

**NOTICE OF SPECIAL MEETING
OF THE
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
FINANCE COMMITTEE**

**April 16, 2024
10:30 a.m.**

NOTICE IS HEREBY GIVEN that a Special Meeting of the South Orange County Wastewater Authority (SOCWA) Finance Committee was called to be held on **April 16, 2024, at 10:30 a.m.** SOCWA staff will be present and conducting the meeting at the SOCWA Administrative Office located at 34156 Del Obispo Street, Dana Point, California.

THE SOCWA 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 TWENTY-FOUR (24) 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 TWENTY-FOUR (24) 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, 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 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 UN-MUTE 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 UN-MUTE 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 FINANCE COMMITTEE IN CONNECTION WITH A MATTER SUBJECT FOR DISCUSSION OR CONSIDERATION AT AN OPEN MEETING OF THE FINANCE COMMITTEE 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 FINANCE COMMITTEE LESS THAN TWENTY-FOUR (24) HOURS PRIOR TO THE MEETING, THEY WILL BE AVAILABLE IN THE RECEPTION AREA OF THE AUTHORITY OFFICE AT THE SAME TIME AS THEY ARE DISTRIBUTED TO THE FINANCE COMMITTEE 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.**

Join Zoom Meeting
<https://socwa.zoom.us/>

Meeting ID: 875 0340 4026
Passcode: 702382

Dial by your location:

+1 669 900 6833 US (San Jose) +1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston) +1 312 626 6799 US (Chicago)

Find your local number: <https://socwa.zoom.us/j/87503404026>

AGENDA

1. Call Meeting to Order

2. Public Comments

THOSE WISHING TO ADDRESS THE FINANCE COMMITTEE ON ANY ITEM LISTED ON THE AGENDA WILL BE REQUESTED TO IDENTIFY AT THE OPENING OF THE MEETING AND PRIOR TO THE CLOSE OF THE MEETING. THE AUTHORITY REQUESTS THAT YOU STATE YOUR NAME WHEN MAKING THE REQUEST IN ORDER THAT YOUR NAME MAY BE CALLED TO SPEAK ON THE ITEM OF INTEREST. THE CHAIR OF THE MEETING WILL RECOGNIZE SPEAKERS FOR COMMENT AND GENERAL MEETING DECORUM SHOULD BE OBSERVED IN ORDER THAT SPEAKERS ARE NOT TALKING OVER EACH OTHER DURING THE CALL.

PAGE NO.

3. Approval of Minutes..... 1

- Finance Committee Meeting of March 19, 2024

Recommended Action: Staff recommends that the Finance Committee approve the subject minutes as submitted.

4. Cash Disbursements for the Month of February/March 2024 & Financial Reports for the Month of March 2024 4

- The financial reports included are as follows:
 - a. Summary of Disbursements for February 2024 & March 2024 (Exhibit A.1 & A.2)
 - 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)

Recommended Action: Staff recommends that the Finance Committee recommend that the Board of Directors (i) receive and file the March 2024 Financial Reports, (ii) ratify the February 2024 disbursement for the period from February 1, 2024, through February 29, 2024, totaling \$2,363,742, and (iii) ratify the March 2024 disbursement for the period from March 1, 2024, through March 31, 2024, totaling \$1,765,334.

5. FY2023-24 Budget Update..... 23

Recommended Action: Committee Discussion/Direction/Action.

6. FY 2024-25 Budget Update.....25

- Presentation

Recommended Action: Committee Discussion/Direction/Action.

7. Capital Improvement Program (CIP) Budget Update.....45

- Presentation

Recommended Action: Committee Discussion/Direction/Action.

Adjournment

I hereby certify that the foregoing Notice was personally emailed or mailed to each member of the SOCWA Finance Committee at least 24 hours prior to the scheduled time of the Special Meeting referred to above.

I hereby certify that the foregoing Notice was posted at least 24 hours prior to the time of the above-referenced Finance Committee meeting at the usual agenda posting location of the South Orange County Wastewater Authority and at www.socwa.com.

Dated this 12th day of April 2024.



Danita Hirsh, Assistant Secretary
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

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

Finance Committee

March 19, 2024

DRAFT

The Special Meeting of the South Orange County Wastewater Authority (SOCWA) Finance Committee Meeting was held on March 19, 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:

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
MATT COLLINGS	Moulton Niguel Water District	Director

Staff Participation:

JIM BURROR	Acting General Manager
MARY CAREY	Finance Controller
RONI GRANT	Associate Engineer
JACK BECK	Staff Accountant
KONSTANTIN SHILKOV	Senior Accountant
DINA ASH	HR Administrator
MATT CLARKE	IT Administrator

Also Participating:

ADRIANA OCHOA	Procopio Law
MIKE DUNBAR	Emerald Bay Service District
KATHRYN FRESHLEY	El Toro Water District
KELSEY DECASAS	Moulton Niguel Water District
JOE MULLER	South Coast Water District
SHERRY WANNINGER	Moulton Niguel Water District
DREW ATWATER	Moulton Niguel Water District
ROD WOODS	Moulton Niguel Water District

1. Call Meeting to Order

Chairperson Castillo called the meeting to order at 10:31 a.m.

2. Public Comments

None.

3. Approval of Minutes

- Finance Committee Meeting of February 20, 2024.

ACTION TAKEN

A motion was made by Director Cafferty and seconded by Director Curran to approve the Minutes for February 20, 2024, as submitted.

Motion carried: Aye 5, Nay 0, Abstained 0, Absent 0
Director Castillo Aye
Director Curran Aye
Director Cafferty Aye
Director Collings Aye
Director Arends-King Aye

4. Financial Reports for the Month of January 2024

ACTION TAKEN

A motion was made by Director Collings and seconded by Director Castillo that the Board of Directors (i) receive and file the January 2024 Financial Reports, (ii) ratify the January 2024 disbursement for the period from January 1, 2024, through January 31, 2024, totaling \$5,096,522.

Motion carried: Aye 5, Nay 0, Abstained 0, Absent 0
Director Castillo Aye
Director Curran Aye
Director Cafferty Aye
Director Collings Aye
Director Arends-King Aye

5. Investment Policy for Public Funds Review 2024

ACTION TAKEN

A motion was made by Director Castillo and seconded by Director Collings that the Board of Directors adopt Resolution 2024-03, A Resolution of the South Orange County Wastewater Authority (SOCWA) Adopting Investment Policy for Public Funds, based on the annual review.

Motion carried: Aye 5, Nay 0, Abstained 0, Absent 0
Director Castillo Aye
Director Curran Aye
Director Cafferty Aye
Director Collings Aye
Director Arends-King Aye

6. FY 2024-25 Budget Update

Ms. Carey, Finance Controller, outlined the options for the fiscal year 2024-25 budget update. She stated that she used a ratio-based approach for the administrative cost allocation, supported by industry standards and data set by the Board of Directors.

Ms. Carey noted that the general and administrative expenses are incurred for managing and administering the business unit as a whole and cannot be identified to one particular Project Committee. An open discussion ensued.

Ms. Adriana Ochoa, General Counsel, defined the administrative costs concerning necessary improvements as specified in the JPA. An open discussion ensued.

Staff was directed to present an equal allocation of administrative costs of the FY2024-25 budget for review and discussion at the next Finance meeting in April.

Adjournment

There being no further business, Chairperson Castillo adjourned the meeting at 12:27 p.m.

I HEREBY CERTIFY that the foregoing Minutes are a true and accurate copy of the Minutes of the Special Meeting of the South Orange County Wastewater Authority Finance Committee of March 19, 2024, and approved by the Finance Committee and received and filed by the Board of Directors of the South Orange County Wastewater Authority.

Danita Hirsh / Assistant Secretary
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

Agenda Item

4

Finance Committee Meeting

Meeting Date: April 16, 2024

TO: Finance Committee

FROM: Jim Burror, General Manager/Director of Operations

STAFF CONTACT: Mary Carey, Finance Controller

SUBJECT: Cash Disbursements for the Months of February/March 2024 & Financial Reports for the Month of March 2024

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 February 2024 & March 2024 (Exhibit A.1 & A.2)
- 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

February 2024 cash disbursements were \$2,363,742. March 2024 cash disbursements were \$1,765,334.

- Monthly disbursements are summarized in the attached Exhibits A.1 & A.2.
- The attached Exhibits B, C, D, and E are informational reports only.

Recommended Action: Staff recommends that the Finance Committee recommend that the Board of Directors (i) receive and file the March 2024 Financial Reports, (ii) ratify the February 2024 disbursement for the period from February 1, 2024, through February 29, 2024, totaling \$2,363,742, and (iii) ratify the March 2024 disbursement for the period from March 1, 2024, through March 31, 2024, totaling \$1,765,334.

Exhibit A.1

**South Orange County Wastewater Authority
Summary of Disbursements for February 2024
Staff Recommendation of Fiscal Matters**

	Actual
General Fund	\$ (994,889)
PC 2 - Jay B. Latham Plant	(498,690)
PC 5 - San Juan Creek Ocean Outfall	(51,666)
PC 8 - Pretreatment Program	(1,579)
PC 12 SO - Water Reclamation Permits	(1,800)
PC 15 - Coastal Treatment Plant/AWT	(195,037)
PC 17 - Joint Regional Wastewater Reclamation	(497,343)
PC 21 - Effluent Transmission Main	(38,162)
PC 23 - North Coast Interceptor	-
PC 24 - Aliso Creek Ocean Outfall	(84,576)
Total	\$ (2,363,742)

Exhibit A.2

**South Orange County Wastewater Authority
Summary of Disbursements for March 2024
Staff Recommendation of Fiscal Matters**

	<u>Actual</u>
General Fund	\$ (826,699)
PC 2 - Jay B. Latham Plant	(353,614)
PC 5 - San Juan Creek Ocean Outfall	(13,511)
PC 8 - Pretreatment Program	-
PC 12 SO - Water Reclamation Permits	(533)
PC 15 - Coastal Treatment Plant/AWT	(178,426)
PC 17 - Joint Regional Wastewater Reclamation	(360,970)
PC 21 - Effluent Transmission Main	(20,393)
PC 23 - North Coast Interceptor	-
PC 24 - Aliso Creek Ocean Outfall	(11,188)
Total	<u><u>\$ (1,765,334)</u></u>

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
SCHEDULE OF FUNDS AVAILABLE FOR REINVESTMENT
as of March 31, 2024**

CASH IN BANK: (BEGINNING BAL.)	\$	2,145,308
L.A.I.F. FUNDS: (BEGINNING BAL.)		14,322,918
DEPOSITS, TRANSFERS & ADJUSTMENTS:		84,326
FUND REQUIREMENTS:		
BILLS FOR CONSIDERATION		(1,765,334)
TOTAL CASH IN BANK	\$	14,787,218

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 4/3/24



Quarterly Performance Quarter Ended 12/31/23

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

PMIA Average Monthly Effective Yields⁽¹⁾

March	4.232
February	4.122
January	4.012
December	3.929
November	3.843
October	3.670

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 2/29/24 \$164.3 billion

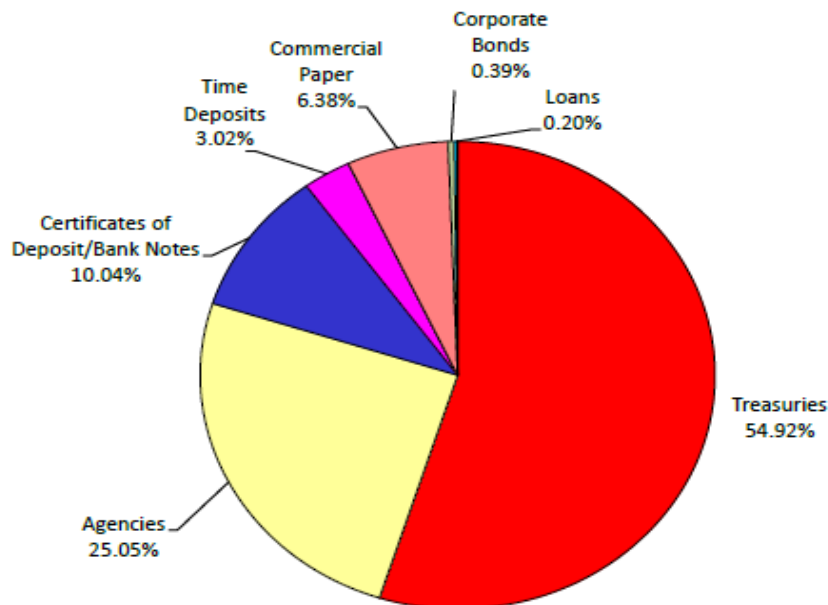


Chart does not include \$2,059,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

Exhibit C

**South Orange County Wastewater Authority
Schedule of Cash and Investments
as of March 31, 2024**

MVA	\$ 2,322	(A)
A/P Checking	1,616,862	(B)
Payroll Checking	85,115	(C)
State LAIF	13,082,918	(D)
Total Cash in Bank¹	\$ 14,787,218	
Petty Cash	1,600	(E)
Total Operating Cash	\$ 14,788,818	
OPEB Trust	6,789,128	(F)
Total Cash and Investments	\$ 21,577,946	

¹Bank 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.

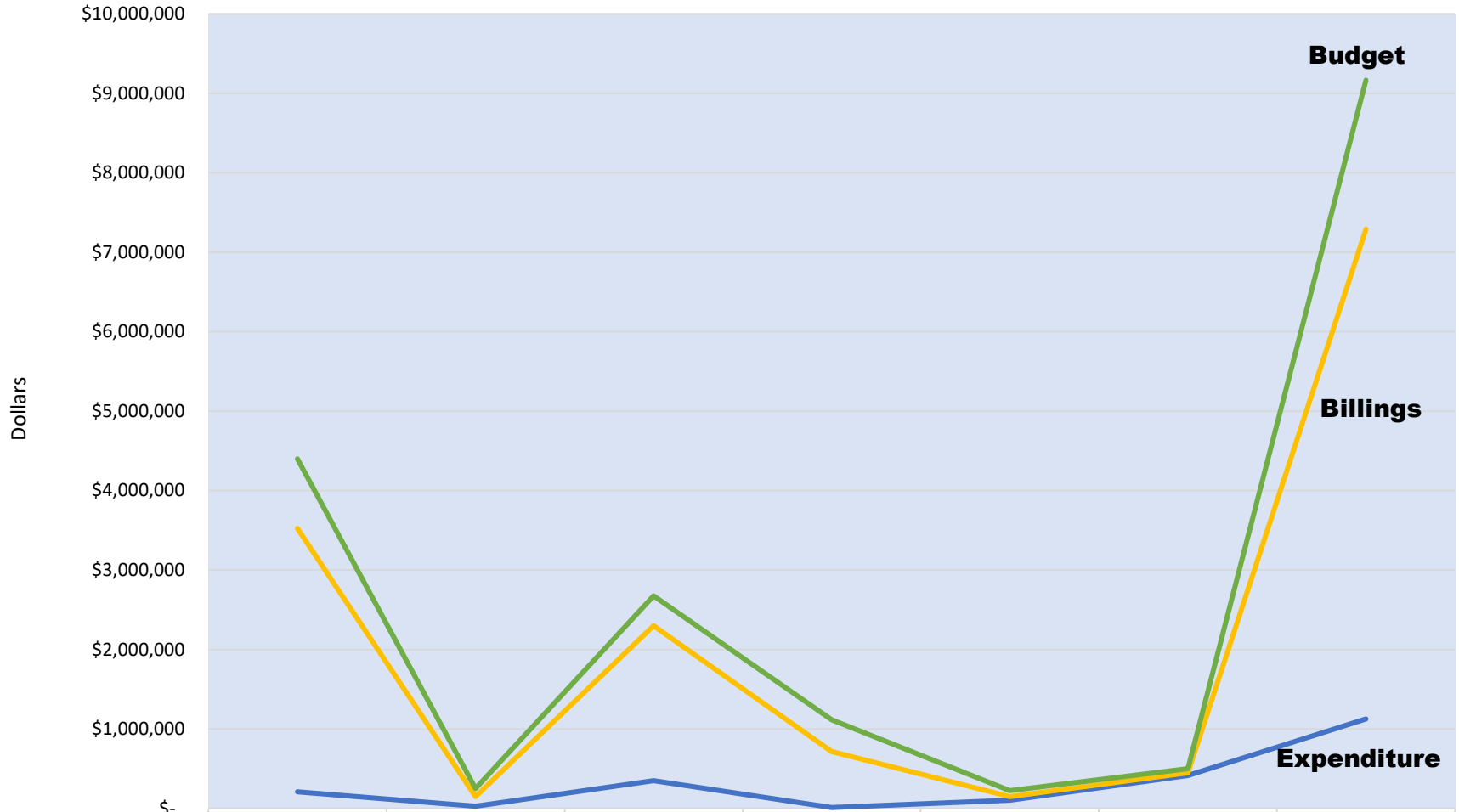
Notes:

- (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 March 31, 2024
(in dollars)**

FY 2023-24 Budget vs. Actual Spending								
<u>Description</u>	Capital Budget	Fiscal Year Spending	(Over)/ Under Budget	% Expended	Member Agency Billed	Member Agency Collections	Open Receivables	% Expended vs. Billed
PC 2-JB Latham	\$ 4,400,000	\$ 211,905	\$ 4,188,095	4.8%	\$ 3,525,000	\$ 3,525,000	\$ -	6.0%
PC 5-San Juan Creek Outfall	250,000	30,529	219,471	12.2%	150,000	150,000	-	20.4%
PC 15-Coastal	2,675,000	351,599	2,323,401	13.1%	2,300,000	2,300,000	-	15.3%
PC 17-Regional	1,115,000	12,399	1,102,601	1.1%	715,000	715,000	-	1.7%
PC 21 Effluent Transmission	225,000	105,196	119,804	46.8%	150,000	150,000	-	70.1%
PC 24 Aliso Creek Outfall	500,000	415,522	84,478	83.1%	450,000	450,000	-	92.3%
Total Large Capital	\$ 9,165,000	\$ 1,127,149	\$ 8,037,851	12.3%	\$ 7,290,000	\$ 7,290,000	\$ -	15.5%
Non-Capital Engineering	905,000	52,757	852,243	5.8%	497,500	497,500	-	10.6%
Non-Capital Misc Engineering	-	-	-	-	-	-	-	-
Small Internal Capital	2,013,000	1,307,515	705,485	65.0%	1,509,750	1,509,750	-	86.6%
Total Capital	\$ 12,083,000	\$ 2,487,421	\$ 9,595,579	20.6%	\$ 9,297,250	\$ 9,297,250	\$ -	26.8%

Large Capital Projects Fiscal Year 2023-24 Budget vs. Exhibit D-1 Year-to-Date Expenditures & Billings as of 03/31/2024



	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 03/31/2024	\$211,905	\$30,529	\$351,599	\$12,399	\$105,196	\$415,522	\$1,127,149
FY 23-24 Billings	\$3,525,000	\$150,000	\$2,300,000	\$715,000	\$150,000	\$450,000	\$7,290,000
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 Summary¹**

For the Period Ended March 31, 2024
(in dollars)

		FY 2023-24 Budget	Board Approved Expenditures*	Adjusted Budget	Actual	(Over)/Under Budget	% Expended	
Salary and Fringe								
_5000__**_**	Regular Salaries-O&M	5,065,446		5,065,446	3,578,309	1,487,137	70.6%	
_5001__**_**	Overtime Salaries-O&M	82,008		82,008	115,517	(33,510)	140.9%	(1)
_5306__**_**	Scheduled Holiday Work	68,376		68,376	63,886	4,490	93.4%	
_5315__**_**	Comp Time - O&M	17,628		17,628	34,789	(17,161)	197.4%	
_5401__**_**	Fringe Benefits IN to PC's & Depts.	2,731,721		2,731,721	2,021,745	709,976	74.0%	
_5700__**_**	Standby Pay	104,000		104,000	77,700	26,300	74.7%	
	Total Payroll Costs	8,069,179	-	8,069,179	5,891,947	2,177,232	73.0%	
Other Expenses								
_5002__**_**	Electricity	1,260,000		1,260,000	1,113,503	146,497	88.4%	(2)
_5003__**_**	Natural Gas	490,500		490,500	275,433	215,067	56.2%	
_5004__**_**	Potable & Reclaimed Water	78,000		78,000	54,036	23,964	69.3%	
_5005__**_**	Co-generation Power Credit	(1,302,000)		(1,302,000)	(758,402)	(543,598)	58.2%	
_5006__**_**	Chlorine/Sodium Hypochlorite	181,000		181,000	194,758	(13,758)	107.6%	(3)
_5007__**_**	Polymer Products	1,040,000		1,040,000	919,289	120,711	88.4%	(3)
_5008__**_**	Ferric Chloride	880,000		880,000	870,448	9,552	98.9%	(3)(4)
_5009__**_**	Odor Control Chemicals	155,000		155,000	177,986	(22,986)	114.8%	
_5010__**_**	Other Chemicals - Misc.	2,000		2,000	126	1,874	6.3%	
_5011__**_**	Laboratory Services	56,632		56,632	34,204	22,428	60.4%	
_5012__**_**	Grit Hauling	132,500		132,500	122,105	10,395	92.2%	
_5013__**_**	Landscaping	211,000		211,000	154,504	56,496	73.2%	
_5015__**_**	Management Support Services	527,000	52,987	579,987	133,379	446,608	23.0%	
_5016__**_**	Audit - Environmental	1,304		1,304	-	1,304	0.0%	
_5017__**_**	Legal Fees	30,672		30,672	7,323	23,349	23.9%	
_5018__**_**	Public Notices/ Public Relations	1,500		1,500	-	1,500	0.0%	
_5019__**_**	Contract Services Misc.	372,996		372,996	264,067	108,929	70.8%	
_5021__**_**	Small Vehicle Expense	24,128		24,128	36,530	(12,402)	151.4%	
_5022__**_**	Miscellaneous Expense	16,032		16,032	2,674	13,358	16.7%	
_5023__**_**	Office Supplies - All	48,000		48,000	25,906	22,095	54.0%	
_5024__**_**	Petroleum Products	27,000		27,000	23,131	3,869	85.7%	
_5025__**_**	Uniforms	78,000		78,000	73,665	4,335	94.4%	
_5026__**_**	Small Vehicle Fuel	20,272		20,272	15,619	4,653	77.0%	
_5027__**_**	Insurance - Property/Liability	535,873		535,873	566,375	(30,502)	105.7%	(5)
_5028__**_**	Small Tools & Supplies	77,668		77,668	43,535	34,133	56.1%	
_5030__**_**	Trash Disposal	9,000		9,000	8,233	767	91.5%	
_5031__**_**	Safety Program & Supplies	114,956		114,956	88,006	26,950	76.6%	
_5032__**_**	Equipment Rental	7,000		7,000	3,496	3,504	49.9%	
_5033__**_**	Recruitment	2,300		2,300	-	2,300	0.0%	
_5034__**_**	Travel Expense/Tech. Conferences	75,078		75,078	16,232	58,846	21.6%	
_5035__**_**	Training Expense	50,479		50,479	44,523	5,956	88.2%	(5)
_5036__**_**	Laboratory Supplies	127,092		127,092	131,605	(4,513)	103.6%	
_5037__**_**	Office Equipment	27,000		27,000	4,766	22,234	17.7%	
_5038__**_**	Permits	635,836		635,836	624,400	11,436	98.2%	(5)
_5039__**_**	Membership Dues/Fees	13,153		13,153	23,687	(10,534)	180.1%	(8)
_5044__**_**	Offshore Monitoring	81,604		81,604	68,377	13,227	83.8%	
_5045__**_**	Offshore Biochemistry - 20B	22,500		22,500	-	22,500	0.0%	
_5046__**_**	Effluent Chemistry	50,948		50,948	33,737	17,211	66.2%	
_5047__**_**	Access Road Expenses	45,000		45,000	6,703	38,297	14.9%	
_5048__**_**	Storm Damage	20,000		20,000	-	20,000	0.0%	
_5049__**_**	Biosolids Disposal	1,747,500		1,747,500	1,380,218	367,282	79.0%	(6)
_5050__**_**	Contract Services Generators - 29A	23,000		23,000	7,437	15,563	32.3%	
_5052__**_**	Janitorial Services	95,000		95,000	74,917	20,083	78.9%	
_5053__**_**	Contract Serv - Digester Cleaning - 29E	80,000		80,000	-	80,000	0.0%	
_5054__**_**	Diesel Truck Maint	43,000		43,000	35,048	7,952	81.5%	(7)
_5055__**_**	Diesel Truck Fuel	11,800		11,800	8,433	3,368	71.5%	
_5056__**_**	Maintenance Equip. & Facilities (Solids)	300,000		300,000	139,839	160,161	46.6%	
_5057__**_**	Maintenance Equip. & Facilities (Liquids)	510,000		510,000	386,150	123,850	75.7%	
_5058__**_**	Maintenance Equip. & Facilities (Common)	92,008		92,008	57,359	34,649	62.3%	
_5059__**_**	Maintenance Equip. & Facilities (Co-Gen)	836,700		836,700	647,431	189,269	77.4%	
_5060__**_**	Maintenance Equip. & Facilities (AWT)	39,000		39,000	11,335	27,665	29.1%	
_5061__**_**	Mileage	2,900		2,900	1,245	1,655	42.9%	
_5068__**_**	MNWD Potable Water Supplies & Svcs.	44,880		44,880	28,104	16,776	62.6%	

**South Orange County Wastewater Authority
O & M & Environmental Safety Costs Summary¹**

For the Period Ended March 31, 2024
(in dollars)

	FY 2023-24 Budget	Board Approved Expenditures*	Adjusted Budget	Actual	(Over)/Under Budget	% Expended	
_5076--**-**	93,600		93,600	81,922	11,678	87.5%	(5)
_5077--**-**	45,000		45,000	48,879	(3,879)	108.6%	(5)
_5105--**-**	1,302,000		1,302,000	758,402	543,598	58.2%	
_5303--**-**	14,400		14,400	-	14,400	0.0%	
_5305--**-**	152		152	-	152	0.0%	
_5309--**-**	20,000		20,000	17,347	2,653	86.7%	
_5705--**-**	31,200		31,200	18,900	12,300	60.6%	
_5797--**-**	-		-	(52,200)	52,200	0.0%	
_5799--**-**	(14,000)		(14,000)	-	(14,000)	0.0%	
_6500--**-**	620,553		620,553	445,487	175,066	71.8%	
Total Other Expenses	12,165,718	52,987	12,218,705	9,500,212	2,718,493	77.8%	
Total O&M Expenses	20,234,898	52,987	20,287,885	15,392,160	4,895,725	75.9%	

¹ 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 overtime 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) Usage is elevated due to the septicity of the sewage entering plants that started this FY and discussed with the Engineering Committee.
- (4) Higher levels of influent solids than budgeted at JBL and increased usage at CTP due to relocated the ferric dosing location due to influent meter interference.
- (5) CSRMA's Insurance cost actuals were higher than projected with the approval of the Budget.
- (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) Twice as many employees joined trade orgaizations than in the past and budgeted for.

South Orange County Wastewater Authority
O&M Budget vs. Actual Comparison by PC¹
 For the Period Ended March 31, 2024
 (in dollars)

	FY 2023-24 Budget	Board Approved Expenditures*	Adjusted Budget	Actual	(Over)/Under Budget	% Expended
02 - Jay B. Latham Plant						
Salary and Fringe						
02-5000-**-**	Regular Salaries-O&M		1,785,000	1,217,305	567,695	68.2%
02-5001-**-**	Overtime Salaries-O&M		27,208	45,884	(18,676)	168.6% (1)
02-5306-**-**	Scheduled Holiday Work		30,000	27,734	2,266	92.4%
02-5315-**-**	Comp Time - O&M		8,604	11,804	(3,200)	137.2% (1)
02-5401-**-**	Fringe Benefits IN to PC's & Depts.		962,625	687,777	274,847	71.4%
02-5700-**-**	Standby Pay		37,846	28,850	8,996	76.2%
	Total Payroll Costs		2,851,283	2,019,355	831,928	70.8%
Other Expenses						
02-5002-**-**	Electricity		660,000	590,529	69,471	89.5% (2)
02-5003-**-**	Natural Gas		252,000	124,218	127,782	49.3%
02-5004-**-**	Potable & Reclaimed Water		27,000	18,012	8,988	66.7%
02-5006-**-**	Chlorine/Sodium Hypochlorite		21,000	53,910	(32,910)	256.7% (3)
02-5007-**-**	Polymer Products		390,000	372,735	17,265	95.6% (3)
02-5008-**-**	Ferric Chloride		300,000	288,673	11,327	96.2% (3)
02-5009-**-**	Odor Control Chemicals		38,000	30,867	7,133	81.2% (3)
02-5010-**-**	Other Chemicals - Misc.		1,000	1,000	0.0%	
02-5011-**-**	Laboratory Services		20,108	6,417	13,691	31.9%
02-5012-**-**	Grit Hauling		70,500	74,473	(3,973)	105.6% (16)
02-5013-**-**	Landscaping		68,000	53,146	14,854	78.2%
02-5015-**-**	Management Support Services		16,500	11,319	5,181	68.6%
02-5017-**-**	Legal Fees		5,000	472	4,528	9.4%
02-5019-**-**	Contract Services Misc.		129,000	94,433	34,567	73.2%
02-5021-**-**	Small Vehicle Expense		11,000	14,438	(3,438)	131.3% (4)
02-5022-**-**	Miscellaneous Expense		8,000	1,414	6,586	17.7%
02-5023-**-**	Office Supplies - All		30,000	12,943	17,057	43.1%
02-5024-**-**	Petroleum Products		11,000	1,788	9,212	16.3%
02-5025-**-**	Uniforms		36,000	33,377	2,623	92.7%
02-5026-**-**	Small Vehicle Fuel		8,000	5,481	2,519	68.5%
02-5027-**-**	Insurance - Property/Liability		188,606	202,650	(14,044)	107.4% (13)
02-5028-**-**	Small Tools & Supplies		35,000	12,147	22,853	34.7%
02-5030-**-**	Trash Disposal		3,000	1,841	1,159	61.4%
02-5031-**-**	Safety Program & Supplies		40,032	30,273	9,759	75.6% (4)
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	7,352	10,811	40.5%
02-5035-**-**	Training Expense		15,420	14,177	1,244	91.9% (4)
02-5036-**-**	Laboratory Supplies		21,412	20,270	1,142	94.7%
02-5037-**-**	Office Equipment		14,000	4,551	9,449	32.5%
02-5038-**-**	Permits		27,032	23,482	3,550	86.9%
02-5039-**-**	Membership Dues/Fees		3,423	8,234	(4,811)	240.5% (17)
02-5049-**-**	Biosolids Disposal		750,000	534,819	215,181	71.3% (5)
02-5050-**-**	Contract Services Generators - 29A		10,000	-	10,000	0.0%
02-5052-**-**	Janitorial Services		43,000	33,674	9,326	78.3%
02-5053-**-**	Contract Serv - Digester Cleaning - 29E		15,000	-	15,000	0.0%
02-5054-**-**	Diesel Truck Maint		23,000	17,514	5,486	76.1% (6)
02-5055-**-**	Diesel Truck Fuel		3,300	2,478	822	75.1%
02-5056-**-**	Maintenance Equip. & Facilities (Solids)		125,000	40,800	84,200	32.6%
02-5057-**-**	Maintenance Equip. & Facilities (Liquids)		200,000	151,882	48,118	75.9% (7)
02-5058-**-**	Maintenance Equip. & Facilities (Common)		30,000	27,794	2,206	92.6%
02-5059-**-**	Maintenance Equip. & Facilities (Co-Gen)		297,000	233,280	63,720	78.5%
02-5061-**-**	Mileage		1,400	672	728	48.0%
02-5076-**-**	SCADA Infrastructure		31,200	25,664	5,536	82.3% (3)
02-5077-**-**	IT Direct		15,000	15,335	(335)	102.2% (3)
02-5303-**-**	Group Insurance Waiver		3,600	-	3,600	0.0%
02-5309-**-**	Operating Leases		20,000	17,347	2,653	86.7%
02-5705-**-**	Monthly Car Allowance		18,600	10,096	8,504	54.3%
02-5797-**-**	Verily Stipends - WastewaterSCAN Monitoring		-	(17,400)	17,400	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	157,015	61,703	71.8%
	Total Other Expenses		4,263,015	3,364,591	898,424	78.9%
	Total Expenses		7,114,298	5,383,946	1,730,352	75.7%

South Orange County Wastewater Authority
O&M Budget vs. Actual Comparison by PC¹
 For the Period Ended March 31, 2024
 (in dollars)

		FY 2023-24 Budget	Board Approved Expenditures*	Adjusted Budget	Actual	(Over)/Under Budget	% Expended
05 - San Juan Creek Ocean Outfall							
Salary and Fringe							
05-5000-**-**	Regular Salaries-O&M	145,529		145,529	90,480	55,049	62.2%
05-5001-**-**	Overtime Salaries-O&M	72		72	1,392	(1,320)	1933.9% (12)
05-5306-**-**	Scheduled Holiday Work	468		468	95	373	20.4%
05-5315-**-**	Comp Time - O&M	-		-	476	(476)	100.0% (12)
05-5401-**-**	Fringe Benefits IN to PC's & Depts.	78,482		78,482	51,121	27,360	65.1%
	Total Payroll Costs	224,551	-	224,551	143,565	80,985	63.9%
Other Expenses							
05-5015-**-**	Management Support Services	110,000		110,000	26,690	83,310	24.3%
05-5017-**-**	Legal Fees	7,000		7,000	-	7,000	0.0%
05-5022-**-**	Miscellaneous Expense	-		-	-	-	100.0%
05-5027-**-**	Insurance - Property/Liability	21,282		21,282	22,061	(779)	103.7% (4)
05-5031-**-**	Safety Supplies	1,020		1,020	-	1,020	0.0%
05-5034-**-**	Travel Expense/Tech. Conferences	5,696		5,696	1,475	4,221	25.9%
05-5035-**-**	Training Expense	1,087		1,087	39	1,048	3.6%
05-5036-**-**	Laboratory Supplies	33,500		33,500	30,991	2,509	92.5%
05-5038-**-**	Permits	302,496		302,496	295,489	7,007	97.7% (4)
05-5039-**-**	Membership Dues/Fees	1,000		1,000	99	901	9.9%
05-5044-**-**	Offshore Monitoring	40,800		40,800	34,188	6,612	83.8%
05-5045-**-**	Offshore Biochemistry - 20B	7,500		7,500	-	7,500	0.0%
05-5046-**-**	Effluent Chemistry	28,000		28,000	18,819	9,181	67.2%
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		17,832	12,801	5,031	71.8%
	Total Other Expenses	578,218	-	578,218	442,653	135,565	76.6%
	Total Expenses	802,768	-	802,768	586,218	216,550	73.0%
08 - Pre Treatment							
Salary and Fringe							
08-5000-**-**	Regular Salaries-O&M	132,256		132,256	85,622	46,634	64.7%
08-5401-**-**	Fringe Benefits IN to PC's & Depts.	71,324		71,324	48,376	22,947	67.8%
	Total Payroll Costs	203,579	-	203,579	133,998	69,581	65.8%
Other Expenses							
08-5011-**-**	Laboratory Services	3,064		3,064	175	2,889	5.7%
08-5015-**-**	Management Support Services	20,000		20,000	-	20,000	0.0%
08-5016-**-**	Audit - Environmental	1,304		1,304	-	1,304	0.0%
08-5017-**-**	Legal Fees	2,672		2,672	-	2,672	0.0%
08-5018-**-**	Public Notices/ Public Relations	1,500		1,500	-	1,500	0.0%
08-5021-**-**	Small Vehicle Expense - 31A	1,128		1,128	-	1,128	0.0%
08-5022-**-**	Miscellaneous Expense	2,032		2,032	62	1,970	3.0%
08-5026-**-**	Small Vehicle Fuel - 37A	1,272		1,272	-	1,272	0.0%
08-5027-**-**	Insurance - Property/Liability	7,170		7,170	7,383	(213)	103.0% (4)
08-5028-**-**	Small Tools & Supplies	3,668		3,668	51	3,617	1.4%
08-5034-**-**	Travel Expense/Tech. Conferences	3,500		3,500	846	2,654	24.2%
08-5035-**-**	Training Expense	2,044		2,044	2,129	(85)	0.0%
08-5038-**-**	Permits and Fines	508		508	-	508	0.0%
08-5039-**-**	Membership Dues/Fees	816		816	1,178	(362)	144.4%
08-6500-**-**	IT Allocations in to PC's & Depts.	16,205		16,205	11,634	4,572	71.8%
	Total Other Expenses	66,883	-	66,883	23,458	43,426	35.1%
	Total Expenses	270,462	-	270,462	157,455	113,007	58.2%
12 - Water Reclamation Permits							
Salary and Fringe							
12-5000-**-**	Regular Salaries-O&M	13,572		13,572	37,828	(24,256)	278.7% (8)
12-5401-**-**	Fringe Benefits IN to PC's & Depts.	7,319		7,319	21,373	(14,054)	292.0% (8)
	Total Payroll Costs	20,892	-	20,892	59,201	(38,309)	283.4%
Other Expenses							
12-5015-**-**	Management Support Services	35,000	52,987	87,987	38,286	49,701	43.5%
12-5017-**-**	Legal Fees	2,000		2,000	4,080	(2,080)	2.04
12-5027-**-**	Insurance - Property/Liability	2,473		2,473	4,025	(1,551)	162.7% (4)
12-5034-**-**	Travel Expense/Tech. Conferences	5,696		5,696	-	5,696	0.0%
12-5038-**-**	Permits	25,500		25,500	26,877	(1,377)	105.4% (4)
12-5039-**-**	Membership Dues/Fees	68		68	-	68	0.0%
12-6500-**-**	IT Allocations in to PC's & Depts.	1,663		1,663	1,194	469	71.8%
	Total Other Expenses	72,401	52,987	125,388	74,462	50,926	59.4%
	Total Expenses	93,293	52,987	146,280	133,663	12,617	91.4%

South Orange County Wastewater Authority
O&M Budget vs. Actual Comparison by PC¹
 For the Period Ended March 31, 2024
 (in dollars)

FY 2023-24 Budget	Board Approved Expenditures*	Adjusted Budget	Actual	(Over)/Under Budget	% Expended
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15 - Coastal Treatment Plant

Salary and Fringe

15-5000-**-**	Regular Salaries-O&M	971,637	971,637	673,351	298,286	69.3%
15-5001-**-**	Overtime Salaries-O&M	13,732	13,732	11,307	2,425	82.3% (9)
15-5306-**-**	Scheduled Holiday Work	10,260	10,260	7,036	3,224	68.6%
15-5315-**-**	Comp Time - O&M	2,000	2,000	6,908	(4,908)	345.4% (9)
15-5401-**-**	Fringe Benefits IN to PC's & Depts.	523,990	523,990	380,443	143,547	72.6%
15-5700-**-**	Standby Pay	18,462	18,462	13,925	4,537	75.4%
	Total Payroll Costs	1,540,081	-	1,540,081	1,092,970	71.0%

Other Expenses

15-5002-**-**	Electricity	300,000	300,000	300,392	(392)	100.1% (2)
15-5003-**-**	Natural Gas	3,500	3,500	2,102	1,398	60.1%
15-5004-**-**	Potable & Reclaimed Water	24,000	24,000	15,015	8,985	62.6%
15-5006-**-**	Chlorine/Sodium Hypochlorite	100,000	100,000	95,453	4,547	95.5% (10)
15-5007-**-**	Polymer Products	-	-	-	-	0.0%
15-5008-**-**	Ferric Chloride	105,000	105,000	130,700	(25,700)	124.5% (11)
15-5009-**-**	Odor Control Chemicals	50,000	50,000	80,722	(30,722)	161.4% (11)
15-5011-**-**	Laboratory Services	10,000	10,000	8,658	1,342	86.6% (15)
15-5012-**-**	Grit Hauling	22,000	22,000	14,082	7,918	64.0%
15-5013-**-**	Landscaping	63,000	63,000	46,539	16,461	73.9%
15-5015-**-**	Management Support Services	13,000	13,000	8,079	4,921	62.1%
15-5017-**-**	Legal Fees	5,000	5,000	-	5,000	0.0%
15-5019-**-**	Contract Services Misc.	110,000	110,000	84,041	25,959	76.4%
15-5021-**-**	Small Vehicle Expense - 31A	4,000	4,000	7,514	(3,514)	187.9% (4)
15-5022-**-**	Miscellaneous Expense	1,000	1,000	463	537	46.3%
15-5023-**-**	Office Supplies - All	5,000	5,000	3,823	1,177	76.5%
15-5024-**-**	Petroleum Products	4,000	4,000	-	4,000	0.0%
15-5025-**-**	Uniforms	10,000	10,000	10,066	(66)	100.7%
15-5026-**-**	Small Vehicle Fuel	2,000	2,000	2,202	(202)	110.1%
15-5027-**-**	Insurance - Property/Liability	79,422	79,422	83,122	(3,700)	104.7% (4)
15-5028-**-**	Small Tools & Supplies	9,000	9,000	9,878	(878)	109.8%
15-5030-**-**	Trash Disposal	3,000	3,000	1,690	1,310	56.3%
15-5031-**-**	Safety Supplies	33,456	33,456	11,626	21,830	34.8%
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	2,560	15,603	14.1%
15-5035-**-**	Training Expense	15,420	15,420	14,695	725	95.3% (4)
15-5036-**-**	Laboratory Supplies	20,000	20,000	23,655	(3,655)	118.3%
15-5037-**-**	Office Equipment	3,000	3,000	215	2,785	7.2%
15-5038-**-**	Permits	5,000	5,000	7,247	(2,247)	144.9%
15-5039-**-**	Membership Dues/Fees	3,423	3,423	6,482	(3,059)	189.4% (17)
15-5047-**-**	Access Road Expenses	45,000	45,000	6,703	38,297	14.9%
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	12,622	2,378	84.1%
15-5054-**-**	Diesel Truck Maint - 31B	1,000	1,000	-	1,000	0.0%
15-5055-**-**	Diesel Truck Fuel - 37B	500	500	3,705	(3,205)	740.9%
15-5057-**-**	Maintenance Equip. & Facilities (Liquids)	110,000	110,000	79,081	30,919	71.9% (7)
15-5058-**-**	Maintenance Equip. & Facilities (Common)	24,000	24,000	3,066	20,934	12.8%
15-5060-**-**	Maintenance Equip. & Facilities (AWT)	39,000	39,000	11,335	27,665	29.1%
15-5061-**-**	Mileage	500	500	322	178	64.4%
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	-	3,600	0.0%
15-5705-**-**	Monthly Car Allowance	4,200	4,200	2,988	1,212	71.2%
15-5797-**-**	Verily Stipends - WastewaterSCAN Monitoring	-	-	(17,400)	17,400	100.0%
15-6500-**-**	IT Allocations in to PC's & Depts.	119,057	119,057	85,469	33,588	71.8%
	Total Other Expenses	1,455,741	-	1,455,741	1,207,488	82.9%
	Total Expenses	2,995,822	-	2,995,822	2,300,458	76.8%

South Orange County Wastewater Authority
O&M Budget vs. Actual Comparison by PC¹
 For the Period Ended March 31, 2024
 (in dollars)

	FY 2023-24 Budget	Board Approved Expenditures*	Adjusted Budget	Actual	(Over)/Under Budget	% Expended
17 - Joint Regional Wastewater Reclamation and Sludge Handling						
Salary and Fringe						
17-5000-**-**	Regular Salaries-O&M		1,884,409	1,385,334	499,075	73.5%
17-5001-**-**	Overtime Salaries-O&M		40,492	51,813	(11,321)	128.0% (9)
17-5306-**-**	Scheduled Holiday Work		27,356	29,021	(1,665)	106.1%
17-5315-**-**	Comp Time - O&M		7,024	14,376	(7,352)	204.7% (9)
17-5401-**-**	Fringe Benefits IN to PC's & Depts.		1,016,234	782,714	233,521	77.0%
17-5700-**-**	Standby Pay		47,692	34,925	12,767	73.2%
	Total Payroll Costs		3,023,208	2,298,183	725,026	76.0%
Other Expenses						
17-5002-**-**	Electricity		300,000	222,582	77,418	74.2% (2)
17-5003-**-**	Natural Gas		235,000	149,113	85,887	63.5%
17-5004-**-**	Potable & Reclaimed Water		27,000	21,009	5,991	77.8%
17-5005-**-**	Co-generation Power Credit	(1,302,000)	(1,302,000)	(758,402)	(543,598)	58.2%
17-5006-**-**	Chlorine/Sodium Hypochlorite		60,000	45,395	14,605	75.7% (3)
17-5007-**-**	Polymer Products		650,000	546,554	103,446	84.1%
17-5008-**-**	Ferric Chloride		475,000	451,075	23,925	95.0% (3)
17-5009-**-**	Odor Control Chemicals		67,000	66,397	603	99.1% (3)
17-5010-**-**	Other Chemicals - Misc.		1,000	126	874	0.13
17-5011-**-**	Laboratory Services		23,460	18,953	4,507	80.8% (15)
17-5012-**-**	Grit Hauling - 21A		40,000	33,551	6,449	83.9% (16)
17-5013-**-**	Landscaping		80,000	54,820	25,180	68.5%
17-5015-**-**	Management Support Services		17,500	11,631	5,869	66.5%
17-5017-**-**	Legal Fees		5,000	2,344	2,656	46.9%
17-5019-**-**	Contract Services Misc.		115,000	85,594	29,406	74.4%
17-5021-**-**	Small Vehicle Expense		8,000	14,578	(6,578)	182.2% (4)
17-5022-**-**	Miscellaneous Expense		5,000	735	4,265	14.7%
17-5023-**-**	Office Supplies - All		13,000	9,139	3,861	70.3%
17-5024-**-**	Petroleum Products		12,000	21,343	(9,343)	177.9% (4)
17-5025-**-**	Uniforms		32,000	30,222	1,778	94.4%
17-5026-**-**	Small Vehicle Fuel		9,000	7,936	1,064	88.2%
17-5027-**-**	Insurance - Property/Liability		212,048	222,108	(10,060)	104.7% (4)
17-5028-**-**	Small Tools & Supplies		30,000	21,460	8,540	71.5%
17-5030-**-**	Trash Disposal		3,000	4,702	(1,702)	156.7%
17-5031-**-**	Safety Supplies		39,428	46,107	(6,679)	116.9% (4)
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	2,664	15,499	14.7%
17-5035-**-**	Training Expense		15,420	13,445	1,976	87.2% (4)
17-5036-**-**	Laboratory Supplies		25,660	27,587	(1,927)	107.5%
17-5037-**-**	Office Equipment		10,000	-	10,000	0.0%
17-5038-**-**	Permits		15,300	26,203	(10,903)	171.3%
17-5039-**-**	Membership Dues/Fees		3,423	7,595	(4,172)	221.9% (17)
17-5049-**-**	Biosolids Disposal		997,500	845,399	152,101	84.8% (5)
17-5050-**-**	Contract Services Generators - 29A		8,000	2,327	5,673	0.29
17-5052-**-**	Janitorial Services		37,000	28,621	8,379	77.4%
17-5053-**-**	Contract Serv - Digester Cleaning - 29E		65,000	-	65,000	0.0%
17-5054-**-**	Diesel Truck Maint		19,000	17,534	1,466	92.3% (6)
17-5055-**-**	Diesel Truck Fuel		8,000	2,250	5,750	28.1%
17-5056-**-**	Maintenance Equip. & Facilities (Solids)		175,000	99,040	75,960	56.6%
17-5057-**-**	Maintenance Equip. & Facilities (Liquids)		200,000	155,187	44,813	77.6% (7)
17-5058-**-**	Maintenance Equip. & Facilities (Common)		36,000	21,974	14,026	61.0%
17-5059-**-**	Maintenance Equip. & Facilities (Co-Gen)		539,700	414,151	125,549	76.7%
17-5060-**-**	Maintenance Equip. & Facilities (AWT)		-	-	-	0.0%
17-5061-**-**	Mileage		1,000	252	748	25.2%
17-5068-**-**	MNWD Potable Water Supplies & Svcs.		44,880	28,104	16,776	62.6%
17-5076-**-**	SCADA Infrastructure		31,200	28,129	3,071	90.2% (3)
17-5077-**-**	IT Direct		15,000	18,210	(3,210)	121.4% (3)
17-5105-**-**	Co-Generation Power Credit - Offset		1,302,000	758,402	543,598	58.2%
17-5303-**-**	Group Insurance Waiver		7,200	-	7,200	0.0%
17-5305-**-**	Medicare Tax Payments for Employees		152	-	152	0.0%
17-5705-**-**	Monthly Car Allowance		8,400	5,815	2,584	69.2%
17-5797-**-**	Verily Stipends - WastewaterSCAN Monitoring		-	(17,400)	17,400	100.0%
17-6500-**-**	IT Allocations in to PC's & Depts.		230,899	165,759	65,140	71.8%
	Total Other Expenses		4,975,334	3,983,812	991,522	80.1%
	Total Expenses		7,998,542	6,281,994	1,716,547	78.5%

South Orange County Wastewater Authority
O&M Budget vs. Actual Comparison by PC¹
 For the Period Ended March 31, 2024
 (in dollars)

	FY 2023-24 Budget	Board Approved Expenditures*	Adjusted Budget	Actual	(Over)/Under Budget	% Expended	
21 - Effluent Transmission Main							
Other Expenses							
21-5017-**-**-**	Legal Fees	-	500	428	72	85.6%	
21-5019-**-**-**	Contract Services Misc.	18,996	18,996	-	18,996	0.0%	
21-5027-**-**-**	Insurance - Property/Liability	-	-	74	(74)	100.0%	
	Total Other Expenses	19,496	19,496	502	18,994	2.6%	
	Total Expenses	19,496	19,496	502	18,994	2.6%	
23 - North Coast Interceptor							
Salary and Fringe							
23-5000-**-**-**	Regular Salaries-O&M	1,000	1,000	-	1,000	0.0%	
23-5401-**-**-**	Fringe Benefits IN to PC's & Depts.	539	539	-	539	0.0%	
	Total Payroll Costs	1,539	1,539	-	1,539	0.0%	
Other Expenses							
23-5017-**-**-**	Legal Fees	500	500	-	500	0.0%	
23-5015-**-**-**	Management Support Services	-	-	-	-	0.0%	
	Total Other Expenses	500	500	-	500	0.0%	
	Total Expenses	2,039	2,039	-	2,039	0.0%	
24 - Aiiso Creek Ocean Outfall							
Salary and Fringe							
24-5000-**-**-**	Regular Salaries-O&M	132,042	132,042	88,389	43,653	66.9%	
24-5001-**-**-**	Overtime Salaries-O&M	504	504	5,121	(4,617)	1016.2% (9)	
24-5306-**-**-**	Scheduled Holiday Work	292	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	71,209	49,940	21,269	70.1%	
	Total Payroll Costs	204,047	204,047	144,675	59,372	70.9%	
Other Expenses							
24-5015-**-**-**	Management Support Services	315,000	315,000	37,374	277,626	11.9%	
24-5017-**-**-**	Legal Fees	3,000	3,000	-	3,000	0.0%	
24-5027-**-**-**	Insurance - Property/Liability	24,872	24,872	24,952	(80)	100.3% (4)	
24-5031-**-**-**	Safety Supplies	1,020	1,020	-	1,020	0.0%	
24-5034-**-**-**	Travel Expense/Tech. Conferences	5,696	5,696	1,336	4,360	23.5%	
24-5035-**-**-**	Training Expense	1,087	1,087	39	1,048	3.6%	
24-5036-**-**-**	Laboratory Supplies	26,520	26,520	29,101	(2,581)	109.7%	
24-5038-**-**-**	Permits	260,000	260,000	245,102	14,898	94.3% (4)	
24-5039-**-**-**	Membership Dues/Fees	1,000	1,000	99	901	9.9%	
24-5044-**-**-**	Offshore Monitoring	40,804	40,804	34,188	6,616	83.8%	
24-5045-**-**-**	Offshore Biochemistry - 20B	15,000	15,000	-	15,000	0.0%	
24-5046-**-**-**	Effluent Chemistry	22,948	22,948	14,918	8,030	65.0%	
24-5058-**-**-**	Maintenance Equip. & Facilities (Common)	1,004	1,004	4,524	(3,520)	450.6% (14)	
24-6500-**-**-**	IT Allocations in to PC's & Depts.	16,179	16,179	11,615	4,564	71.8%	
	Total Other Expenses	734,131	734,131	403,247	330,883	54.9%	
	Total Expenses	938,178	938,178	547,923	390,255	58.4%	
	Total O&M Expenses	20,234,898	52,987	20,287,885	15,392,160	4,895,725	75.9%

¹ 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 March 31, 2024

- (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) Usage is elevated due to the septicity of the sewage entering plants that started this FY and discussed with the Engineering Committee.
- (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 in May 2023 at the landfill to help mitigate odor complaints at the landfill. Also, usually heavy rains have limited use of the landfill this winter.
- (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 overtime was elevated due to several nighttime shutdowns for 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.
- (12) O&M staff are supporting the testing of SCWD Doheny Desal slant wells. SCWD will be billed directly for the overtime support requested to divert test waters into SOCWA temporary ocean outfall system.
- (17) CSRMA's Insurance cost actuals were higher than projected with the approval of the Budget.
- (14) The Sampling Building door was replaced due to severe corrosion from the ocean air.
- (15) Advanced Water Treatment routine and accelerated monitoring are driving cost. All sampling except Q4 monitoring is complete, which should stabilize costs.
- (16) Recent storms flushed an unexpected volume of grit into the treatment plant from the collection system.
- (17) Twice as many employees joined trade organizations than in the past and budgeted for.

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

For the Period Ended March 31, 2024
(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	49,956	144,590	25.7%
01-5401-03-00-00	Fringe Benefits IN to PC's & Depts.	104,916	28,225	76,691	26.9%
	Total Payroll Costs	299,462	78,181	221,281	26.1%
Other Expenses					
01-5022-03-00-00	Miscellaneous Expense	2,000	602	1,398	30.1%
01-5034-03-00-00	Travel Expense/Tech. Conferences	8,500	858	7,642	10.1%
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	356	1,419	20.0%
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	12,904	17,096	43.0%
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	41,257	13,736	75.0%
	Total Other Expenses	103,518	56,785	46,734	54.9%
	Total Engineering Expenses	402,980	134,966	268,015	33.5%

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

For the Period Ended March 31, 2024

(in dollars)

	FY 2023-24 Budget	Actual	(Over)/Under Budget	% Expended
01-6000-04-00-00 Regular Salaries-Admin or IT	1,006,210	759,302	246,908	75.5%
01-6001-04-00-00 Overtime Salaries-Admin or IT	7,000	9,432	(2,432)	134.7%
01-6315-04-00-00 Comp Time - Admin	4,000	1,120	2,880	28.0%
01-6401-04-00-00 Fringe Benefits IN to ADMIN or IT	542,634	429,005	113,629	79.1%
Total Payroll Costs	1,559,845	1,198,859	360,986	76.9%
Other Expenses				
01-6101-04-00-00 HR Recruitment & Employee Relations	48,100	15,167	32,933	31.5%
01-6102-04-00-00 Subscriptions	1,400	1,522	(122)	108.7%
01-6103-04-00-00 Contract Labor	30,000	59,598	(29,598)	198.7%
01-6200-04-00-00 Management Support Services	55,000	26,121	28,880	47.5%
01-6201-04-00-00 Audit	46,000	31,700	14,300	68.9%
01-6202-04-00-00 Legal	200,000	126,201	73,799	63.1%
01-6204-04-00-00 Postage	1,500	1,348	152	89.8%
01-6223-04-00-00 Office Supplies - Admin	4,000	196	3,804	4.9%
01-6224-04-00-00 Office Equipment Admin or IT	1,000	3,655	(2,655)	365.5%
01-6234-04-00-00 Memberships & Trainings	105,000	90,362	14,638	86.1%
01-6239-04-00-00 Travel & Conference	25,000	6,163	18,837	24.7%
01-6240-04-00-00 Scholarship Sponsorship	1,000	-	1,000	0.0%
01-6241-04-00-00 Education Reimbursement	3,000	1,010	1,990	33.7%
01-6310-04-00-00 Miscellaneous	22,000	20,984	1,016	95.4%
01-6311-04-00-00 Mileage	600	557	43	92.8%
01-6317-04-00-00 Contract Services Misc	5,800	3,275	2,525	56.5%
01-6500-04-00-00 IT Allocations in to PC's & Depts.	123,292	88,510	34,782	71.8%
01-6601-04-00-00 Shipping/Freight	1,200	2,881	(1,681)	240.0%
01-6705-04-00-00 Monthly Car Allowance	12,000	7,650	4,350	63.8%
Total Other Expenses	685,892	486,897	198,995	71.0%
Total Admin Expenses	2,245,737	1,685,756	559,981	75.1%

South Orange County Wastewater Authority
Budget vs. Actual Comparison-IT
 For the Period Ended March 31, 2024
 (in dollars)

		FY 2023-24 Budget	Actual	(Over)/Under Budget	% Expended
Salary & Fringe					
01-6000-05-00-00	Regular Salaries-Admin or IT	116,046	90,948	25,099	78.4%
01-6401-05-00-00	Fringe Benefits IN to ADMIN or IT	62,582	51,386	11,197	82.1%
	Total Salary & Fringe	178,629	142,333	36,295	79.7%
Other Expenses					
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	21,225	63,475	25.1%
01-6301-05-00-00	Hardware Maintenance Agreements	22,400	7,215	15,185	32.2%
01-6302-05-00-00	Cloud Subscriptions (Internet)	196,935	149,705	47,230	76.0% (1)
01-6303-05-00-00	Telecommunications	161,382	122,613	38,769	76.0%
01-6305-05-00-00	IT Professional Services	19,960	53,459	(33,499)	267.8% (1)
01-6306-05-00-00	Small Hardware Purchases (< \$5k)	25,400	12,109	13,291	47.7%
01-6307-05-00-00	Small Software Purchases & Licenses (<\$5k)	30,500	24,001	6,499	78.7%
01-6308-05-00-00	IT Memberships	160	-	160	0.0%
01-6309-05-00-00	Operating Leases	64,200	39,106	25,094	60.9%
01-6310-05-00-00	Miscellaneous	5,000	-	5,000	0.0%
01-6312-05-00-00	Computer & Photocopy Supplies	3,200	1,677	1,523	0.0%
	Total Other Expenses	622,687	432,921	189,766	69.5%
	Total Expenses before Allocation	801,315	575,254	226,061	71.8%
IT Allocations (Out) to PC's & Depts					
01-6400-05-00-00	IT Allocations (OUT) to PC's & Depts.	(801,315)	(575,254)	(226,061)	71.8%
	Total IT Allocations (Out) to PC's & Depts	(801,315)	(575,254)	(226,061)	71.8%

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

Agenda Item

5

Finance Committee Meeting

Meeting Date: April 16, 2024

TO: Finance Committee
FROM: Jim Burror, Acting General Manager/Director of Operations
STAFF CONTACT: Mary Carey, Finance Controller
SUBJECT: FY2023-24 Budget Update

Summary/Discussion

The staff has been monitoring the progression of spending for FY2023-24. As noted by staff during the FY2023-24 Budget's approval, the PC budgets were very tight, and staff provided periodic updates on budget spending, unanticipated utility cost increases, and other impacts on budgets.

Discussion/Analysis

The unanticipated expenses are associated with high projected power rate increases, an unusually high number of landfill closures due to rain and heat, an unanticipated additional public review process for the recycled water permit, and septic sewage entering the plants. The following is a summary of the increases:

- SCE (electricity) – 14% (versus 5%)
- SDGE (electricity) – 15% (versus 5%)
- Biosolids – Rain-caused landfill closures limited SOCWA deliveries to its lowest cost management option
- Increased septicity of the sewage entering the plants is increasing chemical costs to control filaments, odors, and sulfides

Budget Monitoring

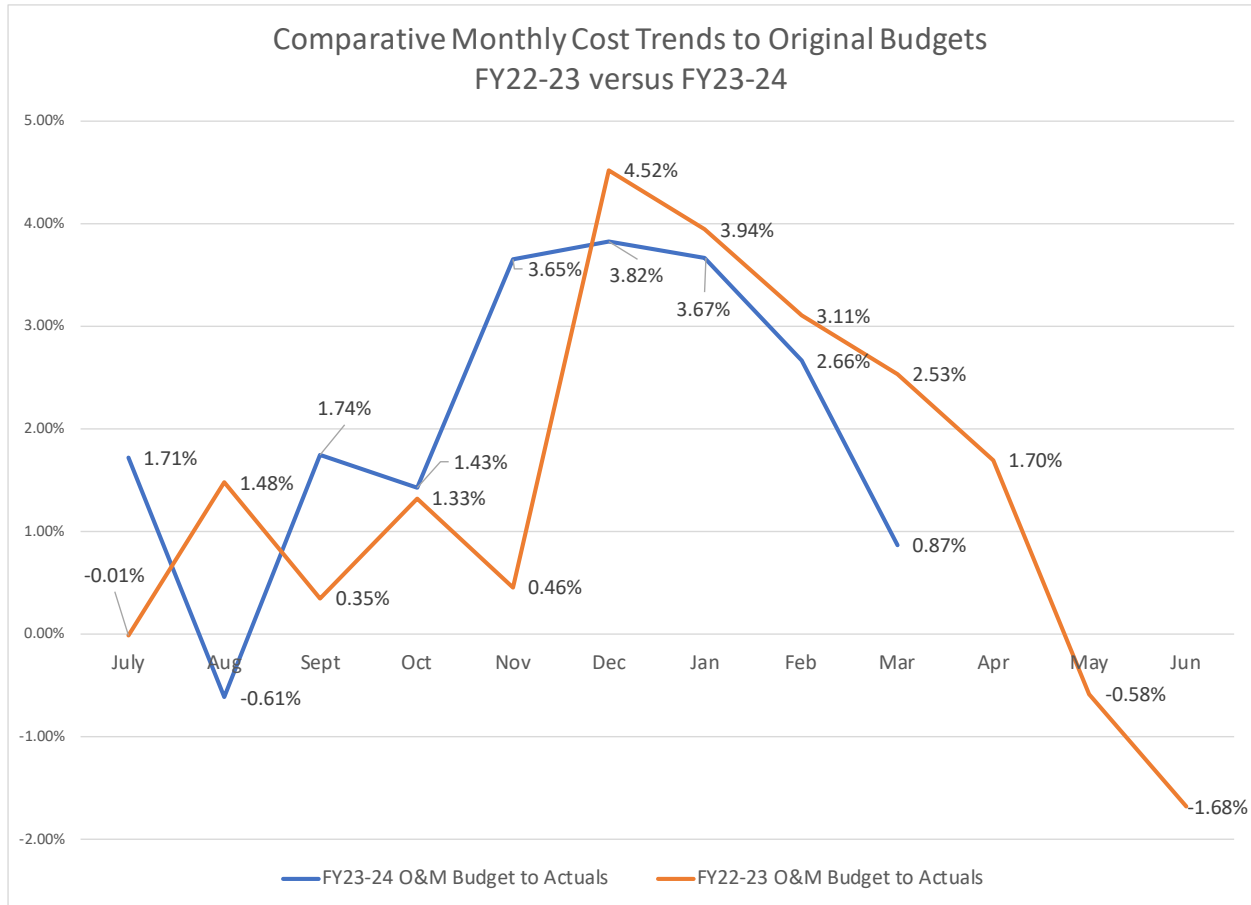
SOCWA staff plans to go to the May Finance Committee to allow one more month to monitor expenses. This is because the budget reports are non-linear. The chart tracking the budget to actuals for this Fiscal Year and last Fiscal Year will be discussed at the meeting.

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Prior Related Project Committee or Board Action(s)

None

Fiscal Impact

None

Recommended Action: Committee Discussion/Direction and Action.

SOCWA
Finance Committee
Budget Update
FY 2024-25
April 16, 2024

Administration & Residual Engineering (1) Divided Equally by Member Agency (2) Sub-divide Based on Ownership (in dollars)

Administration, and Residual Engineering Expenses
Project Committee

	City of Laguna Beach	City of San Clemente	El Toro Water District	Emerald Bay Service District	Irvine Ranch Water District	Moulton Niguel Water District	Santa Margarita Water District	South Coast Water District	Total
PC 2 - Jay B. Latham Plant						69,012	166,307	74,391	309,710
PC 5 - San Juan Creek Ocean Outfall		51,474				48,036	171,579	38,621	309,710
PC 8 - Pretreatment Program	17,237	54,285	5,048	4,275	37,744	61,540	86,710	42,871	309,710
PC 12 SO- Water Reclamation Permits						101,800	161,455	46,454	309,710
PC 15 - Coastal Treatment Plant/AWT	91,859			7,233		70,883		139,735	309,710
PC 17 - Joint Regional Wastewater Reclamation	22,074		39,861	1,161		228,986		17,628	309,710
PC 24 - Aliso Creek Ocean Outfall	34,068		50,483	2,416	48,810	135,808		38,125	309,710
Total Administration, and Residual Engineering	165,237	105,759	95,392	15,084	86,554	716,065	586,051	397,825	2,167,968
Admin % by Member Agency	7.6%	4.9%	4.4%	0.7%	4.0%	33.0%	27.0%	18.4%	100.0%
Admin % by Member Agency-Current Method	9.1%	0.8%	4.4%	0.5%	0.7%	41.6%	23.4%	19.6%	100.0%
% Change Increase/(Decrease)	-1.5%	4.1%	0.0%	0.2%	3.3%	-8.5%	3.7%	-1.2%	0.0%
\$ Change Increase/(Decrease)	(33,100)	88,215	(81)	5,067	71,793	(184,885)	79,703	(26,713)	0

Impact of Admin & Residual Engr Allocation Change by Member Agency & Project Committee (PC)

	City of Laguna Beach	City of San Clemente	El Toro Water District	Emerald Bay Service District	Irvine Ranch Water District	Moulton Niguel Water District	Santa Margarita Water District	South Coast Water District	Total
Administration, and Residual Engineering Expenses Project Committee									
PC 2 - Jay B. Latham Plant						(86,373)	(277,671)	(112,777)	(476,821)
PC 5 - San Juan Creek Ocean Outfall		39,843				37,182	132,810	29,894	239,730
PC 8 - Pretreatment Program	15,359	48,372	4,499	3,809	33,633	54,837	77,265	38,201	275,975
PC 12 SO- Water Reclamation Permits						92,874	147,298	42,381	282,553
PC 15 - Coastal Treatment Plant/AWT	(36,497)			909		46,451		(26,189)	(15,325)
PC 17 - Joint Regional Wastewater Reclamation	(38,597)		(44,045)	(1,539)		(436,032)		(28,030)	(548,244)
PC 24 - Aliso Creek Ocean Outfall	26,635		39,466	1,889	38,160	106,176		29,806	242,132
Total Administration, and Residual Engineering	(33,100)	88,215	(81)	5,067	71,793	(184,885)	79,703	(26,713)	0
Admin % by Member Agency	-1.5%	4.1%	0.0%	0.2%	3.3%	-8.5%	3.7%	-1.2%	0.0%

The Outfalls, Pretreatment, and PC 12 Permits would receive more Admin.

SOCWA Total Budget by Member Agency Adjusted for Admin Allocation Change

Budget by Member Agency	FY 2024-25 Proposed Budget				Budget Impact-Admin Evenly by PC, Ownership				
	FY 23-24 Budget	FY 24-25 Proposed Budget	Change \$	Change %	Admin Evenly, Ownership	FY 24-25 Adjusted Budget	YOY Change \$	YOY Change %	% Change Proposed Budget
City of Laguna Beach	\$2,298,848	\$2,427,407	\$128,559	5.6%	(\$33,100)	\$2,394,308	\$95,459	4.2%	-1.4%
City of San Clemente	271,276	259,343	(11,933)	-4.4%	88,215	347,558	76,282	28.1%	34.0%
El Toro Water District	1,141,330	1,159,769	18,439	1.6%	(81)	1,159,689	18,359	1.6%	0.0%
Emerald Bay Service District	177,736	173,141	(4,595)	-2.6%	5,067	178,208	473	0.3%	2.9%
Irvine Ranch Water District	214,278	175,481	(38,797)	-18.1%	71,793	247,274	32,996	15.4%	40.9%
Moulton Niguel Water District	10,038,953	10,730,617	691,664	6.9%	(184,885)	10,545,732	506,779	5.0%	-1.7%
Santa Margarita Water District	5,917,020	5,973,995	56,976	1.0%	79,703	6,053,698	136,679	2.3%	1.3%
South Coast Water District	4,668,350	5,047,382	379,032	8.1%	(26,713)	5,020,669	352,319	7.5%	-0.5%
Total	\$24,727,791	\$25,947,136	\$1,219,345	4.9%	\$0	\$25,947,136	\$1,219,345	4.9%	0.0%

City of San Clemente and Irvine Ranch Water District Costs Increased 34% and 40.9% respectively.

PC 2 JB Latham Member Agencies Admin Allocations Based on Ownership

PC 2 Member Allocations		PC 2 Member Allocations	
Liquids	Ownership %		
MNWD	23.08%	26,105	
SCWD	28.85%	32,631	
SMWD	48.08%	54,384	
TOTAL Liquids	100.00%	113,120	113,120
Common Liquids	Ownership %		
MNWD	23.08%	6,370	
SCWD	28.85%	7,963	
SMWD	48.08%	13,271	
Total	100.00%	27,604	27,604
Common Solids	Ownership %		
MNWD	21.62%	5,968	
SCWD	20.00%	5,521	
SMWD	58.38%	16,115	
TOTAL Common	100.00%	27,604	27,604
Solids	Ownership %		
MNWD	21.62%	30,569	
SCWD	20.00%	28,276	
SMWD	58.38%	82,536	
TOTAL Solids	100.00%	141,382	141,382
Grand Total		309,710	309,710

PC 2 Summary by Member	PC 2 Member Allocations	FY 24-25 Admin Allocation
MNWD	69,012	22.3%
SCWD	74,391	24.0%
SMWD	166,307	53.7%
Total	309,710	100.0%

PC 15 Coastal Member Agencies Admin Allocations Based on Ownership

PC 15 Member Allocations		PC 15 Member Allocations	
Liquids	Ownership %		
CLB	37.91%	61,686	
EBSD	2.99%	4,857	
MNWD	29.25%	47,600	
SCWD	29.85%	48,572	
TOTAL Liquids	100.00%	162,715	162,715
Common Liquids	Ownership %		
CLB	37.91%	30,173	
EBSD	2.99%	2,376	
MNWD	29.25%	23,283	
SCWD	29.85%	23,758	
TOTAL	100.00%	79,590	79,590
AWT	Ownership %		
SCWD	100.00%	67,405	
TOTAL AWT	100.00%	67,405	67,405
Grand Total		309,710	309,710

PC 15 Summary by Member	PC 15 Member Allocations	FY 24-25 Admin Allocation
CLB	91,859	29.66%
EBSD	7,233	2.34%
MNWD	70,883	22.89%
SCWD	139,735	45.12%
Total	309,710	100.00%

PC 17 Regional Member Agencies Admin Allocations Based on Ownership

PC 17 Member Allocations		PC 17 Member Allocations	
Liquids/AWT	Ownership %		
MNWD	100.00%	101,704	
TOTAL Liquids	100.00%	101,704	101,704
Common Liquids	Ownership %		
CLB	6.27%	1,602	
EBS	0.33%	84	
ETWD	10.26%	2,621	
MNWD	78.13%	19,958	
SCWD	5.01%	1,280	
TOTAL Common	100.00%	25,546	25,546
Common Solids	Ownership %		
CLB	11.22%	2,859	
EBS	0.59%	150	
ETWD	20.41%	5,200	
MNWD	58.82%	14,986	
SCWD	8.96%	2,283	
TOTAL Common	100.00%	25,477	25,477
Solids	Ownership %		
CLB	11.22%	17,613	
EBS	0.59%	926	
ETWD	20.41%	32,040	
MNWD	58.82%	92,337	
SCWD	8.96%	14,066	
TOTAL Solids	100.00%	156,983	156,983
Grand Total		309,710	309,710

PC 17 Summary by Member	PC 17 Member Allocations	FY 24-25 Admin Allocation
CLB	22,074	7.1%
EBS	1,161	0.4%
ETWD	39,861	12.9%
MNWD	228,986	73.9%
SCWD	17,628	5.7%
Total	309,710	100.0%

PC 12 SO Permits

Member Agencies Admin Allocations Based on FY 2024-25 O&M Distribution

PC 12 Member Allocations		PC 12 Member Allocations	FY 24-25 Admin Allocation
Facility	Ownership %		
MNWD	32.87%	101,800	32.9%
SMWD	52.13%	161,455	52.1%
SCWD	15.00%	46,454	15.0%
TOTAL Facility	100.00%	309,710	100.0%
Grand Total		309,710	309,710

PC 5 San Juan Creek Ocean Outfall Member Agencies Admin Allocations Based on Ownership (All Costs are Fixed)

PC 5 Member Allocations		PC 5 Member Allocations	FY 24-25 Admin Allocation
Facility	Ownership %		
CSC	16.62%	51,474	16.6%
MNWD	15.51%	48,036	15.5%
SMWD	55.40%	171,579	55.4%
SCWD	12.47%	38,621	12.5%
TOTAL Facility	100.00%	309,710	100.0%
Grand Total		309,710	309,710

PC 24 Aliso Creek Ocean Outfall Member Agencies Admin Allocations Based on Ownership (All Costs are Fixed)

PC 24 Member Allocations		PC 24 Member Allocations	FY 24-25 Admin Allocation	
Facility	Ownership %			
ETWD	16.30%	50,483	16.3%	
EBSD	0.78%	2,416	0.8%	
IRWD	15.76%	48,810	15.8%	
CLB	11.00%	34,068	11.0%	
MNWD	43.85%	135,808	43.9%	
SCWD	12.31%	38,125	12.3%	
TOTAL Facility	100.00%	309,710	100.0%	309,710
Grand Total		309,710		

PC 8 – Pretreatment Program

Member Agencies Admin Allocations

Based on FY 2024-25 Budget Estimated Labor Charges

PC 8 Member Allocations		PC 8 Member Allocations	FY 24-25 Admin Allocation
Facility	Ownership %		
CLB	5.57%	17,237	5.6%
CSC	17.53%	54,285	17.5%
ETWD	1.63%	5,048	1.6%
EBSD	1.38%	4,275	1.4%
IRWD	12.19%	37,744	12.2%
MNWD	19.87%	61,540	19.9%
SMWD	28.00%	86,710	28.0%
SCWD	13.84%	42,871	13.8%
TOTAL Facility	100.00%	309,710	100.0%
Grand Total		309,710	309,710

Accounting and Finance Duties Required by Law, Legal Agreements and the Board

JPA Requirements	Government Code Requirements	CA State Audit Requirement	Project Committee Agreements	Board Requirements
(1) Accounting Procedures >Full Books & Accounts Maintained >Cash Roll Forward	Accounting Procedures >Full Books & Accounts Maintained >Cash Roll Forward	Accounting Procedures >Full Books & Accounts Maintained >Cash Roll Forward		
(2) Annual Financial Statements Audit >File with Board of Directors >File with Member Agencies	Annual Financial Statements Audits >File with California State Controller Office >File with Orange County Controller Office	File Annual Reports on Time		
(3) Annual Budgets	Annual or Biennial Budgets	Annual or Biennial Budgets	Budgets at Project Committee Level Budgets by PC & Capital Project Use Audit	Supplemental Financial Statements
(4) Billings to Member Agencies >Capital Projects by PC & Project # >O&M by PC				

- The Finance Controller estimates 25-30% of time supporting the audit, preparing financial statements, working with actuaries, and preparing the ACFR.
- Project committees have a causal and beneficial relationship with Administrative work; therefore, the estimate is 20-25% for Administration and 5% for the General Fund, with no change.

General Fund (GF) Costs Review

Finance Committee, March 19, 2024, requested a review of the following costs for potential inclusion in the General Fund (GF):

Expense item	Results of Review
1 Finance time	The work has a causal and beneficial relationship with all project committees. The recommendation is no change to the current allocation; no costs are included in the GF.
2 Budget and Audit Work	The work has a causal and beneficial relationship with all project committees. The recommendation is no change to the current allocation of 5% of the Finance Controller time.
3 Car Allowance	The costs follow the employees; therefore, 50% of the Acting GM car allowance and 5% of the Finance Controller car allowance should be considered for the GF.
4 Time Buckets for each group of costs	This information is currently unavailable.

General Fund (GF) Costs Review

Finance Committee, March 19, 2024, requested a review of the following costs for potential inclusion in the General Fund (GF):

Expense item

Results of Review

5 Legal

The amount included in Administration is primarily Board Matters including JPA discussions, MOU negotiations, and attendance at the Board meetings.

Legal costs pertinent to Project Committees (PCs) are recorded in the PCs.

Recommendations

are:

JPA discussions and attendance at the Board meetings have a causal and beneficial relationship with the Board and should be considered for inclusion in the GF.

MOU negotiations have a causal and beneficial relation with all the PCs and should remain in Administration.

-

6 Memberships

The membership costs are for the Authority; there are no membership costs specific to an employee.

General Fund (GF) Costs Review

Finance Committee, March 19, 2024, requested a review of the following costs for potential inclusion in the General Fund (GF):

Expense item	Results of Review
7 Management Support	Management Support changes annually based on requirements; FY 24-25 includes \$100k for the FY 2030 transition plan; this should be considered for inclusion in GF.
8 IT	IT is allocated to departments and project committees based on labor costs. Including GF labor in the allocation template resulted in an allocation of 2.7% vs. the 5% that is currently used.

Financial Impact to Proposed FY 2024-25 Budget for 1% COLA (Cost of Living Adjustment)

Budget by Member Agency											UAL & OPEB Annual Payments Allocated using a Board Approved Actuarial Methodology ¹							
	FY 2020-21 Actual (w UAL and OPEB) ²	Change %	FY 2021-22 Actual (w UAL and OPEB) ²	Change %	FY 2022-23 Actual (w UAL and OPEB) ²	Change %	FY 2023-24 Adj. Budget (w UAL and OPEB) ²	Change %	FY 2024-25 Budget (w/o UAL and OPEB) ¹	Change %	UAL & OPEB FY 24-25	Board Approved Method	Total Budget COLA 1%	Change \$	Change %	FY 24-25 Proposed Budget No COLA	Change \$	Change %
City of Laguna Beach	\$2,121,882	1.1%	2,179,567	2.7%	\$2,265,285	3.9%	\$2,298,848	1.5%	\$2,204,529	-4.1%	\$231,081	10.72%	\$2,435,610	\$136,761	5.9%	\$2,427,407	8,202	0.3%
City of San Clemente	172,941	11.0%	182,040	5.3%	192,069	5.5%	271,276	41.2%	245,305	-9.6%	15,088	0.70%	260,393	(10,883)	-4.0%	259,343	1,051	0.4%
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%	1,088,834	-4.6%	74,095	3.44%	1,162,928	21,598	1.9%	1,159,769	3,159	0.3%
Emerald Bay Service District	166,819	11.7%	154,451	-7.4%	158,963	2.9%	177,736	11.8%	163,688	-7.9%	10,152	0.47%	173,840	(3,896)	-2.2%	173,141	699	0.4%
Irvine Ranch Water District	167,760	4.5%	166,373	-0.8%	176,261	5.9%	214,278	21.6%	159,913	-25.4%	16,101	0.75%	176,014	(38,264)	-17.9%	175,481	533	0.3%
Moulton Niguel Water District	9,259,287	3.0%	9,411,942	1.6%	9,689,775	3.0%	10,038,953	3.6%	9,815,964	-2.2%	948,020	43.99%	10,763,984	725,032	7.2%	10,730,617	33,368	0.3%
Santa Margarita Water District	2,671,575	13.3%	3,029,218	13.4%	3,756,078	24.0%	5,917,020	57.5%	5,542,501	-6.3%	452,003	20.97%	5,994,504	77,484	1.3%	5,973,995	20,508	0.3%
South Coast Water District	3,857,757	3.3%	4,127,834	7.0%	4,146,365	0.4%	4,668,350	12.6%	4,657,966	-0.2%	408,719	18.96%	5,066,685	398,335	8.5%	5,047,382	19,303	0.4%
Trabuco Canyon Water District	69,781	26.9%	22,534	-67.7%	33,117	47.0%		-100.0%										
Total	\$21,506,016	3.2%	\$22,296,778	3.7%	\$23,532,399	5.5%	\$24,727,791	5.1%	23,878,700	-3.4%	\$2,155,259	100.00%	\$26,033,959	\$1,306,168	5.3%	\$25,947,136	\$86,823	0.3%

- The Proposed FY 2024-25 Budget would increase by \$86,823 or .3% for every 1% of COLA.

Agenda Item 5.G.

Board of Directors
Meeting Date: April 7, 2022

TO: Board of Directors
FROM: Betty Burnett, General Manager
STAFF CONTACT: Mary Carey, Finance Controller
SUBJECT: Actuary Firms Open Task Orders, Authorization for Two-Years Services Totaling \$15,000 for Work Of Bartel Associates and Nyhart.

Summary/Discussion

This agenda item provides a recommendation to authorize the General Manager to acquire two years of services from Bartel Associates and Nyhart for valuation and actuary services.

Bartel Associates provides:

- Fiscal Year End Net Pension Liability Change
- Pension and OPEB Termination Liability Template for Agencies leaving the Joint Powers Authority (JPA)
- Potential Changes to Board Approved Methodology for Distribution of Long-Term Liabilities

Nyhart provides:

- Fiscal Yearend Net OPEB Liability Change
- Termination Liability for OPEB
- OPEB Valuation Reports

Bartel and Nyhart services are recommended as a continuation of the work the Firms completed previously to develop templates to distribute the Authority's three long-term liabilities by project committee and member agency, and the Net Pension Liability, and Net OPEB Liability annual reporting. This item is brought to the attention of the Finance Committee and Board due to expenditures over a number of years totaling cumulative greater than \$50,000 for each firm. The majority of the expenses in past years related to development of options for allocation of unfunded liabilities and other projects.

SOCWA uses the Firms because of their expertise, competence, and experience with our organization and in the type of service required and in line with the project's complexity.

Staff recommends continued utilization of these two service providers although others in the field may be available due to knowledge and best value.

Recommended Action: The Finance Committee recommend to the Board of Directors to authorize the General Manager to acquire the services of Bartel Associates and Nyhart over a two-year period in the amount of \$15,000.

- Recommendation: To continue the services after the two years have expired.

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
- March 19 – Finance Committee Meeting and Budget Update
- April 11 – FY 2024-25 Capital Budget to Engineering Committee
- April 16 - Finance Committee Meeting and Budget Update
- April 30 - Final Budget Update (if necessary)
- May 16 – Board Budget Workshop
- June 6 – Board Meeting (Budget Consideration for Approval)

Questions and Discussion

Finance Committee, March 19, 2024, requested a review of the following costs for potential inclusion in the General Fund (GF):

Expense item	Results of Review
1 Finance time	The work has a causal and beneficial relationship with all project committees; no change to the current allocation; no costs are included in the GF.
2 Budget and Audit Work	The work has a causal and beneficial relationship with all project committees; no change to the current allocation of 5% of the Finance Controller time.
3 Car Allowance	The costs follow the employees; therefore, 50% of the Acting GM car allowance and 5% of the Finance Controller car allowance should be considered for the GF.
4 Time Buckets for each group of costs	This information is currently unavailable.
5 Legal	<p>The amount included in Administration is primarily Board Matters including JPA discussions, MOU negotiations, and attendance at the meetings. Legal costs pertinent to Project Committees (PC) are recorded in the PC.</p> <p>Recommendations are:</p> <p>JPA discussions and attendance at the Board meetings have a causal and beneficial relationship with the Board and should be considered for inclusion in the GF.</p> <p>MOU negotiations have a causal and beneficial relation with all the PCs and should remain in Administration.</p>
6 Memberships	The membership costs are for the Authority; there are no membership costs specific to GF participants.
7 Management Support	Management Support changes annually based on requirements; FY 24-25 includes \$100k for the FY 2030 transition plan; this should be considered for inclusion in GF.
8 IT	IT is allocated to departments and project committees based on labor; including GF in the allocation template resulted in an allocation of 2.7% vs. the 5% that is currently used.

Agenda Item

7

Finance Committee Meeting

Meeting Date: April 16, 2024

TO: Finance Committee

FROM: Jim Burror, Acting General Manager/Director of Operations
Roni Grant, Associate Engineer

SUBJECT: Capital Improvements Program (CIP) Budget Update

Overview

Updated presentation materials were presented at the April 11, 2024, Engineering Committee meeting.

Recommended Action: Information Item.



SOCWA Draft CIP Budget - Updated

April 16, 2024

Agenda Item 7

FY24-25 Summary

FY24-25 Cash Requests(1)	Current Project Phase
\$6,181,648	In construction/implementation
\$737,202	In design
\$1,454,720	Planned FY24-25 start
\$2,012,000	Planned small capital
\$302,000	Non-cap studies
\$10,687,570	Total FY24-25 Budget

(1) Does not include ongoing project cash balances from prior Fiscal Years.

Current FY24-25 Versus FY24-25 Planned in FY23-24

	FY24-25 Budget From FY23-24 Budget Book	Proposed FY24-25 Budget	Delta from Budget for FY24-25
Planned Cash Request	\$17,788,000	\$10,687,570	(\$7,100,430)

Current FY24-25 Versus FY24-25 Planned in FY23-24

Member Agency	Proposed FY24-25 Cash Request	FY24-25 Cash Request for FY23-24	Delta
CLB	\$1,161,626	\$2,209,718	(\$1,048,092)
CSC	\$1,662	\$174,511	(\$172,849)
EBSD	\$88,127	\$162,907	(\$74,780)
ETWD	\$269,944	\$910,962	(\$641,018)
IRWD (c/o ETWD)	\$46,999	\$202,123	(\$155,124)
MNWD	\$3,615,515	\$7,131,702	(\$3,516,187)
SCWD	\$2,403,455	\$3,453,944	(\$1,050,489)
SMWD	\$3,100,242	\$3,542,133	(\$441,891)
Total	\$10,687,570	\$17,788,000	(\$7,100,428)

Ten Year CIP Update Summary Updated

- Excel spreadsheet provided to member agencies for review of the program
- Pdf's of key sheets in Engineering Committee packets
- Individual meetings to review CIP being setup

Draft CIP Budget Summary Updated

	FY 2024/2025	FY 2025/2026	Total
Large Capital	\$ 8.38 MM	\$ 13.53 MM	\$ 21.91 MM
Non & Small Cap	\$ 2.31 MM	\$ 2.74 MM	\$ 5.05 MM
Total	\$ 10.69 MM	\$ 16.27 MM	\$ 26.96 MM

Capital Budget by PC and Agency Updated

PC	Facility	FY 2024/25	FY 2025/26	Total
PC-2	JBL	\$5,895,545	\$8,136,280	\$14,031,825
PC-5	SJCOO	\$10,000	\$190,000	\$200,000
PC15	CTP	\$2,723,000	\$3,634,151	\$6,357,151
PC-17	RTP	\$1,907,393	\$4,033,956	\$5,941,349
PC-21	ETM	\$96,632	\$149,292	\$245,924
PC-24	ACOO	\$55,000	\$125,000	\$180,000
Total		\$10,687,570	\$16,268,678	\$26,956,248

Capital Budget by PC and Agency Updated

Member Agency	FY 2024/25	FY 2025/26	Total
Laguna Beach	\$1,161,626	\$1,455,155	\$2,616,781
San Clemente	\$1,662	\$31,578	\$33,240
Emerald Bay SD	\$88,127	\$112,738	\$200,865
El Toro WD	\$269,944	\$170,571	\$440,515
IRWD (c/o ETWD)	\$46,999	\$54,470	\$101,469
Moulton Niguel WD	\$3,615,515	\$6,818,627	\$10,434,142
South Coast WD	\$2,403,455	\$3,043,748	\$5,447,203
Santa Margarita WD	\$3,100,242	\$4,581,791	\$7,682,033
Total	\$10,687,570	\$16,268,678	\$26,956,248

Budget Schedule

- Feb 23 - Draft 10 Year Spending Plan released
- **March 14 to 28 (next 2 weeks) – Budget Review Meetings**
 - Staff are available to meet to discuss your comments, questions, and concerns with the budget.
- April 11 – Revised budget presentation to Engineering Committee
- April 16 – Finance Committee Budget Review Meeting
- TBD – Board Budget Workshop
- TBD – Board Meeting (Budget Consideration for Approval)



Discussion & Questions