand (BOD) and total suspended solid (TSS) and dividing by 2, then multiplying the result by the flow and the 8.34 pounds conversion factor.

In March 2018, PC 2 members Moulton Niguel Water District (MNWD) and Santa Margarita Water District (SMWD) came to an agreement on how to allocate solids for budgeting and use audit purposes. The new method captures the influent loading at Plant 3A as it was recognized that this allocation would isolate MNWD's solids contributions to JBL to a single variable. SMWD solids to JBL is then the balance of solids contributed by the Oso Creek Water Reclamation Plant, 3A, and any other discharges to the Oso Trabuco line to J.B. Latham Treatment Plant (JBL).

Summary results for PC 2 are included in Table 1. The total sum of the metered flows on the line influent into the J.B. Latham facility was 8.02mgd. The percentage difference between metered and billing flows was 8.5%.

<b>PC 2 - JB Latham Plant</b>					
<b><u>Liquids Summary (mgd)</u></b>					
	<b>CY 2023</b>	<b>CY 2023</b>	<b>CY 2023</b>	<b>FY 2024-2025</b>	<b>FY 2024-2025</b>
<b><u>Member Agency</u></b>	<b><u>Budgeted Flow (mgd)</u></b>	<b><u>Budgeted Percent</u></b>	<b><u>Total Avg. Flow (mgd)</u></b>	<b><u>Total Billing Flow (mgd)</u></b>	<b><u>Total Billing (%)</u></b>
San Juan Trunkline <sup>(1)</sup>	2.11		2.24		
MNWD <sup>(2)</sup>	Constant	18.26 %	Constant	1.40	19.08 %
SCWD	1.60	20.85 %	1.74	1.74	23.75 %
Oso-Trabuco Trunkline/SMWD <sup>(1),(2),(3)</sup>	3.96	60.89 %	3.36	4.20	57.17 %
	7.67	100.00 %	7.34	7.34	100.00 %
<b><u>Solids Summary Loading (mgd)</u></b>					
<b>Member</b>	<b>CY 2023</b>	<b>CY 2023</b>	<b>CY 2023</b>	<b>FY 2024-2025</b>	<b>FY 2024-2025</b>
<b>Member Agency</b>	<b>Budgeted Solids (pounds)</b>	<b>Budgeted Percent (%)</b>	<b>Total Solids (pounds)</b>	<b>Billing Solids (pounds)</b>	<b>Total Billing (%)</b>
San Juan Trunkline <sup>(1)</sup>	6202.26		6712.79		
MNWD <sup>(2)</sup>	Constant	17.12 %	Constant	5134.17	19.29 %
SCWD	5692.98	18.80 %	6279.59	6279.59	23.59 %
Oso-Trabuco Trunkline/SMWD <sup>(1),(2),(3)</sup>	18383.53	64.08 %	13628.10	15206.71	57.12 %
	30278.77	100.00 %	26620.47	26620.47	100.00%
(1) San Juan Trunkline was previously allocated to the City of San Juan Capistrano (CSJC). With the acquisition of CSJC's flow by SMWD, the flows are included in SMWD's total flows					

and solids loading and included for clarity in total flows and solids contribution due to sharing of the Oso-Trabuco line by SMWD and MNWD.
(2) Please refer to the MNWD & SMWD Agreement from 2018 for flow/solids splitting in the Oso-Trabuco line.
(3) SMWD Includes Flow from San Juan Creek trunkline flow plus Oso Trabuco flow split minus the 1.4mgd flow constant from MNWD

Table 1: PC 2 Liquids and Solids Summary Table

**PC 12**

The PC 12 method of production is detailed by member agency in the following narrative. City of San Juan Capistrano (CSJC) is the acre-foot sum of the Rosebaum well, the Mission Street Well, and the total reclaimed water from the SMWD/CSJC intertie. For MNWD, it is the amount of reclaimed water produced from the Regional Treatment Plant (RTP) and the 3A Treatment Plant (split with SMWD). South Coast Water District (SCWD) is the total reclaimed water produced from the Coastal Treatment Plant (CTP). The Santa Margarita Water District (SMWD) is the combined sum of reclaimed water produced from the 3A Treatment Plant (proportionally split of influent reported with MNWD due to no separate recycled water meters), the Oso Creek Water Reclamation Plant (OCWRP), the Chiquita Water Reclamation Plant (CWRP), and the Nichols Water Reclamation Plant (NWRP). The Trabuco Canyon Water District (TCWD) is reclaimed water produced from the Robinson Ranch Water Reclamation Plant (RRWRP). Summary results for PC12 are included in Table 2.

<b>PC 12 Recycled Water</b>		
<b>Master Recycled Water Permit</b>		
<b>CY 2023</b>		
<b>Member Agency</b>	<b>Region 9 Recycled Production 2023 acft</b>	<b>% RW Produced 2023 %</b>
MNWD	5037	39.16%
SCWD	618	4.81%
SMWD	6750	52.48%
TCWD	457	3.55%
<b>Total</b>	<b>12862</b>	<b>100.00%</b>

Table 2: PC 12 Liquids and Solids Summary Table

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**PC 15**

Due to the lack of solids handling capacity at the Coastal Treatment Plant (CTP), allocation methodology is based on flows to the treatment plant. In addition, there are no current flow meters installed to account for any flow sent to CTP from MNWD, so no flow is being accounted for in this PC flow allocation methodology. The City of Laguna Beach (CLB) is the average annual flow into CTP (metered). The Emerald Bay Services District (EBS) is the average annual flow into CTP (calculated from monthly meter read from the lift station divided by the days in the month). The South Coast Water District (SCWD) is the average annual flow into CTP (metered). The meter calibration is performed annually in June. Summary results for PC15 are included in Table 3.

<b>PC 15 Actual Flows</b>		
<b>2023</b>		
<b>Coastal Treatment Plant</b>		
<b>Member Agency</b>	<b>Plant Flows MGD</b>	<b>Plant Flow Percent</b>
<b>CLB</b>	<b>1.65</b>	<b>56.62%</b>
<b>EBS</b>	<b>.07</b>	<b>2.24%</b>
<b>SCWD</b>	<b>1.20</b>	<b>41.14%</b>
<b>MNWD</b>	<b>.00</b>	<b>0.00%</b>
<b>Total</b>	<b>2.92</b>	<b>100.00%</b>

Table 3: PC 15 Liquids and Solids Summary Table

**PC 17**

PC 17 has liquids and solids contribution. The liquid flow allocation is based on influent flow to the plant. The influent flow is solely contributed by the MNWD. Due to no liquid flow from CTP, the centrate flow is summed to create a total liquid flow to the RTP. The flows are then distributed on a proportional basis. The solids contribution is based on the total daily average pounds contributed by each agency distributed proportionally. Additional El Toro Water District (ETWD) solids samples are being used for this report. The meter calibration is performed annually in June. Summary results for PC17 are included in Tables 4 & 5.

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<b>PC 17 Liquids</b> <b>Regional Treatment Plant</b> <b>CY 2023</b>				
Member Agency	Plant Flow (MGD)	Centrate Flow (MGD)	Total Flow (MGD)	Liquid Flow (%)
CLB	0.000	0.0131	0.0131	0.1737%
EBS	0.000	0.0006	0.0006	0.0074%
SCWD	0.000	0.0097	0.0097	0.1296%
ETWD	0.000	0.0169	0.0169	0.2247%
MNWD	7.410	0.0683	7.4783	99.4647%
<b>Total</b>	<b>7.410</b>	<b>0.1086</b>	<b>7.5186</b>	<b>100.0000%</b>

Table 4: PC17 Liquids Summary Table

<b>PC 17 Solids</b> <b>Regional Treatment Plant</b> <b>CY 2023</b>		
Member Agency	#/Day	%
CLB	4,311.10	12.02%
ETWD	5,680.89	15.84%
EBS	186.66	0.52%
MNWD	22,468.41	62.65%
SCWD	3,214.62	8.96%
<b>Total</b>	<b>35,861.68</b>	<b>100.00%</b>

Table 5: Solids Summary Table

**Previous Committee Review**

The Engineering Committee reviewed the CY 2023 flows and solids at their February 2024 meeting.

**Recommended Action:** Staff recommends that the Board of Directors approve the CY 2023 flows and solids for use in the FY 2024-25 budget.

**Attachment(s)**

CY 2023 Flows and Solids distributed under separate cover.

# Agenda Item

# 7.A.

**Board of Directors Meeting**

**Meeting Date:** March 7, 2024

**TO:** Board of Directors

**FROM:** Jim Burror, Acting General Manager/Director of Operations

**STAFF CONTACT:** Dina Ash, Human Resources Administrator

**SUBJECT:** Resolution No. 2024-02: A Resolution of the Board of Directors of the South Orange County Wastewater Authority Revising Substance Abuse Policy

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## Summary/Discussion

The Substance Abuse Policy has been revised with updated information, including contact information, supervisory training, DOT Program, initial test analyte with cutoff concentrations, and fact sheet on usage.

**Recommended Action:** Staff recommends that the Board of Directors approve Resolution No. 2024-02, A Resolution of the Board of Directors of the South Orange County Wastewater Authority, Revise the Substance Abuse Policy, and repeal Resolution No. 2018-14.

/Attachment(s): Resolution No. 2024-02  
Substance Abuse Policy

**RESOLUTION NO. 2024-02**

**RESOLUTION OF THE BOARD OF  
DIRECTORS OF THE  
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY  
REVISED SUBSTANCE ABUSE POLICY**

WHEREAS, the South Orange County Wastewater Authority Board of Directors previously adopted a "Substance Abuse Policy" for employees, approved on December 6, 2018, by Resolution No. 2018-14; and

WHEREAS, the SOCWA Acting General Manager or his representative has reviewed proposed changes to the Substance Abuse Policy with the appropriate SOCWA Employee Association (SEA) representatives; and

WHEREAS, the Board of Directors of the South Orange County Wastewater Authority (SOCWA) now desires to REVISE the Substance Abuse Policy to comply with new California laws.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED AS FOLLOWS:

Section 1. Resolution 2018-14, approved December 6, 2018, is hereby repealed by Resolution 2024-02.

Section 2. The Revised Substance Abuse Policy, attached hereto and incorporated by reference herein as Exhibit "A" is adopted and approved and shall stand as the Substance Abuse Policy of the South Orange County Wastewater Authority until valid amendment thereof.

Section 3. The Secretary of SOCWA is directed to certify the adoption of Resolution No.2024-02 and to maintain a copy of the Resolution and Substance Abuse Policy at the principal office of SOCWA.

**ADOPTED, SIGNED, AND APPROVED** this 7th day of March 2024.

BY: \_\_\_\_\_  
Chairperson

BY: \_\_\_\_\_  
Secretary




STATE OF CALIFORNIA     )  
  ) ss.  
COUNTY OF ORANGE     )

I, James L Burror Jr, Secretary of the Board of Directors of the SOUTH ORANGE COUNTY WASTEWATER AUTHORITY (“SOCWA”), do hereby certify that the foregoing is a full, true, and correct copy of **Resolution No. 2024-02** of said Board and that the same has not been amended or repealed.


Dated this 7th day of March 2024.

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James L. Burror, Jr., Board Secretary  
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY


	<b>POLICY NUMBER: Administration 1.726</b>
<b>Agency Policy</b>	<b>Title: Substance Abuse Policy</b>
Established June 7, 2012 Revised: <del>December 6, 2018</del> March 7, 2024	

## Substance Abuse Policy

 S <small>outh</small> C <small>entral</small> W <small>estern</small> A <small>ssociation</small>	POLICY NUMBER: Administration 1.726
Agency Policy	Title: Substance Abuse Policy
Established June 7, 2012 Revised: <del>December 6, 2018</del> March 7, 2024	

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**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY**  
**SUBSTANCE ABUSE POLICY**

**I. PURPOSE**


The South Orange County Wastewater Authority, hereinafter referred to as the "Agency", has a strong commitment to provide a safe work place for its employees, to promote employee health, and to protect the public from risks posed by the use of alcohol and controlled substances. The purpose of this policy is to establish and maintain a work environment free from the adverse effects of alcohol and drug use. This policy shall supersede the Agency's 2018~~2~~ Substance Abuse Policy and is intended to comply with all applicable Federal and State regulations governing workplace anti-drug programs including the Omnibus Transportation Employee Testing Act of 1991.

As of January 1, 1996, the Agency became subject to the Omnibus Transportation Employee Testing Act of 1991 as administered by the Federal Highway Administration (FHWA) for the Department of Transportation (DOT). The DOT has enacted 49 CFR Part 382 that mandates urine drug testing and breathalyzer alcohol testing for safety-sensitive positions and prevents the performance of safety-sensitive functions when there is a positive result. The DOT has also enacted 49 CFR Part 40 that sets standards for the collection and testing of urine and breath specimens. A safety-sensitive position is defined as any position requiring a commercial drivers' license (Class "A" or Class "B") and that operates a vehicle with or without a towed trailer in excess of 26,001 pounds GVWR, a vehicle designed to carry 16 or more passengers (including the driver), or a vehicle of any size which is used in the transportation of hazardous materials which require a placard. This policy incorporates those requirements of safety sensitive-employees when so noted. This policy shall be interpreted consistently with the applicable Federal regulations. Wherever there is a conflict between this policy and the Federal regulations, the Federal regulations shall control for safety sensitive employees.

Drug and alcohol testing will be conducted in accordance with California laws as well. This policy shall be interpreted consistent with applicable California law. Generally, this means that pre-employment drug screening will not screen for non-psychoactive cannabis metabolites. Similarly most, employees will only be tested for the psychoactive cannabis metabolites, unless otherwise required by applicable federal regulations or they are in the building and construction trades.

Except for employees subject to DOT testing as noted above, nothing in this policy prohibits the lawful use of cannabis or THC containing products when an employee is not working and not on Company property, so long as the employee is not impaired by psychoactive THC when reporting to work. However, nothing in this policy permits an employee to possess, to be impaired or to use, cannabis on the job or effects the rights of the Agency to maintain a drug and alcohol-free workplace.

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## II. POLICY

The Agency recognizes that the use of alcohol and/or controlled substances in the workplace is not conducive to safe working conditions. In order to promote a safe, healthy, and productive work environment for all employees, it is the objective of the Agency to have a work place that is free from the influence of alcohol and controlled substances. To that end, the Agency absolutely prohibits any employees from performing their duties while impaired by the influence of alcohol or other controlled substance, and also prohibit employees from possessing, manufacturing, dispensing, or using alcohol or other controlled substance on the Agency premises or while working for the Agency at any time at any location.

## III. APPLICATION

Unless otherwise indicated herein, this policy applies to all applicants, employees and contractors when they are on property of the Agency or when performing any business related to the Agency. This policy also applies to off-site lunch periods or breaks when an affected individual is scheduled to return to work. Visitors, vendors and contracted employees are governed by this policy while on the premises of the Agency and will not be permitted to conduct business if found to be in violation of this policy. Compliance with the provisions set forth in this policy is required as a condition of employment.

Where noted, portions of this policy apply solely to safety-sensitive employees as identified in Appendix B of this policy as required by the DOT Drug and Alcohol Testing Requirements. A safety-sensitive employee is considered to be performing a safety-sensitive function during any period in which that employee is performing, ready to perform, or immediately available to perform any safety-sensitive functions.

## IV. PROHIBITED SUBSTANCES


"Prohibited substances" addressed by this policy include the following:

### Drugs:

Marijuana/~~cannabis~~ (in all forms as it remains illegal under Federal law), amphetamines, opiates, phencyclidine (PCP) and cocaine.

### Alcohol

This use of beverages or substances, including medication, containing alcohol such that it is present in the body at a concentration level of 0.02 or above while actually performing, ready to perform, or immediately available to perform any business related to the Agency is prohibited. "Alcohol" is defined as an intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohol, including methyl or isopropyl alcohol.

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**V. PROHIBITED CONDUCT**

Manufacture, Trafficking, Possession and Use

Any employee engaging in the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance or alcohol on the premises of the Agency,

in the Agency vehicles or while conducting business related to the Agency on or off the work site, including rest breaks and meal periods, is absolutely prohibited.

Impaired/Not Fit for Duty

Any employee who is reasonably suspected of being impaired, under the influence of a prohibited substance, or not fit for duty shall be removed from their job duties and be required to undergo a reasonable suspicion-controlled substance or alcohol test. A controlled substance or alcohol test is considered positive (failed) if the individual is found to have a quantifiable presence of a prohibited substance above the minimum thresholds described in Appendix A.

Alcohol Use

No employee may report for duty or remain on duty when his/her ability to perform assigned functions is adversely affected by alcohol or when his/her breath alcohol concentration is 0.04 or greater. No employee shall use alcohol within four hours of reporting for duty nor during hours that he/she is on standby (on call).

**VI. COMPLIANCE WITH TESTING REQUIREMENTS**


All employees are subject to certain controlled substance testing and breath alcohol testing. Any employee who refuses to comply with a request for testing, who provides false information in connection with a test or who attempts to falsify test results through tampering, contamination, adulteration, or substitution shall be removed from duty immediately and may be subject to disciplinary action up to and including termination.

Employees identified as safety-sensitive employees who refuse to comply with a request for testing as described above shall also be removed from duty immediately and be referred to a Substance Abuse Professional (SAP), and/or receive disciplinary action up to and including termination.

Refusal to submit to a test can include an inability to provide a urine specimen or breath sample without a valid medical explanation, as well as a verbal declaration, obstructive behavior or physical absence resulting in the inability to conduct the test.

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**VII. DISCIPLINE**

Any violation of this policy is cause for disciplinary action up to and including termination. Discipline may be imposed regardless of whether an employee is charged with and/or convicted of a crime relating to any violation of this policy.

**VIII. TREATMENT/REHABILITATION PROGRAM**

An employee with a controlled substance and/or alcohol problem will be afforded an opportunity for treatment in accordance with the following provisions:


- Positive Controlled Substance and/or Alcohol Test: A rehabilitation program is available for employees who have tested positive for a prohibited substance on a one-time basis only. Employees may be immediately terminated, subject to any applicable due process requirements, on the occurrence of a second verified positive test result. Program costs and subsequent controlled substance and/or alcohol testing costs will be paid by the employee to the extent it is not covered by insurance; this shall also include the services of a SAP for safety-sensitive employees. Employees are encouraged to utilize available health insurance plans.
- Voluntary Admittance. All employees who feel they have a problem with controlled substances and/or alcohol may request a voluntary admission to a rehabilitation program. Requests must be submitted to the General Manager or his/her designee for review. Program costs and subsequent controlled substance and/or alcohol testing costs will be paid for by the employee to the extent it is not covered by insurance.

Participants in the rehabilitation program may request the use accumulated sick leave, vacation, floating holidays or request an unpaid leave of absence. With the exception of safety-sensitive employees, all employees must show evidence of good faith and satisfactory participation in a rehabilitation program before being reinstated to their previous position. This shall include written evidence from a qualified medical practitioner that the alcohol and/or substance abuse problem has been eliminated or is in remission. If at the end of the leave of absence, the employee is still experiencing an alcohol and/or controlled substance problem but can provide evidence that he/she is still receiving treatment, an extension of the leave of absence may be granted. Failure to provide evidence of treatment, elimination or remission of the alcohol or controlled substance problem will constitute just cause for termination.

Safety-sensitive employees who test positive for the presence of controlled substances or whose breath alcohol concentration is above the minimum thresholds set forth in the DOT guidelines will be assessed by a SAP. A SAP is a licensed physician, psychologist, social worker, employee assistance professional, or addiction counselor with knowledge of and clinically experienced in the diagnosis and treatment of alcohol related disorders. The SAP will evaluate each employee to determine what assistance, if any, the employee needs in resolving problems associated with prohibited substance abuse or misuse. Participation and completion of a SAP recommended rehabilitation program is mandatory. Failure of a

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safety-sensitive employee to attend and/or complete a prescribed program will result in termination from employment.

If a safety-sensitive employee is returned to duty following rehabilitation, he/she must agree to and sign a Return-to-Duty Agreement (Appendix C), pass a return-to-duty controlled substance and/or alcohol test and be subject to unannounced follow-up tests for a period of one to five years, as determined by the SAP.

The cost of the SAP and any rehabilitation is borne by the safety-sensitive employee and is on a one-time basis only. The employee may be immediately terminated on the occurrence of a second verified positive test result. Employees may use accumulated sick leave, vacation and floating holidays, if any, to participate in the prescribed rehabilitation program.

**IX. REPORTING CRIMINAL CONVICTIONS**

All employees must report any conviction under a criminal drug statute for violations occurring on or off the Agency premises. A report of conviction must be made within five (5) days after the conviction. Violations of this policy will result in disciplinary action up to and including termination of employment.

**X. INSPECTION TO ADMINISTER AND ENFORCE POLICY**

For the purposes of enforcing this policy, the Agency reserves the right to allow the General Manager or his/her designee to search any of the Agency owned or controlled articles or property in the employee's control or possession to determine the presence of prohibited substances if the General Manager or his/her designee have reason to believe that prohibited substances are present in the work area in violation of this policy. The Agency expressly reserves the right to allow the General Manager or his/her designee to inspect the Agency owned or controlled lockers, desks, tool boxes, vehicles, packages, containers, and other articles within the work area.

**XI. PROPER APPLICATION OF THE POLICY**

The Agency is dedicated to assuring fair and equitable application of this Substance Abuse Policy. Therefore, supervisors are required to administer all aspects of this policy in an unbiased and impartial manner. Any supervisor who knowingly disregards the requirements of this policy, or who is found to deliberately misuse the policy with respect to his/her subordinates shall be subject to disciplinary action, up to and including termination. Procedures for the administration of this policy are included herein as Appendix D.


**XII. TESTING FOR PROHIBITED SUBSTANCES**

All analytical urine-controlled substance testing and/or breath testing for alcohol will be conducted as required under the DOT guidelines. Testing shall be conducted in a manner

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to assure a high degree of accuracy and reliability and using techniques, equipment, and laboratory facilities which have been approved by the Department of Health and Human Services (DHHS). All testing will be conducted consistent with the procedures put forth in the DOT guidelines.

The controlled substances that will be tested for include marijuana/~~cannabis~~, cocaine, opiates, amphetamines, and phencyclidine (PCP). An initial controlled substance screen will be conducted on each specimen. For those specimens that are positive, a confirmatory Gas Chromatography/Mass Spectrometry (GC/MS) test will be performed. The test will be considered positive if the controlled substance levels present are above the minimum thresholds detailed herein.

Tests for alcohol concentrations will be conducted utilizing an approved Evidential Breath Testing device (EBT) operated by a trained Breath Alcohol Technician (BAT). If the initial test indicates an alcohol concentration of 0.02 or greater, a confirmation test will be performed to confirm the result of the initial test. An employee who has a confirmed alcohol concentration of 0.02 but less than 0.04 will be removed from his/her position for at least twenty-four hours unless a retest results in an alcohol concentration 0.02 or less. An alcohol concentration of 0.04 or greater will be considered a positive alcohol test and in violation of this policy.

Any employee who has a confirmed positive controlled substance or alcohol test will be removed from his/her position, immediately placed on leave without pay, subject to disciplinary action up to and including termination, will be informed of educational and rehabilitation programs available, and, in the case of a safety-sensitive employee, evaluated by a SAP.

The Agency affirm the need to protect individual dignity, privacy, and confidentiality throughout the testing process.

**XIII. CIRCUMSTANCES FOR TESTING**

Due to the safety concerns involved in operating and maintaining a wastewater treatment plant facility, all employees, unless otherwise noted, are required to submit to the following tests to determine the presence of prohibited substances.


Pre-Employment Testing

All applicants, excluding those applying for administrative positions, shall undergo urine-controlled substance testing and breath alcohol testing prior to employment. Receipt of a satisfactory test result is required prior to employment and failure of a prohibited substance test will disqualify the applicant from further consideration for employment. Pre-employment testing requirements will be conducted in compliance with current law.

Reasonable Suspicion Testing

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All employees will be subject to urine and/or breath testing when there is a reason to believe that controlled substances or alcohol use is adversely affecting job performance. A reasonable suspicion referral for testing will be made on the basis of facts and circumstances which are consistent with the effects of substance abuse. Examples of reasonable suspicion include, but are not limited to, the following:

- Physical signs and symptoms (alcohol on the breath, unsteady gait, slurred speech) consistent with prohibited substance use.

Reasonable suspicion determinations will be made by a supervisor who is trained to detect the signs and symptoms of controlled substance and alcohol use and who reasonably concludes that an employee may be adversely affected or impaired in his/her work performance due to prohibited substance abuse or misuse.

Post-Accident Testing

All safety-sensitive employees will be required to undergo controlled substance and/or breath alcohol testing if they are involved in an accident that results in a fatality. This includes all safety-sensitive employees directly involved in the accident and any other employee whose performance could have contributed to the accident. In addition, a post-accident test will be conducted if an accident results in injuries requiring transportation to a medical treatment facility; or where one or more vehicles incurs disabling damage that requires towing from the site; and the employee receives a citation under State or local law for a moving traffic violation arising from the accident.

Following an accident, the employee will be tested as soon as possible, but not to exceed eight hours for alcohol and 32 hours for controlled substances. Any employee who leaves the scene of an accident without appropriate authorization prior to submission to controlled substance and alcohol testing will be considered to have refused the test and is subject to termination.

Random Testing

Only employees working in safety-sensitive classifications will be subjected to randomly selected, unannounced testing as mandated by the DOT regulations. The random selection will be by a scientifically valid method conducted by a third-party administrator. Each safety-sensitive employee will have an equal chance of being tested each time selections are made. Safety-sensitive employees will be tested either just before departure, during duty, or just after the safety-sensitive employee has ceased performing his/her duty.


Return-to-Duty Testing

All safety-sensitive employees who previously tested positive on a controlled substance or alcohol test must test negative and be evaluated and released to duty by a SAP before returning to duty. Employees will be required to undergo unannounced follow-up-

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controlled substance and/or alcohol breath testing following returning to duty. The duration and frequency will be determined by the SAP. However, it shall not be less than 6 tests during the first 12 months, nor longer than 60 months in total, following return to duty.

Employee Requested Testing

Any employee who questions the results of a required controlled substance test under this policy may request that an additional test be conducted. This additional test may be conducted at the same laboratory or at a different DHHS certified laboratory. The test must be conducted on the split sample that was provided at the same time as the original sample. All costs for such testing are to be paid by the employee. The method of collecting, storing, and testing the split sample will be consistent with the procedures set forth in DOT guidelines. The employee's request for a retest must be made to the MRO within 72 hours of notice of the initial test result. Requests after 72 hours will only be accepted if the delay was due to documentable facts that were beyond the control of the employee.

**XIV. CONTACT INDIVIDUAL**

Any questions regarding this policy should be directed to the following Agency representative:

Name: Dina Ash  
Address: Human Resources Administrator  
34156 Del Obispo Street  
Dana Point, CA 92691  
Telephone: (949) 234-5418

**XV. TRAINING FOR SUPERVISORS**

The Agency shall ensure that all persons designated to supervise commercial drivers shall receive at least 60 minutes of training on alcohol misuse and receive at least an additional 60 minutes of training on controlled substances use. The training will be used by the supervisors to determine whether reasonable suspicion exists to require a driver to undergo testing. The training shall include the physical, behavioral, speech, and performance indicators of probable alcohol misuse and use of controlled substances. Recurrent training for supervisory personnel is not required.


**XVI. INFORMATION CONCERNING THE EFFECTS OF ALCOHOL AND CONTROLLED SUBSTANCE USE**

Information concerning the effects of alcohol and controlled substances use on the individual's health, work and personal life are set forth in Appendix E.

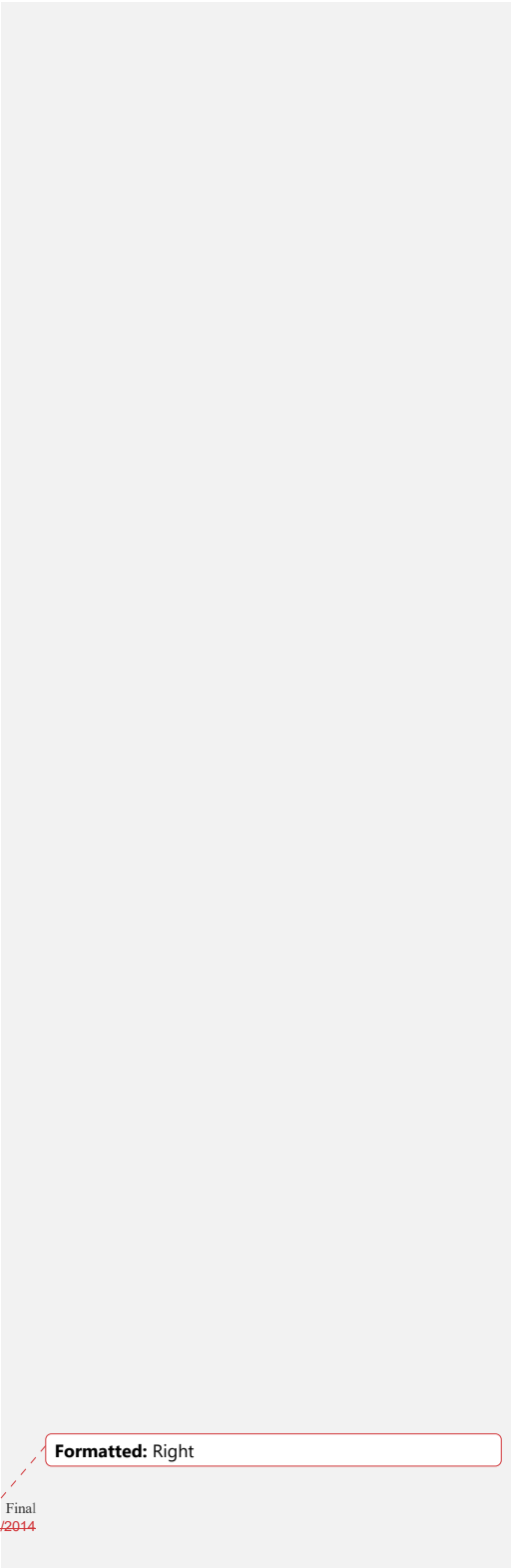
**XVII. INFORMATION TO BE OBTAINED FOR SAFETY SENSITIVE EMPLOYEES**

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SOCWA will attempt to obtain information required by 49 CFR Part 40, Section 40.25 from all safety sensitive employee's prior employers. The form to obtain such information is contained in Appendix F.




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**ACKNOWLEDGMENT OF RECEIPT OF  
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY SUBSTANCE ABUSE  
POLICY**

I, \_\_\_\_\_ [Insert Employee Name] hereby acknowledge receipt of the South Orange County Wastewater Authority Substance Abuse Policy. I understand that I am to read this document and comply with its requirements. If I have any questions I should contact the Human Resources Administrator.

Dated \_\_\_\_\_  
EMPLOYEE \_\_\_\_\_

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## Appendix A TERMS AND DEFINITIONS

**ACCIDENT** - means an occurrence or mishap where there is a fatality (regardless of fault); or a citation within 8 hours of the occurrence under State or local law for a moving violation arising from the accident, if the accident involved: (1) bodily injury to a person who, as a result of the injury immediately receives medical treatment away from the scene of the accident, or (2) one or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle. ~~loss of human life (regardless of fault), bodily injury or significant property damage.~~

**AGENCY** - means the South Orange County Wastewater Authority

**ALCOHOL** - means the intoxicating agent in beverage alcohol, ethyl alcohol or other low molecular weight alcohols including methyl or isopropyl alcohol.

**ALCOHOL CONCENTRATION (or content)** - means the alcohol in a volume of breath expressed in terms of grams of alcohol per ~~240-210~~ liters of breath as indicated by an evidential breath test under Part 40 of the Code of Federal Regulationsthis regulation. For example, 0.02 means 0.02 grams of alcohol in 210 liters of ~~expired deep lung air~~breath.


**ALCOHOL USE** - means the ingestion, drinking or swallowing of any beverage, liquid mixture or preparation (including any medication) containing alcohol.~~consumption of any beverage, mixture, or preparation, including any medication containing ethyl alcohol.~~ Since ingestion of a given amount of alcohol produces the same alcohol concentration in an individual whether the alcohol comes from a mixed drink or cough syrup, the DOT prohibits the use of any substance containing alcohol, such as prescription or over-the-counter medication or liquor-filled chocolates. Prescription medications containing alcohol may have a greater impairing affect due to the presence of other elements (e.g., antihistamines).

**BREATH ALCOHOL TECHNICIAN (BAT)** - means a person trained to proficiency in the who instructs and assists employees in the alcohol testing process and operates~~operation of~~ the Evidential Breath Testing (EBT) device ~~that the technician is using in the alcohol testing procedures~~. BAT's are the only qualified personnel to administer the EBT test.

**CHAIN OF CUSTODY** - means the procedures to account for the integrity of each urine specimen by tracking its handling and storage from point of collection to final disposition.

**COMMERCIAL MOTOR VEHICLE** - means a motor vehicle, or combination of motor vehicles used in commerce to transport passengers or property if the motor vehicle: (1) has a gross combination weight rating of 26,001 or more pounds inclusive of a towed unit with a gross vehicle weight rating or gross vehicle weight of more than 10,000 pounds; or (2) has a gross vehicle weight rating of 26,001 or more pounds; (3) is designed to transport 16 or more

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passengers, including the driver; or (4) is of any size and is used in the transportation of materials found to be hazardous for the purposes of the Hazardous Materials Transportation Act and which require the motor vehicle be placarded under the Hazardous Materials Regulations.


**CONFIRMATION TEST-** for alcohol testing means a second test, following a screening test with a positive result of 0.02 or greater, that provides quantitative data of alcohol concentration. For controlled substances testing this means a second analytical procedure to identify the presence of a specific drug or metabolite which is independent of the screen test and which uses a different technique and chemical principle from that of the screen test in order to ensure reliability and accuracy.

**CONTROLLED SUBSTANCE (DRUG) TEST** - a method of detecting and measuring the presence of alcohol and other controlled substances, whether legal or illegal, in a person's body. A controlled substance test may be either an initial test or confirmation test. An initial test-controlled substance test is designed to identify specimens having concentrations of a particular class of drug above a specified concentration level. It eliminates negative specimens from further consideration.

Pursuant to the current Department of Transportation regulations, the drugs to be tested for, and the threshold levels for a urine drug test of each test which the Agency is required to accept are:

Cutoff Concentrations for Drug Tests

<u>Initial test analyte</u>	<u>Initial test cutoff<sup>1</sup></u>	<u>Confirmatory test analyte</u>	<u>Confirmatory test cutoff concentration</u>
<u>Marijuana metabolites (THCA)<sup>2</sup></u>	<u>50 ng/ml<sup>3</sup></u>	<u>THCA</u>	<u>15 ng/ml.</u>
<u>Cocaine metabolite (Benzoyllecgonine)</u>	<u>150 ng/ml<sup>3</sup></u>	<u>Benzoyllecgonine</u>	<u>100 ng/ml.</u>

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Codeine/ Morphine	2000 ng/mL	Codeine Morphine	2000 ng/mL. 2000 ng/mL.
Hydrocodone/ Hydromorphone	300 ng/mL	Hydrocodone Hydromorphone	100 ng/mL. 100 ng/mL.
Oxycodone/ Oxymorphone	100 ng/mL	Oxycodone Oxymorphone	100 ng/mL. 100 ng/mL.
6-Acetylmorphine	10 ng/mL	6-Acetylmorphine	10 ng/mL.
Phencyclidine	25 ng/mL	Phencyclidine	25 ng/mL.
Amphetamine/ Methamphetamine	500 ng/mL	Amphetamine Methamphetamine	250 ng/mL. 250 ng/mL.
<b>MDMA4/MDA<sup>5</sup></b>	500 ng/mL	<b>MOMA MDA</b>	250 ng/mL. 250 ng/mL.

(Any changes to the regulations regarding the above thresholds shall be incorporated into the Policy and supersede the table above.)

**COVERED EMPLOYEE** - means a person including a volunteer, applicant, employee or transferee, who performs services for the Agency.

Different thresholds for non-Department of Transportation tests may be used.



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**DEPARTMENT OF TRANSPORTATION GUIDELINES** - means the controlled substance and alcohol testing rule found in 49 CFR Part 382 and Part 40 setting forth the procedures for controlled substance and alcohol testing in all the transportation industries.

**DRIVER** - means any person who operates a commercial motor vehicle. This includes, but is not limited to: full time, regularly employed drivers; casual, intermittent or occasional drivers; leased drivers and independent, owner-operator contractors who are either directly employed by or under lease to an employer or who operate a commercial motor vehicle at the direction of or with the consent of an employer. For the purposes of pre-employment/pre-duty testing only, the term driver includes a person applying to an employer to drive a commercial motor vehicle.

**EVIDENTIAL BREATH TESTING DEVICE (EBT)** - means the device approved by the National Highway Traffic Safety Administration (NHTSA) for the evidential testing of breath at the .02 and .04 alcohol concentrations, and appears on the Office of Drug and Alcohol Policy and Compliance (ODAPC's Web page for "Approved Evidential Breath Measurement Devices" because it conforms with the model specifications available from NHTSA. ~~to be used for breath alcohol testing.~~

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**FHWA** - means the Federal Highway Administration.

**FTA** - means the Federal Transit Administration.

**MEDICAL REVIEW OFFICER (MRO)** - means a licensed physician responsible for analyzing laboratory results generated by an employer's-controlled substance (drug) testing program. The MRO is knowledgeable about substance abuse disorders and has appropriate medical training to interpret and evaluate positive test results.

**POST-ACCIDENT ALCOHOL AND/OR CONTROLLED SUBSTANCE TESTING** - conducted after accidents on employees whose performance could have contributed to the accident. For drivers this is determined by a citation for a moving traffic violation and for all fatal accidents even if the driver is not cited for a moving traffic violation.


**PRE-EMPLOYMENT CONTROLLED SUBSTANCE TESTING** - conducted before applicants are hired or after an offer to hire, but before actually performing functions for the first time. Also, required when employees transfer to a safety-sensitive position.

**PROHIBITED DRUGS (CONTROLLED SUBSTANCES)** - include Marijuana, Cocaine, Codeine/Morphine, Opiates, Hydrocodone/Hydromorphone, Oxycodone/ Oxymorphone, 6-Acetylmorphine, Phencyclidine Amphetamine/Methamphetamine, 6 AM (Heroin) or MDMA/MDA.

**PROHIBITED SUBSTANCE** - means and is synonymous to drug abuse and/or alcohol misuse or abuse.

**RANDOM ALCOHOL AND/OR CONTROLLED SUBSTANCE TESTING** - conducted

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on a **scientifically defensible** random unannounced basis just before, during, or just after performance of safety- sensitive functions.

**REASONABLE SUSPICION ALCOHOL AND/OR CONTROLLED SUBSTANCE TESTING-** conducted when a trained supervisor observes behavior or appearance that is characteristic of alcohol misuse or controlled substance abuse.

**REFUSE TO SUBMIT (to an alcohol and/or controlled substance test) -** means that a covered employee

- (1) Fails to appear for any test (except a pre-employment test) within a reasonable time, as determined by the employer, consistent with applicable DOT agency regulations, after being directed to do so by the employer. This includes the failure of an employee (including an owner-operator) to appear for a test when called by a C/TPA (see§ 40.61(a) of this title);
- (2) Fails to remain at the testing site until the testing process is complete. Provided, that an employee who leaves the testing site before the testing process commences (see§ 40.63(c) of this title) a pre-employment test is not deemed to have refused to test;
- (3) Fails to provide a urine specimen for any drug test required by this part or DOT agency regulations. Provided, that an employee who does not provide a urine specimen because he or she has left the testing site before the testing process commences (see§ 40.63(c) of this title) for a pre-employment test is not deemed to have refused to test;
- (4) In the case of a directly observed or monitored collection in a drug test, fails to permit the observation or monitoring of the driver's provision of a specimen (see §§40.67(1) and 40.69(g) of this title);
- (5) Fails to provide a sufficient amount of urine **or oral fluid** when directed, and it has been determined, through a required medical evaluation, that there was no adequate medical explanation for the failure (see§ 40.193(d)(2) of this title);
- (6) Fails or declines to take a second test the employer or collector has directed the driver to take;
- (7) Fails to undergo a medical examination or evaluation, as directed by the MRO as part of the verification process, or as directed by the DER under§ 40.193(d) of this title. In the case of a pre-employment drug test, the employee is deemed to have refused to test on this basis only if the pre-employment test is conducted following a contingent offer of employment;
- (8) Fails to cooperate with any part of the testing process (e.g., refuse to empty pockets when so directed by the collector, behave in a confrontational way that disrupts the collection process); or
- (9) Is reported by the MRO as having a verified adulterated or substituted test result.

**REHABILITATION -** The total process of restoring an employee to satisfactory work

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performance through constructive confrontation, referral to an SAP (if applicable), and participation in SAP recommendations (if applicable) such as education, treatment and/or support groups to resolve personal, physical or emotional/mental problems which contribute to job problems.

**RETURN TO DUTY TESTING** - conducted when an individual who has violated the prohibited alcohol or controlled substance conduct standards returns to performing duties. Follow-up test are unannounced and at least six tests must be conducted in the first 12 months after an employee returns to duty. Follow-up testing may be extended for up to 60 months following return to duty upon the SAP recommendation.

**RETURN TO DUTY AGREEMENT** - means a document agreed to and signed by the employer, and the safety-sensitive employee that outlines the terms and conditions under which the safety-sensitive employee may return to duty after having had a verified positive controlled substance test result or an alcohol concentration of 0.04 or greater on an alcohol test.


**SAFETY-SENSITIVE EMPLOYEE** - An employee is considered to be performing a safety-sensitive function during any period in which that employee is actually performing, ready to perform, or immediately available to perform any safety-sensitive functions. A complete list of safety-sensitive employee classifications is listed in Appendix B.

*Safety-sensitive function* - means all time from the time a driver begins to work or is required to be in readiness to work until the time he/she is relieved from work and all responsibility for performing work. Safety-sensitive functions shall include:

- (1) All time at an employer or shipper plant, terminal, facility, or other property, or on any public property, waiting to be dispatched, unless the driver has been relieved from duty by the employer;
- (2) All time inspecting equipment as required by §§ 392.7 and 392.8 of this subchapter or otherwise inspecting, servicing, or conditioning any commercial motor vehicle at any time;
- (3) All time spent at the driving controls of a commercial motor vehicle in operation;
- (4) All time, other than driving time, in or upon any commercial motor vehicle except time spent resting in a sleeper berth (a berth conforming to the requirements of § 393.76 of this subchapter);
- (5) All time loading or unloading a vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or receiving receipts for shipments loaded or unloaded; and
- (6) All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.

**SCREENING (Initial Test)** - In alcohol testing, it means an analytical procedure to

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determine whether an employee may have a prohibited concentration of alcohol in their system. In controlled substance testing, it means an immunoassay screen to eliminate negative urine specimens from further consideration.

**SPLIT SPECIMEN** - ~~means an additional specimen collected with the original specimen, to be tested in the event the original specimen tests positive~~ In drug testing, the specimen that is sent to a first laboratory and stored with its original seal intact, and which is transported to a second laboratory for retesting at the employee's request following MRO verification of the primary specimen as positive, adulterated or substituted.

**SUBSTANCE ABUSE PROFESSIONAL (SAP)** - means a licensed physician (Medical Doctor or Doctor of Osteopathy), or a licensed or certified psychologist, social worker (with knowledge of and clinical experience in the diagnosis and treatment of drug and alcohol-related disorders, the license alone does not authorize this), Certified Employee Assistance Professional (CEPA), or addiction counselor certified by the National Association of Alcoholism and Drug Abuse Counselors Certification Commission (NAADAC) with knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substances-related disorders. The SAP will evaluate employees who have violated a DOT drug and alcohol regulation and make recommendations concerning education, treatment, follow-up testing, and aftercare.

**SUPERVISOR** - means a person in authority who has had one hour of training on the signs and symptoms of alcohol abuse and an additional hour of training on the signs and symptoms of controlled substance abuse.

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**Appendix B  
SAFETY-SENSITIVE EMPLOYEE CLASSIFICATIONS**


Maintenance Division

Truck Driver/Maintenance Worker  
Maintenance Mechanic III\* Maintenance  
Mechanic II\*\* Maintenance Mechanic I\*\*

\*These positions shall be considered as safety-sensitive when driving one of the following:

\*\*Employees in these positions who voluntarily obtain a Class A or B license shall be considered as safety-sensitive when driving one of the following:


1. A vehicle with a gross combination weight of at least 26,001 pounds inclusive of a towed unit with a gross vehicle weight rating of more than 10,000 pounds;
2. A vehicle with a gross vehicle weight of at least 26,001 pounds;
3. A vehicle designed to transport 16 or more passengers, including the driver; or
4. A vehicle used to transport those hazardous materials found in the Hazardous Materials Transportation Act.

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**Appendix C  
AGREEMENT FOR RETURN TO WORK AND  
CONTINUATION OF EMPLOYMENT**

\_\_\_\_\_ ("Employee"), and the SOUTH ORANGE COUNTY WASTEWATER AUTHORITY, 34156 Del Obispo Street, Dana Point, CA 92691, ("Employer") acknowledge and agree as follows:

1. Employee is a full-time regular employee of the Employer, currently employed as an\_\_\_\_\_
2. Employee has received and read a copy of the Employers' Substance Abuse Policy and hereby consents to submit to the required treatment, medical examination(s) and test(s) for controlled substance and alcohol which may be conducted in connection with the Employee's participation in the rehabilitation program as follows:
  - 2.1 The Employee must complete the program(s) as outlined by the Substance Abuse Professional (attached) as agreed upon by the parties for \_\_\_ \_\_ months, including periods of vacations, layoff and disability, if attendance is physically possible. After each 90 days of the program, there will be a formal meeting held with the Employee's supervisor and management representative to review the Employee's progress.
  - 2.2 The Employee must provide management with certificates of attendance at the programs. Any absences from attending the sessions must be arranged in advance and the reasons for the absences must be valid in the opinion of the program leader and the Employer.
  - 2.3 The Employee will not drink or otherwise ingest any beverage containing alcohol or ingest, smoke, snort, or inject any drugs unless prescribed by a medical doctor, with the doctor's full knowledge of my chemical dependency. Any prescribed medication in the addictive class must be reported to management and verified by the prescribing physician.
  - 2.4 During the period of rehabilitation monitoring and for a period not to exceed five years, the Employer will test the Employee for alcohol and/or drug use on a random basis. Such random tests are in addition to any tests that may be necessitated on a for cause basis as defined in the Employer's Substance Abuse Policy or any random tests required by a State or Federal Agency or performed by the treatment center as part of their program to monitor the Employee's compliance with his/her

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treatment plan. A refusal to submit to any testing or a positive test for drugs and/or alcohol during this time period will constitute just cause for immediate termination.

3. Full compliance with the program constitutes a condition of employment. Failure to comply with any provision of the above-agreed program will constitute just cause for termination of the Employee's employment with the Employer.

4. It is understood that the above agreement is based solely on the facts and circumstances of this case and a precedent shall not be established for the future handling of similar or related matters. Furthermore, it is understood that the above agreement shall have no evidence value beyond its applications to the Employee, any other employee and/or former employee of the Employer.

5. This agreement sets forth the entire agreement between the parties regarding this subject matter and shall not be modified except in a writing signed by both parties.


**"EMPLOYER"**

SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

Date: \_\_\_\_\_  
\_\_\_\_\_  
 General Manager

**"EMPLOYEE"**

Date: \_\_\_\_\_  
\_\_\_\_\_  
 (Employee)


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**Appendix D  
PROCEDURES FOR  
ADMINISTRATION OF  
SUBSTANCE ABUSE POLICY**

**I. REASONABLE SUSPICION TESTING**

- A. An employee who may possibly be under the influence of alcohol and/or controlled substances is observed by the supervisor or Agency official trained on both the signs and symptoms of drug use and alcohol misuse symptoms and indicators.
- B. The supervisor is then obligated to ensure that the matter is immediately investigated. If possible, two individuals (supervisors and/or Agency officials) both trained on the signs and symptoms of drug use and alcohol misuse symptoms and indicators determine (independently or together) that the employee in question may indeed be under the influence of alcohol and/or controlled substance. Whenever practical, the human resources department should be notified in advance of the employee being taken to the collection site. The employee shall be driven to the collection site by an employee of the Agency.
- C. At the collection site, the employee will be required to submit a urine sample and/or a breath sample dependent on whether controlled substances and/or alcohol intoxication is suspected. Care will be taken to provide the employee with maximum privacy without compromising the integrity of the sample.
- D. The Agency will take precautions to prevent the employee being tested from going back to work and driving their own car home. Instead, the employee will be given assistance in obtaining a ride home from the collection site.
- E. The employee whose breath alcohol test results are negative (less than 0.02 alcohol concentration) will be returned to duty status. The employee whose confirmation test results indicate an alcohol concentration equal to or greater than 0.02 but less than 0.04, will not be permitted to return to duty for not less than 24 hours after administration of the test. The employee will continue to receive his normal pay during this 24-hour period while restricted from duty. The employee whose confirmation test result indicates an alcohol concentration of 0.04 or greater will be removed from duty, immediately placed on leave without pay, and/or subject to discipline up to and including termination, informed of educational and rehabilitation programs available, and in the case of a safety-sensitive employee, referred to and evaluated by a Substance Abuse Professional (SAP).




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F. The employee whose controlled substance test results are verified negative will be returned to duty status. The employee whose controlled substance test is verified positive by a Medical Review Officer will be removed from duty, immediately placed on leave without pay, and/or subject to discipline up to and including termination, informed of educational and rehabilitation programs available, and in the case of a safety-sensitive employee, referred to and evaluated by a SAP.


## II. RANDOM TESTING

- A. A third-party administrator notifies the human resources representative to send a safety-sensitive employee to the collection site for random alcohol and/or controlled -substance testing.
- B. The supervisor. notifies the safety-sensitive employee to go to the collection site for random alcohol and/or controlled substance testing immediately (or as soon as practicable). The notification should be both oral and in writing, with a written acknowledgement of the notification. Because of testing facility requirements, the safety-sensitive employee in question must have proof of identification, such as a photo driver's license of state-issued photo identification card.
- C. At the collection site, the employee will be required to submit a urine sample and/or a breath sample. Care will be taken to provide the employee with maximum privacy without compromising the integrity of the sample.
- D. The employee whose breath alcohol test results are negative (less than 0.02 alcohol concentration) will be returned to duty status. The employee whose confirmation test results indicate an alcohol concentration equal to or greater than 0.02 but less than 0.04, will not be permitted to return to duty for not less than 24 hours after administration of the test. The employee will continue to receive his normal pay during this 24-hour period while restricted from duty. The employee whose confirmation test result indicates an alcohol concentration of 0.04 or greater will be removed from duty, immediately placed on leave without pay, and/or subject to discipline up to and including termination, informed of educational and rehabilitation programs available, and referred to and evaluated by a SAP.
- E. The employee whose controlled substance test results are verified negative will be returned to duty status. The employee whose controlled substance test is verified positive by a Medical Review Officer will be removed from duty, immediately placed on leave without pay, and/or subject to discipline up to and including termination, informed of educational and rehabilitation programs available, and referred to and evaluated by a SAP.

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### III. POST ACCIDENT TESTING

- A. The safety-sensitive employee notifies a supervisor that an accident has occurred.
- B. The supervisor determines that the circumstances of the accident warrant a post-accident test when there is a fatality (regardless of fault); or a citation within 8 hours of the occurrence under State or local law for a moving violation arising from the accident, if the accident involved: (1) bodily injury to a person who, as a result of the injury immediately receives medical treatment away from the scene of the accident, or (2) one or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle. ~~a citation is issued, or a fatality occurred.~~ Thereafter, the supervisor directs the employee to immediately go to the collection site for alcohol and controlled substance testing. The employee is driven to the collection site by an employee of the Agency. Because of testing facility requirements, the safety-sensitive employee in question must have proof of identification, such as a photo driver's license or state-issued photo identification card. Note, this provision assumes that the employee is not injured or in need of any first aid or other medical treatment. Should the employee be injured, the supervisor shall follow the procedures outlined in the Agency workers' compensation program.
- C. At the collection site, the employee will be required to submit a urine sample and a breath sample. Care will be taken to provide the employee with maximum privacy without compromising the integrity of the sample.
- D. The human resources representative will be notified that an accident has occurred, and that the employee has been driven to the collection site.
- E. The employee whose breath alcohol test results are negative (less than 0.02 alcohol concentration) will be returned to duty status. The employee whose confirmation test results indicate an alcohol concentration equal to or greater than 0.02 but less than 0.04, will not be permitted to return to duty for not less than 24 hours after administration of the test. The employee will continue to receive his normal pay during this 24-hour period while restricted from duty. The employee whose confirmation test result indicates an alcohol concentration of 0.04 or greater will be removed from duty, immediately placed on leave without pay, and/or subject to discipline up to and including termination, informed of educational and rehabilitation programs available, and referred to and evaluated by a SAP.
- F. The employee whose controlled substance test results are verified negative will be returned to duty status. The employee whose controlled substance

 South Orange County Waterworks Association	<b>POLICY NUMBER: Administration 1.726</b>
<b>Agency Policy</b>	<b>Title: Substance Abuse Policy</b>
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test is verified positive by a Medical Review Officer will be removed from duty, immediately placed on leave without pay, and/or subject to discipline up to and including termination, informed of educational and rehabilitation programs available, and referred to and evaluated by a SAP.


#### IV. RETURN TO DUTY/FOLLOW-UP TESTING

- A. The third-party administrator notifies the human resources representative to send a safety-sensitive employee to the collection site for alcohol and controlled substance testing.
- B. The supervisor notifies the safety-sensitive employee to immediately (or as soon as practicable) go to the collection site for alcohol and/or controlled substance testing.
- C. At the collection site, the employee will be required to submit a urine sample and/or a breath sample. Care will be taken to provide the employee with ~~maximum~~ privacy without compromising the integrity of the sample.
- D. The safety-sensitive employee whose confirmation test results indicate an alcohol concentration equal to or greater than 0.04 or whose controlled substance test\_ is verified positive may be disciplined up to and including termination.


#### V. CHAIN OF CUSTODY ~~{~~(Controlled Substance Specimens)

- A. At the time the specimen is collected, the employee will be given a copy of the specimen collection procedures.
- B. Urine will be in a wide-mouthed clinic specimen container which will remain in full view of the employee until split, transferred to, sealed and initialed in two tamper- resistant urine bottles.
- C. Immediately after the specimens are collected, the urine bottles will, in the presence of the employee, be labeled and then initialed by the employee. If the sample must be collected at the site other than the controlled substance and/or alcohol testing laboratory, the specimens will then be placed in the transportation container. The container will be sealed in the employee's presence and the employee will be asked to initial or sign the container. The container will be sent to the designated testing laboratory on that day or the earliest business day by the fastest available method.
- D. A chain of custody form will be completed by the on-duty technician during the specimen collection process and attached to and mailed with the specimen.

#### VI. ALCOHOL CONCENTRATION

 South Orange County Water Agency	<b>POLICY NUMBER: Administration 1.726</b>
<b>Agency Policy</b>	<b>Title: Substance Abuse Policy</b>
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- A. The employee and the Breath Alcohol Technician (BAT) complete the alcohol testing form to ensure that the results are properly recorded.
  
- B. After an explanation of how the breathalyzer works, an initial breath sample is taken.
  
- C. If the results of the initial test show an alcohol concentration of 0.02 or greater, a second or confirmation test must be conducted. The confirmation test must not be conducted less than 15 minutes after, nor more than 20 minutes after the completion of the screening test.
  
- D. The confirmation test will utilize Evidential Breath Testing devices that prints out the results, date and time, a sequential test number, and the name and serial number of the Evidential Breath Testing device to ensure the reliability of the results.

	<b>POLICY NUMBER: Administration 1.726</b>
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**APPENDIX E  
FACT SHEET ON USE OF  
ALCOHOL AND CONTROLLED SUBSTANCES**

The negative effects of alcohol and controlled substances on an individual's health, work, and personal life are often devastating. Take a look at some of the following statistics for example:

- One out of ten people who drink becomes an alcoholic.
- Nearly half of all motor accident fatalities are alcohol related.
- Alcohol is a significant factor in 75 percent of child abuse and spouse battering cases.
- Alcohol and drug users and abusers are three to four times more likely to be injured on the job, and the average cost for medical care for drug users is three times higher than non-drug using workers.

The negative effects of drug and alcohol usage and abuse also include a reduced life expectancy of 10 to 12 years, a 65 percent greater chance of being injured at home or on the job, and a likelihood of greater than three times being fired from your employer over those who are non-drug or alcohol users and abusers.


Some of the signs and symptoms of alcohol or controlled substance problems are:

**For Alcohol:**

- Slurred speech or reduced coordination
- Excessive fatigue
- Watery bloodshot eyes
- Poor grades or poor work performance
- Isolation from family, friends, and co-workers

**For Marijuana/Cannabis:**

- Appearance of intoxication yet no odor of alcohol
- Red or bloodshot eyes
- Excessive laughter
- Eating binges
- Roach clips, rolling papers, or pipes

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**Stimulants {such as cocaine and amphetamines):**

- Hyperactivity
- Rapid speech
- Excessive sweating
- Agitation or aggressiveness
- Paranoia
- Dilated pupils

**Non-visible signs include:**

- Increased blood pressure and pulse
- Respirations

**Depressants (such as opiates):**

- Constricted pupils
- Droopy eyelids
- Slow or deliberate speech or walk
- Cold clammy skin
- Dry mouth
- Scratching
- Puncture or injection wounds

**PCP (phencyclidine):**

- Pupil dilation
- Slight tremors of the fingers and hands
- Dramatic mood swings
- Disorientation
- Anxiety
- Paranoia
- Muscle rigidity


**Non-visible include:**

- Increased body temperature, heart rate, and blood pressure

**INTERVENTION**

If you or someone you know has, or you suspect has, an alcohol or controlled substance abuse problem, there are many methods of intervention which can help get you or someone you know back on track to a more productive and healthy life. First of all, when the problem is suspected, the abuser must be confronted and made aware that others know he or she does, in fact, have an abuse problem. If you know a coworker or friend who has a problem they refuse to acknowledge, or you wish to get help for this person

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	<b>POLICY NUMBER: Administration 1.726</b>
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anonymously, refer this person to safety officer, management or make management aware of the suspected problem. Some of the intervention programs and options available are:

Alcoholics Anonymous

Narcotics Anonymous

Betty Ford

These programs, along with a variety of drug and alcohol programs, are also available at different locations. Further information on assistance options can be obtained from the safety office.

# Agenda Item

# 7.B.

<b>Budgeted:</b> No
<b>Budget amount:</b> \$685,000 Small Cap
<b>Line Item:</b> 02-1580-00-02-00 (2224-017)
<b>Legal Counsel Review:</b> No
<b>Meeting Date:</b> March 7, 2024

**TO:** Board of Directors

**FROM:** Jim Burror, Acting General Manager/Director of Operations

**STAFF CONTACT:** Jeanette Cotinola, Procurement/Contracts Manager

**SUBJECT:** J.B. Latham Treatment Plant (JBL) Overhaul Centrifuge #3  
[Project Committee 2]

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## Summary

This agenda item provides a recommendation for awarding a small capital project to overhaul and balance a centrifuge at JBL. The cost for the service is \$57,155.00 plus supplemental charges, shipping, and fees to be determined at the time of shipping.

## Discussion/Analysis

SOCWA needs to send Centrifuge #3 to Andritz for this 12,000-hour service due to high-vibration issues requiring the unit to be balanced in a factory-certified high-speed balancer. Andritz, Inc. is the sole authorized vendor for the balancing services for Andritz centrifuges in California. The D5LL centrifuges require factory balancing every 8 to 10 years.

Thus, Andritz, Inc. is the only available vendor to SOCWA for this service.

## Fiscal Impact

This capital purchase is located in the solids area of JBL. Therefore, the costs will be allocated using the solids ownership allocations for JBL. The following are the cost allocations for the project:

Agency	Solids Allocation	Cost
MNWD	21.62%	\$12,356.91
SCWD	20.00%	\$11,431.00
SMWD	58.38%	\$33,367.09
Total	100.00%	\$57,155.00

The actual supplemental charges, shipping, and fees will be added to the allocated costs using the solids ownership percentages shown above when the invoice is received.

**Recommended Action:** Staff recommends that the PC 2 Board of Directors authorize the General Manager to contract for the overhaul of Centrifuge #3 at JBL with Andritz, Inc. at the cost of \$57,155.00, plus supplemental charges, shipping, and fees to be determined at the time the unit is shipped.



# Agenda Item

# 7.C.

<b>Budgeted:</b> No
<b>Budget amount:</b> \$592,000 Small Cap
<b>Line Item:</b> 15-1580-00-01-00 (2524-022)
<b>Legal Counsel Review:</b> No
<b>Meeting Date:</b> March 7, 2024

**TO:** Board of Directors

**FROM:** Jim Burror, Acting General Manager/Director of Operations

**STAFF CONTACT:** Jeanette Cotinola, Procurement/Contracts Manager

**SUBJECT:** Replacement Sludge Export Pump Parts [Project Committee 15]

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## Summary

This agenda item provides a recommendation for awarding a small capital project to purchase replacement parts for the Sludge Export Pumps at CTP. The total cost for the equipment is \$89,664.00 plus supplemental taxes, shipping, and fees to be determined at the time of shipping.

## Discussion/Analysis

SOCWA needs to overhaul an export sludge pump placed in service in 2014. Cortech Pump parts are solely distributed by DXP Inc. for Cortech in California.

Thus, DXP Inc. is the only available vendor to SOCWA for purchasing the pump parts.

## Fiscal Impact

This capital purchase is located in the liquids area of CTP. Therefore, the costs will be allocated using the liquids ownership allocations for CTP. The following are the cost allocations for the project:

PC15-CTP	Liquids Allocation	Total
CLB	37.91%	\$33,991.62
EBSB	2.99%	\$2,680.95
MNWD	29.25%	\$26,226.72
SCWD	29.85%	\$26,764.70
Subtotal	100.00%	\$89,664.00

The actual shipping costs, fees, and additional tax will be added to the allocated costs using the liquids ownership percentages shown above when the invoice is received.

**Recommended Action:** Staff recommends that the PC 15 Board of Directors authorize the General Manager to purchase replacement pump parts for the CTP from DXP, Inc. at the cost of \$89,664.00, plus shipping costs, fees, and additional tax to be determined at the time the units are shipped.

# Agenda Item

# 7.D.

**Board of Directors Meeting**

**Meeting Date:** March 7, 2024

**TO:** Board of Directors

**FROM:** Jim Burror, Acting General Manager/Director of Operations

**SUBJECT:** Amendment No. 6 – Acquisition for Use, Operation, Maintenance, and Expansion of Sewage Treatment Plant of City of San Juan Capistrano by South East Regional Reclamation Authority For and On Behalf of Project Committee No. 2 [Project Committee No. 2]

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## Summary/Discussion

The Project Committee No. 2 (PC 2) agreement was extended until June 30, 2024, under Amendment No. 5 in December 2023. This item is to consider extending the PC2 agreement.

## Fiscal Impact

None

**Recommended Action:** PC 2 Board Discussion/Direction and Action.

Attachment: Draft Amendment No. 6 to Agreement for Acquisition, Use, Operation, Maintenance, and Expansion of Sewage Treatment Plant of City of San Juan Capistrano by South East Regional Reclamation Authority For and On Behalf of Project Committee No. 2

**AMENDMENT NO. 6**

**AGREEMENT FOR ACQUISITION, USE, OPERATION, MAINTENANCE AND  
EXPANSION OF SEWAGE TREATMENT PLANT OF CITY OF SAN JUAN  
CAPISTRANO BY SOUTH EAST REGIONAL RECLAMATION AUTHORITY FOR  
AND ON BEHALF OF PROJECT COMMITTEE NO. 2**

This Amendment No. 6 (“Amendment No. 6”) to the “Agreement for Acquisition, Use, Operation, Maintenance and Expansion of Sewage Treatment Plant of City of San Juan Capistrano by South East Regional Reclamation Authority for and on behalf of Project Committee No. 2” (“PC 2 Agreement”), effective \_\_\_\_\_ (“Effective Date”), is made by and between South Coast Water District, a county water district organized under the provisions of Division 12 of the California Water Code (commencing at Section 30000 et seq.) (“SCWD”), Moulton Niguel Water District, a California water district organized under the provisions of Division 13 of the California Water Code (commencing at Section 34000 et seq.) (“MNWD”), Santa Margarita Water District, a California water district organized under the provisions of Division 13 of the California Water Code (commencing at Section 34000 et seq.) (“SMWD”), and the South Orange County Wastewater Authority, a Joint Powers Authority (“SOCWA”), which are sometimes referred to herein individually as a “Party” and collectively as “Parties”.

**RECITALS**

- A. The PC 2 Agreement was made and entered into on June 28, 1973, by and between the South East Regional Reclamation Authority (“SERRA”), an entity created by a Joint Powers Agreement, and the following parties:
  - (a) City of San Juan Capistrano (“SJC”)
  - (b) Dana Point Sanitary District (“DPSPD”)
  - (c) MNWD
  - (d) SMWD
  
- B. SOCWA is the successor in interest to SERRA.
  
- C. SMWD is the successor in interest to SJC.
  
- D. SCWD is the successor in interest to DPSPD.
  
- E. Per Section 10 of the PC 2 Agreement, its fifty (50) year term was to expire on June 28, 2023, and may be extended by unanimous consent of all parties to the PC2 Agreement.
  
- F. Effective April 18, 2023, the PC 2 Agreement was amended by Amendment No. 3 to the PC 2 Agreement. Amendment No. 3 extended the expiration of the PC 2 Agreement from June 28, 2023 to September 30, 2023.
  
- G. Effective September 26, 2023, the PC 2 Agreement was amended by Amendment No. 4 to the PC 2 Agreement. Amendment No. 4 extended the expiration of the PC 2 Agreement from September 30, 2023, to December 31, 2023.

H. Effective December 7, 2023, the PC 2 Agreement was amended by Amendment No. 5 to the PC 2 Agreement. Amendment No. 5 extended the expiration of the PC 2 Agreement from December 31, 2023, to June 30, 2024.

**AMENDED AGREEMENT**

NOW THEREFORE, in consideration of the mutual promises, covenants, and terms and conditions herein, the Parties agree as follows:

1. The term of the PC 2 Agreement is hereby extended to \_\_\_\_\_.
2. All other provisions of the PC 2 Agreement shall remain unchanged.
3. Any Party may execute this Amendment No. 6 using an “electronic signature,” as that term is defined in California Civil Code Section 1633.2, or a “digital signature,” as defined by California Government Code Section 16.5. An electronic or digital signature shall have full legal effect and enforceability. This Amendment No. 5 may be signed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document.
4. The undersigned representative of each entity certifies that they are fully authorized to enter into this Amendment No. 6 and to legally bind such entity to this document.

IN WITNESS HEREOF, the Parties have executed this Amendment No. 6 as of the Effective Date.

Executed by:

**SOUTH COAST WATER DISTRICT**

\_\_\_\_\_  
Rick Shintaku, General Manager

**MOULTON-NIGUEL WATER DISTRICT**

\_\_\_\_\_  
Joone Lopez, General Manager

**SANTA MARGARITA WATER DISTRICT**

\_\_\_\_\_  
Don Bunts, Interim General Manager

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY**

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Jim Burror, Acting General Manager/Director of Operations

**SOCWA**  
**Board of Directors**  
**Budget Update**  
**FY 2024-25**  
**March 7, 2024**

# SOCWA Total Budget by Member Agency

											UAL & OPEB Annual Payments Allocated using a Board Approved Actuarial Methodology <sup>1</sup>				
	FY 2020-21 Actual (w UAL and OPEB) <sup>2</sup>	Change %	FY 2021-22 Actual (w UAL and OPEB) <sup>2</sup>	Change %	FY 2022-23 Actual (w UAL and OPEB) <sup>2</sup>	Change %	FY 2023-24 Adj. Budget (w UAL and OPEB) <sup>2</sup>	Change %	FY 2024-25 Budget (w/o UAL and OPEB) <sup>1</sup>	Change %	UAL & OPEB FY 24-25	Board Approved Method	Total Budget	Change \$	Change %
<b>Budget by Member Agency</b>															
City of Laguna Beach	\$2,121,882	1.1%	2,179,567	2.7%	\$2,265,285	3.9%	\$2,298,848	1.5%	\$2,196,327	-4.5%	\$231,081	10.72%	\$2,427,407	\$128,559	5.6%
City of San Clemente	172,941	11.0%	182,040	5.3%	192,069	5.5%	271,276	41.2%	244,254	-10.0%	15,088	0.70%	259,343	(11,933)	-4.4%
City of San Juan Capistrano	2,134,243	-2.9%	2,138,571	0.2%	2,056,766	-3.8%		-100.0%							
El Toro Water District	883,973	-5.7%	884,248	0.0%	1,057,721	19.6%	1,141,330	7.9%	1,085,675	-4.9%	74,095	3.44%	1,159,769	18,439	1.6%
Emerald Bay Service District	166,819	11.7%	154,451	-7.4%	158,963	2.9%	177,736	11.8%	162,989	-8.3%	10,152	0.47%	173,141	(4,595)	-2.6%
Irvine Ranch Water District	167,760	4.5%	166,373	-0.8%	176,261	5.9%	214,278	21.6%	159,380	-25.6%	16,101	0.75%	175,481	(38,797)	-18.1%
Moulton Niguel Water District	9,259,287	3.0%	9,411,942	1.6%	9,689,775	3.0%	10,038,953	3.6%	9,782,597	-2.6%	948,020	43.99%	10,730,617	691,664	6.9%
Santa Margarita Water District	2,671,575	13.3%	3,029,218	13.4%	3,756,078	24.0%	5,917,020	57.5%	5,521,992	-6.7%	452,003	20.97%	5,973,995	56,976	1.0%
South Coast Water District	3,857,757	3.3%	4,127,834	7.0%	4,146,365	0.4%	4,668,350	12.6%	4,638,663	-0.6%	408,719	18.96%	5,047,382	379,032	8.1%
Trabuco Canyon Water District	69,781	26.9%	22,534	-67.7%	33,117	47.0%		-100.0%							
<b>Total</b>	<b>\$21,506,016</b>	<b>3.2%</b>	<b>\$22,296,778</b>	<b>3.7%</b>	<b>\$23,532,399</b>	<b>5.5%</b>	<b>\$24,727,791</b>	<b>5.1%</b>	<b>23,791,877</b>	<b>-3.8%</b>	<b>\$2,155,259</b>	<b>100.00%</b>	<b>\$25,947,136</b>	<b>\$1,219,345</b>	<b>4.9%</b>

<sup>1</sup>Beginning with FY 2020-21, the Budget presentation has been modified to present costs applicable to current activity vs. costs related to prior years unfunded liabilities.

The above Budget Costs reflect the removal of UAL and OPEB payments from the Fringe Pool; the costs are distributed by Member Agency using a Board Approved Actuarial Methodology.

<sup>2</sup>Includes Allocation of UAL & OPEB Annual Payments using a Board Approved Methodology.

In comparison to SOCWA's FY 2023-24 Budget, the FY 2024-25 Budget increased by \$1.2 million or 4.9%, primarily due to financial market fluctuations' impact on Unfunded Pension Liabilities (UAL) annual required payments, health insurance costs increases impact on OPEB/Retiree Health "Pay-Go" health insurance premiums and inflationary increases on operating expenses.

- COLA is to be determined.
- Merit increases are an average of 3%, per the FY 2023-24 MOU Agreement.

# SOCWA Budget Year-Over-Year (YOY) Change

	FY 2023-24 Budget Adjustment	FY 2023-24 Adjusted Budget	FY 2024-25 Budget	FY 2024-25 \$ Change +(-)	% Change
<b>FY 2023-24 Original Budget</b>	<b>\$24,674,804</b>	<b>\$24,727,791</b>	<b>\$25,947,136</b>	<b>\$1,219,345</b>	<b>4.9%</b>

## FY 2023-24 Budget Roll Forward to Proposed FY 2024-25 Budget

<b>Budget Changes (Cost Drivers in Blue)</b>					
Payroll Costs (COLA not included) <sup>1</sup>	\$182,721	FY 2023-24 included previous Director of Engineering. The previous Director of Engineering Labor & Fringe was primarily CIP.			
Less Internal Labor charged to Capital <sup>1</sup>	333,352				
Unfunded Pension Liability (UAL) & OPEB/Retiree Health <sup>2</sup>	364,070				
Chemicals <sup>3</sup>	282,400				
Biosolids Hauling and Disposal <sup>3</sup>	107,300				
Insurance	102,351				
Environmental Permit Requirements & Increased Water Quality Fees	81,167				
Electricity <sup>3</sup>	39,100				
Natural Gas <sup>3</sup>	19,360				
IT <sup>4</sup>	63,140				
Management Support	(194,437)	Plume Tracking reduction offset by \$100k for a 2030 transition plan			
Legal Fees	(100,000)				
Residual Engineering Non-labor costs	(54,722)				
Maintenance - Equip. & Facilities	(24,408)				
Other	17,952				
		(355,616)	-1.4%	Change from FY 23-24 Budget	
<b>Total Budget Change</b>	<b>\$1,219,345</b>	<b>\$1,219,345</b>	<b>4.9%</b>		

<sup>1</sup>COLA TBD, and 3% Merit in line with the MOU. Each 1% increase in COLA will increase labor costs by approximately \$77 thousand and payroll driven fringe by \$8 thousand, an approximate total increase of \$85 thousand for each percent increase in COLA. *The Consumer Price Index increased 3.5 percent in December and 2.5 percent in January.*

<sup>1</sup>The previous Director of Engineering Labor & Fringe was primarily charged to CIP.

<sup>2</sup>UAL increased 20.7% due to CalPERS financial market fluctuations and OPEB "Pay Go" increased 19.4% due to increased Premiums.

<sup>3</sup>The Increases are due to an inflationary environment.

<sup>4</sup>Includes \$25,000 for Outsourcing of Payroll to ADP.



# SOCWA 5-Year Labor Plan for Full-Time Employees (FTEs)

Department	2019–20 Budget	2020–21 Budget	2021–22 Budget	2022–23 Budget	2023–24 Budget	2024–25 Budget	2025–2029 Budgets
Operations <sup>1</sup>	42	40	40	40	39	39	39
Environmental Compliance & Safety <sup>2</sup>	9	9	10	10	10	11	11
Engineering <sup>3</sup>	3	3	3	3	3	1	1
Administration <sup>4</sup>	9	8	8	8	8	8	8
IT	1	1	1	1	1	1	1
<b>Total</b>	<b>64</b>	<b>61</b>	<b>62</b>	<b>62</b>	<b>61</b>	<b>60</b>	<b>60</b>

<sup>1</sup> O&M's Director of Operations is in the Administration headcount.

<sup>2</sup> Environmental Compliance was an increase of one FTE, split 50/50 between the Lab and Pretreatment, to meet increased regulatory compliance.

<sup>3</sup> Engineering decreased by two FTE's in FY24-25, and SOCWA will use two Contract Employees to support Capital Projects.

<sup>4</sup> The Acting GM is included in Administration, but 10% of his labor costs are included in Residual Engineering.

# Classic Employees Unfunded Pension Liability and OPEB/Retiree Health Insurance

<b>UAL Required Annual Payment Increased \$260k or 20.7% FY 2024-25</b>					
Pension Plans	Annual Lump Sum Payment	Monthly Payments	Annual Interest Savings	Increase/ (Decrease)	Without Savings
Tier 1 Classic	\$1,487,379	\$1,537,118	\$49,739		
Tier 2 Classic	10,561	10,914	353		
Tier 3 PEPRA	15,433	15,949	516		
<b>Total</b>	<b>\$1,513,373</b>	<b>\$1,563,981</b>	<b>\$50,608</b>	<b>20.7%</b>	<b>24.8%</b>
<b>Prior Year</b>					
<b>Budget</b>	<b>\$1,253,636</b>				
<b>YOY Increase</b>	<b>\$259,737</b>				
<b>% Increase</b>	<b>20.7%</b>				

<b>OPEB Increases 19.4% FY 2024-25</b>		<b>Increase/ (Decrease)</b>
CalPERS Retiree Health	\$626,713	
CalPERS Admin Fee	15,173	
<b>Total Retiree Health</b>	<b>\$641,886</b>	<b>19.4%</b>
<b>Prior Year Budget</b>	<b>\$537,553</b>	
<b>YOY Increase</b>	<b>\$104,333</b>	
<b>% increase</b>	<b>19.4%</b>	

# Classic Employees Unfunded Pension Liability and OPEB/Retiree Health Insurance by Member Agency

UAL and OPEB by Member Agency	Board Approved Methodology										
	FY 2022-23 Distribution %'s	FY 2022-23 CSJC w SMWD, No TCWD <sup>1</sup>	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Budget	FY 2024-25 Budget	FY 2025-26 Budget	FY 2026-27 Budget	FY 2027-28 Budget	FY 2028-29 Budget
City of Laguna Beach	10.72%	10.72%	\$156,033	\$175,863	\$199,166	\$192,095	\$231,081	\$255,047	\$280,125	\$304,597	\$343,130
City of San Clemente	0.70%	0.70%	9,954	11,411	13,005	12,464	15,088	16,653	18,291	19,889	22,405
City of San Juan Capistrano <sup>1</sup>	10.27%		152,039	170,266	190,796						
El Toro Water District <sup>2</sup>	3.44%	3.44%	50,643	56,524	63,862	61,756	74,095	81,779	89,820	97,667	110,023
Emerald Bay Service District	0.47%	0.47%	6,784	7,700	8,750	8,411	10,152	11,205	12,306	13,381	15,074
Irvine Ranch Water District <sup>2</sup>	0.75%	0.75%	11,054	12,366	13,877	13,531	16,101	17,771	19,518	21,224	23,908
Moulton Niguel Water District	43.99%	43.99%	649,208	725,434	817,089	792,528	948,020	1,046,343	1,149,226	1,249,624	1,407,706
Santa Margarita Water District <sup>1</sup>	10.70%	20.97%	147,776	169,855	198,780	371,656	452,003	498,882	547,935	595,804	671,175
South Coast Water District	18.96%	18.96%	273,612	310,096	352,271	338,749	408,719	451,109	495,465	538,750	606,903
Trabuco Canyon Water District <sup>3</sup>			278	314							
<b>Total</b>	<b>100.00%</b>	<b>100.00%</b>	<b>\$1,457,381</b>	<b>\$1,639,829</b>	<b>\$1,857,596</b>	<b>\$1,791,189</b>	<b>\$2,155,259</b>	<b>\$2,378,790</b>	<b>\$2,612,686</b>	<b>\$2,840,935</b>	<b>\$3,200,324</b>

<sup>1</sup>Effective November 15, 2021, SJC's ownership capacity and ongoing financial obligations were assumed by the SMWD.

The City of San Juan Capistrano's share of the annual expense is included with Santa Margarita Water District, beginning fiscal year 2023-24.

<sup>2</sup>Effective July 1, 2023, IRWD's ownership capacity and ongoing financial obligations were assumed by the ETWD.

IRWD is shown as a member agency for financial tracking purposes only; ETWD pays all costs.

<sup>3</sup>Effective July 1, 2023, TCWD (May 4, 2023, agreement date) withdrew from SOCWA. This included TCWD paying a lump sum for past and future financial ongoing JPA obligations to SOCWA.

# OPEB/Retiree Health Insurance Cost Drivers

## Cost Trends and Influencers



High medical inflation



High pharmacy cost,  
primarily specialty drugs



Basic PPO costs and  
surcharge to replenish  
Health Care Fund

# OPEB/Retiree Health Insurance Cost Drivers

## The Basic PPO Challenge - Sustainability



# SOCWA Fringe Pool

## FY 2024-25 through FY 2028-29

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 23-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 24-25	
	Actual	Actual	Actual	Actual	Budget	FRCST	Budget	Budget	Budget	Budget	Budget	YOY	YOY %
												\$Change	Change
457 Plan - Employer Contributions (50 Participants)	\$74,097	\$72,639	\$76,797	\$69,537	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$0	0.0%
Accrued Administrative Leave	47,949	33,434	36,582	44,574	31,605	40,365	29,155	29,855	30,422	30,848	31,527	(2,450)	-7.8%
Accrued Holiday	251,092	262,771	262,937	267,792	306,391	272,686	300,337	307,545	313,389	317,776	324,767	(6,054)	-2.0%
Accrued Personal Leave	97,085	81,137	97,394	97,880	102,130	88,557	100,112	102,515	104,463	105,925	108,256	(2,018)	-2.0%
COVID 19 Federal Leave		44,236	1,533									-	
COVID 19 State Leave		15,910	37,815	40,843								-	
Child Leave						11,299							
Accrued Sick Pay	233,159	289,940	273,286	314,272	325,764	325,764	320,386	328,075	334,309	338,989	346,447	(5,378)	-1.7%
Accrued Vacation	383,841	382,525	416,472	417,560	460,932	460,932	471,398	482,712	491,883	498,769	509,742	10,466	2.3%
Bereavement Pay	9,043	12,149	12,901	14,770	12,500	12,500	12,500	12,500	12,500	12,500	12,500	-	0.0%
Jury Duty	5,156	1,005	5,054	2,308	3,500	3,000	3,500	3,500	3,500	3,500	3,500	-	0.0%
Disability Insurance - Private	61,659	61,468	62,325	61,748	65,876	61,849	61,931	62,550	63,175	63,807	64,445	(3,945)	-6.0%
Group Medical Insurance	902,394	959,986	1,024,258	1,070,849	1,152,765	1,145,998	1,224,195	1,331,018	1,448,064	1,576,063	1,716,055	71,431	6.2%
Group Medical Insurance Waiver							18,000	18,000	18,000	18,000	18,000	18,000	
Medicare Tax - Employer	104,441	104,289	96,485	108,374	113,503	115,470	117,987	119,848	122,132	123,814	124,068	4,484	4.0%
Retiree Health Savings Program (RHS)	39,600	48,000	55,000	55,600	67,200	57,400	60,000	67,200	67,200	67,200	67,200	(7,200)	-10.7%
Retiree Health PARS Investment												-	
<sup>1</sup> Retiree Health Benefits	456,943											-	
Retirement - PERS Normal Costs	584,043	640,736	636,896	640,675	717,208	707,758	704,570	722,276	736,167	746,261	747,863	(12,638)	-1.8%
<sup>1</sup> Retirement - PERS Unfunded Liability	867,337												
Unemployment Ins./Reimbursement													
Workers Compensation Ins.	192,000	121,937	182,738	147,450	150,502	176,459	190,576	200,105	210,110	220,615	231,646	40,074	26.6%
<b>Total O&amp;M Budget Fringe Benefits Pool</b>	<b>\$4,309,837</b>	<b>\$3,132,163</b>	<b>\$3,278,473</b>	<b>\$3,354,231</b>	<b>\$3,589,876</b>	<b>\$3,560,037</b>	<b>\$3,694,647</b>	<b>\$3,867,699</b>	<b>\$4,035,313</b>	<b>\$4,204,068</b>	<b>\$4,386,016</b>	<b>\$104,771</b>	<b>2.9%</b>
<b>Change in Fringe Pool</b>	<b>4.0%</b>	<b>-27.3%</b>	<b>4.7%</b>	<b>2.3%</b>	<b>7.0%</b>		<b>2.9%</b>	<b>4.7%</b>	<b>4.3%</b>	<b>4.2%</b>	<b>4.3%</b>		
	<b>Pay for Time Worked Labor Base(Regular Salaries)</b>												
O&M including CIP Labor	\$3,451,281	\$3,402,166	\$3,379,203	\$3,453,540	\$3,913,707	\$3,580,775	4,113,886	4,246,761	4,362,205	4,443,960	4,447,583	\$200,180	5.1%
Environmental	933,333	955,618	949,369	1,014,951	1,151,739	1,134,990	1,269,383	1,284,670	1,292,454	1,300,472	1,310,105	117,643	10.2%
Engineering including CIP Labor, Dir time	397,732	428,407	418,681	315,707	469,025	464,247	166,859	166,859	166,859	166,859	166,859	(302,166)	-64.4%
Admin net of transfer to Engr	934,332	899,005	923,711	947,630	1,006,210	1,026,105	1,053,134	1,065,275	1,069,932	1,071,895	1,073,918	46,924	4.7%
IT	92,851	99,833	103,017	107,479	116,046	120,515	125,452	129,231	133,795	138,326	138,326	9,406	8.1%
<b>Total Pay for Time Worked Labor Base</b>	<b>\$5,809,528</b>	<b>\$5,785,029</b>	<b>\$5,773,981</b>	<b>\$5,839,307</b>	<b>\$6,656,728</b>	<b>\$6,326,632</b>	<b>6,728,714</b>	<b>6,892,797</b>	<b>7,025,245</b>	<b>7,121,513</b>	<b>7,136,791</b>	<b>\$71,987</b>	<b>1.1%</b>
<b>Fringe Rate</b>	<b>74.2%</b>	<b>54.1%</b>	<b>56.8%</b>	<b>57.4%</b>	<b>53.9%</b>	<b>56.3%</b>	<b>54.9%</b>	<b>56.1%</b>	<b>57.4%</b>	<b>59.0%</b>	<b>61.5%</b>		
<b>Change in Labor Base</b>	<b>5.9%</b>	<b>-0.4%</b>	<b>-0.2%</b>	<b>1.1%</b>	<b>14.0%</b>		<b>1.1%</b>	<b>2.4%</b>	<b>1.9%</b>	<b>1.4%</b>	<b>0.2%</b>		

<sup>1</sup>Retiree Health (OPEB) Pay-Go expenses and Unfunded Pension Liability (UAL) removed from Fringe Pool and Distributed by Member Agency based on the Board Approved Actuarial Methodology.

# SOCWA Group Medical Insurance FY 2024-25

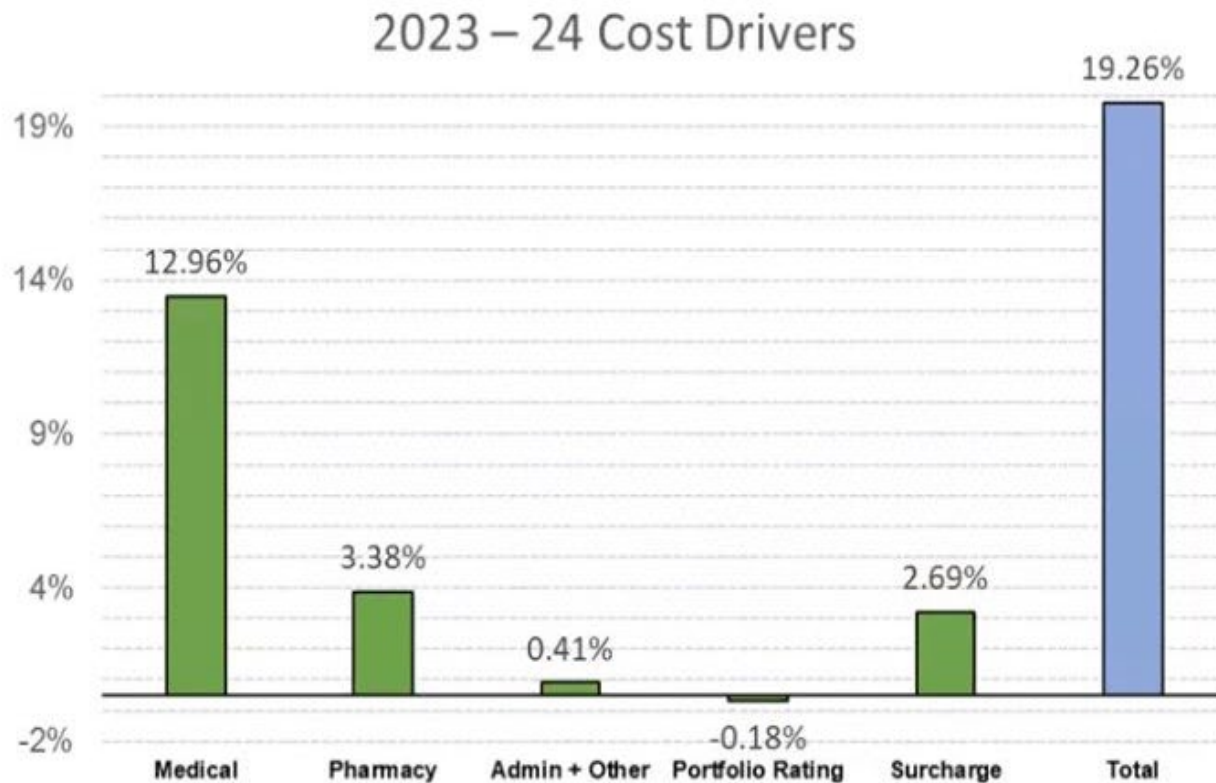
Group Insurance Increases 6.2% FY 2024-25		Increase/ (Decrease) <sup>1</sup>
CalPERS Health	\$1,093,656	
CalPERS Admin Fee	3,717	
Mutual Omaha Life Ins.	28,171	
Guardian Life Dental	85,902	
Vision Service Plan	12,750	
<b>Total Group Insurance</b>	<b>\$1,224,195</b>	<b>6.2%</b>
<b>Prior Year Budget</b>	<b>\$1,152,765</b>	

<sup>1</sup> Premium Increase offset by employees choosing lower-cost plans.

Plans	Employees Chose Lower Cost HMO Plans Actual Open Enrollment Chosen Plans						
	FY 2024-25		FY 2023-24		FY 2024-25 Change		
	Headcount	Plan %	Headcount	Plan %	Headcount	% increase	
Anthem Blue Cross Select HMO	14	25.9%	4	6.9%	10	250.0%	From Kaiser
Blue Shield Access+	1	1.9%	3	5.2%	(2)	-66.7%	
Health Net			2	3.4%	(2)	-100.0%	
Kaiser Permanente	17	31.5%	26	44.8%	(9)	-34.6%	Cost Increase From Pers Plans
PERS Gold	16	29.6%			16		
PERS Platinum	2	3.7%			2		
PERS Select			10	17.2%	(10)	-100.0%	
PERS Choice			10	17.2%	(10)	-100.0%	
Sharp Performance Plus Region 2	1	1.9%			1		
United HealthCare HMO	1	1.9%	3	5.2%	(2)	-66.7%	
United HealthCare SignatureValue Harmony HMO	2	3.7%			2		
<b>Total Employees Covered</b>	<b>54</b>	<b>100.0%</b>	<b>58</b>	<b>100.0%</b>	<b>(4)</b>	<b>-6.9%</b>	
Vacant Positions	3						
Waived Insurance	3		3				
<b>Total Employees</b>	<b>60</b>		<b>61</b>				

# SOCWA Group Medical Insurance FY 2024-25

## PERS Gold and Platinum (Basic) – Two Risk Pool Model

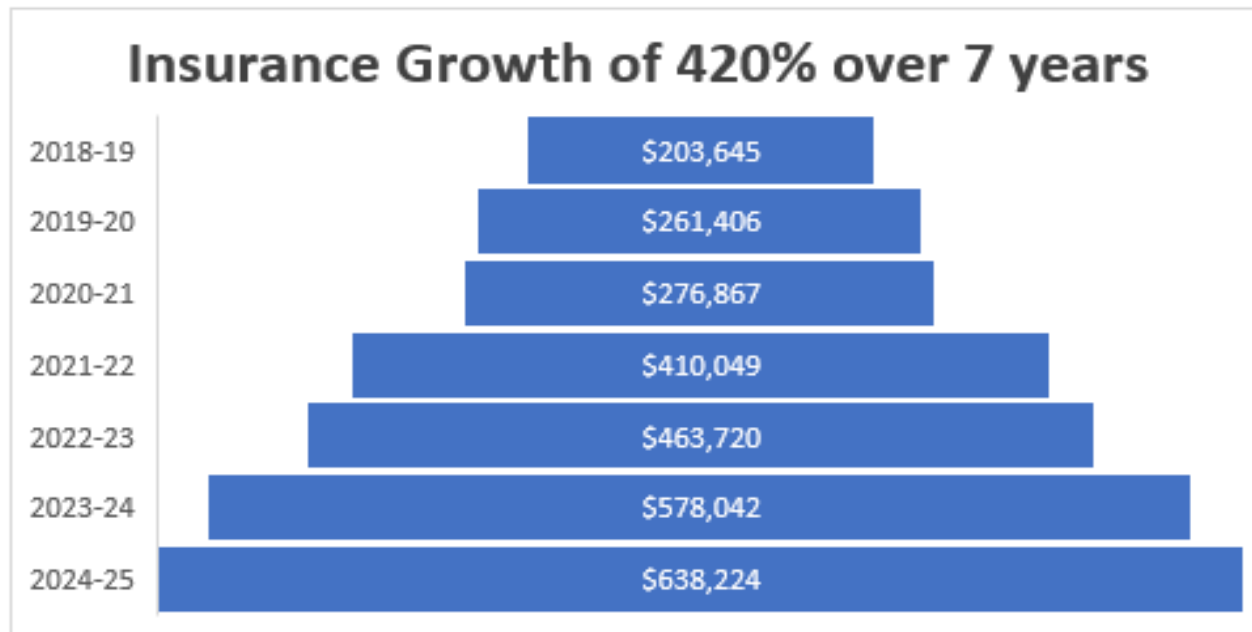


**2023 Total Members**  
**PERS Gold: 135,028**  
**PERS Platinum: 129,168**

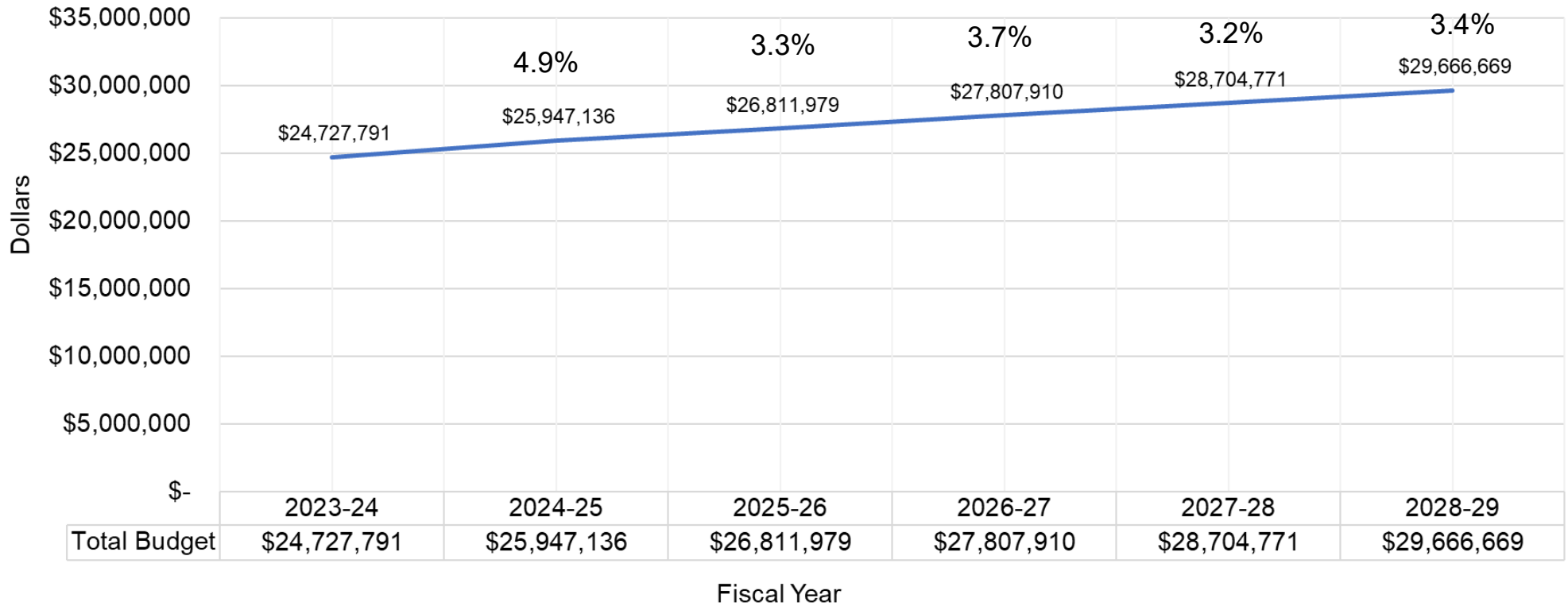
CalPERS is working with Kaiser to Bring Costs closer to the middle of the range.



# Property Liability Drives Insurance Growth Over 7 Year Period



# SOCWA Budget Year-Over-Year Change



SOCWA’s Year-Over-Year total budget remains relatively flat, with a slight increase of about 3% each year. This indicates consistent and stable financial performance.

## SOCWA Budget Year-Over-Year (YOY) Change

	FY 2023-24 Adj. Budget	FY 2024-25 Budget	Change %	FY 2025-26 Budget	Change %	FY 2026-27 Budget	Change %	FY 2027-28 Budget	Change %	FY 2028-29 Budget	Change %
<b>Total Budget by Member Agency</b>											
City of Laguna Beach	\$2,298,848	\$2,427,407	5.6%	\$2,517,095	3.7%	\$2,623,114	4.2%	\$2,703,434	3.1%	\$2,783,116	2.9%
City of San Clemente	271,276	259,343	-4.4%	257,981	-0.5%	269,095	4.3%	277,821	3.2%	289,742	4.3%
City of San Juan Capistrano											
El Toro Water District	1,141,330	1,159,769	1.6%	1,208,444	4.2%	1,259,572	4.2%	1,293,460	2.7%	1,322,088	2.2%
Emerald Bay Service District	177,736	173,141	-2.6%	177,009	2.2%	183,812	3.8%	186,574	1.5%	190,688	2.2%
Irvine Ranch Water District	214,278	175,481	-18.1%	181,469	3.4%	189,900	4.6%	198,943	4.8%	209,762	5.4%
Moulton Niguel Water District	10,038,953	10,730,617	6.9%	11,165,871	4.1%	11,606,118	3.9%	11,977,743	3.2%	12,347,897	3.1%
Santa Margarita Water District	5,917,020	5,973,995	1.0%	6,092,969	2.0%	6,278,944	3.1%	6,497,393	3.5%	6,771,125	4.2%
South Coast Water District	4,668,350	5,047,382	8.1%	5,211,142	3.2%	5,397,355	3.6%	5,569,404	3.2%	5,752,252	3.3%
Trabuco Canyon Water District											
<b>Total</b>	<b>\$24,727,791</b>	<b>\$25,947,136</b>	<b>4.9%</b>	<b>\$26,811,979</b>	<b>3.3%</b>	<b>\$27,807,910</b>	<b>3.7%</b>	<b>\$28,704,771</b>	<b>3.2%</b>	<b>\$29,666,669</b>	<b>3.4%</b>

# SOCWA Budget Year-Over-Year (YOY) Change O & M, Environmental & Safety Departments

	FY 2023-24 Budget	FY 2024-25 Budget	Change \$	Change %
<b>Salary and Fringe</b>				
Regular Salaries-O&M	5,065,446	5,383,426	317,980	6.28%
Overtime Salaries-O&M	82,008	82,156	148	0.18%
Scheduled Holiday Work	68,376	79,234	10,858	15.88%
Comp Time - O&M	17,628	17,848	220	1.25%
Fringe Benefits IN to PC's & Depts.	2,731,721	2,955,969	224,248	8.21%
Standby Pay	104,000	99,992	(4,008)	(3.85%)
<b>Total Payroll Costs</b>	<b>8,069,179</b>	<b>8,618,625</b>	<b>549,445</b>	<b>6.81%</b>
<b>Other Expenses</b>				
Electricity	1,260,000	1,299,100	39,100	3.10%
Natural Gas	490,500	509,860	19,360	3.95%
Potable & Reclaimed Water	78,000	79,400	1,400	1.79%
Co-generation Power Credit	(1,302,000)	(1,367,100)	(65,100)	5.00%
Chlorine/Sodium Hypochlorite	181,000	219,300	38,300	21.16%
Polymer Products	1,040,000	1,153,500	113,500	10.91%
Ferric Chloride	880,000	982,500	102,500	11.65%
Odor Control Chemicals	155,000	181,700	26,700	17.23%
Other Chemicals - Misc.	2,000	2,000	-	-
Laboratory Services	56,632	62,128	5,496	9.70%
Grit Hauling	132,500	135,800	3,300	2.49%
Landscaping	211,000	217,300	6,300	2.99%
Management Support Services	527,000	285,550	(241,450)	(45.82%)
Audit - Environmental	1,304	1,324	20	1.53%
Legal Fees	30,672	19,000	(11,672)	(38.05%)
Public Notices/ Public Relations	1,500	1,550	50	3.34%
Contract Services Misc.	372,996	364,700	(8,296)	(2.22%)
Small Vehicle Expense	24,128	24,548	420	1.74%
Miscellaneous Expense	16,032	19,820	3,788	23.63%
Office Supplies - All	48,000	49,500	1,500	3.12%
Petroleum Products	27,000	28,400	1,400	5.19%
Uniforms	78,000	80,400	2,400	3.08%
Small Vehicle Fuel	20,272	20,404	132	0.65%
Insurance - Property/Liability	535,873	638,224	102,351	19.10%
Small Tools & Supplies	77,668	80,052	2,384	3.07%
Trash Disposal	9,000	10,000	1,000	11.11%
Safety Program & Supplies	114,956	117,252	2,296	2.00%
Equipment Rental	7,000	7,000	-	-

# SOCWA Budget Year-Over-Year (YOY) Change O & M, Environmental & Safety Departments

Cont'd

	FY 2023-24 Budget	FY 2024-25 Budget	Change \$	Change %
Recruitment	2,300	2,300	-	-
Travel Expense/Tech. Conferences	75,078	69,775	(5,303)	(7.06%)
Training Expense	50,479	87,050	36,571	72.45%
Laboratory Supplies	127,092	140,048	12,956	10.19%
Office Equipment	27,000	27,000	-	-
Permits	635,836	698,551	62,715	9.86%
Membership Dues/Fees	13,153	12,647	(506)	(3.85%)
Offshore Monitoring	81,604	60,116	(21,488)	(26.33%)
Offshore Biochemistry	22,500	22,854	354	1.57%
Effluent Chemistry	50,948	51,908	960	1.88%
Access Road Expenses	45,000	45,000	-	-
Storm Damage	20,000	20,000	-	-
Biosolids Disposal	1,747,500	1,854,800	107,300	6.14%
Contract Services Generators	23,000	23,200	200	0.87%
Janitorial Services	95,000	97,900	2,900	3.05%
Contract Serv - Digester Cleaning	80,000	65,000	(15,000)	(18.75%)
Diesel Truck Maint	43,000	44,300	1,300	3.02%
Diesel Truck Fuel	11,800	12,100	300	2.54%
Maintenance Equip. & Facilities (Solids)	300,000	305,300	5,300	1.77%
Maintenance Equip. & Facilities (Liquids)	510,000	500,000	(10,000)	(1.96%)
Maintenance Equip. & Facilities (Common)	92,008	92,000	(8)	(0.01%)
Maintenance Equip. & Facilities (Co-Gen)	836,700	826,000	(10,700)	(1.28%)
Maintenance Equip. & Facilities (AWT)	39,000	30,000	(9,000)	(23.08%)
Mileage	2,900	2,950	50	1.72%
MNWD Potable Water Supplies & Svcs.	44,880	40,000	(4,880)	(10.87%)
SCADA Infrastructure	93,600	93,600	-	-
IT Direct	45,000	58,000	13,000	28.89%
Co-Generation Power Credit - Offset	1,302,000	1,367,100	65,100	5.00%
Group Insurance Waiver	14,400	-	(14,400)	(100.00%)
Medicare Tax Payments for Employees	152	-	(152)	(100.00%)
Operating Leases	20,000	20,000	-	-
Monthly Car Allowance	31,200	25,200	(6,000)	(19.23%)
Zephyr Wall Costs Share - O&M	(14,000)	(14,000)	-	-
IT Allocations in to PC's & Depts.	620,553	717,548	96,995	15.63%
<b>Total Other Expenses</b>	<b>12,165,718</b>	<b>12,621,460</b>	<b>455,742</b>	<b>3.7%</b>
<b>Total Expenses</b>	<b>20,234,898</b>	<b>21,240,085</b>	<b>1,005,187</b>	<b>5.0%</b>

# O & M, Environmental & Safety Departments Budget FY 2024-25 by Project Committee

	PC 02	PC 05	PC 08	PC 12	PC 15	PC 17	PC 24	SOCWA
<b>Salary and Fringe</b>								
Regular Salaries-O&M	1,972,423	98,681	166,732	107,023	998,675	1,937,733	102,159	5,383,426
Overtime Salaries-O&M	27,276	76	-	-	13,748	40,520	536	82,156
Scheduled Holiday Work	38,090	488	-	-	12,868	27,488	300	79,234
Comp Time - O&M	8,660	-	-	-	2,000	7,188	-	17,848
Fringe Benefits IN to PC's & Depts.	1,083,032	54,185	91,550	58,765	548,359	1,063,984	56,094	2,955,969
Standby Pay	40,300	-	-	-	12,000	47,692	-	99,992
<b>Total Payroll Costs</b>	<b>3,169,781</b>	<b>153,430</b>	<b>258,282</b>	<b>165,788</b>	<b>1,587,650</b>	<b>3,124,605</b>	<b>159,090</b>	<b>8,618,625</b>
<b>Other Expenses</b>								
Electricity	683,100	-	-	-	310,000	306,000	-	1,299,100
Natural Gas	259,560	-	-	-	3,500	246,800	-	509,860
Potable & Reclaimed Water	27,000	-	-	-	24,000	28,400	-	79,400
Co-generation Power Credit	-	-	-	-	-	(1,367,100)	-	(1,367,100)
Chlorine/Sodium Hypochlorite	40,000	-	-	-	117,500	61,800	-	219,300
Polymer Products	458,000	-	-	-	-	695,500	-	1,153,500
Ferric Chloride	300,000	-	-	-	160,000	522,500	-	982,500
Odor Control Chemicals	38,000	-	-	-	70,000	73,700	-	181,700
Other Chemicals - Misc.	1,000	-	-	-	-	1,000	-	2,000
Laboratory Services	20,508	-	3,120	-	10,500	28,000	-	62,128
Grit Hauling - 21A	72,600	-	-	-	22,000	41,200	-	135,800
Landscaping	70,000	-	-	-	64,900	82,400	-	217,300
Management Support Services	35,950	57,500	20,000	45,000	33,500	36,100	57,500	285,550
Audit - Environmental	-	-	1,324	-	-	-	-	1,324
Legal Fees	5,000	1,000	1,000	1,000	5,000	5,000	1,000	19,000
Public Notices/ Public Relations	-	-	1,550	-	-	-	-	1,550
Contract Services Misc. - 29	132,900	-	-	-	113,300	118,500	-	364,700
Small Vehicle Expense - 31A	11,000	-	1,148	-	4,200	8,200	-	24,548
Miscellaneous Expense	11,752	-	2,068	-	1,000	5,000	-	19,820
Office Supplies - All	30,900	-	-	-	5,200	13,400	-	49,500
Petroleum Products	12,000	-	-	-	4,000	12,400	-	28,400
Uniforms	37,100	-	-	-	10,300	33,000	-	80,400
Small Vehicle Fuel - 37A	8,000	-	1,304	-	2,100	9,000	-	20,404
Insurance - Property/Liability	224,629	25,347	8,540	2,946	94,591	252,549	29,622	638,224
Small Tools & Supplies	36,100	-	3,752	-	9,300	30,900	-	80,052
Trash Disposal	3,000	-	-	-	3,000	4,000	-	10,000
Safety Supplies	40,840	1,036	-	-	34,124	40,212	1,040	117,252
Equipment Rental	3,000	-	-	-	1,000	3,000	-	7,000

# O & M, Environmental & Safety Departments

## Cont'd Budget FY 2024-25 by Project Committee

	PC 02	PC 05	PC 08	PC 12	PC 15	PC 17	PC 24	SOCWA
Recruitment	1,000	-	-	-	300	1,000	-	2,300
Travel Expense/Tech. Conferences	19,379	4,739	4,739	4,739	12,059	19,379	4,739	69,775
Training Expense	25,592	1,087	2,000	-	21,017	36,267	1,087	87,050
Laboratory Supplies	21,000	40,000	-	-	22,000	30,000	27,048	140,048
Office Equipment	14,000	-	-	-	3,000	10,000	-	27,000
Permits	29,735	332,746	520	28,050	3,000	18,500	286,000	698,551
Membership Dues/Fees	4,025	-	500	72	4,025	4,025	-	12,647
Offshore Monitoring - 20A	-	18,500	-	-	-	-	41,616	60,116
Offshore Biochemistry - 20B	-	7,550	-	-	-	-	15,304	22,854
Effluent Chemistry - 20C	-	28,500	-	-	-	-	23,408	51,908
Access Road Expenses	-	-	-	-	45,000	-	-	45,000
Storm Damage	-	-	-	-	20,000	-	-	20,000
Biosolids Disposal - 21B	787,500	-	-	-	-	1,067,300	-	1,854,800
Contract Services Generators - 29A	10,000	-	-	-	5,200	8,000	-	23,200
Janitorial Services	44,300	-	-	-	15,500	38,100	-	97,900
Contract Serv - Digester Cleaning - 29E	-	-	-	-	-	65,000	-	65,000
Diesel Truck Maint - 31B	23,700	-	-	-	1,000	19,600	-	44,300
Diesel Truck Fuel - 37B	3,400	-	-	-	500	8,200	-	12,100
Maintenance Equip. & Facilities (Solids) 41-A	125,000	-	-	-	-	180,300	-	305,300
Maintenance Equip. & Facilities (Liquids) 41-B	200,000	-	-	-	100,000	200,000	-	500,000
Maintenance Equip. & Facilities (Common) 41-C	30,000	1,000	-	-	24,000	36,000	1,000	92,000
Maintenance Equip. & Facilities (Co-Gen) 41-D	308,000	-	-	-	-	518,000	-	826,000
Maintenance Equip. & Facilities (AWT) 41-E	-	-	-	-	30,000	-	-	30,000
Mileage	1,450	-	-	-	500	1,000	-	2,950
MNWD Lab Services and Supplies	-	-	-	-	-	40,000	-	40,000
SCADA Infrastructure	31,200	-	-	-	31,200	31,200	-	93,600
IT Direct	20,000	-	-	-	18,000	20,000	-	58,000
Co-Generation Power Credit - Offset	-	-	-	-	-	1,367,100	-	1,367,100
Operating Leases	20,000	-	-	-	-	-	-	20,000
Monthly Car Allowance	8,400	-	-	4,200	4,200	8,400	-	25,200
Zephyr Wall Costs Share-O&M	(14,000)	-	-	-	-	-	-	(14,000)
IT Allocations in to PC's & Depts.	264,170	13,174	20,660	14,265	133,277	258,384	13,617	717,548
<b>Total Other Expenses</b>	<b>4,536,040</b>	<b>532,179</b>	<b>72,225</b>	<b>100,272</b>	<b>1,596,794</b>	<b>5,280,968</b>	<b>502,982</b>	<b>12,621,460</b>
<b>Total Expenses</b>	<b>7,705,821</b>	<b>685,609</b>	<b>330,507</b>	<b>266,060</b>	<b>3,184,444</b>	<b>8,405,573</b>	<b>662,071</b>	<b>21,240,085</b>

# O & M, Environmental & Safety Departments

## Year Over Year Budget Summary

	FY 2024-25 Budget	FY 2025-26 Budget	Change %	FY 2026-27 Budget	Change %	FY 2027-28 Budget	Change %	FY 2028-29 Budget	Change %
<b>Salary and Fringe</b>									
Regular Salaries-O&M	5,383,426	5,531,431	2.7%	5,654,659	2.2%	5,744,432	1.6%	5,757,688	0.2%
Overtime Salaries-O&M	82,156	84,672	3.1%	87,212	3.0%	89,755	2.9%	92,398	2.9%
Scheduled Holiday Work	79,234	81,956	3.4%	84,628	3.3%	86,933	2.7%	89,342	2.8%
Comp Time - O&M	17,848	18,384	3.0%	18,932	3.0%	19,271	1.8%	15,610	-19.0%
Fringe Benefits IN to PC's & Depts.	2,955,969	3,037,237	2.7%	3,104,900	2.2%	3,154,193	1.6%	3,161,472	0.2%
Standby Pay	99,992	99,992	0.0%	99,992	0.0%	99,992	0.0%	99,992	0.0%
<b>Total Payroll Costs</b>	<b>8,618,625</b>	<b>8,853,672</b>	<b>2.73%</b>	<b>9,050,324</b>	<b>2.22%</b>	<b>9,194,576</b>	<b>1.59%</b>	<b>9,216,502</b>	<b>0.24%</b>
<b>Other Expenses</b>									
Electricity	1,299,100	1,532,600	18.0%	1,490,200	-2.8%	1,581,600	6.1%	1,676,500	6.0%
Natural Gas	509,860	382,200	-25.0%	678,100	77.4%	612,500	-9.7%	649,000	6.0%
Potable & Reclaimed Water	79,400	81,800	3.0%	84,200	2.9%	86,800	3.1%	89,400	3.0%
Co-generation Power Credit	(1,367,100)	(1,435,500)	5.0%	(1,521,600)	6.0%	(1,612,900)	6.0%	(1,709,700)	6.0%
Chlorine/Sodium Hypochlorite	219,300	222,200	1.3%	227,000	2.2%	232,000	2.2%	237,100	2.2%
Polymer Products	1,153,500	1,188,100	3.0%	1,126,620	-5.2%	1,160,400	3.0%	1,195,200	3.0%
Ferric Chloride	982,500	1,012,000	3.0%	1,042,300	3.0%	1,073,500	3.0%	1,105,600	3.0%
Odor Control Chemicals	181,700	187,100	3.0%	192,800	3.0%	198,500	3.0%	204,400	3.0%
Other Chemicals - Misc.	2,000	2,000	0.0%	3,000	50.0%	3,000	0.0%	3,000	0.0%
Laboratory Services	62,128	59,104	-4.9%	60,588	2.5%	61,915	2.2%	62,777	1.4%
Grit Hauling	135,800	139,900	3.0%	144,100	3.0%	148,400	3.0%	152,900	3.0%
Landscaping	217,300	223,800	3.0%	230,500	3.0%	237,400	3.0%	244,500	3.0%
Management Support Services	285,550	160,451	-43.8%	161,822	0.9%	163,182	0.8%	164,570	0.9%
Audit - Environmental	1,324	1,356	2.4%	1,376	1.5%	1,404	2.0%	1,376	-2.0%
Legal Fees	19,000	19,120	0.6%	19,244	0.6%	19,361	0.6%	19,491	0.7%
Public Notices/ Public Relations	1,550	1,600	3.2%	1,650	3.1%	1,683	2.0%	1,650	-2.0%
Contract Services Misc.	364,700	375,700	3.0%	387,000	3.0%	398,600	3.0%	410,600	3.0%
Small Vehicle Expense	24,548	24,864	1.3%	25,192	1.3%	25,516	1.3%	25,892	1.5%
Miscellaneous Expense	19,820	19,960	0.7%	32,316	61.9%	28,759	-11.0%	28,916	0.5%
Office Supplies - All	49,500	50,200	1.4%	51,200	2.0%	52,200	2.0%	53,200	1.9%
Petroleum Products	28,400	27,400	-3.5%	27,400	0.0%	27,400	0.0%	27,400	0.0%
Uniforms	80,400	82,500	2.6%	84,600	2.5%	87,600	3.5%	89,900	2.6%
Small Vehicle Fuel	20,404	20,524	0.6%	20,756	1.1%	21,083	1.6%	21,356	1.3%
Insurance - Property/Liability	638,224	702,047	10.0%	772,251	10.0%	849,476	10.0%	934,424	10.0%
Small Tools & Supplies	80,052	80,924	1.1%	83,096	2.7%	84,274	1.4%	85,396	1.3%
Trash Disposal	10,000	10,000	0.0%	10,000	0.0%	10,000	0.0%	10,000	0.0%
Safety Program & Supplies	117,252	119,596	2.0%	121,992	2.0%	124,813	2.3%	126,270	1.2%
Equipment Rental	7,000	8,000	14.3%	8,000	0.0%	8,000	0.0%	8,000	0.0%



# O & M, Environmental & Safety Departments

## Year Over Year Budget Summary

### Cont'd

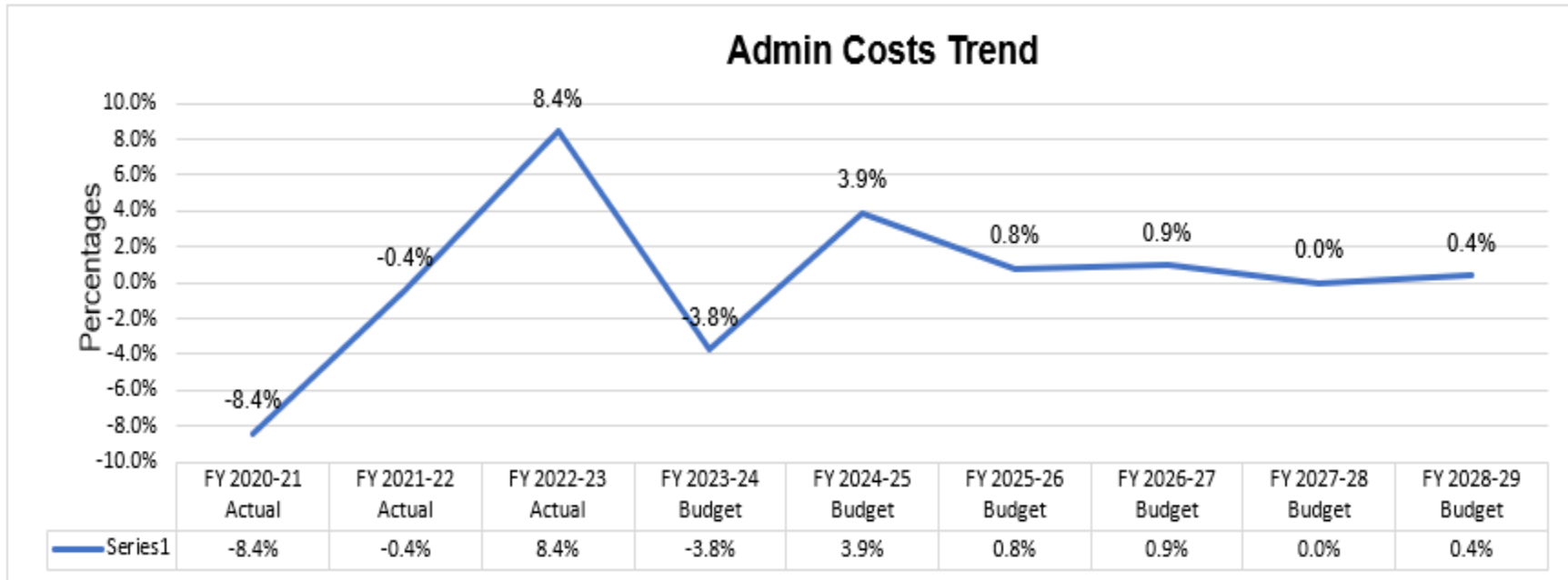
	FY 2024-25 Budget	FY 2025-26 Budget	Change %	FY 2026-27 Budget	Change %	FY 2027-28 Budget	Change %	FY 2028-29 Budget	Change %
Recruitment	2,300	2,300	0.0%	2,300	0.0%	2,300	0.0%	2,300	0.0%
Travel Expense/Tech. Conferences	69,775	69,949	0.2%	70,645	1.0%	71,403	1.1%	72,180	1.1%
Training Expense	87,050	61,601	-29.2%	61,858	0.4%	62,020	0.3%	62,185	0.3%
Laboratory Supplies	140,048	137,722	-1.7%	141,423	2.7%	144,654	2.3%	147,917	2.3%
Office Equipment	27,000	27,000	0.0%	27,000	0.0%	27,000	0.0%	27,000	0.0%
Permits	698,551	766,812	9.8%	841,842	9.8%	924,313	9.8%	1,014,849	9.8%
Membership Dues/Fees	12,647	42,968	239.7%	43,573	1.4%	44,197	1.4%	44,804	1.4%
Offshore Monitoring	60,116	61,316	2.0%	62,544	2.0%	63,410	1.4%	64,293	1.4%
Offshore Biochemistry	22,854	23,204	1.5%	23,570	1.6%	23,888	1.4%	24,213	1.4%
Effluent Chemistry	51,908	52,880	1.9%	53,860	1.9%	54,347	0.9%	54,844	0.9%
Access Road Expenses	45,000	45,000	0.0%	45,000	0.0%	45,000	0.0%	45,000	0.0%
Storm Damage	20,000	20,000	0.0%	20,000	0.0%	20,000	0.0%	20,000	0.0%
Biosolids Disposal	1,854,800	1,910,400	3.0%	1,942,638	1.7%	2,000,900	3.0%	2,060,900	3.0%
Contract Services Generators	23,200	23,000	-0.9%	23,000	0.0%	23,000	0.0%	23,000	0.0%
Janitorial Services	97,900	97,900	0.0%	100,000	2.1%	102,000	2.0%	107,000	4.9%
Contract Serv - Digester Cleaning	65,000	65,000	0.0%	0	-100.0%	65,000	0.0%	60,000	-7.7%
Diesel Truck Maint	44,300	44,600	0.7%	45,600	2.2%	46,600	2.2%	47,600	2.1%
Diesel Truck Fuel	12,100	12,100	0.0%	12,100	0.0%	12,100	0.0%	12,100	0.0%
Maintenance Equip. & Facilities (Solids)	305,300	314,500	3.0%	324,000	3.0%	333,700	3.0%	343,700	3.0%
Maintenance Equip. & Facilities (Liquids)	500,000	515,000	3.0%	530,500	3.0%	546,500	3.0%	563,000	3.0%
Maintenance Equip. & Facilities (Common)	92,000	94,900	3.2%	97,800	3.1%	100,800	3.1%	64,200	-36.3%
Maintenance Equip. & Facilities (Co-Gen)	826,000	884,000	7.0%	946,000	7.0%	1,013,000	7.1%	1,083,000	6.9%
Maintenance Equip. & Facilities (AWT)	30,000	40,000	33.3%	41,000	2.5%	42,000	2.4%	43,000	2.4%
Mileage	2,950	3,000	1.7%	3,050	1.7%	3,050	0.0%	3,050	0.0%
MNWD Potable Water Supplies & Svcs.	40,000	41,000	2.5%	42,000	2.4%	43,000	2.4%	44,000	2.3%
SCADA Infrastructure	93,600	93,900	0.3%	119,400	27.2%	99,900	-16.3%	99,600	-0.3%
IT Direct	58,000	58,000	0.0%	58,000	0.0%	58,000	0.0%	68,000	17.2%
Co-Generation Power Credit - Offset	1,367,100	1,435,500	5.0%	1,521,600	6.0%	1,612,900	6.0%	1,709,700	6.0%
Operating Leases	20,000	20,000	0.0%	20,000	0.0%	20,000	0.0%	20,000	0.0%
Monthly Car Allowance	25,200	25,200	0.0%	25,200	0.0%	25,200	0.0%	25,200	0.0%
Zephyr Wall Costs Share - O&M	(14,000)	(14,000)	0.0%	(14,000)	0.0%	(14,000)	0.0%	(14,000)	0.0%
IT Allocations in to PC's & Depts.	717,548	735,327	2.5%	755,029	2.7%	774,443	2.6%	786,448	1.6%
<b>Total Other Expenses</b>	<b>12,621,460</b>	<b>13,009,627</b>	<b>3.1%</b>	<b>13,552,238</b>	<b>4.2%</b>	<b>14,077,094</b>	<b>3.9%</b>	<b>14,648,203</b>	<b>4.1%</b>
<b>Total Expenses</b>	<b>21,240,085</b>	<b>21,863,299</b>	<b>2.9%</b>	<b>22,602,561</b>	<b>3.4%</b>	<b>23,271,670</b>	<b>3.0%</b>	<b>23,864,705</b>	<b>2.5%</b>

# Residual Engineering Budget

	FY 2023-24 Budget	FY 2024-25 Budget	Change \$ Amount	Change %
<b>Salary and Fringe</b>				
Regular Salaries-O&M	194,546	109,310	(85,236)	-43.8%
Fringe Benefits IN to PC's & Depts.	104,916	60,021	(44,895)	-42.8%
<b>Total Payroll Costs</b>	<b>299,462</b>	<b>169,330</b>	<b>(130,132)</b>	<b>-43.5%</b>
<b>Other Expenses</b>				
Miscellaneous Expense	2,000	1,000	(1,000)	-50.0%
Office Supplies - All		100	100	
Safety Supplies		100	100	
Travel Expense/Tech. Conferences	8,500	2,500	(6,000)	-70.6%
Training Expense	1,300	1,300	-	0.0%
Office Equipment	150	153	3	2.0%
Membership Dues/Fees	1,775	1,150	(625)	-35.2%
Mileage	250	150	(100)	-40.0%
IT Direct	250	-	(250)	-100.0%
Operating Leases	30,000	20,000	(10,000)	-33.3%
Monthly Car Allowance	4,200		(4,200)	-100.0%
Shipping/Freight	100	102	2	2.0%
IT Allocations in to PC's & Depts.	54,993	22,241	(32,752)	-59.6%
<b>Total Other Expenses</b>	<b>103,518</b>	<b>48,796</b>	<b>(54,722)</b>	<b>-52.9%</b>
<b>Total Residual Engineering Expenses</b>	<b>402,980</b>	<b>218,126</b>	<b>(184,854)</b>	<b>-45.9%</b>
<b>YOY Change</b>	<b>52.6%</b>	<b>-45.9%</b>		
<b>Capitalized Portion of Labor &amp; Fringe</b>	<b>422,501</b>	<b>89,149</b>	<b>(333,352)</b>	<b>-78.9%</b>
<b>Percentage Change</b>	<b>39.8%</b>	<b>-78.9%</b>		

Regular Salaries include 10% of the Acting GM Labor Costs.

# Administration Budget Cost Trends



# Administration Budget (in dollars)

											FY 24-25	
	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	Change	Change
	Actual	Actual	Actual	Actual	Budget	Budget	Budget	Budget	Budget	Budget	\$	%
<b>Salary and Fringe</b>												
Regular Salaries-Admin & IT	934,332	899,005	923,711	947,630	1,006,210	1,053,134	1,065,275	1,069,932	1,071,895	1,073,918	46,924	4.7%
Overtime Salaries-Admin & IT	33,485	35,428	28,565	14,911	7,000	7,500	7,500	7,500	7,500	7,500	500	7.1%
Comp Time - Admin	9,200	18,225	6,252	4,206	4,000	2,000	2,000	2,000	2,000	2,000	(2,000)	-50.0%
Fringe Benefits IN to PC's & Depts.	693,140	486,745	524,484	544,340	542,634	578,262	584,929	587,486	588,564	589,674	35,628	6.6%
<b>Total Payroll Costs</b>	<b>1,670,157</b>	<b>1,439,403</b>	<b>1,483,013</b>	<b>1,511,087</b>	<b>1,559,845</b>	<b>1,640,896</b>	<b>1,659,704</b>	<b>1,666,918</b>	<b>1,669,959</b>	<b>1,673,092</b>	<b>81,051</b>	<b>5.2%</b>
<b>Other Expenses</b>												
Public Notices/ Public Relations		2,180										
HR Recruitment & Employee Relations	34,745	32,837	23,042	10,630	48,100	32,100	30,977	31,596	32,228	32,873	(16,000)	-33.3%
Subscriptions	2,058	2,119	2,528	1,903	1,400	2,030	2,071	2,112	2,154	2,197	630	45.0%
Contract Labor/Temp Labor			24,512	28,477	30,000	35,000	35,700	36,414	37,142	37,885	5,000	16.7%
Management Support Services	80,611	58,868	32,691	77,545	55,000	155,000	156,100	157,222	158,366	159,534	100,000	181.8%
Audit	38,267	40,600	45,000	37,680	46,000	40,800	40,848	51,897	42,975	43,201	(5,200)	-11.3%
Legal	222,876	338,560	266,611	389,328	200,000	100,000	100,000	100,000	100,000	100,000	(100,000)	-50.0%
Postage	3,126	897	1,460	1,226	1,500	1,545	1,545	1,545	1,545	1,545	45	3.0%
Office Supplies - Admin	5,983	3,512	3,113	1,799	4,000	4,120	4,202	4,286	4,372	4,460	120	3.0%
Office Equipment	1,933	2,338	5,101	9,223	1,000	1,000	1,000	1,000	1,000	1,000	-	0.0%
Memberships & Trainings	94,279	76,234	98,047	104,664	105,000	107,500	105,000	105,000	105,000	105,000	2,500	2.4%
Travel & Conference	13,470	5,224	11,482	13,878	25,000	25,000	25,000	25,000	25,000	25,000	-	0.0%
Scholarship/Education reimbursement		1,000		1,000	1,000	1,000	1,000	1,000	1,000	1,000	-	0.0%
Education Reimbursement	1,500	1,500	2,651	2,715	3,000	1,500	1,500	1,500	1,500	1,500	(1,500)	-50.0%
Miscellaneous	25,777	19,542	22,786	22,232	22,000	27,000	27,540	28,091	28,653	29,226	5,000	22.7%
Mileage	401	185	148	686	600	800	816	832	849	866	200	33.3%
Contract Services Misc	5,293	5,464	5,646	5,732	5,800	5,800	5,858	5,917	5,976	6,036	-	0.0%
IT Allocations in to PC's & Depts.	142,337	114,520	108,574	97,589	123,292	140,375	140,251	140,962	142,362	144,331	17,082	13.9%
Shipping/Freight	4,830	4,296	3,822	2,446	1,200	2,000	2,040	2,081	2,122	2,165	800	66.7%
Monthly Car Allowance	12,119	12,046	12,046	13,500	12,000	10,200	10,200	10,200	10,200	10,200	(1,800)	-15.0%
<b>Total Other Expenses</b>	<b>689,605</b>	<b>721,922</b>	<b>669,260</b>	<b>822,253</b>	<b>685,892</b>	<b>692,770</b>	<b>691,648</b>	<b>706,655</b>	<b>702,445</b>	<b>708,018</b>	<b>6,877</b>	<b>1.0%</b>
<b>Total Administration Expenses</b>	<b>2,359,761</b>	<b>2,161,324</b>	<b>2,152,273</b>	<b>2,333,340</b>	<b>2,245,737</b>	<b>2,333,665</b>	<b>2,351,352</b>	<b>2,373,573</b>	<b>2,372,405</b>	<b>2,381,109</b>	<b>87,928</b>	<b>3.9%</b>
<b>Year-Over-Year Change %'s</b>	<b>0.0%</b>	<b>-8.4%</b>	<b>-0.4%</b>	<b>8.4%</b>	<b>-3.8%</b>	<b>3.9%</b>	<b>0.8%</b>	<b>0.9%</b>	<b>0.0%</b>	<b>0.4%</b>		

Regular Salaries include 90% of the Acting GM Labor Costs.

# General Fund Budget FY 2024-25 compared to FY 2023-24 (Included Within Admin Expenses) (in dollars)

										FY 24-25		
Finance Committee Recommended General Fund %'s	FY 2020-21 Actual	FY 2021-22 Actual	FY 2022-23 Actual	FY 2023-24 Budget	FY 2024-25 Budget	FY 2025-26 Budget	FY 2026-27 Budget	FY 2027-28 Budget	FY 2028-29 Budget	Change \$	Change %	
<b>Salary and Fringe</b>												
Regular Salaries-Admin	Footnote #1	167,925	157,568	165,777	180,128	175,378	175,378	175,378	175,378	175,378	(4,750)	-2.6%
Overtime Salaries-Admin	50%	17,714	5,523	7,092	3,500	3,750	3,750	3,750	3,750	3,750	250	7.1%
Comp Time - Admin	50%	9,112	1,124	1,340	2,000	1,000	1,000	1,000	1,000	1,000	(1,000)	-50.0%
Fringe Benefits IN to PC's & Depts.		90,919	89,467	95,226	97,141	96,298	96,298	96,298	96,298	96,298	(843)	-0.9%
<b>Total Payroll Costs</b>		<b>285,670</b>	<b>253,681</b>	<b>269,435</b>	<b>282,769</b>	<b>276,426</b>	<b>276,426</b>	<b>276,426</b>	<b>276,426</b>	<b>276,426</b>	<b>(6,343)</b>	<b>-2.2%</b>
<b>Other Expenses</b>												
Public Notices/ Public Relations	100%		6,128	7,119	7,500	8,750	8,925	9,104	9,286	9,471	1,250	16.7%
Contract Labor/Part-Time Labor	25%											
Audit	100%	40,600	45,000	37,680	46,000	40,800	40,848	51,897	42,975	43,201	(5,200)	-11.3%
Legal	40%	135,424	106,644	149,643	80,000	40,000	40,000	40,000	40,000	40,000	(40,000)	-50.0%
Outside Services	100%											
Postage	20%	179	292	245	300	309	309	309	309	309	9	3.0%
Office Supplies - Admin	100%	3,512	3,113	1,799	4,000	4,120	4,202	4,286	4,372	4,460	120	3.0%
Office Equipment	100%	2,338	5,101	9,223	1,000	1,000	1,000	1,000	1,000	1,000	-	0.0%
Miscellaneous	20%	3,908	4,557	4,446	4,400	5,400	5,508	5,618	5,731	5,845	1,000	22.7%
IT Allocations in to PC's & Depts.	5%	5,726	5,429	4,879	6,165	7,019	7,013	7,048	7,118	7,217	854	13.9%
<b>Total Other Expenses</b>		<b>191,688</b>	<b>176,264</b>	<b>215,035</b>	<b>149,365</b>	<b>107,398</b>	<b>107,805</b>	<b>119,263</b>	<b>110,791</b>	<b>111,502</b>	<b>(41,967)</b>	<b>-28.1%</b>
<b>Total General Fund Expenses</b>		<b>477,358</b>	<b>429,946</b>	<b>484,470</b>	<b>432,133</b>	<b>383,824</b>	<b>384,231</b>	<b>395,689</b>	<b>387,217</b>	<b>387,928</b>	<b>(48,310)</b>	<b>-11.2%</b>

(1) Time Allocations: GM 50% of the amount in Administration, Executive Assistant 50%, and the Controller 5%.

# General Fund Budget FY 2024-25 by Member Agency (in dollars)

	<b>FY 2023-24</b>	<b>Change</b>	<b>FY 2024-25</b>	<b>Change</b>	<b>FY 2025-26</b>	<b>Change</b>	<b>FY 2026-27</b>	<b>Change</b>	<b>FY 2027-28</b>	<b>Change</b>	<b>FY 2028-29</b>	<b>Change</b>
	<b>Budget</b>	<b>%</b>	<b>Budget</b>	<b>%</b>	<b>Budget</b>	<b>%</b>	<b>Budget</b>	<b>%</b>	<b>Budget</b>	<b>%</b>	<b>Budget</b>	<b>%</b>
City of Laguna Beach	61,733	14.3%	54,832	14.3%	54,890	14.3%	56,527	14.3%	55,317	14.3%	55,418	14.3%
City of San Clemente	61,733	14.3%	54,832	14.3%	54,890	14.3%	56,527	14.3%	55,317	14.3%	55,418	14.3%
City of San Juan Capistrano												
El Toro Water District	61,733	14.3%	54,832	14.3%	54,890	14.3%	56,527	14.3%	55,317	14.3%	55,418	14.3%
Emerald Bay Service District	61,733	14.3%	54,832	14.3%	54,890	14.3%	56,527	14.3%	55,317	14.3%	55,418	14.3%
Irvine Ranch Water District												
Moulton Niguel Water District	61,733	14.3%	54,832	14.3%	54,890	14.3%	56,527	14.3%	55,317	14.3%	55,418	14.3%
Santa Margarita Water District	61,733	14.3%	54,832	14.3%	54,890	14.3%	56,527	14.3%	55,317	14.3%	55,418	14.3%
South Coast Water District	61,733	14.3%	54,832	14.3%	54,890	14.3%	56,527	14.3%	55,317	14.3%	55,418	14.3%
Trabuco Canyon Water District												
<b>Total</b>	<b>432,133</b>	<b>100.0%</b>	<b>383,824</b>	<b>100.0%</b>	<b>384,231</b>	<b>100.0%</b>	<b>395,689</b>	<b>100.0%</b>	<b>387,217</b>	<b>100.0%</b>	<b>387,928</b>	<b>100.0%</b>

The General Fund is distributed evenly amongst the seven Member Agencies.

# IT Budget

	FY 2023-24 Adopted Budget	FY 2024-25 Proposed Budget	Change \$ Amount	Change %
<b>Salary and Fringe</b>				
Regular Salaries-Admin & IT	116,046	125,452	9,406	8.1%
Overtime Salaries-Admin & IT	-	-	-	0.0%
Comp Time - IT	-	-	-	0.0%
Fringe Benefits IN to PC's & Depts.	62,582	68,884	6,302	10.1%
<b>Total Salary &amp; Fringe</b>	<b>\$178,629</b>	<b>\$194,337</b>	<b>\$15,708</b>	<b>8.8%</b>
Small Tools & Supplies	1,000	1,000	-	0.0%
Safety Supplies	-	-	-	0.0%
Training Expense	3,000	3,000	-	0.0%
Recruitment & Employee Relations, IT	-	600	600	100.0%
Subscriptions	-	-	-	0.0%
Management Support Services	-	-	-	0.0%
Office Supplies - All	-	-	-	0.0%
Office Equipment	600	-	(600)	-100.0%
Memberships & Trainings	2,750	5,950	3,200	116.4%
Travel & Conference	1,500	1,500	-	0.0%
Software Maintenance Agreements	84,700	63,180	(21,520)	-25.4%
Hardware Maintenance Agreements	22,400	10,300	(12,100)	-54.0%
Cloud Subscriptions (Internet) <sup>1</sup>	196,935	195,018	(1,917)	-1.0%
Telecommunications	161,382	163,882	2,500	1.5%
IT Professional Services <sup>1</sup>	19,960	106,200	86,240	432.1%
Small Hardware Purchases (< \$5k)	25,400	28,400	3,000	11.8%
Small Software Purchases & Licenses(<\$5k)	30,500	31,000	500	1.6%
IT Memberships	160	160	-	0.0%
Operating Leases	64,200	64,173	(27)	0.0%
Miscellaneous	5,000	5,000	0	0.0%
Mileage	-	3,200	3,200	100.0%
Computer & Photocopy Supplies	3,200	3,264	64	2.0%
Shipping/Freight	-	-	-	0.0%
<b>Total Other Expenses<sup>1</sup></b>	<b>\$ 622,687</b>	<b>\$ 685,827</b>	<b>\$ 63,140</b>	<b>10.1%</b>
<b>Total IT Expenses</b>	<b>\$ 801,315</b>	<b>\$ 880,164</b>	<b>\$ 78,848</b>	<b>9.8%</b>
IT Allocations (OUT) to PC's & Depts.	\$ (801,315)	\$ (880,164)	\$ (78,848)	9.8%
<b>Total IT Allocations (Out) to PC's &amp; Depts</b>	<b>\$ (801,315)</b>	<b>\$ (880,164)</b>	<b>\$ (78,848)</b>	<b>9.8%</b>

<sup>1</sup>Significant cost drivers include (i). ADP expense increase of \$25,000 with outsourcing of Payroll. The cost is \$3,488 per month or \$41,305 annually and includes dedicated payroll personnell, legal notices, safety posters, tax reporting, and custom report writing. (ii). Planned upgrade of JBL WiFi access points estimated at \$20,000 (iii). Increase in cost of Cloud Subscription for Water Information Management Software (WIMS) by \$15,000.

# General Fund – Distribution from Admin.

Description	Board Approved GF %'s
Regular Salaries	See Footnote #1
Overtime Salaries	50%
Comp Time – Earned	50%
Public Notices/Public Notices	100%
Contract Labor/Part-Time Labor	25%
Audit	100%
Legal	40%
Outside Services	100%
Postage	20%
Office Supplies – Admin	100%
Office Equipment	100%
Misc.	20%
IT Allocation into PC's & Depts	5%

(1) Time Allocations: GM 50% of the amount in Administration, Executive Assistant 50%, and the Controller 5%



# Budget Schedule

- **February 8 – Engineering Committee Approved CY 2023 flows and solids for use in the FY 24-25 budget.**
- **February 20 – Updated Budget presentation to the Finance Committee**
- **March 14 – CIP TO Engineering Committee**
- **TBD - Remaining Finance Committee Meeting and Budget Workshops**
- **June 1 – Board Meeting (Budget Consideration for Approval)**

# Questions and Discussion

# Agenda Item

# 7.H.

**Board of Directors Meeting**

**Meeting Date:** March 7, 2024

**TO:** Board of Directors  
**FROM:** Jim Burror, Acting General Manager/Director of Operations  
**SUBJECT:** Acting General Manager's Status Report

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## ADMINISTRATION

### Member Agency Requests

The General Manager is directed, as of the May 10, 2022, Executive Committee Meeting, to include a summary of Member Agency Requests in the GM Report. The following requests of SOCWA staff have been received and responded to:

- EBSD and SCWD requested additional meetings on the budget impact assessment for RTP to be operated by MNWD.
- SOCWA's Acting General Manager/Director of Operations and Director of Environmental Compliance attended several meetings for the coordination of the startup and testing of the Doheny Desal test slant wells.
- SOCWA's Acting General Manager/Director of Operations provided SCWD with plans and specifications for the SOCWA's facilities near the Doheny Desal project sites.
- SOCWA's Acting General Manager/Director of Operations provided SCWD with plans and specifications for the SOCWA's facilities near the Doheny Desal project sites.

## OPERATIONS

### February Storms

There was a series of substantial storms in February in Southern California. The treatment plants did receive a substantial amount of rain-dependent inflow and infiltration (RDII).

The following were the peak flow rates to the plants on February 5th:

JBL 40.0 mgd (location: influent, time 10:30 AM)  
RTP 30.0 mgd (location: secondary effluent, 10:00 AM)  
CTP 9.1 mgd (location: influent, time: 1:00 PM)

There were also six (6) outdoor motors that were damaged during these storms totaling about \$10,000.

**ENVIRONMENTAL COMPLIANCE/ OPERATIONS/ENGINEERING**

**Outfall Inspections**

At the February 1, 2024, SOCWA Board meeting, Director Goldman asked about the frequency of inspections required by the SOCWA NPDES permits and the State Lands Commission. SOCWA staff surveyed agencies in the Southern California Bight in Regional Boards 3 (Central Coast, 4( Los Angeles), 8 (Santa Ana), and 9 (San Diego). Table 1 provides the summary of the survey results which were shared with the participating agencies.

Agency	NPDES Permit Inspection Frequency (years)	State Lands Commission Inspection Frequency (years)	State Lands Commission Integrity Assessment (years)
Agency A	Annual		
Agency B	Annual		
Agency C	Annual	Annual	
Agency D	Annual	Annual	
Agency E	Annual		
Agency F	Annual		
Agency G	Annual	Annual	
Agency H	Triennial		
Agency I	Two and one-half	Two and one-half	
Agency J		Bi-Annual	Quinquennial
SOCWA - Aliso Ocean Outfall		Quinquennial	
SOCWA - San Juan Creek Ocean Outfall		Quinquennial	
Agency K	Annual	Quinquennial	
Agency J	Periodically	Every two years and after an earthquake	

Table 1: Inspection frequencies based for coastal dischargers.

**Desal Water Quality**

At the February 1, 2024, SOCWA Board meeting, Matt Collings, Chair of the SOCWA Board requested the following: “Will the product water from the Doheny Desal Project increase constituents in the influent sewers to JBL, thus affecting potential recycling from JBL in the future?” Chair Collings referenced the constituents of chloride, boron, and TDS in his request for more information. The question came after the SOCWA staff’s update on the modeling and monitoring work that SOCWA has performed and will continue to perform as part of the initial, exploratory drilling for the Doheny Desal Project in compliance with our SJCOO NPDES permit. SOCWA staff reached out to agencies regarding this question and publicly accessed a technical memorandum produced by Trussel Technologies which reviewed the overall water quality impact in the Orange County groundwater basin, noting that boron, chloride, and

sodium are the important constituents in desalinated water<sup>1</sup>. SOCWA staff prepared Table 2 to compare the imported potable water to proposed Doheny Desal constituents, recycled water, and surface water in the San Juan Basin.

Analyte	Imported Water (mgl)	Doheny Desal Projected (mgl)	Recycled Water (mgl)	Maximum Contaminant Level (mgl)	Ground Water Basin Plan Limit (1) (mgl/%)
Boron	0.13	0.75-1.0	<0.5	1	0.75
Chloride	ND-0.06	120-150	No data	500	250-400
Sodium	96-102	Not Provided	50-200	Not Regulated	60%
TDS	604-650	320-600	780-1200	1000	500-1200

(1) Water quality limits cannot be exceeded more than 10% on an annual basis. Water quality constituents compared to MCLs and San Juan Basin Plan limits.

**SJCOO Update**

On February 14, 2024, the San Diego Regional Water Quality Control Board (SDRWQCB) considered for adoption the updated NPDES permit for the San Juan Creek Ocean Outfall (SJCOO). The SDRWQCB took unanimous action in support of the amendment to the NPDES permit.

The action the SDRWQCB took was the following:

"This Order amends the 2022 Order by extending the due date for submitting the Mitigation APF Re-Evaluation Study Final Report from March 9, 2024, to March 31, 2025."

The new SJCOO NPDES permit number is R9-2024-0005. Please see the following link with the redlined version of the permit:

[https://www.waterboards.ca.gov/sandiego/board\\_info/agendas/2024/feb/item3/item3\\_sd1.pdf](https://www.waterboards.ca.gov/sandiego/board_info/agendas/2024/feb/item3/item3_sd1.pdf)

**CEI Inspections**

Compliance Evaluation Inspections (CEI) are provisions of the NPDES permits. The CEIs are scheduled for March and April for all facilities on the SJCOO and ACOO permits, respectively. SOCWA staff will participate in the CEIs, as time permits. SOCWA staff are working with the chief plant operators in preparation for the CEIs.

**Water Research Foundation**

SOCWA staff is working with Hazen and Sawyer on the potential participation of SOCWA and other industry partners on an unsolicited proposal from the Water Research Foundation (WRF). The proposal is focused on the evaluation of treatment technologies for PFAS and microplastics removal. The deadline for the proposal is March 27, 2024.

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<sup>1</sup> Trussell; Technologies, Inc. Review of the Proposed Water Requirements for the Huntington Beach Desalter. Prepared for Orange County Water District. April 13, 2016. P. 14 <https://www.irwd.com/images/pdf/about-us/Desalination/Trussell%20Tech%20Final%20Report%20for%20OCWD%2020160413.pdf>

# Memorandum

**DATE:** March 7, 2024  
**TO:** Board of Directors  
**FROM:** Jim Burror, Acting General Manager/Director of Operations  
**SUBJECT:** Administrative Staff Labor Allocations Summary

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At the request of the Finance Committee, here is a summary of the past and present allocation methodology for Administration and General Fund staff labor allocations at SOCWA.

## Background

Excerpt for the FY2017-18 Budget Book

*Per direction and approval from the Board at the June 14, 2017 Meeting, the following costs shall be included in the General Fund, and the following percentages are the pro rata share of the Administration expenses allocated to the General Fund:*

- *General Manager, 50% of payroll costs*
- *Executive Assistant, 50% of payroll costs*
- *Finance Controller, 5% of payroll costs*
- *The above General Fund expenses include costs of Board Meetings and staff costs of compliance with legally required JPA reporting and filing requirements (Form 700, Annual JPA Statements, etc.)*
- *General Fund expenses are shared equally among the 10 member agencies [now seven] and are segregated from Administration Expenses for the purposes of applying an equivalent allocation among the agencies [if approved unanimously]. General Fund Expenses are added back to Administration for the purposes of tracking costs and showing total Administration by agency and project committee.*

Excerpt for the Joint Power Agreement, Section VI. BUDGETS AND PAYMENTS:

*6.1 General Budget. Within sixty (60) days after the first meeting of the Board, a "General Budget" shall be adopted for the balance of the Fiscal Year and the ensuing Fiscal Year. The initial General Budget and each succeeding General Budget shall include the following: (a) the general administrative expenses of the Agency to be incurred during the period covered by the General Budget; and (b) the allocation among the Member Agencies of the amounts necessary to cover the General Budget expenditures. If the General Budget provides an allocation to the Member Agencies on*

*some basis other than equal amounts, the General Budget must be approved by the unanimous consent of all of the Member Agencies. After the first full Fiscal Year, at or prior to each June meeting of the Board, a General Budget shall be adopted for the ensuing Fiscal Year.*

*6.2 Project Budgets. In addition to the General Budget, the Board may budget at any time for the study, implementation or construction of any specific Project proposed to be constructed by the Authority ("Project Budget"). Each Project Budget shall include at a minimum the following:*

- (a) the administrative expenses allocated to the project during planning and construction;*
- (b) the cost of studies and planning for the Project;*
- (c) the cost of the engineering and construction of the Project;*
- (d) the allocation among the Participating Member Agencies of the total Project costs;*
- (e) an estimate of annual maintenance and operating expenses; and*
- (f) a formula for allocating annual maintenance and operating expenses.*

*After the Board approves a Project Budget, it shall be submitted to each Member Agency which has expressed a desire to participate and is to be obligated for the payment of any amount thereunder. The Authority shall not incur any expense for the Project until the Project Budget has been approved by the governing body of each of the proposed Participating Member Agencies. In the event a Project Budget is not approved, the cost of preparing the budget shall be divided among the proposed Participating Member Agencies in accordance with the proposed allocation of the total Project costs.*

*6.3 Operation and Maintenance Budgets. For each Project operated and maintained by the Authority, an operations and maintenance budget ("O&M Budget") shall be prepared and approved at or prior to each June meeting of the Board for the ensuing Fiscal Year. Said budget shall include the following:*

- (a) the estimated expenses of operating the Project;*
- (b) the estimated expenses of maintaining the Project;*
- (c) an estimate of income from operations, if any; and*
- (d) the allocation of operation and maintenance expenses among the*

*Participating Member Agencies in accordance with the formula set forth in the approved Project Budget. An O&M Budget must be approved by two-thirds (2/3) of the directors or by two-thirds (2/3) of the Participating Directors if the budget affects less than the entire membership. Copies of each O & M Budget shall be mailed to each Participating Member Agency within thirty (30) days of its adoption.*

*6.3.1 O&M Costs/Capital Components. It is agreed as follows: (a) all operations and maintenance costs directly related to the use of the Project facilities, including necessary improvements, repairs, adjustments, replacements and incidental accounting and administrative costs in connection therewith, shall be paid by each Member Agency using the Project facilities in proportion to its use; and (b) the maintenance costs not directly related to use of the Project facilities, including necessary capital improvements, repairs, adjustments, replacements and extraordinary or standby maintenance, and incidental accounting and administrative costs in connection therewith, shall be paid by*

*the Participating Member Agencies in proportion to their respective percentage share of the ownership of capacity in said Project facilities. Any change of the foregoing may be made by the unanimous consent of all of the Participating Member Agencies.*

A detailed Board review of the labor efforts by Administrative staff was conducted in December 1999. The Board was presented a memorandum titled EVALUATION OF ALTERNATIVE METHODS FOR ALLOCATING AWMA/SERRA OVERHEAD COSTS. The Board then took action to maintain the current allocation methods that included specific portions of the Administrative labor for the General Fund Budget.

The following are excerpts are from the memorandum related to efforts by Administrative staff.

*General Fund costs are defined as those directly attributable to the operation of the agency Board of Directors. In accordance with the JPA, General Fund costs are divided equally among the various members of the JPA. The only exceptions to this rule relate to Project Committee Directors fees and membership dues. Also, in the SERRA General Fund, Administration Building maintenance expenses are charged to the four owners of the building. See example attached as Exhibit D.*

*Exhibit D*

SOUTH EAST REGIONAL RECLAMATION AUTHORITY  
 GENERAL FUND

TASK NO.	ITEM	BUDGET F/Y 1998/99	BUDGET F/Y 1999/2000
25	Audit	\$800	\$800
27	Legal	10,000	8,500
32	Office Supplies	1,900	6,400
34	Directors Fees	9,300	6,700
39	Insurance	1,800	1,300
52	Admin. Building Revenue Program	4,500	4,500
52-A	Administration Building Expense	30,700	34,000
53	Membership Dues/Fees - CASA	2,500	2,200
69	Administration	51,200	46,800
75	Data Processing	500	600
Z	Contingency	800	200
<b>GRAND TOTALS</b>		<b>\$114,000</b>	<b>\$112,000</b>

Member Agency	Dues (1) and P.C. Director Fees	Administration Building Expense (2)	Remaining Budget Allocation	F/Y 1999/2000 Budget Allocation	Less (2) Admin. Bldg. Rents	99/00 Budget Deposit Requirements
CSC	140	0	14,840	14,980	0	14,980
CSJC	790	11,770	14,840	27,400	(27,350)	50
MNWD	1,340	7,850	14,840	24,030	(18,230)	5,800
SCWD	650	6,530	14,840	22,020	(15,190)	6,830
SMWD	880	7,850	14,840	23,570	(18,230)	5,340
<b>Totals</b>	<b>\$3,800</b>	<b>\$34,000</b>	<b>\$74,200</b>	<b>\$112,000</b>	<b>(\$79,000)</b>	<b>\$33,000</b>

Note: (1).The allocation of CASA dues is based upon member's O & M budget share of SERRA Project Committees. Project Comm. Director Fees are allocated to their respective districts. All other Director Fees are allocated equally.

Note: (2).Administration Building Expenses and Receipts pertain only to Owners of the Administration Building.



*Exhibit F Table 2 –AWMA’s Administrative Labor for the General Fund Budget Allocations*

Personnel	General Fund
General Manager	
Hours	280.00
% of Work Effort	26.40%
Salary & Overhead	\$21,520
Administrative Secretary	
Hours	260.00
% of Work Effort	26.80%
Salary & Overhead	\$8,380
Mngt. Analyst/Admin.	
Hours	100.00
% of Work Effort	10.20%
Salary & Overhead	\$3,010
Secretary	
Hours	100.00
% of Work Effort	9.10%
Salary & Overhead	\$2,150
Controller	
Hours	90.00
% of Work Effort	10.50%
Salary & Overhead	\$3,880
Jr. Accountant	
Hours	110.00
% of Work Effort	6.95%
Salary & Overhead	\$3,010
Bookkeeper	
Hours	20.00
% of Work Effort	2.50%
Salary & Overhead	\$470
Engineer	
Hours	80.00
% of Work Effort	6.95%
Salary & Overhead	\$4,690
Environmental Specialist	
Hours	10.00
% of Work Effort	1.40%
Salary & Overhead	\$390
<b>GRAND TOTALS</b>	<b>\$47,500</b>

Summary of Recent Tracking Efforts Administrative Staff Hours

Over the past six years, there were two efforts to track staff labor after currently used allocations approval at the Board at the June 14, 2017 Meeting. They were performed for the following periods:

- FY18-19
- FY23-24 Q1 and Q2

**FY18-19 Study**

The results of the FY18-19 study were presented at the May 21, 2019, Finance Committee and included:

Definitions:

PC/Agency Direct Labor –PC Matters and meeting with member agency staff (General Fund)

ALL SOCWA Labor - Labor matters, MOU negotiations, HR matters, Financial matters, other Legal, IT & Safety, general lab/permitting/compliance, general Operations, general Engineering, Outreach, Other (misc) (Administration)

Board-Executive-Finance-Engr-Committee Work Labor - Attending Board and Committee meetings, scheduling meetings, Board legal, and Audit (General Fund)

General Manager Labor

31.80%	PC/Agency Direct Labor
47.70%	ALL SOCWA Labor
20.50%	Board-Executive-Finance-Engr-Committee Work Labor

Presented as:

47.70%	Administration
52.30%	General Fund

Administrative Assistant Labor

19.05%	PC/Agency Direct Labor
45.90%	ALL SOCWA Labor
35.05%	Board-Executive-Finance-Engr-Committee Work Labor

Presented as:

45.90%	Administration
54.10%	General Fund

Clerk of the Board

19.80% PC/Agency Direct Labor  
 28.70% ALL SOCWA Labor  
 51.50% Board-Executive-Finance-Engr-Committee Work Labor

Presented as:

45.90% Administration  
 54.10% General Fund

**FY23-24 Q1 and Q2**

In the first half of the current Fiscal Year, the following positions were notified to track activities in ADP as either Administration or General Fund labor activities. The list of activities and their designation included:

Administrative Functions and Activities Charge Codes

Coding Key
00 - PC Admin
03 - General Fund Admin

Meetings	Coding
Attending PC Specific Meetings	00
Attending Board and Board Committee Meetings	03
Preparing Agenda Items by staff	00
Reviewing submitted materials for Board (GM and Assistant Clerk Only)	03
Preparing Board and committee meeting packages and materials including minutes and postings	03
Other agency meetings (IRWM, Aliso Creek Watershed, SJBA, member agency) non-Board Matters	00
Other agency meetings (IRWM, Aliso Creek Watershed, SJBA, member agency) Board Matters	00
Permit renewal activities and meetings	00
Department Meetings and Activities (Admin Dept 04)	00
Department Meetings and Activities (O&M Dept 01, 02, 05)	00
Department Meetings and Activities (Eng Dept 03) - Non Cap	00
Department Meetings and Activities (Eng Dept 034) - Cap	00
Financial Oversight and Reporting	Coding

Audit /Use Audit - preparation of Department materials and financials for Audit	00
Audit /Use Audit - Board Member required materials and correspondence	03
Audit /Use Audit - responding to Auditor questions (PC)	00
Audit /Use Audit - responding to Auditor questions (Board Operation)	03
Audit /Use Audit - document preparation and review	00
Audit /Use Audit - consulting fees (per Board approval)	03
ACFR - Preparation	00
Annual Physical Inventory Audit	00
Financials - Fringe rate review and updates	00
Financials - Preparing and reviewing monthly reports	00
Filing regulatory reports non-Board	00
Filing regulatory reports - Board (Form 700's , Audit, etc.)	03
Financial Reports, billings, bill reviews	00
Processing payroll (biweekly, CalPERS reporting, Offcycle payroll, etc.)	00
Processing payments and deposits	00
Quarterly billing of member agencies	00
Misc billings (Zephyr, water quality testing, YMCA, etc.)	00
Budget preparation efforts	00
Budget distribution and mailing efforts	03
Review and update of budget allocations	00
GASB 68 - Pension Accounting	00
GASB 75 - OPEB Accounting	00
Capital Asset Accounting	00
Quarterly Cash Roll Forward (large, small, non-cap, non-cap misc.)	00
Bank reconciliations	00
W2 processing	00
1099 Tax forms reporting	00
1099 NEC	00
Vendor management (entering, updating, removing, etc. in FE)	00
General Administration Activities	Coding
PIO Activities - non-Board Operation Inquiries (PC items)	00
PIO Activities - Board Operation Inquiries	00
Document Management (non-JPA files) PC Files	00
Document Management (JPA files) Board and Committees Files and Records	03
Insurance-related activities (CSRMA, CalPERS, etc.)	00
Preparing and conducting staff reviews	00
Responding to Board and Committee member inquires	03
Training and conferences - non-Board (CPA, WEF, CASA, CSRMA, CWEA, etc.)	00

Training and conferences - Board (Clerk of Board Conference, etc.)	03
Special projects and activities included in new permits	00
Legal Matters	Coding
Legal Matters - Board Items	03
Legal Matters - PC/Admin Items	00
Special and Directed Activities	Coding
JPA Agreement Updates	03
PC Agreement Updates	00
Board-directed special projects - PC Related	00
Board-directed special projects - board-related	03

General Manager Labor (excludes direct to CIP charges)

20.00% PC/Agency Direct Labor  
 57.60% ALL SOCWA Labor  
 22.40% Board-Executive-Finance-Engr-Committee Work Labor

Presented as:

57.60% Administration  
 42.40% General Fund

Executive Assistant/Assistant Clerk of Board Labor

0.00% PC/Agency Direct Labor  
 65.90% ALL SOCWA Labor  
 34.10% Board-Executive-Finance-Engr-Committee Work Labor

Presented as:

65.90% Administration  
 34.10% General Fund

Finance Controller

0.00% PC/Agency Direct Labor  
 95.00% ALL SOCWA Labor  
 5.00% Board-Executive-Finance-Engr-Committee Work Labor

Presented as:

95.00% Administration  
 5.00% General Fund

### **Administrative Labor Allocations Prior to 1999**

The “General Agency Budget” has also been shown as both “General Fund” and “General Overhead” prior to 1999.

The earliest reference to a “General Agency Budget” is 1977 under AWMA. There was a General Agency Account, General Manager Account, Construction Account, and Project Committee Accounts. The minutes in that era describe the General Manager Account as being allocated based on PC use/allocations/costs. The General Agency Account is described as being allocated unevenly with unanimous consent. I could not find an original budget with the table(s) in our files.

The first definitive Administrative Budget and General Fund/General Agency Budget accounting is in the 1981/1982 AWMA Budget. The General Fund budget was around 10% of the Agency’s overall administrative costs, allocated to “General Overhead” and split evenly between the agencies. The remaining budget was allocated to the PC’s based on expected labor efforts for the upcoming year. It was 60% to PC17 and 30% to PC15 at that time.

General Fund budget levels from the late 1980’s remained around 10% of the Agency’s Administrative budget up to FY2016.

# Memorandum

**DATE:** March 7, 2024  
**TO:** Board of Directors  
**FROM:** Amber Baylor, Director of Environmental Compliance  
**SUBJECT:** Department 02 Full-Time Employee Request Background

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On January 16, 2024, the SOCWA Finance Committee met to evaluate the budget assumptions for the FY 24-25 budget. Included in the budget assumption was a request for a new full-time employee (FTE) for Department 02 or the Environmental Compliance Department. The request was to split an FTE between Pretreatment and the SOCWA Laboratory. The Finance Committee requested a more detailed update on the rationale why a new FTE is needed for FY 24-25, provided feedback on the memo at the Finance Committee, and requested that the SOCWA Board provide feedback on this request.

## Background

The SOCWA Board has indicated that the new SOCWA is focused on the compliance needs of the member agencies for the San Juan Creek Ocean Outfall, Aliso Creek Ocean Outfall, Master Recycled Water Permit, and Pretreatment Program. Support for these programs includes Laboratory personnel. To support the Board's direction, SOCWA staff is requesting that an additional person be added at the lowest level position in the laboratory so that the upper-level staff can focus on regulatory implementation and the new SOCWA's transition.

The regulatory drivers were first discussed by Finance Committee members. Slide 5 of the Finance Committee Packet<sup>1</sup> pointed only to the Direct Potable Reuse regulations as a key driver in the need for a new position for Department 02. However, the slide should have also included the following additional drivers of the request: the Nelac Institute (TNI) laboratory accreditation that is required as of January 1, 2024, for any laboratories submitting compliance work, special studies for the application of research methods to assist in the regulatory rulemaking process, and the development of subject matter experts within the laboratory for workforce development goals. The following provides the rationale as requested for each business driver to assist the Board in the management rationale for this request.

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<sup>1</sup> SOCWA Finance Committee meeting. January 16, 2024. Agenda Item 5 – Budget Baseline Schedule Presentation for FY 2024-25. <https://www.socwa.com/wp-content/uploads/2023/12/5-Budget-Baseline-Schedule-Presentation-for-FY-2024-25.pdf>

## The Nelac Institute (TNI)

At the Finance Committee Meeting on January 16, 2024, a short explanation was provided relating to the resource need for additional regulations. A historical briefing of what the National Environmental Laboratory Accreditation Conference (NELAC) Institute (TNI) is, why it was required, and what is projected to be needed for current accreditation requirements was relayed to the Committee. Key points included the State Water Resources Control Board's Initial Statement of Reason (ISOR) and the compliance deadline of January 1, 2024.

The SWRCB's ISOR estimated<sup>2</sup>, "All medium laboratories will hire a laboratory consulting firm to help implement the 2016 TNI Standard, and 50 percent of medium laboratories will hire one part-time laboratory personnel." The SOCWA Laboratory is considered a medium-sized laboratory due to the number of fields of accreditation. To begin to focus the laboratory efforts for accreditation requirements, we promoted an internal staff member in 2019 who was a Technician III to function as a part-time Quality Assurance specialist.

SOCWA has not hired additional part-time personnel as SOCWA first sought to hire management support to implement the program to understand the programmatic needs. With the new compliance requirement of January 1, 2024, SOCWA management believes it is necessary to focus on quality systems to maintain the accreditation status. Quality Assurance requirement in practice is a full-time focus that the SOCWA lab has experienced through the TNI transition. Hiring a new employee to split time between the SOCWA laboratory will help back-fill the bench work that the QA Specialist is focusing on.

## Direct Potable Reuse Regulations

The recent enactment of direct potable reuse (DPR) regulations in California on December 19, 2024<sup>3</sup>, necessitated a reassessment of the SOCWA's Laboratory's programmatic capabilities and pretreatment staffing requirements. The Moulton Niguel Water District, the El Toro Water District, the South Coast Water District, and the Santa Margarita Water District are planning for the implementation of DPR projects at the facilities within the SOCWA service area. Each agency that implemented a DPR project would be considered a "Direct potable reuse responsible agency" or "DiPPRA." The DiPPRA designation under the SOCWA JPA allows for current member agency efficiencies of resources but also requires minor incremental investment in SOCWA's EPA approved Pretreatment Program to help agencies leverage existing resources.

For example, Section 64669.40 of the DPR regulations requires a wastewater source control program. A wastewater source control program currently exists through SOCWA's EPA approved pretreatment program. The SOCWA source control program establishes local limits discharge control limits, conducts inspections, utilizes police powers when illicit discharges are found, and leverages data management for effective administrative reporting as required under the current program. These elements are all programmatic requirements under the DPR regulations and are

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<sup>2</sup> State Water Resources Control Board (SWRCB). Initial Statement of Reason. Table 3.

[https://www.waterboards.ca.gov/drinking\\_water/certlic/labs/documents/rulemaking/03\\_initial\\_statement\\_of\\_reasons\\_swrcb\\_elap.pdf#page=10&zoom=100,113,514](https://www.waterboards.ca.gov/drinking_water/certlic/labs/documents/rulemaking/03_initial_statement_of_reasons_swrcb_elap.pdf#page=10&zoom=100,113,514)

<sup>3</sup> State Water Resources Control Board. December 19, 2023. Notice of Public Availability of Changes to Proposed Direct Potable Reuse Regulations and Addition of Material to the Rule Making Record (SSDDW-23-001). 22 CCR, Division 4, Environmental Health; Chapter 17, Surface Water Treatment; Article 10, Direct Potable Reuse.  
[https://www.waterboards.ca.gov/public\\_notices/comments/docs/2023/notice\\_sbddw-23-001\\_dpr\\_101923.pdf](https://www.waterboards.ca.gov/public_notices/comments/docs/2023/notice_sbddw-23-001_dpr_101923.pdf)



expected to increase in number due to the higher number of analytes that have been identified that could contribute to a disruption of the DPR treatment trains.

Another example of additional resources needed is the requirement in the DPR regulations for a “Regional Monitoring Consortium,” as a group of DPR projects that “cooperate in developing and implementing monitoring plans that comply with the monitoring requirements<sup>4</sup>.” The SOCWA Laboratory is currently working with MNWD on an initial scan of the influent waste streams, which is a new regulatory driver for which we have not previously budgeted. However, SOCWA is well positioned to utilize resources to meet the monitoring needs of multiple agencies for efficient use of the new position.

Finally, Section 64669.40 requires “Tracking the results of local county public health departments’ disease surveillance programs and community raw wastewater surveillance monitoring programs to identify whether and when community outbreaks of disease occur.” SOCWA currently is contracted with Verily<sup>5</sup> to monitor disease outbreaks at the facilities, but we need a person who is focused on the trends to keep the team informed for the protection of public health.

The new FTE is expected to be initially split between 0-25% in the pretreatment program and 75-100% in the laboratory for the first two years. The cross-training in the pretreatment program builds institutional capacity and sets the foundation for the programmatic development in step with member agency’s developing DPR projects.

### **SOCWA Directed Research**

SOCWA staff are well positioned to address developing water quality regulations with a research component, but additional staff support is needed. These research initiatives have allowed regulations to be modified to benefit the member agencies and have positively contributed to the science behind the developing regulations. For example, in 2018-2019, SOCWA Member Agencies of Project Committee 12 (PC 12) invested monies to help understand the viability of the human marker Hf183 that was being proposed, resulted in the removal of recycled water agencies in the San Diego Investigative Order as it was determined, through SOCWA-related research, that Hf183 is not living but can be detected in a watershed where recycled water is being used.

Another example is the PFAS investigative order. The SWRCB’s 13267 Order resulted in SOCWA being the lead agency for the new required testing where a research method was being utilized. The results of the special study were consistent with domestic wastewater trends on the low concentration of PFAS, which helped the SWRCB in the decision-making process that the publicly owned treatment works (POTWs) were not a source to further regulate at this time.

SOCWA also participated with the California Association of Sanitation Agencies (CASA) in a study of microplastics in wastewater treatment. The study helped to remedy complex protocols for microplastics methods that have implications in treatment controls for wastewater effluent.

SOCWA is also embarking on a molecular method evaluation of rapid detection methods that can supplant the traditional microbiology methods that are employed today but take 18-24 hours for

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<sup>4</sup> State Water Resources Control Board. December 19, 2023. Notice of Public Availability of Changes to Proposed Direct Potable Reuse Regulations and Addition of Material to the Rule Making Record (SSDDW-23-001). 22 CCR, Division 4, Environmental Health; Chapter 17, Surface Water Treatment; Article 10, Direct Potable Reuse. Section 64669.05.

<sup>5</sup> Verily Public Health. Laguna Niguel and Dana Point. [https://publichealth.verily.com/?v=SC2\\_N&i=Coeur+d%27Alene%2C+ID](https://publichealth.verily.com/?v=SC2_N&i=Coeur+d%27Alene%2C+ID)

results to be socialized to the public. The methods are being implemented to study within the 2024 beach water quality season.

While these research efforts have resulted in a clear leadership role for the Region, the staff is stretched thin. Staying in a leadership position requires additional resources to focus on new challenges for the industry. While the SOCWA laboratory has stepped up in the needs and goals, additional bench support will help to facilitate more growth in the laboratory that will prevent burnout and increase workforce development.

### Subject Matter Expertise and Workforce Development

The SOCWA Board has indicated that the new SOCWA is focused on the regulatory needs of the industry to support management decision-making. The SOCWA staff integrates expertise level in areas they are most interested in, allowing for full engagement and employee growth while still supporting the current and future needs of the SOCWA Board. Table 1 below shows the workforce skill development of employee expertise to support an organization built from the bottom to the top in understanding the scientific and regulatory drivers of the organization. The intent of sharing Table 1 is to help the Board understand that a distribution of resources has been allocated to support the long-term success of the organization.

	Subject Matter Expertise										
SOCWA Staff	The Nelac Institute Accreditation	Wastewater Epidemiology	Rapid Beach Water Quality Indicators	HF183	Sewer Exfiltration	PFAS	Air Toxics	Microplastics	Natural Watershed Bacteria	Chemicals of Emerging Concern	Ocean Acidification
DoEC	Support	Co-Lead	Co-Lead	Lead	Lead	Lead	Lead	Lead	Lead		Lead
PT Lab Manager						Co-Lead					
QA/Tech III	Lead(lab)	Co-Lead	Co-Lead	Co-Lead	Support	Support	Support	Co-Lead	Support	Support	Co-Lead
Tech III	Co-Lead	Lead(lab)	Support	Support	Support	Support	Support	Support	Support	Support	Support
Tech III	Support	Support	Lead(lab)	Lead(lab)					Support		
Tech III	Support		Support		Support		Support	Lead(lab)		Support	
Tech III	Support		Support			Lead(lab)		Support			Lead(lab)
Tech III	Support	Support	Co-lead	Support			Lead(lab)			Lead(lab)	
Tech I	Support		Support		Lead(lab)			Support	Lead(lab)		

Table 1: Workforce Development of Department 02

There are two senior-level, Tech III positions that are set to retire soon. The requested additional person helps bridge the gap and facilitate information transfer for continued compliance adherence. The Finance Committee asked if the intent of the new FTE is to replace the two retiring FTEs. At this time, it is uncertain if the FTE will be able to accomplish that goal, but it is the current intent for the new FTE to not replace both FTEs. SOCWA management will reevaluate this question when FTEs retire into the future.

### SOCWA Personnel Overtime Evaluation

To address the Finance Committee’s request for the overtime records that would necessitate a new position, SOCWA management, who is on salary, can relay that the bandwidth needed is typically provided by management staff. The general policy in the laboratory is little to no overtime for non-salary work. The number of hours of overtime in 2023 was 48 hours. While this number

is low, the additional new development work is carried out by non-salary positions. It should also be noted that in 2019, the Environmental Compliance Analyst position FTE was utilized for the Finance Department and has not been filled. Additionally, this additional FTE is requested to meet current regulatory requirements and future regulations and enhance the workforce development within the laboratory.

### **Conclusion**

The establishment of a new laboratory position accomplishes the following:

- Allows upper-level staff to focus on the transition requests of the SOCWA Board.
- Ensure continuous compliance with the TNI accreditation standard.
- Enhance the laboratory's analytical capabilities to meet the increased demand for testing services.
- Strengthen the quality management system, ensuring the reliability and accuracy of our analytical results.
- Facilitate ongoing staff training and development in response to evolving regulatory developments.
- Allows a workforce development bridge to transfer senior-level knowledge to new junior-level members.

**Recommended Action:** Staff recommends that the Board of Directors:

1. Approve the new laboratory position for the FY 2024-2025 period.
2. Allocate the budget for recruitment and salary expenses; and
3. Initiate the recruitment process for hiring staff between July and August 2024.