

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


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

AGENDA

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

**Thursday, March 1, 2018
8:30 a.m.**

THE BOARD OF DIRECTORS MEETING ROOM IS WHEELCHAIR ACCESSIBLE. IF YOU REQUIRE ANY SPECIAL DISABILITY RELATED ACCOMMODATIONS (I.E. ACCESS TO AN AMPLIFIED SOUND SYSTEM, ETC.), PLEASE CONTACT THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY'S SECRETARY'S OFFICE AT 949-234-5421 AT LEAST SEVENTY-TWO (72) HOURS PRIOR TO THE SCHEDULED MEETING. THIS AGENDA CAN BE OBTAINED IN ALTERNATE FORMAT UPON WRITTEN REQUEST TO THE SOUTH ORANGE COUNTY WASTEWATER AUTHORITY SECRETARY AT LEAST SEVENTY-TWO (72) HOURS PRIOR TO THE SCHEDULED MEETING.

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

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ORAL COMMUNICATIONS

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

4. CONSENT CALENDAR

A. Minutes of Board of Directors Meeting(s)

ACTION The Board will be requested to approve subject Minutes.

Board of Directors/Finance Committee Joint Meeting December 28, 2017 1
Board of Directors Special Meeting January 11, 2018 6
Board of Directors Regular Meeting February 1, 2018..... 10

B. Minutes of Engineering Committee Meeting(s)

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

| | |
|--|----|
| Engineering Committee September 14, 2017 | 25 |
| Engineering Committee January 11, 2018 | 30 |

C. Minutes of PC-15 Committee Meeting(s)

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

| | |
|---------------------------------------|----|
| PC-15 Meeting November 16, 2017 | 35 |
| PC-15 Meeting December 6, 2017 | 38 |
| PC-15 Meeting December 20, 2017 | 40 |

D. Minutes of the Finance Committee Meeting(s)

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

| | |
|--|----|
| Finance Committee Special Meeting September 21, 2017 | 42 |
| Finance Committee Special Meeting October 31, 2017 | 45 |

E. Financial Matters – Year-To-Date December 31, 2017

| | |
|---|----|
| Summary of Disbursements: August 2017 thru December 2017 Exhibit A..... | 49 |
| Schedule of Funds Available for Reinvestment – Exhibit B..... | 50 |
| Schedule of Cash and Investments – Exhibit C | 51 |
| Capital Projects Summary – Exhibit D | 52 |
| Capital Projects Budget – Graph – Exhibit D1 | 53 |

Budget vs. Actual Expenses:

| | |
|--|----|
| Operations/Maintenance & Environmental Safety Costs – Exhibit E1 | 54 |
| Engineering Budget vs. Actual Comparison – Exhibit E2..... | 64 |
| Administration Budget vs. Actual Comparison – Exhibit E3 | 65 |
| Information Technology (IT) budget vs. Actual Comparison – Exhibit E4..... | 66 |

ACTION 1) Receive a report from Finance Committee as to review of August 2017 – December 2017 financial reports as discussed at Finance Committee meeting on February 26, 2018.
2) The Finance Committee to recommend to the Board of Directors to receive and file the Year-To-Date December 31, 2017 Financial Reports as submitted.

F. Financial Matters – Month of January 2018

| | |
|--|----|
| Summary of Disbursements – Exhibit A | 69 |
| Schedule of Funds Available for Reinvestment – Exhibit B | 70 |
| Schedule of Cash and Investments – Exhibit C | 71 |
| Capital Schedule – Exhibit D | 72 |
| Capital Projects – Graph – Exhibit D-1 | 73 |

Budget vs. Actual Expenses:

| | |
|--|----|
| Operations and Environmental Summary – Exhibit E-1 | 74 |
| Residual Engineering, after transfer to Capital – Exhibit E-2..... | 84 |
| Administration – Exhibit E-3..... | 85 |
| Information Technology (IT) – Exhibit E-4..... | 86 |

- ACTION 1) Receive a report from Finance Committee as to review of January 2018 financial reports as discussed at Finance Committee meeting on February 26, 2018.
2) The Finance Committee to recommend to the Board of Directors to receive and file the January 2018 Financial Reports as submitted.

G. Operational Reports

| | |
|--|-----|
| Monthly Operations Report – January 2018 | 89 |
| Ocean Outfall Discharges by Agency | 98 |
| Beach/Ocean Monitoring Report | 100 |
| Recycled Water Report | 123 |
| Pretreatment Report..... | 127 |

- ACTION The Board will be requested to receive and file subject reports.

H. Capital Improvement Program

| | |
|--|-----|
| Capital Improvement Status Reports | 130 |
|--|-----|

- ACTION The Board will be requested to receive and file subject reports.

5. ENGINEERING MATTERS

| | |
|--|-----|
| A. Award of Engineering Services Contract to Tetra Tech [PC21 Reach D] | 146 |
|--|-----|

- ACTION The Board will be requested to approve the award of the Engineering Services Contract to Tetra Tech at a fee of \$345,370.00 for the Final Design of the Effluent Transmission Main Trail Bridge Crossing Design Project [PC21 Reach D].

6. GENERAL MANAGER'S REPORTS

- A. Interim General Counsel and Labor Counsel Services Agreement with Varner Brandt..... 155

ACTION The Board will be requested to ratify the legal services agreement with Varner Brandt to serve as Interim General Counsel pending selection of a new general counsel and continue serving as SOCWA labor counsel.

- B. SCADA Trending Module Update Project [PC 2 JBL] 164

ACTION Staff recommends to the Board of Directors to approve contract with Tesco Engineering to upgrade the SCADA trending software at JBL for an amount not to exceed \$36,666.00.

- C. SCADA Trending Module Update Project [PC 17 RTP] 166

ACTION Staff recommends to the Board of Directors to approve contract with Tesco Engineering to upgrade the SCADA trending software at RTP for an amount not to exceed \$36,666.00.

- D. General Manager's Status Report 168

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

- Board Questions
- Receive and file

7. CLOSED SESSION

- A. A Closed Session will be conducted for the following matter:

Pursuant to Government Code Section 54956.75

Audit by California State Auditor's Office

- B. A. Closed Session will be conducted for the following matter:

Pursuant to Government Code Section 54956.9

Existing Litigation: *Case of SOCWA, et al. v. Moulton Niguel Water District*
Case number 30-2017-00923143-CU-BC-CJC.

8. OTHER MATTERS

- A. Board Chair comments on open items.

B. General Manager comments on open items – discussion of schedule for input from SOCWA member agencies on pending items.

C. Open discussion or items received too late to be agendaized

Note: Determine the need to take action on the following item(s) introduced by the General Manager which arose subsequent to the agenda being posted.

[Adoption of this action requires a two-thirds vote of the Board, or if less than two-thirds are present an unanimous vote.]

9. ADJOURNMENT

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

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

Board of Directors and Finance Committee

December 28, 2017

The Special Joint Meeting of the South Orange County Wastewater Authority (SOCWA) Board of Directors and Finance Committee was held on Thursday, December 28, 2017 at 8:30 a.m. at the Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of the Board of Directors were present:

| | |
|--|---------------|
| DON BUNTS, Santa Margarita Water District | Director |
| SCOTT GOLDMAN, El Toro Water District | Director |
| RAY MILLER, City of San Juan Capistrano | Director |
| MATT COLLINGS, Moulton Niguel Water District | Director |
| DOUG REINHART, Irvine Ranch Water District | Director |
| TONI ISEMAN, City of Laguna Beach | Vice Chairman |
| MIKE DUNBAR, Emerald Bay Water District | Director |
| ANDY BRUNHART, South Coast Water District | Director |
| STEPHAN DOPUDJA, Trabuco Canyon Water District | Director |
| FRED ADJARIAN, El Toro Water District | Director |
| DENNIS ERDMAN, South Coast Water District | Director |

Absent:

DAVE REBENS DORF, City of San Clemente

Staff present:

| | |
|---------------------|------------------------------------|
| BETTY BURNETT | General Manager/Secretary |
| PAT GIANNONE | Bowie, Arneson, Wiles & Giannone |
| JEANETTE COTINOLA | Procurement/Contract Administrator |
| ANNA SUTHERLAND | AP/Payroll Accountant |
| NAYDIN KIM | Staff Accountant |
| NADIYA SZE | Sr. Accountant |
| DINA ASH | Human Resources Administrator |
| KONSTANTINE SHILKOV | Staff Accountant |

Also present:

| | |
|--------------|--------------------------------|
| BOB GUMERMAN | Citizen |
| HECTOR RUIZ | Trabuco Canyon Water District |
| CHRIS NGUYEN | OC Auditor Controller's Office |
| FRANCES JUO | Pun Group |

Vice Chairperson Iseman called the meeting to order at 8:30 a.m. and welcomed everyone present. Director Collings led the Pledge of Allegiance to the Flag of the United States of America.

Oral Comments

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

ACTION TAKEN

No action required.

Engineering Matters

Award of Engineering Services – Dudek [PC15]

ACTION TAKEN

Motion was made by Director Brunhart and seconded by Director Dunbar to approve the engineering services contract to Dudek at a fee of \$139,710 for the final design of the tertiary system upgrades for CTP AWT.

Motion carried: Aye 3; Nay 1; Abstain 0; Absent 0

| | |
|----------------------|-----|
| Director Dunbar | Aye |
| Director Collings | Nay |
| Vice Chairman Iseman | Aye |
| Director Brunhart | Aye |

Award of Engineering Services – Lee & Ro [PC17]

ACTION TAKEN

Motion was made by Director Collings and seconded by Director Brunhart to approve the engineering services contract to Lee & Ro at a fee of \$139,818 for the aeration upgrade final design for RTP.

Motion carried: Aye 5; Nay 0; Abstain 0; Absent 0

| | |
|----------------------|-----|
| Director Dunbar | Aye |
| Director Goldman | Aye |
| Director Collings | Aye |
| Vice Chairman Iseman | Aye |
| Director Brunhart | Aye |

General Manager's Report

Carollo Infrastructure Valuation Report

ACTION TAKEN

Motion was made by Director Dunbar and seconded by Director Brunhart to approve the final Valuation Report as submitted with full documentation presented.

Motion carried: Aye 8; Nay 1; Abstain 0; Absent 1

| | |
|----------------------|--------|
| Director Dunbar | Aye |
| Director Goldman | Aye |
| Director Miller | Aye |
| Director Collings | No |
| Director Reinhart | Aye |
| Vice Chairman Iseman | Aye |
| Director Bunts | Aye |
| Director Brunhart | Aye |
| Director Dopudja | Aye |
| Director Rebensdorf | Absent |

Financial Statements and Independent Auditors' Report FY Ended June 30, 2017

Director Goldman asked as to the timeliness of approval of the Audit when the Use Audit for FY 2016-17 is still under consideration by The Board. Staff explained that the Use Audit

would not be finalized until MNWD and SMWD made their decisions on allocation of flows for JBL. Director Reinhart asked a clarification question as to how the Audit, if approved, would be amended as to the distribution of revenues described therein. Discussion ensued with staff explaining that the audited financials cover the whole of SOCWA's financial position. Staff noted that the supplemental schedules would also follow on the completion of the Use Audit as the distribution of costs allocated to the SOCWA member agencies. Ken Pun of The Pun Group noted that the total O&M agency collections were correct and that the audit can track as to the current allocation as the most reasonable estimate for member agency operating revenues. Frances Juo of The Pun Group also commented that in the financial statements for FY 2018-19, should a change in allocation occur for 2016-17, the future Finance Statements can note that change.

Director Collings requested clarification as to the inclusion in the audit of a letter on internal controls. Ken Pun of the Pun Group noted that there will not be an internal control letter, because the Pun Group did not identify any internal control issues during the audit that they would consider as material weaknesses or significant deficiencies and therefore would be no management letter comment.

Further discussion ensued regarding The Pun Group review of SOCWA cash on hand.

In consideration of the motion on approval, Director Collings commented that the Audit is being asked to be considered again without supplemental schedules, which MNWD believes to be critical to the understanding of the financial position of SOCWA. The financial understanding to the public and member agencies of a clear understanding of the assets and liabilities as it relates to the member agencies for the facilities for which they have responsibility and obligations to. MNWD believes that the absence of the supplemental schedules is critical and as a necessary component of this Audit should not be taken lightly in the preparation. With the absence of the supplemental statements and MNWD's disagreement with capital assets recordings, MNWD believes the assets are overstated, MNWD will not support approval of the audit.

ACTION TAKEN

Motion was made by Director Brunhart and seconded by Director Reinhart to receive and file the Financial Statements and Independent Auditors' Report FY Ended June 30, 3017, including the Governance Letter and Auditor's Report on Internal Controls as prepared by The Pun Group.

Motion carried: Aye 8; Nay 1; Abstain 0; Absent 1

| | |
|----------------------|--------|
| Director Dunbar | Aye |
| Director Goldman | Aye |
| Director Miller | Aye |
| Director Collings | Nay |
| Director Reinhart | Aye |
| Vice Chairman Iseman | Aye |
| Director Bunts | Aye |
| Director Brunhart | Aye |
| Director Dopudja | Aye |
| Director Rebensdorf | Absent |

Clarification of Uniform Purchasing Policy and Procedures

ACTION TAKEN

Motion was made by Director Dunbar and seconded by Director Brunhart to approve revisions to the Uniform Purchasing Policy and Procedures dated March 5, 2015 as follows: 1. Page 2, Definition of Board of Directors: "BOARD" – Shall mean the Board of Directors when

taking action as the full Board, or the participating members of a Project Committee when the expenditure or obligation to be approved pertains to a project committee and is funded by members of the Project Committee approving the expenditure. 2. Appendix 1, change reference to "Board of Directors and Project Committees"

Motion carried: Aye 5; Nay 4; Abstain 0; Absent 1

| | |
|----------------------|--------|
| Director Dunbar | Aye |
| Director Goldman | Nay |
| Director Miller | Aye |
| Director Collings | Nay |
| Director Reinhart | Aye |
| Vice Chairman Iseman | Aye |
| Director Bunts | Nay |
| Director Brunhart | Aye |
| Director Dopudja | Nay |
| Director Rebensdorf | Absent |

Other Matters

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

Adjournment

There being no further business, Vice Chairperson Iseman adjourned the meeting at 9:52 a.m.

I HEREBY CERTIFY that the foregoing Minutes are a true and accurate copy of the Minutes of the Special Joint Meeting of the South Orange County Wastewater Authority Board of Directors and Finance Committee of December 28, 2017, and approved by the Board of Directors of the South Orange County Wastewater Authority.

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

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

December 28, 2017

| <u>DESCRIPTION</u> | <u>MOTION MADE BY</u> | <u>ACTION</u> |
|--|------------------------------|----------------------|
| Award of Engineering Services – Dudek [PC15] | Brunhart | Approved |
| Award of Engineering Services – Dudek [PC17] | Collings | Approved |
| Carollo Infrastructure Valuation Report | Dunbar | Approved |
| Financial Statements and Independent Auditors' Report FY Ended June 30, 2017 | Brunhart | Approved |
| Clarification of Uniform Purchasing Policy and Procedures | Dunbar | Approved |

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

Board of Directors

January 11, 2018

The Special Meeting of the South Orange County Wastewater Authority (SOCWA) Board of Directors was held on Thursday, January 11, 2018, at 10:30 a.m. at the Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of the Board of Directors were present:

| | |
|--|-------------------------------|
| DAN FERONS, Santa Margarita Water District | Chairman |
| SCOTT GOLDMAN, El Toro Water District | Director |
| RAY MILLER, City of San Juan Capistrano | Director |
| MATT COLLINGS, Moulton Niguel Water District | Director |
| DOUG REINHART, Irvine Ranch Water District | Director |
| TONI ISEMAN, City of Laguna Beach | Vice Chairman |
| MIKE DUNBAR, Emerald Bay Water District | Director |
| ANDY BRUNHART, South Coast Water District | Director [arrival 10:31 a.m.] |
| STEPHAN DOPUDJA, Trabuco Canyon Water District | Director |
| DAVE REBENDSOLF, City of San Clemente | Director |

Staff present:

| | |
|---------------|--------------------------------------|
| BETTY BURNETT | General Manager/Secretary |
| PAT GIANNONE | Bowie, Arneson, Wiles & Giannone |
| BRIAN PECK | Director of Engineering |
| AMBER BAYLOR | Director of Environmental Compliance |
| MARY CAREY | Finance Controller |
| JIM BURROR | Director of Operations |
| DANITA HIRSH | Executive Assistant |

Also present:

| | |
|-----------------|-------------------------------------|
| BRAD NEUFELD | Varner Brandt [arrival 10:43 a.m.] |
| JEREMY JUNGRIES | Rutan & Tucker [arrival 10:40 a.m.] |
| DONALD FROELICH | Moulton Niguel Water District |
| DENNIS ERDMAN | South Coast Water District |

Chairman Ferons called the meeting to order at 10:30 a.m. and welcomed everyone present. Director Collings led the Pledge of Allegiance to the Flag of the United States of America.

Oral Comments

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

ACTION TAKEN

No action required.

Consent Calendar

Chairman Ferons referenced the items under the Consent Calendar and asked if there were any questions or comments. There were none.

ACTION TAKEN

Motion was made by Director Reinhart and seconded by Director Dunbar to approve the items under the consent calendar.

Motion carried: Aye 10; Nay 0; Abstain 0; Absent 0

| | |
|----------------------|-----|
| Director Dunbar | Aye |
| Director Goldman | Aye |
| Director Miller | Aye |
| Director Collings | Aye |
| Director Reinhart | Aye |
| Vice Chairman Iseman | Aye |
| Chairman Ferons | Aye |
| Director Brunhart | Aye |
| Director Dopudja | Aye |
| Director Rebensdorf | Aye |

General Manager's Reports

Janitorial Contract

Director Reinhart requested information as to the clearing of references for the vendor. The General Manager explained that would be within SOCWA procedures to do so but that question for this contract would need input from the Contracts Administrator and she was not present, but the General Manager would check on the question and provide an answer.

ACTION TAKEN

Motion was made by Director Goldman and seconded by Director Reinhart to approve the janitorial contract to Crown Facility Solutions for a period of one year with the option to renew each year for four years not to exceed \$75,000 per year.

Motion carried: Aye 10; Nay 0; Abstain 0; Absent 0

| | |
|----------------------|-----|
| Director Dunbar | Aye |
| Director Goldman | Aye |
| Director Miller | Aye |
| Director Collings | Aye |
| Director Reinhart | Aye |
| Vice Chairman Iseman | Aye |
| Chairman Ferons | Aye |
| Director Brunhart | Aye |
| Director Dopudja | Aye |
| Director Rebensdorf | Aye |

General Manager Status Report

ACTION TAKEN

There being no object the Chairman directed the General Manager Status Report be received and filed.

Other Matters

Chairman Ferons presented the SOCWA Chairman's Report titled *Do Something Remarkable*, which is herewith attached to these minutes.

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

The Chairman adjourned the Board of Directors Meeting for a five (5) minute recess at 10:55 a.m.

The Board meeting reconvened at 11:02 a.m. and went into Closed Session at 11:03 a.m.

Closed Session

- 1) Public Employee Performance Evaluation: General Manager
Pursuant to Government Code Section 54957(b)(1):
- 2) Evaluation of Contractor Serving in an Executive Position
Pursuant to Government Code Section 54957(b)(1):

Performance Evaluation of General Counsel

The Board meeting reconvened to open session at 11:55 a.m.

Report Out of Closed Session

There was no reportable action from Closed Session.

Adjournment

There being no further business, Chairman Ferons adjourned the meeting at 11:56 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 Board of Directors of January 11, 2018, and approved by the Board of Directors of the South Orange County Wastewater Authority.

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

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

January 11, 2018

| <u>DESCRIPTION</u> | <u>MOTION MADE BY</u> | <u>ACTION</u> |
|---|------------------------------|----------------------|
| Consent Calendar | Reinhart | Approved |
| Janitorial Contract – Crown Facility Solutions | Goldman | Approved |

**MINUTES OF REGULAR MEETING
OF THE
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
Board of Directors**

February 1, 2018

The Regular Meeting of the South Orange County Wastewater Authority (SOCWA) Board of Directors was held on Thursday, February 1, 2018, at 8:30 a.m. at the Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of the Board of Directors were present:

| | |
|--|------------------------------|
| MIKE DUNBAR, Emerald Bay Water District | Director |
| SCOTT GOLDMAN, El Toro Water District | Director |
| RAY MILLER, City of San Juan Capistrano | Director |
| MATT COLLINGS, Moulton Niguel Water District | Director |
| DOUG REINHART, Irvine Ranch Water District | Director |
| TONI ISEMAN, City of Laguna Beach | Vice Chairman |
| DAN FERONS, Santa Margarita Water District | Chairman |
| DENNIS ERDMAN, South Coast Water District | Alternate Director |
| STEPHAN DOPUDJA, Trabuco Canyon Water District | Director |
| DAVE REBENDSOLF, City of San Clemente | Director [arrival 8:31 a.m.] |

Staff present:

| | |
|--------------------|--|
| BETTY BURNETT | General Manager/Secretary |
| BRAD NEUFELD | Varner & Brandt |
| BRIAN PECK | Director of Engineering |
| AMBER BAYLOR | Director of Environmental Compliance |
| JIM BURROR | Director of Operations |
| MARY CAREY | Finance Controller |
| DINA ASH | Human Resource Administrator |
| TERI NOSON | Clerk of the Board |
| DANITA HIRSH | Executive Assistant to the General Manager |
| JEANETTE CONTINOLA | Procurements/Contracts Administrator |

Also present:

| | |
|-----------------|-----------------------------------|
| DONALD FROELICH | Moulton Niguel Water District |
| FRED ADJARIAN | El Toro Water District |
| DENNIS CAFFERTY | El Toro Water District |
| ALLISON BURNS | Stradling, Yocca, Carlson & Rauth |

Chairman Ferons called the meeting to order at 8:30 a.m. and welcomed everyone present. Director Erdman led the Pledge of Allegiance to the Flag of the United States of America.

Oral Comments

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

Director Dunbar read the following statement: "at the last SOCWA Board meeting, Chairman Ferons challenged this agency to do something remarkable. You asked that we all focus on resolving longstanding financial and operational matters in the next six (6) months. And you specifically challenged PC15 members to solve our ongoing dispute, well we took those

statements to heart. Last week our three agencies submitted an offer to MNWD to enter into settlement discussions. The SOCWA Board was sent this letter yesterday for reference, I am sure you all have seen it and read it. This offer was not unilateral as it was proceeded with overtures from certain MNWD Board members that we took as a sign of good faith and we thank you for that. Importantly, our offer removes that requirement that MNWD first pay its capital bills prior to initiating discussions. For 18 months this has been our one condition of settlement discussions. We did this as a sign that we are serious about this in response to the Chair's challenge to do something remarkable. The timing of this offer is right. Court proceedings are already underway as you know. There was a hearing in Riverside County Superior Court a week ago with more scheduled for later this month. It will only get more contentious and costly from this moment forward. That is why we want to have these discussions held in a way where all PC15 members can speak freely and openly and find trust and the right solutions to this problem. I do not know where these potential settlement discussions will lead, but we owe it to our communities, this Board, and one another to try. We thank the Chairman for his leadership, thank the Board member's for your patience and support. And I also want to add you have my resolve as Chair of PC15 that we get this done."

Director Collings stated that he appreciated the comments: "I can't speak on behalf of MNWD Board, I know that they appreciated the letter and will be discussing it soon."

Director Reinhart stated, "I know in the past we have had discussions about this whole situation with the lawsuit(s) in PC15, but it brings to mind in the past there has been some stuff like with the Makar property and other issues where a PC has sued and it is SOCWA that ended up being the defendant or the one that is prosecuting the case or pressing the case. I would like to in the very near future have a closed session with all 10 members, with whoever legal counsel is going to be and represent us to discuss and clarify for every board member, if they are not clear because I am not, why SOCWA needs to be involved in a lawsuit that does not involve all of SOCWA or SOCWA has to be in a lawsuit that doesn't have to involve all of the agencies that are part of SOCWA. I think it speaks to the fact that if I had trouble sleeping at night, I have gone through all of the PC agreements and the original agreement that set up SOCWA, and I can't find any definitive truth that says that in the case of PC15 because we all know that although delegated to Emerald Bay that they could come back to us and say we want everybody to pay a share of this because you are all somehow involved in it. I don't see anything in there. I am sure if I asked 5 lawyers I would get 6 opinions, as to whether it is in there or not, but I would like to have further discussion on that because I am concerned as to what it means to the rest of us who are not part of; it could be any of us because - next time it could be PC2, could be any of us facing this situation and I think we all need to understand that. So I think we need to have a Board meeting, closed session, and have that discussed. I say closed session because it has some relevance to the case that is going on right now. But it is under closed session no one can disclose what is being said to their advantage in the future."

ACTION TAKEN

No action required.

Consent Calendar

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

Director Collings requested that item B. Financial Matters, and item E. Project Committee No. 15 1) Change Order – Olsson Construction, Coastal Treatment Plant be pulled from the Consent Calendar.

ACTION TAKEN

Motion was made by Director Erdman and seconded by Director Dunbar to approve the remaining Consent Calendar items A, C, D & F.

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

B. Financial Matters

Director Collings reported that the Consent Calendar has this item as a receive and file, but on page 17 it is shown as an information item. Could staff clarify the intent for this item?

Ms. Burnett stated that it was to go to the Finance Committee as noted in the staff report as an information item.

ACTION TAKEN

Information item only – no action required.

E. Project Committee No. 15

1) Change Order – Olsson Construction, Coastal Treatment Plant

ACTION TAKEN

Motion was made by Director Erdman and seconded by Director Dunbar to approve Change Orders 4, 5, 6 and 7 to the construction contract with Olsson Construction of the Coastal Treatment Plant Miscellaneous Improvements 2017 Project.

| | |
|----------------------|-----------------------------------|
| Motion carried: | Aye 3; Nay 1; Abstain 0; Absent 0 |
| Director Dunbar | Aye |
| Director Collings | Nay |
| Vice Chairman Iseman | Aye |
| Director Erdman | Aye |

Engineering Matters

Award of Engineering Services Contract to Lee & Ro [PC17]

ACTION TAKEN

Motion was made by Director Collings and seconded by Director Goldman to approve the engineering services contract to Lee & Ro at a fee of \$258,344 for the final design of the solids area upgrades for the Regional Treatment Plant.

| | |
|----------------------|-----------------------------------|
| Motion carried: | Aye 5; Nay 0; Abstain 0; Absent 0 |
| Director Dunbar | Aye |
| Director Goldman | Aye |
| Director Collings | Aye |
| Vice Chairman Iseman | Aye |
| Director Erdman | Aye |

CIP Process – Staff Presentation

Presentation by Brian Peck, Director of Engineering (see attached PowerPoint).

ACTION TAKEN

Information Item – no action required.

General Manager's Report

Service Contract Award – BioSpark Clean Energy, LLC [PC17]

ACTION TAKEN

Motion was made by Director Goldman and seconded by Director Collings to approve the award for the Biogas cleaning system service contract with BioSpark Clean energy, LLC., with the following terms and conditions: two (2) year term, first year annual contract costs not to exceed \$81,240 and increase of contract prices for the second year shall be based on the CPI (consumer price index) for Los Angeles/Orange County area.

| | |
|----------------------|-----------------------------------|
| Motion carried: | Aye 5; Nay 0; Abstain 0; Absent 0 |
| Director Dunbar | Aye |
| Director Goldman | Aye |
| Director Collings | Aye |
| Vice Chairman Iseman | Aye |
| Director Erdman | Aye |

RFP for General Counsel Legal Services

Board members provided comments to the draft qualifications and scope of work.

ACTION TAKEN

Information Item – no action required.

General Manager's Status Report

Staff provided an overview of the FY2018-19 Budget Schedule and requested Board questions and comments as to the GM Report.

ACTION TAKEN

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

Other Matters

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

Director Iseman referred to page 53 of the agenda book suggesting solar energy for considered for SOCWA's buildings.

Staff responded it would look at t request in considering funding for the FY2018-19 budget.

The Chairman adjourned the Board of Directors Meeting for a five (5) minute recess at 10:23 a.m.

The Board meeting reconvened at 10:31 a.m. and went into Closed Session at 10:32.

Closed Session

A. A Closed Session will be conducted for the following matter:

Pursuant to Government Code Section 54957(b)(1)

Evaluation of Public Employee - Title: General Manager

The Board of Directors meeting reconvened at 11:25 a.m.

Report Out of Closed Session

There were no reportable actions out of Closed Session.

Adjournment


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

I HEREBY CERTIFY that the foregoing Minutes are a true and accurate copy of the Minutes of the Regular Meeting of the South Orange County Wastewater Authority Board of Directors of February 1, 2018 and approved by the Board of Directors of the South Orange County Wastewater Authority.


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

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


| <u>DESCRIPTION</u> | <u>MOTION MADE BY</u> | <u>ACTION</u> |
|---|------------------------------|----------------------|
| Consent Calendar | Director Erdman | Approved |
| Approval of Change Orders 4, 5, 6, and 7 – Olsson Construction, Coastal Treatment Plant [PC 15] | Erdman | Approved |
| Approval Change Orders 15 through 20 – Pacific Hydrotech, Regional Treatment Plant [PC 17] | Collings | Approved |
| Award of Engineering Services Contract to Lee & Ro [PC17] | Collings | Approved |
| Award of Service Contract – BioSpark Clean Energy, LLC, Regional Treatment Plant [PC 17] | Goldman | Approved |



SOCWA CIP Planning




SOCWA Board of Directors Meeting
February 1, 2018




A Continued Discussion

- SOCWA Board – 10/05/17: SOCWA Maintenance Program Overview
- SOCWA Engineering Committee – 11/09/17: SOCWA CIP Planning



The Question

- How can SOCWA improve capital planning forecasting so that member agencies can plan for financial needs?



The Answer

- Ten Year Plan
- Condition Assessments
 - ↳ Mapping of Underground Utilities
- Asset Management Program
- Annual Risk/Opportunity Workshops
- Innovative Technology for Biosolids and Other Focused Master Plans

The Answer

- Ten Year Plan

The Ten Year Plan

- Ten Year Plan (last Board approved in 2010 – rolling since then)



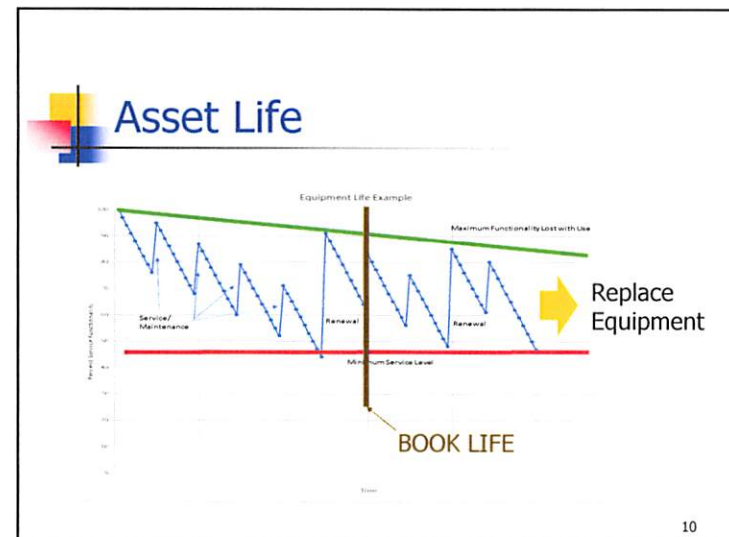
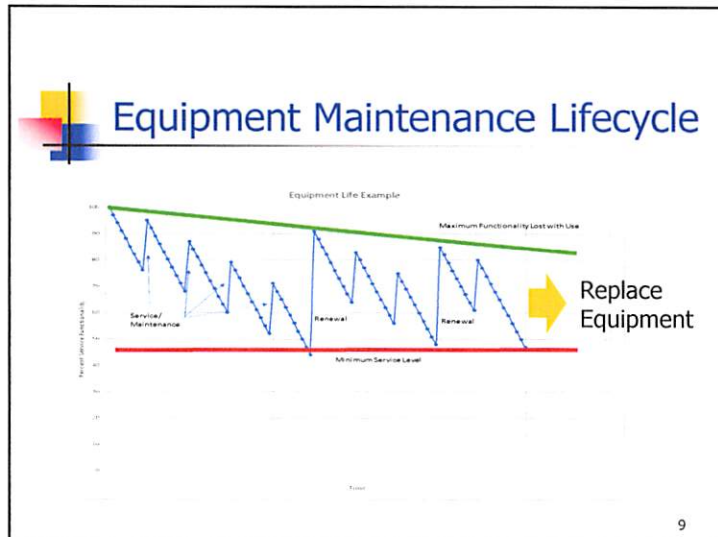
Ten Year Plan

And expected planning accuracy ...

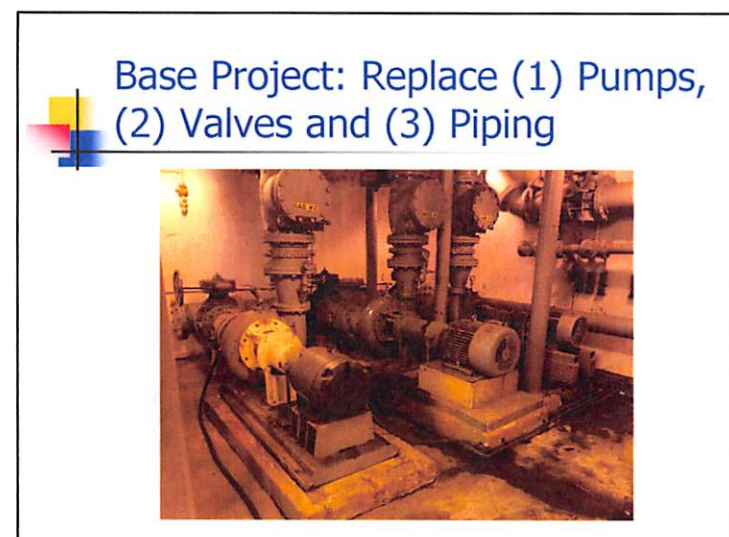
| YEAR | | | | | | | | | | | | | | |
|------|------|--------|--------|--------|-------|-------|-------|-------|-------|------|------|------|------|------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| Blue | Blue | Yellow | Yellow | Yellow | Green | Green | Green | Green | Green | Blue | Blue | Blue | Blue | Blue |

Work On The Current Ten Year Plan

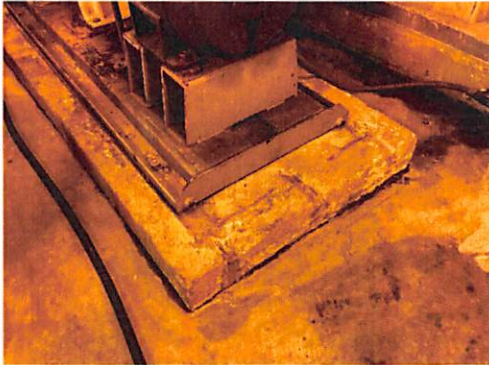
- Approach To Documentation
- More Asset Categories (350 to 500 for each plant)
- Stricter Interpretation Of Asset Life



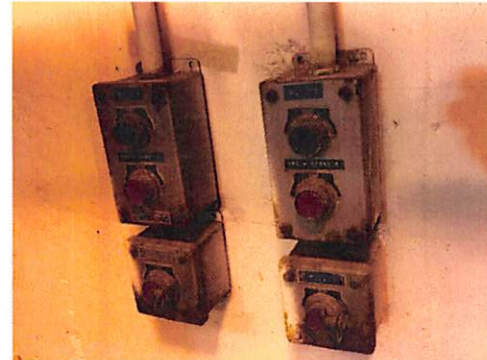
- ### Work On The Current Ten Year Plan
- Approach To Documentation
 - More Asset Categories (350 to 500 for each plant)
 - Stricter Interpretation Of Asset Life
 - More Utilization of Consultants
 - Use of Contingencies



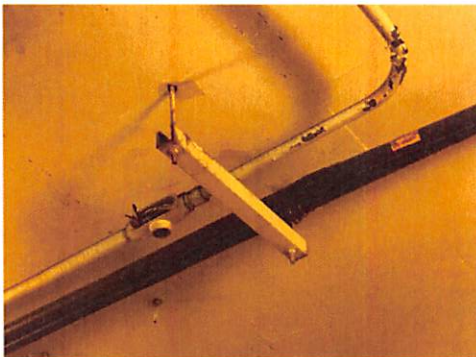
Contingencies To Cover



Contingencies To Cover



Contingencies To Cover



Contingencies To Cover



Contingencies To Cover



Contingencies To Cover



Work On The Current Ten Year Plan

- Approach To Documentation
- More Asset Categories (350 to 500 for each plant)
- Stricter Interpretation Of Asset Life
- More Utilization of Consultants
- Use of Contingencies
- Moving From TYP to Budget

Expected Accuracy of Cost Estimating

- | | |
|----------------------|--------------|
| ■ Order of Magnitude | +50% to -30% |
| ■ Study or Budget | +30% to -15% |
| ■ Detailed | +15% to - 5% |
- Source: Association for the Advancement of Cost Engineering





The Answer

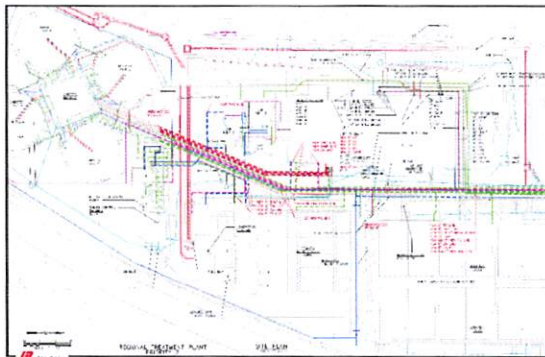
- Ten Year Plan
- Condition Assessments
 - ↳ Mapping of Underground Utilities



Condition Assessments



Condition Assessments – Underground Piping



The Answer

- Ten Year Plan
- Condition Assessments
 - ↳ Mapping of Underground Utilities
- Asset Management Program

Asset Data Base Management

| Item No. | Key No. | Area | Asset Category | Discussion | Size/Type Description | Quantity | Start-up Date (Year) | Useful Life (Years) | Replace Date (Year) | Estimated Replace Cost |
|----------|---------|-----------------------|-----------------------------------|---|---|----------|----------------------|---------------------|---------------------|------------------------|
| 1 | S-PT-1 | Preliminary Treatment | Diversion Structure | Assume 1979 | Class A Concrete, Reinforced Concrete, special junction structure, 2 inlets: 30" VCP, 48" PCP, 3 outlets: 2 x 42" VCP, 1x 36" VCP, with access and equipment hatches. | 1 | 1979 | 50 | 2029 | \$25,000 |
| 2 | G-PT-1 | Preliminary Treatment | Diversion Structure Gates | Assume 1978 start-up date. One was replaced in 2005 with SST gate. Per RD, replace other (East) in a few years. | Sliding gate, Cast Iron, Non Rising Stem (with electric actuators); 42"x42" as taken from plans | 2 | 1978 | 30 | 2008 | \$75,000 |
| 3 | G-PT-2 | Preliminary Treatment | Electric Actuators | Assume 1964 start-up date | Rotork; 460 V; 3 ph, 43 rpm (for influent gates at Diversion Struct.) | 2 | 1978 | 15 | 1993 | \$10,000 |
| 4 | S-PT-2 | Preliminary Treatment | East Headworks Building Structure | | 1480 SF, split face concrete masonry unit, stucco wood furring over CMU wall (Approx. 18' tall). | 1 | 1999 | 50 | 2049 | \$450,000 |

Communication

Engineering
Asset Tables
Excel



Operations
CMMS
"Tabware"

Large Versus Small Capital

Large Cap

- Major Systems Repairs
- Design requirements (ex. structural engineering)
- New regulations
- Complex shutdowns and tie-ins
- Large (multiyear) efforts
- New Services/ Processes

Small Cap

- Point/Temporary Repairs
- Emergency Repairs
- Standalone items
- IT and Security
- Obsolescence issues
- Limit scope items
- Limited staffing in Engineering to support
- Near term or critical need (Planned or unplanned in CIP project)

Small Capital Example



The Answer

- Ten Year Plan
- Condition Assessments
 - ↳ Mapping of Underground Utilities
- Asset Management Program
- Annual Risk/Opportunity Workshops

Unexpected Projects



Vulnerabilities



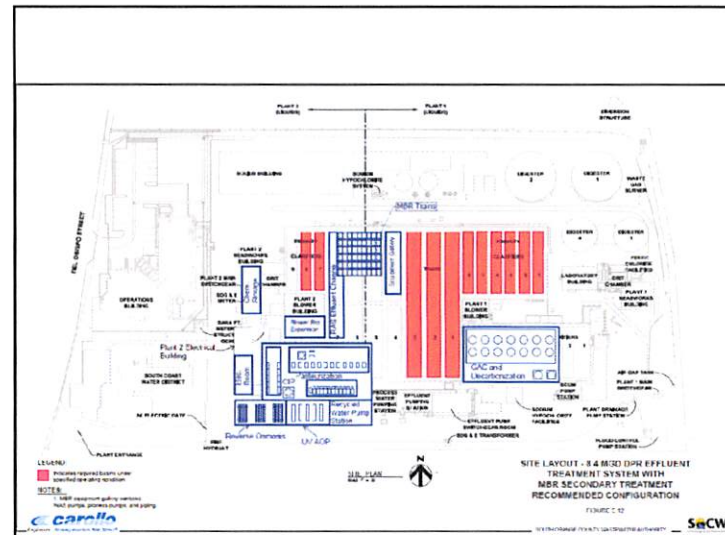
And Potential Issues





The Answer

- Ten Year Plan
- Condition Assessments
 - ↳ Mapping of Underground Utilities
- Asset Management Program
- Annual Risk/Opportunity Workshops
- Innovative Technology for Biosolids and Other Focused Master Plans



Topics for Exploration

- Odor Control
- Biosolids Opportunities/Energy Management
- End of Useful Life
- Wet Weather Evaluation
- Effluent Quality/Zero Discharge
- Nuisance Flow Handling
- Spatial Management



The Answer

- Ten Year Plan
- Condition Assessments
 - ↳ Mapping of Underground Utilities
- Asset Management Program
- Annual Risk/Opportunity Workshops
- Innovative Technology for Biosolids and Other Focused Master Plans

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

Engineering Committee

September 14, 2017

The Regular Meeting of the South Orange County Wastewater Authority (SOCWA) Engineering Committee was held on Thursday, September 14, 2017, at 8:30 a.m. at the SOCWA Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members were present:

ROD WOODS
RICK SHINTAKU
MICHAEL DUNBAR
MIKE MARQUIS
DENNIS CAFFERTY
DON BUNTS
KEVIN BURTON

Moulton Niguel Water District
South Coast Water District
Emerald Bay Service District [arrived 9:15 a.m.]
City of San Juan Capistrano [exited 10:15 a.m.]
El Toro Water District [exited 10:15 a.m.]
Santa Margarita Water District [exited 9:30 a.m.]
Irvine Ranch Water District [exited 10:00 a.m.]

Absent:

HECTOR RUIZ
DAVE REBENDORF
DAVID SHISSLER

Trabuco Canyon Water District
City of San Clemente
City of Laguna Beach

Also Present:

DONALD FROEHLICH

Moulton Niguel Water District

Staff present:

BRIAN PECK
JASON MANNING
RONI YOUNG-GRANT
JIM BURROR
AMBER BAYLOR

Director of Engineering
Senior Engineer
Associate Engineer
Director of Operations
Director of Environmental Compliance

Mr. Peck called the meeting to order at 8:31 a.m. and welcomed everyone present.

Public Comments

Mr. Peck asked if members of the public desired to address the Engineering Committee or desired to reserve addressing the Engineering Committee during the meeting regarding any item on the Agenda.

No comments were received.

Review/Approval of Meeting Minutes

ACTION TAKEN

Mr. Peck indicated that there were no minutes ready for presentation to the Engineering Committee. This action was deferred to the October Engineering Committee meeting.

Operations Report

DISCUSSION:

Mr. Burror made a presentation regarding SOCWA's Maintenance Program. Mr. Burror discussed the overall depreciation level at SOCWA's treatment facilities. Mr. Burror reviewed the differences between the Small Capital Improvements program implemented by SOCWA's

Operation and Maintenance Department and the Main Capital Improvements program directed by SOCWA's Engineering Department. Discussion ensued.

ACTION TAKEN:

Mr. Burror will provide an updated version of the Maintenance Program presentation at the SOCWA Board of Directors meeting on October 5, 2017.

Outfall Dilution Study
(Project Committees 5 and 24)

DISCUSSION:

Ms. Baylor presented an update on the Ocean Outfall Study. The Engineering Committee had previously given direction to SOCWA staff to develop a contract amendment for Michael Baker International (Baker) to determine the cost estimate for three alternatives to modify the diffusers for the San Juan Creek Ocean Outfall. Ms. Baylor presented the proposed contract amendment. The cost for the additional work would be \$17,674. This added cost would be allocated only to the Project Committee 5 members. The overall amended project cost would be \$120,344. Ms. Baylor indicated that there was sufficient budget available to support the project. Discussion ensued. The Engineering Committee members supported the proposed contract amendment.

ACTION TAKEN:

The Engineering Committee recommended the \$17,674 contract amendment for action by the Board of Directors.

Effluent Transmission Main Trail Bridge Crossing Protection Design Proposal Review
(Project Committee 21 Reach D)

DISCUSSION:

The proposed Trail Bridge Crossing Protection project addresses a crossing of the Effluent Transmission (Reach D) under Aliso Creek. The concrete encasement has become exposed. TetraTech had done a preliminary report for the crossing protection in 2014. SOCWA staff transmitted a request for proposals (RFP) for final design services to three firms including TetraTech. SOCWA received a single proposal back from TetraTech. TetraTech's proposal included two subconsultants: Dudek for CEQA, biological/cultural surveys and resource agency permitting, and David Bush and Associates for topographical surveying. The TetraTech fee of \$364,195 was well over the budgeted \$200,000. TetraTech's design fee was reasonably priced at \$113,000. However, Dudek's environmental fees appeared high at \$196,000. Mr. Peck indicated that he had not yet spoken with TetraTech or Dudek.

Mr. Peck suggested three options: (1) SOCWA perform the CEQA work internally, (2) split the design and environmental portions of the project; then seek alternative proposals for the environmental work, or (3) delay the project until the next fiscal year and secure additional funding. Mr. Cafferty asked why the budget was underestimated. Mr. Peck noted that since the arrundo had been removed from the stream that much had been learned about the existing conditions including a high tail water issue that increased the area to be addressed for the project. Mr. Peck also noted that biological survey and resource agency permitting work were impacted by more stringent environmental conditions that were appearing for projects along Aliso Creek. Mr. Burton asked if some savings could be obtained by combining the work with other crossing protection projects. Mr. Peck indicated that the next crossing protection project was not anticipated for another five years. Mr. Cafferty indicated a preference for discussing the work with a second environmental firm. Mr. Burton noted that ESA had recently been selected by IRWD for a dam

project. Mr. Woods noted that Helix is typically cost effective and has had experience working with TetraTech. Mr. Peck indicated that he would (1) contact TetraTech and Dudek for a review and (2) solicit the opinion of a second environmental firm regarding the needed level of effort.

ACTION TAKEN:

SOCWA staff will investigate the needed environmental effort further and report back to the Engineering Committee.

J. B. Latham Treatment Plant Facility Improvements Packages A/C Construction Project Review (Project Committee 2)

DISCUSSION:

Mr. Peck noted that SOCWA staff had originally received a requested contract amendment from HDR Engineering for approximately \$43,000. After negotiation with HDR the following three change orders were agreed upon. Change Order No. 5 involved an additional 42 hours of work expended in working with SCAQMD and SDG&E. The cost for Change Order No.5 is \$6,959.00. Change Order No.6 included an additional 40 hours of work expended in the start-up of the co-generation system related to the design of a relay system to meet the SDG&E request for system protection. The cost of Change Order No.6 is \$8,060.00. Change Order No.7 involved the work on an additional 15 record drawings beyond the original scope. The cost of Change Order No.7 is \$13,248.00. the total cost of the three change orders is \$28,267.00.

Mr. Peck noted that SOCWA was working on a small project to modify the gas flare system. The existing system is not automated; the flare must be started manually. The co-generation system runs out of digester gas in the middle of the night. Currently the plant staff shuts the co-generation system at 4 pm when the staff leaves for the day. The proposed project will allow the facility to continue operation through the night. Mr. Peck noted that only a minimal amount of investment would be made in the existing flare. Ms. Baylor is tracking a new SCAQMD rule which will require replacement of the flare.

ACTION TAKEN:

The present Project Committee No. 2 members recommended Change Orders Nos. 5, 6, and 7 to the construction services contract with HDR Engineering for the J.B. Latham Treatment Plant Facility Improvements Packages A/C Project for action by the Board of Directors.

J. B. Latham Treatment Plant Facility Improvements Package B Design Proposal Review (Project Committee 17)

DISCUSSION:

Ms. Young presented two proposals for the Facility Improvements Package B design prepared by Carollo Engineers and Lee & Ro. Ms. Young indicated the absence of additional proposals was probably due to the perceived advantage that Carollo had as they had done the preliminary design project. Ms. Young noted that the references for both firms had been very favorable. Ms. Young indicated that staff felt that the approach to work by Carollo was slightly stronger based on project understanding. The proposed fees for both firms were very close in the \$1.5 million to \$1.6 million range. Ms. Young noted that hours per drawing estimates for both firms were also very close. However, Lee & Ro included more drawings and almost 2000 hours of engineering time. Discussion ensued regarding the added value that this might bring to the project. The Project Committee 2 Engineering Committee members felt that the recommendation could go to either firm. Ms. Young indicated that the recommendation of SOCWA staff was to award to Carollo Engineers based on SOCWA's positive past experience with Carollo's project manager and project engineer.

ACTION TAKEN:

The present Project Committee No. 2 members recommended award of the design contract to Carollo Engineers for the J.B. Latham Treatment Plant Facility Improvements Packages B Project for action by the Board of Directors.

Regional Treatment Plant Facility Aeration and Solids Area Improvement Design Draft Request for Proposals
(Project Committee 17)

DISCUSSION:

Mr. Peck reviewed the draft Request for Proposals for the Aeration and Solids Area Improvement Design. Mr. Peck indicated that SOCWA staff was leaning toward splitting these into two separate projects as they involved different areas of the treatment plant. Discussion ensued regarding the engineering firms that would be invited to propose.

ACTION TAKEN:

No action necessary. This item is presented for information only.

Coastal Treatment Plant Export Sludge Status Report
(Project Committee 15)

DISCUSSION:

Mr. Peck reviewed the status of the Project Committee 15 budget with respect to the delay in construction of the Export Sludge system. Mr. Peck noted that Dudek believed that the permitting of the project would be completed in the spring of 2018. If this schedule holds true then the construction expenditure for Project Committee 15 would shift by three quarters from what was estimated in the Fiscal Year 2017/2018 capital improvement budget. This will be reflected in SOCWA's quarterly billings to the Project Committee 15 Member Agencies.

Mr. Peck distributed the latest construction cost estimate prepared by Dudek, Dudek is currently estimating a construction cost of \$4.1 million which includes construction, construction management and environmental mitigation. Mr. Peck indicated that he believes that the Dudek estimate is low by approximately \$500,000.

Mr. Peck presented six change orders for the Dudek design contract. Change Order No. 6 involved additional coordination with the USFWS at a cost of \$16,780.00. Change Order No.7 involved the preparation of a draft low effect Habitat Conservation Plan at a price of \$21,800.00. Change Order No. 8 included the preparation of Incidental Take application form at the cost of \$3,040.00. Change Order No. 9 reflected the processing of the low effect Habitat Conservation Plan at a cost of \$20,255.00. Change Order No. 10 included additional California Coastal Commission support services at a cost of \$6,000.00. Change Order No.11 involved additional engineering support services at cost of \$14,880.00. The total cost of the six change orders is \$82,755.00. Mr. Dunbar and Mr. Shintaku supported the recommended changes to the Dudek contract. Mr. Woods indicated that the Moulton Niguel Water District did not support the proposed change orders as (a) the project would extend the life of the facility beyond the duration of the Project Committee 15 agreement and the MNWD does not intend to renew its participation in the facility and (b) the MNWD does not believe the capital improvement budget for Project Committee 15 for Fiscal Year '17/'18 was approved.

ACTION TAKEN:

The majority of present Project Committee No. 15 members recommended Change Orders Nos. 6, 7, 8, 9, 10, and 11 to the design services contract with Dudek for the Coastal Treatment Plant Export Sludge System Replacement Project for action by the Board of Directors.

Adjournment

There being no further business, Mr. Peck adjourned the meeting at 10:31 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 Engineering Committee of September 14, 2017, and approved by the Board of Directors of the South Orange County Wastewater Authority.

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

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

Engineering Committee

January 11, 2018

The Regular Meeting of the South Orange County Wastewater Authority (SOCWA) Engineering Committee was held on Thursday, January 11, 2018, at 8:30 a.m. at the SOCWA Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members were present:

| | |
|------------------|---|
| ROD WOODS | Moulton Niguel Water District |
| DON BUNTS | Santa Margarita Water District [exited 9:52 a.m.] |
| RICK SHINTAKU | South Coast Water District |
| DAVID SHISSLER | City of Laguna Beach |
| MIKE MARQUIS | City of San Juan Capistrano [arrived 8:36 a.m.] |
| | [departs 9:52 a.m.] |
| DAVE REBENS DORF | City of San Clemente [arrived 9:54 a.m.] |

Absent:

| | |
|-----------------|-------------------------------|
| HECTOR RUIZ | Trabuco Canyon Water District |
| KEVIN BURTON | Irvine Ranch Water District |
| MICHAEL DUNBAR | Emerald Bay Service District |
| DENNIS CAFFERTY | El Toro Water District |

Staff Present:

| | |
|------------------|---|
| BRIAN PECK | Director of Engineering |
| JASON MANNING | Senior Engineer |
| RONI YOUNG-GRANT | Associate Engineer |
| JIM BURROR | Director of Operations |
| AMBER BAYLOR | Director of Environmental Compliance [exited 9:57 a.m.] |

Also Present:

| | |
|--------------------|---|
| JESUS GARIBAY, JR. | Moulton Niguel Water District |
| DENNIS ERDMAN | South Coast Water District |
| STEVE DELSON | Gate 5 Energy Partners [exited 9:52 a.m.] |

Mr. Peck called the meeting to order at 8:33 a.m. and welcomed everyone present.

Public Comments

Mr. Peck asked if members of the public desired to address the Engineering Committee or desired to reserve addressing the Engineering Committee during the meeting regarding any item on the Agenda.

No comments were received.

Review/Approval of Meeting Minutes

ACTION TAKEN:

Motion was made by Mr. Bunts and seconded by Mr. Woods to approve the August 10, 2017 Meeting minutes. Engineering Committee Meeting minutes as submitted.

Motion carried: Aye 4; Nay 0; Abstain 1; Absent 5

| | |
|-----------------|---------|
| Michael Dunbar | Absent |
| Rick Shintaku | Aye |
| Rod Woods | Aye |
| Don Bunts | Aye |
| Mike Marquis | Aye |
| Dave Rebensdorf | Absent |
| Hector Ruiz | Absent |
| Dennis Cafferty | Absent |
| David Shissler | Abstain |
| Kevin Burton | Absent |

Motion was made by Mr. Bunts and seconded by Mr. Shissler to approve the December 14, 2017 Meeting minutes. Engineering Committee Meeting minutes as submitted.

Motion carried: Aye 4; Nay 0; Abstain 1; Absent 5

| | |
|-----------------|---------|
| Michael Dunbar | Absent |
| Rick Shintaku | Abstain |
| Rod Woods | Aye |
| Don Bunts | Aye |
| Mike Marquis | Aye |
| Dave Rebensdorf | Absent |
| Hector Ruiz | Absent |
| Dennis Cafferty | Absent |
| David Shissler | Aye |
| Kevin Burton | Absent |

Operations Report

DISCUSSION:

Mr. Burror provided information regarding the potential ban of biosolids disposal at landfills. Discussion ensued.

Mr. Burror reviewed the status of chemical handling contracts.

ACTION TAKEN:

No action necessary at this time.

Consideration of Biosolids Handling Demonstration Project at SOCWA Treatment Facilities (Project Committees 2 and 17)

DISCUSSION:

Mr. Peck discussed the background of discussions with Gate 5 Energy Partners. Mr. Peck indicated that this might be the right time to explore alternative biosolids handling technologies due to (a) potential restrictions on landfill disposal and (b) forthcoming investments in existing capital facilities. Mr. Peck proposed a request for proposals (RFP) to biosolids technology vendors proposing a two-prong process: (a) firm develops detailed conceptual plan for implementation at a SOCWA facility (paid for by SOCWA) and (b) if needed firm performs a

demonstration test at a SOCWA facility (at the firm's cost). Mr. Peck noted that he had been made aware of a comparable process run by a consortium of Bay Area agencies. SOCWA staff is working to obtain these materials for review.

Mr. Steve Delson with Gate 5 Energy Partners gave a brief presentation regarding Gate 5 technology. Mr. Delson indicated that Gate 5 was developing a trailer mounted demonstration unit. It was anticipated that this unit would be ready within six months.

ACTION TAKEN:

This topic will be continued for further discussion at the February Engineering Committee meeting.

Consideration of Asset Management Program Development for Fiscal Year 2018/2019 (All Project Committees)

DISCUSSION:

Mr. Peck reviewed the pricing that Hazen & Sawyer had provided for the asset management project performed for the Goleta Sanitary District. Mr. Peck noted that SOCWA might not want all tasks performed in an initial contract. Discussion ensued. SOCWA is to reach out to additional agencies to identify their approaches to asset management.

ACTION TAKEN:

This topic will be continued as part of the ongoing budget discussion.

Regional Treatment Plant Switchgear and Cogeneration Upgrade Construction Project (Project Committee 17)

DISCUSSION:

Mr. Manning presented six change orders to the Pacific Hydrotech contract. Change Order No. 15 involved providing 480 volt power to the Jenbacher DI.ANE panel at a cost of \$2,237.51. Change Order No. 16 involved providing conduit and cabling between the DI.ANE and the Tesco SCADA PLC at a cost of \$6,060.96. The cost for Change Order No.16 is \$4,249.73. Change Order No. 17 modified the power supply for the CEMS cabinet. The CEMS cabinet required an increase in power changing the conductor and breaker size. The cost for Change Order No.17 is \$10,323.04. Change Order No. 18 modified the power for the SCR cabinet. The SCR cabinet required an increase in power changing the conductor and breaker size. The cost for Change Order No.18 is \$3,833.28. Change Order No. 19 involved providing a neutral conductor for the generator. The cost for Change Order No. 19 is \$11,792.87. Change Order No.20 involved providing a control signal for the block heater. The cost for Change Order No. 20 is \$6,024.93.

ACTION TAKEN:

The present Project Committee No. 17 members recommended Change Orders Nos. 15, 16, 17, 18, 19, and 20 to the construction contract with Pacific Hydrotech for the Regional Treatment Plant Cogeneration and Switchgear Upgrade Project for action by the Board of Directors.

Regional Treatment Plant Miscellaneous Improvements 2016 Notice of Completion Review (Project Committee 17)

DISCUSSION:

Mr. Peck noted that the Notice of Completion for this project was not ready to be presented.

ACTION TAKEN:

No action necessary at this time.

Regional Treatment Plant Capital Improvements Budget Fiscal Year 2018/2019 Review (Project Committee 17)

DISCUSSION:

Mr. Peck reviewed the current estimated costs for budgeted projects. Mr. Peck noted the construction costs estimated by the design firms were approximately 50% higher than the budgeted amounts. The immediacy of the need for these projects was reviewed with SOCWA Operations staff. SOCWA staff agreed that the primary scum skimmers and the AWT Filter No.2 valve work could be delayed for one to two years. Mr. Peck presented the remaining proposed budget items for Fiscal Year 2018/2019. Mr. Woods cautioned against delaying needed work just to make the budget numbers fit the previous year's estimate. Mr. Peck indicated that these numbers were being presented for review. The conversation would be continued at the February Engineering Committee meeting.

ACTION TAKEN:

No action necessary at this time.

Coastal Treatment Plant Miscellaneous Improvements 2017 Construction Project Update (Project Committee 15)

DISCUSSION:

Ms. Young stated that the work by Olsson Construction was proceeding on schedule.

Ms. Young presented one change order to the Olsson contract. Change Order No. 7 addressed crack repair in the Aeration Basin inlet channel. During the dewatering of the channel to install the new coating system the contractor identified unexpected cracking in the surface of the concrete. The additional cost is based on the labor, equipment and materials for crack repair and resurfacing of the channel. The cost for Change Order No.7 is \$12,853.63. Representatives from the South Coast Water District and the City of Laguna Beach supported the proposed change order. Mr. Woods indicated that the Moulton Niguel Water District did not support the proposed change orders as (a) the project would extend the life of the facility beyond the duration of the Project Committee 15 agreement and the MNWD does not intend to renew its participation in the facility and (b) the MNWD does not believe the capital improvement budget for Project Committee 15 for Fiscal Year '17/'18 was approved.

ACTION TAKEN:

The change orders will be recommended to the Board of Directors for Project Committee 15 at the next Board of Directors meeting.

Adjournment

There being no further business, Mr. Peck adjourned the meeting at 10:18 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 Engineering Committee of January 11, 2018 and approved by the Board of Directors of the South Orange County Wastewater Authority.

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

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

Project Committee No. 15

November 16, 2017

The Special Meeting of the South Orange County Wastewater Authority (SOCWA) Project Committee No. 15 was held on November 16, 2017, at 3:00 p.m. at SOCWA's Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of Project Committee No. 15 were present:

ANDY BRUNHART
MATT COLLINGS
JOHN PIETIG
SUSAN THOMAS

South Coast Water District
Moulton Niguel Water District
City of Laguna Beach
Emerald Bay Service District

Staff present:

BETTY BURNETT
DANITA HIRSH
BRIAN PECK
RONI YOUNG

General Manager
Executive Assistant
Director of Engineering
Engineer

Also Present:

JEREMY JUNGREIS
ALLISON BURNS
ART KIDMAN
GREGORY BROWN
STEVE GREYSHOCK
JAKE VOLLEBREGT

Rutan & Tucker, LLP
Stradling Yocca Carlson & Rauth
Kidman Law, LLP
Brown & Charbonneau, LLP
Greycomm, LLC
Moulton Niguel Water District

1. Call Meeting to Order

Chairperson Brunhart called the meeting to order at 3:01 p.m.

2. Public Comments

None.

3. Open Session

- Chair Comments – None.
- Committee Member Comments – None.
- Approval of Minutes

ACTION TAKEN

Motion was made by Director Pietig and seconded by Director Brunhart to approve the meeting Minutes of October 12, 2017.

| | |
|-----------------|---|
| Motion carried: | Aye 4, Nay 0, Abstain 0, Absent 0 |
| | Director Brunhart Aye |
| | Director Pietig Aye |
| | Director Collings Aye |
| | Director Thomas Aye |

3a. Change order to Olsson Construction for the Coastal Treatment Plant Miscellaneous Improvements 2017 Project

ACTION TAKEN

Motion was made by Director Pietig and seconded by Director Brunhart to approve change Orders 1, 2 and 3 totaling the amount of \$32,784.00, to the construction contract with Olsson Construction for the Coastal Treatment Plant Miscellaneous Improvements 2017 Project.

| | |
|-----------------|---|
| Motion carried: | Aye 3, Nay 1, Abstain 0, Absent 0 |
| | Director Brunhart Aye |
| | Director Pietig Aye |
| | Director Collings Nay |
| | Director Thomas Aye |

4. Award of Engineering Services for the Coastal Treatment Plant Facility Improvements Final Design

ACTION TAKEN

Motion was made by Director Pietig and seconded by Director Brunhart to award the engineering services contract to Hazen and Sawyer at a fee of \$1,195,286.00.

| | |
|-----------------|---|
| Motion carried: | Aye 3, Nay 1, Abstain 0, Absent 0 |
| | Director Brunhart Aye |
| | Director Pietig Aye |
| | Director Collings Nay |
| | Director Thomas Aye |

The Project Committee No. 15 meeting entered Closed Session at 3:10 p.m.

5. Closed Session

A Closed Session was conducted for the following matter:

Existing Litigation per paragraph (1) of subdivision (d) of Government Code
Section 54956.9, *Case of SOCWA, et al. v. Moulton Niguel Water District*
Case number 30-2017-00923143-CU-BC-CJC.

The PC-15 Committee meeting reconvened in Open Session at 4:21 p.m.

There were three agencies in attendance for the Closed Session. The agencies in attendance were: City of Laguna Beach, South Coast Water District and Emerald Bay Service District.

Report Out of Closed Session

The following statement was read into record in Open Session by legal counsel:

"There are no items that are required to be reported out of closed session. However, PC 15, has decided to report out the following resolution that was passed unanimously in today's closed session:

PC 15, per the authority of Kleitman v. Superior Court (1999) 74 Cal.App.4th 324, 334, Roberts v. City of Palmdale (1993) 5 Cal.4th 363, and 76 Ops.Cal.Atty.Gen. 289, 290, hereby resolves to authorize the disclosure of the following information from prior PC 15 closed sessions:

1. On or about February 16, 2017, in a noticed closed session to discuss anticipated litigation with the Moulton Niguel Water District, PC 15 directors voted unanimously to retain the services of Rutan & Tucker LLP ("Rutan") to represent SOCWA (for PC 15) in potential litigation, and all related proceedings, with the Moulton Niguel Water District. The written engagement agreement with Rutan is, and remains, confidential under the authority of Business and Professions Code Section 6149, and Los Angeles County Board of Supervisors v. Superior Court (2016) 2 Cal.5th 282.

2. On or about September 27, 2017, PC 15, in a noticed closed session to discuss existing litigation in the case of SOCWA et al. v. Moulton Niguel Water District, voted unanimously to retain the services of Brown & Charbonneau ("B&C") to represent SOCWA (for PC 15) in litigation, and all related proceedings, with the Moulton Niguel Water District. The written engagement agreement with B&C is, and remains, confidential under the authority of Business and Professions Code Section 6149, and Los Angeles County Board of Supervisors v. Superior Court (2016) 2 Cal.5th 282.

6. Adjournment

There being no further business, Chairperson Brunhart adjourned the meeting at 4:25 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 Project Committee No. 15 for the meeting held November 16, 2017.

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

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

Project Committee No. 15

December 6, 2017

The Special Meeting of the South Orange County Wastewater Authority (SOCWA) Project Committee No. 15 was held on December 6, 2017, at 3:30 p.m. at SOCWA's Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of Project Committee No. 15 were present:

MIKE DUNBAR
ANDY BRUNHART
MATT COLLINGS
JOHN PIETIG

Emerald Bay Service District
South Coast Water District
Moulton Niguel Water District
City of Laguna Beach (arrived at 3:38pm)

Staff present:

BETTY BURNETT
DANITA HIRSH

General Manager
Executive Assistant

Also Present:

JEREMY JUNGREIS
ALLISON BURNS
ART KIDMAN
GREGORY BROWN
DANIEL SHIMELL
JENNIFER FITZGERALD
STEVE GREYSHOCK

Rutan & Tucker, LLP
Stradling Yocca Carlson & Rauth
Kidman Law, LLP
Brown & Charbonneau, LLP
BEST BEST & KRIEGER, LLP
Curt Pringle & Associates
Greycomm, LLC

1. Call Meeting to Order

Chairperson Dunbar called the meeting to order at 3:33 p.m.

2. Public Comments

None.

3. Open Session

- Chair Comments – None.
- Committee Member Comments – None.
- Approval of Minutes

ACTION TAKEN

Motion was made by Director Brunhart and seconded by Director Pietig that the Minutes of November 16, 2017, be approved subject to the following amendment that the words "There were no items required by law to be reported out of closed session" be deleted and replaced with the following statement; "There were three agencies in attendance for the Closed Session. The agencies in closed session were: City of Laguna Beach, South Coast Water District and Emerald Bay Service District". All other aspects of the minutes remained the same.

| | |
|-------------------|-----------------------------------|
| Motion carried: | Aye 3, Nay 1, Abstain 0, Absent 0 |
| Director Brunhart | Aye |
| Director Pietig | Aye |
| Director Collings | Nay |
| Director Thomas | Aye |

The Project Committee No. 15 meeting recessed for 2 minutes then entered Closed Session at 3:39 p.m.

4. **Closed Session**

A Closed Session was conducted for the following matter:

Existing Litigation per paragraph (1) of subdivision (d) of Government Code
Section 54956.9, *Case of SOCWA, et al. v. Moulton Niguel Water District*
Case number 30-2017-00923143-CU-BC-CJC.

There were three agencies in attendance for the Closed Session. The agencies in attendance were: City of Laguna Beach, South Coast Water District and Emerald Bay Service District. The closed session concluded at 6:04 p.m. Counsel reported that there were no reportable items from the closed session.

5. **Adjournment**

There being no further business, Chairperson Dunbar adjourned the meeting at 6:05 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 Project Committee No. 15 for the meeting held December 6, 2017.

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

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

Project Committee No. 15

December 20, 2017

The Special Meeting of the South Orange County Wastewater Authority (SOCWA) Project Committee No. 15 was held on December 20, 2017, at 2:00 p.m. at SOCWA's Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of Project Committee No. 15 were present:

MIKE DUNBAR
ANDY BRUNHART
JOHN PIETIG

Emerald Bay Service District (arrived at 2:48pm)
South Coast Water District
City of Laguna Beach

Absent:

MATT COLLINGS

Moulton Niguel Water District

Staff present:

BETTY BURNETT
DANITA HIRSH

General Manager
Executive Assistant

Also Present:

JEREMY JUNGREIS
ALLISON BURNS
ART KIDMAN
STEVE GREYSHOCK

Rutan & Tucker, LLP
Stradling Yocca Carlson & Rauth
Kidman Law, LLP
Greycomm, LLC

1. Call Meeting to Order

Chairperson Dunbar called the meeting to order at 2:49 p.m.

It was noted that the meeting time posted on SOCWA's website stated 2:30 pm which conflicted with the meeting time stated on the Agenda Notice at 2:00 p.m. In order to ensure interested members of the public were able to attend, PC 15 waited until after 2:30 P.M. to start the meeting.

2. Public Comments

None.

3. Open Session

- Chair Comments – None.
- Committee Member Comments – None.
- Approval of Minutes

ACTION TAKEN

After considering concerns raised by Moulton Niguel Water District, the Committee Members concurred to pull and table the Minutes of December 6, 2017, to the next PC-15 Meeting.

The Project Committee No. 15 meeting recessed at 2:51 p.m, then entered Closed Session at 2:53 p.m.

4. Closed Session

A Closed Session was conducted for the following matter:

Existing Litigation per paragraph (1) of subdivision (d) of Government Code Section 54956.9, *Case of SOCWA, et al. v. Moulton Niguel Water District*
Case number 30-2017-00923143-CU-BC-CJC.

There were three agencies in attendance for the Closed Session. The agencies in attendance were: City of Laguna Beach, South Coast Water District and Emerald Bay Service District. The closed session concluded at 5:34 p.m. Counsel reported that there were no reportable items from the closed session.

5. Adjournment

There being no further business, Chairperson Dunbar adjourned the meeting at 5:35 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 Project Committee No. 15 for the meeting held on December 20, 2017.

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

**MINUTES OF SPECIAL MEETING
OF THE
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
Finance Committee
September 21, 2017**

The Special Meeting of the South Orange County Wastewater Authority (SOCWA) Finance Committee Meeting was held on September 21, 2017 at 8:30 a.m. at their Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of the Finance Committee were present:

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

Absent:

| | |
|---------------|------------------------|
| FRED ADJARIAN | El Toro Water District |
|---------------|------------------------|

Staff Present:

| | |
|---------------|--------------------------------------|
| BETTY BURNETT | General Manager |
| DANITA HIRSH | Executive Assistant |
| MARY CAREY | Finance Controller |
| BRIAN PECK | Director of Engineering |
| JIM BURROR | Director of Operations |
| AMBER BAYLOR | Director of Environmental Compliance |
| NADIYA SZE | Senior Accountant |
| NADYN KIM | Accountant |

Also Present:

| | |
|------------------|----------------------------------|
| PAT GIANNONE | Bowie, Arneson, Wiles & Giannone |
| DAVID BARANOWSKI | Carollo |
| ANN CASEY | Carollo |
| KENNETH PUN | The Pun Group |
| FRANCES KUO | The Pun Group |

1. Call Meeting to Order

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

2. Public Comments

None.

3. Month End July 31, 2017 Financials

Mary Carey, Financial Controller provided the Board with a summary of the Financials. An open discussion ensued.

ACTION TAKEN

Motion was made by Director Ferons and seconded by Director Miller to approve the Summary of Disbursements in the amount of \$ 2,827,440 for the period of July 1 through July 31, 2017, and to receive and file the Month End July 31, 2017 Financial Reports.

| | |
|-----------------|-----------------------------------|
| Motion carried: | Aye 5; Nay 0; Abstain 0; Absent 1 |
| | Director Collings Aye |
| | Director Erdman Aye |
| | Director Miller Aye |
| | Director Ferons Aye |
| | Director Iseman Aye |
| | Director Adjarian Absent |

4. Infrastructure Valuation Methodology – Workshop

Mr. David Baranowski of Carollo presented the Committee with a recommended approach for performing the infrastructure audit financial analysis.

Mr. Kenneth Pun with The Pun Group, provided the Committee with an oral report on the evaluation of SOCWA'S capitalization assets. An open discussion ensued.

5. General Fund Policy on Allocation of Costs to General Fund

Ms. Burnett provide the committee with a brief summary update on the General Fund costs allocations.

Mr. Dopudja presented the Committee with a PowerPoint on Trabuco Canyon Water District's 2017/18 SOCWA Budget participation approach. An open discussion ensued.

ACTION TAKEN

There was consensus amongst the Committee Members in forwarding the agenda item on to the full Board for comments and further discussion.

6. Draft Policy Addressing the Application of the SOCWA Joint Powers Agreement for Distribution of the Costs to Member Agencies (draft policy with attachment – 2005 Capitalization Policy)

Ms. Burnett briefed the Finance Committee on the direction recommended by Director Reinhart for bringing this item back to the Finance Committee for further discussion. An open discussion ensued. The Finance Committee discussed minor amendments to the 2005 Policy.

ACTION TAKEN

There was consensus amongst the Committee Members in forwarding the 2005 Capitalization Policy with minor amendments on to the full Board for comments and further discussion.

7. Investment Policy Update

Ms. Burnett briefed the Committee with the purpose for updating the Investment Policy for Public Funds. An open discussion ensued.

ACTION TAKEN

There was consensus amongst the Committee Members to allow member's staff to review proposed updates and bring back to the Committee for action at the next meeting.

8. General Manager Report on Open Items

Ms. Burnett updated the Finance Committee on the status of Administration Legal Expenses.

Adjournment

There being no further business, Chairman Erdman adjourned the meeting at 10:20 a.m.

I HEREBY CERTIFY that the foregoing Minutes are a true and accurate copy of the Minutes of Special Meeting of the South Orange County Wastewater Authority Finance Committee of September 21, 2017, and approved and ratified by the Board of Directors of the South Orange County Wastewater Authority.

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

**MINUTES OF SPECIAL MEETING
OF THE
SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
Finance Committee
October 31, 2017**

The Special Meeting of the South Orange County Wastewater Authority (SOCWA) Finance Committee Meeting was held on October 31, 2017 at 8:30 a.m. at their Administrative Offices located at 34156 Del Obispo Street, Dana Point, California. The following members of the Finance Committee were present:

| | |
|---------------|---|
| DENNIS ERDMAN | South Coast Water District |
| RAY MILLER | City of San Juan Capistrano |
| MATT COLLINGS | Moulton Niguel Water District |
| TONI ISEMAN | City of Laguna Beach |
| DAN FERONS | Santa Margarita Water District |
| FRED ADJARIAN | El Toro Water District (arrived 8:38 a.m.; seated at the Board table at 8:47 a.m.) |

Staff Present:

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

Also Present:

| | |
|--------------|---------------------|
| PAT GIANNONE | Giannone & Giannone |
|--------------|---------------------|

1. Call Meeting to Order

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

2. Public Comments

Mike Beanan of South Laguna Civic Association.

3. General Fund Policy on Allocation of Costs to General Fund

Mr. Dopudja of Trabuco Canyon Water District(TCWD) provided an oral update on TCWD's 2017/18 SOCWA Budget Participation Approach. An open discussion ensued.

In open discussion, there was consensus amongst the Committee Members in supporting Mr. Dopudja to work with member agencies on their level of participation.

ACTION TAKEN

There was consensus amongst the Finance Committee that the matter could be submitted directly to the Board when it was ready for consideration or returned to the Finance Committee.

4. Investment Policy Update

Ms. Burnett provided the committee with an update on the Investment Policy. An open discussion ensued.

Mr. Ferons specified revisions to the policy prior to forwarding to the Board.

ACTION TAKEN

Motion made by Director Ferons and seconded by Director Miller to recommend to the Board of Directors approval of the updated SOCWA investment Policy once revisions have been

made as specified and adoption of Resolution 2017-09, A Resolution of the South Orange County Wastewater Authority (SOCWA) Adopting Investment Policy for Public Funds.

| | |
|-------------------|-----------------------------------|
| Motion carried: | Aye 6; Nay 0; Abstain 0; Absent 0 |
| Director Collings | Aye |
| Director Erdman | Aye |
| Director Miller | Aye |
| Director Ferons | Aye |
| Director Iseman | Aye |
| Director Adjarian | Aye |

5. SOCWA 457 Plan Update

Ms. Burnett provided a brief summary update on SOCWA's 457 Retirement Plans. An open discussion ensued.

ACTION TAKEN

None.

6. General Manager Report on Open Items

No items to report.

Adjournment

There being no further business, Chairman Erdman adjourned the meeting at 9:17 a.m.

I HEREBY CERTIFY that the foregoing Minutes are a true and accurate copy of the Minutes of Special Meeting of the South Orange County Wastewater Authority Finance Committee of October 31, 2017, and approved and ratified by the Board of Directors of the South Orange County Wastewater Authority.

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

Agenda Item

Legal Counsel Review: N/A

Meeting Date: March 1, 2018

TO: Board of Directors

FROM: Betty Burnett, General Manager

STAFF CONTACT: Mary Carey, Finance Controller

SUBJECT: Financial Matters for Year-to-Date December 31, 2017

Summary/Discussion

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

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

The delay in providing the attached information was due solely to staffing resources addressing two audits from June 2017 to December 2017. Note that Exhibits D, D1, and E2 are revised from the drafts presented at the February 1, 2018 Board meeting. This information was reviewed by the Finance Committee at its February 26, 2018 meeting.

The reports included are as follows:

- a) Summary of Disbursements
 - Five Months, August 2017 through December 2017 (Exhibit A)
- b) Schedule of Funds Available for Reinvestment (Exhibit B)
- c) Schedule of Cash and Investments (Exhibit C)
- d) Capital Schedule (Exhibit D)
 - Capital Projects – Graph (Exhibit D-1)
- e) Budget vs. Actual Expenses:
 - Operations and Environmental Summary (Exhibit E-1)
 - Residual Engineering, after transfer to Capital (Exhibit E-2)
 - Administration (Exhibit E-3)
 - Information Technology (IT) (Exhibit E-4)

Fiscal impact

Monthly Disbursements are as follows:

- August 2017 disbursements were \$3,095,864
- September 2017 disbursements were \$1,502,549
- October 2017 disbursements were \$2,455,730
- November 2017 disbursements were \$3,140,089
- December 2017 disbursements were \$2,497,032
- Total disbursements for 5 months, August through December, were \$12, 691,264.

By Direction of the Finance Committee, the Finance Committee Chairman reviews the monthly disbursements.

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

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

Recommendation

- 1) Receive a report from Finance Committee as to review of August 2017 – December 2017 financial reports as discussed at Finance Committee meeting on February 26, 2018.
- 2) The Finance Committee to recommend to the Board of Directors to receive and file the Year-to-Date December 31, 2017 Financial Reports as submitted.

South Orange County Wastewater Authority
Summary of Disbursements for the Period August 01 Through December 31, 2017
Staff Recommendation of Fiscal Matters

| | AUG | SEP | OCT | NOV | DEC | 5 Months Total |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|-----------------------|
| General Fund | (644,276) | (533,465) | (437,821) | (513,857) | (619,804) | (\$2,749,223) |
| PC 2 - Jay B. Latham Plant | (429,978) | (346,648) | (501,019) | (665,667) | (662,539) | (2,605,852) |
| PC 3 - SOCWA Plant/PCA AWT | - | - | - | - | - | - |
| PC 5 - San Juan Creek Ocean Outfall | (9,574) | (16,700) | (45,724) | (17,033) | (17,135) | (106,167) |
| PC 8 - Pretreatment Program | (6,545) | (7,201) | (5,523) | (2,708) | (7,878) | (29,855) |
| PC 12 SO - Water Reclamation Permits | (1,410) | (4,254) | (2,082) | (1,876) | (3,410) | (13,032) |
| PC 15 - Coastal Treatment Plant/AWT | (451,187) | (219,684) | (540,822) | (654,470) | (359,899) | (2,226,063) |
| PC 17 - Joint Regional Wastewater Reclamation | (1,542,442) | (358,621) | (889,590) | (1,268,265) | (811,059) | (4,869,977) |
| PC 21 - Effluent Transmission Main | (1,585) | (1,648) | (15,946) | (1,864) | (257) | (21,300) |
| PC 24 - Aliso Creek Ocean Outfall | (8,865) | (14,329) | (17,202) | (14,350) | (15,051) | (69,796) |
| Total | (\$3,095,864) | (\$1,502,549) | (\$2,455,730) | (\$3,140,089) | (\$2,497,032) | (\$12,691,264) |

**SOUTH ORANGE COUNTY WASTEWATER AUTHORITY
SCHEDULE OF FUNDS AVAILABLE FOR REINVESTMENT
as of December 31, 2017**

| | |
|------------------------------------|-----------------------------|
| CASH IN BANK: (BEGINNING BAL.) | \$ 1,594,318 |
| L.A.I.F. FUNDS: (BEGINNING BAL.) | 9,150,024 |
| DEPOSITS, TRANSFERS & ADJUSTMENTS: | 15,256,980 |
| FUND REQUIREMENTS: | |
| BILLS FOR CONSIDERATION | <u>(12,691,264)</u> |
| | <u><u>\$ 13,310,058</u></u> |

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

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

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

Betty Burnett
General Manager

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

Exhibit C

**South Orange County Wastewater Authority
Schedule of Cash and Investments
as of December 31, 2017**

| | | |
|-----------------------------------|----------------------|-----|
| MVA | \$ 21,878 | (A) |
| A/P Checking | \$ 416,107 | (B) |
| Payroll Checking | \$ 663,325 | (C) |
| State LAIF | \$ 12,207,147 | (D) |
| Total Cash in Bank | 13,308,458 | |
| Petty Cash | 1,600 | (E) |
| Total Operating Cash | 13,310,058 | |
| OPEB Trust | 4,649,695 | (F) |
| Total Cash and Investments | \$ 17,959,752 | |

Notes:

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

**South Orange County Wastewater Authority
Capital Projects Summaries
as of December 31, 2017**

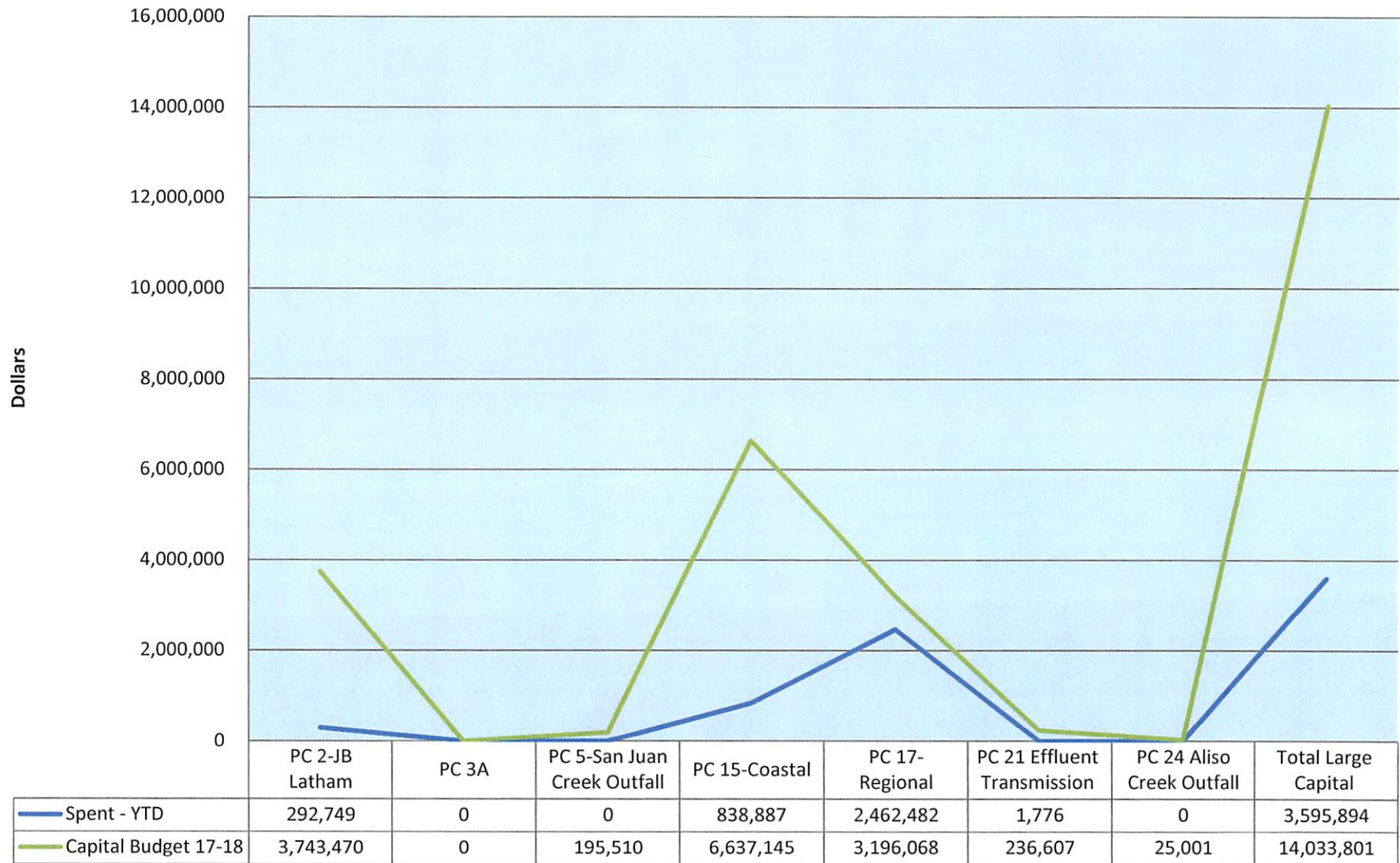
| FY 2017-18 Budget vs. Actual Spending | | | | | | | |
|---------------------------------------|-------------------|----------------------|----------------------|--------------|----------------------|-------------------------|------------------|
| Description | Capital Budget | Fiscal Year Spending | (Over)/ Under Budget | % Expended | Member Agency Billed | Member Agency Collected | Past Due Amount |
| PC 2-JB Latham | 3,743,470 | 292,749 | 3,450,721 | 7.8% | 1,740,157 | 1,740,157 | |
| PC 3A | | | | | | | |
| PC 5-San Juan Creek Outfall | 195,510 | 0 | 195,510 | 0.0% | 10,255 | 10,255 | |
| PC 15-Coastal | 6,637,145 | 838,887 | 5,798,258 | 12.6% | 1,737,733 | 663,048 | 1,074,685 (1) |
| PC 17-Regional | 3,196,068 | 2,462,482 | 733,586 | 77.0% | 751,768 | 751,768 | |
| PC 21 Effluent Transmission | 236,607 | 1,776 | 234,831 | 0.8% | 164,502 | 164,502 | |
| PC 24 Aliso Creek Outfall | 25,001 | - | 25,001 | 0.0% | - | - | - |
| Total Large Capital | 14,033,801 | 3,595,894 | 10,437,907 | 25.6% | 4,404,415 | 3,329,730 | 1,074,685 |
| Non-Capital Engineering | 158,952 | 272,080 | (113,128) | 171.2% | 158,952 | 136,536 | 22,416 (1) |
| Small Internal Capital | 1,946,997 | 533,198 | 1,413,799 | 27.4% | 973,494 | 804,118 | 169,376 (1) |
| Total Capital | 16,139,750 | 4,401,173 | 11,738,577 | 27.3% | 1,132,446 | 4,270,384 | 1,266,477 |

(1) **Schedule for Past Due Amounts as of December 31, 2017**

| Description | Past Due Amount MNWD | Past Due Amount TOTAL |
|----------------------------|----------------------|-----------------------|
| PC 15-Coastal | 1,074,685 | 1,074,685 |
| Total Large Capital | 1,074,685 | 1,074,685 |
| Non-Capital Engineering | 22,416 | 22,416 (2) |
| Small Internal Capital | 169,376 | 169,376 (2) |
| Total Capital | 1,266,477 | 1,266,477 |

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

Large Capital Projects Exhibit D-1 **Budget vs. Actual** **For the Period Ended December 31, 2017**



**South Orange County Wastewater Authority
O & M & Environmental Safety Costs Summary
Year-to-Date December 31, 2017**

Exhibit E-1

| | | FY 2017-18 Budget | Actual | Budget | % Expended | |
|--------------------------|---|----------------------|------------------|------------------|---------------|------|
| Salary and Fringe | | | | | | |
| **5000-**-*** | Regular Salaries-O&M | 4,371,300 | 2,036,561 | 2,334,739 | 46.6% | |
| **5001-**-*** | Overtime Salaries-O&M | 74,992 | 75,012 | (20) | 100.0% | (1) |
| **5306-**-*** | Scheduled Holiday Work | 39,904 | 30,237 | 9,667 | 75.8% | (2) |
| 17-5315-01-01-00 | Comp Time - O&M | - | 15 | (15) | 0.0% | |
| **5401-**-*** | Fringe Benefits IN to PC's & Depts. | 3,243,512 | 1,511,023 | 1,732,489 | 46.3% | |
| **5700-**-*** | Standby Pay | 69,996 | 35,588 | 34,409 | 50.8% | |
| | Total Payroll Costs | 7,799,704 | 3,688,437 | 4,111,267 | 47.3% | |
| Other Expenses | | | | | | |
| **5002-**-*** | Electricity | 1,484,000 | 1,054,822 | 429,178 | 71.1% | (3) |
| **5003-**-*** | Natural Gas | 209,512 | 37,869 | 171,643 | 18.1% | (3) |
| **5004-**-*** | Potable & Reclaimed Water | 62,008 | 37,608 | 24,400 | 60.6% | (4) |
| **5005-**-*** | Co-generation Power Credit | (250,000) | - | (250,000) | 0.0% | |
| **5006-**-*** | Chlorine/Sodium Hypochlorite | 478,000 | 260,598 | 217,402 | 54.5% | |
| **5007-**-*** | Polymer Products | 709,016 | 236,819 | 472,197 | 33.4% | |
| **5008-**-*** | Ferric Chloride | 255,012 | 165,751 | 89,261 | 65.0% | (5) |
| **5009-**-*** | Odor Control Chemicals | 160,000 | 63,733 | 96,267 | 39.8% | |
| **5010-**-*** | Other Chemicals - Misc. | 5,000 | 373 | 4,627 | 7.5% | |
| **5011-**-*** | Laboratory Services | 36,500 | 20,900 | 15,600 | 57.3% | (6) |
| **5012-**-*** | Grit Hauling | 122,008 | 58,570 | 63,438 | 48.0% | |
| **5013-**-*** | Landscaping | 183,004 | 55,144 | 127,860 | 30.1% | |
| **5014-**-*** | Engineering - Misc. | 392,508 | 16,690 | 375,818 | 4.3% | |
| **5015-**-*** | Management Support Services | 128,008 | 26,255 | 101,753 | 20.5% | |
| **5016-**-*** | Audit - Environmental | 500 | - | 500 | 0.0% | |
| **5017-**-*** | Legal Fees | 12,216 | 19,641 | (7,425) | 160.8% | |
| **5018-**-*** | Public Notices/ Public Relations | 500 | - | 500 | 0.0% | |
| **5019-**-*** | Contract Services Misc. | 287,000 | 131,195 | 155,805 | 45.7% | |
| **5020-**-*** | Postage Expense | - | 174 | (174) | 0.0% | |
| **5021-**-*** | Small Vehicle Expense | 20,900 | 13,067 | 7,833 | 62.5% | (7) |
| **5022-**-*** | Miscellaneous Expense | 18,492 | 7,340 | 11,152 | 39.7% | |
| **5023-**-*** | Office Supplies - All | 42,000 | 20,012 | 21,988 | 47.6% | |
| **5024-**-*** | Petroleum Products | 60,000 | 5,634 | 54,366 | 9.4% | |
| **5025-**-*** | Uniforms | 36,000 | 17,745 | 18,255 | 49.3% | |
| **5026-**-*** | Small Vehicle Fuel | 37,688 | 8,359 | 29,329 | 22.2% | |
| **5027-**-*** | Insurance - Property/Liability | 211,740 | 105,487 | 106,253 | 49.8% | |
| **5028-**-*** | Small Tools & Supplies | 77,476 | 31,591 | 45,885 | 40.8% | |
| 24-5029-01-00-00 | Maintenance E & F - Solids - 41A | - | 600 | (600) | 0.0% | |
| **5030-**-*** | Trash Disposal | 5,000 | 4,190 | 810 | 83.8% | |
| **5031-**-*** | Safety Program & Supplies | 86,872 | 70,609 | 16,263 | 81.3% | |
| **5032-**-*** | Equipment Rental | 7,004 | 1,280 | 5,724 | 18.3% | |
| **5033-**-*** | Recruitment | 1,000 | 2,105 | (1,105) | 210.5% | (8) |
| **5034-**-*** | Travel Expense/Tech. Conferences | 61,012 | 32,151 | 28,861 | 52.7% | (9) |
| **5035-**-*** | Training Expense | 52,564 | 42,730 | 9,834 | 81.3% | (9) |
| **5036-**-*** | Laboratory Supplies | 75,024 | 39,288 | 35,736 | 52.4% | |
| **5037-**-*** | Office Equipment | 22,496 | 32,240 | (9,744) | 143.3% | (10) |
| **5038-**-*** | Permits | 475,500 | 315,549 | 159,951 | 66.4% | |
| **5039-**-*** | Membership Dues/Fees | 12,244 | 6,798 | 5,446 | 55.5% | |
| **5040-**-*** | Natural Gas - 11-EPS - PC 5 | - | - | - | 0.0% | |
| **5041-**-*** | Electricity - 10-EPS - PC 5 | - | - | - | 0.0% | |
| **5042-**-*** | Contract Services - 29-EPS - PC 5 | - | - | - | 0.0% | |
| **5044-**-*** | Offshore Monitoring | 42,008 | 19,485 | 22,523 | 46.4% | |
| **5046-**-*** | Effluent Chemistry | 45,996 | 19,530 | 26,466 | 42.5% | |
| **5047-**-*** | Access Road Expenses | 46,996 | 548 | 46,448 | 1.2% | |
| **5048-**-*** | Storm Damage | 19,000 | - | 19,000 | 0.0% | |
| **5049-**-*** | Biosolids Disposal | 1,541,004 | 572,927 | 968,077 | 37.2% | |
| **5050-**-*** | Contract Services Generators | 21,008 | 20,137 | 871 | 95.9% | |
| **5052-**-*** | Janitorial Services | 100,016 | 14,410 | 85,606 | 14.4% | |
| **5053-**-*** | Contract Serv - Digester Cleaning - 29E | 60,004 | - | 60,004 | 0.0% | |
| **5054-**-*** | Diesel Truck Maint | 40,000 | 9,075 | 30,925 | 22.7% | |

**South Orange County Wastewater Authority
O & M & Environmental Safety Costs Summary
Year-to-Date December 31, 2017**

Exhibit E-1

| | | FY 2017-18 Budget | Actual | Budget | % Expended |
|------------------|---|------------------------------|---------------|---------------|-----------------------|
| **5055-**-** | Diesel Truck Fuel | 13,996 | 2,667 | 11,329 | 19.1% |
| **5056-**-** | Maintenance Equip. & Facilities (Solids) | 328,004 | 111,587 | 216,417 | 34.0% |
| **5057-**-** | Maintenance Equip. & Facilities (Liquids) | 575,000 | 305,267 | 269,733 | 53.1% |
| **5058-**-** | Maintenance Equip. & Facilities (Common) | 73,008 | 18,181 | 54,827 | 24.9% |
| **5059-**-** | Maintenance Equip. & Facilities (Co-Gen) | 500,000 | 92,334 | 407,666 | 18.5% |
| **5060-**-** | Maintenance Equip. & Facilities (AWT) | 70,000 | 24,547 | 45,453 | 35.1% |
| **5061-**-** | Mileage | 5,688 | 989 | 4,699 | 17.4% |
| **5067-**-** | Port Cleaning | 35,000 | - | 35,000 | 0.0% |
| **5068-**-** | MNWD Potable Water Supplies & Svcs. | 23,996 | 13,726 | 10,270 | 57.2% |
| **5069-**-** | Misc-Capital-Dilution & Metering Study | 15,004 | - | 15,004 | 0.0% |
| **5077-**-** | IT Direct | - | 500 | (500) | 0.0% |
| 17-5101-01-00-00 | Employee Recognition | - | 274 | (274) | 0.0% |
| **5105-**-** | Co-Generation Power Credit - Offset | 250,000 | - | 250,000 | 0.0% |
| **5303-**-** | Group Insurance Waiver | 10,796 | 5,200 | 5,596 | 48.2% |
| **5305-**-** | Medicare Tax Payments for Employees | 11,044 | 4,770 | 6,274 | 43.2% |
| **5309-**-** | Operating Leases | 12,000 | 31,554 | (19,554) | 262.9% |
| **5705-**-** | Monthly Car Allowance | 28,196 | 16,096 | 12,100 | 57.1% |
| **5706-**-** | Effluent Pond Cleaning | 90,004 | - | 90,004 | 0.0% |
| **5802-**-** | Shipping/Freight | - | 139 | (139) | 0.0% |
| **6500-**-** | IT Allocations in to PC's & Depts. | 654,684 | 267,501 | 387,183 | 40.9% |
| | Total Other Expenses | 10,190,256 | 4,494,360 | 5,695,896 | 44.1% |
| | Total Expenses | 17,989,960 | 8,182,797 | 9,807,163 | 45.5% |

(11)

- (1) Overtime costs have been higher than expected due to a series of nighttime and bypass construction activities for capital projects.
- (2) Staffing has been required for elevated holiday flows and loads. These line items will be increased in future years.
- (3) The new engine projects are starting up later than anticipated and affecting the electricity and gas budget line items.
- (4) Recycled water purchases were required during a construction project to replace the process water controls system at CTP.
- (5) Ferric chloride use has increased more than expected to comply with both new engine gas cleaning system requirements.
- (6) Annual pretreatment and AWT testing completed at the beginning of the FY.
- (7) Several older vehicles required unanticipated larger repairs. Expenses are expected to level out for the FY.
- (8) Recruitment costs related to retirements. No additional recruitment is anticipated for the FY.
- (9) Training expenses due to new hires costs related to retirements.
- (10) & (11) Costs were incurred to replace the engineering trailer and modify the RTP lab staff work space.
- (11) Costs were incurred to replace the engineering trailer at JBL. Expenses are expected to level out for the FY.

South Orange County Wastewater Authority
Budget vs. Actual Comparison - PC's on Separate Report
Year-to-Date December 31, 2017

Exhibit E-1

| FY 2017-18 Budget | Actual | Budget | % Expended |
|----------------------|--------|--------|---------------|
|----------------------|--------|--------|---------------|

PC 02 Jay B Latham Plant

Salary and Fringe

| | | | | | |
|---------------------|-------------------------------------|-----------|-----------|-----------|---------|
| 02-5000-01-**-** | Regular Salaries-O&M | 1,228,504 | 644,816 | 583,688 | 52.49% |
| 02-5000-02-**-** | Regular Salaries-O&M | 163,196 | 67,209 | 95,987 | 41.18% |
| 02-5001-01-**-** | Overtime Salaries-O&M | 21,908 | 26,949 | (5,041) | 123.01% |
| 02-5001-02-**-** | Overtime Salaries-O&M | 204 | 500 | (296) | 245.04% |
| 02-5306-01-**-** | Scheduled Holiday Work | 11,992 | 10,106 | 1,886 | 84.28% |
| 02-5306-02-**-** | Scheduled Holiday Work | 1,804 | 1,360 | 444 | 75.38% |
| 02-5401-01-**-** | Fringe Benefits IN to PC's & Depts. | 911,556 | 478,420 | 433,136 | 52.48% |
| 02-5401-02-**-** | Fringe Benefits IN to PC's & Depts. | 121,096 | 49,865 | 71,231 | 41.18% |
| 02-5700-01-**-** | Standby Pay | 23,328 | 13,163 | 10,166 | 56.42% |
| Total Payroll Costs | | 2,483,588 | 1,292,387 | 1,191,201 | 52.04% |

Other Expenses

| | | | | | | |
|------------------|----------------------------------|---------|---------|---------|---------|------|
| 02-5002-01-**-** | Electricity | 524,000 | 481,688 | 42,312 | 91.93% | (1) |
| 02-5003-01-**-** | Natural Gas | 65,012 | 19,566 | 45,446 | 30.10% | |
| 02-5003-02-00-00 | Natural Gas | - | 1,109 | (1,109) | 0.00% | |
| 02-5004-01-**-** | Potable & Reclaimed Water | 15,004 | 8,555 | 6,449 | 57.02% | |
| 02-5006-01-**-** | Chlorine/Sodium Hypochlorite | 28,000 | 6,477 | 21,523 | 23.13% | |
| 02-5007-01-**-** | Polymer Products | 301,004 | 101,249 | 199,755 | 33.64% | |
| 02-5008-01-**-** | Ferric Chloride | 100,004 | 70,914 | 29,090 | 70.91% | (2) |
| 02-5009-01-**-** | Odor Control Chemicals | 25,000 | 9,849 | 15,151 | 39.40% | |
| 02-5010-01-**-** | Other Chemicals - Misc. | 1,000 | 8 | 992 | 0.75% | |
| 02-5011-02-**-** | Laboratory Services | 10,500 | 4,995 | 5,505 | 47.57% | |
| 02-5012-01-**-** | Grit Hauling | 40,000 | 24,441 | 15,559 | 61.10% | |
| 02-5013-01-**-** | Landscaping | 48,000 | 16,542 | 31,458 | 34.46% | |
| 02-5014-01-**-** | Engineering - Misc. | 4,996 | 4,000 | 996 | 80.06% | (3) |
| 02-5014-02-**-** | Engineering - Misc. | 100,004 | 4,760 | 95,244 | 4.76% | |
| 02-5015-01-**-** | Management Support Services | 4,996 | 1,360 | 3,636 | 27.22% | |
| 02-5015-02-**-** | Management Support Services | 13,000 | 16,994 | (3,994) | 130.72% | (4) |
| 02-5017-01-**-** | Legal Fees | 1,200 | 4,702 | (3,502) | 391.83% | (5) |
| 02-5019-01-**-** | Contract Services Misc. | 95,000 | 53,961 | 41,039 | 56.80% | |
| 02-5020-01-00-00 | Postage Expense | - | 167 | (167) | 0.00% | |
| 02-5021-01-**-** | Small Vehicle Expense | 8,004 | 6,874 | 1,130 | 85.88% | (6) |
| 02-5022-01-**-** | Miscellaneous Expense | 8,004 | 4,714 | 3,290 | 58.90% | |
| 02-5023-01-**-** | Office Supplies - All | 25,008 | 10,647 | 14,361 | 42.58% | |
| 02-5024-01-**-** | Petroleum Products | 16,004 | - | 16,004 | 0.00% | |
| 02-5025-01-**-** | Uniforms | 12,996 | 6,386 | 6,610 | 49.14% | |
| 02-5026-01-**-** | Small Vehicle Fuel | 15,000 | 4,301 | 10,699 | 28.68% | |
| 02-5027-01-**-** | Insurance - Property/Liability | 70,448 | 34,301 | 36,147 | 48.69% | |
| 02-5028-01-**-** | Small Tools & Supplies | 40,004 | 9,834 | 30,170 | 24.58% | |
| 02-5030-01-**-** | Trash Disposal | 1,000 | 1,294 | (294) | 129.44% | (7) |
| 02-5031-02-**-** | Safety Program & Supplies | 30,396 | 22,431 | 7,965 | 73.80% | (8) |
| 02-5032-01-**-** | Equipment Rental | 3,000 | 2 | 2,998 | 0.08% | |
| 02-5033-01-**-** | Recruitment | 1,000 | 715 | 286 | 71.45% | |
| 02-5034-01-**-** | Travel Expense/Tech. Conferences | 13,836 | 6,135 | 7,701 | 44.34% | |
| 02-5034-02-**-** | Travel Expense/Tech. Conferences | 3,140 | 1,256 | 1,884 | 39.99% | |
| 02-5035-01-**-** | Training Expense | 15,904 | 14,659 | 1,245 | 92.17% | (9) |
| 02-5035-02-**-** | Training Expense | 1,116 | 3,000 | (1,884) | 268.82% | (9) |
| 02-5036-02-**-** | Laboratory Supplies | 13,004 | 9,207 | 3,797 | 70.80% | (10) |
| 02-5037-01-**-** | Office Equipment | 15,500 | 16,703 | (1,203) | 107.76% | (11) |
| 02-5038-02-**-** | Permits | 22,000 | 16,288 | 5,712 | 74.04% | (12) |
| 02-5039-01-**-** | Membership Dues/Fees | 3,044 | 2,239 | 805 | 73.56% | (13) |
| 02-5039-02-**-** | Membership Dues/Fees | 800 | 590 | 210 | 73.75% | (13) |
| 02-5049-01-**-** | Biosolids Disposal | 550,004 | 192,874 | 357,130 | 35.07% | |
| 02-5050-01-**-** | Contract Services Generators | 9,004 | 11,666 | (2,662) | 129.57% | (14) |
| 02-5052-01-**-** | Janitorial Services | 40,004 | 6,506 | 33,498 | 16.26% | (15) |

South Orange County Wastewater Authority
Budget vs. Actual Comparison - PC's on Separate Report
Year-to-Date December 31, 2017

Exhibit E-1

| | | FY 2017-18 Budget | Actual | Budget | % Expended | |
|---|--------------------------------------|------------------------------|------------------|------------------|-----------------------|------|
| 02-5054-01-**-** | Diesel Truck Maint | 20,004 | 4,022 | 15,982 | 20.11% | |
| 02-5055-01-**-** | Diesel Truck Fuel | 6,000 | 1,110 | 4,890 | 18.49% | |
| 02-5056-01-**-** | Maintenance Equip. & Facilities (So | 138,000 | 45,945 | 92,055 | 33.29% | |
| 02-5057-01-**-** | Maintenance Equip. & Facilities (Lic | 240,000 | 135,071 | 104,929 | 56.28% | |
| 02-5058-01-**-** | Maintenance Equip. & Facilities (Cc | 26,000 | 9,436 | 16,564 | 36.29% | |
| 02-5059-01-**-** | Maintenance Equip. & Facilities (Cc | 250,000 | 68,607 | 181,393 | 27.44% | |
| 02-5061-01-**-** | Mileage | 1,000 | - | 1,000 | 0.00% | |
| 02-5061-02-**-** | Mileage | 492 | 97 | 395 | 19.68% | |
| 02-5068-01-00-00 | MNWD Potable Water Supplies & S | - | 89 | (89) | 0.00% | |
| 02-5303-01-**-** | Group Insurance Waiver | 3,604 | 1,890 | 1,714 | 52.45% | |
| 02-5303-02-00-00 | Group Insurance Waiver | - | 138 | (138) | 0.00% | |
| 02-5305-01-**-** | Medicare Tax Payments for Employ | 3,812 | 2,137 | 1,675 | 56.06% | |
| 02-5309-01-**-** | Operating Leases | 6,000 | 31,554 | (25,554) | 525.90% | (16) |
| 02-5705-01-**-** | Monthly Car Allowance | 7,196 | 5,169 | 2,027 | 71.84% | |
| 02-5705-02-00-00 | Monthly Car Allowance | - | 81 | (81) | 0.00% | |
| 02-5802-01-00-00 | Shipping/Freight | - | 66 | (66) | 0.00% | |
| 02-6500-01-**-** | IT Allocations in to PC's & Depts. | 184,880 | 75,540 | 109,340 | 40.86% | |
| 02-6500-02-**-** | IT Allocations in to PC's & Depts. | 24,040 | 9,821 | 14,219 | 40.85% | |
| | Total Other Expenses | 3,205,968 | 1,604,733 | 1,601,235 | 50.05% | |
| | Total Jay B Latham Plant | 5,689,556 | 2,897,120 | 2,792,436 | 50.92% | |
| PC 05 San Juan Creek Ocean Outfall | | | | | | |
| Salary and Fringe | | | | | | |
| 05-5000-01-**-** | Regular Salaries-O&M | 11,252 | 600 | 10,652 | 5.33% | |
| 05-5000-02-**-** | Regular Salaries-O&M | 90,480 | 49,043 | 41,437 | 54.20% | |
| 05-5001-01-**-** | Overtime Salaries-O&M | 376 | - | 376 | 0.00% | |
| 05-5001-02-**-** | Overtime Salaries-O&M | 96 | 60 | 36 | 62.85% | |
| 05-5306-01-**-** | Scheduled Holiday Work | 96 | - | 96 | 0.00% | |
| 05-5306-02-**-** | Scheduled Holiday Work | 2,404 | 299 | 2,105 | 12.43% | |
| 05-5401-01-**-** | Fringe Benefits IN to PC's & Depts. | 8,348 | 445 | 7,903 | 5.33% | |
| 05-5401-02-**-** | Fringe Benefits IN to PC's & Depts. | 67,136 | 36,387 | 30,749 | 54.20% | |
| | Total Salary and Fringe | 180,188 | 86,835 | 93,353 | 48.19% | |
| Other Expenses | | | | | | |
| 05-5002-01-**-** | Electricity | 1,000 | 58 | 942 | 5.83% | |
| 05-5003-01-**-** | Natural Gas | 500 | - | 500 | 0.00% | |
| 05-5014-02-**-** | Engineering - Misc. | 20,004 | - | 20,004 | 0.00% | |
| 05-5015-02-**-** | Management Support Services | 27,500 | 3,528 | 23,973 | 12.83% | |
| 05-5017-02-**-** | Legal Fees | 2,004 | - | 2,004 | 0.00% | |
| 05-5026-01-**-** | Small Vehicle Fuel - 37A | 2,496 | - | 2,496 | 0.00% | |
| 05-5027-01-**-** | Insurance - Property/Liability | 5,372 | 2,706 | 2,666 | 50.37% | |
| 05-5031-02-**-** | Safety Supplies | 128 | - | 128 | 0.00% | |
| 05-5034-02-**-** | Travel Expense/Tech. Conferences | 2,484 | 264 | 2,220 | 10.61% | |
| 05-5036-02-**-** | Laboratory Supplies | 16,000 | 6,356 | 9,644 | 39.72% | |
| 05-5038-02-**-** | Permits | 145,000 | 143,454 | 1,546 | 98.93% | (12) |
| 05-5044-02-**-** | Offshore Monitoring | 20,004 | 9,742 | 10,262 | 48.70% | |
| 05-5046-02-**-** | Effluent Chemistry | 16,000 | 7,794 | 8,207 | 48.71% | |
| 05-5056-01-00-00 | Maintenance Equip. & Facilities (So | - | 38 | (38) | 0.00% | |
| 05-5058-01-**-** | Maintenance Equip. & Facilities (Cc | 1,004 | - | 1,004 | 0.00% | |
| 05-5069-02-**-** | Misc-Capital-Dilution & Metering St | 15,004 | - | 15,004 | 0.00% | |
| 05-5305-02-**-** | Medicare Tax Payments for Employ | 2,352 | - | 2,352 | 0.00% | |
| 05-5705-02-**-** | Monthly Car Allowance | 4,200 | 323 | 3,877 | 7.69% | |
| 05-6500-01-**-** | IT Allocations in to PC's & Depts. | 1,692 | 691 | 1,001 | 40.84% | |
| 05-6500-02-**-** | IT Allocations in to PC's & Depts. | 12,952 | 5,293 | 7,659 | 40.87% | |
| | Total Other Expenses | 295,696 | 180,246 | 115,450 | 60.96% | |

South Orange County Wastewater Authority
Budget vs. Actual Comparison - PC's on Separate Report
Year-to-Date December 31, 2017

Exhibit E-1

| | FY 2017-18 Budget | Actual | Budget | % Expended |
|--|------------------------------|---------------|---------------|-----------------------|
| Total PC 05 San Juan Creek Oc | 475,884 | 267,080 | 208,804 | 56.12% |
| PC 08 PreTreatment | | | | |
| Salary and Fringe | | | | |
| 08-5000-01-00-00 Regular Salaries-O&M | - | 254 | (254) | 0.00% |
| 08-5000-02-**-** Regular Salaries-O&M | 83,504 | 32,391 | 51,113 | 38.79% |
| 08-5001-02-**-** Overtime Salaries-O&M | 1,412 | - | 1,412 | 0.00% |
| 08-5306-02-**-** Scheduled Holiday Work | 200 | - | 200 | 0.00% |
| 08-5401-01-00-00 Fringe Benefits IN to PC's & Depts. | - | 188 | (188) | 0.00% |
| 08-5401-02-**-** Fringe Benefits IN to PC's & Depts. | 61,956 | 24,033 | 37,923 | 38.79% |
| Total Salary and Fringe | 147,072 | 56,866 | 90,206 | 38.67% |
| Other Expenses | | | | |
| 08-5011-02-**-** Laboratory Services | 2,500 | 280 | 2,220 | 11.20% |
| 08-5015-02-**-** Management Support Services | 2,008 | - | 2,008 | 0.00% |
| 08-5016-02-**-** Audit - Environmental | 500 | - | 500 | 0.00% |
| 08-5017-02-**-** Legal Fees | 2,008 | - | 2,008 | 0.00% |
| 08-5018-02-**-** Public Notices/ Public Relations | 500 | - | 500 | 0.00% |
| 08-5021-02-**-** Small Vehicle Expense - 31A | 900 | - | 900 | 0.00% |
| 08-5022-02-**-** Miscellaneous Expense | 1,496 | - | 1,496 | 0.00% |
| 08-5026-02-**-** Small Vehicle Fuel - 37A | 1,200 | - | 1,200 | 0.00% |
| 08-5027-02-**-** Insurance - Property/Liability | 2,196 | 1,145 | 1,051 | 52.13% |
| 08-5028-02-**-** Small Tools & Supplies | 3,472 | 1,517 | 1,955 | 43.71% |
| 08-5034-02-**-** Travel Expense/Tech. Conferences | 3,504 | 35 | 3,469 | 0.99% |
| 08-5035-02-**-** Training Expense | 1,496 | - | 1,496 | 0.00% |
| 08-5038-02-**-** Permits and Fines | 10,008 | - | 10,008 | 0.00% |
| 08-5039-02-**-** Membership Dues/Fees | 796 | 344 | 452 | 43.22% |
| 08-6500-02-**-** IT Allocations in to PC's & Depts. | 12,568 | 5,135 | 7,433 | 40.86% |
| Total Other Expenses | 45,152 | 8,456 | 36,696 | 18.73% |
| Total PC 08 PreTreatment | 192,224 | 65,322 | 126,902 | 33.98% |
| PC 12 Water Reclamation Permits | | | | |
| Salary and Fringe | | | | |
| 12-5000-02-**-** Regular Salaries-O&M | 50,192 | 12,458 | 37,734 | 24.82% |
| 12-5306-02-**-** Scheduled Holiday Work | 392 | - | 392 | 0.00% |
| 12-5401-02-**-** Fringe Benefits IN to PC's & Depts. | 37,240 | 9,243 | 27,997 | 24.82% |
| Total Salary and Fringe | 87,824 | 21,702 | 66,122 | 24.71% |
| Other Expenses | | | | |
| 12-5015-02-**-** Management Support Services | 15,992 | 179 | 15,813 | 1.12% |
| 12-5017-02-**-** Legal Fees | 5,000 | - | 5,000 | 0.00% |
| 12-5027-02-**-** Insurance - Property/Liability | 2,740 | 1,457 | 1,283 | 53.18% |
| 12-5034-02-**-** Travel Expense/Tech. Conferences | 1,256 | 405 | 851 | 32.24% |
| 12-5038-02-**-** Permits | 124,996 | 14,929 | 110,067 | 11.94% |
| 12-6500-02-**-** IT Allocations in to PC's & Depts. | 7,064 | 2,889 | 4,175 | 40.90% |
| Total Other Expenses | 157,048 | 19,859 | 137,189 | 12.65% |
| Total PC 12 Water Reclamation | 244,872 | 41,561 | 203,311 | 16.97% |

South Orange County Wastewater Authority
Budget vs. Actual Comparison - PC's on Separate Report
Year-to-Date December 31, 2017

Exhibit E-1

PC 15 Coastal Treatment Plant

| FY 2017-18 Budget | Actual | Budget | % Expended |
|----------------------|--------|--------|---------------|
|----------------------|--------|--------|---------------|

Salary and Fringe

| | | | | | | |
|-------------------------|-------------------------------------|-----------|---------|---------|---------|------|
| 15-5000-01-**-** | Regular Salaries-O&M | 697,360 | 316,331 | 381,029 | 45.36% | |
| 15-5000-02-**-** | Regular Salaries-O&M | 149,952 | 58,949 | 91,003 | 39.31% | |
| 15-5001-01-**-** | Overtime Salaries-O&M | 10,920 | 12,708 | (1,788) | 116.37% | (17) |
| 15-5001-02-**-** | Overtime Salaries-O&M | 188 | 671 | (483) | 356.82% | (17) |
| 15-5306-01-**-** | Scheduled Holiday Work | 3,004 | 3,403 | (399) | 113.27% | (18) |
| 15-5306-02-**-** | Scheduled Holiday Work | 1,800 | 1,575 | 225 | 87.48% | |
| 15-5401-01-**-** | Fringe Benefits IN to PC's & Depts. | 517,440 | 234,701 | 282,739 | 45.36% | |
| 15-5401-02-**-** | Fringe Benefits IN to PC's & Depts. | 111,268 | 43,737 | 67,531 | 39.31% | |
| 15-5700-01-**-** | Standby Pay | 23,336 | 8,775 | 14,561 | 37.60% | |
| Total Salary and Fringe | | 1,515,268 | 680,849 | 834,419 | 44.93% | |

Other Expenses

| | | | | | | |
|------------------|----------------------------------|---------|---------|----------|---------|------|
| 15-5002-01-**-** | Electricity | 283,004 | 119,201 | 163,803 | 42.12% | |
| 15-5003-01-**-** | Natural Gas | 3,000 | 574 | 2,426 | 19.14% | |
| 15-5004-01-**-** | Potable & Reclaimed Water | 13,000 | 10,617 | 2,383 | 81.67% | (19) |
| 15-5006-01-**-** | Chlorine/Sodium Hypochlorite | 99,996 | 31,543 | 68,453 | 31.54% | |
| 15-5007-01-**-** | Polymer Products | 2,004 | 347 | 1,657 | 17.31% | |
| 15-5008-01-**-** | Ferric Chloride | 30,004 | 18,762 | 11,242 | 62.53% | |
| 15-5009-01-**-** | Odor Control Chemicals | 85,000 | 33,347 | 51,653 | 39.23% | |
| 15-5011-02-**-** | Laboratory Services | 9,500 | 7,510 | 1,990 | 79.06% | (20) |
| 15-5012-01-**-** | Grit Hauling | 30,004 | 10,503 | 19,501 | 35.01% | |
| 15-5013-01-**-** | Landscaping | 60,008 | 14,358 | 45,650 | 23.93% | |
| 15-5014-01-**-** | Engineering - Misc. | 5,000 | 2,398 | 2,602 | 47.96% | |
| 15-5014-02-**-** | Engineering - Misc. | 50,000 | - | 50,000 | 0.00% | |
| 15-5015-01-**-** | Management Support Services | 5,000 | 306 | 4,694 | 6.13% | |
| 15-5015-02-**-** | Management Support Services | 4,500 | - | 4,500 | 0.00% | |
| 15-5017-01-**-** | Legal Fees | - | 13,597 | (13,597) | 0.00% | |
| 15-5019-01-**-** | Contract Services Misc. | 67,000 | 27,269 | 39,731 | 40.70% | |
| 15-5021-01-**-** | Small Vehicle Expense | 5,996 | 2,324 | 3,672 | 38.75% | |
| 15-5022-01-**-** | Miscellaneous Expense | 2,996 | 907 | 2,089 | 30.26% | |
| 15-5023-01-**-** | Office Supplies - All | 6,996 | 2,247 | 4,749 | 32.11% | |
| 15-5024-01-**-** | Petroleum Products | 2,000 | 529 | 1,471 | 26.45% | |
| 15-5025-01-**-** | Uniforms | 5,996 | 3,082 | 2,914 | 51.40% | |
| 15-5026-01-**-** | Small Vehicle Fuel | 5,996 | 654 | 5,342 | 10.91% | |
| 15-5027-01-**-** | Insurance - Property/Liability | 34,640 | 17,380 | 17,260 | 50.17% | |
| 15-5028-01-**-** | Small Tools & Supplies | 9,000 | 5,729 | 3,271 | 63.65% | |
| 15-5030-01-**-** | Trash Disposal | 2,996 | 1,884 | 1,112 | 62.89% | |
| 15-5031-02-**-** | Safety Program & Supplies | 24,000 | 20,712 | 3,288 | 86.30% | (21) |
| 15-5032-01-**-** | Equipment Rental | 1,000 | - | 1,000 | 0.00% | |
| 15-5034-01-**-** | Travel Expense/Tech. Conferences | 13,832 | 6,092 | 7,740 | 44.05% | |
| 15-5034-02-**-** | Travel Expense/Tech. Conferences | 3,324 | 968 | 2,356 | 29.12% | |
| 15-5035-01-**-** | Training Expense | 15,904 | 6,278 | 9,626 | 39.47% | |
| 15-5035-02-**-** | Training Expense | 1,116 | 160 | 956 | 14.34% | |
| 15-5036-02-**-** | Laboratory Supplies | 10,004 | 7,494 | 2,510 | 74.91% | |
| 15-5037-01-**-** | Office Equipment | 1,000 | 750 | 250 | 74.97% | |
| 15-5038-02-**-** | Permits | 6,504 | 961 | 5,544 | 14.77% | |
| 15-5039-01-**-** | Membership Dues/Fees | 2,996 | 996 | 2,000 | 33.25% | |
| 15-5039-02-**-** | Membership Dues/Fees | 804 | - | 804 | 0.00% | |
| 15-5047-01-**-** | Access Road Expenses | 46,996 | 548 | 46,448 | 1.17% | |
| 15-5048-01-**-** | Storm Damage | 19,000 | - | 19,000 | 0.00% | |
| 15-5049-01-**-** | Biosolids Disposal - 21B | 125,000 | - | 125,000 | 0.00% | |
| 15-5050-01-**-** | Contract Services Generators | 4,004 | 4,187 | (183) | 104.57% | (14) |
| 15-5052-01-**-** | Janitorial Services | 20,008 | 3,009 | 16,999 | 15.04% | (15) |
| 15-5054-01-**-** | Diesel Truck Maint | 996 | 332 | 664 | 33.37% | |
| 15-5055-01-**-** | Diesel Truck Fuel - 37B | 996 | - | 996 | 0.00% | |

South Orange County Wastewater Authority
Budget vs. Actual Comparison - PC's on Separate Report
Year-to-Date December 31, 2017

Exhibit E-1

| | FY 2017-18 Budget | Actual | Budget | % Expended | |
|---|----------------------|-----------|-----------|---------------|------|
| 15-5056-01-00-00 Maintenance Equip. & Facilities (So | - | 2 | (2) | 0.00% | |
| 15-5057-01-**-** Maintenance Equip. & Facilities (Lic | 170,004 | 50,948 | 119,056 | 29.97% | |
| 15-5058-01-**-** Maintenance Equip. & Facilities (Cc | 20,008 | 833 | 19,175 | 4.16% | |
| 15-5060-01-**-** Maintenance Equip. & Facilities (AV | 35,000 | 13,883 | 21,117 | 39.66% | |
| 15-5061-01-**-** Mileage | 1,196 | 29 | 1,167 | 2.43% | |
| 15-5303-01-**-** Group Insurance Waiver | 3,596 | 1,648 | 1,948 | 45.82% | |
| 15-5305-01-**-** Medicare Tax Payments for Employ | 2,964 | 1,716 | 1,248 | 57.89% | |
| 15-5705-01-**-** Monthly Car Allowance | 4,200 | 2,827 | 1,373 | 67.31% | |
| 15-5802-01-00-00 Shipping/Freight | - | 28 | (28) | 0.00% | |
| 15-6500-01-**-** IT Allocations in to PC's & Depts. | 104,820 | 42,828 | 61,992 | 40.86% | |
| 15-6500-02-**-** IT Allocations in to PC's & Depts. | 22,212 | 9,077 | 13,135 | 40.87% | |
| Total Other Expenses | 1,485,120 | 501,374 | 983,746 | 33.76% | |
| Total PC 15 Coastal Treatment I | 3,000,388 | 1,182,224 | 1,818,164 | 39.40% | |
| PC 17 Joint Reginal Wastewater Reclamation | | | | | |
| Salary and Fringe | | | | | |
| 17-5000-01-**-** Regular Salaries-O&M | 1,531,652 | 685,217 | 846,435 | 44.74% | |
| 17-5000-02-**-** Regular Salaries-O&M | 272,888 | 121,313 | 151,575 | 44.46% | |
| 17-5001-01-**-** Overtime Salaries-O&M | 39,148 | 32,165 | 6,983 | 82.16% | |
| 17-5001-02-**-** Overtime Salaries-O&M | 196 | 1,506 | (1,310) | 768.11% | (22) |
| 17-5306-01-**-** Scheduled Holiday Work | 12,004 | 10,750 | 1,254 | 89.55% | (18) |
| 17-5306-02-**-** Scheduled Holiday Work | 2,992 | 2,612 | 380 | 87.31% | (18) |
| 17-5315-01-01-00 Comp Time - O&M | - | 15 | (15) | 0.00% | |
| 17-5401-01-**-** Fringe Benefits IN to PC's & Depts. | 1,136,496 | 508,396 | 628,100 | 44.73% | |
| 17-5401-02-**-** Fringe Benefits IN to PC's & Depts. | 202,488 | 90,008 | 112,480 | 44.45% | |
| 17-5700-01-**-** Standby Pay | 23,332 | 13,650 | 9,682 | 58.50% | |
| Total Salary and Fringe | 3,221,196 | 1,465,632 | 1,755,564 | 45.50% | |
| Other Expenses | | | | | |
| 17-5002-01-**-** Electricity | 675,000 | 453,875 | 221,125 | 67.24% | (23) |
| 17-5003-01-**-** Natural Gas | 141,000 | 16,620 | 124,380 | 11.79% | (23) |
| 17-5004-01-**-** Potable & Reclaimed Water | 34,004 | 18,436 | 15,568 | 54.22% | |
| 17-5005-01-**-** Co-generation Power Credit | (250,000) | - | (250,000) | 0.00% | |
| 17-5006-01-**-** Chlorine/Sodium Hypochlorite | 350,004 | 222,578 | 127,426 | 63.59% | |
| 17-5007-01-**-** Polymer Products | 406,008 | 135,223 | 270,785 | 33.31% | |
| 17-5008-01-**-** Ferric Chloride | 125,004 | 76,075 | 48,929 | 60.86% | (24) |
| 17-5009-01-**-** Odor Control Chemicals | 50,000 | 20,537 | 29,463 | 41.07% | |
| 17-5010-01-**-** Other Chemicals - Misc. | 4,000 | 365 | 3,635 | 9.13% | |
| 17-5011-02-**-** Laboratory Services | 14,000 | 8,114 | 5,886 | 57.96% | |
| 17-5012-01-**-** Grit Hauling - 21A | 52,004 | 23,626 | 28,378 | 45.43% | |
| 17-5013-01-**-** Landscaping | 74,996 | 24,244 | 50,752 | 32.33% | |
| 17-5014-01-**-** Engineering - Misc. | 5,004 | 772 | 4,232 | 15.43% | |
| 17-5014-02-**-** Engineering - Misc. | 125,000 | 4,760 | 120,240 | 3.81% | |
| 17-5015-01-**-** Management Support Services | 5,004 | 520 | 4,484 | 10.38% | |
| 17-5015-02-**-** Management Support Services | 22,504 | - | 22,504 | 0.00% | |
| 17-5017-01-00-00 Legal Fees | - | 1,056 | (1,056) | 0.00% | |
| 17-5019-01-**-** Contract Services Misc. | 125,000 | 49,657 | 75,343 | 39.73% | |
| 17-5020-01-00-00 Postage Expense | - | 7 | (7) | 0.00% | |
| 17-5021-01-**-** Small Vehicle Expense | 6,000 | 3,869 | 2,131 | 64.49% | (6) |
| 17-5022-01-**-** Miscellaneous Expense | 5,996 | 1,719 | 4,277 | 28.68% | |

South Orange County Wastewater Authority
Budget vs. Actual Comparison - PC's on Separate Report
Year-to-Date December 31, 2017

Exhibit E-1

| | FY 2017-18 Budget | Actual | Budget | % Expended | |
|------------------|--|------------------|------------------|-----------------------|---------------|
| 17-5023-01--** | Office Supplies - All | 9,996 | 7,118 | 2,878 | 71.21% |
| 17-5024-01--** | Petroleum Products | 41,996 | 5,105 | 36,891 | 12.16% |
| 17-5025-01--** | Uniforms | 17,008 | 8,277 | 8,731 | 48.66% |
| 17-5026-01--** | Small Vehicle Fuel | 12,996 | 3,404 | 9,592 | 26.19% |
| 17-5027-01--** | Insurance - Property/Liability | 90,252 | 45,376 | 44,876 | 50.28% |
| 17-5028-01--** | Small Tools & Supplies | 25,000 | 14,511 | 10,489 | 58.04% |
| 17-5030-01--** | Trash Disposal | 1,004 | 1,011 | (7) | 100.68% (7) |
| 17-5031-02--** | Safety Program & Supplies | 31,352 | 27,466 | 3,886 | 87.61% |
| 17-5032-01--** | Equipment Rental | 3,004 | 1,278 | 1,726 | 42.54% |
| 17-5033-01-00-00 | Recruitment | - | 1,390 | (1,390) | 0.00% |
| 17-5034-01--** | Travel Expense/Tech. Conferences | 13,832 | 14,301 | (469) | 103.39% (9) |
| 17-5034-02--** | Travel Expense/Tech. Conferences | 3,324 | 2,697 | 627 | 81.13% (9) |
| 17-5035-01--** | Training Expense | 15,904 | 18,473 | (2,569) | 116.15% (9) |
| 17-5035-02--** | Training Expense | 1,124 | 160 | 964 | 14.23% |
| 17-5036-02--** | Laboratory Supplies | 19,020 | 9,697 | 9,323 | 50.98% |
| 17-5037-01--** | Office Equipment | 5,996 | 14,787 | (8,791) | 246.61% (25) |
| 17-5038-02--** | Permits | 35,000 | 2,542 | 32,458 | 7.26% |
| 17-5039-01--** | Membership Dues/Fees | 3,004 | 2,404 | 600 | 80.03% (13) |
| 17-5039-02--** | Membership Dues/Fees | 800 | 225 | 575 | 28.13% |
| 17-5049-01--** | Biosolids Disposal | 866,000 | 380,054 | 485,946 | 43.89% |
| 17-5050-01--** | Contract Services Generators | 8,000 | 4,283 | 3,717 | 53.54% |
| 17-5052-01--** | Janitorial Services | 40,004 | 4,895 | 35,109 | 12.24% (15) |
| 17-5053-01--** | Contract Serv - Digester Cleaning - | 60,004 | - | 60,004 | 0.00% |
| 17-5054-01--** | Diesel Truck Maint | 19,000 | 4,721 | 14,279 | 24.85% |
| 17-5055-01--** | Diesel Truck Fuel | 7,000 | 1,558 | 5,442 | 22.26% |
| 17-5056-01--** | Maintenance Equip. & Facilities (So | 190,004 | 65,602 | 124,402 | 34.53% |
| 17-5057-01--** | Maintenance Equip. & Facilities (Lic | 164,996 | 119,248 | 45,748 | 72.27% (26) |
| 17-5058-01--** | Maintenance Equip. & Facilities (Cc | 25,000 | 7,912 | 17,088 | 31.65% |
| 17-5059-01--** | Maintenance Equip. & Facilities (Cc | 250,000 | 23,727 | 226,273 | 9.49% |
| 17-5060-01--** | Maintenance Equip. & Facilities (AV | 35,000 | 10,664 | 24,336 | 30.47% |
| 17-5061-01--** | Mileage | 3,000 | 863 | 2,137 | 28.77% |
| 17-5068-02--** | MNWD Potable Water Supplies & S | 23,996 | 13,637 | 10,359 | 56.83% |
| 17-5077-01-03-00 | IT Direct | - | 500 | (500) | 0.00% |
| 17-5101-01-00-00 | Employee Recognition | - | 274 | (274) | 0.00% |
| 17-5105-01--** | Co-Generation Power Credit - Offse | 250,000 | - | 250,000 | 0.00% |
| 17-5303-01-23-16 | Group Insurance Waiver | 32 | - | 32 | 0.00% |
| 17-5303-02--** | Group Insurance Waiver | 3,564 | 1,523 | 2,041 | 42.73% |
| 17-5305-01--** | Medicare Tax Payments for Employ | 1,784 | 917 | 867 | 51.40% |
| 17-5305-02--** | Medicare Tax Payments for Employ | 132 | - | 132 | 0.00% |
| 17-5309-01--** | Operating Leases | 6,000 | - | 6,000 | 0.00% |
| 17-5705-01--** | Monthly Car Allowance | 8,396 | 7,696 | 700 | 91.67% |
| 17-5705-02--** | Monthly Car Allowance | 4,204 | - | 4,204 | 0.00% |
| 17-5706-01--** | Effluent Pond Cleaning | 90,004 | - | 90,004 | 0.00% |
| 17-5802-01-00-00 | Shipping/Freight | - | 45 | (45) | 0.00% |
| 17-6500-01--** | IT Allocations in to PC's & Depts. | 230,508 | 94,182 | 136,326 | 40.86% |
| 17-6500-02--** | IT Allocations in to PC's & Depts. | 40,652 | 16,611 | 24,041 | 40.86% |
| | Total Other Expenses | 4,628,420 | 2,001,186 | 2,627,234 | 43.24% |
| | Total PC 17 Joint Reginal Waste | 7,849,616 | 3,466,818 | 4,382,798 | 44.17% |

South Orange County Wastewater Authority
Budget vs. Actual Comparison - PC's on Separate Report
Year-to-Date December 31, 2017

Exhibit E-1

| FY 2017-18 Budget | Actual | Budget | % Expended |
|----------------------|--------|--------|---------------|
|----------------------|--------|--------|---------------|

PC 21 Effluent Transmission

Other Expenses

| | | | | | |
|----------------------|--------------------------------|--------|-----|--------|--------|
| 21-5014-02-**-** | Engineering - Misc. | 62,496 | - | 62,496 | 0.00% |
| 21-5019-02-00-00 | Contract Services Misc. - 29 | - | 309 | (309) | 0.00% |
| 21-5027-02-**-** | Insurance - Property/Liability | 728 | 416 | 312 | 57.18% |
| Total Other Expenses | | 63,224 | 725 | 62,499 | 1.15% |

| | | | | |
|---------------------------------|--------|-----|--------|-------|
| Total PC 21 Effluent Transmissi | 63,224 | 725 | 62,499 | 1.15% |
|---------------------------------|--------|-----|--------|-------|

PC 23 North Coast Interceptor

Other Expenses

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

| | | | | |
|---------------------------------|---|-----|-------|-------|
| Total PC 23 North Coast Interce | - | 286 | (286) | 0.00% |
|---------------------------------|---|-----|-------|-------|

PC 24 Aliso Creek Ocean Outfall

Salary and Fringe

| | | | | | |
|-------------------------|-------------------------------------|---------|--------|--------|---------|
| 24-5000-01-**-** | Regular Salaries-O&M | 6,696 | 601 | 6,095 | 8.96% |
| 24-5000-02-**-** | Regular Salaries-O&M | 85,624 | 47,380 | 38,244 | 55.33% |
| 24-5001-01-**-** | Overtime Salaries-O&M | 348 | 369 | (21) | 105.94% |
| 24-5001-02-**-** | Overtime Salaries-O&M | 196 | 86 | 110 | 43.83% |
| 24-5306-01-**-** | Scheduled Holiday Work | 104 | - | 104 | 0.00% |
| 24-5306-02-**-** | Scheduled Holiday Work | 3,112 | 133 | 2,979 | 4.27% |
| 24-5401-01-**-** | Fringe Benefits IN to PC's & Depts. | 4,960 | 445 | 4,515 | 8.97% |
| 24-5401-02-**-** | Fringe Benefits IN to PC's & Depts. | 63,528 | 35,153 | 28,375 | 55.34% |
| Total Salary and Fringe | | 164,568 | 84,167 | 80,401 | 51.14% |

Other Expenses

| | | | | | |
|----------------------|-------------------------------------|---------|---------|---------|---------|
| 24-5002-01-**-** | Electricity | 996 | - | 996 | 0.00% |
| 24-5014-02-**-** | Engineering - Misc. | 20,004 | - | 20,004 | 0.00% |
| 24-5015-02-**-** | Management Support Services | 27,504 | 3,368 | 24,137 | 12.24% |
| 24-5017-02-**-** | Legal Fees | 2,004 | - | 2,004 | 0.00% |
| 24-5027-01-00-00 | Insurance - Property/Liability | - | 2,706 | (2,706) | 0.00% |
| 24-5027-02-**-** | Insurance - Property/Liability | 5,364 | - | 5,364 | 0.00% |
| 24-5029-01-00-00 | Maintenance E & F - Solids - 41A | - | 600 | (600) | 0.00% |
| 24-5031-02-**-** | Safety Supplies | 996 | - | 996 | 0.00% |
| 24-5034-02-**-** | Travel Expense/Tech. Conferences | 2,480 | - | 2,480 | 0.00% |
| 24-5036-02-**-** | Laboratory Supplies | 16,996 | 6,534 | 10,462 | 38.45% |
| 24-5038-02-**-** | Permits | 131,992 | 137,375 | (5,383) | 104.08% |
| 24-5044-02-**-** | Offshore Monitoring | 22,004 | 9,742 | 12,262 | 44.28% |
| 24-5046-02-**-** | Effluent Chemistry | 29,996 | 11,737 | 18,260 | 39.13% |
| 24-5058-01-**-** | Maintenance Equip. & Facilities (Cc | 996 | - | 996 | 0.00% |
| 24-5067-02-**-** | Port Cleaning | 35,000 | - | 35,000 | 0.00% |
| 24-6500-01-**-** | IT Allocations in to PC's & Depts. | 1,008 | 412 | 596 | 40.87% |
| 24-6500-02-**-** | IT Allocations in to PC's & Depts. | 12,288 | 5,022 | 7,266 | 40.87% |
| Total Other Expenses | | 309,628 | 177,495 | 132,133 | 57.33% |

| | | | | |
|-------------------------------|---------|---------|---------|--------|
| Total PC 24 Aliso Creek Ocean | 474,196 | 261,662 | 212,534 | 55.18% |
|-------------------------------|---------|---------|---------|--------|

| | | | | |
|-------------|------------|-----------|-----------|-------|
| Total SOCWA | 17,989,960 | 8,182,797 | 9,807,163 | 45.5% |
|-------------|------------|-----------|-----------|-------|

(12)

South Orange County Wastewater Authority
Budget vs. Actual Comparison - PC's on Separate Report
Year-to-Date December 31, 2017

Exhibit E-1

| FY 2017-18 Budget | Actual | Budget | % Expended |
|------------------------------|---------------|---------------|-----------------------|
|------------------------------|---------------|---------------|-----------------------|

- (1) The new JBL engine was anticipated to be fully operational starting July 1 however the engine became fully operational 12/19/2017.
- (2) Ferric chloride use has increased to comply with the new engine gas cleaning system requirements.
- (3) Costs loaded in early FY due to construction.
- (4) Contract work on PC2 trunkline to clean sewers so that the ADS monitors would work properly.
- (5) Legal review of O&M contracts.
- (6) Older vehicles required repair.
- (7) Additional trash was removed following the completion of several construction projects.
- (8) One third of the line item was spent on upgrading confined space entry meters. No large expenses are planned for the last half of the year.
- (9) Training expenses due to the hiring to replace retirements.
- (10) Planned purchase of samplers occurred at the beginning of the FY. Expenses are expected to level out for the balance of the FY.
- (11) Costs for engineering trailer.
- (12) Permit costs are primarily incurred in July of each year. Expenses are expected to level out for the FY.
- (13) Membership costs are primarily incurred in July and December of each year. Expenses are expected to level out for the FY.
- (14) Generator maintenance is completed for the FY. Costs typically range from \$5,000 to \$15,000 per plant depending on services needed.
- (15) Janitorial expenses are lower than projected. Contract awarded in January.
- (16) Costs for engineering trailer.
- (17) Overtime costs have been higher than expected due to a series of nighttime and bypass construction activities for capital projects.
- (18) Staffing has been required for elevated holiday flows and loads. This line item will be increased in future years.
- (19) Recycled water purchases were required during a construction project to replace the process water controls system.
- (20) Annual pretreatment and AWT testing which make up majority of line item was complete at the beginning of the FY.
- (21) One third of the line item was spent on upgrading confined space entry meters. No large expenses are planned for the last half of the year.
- (22) Overtime for lab work due to leave scheduled.
- (23) The RTP engine project impacting electricity and gas usage.
- (24) Ferric chloride use has increased to comply with the new engine gas cleaning system requirements.
- (25) The plant's conference room reconfiguration to accommodate lab staff workstations.
- (26) Liquids system O&M during construction project
- (27) Staff was used to investigate a potential leak of the outfall after hours. An underground spring was determined to be the source of the water found.

**South Orange County Wastewater Authority
Budget vs. Actual Comparison - Engineering
(Labor & Fringe Costs are Net of Labor & Fringe to Capital Projects)
Year-to-Date December 31, 2017**

Exhibit E-2

| FY 2017-18 Original Budget | Actual | (Over)/Under Budget | % Expended |
|---|---------------|--------------------------------|-----------------------|
|---|---------------|--------------------------------|-----------------------|

Salary and Fringe

| | | | | | |
|------------------|-------------------------------------|----------------|----------------|----------------|--------------|
| 01-5000-03-00-00 | Regular Salaries-O&M | 155,460 | 95,312 | 60,148 | 61.3% |
| 01-5001-03-00-00 | Overtime Salaries-O&M | - | 202 | (202) | 0.0% |
| 02-5306-03-01-00 | Scheduled Holiday Work | - | 32 | (32) | 0.0% |
| 01-5401-03-00-00 | Fringe Benefits IN to PC's & Depts. | 115,356 | 70,722 | 44,634 | 61.3% |
| | Total Payroll Costs | 270,816 | 166,268 | 104,549 | 61.4% |

Other Expenses

| | | | | | |
|------------------|------------------------------------|---------------|---------------|---------------|--------------|
| 01-5015-03-00-00 | Management Support Services | 996 | - | 996 | 0.0% |
| 01-5022-03-00-00 | Miscellaneous Expense | 3,000 | 1,586 | 1,414 | 52.9% |
| 01-5023-03-00-00 | Office Supplies - All | - | 86 | (86) | 0.0% |
| 01-5034-03-00-00 | Travel Expense/Tech. Conferences | 6,348 | 1,316 | 5,032 | 20.7% |
| 01-5035-03-00-00 | Training Expense | 3,300 | 654 | 2,646 | 19.8% |
| 01-5039-03-00-00 | Membership Dues/Fees | 1,776 | 205 | 1,571 | 11.5% |
| 01-5061-03-00-00 | Mileage | 202 | 134 | 68 | 66.2% |
| 01-5309-03-00-00 | Operating Leases | 16,500 | 5,438 | 11,062 | 33.0% |
| **5705-**-**-00 | Monthly Car Allowance | 4,200 | 2,181 | 2,019 | 51.9% |
| 01-5802-03-00-00 | Shipping/Freight | 300 | - | 300 | 0.0% |
| 01-6500-03-00-00 | IT Allocations in to PC's & Depts. | 58,488 | 23,899 | 34,589 | 40.9% |
| | Total Other Expenses | 95,110 | 35,499 | 59,611 | 37.3% |

Total Expenses

| | | | |
|----------------|----------------|----------------|--------------|
| 365,926 | 201,767 | 164,159 | 55.2% |
|----------------|----------------|----------------|--------------|

The costs in this department will vary based on the amount of work required to support Capital Projects vs. Non-Capital Projects QTD costs attributed to Carollo Engineering Capital Assets Valuation Project.

**South Orange County Wastewater Authority
Budget vs. Actual Comparison- Administration
Year-to-Date December 31, 2017**

Exhibit E-3

| | | FY 2017-18 Budget | *Budget Increase | Adjusted Budget | Actual | (Over)/Under Budget | % Expended | |
|--------------------------|------------------------------------|------------------------------|-----------------------------|----------------------------|------------------|--------------------------------|-----------------------|-----|
| Salary and Fringe | | | | | | | | |
| 01-6000-04-00-00 | Regular Salaries-Admin or IT | 871,373 | | 871,373 | 435,189 | 436,184 | 49.9% | |
| 01-6001-04-00-00 | Overtime Salaries-Admin or IT | 10,000 | | 10,000 | 23,327 | (13,327) | 233.3% | (1) |
| 01-6315-04-00-00 | Comp Time - Admin | - | | - | 9,845 | (9,845) | | (1) |
| 01-6401-04-00-00 | Fringe Benefits IN to ADMIN or IT | 646,559 | | 646,559 | 322,910 | 323,649 | 49.9% | |
| | Total Payroll Costs | 1,527,932 | - | 1,527,932 | 791,271 | 736,661 | 51.8% | |
| Other Expenses | | | | | | | | |
| 01-5018-04-00-00 | Public Notices/ Public Relations | 1,400 | | 1,400 | - | 1,400 | | |
| 01-5037-04-00-00 | Office Equipment | 8,000 | | 8,000 | - | 8,000 | | |
| 01-6101-04-00-00 | Recruitment & Employee Relations | 10,104 | | 10,104 | 39,640 | (29,536) | 392.3% | (2) |
| 01-6102-04-00-00 | Subscriptions | 1,008 | | 1,008 | 1,723 | (715) | 171.0% | |
| 01-6200-04-00-00 | Management Support Services | 112,500 | 117,500 | 230,000 | 99,488 | 130,512 | 43.3% | |
| 01-6201-04-00-00 | Audit | 35,000 | 5,000 | 40,000 | 31,184 | 8,816 | 78.0% | |
| 01-6202-04-00-00 | Legal | 90,000 | | 90,000 | 121,071 | (31,071) | 134.5% | (1) |
| 01-6203-04-00-00 | Outside Services | 2,016 | | 2,016 | - | 2,016 | 0.0% | |
| 01-6204-04-00-00 | Postage | 708 | | 708 | 1,032 | (324) | 145.8% | |
| 01-6223-04-00-00 | Office Supplies - Admin | 7,500 | | 7,500 | 4,925 | 2,575 | 65.7% | |
| 01-6224-04-00-00 | Office Equipment Admin or IT | - | | - | 850 | (850) | | |
| 01-6234-04-00-00 | Memberships & Trainings | 84,827 | | 84,827 | 59,474 | 25,353 | 70.1% | |
| 01-6239-04-00-00 | Travel & Conference | 36,950 | | 36,950 | 16,857 | 20,093 | 45.6% | |
| 01-6240-04-00-00 | Scholarship Sponsorship | 1,000 | | 1,000 | - | 1,000 | 0.0% | |
| 01-6310-04-00-00 | Miscellaneous | 14,000 | | 14,000 | 14,226 | (226) | 101.6% | (1) |
| 01-6311-04-00-00 | Mileage | 1,000 | | 1,000 | 582 | 418 | 58.2% | |
| 01-6317-04-00-00 | Contract Services Misc | 1,800 | | 1,800 | 2,485 | (685) | 138.0% | |
| 01-6500-04-00-00 | IT Allocations in to PC's & Depts. | 111,365 | | 111,365 | 45,502 | 65,863 | 40.9% | |
| 01-6601-04-00-00 | Shipping/Freight | 1,200 | | 1,200 | 1,101 | 99 | 91.8% | |
| 01-6705-04-00-00 | Monthly Car Allowance | 12,000 | | 12,000 | 6,231 | 5,769 | 51.9% | |
| | Total Other Expenses | 532,378 | 122,500 | 654,878 | 446,372 | 208,506 | 68.2% | |
| | Total Expenses | 2,060,310 | 122,500 | 2,182,810 | 1,237,643 | 945,167 | 56.7% | |

*Budget increase approved at June 7th Board Meeting.

(1) Additional requirements for Admin due to audits & contracting work.

(2) Recruiting fees relating to increased workload & staff additions.

**South Orange County Wastewater Authority
Budget vs. Actual Comparison-IT
Year-to-Date December 31, 2017**

| | | FY 2017-18 Budget | Actual | (Over)/Under Budget | % Expended | |
|---|---|------------------------------|--------------------|--------------------------------|-----------------------|-----|
| Salary & Fringe | | | | | | |
| 01-6000-05-00-00 | Regular Salaries-Admin or IT | 87,428 | 44,291 | 43,137 | 50.7% | |
| 01-6001-05-00-00 | Overtime Salaries-Admin or IT | 2,076 | 1,693 | 383 | 81.5% | |
| 01-6315-05-00-00 | Comp Time - IT | - | 692 | (692) | 0.0% | (1) |
| 01-6401-05-00-00 | Fringe Benefits IN to ADMIN or IT | 64,871 | 32,864 | 32,007 | 50.7% | |
| | Total Salary & Fringe | 154,375 | 79,540 | 74,835 | 51.5% | |
| Other Expenses | | | | | | |
| 01-5028-05-00-00 | Small Tools & Supplies | 1,250 | - | 1,250 | 0.0% | |
| 01-5035-05-00-00 | Training Expense | 7,800 | 11,100 | (3,300) | 142.3% | |
| 01-5037-05-00-00 | Office Equipment | 1,270 | - | 1,270 | 0.0% | |
| 01-5061-05-00-00 | Mileage | 1,008 | - | 1,008 | 0.0% | |
| 01-6200-05-00-00 | Management Support Services | - | 4,350 | (4,350) | 0.0% | (1) |
| 01-6234-05-00-00 | Memberships & Trainings | - | 70 | (70) | 0.0% | |
| 01-6239-05-00-00 | Travel & Conference | 9,900 | 2,158 | 7,742 | 21.8% | |
| 01-6300-05-00-00 | Software Maintenance Agreements | 170,893 | 48,184 | 122,709 | 28.2% | |
| 01-6301-05-00-00 | Hardware Maintenance Agreements | 11,657 | 2,889 | 8,768 | 24.8% | |
| 01-6302-05-00-00 | Cloud Subscriptions (Internet) | 45,300 | 15,458 | 29,842 | 34.1% | |
| 01-6303-05-00-00 | Telecommunications | 134,300 | 60,039 | 74,261 | 44.7% | |
| 01-6305-05-00-00 | IT Professional Services | 77,000 | 53,824 | 23,176 | 69.9% | |
| 01-6306-05-00-00 | Small Hardware Purchases (< \$5k) | 70,000 | 18,371 | 51,629 | 26.2% | |
| 01-6307-05-00-00 | Small Software Purchases & Licenses (<\$5k) | 89,455 | 14,789 | 74,666 | 16.5% | |
| 01-6308-05-00-00 | IT Memberships | 160 | - | 160 | 0.0% | |
| 01-6309-05-00-00 | Operating Leases | 44,000 | 24,803 | 19,197 | 56.4% | |
| 01-6310-05-00-00 | Miscellaneous | 5,000 | - | 5,000 | 0.0% | |
| 01-6312-05-00-00 | Computer & Photocopy Supplies | 900 | 1,327 | (427) | 147.5% | (1) |
| 01-6601-05-00-00 | Shipping/Freight | 276 | - | 276 | 0.0% | |
| | Total Other Expenses | 670,169 | 257,362 | 412,807 | 38.4% | |
| Total Expenses before Allocation | | 824,544 | 336,902 | 487,642 | 40.9% | |
| IT Allocations (Out) to PC's & Depts | | | | | | |
| 01-6400-05-00-00 | IT Allocations (OUT) to PC's & Depts. | (\$824,544) | (\$336,902) | (\$487,642) | 40.9% | |
| | Total | (\$824,544) | (\$336,902) | (\$487,642) | 40.9% | |

(1) Additional requirements for Authority

Agenda Item

Legal Counsel Review: N/A

Meeting Date: March 1, 2018

TO: Board of Directors
FROM: Betty Burnett, General Manager
STAFF CONTACT: Mary Carey, Finance Controller
SUBJECT: Financial Matters for the month of January 2018

Summary/Discussion

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

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

This information was reviewed by the Finance Committee at its February 26, 2018 meeting.

The reports included are as follows:

- a) Summary of Disbursements
 - January 2018 (Exhibit A)
- b) Schedule of Funds Available for Reinvestment (Exhibit B)
- c) Schedule of Cash and Investments (Exhibit C)
- d) Capital Schedule (Exhibit D)
 - Capital Projects – Graph (Exhibit D-1)
- e) Budget vs. Actual Expenses:
 - Operations and Environmental Summary (Exhibit E-1)
 - Residual Engineering, after transfer to Capital (Exhibit E-2)
 - Administration (Exhibit E-3)
 - Information Technology (IT) (Exhibit E-4)

Fiscal impact

Monthly Disbursements are as follows:

- January 2018 disbursements were \$2,726,691

By Direction of the Finance Committee, the Finance Committee Chairman reviews the monthly disbursements.

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

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

Recommendation

- 1) Receive a report from Finance Committee as to review of January 2018 financial reports as discussed at Finance Committee meeting on February 26, 2018.
- 2) The Finance Committee to recommend to the Board of Directors to receive and file the January 2018 Financial Reports as submitted

Exhibit A

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

| | <u>Actual</u> |
|---|-----------------------------|
| General Fund | (\$617,500) |
| PC 2 - Jay B. Latham Plant | (407,488) |
| PC 3 - SOCWA Plant/PCA AWT | - |
| PC 5 - San Juan Creek Ocean Outfall | (161,914) |
| PC 8 - Pretreatment Program | (8,529) |
| PC 12 SO - Water Reclamation Permits | (17,667) |
| PC 15 - Coastal Treatment Plant/AWT | (511,708) |
| PC 17 - Joint Regional Wastewater Reclamation | (841,729) |
| PC 21 - Effluent Transmission Main | (10,129) |
| PC 24 - Aliso Creek Ocean Outfall | (150,027) |
| Total | <u>(\$2,726,691)</u> |

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

| | |
|------------------------------------|-----------------------------|
| CASH IN BANK: (BEGINNING BAL.) | \$ 1,101,311 |
| L.A.I.F. FUNDS: (BEGINNING BAL.) | 12,207,147 |
| DEPOSITS, TRANSFERS & ADJUSTMENTS: | 2,754,541 |
| FUND REQUIREMENTS: | |
| BILLS FOR CONSIDERATION | <u>(2,726,691)</u> |
| | <u><u>\$ 13,336,307</u></u> |

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

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

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

Betty Burnett
General Manager

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

Exhibit C

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

| | | |
|-----------------------------------|----------------------|-----|
| MVA | \$ 2,099,639 | (A) |
| A/P Checking | \$ 1,333,957 | (B) |
| Payroll Checking | \$ 283,347 | (C) |
| State LAIF | \$ 9,619,364 | (D) |
| Total Cash in Bank | 13,336,307 | |
| Petty Cash | 1,600 | (E) |
| Total Operating Cash | 13,337,907 | |
| OPEB Trust | 4,720,966 | (F) |
| Total Cash and Investments | \$ 18,058,874 | |

Notes:

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

**South Orange County Wastewater Authority
Capital Projects Summaries
as of January 31, 2018**

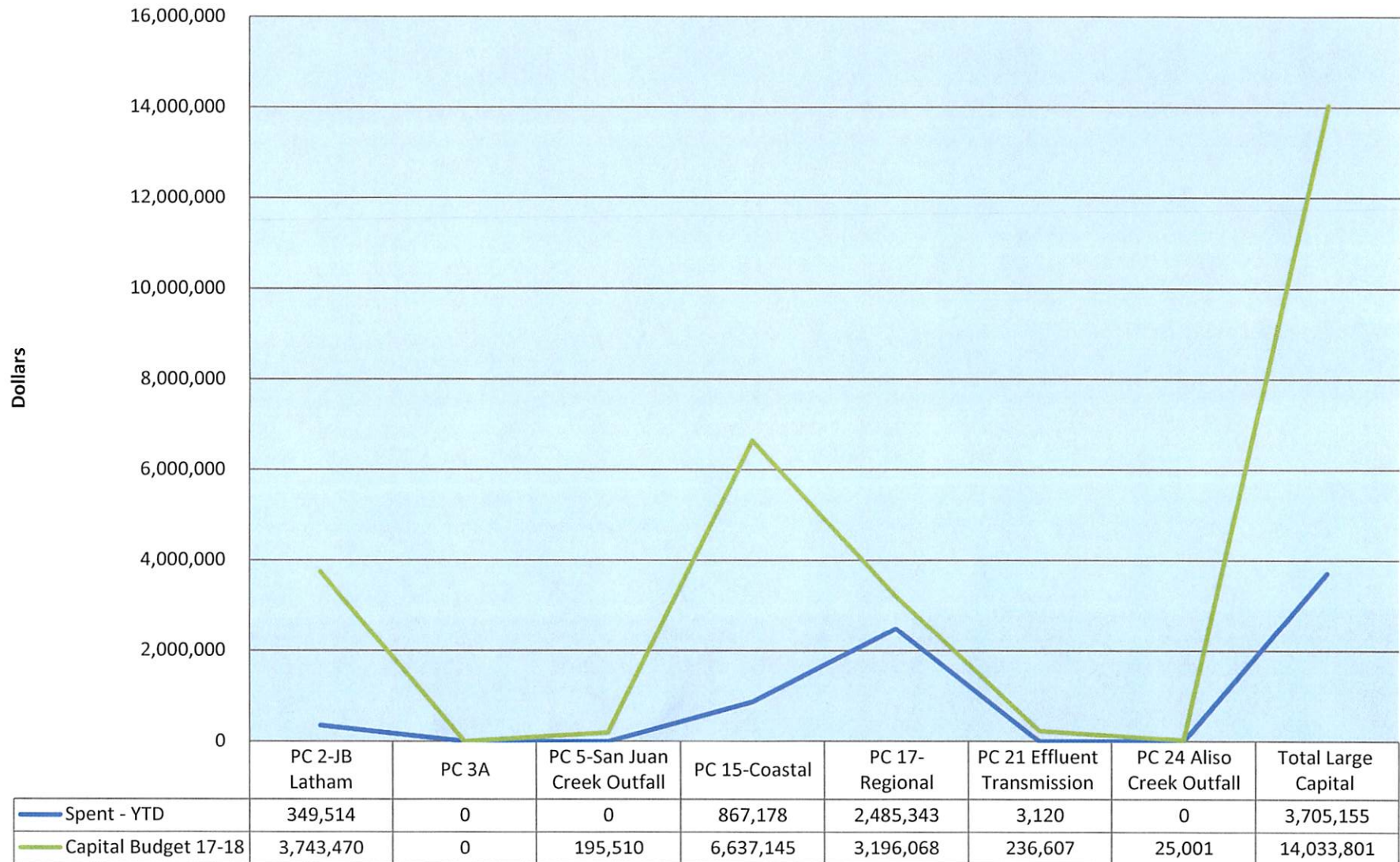
| FY 2017-18 Budget vs. Actual Spending | | | | | | | |
|---------------------------------------|-------------------|----------------------|----------------------|--------------|----------------------|-------------------------|------------------|
| Description | Capital Budget | Fiscal Year Spending | (Over)/ Under Budget | % Expended | Member Agency Billed | Member Agency Collected | Past Due Amount |
| PC 2-JB Latham PC 3A | 3,743,470 | 349,514 | 3,393,956 | 9.3% | 1,740,157 | 1,740,157 | |
| PC 5-San Juan Creek Outfall | 195,510 | | 195,510 | 0.0% | 10,255 | 10,255 | |
| PC 15-Coastal | 6,637,145 | 867,178 | 5,769,967 | 13.1% | 1,737,733 | 663,048 | 1,074,685 (1) |
| PC 17-Regional | 3,196,068 | 2,485,343 | 710,725 | 77.8% | 751,768 | 751,768 | |
| PC 21 Effluent Transmission | 236,607 | 3,120 | 233,487 | 1.3% | 164,502 | 164,502 | |
| PC 24 Aliso Creek Outfall | 25,001 | - | 25,001 | 0.0% | - | - | - |
| Total Large Capital | 14,033,801 | 3,705,155 | 10,328,646 | 26.4% | 4,404,415 | 3,329,730 | 1,074,685 |
| Non-Capital Engineering | 158,952 | 308,472 | (149,520) | 194.1% | 158,952 | 136,536 | 22,416 (1) |
| Small Internal Capital | 1,946,997 | 608,790 | 1,338,207 | 31.3% | 973,494 | 804,118 | 169,376 (1) |
| Total Capital | 16,139,750 | 4,622,417 | 11,517,333 | 28.6% | 1,132,446 | 4,270,384 | 1,266,477 |

(1) **Schedule for Past Due Amounts as of December 31, 2017**

| Description | Past Due Amount MNWD | Past Due Amount TOTAL | |
|----------------------------|----------------------|-----------------------|-----|
| PC 15-Coastal | 1,074,685 | 1,074,685 | |
| Total Large Capital | 1,074,685 | 1,074,685 | |
| Non-Capital Engineering | 22,416 | 22,416 | (2) |
| Small Internal Capital | 169,376 | 169,376 | (2) |
| Total Capital | 1,266,477 | 1,266,477 | |

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

Large Capital Projects Exhibit D-1 **Budget vs. Actual** **For the Period Ended January 31, 2018**



South Orange County Wastewater Authority
O & M & Environmental Safety Costs Summary
Year-to-Date January 2018

Exhibit E-1

| | | FY 2017-18 Budget | Actual | Budget | % Expended | |
|--------------------------|-------------------------------------|----------------------|------------------|------------------|---------------|------|
| Salary and Fringe | | | | | | |
| **5000-**-*** | Regular Salaries-O&M | 4,371,300 | 2,370,561 | 2,000,739 | 54.2% | |
| **5001-**-*** | Overtime Salaries-O&M | 74,992 | 85,020 | (10,028) | 113.4% | (1) |
| **5306-**-*** | Scheduled Holiday Work | 39,904 | 34,658 | 5,246 | 86.9% | (2) |
| **5315-**-*** | Comp Time - O&M | - | 2,918 | (2,918) | 0.0% | |
| **5401-**-*** | Fringe Benefits IN to PC's & Depts. | 3,243,512 | 1,759,021 | 1,484,491 | 54.2% | |
| **5700-**-*** | Standby Pay | 69,996 | 41,730 | 28,266 | 59.6% | |
| | Total Payroll Costs | 7,799,704 | 4,293,907 | 3,505,797 | 55.1% | |
| Other Expenses | | | | | | |
| **5002-**-*** | Electricity | 1,484,000 | 1,180,905 | 303,095 | 79.6% | (3) |
| **5003-**-*** | Natural Gas | 209,512 | 46,182 | 163,330 | 22.0% | (3) |
| **5004-**-*** | Potable & Reclaimed Water | 62,008 | 44,179 | 17,829 | 71.2% | (4) |
| **5005-**-*** | Co-generation Power Credit | (250,000) | - | (250,000) | 0.0% | |
| **5006-**-*** | Chlorine/Sodium Hypochlorite | 478,000 | 285,758 | 192,242 | 59.8% | |
| **5007-**-*** | Polymer Products | 709,016 | 301,777 | 407,239 | 42.6% | |
| **5008-**-*** | Ferric Chloride | 255,012 | 183,869 | 71,143 | 72.1% | (5) |
| **5009-**-*** | Odor Control Chemicals | 160,000 | 67,463 | 92,537 | 42.2% | |
| **5010-**-*** | Other Chemicals - Misc. | 5,000 | 373 | 4,627 | 7.5% | |
| **5011-**-*** | Laboratory Services | 36,500 | 21,635 | 14,865 | 59.3% | (6) |
| **5012-**-*** | Grit Hauling | 122,008 | 58,570 | 63,438 | 48.0% | |
| **5013-**-*** | Landscaping | 183,004 | 55,144 | 127,860 | 30.1% | |
| **5014-**-*** | Engineering - Misc. | 392,508 | 16,690 | 375,818 | 4.3% | |
| **5015-**-*** | Management Support Services | 128,008 | 26,255 | 101,753 | 20.5% | |
| **5016-**-*** | Audit - Environmental | 500 | - | 500 | 0.0% | |
| **5017-**-*** | Legal Fees | 12,216 | 10,660 | 1,556 | 87.3% | |
| **5018-**-*** | Public Notices/ Public Relations | 500 | 320 | 180 | 64.0% | |
| **5019-**-*** | Contract Services Misc. | 287,000 | 166,923 | 120,077 | 58.2% | |
| **5020-**-*** | Postage Expense | - | 174 | (174) | 0.0% | |
| **5021-**-*** | Small Vehicle Expense | 20,900 | 14,526 | 6,374 | 69.5% | (7) |
| **5022-**-*** | Miscellaneous Expense | 18,492 | 7,639 | 10,853 | 41.3% | |
| **5023-**-*** | Office Supplies - All | 42,000 | 21,883 | 20,117 | 52.1% | |
| **5024-**-*** | Petroleum Products | 60,000 | 6,219 | 53,781 | 10.4% | |
| **5025-**-*** | Uniforms | 36,000 | 18,745 | 17,255 | 52.1% | |
| **5026-**-*** | Small Vehicle Fuel | 37,688 | 9,554 | 28,134 | 25.4% | |
| **5027-**-*** | Insurance - Property/Liability | 211,740 | 114,114 | 97,626 | 53.9% | |
| **5028-**-*** | Small Tools & Supplies | 77,476 | 35,892 | 41,584 | 46.3% | |
| 24-5029-01-00-0 | Maintenance E & F - Solids - 41A | - | 600 | (600) | 0.0% | |
| **5030-**-*** | Trash Disposal | 5,000 | 4,294 | 706 | 85.9% | |
| **5031-**-*** | Safety Program & Supplies | 86,872 | 72,971 | 13,901 | 84.0% | |
| **5032-**-*** | Equipment Rental | 7,004 | 1,280 | 5,724 | 18.3% | |
| **5033-**-*** | Recruitment | 1,000 | 2,105 | (1,105) | 210.5% | (8) |
| **5034-**-*** | Travel Expense/Tech. Conferences | 61,012 | 32,151 | 28,861 | 52.7% | (9) |
| **5035-**-*** | Training Expense | 52,564 | 46,955 | 5,609 | 89.3% | (9) |
| **5036-**-*** | Laboratory Supplies | 75,024 | 52,037 | 22,987 | 69.4% | |
| **5037-**-*** | Office Equipment | 22,496 | 32,790 | (10,294) | 145.8% | (10) |
| **5038-**-*** | Permits | 475,500 | 315,549 | 159,951 | 66.4% | |
| **5039-**-*** | Membership Dues/Fees | 12,244 | 6,823 | 5,421 | 55.7% | |
| **5040-**-*** | Natural Gas - 11-EPS - PC 5 | - | - | - | 0.0% | |
| **5041-**-*** | Electricity - 10-EPS - PC 5 | - | - | - | 0.0% | |

South Orange County Wastewater Authority
O & M & Environmental Safety Costs Summary
Year-to-Date January 2018

Exhibit E-1

| | FY 2017-18 Budget | Actual | Budget | % Expended | |
|-----------------------|---|-------------------|------------------|-----------------------|--------------|
| **5042-**-*** | Contract Services - 29-EPS - PC 5 | - | - | 0.0% | |
| **5044-**-*** | Offshore Monitoring | 42,008 | 21,697 | 20,311 | 51.6% |
| **5046-**-*** | Effluent Chemistry | 45,996 | 19,570 | 26,426 | 42.5% |
| **5047-**-*** | Access Road Expenses | 46,996 | 25,648 | 21,348 | 54.6% |
| **5048-**-*** | Storm Damage | 19,000 | - | 19,000 | 0.0% |
| **5049-**-*** | Biosolids Disposal | 1,541,004 | 690,028 | 850,976 | 44.8% |
| **5050-**-*** | Contract Services Generators | 21,008 | 20,137 | 871 | 95.9% |
| **5052-**-*** | Janitorial Services | 100,016 | 17,424 | 82,592 | 17.4% |
| **5053-**-*** | Contract Serv - Digester Cleaning - 29E | 60,004 | 29,192 | 30,812 | 48.6% |
| **5054-**-*** | Diesel Truck Maint | 40,000 | 9,525 | 30,475 | 23.8% |
| **5055-**-*** | Diesel Truck Fuel | 13,996 | 2,943 | 11,053 | 21.0% |
| **5056-**-*** | Maintenance Equip. & Facilities (Solids) | 328,004 | 124,487 | 203,517 | 38.0% |
| **5057-**-*** | Maintenance Equip. & Facilities (Liquids) | 575,000 | 348,383 | 226,617 | 60.6% |
| **5058-**-*** | Maintenance Equip. & Facilities (Common) | 73,008 | 18,181 | 54,827 | 24.9% |
| **5059-**-*** | Maintenance Equip. & Facilities (Co-Gen) | 500,000 | 102,027 | 397,973 | 20.4% |
| **5060-**-*** | Maintenance Equip. & Facilities (AWT) | 70,000 | 28,629 | 41,371 | 40.9% |
| **5061-**-*** | Mileage | 5,688 | 1,016 | 4,672 | 17.9% |
| **5067-**-*** | Port Cleaning | 35,000 | - | 35,000 | 0.0% |
| **5068-**-*** | MNWD Potable Water Supplies & Svcs. | 23,996 | 13,171 | 10,825 | 54.9% |
| **5069-**-*** | Misc-Capital-Dilution & Metering Study | 15,004 | 2,400 | 12,604 | 16.0% |
| **5077-**-*** | IT Direct | - | 500 | (500) | 0.0% |
| 17-5101-01-00-0 | Employee Recognition | - | 274 | (274) | 0.0% |
| **5105-**-*** | Co-Generation Power Credit - Offset | 250,000 | - | 250,000 | 0.0% |
| 02-5301-01-00-0 | Vehicle Pay | - | - | (0) | 0.0% |
| **5303-**-*** | Group Insurance Waiver | 10,796 | 6,155 | 4,641 | 57.0% |
| **5305-**-*** | Medicare Tax Payments for Employees | 11,044 | 5,377 | 5,667 | 48.7% |
| **5309-**-*** | Operating Leases | 12,000 | 33,242 | (21,242) | 277.0% |
| **5705-**-*** | Monthly Car Allowance | 28,196 | 18,383 | 9,813 | 65.2% |
| **5706-**-*** | Effluent Pond Cleaning | 90,004.00 | - | 90,004 | 0.0% |
| **5802-**-*** | Shipping/Freight | - | 139 | (139) | 0.0% |
| **6500-**-*** | IT Allocations in to PC's & Depts. | 654,684 | 295,113 | 359,571 | 45.1% |
| | Total Other Expenses | 10,190,256 | 5,096,646 | 5,093,610 | 50.0% |
| Total Expenses | | 17,989,960 | 9,390,553 | 8,599,407 | 52.2% |

(11)

- (1) Overtime costs have been higher than expected due to a series of nighttime and bypass construction activities for capital projects.
- (2) Staffing has been required for elevated holiday flows and loads. These line items will be increased in future years.
- (3) The new engine projects are starting up later than anticipated and affecting the electricity and gas budget line items.
- (4) Recycled water purchases were required during a construction project to replace the process water controls system at CTP.
- (5) Ferric chloride use has increased more than expected to comply with both new engine gas cleaning system requirements.
- (6) Annual pretreatment and AWT testing completed at the beginning of the FY.
- (7) Several older vehicles required unanticipated larger repairs. Expenses are expected to level out for the FY.
- (8) Recruitment costs related to retirements. No additional recruitment is anticipated for the FY.
- (9) Training expenses due to new hires costs related to retirements.
- (10) & (11) Costs were incurred to replace the engineering trailer and modify the RTP lab staff work space.
- (11) Costs were incurred to replace the engineering trailer at JBL. Expenses are expected to level out for the FY.

South Orange County Wastewater Authority
Budget vs. Actual Comparison - PC's on Separate Report
Year-to-Date January 2018

Exhibit E-1

| | | FY 2017-18 | | | | |
|---------------------------------|-------------------------------------|-------------------|------------------|----------------|-----------------------|------|
| | | Budget | Actual | Budget | % Expended | |
| PC 02 Jay B Latham Plant | | | | | | |
| Salary and Fringe | | | | | | |
| 02-5000-01-**-** | Regular Salaries-O&M | 1,228,504 | 743,724 | 484,780 | 60.54% | |
| 02-5000-02-**-** | Regular Salaries-O&M | 163,196 | 80,111 | 83,085 | 49.09% | |
| 02-5001-01-**-** | Overtime Salaries-O&M | 21,908 | 31,531 | (9,623) | 143.93% | (1) |
| 02-5001-02-**-** | Overtime Salaries-O&M | 204 | 500 | (296) | 245.04% | |
| 02-5306-01-**-** | Scheduled Holiday Work | 11,992 | 11,283 | 709 | 94.09% | (2) |
| 02-5306-02-**-** | Scheduled Holiday Work | 1,804 | 1,510 | 294 | 83.70% | (2) |
| 02-5315-01-00-00 | Comp Time - O&M | - | 1,648 | (1,648) | 0.00% | |
| 02-5315-02-00-00 | Comp Time - O&M | - | 414 | (414) | 0.00% | |
| 02-5401-01-**-** | Fringe Benefits IN to PC's & Depts. | 911,556 | 551,843 | 359,713 | 60.54% | |
| 02-5401-02-**-** | Fringe Benefits IN to PC's & Depts. | 121,096 | 59,443 | 61,653 | 49.09% | |
| 02-5700-01-**-** | Standby Pay | 23,328 | 15,405 | 7,923 | 66.04% | |
| | Total Payroll Costs | 2,483,588 | 1,497,413 | 986,175 | 60.29% | |
| Other Expenses | | | | | | |
| 02-5002-01-**-** | Electricity | 524,000 | 536,710 | (12,710) | 102.43% | (3) |
| 02-5003-01-**-** | Natural Gas | 65,012 | 27,202 | 37,810 | 40.14% | (3) |
| 02-5004-01-**-** | Potable & Reclaimed Water | 15,004 | 9,930 | 5,074 | 66.18% | |
| 02-5006-01-**-** | Chlorine/Sodium Hypochlorite | 28,000 | 13,235 | 14,765 | 47.27% | |
| 02-5007-01-**-** | Polymer Products | 301,004 | 116,359 | 184,645 | 38.66% | |
| 02-5008-01-**-** | Ferric Chloride | 100,004 | 80,058 | 19,946 | 80.06% | (4) |
| 02-5009-01-**-** | Odor Control Chemicals | 25,000 | 9,849 | 15,151 | 39.40% | |
| 02-5010-01-**-** | Other Chemicals - Misc. | 1,000 | 8 | 992 | 0.75% | |
| 02-5011-02-**-** | Laboratory Services | 10,500 | 5,270 | 5,230 | 50.19% | |
| 02-5012-01-**-** | Grit Hauling | 40,000 | 24,441 | 15,559 | 61.10% | |
| 02-5013-01-**-** | Landscaping | 48,000 | 16,542 | 31,458 | 34.46% | |
| 02-5014-01-**-** | Engineering - Misc. | 4,996 | 4,000 | 996 | 80.06% | (5) |
| 02-5014-02-**-** | Engineering - Misc. | 100,004 | 4,760 | 95,244 | 4.76% | |
| 02-5015-01-**-** | Management Support Services | 4,996 | 1,360 | 3,636 | 27.22% | |
| 02-5015-02-**-** | Management Support Services | 13,000 | 16,994 | (3,994) | 130.72% | (6) |
| 02-5017-01-**-** | Legal Fees | 1,200.00 | 7,010 | (5,810) | 584.17% | (7) |
| 02-5019-01-**-** | Contract Services Misc. | 95,000 | 66,251 | 28,749 | 69.74% | |
| 02-5020-01-00-00 | Postage Expense | - | 167 | (167) | 0.00% | |
| 02-5021-01-**-** | Small Vehicle Expense | 8,004 | 7,944 | 60 | 99.25% | (8) |
| 02-5022-01-**-** | Miscellaneous Expense | 8,004 | 5,012.61 | 2,991 | 62.63% | |
| 02-5023-01-**-** | Office Supplies - All | 25,008 | 11,450 | 13,558 | 45.78% | |
| 02-5024-01-**-** | Petroleum Products | 16,004 | - | 16,004 | 0.00% | |
| 02-5025-01-**-** | Uniforms | 12,996 | 7,299 | 5,697 | 56.16% | |
| 02-5026-01-**-** | Small Vehicle Fuel | 15,000 | 4,923 | 10,077 | 32.82% | |
| 02-5027-01-**-** | Insurance - Property/Liability | 70,448 | 37,269 | 33,179 | 52.90% | |
| 02-5028-01-**-** | Small Tools & Supplies | 40,004 | 13,168 | 26,836 | 32.92% | |
| 02-5030-01-**-** | Trash Disposal | 1,000 | 1,294 | (294) | 129.44% | (9) |
| 02-5031-02-**-** | Safety Program & Supplies | 30,396 | 22,902 | 7,494 | 75.34% | (10) |
| 02-5032-01-**-** | Equipment Rental | 3,000 | 2 | 2,998 | 0.08% | |
| 02-5033-01-**-** | Recruitment | 1,000 | 715 | 286 | 71.45% | |
| 02-5034-01-**-** | Travel Expense/Tech. Conferences | 13,836 | 6,135 | 7,701 | 44.34% | |
| 02-5034-02-**-** | Travel Expense/Tech. Conferences | 3,140 | 1,256 | 1,884 | 39.99% | |
| 02-5035-01-**-** | Training Expense | 15,904 | 15,469 | 435 | 97.26% | (11) |
| 02-5035-02-**-** | Training Expense | 1,116 | 3,799 | (2,683) | 340.43% | (11) |

South Orange County Wastewater Authority
Budget vs. Actual Comparison - PC's on Separate Report
Year-to-Date January 2018

Exhibit E-1

| | | FY 2017-18 Budget | Actual | Budget | % Expended | |
|------------------|--|----------------------|-----------|-----------|---------------|------|
| 02-5036-02-**-** | Laboratory Supplies | 13,004 | 9,960 | 3,044 | 76.59% | (12) |
| 02-5037-01-**-** | Office Equipment | 15,500 | 17,254 | (1,754) | 111.31% | (13) |
| 02-5038-02-**-** | Permits | 22,000 | 16,288 | 5,712 | 74.04% | (14) |
| 02-5039-01-**-** | Membership Dues/Fees | 3,044 | 2,049 | 995 | 67.32% | (15) |
| 02-5039-02-**-** | Membership Dues/Fees | 800 | 590 | 210 | 73.75% | (15) |
| 02-5049-01-**-** | Biosolids Disposal | 550,004 | 233,622 | 316,382 | 42.48% | |
| 02-5050-01-**-** | Contract Services Generators | 9,004 | 11,666 | (2,662) | 129.57% | (16) |
| 02-5052-01-**-** | Janitorial Services | 40,004 | 7,817 | 32,187 | 19.54% | (17) |
| 02-5054-01-**-** | Diesel Truck Maint | 20,004 | 4,247 | 15,757 | 21.23% | |
| 02-5055-01-**-** | Diesel Truck Fuel | 6,000 | 1,247 | 4,753 | 20.79% | |
| 02-5056-01-**-** | Maintenance Equip. & Facilities (Solid | 138,000 | 52,409 | 85,591 | 37.98% | |
| 02-5057-01-**-** | Maintenance Equip. & Facilities (Liqui | 240,000 | 169,263 | 70,737 | 70.53% | (18) |
| 02-5058-01-**-** | Maintenance Equip. & Facilities (Com | 26,000 | 9,436.11 | 16,564 | 36.29% | |
| 02-5059-01-**-** | Maintenance Equip. & Facilities (Co-C | 250,000 | 77,925 | 172,075 | 31.17% | |
| 02-5061-01-**-** | Mileage | 1,000 | - | 1,000 | 0.00% | |
| 02-5061-02-**-** | Mileage | 492 | 97 | 395 | 19.68% | |
| 02-5068-01-00-00 | MNWD Potable Water Supplies & Sv | - | 89 | (89) | 0.00% | |
| 02-5301-01-00-00 | Vehicle Pay | - | - | (0) | 0.00% | |
| 02-5303-01-**-** | Group Insurance Waiver | 3,604 | 2,070 | 1,534 | 57.45% | |
| 02-5303-02-00-00 | Group Insurance Waiver | - | 277 | (277) | 0.00% | |
| 02-5305-01-**-** | Medicare Tax Payments for Employee | 3,812.00 | 2,477 | 1,335 | 64.98% | |
| 02-5309-01-**-** | Operating Leases | 6,000.00 | 33,242 | (27,242) | 554.04% | |
| 02-5705-01-**-** | Monthly Car Allowance | 7,196 | 5,912 | 1,284 | 82.16% | |
| 02-5802-01-00-00 | Shipping/Freight | - | 66 | (66) | 0.00% | (19) |
| 02-6500-01-**-** | IT Allocations in to PC's & Depts. | 184,880 | 83,338 | 101,542 | 45.08% | |
| 02-6500-02-**-** | IT Allocations in to PC's & Depts. | 24,040 | 10,835 | 13,205 | 45.07% | |
| | Total Other Expenses | 3,205,968 | 1,830,961 | 1,375,007 | 57.11% | |
| | Total Jay B Latham Plant | 5,689,556 | 3,328,374 | 2,361,182 | 58.50% | |

PC 05 San Juan Creek Ocean Outfall

Salary and Fringe

| | | | | | |
|------------------|-------------------------------------|---------|---------|--------|--------|
| 05-5000-01-**-** | Regular Salaries-O&M | 11,252 | 599.97 | 10,652 | 5.33% |
| 05-5000-02-**-** | Regular Salaries-O&M | 90,480 | 58,176 | 32,304 | 64.30% |
| 05-5001-01-**-** | Overtime Salaries-O&M | 376 | - | 376 | 0.00% |
| 05-5001-02-**-** | Overtime Salaries-O&M | 96 | 60 | 36 | 62.85% |
| 05-5306-01-**-** | Scheduled Holiday Work | 96 | - | 96 | 0.00% |
| 05-5306-02-**-** | Scheduled Holiday Work | 2,404 | 411 | 1,993 | 17.11% |
| 05-5401-01-**-** | Fringe Benefits IN to PC's & Depts. | 8,348 | 445 | 7,903 | 5.33% |
| 05-5401-02-**-** | Fringe Benefits IN to PC's & Depts. | 67,136 | 43,167 | 23,969 | 64.30% |
| | Total Salary and Fringe | 180,188 | 102,859 | 77,329 | 57.08% |

Other Expenses

| | | | | | | |
|------------------|----------------------------------|---------|----------|--------|--------|------|
| 05-5002-01-**-** | Electricity | 1,000 | 58.29 | 942 | 5.83% | |
| 05-5003-01-**-** | Natural Gas | 500 | - | 500 | 0.00% | |
| 05-5014-02-**-** | Engineering - Misc. | 20,004 | - | 20,004 | 0.00% | |
| 05-5015-02-**-** | Management Support Services | 27,500 | 3,527.50 | 23,973 | 12.83% | |
| 05-5017-02-**-** | Legal Fees | 2,004 | - | 2,004 | 0.00% | |
| 05-5026-01-**-** | Small Vehicle Fuel - 37A | 2,496 | - | 2,496 | 0.00% | |
| 05-5027-01-**-** | Insurance - Property/Liability | 5,372 | 2,921 | 2,451 | 54.38% | |
| 05-5031-02-**-** | Safety Supplies | 128 | - | 128 | 0.00% | |
| 05-5034-02-**-** | Travel Expense/Tech. Conferences | 2,484 | 264 | 2,220 | 10.61% | |
| 05-5036-02-**-** | Laboratory Supplies | 16,000 | 12,329 | 3,671 | 77.06% | (20) |
| 05-5038-02-**-** | Permits | 145,000 | 143,454 | 1,546 | 98.93% | (14) |

South Orange County Wastewater Authority
Budget vs. Actual Comparison - PC's on Separate Report
Year-to-Date January 2018

Exhibit E-1

| | | FY 2017-18 | | | % |
|--|--|-------------------|----------------|----------------|-----------------|
| | | Budget | Actual | Budget | Expended |
| 05-5044-02-**-** | Offshore Monitoring | 20,004.00 | 10,848 | 9,156 | 54.23% |
| 05-5046-02-**-** | Effluent Chemistry | 16,000 | 7,813.50 | 8,187 | 48.83% |
| 05-5056-01-00-00 | Maintenance Equip. & Facilities (Solid | - | 37.50 | (38) | 0.00% |
| 05-5058-01-**-** | Maintenance Equip. & Facilities (Com | 1,004 | - | 1,004 | 0.00% |
| 05-5069-02-**-** | Misc-Capital-Dilution & Metering Stud | 15,004 | 2,400 | 12,604 | 16.00% |
| 05-5305-02-**-** | Medicare Tax Payments for Employee | 2,352 | - | 2,352 | 0.00% |
| 05-5705-02-**-** | Monthly Car Allowance | 4,200 | 775 | 3,425 | 18.46% |
| 05-6500-01-**-** | IT Allocations in to PC's & Depts. | 1,692 | 762 | 930 | 45.04% |
| 05-6500-02-**-** | IT Allocations in to PC's & Depts. | 12,952 | 5,839 | 7,113 | 45.08% |
| | Total Other Expenses | 295,696 | 191,030 | 104,666 | 64.60% |
| Total PC 05 San Juan Creek Oce: | | 475,884 | 293,889 | 181,995 | 61.76% |

**PC 08 PreTreatment
Salary and Fringe**

| | | | | | |
|------------------|-------------------------------------|----------------|---------------|---------------|---------------|
| 08-5000-02-**-** | Regular Salaries-O&M | 83,504 | 39,909.39 | 43,595 | 47.79% |
| 08-5001-02-**-** | Overtime Salaries-O&M | 1,412 | - | 1,412 | 0.00% |
| 08-5306-02-**-** | Scheduled Holiday Work | 200.00 | - | 200 | 0.00% |
| 08-5401-01-00-00 | Fringe Benefits IN to PC's & Depts. | - | 188 | (188) | 0.00% |
| 08-5401-02-**-** | Fringe Benefits IN to PC's & Depts. | 61,956 | 29,424 | 32,532 | 47.49% |
| | Total Salary and Fringe | 147,072 | 69,522 | 77,550 | 47.27% |

Other Expenses

| | | | | | |
|------------------|------------------------------------|---------------|---------------|---------------|---------------|
| 08-5011-02-**-** | Laboratory Services | 2,500 | 100.00 | 2,400 | 4.00% |
| 08-5015-02-**-** | Management Support Services | 2,008 | - | 2,008 | 0.00% |
| 08-5016-02-**-** | Audit - Environmental | 500 | - | 500 | 0.00% |
| 08-5017-02-**-** | Legal Fees | 2,008 | - | 2,008 | 0.00% |
| 08-5018-02-**-** | Public Notices/ Public Relations | 500 | 320.00 | 180 | 64.00% |
| 08-5021-02-**-** | Small Vehicle Expense - 31A | 900 | - | 900 | 0.00% |
| 08-5022-02-**-** | Miscellaneous Expense | 1,496 | - | 1,496 | 0.00% |
| 08-5026-02-**-** | Small Vehicle Fuel - 37A | 1,200 | - | 1,200 | 0.00% |
| 08-5027-02-**-** | Insurance - Property/Liability | 2,196 | 1,236 | 960 | 56.28% |
| 08-5028-02-**-** | Small Tools & Supplies | 3,472 | 1,721 | 1,751 | 49.56% |
| 08-5034-02-**-** | Travel Expense/Tech. Conferences | 3,504 | 34.52 | 3,469 | 0.99% |
| 08-5035-02-**-** | Training Expense | 1,496 | 945.00 | 551 | 63.17% |
| 08-5038-02-**-** | Permits and Fines | 10,008 | - | 10,008 | 0.00% |
| 08-5039-02-**-** | Membership Dues/Fees | 796 | 344 | 452 | 43.22% |
| 08-6500-02-**-** | IT Allocations in to PC's & Depts. | 12,568 | 5,665 | 6,903 | 45.07% |
| | Total Other Expenses | 45,152 | 10,365 | 34,787 | 22.96% |

Total PC 08 PreTreatment **192,224** **79,887** **112,337** **41.56%**

PC 12 Water Reclamation Permits

Salary and Fringe

| | | | | | |
|------------------|-------------------------------------|---------------|---------------|---------------|---------------|
| 12-5000-02-**-** | Regular Salaries-O&M | 50,192 | 15,017 | 35,175 | 29.92% |
| 12-5306-02-**-** | Scheduled Holiday Work | 392 | - | 392 | 0.00% |
| 12-5401-02-**-** | Fringe Benefits IN to PC's & Depts. | 37,240 | 11,143 | 26,097 | 29.92% |
| | Total Salary and Fringe | 87,824 | 26,160 | 61,664 | 29.79% |

Other Expenses

| | | | | | |
|------------------|----------------------------------|---------|--------|---------|--------|
| 12-5015-02-**-** | Management Support Services | 15,992 | 179.35 | 15,813 | 1.12% |
| 12-5017-02-**-** | Legal Fees | 5,000 | - | 5,000 | 0.00% |
| 12-5027-02-**-** | Insurance - Property/Liability | 2,740 | 1,573 | 1,167 | 57.40% |
| 12-5034-02-**-** | Travel Expense/Tech. Conferences | 1,256 | 405 | 851 | 32.24% |
| 12-5038-02-**-** | Permits | 124,996 | 14,929 | 110,067 | 11.94% |

South Orange County Wastewater Authority
Budget vs. Actual Comparison - PC's on Separate Report
Year-to-Date January 2018

Exhibit E-1

| | | FY 2017-18 Budget | Actual | Budget | % Expended | |
|-------------------------------|-------------------------------------|----------------------|-----------|---------|---------------|------|
| 12-6500-02-**-** | IT Allocations in to PC's & Depts. | 7,064 | 3,187 | 3,877 | 45.12% | |
| | Total Other Expenses | 157,048 | 20,273 | 136,775 | 12.91% | |
| | Total PC 12 Water Reclamation P | 244,872 | 46,433 | 198,439 | 18.96% | |
| PC 15 Coastal Treatment Plant | | | | | | |
| Salary and Fringe | | | | | | |
| 15-5000-01-**-** | Regular Salaries-O&M | 697,360 | 366,365 | 330,995 | 52.54% | |
| 15-5000-02-**-** | Regular Salaries-O&M | 149,952 | 67,167 | 82,785 | 44.79% | |
| 15-5001-01-**-** | Overtime Salaries-O&M | 10,920 | 14,177 | (3,257) | 129.83% | (1) |
| 15-5001-02-**-** | Overtime Salaries-O&M | 188 | 671 | (483) | 356.82% | (1) |
| 15-5306-01-**-** | Scheduled Holiday Work | 3,004 | 4,596 | (1,592) | 152.99% | (2) |
| 15-5306-02-**-** | Scheduled Holiday Work | 1,800 | 1,668 | 132 | 92.69% | (2) |
| 15-5315-01-00-00 | Comp Time - O&M | 0 | 234 | (234) | 0.00% | |
| 15-5401-01-**-** | Fringe Benefits IN to PC's & Depts. | 517,440 | 271,843 | 245,597 | 52.54% | |
| 15-5401-02-**-** | Fringe Benefits IN to PC's & Depts. | 111,268 | 49,903 | 61,365 | 44.85% | |
| 15-5700-01-**-** | Standby Pay | 23,336 | 10,270 | 13,066 | 44.01% | |
| | Total Salary and Fringe | 1,515,268 | 786,894 | 728,374 | 51.93% | |
| Other Expenses | | | | | | |
| 15-5002-01-**-** | Electricity | 283,004 | 137,028 | 145,976 | 48.42% | |
| 15-5003-01-**-** | Natural Gas | 3,000 | 931 | 2,069 | 31.03% | |
| 15-5004-01-**-** | Potable & Reclaimed Water | 13,000 | 12,572 | 428 | 96.71% | (21) |
| 15-5006-01-**-** | Chlorine/Sodium Hypochlorite | 99,996 | 33,748 | 66,248 | 33.75% | |
| 15-5007-01-**-** | Polymer Products | 2,004 | 347 | 1,657 | 17.31% | |
| 15-5008-01-**-** | Ferric Chloride | 30,004 | 18,762 | 11,242 | 62.53% | |
| 15-5009-01-**-** | Odor Control Chemicals | 85,000 | 33,347 | 51,653 | 39.23% | |
| 15-5011-02-**-** | Laboratory Services | 9,500 | 7,540 | 1,960 | 79.37% | (22) |
| 15-5012-01-**-** | Grit Hauling | 30,004 | 10,503 | 19,501 | 35.01% | |
| 15-5013-01-**-** | Landscaping | 60,008 | 14,358.00 | 45,650 | 23.93% | |
| 15-5014-01-**-** | Engineering - Misc. | 5,000 | 2,398 | 2,602 | 47.96% | |
| 15-5014-02-**-** | Engineering - Misc. | 50,000 | - | 50,000 | 0.00% | |
| 15-5015-01-**-** | Management Support Services | 5,000.00 | 306 | 4,694 | 6.13% | |
| 15-5015-02-**-** | Management Support Services | 4,500 | - | 4,500 | 0.00% | |
| 15-5017-01-**-** | Legal Fees | - | 2,308 | (2,308) | 0.00% | |
| 15-5019-01-**-** | Contract Services Misc. | 67,000 | 34,831 | 32,169 | 51.99% | |
| 15-5021-01-**-** | Small Vehicle Expense | 5,996 | 2,367 | 3,629 | 39.48% | |
| 15-5022-01-**-** | Miscellaneous Expense | 2,996 | 907 | 2,089 | 30.26% | |
| 15-5023-01-**-** | Office Supplies - All | 6,996 | 2,640 | 4,356 | 37.74% | |
| 15-5024-01-**-** | Petroleum Products | 2,000 | 529 | 1,471 | 26.45% | |
| 15-5025-01-**-** | Uniforms | 5,996 | 3,170 | 2,826 | 52.87% | |
| 15-5026-01-**-** | Small Vehicle Fuel | 5,996 | 851 | 5,145 | 14.19% | |
| 15-5027-01-**-** | Insurance - Property/Liability | 34,640 | 18,762 | 15,878 | 54.16% | |
| 15-5028-01-**-** | Small Tools & Supplies | 9,000 | 5,889 | 3,111 | 65.44% | |
| 15-5030-01-**-** | Trash Disposal | 2,996 | 1,989.11 | 1,007 | 66.39% | |
| 15-5031-02-**-** | Safety Program & Supplies | 24,000 | 21,255 | 2,745 | 88.56% | (10) |
| 15-5032-01-**-** | Equipment Rental | 1,000 | - | 1,000 | 0.00% | |
| 15-5034-01-**-** | Travel Expense/Tech. Conferences | 13,832 | 6,092 | 7,740 | 44.05% | |
| 15-5034-02-**-** | Travel Expense/Tech. Conferences | 3,324 | 968 | 2,356 | 29.12% | |
| 15-5035-01-**-** | Training Expense | 15,904 | 6,328 | 9,576 | 39.79% | |
| 15-5035-02-**-** | Training Expense | 1,116 | 484 | 632 | 43.37% | |
| 15-5036-02-**-** | Laboratory Supplies | 10,004 | 8,485 | 1,519 | 84.82% | |
| 15-5037-01-**-** | Office Equipment | 1,000 | 750 | 250 | 74.97% | |

South Orange County Wastewater Authority
Budget vs. Actual Comparison - PC's on Separate Report
Year-to-Date January 2018

Exhibit E-1

| | | FY 2017-18 Budget | Actual | Budget | % Expended | |
|------------------|--|----------------------|------------------|------------------|---------------|------|
| 15-5038-02-**-** | Permits | 6,504 | 960.50 | 5,544 | 14.77% | |
| 15-5039-01-**-** | Membership Dues/Fees | 2,996 | 1,166 | 1,830 | 38.92% | |
| 15-5039-02-**-** | Membership Dues/Fees | 804 | - | 804 | 0.00% | |
| 15-5047-01-**-** | Access Road Expenses | 46,996 | 25,648 | 21,348 | 54.57% | |
| 15-5048-01-**-** | Storm Damage | 19,000 | - | 19,000 | 0.00% | |
| 15-5049-01-**-** | Biosolids Disposal - 21B | 125,000 | - | 125,000 | 0.00% | |
| 15-5050-01-**-** | Contract Services Generators | 4,004 | 4,187 | (183) | 104.57% | (16) |
| 15-5052-01-**-** | Janitorial Services | 20,008 | 3,620.73 | 16,387 | 18.10% | |
| 15-5054-01-**-** | Diesel Truck Maint | 996.00 | 332 | 664 | 33.37% | (17) |
| 15-5055-01-**-** | Diesel Truck Fuel - 37B | 996 | - | 996 | 0.00% | |
| 15-5056-01-00-00 | Maintenance Equip. & Facilities (Solid) | - | 2 | (2) | 0.00% | |
| 15-5057-01-**-** | Maintenance Equip. & Facilities (Liquid) | 170,004 | 52,550 | 117,454 | 30.91% | |
| 15-5058-01-**-** | Maintenance Equip. & Facilities (Com) | 20,008 | 833 | 19,175 | 4.16% | |
| 15-5060-01-**-** | Maintenance Equip. & Facilities (AWT) | 35,000 | 14,418 | 20,582 | 41.20% | |
| 15-5061-01-**-** | Mileage | 1,196 | 29 | 1,167 | 2.43% | |
| 15-5303-01-**-** | Group Insurance Waiver | 3,596 | 1,966 | 1,630 | 54.68% | |
| 15-5305-01-**-** | Medicare Tax Payments for Employee | 2,964 | 1,983 | 981 | 66.91% | |
| 15-5705-01-**-** | Monthly Car Allowance | 4,200 | 3,198 | 1,002 | 76.15% | |
| 15-5802-01-00-00 | Shipping/Freight | - | 28 | (28) | 0.00% | |
| 15-6500-01-**-** | IT Allocations in to PC's & Depts. | 104,820 | 47,249 | 57,571 | 45.08% | |
| 15-6500-02-**-** | IT Allocations in to PC's & Depts. | 22,212 | 10,014 | 12,198 | 45.08% | |
| | Total Other Expenses | 1,485,120 | 558,633 | 926,487 | 37.62% | |
| | Total PC 15 Coastal Treatment Plant | 3,000,388 | 1,345,527 | 1,654,861 | 44.85% | |

PC 17 Joint Regional Wastewater Reclamation

Salary and Fringe

| | | | | | | |
|------------------|-------------------------------------|------------------|------------------|------------------|---------------|-----|
| 17-5000-01-**-** | Regular Salaries-O&M | 1,531,652 | 799,721 | 731,932 | 52.21% | |
| 17-5000-02-**-** | Regular Salaries-O&M | 272,888 | 143,565 | 129,323 | 52.61% | |
| 17-5001-01-**-** | Overtime Salaries-O&M | 39,148 | 36,120 | 3,028 | 92.27% | (1) |
| 17-5001-02-**-** | Overtime Salaries-O&M | 196 | 1,506 | (1,310) | 768.11% | (1) |
| 17-5306-01-**-** | Scheduled Holiday Work | 12,004 | 12,126 | (122) | 101.02% | (2) |
| 17-5306-02-**-** | Scheduled Holiday Work | 2,992 | 2,931 | 61 | 97.96% | (2) |
| 17-5315-01-01-00 | Comp Time - O&M | - | 15 | (15) | 0.00% | |
| 17-5315-02-00-00 | Comp Time - O&M | - | 607 | (607) | 0.00% | |
| 17-5401-01-**-** | Fringe Benefits IN to PC's & Depts. | 1,136,496 | 593,393 | 543,103 | 52.21% | |
| 17-5401-02-**-** | Fringe Benefits IN to PC's & Depts. | 202,488 | 106,525 | 95,963 | 52.61% | |
| 17-5700-01-**-** | Standby Pay | 23,332 | 16,055 | 7,277 | 68.81% | |
| | Total Salary and Fringe | 3,221,196 | 1,712,563 | 1,508,633 | 53.17% | |

Other Expenses

| | | | | | | |
|------------------|------------------------------|-----------|------------|-----------|--------|------|
| 17-5002-01-**-** | Electricity | 675,000 | 507,107.91 | 167,892 | 75.13% | (23) |
| 17-5003-01-**-** | Natural Gas | 141,000 | 18,049 | 122,951 | 12.80% | (23) |
| 17-5004-01-**-** | Potable & Reclaimed Water | 34,004 | 21,677 | 12,327 | 63.75% | |
| 17-5005-01-**-** | Co-generation Power Credit | (250,000) | - | (250,000) | 0.00% | |
| 17-5006-01-**-** | Chlorine/Sodium Hypochlorite | 350,004 | 238,775 | 111,229 | 68.22% | |
| 17-5007-01-**-** | Polymer Products | 406,008 | 185,072 | 220,936 | 45.58% | |
| 17-5008-01-**-** | Ferric Chloride | 125,004 | 85,049 | 39,956 | 68.04% | (24) |
| 17-5009-01-**-** | Odor Control Chemicals | 50,000 | 24,266 | 25,734 | 48.53% | |
| 17-5010-01-**-** | Other Chemicals - Misc. | 4,000 | 365 | 3,635 | 9.13% | |
| 17-5011-02-**-** | Laboratory Services | 14,000 | 8,724 | 5,276 | 62.32% | |

South Orange County Wastewater Authority
Budget vs. Actual Comparison - PC's on Separate Report
Year-to-Date January 2018

Exhibit E-1

| | | FY 2017-18 Budget | Actual | Budget | % Expended | |
|------------------|--|------------------------------|---------------|---------------|-----------------------|------|
| 17-5012-01-**-** | Grit Hauling - 21A | 52,004 | 23,626 | 28,378 | 45.43% | |
| 17-5013-01-**-** | Landscaping | 74,996 | 24,244 | 50,752 | 32.33% | |
| 17-5014-01-**-** | Engineering - Misc. | 5,004 | 772.09 | 4,232 | 15.43% | |
| 17-5014-02-**-** | Engineering - Misc. | 125,000 | 4,760 | 120,240 | 3.81% | |
| 17-5015-01-**-** | Management Support Services | 5,004 | 520 | 4,484 | 10.38% | |
| 17-5015-02-**-** | Management Support Services | 22,504 | - | 22,504 | 0.00% | |
| 17-5017-01-00-00 | Legal Fees | - | 1,056 | (1,056) | 0.00% | |
| 17-5019-01-**-** | Contract Services Misc. | 125,000 | 65,501 | 59,499 | 52.40% | |
| 17-5020-01-00-00 | Postage Expense | - | 7 | (7) | 0.00% | |
| 17-5021-01-**-** | Small Vehicle Expense | 6,000 | 4,215 | 1,785 | 70.26% | (8) |
| 17-5022-01-**-** | Miscellaneous Expense | 5,996 | 1,719 | 4,277 | 28.68% | |
| 17-5023-01-**-** | Office Supplies - All | 9,996 | 7,793 | 2,203 | 77.97% | |
| 17-5024-01-**-** | Petroleum Products | 41,996 | 5,690 | 36,306 | 13.55% | |
| 17-5025-01-**-** | Uniforms | 17,008 | 8,277 | 8,731 | 48.66% | |
| 17-5026-01-**-** | Small Vehicle Fuel | 12,996 | 3,780 | 9,216 | 29.08% | |
| 17-5027-01-**-** | Insurance - Property/Liability | 90,252 | 48,983 | 41,269 | 54.27% | |
| 17-5028-01-**-** | Small Tools & Supplies | 25,000 | 15,114 | 9,886 | 60.46% | |
| 17-5030-01-**-** | Trash Disposal | 1,004 | 1,011 | (7) | 100.68% | (9) |
| 17-5031-02-**-** | Safety Program & Supplies | 31,352 | 28,815 | 2,537 | 91.91% | (10) |
| 17-5032-01-**-** | Equipment Rental | 3,004 | 1,278 | 1,726 | 42.54% | |
| 17-5033-01-00-00 | Recruitment | - | 1,390 | (1,390) | 0.00% | |
| 17-5034-01-**-** | Travel Expense/Tech. Conferences | 13,832 | 14,301 | (469) | 103.39% | (11) |
| 17-5034-02-**-** | Travel Expense/Tech. Conferences | 3,324 | 2,697 | 627 | 81.13% | (11) |
| 17-5035-01-**-** | Training Expense | 15,904 | 18,733 | (2,829) | 117.79% | (11) |
| 17-5035-02-**-** | Training Expense | 1,124 | 1,197 | (73) | 106.48% | (11) |
| 17-5036-02-**-** | Laboratory Supplies | 19,020 | 10,810 | 8,210 | 56.84% | |
| 17-5037-01-**-** | Office Equipment | 5,996 | 14,787 | (8,791) | 246.61% | (25) |
| 17-5038-02-**-** | Permits | 35,000 | 2,542 | 32,458 | 7.26% | |
| 17-5039-01-**-** | Membership Dues/Fees | 3,004 | 2,449 | 555 | 81.53% | (15) |
| 17-5039-02-**-** | Membership Dues/Fees | 800 | 225 | 575 | 28.13% | |
| 17-5049-01-**-** | Biosolids Disposal | 866,000 | 456,405 | 409,595 | 52.70% | |
| 17-5050-01-**-** | Contract Services Generators | 8,000 | 4,283 | 3,717 | 53.54% | |
| 17-5052-01-**-** | Janitorial Services | 40,004 | 5,986 | 34,018 | 14.96% | (16) |
| 17-5053-01-**-** | Contract Serv - Digester Cleaning - 2' | 60,004 | 29,192 | 30,812 | 48.65% | |
| 17-5054-01-**-** | Diesel Truck Maint | 19,000 | 4,946 | 14,054 | 26.03% | |
| 17-5055-01-**-** | Diesel Truck Fuel | 7,000 | 1,696 | 5,304 | 24.23% | |
| 17-5056-01-**-** | Maintenance Equip. & Facilities (Solid | 190,004 | 72,039 | 117,965 | 37.91% | |
| 17-5057-01-**-** | Maintenance Equip. & Facilities (Liqui | 164,996 | 126,569 | 38,427 | 76.71% | (26) |
| 17-5058-01-**-** | Maintenance Equip. & Facilities (Com | 25,000 | 7,912 | 17,088 | 31.65% | |
| 17-5059-01-**-** | Maintenance Equip. & Facilities (Co-C | 250,000 | 24,102 | 225,898 | 9.64% | |
| 17-5060-01-**-** | Maintenance Equip. & Facilities (AWT | 35,000.00 | 14,210 | 20,790 | 40.60% | |
| 17-5061-01-**-** | Mileage | 3,000.00 | 890 | 2,110 | 29.67% | |

South Orange County Wastewater Authority
Budget vs. Actual Comparison - PC's on Separate Report
Year-to-Date January 2018

Exhibit E-1

| | | FY 2017-18 Budget | Actual | Budget | % Expended |
|------------------|--|------------------------------|------------------|------------------|-----------------------|
| 17-5068-02-**-** | MNWD Potable Water Supplies & Sv | 23,996 | 13,082 | 10,914 | 54.52% |
| 17-5077-01-03-00 | IT Direct | - | 500.00 | (500) | 0.00% |
| 17-5101-01-00-00 | Employee Recognition | - | 274 | (274) | 0.00% |
| 17-5105-01-**-** | Co-Generation Power Credit - Offset | 250,000 | - | 250,000 | 0.00% |
| 17-5303-01-**-** | Group Insurance Waiver | 32 | 138.46 | (106) | 432.69% |
| 17-5303-02-**-** | Group Insurance Waiver | 3,564 | 1,703.07 | 1,861 | 47.79% |
| 17-5305-01-**-** | Medicare Tax Payments for Employee | 1,784 | 917 | 867 | 51.40% |
| 17-5305-02-**-** | Medicare Tax Payments for Employee | 132 | - | 132 | 0.00% |
| 17-5309-01-**-** | Operating Leases | 6,000 | - | 6,000 | 0.00% |
| 17-5705-01-**-** | Monthly Car Allowance | 8,396 | 8,497 | (101) | 101.20% |
| 17-5705-02-**-** | Monthly Car Allowance | 4,204 | - | 4,204 | 0.00% |
| 17-5706-01-**-** | Effluent Pond Cleaning | 90,004 | - | 90,004 | 0.00% |
| 17-5802-01-00-00 | Shipping/Freight | - | 45 | (45) | 0.00% |
| 17-6500-01-**-** | IT Allocations in to PC's & Depts. | 230,508 | 103,904 | 126,604 | 45.08% |
| 17-6500-02-**-** | IT Allocations in to PC's & Depts. | 40,652 | 18,326 | 22,326 | 45.08% |
| | Total Other Expenses | 4,628,420 | 2,300,994 | 2,327,426 | 49.71% |
| | Total PC 17 Joint Regional Wastew | 7,849,616 | 4,013,557 | 3,836,059 | 51.13% |

PC 21 Effluent Transmission

Other Expenses

| | | | | | |
|------------------|--------------------------------|---------------|------------|---------------|--------------|
| 21-5014-02-**-** | Engineering - Misc. | 62,496 | - | 62,496 | 0.00% |
| 21-5019-02-00-00 | Contract Services Misc. - 29 | - | 340 | (340) | 0.00% |
| 21-5027-02-**-** | Insurance - Property/Liability | 728 | 449 | 279 | 61.73% |
| | Total Other Expenses | 63,224 | 790 | 62,434 | 1.25% |

Total PC 21 Effluent Transmission **63,224** **790** **62,434** **1.25%**

PC 23 North Coast Interceptor

Other Expenses

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

PC 24 Aliso Creek Ocean Outfall

Salary and Fringe

| | | | | | |
|------------------|-------------------------------------|----------------|---------------|---------------|---------------|
| 24-5000-01-**-** | Regular Salaries-O&M | 6,696 | 600 | 6,096 | 8.96% |
| 24-5000-02-**-** | Regular Salaries-O&M | 85,624 | 55,605 | 30,019 | 64.94% |
| 24-5001-01-**-** | Overtime Salaries-O&M | 348 | 369 | (21) | 105.94% |
| 24-5001-02-**-** | Overtime Salaries-O&M | 196 | 86 | 110 | 43.83% |
| 24-5306-01-**-** | Scheduled Holiday Work | 104 | - | 104 | 0.00% |
| 24-5306-02-**-** | Scheduled Holiday Work | 3,112 | 133 | 2,979 | 4.27% |
| 24-5401-01-**-** | Fringe Benefits IN to PC's & Depts. | 4,960 | 445 | 4,515 | 8.98% |
| 24-5401-02-**-** | Fringe Benefits IN to PC's & Depts. | 63,528 | 41,259 | 22,269 | 64.95% |
| | Total Salary and Fringe | 164,568 | 98,496 | 66,072 | 59.85% |

(27)

South Orange County Wastewater Authority
Budget vs. Actual Comparison - PC's on Separate Report
Year-to-Date January 2018

Exhibit E-1

| | | FY 2017-18 Budget | Actual | Budget | % Expended | |
|------------------|--|----------------------|------------------|------------------|---------------|------|
| Other Expenses | | | | | | |
| 24-5002-01-**-** | Electricity | 996 | - | 996 | 0.00% | |
| 24-5014-02-**-** | Engineering - Misc. | 20,004.00 | - | 20,004 | 0.00% | |
| 24-5015-02-**-** | Management Support Services | 27,504 | 3,367.50 | 24,137 | 12.24% | |
| 24-5017-02-**-** | Legal Fees | 2,004.00 | - | 2,004 | 0.00% | |
| 24-5027-01-00-00 | Insurance - Property/Liability | - | 2,921.04 | (2,921) | 0.00% | |
| 24-5027-02-**-** | Insurance - Property/Liability | 5,364 | - | 5,364 | 0.00% | |
| 24-5029-01-00-00 | Maintenance E & F - Solids - 41A | - | 600 | (600) | 0.00% | |
| 24-5031-02-**-** | Safety Supplies | 996 | - | 996 | 0.00% | |
| 24-5034-02-**-** | Travel Expense/Tech. Conferences | 2,480 | - | 2,480 | 0.00% | |
| 24-5036-02-**-** | Laboratory Supplies | 16,996 | 10,452 | 6,544 | 61.50% | |
| 24-5038-02-**-** | Permits | 131,992 | 137,375 | (5,383) | 104.08% | (14) |
| 24-5044-02-**-** | Offshore Monitoring | 22,004 | 10,848 | 11,156 | 49.30% | |
| 24-5046-02-**-** | Effluent Chemistry | 29,996 | 11,757 | 18,240 | 39.19% | |
| 24-5058-01-**-** | Maintenance Equip. & Facilities (Com | 996 | - | 996 | 0.00% | |
| 24-5067-02-**-** | Port Cleaning | 35,000 | - | 35,000 | 0.00% | |
| 24-6500-01-**-** | IT Allocations in to PC's & Depts. | 1,008 | 454 | 554 | 45.04% | |
| 24-6500-02-**-** | IT Allocations in to PC's & Depts. | 12,288 | 5,540 | 6,748 | 45.08% | |
| | Total Other Expenses | 309,628 | 183,314 | 126,314 | 59.20% | |
| | Total PC 24 Aliso Creek Ocean O | 474,196 | 281,811 | 192,386 | 59.43% | |
| | Total SOCWA | 17,989,960 | 9,390,553 | 8,599,407 | 52.2% | |

- (1) Overtime costs have been higher than expected due to a series of nighttime and bypass construction activities for capital projects.
 - (2) Staffing has been required for elevated holiday flows and loads. This line item will be increased in future years.
 - (3) The new JBL engine was anticipated to be fully operational starting July 1 however the engine became fully operational 12/19/2017.
 - (4) Ferric chloride use has increased more than expected to comply with the new engine gas cleaning system requirements.
 - (5) No additional efforts are expected this FY.
 - (6) Contract work on PC2 trunkline to clean sewers so that the ADS monitors would work properly.
 - (7) Legal utilization has been elevated due to the higher number of new O&M contracts.
 - (8) Several older vehicles required unanticipated larger repairs. Expenses are expected to level out for the FY.
 - (9) Additional trash was removed following the completion of several construction projects.
 - (10) One third of the line item was spent on upgrading confined space entry meters. No large expenses are planned for the FY.
 - (11) Training expenses have been higher than anticipated due to the high number of new hires.
 - (12) Planned purchases of samplers occurred at the beginning of the FY. Expenses are expected to level out for the FY.
 - (13) Higher than anticipated costs were incurred to replace the engineering trailer. Expenses are expected to level out for the FY.
 - (14) Permit costs are primarily incurred in July of each year. Expenses are expected to level out for the FY.
 - (15) Membership costs are primarily incurred in July and December of each year. Expenses are expected to level out for the FY.
 - (16) Generator maintenance is completed for the FY. Costs typically range from \$5,000 to \$15,000 per plant depending on services needed.
 - (17) Janitorial expenses are lower than projected. The new higher cost contract awarded in January was anticipated for July when the budget was prepared.
 - (18) Staff have been focused on the Liquids system projects. Focus will be shifting focus to Solids.
 - (19) Higher than anticipated one time costs were incurred to replace the engineering trailer. Expenses are expected to level out for the FY.
 - (20) Due to capitalization policy threshold change, sampler costs consumed 32% of the budget.
 - (21) Recycled water purchases were required during a construction project to replace the process water controls system. No additional expenses are anticipated this FY.
 - (22) Annual pretreatment and AWT testing completed at the beginning of the FY.
 - (23) The RTP engine was anticipated to be operational in the Fall and the project remains in startup and impacting electricity and gas budgets.
 - (24) Ferric chloride use has increased more than expected to comply with the new engine gas cleaning system requirements.
 - (25) The plant's conference room reconfiguration was required to accommodate lab staff workstations and audio visual needs for the conference room.
 - (26) Staff have been focused on the liquids system waiting for the RTP engine project to be completed. Focus will shift to Solids and Cogen.
 - (27) Staff was used to investigate a potential leak of the outfall after hours.
- A reoccurring underground spring was determined to be the source of the water found.

South Orange County Wastewater Authority
Budget vs. Actual Comparison - Engineering
(Labor & Fringe Costs are Net of Labor & Fringe to Capital Projects)
Year-to-Date January 31, 2018

Exhibit E-2

| | | FY 2017-18 Original Budget | Actual | (Over)/Under Budget | % Expended |
|--------------------------|-------------------------------------|---|----------------|--------------------------------|-----------------------|
| Salary and Fringe | | | | | |
| 01-5000-03-00-00 | Regular Salaries-O&M | 155,460 | 110,278 | 45,182 | 70.9% |
| 01-5001-03-00-00 | Overtime Salaries-O&M | - | 202 | (202) | 0.0% |
| 02-5306-03-01-00 | Scheduled Holiday Work | - | 32 | (32) | 0.0% |
| 01-5401-03-00-00 | Fringe Benefits IN to PC's & Depts. | 115,356 | 81,820 | 33,536 | 70.9% |
| | Total Payroll Costs | 270,816 | 192,332 | 78,484 | 71.0% |
| Other Expenses | | | | | |
| 01-5015-03-00-00 | Management Support Services | 996 | - | 996 | 0.0% |
| 01-5022-03-00-00 | Miscellaneous Expense | 3,000 | 1,586 | 1,414 | 52.9% |
| 01-5023-03-00-00 | Office Supplies - All | - | 86 | (86) | 0.0% |
| 01-5034-03-00-00 | Travel Expense/Tech. Conferences | 6,348 | 2,317 | 4,031 | 3650.0% |
| 01-5035-03-00-00 | Training Expense | 3,300 | 654 | 2,646 | 19.8% |
| 01-5039-03-00-00 | Membership Dues/Fees | 1,776 | 490 | 1,286 | 27.6% |
| 01-5061-03-00-00 | Mileage | 202 | 220 | (18) | 108.9% |
| 01-5309-03-00-00 | Operating Leases | 16,500 | 5,901 | 10,599 | 35.8% |
| **5705-**-00 | Monthly Car Allowance | 4,200 | 2,552 | 1,648 | 60.8% |
| 01-5802-03-00-00 | Shipping/Freight | 300 | - | 300 | 0.0% |
| 01-6500-03-00-00 | IT Allocations in to PC's & Depts. | 58,488 | 26,366 | 32,122 | 45.1% |
| | Total Other Expenses | 95,110 | 40,174 | 54,936 | 42.2% |
| Total Expenses | | 365,926 | 232,505 | 133,421 | 63.5% |

The costs in this department will vary based on the amount of work required to support Capital Projects vs. Non-Capital Projects such as work to support Carollo Engineering Capital Assets Valuation Project.

**South Orange County Wastewater Authority
Budget vs. Actual Comparison- Administration
Year-to-Date January 31, 2018**

Exhibit E-3

| | | FY 2017-18 Budget | *Budget Increase | Adjusted Budget | Actual | (Over)/Under Budget | % Expended | |
|--------------------------|------------------------------------|------------------------------|-----------------------------|----------------------------|------------------|--------------------------------|-----------------------|-----|
| Salary and Fringe | | | | | | | | |
| 01-6000-04-00-00 | Regular Salaries-Admin or IT | 871,373 | | 871,373 | 506,243 | 436,184 | 58.1% | (1) |
| 01-6001-04-00-00 | Overtime Salaries-Admin or IT | 10,000 | | 10,000 | 25,521 | (13,327) | 255.2% | (1) |
| 01-6315-04-00-00 | Comp Time - Admin | - | | - | 9,050 | (9,845) | | (1) |
| 01-6401-04-00-00 | Fringe Benefits IN to ADMIN or IT | 646,559 | | 646,559 | 375,606 | 323,649 | 58.1% | |
| | Total Payroll Costs | 1,527,932 | - | 1,527,932 | 916,420 | 736,661 | 60.0% | |
| Other Expenses | | | | | | | | |
| 01-5018-04-00-00 | Public Notices/ Public Relations | 1,400 | | 1,400 | - | 1,400 | 0.0% | |
| 01-5037-04-00-00 | Office Equipment | 8,000 | | 8,000 | - | 8,000 | 0.0% | |
| 01-6101-04-00-00 | Recruitment & Employee Relations | 10,104 | | 10,104 | 39,640 | (29,536) | 392.3% | (2) |
| 01-6102-04-00-00 | Subscriptions | 1,008 | | 1,008 | 1,892 | (884) | 187.7% | |
| 01-6200-04-00-00 | Management Support Services | 112,500 | 117,500 | 230,000 | 103,792 | 126,208 | 45.1% | |
| 01-6201-04-00-00 | Audit | 35,000 | 5,000 | 40,000 | 31,184 | 8,816 | 78.0% | |
| 01-6202-04-00-00 | Legal | 90,000 | | 90,000 | 128,670 | (38,670) | 143.0% | (1) |
| 01-6203-04-00-00 | Outside Services | 2,016 | | 2,016 | - | 2,016 | 0.0% | |
| 01-6204-04-00-00 | Postage | 708 | | 708 | 1,353 | (645) | 191.1% | |
| 01-6223-04-00-00 | Office Supplies - Admin | 7,500 | | 7,500 | 4,941 | 2,559 | 65.9% | |
| 01-6224-04-00-00 | Office Equipment Admin or IT | - | | - | 850 | (850) | | |
| 01-6234-04-00-00 | Memberships & Trainings | 84,827 | | 84,827 | 60,214 | 24,613 | 71.0% | |
| 01-6239-04-00-00 | Travel & Conference | 36,950 | | 36,950 | 18,249 | 18,701 | 49.4% | |
| 01-6240-04-00-00 | Scholarship Sponsorship | 1,000 | | 1,000 | - | 1,000 | 0.0% | |
| 01-6310-04-00-00 | Miscellaneous | 14,000 | | 14,000 | 14,859 | (859) | 106.1% | (1) |
| 01-6311-04-00-00 | Mileage | 1,000 | | 1,000 | 582 | 418 | 58.2% | |
| 01-6317-04-00-00 | Contract Services Misc | 1,800 | | 1,800 | 2,880 | (1,080) | 160.0% | |
| 01-6500-04-00-00 | IT Allocations in to PC's & Depts. | 111,365 | | 111,365 | 50,199 | 61,166 | 45.1% | |
| 01-6601-04-00-00 | Shipping/Freight | 1,200 | | 1,200 | 1,174 | 26 | 97.9% | |
| 01-6705-04-00-00 | Monthly Car Allowance | 12,000 | | 12,000 | 7,292 | 4,708 | 60.8% | |
| | Total Other Expenses | 532,378 | 122,500 | 654,878 | 467,771 | 187,107 | 71.4% | |
| | Total Expenses | 2,060,310 | 122,500 | 2,182,810 | 1,384,190 | 923,768 | 63.4% | |

*Budget increase approved at June 7th Board Meeting.

- (1) Additional requirements for Admin due to audits & contracting work; please note that the regular salaries are higher because the staff took less PTO time in order to meet work requirements.
 (2) Recruiting fees relating to increased workload & staff additions.

South Orange County Wastewater Authority
Budget vs. Actual Comparison-IT
Year-to-Date January 31, 2017

| | | FY 2017-18 Budget | Actual | (Over)/Under Budget | % Expended | |
|---|---|------------------------------|--------------------|--------------------------------|-----------------------|-----|
| Salary & Fringe | | | | | | |
| 01-6000-05-00-00 | Regular Salaries-Admin or IT | 87,428 | 51,958 | 35,470 | 59.4% | |
| 01-6001-05-00-00 | Overtime Salaries-Admin or IT | 2,076 | 1,693 | 383 | 81.5% | |
| 01-6315-05-00-00 | Comp Time - IT | - | 1,281 | (1,281) | 0.0% | (1) |
| 01-6401-05-00-00 | Fringe Benefits IN to ADMIN or IT | 64,871 | 38,550 | 26,321 | 59.4% | |
| | Total Salary & Fringe | 154,375 | 93,482 | 60,893 | 60.6% | |
| Other Expenses | | | | | | |
| 01-5028-05-00-00 | Small Tools & Supplies | 1,250 | - | 1,250 | 0.0% | |
| 01-5035-05-00-00 | Training Expense | 7,800 | 11,100 | (3,300) | 142.3% | |
| 01-5037-05-00-00 | Office Equipment | 1,270 | - | 1,270 | 0.0% | |
| 01-5061-05-00-00 | Mileage | 1,008 | - | 1,008 | 0.0% | |
| 01-6200-05-00-00 | Management Support Services | - | 4,350 | (4,350) | 0.0% | (1) |
| 01-6234-05-00-00 | Memberships & Trainings | - | 70 | (70) | 0.0% | |
| 01-6239-05-00-00 | Travel & Conference | 9,900 | 2,158 | 7,742 | 21.8% | |
| 01-6300-05-00-00 | Software Maintenance Agreements | 170,893 | 48,184 | 122,709 | 28.2% | |
| 01-6301-05-00-00 | Hardware Maintenance Agreements | 11,657 | 2,889 | 8,768 | 24.8% | |
| 01-6302-05-00-00 | Cloud Subscriptions (Internet) | 45,300 | 15,458 | 29,842 | 34.1% | |
| 01-6303-05-00-00 | Telecommunications | 134,300 | 70,392 | 63,908 | 52.4% | |
| 01-6305-05-00-00 | IT Professional Services | 77,000 | 58,875 | 18,125 | 76.5% | |
| 01-6306-05-00-00 | Small Hardware Purchases (< \$5k) | 70,000 | 19,785 | 50,215 | 28.3% | |
| 01-6307-05-00-00 | Small Software Purchases & Licenses (<\$5k) | 89,455 | 14,789 | 74,666 | 16.5% | |
| 01-6308-05-00-00 | IT Memberships | 160 | - | 160 | 0.0% | |
| 01-6309-05-00-00 | Operating Leases | 44,000 | 28,819 | 15,181 | 65.5% | |
| 01-6310-05-00-00 | Miscellaneous | 5,000 | - | 5,000 | 0.0% | |
| 01-6312-05-00-00 | Computer & Photocopy Supplies | 900 | 1,327 | (427) | 147.5% | (1) |
| 01-6601-05-00-00 | Shipping/Freight | 276 | - | 276 | 0.0% | |
| | Total Other Expenses | 670,169 | 278,196 | 391,973 | 41.5% | |
| Total Expenses before Allocation | | 824,544 | 371,678 | 452,866 | 45.1% | |
| IT Allocations (Out) to PC's & Depts | | | | | | |
| 01-6400-05-00-00 | IT Allocations (OUT) to PC's & Depts. | (\$824,544) | (\$371,678) | (\$452,866) | 45.1% | |
| | Total | (\$824,544) | (\$371,678) | (\$452,866) | 45.1% | |

(1) Additional requirements for Authority

Agenda Item

Meeting Date: March 1, 2018

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

Summary/Discussion

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

1) Monthly Operational Report

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

2) SOCWA Ocean Outfall Discharges by Agency

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

3) Beach Ocean Monitoring Report

4) Recycled Water Report

5) Pretreatment Report

Fiscal impact

No change

Recommendation

Receive and file the operational reports.

Monthly Operational Report

SOCWA Operational Report January, 2018

Excursion, Complaint, and Violation Events

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

(1) New outdoor motors on AWT supply pumps. Working with noise reduction company.

Plant Wastewater Billing Characteristics

| Key Parameters | CTP | RTP | JBL TP1 | JBL TP2 | Totals |
|--------------------------|------|-------|---------|---------|--------|
| Influent (mgd) | 2.29 | 7.95 | 6.46 | 0.92 | 17.61 |
| Effluent (mgd) | 2.29 | 3.33 | 6.46 | 1.07 | 13.15 |
| Peak Flow (mgd) | 8.22 | 17.57 | 10.38 | 5.27 | 41.44 |
| Influent BOD (mg/l) | 311 | 252 | 263 | 350 | |
| Influent TSS (mg/l) | 408 | 315 | 612 | 444 | |
| Effluent BOD (mg/l) | 6.6 | 3.0 | 6.3 | 7.7 | |
| Effluent TSS (mg/l) | 10.3 | 6.5 | 8.5 | 9.4 | |
| Effluent Turbidity (NTU) | 3.4 | 3.3 | 3.6 | 4.1 | |

Recycled Water (AWT) Operations

| Key Parameters | CTP(2) | RTP | JBL | Totals |
|------------------------------------|--------|-------|------|--------|
| Average Flow (mgd) | 0.00 | 4.61 | | 4.61 |
| Days of Operation (days) | 0 | 31 | | |
| Total Flow (million gallons) | 0.0 | 143.0 | | 143.0 |
| Plant Irrigation (million gallons) | 0.20 | 0.10 | 0.30 | |
| AWT Time Online (%) | 100.0 | 99.9 | | |

(2) System offline for reservoir cleaning project by SCWD.

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, 2018 (cont'd)

Biosolids Management

| Biosolids Management Site | CTP | RTP | JBL | Totals |
|---------------------------|-----|---------|-------|---------|
| Synagro Compost (tons) | | 786.2 | 0.0 | 786.2 |
| Nursery Products (tons) | | 458.7 | 829.0 | 1,287.7 |
| Prima Deshecha (tons) | | 0.0 | 0.0 | 0.0 |
| Other: (tons) | | 0.0 | 0.0 | 0.0 |
| Total Processed (tons) | | 1,244.8 | 829.0 | 2,073.8 |

Summary of Maintenance Activities

| Task Type | CTP | RTP | JBL | Totals |
|--------------------------|-----|-----|-----|--------|
| Preventative Maintenance | 441 | 887 | 777 | 2,105 |
| Corrective Maintenance | 54 | 150 | 126 | 330 |

Site Visitors

| Visitor Types | CTP | RTP | JBL | Totals |
|------------------|-----|-----|-----|--------|
| Regulatory | 1 | 0 | 1 | 2 |
| Member Agency | 0 | 0 | 0 | 0 |
| Residents | 0 | 0 | 0 | 0 |
| Others | 29 | 0 | 49 | 78 |
| Tours #/Visitors | 0 | 34 | 0 | 34 |

Grit Disposal Management

| Grit & Screenings | CTP | RTP | JBL | Totals |
|-----------------------------|------|------|-----|--------|
| Simi Valley Landfill (tons) | 14.5 | 52.7 | NA | 67.2 |

Chemical and Energy Utilization

| Chemical/Utility | CTP | RTP | JBL | Totals |
|-------------------------------|---------|-----------|-----------|-----------|
| Ferric Chloride (tons) | 9.2 | 26.2 | 17.6 | 18.4 |
| Power (kWh) | 216,089 | 630,335 | 229,314 | 1,075,738 |
| Natural Gas (Dth) | 422 | NA | 10,949 | 11,371 |
| Digester Gas to Engine (scfm) | | 0(1) | 5,147,727 | 5,147,727 |
| Digester Gas to Flares (scfm) | | 9,321,783 | 0 | 9,321,783 |
| Digester Gas Power Savings | | 0(1) | | |

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

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

Wastewater Unit Definitions

kWh = kilowatt hours

Dth = Dekatherms

scfm = standard cubic feet per minute

SOCWA Operational Report January, 2018 (cont'd)

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

| Agency | CTP (mgd) | CTP (%) | RTP (mgd) | JBL (mgd) | JBL (%) | Total (mgd) |
|--------|-----------|---------|-----------|-----------|---------|-------------|
| CLB | 1.554 | 67.99% | | | | 1.55 |
| EBSD | 0.048 | 2.10% | | | | 0.05 |
| SCWD | 0.684 | 29.91% | | 1.735 | 26.86% | 2.42 |
| MNWD | 0.000 | 0.00% | 7.95 | 1.400 | 21.68% | 9.35 |
| CSJC | | | | 2.264 | 35.05% | 2.26 |
| SMWD | | | | 1.060 | 16.41% | 1.06 |
| Total | 2.285 | 100.00% | 7.95 | 6.459 | 100.00% | 16.69 |

Total Agency Outfall Flows by Outfall System-Billing Flows

| Agency | SJCOO (mgd) | SJCOO (%) | SJCOO Meter (mgd) | ACOO (mgd) | ACOO (%) | Total (mgd) | Notes |
|--------|-------------|-----------|-------------------|------------|----------|-------------|---------------------|
| CLB | | | | 1.55 | 12.63% | 1.55 | |
| EBSD | | | | 0.05 | 0.39% | 0.05 | |
| SCWD | 1.88 | 14.22% | | 0.93 | 7.52% | 2.80 | Includes Desalters |
| MNWD | 2.95 | 22.38% | | 3.33 | 27.11% | 6.29 | |
| ETWD | | | | 3.03 | 24.66% | 3.03 | Direct Outfall Only |
| CSJC | 2.66 | 20.18% | | | | 2.66 | Includes Desalter |
| SMWD | 2.75 | 20.84% | | | | 2.75 | Includes Chiquita |
| CSC | 2.95 | 22.38% | | | | 2.95 | Direct Outfall Only |
| IRWD | | | | 3.41 | 27.69% | 3.41 | Direct Outfall Only |
| Total | 13.20 | 100.00% | 12.09 | 12.30 | 100.00% | 25.50 | |

SOCWA Operational Report January, 2018 (cont'd)

FY Flow/Solids Summary-Billing

Project Committee No. 2 Liquids (JBL)

| Agency | Own (mgd) | Own (%) | Budget (mgd) | Budget (%) | Month (mgd)(1) | Month (%) | FY Avg to Date (mgd) | FY Avg to Date (%) |
|--------|-----------|---------|--------------|------------|----------------|-----------|----------------------|--------------------|
| CSJC | 4.00 | 30.77% | 3.19 | 38.02% | 2.264 | 35.05% | 2.23 | 36.21% |
| MNWD | 3.00 | 23.08% | 1.40 | 16.69% | 1.400 | 21.68% | 1.40 | 22.72% |
| SCWD | 3.75 | 28.85% | 2.00 | 23.84% | 1.735 | 26.86% | 1.69 | 27.48% |
| SMWD | 2.25 | 17.31% | 1.80 | 21.45% | 1.060 | 16.41% | 0.84 | 13.59% |
| Total | 13.00 | 100.00% | 8.39 | 100.00% | 6.459 | 100.00% | 6.16 | 100.00% |

Project Committee No. 2 Solids (JBL)

| Agency | Own (lbs/d) | Own (%) | Budget (lbs/d) | Budget (%) | Month (lbs/d) | Month (%) | 36 Month Rol. Avg. (lbs/d) | 36 Month Rol. Avg. (%) |
|--------|-------------|---------|----------------|------------|---------------|-----------|----------------------------|------------------------|
| CSJC | 11,572 | 30.00% | 8,620 | 33.30% | 6,241 | 25.25% | 5,964 | 25.38% |
| MNWD | 8,340 | 21.62% | 5,270 | 20.36% | 7,605 | 30.76% | 6,119 | 26.04% |
| SCWD | 7,715 | 20.00% | 5,304 | 20.49% | 5,114 | 20.69% | 5,088 | 21.66% |
| SMWD | 10,946 | 28.38% | 6,695 | 25.86% | 5,760 | 23.30% | 6,324 | 26.92% |
| Total | 38,573 | 100.00% | 25,889 | 100.00% | 24,720 | 100.00% | 23,494 | 100.00% |

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

| Agency | Own (%) | Variable Budget (mgd) | Variable Budget (%) | Month Outfall Flow (mgd) | Month Outfall Flow (%) | Month EPS Outfall Flow (mgd) | Month EPS Outfall Flow (%) |
|--------|---------|-----------------------|---------------------|--------------------------|------------------------|------------------------------|----------------------------|
| CSC | 16.62% | 3.00 | 17.13% | 2.95 | 22.38% | | |
| CSJC | 11.08% | 3.83 | 21.87% | 2.66 | 20.18% | 2.26 | 35.05% |
| MNWD | 15.51% | 2.42 | 13.82% | 2.95 | 22.38% | 1.40 | 21.68% |
| SCWD | 12.47% | 2.67 | 15.25% | 1.88 | 14.22% | 1.74 | 26.86% |
| SMWD | 44.32% | 5.59 | 31.92% | 2.75 | 20.84% | 1.06 | 16.41% |
| Total | 100.00% | 17.51 | 100.00% | 13.20 | 100.00% | 6.46 | 100.00% |

(1) Influent billing meter summary:

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

SOCWA Operational Report January, 2018 (cont'd)

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

Project Committee No. 5 - Outfall (SJCOO)

| Agency | FY Avg Outfall Flow (mgd) | FY Avg Outfall Flow (%) | FY Avg EPS Outfall Flow (mgd) | FY Avg EPS Outfall Flow (%) |
|--------|------------------------------------|-------------------------------|-------------------------------------|--------------------------------------|
| CSC | 2.016 | 19.40% | | |
| CSJC | 2.640 | 25.41% | 2.23 | 36.21% |
| MNWD | 2.014 | 19.39% | 1.40 | 22.72% |
| SCWD | 1.815 | 17.47% | 1.69 | 27.48% |
| SMWD | 1.904 | 18.33% | 0.84 | 13.59% |
| Total | 10.389 | 100.00% | 6.16 | 100.00% |

Project Committee No. 15 (CTP)

| Agency | Own (mgd) | Own (%) | Budget (mgd) | Budget (%) | Month (mgd)(1) | Month (%) | FY Avg to Date (mgd) | FY Avg to Date (%) |
|--------|--------------|---------|-----------------|------------|-------------------|-----------|----------------------------|-----------------------|
| CLB | 2.54 | 37.91% | 1.960 | 60.61% | 1.554 | 67.99% | 1.621 | 58.61% |
| EBSD | 0.20 | 2.99% | 0.061 | 1.89% | 0.048 | 2.10% | 0.051 | 1.83% |
| SCWD | 2.00 | 29.85% | 1.213 | 37.51% | 0.684 | 29.91% | 1.095 | 39.56% |
| MNWD | 1.96 | 29.25% | 0.000 | 0.00% | 0.000 | 0.00% | 0.000 | 0.00% |
| Total | 6.70 | 100.00% | 3.234 | 100.00% | 2.285 | 100.00% | 2.766 | 100.00% |

(1) SCWD flows for December and January to be adjusted in March due to meter failure.

Project Committee No. 17 Liquids (RTP)

| Agency | Budget Liquids (mgd) | Budget Liquids (%) | Month Plant Influent (mgd) | Month Centrate (mgd) | Month Total (mgd)(2) | Month Total (%) | FY Avg to Date (mgd) | FY Avg to Date (%) |
|--------|----------------------------|--------------------------|-------------------------------------|----------------------------|----------------------------|--------------------|----------------------------|-----------------------|
| CLB | 0.01408 | 0.167% | 0.0000 | 0.0154 | 0.0154 | 0.19% | 0.0133 | 0.17% |
| EBSD | 0.00044 | 0.005% | 0.0000 | 0.0005 | 0.0005 | 0.01% | 0.0004 | 0.01% |
| SCWD | 0.00871 | 0.103% | 0.0000 | 0.0068 | 0.0068 | 0.08% | 0.0089 | 0.11% |
| ETWD | 0.01719 | 0.204% | 0.0000 | 0.0142 | 0.0142 | 0.18% | 0.0133 | 0.17% |
| MNWD | 8.40541 | 99.521% | 7.9477 | 0.0543 | 8.0021 | 99.54% | 7.8062 | 99.54% |
| Total | 8.44583 | 100.000% | 7.9477 | 0.0912 | 8.0390 | 100.00% | 7.8421 | 100.00% |

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

SOCWA Operational Report January, 2018 (cont'd)

FY Flow/Solids Summary (cont'd)

Project Committee No. 17 Solids (RTP)

| Agency | Own (lbs/d) | Own (%) | Budget (lbs/d) | Budget (%) | Total Month (lbs) | Total Month (%) | FY Avg Total to Date (lbs) | FY Avg Total to Date (%) |
|--------|----------------|------------|-------------------|---------------|-------------------------|-----------------------|----------------------------------|--------------------------------|
| CLB | 5,605 | 11.22% | 4,728 | 12.95% | 212,965 | 16.90% | 176,376 | 15.34% |
| EBSD | 295 | 0.59% | 147 | 0.40% | 6,579 | 0.52% | 5,512 | 0.48% |
| SCWD | 4,480 | 8.96% | 2,926 | 8.02% | 93,698 | 7.44% | 117,561 | 10.23% |
| ETWD | 10,200 | 20.41% | 5,903 | 16.17% | 196,461 | 15.59% | 175,094 | 15.23% |
| MNWD | 29,395 | 58.82% | 22,801 | 62.46% | 750,143 | 59.54% | 675,158 | 58.72% |
| Total | 49,975 | 100.00% | 36,505 | 100.00% | 1,259,846 | 100.00% | 1,149,701 | 100.00% |

Project Committee No. 24 (ACOO)

| Agency | Own (%) | Budget (mgd) | Budget (%) | Month Outfall Flow (mgd) | Month Outfall Flow (%) | FY Avg Outfall Flow (mgd) | FY Avg Outfall Flow (%) |
|--------|------------|-----------------|---------------|-----------------------------------|------------------------------|------------------------------------|-------------------------------|
| CLB | 11.000% | 1.49 | 13.32% | 1.554 | 12.63% | 1.621 | 19.49% |
| EBSD | 0.780% | 0.06 | 0.54% | 0.048 | 0.39% | 0.051 | 0.61% |
| ETWD | 16.302% | 2.89 | 25.83% | 3.033 | 24.66% | 2.233 | 26.84% |
| IRWD | 15.760% | 2.62 | 23.41% | 3.406 | 27.69% | 1.597 | 19.20% |
| MNWD | 43.848% | 2.96 | 26.45% | 3.335 | 27.11% | 1.840 | 22.13% |
| SCWD | 12.310% | 1.17 | 10.46% | 0.925 | 7.52% | 0.976 | 11.73% |
| Total | 100.000% | 11.19 | 100.00% | 12.300 | 0.00% | 8.318 | 100.00% |

SOCWA Operational Report January, 2018 (cont'd)

Select Critical Equipment Repairs

JBL - PC2

Scum pump blockage cleared including cleaning scum pit.
9 side scrubber vanton pump and motor replacement.
Replacement of centrifuge polymer recirculation pump.
Digester mix pump #2 replacement.
Rebuilt Primary #5A and #5B hopper valves.
Replaced centrifuge #2 feed bearing.
Cleaned out and jetted centrate line and scum line.
Waste pump #3 rebuilt and reinstalled.
Supported DAFT #1 structural inspection - shutdown and cleaning.
Replaced primary sludge pump #1 discharge valve and cleaned check valve/pump.
Repaired 9 side compressor and replaced check valve in tank.
Starting rebuilding TWAS pump #3.
Installed aeration tank #1 sump pump with SOCWA crane.

CTP - PC15

Fixed 4" Dezurich valve on grit pump #2.
Replaced broken 1" bleach CPVC line for plant water contact tank.
Completed aeration panel work, replaced 22 panels on east 2 aeration tank.
Replaced failed 6" mud valve in east #2 aeration tank.
Completely re-piped broken 2" PVC bleach transfer line.
Removed rag ball in DPS pump system.
Completed roofing, secondary drive and grinder small capital projects.
Troubleshoot west RAS bleach pump.
Replaced failed bleach sump pump.
Worked with Engineering to locate ETM air/vacs.
Startup new Muffin monster grinder on new export pump.

RTP - PC17

Repaired Bleach tank for scrubber 3 - included setting up a temporary bleach system.
Replaced failed back pressure valve on scrubber 1 bleach pump.
Demo old compressor system, removing compressors, stand, piping and conduits.
Repaired the screening press.
Replaced failed flow gauge on DAFT.
Installed new sand bags and repaired wattle - prep for rain.
Replace 3W failed piping going into polymer mix tank.
Replaced faulty Biosolids conveyor bearing.
Replaced faulty head on scrubber 1 Caustic Pump 1.

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

SOCWA Operational Report January, 2018 (cont'd)

RTP - PC17 (cont'd)

Removed rag balls from SET#3 and Centrifuge pump #3.
Removed 3hp pump and sent out for rebuild service.
Supported engineering projects on engine, future utility relocations.
Repaired Impeller on AWT 2 Bleach sump pump.

All PC's - Electrical Staff

Replaced bad motor on SET pump
2000-hour service on JBL engine with WES
Removed old engine control panel at RTP - relocated all plant control wires in old panel.
Troubleshoot bar screen #1 at JBL - not parking in right spot.
Troubleshoot flow meter #4 at JBL.
Troubleshoot turbidity meter and chlorine analyzer at RTP.
Worked on installing VAPEX units at JBL.
Worked on installing beacon lights to indicated failed standby generator starting battery.
Worked to replace equipment damaged from failed Turblex contactor.
Troubleshoot CTP influent and effluent meters - ordered replacement meters.
Troubleshoot new RTP boiler.
Removed old engine control panels in RTP engine room.
Removed RAS motor at RTP for rebuilding project.
Troubleshoot main breaker on the scrubber panel at RTP.
Troubleshoot L.P. Blower tripping at RTP.
Troubleshoot aeration tank SC200 controller.
Replaced (A-PASS) D.O. probe at RTP.
Replace contactor for scum pump at JBL.
Troubleshoot failed nitrate probe at CTP.

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

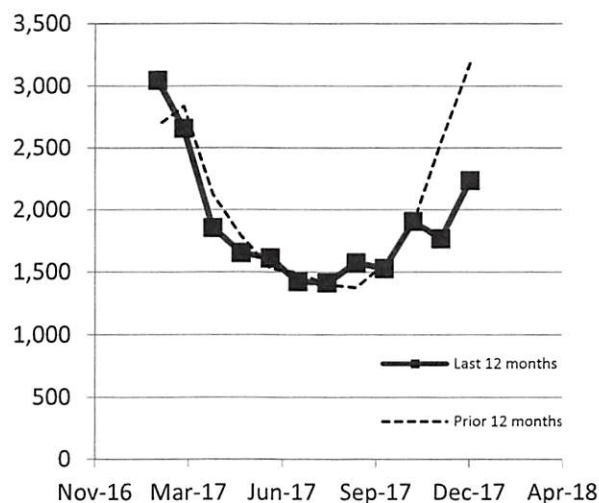
SOCWA Ocean Outfall Discharges by Agency

SOCWA Outfall Discharge Report January, 2018

| Agency | SJCOO (mgd) | SJCOO (%) | ACOO (mgd) | ACOO (%) | Total (mgd) |
|----------------------------------|-------------|-----------|------------|----------|-------------|
| CLB | | | 1.55 | 12.63% | 1.55 |
| EBS | | | 0.05 | 0.39% | 0.05 |
| SCWD | 1.88 | 14.22% | 0.93 | 7.52% | 2.80 |
| MNWD | 2.95 | 22.38% | 3.33 | 27.11% | 6.29 |
| ETWD | | | 3.03 | 24.66% | 3.03 |
| CSJC | 2.66 | 20.18% | | | 2.66 |
| SMWD | 2.75 | 20.84% | | | 2.75 |
| CSC | 2.95 | 22.38% | | | 2.95 |
| IRWD | | | 3.41 | 27.69% | 3.41 |
| Total | 13.20 | 100.00% | 12.30 | 100.00% | 25.50 |
| or Acre-Feet per year equivalent | | | | | 28,560 |

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

| | |
|--------|--------|
| Jan-18 | 2,235 |
| Dec-17 | 1,766 |
| Nov-17 | 1,906 |
| Oct-17 | 1,530 |
| Sep-17 | 1,573 |
| Aug-17 | 1,414 |
| Jul-17 | 1,425 |
| Jun-17 | 1,611 |
| May-17 | 1,653 |
| Apr-17 | 1,854 |
| Mar-17 | 2,659 |
| Feb-17 | 3,046 |
| Total | 22,672 |



Beach / Ocean Monitoring Report

ALISO CREEK OCEAN OUTFALL MONITORING REPORT

January 2018

| DATE | IRWD LOS ALISOS WRP | | | | EL TORO WRP | | | | SOCWA REGIONAL PLANT | | | | SOCWA COASTAL PLANT | | | | IRWD IDP | IRWD SGU | SCWD ACWRF | ACOW FLOW | Rain Fall inches |
|----------|------------------------|-------------|--------------|------------|-------------|-------------|--------------|------------|-------------------------|-------------|--------------|------------|------------------------|-------------|--------------|------------|-------------|-------------|---------------|--------------|------------------------|
| | 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 | FLOW MGD | FLOW MGD | FLOW MGD | MGD | |
| 01/01/18 | No Flow | | | | 2.758 | 9.2 | 9.2 | <0.1 | 3.200 | 4.9 | 4.0 | 0.1 | 2.709 | 9.0 | 8.0 | 0.1 | 0.842 | 0.553 | 0.000 | 10.062 | 0.21 1.25 0.01 |
| 01/02/18 | No Flow | | | | 2.911 | 16.4 | 16.4 | <0.1 | 1.67 | 7.0 | 4.0 | <0.1 | 2.619 | 9.2 | 7.0 | 0.1 | 0.844 | 0.323 | 0.000 | 8.367 | |
| 01/03/18 | No Flow | | | | 2.543 | 17.2 | 17.2 | <0.1 | 1.330 | 6.8 | 4.0 | 0.1 | 2.590 | 14.9 | 10.0 | 0.1 | 0.807 | 0.321 | 0.000 | 7.591 | |
| 01/04/18 | No Flow | | | | 2.769 | 18.8 | 18.8 | 0.2 | 1.080 | 3.9 | 3.0 | 0.1 | 2.478 | 5.8 | 5.0 | <0.1 | 0.848 | 0.320 | 0.000 | 7.495 | |
| 01/05/18 | No Flow | | | <0.3 | 2.399 | 12.4 | 12.4 | 0.1 | 1.350 | 5.5 | 2.0 | 0.1 | 2.462 | 6.4 | 5.0 | 0.1 | 0.846 | 0.321 | 0.000 | 7.378 | |
| 01/06/18 | 4.997 | 14.0 | 7.6 | <0.3 | 2.338 | 6.6 | 6.6 | 0.1 | 1.800 | | | | 2.473 | | | | 0.820 | 0.520 | 0.000 | 12.948 | |
| 01/07/18 | 1.660 | 19.0 | 6.4 | <0.3 | 2.763 | 8.0 | 8.0 | 0.1 | 3.250 | 10.6 | 6.0 | <0.1 | 2.498 | 1.6 | 3.0 | | 0.802 | 0.542 | 0.000 | 11.515 | |
| 01/08/18 | 0.904 | 15.0 | 7.9 | <0.3 | 3.606 | 11.0 | 11.0 | 0.1 | 3.620 | 10.8 | 4.0 | 0.2 | 2.498 | 12.5 | 8.0 | 0.3 | 0.801 | 0.540 | 0.000 | 11.969 | |
| 01/09/18 | 0.945 | 12.0 | 5.5 | <0.3 | 4.366 | 5.2 | 5.2 | 0.1 | 5.800 | 6.4 | 4.0 | 0.1 | 2.477 | 6.9 | 6.0 | <0.1 | 0.800 | 0.551 | 0.000 | 14.939 | |
| 01/10/18 | 1.700 | 11.0 | 5.8 | <0.3 | 3.556 | 10.4 | 10.4 | 0.1 | 6.690 | 5.3 | 3.0 | 0.2 | 3.407 | 10.5 | 5.0 | 0.2 | 0.428 | 0.555 | 0.000 | 16.336 | |
| 01/11/18 | 1.121 | 12.0 | 5.1 | <0.3 | 3.637 | 7.2 | 7.2 | 0.2 | 3.800 | 8.1 | 3.0 | 0.3 | 2.613 | 7.6 | 6.0 | <0.1 | 0.402 | 0.604 | 0.000 | 12.177 | |
| 01/12/18 | 1.164 | 9.4 | 6.6 | <0.3 | 2.808 | 10.4 | 10.4 | 0.1 | 4.700 | 5.6 | 2.0 | 0.2 | 2.446 | 6.2 | 6.0 | 0.1 | 0.059 | 0.611 | 0.000 | 11.788 | |
| 01/13/18 | 1.159 | 12.0 | | <0.3 | 3.477 | 15.2 | 15.2 | 0.3 | 4.460 | | | | 2.464 | | | | 0.511 | 0.611 | 0.000 | 12.682 | |
| 01/14/18 | 1.162 | 12.0 | 5.9 | <0.3 | 3.192 | 14.2 | 14.2 | 0.1 | 4.220 | 5.2 | 3.0 | <0.1 | 2.607 | 17.8 | 8.0 | | 0.798 | 0.611 | 0.000 | 12.590 | |
| 01/15/18 | 1.156 | 8.0 | 7.0 | <0.3 | 3.786 | 18.8 | 18.8 | 0.1 | 4.660 | 6.0 | 3.0 | 0.2 | 2.605 | 15.1 | 8.0 | 0.1 | 0.797 | 0.609 | 0.000 | 13.613 | |
| 01/16/18 | 1.153 | 13.0 | 6.9 | <0.3 | 4.308 | 24.8 | 24.8 | 0.4 | 5.240 | 5.3 | 3.0 | <0.1 | 2.654 | 18.3 | 9.0 | <0.1 | 0.798 | 0.609 | 0.000 | 14.762 | |
| 01/17/18 | 3.708 | 22.0 | 7.5 | <0.3 | 3.687 | 20.4 | 20.4 | 0.3 | 4.210 | 7.8 | 2.0 | 0.3 | 2.439 | 16.0 | 9.0 | 0.1 | 0.798 | 0.609 | 0.000 | 15.451 | |
| 01/18/18 | 4.007 | 15.0 | 8.4 | <0.3 | 3.413 | 10.4 | 10.4 | 0.1 | 3.870 | 7.5 | 1.0 | 0.1 | 2.355 | 13.4 | 7.0 | <0.1 | 0.796 | 0.608 | 0.000 | 15.049 | |
| 01/19/18 | 3.475 | 13.0 | 8.1 | <0.3 | 3.015 | 13.2 | 13.2 | 0.3 | 3.890 | 6.7 | 3.0 | <0.1 | 2.334 | 19.3 | 8.0 | 0.1 | 0.796 | 0.609 | 0.000 | 14.119 | |
| 01/20/18 | 3.788 | 11.0 | | <0.3 | 3.220 | 15.4 | 15.4 | 0.2 | 3.700 | | | | 2.397 | | | | 0.796 | 0.608 | 0.000 | 14.509 | |
| 01/21/18 | 3.250 | 15.0 | 6.4 | <0.3 | 3.122 | 13.8 | 13.8 | 0.1 | 4.320 | 5.7 | 3.0 | <0.1 | 2.475 | 16.5 | 7.0 | | 0.796 | 0.606 | 0.000 | 14.569 | |
| 01/22/18 | 3.180 | 14.0 | 7.9 | <0.3 | 3.309 | 11.2 | 11.2 | 0.1 | 4.540 | 5.5 | 3.0 | 0.1 | 2.533 | 9.6 | 12.0 | 0.1 | 0.795 | 0.607 | 0.000 | 14.964 | |
| 01/23/18 | 3.314 | 14.0 | 6.6 | <0.3 | 2.271 | 16.8 | 16.8 | 0.2 | 3.470 | 4.1 | 2.0 | 0.2 | 2.421 | 10.2 | 6.0 | <0.1 | 0.796 | 0.606 | 0.000 | 12.878 | |
| 01/24/18 | 3.304 | 14.0 | 8.7 | <0.3 | 2.260 | 10.4 | 10.4 | 0.1 | 3.640 | 5.2 | 2.0 | 0.1 | 2.357 | 10.6 | 5.0 | <0.1 | 0.725 | 0.605 | 0.000 | 12.891 | |
| 01/25/18 | 3.436 | 15.0 | 6.9 | <0.3 | 2.665 | 9.2 | 9.2 | <0.1 | 2.900 | 5.7 | 2.0 | 0.1 | 2.370 | 9.4 | 6.0 | 0.1 | 0.654 | 0.605 | 0.000 | 12.630 | |
| 01/26/18 | 3.325 | 19.0 | 9.0 | <0.3 | 2.719 | 14.4 | 14.4 | 0.1 | 2.040 | 6.1 | 2.0 | 0.2 | 2.358 | 9.8 | 6.0 | <0.1 | 0.402 | 0.605 | 0.000 | 11.449 | |
| 01/27/18 | 3.159 | 18.0 | | <0.3 | 2.371 | 13.4 | 13.4 | 0.1 | 2.430 | | | | 2.657 | | | | 0.401 | 0.553 | 0.000 | 11.571 | |
| 01/28/18 | 2.965 | 15.0 | 6.6 | <0.3 | 3.502 | 13.6 | 13.6 | <0.1 | 2.370 | 4.4 | 2.0 | 0.2 | 2.419 | 9.0 | 7.0 | | 0.401 | 0.613 | 0.000 | 12.270 | |
| 01/29/18 | 3.079 | 14.0 | 7.3 | <0.3 | 3.147 | 14.0 | 14.0 | <0.1 | 3.290 | 7.1 | 3.0 | <0.1 | 2.467 | 2.6 | 3.0 | 0.1 | 0.402 | 0.611 | 0.000 | 12.996 | |
| 01/30/18 | 3.325 | 15.0 | 6.4 | <0.3 | 2.312 | 12.0 | 12.0 | <0.1 | 1.580 | 5.8 | 3.0 | 0.3 | 2.600 | 5.3 | 4.0 | <0.1 | 0.401 | 0.610 | 0.000 | 10.828 | |
| 01/31/18 | 3.307 | 13.0 | 6.7 | <0.3 | 1.782 | 11.2 | 11.2 | 0.1 | 0.260 | 12.8 | 6.0 | 0.1 | 2.549 | 3.9 | 4.0 | 0.1 | 0.401 | 0.609 | 0.000 | 8.908 | |
| AVG | 2.185 | 14.0 | 7.0 | <0.3 | 3.033 | 13.1 | 13.1 | <0.1 | 3.335 | 6.5 | 3.0 | <0.1 | 2.527 | 10.3 | 6.6 | <0.1 | 0.663 | 0.557 | 0.000 | 12.300 | 1.47 |
| TOTAL | 67.74 | | | | 94.01 | | | | 103.38 | | | | 78.33 | | | | 20.56 | 17.27 | 0.000 | 381.29 | |

Unified Beach Monitoring

#1

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

REPORT FOR: January 2018

REPORT DUE: March 1 2018

SAMPLE SOURCE: Surf zone

TYPE OF SAMPLE: Grab

REPORT FREQUENCY: Monthly

EXACT SAMPLE POINTS: As specified in Unified Monitoring Plan

SAMPLES COLLECTED BY: SOCWA Lab

SAMPLES ANALYZED BY: SOCWA Lab

Tidal Condition: High Tide 0909

Weather: Overcast

COMMENTS:

| STA# | DATE | TIME | Total Coliform CFU/100ml | Fecal Coliform CFU/100ml | Entero- coccus CFU/100ml | Material of Sewage | | Oil & Grease | Odor | Water Color | H2O Temp(F) | Water Condition | Water Outlet | Birds |
|------|----------|------|--------------------------------|--------------------------------|--------------------------------|--------------------|----------|-----------------|------|----------------|----------------|--------------------|-----------------|-------|
| | | | SM9222B | SM9222D | EPA 1600 | Onshore | Offshore | | | | | | | |
| S3 | 01/03/18 | 758 | <20 | <20 | <3 | None | None | None | None | Green | 50 | Clear | | |
| S4 | 01/03/18 | 815 | <20 | <20 | 2 | None | None | None | None | Green | 51 | Clear | | |
| S5 | 01/03/18 | 832 | <20 | 9 | 2 | None | None | None | None | Green | 54 | Clear | | |
| S6 | 01/03/18 | 848 | <20 | <20 | <3 | None | None | None | None | Green | | Clear | | |
| WEST | 01/03/18 | 850 | <20 | <20 | 2 | None | None | None | None | Green | | Clear | | |
| S7 | 01/03/18 | 852 | <20 | 9 | <3 | None | None | None | None | Green | | Clear | | |
| S8 | 01/03/18 | 1026 | 40 | 20 | 10 | None | None | None | None | Green | 53 | Clear | | |
| S9 | 01/03/18 | 1018 | 140 | 100 | 30 | None | None | None | None | Green | | Clear | | |
| ACM1 | 01/03/18 | 1008 | 150 | 100 | 50 | None | None | None | None | Green | 53 | Slightly Turbid | | 100 |
| S10 | 01/03/18 | 940 | 20 | <20 | 3 | None | None | None | None | Green | 53 | Clear | | |
| S11 | 01/03/18 | 931 | 40 | 10 | 20 | None | None | None | None | Green | | Clear | | |
| S12 | 01/03/18 | 957 | <20 | 10 | 3 | None | None | None | None | Green | 54 | Clear | | |

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

Unified Beach Monitoring

#2

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

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

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

Tidal Condition: Low Tide 1134

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 | Coliform | coccus | Origin | | | | | | | | |
| | | | CFU/100ml | CFU/100ml | CFU/100ml | | | | | | | | | |
| | | | SM9222B | SM9222D | EPA 1600 | Onshore | Offshore | | | | | | | |
| S3 | 01/10/18 | 814 | 300 | 30 | 200 | None | None | None | None | Green | 51 | Slightly Turbid | Flowing | |
| S4 | 01/10/18 | 832 | 500 | 100 | 100 | None | None | None | None | Green | 52 | Slightly Turbid | | |
| S5 | 01/10/18 | 852 | 900 | 200 | 200 | None | None | None | None | Green | 56 | Slightly Turbid | | |
| S6 | 01/10/18 | 913 | >=1,000 | 300 | 300 | None | None | None | None | Green | 58 | Slightly Turbid | | |
| WEST | 01/10/18 | 917 | >=2,000 | 200 | 300 | None | None | None | None | Green | | Slightly Turbid | | |
| S7 | 01/10/18 | 921 | >=1,000 | 300 | 200 | None | None | None | None | Green | 55 | Slightly Turbid | | |
| S8 | 01/10/18 | 1113 | 3,000 | 400 | 500 | None | None | None | None | Green | 54 | Slightly Turbid | | |
| S9 | 01/10/18 | 1104 | >=8,000 | 3,000 | >700 | None | None | None | None | Green | | Slightly Turbid | | |
| ACM1 | 01/10/18 | 1054 | >4,000 | 5,000 | >700 | None | None | None | None | Green | | Slightly Turbid | | |
| S10 | 01/10/18 | 1002 | 300 | 40 | 20 | None | None | None | None | Green | | Slightly Turbid | | |
| S11 | 01/10/18 | 1028 | 300 | 9 | 30 | None | None | None | None | Green | 57 | Slightly Turbid | | |
| S12 | 01/10/18 | 1035 | 90 | 9 | 20 | None | None | None | None | Green | 56 | Slightly Turbid | | |

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

Unified Beach Monitoring

#3

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

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

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

Tidal Condition: High Tide 0830

Weather: Clear

COMMENTS:

| STA# | DATE | TIME | Total Coliform CFU/100ml | Fecal Coliform CFU/100ml | Entero- coccus CFU/100ml | Material of Sewage | | Oil & Grease | Odor | Water Color | H2O Temp(F) | Water Condition | Water Outlet | Birds |
|------|----------|------|--------------------------------|--------------------------------|--------------------------------|--------------------|----------|-----------------|------|----------------|----------------|--------------------|-----------------|-------|
| | | | SM9222B | SM9222D | EPA 1600 | Onshore | Offshore | | | | | | | |
| S3 | 01/17/18 | 1010 | 9 | <20 | 3 | None | None | None | None | Green | 62 | Slightly Turbid | | |
| S4 | 01/17/18 | 0958 | 30 | 30 | 10 | None | None | None | None | Green | | Slightly Turbid | | |
| S5 | 01/17/18 | 0950 | 9 | <20 | 6 | None | None | None | None | Green | | Slightly Turbid | | |
| S6 | 01/17/18 | 0930 | 9 | <20 | <3 | None | None | None | None | Green | | Turbid | | |
| WEST | 01/17/18 | 0925 | 9 | <20 | 5 | None | None | None | None | Green | | Turbid | | |
| S7 | 01/17/18 | 0920 | 30 | 30 | 82 | None | None | None | None | Green | | Turbid | | |
| S8 | 01/17/18 | 0815 | 9 | 20 | 46 | None | None | None | None | Green | | Slightly Turbid | | |
| S9 | 01/17/18 | 0850 | 20 | 10 | 58 | None | None | None | None | Green | | Turbid | | |
| ACM1 | 01/17/18 | 0850 | 60 | 30 | 220 | None | None | None | None | Green | | Turbid | | |
| S10 | 01/17/18 | 0825 | 40 | <20 | 10 | None | None | None | None | Green | | Slightly Turbid | | |
| S11 | 01/17/18 | 0820 | 400 | 20 | 20 | None | None | None | None | Green | 60 | Slightly Turbid | | |
| S12 | 01/17/18 | 0815 | 90 | 40 | 80 | 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

#4

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

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

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

Tidal Condition: Low Tide 0550

Weather: Clear

COMMENTS:

| STA# | DATE | TIME | Total Coliform CFU/100ml | Fecal Coliform CFU/100ml | Entero- coccus CFU/100ml | Material of Sewage | | Oil & Grease | Odor | Water Color | H2O Temp(F) | Water Condition | Water Outlet | Birds |
|------|----------|------|--------------------------------|--------------------------------|--------------------------------|--------------------|----------|-----------------|------|----------------|----------------|--------------------|-----------------|-------|
| | | | SM9222B | SM9222D | EPA 1600 | Onshore | Offshore | | | | | | | |
| S3 | 01/22/18 | 1030 | <20 | 9 | <3 | None | None | None | None | Green | 57 | Slightly Turbid | | |
| S4 | 01/22/18 | 1015 | <20 | <20 | <3 | None | None | None | None | Green | | Slightly Turbid | | |
| S5 | 01/22/18 | 950 | <20 | <20 | <3 | None | None | None | None | Green | | Slightly Turbid | | |
| S6 | 01/22/18 | 930 | <20 | <20 | <3 | None | None | None | None | Green | | Slightly Turbid | | |
| WEST | 01/22/18 | 925 | <20 | <20 | <3 | None | None | None | None | Green | | Slightly Turbid | | |
| S7 | 01/22/18 | 920 | <20 | <20 | <3 | None | None | None | None | Green | 54 | Clear | | |
| S8 | 01/22/18 | 915 | 9 | <20 | 2 | None | None | None | None | Blue | | Clear | | |
| S9 | 01/22/18 | 800 | <20 | <20 | 3 | None | None | None | None | Green | 52 | Slightly Turbid | Flowing | |
| ACM1 | 01/22/18 | 807 | 40 | <20 | 2 | None | None | None | None | Green | | Slightly Turbid | Flowing | |
| S10 | 01/22/18 | 815 | 20 | <20 | <3 | None | None | None | None | Blue | 52 | Clear | | |
| S11 | 01/22/18 | 820 | 50 | 40 | 7 | None | None | None | None | Blue | 52 | Clear | | |
| S12 | 01/22/18 | 830 | <10 | <10 | <4 | None | None | None | None | Blue | 53 | Clear | | |

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

Unified Beach Monitoring

#5

South Orange County Wastewater Authority-Aliso Creek Ocean Outfall

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

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

Tidal Condition: High Tide 0641

Weather: Clear

COMMENTS:

| STA# | DATE | TIME | Total Coliform CFU/100ml | Fecal Coliform CFU/100ml | Entero- coccus CFU/100ml | Material of Sewage | | Oil & Grease | Odor | Water Color | H2O Temp(F) | Water Condition | Water Outlet | Birds |
|------|----------|------|--------------------------------|--------------------------------|--------------------------------|--------------------|----------|-----------------|------|----------------|----------------|--------------------|-----------------|-------|
| | | | SM9222B | SM9222D | EPA 1600 | Onshore | Offshore | | | | | | | |
| S3 | 01/29/18 | 1035 | <20 | <20 | <3 | None | None | None | None | Green | 59 | Slightly Turbid | | |
| S4 | 01/29/18 | 1020 | <20 | <20 | 2 | None | None | None | None | Green | | Clear | | |
| S5 | 01/29/18 | 1000 | <20 | <20 | 2 | None | None | None | None | Green | | Clear | | |
| S6 | 01/29/18 | 940 | <20 | <20 | <3 | None | None | None | None | Green | 59 | Clear | | |
| WEST | 01/29/18 | 935 | <20 | <20 | <3 | None | None | None | None | Green | | Clear | | |
| S7 | 01/29/18 | 930 | <20 | <20 | <3 | None | None | None | None | Green | | Clear | | |
| S8 | 01/29/18 | 925 | 9 | <20 | <3 | None | None | None | None | Blue | 60 | Clear | | |
| S9 | 01/29/18 | 825 | <20 | 40 | 3 | None | None | None | None | Green | 56 | Slightly Turbid | Flowing | |
| ACM1 | 01/29/18 | 830 | 50 | 50 | 2 | None | None | None | None | Green | | Slightly Turbid | Flowing | |
| S10 | 01/29/18 | 840 | 9 | <20 | 3 | None | None | None | None | Blue | 59 | Clear | | |
| S11 | 01/29/18 | 845 | 9 | <20 | 3 | None | None | None | None | Blue | 56 | Clear | | |
| S12 | 01/29/18 | 855 | <10 | <10 | 2 | None | None | None | None | Blue | 56 | Clear | | |

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

Aliso Creek Ocean Outfall

Unified Beach Water Quality Monitoring Stations

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

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

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



MONITORING REPORT

Off Shore Stations

South Orange County Wastewater Authority

DISCHARGE: Aliso Creek Ocean Outfall

REPORT FOR: January 2018

REPORT FREQUENCY: Monthly

REPORT DUE: March 1, 2018

SAMPLE SOURCE: Receiving water, nearshore and offshore

SAMPLING FREQUENCY: Monthly

EXACT SAMPLE POINTS: As specified in permit

TYPE OF SAMPLE: Grab

SAMPLES COLLECTED BY: Seaventures/SOCWA staff

SAMPLES ANALYZED BY: SOCWA Lab

Comments: High Tide 0956

| 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 | 01/04/18 | <2 | <2 | <2 | 800 | 0 | 0 | |
| A-1 | Mid depth | 01/04/18 | <10 | <10 | <10 | | | | |
| A-2 | Surface | 01/04/18 | <2 | <2 | <2 | 748 | 0 | 0 | |
| A-2 | Mid depth | 01/04/18 | <10 | <10 | <10 | | | | |
| A-3 | Surface | 01/04/18 | <2 | <2 | <2 | 752 | 0 | 0 | |
| A-3 | Mid depth | 01/04/18 | 10 | <10 | <10 | | | | |
| A-4 | Surface | 01/04/18 | <2 | <2 | <2 | 803 | 0 | 0 | |
| A-4 | Mid depth | 01/04/18 | <10 | <10 | <10 | | | | |
| A-5 | Surface | 01/04/18 | <2 | <2 | <2 | 756 | 0 | 0 | |
| A-5 | Mid depth | 01/04/18 | <10 | <10 | <10 | | | | |
| B-1 | Surface | 01/04/18 | <2 | <2 | <2 | 810 | 0 | 0 | |
| B-1 | Mid depth | 01/04/18 | <10 | <10 | <10 | | | | |
| B-2 | Surface | 01/04/18 | <2 | <2 | <2 | 739 | 0 | 0 | |
| B-2 | Mid depth | 01/04/18 | <10 | <10 | <10 | | | | |
| N1 | Surface | 01/04/18 | <2 | <2 | <2 | 825 | 0 | 0 | |
| N2 | Surface | 01/04/18 | <2 | <2 | <2 | 823 | 0 | 0 | |
| N3 | Surface | 01/04/18 | 4 | <2 | <2 | 821 | 0 | 0 | |
| N4 | Surface | 01/04/18 | <2 | <2 | <2 | 820 | 0 | 0 | |
| N5 | Surface | 01/04/18 | <2 | 2 | <2 | 818 | 0 | 0 | |
| N6 | Surface | 01/04/18 | 4 | <2 | <2 | 816 | 0 | 0 | |
| N7 | Surface | 01/04/18 | 4 | 2 | <2 | 814 | 0 | 0 | |

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

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

| ACOO Permit Order No. R9-2012-0013 | | | | | | | |
|--|----------------|-------------|--------------------------|-------|--------------|----------------|----------------|
| Agency - Facility | Violation Date | Constituent | Effluent Limit Violation | Units | Permit Limit | Reported Value | Potential Fine |
| There were no water quality violations during this reporting period. | | | | | | | |



SOCWA and MEMBER AGENCY FACILITIES
ACOO Spill / Overflow Report Log - 2018
Order No. R9-2012-0013 ~ NPDES Permit No. CA0107611

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

SAN JUAN CREEK OCEAN OUTFALL MONITORING REPORT

January 2018

| DATE | J.B. LATHAM FACILITY | | | | SAN CLEMENTE WRP | | | | SMWD CHIQUITA WRP | | | | 3-A PLANT | | | | CSJC | SCWD | SJCOO | Rain Fall Inches |
|----------|----------------------|-------------|--------------|------------|------------------|-------------|--------------|------------|-------------------|-------------|--------------|------------|-------------|-------------|--------------|------------|-------------------------|-------------------------|-------------|------------------------|
| | FLOW MGD | TSS mg/L | cBOD mg/L | SS 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 | |
| 01/01/18 | 6.660 | 14.8 | 6.8 | 0.2 | 2.965 | 28.6 | 6.0 | <0.1 | 0.940 | 13.2 | 16.5 | <0.1 | 1.592 | 10.0 | 15.0 | <0.1 | 0.405 | 0.158 | 15.290 | |
| 01/02/18 | 6.190 | 10.2 | 6.9 | 0.1 | 2.584 | 18.8 | 6.0 | 0.3 | 0.140 | 17.6 | 16.5 | <0.1 | 1.486 | 12.2 | 15.0 | 0.1 | 0.406 | 0.157 | 12.290 | |
| 01/03/18 | 6.580 | 9.4 | 6.0 | 0.3 | 2.298 | 11.8 | 10.0 | 2.0 | 0.400 | 5.2 | 4.5 | <0.1 | 1.462 | 13.6 | 8.0 | 0.5 | 0.405 | 0.162 | 11.910 | |
| 01/04/18 | 6.540 | 10.2 | 9.7 | <0.1 | 2.646 | 13.6 | 10.0 | 0.2 | 0.030 | 10.4 | 6.4 | 1.0 | 1.543 | 12.8 | 7.0 | 0.1 | 0.407 | 0.158 | 12.490 | |
| 01/05/18 | 6.890 | 7.3 | 4.0 | <0.1 | 2.984 | 10.8 | 6.0 | <0.1 | 0.170 | 7.6 | 4.3 | <0.1 | 1.719 | 12.4 | 5.0 | 0.1 | 0.407 | 0.163 | 12.890 | |
| 01/06/18 | 6.730 | | | | 2.189 | | | | 2.960 | | | | 1.541 | | | | 0.409 | 0.158 | 12.400 | |
| 01/07/18 | 6.680 | 7.0 | 6.7 | | 3.002 | | | | 3.550 | | | | 1.586 | | | | 0.409 | 0.158 | 15.160 | |
| 01/08/18 | 6.640 | 7.5 | 6.3 | 0.1 | 3.066 | 15.0 | 6.0 | <0.1 | 2.940 | 6.8 | 14.5 | 0.4 | 1.628 | 3.6 | 14.0 | 0.2 | 0.409 | 0.143 | 16.660 | |
| 01/09/18 | 7.240 | 8.3 | 7.0 | <0.1 | 3.697 | 10.5 | 6.0 | 0.1 | 4.880 | 6.0 | 14.8 | 0.2 | 1.730 | 8.3 | 12.0 | 0.2 | 0.409 | No Flow | 16.670 | 0.21 |
| 01/10/18 | 8.030 | 6.9 | 5.2 | 0.1 | 3.624 | 10.8 | 7.0 | 0.1 | 3.140 | 8.8 | 4.4 | 0.1 | 1.757 | 5.1 | 5.0 | 0.1 | 0.411 | No Flow | 19.670 | 1.25 |
| 01/11/18 | 6.800 | 7.8 | 7.2 | <0.1 | 3.250 | 10.8 | 7.0 | 0.2 | 2.250 | 4.1 | 2.9 | 0.1 | 1.529 | 7.2 | 6.0 | 0.5 | 0.413 | 0.147 | 15.450 | |
| 01/12/18 | 6.620 | 8.2 | 6.7 | 0.1 | 3.990 | 10.4 | 5.0 | <0.1 | 1.560 | 15.4 | 6.0 | 0.1 | 1.594 | 23.0 | 10.0 | 0.1 | 0.415 | 0.183 | 15.810 | |
| 01/13/18 | 6.370 | | | | 3.506 | | | | 2.820 | | | | 1.552 | | | | 0.417 | 0.138 | 14.050 | |
| 01/14/18 | 6.660 | 8.2 | 7.3 | | 3.322 | | | | 2.170 | | | | 1.584 | | | | 0.418 | 0.158 | 15.930 | |
| 01/15/18 | 6.390 | 8.5 | 6.2 | 0.1 | 3.080 | 8.4 | 5.0 | <0.1 | 2.650 | 9.8 | 15.5 | 0.1 | 1.531 | 6.3 | 15.0 | 0.1 | 0.417 | 0.163 | 14.590 | |
| 01/16/18 | 6.520 | 10.4 | 7.4 | <0.1 | 3.530 | 9.4 | 6.0 | <0.1 | 1.880 | 7.8 | 16.0 | 0.1 | 1.618 | 5.2 | 15.0 | <0.1 | 0.417 | 0.157 | 15.650 | |
| 01/17/18 | 6.130 | 6.5 | 6.8 | 0.5 | 2.735 | 9.0 | 8.0 | <0.1 | 0.910 | 6.0 | 4.0 | 0.1 | 1.532 | 3.3 | 4.0 | 0.2 | 0.420 | 0.156 | 14.260 | |
| 01/18/18 | 6.030 | 7.8 | 6.2 | <0.1 | 3.117 | 7.9 | 7.0 | <0.1 | 3.760 | 6.4 | 4.0 | <0.1 | 1.536 | 3.4 | 4.0 | 0.1 | 0.228 | 0.160 | 13.310 | |
| 01/19/18 | 6.030 | 8.7 | 4.8 | 0.1 | 2.695 | 7.3 | 6.0 | <0.1 | 1.600 | 13.0 | 6.4 | 0.1 | 1.522 | 3.4 | 4.0 | 0.1 | 0.362 | 0.157 | 14.600 | |
| 01/20/18 | 5.830 | | | | 2.726 | | | | 1.950 | | | | 1.465 | | | | 0.385 | 0.159 | 13.330 | |
| 01/21/18 | 6.110 | 9.2 | 9.4 | | 3.478 | | | | 2.490 | | | | 1.460 | | | | 0.400 | 0.156 | 14.300 | |
| 01/22/18 | 6.450 | 10.6 | 8.4 | 0.2 | 3.295 | 8.2 | 6.0 | <0.1 | 1.970 | 7.6 | 14.2 | <0.1 | 1.509 | 4.0 | 14.0 | 0.4 | 0.400 | 0.159 | 15.670 | |
| 01/23/18 | 6.010 | 10.7 | 7.0 | 0.1 | 3.396 | 9.4 | 7.0 | <0.1 | 0.880 | 7.0 | 16.0 | <0.1 | 1.509 | 4.1 | 14.0 | <0.1 | 0.401 | No Flow | 14.080 | |
| 01/24/18 | 5.990 | 8.0 | 5.1 | 0.1 | 2.550 | 5.7 | 4.0 | <0.1 | 1.010 | 3.8 | 3.9 | 0.1 | 1.514 | 4.0 | 4.0 | <0.1 | 0.401 | No Flow | 12.760 | |
| 01/25/18 | 6.270 | 9.4 | 5.3 | 0.1 | 2.878 | 6.8 | 6.0 | <0.1 | 1.200 | 5.4 | 4.5 | 0.1 | 1.479 | 4.2 | 4.0 | 0.2 | 0.338 | No Flow | 12.270 | |
| 01/26/18 | 6.270 | 7.3 | 5.4 | 0.1 | 2.354 | 9.5 | 6.0 | <0.1 | 2.580 | 4.4 | 4.4 | <0.1 | 1.483 | 4.4 | 3.0 | <0.1 | 0.411 | No Flow | 12.800 | |
| 01/27/18 | 6.280 | | | | 2.256 | | | | 1.040 | | | | 1.496 | | | | 0.413 | No Flow | 13.960 | |
| 01/28/18 | 6.390 | 7.2 | 5.7 | | 2.505 | | | | 0.070 | | | | 1.544 | | | | 0.416 | No Flow | 12.630 | |
| 01/29/18 | 6.470 | 8.1 | 6.7 | 0.1 | 2.772 | 7.4 | 7.0 | <0.1 | 0.110 | 12.8 | 16.0 | 0.1 | 1.585 | 7.7 | 16.0 | 0.2 | 0.418 | No Flow | 11.490 | |
| 01/30/18 | 6.210 | 9.1 | 6.9 | 0.1 | 2.233 | 7.2 | 6.0 | <0.1 | 0.130 | 9.6 | 14.0 | 0.1 | 1.582 | 10.4 | 13.0 | <0.1 | 0.415 | No Flow | 11.060 | |
| 01/31/18 | 6.200 | 5.1 | 4.3 | 0.2 | 2.874 | 9.6 | 6.0 | 0.4 | 0.230 | 6.8 | 5.3 | <0.1 | 1.510 | 2.8 | 4.0 | 0.1 | 0.413 | 1.255 | 11.720 | |
| AVG | 6.458 | 8.6 | 6.5 | <0.1 | 2.955 | 10.7 | 6.5 | <0.2 | 1.691 | 8.5 | 9.3 | <0.2 | 1.554 | 7.5 | 9.2 | <0.2 | 0.400 | 0.142 | 14.037 | |
| TOTAL | 200.210 | | | | 91.597 | | | | 52.410 | | | | 48.178 | | | | 12.395 | 4.405 | 435.150 | 1.47 |

Unified Beach Monitoring

#1

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

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

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

Tidal Condition: High Tide 0822

Weather: Partly Cloudy

COMMENTS:

| STA# | DATE | TIME | Total | Fecal | Entero- | Material of Sewage | | | | Water Color | H2O Temp(F) | Water Condition | Water Outlet | Birds |
|------|----------|------|-----------|-----------|-----------|--------------------|----------|--------|------|-------------|-------------|-----------------|--------------|-------|
| | | | Coliform | Coliform | coccus | Origin | | Oil & | Odor | | | | | |
| | | | CFU/100ml | CFU/100ml | CFU/100ml | Onshore | Offshore | Grease | | | | | | |
| | | | SM9222B | SM9222D | EPA 1600 | | | | | | | | | |
| S0 | 01/02/18 | 925 | <40 | <40 | 40 | None | None | None | None | Green | 59 | Turbid | | |
| S1 | 01/02/18 | 935 | <40 | <40 | 4 | None | None | None | None | Green | | Turbid | | |
| S2 | 01/02/18 | 855 | <40 | <40 | 22 | None | None | None | None | Green | | Turbid | | |
| DSB5 | 01/02/18 | 1020 | 50 | 90 | 20 | None | None | None | None | Green | 60 | Turbid | | |
| S3 | 01/02/18 | 945 | 20 | <40 | 54 | None | None | None | None | Green | | Turbid | | |
| DSB4 | 01/02/18 | 950 | 20 | 90 | 30 | None | None | None | None | Green | | Turbid | | |
| S5 | 01/02/18 | 955 | 50 | <40 | 14 | None | None | None | None | Green | 61 | Turbid | | |
| DSB1 | 01/02/18 | 1000 | <40 | <40 | 12 | None | None | None | None | Green | | Turbid | | |
| SJC1 | 01/02/18 | 924 | <100 | <100 | 30 | None | None | None | None | Green | | Turbid | | |

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

Unified Beach Monitoring

#2

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

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

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

Tidal Condition: Low Tide 0849

Weather: Drizzle

COMMENTS:

| STA# | DATE | TIME | Total Coliform CFU/100ml | Fecal Coliform CFU/100ml | Entero- coccus CFU/100ml | Material of Sewage | | Oil & Grease | Odor | Water Color | H2O Temp(F) | Water Condition | Water Outlet | Birds |
|------|----------|------|--------------------------------|--------------------------------|--------------------------------|--------------------|----------|-----------------|------|----------------|----------------|--------------------|-----------------|-------|
| | | | SM9222B | SM9222D | EPA 1600 | Onshore | Offshore | | | | | | | |
| S0 | 01/08/18 | 0825 | <40 | <40 | 5 | None | None | None | None | Green | | Turbid | | |
| S1 | 01/08/18 | 0830 | 40 | 20 | 2 | None | None | None | None | Green | | Slightly Turbid | | |
| S2 | 01/08/18 | 0820 | <40 | <40 | <4 | None | None | None | None | Green | | Turbid | | |
| DSB5 | 01/08/18 | 0815 | 50 | 50 | 20 | None | None | None | None | Green | | Turbid | | |
| S3 | 01/08/18 | 0835 | 20 | 40 | 9 | None | None | None | None | Green | 63 | Slightly Turbid | | |
| DSB4 | 01/08/18 | 0835 | 20 | 20 | 9 | None | None | None | None | Green | | Slightly Turbid | | |
| S5 | 01/08/18 | 0845 | <40 | <40 | 2 | None | None | None | None | Green | | Slightly Turbid | | |
| DSB1 | 01/08/18 | 0900 | <40 | <40 | <4 | None | None | None | None | Green | 63 | Slightly Turbid | | |
| C1 | 01/08/18 | 0825 | <200 | <200 | 10 | None | None | None | None | Green | | Turbid | | |

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

Unified Beach Monitoring

#3

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

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

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

Tidal Condition: High Tide 0800

Weather: Clear

COMMENTS:

| STA# | DATE | TIME | Total Coliform CFU/100ml | Fecal Coliform CFU/100ml | Entero- coccus CFU/100ml | Material of Sewage Origin | | Oil & Grease | Odor | Water Color | H2O Temp(F) | Water Condition | Water Outlet | Birds |
|------|----------|------|--------------------------------|--------------------------------|--------------------------------|------------------------------|----------|-----------------|------|----------------|----------------|--------------------|-----------------|-------|
| | | | SM9222B | SM9222D | EPA 1600 | Onshore | Offshore | | | | | | | |
| S0 | 01/16/18 | 930 | >4,000 | 440 | 22 | None | None | None | None | Green | 61 | Turbid | | 10 |
| S1 | 01/16/18 | 939 | 100 | 100 | 52 | None | None | None | None | Green | | Turbid | | |
| S2 | 01/16/18 | 910 | >=3,900 | >=4,200 | 110 | None | None | None | None | Green | | Turbid | | |
| DSB5 | 01/16/18 | 845 | >7,000 | >7,000 | >=420 | None | None | None | None | Green | | Turbid | Flowing | |
| S3 | 01/16/18 | 945 | 200 | 40 | >=400 | None | None | None | None | Green | | Turbid | | |
| DSB4 | 01/16/18 | 947 | 70 | 40 | 110 | None | None | None | None | Green | | Turbid | | |
| S5 | 01/16/18 | 955 | 100 | 200 | >=390 | None | None | None | None | Green | 62 | Turbid | | |
| DSB1 | 01/16/18 | 1000 | 40 | 50 | 130 | None | None | None | None | Green | | Turbid | | |
| C1 | 01/16/18 | 925 | 1,000 | 400 | 290 | 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.

Unified Beach Monitoring

#4

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

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

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

Tidal Condition: low tide 1015

Weather: Partly Cloudy

COMMENTS:

| STA# | DATE | TIME | Total Coliform CFU/100ml | Fecal Coliform CFU/100ml | Entero- coccus CFU/100ml | Material of Sewage Origin | | Oil & Grease | | Odor | Water Color | H2O Temp(F) | Water Condition | Water Outlet | Birds |
|------|----------|------|--------------------------------|--------------------------------|--------------------------------|------------------------------|----------|-----------------|------|------|----------------|----------------|--------------------|-----------------|-------|
| | | | SM9222B | SM9222D | EPA 1600 | Onshore | Offshore | | | | | | | | |
| S0 | 01/25/18 | 842 | 30 | 20 | 9 | None | None | None | None | None | Green | | Turbid | | |
| S1 | 01/25/18 | 850 | 40 | 40 | 4 | None | None | None | None | None | Green | 54 | Turbid | | |
| S2 | 01/25/18 | 830 | 100 | 40 | 114 | None | None | None | None | None | Green | | Turbid | | |
| DSB5 | 01/25/18 | 820 | 140 | 50 | 130 | None | None | None | None | None | Green | | Slightly Turbid | | |
| S3 | 01/25/18 | 855 | <40 | <40 | 4 | None | None | None | None | None | Green | | Turbid | | |
| DSB4 | 01/25/18 | 858 | <40 | 20 | 5 | None | None | None | None | None | Green | | Turbid | | |
| S5 | 01/25/18 | 905 | 20 | <40 | 2 | None | None | None | None | None | Green | | Turbid | | |
| DSB1 | 01/25/18 | 915 | <40 | <40 | 2 | None | None | None | None | None | Green | 56 | Turbid | | |
| C1 | 01/25/18 | 840 | <100 | <100 | <10 | None | None | None | None | None | Green | | 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

#5

South Orange County Wastewater Authority-San Juan Creek Ocean Outfall

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

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

Tidal Condition: High Tide 815

Weather: Clear

COMMENTS:

| STA# | DATE | TIME | Total Coliform CFU/100ml | Fecal Coliform CFU/100ml | Entero- coccus CFU/100ml | Material of Sewage Origin | | Oil & Grease | Odor | Water Color | H2O Temp(F) | Water Condition | Water Outlet | Birds |
|------|----------|------|--------------------------------|--------------------------------|--------------------------------|------------------------------|----------|-----------------|------|----------------|----------------|--------------------|-----------------|-------|
| | | | SM9222B | SM9222D | EPA 1600 | Onshore | Offshore | | | | | | | |
| S0 | 01/31/18 | 855 | 20 | <40 | 2 | None | None | None | None | Green | | Slightly Turbid | | |
| S1 | 01/31/18 | 900 | <40 | 40 | 13 | None | None | None | None | Green | | Slightly Turbid | | |
| S2 | 01/31/18 | 810 | <40 | 20 | 120 | None | None | None | None | Green | | Slightly Turbid | | |
| DSB5 | 01/31/18 | 750 | >=40 | <40 | 58 | None | None | None | None | Brown | 61 | Slightly Turbid | Flowing | |
| S3 | 01/31/18 | 805 | 90 | 70 | 140 | None | None | None | None | Green | | Slightly Turbid | | |
| DSB4 | 01/31/18 | 910 | 20 | <40 | 40 | None | None | None | None | Green | | Slightly Turbid | | |
| S5 | 01/31/18 | 920 | 110 | 60 | 7 | None | None | None | None | Green | 61 | Slightly Turbid | | |
| DSB1 | 01/31/18 | 930 | 20 | 20 | 4 | None | None | None | None | Green | | Slightly Turbid | | |
| C1 | 01/31/18 | 845 | <200 | <200 | <20 | None | None | None | None | Green | | 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.

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 2018

REPORT FREQUENCY: Monthly

REPORT DUE: March 1, 2018

SAMPLE SOURCE: Receiving water, nearshore and offshore

SAMPLING FREQUENCY: Monthly

EXACT SAMPLE POINTS: As specified in permit

TYPE OF SAMPLE: Grab

SAMPLES COLLECTED BY: Seaventures/SOCWA staff

SAMPLES ANALYZED BY: SOCWA Lab

Comments: High Tide 0956

| Sta No. | Sample Depth | Sample Date | Total Coliform | Fecal Coliform | Enterococcus | Sample Time | Oil & Grease | Sewage Debris | 0 - None 1 - Mild 2 - Moderate 3 - Severe |
|---------|--------------|-------------|----------------------|----------------------|-----------------------|-------------|--------------|---------------|--|
| | | | CFU/100ml SM9222B | CFU/100ml SM9222D | CFU/100ml EPA 1600 | | | | |
| A-1 | Surface | 01/04/18 | 26 | 24 | <2 | 931 | 0 | 0 | |
| A-1 | Mid depth | 01/04/18 | 30 | 10 | <10 | | | | |
| A-2 | Surface | 01/04/18 | <2 | <2 | <2 | 934 | 0 | 0 | |
| A-2 | Mid depth | 01/04/18 | <10 | <10 | <10 | | | | |
| A-3 | Surface | 01/04/18 | <2 | <2 | <2 | 939 | 0 | 0 | |
| A-3 | Mid depth | 01/04/18 | <10 | <10 | <10 | | | | |
| A-4 | Surface | 01/04/18 | <2 | <2 | <2 | 949 | 0 | 0 | |
| A-4 | Mid depth | 01/04/18 | 10 | <10 | <10 | | | | |
| A-5 | Surface | 01/04/18 | 32 | 4 | <2 | 944 | 0 | 0 | |
| A-5 | Mid depth | 01/04/18 | 10 | <10 | <10 | | | | |
| B-1 | Surface | 01/04/18 | 18 | 4 | <2 | 924 | 0 | 0 | |
| B-1 | Mid depth | 01/04/18 | <10 | <10 | <10 | | | | |
| B-2 | Surface | 01/04/18 | <2 | <2 | <2 | 959 | 0 | 0 | |
| B-2 | Mid depth | 01/04/18 | <10 | <10 | <10 | | | | |
| N1 | Surface | 01/04/18 | <2 | <2 | <2 | 915 | 0 | 0 | |
| N2 | Surface | 01/04/18 | 2 | <2 | <2 | 911 | 0 | 0 | |
| N3 | Surface | 01/04/18 | 2 | 2 | <2 | 907 | 0 | 0 | |
| N4 | Surface | 01/04/18 | <2 | <2 | <2 | 904 | 0 | 0 | |
| N5 | Surface | 01/04/18 | 2 | <2 | <2 | 900 | 0 | 0 | |
| N6 | Surface | 01/04/18 | 6 | <2 | <2 | 857 | 0 | 0 | |

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

Compliance Summary Report
San Juan Creek Ocean Outfall 2018

| SJCOO Permit Order No. R9-2012-0012 | | | | | | | |
|---|----------------|-------------|--------------------------|-------|--------------|----------------|----------------|
| Agency | Violation Date | Constituent | Effluent Limit Violation | Units | Permit Limit | Reported Value | Potential Fine |
| No Violations in This Reporting Period. | | | | | | | |



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

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

Recycled Water Report

Compliance Summary Report
Recycled Water Permit
2018

| Waste Discharge Requirement Order 97 - 52 | | | | | | | |
|---|----------------|-------------|--------------------------|-------|--------------|----------------|---------|
| Agency - Facility | Violation Date | Constituent | Effluent Limit Violation | Units | Permit Limit | Reported Value | Remarks |
| SOCWA - RTP | 1/8/2018 | Manganese | 12-Month | mg/L | 0.05 | 0.07 | |

SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

QUARTERLY RECYCLED WATER MONITORING

Monitoring Period Ending: Jan 31, 2018

| Constituent | Units | 12-month Avg Maximum Permit Limit | IRWD-LAWRP 12-month Average | ETWD-WRP 12-month Average | 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 |
|----------------------|-------|---|-----------------------------------|---------------------------------|-----------------------------|---------------------------------|--------------------------------------|-------------------------------------|--------------------------------|---------------------------------|
| | | | - | -- | | | | | | |
| TDS | mg/L | 1000 | 858 | 908 | 905 | 698 | 757 | 883 | 763 | 893 |
| Chloride | mg/L | 375 | 164 | 182 | 195 | 150 | 165 | 224 | 176 | 224 |
| Sulfate | mg/L | 400 | 226 | 217 | 219 | 192 | 188 | 213 | 173 | 281 |
| Sodium | mg/L | None | | 158 | 155 | 120 | 137 | 180 | 130 | 166 |
| Alkalinity | mg/L | None | - | - | - | - | - | - | | 244 |
| Adjusted SAR | Ratio | None | 5.30 | - | 3.88 | 4.23 | 4.36 | 5.14 | 4.51 | 4.83 |
| Iron | mg/L | 0.3 | 0.013 | 0.040 | 0.016 | 0.042 | 0.075 | 0.046 | 0.12 | 0.198 |
| Manganese | mg/L | 0.05 | 0.017 | 0.013 | 0.021 | 0.026 | 0.028 | 0.007 | 0.061 | 0.070 |
| MBAS | mg/L | 0.5 | 0.15 | 0.00 | 0.05 | 0.60 | 0.40 | 0.60 | 0.60 | 0.08 |
| Boron | mg/L | 0.75 | 0.33 | 0.280 | 0.295 | 0.287 | 0.333 | 0.350 | 0.29 | 0.324 |
| Fluoride | mg/L | None | 0.21 | 1.540 | 0.43 | 0.995 | 0.84 | 1.04 | 0.97 | 0.87 |
| Total Organic Carbon | mg/L | None | 10.0 | - | 9.2 | 9.2 | 10.9 | 8.6 | 9.1 | 10.4 |

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

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

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

| | |
|-----|----------|
| TDS | 910 mg/L |
|-----|----------|

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

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

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

| Agency | Facility or Region | Jan-18 | Feb-18 | Mar-18 | Apr-18 | May-18 | Jun-18 | Jul-18 | Aug-18 | Sep-18 | Oct-18 | Nov-18 | Dec-18 | Annual Totals |
|-------------------|--------------------|---------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|----------------|
| CSJC ¹ | 3-A Plant/MNWD | 0.00 | | | | | | | | | | | | 0.00 |
| CSJC ² | Chiquita/SMWD | 13.70 | | | | | | | | | | | | 13.70 |
| CSJC ³ | Non-Domestic Well | 13.32 | | | | | | | | | | | | 13.32 |
| ETWD | Region 8 | 59.07 | | | | | | | | | | | | 59.07 |
| IRWD | | | | | | | | | | | | | | |
| ⁴ | IRWD - 8 | 55.64 | | | | | | | | | | | | 55.64 |
| ⁴ | IRWD - 9 | 61.28 | | | | | | | | | | | | 61.28 |
| SCWD | SOCWA CTP | 0.00 | | | | | | | | | | | | 0.00 |
| MNWD | JRP | 438.54 | | | | | | | | | | | | 438.54 |
| | 3-A Plant | 0.00 | | | | | | | | | | | | 0.00 |
| ⁵ | CTP | -36.70 | | | | | | | | | | | | -36.70 |
| SMWD | Oso Creek | 147.80 | | | | | | | | | | | | 147.80 |
| | Chiquita | 330.98 | | | | | | | | | | | | 330.98 |
| | Nichols | 1.95 | | | | | | | | | | | | 1.95 |
| TCWD | RRWRP | 48.00 | | | | | | | | | | | | 48.00 |
| TOTALS | | 1097.5 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1156.58 |

¹ Denotes transfer of recycled water from MNWD (3A Plant) for use in the CSJC service area. Not counted as additional production.

² Denotes recycled water purchased from SMWD Chiquita-WRP used in the CSJC service area. Not counted as additional production.

³ Denotes nondomestic groundwater produced from wells used for landscape irrigation.

⁴ IRWD production is from recycled water production, nonpotable water wells, and surface water impoundments

⁵ Denotes transfer of recycled water from SCWD (SOCWA CTP) for use in the MNWD service area. Not counted as additional production.

Note: All of ETWD reclaimed water produced and used in Region 8.

NR = No Report

Pretreatment Report

Agenda Item

Legal Counsel Review: N/A

Meeting Date: March 1, 2018

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

Summary of Program Activities

As reported in the February 1, 2018 meeting, state contractors conducted a Pretreatment Compliance Inspection (PCI) of SOCWA's Pretreatment Program on March 23, 2017. The following two categorical industrial user (CIU) files and facilities were inspected: IRWD-Dynacast, SMWD-Applied Medical (003).

- Staff received the PCI report via email on December 4, 2017. PCI findings include 1) the requirement to date all discharge permits so that they do not exceed the five-year term by one day, 2) the requirement to include language in IU permits stating that if an IU monitors any regulated pollutant at the appropriate sampling location more frequently than required, all monitoring results must be submitted to SOCWA, and 3) a requirement to include language in IU permits that SOCWA be notified within 24 hours of all spills and upsets and written notification followed up within five days of a spill or upset.
- Staff issued 31 discharge permit modifications to include PCI required language.
- Staff responded via email to the PCI Report by the deadline of March 4, 2018.

SOCWA Staff finished the narrative portion of the SOCWA Pretreatment Annual Report for 2017 and uploaded the document via the California Integrated Water Quality System (CIWQS) database before the deadline of March 1, 2018. The narrative portion of the report includes information and data obtained from annual site inspections and monitoring/sampling of all SIU/CIU's in the SOCWA service area from January 1-December 31, 2017 as well as influent and effluent data from SMWD's Oso Creek WWTP. Staff provided all MA's a copy of the narrative portion of the report via the February end of the month email describing pretreatment activities and correspondence in each service area.

- The influent and effluent data from all other eight treatment plants (SOCWA-JBL, CTP, and RTP; ETWD-WWTP; SMWD-Chiquita and 3A treatment plants; CSC-WRP, IRWD-Los Alisos WRP) was uploaded to CIWQS on January 10, 2018.

The Dental Amalgam Rule became effective on July 14, 2017. SOCWA Staff published information about the Rule as well as a link to our One-Time Compliance Report to SOCWA's website on December 18, 2017. Staff is tracking submitted reports as received for all new

SOCWA Dental Users. Staff will conduct a mail-out to existing SOCWA Dental Users to provide the One-Time Compliance Report six-months prior to the July 14, 2020 compliance deadline.

Trainings and Committee Meetings Attended

Staff attended the 2018 CWEA Pretreatment, Pollution Prevention, and Stormwater (P3S) Conference in Riverside February 12-14, 2018. Over the past year, Staff fulfilled the role of Administrative Secretary for the P3S Executive Committee.

Permit Related Activities

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

CSC – SWD Permit No. 4-001 (FREY Environmental) –SWD Permit to allow treated groundwater to be discharged to the sewer. A SWD Permit has been drafted. Staff is awaiting test results which prove the treatment system is effective. Staff recently learned that the construction associated with the remediation equipment is under review for approval by CSC Staff.

SOCWA – SWD Permit No. 4-002 – SCWD Groundwater Creekside Park Well –SWD Permit expired on December 20, 2017. A draft renewal permit is currently under the review of MNWD.

SMWD – NIWD-SMWD-S4-001 – Applied Medical Omax Waterjet Cutter – NIWD Form with BMP requirements issued February 6, 2018 to allow periodic wastewater from waterjet cutter to be discharged to sewer. (Note, an inspection of the device was conducted January 22, 2018.)

IRWD – WD Permit No. 1-001-02-23 – Dynacast – Renewal issued on February 8, 2018.

MNWD – WD Permit No. MMNWD-1NS-003 - Eagle Pharmaceuticals – Staff is drafting a non-significant categorical industrial user (NSCIU) permit to allow for no more than 100 gpd of categorical wastewater, regulated under 40 CFR Part 439 – Pharmaceutical Manufacturing Point Source Category, to be discharged to sewer facilities.

SMWD- WD Permit No. IRWD-1NS-001 - Applied Medical Resources – Staff is drafting a non-significant categorical industrial user (NSCIU) permit to allow for no more than 100 gpd of categorical wastewater, regulated under 40 CFR Part 463 – Plastic Molding and Point Source Category, to be discharged to sewer facilities.

Summary of Activities and Types of IUs in the SOCWA Service Area. YTD through February 15, 2018.

| <u>MA</u> | | <u>Events</u> | <u>Permit</u> | <u>NIWD</u> | <u>BMP</u> | <u>FSE</u> | <u>OSE</u> | <u>Closed</u> | <u>Enforcement</u> | <u># of IUs</u> |
|-----------|-----|---------------|---------------|-------------|------------|------------|------------|---------------|--------------------|-----------------|
| CLB | (S) | 0 | 3 | 2 | 5 | 8 | 111 | 0 | 0 | 129 |
| CSC | (M) | 0 | 6 | 35 | 18 | 181 | 1283 | 0 | 0 | 1523 |
| CSJC | (S) | 0 | 2 | 27 | 59 | 137 | 1669 | 0 | 0 | 1894 |
| ETWD | (M) | 0 | 3 | 98 | 0 | 262 | 134 | 0 | 0 | 497 |
| EBSD | (U) | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| IRWD | (S) | 1 | 3 | 51 | 21 | 63 | 920 | 0 | 0 | 1058 |
| MNWD | (S) | 12 | 5 | 125 | 40 | 615 | 2062 | 1 | 0 | 2847 |
| SMWD | (S) | 2 | 5 | 20 | 20 | 184 | 742 | 0 | 0 | 971 |

Monthly Pretreatment Report for January and February 2018
March 1, 2018

Page 3 of 3

| | | | | | | | | | |
|---------------|----|----|-----|-----|------|------|---|---|------|
| SCWD (S) | 0 | 6 | 33 | 7 | 148 | 184 | 0 | 0 | 386 |
| TCWD (S) | 0 | 11 | 0 | 0 | 7 | 33 | 0 | 0 | 51 |
| SOCWA (S) | 0 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 4 |
| Totals | 15 | 48 | 392 | 170 | 1605 | 7138 | 1 | 0 | 9361 |
| Dentist (All) | | | | | | | | | 444 |

Total Known IUs 9805

(S) = SOCWA conducts PT program.

(M) = MA conducts PT program /w SOCWA oversight.

(U) = Urban Diversion Only.

YTD = Year to Date.

NIWD = Non-industrial Waste Discharger.

BMP = Best Management Practices.

FSE = Food Service Establishment.

OSE = Other Surveyed Establishment.

Agenda Item

Legal Counsel Review: N/A

Meeting Date: March 1, 2018

TO: Board of Directors

FROM: Betty Burnett, General Manager

STAFF CONTACT: Brian Peck, Director of Engineering

SUBJECT: Capital Improvement Program Status Report

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

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

| <i>Task Code</i> | <i>Description</i> | <i>Phase</i> | <i>Status</i> |
|--|---|--------------|--|
| CAPITAL IMPROVEMENT PROJECT LIQUIDS | | | |
| 3213-000 | Water System Piping Improvements (2014) | Design | Study completed. Remaining work is part of the Package 'B' Improvements. |
| 3201-000 | Aeration/Secondary Upgrade (2009) | Constuction | Project completed. |
| 3214-000 | 4MGD Diversion Flow Meter & Control Structure (2012) | Design | Part of the Package 'B' Improvements. |
| 3212-000 | East Primary Influent Channel Repair (2015) | Design | Part of the Package 'B' Improvements. |
| 3202-000 | Preliminary and Primary Treatment Improvements (Package "B") (2016) | Design | Preliminary design completed. |
| 3280-000 | Facility Improvements B - Basin Upgrades (2018) | Design | Design progress meeting held with Carollo on January 10, 2018. |
| 3252-000 | Plant 1 Standby Power Generator Replacement (2017) | Design | Operations staff has requested a standby power generator large enough to supply power to all of Plant No.1. Design on hold to allow consideration. |
| 3251-000 | Effluent Flow Meter Replacement (2017) | Design | Hazen and Sawyer has indicated that there is no cost effective metering option that will allow improvement to existing meter accuracy; project is on hold. |
| 3250-000 | Plant 1 Grit Basin Improvements (2017) | Design | Project has been advertised; bids are due on February 28, 2018. |
| 3253-000 | Effluent System Valve Replacement (2017) | Design | Hazen and Sawyer design completed; project to be included as part of Package B construction. |
| 3285-000 | Main Plant Drain Line Reconstruction (2018) | Design | Part of the Package 'B' Improvements. |

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

| <i>Task Code</i> | <i>Description</i> | <i>Phase</i> | <i>Status</i> |
|---|---|--------------|---|
| CAPITAL IMPROVEMENT PROJECT COMMON | | | |
| 3218-000 | Energy Building Roof Reconstruction (2015) | Design | Part of the Package 'B' Improvements. |
| 4014-000 | Foul Air System Evaluation (2016) (NCP) | Study | Final report has been submitted; the document will be reviewed with the Engineering Committee on March 8, 2018. |
| 3216-000 | Hoist System for Maintenance Shop (2013) | Design | Part of the Package 'B' Improvements. |
| 3286-000 | PLC Upgrades (2018) | Construction | Project underway by SOCWA Operations department. |
| 4001-000 | Plant Drain System Study (2017) (NCP) | Study | A single proposal was received in response to the RFP. Additional proposals are being sought for presentation to the Engineering Committee. |
| CAPITAL IMPROVEMENT PROJECT SOLIDS | | | |
| 3287-000 | Facility Improvements B - DAFT and Ancillary Solids Improvements (2018) | Design | Design progress meeting held with Carollo on January 10, 2018. |
| 3210-000 | Facility Improvements - Solids Area (2015) | Design | A single proposal was received in response to the RFP. Additional proposals are being sought for presentation to the Engineering Committee. |

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

| <i>Task Code</i> | <i>Description</i> | <i>Phase</i> | <i>Status</i> |
|-------------------------------------|--|---------------------|---|
| CAPITAL IMPROVEMENT PROJECTS | | | |
| 3601-000 | Junction Structure Rehabilitation Design | Design | A review meeting is scheduled with Black & Veatch on February 27, 2018. |
| 4004-000 | Emergency Plan Development (2016) (NCP) | Study | A review meeting is scheduled with Black & Veatch on February 27, 2018. |
| 4005-000 | Dilution Study (2017) (NCP) | Study | Baker is proceeding with the work in the contract amendment. |

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

| <i>Task Code</i> | <i>Description</i> | <i>Phase</i> | <i>Status</i> |
|--------------------------------------|--|--------------|---|
| CAPITAL IMPROVEMENT PROJECTS LIQUIDS | | | |
| 1367 | Export Sludge Line Repair & Rip Rap (R - 2) (2012) | Design | Protection in this area has been largely addressed through the routing of the new Export Sludge pipeline as well as through minor embankment protection features that will be integrated with Export Sludge System replacement. |
| 3504-000 | Aeration System Modification Design (2015) | Design | Part of the Facility Improvements Project; progress meeting with Hazen & Sawyer held on February 13, 2018. |
| 3507-000 | East Primary Influent Gates (2015) | Construction | Part of the Miscellaneous Improvements 2017; this work has been substantially completed. |
| 3508-000 | Grit System Knife Gate Valve Replacement (2015) | Construction | Part of the Miscellaneous Improvements 2017; this work has been substantially completed. |
| 3509-000 | Switchgear Replacement Design (2016) | Design | Progress meeting was held with Hazen & Sawyer on February 13, 2018. |
| 3593-000 | Primary Sludge Valve Replacement (2018) | Design | Staff has determined to integrate this work into the Facility Improvements Project. |
| 3595-000 | Primary Device Electrical Conduit and Conductor Replacement (2018) | Design | Staff has determined to integrate this work into the Facility Improvements Project. |
| 3514-000 | CTP Facility Upgrade Design (2016) | Design | Progress meeting was held with Hazen & Sawyer on February 13, 2018. |

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

| <i>Task Code</i> | <i>Description</i> | <i>Phase</i> | <i>Status</i> |
|---|--|--------------|--|
| CAPITAL IMPROVEMENT PROJECTS LIQUIDS | | | |
| 3534-000 | Export Sludge System (1997) | Design | The Low Effect Habitat Conservation Plan and Incidental Take Permit Application have been submitted to the USFWS for review. |
| 3510-000 | Grating Rebate and Concrete Repair Between Aeration Basins and Primary Basins (2016) | Construction | Part of the Miscellaneous Improvements 2017; this work has been substantially completed. |
| 3512-000 | Grating Rebate and Concrete Repair Between HW Building and Primary Basins (2016) | Construction | Part of the Miscellaneous Improvements 2017; this work has been substantially completed. |
| 3550-000 | Export Sludge Pump Addition (2017) | Construction | Olsson Construction has substantially completed improvements to the Export pumping system. |
| 3594-000 | PLC Replacement (2018) | Construction | Project underway by SOCWA Operations department. |
| 3592-000 | Facility Improvements Project Design (2018) | Design | Progress meeting was held with Hazen & Sawyer on February 13, 2018. |
| 3553-000 | Plant Drainage Improvements (2017) | Design | TetraTech has completed design. SOCWA intends to advertise for bids in April, 2018. |
| 3554-000 | Odor Scrubber Bleach Tank Replacement (2017) | Construction | Olsson Construction has substantially completed improvements to the scrubber system. |
| 3503-000 | Scrubber Upgrade (2013) | Construction | Olsson Construction has substantially completed improvements to the scrubber system. |

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

| <i>Task Code</i> | <i>Description</i> | <i>Phase</i> | <i>Status</i> |
|---------------------------------|--|--------------|---|
| CAPITAL IMPROVEMENT PROJECT AWT | | | |
| 3562-000 | AWT Applied Water Pump Replacement (2017) | Construction | Olsson Construction has completed field work; awaiting start up of AWT system in March, 2018, to perform final testing. |
| 3596-000 | Applied Water VFD Pump Panel and Electrical (2018) | Design | A kick-off meeting was held with Dudek on February 12, 2018. |
| 3597-000 | MCC A Replacement Design (2018) | Design | A kick-off meeting was held with Dudek on February 12, 2018. |
| 3517-000 | AWT Backwash Water Pump Replacement (2016) | Construction | Olsson Construction has completed field work; awaiting start up of AWT system in March, 2018, to perform final testing. |

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

| Task Code | Description | Phase | Status |
|--|---|--------------|---|
| CAPITAL IMPROVEMENT PROJECT LIQUIDS | | | |
| 3701-000 | Secondary Electrical System Rerouting (2014) | Design | Lee & Ro has submitted 90% complete design drawings for SOCWA review; a review meeting with Lee & Ro was held on February 14, 2018. |
| 3730-000 | Primary Gallery Upgrade (2014) | Design | Lee & Ro has submitted 90% complete design drawings for SOCWA review; a review meeting with Lee & Ro was held on February 14, 2018. |
| 3702-000 | Waste Activated Sludge VFD Control Panel (2013) | Design | Lee & Ro has submitted 90% complete design drawings for SOCWA review; a review meeting with Lee & Ro was held on February 14, 2018. |
| 3707-000 | Influent Manholes 1 and 2 and Sewer Repair (2016) | Construction | Part of the RTP Miscellaneous Improvements 2016 Project; this work is substantially completed. |
| 3708-000 | Influent Junction Structure Gate Replacement (2016) | Construction | Part of the RTP Miscellaneous Improvements 2016 Project; this work is substantially completed. |
| 3710-000 | AWT Water Quality Instrumentation (2016) | Construction | Part of the RTP Miscellaneous Improvements 2016 Project; this work is substantially completed. |
| 3712-000 | Grit Basin Drop Gate and Weir Replacement (2016) | Construction | Part of the RTP Miscellaneous Improvements 2016 Project; this work is substantially completed. |
| 3752-000 | AWT No.2 Upgrade Design (2017) | Design | Carollo has submitted 90% complete design documents; a review meeting is scheduled for February 26, 2018. |
| 3781-000 | Primary Scum Skimmer Replacement (2018) | Design | Lee & Ro has submitted 90% complete design drawings for SOCWA review; a review meeting with Lee & Ro was held on February 14, 2018. |
| 3784-000 | DAF (Mannich) Polymer System Replacement (2018) | Design | Lee & Ro has submitted 90% complete design drawings for SOCWA review; a review meeting with Lee & Ro was held on February 14, 2018. |

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

| Task Code | Description | Phase | Status |
|--|---|----------------------|---|
| CAPITAL IMPROVEMENT PROJECT LIQUIDS | | | |
| 3785-000 | DAF Dissolution Tank System Replacement (2018) | Design | Lee & Ro has submitted 90% complete design drawings for SOCWA review; a review meeting with Lee & Ro was held on February 14, 2018. |
| 3786-000 | Primary Gallery Mechanical and Electrical Upgrade (2018) | Design | Lee & Ro has submitted 90% complete design drawings for SOCWA review; a review meeting with Lee & Ro was held on February 14, 2018. |
| 4023-000 | Foul Air System Evaluation (2016) (NCP) | Study | DHK has submitted the final report; this item will be reviewed with the Engineering Committee on March 8, 2018. |
| 3787-000 | Aeration Area Upgrade Design (2018) | Design | The project kick-off meeting was held with Lee & Ro on February 14, 2018. |
| 201717RL1 | Effluent Equalization Pond and Gate Condition Assessment (2017) (NCP) | Condition Assessment | Project has been awarded to V&A consultants; assessments to be performed in March, 2019. |
| 201617RL5 | Primary Influent Channel Condition Assessment (2016) (NCP) | Condition Assessment | Project has been awarded to V&A consultants; assessments to be performed in March, 2019. |
| CAPITAL IMPROVEMENT PROJECT COMMON | | | |
| 3715-000 | Switchgear Upgrade (2006) | Construction | Project is awaiting approval of metering agreement with SCE. |
| 3760-000 | Develop Buried Piping Reconstruction Master Plan (2017) | Study | SOCWA staff is integrating the Lee & Ro data with the Regional Treatment Plant Ten Year Plan. |
| 3761-000 | External Lighting Upgrade (2017) | Design | Lee & Ro has submitted 90% complete design drawings for SOCWA review; a review meeting with Lee & Ro was held on February 14, 2018. |
| 3788-000 | PLC Upgrade (2018) | Construction | Project underway by SOCWA Operations Dept. |
| 3717-000 | Security Fencing (2015) | Construction | Part of the RTP Miscellaneous Improvements 2016 Project; this work is substantially completed. |
| 3718-000 | Access Bridge Upgrades (2015) | Construction | Part of the RTP Miscellaneous Improvements 2016 Project; this work is substantially completed. |

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

| Task Code | Description | Phase | Status |
|---|--------------------------------------|--------------|---|
| CAPITAL IMPROVEMENT PROJECT SOLIDS | | | |
| 3720-000 | Digester Dome Recoating (2014) | Construction | Pacific Hydrotech has substantially completed this work. |
| 1478 | Underground Piping Upgrade (2006) | Construction | Pacific Hydrotech has substantially completed this work. |
| 3722-000 | Co-Generation System Retrofit (2008) | Construction | Project is awaiting approval of metering agreement with SCE. |
| 3790-000 | Solids Area Upgrade Design (2018) | Design | This project has been awarded to Lee & Ro. |
| 3723-000 | Recoat Top of Digesters (2016) | Construction | Pacific Hydrotech has substantially completed the recoating work. |

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

| <i>Task Code</i> | <i>Description</i> | <i>Phase</i> | <i>Status</i> |
|-------------------------------------|---|---------------------|---|
| CAPITAL IMPROVEMENT PROJECTS | | | |
| 3601-000 | Reach B/C Techite Pipeline Replacement Concept Update (Reach B/C) | Study | Review comments on the draft Technical Memorandum have been submitted to TetraTech. |
| 3181-000 | Air Vacuum Release Valve Replacement Reach D (2018) | Construction | Evaluating valve size prior to procurement. |
| 3182-000 | Air Vacuum Release Valve Replacement Reach E (2018) | Construction | Evaluating valve size prior to procurement. |
| 4004-000 | Trail Bridge Creek Crossing Protection (Reach D) | Design | A recommendation for award is being presented at the March 1, 2018, SOCWA Board of Directors meeting. |

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

| <i>Task Code</i> | <i>Description</i> | <i>Phase</i> | <i>Status</i> |
|-------------------------------------|---|---------------------|---|
| CAPITAL IMPROVEMENT PROJECTS | | | |
| 3480-000 | Internal Seal Replacement (2018) | Design | A review meeting is scheduled with Black & Veatch on February 27, 2018. |
| 4004-000 | Emergency Plan Development (2016) (NCP) | Study | A review meeting is scheduled with Black & Veatch on February 27, 2018. |

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

| Task Code | Description | Fiscal Year 17/18 | | Fiscal Year 18/19 | | | |
|---------------------------------|---|-------------------|---------|-------------------|---------|---------|---------|
| | | 3rd Qtr | 4th Qtr | 1st Qtr | 2nd Qtr | 3rd Qtr | 4th Qtr |
| FACILITY IMPROVEMENTS PACKAGE B | | D | D | D | B&A | C | C |
| 3213-000 | Water System Piping Improvements (2014) | D | D | D | B&A | C | C |
| 3214-000 | 4MGD Diversion Flow Meter & Control Structure (2012) | D | D | D | B&A | C | C |
| 3202-000 | Preliminary and Primary Treatment Improvements (Package "B") (2016) | D | D | D | B&A | C | C |
| 3285-000 | Main Plant Drain Line Reconstruction (2018) | D | D | D | B&A | C | C |
| 3280-000 | Facility Improvements B - Basin Upgrades (2018) | D | D | D | B&A | C | C |
| 3287-000 | Facility Improvements B - DAFT (2018) | D | D | D | B&A | C | C |
| 3212-000 | East Primary Influent Channel Repair (2015) | D | D | D | B&A | C | C |
| 3218-000 | Energy Building Roof Reconstruction (2015) | D | D | D | B&A | C | C |
| 3216-000 | Hoist System for Maintenance Shop (2013) | D | D | D | B&A | C | C |
| 3253-000 | Effluent System Valve Replacement (2017) | | D | D | B&A | C | C |
| 3210-000 | Facility Improvements - Solids Area (2015) | D | D | D | B&A | C | C |
| INDEPENDENT PROJECTS | | | | | | | |
| 3250-000 | Plant 1 Grit Basin Improvements (2017) | B&A | C | C | C | C | C |
| 3287-000 | Facility Improvements - Digester 4 Imps. (2018) | | D | B&A | C | C | C |
| 3286-000 | PLC Upgrades (2018) | C | C | | | | |
| 4001-000 | Plant Drain System Study (2017) (NCP) | | P | P | | | |

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

| Task Code | Description | Fiscal Year 17/18 | | Fiscal Year 18/19 | | | |
|---------------------------------|--|-------------------|---------|-------------------|---------|---------|---------|
| | | 3rd Qtr | 4th Qtr | 1st Qtr | 2nd Qtr | 3rd Qtr | 4th Qtr |
| MISCELLANEOUS IMPROVEMENTS 2017 | | C | | | | | |
| 3507-000 | East Primary Influent Gates (2015) | C | | | | | |
| 3508-000 | Grit System Knife Gate Valve Replacement (2015) | C | | | | | |
| 3510-000 | Grating Rebate and Concrete Repair Between Aeration Basins and Primary Basins (2016) | C | | | | | |
| 3512-000 | Grating Rebate and Concrete Repair Between HW Building and Primary Basins (2016) | C | | | | | |
| 3550-000 | Export Sludge Pump Addition (2017) | C | | | | | |
| 3554-000 | Odor Scrubber Bleach Tank Replacement (2017) | C | | | | | |
| 3503-000 | Scrubber Upgrade (2013) | C | | | | | |
| 3562-000 | AWT Applied Water Pump Replacement (2017) | C | | | | | |
| 3517-000 | AWT Backwash Water Pump Replacement (2016) | C | | | | | |
| | | | | | | | |
| FACILITY IMPROVEMENTS PACKAGE | | D | D | D | B&A | C | C |
| 3504-000 | Aeration System Modification Design (2015) | D | D | D | B&A | C | C |
| 3592-000 | Facility Improvements Project Design (2018) | D | D | D | B&A | C | C |
| 3509-000 | Switchgear Replacement Design (2016) | D | D | D | B&A | C | C |
| 3514-000 | CTP Facility Upgrade Design (2016) | D | D | D | B&A | C | C |

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

| Task Code | Description | Fiscal Year 17/18 | | Fiscal Year 18/19 | | | |
|----------------------------------|--|-------------------|---------|-------------------|---------|---------|---------|
| | | 3rd Qtr | 4th Qtr | 1st Qtr | 2nd Qtr | 3rd Qtr | 4th Qtr |
| MISCELLANEOUS IMPROVEMENTS 2018 | | D | B&A | C | C | C | C |
| 3593-000 | Primary Sludge Valve Replacement (2018) | D | B&A | C | C | C | C |
| 3597-000 | MCC-A Replacement (2018) | D | B&A | C | C | C | C |
| 3596-000 | Applied Water VFD Pump Panel and Electrical (2018) | D | B&A | C | C | C | C |
| | | | | | | | |
| EXPORT SLUDGE SYSTEM REPLACEMENT | | ENV | B&A | C | C | C | C |
| 1367 | Export Sludge Line Repair & Rip Rap (R - 2) (2012) | ENV | B&A | C | C | C | C |
| 3534-000 | Export Sludge System (1997) | ENV | B&A | C | C | C | C |
| | | | | | | | |
| INDEPENDENT PROJECTS | | | | | | | |
| 3594-000 | PLC Replacement (2018) | C | C | | | | |
| 3553-000 | Plant Drainage Improvements (2017) | B&A | C | | | | |

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

| Task Code | Description | Fiscal Year 17/18 | | Fiscal Year 18/19 | | | |
|---------------------------------|---|-------------------|---------|-------------------|---------|---------|---------|
| | | 3rd Qtr | 4th Qtr | 1st Qtr | 2nd Qtr | 3rd Qtr | 4th Qtr |
| MISCELLANEOUS IMPROVEMENTS 2016 | | | | | | | |
| 3707-000 | Influent Manholes 1 and 2 and Sewer Repair (2016) | | | | | | |
| 3708-000 | Influent Junction Structure Gate Replacement (2016) | | | | | | |
| 3710-000 | AWT Water Quality Instrumentation (2016) | | | | | | |
| 3712-000 | Grit Basin Drop Gate and Weir Replacement (2016) | | | | | | |
| 3717-000 | Security Fencing (2015) | | | | | | |
| 3718-000 | Access Bridge Upgrades (2015) | | | | | | |
| 3723-000 | Recoat Top of Digesters (2016) | | | | | | |

| | | | | | | | |
|--|--|---|-----|---|---|---|---|
| MISCELLANEOUS IMPROVEMENTS 2017 | | D | B&A | C | C | C | C |
| 3701-000 | Secondary Electrical System Rerouting (2014) | D | B&A | C | C | C | C |
| 3702-000 | Waste Activated Sludge VFD Control Panel (2013) | D | B&A | C | C | C | C |
| 3730-000 | Primary Gallery Upgrade (2014) | D | B&A | C | C | C | C |
| 3781-000 | Primary Scum Skimmer Replacement (2018) | D | B&A | C | C | C | C |
| 3784-000 | DAF (Mannich) Polymer System Replacement (2018) | D | B&A | C | C | C | C |
| 3785-000 | DAF Dissolution Tank System Replacement (2018) | D | B&A | C | C | C | C |
| 3786-000 | Primary Gallery Mechanical and Electrical Upgrade (2018) | D | B&A | C | C | C | C |
| 3761-000 | External Lighting Upgrade (2017) | D | B&A | C | C | C | C |

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

| | | Fiscal Year 17/18 | | Fiscal Year 18/19 | | | |
|-------------------------------------|---|-------------------|---------|-------------------|---------|---------|---------|
| Task Code | Description | 3rd Qtr | 4th Qtr | 1st Qtr | 2nd Qtr | 3rd Qtr | 4th Qtr |
| COGENERATION AND SWITCHGEAR UPGRADE | | C | | | | | |
| 3715-000 | Switchgear Upgrade (2006) | | | | | | |
| 3720-000 | Digester Dome Recoating (2014) | | | | | | |
| 1478 | Underground Piping Upgrade (2006) | | | | | | |
| 3722-000 | Co-Generation System Retrofit (2008) | C | | | | | |
| | | | | | | | |
| MISCELLANEOUS IMPROVEMENTS 2018 | | D | D | B&A | C | C | C |
| 3787-000 | Aeration Area Upgrade Design (2018) | D | D | B&A | C | C | C |
| 3790-000 | Solids Area Upgrade Design (2018) | D | D | B&A | C | C | C |
| | | | | | | | |
| INDEPENDENT PROJECTS | | | | | | | |
| 3704-000 | Odor Control Scrubber Control Panel No. 1 (2013) | | | | | | |
| 201717RL1 | Effluent Equalization Pond and Gate Condition Assessment (2017) (NCP) | | | | CA | CA | |
| 201617RL5 | Primary Influent Channel Condition Assessment (2016) (NCP) | | | | CA | CA | |
| 3788-000 | PLC Upgrade (2018) | C | C | | | | |

Agenda Item

Budgeted: Yes

Budget amount: \$400,000.00

Line Item: PC 21 (Reach D) Tasks 3101-000

Legal Counsel Review: No

Meeting Date: March 1, 2018

TO: Project Committee 21 (Reach D) Board of Directors

FROM: Betty Burnett, General Manager

STAFF CONTACT: Brian Peck, Director of Engineering

SUBJECT: Award of Engineering Services for the Effluent Transmission Main Trail Bridge Crossing Design Project Final Design

Summary

This agenda item provides a recommendation for the award of an engineering services contract to Tetra Tech for the final design of the Effluent Transmission Main Trail Bridge Crossing Design Project. This work is a Project Committee 21 – Reach D project.

Background

The Effluent Transmission Main (ETM) conveys treated secondary effluent from the Irvine Ranch Water District (IRWD) Los Alisos Water Reclamation Plant, the El Toro Water District (ETWD) Reclamation Plant, the SOCWA Regional Treatment Plant and the SOCWA Coastal Treatment Plant to the Aliso Creek Ocean Outfall. The ETM also carries brine flow from two IRWD groundwater treatment facilities.

The ETM largely follows the path of the Aliso Creek. This includes several crossings beneath Aliso Creek. One site, the Trail Bridge ETM Crossing, is in need of protection against potential channel scour and erosion. The Trail Bridge ETM Crossing is a 24-inch reinforced concrete pipe (RCP) with a concrete encasement that diagonally crosses Aliso Creek. The Trail Bridge ETM Crossing is located approximately 1,000 feet north of Aliso Viejo Middle School. The top of existing concrete encasement for the ETM is exposed and scoured to a depth of 30 inches within Aliso Creek and potentially subject to additional scour and structural damage by channel debris.

The Trail Bridge ETM crossing is part of Reach D of the ETM. The capacity in this reach of the ETM is jointly owned by the IRWD and the ETWD.

SOCWA retained TetraTech to prepare a Technical Memorandum in 2014 to develop a conceptual level alternative design for the Trail Bridge ETM crossing site.

The goals of the proposed project are to (i) update the original concept for protection of the existing ETM against impacts of channel scour and erosion under the 100-year flood condition at the Trail Bridge ETM crossing as set forth in the "Technical Memorandum Site 2 – Trail Bridge ETM Crossing" (June 2014, TetraTech), (ii) define the construction methodology to implement the project, (iii) identify all parties whose permission is needed to complete the project, (iv) complete all environmental documentation and permitting needed to perform the work, (v) complete the design documents and (vi) provide a cost estimate for the work.

Requests for Proposals

Requests for Proposals (RFP's) for engineering services were originally transmitted to the following three firms:

- AECOM
- HDR Engineering
- Tetra Tech

A single proposal was received from Tetra Tech. The remaining two firms declined to propose as they felt that Tetra Tech has a significant competitive advantage by having completed the preliminary design report.

Discussion/Analysis

Proposal Summary

A summary of the proposal is presented in Table 1.

TABLE 1
PROPOSAL SUMMARY

| | |
|---------------------------------------|--|
| Firm | Tetra Tech |
| Project Manager | Jung Suh |
| Project Engineer | Dragi Stefanovic |
| Principal | Patti Sexton |
| Subconsultants | Dudek Environmental for Biological and Environmental; Bush and Associates for Surveying |
| Qualifications | Prepared the conceptual design technical memorandum |
| QA/QC | Patti Sexton and Ike Pace |
| Total Labor Hours | 1,890 |
| Number of Drawings | 11 |
| Project Schedule | Design completion by November 2018 (adjusted for delay in award) |
| Contract Issues | None |
| Proposal Requirement Compliance | Complied |

The proposed fees for each firm are as shown in Table 2.

TABLE 2
PROPOSAL FEE SUMMARY

| | |
|-----------|--------------|
| | TetraTech |
| Total Fee | \$365,195.00 |

The portion of the fee that was set aside for the environmental work was \$195,835.00 (work to be done by subconsultant Dudek with a mark-up by Tetra Tech for administration). The Engineering Committee expressed concern that such a large portion of the fee was set aside for the environmental work. This concern was heightened due to the lack of additional proposals for comparison. The Project Committee 21 Engineering Committee members requested that staff contact another environmental services firm to review the scope and fee that had been included as part of the Tetra Tech proposal. Moulton Niguel Water District staff recommended that SOCWA contact Helix Environmental as Helix had worked with Tetra Tech staff on prior projects. SOCWA staff met with Beth Martinez of Helix to review the scope and fee that had been submitted for the project. Ms. Martinez indicated that if Helix had proposed on the project that their scope and labor hours would have been similar to that proposed by Tetra Tech/Dudek. However, Ms. Martinez did note that Dudek might be able to use staff with less experience (lower rates) to perform some tasks. SOCWA staff reviewed the scope and pricing with the Tetra Tech/Dudek team. By reorganizing the tasks and staff assignments the Tetra Tech/Dudek team lowered the pricing of their proposal from \$365,195.00 to \$345,370.00.

Advisory Committee Review

The Tetra Tech proposal for the Effluent Transmission Main Trail Bridge Crossing Design Project Final Design services was originally reviewed at the Engineering Committee meeting on September 14, 2017. SOCWA staff provided updated information to the Engineering Committee on February 8, 2018. The Project Committee 21 Engineering Committee members recommended the award of contract to Tetra Tech.

Fiscal Impact

The proposed fee for Tetra Tech for the final design of the Effluent Transmission Main Trail Bridge Crossing Design Project is \$345,370.00. Task 3101-000 was established in the Fiscal Year 2016/2017 budget for the design and planning of the project. The budget status of the task item presented in Table 3.

TABLE 3
BUDGET STATUS

| Task | Cost Center | Budget | Expended to Date | Proposed Engineering Contract | Contingency |
|----------|---------------|--------------|------------------|-------------------------------|-------------|
| 3101-000 | PC 21 Reach D | \$400,000.00 | \$0.00 | \$345,370.00 | \$54,630.00 |

The allocation of the project cost to the member agencies is presented in Table 4.

TABLE 4
ALLOCATION OF COST TO MEMBER AGENCY

| Member Agency | Total |
|-----------------------------|--------------|
| El Toro Water District | \$172,685.00 |
| Irvine Ranch Water District | \$172,685.00 |
| Total | \$345,370.00 |

The project ledger for the Trail Bridge Crossing protection project is presented in Exhibit 2.

Recommendation

The following action is recommended:

- Approval of the award of the Engineering Services Contract to Tetra Tech at a fee of \$345,370.00 for the Final Design of the Effluent Transmission Main Trail Bridge Crossing Design Project [PC21 Reach D].

EXHIBIT 1 SCOPE OF SERVICES

Tasks include the following:

- I. **Progress Meetings.** FIRM shall conduct progress meetings at SOCWA's Regional Treatment Plant Operations Building. FIRM shall prepare the agenda, the action item list and the decision log for each meeting. FIRM shall plan for a maximum of six progress meetings including one kickoff meeting.
- II. **Survey.** FIRM shall conduct the following surveys:
 - A. **Topographic Survey.** A new topographic survey shall be performed for this project. The scale for the survey shall be 1" = 20' with one foot contour intervals. FIRM shall be responsible for setting benchmark and ground control. Survey shall identify all key man-made features including but not limited to bridge, concrete encasements, telephone/electric poles, trails/road and structures. FIRM shall provide completed survey maps in both hard copy and electronic formats.
 - B. **Property Survey surrounding Project Site.** A property survey shall be performed to determine the boundary of the existing site as well as identifying property owners adjacent to the site.
 - C. **Easement Survey.** An easement survey shall be performed to determine the legal descriptions and ownerships of the proposed project site to determine how a contractor might access the site.
 - D. **Comprehensive Map.** FIRM shall provide overall site map showing extent potential access routes to the construction site. Property boundaries, parcel numbers, property owners and key easements.
- III. **Concept Review.** FIRM shall review the rock rip-rap alternative identified in the technical memorandum titled "Buried Utility Protection along Aliso Creek Phase I Technical Memorandum, Site 2 – Trail Bridge ETM Crossing" by Tetra Tech in 2014 to determine if the conceptual design is still feasible. FIRM shall identify potential improvements (or reductions) to the proposed alternative. FIRM shall confirm cost estimate from the 2014 technical memorandum.
- IV. **Creek Hydraulics.** FIRM shall use the information from the existing hydraulic conditions plus visual observations to determine if there are any concerns regarding tail water conditions. It is not anticipated that the firm will perform additional hydraulic modeling for the task.
- V. **Constructability Review.** FIRM shall address the following items as part of the constructability review:
 - A. Equipment needed for construction
 - B. Access route needed for construction
 - C. Improvements needed to construction route to handle equipment and transport
 - D. Space needed for staging area
 - E. Approximate duration of the proposed project

- F. Expected time during the year during which the work will be performed (with respect to both wet weather conditions and sensitive species nesting periods)
- G. Methodology for creek bypass
- VI. Identify and Contact Key Landowners. FIRM shall identify the landowners that may be impacted by performance of, staging at or access to the project site based on the survey information developed under Task II. FIRM shall prepare a table showing property owner, contact, contact information and extent of project impact. Once the landowners have been identified, FIRM shall also take the lead on coordinating with the identified landowners.
- VII. Coordination with the County of Orange. FIRM shall prepare applications and procure all County of Orange encroachment permits needed to perform survey work (topographical, biological and cultural). FIRM shall orchestrate and conduct two meetings with County of Orange staff to review project. FIRM shall prepare agendas and minutes.
- VIII. Biological Survey. FIRM will conduct a general biological reconnaissance survey of the entire project site to create a baseline biological resources map with vegetation communities and conspicuous sensitive species locations. Vegetation communities will be mapped according to Holland nomenclature where feasible. During the field survey, a general inventory of plant and animal species detected by sight, calls, tracks, scat, or other signs will be compiled as well as a determination of potential sensitive species which could occur on the project site. Observable sensitive resources including perennial plants and conspicuous wildlife commonly accepted as regionally sensitive by the California Native Plant Society (CNPS), the State of California Department of Fish and Wildlife (CDFW), United States Fish and Wildlife Services (USFWS), and the Coastal Subregion Natural Community Conservation Plan & Habitat Conservation Plan (NCCP/HCP) will be recorded and later digitized into a Geographic Information Systems (GIS) format and added to a Biological Resources Map.

A formal delineation for land under the jurisdiction of the CDFW as wetlands, pursuant to Section 1602 of the California Fish and Game Code; under the jurisdiction of the U.S. Army Corps of Engineers (USACE) pursuant to Section 404 of the Federal Clean Water Act as waters of the United States, including wetlands, and wetlands under the jurisdiction of the Regional Water Quality Control Board (RWQCB) pursuant to Section 401 of the Clean Water Act and the Porter Cologne Act will be conducted concurrently with the vegetation mapping effort. Following completion of the field work, all jurisdictional polygons will be digitized or downloaded in an AutoCAD drawing and, using ArcView or ArcInfo, a GIS coverage will be created. Once in ArcView or ArchInfo, acreages of each jurisdictional area will be determined.

All mapping will be done in the field directly onto a 100- or 200- scales (1" = 100' or 200') topographic or aerial photographic base and later digitized into GIS format using AutoCAD or ArcView. Where feasible and necessary, vegetation boundaries will be delineated using a Global Positioning System (GPS) unit and later downloaded into ArcView.

In addition, focused Surveys for suitable habitats and rare plants shall be performed along the proposed project site. Upon completion of all biological surveys, FIRM shall produce a written technical biological resources technical report and a 40-scale biological resources map overlaid on the project topographic map portraying the findings of the field work. The report will include: a description of existing site conditions with special regard to sensitive habitats and sensitive species; quantification of the direct impacts of the project on biological resources; analysis of the potential direct, indirect, and cumulative impacts of the proposed project; as required by CEQA; and recommend mitigation measures that would reduce any significant impacts to a level less than significant.

- IX. Cultural Survey. FIRM shall conduct an archaeological, paleontological and historical survey of the project site. Prior to conducting a field survey, FIRM will conduct a detailed archaeological and paleontological site files record search at the South Central Coastal Information Center at the California State University, Fullerton. A list of previous studies conducted and all registered archaeological and paleontological sites located within one mile of the subject property will be compiled from the inquiry. Copies of all reports pertaining to the immediate project area will be gathered. Once the results of the records search inquiry have been compiled, FIRM will conduct a field survey of the project study area, which consists of the identification of resources through intensive field reconnaissance of the entire project area. In addition to the specific location of these resources, a Phase I survey will also be conducted which seeks to establish a sense of the horizontal extent of the identified resources, a general impression regarding the potential for subsurface deposits, as well as an initial assessment of the integrity of the resources.
- X. CEQA. FIRM shall provide SOCWA with the environment document required to meet SOCWA's obligations as lead agency under CEQA and fulfill CEQA Plus requirements of the State Water Resources Board. The FIRM shall prepare an Initial Study in accordance with CEQA Guidelines. FIRM shall prepare Mitigated Negative Declaration. FIRM shall prepare additional documentation demonstrating project compliance with Federal environmental regulations (CEQA-Plus). FIRM shall prepare Mitigation Monitoring Plan. FIRM shall prepare and issue Notice for Public Hearing. FIRM shall prepare materials and presentation for Public Hearing. FIRM shall perform all filing necessary to complete the CEQA process.
- XI. Resource Agency Permit Application. FIRM shall prepare and file resource agencies permit applications including CDFG, RWQCB, USACE and USFWS respective permit. Permit application fees shall be paid by SOCWA. FIRM shall budget for a total of five meetings to meeting with resource agencies to review permit application. FIRM shall be responsible for responding to all questions posed by the resource agencies as needed to finalize permitting.
- XII. County of Orange Permit Application. FIRM shall prepare the application for the Public Properties Permit. FIRM is required to make all revisions and submittals necessary to obtain the Public Properties Permit.

- XIII. Final Design. FIRM shall prepare drawings showing plans, profiles and sections of the design, and any specifications applicable to the project.
- XIV. Submittals. FIRM shall make two submittals: 90% and 100%. FIRM shall address all SOCWA comments on the 100% submittal. FIRM shall provide one set of specifications on 8-1/2 x 11 paper, one copy of the final drawings on full size (22 x 34) paper and one copy of the final drawings on 1/2 size bond paper. FIRM shall also provide specifications in electronic form (in *.doc format) and drawings in electronic form (in *.dwg and *.pdf format).
- XV. Cost Estimate. FIRM shall prepare and submit detailed cost estimates with the 90% and 100% submittals.

Agenda Item

Meeting Date: March 1, 2018

TO: Board of Directors

FROM: Betty Burnett, General Manager

SUBJECT: Interim General Counsel and Labor Counsel Services Agreement with Varner Brandt

As discussed at the February 1, 2018 Board meeting, Varner Brandt has previously provided counsel services to SOCWA in the area of labor matters. The Varner Brandt firm has agreed to provide SOCWA with interim General Counsel services and in order to memorialize that addition to services, the General Manager has signed the attached legal services agreement.

Recommended Action

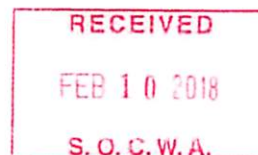
The Board of Directors to ratify the legal services agreement with Varner Brandt to serve as Interim General Counsel pending selection of a new general counsel and to continue serving as SOCWA labor counsel.



February 7, 2018

Bradley.Neufeld@VarnerBrandt.com

VIA US MAIL
and EMAIL(bburnett@socwa.com)



Betty Burnett
General Manager
South Orange County Wastewater Authority
34156 Del Obispo Street
Dana Point, CA 92629

Re: Retainer Agreement for Varner & Brandt LLP

Dear Betty:

The purpose of this letter is to confirm our retention by South Orange County Wastewater Authority (the "Client") to provide general labor & employment law advice on an as-needed basis and interim general counsel services until a new general counsel is selected (the "Matter"). We appreciate your confidence and thank you for selecting us as counsel.

1. Scope of Services. Our services are limited to the Matter described in this Retainer Agreement (although the scope of that representation might be enlarged by a supplemental retention correspondence from you or that we may acknowledge.) We will be representing only Client and those persons or entities specifically identified in our Retainer Agreement. Unless the Firm agrees in writing to do so, our retention does not include any representation of any employees, affiliates, or members of those persons or entities.

Also, unless separately retained for that purpose, we do not provide advice or representation concerning whether any matters are covered by a client's insurance policies, and, in the event of a dispute over coverage, we cannot advise or represent you in connection with such a dispute. We therefore urge you to review your policies to determine whether any matter for which you might retain us is covered by such policy. If you believe that a policy might cover any such matter, it will be your responsibility to notify your insurance company.

We do not practice securities law and we do not advise our clients on such matters. Neither do we undertake to determine or advise our clients whether any particular matter or potential matter is material or must be disclosed for financial-audit purposes.

An attorney-client relationship will exist between us for the duration of the Matter, unless that relationship is earlier terminated in writing by either of us. In cases in which we have been engaged to provide counsel on general business matters on an as-needed basis or for

Riverside Office
3750 University Ave
6th Floor
Riverside, CA 92501
Tel: 951 274 7777
Fax: 951 274 7770

Ontario Office
3237 E. Guasti Road
Suite 220
Ontario, CA 91761
Tel: 909 931 0879
Fax: 909 931 9219

varnerbrandt.com

3750 University Avenue | 6th Floor | Riverside, CA 92501-3523 | Tel: 951 274 7777 | Fax: 951 274 7770

labor and employment advice, the relationship will end twelve months after the last substantive work you ask us to perform. The term "substantive work" does not include routine response to auditors' requests. On these latter cases, our advice will of course be consistent with applicable legal principles and interpretations as of the date we provide it. However, those principles and interpretations are subject to change, and we cannot undertake to advise you of later changes at our own initiative. We will be pleased to respond to future requests that we reevaluate our advice in the light of any new developments.

Except as we may otherwise agree, the terms of this letter apply to other retentions for the Client that we may undertake.

2. Attorneys, Fees and Charges Involved in Provision of Legal Services. I will be the partner primarily responsible for the oversight of the Matter. Other attorneys in our firm may work on the Matter when and if needed and, when employed, those attorneys will work directly under my supervision. Other attorneys may also perform work when we deem it to be in your best interests, or for reasons of speed, economy or assistance where the workload demands assistance. The rates to be charged by attorneys working on the Matter presently vary between \$240 to \$300 per hour for Junior Associates; \$295 to \$385 per hour for Senior Associates/Counsel; \$325 to \$450 per hour for Of Counsel; \$365 to \$500 per hour for Partners; all depending on the experience, expertise, and specialization of the attorney involved. All attorney rates will be discounted 20 %. Paralegal time is charged at rate of \$185 an hour.

The above rates are subject to change periodically, depending on the market. You will be provided advance notice of any rate change. Depending upon the precise nature of the services requested, the actual charge for services will be the hourly rate of the attorney or attorneys involved multiplied by the number of hours utilized (calculated in 1/10th hour increments), with exception to telephone calls, which are charged at a minimum of 3/10th of an hour due to the administrative tasks associated with all telephone calls.

In addition to fees, our statements include our actual costs (except as set forth in Attachment A) for fees of governmental agencies and distributions and/or charges for third parties, the current schedule for which is set forth on Attachment A and which also is adjusted from time to time (collectively "Charges"). Our standard practice is to have certain charges for outside retained services invoiced to you directly. This letter constitutes the Clients' agreement to pay all such invoices prior to delinquency and to hold us harmless from your failure to do so. Of course, to the extent such third party charges are paid directly by us they will be included in our statements.

Statements are submitted monthly and are due and payable upon presentation. You also agree to notify us promptly in writing if you dispute any entry for legal services or charges on any statement. In the absence of any written objection thereto within thirty (30) days of your receipt of an invoice, you will be deemed to have accepted and acknowledged the



invoice as correct through the period covered by the invoice. Please understand that it is our policy to stop work on all matters we are handling for a client if an amount invoiced to such client is sixty (60) days or more past due. Also, interest is charged at 10% per annum from date of statement for amounts outstanding more than sixty (60) days.

Unless we otherwise expressly agree in writing, any estimates we may provide from time to time and any deposits, retainers, or advances against costs we may require are not a limitation on our fees and other charges. In addition, if as a result of our retention we are required to produce documents or appear as witnesses in connection with any governmental or regulatory examination, audit, investigation or other proceeding or any litigation, arbitration, mediation or dispute involving the Client or related persons, the Client is responsible for costs and expenses reasonably incurred by us (including professional and staff time at then scheduled hourly rates and reasonable attorneys' fees and costs incurred by us). This provision shall survive any termination of our representation of the Client.

3. No Conflicts. We maintain a conflict of interest index which lists all our clients and matters in which they were represented by us. Representation of any party with an interest that may be adverse to an indexed client will not be accepted by us without an examination to determine if a professional conflict of interest would be created. We have indexed the Client as South Orange County Wastewater Authority and have determined that with respect to the adverse parties, no actual or potential conflict of interest exists based on this listing. Please review this listing to determine whether this entry is adequate. Unless we hear from you to the contrary, we will assume that the above listing is accurate and complete.

4. Communications and Protection of Client Confidences. It is of course essential that clients and attorneys communicate effectively with one another to exchange information and to discuss developments and possible courses of action. Naturally, we will keep you informed as developments occur and will consult with you as to the appropriate steps to take. By the same token, you agree to keep us informed of your objectives and wishes and that, if we ask for specific information, documents or for instructions necessary to adequately carrying out our representation, you will respond accurately, completely, and as quickly as possible

As you may know, communications between clients and attorneys are generally privileged and are not discoverable by third parties. However, recent court decisions have emphasized how easily that privilege can be lost, such as where attorney correspondence is routed through a client's routine intra-office mail, or where attorney/client communications are discussed with persons outside the attorney/client relationship. Any practical steps you can take to ensure that our attorney/client communications are not disclosed to third parties will be invaluable in protecting your right to claim that privilege.

While we remain mindful of our central obligation to preserve the secrets and confidences of our clients, it is also important that we agree from the outset what kinds of



communications technology we will employ in the course of our retention and representation. Unless the Client specifically directs us to the contrary, for purposes of our retention and representation, we agree that it is appropriate for us to use fax machines and email in the course of our relationship without any encryption or other special protections. In that regard, if there is a specific email address which you would like us to use to communicate with you, other than your current email address, please let us know. Please also notify our firm if the Client has any other requests or requirements in connection with the methods of telecommunication, or persons to be included or copied in the circulation of documents relating to our services.

In light of the foregoing, our firm cannot and does not guarantee the security and/or confidentiality of email communication and will not be liable for improper disclosure of confidential information that is not caused by our firm's intentional misconduct.

5. Termination of Services. You may terminate our representation at any time, with or without cause, by notifying us. If you do, papers and property which you have provided to us will be returned to you promptly in accordance with our Rules of Professional Responsibility. Our internal files regarding administrative matters pertaining to the case will be retained. Termination of our services will not affect your responsibility for payment of legal services rendered and additional charges incurred both before termination and in connection with an orderly transition of the matter, including the copying of any files that you request that we provide to you or to substitute counsel.

Our Rules of Professional Responsibility list several types of conduct or circumstances that require or allow us to withdraw from representing a client. These include, for example: nonpayment of fees or costs, use of our services to perform a criminal or fraudulent act, misrepresentation of or failure to disclose material facts, action contrary to our advice, and conflicts-of-interest with another client. In addition, we reserve the right to stop our work for you if you fail to cooperate with us, or if any account is past due and we have been unable to agree on a mutually acceptable plan for payment. You agree that we may withdraw from the representation under these circumstances, subject to court approval where such approval is required for such withdrawals. In the event we seek to withdraw, you agree to engage in new counsel immediately.

6. Our Document Retention. Additionally, you authorize us, at the conclusion of this matter, to return any and all original documentation to your office at the address set forth on this letter, unless you otherwise direct us in writing, and to dispose of copies of documents sent from you or to you after the fifth anniversary of the closing of the file on this matter. Files are generally closed at the conclusion of a lawsuit or completion of a transaction.

7. Arbitration. Any dispute between us concerning our fees or charges shall, if you so elect, be submitted to arbitration under rules of the California State Bar, and shall be binding if (i) each of us so agrees after any such dispute arises, or (ii) such arbitration



becomes binding under such rules. Any dispute between us concerning our fees or charges not so submitted to binding arbitration under the rules of the California State Bar, or that remains unresolved after non-binding arbitration under such rules, and any other dispute between or among you and us or any of our attorneys and agents, including but not limited to claims of malpractice, errors or omissions, or any other claim of any kind regardless of the facts or the legal theories, shall be finally settled by mandatory binding arbitration in Riverside County, California, conducted in accordance with California Code of Civil Procedures §§ 1282 et seq., including, but not limited to, section 1283.05, with each party to bear its own costs and attorneys' fees and disbursements. Such arbitration shall be conducted before a single arbitrator, except in matters involving a dispute greater than five hundred thousand dollars, which shall be conducted before a three arbitrator panel with each side selecting one arbitrator and the two arbitrators selected by the parties choosing the third arbitrator. Judgment on a binding arbitration award may be entered in any court of competent jurisdiction. *We mutually acknowledge that, by this agreement to arbitrate, each of us irrevocably waives our right to court or jury trial. You have the right to consult separate legal counsel at any time as to any matter, including whether to enter into this retainer agreement and consent to the foregoing agreement to arbitrate.*

8. No Guarantees. Finally, it should be noted that you understand no representation or guaranty of any particular outcome has been made regarding the Matter. Instead, the only arrangement between us is that we will extend our best professional efforts on your behalf, under the circumstances the Matter was presented to us.

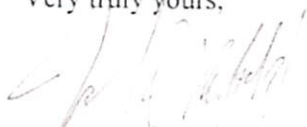
If the foregoing is acceptable, please sign this retainer agreement and return it to us either electronically or in the envelope provided. A copy is enclosed for your records. If you have any questions or concerns, please feel free to call.



South Orange County Wastewater Authority
Betty Burnett
February 7, 2018
Page 6

Once again, thank you for selecting us to represent you as counsel.

Very truly yours,




Bradley E. Neufeld, of
VARNER & BRANDT LLP

The undersigned has read and understood this retention letter and agrees that it correctly sets forth the terms upon which Varner & Brandt LLP has been retained by the undersigned in connection with the representation described herein.

SOUTH ORANGE COUNTY WASTEWATER AUTHORITY

Dated: 2-7-, 2018


By: Betty Burnett

ATTACHMENT A
ADMINISTRATIVE CHARGE TABLE

(As of July 1, 2018)

For your information, the following is a current list of the various costs that are charged to clients.

| <u>Category</u> | <u>Charge</u> |
|--|--|
| Delivery (DHL, Federal Express, Airborne, messenger etc.) | Invoiced cost; not reduced by any volume discounts. |
| Document imaging (Scanning, OCR, Coding) | Invoiced cost. |
| Duplicating | \$0.25 per page; color copies \$0.75. (Copying costs are not charged for ordinary day-to-day copying, such as copying for various correspondences, but would be charged in the event that voluminous documents are required as part of our representation.) |
| Lexis/ Westlaw Legal research | Vendors Rates. |
| Postage | Actual cost of mailings over \$5.00 per day. |
| Travel | Actual Cost. |



VARNER & BRANDT LLP

Privacy Of Information Disclosure Notice

Pursuant to the Gramm-Leach-Bliley Act, Public Law Number 106-102, and the rule issued by the Federal Trade Commission regarding the Privacy of Consumer Financial Information, 16 Code of Federal Regulations Part 313, law firms are required to provide written notices to certain clients regarding disclosure of non-public personal information. As your attorneys, Varner & Brandt LLP, collects non-public information about you from you and, with your authorization, from third parties such as accountants, financial advisors, insurance agents, banking institutions, and other advisors. We do not disclose any non-public personal information about our clients or former clients to anyone except as authorized by that client. If we are authorized by you, we may disclose non-public personal information to unrelated third parties. Such unrelated third parties would include accountants, financial advisors, insurance agents, or government authorities in connection with any tax returns prepared by us or tax planning. We restrict access to non-public personal information about you to those employees of our law firm who need to know the information in order to provide legal services to you. We maintain physical, electronic, and procedural safeguards that comply with Federal Regulations and our rules of ethics to guard your non-public personal information.

Attorney-Client Privilege

While the foregoing federal laws and regulations establish rules and disclosure requirements, they do not limit the attorney-client privilege or the confidentiality rules for information provided to attorneys. The privilege and confidentiality rules are governed by state law, the rules imposed on attorneys under state law and our ethics standards. In circumstances where applicable federal laws might allow disclosure, we will continue to follow the stricter non-disclosure rules of attorney-client privilege and client confidentiality.



Agenda Item

Legal Counsel Review: No

Meeting Date: March 1, 2018

Project Committee: PC-2

TO: Project Committee 2

FROM: Betty Burnett, General Manager

STAFF CONTACT: Jim Burror, Director of Operations

SUBJECT: SCADA Trending Module Update Project – JBL

Summary

The supervisory control and data acquisition (SCADA) infrastructure trending software requires an upgrade because the existing trending module is obsolete. The issue was discovered during recent upgrades of the SCADA software at CTP. The current version of Rockwell's SCADA software does not work with the old trending module. The trending module is used regularly by the operational staff to operate the plants and is a necessary update for RTP and JBL. The cost for the project is \$36,666 at each of the two plants for a total of \$73,332.

This **agenda item is only for PC-2 (JBL) at a cost of \$36,666** to allow for PC-2 members to vote on a single action affecting the PC-2 agencies.

Discussion/Analysis

The most recent updates to Rockwell's SCADA software used to operate the plants has made the previous trending module obsolete. The issue was discovered during the installation of updates at CTP. CTP was completed for a cost of \$36,666. Updates to the other two plants are also needed with the total to this vendor being over \$50,000.

SCADA system software updates are important to ensuring that critical security updates are in place, minimizing risks associated with cyber-attacks. CTP was completed by Tesco Engineering after they were contacted to resolve the errors discovered with the trending software during the recent software upgrade. Tesco also completed the most recent overhaul of the SCADA servers, including the associated software updates and are best suited to update the trending module. Because of the immediate need to continually minimize cyber-security risks and Tesco Engineering's understanding of SOCWA's systems, Tesco Engineering is recommended for this upgrade.

Prior Related Project Committee or Board Action(s)

None

Fiscal impact

Expenditure is within the amounts for the current fiscal year software upgrades IT budget.

Recommendation

Staff recommends to the Board of Directors to approve contract with Tesco Engineering to upgrade the SCADA trending software at JBL for an amount not to exceed \$36,666.00.

Agenda Item

Legal Counsel Review: No

Meeting Date: March 1, 2018

Project Committee: PC-17

TO: Project Committee 17

FROM: Betty Burnett, General Manager

STAFF CONTACT: Jim Burror, Director of Operations

SUBJECT: SCADA Trending Module Update Project – Non-Discretionary Purchase over \$50,000 - RTP

Summary

The supervisory control and data acquisition (SCADA) infrastructure trending software requires an upgrade because the existing trending module is obsolete. The issue was discovered during recent upgrades of the SCADA software at CTP. The current version of Rockwell's SCADA software does not work with the old trending module. The trending module is used regularly by the operational staff to operate the plants and is a necessary update for RTP and JBL. The cost for the project is \$36,666 at each of the two plants for a total of \$73,332.

This agenda item is only for PC-17 (RTP) at a cost of \$36,666 to allow for PC-17 members to vote on a single action affecting the PC-17 agencies.

Discussion/Analysis

The most recent updates to Rockwell's SCADA software used to operate the plants has made the previous trending module obsolete. The issue was discovered during the installation of updates at CTP. CTP was completed for a cost of \$36,666, under the General Manager's authority, as a non-discretionary purchase under \$50,000. Updates to the other two plants were delayed because the total to upgrade the three plants is over the General Manager's authority of \$50,000.

SCADA system software updates are important to ensuring that critical security updates are in place, minimizing risks associated with cyber-attacks. CTP was completed by Tesco Engineering after they were contacted to resolve the errors discovered with the trending software during the recent software upgrade. Tesco also completed the most recent overhaul of the SCADA servers, including the associated software updates and are best suited to update the trending module. Because of the immediate need to continually minimize cyber-security risks and Tesco Engineering's understanding of SOCWA's systems, Tesco Engineering is recommended for this upgrade.

Prior Related Project Committee or Board Action(s)

None

Fiscal impact

According to SOCWA's Purchasing Policy:

Non-Discretionary Expenses – Items that are approved for expenditure within a FY Budget and do not require further action of the Board for payment (see Exhibit 2 examples), which items may be less than or greater than the General Manager Authorization limit of \$50,000. Non-discretionary expenses relate to expenses essential to SOCWA's ability to provide service to Member Agencies and other customers (includes water purchases and power costs) and payroll related costs (tax obligations, PERS, employee benefits and voluntary deductions). Non-Discretionary Expenses include but are not limited to the examples shown in Exhibit 2.

Excerpt from Purchasing Policy Exhibit 2.

Non-Discretionary Expenses are listed under two categories known as Contractual Agreements⁴ and Essential Expenses.

Operations and Maintenance
• *Routine Operational*
 o *Equipment servicing*

Footnote 4: Where a Contractual Agreement with a vendor exceeds \$50,000, the award is subject to review and approval by the Board of Directors.

The cost will be used from the existing SCADA budget for software upgrades in the IT budget.

Recommendation

Staff recommends to the Board of Directors to approve contract with Tesco Engineering to upgrade the SCADA trending software at RTP for an amount not to exceed \$36,666.00.

Agenda Item

Legal Counsel Review: No

Meeting Date: March 1, 2018

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

Legal Services RFP

Staff issued the RFP for general counsel services to 11 potential law firms on February 19, 2018. The proposal due date is March 30, 2018. Staff will be working with the Executive Committee to set a review and interview schedule. Interviews may begin as early as April 5, 2018 based on the number and quality of proposals received.

Update to SOCWA 457 Plan

Staff will be engaging Sherrie Boutwell of Boutwell Fay LLP to prepare a SOCWA 457 Plan documentation. Boutwell Fay is a law firm that specializes in ERISA and Employee Benefits. After extensive file review, only the PERS form 457 documents could be located. SOCWA offers its employees both PERS and Nationwide as savings options, and a current and up to date Plan is needed.

Review of PERS UAL Distribution to SOCWA Member Agencies

The board requested that staff locate accounting/actuary services as needed to consider options to allocating PERS unfunded liability (UAL) to SOCWA member agencies. Staff interviewed 3 firms and selected two to provide preliminary review of allocation options. The two providers are John Bartell of Bartel and Associates, and Marilyn Jones of Nyhart. Both providers indicated an understanding of the goal of SOCWA to fairly distribute future pension costs taking into account prior experience in employee service to SOCWA and its predecessor JPAs AWMA, SERRA and SOCRA. The preliminary reviews will be brought to the Finance Committee for discussion of next steps.

SOCWA Financial Software

Staff has been in discussion with Blackbaud Inc. representatives about the current configuration of financial software in use at SOCWA. The Financial Edge product currently in use will go up in price over the next 4 years as the company is phasing out support for basic Financial Edge. SOCWA will have the option to migrate to FENXT and the potential window to make that transition looks to be between October 2018 and January of 2019. Staff will be looking to create funding for the migration in the 2018-19 FY Budget.

Janitorial Services Contract awarded to Crown Facility Solutions

At the January 11, 2018 board meeting a contract was awarded to Crown Facility Solutions for janitorial services. Director Reinhart asked for verification of the references check for the vendor and SOCWA Contract's Administrator was not at the meeting that day. The General

Manager stated that it is SOCWA's procedure to check vendor references. The Contract Administrator has confirmed that references for Crown Facility Solutions were checked with excellent reports received from three references as to quality of service, responsiveness to the assigned staff contact and reliability.

Environmental Compliance

WIMS One Facility Software Update:

The HACH WIMS Consolidation of the SOCWA database took place on February 2, 2018. The consolidation was necessary due to the HACH company not supporting the infrastructure of the future versions of software packages. Nine separate facilities were merged into one database spanning ~11,500 variables entered from the mid-1990s to present. Quality assurance checks were performed resulting in the clean-up of ~1,000 variables. Version update to 7.6.8 took place concurrently but was updated to 7.7.0 a week later to address errors. Lab staff led the effort with help from operations and IT to complete a challenging consolidation process. The database has been structured with naming conventions based on applicable PC affiliation for variables, entry forms, and reports. There was no impact to regulatory reporting and the software system is now meeting standards that will be supported by HACH for the foreseeable future. Staff will monitor software developments and strategize to protect the robust and historical database.

Site Security Update:

On January 16, 2018, Orange County Sheriff Deputies with the Critical Infrastructure Protection (CIP) Unit of the Orange County Intelligence Assessment Center (OCIA) visited all three SOCWA facilities for the completion of field assessments along with SOCWA personnel. The OCIA is a certified U.S. Department of Homeland Security-designated local center that adheres to the policies and procedures of federal, state, and local regulators. Anti-terrorism is the OCIA's primary focus, though it will devote resources to crime analysis on a case-by-case basis. The CIP Unit's primary focus is on prevention. The CIP unit is tasked with identifying locations of criticality and planning multi-agency/discipline prevention, deterrence, mitigation and response efforts.

Deputy Paul Chase, Deputy Oksana Aranskaja, and Deputy Orasio Leyva completed the field assessment activities at each facility along with Sean Peacher SOCWA's Environmental Compliance Safety Risk Manager. Field assessment activities include a review of SOCWA's existing Emergency Procedures. SOCWA's Security Systems, SOCWA Employee Active Shooter and Workplace Violence Training completed to date, SOCWA IT and SCADA Security Configurations/Vulnerabilities, SOCWA employee training on reporting of suspicious individuals or activities, a perimeter survey of SOCWA facilities for vulnerabilities, and an interior survey of SOCWA facilities for vulnerabilities.

A report documenting the field assessment activities is in the process of being prepared by OCIA and will be delivered to SOCWA via e-mail in the upcoming weeks. Staff will look at including funding for recommended items in the upcoming fiscal year budget.

Operations & Maintenance

NACWA Cost of Wipes On Clean Water Infrastructure Study

NACWA (National Association of Clean Water Agencies) has been tracking the cost of wipes on clean water infrastructure for some time, often referring to casual estimates of members and

industry observers when asked about such matters. However, costs at the utility level are significant and if rolled up nationwide, constitute an even more significant national figure. Yet, the casual figures on which NACWA and many others rely have little foundation in systematic economic or financial investigation. Moreover, NACWA members are increasingly initiating or finding themselves in legal proceedings where existing estimates of the cost of wipes is insufficient as a basis for damage claims. To that end, NACWA is initiating a study to better document the true cost of wipes on infrastructure to support legislative efforts to restrict or ban non-flushable wipes.

JBL Spill Report

An irrigation controller failed at JBL causing a spill of treated secondary effluent. The irrigation zone is near the entrance gate of the Administration Building. The water pooled on-site until the level of water could exit the entrance road. The estimate for the spill is 5,400 gallons over about a 9-hour period. The spill was reported to the regulatory agencies and was under the 25,000-gallon threshold for fines or penalties. The entrance area of the plant was converted to treated secondary effluent during the recent drought to help reduce demands on the State's potable water system. The irrigation system has been converted back to potable water to eliminate future potential issues.