



COSTA MESA SANITARY DISTRICT

September 22, 2025
Board of Directors Regular Meeting

04:30 PM

Costa Mesa Sanitary District - 290 Paularino Ave., Costa Mesa, CA 92626

The livestream of the meeting can be viewed by visiting
www.youtube.com/CostaMesaSanitary.

Public Comments: Members of the public can submit any comments in real time during the meeting or prior to the meeting in writing for the Board of Directors' consideration by sending them to the District Clerk at publiccomment@cmsdca.gov. Those comments will be made part of the official public record of the meeting.

Obtaining Agenda Materials: The public is entitled to copies of all documents that are made part of the agenda packet. If any document or other writing pertaining to an agenda item is distributed to all or a majority of the Board after the packet is prepared, a copy of that writing may be obtained from the District Clerk's Office.

In Compliance with ADA: Contact District Clerk, Noelani Middenway, at (949) 645-8400, 48 hours prior to meeting if assistance is needed (28 CFR 35.102.35.104 ADA Title II).

A. OPENING ITEMS

1. Call to Order

President Scheafer

2. Pledge of Allegiance

President Scheafer

3. Invocation

Vice President Ooten

4. Roll Call

If absences occur, consider whether to deem those absences excused based on facts presented for the absence – such determination shall be the permission required by law.

Board of Directors

- Mike Scheafer, President
- Robert Ooten, Vice President
- Arthur Perry, Secretary
- Nicole Wiltshire, Director
- Shyanne Wright, Director

5. Announcement of Late Communications

Unless directed otherwise by the Board of Directors, all actions shall be based on/memorialized by the latest document submitted as a late communication.

6. Ceremonial Matters and Presentations

B. PUBLIC COMMENTS

This time has been set aside for persons in the audience to make comments on items within the subject matter jurisdiction of the Costa Mesa Sanitary District that are not listed on this agenda. Members of the public will have the opportunity to address the Board of Directors about all other items on this agenda at the time those items are considered. Under the provisions of the Brown Act, the Board of Directors is prohibited from taking action on oral requests but may refer the matter to staff or to a subsequent meeting. The Board of Directors will respond after public comment has been received. Please state your name. Each speaker will be limited to four (4) continuous minutes.

C. CONSENT CALENDAR

All matters listed on the consent calendar are considered to be routine and may be acted

upon by one motion after public comment has been received. Only Board of Directors may pull an item for discussion. Reading of resolutions is waived and they will be adopted and numbered. Now is the time for those in the audience who wish to speak to items listed on the consent calendar. Each speaker will be limited to four (4) continuous minutes of comment on the consent calendar as a whole.

1. Approve the Board of Directors Study Session Minutes of August 12, 2025
2. Approve the Board of Directors Regular Meeting Minutes of August 18, 2025
3. Approve the Board of Directors Special Meeting Minutes of August 19, 2025
4. Adopt Warrant Resolution No. CMSD 2026-03 Approving District Warrant Registers
5. Directors' Compensation and Expense Reimbursement
6. Approve Payroll Transparency Disclosure August 2025
7. Approve the Occupancy Count of 23,265 and Direct Staff to Prepare a Warrant to CR&R Environmental Services for \$408,998.70 in the September 2025 Warrant Register for August 2025 Solid Waste Collection Services
8. Approve the Preparation of a Warrant to CR Transfer for \$190,811.88 in the September 2025 Warrant Register for August 2025 Recycling and Disposal Services
9. Receive and File August 2025 Contracts Signed by the General Manager
10. Investment Report - August 2025

D. GENERAL MANAGER'S REPORTS

1. Consider Directing Staff to Move Forward with a Two-Year Agreement with Recycle Coach
2. Formulating Questions for the 2025 Communitywide Citizen Engagement Survey
3. Receive and File the Preliminary Fourth Quarter Budget Review of FY 2024-25

E. ENGINEER'S REPORTS

1. Receive and File the District Engineer's Monthly Report and Capital Improvement Projects Status

F. TREASURER'S REPORTS

G. ATTORNEY'S REPORTS

H. LOCAL MEETINGS

In accordance with AB 1234 (Gov. Code 53232.3), a report is required to be given by a Director for any meeting for which expense reimbursement of any kind is provided. Note: For meetings for which the per diem compensation is sought, the Operations Code provides that such compensation is authorized for each day's service rendered as a Director at the request of the Board (not to exceed six days in one month), and certain meetings are specified as being eligible as set forth in District Operations Code § 3.01.030. For meetings not so listed, the Board must approve the service for it to be eligible for the per day compensation.

1. Orange County Sanitation District (OCSD) - (Vice President Ooten)
2. Santa Ana River Flood Protection Agency (SARFPA) - (Secretary Perry)
3. Independent Special Districts of Orange County (ISDOC) - (President Scheafer)
4. California Special Districts Association (CSDA) - (President Scheafer)
5. Special District Risk Management Authority (SDRMA) - (President Scheafer)
6. Other Meetings Qualifying for Reimbursement under CMSD Ordinance No. 55, Operations Code Section 3.01.030

I. OLD BUSINESS

J. NEW BUSINESS

K. CLOSING ITEMS

1. Oral Communications and Director Comments
2. Adjournment

The next regular meeting of the Costa Mesa Sanitary District Board of Directors will be held at 4:30 p.m. on Monday, October 27, 2025 in the District's Boardroom, located at 290 Paularino Avenue, Costa Mesa, CA 92626.



COSTA MESA SANITARY DISTRICT

Staff Report

To: Board of Directors

Via: Scott Carroll, General Manager

From: Gina Terraneo, Senior Management Analyst

Date: September 22, 2025

Subject: **Approve the Board of Directors Study Session Minutes of August 12, 2025**

Summary

The recorded minutes of the August 12, 2025 Board of Directors Study Session are hereby submitted to the Board of Directors for review and approval.

Staff Recommendation

That the Board of Directors approve the meeting minutes as presented.

Analysis

Attached to the staff report are the minutes for the Board of Directors Study Session of August 12, 2025.

Legal Review

Legal counsel has reviewed and approved the minutes.

Environmental Review

Consideration of public meeting minutes is an administrative matter and is exempt from the requirements of the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000 et. seq.). Section 15300.4 of CEQA allows an agency while establishing its own procedures "to list those specific activities which fall within each of the exempt classes", and the District has adopted "CEQA Guidelines and Implementing Procedures" that state on page 6 "Projects" does not include C. Continuing administrative or maintenance activities."

Financial Review

Not applicable.

Public Notice Process

Copies of this report are on file and will be included in the complete agenda packet for the September 22, 2025 Board of Directors Regular Meeting at District Headquarters and posted on the District's website.

Alternative Actions

1. Do not approve the meeting minutes as presented.
2. Direct staff to report back with more information.



**COSTA MESA SANITARY DISTRICT
MINUTES OF BOARD OF DIRECTORS STUDY SESSION
AUGUST 12, 2025**

Members present

Art Perry, Bob Ooten, Mike Scheafer, Nicole Wiltshire

Members absent

None

Staff present

Scott Carroll (General Manager), Noelani Middenway (District Clerk/Public Information Officer), Gina Terraneo (Senior Management Analyst), Marissa Pereyda (Solid Waste Manager), Kaitlin Tran (Finance Manager), Mark Eqsuer (District Engineer), David Griffin (Code Enforcement Officer), Nathalia Cervantes (Administrative Assistant I)

Others present

Julie Barreda, CR&R representative

Meeting called to order at 9:00 A.M.

A. OPENING ITEMS

Procedural: 1. Roll Call - (If absences occur, consider whether to deem those absences excused based on facts presented for the absence – such determination shall be the permission required by law.)

President Scheafer called the meeting to order at 9:00 A.M.

District Clerk and Public Information Officer, Noelani Middenway, noted that President Scheafer, Vice President Ooten, Secretary Perry, and Director Wiltshire were present.

B. PUBLIC COMMENTS

Procedural: 1. Public Comments

President Scheafer opened public comments. Hearing none, he closed public comments.

C. ITEMS OF STUDY

Action, Receive and File: **1. Introducing New Employee, Nathalia Cervantes, Administrative Assistant I**

Recommendation: That the Board of Directors receives and files this report.

District Engineer, Mark Esquer, introduced the District's new Administrative Assistant I, Nathalia Cervantes, and shared information about her previous work experience.

The Board welcomed Ms. Cervantes.

There was no further discussion, and the report was received.

Action, Receive and File: **2. Receive and File July 2025 Code Enforcement Officer Report**

Recommendation: That the Board of Directors receives and files this report.

Code Enforcement Officer, David Griffin, provided report details, including a description of scavenging instances and violation notices for trash carts in public view.

Discussion followed regarding District coordination with the City of Costa Mesa and CR&R regarding community concerns.

There was no further discussion, and the report was received.

Action, Receive and File: **3. Overview of the Asset Replacement Fund**

Recommendation: That the Board of Directors receives and files this report.

Finance Manager, Kaitlin Tran, provided an overview of the District's Asset Replacement Fund, its contents, and the current fund balance.

Discussion followed regarding the potential reallocation of funds.

Director Perry requested a report depicting how the District's investment funds are broken down between the Solid Waste and Wastewater Funds.

General Manager, Scott Carroll, noted that District Treasurer, Marc Davis, can provide this information at a future meeting.

There was no further discussion, and the report was received.

Action, Receive and File: **4. Recycle Coach Recycling Education**

Recommendation: That the Board of Directors receives and files this report.

Solid Waste Manager, Marissa Pereyda, introduced Recycle Coach representative, Ryan Buhay, and noted that the District aims to roll out this educational tool to customers.

Mr. Buhay provided an overview of Recycle Coach, including the "What Goes Where" application and other comprehensive educational resources included with the service.

President Scheafer commented that the "What Goes Where" tool would be useful, while the other tools are addressed by other systems the District already has in place.

Ms. Pereyda noted that all the tools are included in Recycle Coach's service.

Discussion followed regarding how the cost of Recycle Coach will be covered.

President Scheafer commented that he wants to ensure that the District's existing services are not duplicated by Recycle Coach, to avoid confusing the public.

Ms. Pereyda explained that the District frequently receives "What Goes Where" questions and Recycle Coach would address this need.

Discussion followed regarding how widely the service is used in California and nationwide.

Secretary Perry commented that if the District is doing well currently, then he would rather spend the funds on other outreach efforts.

Discussion followed regarding the contract length and information that the Board would like staff to report back.

There was no further discussion, and the report was received.

D. CLOSING ITEMS

Procedural: 1. Oral Communications and Director Comments

President Scheafer commented that the Citizens Advisory Committee notified the Board that the Orange County Recycling Center has poor customer service now that it is under new operations.

There was no further discussion.

Procedural: 2. Adjournment

President Scheafer adjourned the meeting at 10:02 A.M.

Art Perry
Secretary

Mike Scheafer
President



COSTA MESA SANITARY DISTRICT

Staff Report

To: Board of Directors

Via: Scott Carroll, General Manager

From: Gina Terraneo, Senior Management Analyst

Date: September 22, 2025

Subject: **Approve the Board of Directors Regular Meeting Minutes of August 18, 2025**

Summary

The recorded minutes of the August 18, 2025 Board of Directors Regular Meeting are hereby submitted to the Board of Directors for review and approval.

Staff Recommendation

That the Board of Directors approve the meeting minutes as presented.

Analysis

Attached to the staff report are the minutes for the Board of Directors Regular Meeting of August 18, 2025.

Legal Review

Legal counsel has reviewed and approved the minutes.

Environmental Review

Consideration of public meeting minutes is an administrative matter and is exempt from the requirements of the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000 et. seq.). Section 15300.4 of CEQA allows an agency while establishing its own procedures "to list those specific activities which fall within each of the exempt classes", and the District has adopted "CEQA Guidelines and Implementing Procedures" that state on page 6 "Projects" does not include C. Continuing administrative or maintenance activities."

Financial Review

Not applicable.

Public Notice Process

Copies of this report are on file and will be included in the complete agenda packet for the September 22, 2025 Board of Directors Regular Meeting at District Headquarters and posted on the District's website.

Alternative Actions

1. Do not approve the meeting minutes as presented.
2. Direct staff to report back with more information.



**COSTA MESA SANITARY DISTRICT
MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING
AUGUST 18, 2025**

Members present

Art Perry, Bob Ooten, Mike Scheafer, Nicole Wiltshire

Members absent

None

Staff present

Scott Carroll (General Manager), Noelani Middenway (District Clerk/Public Information Officer), Gina Terraneo (Senior Management Analyst), Alan Burns (District Counsel), Marc Davis (District Treasurer), Dyana Wick (Administrative Services Manager), Marissa Pereyda (Senior Management Analyst), Kaitlin Tran (Financial Manager), Mark Esquer (District Engineer)

Others present

Chris Crupi, Centricity

Michael Tou, Citizens Advisory Committee Vice Chair and District resident

Ms. Pilz, District resident

Shayanne Wright, Citizens Advisory Committee Member and District resident

Sue Lester, Citizens Advisory Committee Chair and District resident

Meeting called to order at 4:30 P.M.

A. OPENING ITEMS

Procedural: 1. Call to Order – President Scheafer

President Scheafer called the meeting to order at 4:30 P.M.

Procedural: 2. Pledge of Allegiance – President Scheafer

President Scheafer led the Pledge of Allegiance.

Procedural: 3. Invocation – Vice President Ooten

Vice President Ooten led the Invocation.

Procedural: 4. Roll Call - (If absences occur, consider whether to deem those absences excused based on facts presented for the absence – such determination shall be the permission required by law.)

District Clerk & Public Information Officer, Noelani Middenway, conducted roll call and noted that President Scheafer, Vice President Ooten, Secretary Perry, and Director Wiltshire were present.

Procedural: 5. Announcement of Late Communications - Unless directed otherwise by the Board of Directors, all actions shall be based on/memorialized by the latest document submitted as a late communication.

None.

Procedural: 6. Ceremonial Matters and Presentations

None.

B. PUBLIC COMMENTS

Procedural: 1. Public Comments

President Scheafer opened public comments.

District resident, Ms. Pilz, expressed discontent with the amount of oil dripped onto the private street within her community by CR&R collection trucks. She noted that CR&R has attempted to clean the oil stains on multiple occasions, but that the cleaning is insufficient and the stains remain. She requested for the District conduct a site review.

President Scheafer noted that District staff will address this matter with CR&R.

Citizens Advisory Committee (CAC) Member, Shayanne Wright, entered the meeting at 4:34 p.m.

General Manager, Scott Carroll, noted that he will have his staff take down the address and have his staff conduct a site review to address the oil stains.

Hearing no additional comments, President Scheafer closed public comments.

C. CONSENT CALENDAR

Action (Consent): **1. Approve the Board of Directors Study Session Minutes of July 8, 2025**

Recommendation: That the Board of Directors approve the meeting minutes as presented.

Action (Consent): **2. Approve the Board of Directors Regular Minutes of July 28, 2025**

Recommendation: That the Board of Directors approve the meeting minutes as presented.

Action (Consent): **3. Adopt Warrant Resolution No. CMSD 2026-02 Approving District Warrant Registers**

Recommendation: That the Board of Directors adopt Warrant Resolution No. CMSD 2026-02 approving District warrants for the month of July in the amount of \$1,709,808.11.

Action (Consent): **4. Approve the Directors' Compensation and Reimbursement of Expenses**

Recommendation: That the Board of Directors approve the compensation and reimbursement of expenses as presented.

Action (Consent): **5. Approve Payroll Transparency Disclosure for July 2025**

Recommendation: That the Board of Directors approve and file the report.

Action (Consent): 6. Approve the Occupancy Count of 23,224 and Direct Staff to Prepare a Warrant to CR&R Environmental Services for \$408,277.92 in the August 2025 Warrant Register for July 2025 Solid Waste Collection Services

Recommendation: That the Board of Directors:

1. Approve the occupancy count of 23,224; and
2. Direct staff to prepare a warrant to CR&R Environmental Services for \$408,277.92 in the August 2025 warrant register for July 2025 solid waste collection services.

Action (Consent): 7. Approve the Preparation of a Warrant to CR Transfer for \$218,478.06 in the August 2025 Warrant Register for July 2025 Recycling and Disposal Services

Recommendation: That the Board of Directors approve the preparation of a warrant to CR Transfer in the amount of \$218,478.06 in the August 2025 warrant register for July 2025 recycling and disposal services.

Action (Consent): 8. Receive and File July 2025 Contracts Signed by the General Manager

Recommendation: That the Board of Directors receive and file this report.

Action (Consent): 9. Investment Report for the Month of July 2025

Recommendation: That the Board of Directors approve the Investment Report for the month of July 2025.

Motion: To approve the Consent Calendar.

Motion by Art Perry, second by Bob Ooten.

Final Resolution: Motion Carries 4-0

Aye: Art Perry, Bob Ooten, Mike Scheafer, Nicole Wiltshire

No: None

Abstain: None

Not Present: None

Vice President Ooten commented on the gradual increase in recycling month after month and emphasized the importance of encouraging residents to sort their waste.

There was no discussion.

D. PUBLIC HEARINGS

None.

E. GENERAL MANAGER REPORTS

None.

F. ENGINEER'S REPORTS

Action, Receive and File: **1. Receive and File the District Engineer's Monthly Report and Capital Improvement Projects Status**

Recommendation: The Board of Directors receive and file the Capital Improvement Projects Status Report.

District Engineer, Mark Esquer, provided report details, including updates regarding projects that are in progress and recently completed.

CAC Vice Chair, Michael Tou, entered the meeting at 4:41 p.m.

There was no further discussion, and the report was received.

Action: **2. Approve Amendment to Centricity Consulting Services Agreement for Migrating the Fats, Oil, and Grease Database and Providing an Updated Public Portal**

Recommendation: The Board of Directors approve amendment to the Centricity GIS, LLC Consulting Services Agreement in the amount of \$50,000, per the attached Amendment and Centricity Proposals.

Mr. Esquer introduced District consultant, Centricity. He noted that the District would like to amend Centricity's existing agreement to allow for the migration of the Fats, Oils, and Grease (FOG) program data into the Public Portal system that Centricity helps the District manage to streamline the customer experience.

Chris Crupi of Centricity provided a demonstration of the user experience within the Public Portal system.

Discussion followed regarding how the transition will improve ease of use and clarification about the current system.

Director Wiltshire asked if competitive bids were collected for this item.

Mr. Esquer stated that competitive bids were not collected since the District has been working with Centricity for the past four years and these are considered enhancements to the system that they currently operate.

CAC Member, Shyanne Wright, expressed concern about the quality of Centricity's Public Portal platform and commented that she does not find it to be worth the cost. Additionally, she commented that the system seems underdeveloped and noted that it would be more efficient to have a system that is integrated with the City of Costa Mesa's permitting system.

CAC Chair, Sue Lester, noted that she investigated Centricity's qualifications and only saw one previous experience with a sanitary district. She commented that maybe staff can investigate the platforms being used by other local special districts.

Mr. Esquer explained the history of acquiring the District's asset management system, Cityworks, and the challenges associated with changing systems after the investment of going through a competitive bidding process and building a robust system.

Director Wiltshire commented that she would like to see competitive bids for both the data migration and the Public Portal integration portion of the proposed work.

Secretary Perry expressed agreement with Director Wiltshire's comments.

The Board requested that staff acquire competitive bids.

There was no further discussion.

G. TREASURER'S REPORTS

None.

H. ATTORNEY'S REPORTS

District Counsel, Alan Burns, provided an update regarding recent court cases that may be relevant to the District.

There was no further discussion.

I. LOCAL MEETINGS: In accordance with AB 1234 (Gov. Code 53232.3), a report is required to be given by a Director for any meeting for which expense reimbursement of any kind is provided. Note: For meetings for which the per diem compensation is sought, the Operations Code provides that such compensation is authorized for each day's service rendered as a Director at the request of the Board (not to exceed six days in one month), and certain meetings are specified as being eligible as set forth in District Operations Code § 3.01.030. For meetings not so listed, the Board must approve the service for it to be eligible for the per day compensation.

1. Orange County Sanitation District (OC San) - (Vice President Ooten)

Vice President Ooten noted that there is an upcoming OC San meeting on Wednesday, August 20.

2. Santa Ana River Flood Protection Agency (SARFPA) - (Secretary Perry)

Secretary Perry noted that there was no SARFPA meeting.

3. Independent Special Districts of Orange County (ISDOC) - (Vice Secretary Schafer)

President Scheafer noted that Vice Secretary Schafer's retirement was announced, and ISDOC has a few remaining vacancies.

4. California Special Districts Association (CSDA) - (Vice Secretary Schafer)

President Scheafer noted that the CSDA Annual Conference will be next week.

5. Special District Risk Management Authority (SDRMA) - (President Scheafer)

President Scheafer noted that there is nothing to report.

6. Other Meetings Qualifying for Reimbursement under CMSD Ordinance No. 55, Operations Code Section 3.01.030

Vice President Ooten shared that he attended a Water Advisory Committee of Orange County (WACO) meeting where they discussed the history of agriculture water use in the county.

There was no further discussion.

J. OLD BUSINESS

None at this time.

K. NEW BUSINESS

None at this time.

L. ORAL COMMUNICATIONS AND DIRECTOR COMMENTS

Discussion: 1. Oral Communications and Director Comments

President Scheafer noted that Vice Secretary Schafer's retirement is scheduled for tomorrow, August 19.

Ms. Middenway shared logistical details regarding the event.

President Scheafer thanked staff for coordinating a celebration parade for Vice Secretary Schafer.

There was no further discussion.

O. CLOSING ITEMS

Procedural: 1. Adjourn – The next meeting of the Costa Mesa Sanitary District Board of Directors will be held on Tuesday, August 19, 2025.

President Scheafer adjourned the meeting at 5:34 p.m.

Art Perry
Secretary

Mike Scheafer
President



COSTA MESA SANITARY DISTRICT

Staff Report

To: Board of Directors

Via: Scott Carroll, General Manager

From: Gina Terraneo, Senior Management Analyst

Date: September 22, 2025

Subject: **Approve the Board of Directors Special Meeting Minutes of August 19, 2025**

Summary

The recorded minutes of the August 19, 2025 Board of Directors Special Meeting are hereby submitted to the Board of Directors for review and approval.

Staff Recommendation

That the Board of Directors approve the meeting minutes as presented.

Analysis

Attached to the staff report are the minutes for the Board of Directors Special Meeting of August 19, 2025.

Legal Review

Legal counsel has reviewed and approved the minutes.

Environmental Review

Consideration of public meeting minutes is an administrative matter and is exempt from the requirements of the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000 et. seq.). Section 15300.4 of CEQA allows an agency while establishing its own procedures "to list those specific activities which fall within each of the exempt classes", and the District has adopted "CEQA Guidelines and Implementing Procedures" that state on page 6 "Projects" does not include C. Continuing administrative or maintenance activities."

Financial Review

Not applicable.

Public Notice Process

Copies of this report are on file and will be included in the complete agenda packet for the September 22, 2025 Board of Directors Regular Meeting at District Headquarters and posted on the District's website.

Alternative Actions

1. Do not approve the meeting minutes as presented.
2. Direct staff to report back with more information.



**COSTA MESA SANITARY DISTRICT
MINUTES OF BOARD OF DIRECTORS SPECIAL MEETING
AUGUST 19, 2025**

Members present

Art Perry, Bob Ooten, Mike Scheafer, Nicole Wiltshire

Members absent

None

Staff present

Scott Carroll (General Manager), Noelani Middenway (District Clerk/Public Information Officer), Gina Terraneo (Senior Management Analyst), Kaitlin Tran (Finance Manager), Lieu Tran (Senior Accountant), Dyana Bojarski (Administrative Services Manager), Marissa Pereyda (Senior Management Analyst), Mark Esquer (District Engineer), Angela Fatino (Management Analyst I), David Griffin (Code Enforcement Officer), Tanisha Tingling (Management Analyst I), Nathalia Cervantes (Administrative Assistant I), Alan Burns (District Counsel), Marc Davis (District Treasurer)

Others present

Brett Eckles, District resident and former District Board member
Jo Mackenzie, California Special Districts Association Board member
John Stephens, City of Costa Mesa Mayor
Julie Barreda, CR&R representative
Katrina Foley, Orange County Supervisor
Marice DePasquale, Mesa Water District Board President
Michael Tou, District representative for Assemblywoman Cottie Petrie-Norris
Neil McCormick, California Special Districts Association Chief Executive Officer
Saundra Jacobs, Santa Margarita Water District Board member
Sue Lester, District resident and Citizens Advisory Committee Chair

Meeting called to order at 2:00 P.M.

A. OPENING ITEMS

Procedural: 1. Call to Order – President Scheafer

President Scheafer called the meeting to order at 2:00 p.m.

Procedural: 2. Roll Call - (If absences occur, consider whether to deem those absences excused based on facts presented for the absence – such determination shall be the permission required by law.)

District Clerk and Public Information Officer, Noelani Middenway, noted that President Scheafer, Vice President Ooten, Secretary Perry, and Director Wiltshire were present.

B. CEREMONIAL MATTERS

Presentation: 1. Presentation by President Scheafer on behalf of the Costa Mesa Sanitary District

President Scheafer acknowledged long-time District Board member, Arlene Schafer's, dedication to public service and introduced the District's General Manager, Scott Carroll.

Mr. Carroll recognized Ms. Schafer's contributions to the community and the District.

Presentation: 2. Presentation by Mayor John Stephens on behalf of the City of Costa Mesa

City of Costa Mesa Mayor, John Stephens, presented a proclamation and key to the City to Ms. Schafer.

Presentation: 3. Presentation on behalf of Assemblywoman Cottie Petrie-Norris

District representative for Assemblywoman Cottie Petrie-Norris, Michael Tou, thanked Ms. Schafer for her decades of community service and presented her with a plaque and certificate.

Presentation: 4. Presentation by Board President DePasquale on behalf of Mesa Water District

Mesa Water District Board President, Marice DePasquale, commented on Ms. Schafer's legacy of public service and presented her with a plaque.

Presentation: 5. Presentation by Dan Worthington

None.

Presentation: 6. All Other Presentations

Orange County Supervisor, Katrina Foley, acknowledged Ms. Schafer for her contributions to Costa Mesa and the County of Orange and presented her with a commendation.

California Special Districts Association (CSDA) Chief Executive Officer, Neil McCormick, and Board member, Jo Mackenzie, presented a resolution honoring Ms. Schafer's efforts with CSDA.

Santa Margarita Water District Board Director, Saundra Jacobs, commented on Ms. Schafer's years of service and presented her with a haiku.

C. CLOSING ITEMS

Procedural: 1. Public Comments

President Scheafer opened public comments.

District resident and Citizens Advisory Committee Chair, Sue Lester, commented on Ms. Schafer's service and accolades.

CR&R representative, Julie Barreda, thanked Ms. Schafer for her service and congratulated her on her retirement.

Former District Board Director, Brett Eckles, stated that it was a privilege to serve the District alongside Ms. Schafer and thanked her for her decades of public service.

Hearing no additional comments, President Scheafer closed public comments.

Procedural: 2. Board and/or Staff Comments

Secretary Perry shared early memories with Ms. Schafer and commented on her public service efforts.

Vice President Ooten commented on his time with Ms. Schafer on the Board.

President Scheafer shared that he will miss Ms. Schafer on the Board as a mentor and friend.

Ms. Schafer thanked everyone for their presentations and shared how much she has enjoyed serving her community.

Procedural: 3. Adjournment

President Scheafer adjourned the meeting at 3:00 P.M.


Art Perry
Secretary

Mike Scheafer
President



COSTA MESA SANITARY DISTRICT

To: Board of Directors

Via: Scott Carroll, General Manager 

From: Amanda Doan, Accounting Clerk *AD*

Date: September 22, 2025

Subject: **Adopt Warrant Resolution No. CMSD 2026-03 Approving District Warrant Registers**

Summary

Attached is the Warrant Resolution, which ratifies the payment of certain claims and demands and specifies the funds from which they were paid.

Staff Recommendation

That the Board of Directors adopt Warrant Resolution No. CMSD 2026-03 approving District warrants for the month of August in the amount of \$1,287,205.94.

Analysis

Attached is the Warrant Resolution, which ratifies the payment of certain claims and demands and specifies the funds from which they were paid.

Legal Review

Not applicable.

Environmental Review

Subject activity is exempt from the requirements of the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000 et. seq.). Section 15300.4 of CEQA allows an agency while establishing its own procedures "to list those specific activities which fall within each of the exempt classes", and the District has adopted "CEQA Guidelines and Implementing Procedures" that state on page 6 "'Projects" does not include C. Continuing administrative or maintenance activities."

Financial Review

Sufficient funds are available in the adopted budget.

Public Notice Process

Copies of this report are on file and will be included in the complete agenda packet for the September 22, 2025 Board of Directors Regular meeting at District Headquarters and posted on the District's website www.cmsdca.gov.

Alternative Actions

Refer item back to staff with further instructions.

**COSTA MESA SANITARY DISTRICT
Warrant Resolution No. CMSD 2026-03**

**A RESOLUTION OF THE COSTA MESA SANITARY DISTRICT
RATIFYING THE PAYMENT OF CERTAIN CLAIMS AND DEMANDS, AND
SPECIFYING THE FUNDS OUT OF WHICH THE SAME WERE PAID.**

THE BOARD OF DIRECTORS OF THE COSTA MESA SANITARY DISTRICT DOES HEREBY ORDER AND RESOLVE AS FOLLOWS:

Section 1. That the attached claims and demands totaling \$1,287,205.94 have been audited as required by law and that the same were paid out of respective funds as hereinafter set forth.

Section 2. That the Clerk of the District shall certify to the adoption of this Resolution and shall retain a certified copy thereof in his own records.

PASSED AND ADOPTED this 22nd day of September 2025.

ATTEST:

Secretary

President

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
COSTA MESA SANITARY DISTRICT)

I, Noelani Middenway, District Clerk of the Costa Mesa Sanitary District, hereby certify that the foregoing Warrant Resolution No. CMSD 2026-03 was duly adopted by the Costa Mesa Sanitary District at a regular meeting held on the 22nd day of September 2025.

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the Costa Mesa Sanitary District on this 22nd day of September 2025.

District Clerk of the Costa Mesa Sanitary District

Accounts Payable

Checks for Approval

User: ADoan
Printed: 9/9/2025 - 7:21 AM



COSTA MESA SANITARY DISTRICT

| Check Number | Check Date | Fund | Account Name | Vendor Name | Void | Amount |
|--------------|------------|----------------------|--------------------------------|-----------------------------------|------|-----------|
| 0 | 08/06/2025 | 20 Liquid Waste Fund | State Withholding Taxes | Employment Development Department | | 6,092.78 |
| Check Total: | | | | | | 6,092.78 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | Medicare - Employee | Internal Revenue Service | | 1,815.20 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | Federal Withholding Taxes | Internal Revenue Service | | 15,200.02 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | Medicare - Employee | Internal Revenue Service | | 1,815.20 |
| Check Total: | | | | | | 18,830.42 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | Deferred Compensation - 457 | Empower Retirement, LLC | | 1,654.00 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | Deferred Compensation - 457 | Empower Retirement, LLC | | 3,390.00 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | Deferred Comp- 457 Loan Repaym | Empower Retirement, LLC | | 351.92 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | Deferred Compensation - 457 | Empower Retirement, LLC | | 150.00 |
| Check Total: | | | | | | 5,545.92 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 10,508.97 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 114.76 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 669.97 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 1,837.40 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 133.27 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | PERS Survivor Benefit | Cal Pers Employee Ret System | | 24.18 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 60.03 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 668.35 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 857.68 |
| 0 | 08/06/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 5,748.73 |
| Check Total: | | | | | | 20,623.34 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | State Withholding Taxes | Employment Development Department | | 5,946.30 |
| Check Total: | | | | | | 5,946.30 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | Medicare - Employee | Internal Revenue Service | | 1,793.96 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | Medicare - Employee | Internal Revenue Service | | 1,793.96 |

| Check Number | Check Date | Fund | Account Name | Vendor Name | Void | Amount |
|--------------|------------|----------------------|--------------------------------|-----------------------------------|------|-----------|
| 0 | 08/20/2025 | 20 Liquid Waste Fund | Federal Withholding Taxes | Internal Revenue Service | | 14,901.43 |
| Check Total: | | | | | | 18,489.35 |
| 0 | 08/18/2025 | 20 Liquid Waste Fund | Deferred Compensation - 457 | Empower Retirement, LLC | | 1,654.00 |
| 0 | 08/18/2025 | 20 Liquid Waste Fund | Deferred Compensation - 457 | Empower Retirement, LLC | | 150.00 |
| 0 | 08/18/2025 | 20 Liquid Waste Fund | Deferred Compensation - 457 | Empower Retirement, LLC | | 3,390.00 |
| 0 | 08/18/2025 | 20 Liquid Waste Fund | Deferred Comp- 457 Loan Repaym | Empower Retirement, LLC | | 351.92 |
| Check Total: | | | | | | 5,545.92 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 668.35 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 857.68 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 669.97 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 1,843.47 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 114.76 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 5,757.92 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 60.03 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | PERS Survivor Benefit | Cal Pers Employee Ret System | | 24.18 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 10,527.70 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | PERS Retirement | Cal Pers Employee Ret System | | 133.27 |
| Check Total: | | | | | | 20,657.33 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | Deferred Compensation - 457 | Empower Retirement, LLC | | 5.00 |
| Check Total: | | | | | | 5.00 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | State Withholding Taxes | Employment Development Department | | 230.73 |
| Check Total: | | | | | | 230.73 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | Medicare - Employee | Internal Revenue Service | | 85.62 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | Medicare - Employee | Internal Revenue Service | | 85.62 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | FICA - Employee | Internal Revenue Service | | 366.10 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | FICA - Employee | Internal Revenue Service | | 366.10 |
| 0 | 08/20/2025 | 20 Liquid Waste Fund | Federal Withholding Taxes | Internal Revenue Service | | 475.00 |
| Check Total: | | | | | | 1,378.44 |
| 0 | 08/05/2025 | 10 Solid Waste Fund | Bank Merchants Fees | Xpress Bill Pay | | 85.50 |
| 0 | 08/05/2025 | 20 Liquid Waste Fund | Bank Merchants Fees | Xpress Bill Pay | | 85.50 |
| Check Total: | | | | | | 171.00 |
| 0 | 08/07/2025 | 10 Solid Waste Fund | Bank Merchants Fees | PathPoint Merchant Services LLC | | 720.30 |
| 0 | 08/07/2025 | 20 Liquid Waste Fund | Bank Merchants Fees | PathPoint Merchant Services LLC | | 720.31 |

| Check Number | Check Date | Fund | Account Name | Vendor Name | Void | Amount |
|--------------|------------|----------------------|--------------------------------|--------------------------------|------|-----------|
| Check Total: | | | | | | 1,440.61 |
| 0 | 08/15/2025 | 20 Liquid Waste Fund | Bank Merchants Fees | Bank of America | | 531.93 |
| 0 | 08/15/2025 | 10 Solid Waste Fund | Bank Merchants Fees | Bank of America | | 531.93 |
| Check Total: | | | | | | 1,063.86 |
| 0 | 08/10/2025 | 20 Liquid Waste Fund | Benefits Admin Costs | Cal PERS | | 284.40 |
| 0 | 08/10/2025 | 20 Liquid Waste Fund | PERS Medical | Cal PERS | | 23,931.96 |
| 0 | 08/10/2025 | 10 Solid Waste Fund | Benefits Admin Costs | Cal PERS | | 31.60 |
| 0 | 08/10/2025 | 10 Solid Waste Fund | Benefits Admin Costs | Cal PERS | | 1.99 |
| 0 | 08/10/2025 | 20 Liquid Waste Fund | Benefits Admin Costs | Cal PERS | | 17.90 |
| Check Total: | | | | | | 24,267.85 |
| 26194 | 08/08/2025 | 20 Liquid Waste Fund | Public Info/Ed/Community Promo | Eco Partners, Inc. | | 6,321.72 |
| 26194 | 08/08/2025 | 10 Solid Waste Fund | Public Info/Ed/Community Prom | Eco Partners, Inc. | | 6,321.73 |
| Check Total: | | | | | | 12,643.45 |
| 26195 | 08/08/2025 | 20 Liquid Waste Fund | FOG Prog Contract Swr Maint | Environmental Engr & Cont, Inc | | 8,142.50 |
| Check Total: | | | | | | 8,142.50 |
| 26196 | 08/08/2025 | 10 Solid Waste Fund | Incentive Pay | David Griffin | | 75.00 |
| Check Total: | | | | | | 75.00 |
| 26197 | 08/08/2025 | 20 Liquid Waste Fund | MH Cover Repairs #311 | Mattucci Plumbing | | 3,300.00 |
| Check Total: | | | | | | 3,300.00 |
| 26198 | 08/08/2025 | 20 Liquid Waste Fund | Water - Pump Stns Swr Maint | Mesa Water District | | 36.22 |
| 26198 | 08/08/2025 | 20 Liquid Waste Fund | Water - Pump Stns Swr Maint | Mesa Water District | | 36.22 |
| 26198 | 08/08/2025 | 20 Liquid Waste Fund | Water - Pump Stns Swr Maint | Mesa Water District | | 36.22 |
| 26198 | 08/08/2025 | 20 Liquid Waste Fund | Water - Pump Stns Swr Maint | Mesa Water District | | 36.22 |
| Check Total: | | | | | | 144.88 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | DigAlert Review & Inspection | Robin B. Hamers & Assoc., Inc. | | 1,155.49 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | FY25 MH Cover Replacement #505 | Robin B. Hamers & Assoc., Inc. | | 4,433.80 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | SCP UrgRep #136136/136138 #530 | Robin B. Hamers & Assoc., Inc. | | 1,360.40 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | Pump Station Maint Swr Maint | Robin B. Hamers & Assoc., Inc. | | 190.02 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | Engineering/Architectual Serv | Robin B. Hamers & Assoc., Inc. | | 1,145.60 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | Elden FM Redundancy #341 | Robin B. Hamers & Assoc., Inc. | | 358.00 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | Harbor Generator Addition #346 | Robin B. Hamers & Assoc., Inc. | | 572.80 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | Mendoza FM Rehab/Redun #349 | Robin B. Hamers & Assoc., Inc. | | 334.48 |

| Check Number | Check Date | Fund | Account Name | Vendor Name | Void | Amount |
|--------------|------------|----------------------|--------------------------------|--------------------------------|------|-----------|
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | SCP UrgRep #136136/136138 #530 | Robin B. Hamers & Assoc., Inc. | | 31.67 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | City MH Adjustment Prgm #309 | Robin B. Hamers & Assoc., Inc. | | 4,713.16 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | Contract Services | Robin B. Hamers & Assoc., Inc. | | 4,782.17 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | SCP UrgRep #136136/136138 #530 | Robin B. Hamers & Assoc., Inc. | | 143.20 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | Pump Station Maint Swr Maint | Robin B. Hamers & Assoc., Inc. | | 143.20 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | Mendoza FM Rehab/Redun #349 | Robin B. Hamers & Assoc., Inc. | | 506.72 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | Harbor Generator Addition #346 | Robin B. Hamers & Assoc., Inc. | | 152.10 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | Plan Ck/Inspection-Inside | Robin B. Hamers & Assoc., Inc. | | 395.30 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | Plan Ck/Inspection-Outside | Robin B. Hamers & Assoc., Inc. | | 7,966.77 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | Harbor Generator Addition #346 | Robin B. Hamers & Assoc., Inc. | | 6,096.00 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | City MH Adjustment Prgm #309 | Robin B. Hamers & Assoc., Inc. | | 143.20 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | DigAlert Review & Inspection | Robin B. Hamers & Assoc., Inc. | | 1,459.56 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | DigAlert Review & Inspection | Robin B. Hamers & Assoc., Inc. | | 214.80 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | Mendoza FM Rehab/Redun #349 | Robin B. Hamers & Assoc., Inc. | | 1,288.80 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | Harbor Generator Addition #346 | Robin B. Hamers & Assoc., Inc. | | 3,103.66 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | Engineering/Architectual Serv | Robin B. Hamers & Assoc., Inc. | | 1,963.54 |
| 26199 | 08/08/2025 | 20 Liquid Waste Fund | FY25 MH Cover Replacement #505 | Robin B. Hamers & Assoc., Inc. | | 2,248.57 |
| Check Total: | | | | | | 44,903.01 |
| 26200 | 08/08/2025 | 20 Liquid Waste Fund | Contract Services | Underground Service Alert/SC | | 1,681.40 |
| Check Total: | | | | | | 1,681.40 |
| 26201 | 08/08/2025 | 20 Liquid Waste Fund | Employee Insurance | AFLAC | | 2,181.50 |
| Check Total: | | | | | | 2,181.50 |
| 26202 | 08/08/2025 | 10 Solid Waste Fund | Telephone | AT&T | | 18.90 |
| 26202 | 08/08/2025 | 20 Liquid Waste Fund | Telephone | AT&T | | 170.09 |
| Check Total: | | | | | | 188.99 |
| 26203 | 08/08/2025 | 20 Liquid Waste Fund | Telephone Swr Maint | AT&T | | 61.61 |
| Check Total: | | | | | | 61.61 |
| 26204 | 08/08/2025 | 10 Solid Waste Fund | Telephone | AT&T Mobility | | 9.19 |
| 26204 | 08/08/2025 | 20 Liquid Waste Fund | Telephone | AT&T Mobility | | 81.88 |
| 26204 | 08/08/2025 | 20 Liquid Waste Fund | Telephone | AT&T Mobility | | 82.72 |
| 26204 | 08/08/2025 | 20 Liquid Waste Fund | Telephone Swr Maint | AT&T Mobility | | 76.87 |
| 26204 | 08/08/2025 | 10 Solid Waste Fund | Telephone | AT&T Mobility | | 110.64 |
| 26204 | 08/08/2025 | 20 Liquid Waste Fund | Telephone Swr Maint | AT&T Mobility | | 517.19 |
| Check Total: | | | | | | 878.49 |
| 26205 | 08/08/2025 | 10 Solid Waste Fund | Building Maintenance | BlueTriton Brands Inc | | 3.44 |

| Check Number | Check Date | Fund | Account Name | Vendor Name | Void | Amount |
|--------------|------------|----------------------|--------------------------------|------------------------------------|------|----------|
| 26205 | 08/08/2025 | 20 Liquid Waste Fund | Building Maintenance | BlueTriton Brands Inc | | 30.94 |
| 26205 | 08/08/2025 | 20 Liquid Waste Fund | Office Supplies Swr Maint | BlueTriton Brands Inc | | 3.22 |
| Check Total: | | | | | | 37.60 |
| 26206 | 08/08/2025 | 10 Solid Waste Fund | Prof Membership/Dues | Cal Soc of Muni Finance Officers | | 6.00 |
| 26206 | 08/08/2025 | 20 Liquid Waste Fund | Prof Membership/Dues | Cal Soc of Muni Finance Officers | | 54.00 |
| Check Total: | | | | | | 60.00 |
| 26207 | 08/08/2025 | 20 Liquid Waste Fund | Wage Garnishment | California State Disbursement Unit | | 1,141.27 |
| Check Total: | | | | | | 1,141.27 |
| 26208 | 08/08/2025 | 20 Liquid Waste Fund | Telephone | Charter Communications | | 103.55 |
| 26208 | 08/08/2025 | 10 Solid Waste Fund | Telephone | Charter Communications | | 11.51 |
| Check Total: | | | | | | 115.06 |
| 26209 | 08/08/2025 | 20 Liquid Waste Fund | Building Maintenance | Costa Mesa Lock & Key | | 176.87 |
| 26209 | 08/08/2025 | 10 Solid Waste Fund | Building Maintenance | Costa Mesa Lock & Key | | 19.65 |
| Check Total: | | | | | | 196.52 |
| 26210 | 08/08/2025 | 20 Liquid Waste Fund | Prof Membership/Dues Swr Maint | CWEA-SARBS | | 251.00 |
| 26210 | 08/08/2025 | 20 Liquid Waste Fund | Prof Membership/Dues Swr Maint | CWEA-SARBS | | 114.00 |
| Check Total: | | | | | | 365.00 |
| 26211 | 08/08/2025 | 20 Liquid Waste Fund | Medical/Employment Services | DATCO Services Corporation | | 20.00 |
| Check Total: | | | | | | 20.00 |
| 26212 | 08/08/2025 | 20 Liquid Waste Fund | Computer Licenses & Maint | DocuSign, Inc. | | 776.46 |
| 26212 | 08/08/2025 | 10 Solid Waste Fund | Computer Licenses & Maint | DocuSign, Inc. | | 86.27 |
| Check Total: | | | | | | 862.73 |
| 26213 | 08/08/2025 | 20 Liquid Waste Fund | Computer Licenses & Maint Swr | Geotab USA, Inc. | | 217.25 |
| Check Total: | | | | | | 217.25 |
| 26214 | 08/08/2025 | 20 Liquid Waste Fund | Mendoza FM Rehab/Redun #349 | Guida Surveying Inc. | | 730.00 |
| Check Total: | | | | | | 730.00 |
| 26215 | 08/08/2025 | 20 Liquid Waste Fund | Legal Services | Harper & Burns LLP | | 1,917.60 |
| 26215 | 08/08/2025 | 20 Liquid Waste Fund | Legal Services | Harper & Burns LLP | | 1,057.50 |

| Check Number | Check Date | Fund | Account Name | Vendor Name | Void | Amount |
|--------------|------------|----------------------|-------------------------------|---------------------------------------|------|-----------|
| 26215 | 08/08/2025 | 10 Solid Waste Fund | Legal Services | Harper & Burns LLP | | 479.40 |
| Check Total: | | | | | | 3,454.50 |
| 26216 | 08/08/2025 | 20 Liquid Waste Fund | Contract Services | Iron Mountain Incorporated | | 144.28 |
| 26216 | 08/08/2025 | 10 Solid Waste Fund | Contract Services | Iron Mountain Incorporated | | 40.16 |
| 26216 | 08/08/2025 | 10 Solid Waste Fund | Contract Services | Iron Mountain Incorporated | | 16.03 |
| 26216 | 08/08/2025 | 20 Liquid Waste Fund | Contract Services | Iron Mountain Incorporated | | 361.48 |
| Check Total: | | | | | | 561.95 |
| 26217 | 08/08/2025 | 20 Liquid Waste Fund | Elden Fan Replacement #354 | Jamison Engineering Contractors, Inc. | | 17,450.00 |
| 26217 | 08/08/2025 | 20 Liquid Waste Fund | Pump Station Maint Swr Maint | Jamison Engineering Contractors, Inc. | | 4,624.00 |
| Check Total: | | | | | | 22,074.00 |
| 26218 | 08/08/2025 | 10 Solid Waste Fund | Building Maintenance | Marathon HVAC Service, LLC | | 41.60 |
| 26218 | 08/08/2025 | 20 Liquid Waste Fund | Building Maintenance | Marathon HVAC Service, LLC | | 374.40 |
| Check Total: | | | | | | 416.00 |
| 26219 | 08/08/2025 | 20 Liquid Waste Fund | Deferred Medical-RHS-Employee | Mission Square Retirement | | 2,267.68 |
| Check Total: | | | | | | 2,267.68 |
| 26220 | 08/08/2025 | 20 Liquid Waste Fund | Medical/Employment Services | Occupational Health Centers of CA | | 177.00 |
| Check Total: | | | | | | 177.00 |
| 26221 | 08/08/2025 | 10 Solid Waste Fund | Office Supplies | ODP Business Solutions | | 3.33 |
| 26221 | 08/08/2025 | 20 Liquid Waste Fund | Office Supplies | ODP Business Solutions | | 30.03 |
| 26221 | 08/08/2025 | 10 Solid Waste Fund | Office Supplies | ODP Business Solutions | | 2.15 |
| 26221 | 08/08/2025 | 20 Liquid Waste Fund | Office Supplies | ODP Business Solutions | | 19.39 |
| Check Total: | | | | | | 54.90 |
| 26222 | 08/08/2025 | 20 Liquid Waste Fund | Elden Odor Project #347 | Orange County Fence Co. | | 6,654.00 |
| Check Total: | | | | | | 6,654.00 |
| 26223 | 08/08/2025 | 20 Liquid Waste Fund | Professional Services | Revize LLC | | 4,455.00 |
| 26223 | 08/08/2025 | 10 Solid Waste Fund | Professional Services | Revize LLC | | 495.00 |
| Check Total: | | | | | | 4,950.00 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 470.18 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 125.47 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 108.31 |

| Check Number | Check Date | Fund | Account Name | Vendor Name | Void | Amount |
|--------------|------------|----------------------|--------------------------------|---------------------------------|------|----------|
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 96.05 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 99.01 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 2,029.84 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 428.01 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 51.11 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 22.02 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 468.34 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 147.58 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 161.70 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 524.29 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 249.80 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 559.18 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 499.32 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 271.49 |
| 26224 | 08/08/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 550.60 |
| Check Total: | | | | | | 6,862.30 |
| 26225 | 08/08/2025 | 20 Liquid Waste Fund | Pump Station Maint Swr Maint | Southern California Gas Company | | 23.50 |
| 26225 | 08/08/2025 | 20 Liquid Waste Fund | Gas - Building Swr Maint | Southern California Gas Company | | 15.78 |
| Check Total: | | | | | | 39.28 |
| 26226 | 08/08/2025 | 10 Solid Waste Fund | Cafeteria Plan | Spec Dist Risk Mgt Authority | | 216.50 |
| 26226 | 08/08/2025 | 20 Liquid Waste Fund | Dental Insurance | Spec Dist Risk Mgt Authority | | 1,382.65 |
| 26226 | 08/08/2025 | 20 Liquid Waste Fund | Vision Insurance | Spec Dist Risk Mgt Authority | | 277.22 |
| 26226 | 08/08/2025 | 20 Liquid Waste Fund | Cafeteria Plan | Spec Dist Risk Mgt Authority | | 440.99 |
| 26226 | 08/08/2025 | 10 Solid Waste Fund | Benefits Admin Costs | Spec Dist Risk Mgt Authority | | 19.91 |
| 26226 | 08/08/2025 | 20 Liquid Waste Fund | Benefits Admin Costs | Spec Dist Risk Mgt Authority | | 69.73 |
| 26226 | 08/08/2025 | 10 Solid Waste Fund | Cafeteria Plan | Spec Dist Risk Mgt Authority | | 65.28 |
| 26226 | 08/08/2025 | 20 Liquid Waste Fund | Cafeteria Plan Swr Maint | Spec Dist Risk Mgt Authority | | 388.25 |
| 26226 | 08/08/2025 | 20 Liquid Waste Fund | Cafeteria Plan Swr Maint | Spec Dist Risk Mgt Authority | | 122.40 |
| 26226 | 08/08/2025 | 20 Liquid Waste Fund | Cafeteria Plan | Spec Dist Risk Mgt Authority | | 152.32 |
| Check Total: | | | | | | 3,135.25 |
| 26227 | 08/08/2025 | 20 Liquid Waste Fund | Equipment Maintenance Swr Main | SVT Fleet | | 1,322.06 |
| Check Total: | | | | | | 1,322.06 |
| 26228 | 08/08/2025 | 20 Liquid Waste Fund | Contract Services | Underground Service Alert/SC | | 506.00 |
| Check Total: | | | | | | 506.00 |
| 26229 | 08/08/2025 | 20 Liquid Waste Fund | Equipment Maintenance | Wex Bank | | 71.69 |
| 26229 | 08/08/2025 | 20 Liquid Waste Fund | Equipment Maintenance Swr Main | Wex Bank | | 77.93 |

| Check Number | Check Date | Fund | Account Name | Vendor Name | Void | Amount |
|--------------|------------|----------------------|--------------------------------|-----------------|------|----------|
| 26229 | 08/08/2025 | 20 Liquid Waste Fund | Equipment Maintenance Swr Main | Wex Bank | | 75.84 |
| Check Total: | | | | | | 225.46 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Building Maintenance Swr Maint | Bank of America | | 20.77 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Building Maintenance Swr Maint | Bank of America | | 70.69 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Building Maintenance | Bank of America | | 2.68 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Pump Station Maint Swr Maint | Bank of America | | 8.60 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Office Supplies Swr Maint | Bank of America | | 212.91 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Small Tools/Equipment Swr Main | Bank of America | | -53.87 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Computer Licenses & Maint | Bank of America | | 99.00 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Staff Development | Bank of America | | 438.59 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Staff Development | Bank of America | | 44.59 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Pump Station Maint Swr Maint | Bank of America | | 251.67 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Small Tools/Equipment Swr Main | Bank of America | | 1,249.62 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Staff Development | Bank of America | | 75.26 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | EOC Equipment & Supplies | Bank of America | | 62.95 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Staff Development | Bank of America | | 123.26 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Medical/Employment Services | Bank of America | | 100.00 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Bank Merchants Fees | Bank of America | | 37.50 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Staff Development | Bank of America | | 8.44 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Computer Licenses & Maint | Bank of America | | 11.00 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Mendoza FM Rehab/Redun #349 | Bank of America | | 23.68 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Staff Development | Bank of America | | 4.86 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Staff Development | Bank of America | | 48.73 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Rent/Lease Payments | Bank of America | | 731.00 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Staff Development | Bank of America | | 0.67 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Building Maintenance | Bank of America | | 13.01 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Small Tools/Equipment Swr Main | Bank of America | | 416.34 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Staff Development | Bank of America | | 13.70 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Mendoza FM Rehab/Redun #349 | Bank of America | | 50.64 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Equipment Maintenance Swr Main | Bank of America | | 9.89 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Building Maintenance Swr Maint | Bank of America | | 16.08 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Building Maintenance Swr Maint | Bank of America | | 11.13 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Staff Development | Bank of America | | 103.14 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Medical/Employment Services | Bank of America | | 130.00 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Computer Licenses & Maint | Bank of America | | 6.00 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Board Development | Bank of America | | 162.86 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Public Info/Ed/Community Promo | Bank of America | | 430.99 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Small Tools/Equipment Swr Main | Bank of America | | 46.30 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Staff Development | Bank of America | | 515.27 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Board Development | Bank of America | | 123.26 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Office Supplies | Bank of America | | 147.62 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Computer Licenses & Maint | Bank of America | | 880.00 |

| Check Number | Check Date | Fund | Account Name | Vendor Name | Void | Amount |
|--------------|------------|----------------------|--------------------------------|-----------------|------|-----------|
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Public Info/Ed/Community Prom | Bank of America | | 430.99 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Staff Development | Bank of America | | 4.95 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Building Maintenance Swr Maint | Bank of America | | 77.20 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Board Development | Bank of America | | 18.10 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Building Maintenance Swr Maint | Bank of America | | -29.47 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Public Info/Ed/Community Prom | Bank of America | | 709.52 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Building Maintenance | Bank of America | | 1.44 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Office Supplies | Bank of America | | 28.31 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Board Development | Bank of America | | 13.70 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Small Tools/Equipment | Bank of America | | 160.55 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Equipment Maintenance Swr Main | Bank of America | | 10.00 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Small Tools/Equipment Swr Main | Bank of America | | 90.50 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Materials/Supplies Swr Maint | Bank of America | | 34.45 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Small Tools/Equipment Swr Main | Bank of America | | 90.50 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Staff Development | Bank of America | | 57.25 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Staff Development | Bank of America | | 88.47 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Materials/Supplies Swr Maint | Bank of America | | 24.38 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Building Maintenance | Bank of America | | 24.09 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Small Tools/Equipment Swr Main | Bank of America | | 4.62 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Bank Merchants Fees | Bank of America | | 37.50 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Office Supplies | Bank of America | | 4.31 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Elden Odor Project #347 | Bank of America | | 6.21 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Mendoza FM Rehab/Redun #349 | Bank of America | | 62.06 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Office Supplies | Bank of America | | 38.75 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Computer Licenses & Maint | Bank of America | | 54.00 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Staff Development | Bank of America | | 11.46 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Materials/Supplies Swr Maint | Bank of America | | 25.83 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Office Supplies | Bank of America | | 16.40 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Building Maintenance Swr Maint | Bank of America | | 147.98 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Staff Development | Bank of America | | 26.79 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Bank Merchants Fees | Bank of America | | 37.50 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Staff Development | Bank of America | | 241.11 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Office Supplies | Bank of America | | 3.15 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Staff Development | Bank of America | | 43.75 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Small Tools/Equipment Swr Main | Bank of America | | 284.43 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Medical/Employment Services | Bank of America | | 100.00 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Staff Development | Bank of America | | 796.19 |
| 26231 | 08/20/2025 | 10 Solid Waste Fund | Bank Merchants Fees | Bank of America | | 37.50 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Small Tools/Equipment Swr Main | Bank of America | | 64.63 |
| 26231 | 08/20/2025 | 20 Liquid Waste Fund | Building Maintenance Swr Maint | Bank of America | | 43.06 |
| Check Total: | | | | | | 10,570.99 |
| 26232 | 08/22/2025 | 10 Solid Waste Fund | Public Info/Ed/Community Prom | CMSD Petty Cash | | 26.74 |

| Check Number | Check Date | Fund | Account Name | Vendor Name | Void | Amount |
|--------------|------------|----------------------|--------------------------------|-----------------------------------|------|-----------|
| 26232 | 08/22/2025 | 20 Liquid Waste Fund | Public Info/Ed/Community Promo | CMSD Petty Cash | | 14.49 |
| 26232 | 08/22/2025 | 20 Liquid Waste Fund | Staff Development Swr Maint | CMSD Petty Cash | | 9.00 |
| 26232 | 08/22/2025 | 20 Liquid Waste Fund | Staff Development | CMSD Petty Cash | | 27.00 |
| 26232 | 08/22/2025 | 10 Solid Waste Fund | Mileage Reimbursement | CMSD Petty Cash | | 2.52 |
| 26232 | 08/22/2025 | 20 Liquid Waste Fund | Staff Development | CMSD Petty Cash | | 18.70 |
| 26232 | 08/22/2025 | 10 Solid Waste Fund | Public Info/Ed/Community Prom | CMSD Petty Cash | | 14.49 |
| 26232 | 08/22/2025 | 10 Solid Waste Fund | Staff Development | CMSD Petty Cash | | 3.48 |
| 26232 | 08/22/2025 | 10 Solid Waste Fund | Staff Development | CMSD Petty Cash | | 3.00 |
| 26232 | 08/22/2025 | 20 Liquid Waste Fund | Staff Development | CMSD Petty Cash | | 31.30 |
| 26232 | 08/22/2025 | 10 Solid Waste Fund | Staff Development | CMSD Petty Cash | | 2.08 |
| 26232 | 08/22/2025 | 10 Solid Waste Fund | Staff Development | CMSD Petty Cash | | 6.87 |
| 26232 | 08/22/2025 | 20 Liquid Waste Fund | Medical/Employment Services | CMSD Petty Cash | | 25.00 |
| 26232 | 08/22/2025 | 20 Liquid Waste Fund | Staff Development | CMSD Petty Cash | | 61.87 |
| Check Total: | | | | | | 246.54 |
| 26233 | 08/22/2025 | 20 Liquid Waste Fund | Equipment Maintenance Swr Main | Grainger | | 278.39 |
| Check Total: | | | | | | 278.39 |
| 26234 | 08/22/2025 | 20 Liquid Waste Fund | Elden FM Redundancy #341 | Kleinfelder, Inc. | | 12,172.68 |
| Check Total: | | | | | | 12,172.68 |
| 26235 | 08/22/2025 | 20 Liquid Waste Fund | Fiscal Services | Nigro & Nigro | | 5,200.00 |
| 26235 | 08/22/2025 | 10 Solid Waste Fund | Fiscal Services | Nigro & Nigro | | 2,800.00 |
| Check Total: | | | | | | 8,000.00 |
| 26236 | 08/22/2025 | 20 Liquid Waste Fund | FOG Prog Contract Swr Maint | Orange County Sanitation District | | 2,002.83 |
| Check Total: | | | | | | 2,002.83 |
| 26237 | 08/22/2025 | 20 Liquid Waste Fund | Pump Station Maint Swr Maint | T.E. Roberts, Inc. | | 3,931.84 |
| Check Total: | | | | | | 3,931.84 |
| 26238 | 08/22/2025 | 10 Solid Waste Fund | Telephone | ACC Business | | 68.10 |
| 26238 | 08/22/2025 | 20 Liquid Waste Fund | Telephone | ACC Business | | 612.90 |
| Check Total: | | | | | | 681.00 |
| 26239 | 08/22/2025 | 20 Liquid Waste Fund | Public Info/Ed/Community Promo | Ace Print Agency | | 355.58 |
| 26239 | 08/22/2025 | 20 Liquid Waste Fund | Office Supplies | Ace Print Agency | | 129.30 |
| Check Total: | | | | | | 484.88 |
| 26240 | 08/22/2025 | 10 Solid Waste Fund | Capital Outlay | Acorn Technology Services | | 1,018.46 |

| Check Number | Check Date | Fund | Account Name | Vendor Name | Void | Amount |
|--------------|------------|----------------------|-------------------------------|---|------|------------|
| 26240 | 08/22/2025 | 20 Liquid Waste Fund | Capital Outlay | Acorn Technology Services | | 3,499.20 |
| 26240 | 08/22/2025 | 10 Solid Waste Fund | Capital Outlay | Acorn Technology Services | | 1,315.20 |
| 26240 | 08/22/2025 | 10 Solid Waste Fund | Professional Services | Acorn Technology Services | | 806.00 |
| 26240 | 08/22/2025 | 10 Solid Waste Fund | Capital Outlay | Acorn Technology Services | | 459.16 |
| 26240 | 08/22/2025 | 20 Liquid Waste Fund | Capital Outlay | Acorn Technology Services | | 4,132.49 |
| 26240 | 08/22/2025 | 20 Liquid Waste Fund | Computer Licenses & Maint | Acorn Technology Services | | 276.00 |
| 26240 | 08/22/2025 | 10 Solid Waste Fund | Capital Outlay | Acorn Technology Services | | 388.80 |
| 26240 | 08/22/2025 | 20 Liquid Waste Fund | Capital Outlay | Acorn Technology Services | | 11,836.80 |
| 26240 | 08/22/2025 | 10 Solid Waste Fund | Capital Outlay | Acorn Technology Services | | 280.00 |
| 26240 | 08/22/2025 | 20 Liquid Waste Fund | Capital Outlay | Acorn Technology Services | | 9,166.19 |
| 26240 | 08/22/2025 | 20 Liquid Waste Fund | Capital Outlay | Acorn Technology Services | | 2,520.00 |
| 26240 | 08/22/2025 | 10 Solid Waste Fund | Capital Outlay | Acorn Technology Services | | 657.60 |
| 26240 | 08/22/2025 | 20 Liquid Waste Fund | Capital Outlay | Acorn Technology Services | | 5,918.40 |
| 26240 | 08/22/2025 | 20 Liquid Waste Fund | Professional Services | Acorn Technology Services | | 7,254.00 |
| Check Total: | | | | | | 49,528.30 |
| 26241 | 08/22/2025 | 20 Liquid Waste Fund | Computer Licenses & Maint | AgileBits Inc | | 1,119.74 |
| 26241 | 08/22/2025 | 10 Solid Waste Fund | Computer Licenses & Maint | AgileBits Inc | | 124.42 |
| Check Total: | | | | | | 1,244.16 |
| 26242 | 08/22/2025 | 20 Liquid Waste Fund | Staff Development Swr Maint | Jesse Blakely | | 274.92 |
| 26242 | 08/22/2025 | 20 Liquid Waste Fund | Staff Development Swr Maint | Jesse Blakely | | 48.21 |
| Check Total: | | | | | | 323.13 |
| 26243 | 08/22/2025 | 20 Liquid Waste Fund | Wage Garnishment | California State Disbursement Unit | | 1,107.69 |
| Check Total: | | | | | | 1,107.69 |
| 26244 | 08/22/2025 | 20 Liquid Waste Fund | Small Tools/Equipment | California Surveying & Drafting Supply | | 230.00 |
| Check Total: | | | | | | 230.00 |
| 26245 | 08/22/2025 | 20 Liquid Waste Fund | Computer Licenses & Maint Swr | Cattron North America, Inc. | | 13,468.75 |
| Check Total: | | | | | | 13,468.75 |
| 26246 | 08/22/2025 | 10 Solid Waste Fund | Telephone | Charter Communications | | 60.00 |
| 26246 | 08/22/2025 | 20 Liquid Waste Fund | Telephone Swr Maint | Charter Communications | | 600.00 |
| 26246 | 08/22/2025 | 20 Liquid Waste Fund | Telephone | Charter Communications | | 540.00 |
| Check Total: | | | | | | 1,200.00 |
| 26247 | 08/22/2025 | 20 Liquid Waste Fund | Mendoza FM Rehab/Redun #349 | Christensen Brothers General Engineering Inc. | | 127,393.05 |

| Check Number | Check Date | Fund | Account Name | Vendor Name | Void | Amount |
|--------------|------------|----------------------|--------------------------------|--|------|------------|
| Check Total: | | | | | | 127,393.05 |
| 26248 | 08/22/2025 | 20 Liquid Waste Fund | Staff Development Swr Maint | CMSD Petty Cash | | 100.00 |
| 26248 | 08/22/2025 | 20 Liquid Waste Fund | Medical/Employment Services | CMSD Petty Cash | | 22.00 |
| 26248 | 08/22/2025 | 10 Solid Waste Fund | Building Maintenance | CMSD Petty Cash | | 1.02 |
| 26248 | 08/22/2025 | 20 Liquid Waste Fund | Board Development | CMSD Petty Cash | | 37.90 |
| 26248 | 08/22/2025 | 20 Liquid Waste Fund | Staff Development | CMSD Petty Cash | | 12.07 |
| 26248 | 08/22/2025 | 20 Liquid Waste Fund | Equipment Maintenance | CMSD Petty Cash | | 47.99 |
| 26248 | 08/22/2025 | 10 Solid Waste Fund | Board Development | CMSD Petty Cash | | 4.21 |
| 26248 | 08/22/2025 | 20 Liquid Waste Fund | Building Maintenance Swr Maint | CMSD Petty Cash | | 10.24 |
| 26248 | 08/22/2025 | 10 Solid Waste Fund | Staff Development | CMSD Petty Cash | | 1.34 |
| 26248 | 08/22/2025 | 10 Solid Waste Fund | Equipment Maintenance | CMSD Petty Cash | | 34.99 |
| 26248 | 08/22/2025 | 20 Liquid Waste Fund | Office Supplies Swr Maint | CMSD Petty Cash | | 3.23 |
| 26248 | 08/22/2025 | 20 Liquid Waste Fund | Building Maintenance | CMSD Petty Cash | | 9.21 |
| 26248 | 08/22/2025 | 20 Liquid Waste Fund | Equipment Maintenance | CMSD Petty Cash | | 35.99 |
| Check Total: | | | | | | 320.19 |
| 26249 | 08/22/2025 | 20 Liquid Waste Fund | Mendoza FM Rehab/Redun #349 | Converse Consultants | | 9,050.50 |
| Check Total: | | | | | | 9,050.50 |
| 26250 | 08/22/2025 | 20 Liquid Waste Fund | Computer Licenses & Maint | CoreLogic Solutions, LLC | | 135.00 |
| 26250 | 08/22/2025 | 10 Solid Waste Fund | Computer Licenses & Maint | CoreLogic Solutions, LLC | | 15.00 |
| Check Total: | | | | | | 150.00 |
| 26251 | 08/22/2025 | 10 Solid Waste Fund | Organics Disposal | CR Transfer, Inc. | | 73,071.72 |
| 26251 | 08/22/2025 | 10 Solid Waste Fund | Landfill Disposal | CR Transfer, Inc. | | 137,525.43 |
| 26251 | 08/22/2025 | 10 Solid Waste Fund | Recycling Disposal | CR Transfer, Inc. | | 7,485.35 |
| 26251 | 08/22/2025 | 10 Solid Waste Fund | Recycling Disposal | CR Transfer, Inc. | | 395.56 |
| Check Total: | | | | | | 218,478.06 |
| 26252 | 08/22/2025 | 10 Solid Waste Fund | Trash Hauler | CR&R Incorporated Environmental Services | | 408,277.92 |
| Check Total: | | | | | | 408,277.92 |
| 26253 | 08/22/2025 | 20 Liquid Waste Fund | Building Maintenance Swr Maint | Entry Systems | | 627.53 |
| Check Total: | | | | | | 627.53 |
| 26254 | 08/22/2025 | 20 Liquid Waste Fund | Computer Licenses & Maint | eScribe Software Ltd | | 14,580.00 |
| 26254 | 08/22/2025 | 10 Solid Waste Fund | Computer Licenses & Maint | eScribe Software Ltd | | 1,620.00 |
| Check Total: | | | | | | 16,200.00 |

| Check Number | Check Date | Fund | Account Name | Vendor Name | Void | Amount |
|--------------|------------|----------------------|--------------------------------|---|--------------|------------|
| 26255 | 08/22/2025 | 20 Liquid Waste Fund | Staff Development Swr Maint | Jose Gomez | | 438.16 |
| | | | | | Check Total: | 438.16 |
| 26256 | 08/22/2025 | 20 Liquid Waste Fund | Pump Station Maint Swr Maint | Grainger | | 980.22 |
| | | | | | Check Total: | 980.22 |
| 26257 | 08/22/2025 | 20 Liquid Waste Fund | Mendoza FM Rehab/Redun #349 | Guida Surveying Inc. | | 1,690.00 |
| 26257 | 08/22/2025 | 20 Liquid Waste Fund | Mendoza FM Rehab/Redun #349 | Guida Surveying Inc. | | 310.00 |
| | | | | | Check Total: | 2,000.00 |
| 26258 | 08/22/2025 | 20 Liquid Waste Fund | Water - Pump Stns Swr Maint | Irvine Ranch Water District | | 14.90 |
| 26258 | 08/22/2025 | 20 Liquid Waste Fund | Water - Pump Stns Swr Maint | Irvine Ranch Water District | | 14.90 |
| | | | | | Check Total: | 29.80 |
| 26259 | 08/22/2025 | 20 Liquid Waste Fund | Elden FM Redundancy #341 | Kleinfelder, Inc. | | 13,641.11 |
| | | | | | Check Total: | 13,641.11 |
| 26260 | 08/22/2025 | 20 Liquid Waste Fund | Water - Pump Stns Swr Maint | Mesa Water District | | 36.22 |
| | | | | | Check Total: | 36.22 |
| 26261 | 08/22/2025 | 20 Liquid Waste Fund | Deferred Medical-RHS-Employee | Mission Square Retirement | | 2,272.12 |
| | | | | | Check Total: | 2,272.12 |
| 26262 | 08/22/2025 | 10 Solid Waste Fund | Staff Development | Government Finance Officers Association | | 15.00 |
| 26262 | 08/22/2025 | 10 Solid Waste Fund | Public Info/Ed/Community Prom | Government Finance Officers Association | | 190.00 |
| 26262 | 08/22/2025 | 20 Liquid Waste Fund | Staff Development | Government Finance Officers Association | | 135.00 |
| 26262 | 08/22/2025 | 20 Liquid Waste Fund | Public Info/Ed/Community Promo | Government Finance Officers Association | | 190.00 |
| | | | | | Check Total: | 530.00 |
| 26263 | 08/22/2025 | 20 Liquid Waste Fund | OCSD Fees-CMSD Share | Orange County Sanitation District | | -5,378.53 |
| 26263 | 08/22/2025 | 20 Liquid Waste Fund | Due to OCSD | Orange County Sanitation District | | 107,570.67 |
| | | | | | Check Total: | 102,192.14 |
| 26264 | 08/22/2025 | 20 Liquid Waste Fund | Building Maintenance Swr Maint | Pacific Cooling Co | | 3,553.00 |
| 26264 | 08/22/2025 | 20 Liquid Waste Fund | Building Maintenance Swr Maint | Pacific Cooling Co | | 220.00 |
| | | | | | Check Total: | 3,773.00 |
| 26265 | 08/22/2025 | 20 Liquid Waste Fund | Equipment Maintenance | PEAC Solutions | | 210.44 |

| Check Number | Check Date | Fund | Account Name | Vendor Name | Void | Amount |
|---------------|------------|----------------------|--------------------------------|---------------------------------|------|--------------|
| 26265 | 08/22/2025 | 10 Solid Waste Fund | Equipment Maintenance | PEAC Solutions | | 23.38 |
| 26265 | 08/22/2025 | 20 Liquid Waste Fund | Equipment Maintenance Swr Main | PEAC Solutions | | 127.56 |
| 26265 | 08/22/2025 | 20 Liquid Waste Fund | Equipment Maintenance | PEAC Solutions | | 127.92 |
| 26265 | 08/22/2025 | 10 Solid Waste Fund | Equipment Maintenance | PEAC Solutions | | 14.21 |
| Check Total: | | | | | | 503.51 |
| 26266 | 08/22/2025 | 10 Solid Waste Fund | Staff Development | Marissa Pereyda | | 504.00 |
| 26266 | 08/22/2025 | 10 Solid Waste Fund | Staff Development | Marissa Pereyda | | 80.00 |
| 26266 | 08/22/2025 | 10 Solid Waste Fund | Staff Development | Marissa Pereyda | | 111.51 |
| 26266 | 08/22/2025 | 10 Solid Waste Fund | Staff Development | Marissa Pereyda | | 989.10 |
| Check Total: | | | | | | 1,684.61 |
| 26267 | 08/22/2025 | 20 Liquid Waste Fund | Professional Services | Robert D. Niehaus, Inc. | | 820.00 |
| Check Total: | | | | | | 820.00 |
| 26268 | 08/22/2025 | 20 Liquid Waste Fund | Electric - Pump Stn Swr Maint | Southern California Edison | | 1,148.58 |
| 26268 | 08/22/2025 | 20 Liquid Waste Fund | Electric - Building | Southern California Edison | | 653.67 |
| 26268 | 08/22/2025 | 10 Solid Waste Fund | Electric - Building | Southern California Edison | | 72.63 |
| 26268 | 08/22/2025 | 20 Liquid Waste Fund | Electric - Building Swr Maint | Southern California Edison | | 15.27 |
| Check Total: | | | | | | 1,890.15 |
| 26269 | 08/22/2025 | 20 Liquid Waste Fund | Gas - Building | Southern California Gas Company | | 14.20 |
| 26269 | 08/22/2025 | 10 Solid Waste Fund | Gas - Building | Southern California Gas Company | | 1.58 |
| Check Total: | | | | | | 15.78 |
| 26270 | 08/22/2025 | 20 Liquid Waste Fund | Pump Station Maint Swr Maint | T.E. Roberts, Inc. | | 9,495.20 |
| Check Total: | | | | | | 9,495.20 |
| Report Total: | | | | | | 1,287,205.94 |

**Costa Mesa Sanitary District
Bank of America
Jul-25**

| <u>Vendors</u> | <u>Descriptions</u> | <u>Amount</u> |
|-----------------------------|---|---------------|
| Amazon | File Folders (1) 7/3/25 HQ | \$ 31.46 |
| Amazon | HR Resource Books: It's the Manager/The Power of Stay 6/30/25 | 48.61 |
| Amazon | PS, Satin Red Spray Paint (1) 7/18/25 | 8.60 |
| Amazon | Black Printer Ink/9V Batteries 7/24/25 HQ | 164.02 |
| Amazon | LED Lights (1) 7/17/25 DY | 147.98 |
| Amazon | Monument Lights Refund 7/17/25 DY | (29.47) |
| Amazon | Sharpies/Note Pads/Batteries (2) Binders (2) 7/17/25 DY | 212.91 |
| Bank of America | Premium Rewards Fee 7/2025 | 75.00 |
| Bank of America | Premium Rewards Fee 7/2025 | 75.00 |
| BASCO | Battery Recycling Buckets (360) 7/1/25 | 709.52 |
| Berlitz | Spanish Bilingual Test 7/28/25 Administrative Assistant I | 130.00 |
| Bluebeam | Bluebeam Subscription (2) Exp 7/9/26 District Engineer/Engineering Technician | 880.00 |
| Cava | EE College Grad/Transf Luncheon 7/16/25 | 487.32 |
| Crisp Imaging | Proj 349, Blueprints (1) Digital Processing (4) 7/7/25 | 62.06 |
| Del Taco | All Hands Meeting Refreshments 7/29/25 | 114.60 |
| Dell | Dell Laptop Battery Replacement (1) 7/7/25 Wastewater Maintenance Worker I | 90.50 |
| Dell | Dell Laptop Battery Replacement (1) 7/7/25 Wastewater Maintenance Lead Worker | 90.50 |
| Discount Filters | Refrigerator Filter 7/22/25 DY | 70.69 |
| DoorDash | Electrical Instr. Tech. Intvw Panel Lunch (4) 7/7/25 EIT/Lead EIT/Public Wrk Foreman/Mgmt Analyst I | 100.00 |
| DoorDash | SWR Admin Asst Intvw Panel Lunch (4) 7/7/25 Snr Mgmt Analyst/Admin Svcs Mgr/SW Mgr/Mgmt Analyst | 100.00 |
| Everline Resort & Spa | CSDA GM Leadership Summit Lodging 6/28-7/1/25 Olympic Valley, CA General Manager | 572.52 |
| E-Z Up | Outreach Event Supplies, 10 x 10 EZ-Up (2) 7/7/25 | 861.98 |
| Grainger | Round Sensor Reflector (2) 7/21/25 DY Gate | 20.77 |
| Harbor Freight | 5000-lbs Trailer Jack Refund 7/24/25 DY | (53.87) |
| Harbor Freight | Bench Vise/Pipe Wrench/File Set 7/24/25 DY | 284.43 |
| Harbor Freight | Car Wash Soap (2) Wash Sponge (1) 7/14/25 DY | 34.45 |
| Harbor Freight | Cordless Micro Engraver (1) 5000-lbs Trailer Jack 7/24/25 DY | 64.63 |
| Harbor Freight | Electrical Tape (2) Shop Towels (1) 7/7/25 DY | 25.83 |
| Harbor Freight | Ratchet Tie Down (4) Pliers (2) Jig Saw/Wrench Set (2) 7/7/25 DY | 1,249.62 |
| Home Depot | Motorola Radios Battery Replacement 7/30/25 DY | 62.95 |
| Home Depot | Multimeter/Clamp Meter Kit (1) 7/30/25 DY | 416.34 |
| Home Depot | PS, Combination Locks (5) GFCI Power Block (1) 7/16/25 | 251.67 |
| Home Depot | 1" Gal Coupling (4) 1"x6"/10" Gal Nipple (2) 7/17/25 DY | 24.38 |
| Home Depot | 6" Close Qtr Hacksaw 7/17/25 DY | 4.62 |
| Home Depot | CCTV Trailer, Hex Bolt (2) Washers (4) Nuts (4) 7/24/25 DY | 19.89 |
| Home Depot | Combo Wrench (1) 25-Pc Impact Bit Set (1) 7/15/25 DY | 46.30 |
| Home Depot | Dish Soap (8) Bleach Alternative (3) Sponge 7/15/25 DY | 77.20 |
| Home Depot | 48" Digital Laser Leveler (1) 6/30/25 Engineering Dept | 160.55 |
| Home Depot | Box Fans (2) 7/31/25 HQ | 43.06 |
| Home Depot | HQ Front Door Lock Button Wires (25-ft) 7/24/25 HQ | 26.77 |
| Home Depot | Monument Spotlight (1) 7/10/25 DY | 43.06 |
| Home Depot | Monument Spotlight Equipment, Box/Conduits/Nuts 7/14/25 DY | 11.13 |
| Home Depot | Oil for Leaf Blower (3) 7/15/25 HQ | 14.45 |
| Home Depot | Proj 349, Stakes for Signs 7/2/25 | 23.68 |
| Home Depot | Slab Frame Screws 7/3/25 DY | 16.08 |
| Lyft | CSDA GM Leadership Summit Transp 7/1/25 Olympic Valley, CA General Manager | 267.90 |
| Mailchimp | Mailchimp Emails (10,000) 7/22/25 | 110.00 |
| Public Storage | SB 1383, Storage Unit for Kitchen Pails 7/2/25 | 731.00 |
| Sandy's Pub | CSDA GM Leadership Summit Meals Reimb by 6/29-7/1/25 General Manager | 0.67 |
| Sandy's Pub, Travel Traders | CSDA GM Leadership Summit Meals 6/29-7/1/25 Olympic Valley, CA General Manager | 83.70 |
| SHRM | HR Resource Books: Guide to Talent Mgmt/Ldrship Offense 6/30/25 | 49.54 |
| Southwest Airlines | CSDA Conference Airfare 8/24-8/28/25 San Jose, CA Director | 180.96 |
| Southwest Airlines | CSDA Conference Airfare 8/25-8/27/25 San Jose, CA District Clerk | 136.96 |
| Southwest Airlines | CSDA Conference Airfare 8/25-8/27/25 San Jose, CA Vice President | 136.96 |
| USPS | Proj 347, Return Air Flow Meter S&H 7/29/25 | 6.21 |
| Westgate Hotel | SHRM Conference Lodging 6/29-7/2/25 San Diego, CA Administrative Services Manager | 884.66 |
| White Cap | Proj 349, No Parking Signs (15) 6/30/25 | 50.64 |
| WorkEasy Software | WorkEasy, Time/Attendance Software Lic (20) 7/9/25 | 60.00 |

CMSD Check No. 26231

\$ 10,570.99



COSTA MESA SANITARY DISTRICT

Staff Report

To: Board of Directors

Via: Scott Carroll, General Manager

From: Noelani Middenway, District Clerk/Public Information Officer

Date: September 22, 2025

Subject: Directors' Compensation and Reimbursement of Expenses

Summary

The Directors' Compensation and Reimbursement of Expenses are hereby submitted to the Board of Directors for review and approval.

Staff Recommendation

That the Board of Directors approve the compensation and reimbursement of expenses as presented.

Analysis

Attached to the staff report are the Directors' Compensation and Reimbursement of Expenses.

Legal Review

Not applicable.

Environmental Review

Consideration of the compensation and reimbursement of expenses is an administrative matter and is exempt from the requirements of the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000 et. seq.). Section 15300.4 of CEQA allows an agency while establishing its own procedures "to list those specific activities which fall within each of the exempt classes", and the District has adopted "CEQA Guidelines and Implementing Procedures" that state on page 6. "Projects" does not include C. Continuing administrative or maintenance activities."

Financial Review

Not applicable.

Public Notice Process

Copies of this report are on file and will be included in the complete agenda packet for the September 22, 2025, Board of Directors Regular meeting at District Headquarters and posted on the district's website.

Alternative Actions

1. Do not approve the compensation and reimbursement of expenses as presented.
2. Direct staff to report back with more information.



Board Compensation & Expense Reimbursement

Name: MIKE SCHEAFER

Per Ordinance No. 55, "Board members shall provide brief reports on meetings attended at public expense at the next regular Board meeting." (Operations Code Section 3.01.035)

| | Date | Qualified Meeting or Event | Location | Hotel | Transportation | Mileage | Meals | Misc. |
|----|-----------|----------------------------|------------|-------|----------------|---------|-------|-------|
| 1 | 8/1/2025 | WACO | VIRTUAL | | | | | |
| 2 | 8/5/2025 | ISDOC EXEC COMM | VIRTUAL | | | | | |
| 3 | 8/6/2025 | HARASSMENT TRAINING | VIRTUAL | | | | | |
| 4 | 8/12/2025 | CMSD STUDY SESSION | CMSD | | | | | |
| 5 | 8/14/2025 | MEETING WITH GM | COSTA MESA | | | | | |
| 6 | 8/18/2025 | CMSD BOARD MEETING | CMSD | | | | | |
| 7 | 8/19/2025 | RETIREMENT RECOGNITION | CMSD | | | | | |
| 8 | 8/21/2025 | MEETING WITH CAC/GM | CMSD | | | | | |
| 9 | | | | | | | | |
| 10 | | | | | | | | |
| | | | SUBTOTAL | \$ - | \$ - | 0 | \$ - | \$ - |

| | | |
|------|--|-------------|
| 0 | miles x \$0.70 per mile = | \$ - |
| \$ - | subtotal of expenses reimbursement = | \$ - |
| 6 | number of qualified meetings or event days attended at \$295/day (maximum of six days) = | \$ 1,770.00 |
| | Total = | \$ 1,770.00 |

Director Signature: _____



Board Compensation & Expense Reimbursement

Name: ART PERRY

Per Ordinance No. 55, "Board members shall provide brief reports on meetings attended at public expense at the next regular Board meeting." (Operations Code Section 3.01.035)

| Date | Qualified Meeting or Event | Location | Hotel | Transportation | Mileage | Meals | Misc. |
|--|--|--------------------------|------------|----------------|---------|-------|-------|
| 8/1/25 | WACO | VIRTUAL | | | | | |
| 8/11/25 | COSTA MESA PLANNING COMM. | VIRTUAL | | | | | |
| 8/12/25 | COSTA MESA SANITARY DISTRICT STUDY SESSION | BOARD ROOM | | | | | |
| 8/18/25 | COSTA MESA SD BOARD MEETING | BOARD ROOM | | | | | |
| 8/19/25 | COSTA MESA SD SPECIAL MEETING | BOARD ROOM | | | | | |
| 8/21/25 | COSTA MESA MEETING WITH MANUTEN. | COSTA MESA SANITARY DIST | | | | | |
| 8/24 - 25, 26, 27 | CSDA CONFERENCE | INDUSTRY MOBILE | | | | | |
| Total Amounts: | | | \$ | \$ | \$ | \$ | \$ |
| rules x \$0.67 per mile = | | | \$ | | | | |
| subtotal of expenses reimbursement = | | | \$ | | | | |
| number of qualified meetings or event days attended at \$295/day (maximum of six days) | | | \$ 1770.00 | | | | |
| TOTAL = | | | \$ 1770.00 | | | | |

Director Signature: Art Perry



Board Compensation & Expense Reimbursement

Name: Nicole Wiltshire

Per Ordinance No. 55, "Board members shall provide brief reports on meetings attended at public expense at the next regular Board meeting." (Operations Code Section 3.01.035)

| Date | Qualified Meeting or Event | Location | Hotel | Transportation | Mileage | Meals | Misc. |
|------|-----------------------------|--|----------|----------------|---------|-------|-------|
| 8-5 | ISDOC | Zoom | | | | | |
| 1 | | | | | | | |
| 8-12 | CMSD Study Session | CMSD | | | | | |
| 2 | | | | | | | |
| 8-18 | CMSD Board Meeting | CMSD | | | | | |
| 3 | | | | | | | |
| 8-19 | Arlene's retirement session | CMSD | | | | | |
| 4 | | | | | | | |
| 8-25 | CSDA Conference Day 1 | Monterey | | | | | |
| 5 | | | | | | | |
| 8-26 | CSDA Conference Day 2 | Monterey | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| | | Total Amounts: | \$ | \$ | \$ | \$ | \$ |
| | | miles x \$0.67 per mile = | \$ | | | | |
| | | subtotal of expenses reimbursement = | \$ 1,770 | | | | |
| | | number of qualified meetings or event days attended at \$295/day (maximum of six days) | \$ | | | | |
| | | TOTAL= | \$ 1,770 | | | | |

Director Signature: NM



Board Compenstation & Expense Reimbursement

Name: Bob Ooten

Per Ordinance No. 55, "Board members shall provide brief reports on meetings attended at public expense at the next regular Board meeting." (Operations Code Section 3.01.035)

| Date | Qualified Meeting or Event | Location | Hotel | Transportation | Mileage | Meals | Misc. |
|----------------|---|----------|-------|----------------|---------|-------|-------|
| 1 8/1/2025 | WACO | Virtual | | | | | |
| 2 8/12/2025 | CMSD Study Session | CMSD HQ | | | | | |
| 3 8/18/2025 | CMSD Board Meeting | CMSD HQ | | | | | |
| 4 8/19/2025 | CMSD Special Meeting - Arlene Schafer's Retirement Ceremony | CMSD HQ | | | | | |
| 5 8/21/2025 | Meeting with General Manager Carroll - Ooten/Perry | CMSD HQ | | | | | |
| 6 8/25/2025 | CSDA Annual Conference | Monterey | | | | | |
| 7 8/26/2025 | CSDA Annual Conference | Monterey | | | | | |
| 8 8/27/2025 | CSDA Annual Conference | Monterey | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| | | SUBTOTAL | \$ - | \$ - | 0 | \$ - | \$ - |


| | | |
|------|--|-------------|
| 0 | miles x \$0.70 per mile = | \$ - |
| \$ - | subtotal of expenses reimbursement = | \$ - |
| 6 | number of qualified meetings or event days attended at \$295/day (maximum of six days) = | \$ 1,770.00 |
| | Total = | \$ 1,770.00 |

Director Signature: _____ Bob Ooten



COSTA MESA SANITARY DISTRICT

To: Board of Directors

Via: Scott Carroll, General Manager 

From: Amanda Doan, Accounting Clerk 

Date: September 22, 2025

Subject: Approve Payroll Transparency Disclosure for August 2025

Summary

Attached is the Payroll General Ledger Distribution Report summarizing each payroll during the month

Staff Recommendation

That the Board of Directors approve and file the report.

Analysis

Attached is the Payroll General Ledger Distribution Report summarizing each payroll during the month.

Legal Review

Not applicable.

Environmental Review

Subject activity is exempt from the requirements of the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000 et. seq.). Section 15300.4 of CEQA allows an agency while establishing its own procedures "to list those specific activities which fall within each of the exempt classes", and the District has adopted "CEQA Guidelines and Implementing Procedures" that state on page 6 "'Projects" does not include C. Continuing administrative or maintenance activities."

Financial Review

Sufficient funds are available in the adopted budget.

Public Notice Process

Copies of this report are on file and will be included in the complete agenda packet for the September 22, 2025 Board of Directors Regular meeting at District Headquarters and posted on the District's website www.cmsdca.gov.

Alternative Actions

Refer item back to staff with further instructions.

Payroll

G/L Distribution Report

User: SPhan
Batch: 00701.08.2025 COMPUTER
Costa Mesa Sanitary Dist.



COSTA MESA SANITARY DISTRICT

| Account Number | Debit Amount | Credit Amount | Description |
|--------------------|-------------------|------------------|--------------------------------|
| Fund 10 | Solid Waste Fund | | |
| 10-000000-1001 | 0.00 | 40,748.65 | Cash in Bank |
| 10-100000-4001 | 30,529.65 | 0.00 | Regular Salaries |
| 10-100000-4002 | 1,330.60 | 0.00 | Part-Time Salaries |
| 10-100000-4005 | 38.11 | 0.00 | Overtime |
| 10-100000-4007 | 100.00 | 0.00 | Auto Allowance |
| 10-100000-4008 | 153.21 | 0.00 | Cell Phone Allowance |
| 10-100000-4100 | 4,553.00 | 0.00 | Cafeteria Plan |
| 10-100000-4105 | 478.03 | 0.00 | Medicare - Employer |
| 10-100000-4115 | 3,155.71 | 0.00 | PERS - Employer |
| 10-100000-4120 | 105.61 | 0.00 | PERS - Employee |
| 10-100000-4125 | 304.73 | 0.00 | Deferred Medical - RHS |
| Fund Total: | 40,748.65 | 40,748.65 | |
| Fund 20 | Liquid Waste Fund | | |
| 20-000000-1001 | 40,748.65 | 0.00 | Cash In Bank |
| 20-000000-1120 | 0.00 | 37.46 | Employee Advance/Receivable |
| 20-000000-2005 | 0.00 | 85,794.15 | Payroll Payable |
| 20-000000-2300 | 0.00 | 15,200.02 | Federal Withholding Taxes |
| 20-000000-2310 | 0.00 | 3,630.40 | Medicare - Employee |
| 20-000000-2315 | 0.00 | 6,092.78 | State Withholding Taxes |
| 20-000000-2320 | 0.00 | 20,599.16 | PERS Retirement |
| 20-000000-2325 | 0.00 | 11,966.00 | PERS Medical |
| 20-000000-2326 | 0.00 | 24.18 | PERS Survivor Benefit |
| 20-000000-2340 | 0.00 | 691.40 | Dental Insurance |
| 20-000000-2342 | 0.00 | 142.43 | Vision Insurance |
| 20-000000-2345 | 0.00 | 1,090.75 | Employee Insurance |
| 20-000000-2350 | 0.00 | 5,194.00 | Deferred Compensation - 457 |
| 20-000000-2352 | 0.00 | 351.92 | Deferred Comp- 457 Loan Repaym |
| 20-000000-2355 | 0.00 | 2,267.68 | Deferred Medical-RHS-Employee |
| 20-000000-2360 | 0.00 | 1,141.27 | Wage Garnishment |
| 20-200000-4001 | 44,947.97 | 0.00 | Regular Salaries |
| 20-200000-4002 | 1,120.79 | 0.00 | Part-Time Salaries |
| 20-200000-4005 | 152.42 | 0.00 | Overtime |
| 20-200000-4007 | 100.00 | 0.00 | Auto Allowance |

| Account Number | Debit Amount | Credit Amount | Description |
|----------------------|-------------------|-------------------|--------------------------------|
| 20-200000-4008 | 197.53 | 0.00 | Cell Phone Allowance |
| 20-200000-4100 | 6,327.00 | 0.00 | Cafeteria Plan |
| 20-200000-4105 | 708.10 | 0.00 | Medicare - Employer |
| 20-200000-4115 | 4,626.58 | 0.00 | PERS - Employer |
| 20-200000-4120 | 422.46 | 0.00 | PERS - Employee |
| 20-200000-4125 | 447.25 | 0.00 | Deferred Medical RHS |
| 20-200001-4001 | 38,354.65 | 0.00 | Regular Salaries Swr Maint |
| 20-200001-4005 | 4,297.86 | 0.00 | Overtime Swr Maint |
| 20-200001-4008 | 295.36 | 0.00 | Cell Phone Allowance Swr Maint |
| 20-200001-4100 | 6,565.00 | 0.00 | Cafeteria Plan Swr Maint |
| 20-200001-4105 | 629.07 | 0.00 | Medicare - Employer Swr Maint |
| 20-200001-4115 | 3,571.44 | 0.00 | PERS - Employer Swr Maint |
| 20-200001-4120 | 329.61 | 0.00 | PERS - Employee Swr Maint |
| 20-200001-4125 | 381.86 | 0.00 | Deferred Medical RHS Swr Maint |
| Fund Total: | 154,223.60 | 154,223.60 | |
| Report Total: | 194,972.25 | 194,972.25 | |

Payroll

G/L Distribution Report

User: SPhan
Batch: 00702.08.2025 COMPUTER
Costa Mesa Sanitary Dist.



COSTA MESA SANITARY DISTRICT

| Account Number | Debit Amount | Credit Amount | Description |
|--------------------|-------------------|------------------|--------------------------------|
| Fund 10 | Solid Waste Fund | | |
| 10-000000-1001 | 0.00 | 40,714.22 | Cash in Bank |
| 10-100000-4001 | 30,473.59 | 0.00 | Regular Salaries |
| 10-100000-4002 | 1,390.49 | 0.00 | Part-Time Salaries |
| 10-100000-4007 | 100.00 | 0.00 | Auto Allowance |
| 10-100000-4008 | 153.21 | 0.00 | Cell Phone Allowance |
| 10-100000-4100 | 4,553.00 | 0.00 | Cafeteria Plan |
| 10-100000-4105 | 477.55 | 0.00 | Medicare - Employer |
| 10-100000-4115 | 3,156.00 | 0.00 | PERS - Employer |
| 10-100000-4120 | 105.61 | 0.00 | PERS - Employee |
| 10-100000-4125 | 304.77 | 0.00 | Deferred Medical - RHS |
| Fund Total: | 40,714.22 | 40,714.22 | |
| Fund 20 | Liquid Waste Fund | | |
| 20-000000-1001 | 40,714.22 | 0.00 | Cash In Bank |
| 20-000000-1120 | 0.00 | 37.46 | Employee Advance/Receivable |
| 20-000000-2005 | 0.00 | 84,812.28 | Payroll Payable |
| 20-000000-2300 | 0.00 | 14,901.43 | Federal Withholding Taxes |
| 20-000000-2310 | 0.00 | 3,587.92 | Medicare - Employee |
| 20-000000-2315 | 0.00 | 5,946.30 | State Withholding Taxes |
| 20-000000-2320 | 0.00 | 20,633.15 | PERS Retirement |
| 20-000000-2325 | 0.00 | 11,966.00 | PERS Medical |
| 20-000000-2326 | 0.00 | 24.18 | PERS Survivor Benefit |
| 20-000000-2340 | 0.00 | 691.40 | Dental Insurance |
| 20-000000-2342 | 0.00 | 134.81 | Vision Insurance |
| 20-000000-2345 | 0.00 | 1,090.75 | Employee Insurance |
| 20-000000-2350 | 0.00 | 5,194.00 | Deferred Compensation - 457 |
| 20-000000-2352 | 0.00 | 351.92 | Deferred Comp- 457 Loan Repaym |
| 20-000000-2355 | 0.00 | 2,272.12 | Deferred Medical-RHS-Employee |
| 20-000000-2360 | 0.00 | 1,107.69 | Wage Garnishment |
| 20-200000-4001 | 44,845.40 | 0.00 | Regular Salaries |
| 20-200000-4002 | 1,344.95 | 0.00 | Part-Time Salaries |
| 20-200000-4007 | 100.00 | 0.00 | Auto Allowance |
| 20-200000-4008 | 197.53 | 0.00 | Cell Phone Allowance |
| 20-200000-4100 | 6,327.00 | 0.00 | Cafeteria Plan |

| Account Number | Debit Amount | Credit Amount | Description |
|----------------------|-------------------|-------------------|--------------------------------|
| 20-200000-4105 | 707.74 | 0.00 | Medicare - Employer |
| 20-200000-4115 | 4,636.66 | 0.00 | PERS - Employer |
| 20-200000-4120 | 422.46 | 0.00 | PERS - Employee |
| 20-200000-4125 | 448.42 | 0.00 | Deferred Medical RHS |
| 20-200001-4001 | 38,427.46 | 0.00 | Regular Salaries Swr Maint |
| 20-200001-4005 | 2,818.26 | 0.00 | Overtime Swr Maint |
| 20-200001-4008 | 295.36 | 0.00 | Cell Phone Allowance Swr Maint |
| 20-200001-4100 | 6,565.00 | 0.00 | Cafeteria Plan Swr Maint |
| 20-200001-4105 | 608.67 | 0.00 | Medicare - Employer Swr Maint |
| 20-200001-4115 | 3,579.80 | 0.00 | PERS - Employer Swr Maint |
| 20-200001-4120 | 329.61 | 0.00 | PERS - Employee Swr Maint |
| 20-200001-4125 | 382.87 | 0.00 | Deferred Medical RHS Swr Maint |
| Fund Total: | 152,751.41 | 152,751.41 | |
| | | | |
| Report Total: | 193,465.63 | 193,465.63 | |

Payroll

G/L Distribution Report

User: SPhan
Batch: 00703.08.2025 COMPUTER
Costa Mesa Sanitary Dist.



COSTA MESA SANITARY DISTRICT

| Account Number | Debit Amount | Credit Amount | Description |
|----------------------|-------------------|-----------------|-----------------------------|
| Fund 10 | Solid Waste Fund | | |
| 10-000000-1001 | 0.00 | 1,271.35 | Cash in Bank |
| 10-100000-4003 | 1,180.00 | 0.00 | Board Salaries |
| 10-100000-4105 | 17.13 | 0.00 | Medicare - Employer |
| 10-100000-4110 | 73.22 | 0.00 | FICA - Employer |
| 10-100000-4130 | 1.00 | 0.00 | Benefits Admin Costs |
| Fund Total: | 1,271.35 | 1,271.35 | |
| Fund 20 | Liquid Waste Fund | | |
| 20-000000-1001 | 0.00 | 12.44 | Cash In Bank |
| 20-000000-2005 | 0.00 | 3,458.76 | Payroll Payable |
| 20-000000-2300 | 0.00 | 475.00 | Federal Withholding Taxes |
| 20-000000-2305 | 0.00 | 732.20 | FICA - Employee |
| 20-000000-2310 | 0.00 | 171.24 | Medicare - Employee |
| 20-000000-2315 | 0.00 | 230.73 | State Withholding Taxes |
| 20-000000-2350 | 0.00 | 5.00 | Deferred Compensation - 457 |
| 20-200000-4003 | 4,720.00 | 0.00 | Board Salaries |
| 20-200000-4105 | 68.49 | 0.00 | Medicare - Employer |
| 20-200000-4110 | 292.88 | 0.00 | FICA - Employer |
| 20-200000-4130 | 4.00 | 0.00 | Benefits Admin Costs |
| Fund Total: | 5,085.37 | 5,085.37 | |
| Report Total: | 6,356.72 | 6,356.72 | |

Payroll

G/L Distribution Report

User: SPhan
Batch: 00704.08.2025 COMPUTER
Costa Mesa Sanitary Dist.



COSTA MESA SANITARY DISTRICT

| Account Number | Debit Amount | Credit Amount | Description |
|--------------------|-------------------|------------------|--------------------------------|
| Fund 10 | Solid Waste Fund | | |
| 10-000000-1001 | 0.00 | 36,277.03 | Cash in Bank |
| 10-100000-4001 | 30,559.79 | 0.00 | Regular Salaries |
| 10-100000-4002 | 1,514.85 | 0.00 | Part-Time Salaries |
| 10-100000-4008 | 153.21 | 0.00 | Cell Phone Allowance |
| 10-100000-4105 | 464.49 | 0.00 | Medicare - Employer |
| 10-100000-4115 | 3,173.46 | 0.00 | PERS - Employer |
| 10-100000-4120 | 105.61 | 0.00 | PERS - Employee |
| 10-100000-4125 | 305.62 | 0.00 | Deferred Medical - RHS |
| Fund Total: | 36,277.03 | 36,277.03 | |
| Fund 20 | Liquid Waste Fund | | |
| 20-000000-1001 | 36,277.03 | 0.00 | Cash In Bank |
| 20-000000-1120 | 0.00 | 37.46 | Employee Advance/Receivable |
| 20-000000-2005 | 0.00 | 84,338.63 | Payroll Payable |
| 20-000000-2300 | 0.00 | 14,196.17 | Federal Withholding Taxes |
| 20-000000-2310 | 0.00 | 3,543.50 | Medicare - Employee |
| 20-000000-2315 | 0.00 | 5,578.96 | State Withholding Taxes |
| 20-000000-2320 | 0.00 | 21,170.22 | PERS Retirement |
| 20-000000-2326 | 0.00 | 25.11 | PERS Survivor Benefit |
| 20-000000-2350 | 0.00 | 5,194.00 | Deferred Compensation - 457 |
| 20-000000-2352 | 0.00 | 351.92 | Deferred Comp- 457 Loan Repaym |
| 20-000000-2355 | 0.00 | 2,337.44 | Deferred Medical-RHS-Employee |
| 20-000000-2360 | 0.00 | 1,107.69 | Wage Garnishment |
| 20-200000-4001 | 44,947.00 | 0.00 | Regular Salaries |
| 20-200000-4002 | 1,344.95 | 0.00 | Part-Time Salaries |
| 20-200000-4008 | 197.53 | 0.00 | Cell Phone Allowance |
| 20-200000-4105 | 674.15 | 0.00 | Medicare - Employer |
| 20-200000-4115 | 4,643.74 | 0.00 | PERS - Employer |
| 20-200000-4120 | 422.46 | 0.00 | PERS - Employee |
| 20-200000-4125 | 449.29 | 0.00 | Deferred Medical RHS |
| 20-200001-4001 | 41,381.64 | 0.00 | Regular Salaries Swr Maint |
| 20-200001-4005 | 2,010.38 | 0.00 | Overtime Swr Maint |
| 20-200001-4008 | 332.28 | 0.00 | Cell Phone Allowance Swr Maint |
| 20-200001-4105 | 633.11 | 0.00 | Medicare - Employer Swr Maint |

| Account Number | Debit Amount | Credit Amount | Description |
|----------------------|-------------------|-------------------|--------------------------------|
| 20-200001-4115 | 3,824.12 | 0.00 | PERS - Employer Swr Maint |
| 20-200001-4120 | 329.61 | 0.00 | PERS - Employee Swr Maint |
| 20-200001-4125 | 413.81 | 0.00 | Deferred Medical RHS Swr Maint |
| | | | |
| Fund Total: | 137,881.10 | 137,881.10 | |
| | | | |
| | | | |
| Report Total: | 174,158.13 | 174,158.13 | |



COSTA MESA SANITARY DISTRICT

Staff Report

To: Board of Directors

Via: Scott Carroll, General Manager *SC*

From: Marissa Pereyda, Solid Waste Manager *MP*

Date: September 22, 2025

Subject: **Approve the Occupancy Count of 23,265 and Direct Staff to Prepare a Warrant to CR&R Environmental Services for \$408,998.70 in the September 2025 Warrant Register for August 2025 Solid Waste Collection Services**

Summary

The District's monthly payment to CR&R Environmental Services (CR&R) for solid waste collection services is calculated by multiplying the set occupancy rate by the occupancy count, approved each month by the Board of Directors. The current occupancy rate is \$17.58, and the August 2025 occupancy count presented to the Board of Directors is 23,265, for a total payment of \$408,998.70.

Staff Recommendation

That the Board of Directors:

1. Approve the Occupancy Count of 23,265; and
2. Direct staff to prepare a warrant to CR&R Environmental Services for \$408,998.70 in the September 2025 warrant register for August 2025 solid waste collection services.

Analysis

The occupancy count is the number of active units in the District's jurisdiction receiving solid waste collection services. The occupancy rate approved by the Board of Directors on April 28, 2025, effective July 1, 2025, is \$17.58. The District pays CR&R \$17.58 per unit, per month for solid waste collection services. The occupancy count is increased or decreased monthly for new residential developments and demolitions.

As of August 31, 2025, the District's occupancy count was 23,265 with 43 new accounts added and 2 accounts removed since the last billing period. The occupancy count approved by the Board of Directors for July 2025 was 23,224.

The District's payment to CR&R is calculated by multiplying the occupancy count by the occupancy rate. The payment calculation for August 2025 is included below.

| | | | | |
|------------------------|---|-----------------------|---|----------------------------|
| <u>Occupancy Count</u> | X | <u>Occupancy Rate</u> | = | <u>Payment to CR&R</u> |
| 23,265 | | \$17.58 | | \$408,998.70 |

District staff will continue to track the number of new and removed service addresses.

Legal Review

Not applicable.

Environmental Review

Consideration of the occupancy count is an administrative matter and is exempt from the requirements of the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000 et. seq.). Section 15300.4 of CEQA allows an agency while establishing its own procedures "to list those specific activities which fall within in each of the exempt classes," and the District has adopted "CEQA Guidelines and Implementing Procedures" that state on page 6 "Projects" does not include... C. Continuing administration or maintenance activities.

Financial Review

Sufficient funds are available in the adopted FY 2025-26 budget.

Public Notice Process

Copies of this report are on file and will be included in the complete agenda packet for the September 22, 2025, Board of Directors Meeting at District Headquarters and posted on the District's website.

Alternative Actions

Refer item back to staff with further instructions.

Costa Mesa Sanitary District
Occupancy Report
Aug-25

| | |
|---------------------------|--------|
| Total Accounts | 23,265 |
| | |
| 35 Gallon Waste Carts | 676 |
| 60 Gallon Waste Carts | 15,249 |
| 90 Gallon Waste Carts | 9,934 |
| 35 Gallon Recycling Carts | 1,364 |
| 60 Gallon Recycling Carts | 14,983 |
| 90 Gallon Recycling Carts | 6,905 |
| 35 Gallon Organic Carts | 3,837 |
| 60 Gallon Organic Carts | 18,518 |
| 90 Gallon Organic Carts | 2,409 |
| | |
| Total Carts | 73,873 |

| Cart Delivery Information/ Start Standard Service | Service Address | Date | Delivered |
|--|-----------------|-----------|-----------|
| | 913 W 20TH #B | 8/14/2025 | 90 GAL |
| | 481 FLOWER #B | 8/18/2025 | 90 GAL |
| | 200 MAYFAIR | 8/25/2025 | 35 GAL |
| | 201 MAYFAIR | 8/25/2025 | 35 GAL |
| | 202 MAYFAIR | 8/25/2025 | 35 GAL |
| | 203 MAYFAIR | 8/25/2025 | 35 GAL |
| | 204 MAYFAIR | 8/25/2025 | 35 GAL |
| | 205 MAYFAIR | 8/25/2025 | 35 GAL |
| | 206 MAYFAIR | 8/25/2025 | 35 GAL |
| | 207 MAYFAIR | 8/25/2025 | 35 GAL |
| | 208 MAYFAIR | 8/25/2025 | 35 GAL |
| | 209 MAYFAIR | 8/25/2025 | 35 GAL |
| | 210 MAYFAIR | 8/25/2025 | 35 GAL |
| | 212 MAYFAIR | 8/25/2025 | 35 GAL |
| | 214 MAYFAIR | 8/25/2025 | 35 GAL |
| | 2214 MAYFAIR | 8/25/2025 | 35 GAL |
| | 2215 MAYFAIR | 8/25/2025 | 35 GAL |
| | 2216 MAYFAIR | 8/25/2025 | 35 GAL |
| | 2217 MAYFAIR | 8/25/2025 | 35 GAL |
| | 2218 MAYFAIR | 8/25/2025 | 35 GAL |
| | 2219 MAYFAIR | 8/25/2025 | 35 GAL |
| | 2220 MAYFAIR | 8/25/2025 | 35 GAL |
| | 2221 MAYFAIR | 8/25/2025 | 35 GAL |
| | 210 SAYBROOK | 8/25/2025 | 35 GAL |
| | 211 SAYBROOK | 8/25/2025 | 35 GAL |
| | 212 SAYBROOK | 8/25/2025 | 35 GAL |
| | 213 SAYBROOK | 8/25/2025 | 35 GAL |
| | 214 SAYBROOK | 8/25/2025 | 35 GAL |
| | 215 SAYBROOK | 8/25/2025 | 35 GAL |
| | 216 SAYBROOK | 8/25/2025 | 35 GAL |
| | 217 SAYBROOK | 8/25/2025 | 35 GAL |
| | 2215 SAYBROOK | 8/25/2025 | 35 GAL |
| | 2217 SAYBROOK | 8/25/2025 | 35 GAL |
| | 2219 SAYBROOK | 8/25/2025 | 35 GAL |

| | | | |
|--|---------------|-----------|--------|
| | 2221 SAYBROOK | 8/25/2025 | 35 GAL |
| | 2223 SAYBROOK | 8/25/2025 | 35 GAL |
| | 2224 SAYBROOK | 8/25/2025 | 35 GAL |
| | 2225 SAYBROOK | 8/25/2025 | 35 GAL |
| | 2226 SAYBROOK | 8/25/2025 | 35 GAL |
| | 2227 SAYBROOK | 8/25/2025 | 35 GAL |
| | 2228 SAYBROOK | 8/25/2025 | 35 GAL |
| | 2229 SAYBROOK | 8/25/2025 | 35 GAL |
| | 2231 SAYBROOK | 8/25/2025 | 35 GAL |

Address below has been removed from count:

2280 Elden Ave


2286 Elden Ave



COSTA MESA SANITARY DISTRICT

Staff Report

To: Board of Directors

From: Scott Carroll, General Manager 

Date: September 22, 2025

Subject: Receive and File August 2025 Contracts Signed by the General Manager

Summary

At the January 24, 2019 Board of Directors meeting, the Board directed the General Manager to submit a list of contracts he signed during the previous month. Below are the contracts he signed in the months of August 2025.

Staff Recommendation

That the Board of Directors receive and file this report

Analysis

The following contracts/agreements were signed by the general manager in August 2025.

Contracts/Agreements

1. Aza Construction, Inc. – Project 530 – Urgent repair of sewer line at South Coast Plaza.
Cost: **\$71,000**

Purchase Orders

1. Infosend, Inc. – Printed and mailed 19,332 postcards about sorting recycling materials.
Cost: **\$9,819.10**
2. Orange Coast Fence Co. – Furnished and installed 8' high chain link fence to obscure and protect odor scrubber equipment at Elden Pump Station. Cost: **\$6,654.00**

Legal Review

Not applicable

Environmental Review

Subject activity is exempt from the requirements of the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000 et. seq.). Section 15300.4 of CEQA allows an agency ~~while establishing its own procedures "to list those specific activities which fall within each of~~

"Protecting public health and the environment for current and future generations."

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the exempt classes", and the District has adopted "CEQA Guidelines and Implementing Procedures" that state on page 6 "Projects" does not include C. Continuing administrative or maintenance activities."

Financial Review

There is adequate funding in the budget to perform the contract services mentioned above.

Public Notice Process

Copies of this report are on file and will be included in the complete agenda packet for the September 22, 2025 Board of Directors meeting at District Headquarters and posted on the District's website.

Alternative Actions

1. Direct staff to report back with more information.



COSTA MESA SANITARY DISTRICT

Staff Report

To: Board of Directors

From: Marc Davis, District Treasurer

Date: September 22, 2025

Subject: Approve the Investment Report for the Month of August 2025

Summary

Attached is the Investment Report for the month of August 2025. As required by the District's Statement of Investment Policy, the Investment Report delineates all investment activity during the month.

Staff Recommendation

That the Board of Directors approve the Investment Report for the month of August 2025.

Analysis

This report lists the types of securities held in the District's portfolio, the institutions from which the securities were purchased, maturity dates and interest rates as of August 31, 2025. The District's investments are in compliance with the Statement of Investment Policy adopted by the Board at the June 23, 2025 regular meeting, as well as the California Government Code. The market values in this report were provided by our third party custodian, Pershing, LLC, except for the Local Agency Investment Fund (LAIF). The market value of LAIF was provided by the State Treasurer's Office. It does not represent the value of the underlying securities within the pool, but rather the par or cost amount, which is the amount the District is entitled to withdraw. This reporting practice is consistent with industry standard practices for similar funds.

The weighted average stated rate of return (current yield) for the District's investment portfolio as of August 31, 2025, was 3.210%. The yield to maturity of the portfolio was 3.211%. The District's weighted average interest rate was 109 basis points (1.041%) below the LAIF average monthly rate of 4.251% for the month of August 2025. The weighted average number of days to maturity for the District's total portfolio was 436 days (1.19 years). The duration of the underlying securities in LAIF as of August 31, 2025 was 248 days.

The District's investment portfolio is in compliance with its liquidity limitations, which requires that a minimum of 20.00% of the portfolio must mature within one year. The percentage of the portfolio maturing in one year or less as of August 31, 2025 was 62.50%. The District has adequate cash reserves necessary to meet its obligations for the next six months.

A majority of the District's cash and investments is reserved or set aside for specific purposes. A description of the various classifications of the District's cash and investments are as follows:

Solid Waste Fund:

Operating Reserve - Equal to 30% of the operations budget of the Solid Waste Fund per Operations Code Section 4.030.020. The Operating Reserve can only be accessed with prior Board approval.

Designated for Revenue Dry Period - Equal to 5 months of budgeted operating expenses for the fiscal year to cover the cash deficit during the period in which the District does not receive any of its annual charges from the County of Orange. The revenue dry period is from June through October.

Undesignated - Remaining available cash, which is currently used for rate stabilization and payment of organics recycling costs.

Wastewater Fund:

Operating Reserve - Equal to 25% of the operations budget of the Wastewater Fund per Operations Code Section 4.030.020. The Operating Reserve can only be accessed with prior Board approval.

Reserved for Capital Outlay - Set aside for capital improvement projects approved and budgeted by the Board, but which have not yet been completed.

Designated for Revenue Dry Period - Equal to 5 months of budgeted operating expenses for the fiscal year to cover the cash deficit during the period in which the District does not receive any of its annual charges from the County of Orange. The revenue dry period is from June through October.

Undesignated - Remaining available cash, which is available to be appropriated by the Board.

Facilities Revolving Fund - Collection of fixture fees which is a restricted revenue source and can only be used for new sewer facilities.

Asset Replacement Fund - Accumulation of funds for replacement of vehicles, equipment and computers.

Asset Management Fund - Accumulation of funds in accordance with the asset management model for long-term replacement of sewer pipes and related infrastructure.

Legal Review

Legal review is not required.

Environmental Review

Subject activity is exempt from the requirements of the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000 et. seq.). Section 15300.4 of CEQA allows an agency while establishing its own procedures "to list those specific activities which fall within each of the exempt classes," and the District has adopted "CEQA Guidelines and Implementing Procedures" that state on page 6, "Projects" does not include...C. Continuing administrative or maintenance activities.

Financial Review

The portfolio was budgeted to earn an average rate of 2.497% for the year ending June 30, 2026. Through August 31, 2025, the portfolio has earned a weighted average interest rate of 3.188%.

Public Notice Process

Copies of this report are on file and will be included in the complete agenda packet for the September 22, 2025 Board of Directors regular meeting at District Headquarters and posted on the District's website.

Alternative Actions

Refer the matter back to staff.




COSTA MESA SANITARY DISTRICT
Investment Report
August 31, 2025

| | Bank Balance | Deposits in Transit and Other Items | Outstanding Checks and Other Items | Book Balance |
|------------------------------------|------------------|---|--|------------------|
| Active Accounts: | | | | |
| Bank of America | \$ 466,080.83 | 12,888.10 | (875,808.30) | \$ (396,839.37) |
| Total Active Accounts | 466,080.83 | 12,888.10 | (875,808.30) | (396,839.37) |
| | | Market Adjustment | | |
| | Market Value | Increase | Decrease | Cost |
| Investments: | | | | |
| Local Agency Investment Fund | \$ 2,413,032.92 | - | - | 2,413,032.92 |
| CA CLASS | 4,801,402.07 | - | - | 4,801,402.07 |
| Money Market/Sweep Account | 10,000.00 | - | - | 10,000.00 |
| Negotiable Certificates of Deposit | 3,470,838.95 | - | 14,161.05 | 3,485,000.00 |
| U.S. Treasury Bills | 490,063.40 | - | (5,661.18) | 484,402.22 |
| Federal Agency Securities | 11,436,184.00 | - | 140,762.15 | 11,576,946.15 |
| Corporate Bonds | 201,380.70 | - | 4,876.60 | 206,257.30 |
| Total Investments | 22,822,902.04 | - | 154,138.62 | 22,977,040.66 |
| Total Pooled Cash & Investments | \$ 23,288,982.87 | \$ 12,888.10 | \$ (721,669.68) | \$ 22,580,201.29 |

COSTA MESA SANITARY DISTRICT
Cash and Investments by Fund
August 31, 2025

| | |
|-----------------------------------|------------------|
| General Fund | \$ 228,122.39 |
| Solid Waste Fund: | |
| Operating reserve | 2,564,790.00 |
| Unreserved: | |
| Designated for revenue dry period | 3,032,500.00 |
| Undesignated | (1,059,764.52) |
| Wastewater Fund: | |
| Operating reserve | 1,537,500.00 |
| Reserved for capital outlay | 3,161,000.00 |
| Unreserved: | |
| Designated for revenue dry period | 2,669,600.00 |
| Undesignated | 1,845,939.23 |
| Facilities Revolving Fund | 135,773.94 |
| Asset Replacement Fund | 3,393,532.84 |
| Asset Management Fund | 5,071,207.41 |
| Total Pooled Cash & Investments | \$ 22,580,201.29 |

Note: See the Finances page on the District's website at www.cmsdca.gov for more information.

| | |
|--|----------------------------|
|  _____ Marcus D. Davis Treasurer | 9/18/2025 _____ Date |
|--|----------------------------|



COSTA MESA SANITARY DISTRICT
Investment Activity
August 31, 2025

Total investments as of July 31, 2025 \$ 24,236,400.49

Additions:

Investment purchases:

| | |
|---|-------------------|
| Florida Credit Union Negotiable CD, 1 yr, 4.100%, 8/29/25 | 245,000.00 |
| BMW Bank Negotiable CD, 3 yr, 3.850%, 8/29/25 | 245,000.00 |
| Merrick Bank Negotiable CD, 3.5 yr, 3.950%, 8/29/25 | <u>245,000.00</u> |

Total investment purchases 735,000.00

Deductions:

Investments matured:

| | |
|---|-------------------|
| First National Bank Syracuse, 5 yr, 0.550%, 8/28/25 | 245,000.00 |
| Federal National Mortgage Assn, 5 yr, 0.600%, 8/28/25 | <u>500,000.00</u> |

Total investments matured 745,000.00

Investments called:

| | |
|---|-------------------|
| Federal Farm Credit Bank, 3 yr, 4.580%, 8/21/25 | <u>479,976.00</u> |
|---|-------------------|

Total investments called 479,976.00

Total deductions 1,224,976.00

Net increase (decrease) in Sweep Account 3,041.50

Net increase (decrease) in LAIF (790,000.00)

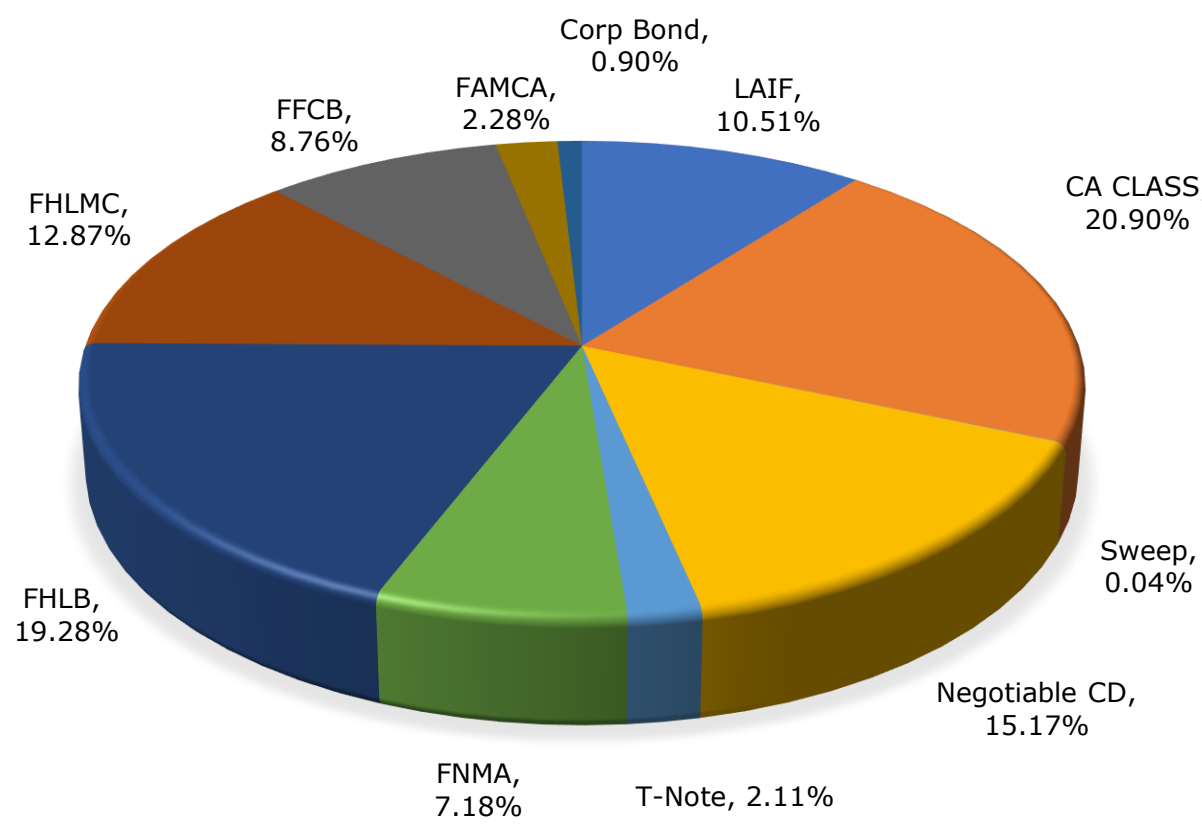
Net increase (decrease) in CA CLASS 17,574.67

Total investments as of August 31, 2025 \$ 22,977,040.66



COSTA MESA SANITARY DISTRICT
Investment Holdings and Portfolio Performance
August 31, 2025

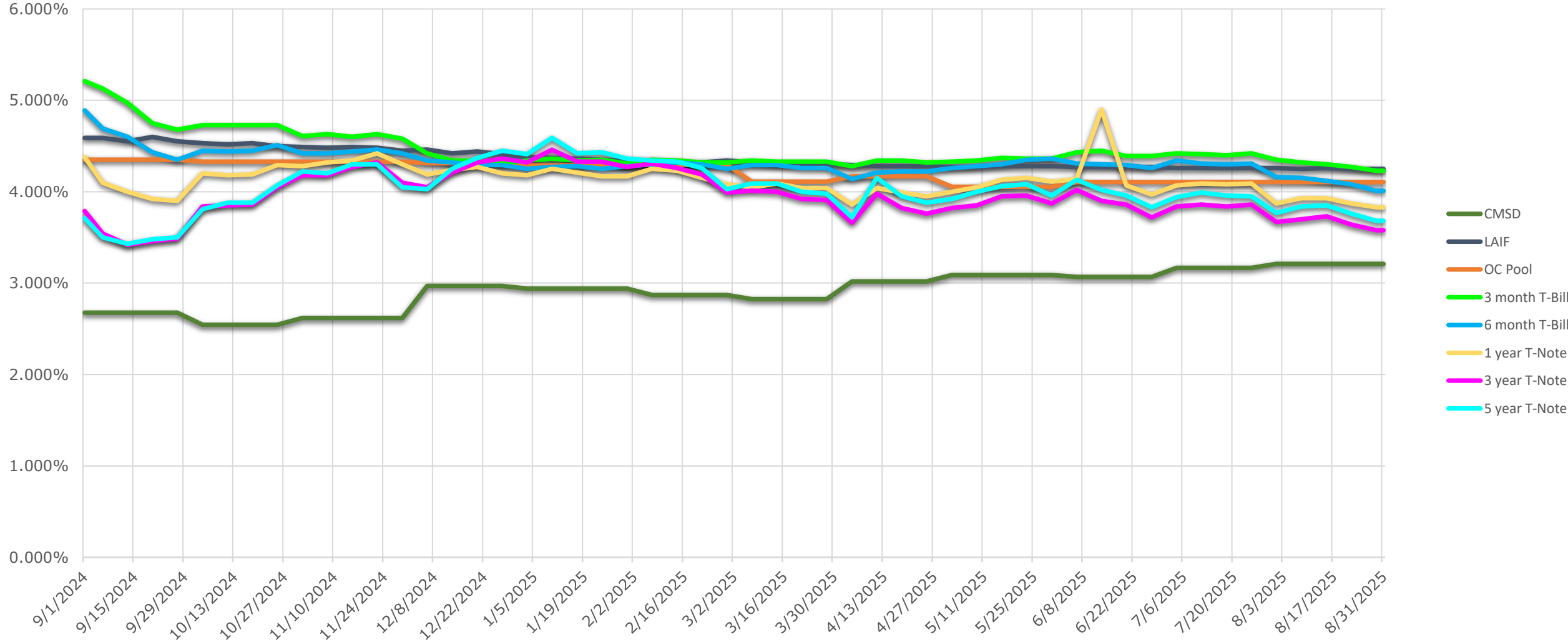
Percent of Holdings by Investment Type



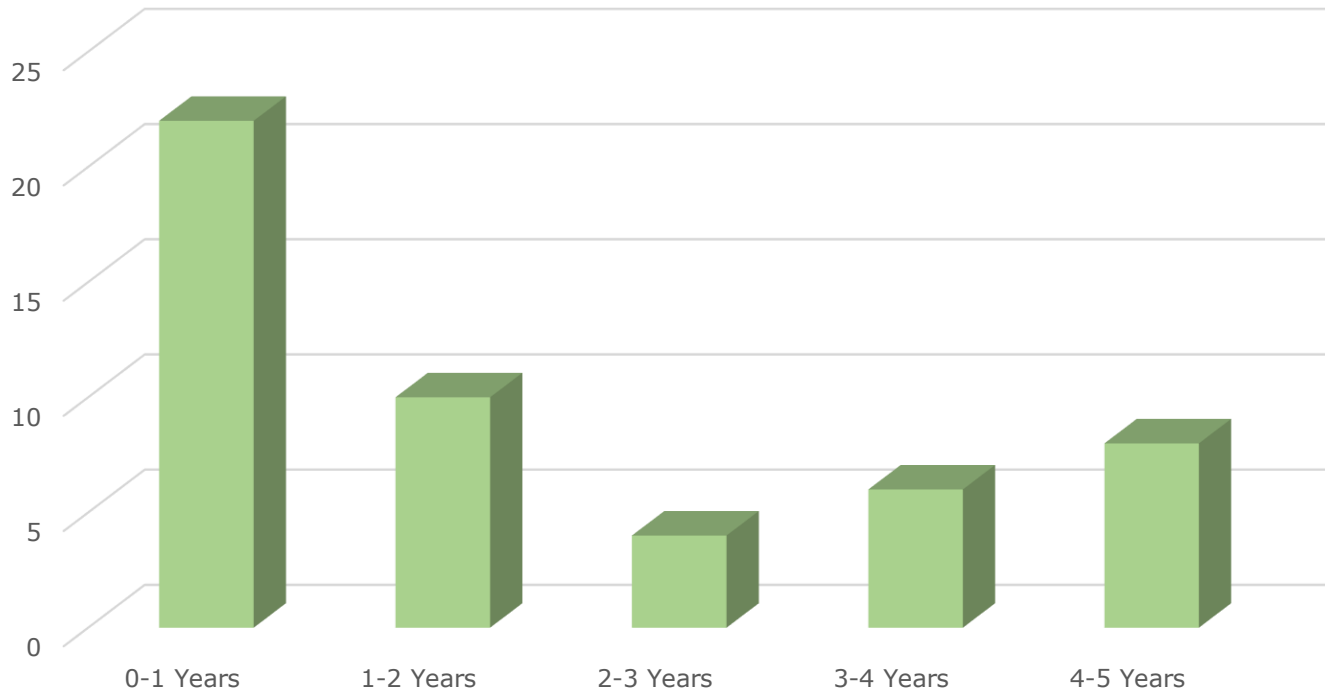
CMSD Lifetime Rate



Interest Rate Comparison



Portfolio Average Maturity 436 Days



Maturity Distribution

| Maturity | Cost In Thousands |
|----------------|----------------------|
| 1 - 180 Days | \$ 11,416 |
| 181 - 365 Days | 2,948 |
| 1 - 2 Years | 3,595 |
| 2 - 3 Years | 500 |
| 3 - 4 Years | 2,329 |
| 4 - 5 Years | 2,189 |
| TOTAL | \$ 22,977 |



COSTA MESA SANITARY DISTRICT
Investments by Type
August 31, 2025

| Description | Purchase Date | Maturity Date | Coupon Rate | Investment Cost | % of Portfolio | Market Value | % of Portfolio |
|---|---------------|---------------|-------------|-------------------------|----------------|-------------------------|----------------|
| Local Agency Investment Fund | n/a | Continuous | 4.251% | <u>\$ 2,413,032.92</u> | | <u>\$ 2,413,032.92</u> | |
| Total Local Agency Investment Fund | | | | <u>2,413,032.92</u> | 10.51% | <u>2,413,032.92</u> | 10.57% |
| CA CLASS | n/a | Continuous | 4.324% | <u>4,801,402.07</u> | | <u>4,801,402.07</u> | |
| Total CA CLASS | | | | <u>4,801,402.07</u> | 20.90% | <u>4,801,402.07</u> | 21.04% |
| Money Market/Sweep Account | n/a | Continuous | 0.000% | <u>10,000.00</u> | | <u>10,000.00</u> | |
| Total Money Market/Sweep Account | | | | <u>10,000.00</u> | 0.04% | <u>10,000.00</u> | 0.04% |
| U.S. Treasury Notes | 10/25/24 | 02/15/26 | 4.000% | 199,774.43 | | 199,900.00 | |
| U.S. Treasury Notes | 01/30/25 | 06/30/29 | 4.250% | 184,746.54 | | 189,003.40 | |
| U.S. Treasury Notes | 07/14/25 | 01/31/31 | 4.000% | <u>99,881.25</u> | | <u>101,160.00</u> | |
| Total U.S. Treasury Notes | | | | <u>484,402.22</u> | 2.11% | <u>490,063.40</u> | 2.15% |
| Federal Home Loan Mortgage Corp | 10/27/20 | 10/27/25 | 0.600% | 1,500,000.00 | | 1,491,555.00 | |
| Federal Home Loan Mortgage Corp | 04/30/25 | 04/30/29 | 4.000% | 259,350.00 | | 259,586.60 | |
| Federal Home Loan Mortgage Corp | 05/20/25 | 05/02/30 | 4.200% | 500,000.00 | | 499,140.00 | |
| Federal Home Loan Mortgage Corp | 07/29/25 | 07/15/30 | 4.900% | 500,000.00 | | 500,270.00 | |
| Federal Home Loan Mortgage Corp | 07/22/25 | 07/22/30 | 4.000% | <u>198,700.00</u> | | <u>199,734.00</u> | |
| Total Federal Home Loan Mortgage Corp | | | | <u>2,958,050.00</u> | 12.87% | <u>2,950,285.60</u> | 12.93% |
| Federal Home Loan Bank | 10/29/20 | 10/29/25 | 0.550% | 1,000,000.00 | | 993,710.00 | |
| Federal Home Loan Bank | 12/30/20 | 12/30/25 | 0.500% | 320,000.00 | | 316,102.40 | |
| Federal Home Loan Bank | 01/29/21 | 01/29/26 | 0.520% | 300,000.00 | | 295,542.00 | |
| Federal Home Loan Bank | 06/30/21 | 06/30/26 | 1.050% | 560,000.00 | | 546,834.40 | |
| Federal Home Loan Bank | 08/24/21 | 08/24/26 | 1.000% | 750,000.00 | | 728,940.00 | |
| Federal Home Loan Bank | 09/30/21 | 09/30/26 | 1.030% | 1,000,000.00 | | 969,630.00 | |
| Federal Home Loan Bank | 11/18/21 | 11/18/26 | 1.375% | 250,000.00 | | 242,585.00 | |
| Federal Home Loan Bank | 03/30/22 | 03/30/27 | 2.600% | <u>250,000.00</u> | | <u>245,360.00</u> | |
| Total Federal Home Loan Bank | | | | <u>4,430,000.00</u> | 19.28% | <u>4,338,703.80</u> | 19.01% |
| Federal National Mortgage Assn | 10/27/20 | 10/27/25 | 0.550% | 250,250.00 | | 248,592.50 | |
| Federal National Mortgage Assn | 07/30/25 | 07/28/28 | 4.150% | 500,000.00 | | 500,670.00 | |
| Federal National Mortgage Assn | 12/30/24 | 07/02/29 | 4.700% | 500,000.00 | | 501,910.00 | |
| Federal National Mortgage Assn | 10/22/24 | 10/22/29 | 4.250% | 150,000.00 | | 150,136.50 | |
| Federal National Mortgage Assn | 05/06/25 | 05/06/30 | 4.000% | <u>250,000.00</u> | | <u>249,855.00</u> | |
| Total Federal National Mortgage Association | | | | <u>1,650,250.00</u> | 7.18% | <u>1,651,164.00</u> | 7.23% |
| Federal Farm Credit Bank | 04/06/21 | 03/02/26 | 0.840% | 148,791.15 | | 147,660.00 | |
| Federal Farm Credit Bank | 04/29/22 | 04/13/26 | 3.220% | 254,745.00 | | 253,679.10 | |
| Federal Farm Credit Bank | 12/07/21 | 11/23/26 | 1.430% | 110,110.00 | | 106,788.00 | |
| Federal Farm Credit Bank | 12/29/21 | 12/29/26 | 1.390% | 500,000.00 | | 484,340.00 | |
| Federal Farm Credit Bank | 01/26/22 | 01/26/27 | 1.780% | 250,000.00 | | 243,025.00 | |
| Federal Farm Credit Bank | 03/16/22 | 03/16/27 | 2.350% | 500,000.00 | | 488,960.00 | |
| Federal Farm Credit Bank | 10/07/24 | 10/07/27 | 3.670% | <u>250,000.00</u> | | <u>248,732.50</u> | |
| Total Federal Farm Credit Bank | | | | <u>2,013,646.15</u> | 8.76% | <u>1,973,184.60</u> | 8.65% |
| Federal Agricultural Mortgage Corp | 11/20/20 | 11/20/25 | 0.600% | 275,000.00 | | 272,838.50 | |
| Federal Agricultural Mortgage Corp | 09/09/24 | 09/09/27 | 4.540% | <u>250,000.00</u> | | <u>250,007.50</u> | |
| Total Federal Agricultural Mortgage Corp | | | | <u>525,000.00</u> | 2.28% | <u>522,846.00</u> | 2.29% |
| UnitedHealth Group MTN | 06/09/21 | 01/15/26 | 1.250% | 101,377.00 | | 98,823.00 | |
| John Deere Capital Corp MTN | 06/23/21 | 06/17/26 | 1.050% | <u>104,880.30</u> | | <u>102,557.70</u> | |
| Total Corporate Bonds | | | | <u>206,257.30</u> | 0.90% | <u>201,380.70</u> | 0.88% |
| US Bank | 09/25/24 | 09/25/25 | 4.350% | 245,000.00 | | 244,980.40 | |
| BankUnited National Assn | 03/31/21 | 03/31/26 | 0.950% | 245,000.00 | | 240,695.35 | |
| Bank of America | 06/30/25 | 06/30/26 | 4.250% | 245,000.00 | | 245,600.25 | |
| Live Oak Bank | 07/30/21 | 07/30/26 | 0.750% | 150,000.00 | | 145,702.50 | |
| Florida Credit Union | 08/29/25 | 08/28/26 | 4.100% | 245,000.00 | | 245,000.00 | |
| JP Morgan Chase | 08/31/21 | 08/31/26 | 0.750% | 245,000.00 | | 237,373.15 | |
| Goldman Sachs Bank | 09/08/21 | 09/08/26 | 1.050% | 245,000.00 | | 237,936.65 | |
| Austin Teleco Federal Credit Union | 12/31/24 | 12/30/26 | 4.300% | 245,000.00 | | 246,261.75 | |
| Global Federal Credit Union | 06/30/25 | 06/30/27 | 4.250% | 245,000.00 | | 246,648.85 | |
| BMW Bank | 08/29/25 | 08/29/28 | 3.850% | 245,000.00 | | 245,227.85 | |
| San Francisco Federal Credit Union | 11/27/24 | 11/27/28 | 4.250% | 150,000.00 | | 151,845.00 | |
| Merrick Bank | 08/29/25 | 02/28/29 | 3.950% | 245,000.00 | | 245,759.50 | |
| USAlliance Federal Credit Union | 05/30/25 | 05/30/29 | 4.000% | 245,000.00 | | 246,124.55 | |
| American Express National Bank | 10/30/24 | 10/30/29 | 3.900% | 245,000.00 | | 244,985.30 | |
| Morgan Stanley Private Bank | 05/14/25 | 04/30/30 | 4.100% | <u>245,000.00</u> | | <u>246,697.85</u> | |
| Total Negotiable Certificates of Deposit | | | | <u>3,485,000.00</u> | 15.17% | <u>3,470,838.95</u> | 15.21% |
| Total Investments | | | | <u>\$ 22,977,040.66</u> | 100.00% | <u>\$ 22,822,902.04</u> | 100.00% |



COSTA MESA SANITARY DISTRICT
Investments by Maturity Date
August 31, 2025

| CUSIP Number | Investment | Investment Type | Purchase Date | Maturity Date | Days to Maturity | Coupon Rate | Yield to Maturity | Par Value | Investment Cost | Market Value | Accrued Interest | Gain/(Loss) If Sold |
|-----------------|------------------------------------|--------------------|------------------|------------------|---------------------|----------------|----------------------|-------------------------|-------------------------|-------------------------|---------------------|------------------------|
| n/a | Local Agency Investment Fund | Pool | n/a | n/a | 1 | 4.251% | 4.251% | \$ 2,413,032.92 | \$ 2,413,032.92 | \$ 2,413,032.92 | n/a | - |
| n/a | CA CLASS | Pool | n/a | n/a | 1 | 5.471% | 5.471% | 4,801,402.07 | 4,801,402.07 | 4,801,402.07 | n/a | - |
| n/a | Pershing-Sweep Acct | Sweep | n/a | n/a | 1 | 4.324% | 4.324% | 10,000.00 | 10,000.00 | 10,000.00 | n/a | - |
| 90355UGS8 | US Bank | Negotiable CD | 09/25/24 | 09/25/25 | 25 | 4.350% | 4.350% | 245,000.00 | 245,000.00 | 244,980.40 | 9,927.53 | (19.60) |
| 3134GW5P7 | Federal Home Loan Mortgage Corp | FHLMC | 10/27/20 | 10/27/25 | 57 | 0.600% | 0.600% | 1,500,000.00 | 1,500,000.00 | 1,491,555.00 | 3,100.00 | (8,445.00) |
| 3136G45P4 | Federal National Mortgage Assn | FNMA | 10/27/20 | 10/27/25 | 57 | 0.550% | 0.530% | 250,000.00 | 250,250.00 | 248,592.50 | 473.61 | (1,657.50) |
| 3130AKC95 | Federal Home Loan Bank | FHLB | 10/29/20 | 10/29/25 | 59 | 0.550% | 0.550% | 1,000,000.00 | 1,000,000.00 | 993,710.00 | 1,863.89 | (6,290.00) |
| 31422B3F5 | Federal Agricultural Mortgage Corp | FAMCA | 11/20/20 | 11/20/25 | 81 | 0.600% | 0.600% | 275,000.00 | 275,000.00 | 272,838.50 | 462.92 | (2,161.50) |
| 3130AKLL8 | Federal Home Loan Bank | FHLB | 12/30/20 | 12/30/25 | 121 | 0.500% | 0.500% | 320,000.00 | 320,000.00 | 316,102.40 | 266.67 | (3,897.60) |
| 91324PDW9 | UnitedHealth Group MTN | Corporate Bond | 06/09/21 | 01/15/26 | 137 | 1.250% | 0.943% | 100,000.00 | 101,377.00 | 98,823.00 | 159.72 | (2,554.00) |
| 3130AKVN3 | Federal Home Loan Bank | FHLB | 01/29/21 | 01/29/26 | 151 | 0.520% | 0.520% | 300,000.00 | 300,000.00 | 295,542.00 | 138.67 | (4,458.00) |
| 91282CGL9 | U.S. Treasury Note | T-Note | 09/03/24 | 02/15/26 | 168 | 4.702% | 4.702% | 200,000.00 | 199,774.43 | 199,900.00 | 347.83 | 125.57 |
| 3133EMSK9 | Federal Farm Credit Bank | FFCB | 04/06/21 | 03/02/26 | 183 | 0.840% | 1.009% | 150,000.00 | 148,791.15 | 147,660.00 | 626.50 | (1,131.15) |
| 066519QT9 | BankUnited National Assn | Negotiable CD | 03/31/21 | 03/31/26 | 212 | 0.950% | 0.950% | 245,000.00 | 245,000.00 | 240,695.35 | - | (4,304.65) |
| 3133ENUM0 | Federal Farm Credit Bank | FFCB | 04/29/22 | 04/13/26 | 225 | 3.220% | 3.247% | 255,000.00 | 254,745.00 | 253,679.10 | 3,147.55 | (1,065.90) |
| 24422EVR7 | John Deere Capital Corp MTN | Corporate Bond | 06/23/21 | 06/17/26 | 290 | 1.050% | 1.074% | 105,000.00 | 104,880.30 | 102,557.70 | 226.63 | (2,322.60) |
| 3130AMYU0 | Federal Home Loan Bank | FHLB | 06/30/21 | 06/30/26 | 303 | 1.050% | 1.050% | 560,000.00 | 560,000.00 | 546,834.40 | 980.00 | (13,165.60) |
| 06051XXW7 | Bank of America | Negotiable CD | 06/30/25 | 06/30/26 | 303 | 4.250% | 4.250% | 245,000.00 | 245,000.00 | 245,600.25 | 1,768.70 | 600.25 |
| 538036RN6 | Live Oak Bank | Negotiable CD | 07/30/21 | 07/30/26 | 333 | 0.750% | 0.750% | 150,000.00 | 150,000.00 | 145,702.50 | 92.47 | (4,297.50) |
| 3130ANG46 | Federal Home Loan Bank | FHLB | 08/24/21 | 08/24/26 | 358 | 1.000% | 1.000% | 750,000.00 | 750,000.00 | 728,940.00 | 145.83 | (21,060.00) |
| 34061LAC2 | Florida Credit Union | Negotiable CD | 08/29/25 | 08/28/26 | 362 | 4.100% | 4.100% | 245,000.00 | 245,000.00 | 245,000.00 | 55.04 | - |
| 48128U8J1 | JP Morgan Chase | Negotiable CD | 08/31/21 | 08/31/26 | 365 | 0.750% | 0.750% | 245,000.00 | 245,000.00 | 237,373.15 | - | (7,626.85) |
| 38149MZJ5 | Goldman Sachs Bank | Negotiable CD | 09/08/21 | 09/08/26 | 373 | 1.050% | 1.050% | 245,000.00 | 245,000.00 | 237,936.65 | 1,240.44 | (7,063.35) |
| 3130APAZ8 | Federal Home Loan Bank | FHLB | 09/30/21 | 09/30/26 | 395 | 1.030% | 1.030% | 1,000,000.00 | 1,000,000.00 | 969,630.00 | 4,291.67 | (30,370.00) |
| 3030APNK7 | Federal Home Loan Bank | FHLB | 11/18/21 | 11/18/26 | 444 | 1.375% | 1.375% | 250,000.00 | 250,000.00 | 242,585.00 | 983.51 | (7,415.00) |
| 3133ENEM8 | Federal Farm Credit Bank | FFCB | 12/07/21 | 11/23/26 | 449 | 1.430% | 1.409% | 110,000.00 | 110,110.00 | 106,788.00 | 428.21 | (3,322.00) |
| 3133ENJV3 | Federal Farm Credit Bank | FFCB | 12/29/21 | 12/29/26 | 485 | 1.390% | 1.390% | 500,000.00 | 500,000.00 | 484,340.00 | 1,196.94 | (15,660.00) |
| 052392EC7 | Austin Teleco Federal Credit Union | Negotiable CD | 12/31/24 | 12/30/26 | 486 | 4.300% | 4.300% | 245,000.00 | 245,000.00 | 246,261.75 | 865.89 | 1,261.75 |
| 3133ENLZ1 | Federal Farm Credit Bank | FFCB | 01/26/22 | 01/26/27 | 513 | 1.780% | 1.780% | 250,000.00 | 250,000.00 | 243,025.00 | 432.64 | (6,975.00) |
| 3133ENRY8 | Federal Farm Credit Bank | FFCB | 03/16/22 | 03/16/27 | 562 | 2.350% | 2.350% | 500,000.00 | 500,000.00 | 488,960.00 | 5,385.42 | (11,040.00) |
| 3130ARF55 | Federal Home Loan Bank | FHLB | 03/30/22 | 03/30/27 | 576 | 2.600% | 2.600% | 250,000.00 | 250,000.00 | 245,360.00 | 2,708.33 | (4,640.00) |
| 37892MAW4 | Global Federal Credit Union | Negotiable CD | 06/30/25 | 06/30/27 | 668 | 4.250% | 4.250% | 245,000.00 | 245,000.00 | 246,648.85 | 28.53 | 1,648.85 |
| 31424WNJ7 | Federal Agricultural Mortgage Corp | FAMCA | 09/09/24 | 09/09/27 | 739 | 4.540% | 4.540% | 250,000.00 | 250,000.00 | 250,007.50 | 5,422.78 | 7.50 |
| 3133ERWK3 | Federal Farm Credit Bank | FFCB | 10/07/24 | 10/07/27 | 767 | 3.670% | 3.670% | 250,000.00 | 250,000.00 | 248,732.50 | 3,670.00 | (1,267.50) |
| 3136GAKZ1 | Federal National Mortgage Assn | FNMA | 07/30/25 | 07/28/28 | 1,062 | 4.150% | 4.150% | 500,000.00 | 500,000.00 | 500,670.00 | 1,729.17 | 670.00 |
| 05612LFY3 | BMW Bank | Negotiable CD | 08/29/25 | 08/29/28 | 1,094 | 3.850% | 3.850% | 245,000.00 | 245,000.00 | 245,227.85 | 51.68 | 227.85 |
| 79772FAL0 | San Francisco Federal Credit Union | Negotiable CD | 11/27/24 | 11/27/28 | 1,184 | 4.250% | 4.250% | 150,000.00 | 150,000.00 | 151,845.00 | 69.86 | 1,845.00 |
| 59013LCT9 | Merrick Bank | Negotiable CD | 08/29/25 | 02/28/29 | 1,277 | 3.950% | 3.950% | 245,000.00 | 245,000.00 | 245,759.50 | 53.03 | 759.50 |
| 3134HBKY6 | Federal Home Loan Mortgage Corp | FHLMC | 04/30/25 | 04/30/29 | 1,338 | 4.000% | 4.000% | 260,000.00 | 259,350.00 | 259,586.60 | 3,466.67 | 236.60 |
| 90352RDR3 | USAlliance Federal Credit Union | Negotiable CD | 05/30/25 | 05/30/29 | 1,368 | 4.000% | 4.000% | 245,000.00 | 245,000.00 | 246,124.55 | 805.48 | 1,124.55 |
| 91282CKX8 | U.S. Treasury Note | T-Note | 01/30/25 | 06/30/29 | 1,399 | 4.250% | 4.284% | 185,000.00 | 184,746.54 | 189,003.40 | 1,324.66 | 4,256.86 |
| 3136GA4H9 | Federal National Mortgage Assn | FNMA | 12/30/24 | 07/02/29 | 1,401 | 4.700% | 4.700% | 500,000.00 | 500,000.00 | 501,910.00 | 3,851.39 | 1,910.00 |
| 3135GAX55 | Federal National Mortgage Assn | FNMA | 10/22/24 | 10/22/29 | 1,513 | 4.250% | 4.250% | 150,000.00 | 150,000.00 | 150,136.50 | 2,284.38 | 136.50 |
| 02589AFZ0 | American Express National Bank | Negotiable CD | 10/30/24 | 10/30/29 | 1,521 | 3.900% | 3.900% | 245,000.00 | 245,000.00 | 244,985.30 | 3,219.90 | (14.70) |
| 61776NRK1 | Morgan Stanley Private Bank | Negotiable CD | 05/14/25 | 04/30/30 | 1,703 | 4.100% | 4.100% | 245,000.00 | 245,000.00 | 246,697.85 | 3,385.03 | 1,697.85 |
| 3136GAGH6 | Federal National Mortgage Assn | FNMA | 05/06/25 | 05/06/30 | 1,709 | 4.000% | 4.000% | 250,000.00 | 250,000.00 | 249,855.00 | 3,194.44 | (145.00) |
| 3134HBQW4 | Federal Home Loan Mortgage Corp | FHLMC | 05/20/25 | 05/20/30 | 1,723 | 4.200% | 4.200% | 500,000.00 | 500,000.00 | 499,140.00 | 5,891.67 | (860.00) |
| 3134HBZK0 | Federal Home Loan Mortgage Corp | FHLMC | 07/29/25 | 07/15/30 | 1,779 | 4.900% | 4.900% | 500,000.00 | 500,000.00 | 500,270.00 | 2,177.78 | 270.00 |
| 3134HBYQ8 | Federal Home Loan Mortgage Corp | FHLMC | 07/22/25 | 07/22/30 | 1,786 | 4.000% | 4.145% | 200,000.00 | 198,700.00 | 199,734.00 | 866.67 | 1,034.00 |
| 91282CJX0 | U.S. Treasury Note | T-Note | 07/14/25 | 01/31/31 | 1,979 | 4.000% | 4.024% | 100,000.00 | 99,881.25 | 101,160.00 | 336.96 | 1,278.75 |
| Totals | | | | | | | | <u>\$ 22,979,434.99</u> | <u>\$ 22,977,040.66</u> | <u>\$ 22,822,902.04</u> | <u>\$ 83,146.69</u> | <u>\$ (154,138.62)</u> |

Total Portfolio

| | | |
|--------------------------------|----------|------------|
| Weighted Avg Interest Rate | 3.210 % | |
| Weighted Avg Yield to Maturity | 3.211 % | |
| Weighted Avg Days to Maturity | 436 Days | 1.19 Years |



COSTA MESA SANITARY DISTRICT
Investment Call Features
August 31, 2025


| Investment | Purchase Date | Maturity Date | Coupon Rate | Par Value | Investment Cost | Call Features |
|------------------------------------|---------------|---------------|-------------|-------------------------|-------------------------|---|
| Local Agency Investment Fund | n/a | n/a | 4.251% | \$ 2,413,032.92 | \$ 2,413,032.92 | None |
| CA CLASS | n/a | n/a | 4.324% | 4,801,402.07 | 4,801,402.07 | None |
| Pershing-Sweep Acct | n/a | n/a | 0.000% | 10,000.00 | 10,000.00 | None |
| US Bank | 09/25/24 | 09/25/25 | 4.350% | 245,000.00 | 245,000.00 | Noncallable |
| Federal Home Loan Mortgage Corp | 10/27/20 | 10/27/25 | 0.600% | 1,500,000.00 | 1,500,000.00 | Callable 4/27/21, quarterly thereafter |
| Federal National Mortgage Assn | 10/27/20 | 10/27/25 | 0.550% | 250,000.00 | 250,250.00 | Callable 4/27/22, quarterly thereafter |
| Federal Home Loan Bank | 10/29/20 | 10/29/25 | 0.550% | 1,000,000.00 | 1,000,000.00 | Callable 10/29/21, one time only |
| Federal Agricultural Mortgage Corp | 11/20/20 | 11/20/25 | 0.600% | 275,000.00 | 275,000.00 | Callable 5/20/21, semiannually thereafter |
| Federal Home Loan Bank | 12/30/20 | 12/30/25 | 0.500% | 320,000.00 | 320,000.00 | Callable 6/30/21, one time only |
| UnitedHealth Group MTN | 06/09/21 | 01/15/26 | 1.250% | 100,000.00 | 101,377.00 | Noncallable |
| Federal Home Loan Bank | 01/29/21 | 01/29/26 | 0.520% | 300,000.00 | 300,000.00 | Callable 7/29/21, quarterly thereafter |
| U.S. Treasury Note | 10/25/24 | 02/15/26 | 4.702% | 200,000.00 | 199,774.43 | Noncallable |
| Federal Farm Credit Bank | 04/06/21 | 03/02/26 | 0.840% | 150,000.00 | 148,791.15 | Callable 6/2/21, one time only |
| BankUnited National Assn | 03/31/21 | 03/31/26 | 0.950% | 245,000.00 | 245,000.00 | Callable 6/30/21, monthly thereafter |
| Federal Farm Credit Bank | 04/29/22 | 04/13/26 | 3.220% | 255,000.00 | 254,745.00 | Callable 7/13/22, one time only |
| John Deere Capital Corp MTN | 06/23/21 | 06/17/26 | 1.050% | 105,000.00 | 104,880.30 | Callable 5/17/26, anytime thereafter w/30 days notice |
| Federal Home Loan Bank | 06/30/21 | 06/30/26 | 1.050% | 560,000.00 | 560,000.00 | Callable 12/30/21, quarterly thereafter |
| Bank of America | 06/30/25 | 06/30/26 | 4.250% | 245,000.00 | 245,000.00 | Noncallable |
| Live Oak Bank | 07/30/21 | 07/30/26 | 0.750% | 150,000.00 | 150,000.00 | Noncallable |
| Federal Home Loan Bank | 08/24/21 | 08/24/26 | 1.000% | 750,000.00 | 750,000.00 | Callable 11/24/21, quarterly thereafter |
| Florida Credit Union | 08/29/25 | 08/28/26 | 4.100% | 245,000.00 | 245,000.00 | Noncallable |
| JP Morgan Chase | 08/31/21 | 08/31/26 | 0.750% | 245,000.00 | 245,000.00 | Callable 2/28/22, semiannually thereafter |
| Goldman Sachs Bank | 09/08/21 | 09/08/26 | 1.050% | 245,000.00 | 245,000.00 | Noncallable |
| Federal Home Loan Bank | 09/30/21 | 09/30/26 | 1.030% | 1,000,000.00 | 1,000,000.00 | Callable 3/30/22, quarterly thereafter |
| Federal Home Loan Bank | 11/18/21 | 11/18/26 | 1.375% | 250,000.00 | 250,000.00 | Callable 5/18/22, quarterly thereafter |
| Federal Farm Credit Bank | 12/07/21 | 11/23/26 | 1.430% | 110,000.00 | 110,110.00 | Callable 11/23/22, one time only |
| Federal Farm Credit Bank | 12/29/21 | 12/29/26 | 1.390% | 500,000.00 | 500,000.00 | Callable 12/29/22, one time only |
| Austin Teleco Federal Credit Union | 12/31/24 | 12/30/26 | 4.300% | 245,000.00 | 245,000.00 | Noncallable |
| Federal Farm Credit Bank | 01/26/22 | 01/26/27 | 1.780% | 250,000.00 | 250,000.00 | Callable 1/26/23, one time only |
| Federal Farm Credit Bank | 03/16/22 | 03/16/27 | 2.350% | 500,000.00 | 500,000.00 | Callable 3/16/23, one time only |
| Federal Home Loan Bank | 03/30/22 | 03/30/27 | 2.600% | 250,000.00 | 250,000.00 | Callable 3/30/23, quarterly thereafter |
| Global Federal Credit Union | 06/30/25 | 06/30/27 | 4.250% | 245,000.00 | 245,000.00 | Noncallable |
| Federal Agricultural Mortgage Corp | 09/09/24 | 09/09/27 | 4.540% | 250,000.00 | 250,000.00 | Callable 9/9/25, quarterly thereafter |
| Federal Farm Credit Bank | 10/07/24 | 10/07/27 | 3.670% | 250,000.00 | 250,000.00 | Callable 10/7/26, one time only |
| Federal National Mortgage Assn | 07/30/25 | 07/28/28 | 4.150% | 500,000.00 | 500,000.00 | Callable 7/28/26, one time only |
| BMW Bank | 08/29/25 | 08/29/28 | 3.850% | 245,000.00 | 245,000.00 | Noncallable |
| San Francisco Federal Credit Union | 11/27/24 | 11/27/28 | 4.250% | 150,000.00 | 150,000.00 | Noncallable |
| Merrick Bank | 08/29/25 | 02/28/29 | 3.950% | 245,000.00 | 245,000.00 | Noncallable |
| Federal Home Loan Mortgage Corp | 04/30/25 | 04/30/29 | 4.000% | 260,000.00 | 259,350.00 | Callable 4/30/26, annually thereafter |
| USAlliance Federal Credit Union | 05/30/25 | 05/30/29 | 4.000% | 245,000.00 | 245,000.00 | Noncallable |
| U.S. Treasury Note | 01/30/25 | 06/30/29 | 4.250% | 185,000.00 | 184,746.54 | Noncallable |
| Federal National Mortgage Assn | 12/30/24 | 07/02/29 | 4.700% | 500,000.00 | 500,000.00 | Callable 7/2/26, annually thereafter |
| Federal National Mortgage Assn | 10/22/24 | 10/22/29 | 4.250% | 150,000.00 | 150,000.00 | Callable 10/22/26, one time only |
| American Express National Bank | 10/30/24 | 10/30/29 | 3.900% | 245,000.00 | 245,000.00 | Noncallable |
| Morgan Stanley Private Bank | 05/14/25 | 04/30/30 | 4.100% | 245,000.00 | 245,000.00 | Noncallable |
| Federal National Mortgage Assn | 05/06/25 | 05/06/30 | 4.000% | 250,000.00 | 250,000.00 | Callable 5/6/27, one time only |
| Federal Home Loan Mortgage Corp | 05/20/25 | 05/20/30 | 4.200% | 500,000.00 | 500,000.00 | Callable 5/20/26, annually thereafter |
| Federal Home Loan Mortgage Corp | 07/29/25 | 07/15/30 | 4.900% | 500,000.00 | 500,000.00 | Callable 10/15/25, monthly thereafter |
| Federal Home Loan Mortgage Corp | 07/22/25 | 07/22/30 | 4.000% | 200,000.00 | 198,700.00 | Callable 7/22/26, annually thereafter |
| U.S. Treasury Note | 07/14/25 | 01/31/31 | 4.000% | 100,000.00 | 99,881.25 | Noncallable |
| | | | | <u>\$ 22,979,434.99</u> | <u>\$ 22,977,040.66</u> | |




COSTA MESA SANITARY DISTRICT

Staff Report

To: Board of Directors

Via: Scott Carroll, General Manager 

From: Marissa Pereyda, Solid Waste Manager 

Date: September 22, 2025

Subject: Consider Directing Staff to Move Forward with a Two-Year Agreement with Recycle Coach

Summary

With the District's Three-Cart System fully implemented, the District desires to simplify and encourage proper source separation and reduce contamination. Recycle Coach offers a comprehensive “What Goes Where” search tool, including local disposal information and collection requirements for common and uncommon items, collection reminders, and additional educational resources and tools.

On August 12, 2025, District staff presented Recycle Coach to the Board of Directors. The Board requested that staff provide additional information at the September 9, 2025, Board of Directors Study Session. On September 9, staff provided the requested information including confirmation that a portion of Recycle Coach's cost is an eligible SB 1383 Local Assistance Grant expenditure. At the September 9 Board Meeting, the Board of Directors requested that staff request approval to proceed with a Recycle Coach agreement at the September 22, 2025, Board of Directors Meeting.

Staff Recommendation

That the Board of Directors authorizes the General Manager to sign a contract with Recycle Coach for two-years.

Analysis

Recycle Coach is a mobile app and online platform designed to help solid waste customers manage their waste and recycling by providing personalized information about disposal and recycling guidelines (What Goes Where), collection schedules (My Schedule), and additional educational resources (Discovery Zone). The features of Recycle Coach are attached to this

report, and a demonstration of the platform by Ryan Buhay, Recycle Coach's Head of Sales, can be viewed via the August 12, 2025, Board of Directors Study Session [agenda](#).

Following the Recycle Coach demonstration on August 12, 2025, the Board of Directors requested that staff provide additional information at the Board Study Session on September 9, 2025.

On September 9, District staff addressed the Board's questions including confirmation that education and outreach is a covered category under the SB 1383 Local Assistance Grant. Eligibility for Recycle Coach is based on the percentage of the platform features and materials that are related to organics recycling and recycling versus other non-related categories such as HHW, bulky items, etc. Staff and Recycle Coach estimate that 25% - 50% of Recycle Coach's platform includes eligible materials.

Following the Board Meeting on September 9, CalRecycle announced that the SB 1383 Local Assistance Grant expenditure term has been extended from April 1, 2026, to November 2, 2026. The SB 1383 Grant could now cover 25% to 50% of the Recycle Coach contract for both FY 2025-26 (between \$5,586 and \$11,172) and FY 2026-27 (\$5,586 and \$11,172).

District staff will regularly monitor Recycle Coach's registered users, engagements, and other platform metrics along with cart contamination and the District's diversion rate to measure the success of Recycle Coach implementation.

Legal Review

District Legal Counsel will review the District's agreement with Recycle Coach prior to implementation.

Environmental Review

Review of recycling education software is an administrative matter and is exempt from the requirements of the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000 et. seq.). Section 15300.4 of CEQA allows an agency while establishing its own procedures "to list those specific activities which fall within each of the exempt classes," and the District has adopted "CEQA Guidelines and Implementing Procedures" that state on page 6 "Projects" does not include...C. Continuing administrative or maintenance activities.

Financial Review

Recycle Coach will cost **\$46,135** for two years. Approximately \$10,986 to \$22,018 will be reimbursed from the State's (CalRecycle) SB 1383 Local Assistance Grant. Approximately **\$24,117 to \$35,149** will be funded from the District's adopted FY 2025/26 – 2026/27 Biennial Budget. The District has **\$112,000** budgeted for this expense.

Public Notice Process

Copies of this report are on file and will be included in the complete agenda packet for the September 22, 2025, Board of Directors Meeting at District Headquarters and posted on the District's website.

Alternative Actions

Refer item back to staff with further instructions.

Our technology is so much more than just a calendar.

IT'S A GAME CHANGER.



ESSENTIALS PACKAGE

WHO WE ARE



2001

Pioneered the use of traditional wall calendars for recycling education

2011

Developed **industry-first** mobile app, My Waste

2015

Rebranded to align with mission of providing recycling education



2018

Launched enhanced education PRO Package



2023

Launched Clean Communities Packages

2023

Reached milestone of **1,500+ cities** in the Recycle Coach network



2021

Recycle Coach at Work enters office spaces across North America



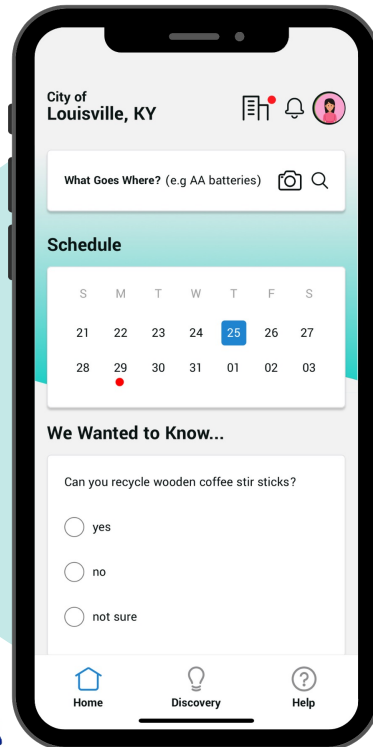
OUR SOLUTION



Most people are not aware of the contamination issue, and how they are contributing to it



Better education is desperately needed. It begins with establishing a line of communication.

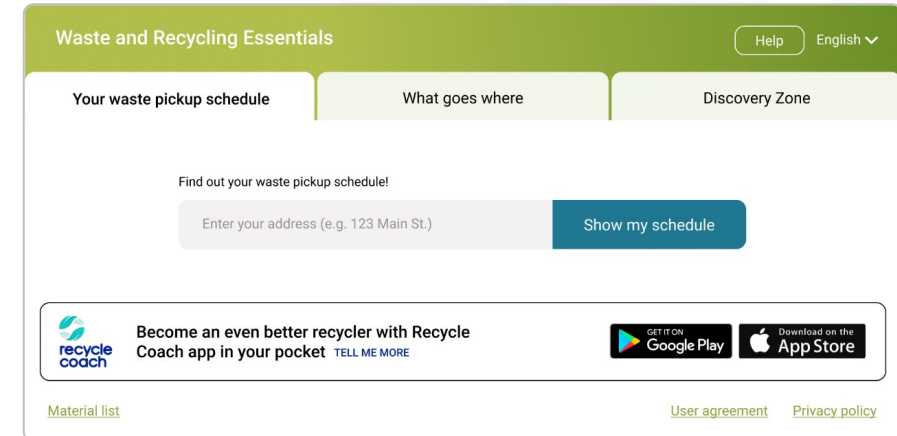


Mobile app

Residents download it because it makes their household operations simpler

Web app (widget)

Leverages municipality's website traffic to increase resident participation and eliminate user acquisition costs



ESSENTIALS PACKAGE

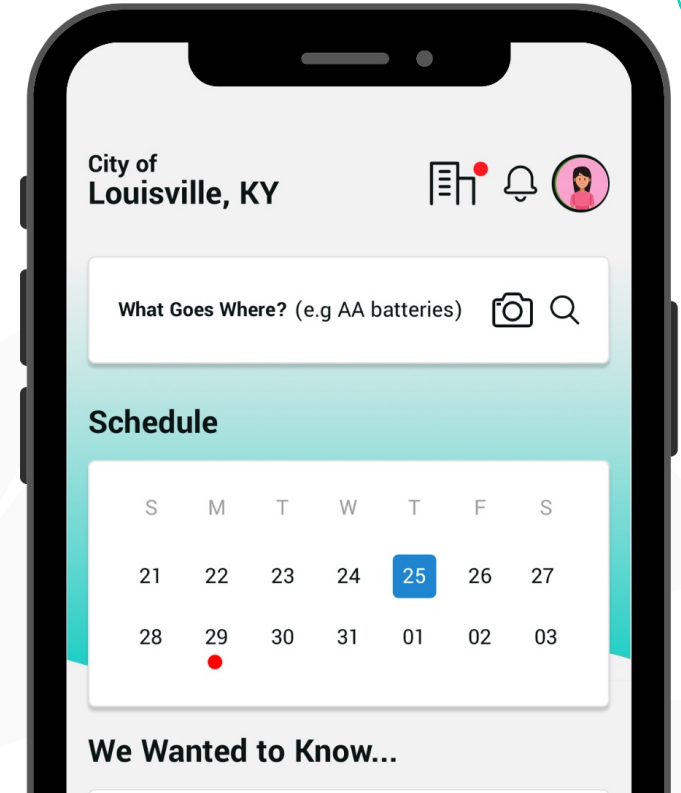
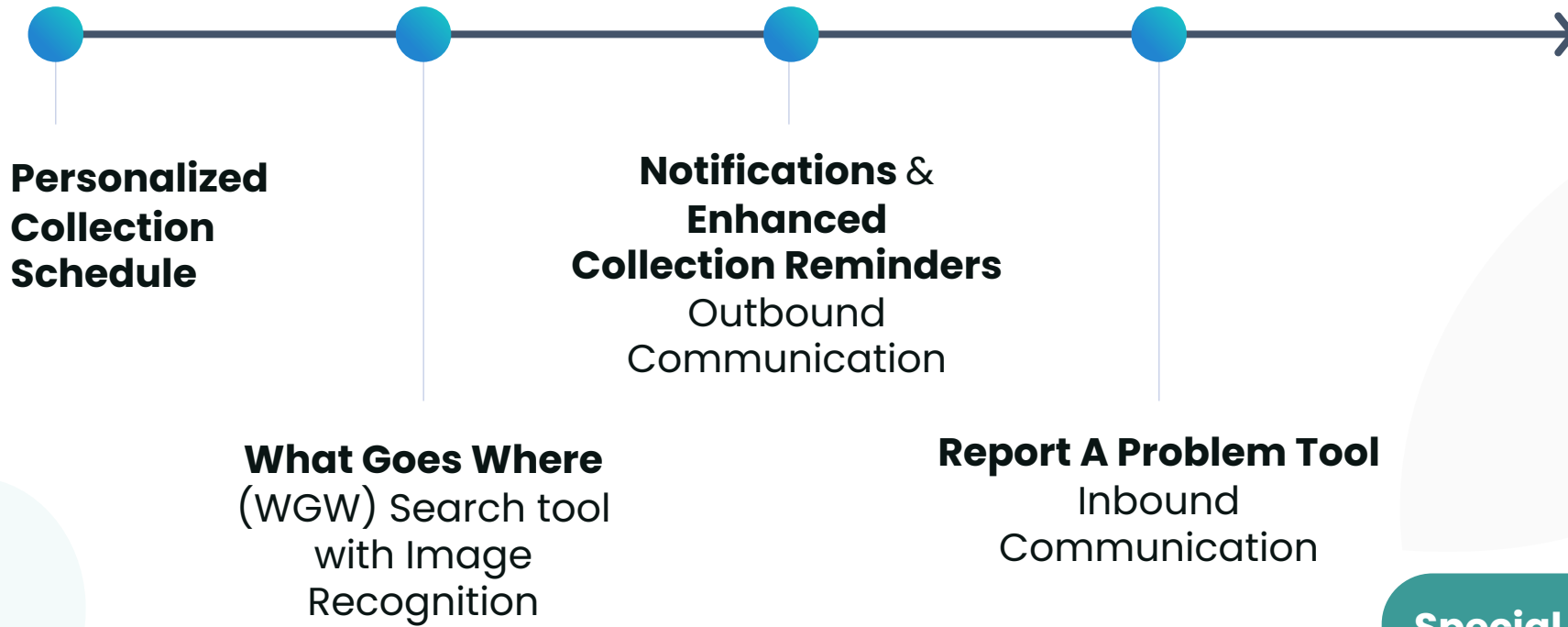


Communication



Education

COMMUNICATION



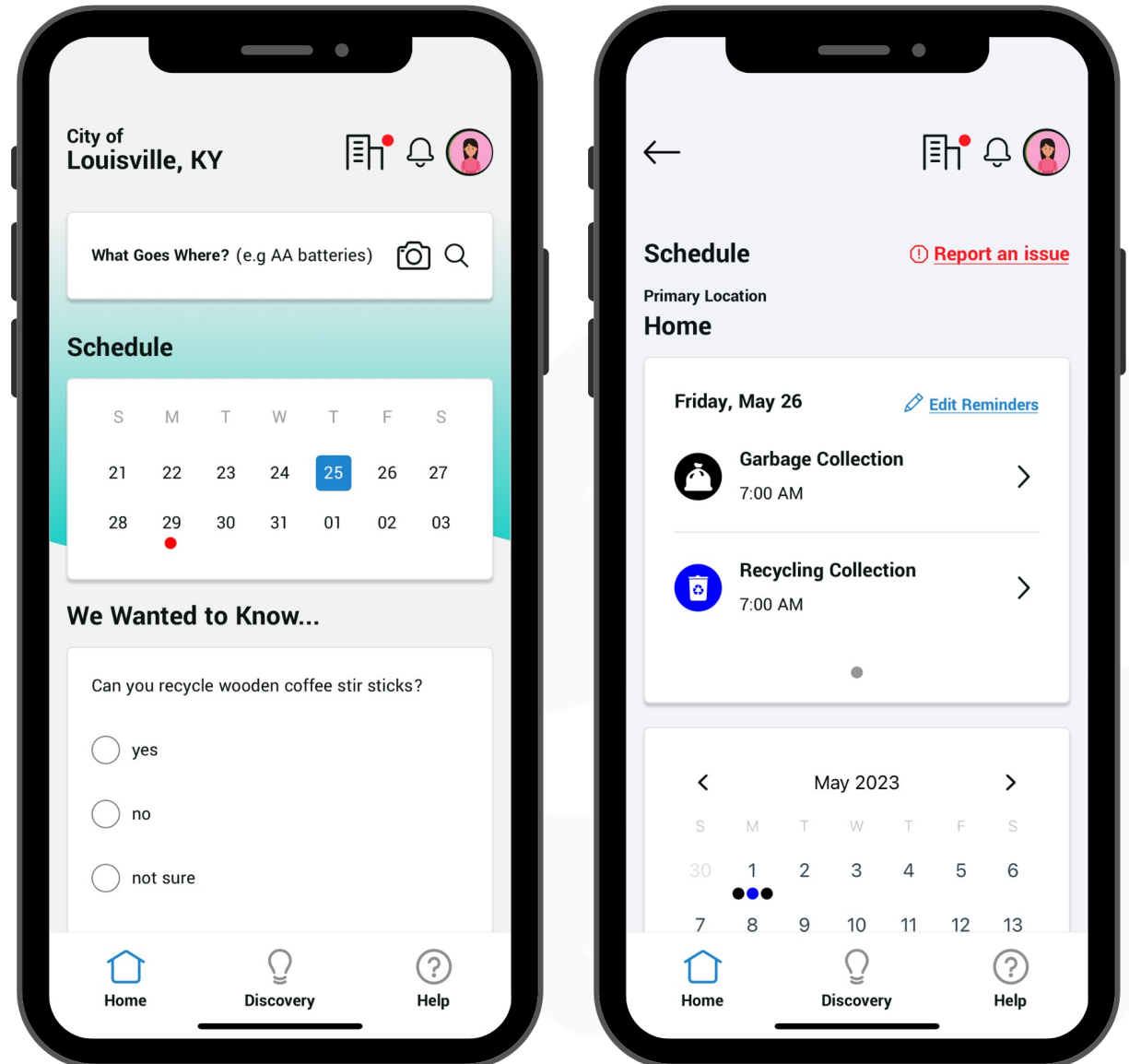
Special Add-on Available for a Fee

- ✓ Multiple Languages
- ✓ Send reminders and notifications via SMS text messages

COLLECTION SCHEDULE

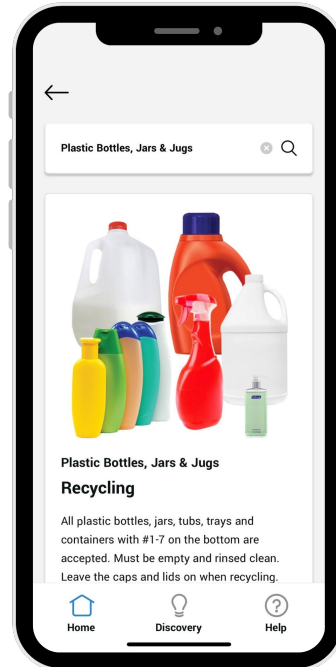
Give residents their **full personalized pick-up schedule**, street-sweeping details and more!

You can even customize Events!

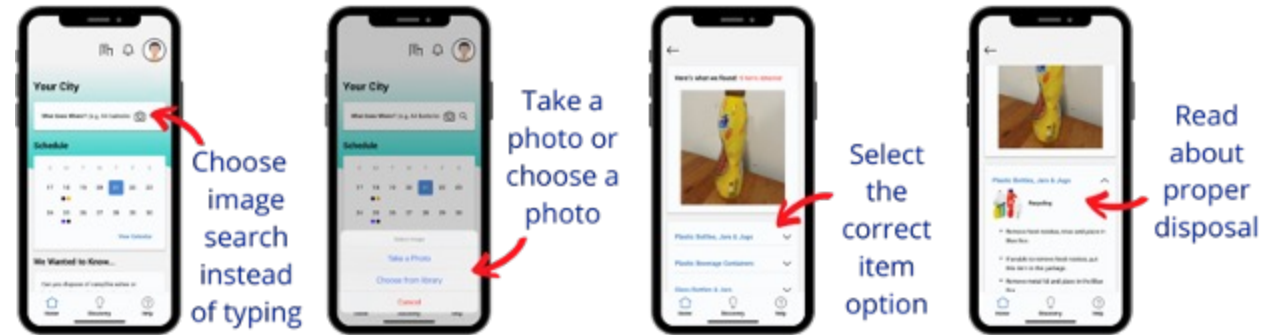


WHAT GOES WHERE (WGW)

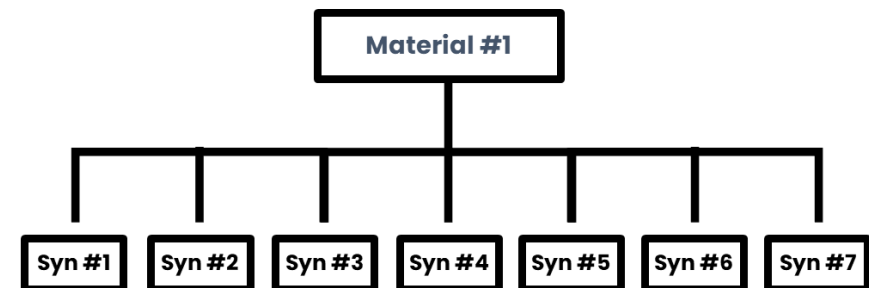
Full database containing **400+ materials** and over **15,000+ search terms**. Includes drop-off locations and event details.



Includes Image Recognition



The system's successful search rate averages over 99%.

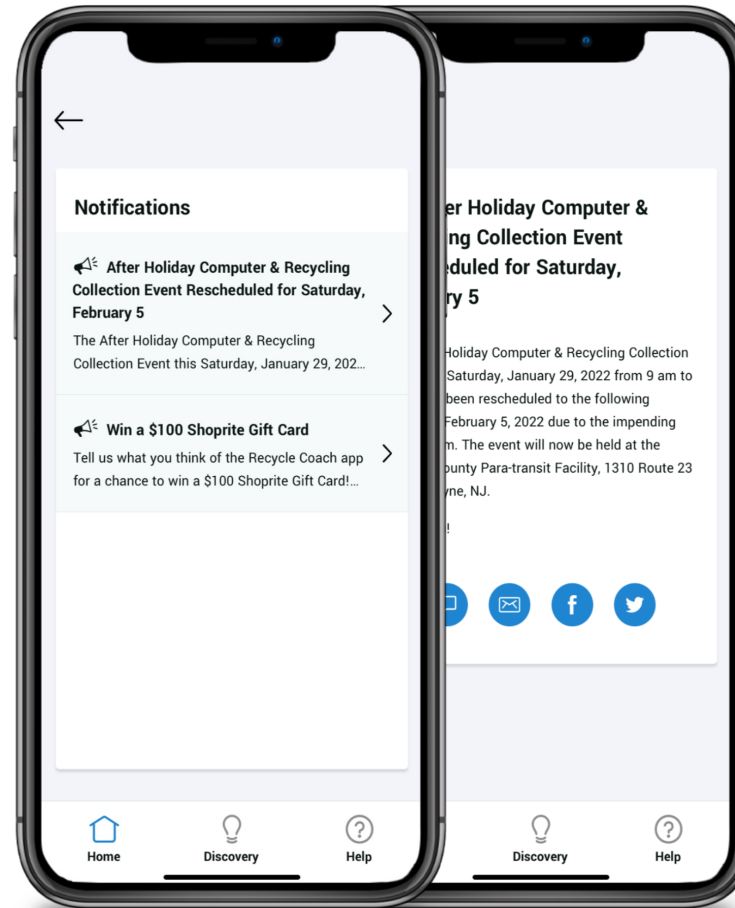


OUTBOUND COMMUNICATION

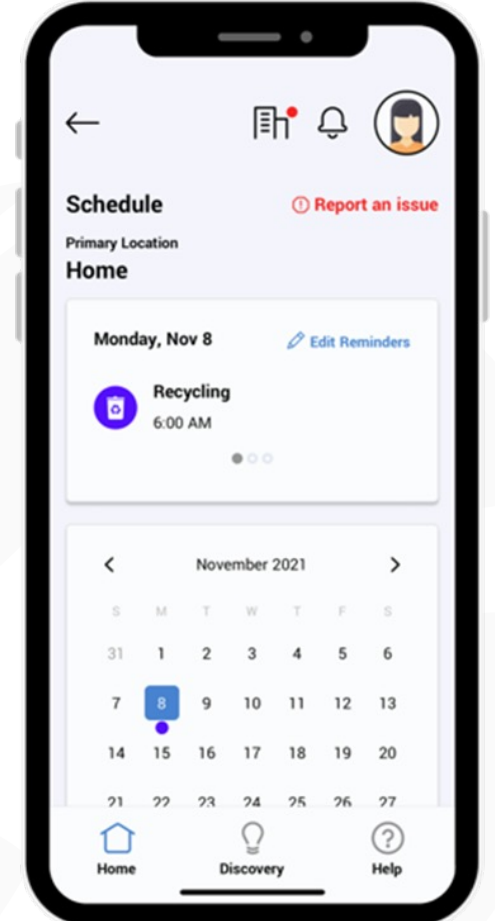
Notifications: Communicate information to your residents through our Client Portal.

- ✓ Specify if it is **General Information** or **Emergency Alerts**
- ✓ Notifications can be **scheduled** or sent **immediately** and specify **zone**
- ✓ **Add links** to webpages where needed

Reminder Messages: Residents can set personalized pick-up reminders to ensure they never miss a collection. **Add messages to reminders as well.**



Notifications



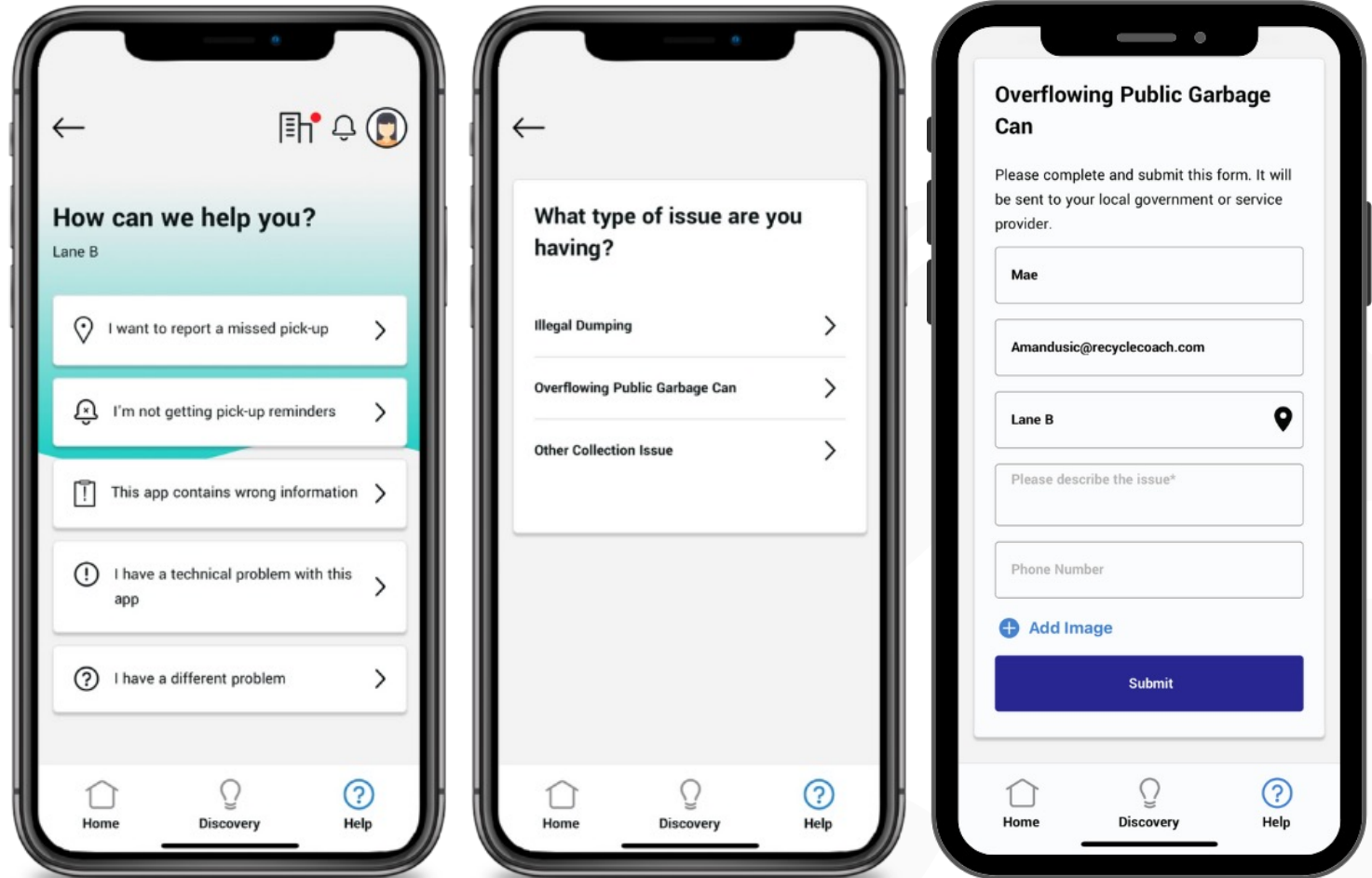
Reminders

INBOUND COMMUNICATION

Our **Report a Problem Tool** is designed to allow residents to communicate with you directly.

Using a generic email, 311-type number or form on your Municipality's webpage, residents will be redirected to you with problem types such as:

- Missed Collection
- Damaged/Missing Bin/Cart
- Wrong Information
- Other (not limited, ex. Potholes, burnt-out light, dead animal, etc..)



MULTIPLE LANGUAGES

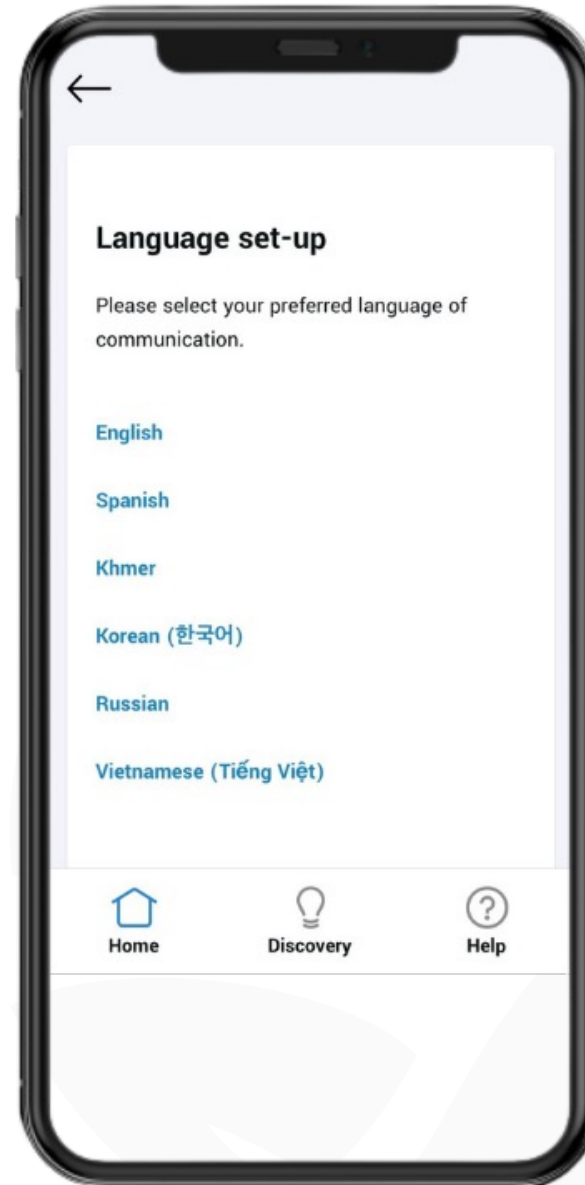
Ensure your Recycle Coach tool is accessible to everyone in your community. We offers **up to 24 languages*** for an inclusive experience for all.

When a resident downloads the App or accesses the online experience, they will be prompted to choose the language option that best suits them.

Canadian English, Canadian French, New Zealand English, American English, Australian English, American Spanish, British English, Arabic, Greek, Hindi, Italian, Simple Chinese, Traditional Chinese, Vietnamese, Haitian Creole, Somali, Urdu. Portuguese, Russian, Khmer, Filipino, Punjabi, Persian and Korean.

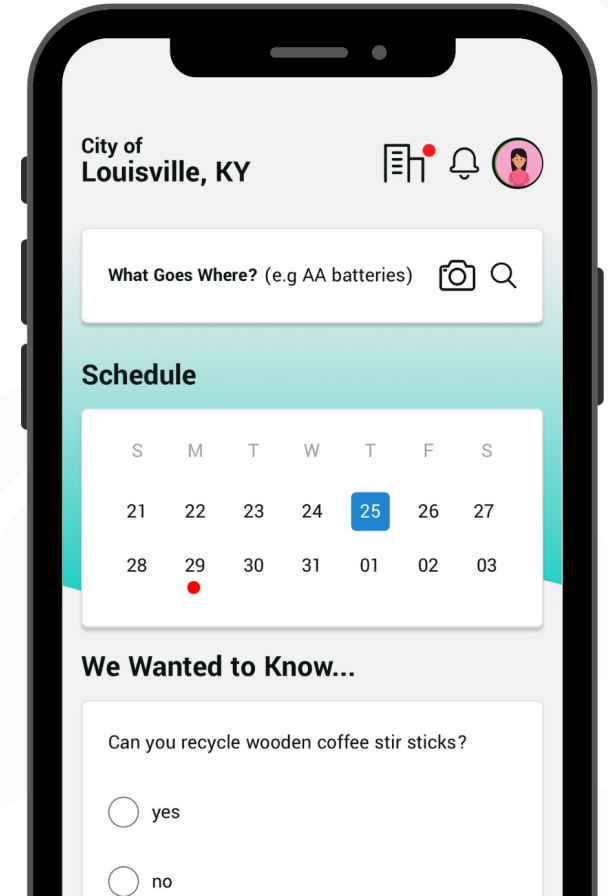
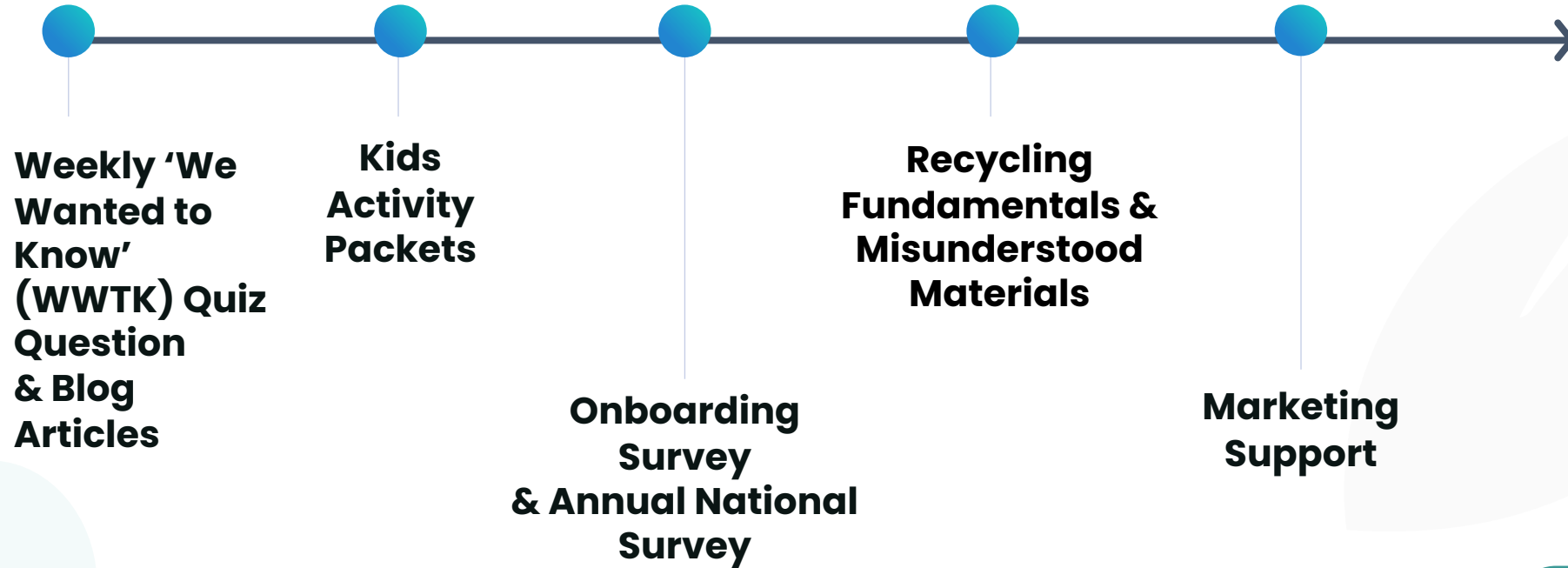


**Which languages are popular
in your community?**



*for a fee 10

EDUCATION



Premium Add-on Available

- ✓ **Recycle RIGHT game**
- ✓ **Bulky Waste Tool**
- ✓ **Educational Campaigns**



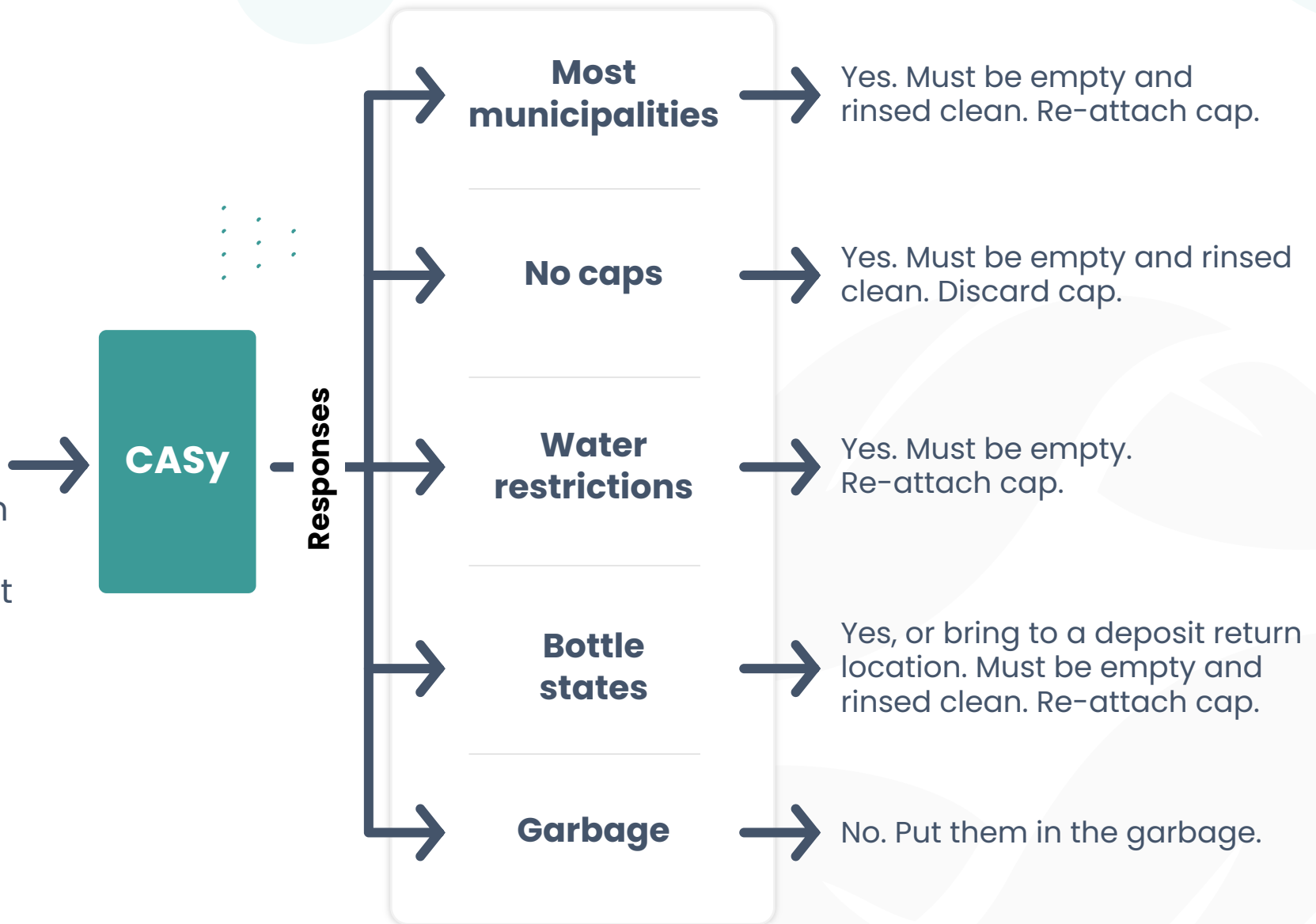
Includes ALL Communication tools!

ABOUT CASy

Quiz Question

Are plastic pop bottles recyclable?

CASy is a proprietary algorithm that allocates Recycle Coach generated educational content to each User, based on their local rules.

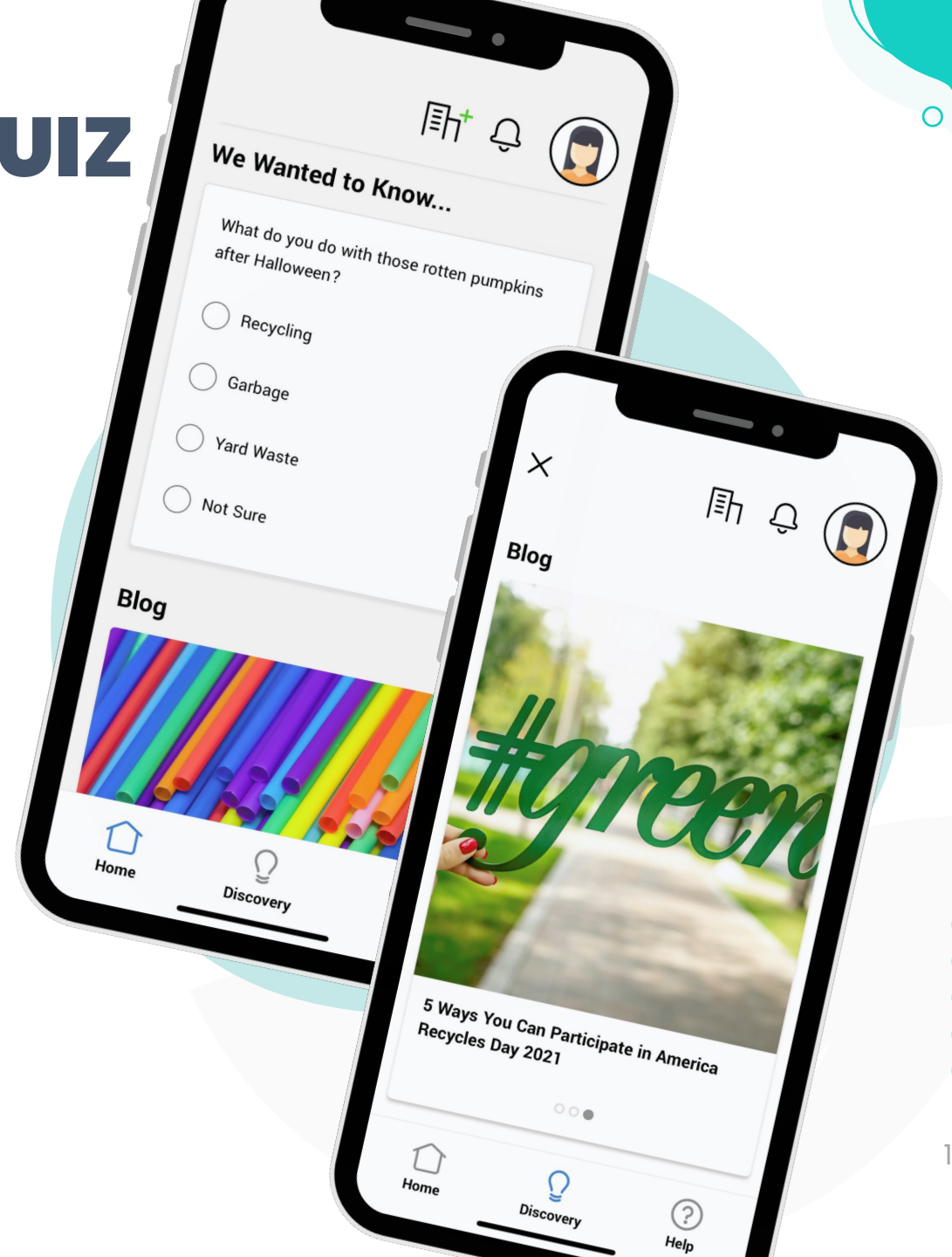


'WE WANTED TO KNOW' QUIZ and BLOG ARTICLES

Weekly quizzes or polls pulled from our **Content Allocation System** (CASy) to test your residents' recycling knowledge based on your Municipality's program.

Monthly Blog posts are available for residents that want to further their sustainability knowledge. (CASy driven to ensure each blog is customized)

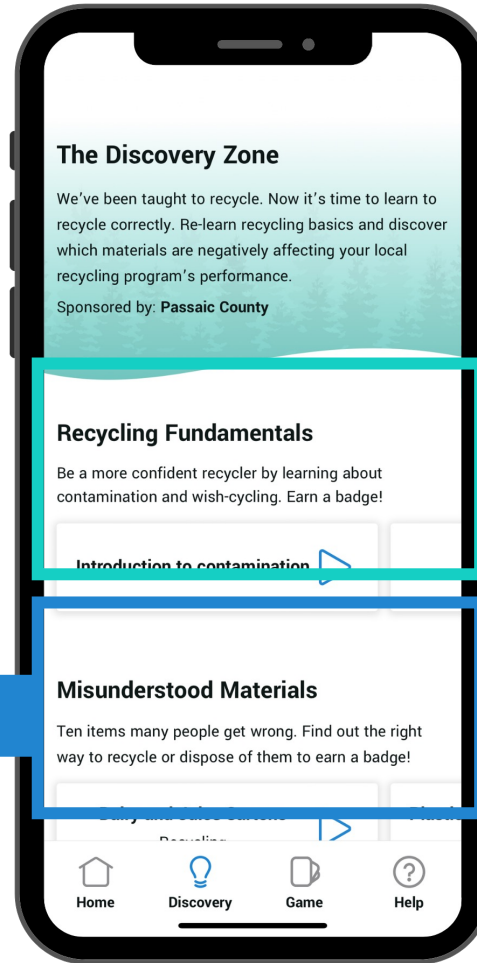
Full analytics on how your residents interact available for review through your Client Portal.



RECYCLING FUNDAMENTALS & MISUNDERSTOOD MATERIALS



Residents can earn badges by learning about your **ten** top contributors to contamination, and more.



Understanding the basics is critical to recycling program performance. This 5-part video series explains contamination, and how to reduce it. Residents are rewarded with a badge for becoming proficient!



ONBOARDING SURVEY

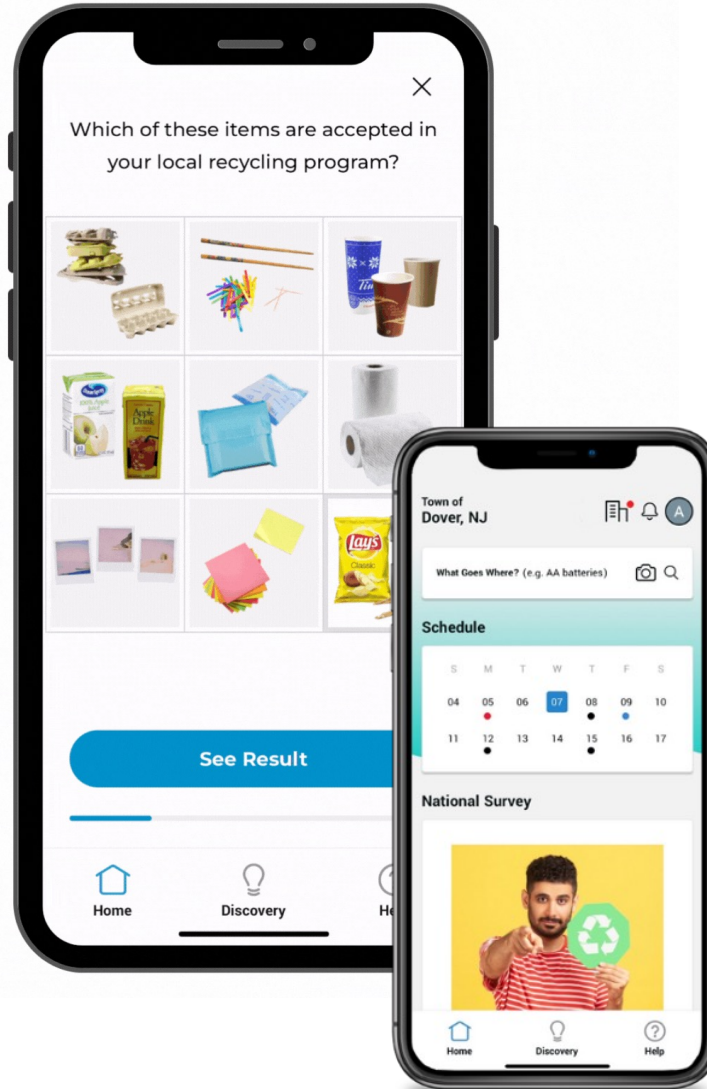
- Gauge new app users' confidence in recycling with this survey.
- Residents answer questions about their beliefs and attitudes about recycling before they start using the Mobile App.
- They are also quizzed on a few common contaminants to gain insight into their baseline recycling knowledge
- You can check how residents answered on the Client Portal

A smartphone screen displaying a survey question. At the top right is a close button (X) and a user profile icon. The question text reads: "After collecting recyclables in a plastic bag, it's ok to put the bag into the recycling bin." Below the question is a horizontal progress bar with five segments. The first segment is green and labeled "Strongly Agree" with a value of "6%". The other segments are grey and labeled "Agree" (14%), "Not sure" (18%), "Disagree" (33%), and "Strongly Disagree" (28%). At the bottom of the survey area is a blue "Next" button. Below the button is a progress indicator showing a blue line followed by a grey line. At the very bottom of the screen is a navigation bar with three icons: a house icon labeled "Home", a lightbulb icon labeled "Discovery", and a question mark icon labeled "Help".

| Response | Percentage |
|-------------------|------------|
| Strongly Agree | 6% |
| Agree | 14% |
| Not sure | 18% |
| Disagree | 33% |
| Strongly Disagree | 28% |

ANNUAL KNOWLEDGE SURVEY

Residents are quizzed annually on disposal rules for more than 20 different materials and their overall recycling beliefs



See progress with year-over-year results



Learn how your municipality stacks up to others



Fuel your outreach campaigns with key insights

2023 SURVEY RESULTS

2x

the respondents participated in 2023 vs. 2022 with more than 60,000 engaged residents

81%

of respondents see recycling as having a positive impact on the environment

24%

of respondents believe alkaline batteries can be recycled at curbside

70%

report being happy with their municipality's program

50%

answered they should recycle an item if they think it should be recycled

KIDS ACTIVITY PACKETS

Engaging children in recycling and teaching them the basics is a terrific investment! Activity Packets can be downloaded from the mobile app or the web app and printed on home printers. Designed by a teacher, they contain age-appropriate activities that entertain children and focus attention on recycling and waste management.



MARKETING SUPPORT

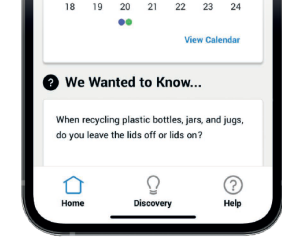
Recycle Coach provides an **Always-On** strategy. We provide you with direct Marketing Support (in your Client Portal) to ensure you have the tools to engage with your community.

- Posters
 - Social Media Assets
 - Templated Press Release
 - Web Banners
 - Blog Posts
- ...and more



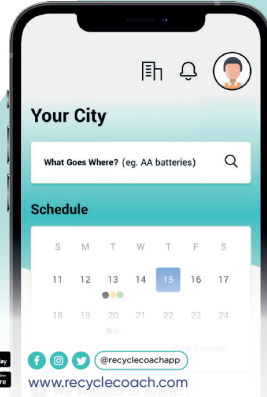
Welcome to Recycle Coach

Download our free Mobile App today to become a better recycler.



Our community has partnered with Recycle Coach to help you recycle better!

Visit the Apple Store or Google Play to download the Recycle Coach Mobile App today and support clean living.

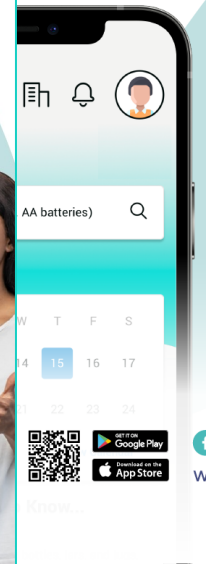


We're here to

Our community has partnered with Recycle Coach,

Looking to Recycle Better?

Navigate to our Municipality's recycling page and check out the new recycling tools!



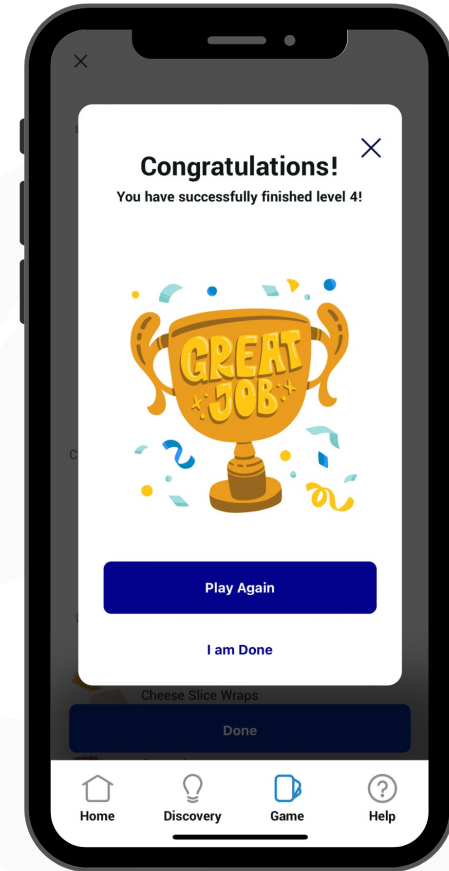
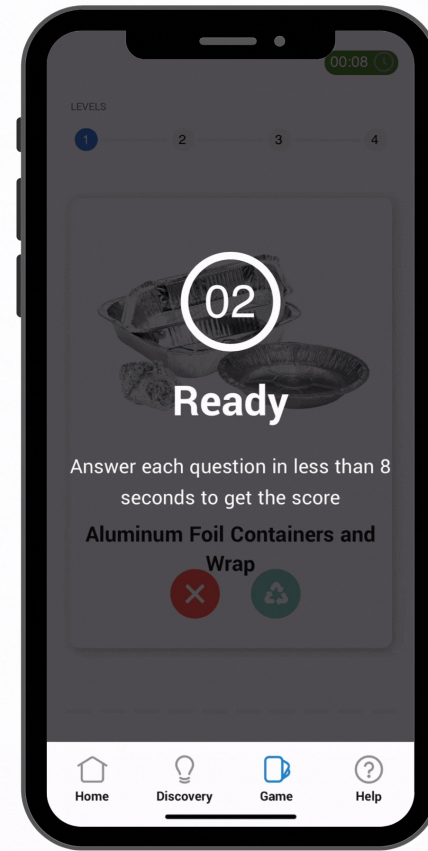
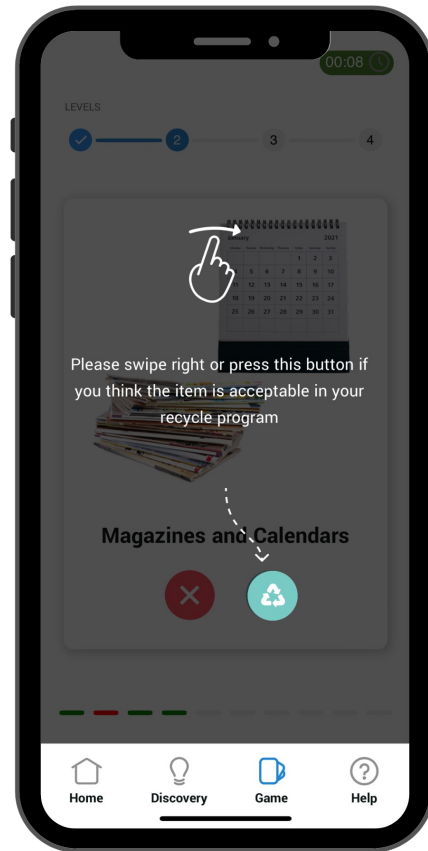
RECYCLE RIGHT GAME

Premium Add-On

Make recycling fun for your residents with this interactive swipe game that helps build better habits

Customize materials

Residents will be presented with a series of materials to swipe right or left on, depending on whether the material is accepted. These materials can be customized by you!

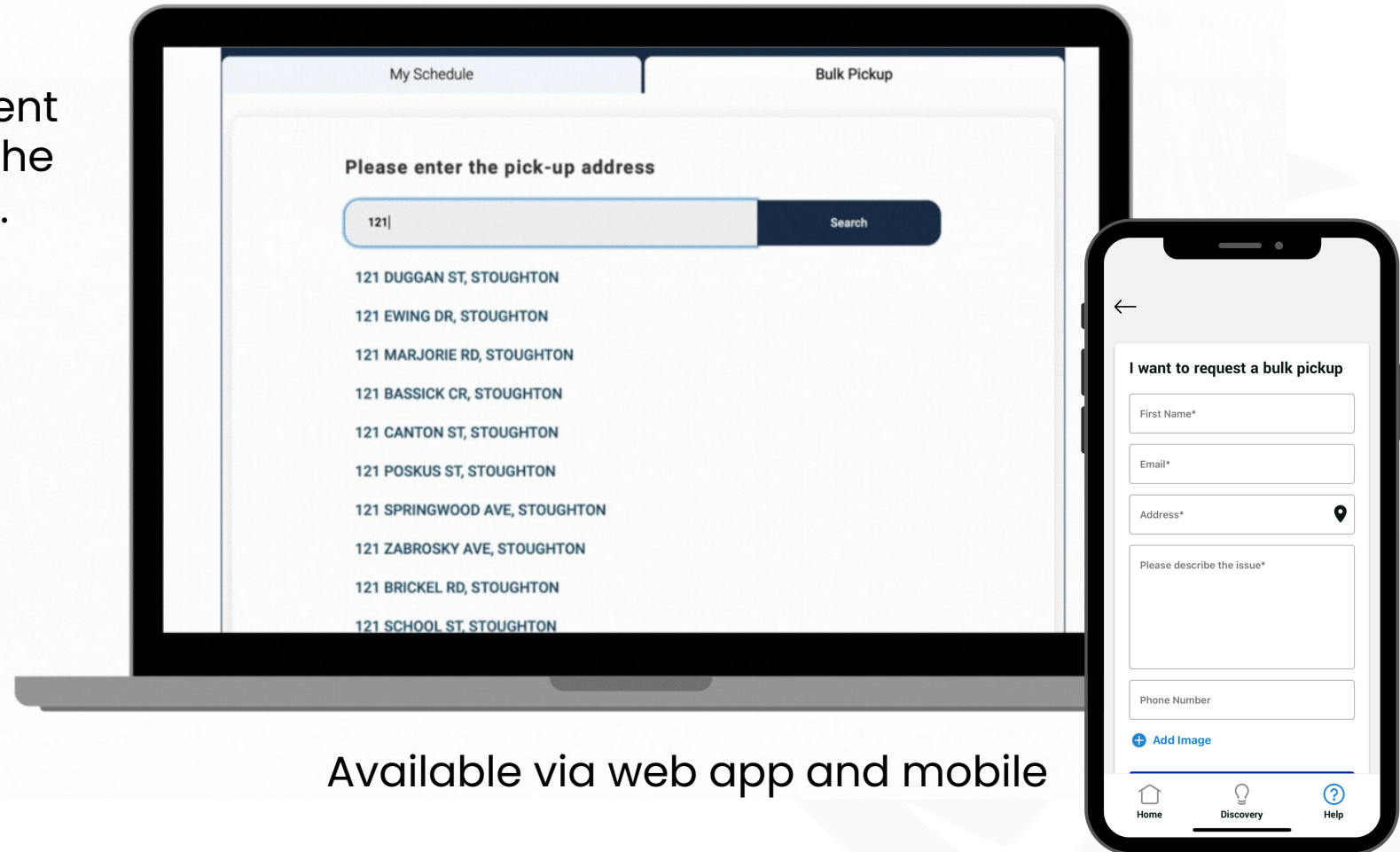


BULKY ITEM PICK-UP TOOL

Premium Add-On

Free up staff time and simplify the process for residents.

Residents can select their items, choose an appointment date and time, and pay for the service — quickly and easily.



Available via web app and mobile

Customer Success and Implementation



CUSTOMER SUCCESS

Roadmap to success



OUR COMMITMENT TO YOU:



Always working to make things better.

Like developing new features or portal upgrades.



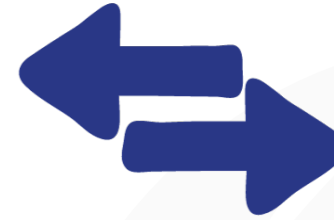
On your side.

Our virtual door is always open.



We'll lead the way.

From industry trends to safety updates.



Collaborative & communicative

We'll do whatever we can to help provide solutions.

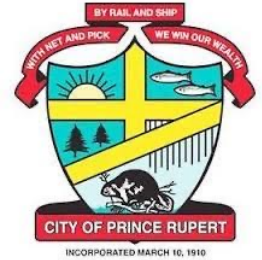


We'll do good.

We know better recycling habits matter.

A Movement, A Community Approach

**Recycle Coach
is a platform
used by 1,500+
municipalities
across North
America**



London
CANADA



Partnerships Across the United States

We're proud to be members, partners and supporters of groups across the United States who advocate and promote Recycling Education and Environmental Sustainability.





Ryan Buhay
Head of Sales
rbuhay@recyclecoach.com






COSTA MESA SANITARY DISTRICT

Staff Report

To: Board of Directors

From: Scott Carroll, General Manager 

Date: September 22, 2025

Subject: **Formulating Questions for the 2025 Communitywide Citizen Engagement Survey**

Summary

Every two years, the District surveys 1,000 residents to gather feedback on the Costa Mesa Sanitary District (CMSD) and the services it provides. Citizen engagement surveys are valuable tools for measuring satisfaction and identifying opportunities for improvement. The most recent Communitywide Citizen Engagement Survey was conducted in 2023. Results from the survey can be found on the district's [website](#).

Staff Recommendation

That the Board of Directors recommend formulated questions for the 2025 Communitywide Citizen Engagement Survey.

Analysis

On July 23, 2025, the District solicited proposals from qualified consultants to conduct a communitywide citizen engagement survey. Six proposals were received by the August 18 deadline, with costs ranging from \$30,000 to \$44,900. Staff determined the proposal from Probolsky Research for \$38,900 is considered “Best Value” and executed a contract. Because Probolsky Research’s proposal was below the budget amount of \$45,000, staff approved additional services from Probolsky Research that include a focus group and facilitating a community workshop. The total contract amount is \$45,000.

On September 10, 2025, the Board of Directors held a joint meeting with the Citizens Advisory Committee (CAC). The CAC made several suggestions on the types of questions the Board of Directors should consider in the survey. The following suggestions were made by the CAC. Additional questions provided by CAC member Brooke Natzke are attached.

- Are you satisfied or dissatisfied with the new source separation program where you are now required to separate your recyclables from the trash?
- Do you understand the kind of materials that goes into the three separate carts?
- What would it make it easier for you to recycle?
- If you receive numerous warnings from CMSD for not properly separating your waste, are you aware the State of California is encouraging CMSD to issue fines?
- Are you aware of CMSD special programs like large item collections, door-to-door household hazardous waste, and sewer inspection rebate program?
- Have you ever heard of the Evergreen newspaper?
- Have you ever attended a special CMSD event such as Eco Expo and/or Paper Shredding/Compost Give Away events?
- What is your preferred method for receiving information (social media, email, text, mail)?
- Have you had a missed trash pickup?
- Are you aware you can request different cart sizes?
- Would you prefer to receive a permanent reminder, like a refrigerator magnet, of recyclable items?

In addition, the Board of Directors have suggested the following questions from past Board meetings.

- If you had a small container, would you be more likely to recycle alkaline batteries?
- Would you be willing to pay more for a lockable recycling (blue-lid) cart?

The 2025 survey will focus on support level for implementing a variable rate system, or “pay-as-you-throw” program where different solid waste rates would be established for 90-, 65- and 35-gallon trash (black-lid) carts. If support level is high, staff will bring this item back to a future board meeting for discussion and direction from the Board.

The engagement is anticipated to begin at the end of September, with results presented to the Board on December 15, 2025, and to the CAC on January 14, 2026.

Legal Review

Not applicable

Environmental Review

Subject activity is exempt from the requirements of the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000 et. seq.). Section 15300.4 of CEQA allows an agency while establishing its own procedures "to list those specific activities which fall within each of the exempt classes", and the District has adopted "CEQA Guidelines and Implementing Procedures" that state on page 6 "Projects" does not include C. Continuing administrative or maintenance activities."

Financial Review

The contract cost with Probolsky Research is \$45,000. \$45,000 is budgeted in the FY 2025-26 Budget

Public Notice Process

Copies of this report are on file and will be included in the complete agenda packet for the September 22, 2025 Board of Directors meeting at District Headquarters and posted on the District's website.

Alternative Actions

1. Direct staff to report back with more information.

Attachments: 2026 Survey Questions Ideas (Based on 2023 Survey) by Brooke Natzke,
CAC Member

Working Draft Communitywide Engagement Survey

2026 Survey Question Ideas (Based on 2023 Survey)

Prepared by: Brooke Natzke

Here are some evolving question ideas for the 2026 CMSD community survey, based on themes, gaps, and opportunities I noticed in the 2023 survey results.

• 3-Cart Rollout

Ask residents how the transition went, how it's working for them now, and if they're having any challenges.

• Food Waste Participation

Dig deeper into how often people are actually separating organics, and what's getting in the way.

• Program Awareness & Use

Many still don't know about CMSD programs like the sewer rebate or hazardous waste collection—explore both awareness and barriers to use.

• Customer Value & Cost Perception

Ask whether residents feel like they're getting good value for the rates they pay—and what would increase that sense of value.

• Communication Preferences

Re-check preferred ways of receiving info—especially digital options like apps, email, or text.

• Equity & Accessibility

Consider including questions on language needs, internet access, or other barriers to accessing services.

• Future Vision

Ask about support for new services like more tech-forward options like AI pickup alerts or solar trash trucks.

- The 2023 survey focused mostly on compliance-related topics (like SB 1383 and the 3-cart rollout) but didn't touch on voluntary, community-oriented sustainability programs—such as compost giveaways, e-waste collection, or bulky item

donation/reuse partnerships.

- There were no questions about tech-enabled services. While the survey asked how people prefer to be contacted (phone, email, etc.), it didn't explore things like mobile apps, automated alerts for missed pickups, or interest in more digital tools.
- It could be useful to test community support for long-range environmental innovation (solar trash trucks, electric fleet, or advanced recycling), not just what's mandated right now.

This kind of "future vision" section could give CMSD a read on where the community is open to going next, not just how they're reacting to current service changes.




COSTA MESA SANITARY DISTRICT

Staff Report

To: Board of Directors

Via: Scott Carroll, General Manager 

From: Lieu Tran, Sr. Accountant 

Date: September 22, 2025

Subject: Receive and File the Preliminary Fourth Quarter Budget Review of FY 2024-25

Summary

This report serves as a summary of the District's spending through June 30, 2025 as well as staff's best estimate of projected balances for the year-ended June 30, 2025. Even though the FY 2024-25 is over, the District will receive and pay invoices in the summer months for services rendered prior to June 30. The FY 2024-25 Budget will be closed on September 30 in which carryovers and encumbrances will be presented to the Board for approval consideration on October 27, 2025.

Staff Recommendation

This report serves as a summary of the District's revenues and expenditures through June 30, 2025, with the understanding the fiscal year numbers won't be final until the annual audit is complete later this calendar year.

Analysis

This analysis report uses the "Amended Budget", consisting of the adopted budget plus any approved prior year carryover appropriations, as well as budget adjustments through June 30, 2025.

- Solid Waste Fund Expenditure – The Solid Waste Fund has an amended budget of \$8,619,009 for FY 2024–25. Staff projects that 98% of this budget will be expended by year-end, resulting in anticipated savings of approximately \$147,000. The savings are primarily in Personnel, Maintenance/Operations, and Special Programs.
- Solid Waste & General Funds Revenue – The total Solid Waste and General Funds revenue budget for FY 2024–25 is \$8,602,100. As of June 30, 2025, the District received \$8,481,733 in total revenue. Revenue exceeded budgeted amounts in all accounts except for the Annual Charges and Other Non-Operating accounts, as explained in the FY 2024–25 Fourth Quarter Budget Analysis.

"Protecting public health and the environment for current and future generations."

www.cmsdca.gov

- Wastewater Fund Expenditure – The Wastewater Fund has an amended budget of \$6,538,887 (excluding capital improvement projects). Staff projects that 92% of this budget will be spent by year-end, resulting in anticipated savings of approximately \$520,000. The savings are primarily due to Personnel and Maintenance/Operations.
- Wastewater Fund Revenue – The total Wastewater Fund revenue budget for FY 2024–25 is \$8,238,000. As of June 30, 2025, the District received a total of \$8,596,076 in Wastewater Fund revenue. Revenue exceeded the budget in all accounts except for the Annual Charges account, as explained in the FY 2024–25 Fourth Quarter Budget Analysis.
- Capital Improvement Projects (CIP) – The Capital Improvement Projects are expected to stay within the allocated budget. Please refer to the attached report for a more comprehensive analysis.

Legal Review

Not applicable.

Environmental Review

Subject activity is exempt from the requirements of the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000 et. seq.). Section 15300.4 of CEQA allows an agency while establishing its own procedures “to list those specific activities which fall within each of the exempt classes”, and the District has adopted “CEQA Guidelines and Implementing Procedures” that state on page 6 ““Projects” does not include C. Continuing administrative or maintenance activities.”

Financial Review

See attached report.

Public Notice Process

Copies of this report are on file and will be included in the complete agenda packet for the September 22, 2025 Board of Directors meeting at District Headquarters and posted on the District’s website.

Alternative Actions

Refer the matter back to staff for additional information.

COSTA MESA SANITARY DISTRICT

Preliminary Fourth Quarter Budget Analysis

Fiscal Year 2024-25

EXECUTIVE SUMMARY

Attached is the preliminary fourth quarter budget analysis of the Solid and Wastewater Fund's operating budgets for fiscal year (FY) 2024-25. This analysis uses the "Amended Budget," which consists of the adopted budget plus any approved prior year carryover appropriations, as well as budget adjustments through June 30, 2025. Although the FY 2024-25 financial statements will not be finalized until later this year, the attached analysis represents the staff's best estimate of where the District will end up once the annual audit is complete.

The Costa Mesa Sanitary District (District) Solid Waste and Wastewater Funds are both Enterprise Funds. These funds are operated as independent business ventures sharing one Board of Directors. Some expenses of the District are charged entirely to a specific fund, while other expenses may be allocated to both funds based on a percentage. For example, the majority of the costs associated with the District's Operations and Maintenance will be split, with 10% going to the Solid Waste Fund and 90% to the Wastewater Fund. However, the cost of trash pickup will be charged only to the Solid Waste Fund.

SOLID WASTE FUND

The annual operating budget for the Solid Waste Fund is \$8,619,009. Staff estimates the total year-end expenditure will be \$8,472,009, resulting in a projected surplus of \$147,000 on June 30, 2025. The following sections are intended to provide a summary of the more significant budget-to-actual changes at year-end:

PERSONNEL

As of June 30, 2025, total personnel costs are estimated at \$1,028,300, which is 2% below the amended budget. The savings come from board salaries, part-time salaries, overtime, and benefits accounts. In August 2024, the Board of Directors approved a \$315,300 budget adjustment to incorporate the CalRecycle Senate Bill (SB) 1383 Local Assistance Grant. Of that amount, \$50,300 was allocated for part-time salary expenses in FY 2024-25. Staff now anticipates that \$28,000 will go unspent and plans to request that this balance be carried over to the next fiscal year's budget. This carryover is reflected in the year-end financial projection, leaving an estimated \$10,000 in savings in the part-time account. Board members are compensated for attending up to six meetings per month, but since some attended fewer, this also contributed to savings. In addition, the benefits accounts are projected to save \$5,000, mainly because actual workers' compensation costs were lower than budgeted.

M & O

The Maintenance and Operations expenditures are projected to be \$108,000, or 1%, under the amended budget as of June 30, 2025. The most significant components include the following:

- **Professional Services** – Staff anticipates savings of \$78,500 in this account as of June 30, 2025, and plans to use these funds to help offset the Landfill Disposal account. The District did not need to use the budgeted line items for Franchise Hauler, SB 1383 Compliance, and Composition Studies, as these costs were covered by the SB 1383 grant. The grant is expected to have \$22,500 unspent, and staff plans to request approval at the October Board Meeting to carry this balance over to the next fiscal year's budget. In addition, staff will request approval to

COSTA MESA SANITARY DISTRICT
Preliminary Fourth Quarter Budget Analysis
Fiscal Year 2024-25

carry over the unfinished professional services for the information technology (IT) panel installation. These carryovers are included in the year-end financial projection of \$100,253.

- **Legal Services** – Staff anticipates this account to have savings of \$25,000 by June 30, 2025. Legal services expenditure has decreased by 41% compared to the previous fiscal year. The District did not require assistance, training, or legal advice from the district counsel or the district personnel legal advisor.
- **Fiscal Services** – Staff anticipates this account will be under budget by \$4,500 as of June 30, 2025. Compared to the fourth quarter of last fiscal year, expenditure on fiscal services are 22% lower. Unlike previous years, the District did not utilize the District Treasurer to support the Finance Department.
- **Trash Hauler** – The projected expenditure for the Trash Hauler account in FY2024-25 is \$4,359,000, compared to the budgeted amount of \$4,368,000, resulting in savings of approximately \$9,000 at the end of year.
- **Landfill & Recycling Disposal** – Senate Bill 1383 requires jurisdictions using a two-cart collection system to either deliver waste to a “high-diversion” waste processing facility or transition to a three-cart collection system. Previously, the District operated a two-cart system, where recyclables and landfill waste were collected in a single container and separated at a local Materials Recovery Facility. After determining that upgrading the waste hauler’s facility to meet high-diversion standards would be cost-prohibitive, the Board of Directors decided to implement a three-cart system.

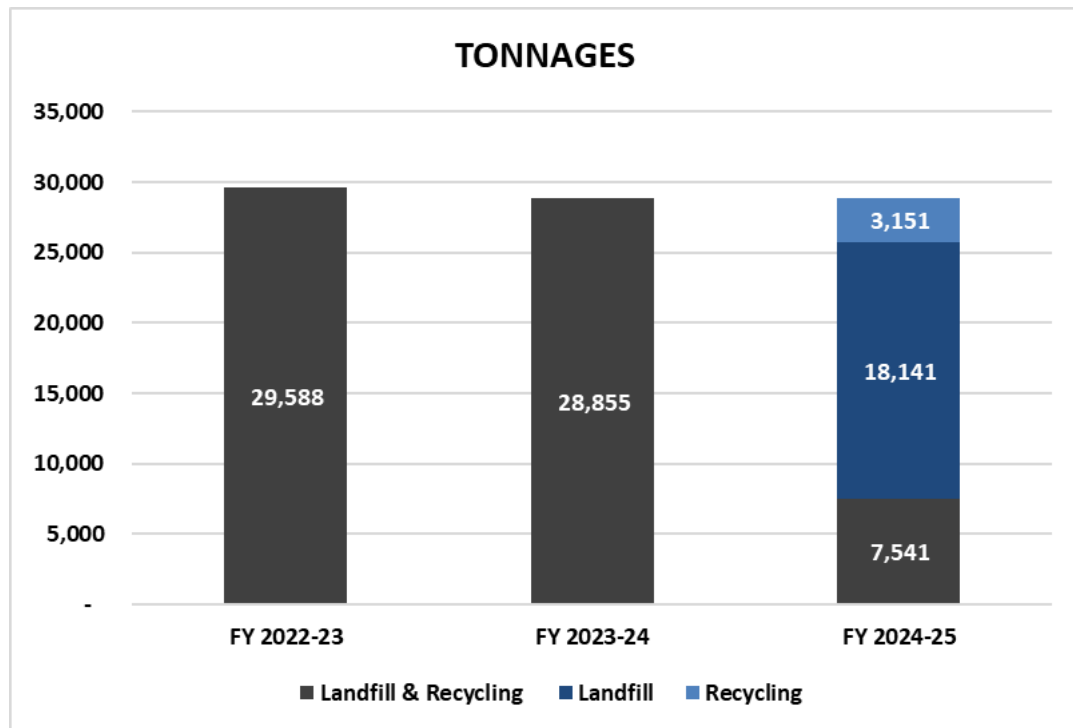
In August 2024, the Board approved a budget adjustment for the Landfill and Recycling accounts to accommodate the new rate structure, setting the amended budgets at \$960,000 and \$400,000, respectively. As of June 30, 2025, the Landfill Disposal account is projected to be over budget by \$613,000, while the Recycling Disposal account is projected to be under budget by \$351,000. The Landfill overage will be offset by savings in the Recycling account and other accounts.

The increase in landfill disposal costs is attributed to the implementation of the three-cart system in October 2024. As customers acclimate to the new system, some recyclable items may be improperly placed in the landfill cart, increasing total landfill tonnage. Staff and CR&R anticipate that as recycling participation increases, landfill tonnage will decrease, and recycling tonnage will correspondingly increase.

COSTA MESA SANITARY DISTRICT

Preliminary Fourth Quarter Budget Analysis

Fiscal Year 2024-25



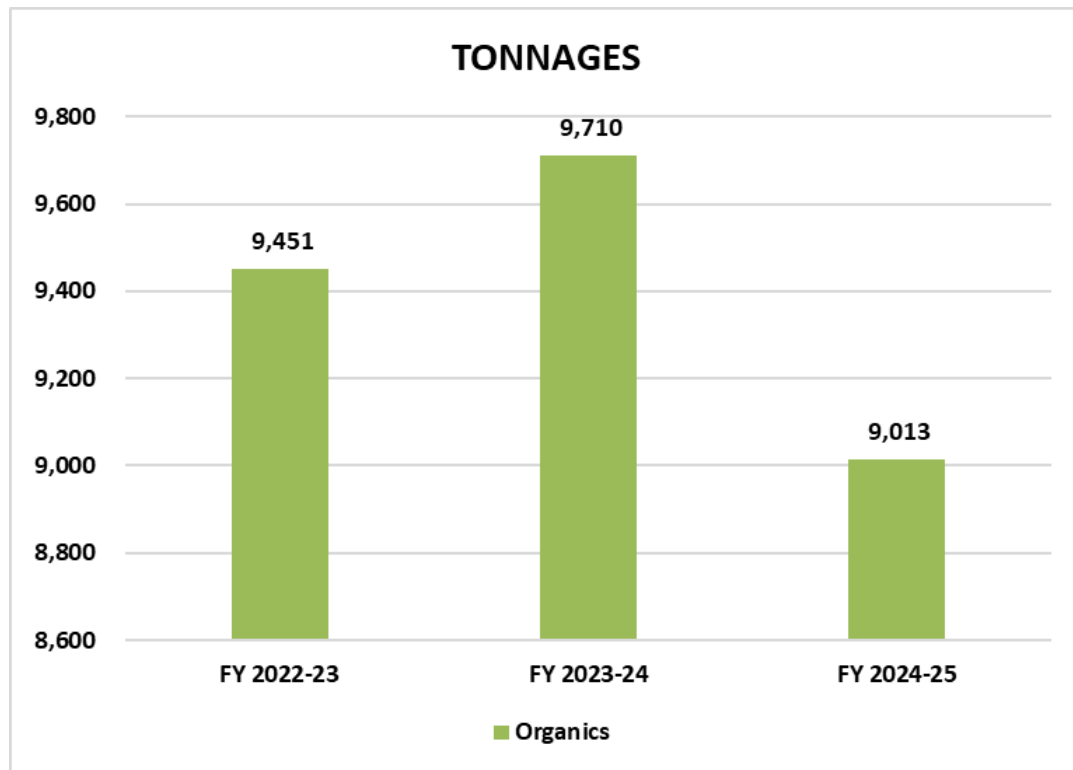
| | Average Monthly Tonnage | % Change |
|---|-------------------------------|-------------|
| Ave Monthly Tonnage for FY Ending June 30, 2025 | 2,403 | -0.07% |
| Ave Monthly Tonnage for FY Ending June 30, 2024 | 2,405 | -2.48% |
| Ave Monthly Tonnage for FY Ending June 30, 2023 | 2,466 | |

- Organics Disposal** – The schedule below shows Organics Tonnage as of June 30, 2025. Overall, organic disposal has decreased by 697 tons compared to the same period last year, with the fourth quarter trending 7.18% below last year's levels. The total expenditure for Organics Disposal is approximately \$759,000, resulting in savings of \$79,800 as of June 30, 2025, which will help offset the Landfill Disposal account.

COSTA MESA SANITARY DISTRICT

Preliminary Fourth Quarter Budget Analysis

Fiscal Year 2024-25



| | <u>Average Monthly Tonnage</u> | <u>% Change</u> |
|---|--|---------------------|
| Ave Monthly Tonnage for FY Ending June 30, 2025 | 751 | -7.18% |
| Ave Monthly Tonnage for FY Ending June 30, 2024 | 809 | 2.74% |
| Ave Monthly Tonnage for FY Ending June 30, 2023 | 788 | |

- Container Collection Cost** – Solid waste customers may request additional containers at a rate of \$9 per container per month. CR&R manages and collects this fee, retaining 20% of the revenue as the container collection cost. As of June 30, 2025, this cost is projected to total \$34,000, which is \$8,400 above the budgeted amount of \$29,000 due to higher customer demand for additional containers. Since the District receives the remaining 80% of the revenue, the increased cost is offset by additional revenue to the District.
- Community Outreach** – The year-end projection is \$194,836, which includes \$82,000 in unspent SB 1383 grant funds. Staff will request that these unused funds be carried over into next year's budget, leaving an estimated \$44,000 in savings in this account. The District did not need the full budgeted amount for the Three-Cart System Communication Campaign & Consulting, as those costs were covered by the SB 1383 grant.
- Professional Development/Training** – The year-end projection is \$26,250, which includes \$3,300 in unspent SB 1383 grant funds. Staff will request that these unused grant funds be carried over into next year's budget. This results in an estimated \$8,900 in savings in this account, as not all of the budgeted conferences were attended by staff or the Board of Directors during the fiscal year.

COSTA MESA SANITARY DISTRICT
Preliminary Fourth Quarter Budget Analysis
Fiscal Year 2024-25

- **Liability Insurance** – For FY 2024–25, the liability account exceeds the budget by \$1,100. The property liability cost is approximately \$37,400, surpassing the budgeted amount of \$36,300.
- **Bank Merchant Fees** – The District incurs fees charged by banks for various services related to financial transactions, including processing payments, maintaining accounts, and other banking services. The total estimated cost for bank merchant fees for the entire fiscal year is approximately \$15,200, which exceeds the budgeted amount by \$5,200.
- **Contingency** – As of June 30, 2025, the District did not need to use the amended budget of \$125,400 in the contingency account, and these funds will be used to help offset the Landfill Disposal account.

CAPITAL OUTLAY

The Capital Outlay account has an amended budget of \$2,000, with year-end expenditures projected at \$1,000, resulting in savings of \$1,000 because the IT server replacement project will no longer be completed this fiscal year; it is budgeted for FY 2025–26 under the Cyber Security Grant. In September 2024, the District replaced the server room UPS batteries.

SPECIAL PROGRAMS

- **Alkaline Battery Recycling Contest** – To promote environmental awareness among local students, the District organizes an annual contest in which schools recycle household batteries for a monetary prize. The program ran from September 2024 to March 2025. The total cost is expected to be approximately \$30,000, with projected savings of \$20,000 by the end of the fiscal year.
- **Composting Program** – The program will provide workshops on backyard composting, vermicomposting, and home composting, along with discounted compost bins. The District did not utilize the \$42,000 grant-funded amount, and staff plans to request that the unused funds be carried over into next fiscal year's budget.
- **School Education Program** – This program will educate elementary students about organics recycling, composting, and the requirements of SB 1383, with outreach expected to begin by May 2025. Funded by the SB 1383 grant, the program's year-end projection is \$30,000, which includes \$23,740 in unspent grant funds. Staff plans to request that the unused funds be carried over into next fiscal year's budget.

COSTA MESA SANITARY DISTRICT
Preliminary Fourth Quarter Budget Analysis
Fiscal Year 2024-25

WASTEWATER FUND

The annual operating budget for the Wastewater fund is \$6,538,887, excluding Capital Improvement Projects. The total year-to-date expenses are \$5,727,781. Staff estimates the total year-end balance to be \$6,018,887 resulting in a projected surplus of \$520,000 on June 30, 2025. The following sections are intended to provide a summary of the more significant budget for actual changes anticipated by staff at year-end.

PERSONNEL

As of June 30, 2025, the Personnel budget is projected to have savings of \$130,000, or 4% under the amended budget. These savings are primarily from the full-time salaries, board salaries, and benefits accounts. The Wastewater Maintenance Manager position was filled in November 2024. The Board of Directors receives compensation for attending up to six meetings per month; however, several members attended fewer than six meetings per month during the fiscal year. The overtime account is over budget by \$19,300 due to sanitary sewer overflows (SSOs) and emergency incidents that required staff responses at locations such as South Coast Plaza, West Bluff, and several private SSO sites.

M & O

The Maintenance and Operations budget of \$3,121,062 is projected to be under budget by \$380,000 at fiscal year-end. There are a number of accounts that staff anticipate being under or over budget in this fiscal year. The savings will offset the over budget expenses.

- **Professional Services** – This account is projected to have savings of \$40,500 by the end of the fiscal year. The savings are due to lower-than-budgeted costs for the OPEB Actuarial, Permit & Fixture Fee Study, and IT Monthly Maintenance, as well as unused funds for Artificial Intelligence Manhole Support, Bilingual Translation Services, IT Manager on-site, and ECS Imaging services.
- **Legal Services** – The Legal Services account has a budget of \$100,000 for training or legal advice from District Counsel or the District's personnel legal advisor. Year-end expenditures are projected at \$46,000, resulting in savings of \$54,000 by June 30, 2025.
- **Plan Check/Inspection-** The contracted Engineer provides backup support to the in-house District Engineer for plan checking and inspection services. This account has a budget of \$157,700, with estimated year-end expenditures of \$161,200. Due to an increase in inspection services compared to the prior fiscal year, staff anticipates this account will be over budget by \$3,500. However, the overage will be offset by savings in other accounts with surpluses at year-end.
- **Fiscal Services** – The District Treasurer ensures the safety of District funds through prudent investment strategies, executing investment transactions, preparing monthly investment reports, and managing wire transfers. Year-end expenditures are projected at \$19,000, resulting in savings of \$14,000 by June 30, 2025.
- **Pump Station Maintenance** – The Pump Station Maintenance account has a budget of \$251,120, with staff projecting year-end expenditures of \$231,120, resulting in savings of

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\$20,000. The Arc Flash Study and Irvine/Harbor Arc Flash Electrical Repair projects were not completed by June 30, 2025. As a result, staff will request Board approval to carry over the budget for these projects into FY 2025-26.

- **Sewer Line Maintenance** – This account is projected to have savings of \$36,000 at the end of the fiscal year due to the unused budget for Golden Bell Roach Maintenance.
- **Building Maintenance** – The Building Maintenance account is projected to have savings of \$24,500 by year-end due to unused funds for special janitorial services and the postponed replacement of the surveillance security system.
- **Televising Sewer Lines** – This account has a budget of \$18,700, with expenditures of \$6,175 as of June 30, 2025. Staff projects year-end savings of approximately \$12,000, as outside contractors were used for closed-circuit television (CCTV) sewer line services but not to the full budgeted extent.
- **Annual Sewer Maintenance** – This year, the District did not fully utilize the budgeted funds for Manhole Rings/Covers, resulting in year-end savings of \$11,000.
- **Sewer Inspection Rebate Program (SIRP)** – The District offers rebates to eligible residents who complete a closed-circuit television (CCTV) inspection of their sewer lateral or install a clean-out. This program encourages homeowners to take a proactive approach to sewer lateral maintenance, helping to prevent sewer backups and spills. For FY 2024–25, \$26,000 was budgeted for this program. As of June 30, 2025, the District has issued \$6,400 in rebates, resulting in year-end savings of \$19,500. Compared to the previous fiscal year, rebates issued through the Sewer Inspection Rebate Program (SIRP) increased by 29%.
- **Small Tools & Equipment** – Compared to the previous fiscal year, the District spent 5% less in the Small Tools and Equipment account. The budget for FY 2024–25 is \$84,780, with projected expenditures of \$63,780, resulting in anticipated savings of \$21,000 as of June 30, 2025.
- **Computer Licenses & Maintenance** – This account is projected to have savings of \$41,000 at fiscal year-end due to unused budgets for the Artificial Intelligence Manhole Platform, AutoCAD subscriptions for wastewater staff, GraniteNet software, and other software or licenses that the District either did not renew or used at lower-than-expected costs.
- **Professional Development/Training** – Staff and the Board of Directors did not attend certain conferences during the fiscal year. As a result, the account is projected to have savings of \$47,000.
- **Liability Insurance** – As of June 30, 2025, the liability account is projected to have savings of \$5,200. Property liability costs for FY 2024–25 are approximately \$344,000, below the budgeted amount of \$349,200.

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- **Utilities** – The total estimated cost for gas, water, and electricity is \$29,900, which is below the budgeted amount of \$39,400. Staff anticipate savings of \$9,500 by June 30, 2025.
- **Electric Pump Maintenance** – Compared to the previous fiscal year, the District spent 8% less in the Electric Pump Maintenance account. The budget for FY 2024–25 is \$105,000, with projected expenditures of \$89,000, resulting in an anticipated savings of \$16,000 as of June 30, 2025.
- **Bank Merchant Fees** – The District incurs fees for various banking services, including processing payments, maintaining accounts, and other financial transactions. The total estimated cost for bank merchant fees for the fiscal year is \$11,000, exceeding the budgeted amount by \$1,000.

CAPITAL OUTLAY

The Capital Outlay account has an amended budget of \$348,125 and is expected to have savings of \$10,000 by fiscal year-end, primarily because the IT server replacement project will not be completed this fiscal year; it is budgeted for FY 2025–26 under the Cyber Security Grant. In September 2024, the District replaced the UPS batteries in the server room. The exterior painting project has been completed, and Costa Mesa Sanitary signage has been installed at Headquarters. Additionally, the District purchased a 200 KW portable generator to enhance operational preparedness. The Supervisor Office Trailer project is still in progress and will not be completed by June 30, 2025; staff will request to carry over the remaining balance to next fiscal year's budget.

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CAPITAL IMPROVEMENT PROJECTS

The status of the capital improvement projects as of June 30, 2025, is shown below.

| | Adopted Budget FY24-25 | Approved FY 23-24 Carryovers | Approved FY 23-24 CO Encumbrance | Budget Adjustment as of 6/30/2025 | Amended Budget FY24-25 | Total Expenses as of 6/30/2025 | Total Encumbrance as of 6/30/2025 | Available Balance as of 6/30/2025 |
|------------------------------------|------------------------------|------------------------------------|--|---|------------------------------|--------------------------------------|---|---|
| City MH Adjustment Program #309 | 45,000 | 9,256 | 49,500 | 25,000 | 128,756 | 127,587 | - | 1,169 |
| MH Surface Repair Program #311 | - | 35,228 | 62,000 | (2,800) | 94,428 | 94,341 | - | 87 |
| Brick Manhole Rehab #324 | - | 204,600 | - | (204,600) | - | - | - | - |
| Calcium Removal Ph1 #327 | - | 102,007 | 58,310 | (120,964) | 39,354 | 39,354 | - | (0) |
| Avimore Force Main Repl #329 | - | 94,220 | 16,705 | - | 110,925 | 716 | - | 110,209 |
| Westbluff PS Rehab #330 | - | 127,788 | 342,710 | (111,071) | 359,427 | 342,841 | 16,586 | (0) |
| Grade 4 Sewer Repairs #336 | - | 36,577 | 22,420 | (58,997) | 0 | - | - | 0 |
| Elden FM Redundancy #341 | - | 684,628 | 530,707 | - | 1,215,335 | 272,831 | - | 942,504 |
| HQ Drought Tolerant Landscape #342 | - | 34,252 | 4,890 | (35,914) | 3,228 | 3,227 | - | 0 |
| Elden Emergency Bypass #343 | - | 17,111 | 13,972 | 135,795 | 166,878 | 139,901 | 12,884 | 14,094 |
| Harbor Generator Addition #346 | 420,000 | 104,000 | - | - | 524,000 | 11,571 | - | 512,429 |
| Elden Odor Project #347 | - | 95,000 | - | (4,021) | 90,979 | 69,033 | - | 21,946 |
| Mendoza FM Rehab/Redun #349 | 165,000 | - | - | 266,007 | 431,007 | 52,344 | - | 378,663 |
| Demolish Hitch Crafter #350 | - | 192,293 | - | (80,092) | 112,201 | 112,201 | - | (0) |
| Gisler #150136 Swr G5 Rep #353 | - | 123,717 | - | (95,334) | 28,383 | 28,383 | - | (0) |
| Elden Fan Replacement #354 | - | 108,385 | - | - | 108,385 | 43,622 | - | 64,764 |
| SCP Urgent Capital Repair #355 | - | 100,003 | 32,975 | 1,669,584 | 1,802,562 | 1,796,849 | - | 5,713 |
| FY25 MH Cover Replacement #505 | 25,000 | - | - | 51,118 | 76,118 | 13,965 | - | 62,153 |
| FY25 MH Rehab #510 | 81,000 | - | - | 19,217 | 100,217 | - | - | 100,217 |
| FY25 G4&5 Swr Repl/Repair #515 | 215,000 | - | - | - | 215,000 | - | - | 215,000 |
| FY25 Calcium Removal #520 | 100,000 | - | - | (100,000) | - | - | - | - |
| HQ Parking/Landsc Renv P2 #525 | - | - | - | 50,000 | 50,000 | 4,100 | - | 45,900 |
| SCP UrgRep #136136/136138 #530 | - | - | - | 85,000 | 85,000 | 10,101 | - | 74,899 |
| Irvine/Harbor PS Elec Imp #535 | - | - | - | 167,023 | 167,023 | 1,566 | - | 165,456 |
| | \$1,051,000 | \$2,069,066 | \$ 1,134,189 | \$ 1,654,950 | \$5,909,205 | \$ 3,164,533 | \$ 29,470 | \$ 2,715,202 |

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REVENUE ANALYSIS

The total General and Solid Waste Fund revenue budget for FY 2024–25 is \$8,602,100. As of June 30, 2025, the District has received \$8,481,733 in revenue, representing a 7% increase compared to the previous fiscal year. Revenue exceeded budgeted amounts in all accounts except for the Annual Charges and Other Non-Operating accounts. Additional details for each account are explained below.

| | Adopted BUDGET as of July 1 | Amended BUDGET '24-'25 | YTD 6/30/2025 | Budget v. Actual 6/30/2025 | YTD 6/29/2024 | Change YTD 23-24 to YTD 24-25 | Percent Change |
|---|-----------------------------------|------------------------------|-------------------------|----------------------------------|-------------------------|-------------------------------------|-------------------|
| <u>General Fund- Revenue</u> | | | | | | | |
| PROPERTY TAXES | 355,000 | 355,000 | 468,920 | 113,920 | 438,232 | 30,689 | 7% |
| INVESTMENT EARNINGS | - | - | 6,054 | 6,054 | 39,482 | (33,429) | -85% |
| <u>Sub-Total General Fund</u> | <u>355,000</u> | <u>355,000</u> | <u>474,974</u> | <u>119,974</u> | <u>477,714</u> | <u>(2,740)</u> | <u>-1%</u> |
| <u>Solid Waste Fund- Revenue</u> | | | | | | | |
| ANNUAL CHARGE | 6,578,800 | 7,482,000 | 7,413,384 | (68,616) | 6,521,065 | 892,319 | 14% |
| ADDITIONAL CONTAINER CHARGE | 128,000 | 128,000 | 168,722 | 40,722 | 111,236 | 57,486 | 52% |
| INVESTMENT EARNINGS | 70,000 | 70,000 | 139,387 | 69,387 | 105,680 | 33,707 | 32% |
| CONTRIBUTION | 37,800 | 37,800 | 38,020 | 220 | 36,785 | 1,235 | 3% |
| CHARGES FOR SERVICES | 109,000 | 109,000 | 133,403 | 24,403 | 108,481 | 24,923 | 23% |
| OTHER NON-OPERATING | 105,000 | 420,300 | 113,843 | (306,457) | 593,411 | (479,567) | -81% |
| TRANSFER IN (Excluding Property Tax) | - | - | - | - | - | - | 0% |
| <u>Sub-Total Solid Waste</u> | <u>7,028,600</u> | <u>8,247,100</u> | <u>8,006,759</u> | <u>(240,341)</u> | <u>7,476,657</u> | <u>530,102</u> | <u>7%</u> |
| <u>Total General & Solid Waste Funds</u> | <u>7,383,600</u> | <u>8,602,100</u> | <u>8,481,733</u> | <u>(120,367)</u> | <u>7,954,371</u> | <u>527,362</u> | <u>7%</u> |

The total Wastewater revenue budget for FY 2024–25, excluding transfers for capital improvement projects, is \$8,238,000. As of June 30, 2025, the District has received \$8,596,076, representing a 5% increase compared to the previous fiscal year. Revenue exceeded the budget in all accounts except for the Annual Charges account. Additional details for each account are explained below.

| | Adopted BUDGET as of July 1 | Amended BUDGET '24-25 | YTD 6/30/2025 | Budget v. Actual 6/30/2025 | YTD 6/29/2024 | Change YTD 23-24 to YTD 24-25 | Percent Change |
|--|-----------------------------------|-----------------------------|---------------------|----------------------------------|---------------------|-------------------------------------|-------------------|
| <u>Wastewater Fund- Revenue</u> | | | | | | | |
| ANNUAL CHARGE | 7,769,200 | 7,769,200 | 7,704,584 | (64,616) | 7,713,407 | (8,823) | 0% |
| INVESTMENT EARNINGS | 164,000 | 164,000 | 270,271 | 106,271 | 227,940 | 42,331 | 19% |
| CHARGES FOR SERVICES | 22,000 | 22,000 | 139,452 | 117,452 | 19,463 | 119,989 | 616% |
| SEWER PERMITS | 31,000 | 31,000 | 45,640 | 14,640 | 38,360 | 7,280 | 19.0% |
| INSPECTION FEES | 80,000 | 80,000 | 166,468 | 86,468 | 101,430 | 65,038 | 64% |
| OTHER NON-OPERATING | 35,000 | 35,000 | 132,861 | 97,861 | 19,110 | 113,751 | 595% |
| TRANSFER IN (excluding CIP) | 102,800 | 136,800 | 136,800 | - | 52,800 | 84,000 | 159% |
| TOTAL REVENUE | \$ 8,204,000 | \$ 8,238,000 | \$ 8,596,076 | \$ 358,076 | \$ 8,172,511 | \$ 423,566 | 5% |

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The following sections provide additional information on each revenue account for the General Fund, Solid Waste and Wastewater Funds:

Property Taxes: General Fund

The District budgeted \$355,000 in property tax revenues for FY 2024–25 and has received \$468,920 as of June 30, 2025. Historically, the District recorded 100% of property tax revenues in the Solid Waste Fund to help stabilize rates. At the beginning of FY 2019–20, the District established a General Fund to record property taxes. During the FY 2024–25 budgeting process, the Board of Directors approved a transfer of \$355,000 to the Solid Waste Fund. The remaining \$113,920 in property tax revenues will remain in the General Fund for future allocation. Staff will provide a recommendation to the Board regarding the appropriate transfer of any excess revenue to either the Solid Waste or Wastewater Fund based on future operational needs.

Annual Charges: Solid Waste

The Solid Waste Revenue Annual Charges account has a budget of \$7,482,000. In August 2024, a total of \$7,491,482 was placed on the County Assessment, approximately \$9,400 above the budgeted amount. As of June 30, 2025, the District has received \$7,413,384, representing 99% of the annual assessments. The County of Orange will remit the remaining 1% once it is collected from property owners, including any prior-year taxes and penalties assessed.

Annual Charges: Wastewater

The adopted budget for the Wastewater Revenue Annual Charges is \$7,769,200. In August 2024, a total of \$7,768,892 was placed on the County Assessment, approximately \$300 below the budget. As of June 30, 2025, the District has received \$7,704,584, representing 99% of the annual assessments. The County of Orange will remit the remaining 1% once it is collected from property owners, including any prior-year taxes and penalties assessed.

Additional Container Charges: Solid Waste

The Additional Container Charges have a revenue budget of \$128,000. Customers may request an extra container at \$9 per month, which CR&R bills directly and retaining 20% of the revenue. Quarterly, CR&R remits the remaining 80% to the District. For FY 2024–25, the District received \$168,722 in additional container revenue, reflecting a 52% increase due to higher customer demand, which offsets the increased collection costs.

Investment Earnings:

Investment earnings are initially recorded 100% in the Solid Waste Fund until they are allocated to other funds later. Please note that the Facilities Revolving Fund, the Fixed Asset Replacement Fund, and the Asset Management Fund's investment earnings were not budgeted items and are not shown in this report. The investment earnings amount on the Revenue Analysis data represents the amounts after allocation. As of June 30, 2025, the District received a total of \$622,115 in investment earnings. Of this amount, the General Fund received \$6,054, the Solid Waste Fund received \$139,387, and the Wastewater Fund received \$270,271. The remaining balance was allocated to other funds.

Contributions:

Effective July 1, 2018, CR&R agreed to pay the District \$30,000 in the first year of the agreement and \$35,000 plus a cost-of-living adjustment each year thereafter. The contributions are adjusted annually on July 1 based on the percentage change in the Consumer Price Index for Los Angeles, Long Beach,

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and Anaheim for the twelve-month period ending the preceding February. These contributions fund various programs, including public education, anti-scavenging efforts, the hiring of a consultant to evaluate CR&R's performance, and the Alkaline Battery Recycling Program. For FY 2024–25, the District has received \$38,020 from CR&R for Education Programs.

Charges for Services: Solid Waste

Residents of newly developed properties pay a prorated fee for services until they can be placed on the County assessment. Additionally, two condominiums are not included on the tax roll during assessments. At the beginning of each fiscal year, the District receives payments directly from these condominiums for solid waste services. This revenue account has a budget of \$109,000, and as of June 30, 2025, the District has received \$133,403. The increase is due to the first year of the 5-year rate increase plan for the Solid Waste Fund, approved by the Board in June 2024.

Charges for Services: Wastewater

Residents of newly developed properties pay a prorated fee for services until they can be placed on the County assessment. Additionally, some unincorporated areas and a few addresses in the City of Newport Beach were not included on the tax roll during assessments. At the beginning of each fiscal year, the District receives payments directly from these ratepayers for wastewater service. This revenue account has a budget of \$22,000, but as of June 30, 2025, the District has received \$139,452. The increase is due to the District identifying errors in classification and/or unit counts for ten properties within the Fairview Development Center, which led to inaccurate sewer service charge assessments. Following corrections, backbills totaling \$119,862 were issued for FY 2021–22 through FY 2024–25, and the payments were recorded in this account.

Sewer Permits: Wastewater

The Sewer Permits revenue account has a budget of \$31,000. As of June 30, 2025, the District has received \$45,640, which is 19% higher than the amount received during last year's fourth quarter. The increase is due to higher-than-expected activity in accessory dwelling units (ADUs), construction, and repairs.

Inspection Fees: Wastewater

The Inspection revenue account has a budget of \$80,000. As of June 30, 2025, the District has received \$166,468, which is 64% higher than the amount received during last year's fourth quarter. The increase is due to higher-than-expected activity in accessory dwelling units (ADUs), construction, and repairs.

Other Non-Operating Revenues: Solid Waste

The Solid Waste Non-Operating Revenues, which include grants and other reimbursements, have a budget of \$420,300. As of June 30, 2025, the District received \$113,843 from OC Waste & Recycling for the regional Waste Disposal Agreement (WDA). Additionally, the District received the second SB 1383 OWR4 Grant funding of \$315,300, which has been recorded in the FY 2023–24 Other Non-Operating Revenues account. This grant will remain available until April 1, 2026. The District plans to use the grant funds for part-time salaries, staff development, various programs, rentals, public education and outreach, and professional services.

Other Non-Operating Revenues: Wastewater

The Wastewater Non-Operating Revenues account has a budget of \$35,000. As of June 30, 2025, the District has received \$132,861. This amount includes back-billing, fines and forfeitures, an insurance

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settlement for the generator loss, the sale of the 2013 Freightliner Vac-con, the sale of miscellaneous tools, and the District's 5% share of collections from the Orange County Sanitation District's fee transmissions.

Transfer In – Wastewater

The Solid Waste and Wastewater activities are presented as Enterprise Funds, which are used to account for operations financed and operated similarly to private business enterprises. The intent is for the costs of providing goods or services to the public on a continuing basis to be financed or recovered primarily through user charges. The District Headquarters was purchased by the Wastewater Fund and is therefore an asset of that fund. Since Solid Waste Fund employees and activities operate at the Headquarters, it is appropriate for the Wastewater Fund to charge the Solid Waste Fund an annual rent of \$52,800, paid quarterly at \$13,200. Additionally, the Board of Directors approved a transfer from the Asset Replacement Fund to purchase a new 200 KW portable generator in October 2024.

**Expenditure Analysis
Solid Waste Fund
Through 6/30/2025**

| | Adopted BUDGET as of July 1 | Amended BUDGET '24-25 | Expenditures | | Change | | Full Year '23-'24 | Run-Rate Projection Full Year | -Full Year- Finance Projections | Finance Projected Variance | Finance Proj. % Remaining |
|--|-----------------------------------|-----------------------------|---------------------|---------------------|---------------------------|-------------------|----------------------|-------------------------------------|---------------------------------------|----------------------------------|---------------------------------|
| | | | YTD 6/30/2025 | YTD 6/29/2024 | YTD 23-24 to YTD 24-25 | Percent Change | | | | | |
| EXPENDITURES | | | | | | | | | | | |
| <u>Personnel</u> | | | | | | | | | | | |
| SALARIES FULL-TIME | 694,000 | 711,000 | 714,858 | 641,888 | 72,971 | 11% | 641,888 | 714,858 | 714,900 | (3,900) | -1% |
| SALARIES PART-TIME | 31,000 | 60,300 | 21,442 | 1,489 | 19,952 | 1340% | 1,489 | 21,442 | 50,300 | 10,000 | 17% |
| SALARIES BOARD | 22,000 | 22,000 | 16,461 | 16,638 | (177) | -1% | 16,638 | 16,461 | 17,000 | 5,000 | 23% |
| OVERTIME | 3,000 | 3,000 | 1,085 | 1,165 | (80) | -7% | 1,165 | 1,085 | 1,100 | 1,900 | 63% |
| BENEFITS | 246,000 | 250,000 | 227,393 | 208,587 | 18,806 | 9% | 208,587 | 227,393 | 245,000 | 5,000 | 2% |
| Sub-Total Personnel | 996,000 | 1,046,300 | 981,239 | 869,767 | 111,472 | 13% | 869,767 | 981,239 | 1,028,300 | 18,000 | 2% |
| <u>Maintenance & Operations</u> | | | | | | | | | | | |
| PROFESSIONAL SERVICES | 106,700 | 178,753 | 75,760 | 148,707 | (72,947) | -49% | 148,707 | 75,760 | 100,253 | 78,500 | 44% |
| LEGAL SERVICES | 35,000 | 35,000 | 9,516 | 16,211 | (6,695) | -41% | 16,211 | 9,516 | 10,000 | 25,000 | 71% |
| FISCAL SERVICES | 12,000 | 12,000 | 7,374 | 9,415 | (2,041) | -22% | 9,415 | 7,374 | 7,500 | 4,500 | 38% |
| MEDICAL/EMPLOY SERVICES | 1,100 | 960 | 343 | 176 | 167 | 95% | 176 | 343 | 460 | 500 | 52% |
| CONTRACT SERVICES | 1,300 | 1,300 | 694 | 726 | (32) | -4% | 726 | 694 | 700 | 600 | 46% |
| COUNTY COLLECTION FEE | 29,000 | 29,000 | 25,825 | 22,247 | 3,579 | 16% | 21,038 | 24,588 | 25,000 | 4,000 | 14% |
| TRASH HAULER (CR&R) | 3,122,400 | 4,368,000 | 4,358,192 | 3,101,854 | 1,256,338 | 41% | 3,101,854 | 4,356,896 | 4,359,000 | 9,000 | 0% |
| RECYCLING/DISPOSAL (CR&R) | 0 | 400,000 | 48,117 | 0 | 48,117 | 0% | 0 | 486,480 | 49,000 | 351,000 | 88% |
| ORGANICS DISPOSAL (CR&R) | 838,800 | 838,800 | 758,806 | 792,952 | (34,146) | -4% | 792,952 | 731,892 | 759,000 | 79,800 | 10% |
| LANDFILL DISPOSAL (CR&R) | 1,789,300 | 960,000 | 1,572,567 | 1,712,537 | (139,970) | -8% | 1,712,537 | 944,140 | 1,573,000 | (613,000) | -64% |
| CONTAINER COLLECTION COST | 25,600 | 25,600 | 33,745 | 27,809 | 5,935 | 21% | 27,809 | 33,745 | 34,000 | (8,400) | -33% |
| ELECTIONS | 43,000 | 43,000 | 16,055 | 0 | 16,055 | 0% | 0 | 16,055 | 43,000 | - | 0% |
| MAINTENANCE | 6,600 | 9,950 | 4,749 | 4,042 | 707 | 17% | 4,042 | 4,749 | 6,250 | 3,700 | 37% |
| OFFICE SUPPLIES | 700 | 700 | 679 | 681 | (1) | 0% | 681 | 679 | 700 | - | 0% |
| MISC COPY | 100 | 100 | 39 | 18 | 21 | 114% | 18 | 39 | 50 | 50 | 50% |
| POSTAGE | 300 | 300 | 299 | 276 | 23 | 9% | 276 | 299 | 300 | - | 0% |
| PUBLIC INFOR/ED/COM PROM | 118,950 | 238,836 | 106,502 | 210,186 | (103,684) | -49% | 210,186 | 106,502 | 194,836 | 44,000 | 18% |
| SMALL TOOLS/EQUIP | 2,200 | 2,920 | 2,766 | 4,850 | (2,085) | -43% | 4,850 | 2,766 | 2,920 | - | 0% |
| EOC EQUIP SUPPLIES | 450 | 1,650 | 1,466 | 913 | 554 | 61% | 913 | 1,466 | 1,650 | - | 0% |
| COMPUTER LICENSES & MAINT | 12,700 | 12,840 | 11,678 | 10,712 | 966 | 9% | 10,712 | 11,678 | 11,640 | 1,200 | 9% |
| PROF DEVELOPMENT/TRAINING | 31,150 | 35,150 | 22,451 | 21,350 | 1,100 | 5% | 21,350 | 22,451 | 26,250 | 8,900 | 25% |
| LIABILITY INSURANCE | 36,300 | 36,300 | 37,352 | 34,683 | 2,669 | 8% | 34,683 | 37,352 | 37,400 | (1,100) | -3% |
| TELEPHONE | 3,250 | 3,250 | 4,151 | 3,651 | 500 | 14% | 3,651 | 4,151 | 4,200 | (950) | -29% |
| UTILITIES - BLDG | 2,100 | 2,100 | 1,542 | 1,210 | 332 | 27% | 1,210 | 1,542 | 1,600 | 500 | 24% |
| ASSET REPLACEMENT | 15,000 | 15,000 | 15,000 | 15,000 | 0 | 0% | 15,000 | 15,000 | 15,000 | - | 0% |
| TRANSFER OUT | 52,800 | 52,800 | 52,800 | 52,800 | 0 | 0% | 52,800 | 52,800 | 52,800 | - | 0% |
| BANK MERCHANTS FEES | 10,000 | 10,000 | 15,130 | 10,587 | 4,543 | 43% | 10,587 | 15,130 | 15,200 | (5,200) | -52% |
| RENT/LEASE PAYMENTS | 0 | 9,000 | 7,572 | 3,253 | 4,319 | 133% | 3,253 | 7,572 | 9,000 | - | 0% |
| CONTINGENCY | 70,800 | 125,400 | 0 | 0 | 0 | 0% | 0 | 0 | 0 | 125,400 | 100% |
| Sub-Total M & O | 6,367,600 | 7,448,709 | 7,191,169 | 6,206,846 | 984,323 | 16% | 6,205,637 | 6,971,658 | 7,340,709 | 108,000 | 1% |
| <u>Capital Outlay</u> | | | | | | | | | | | |
| EQUIPMENT | 0 | 2,000 | 759 | 7,503 | (6,743) | -90% | 7,503 | 759 | 1,000 | 1,000 | 50% |
| Sub-Total Capital Outlay | 0 | 2,000 | 759 | 7,503 | (6,743) | -90% | 7,503 | 759 | 1,000 | 1,000 | 50% |
| <u>Special Programs</u> | | | | | | | | | | | |
| BATTERY RECYCLING | 20,000 | 50,000 | 25,968 | 19,071 | 6,897 | 36% | 19,071 | 25,968 | 30,000 | 20,000 | 40% |
| COMPOSTING PROGRAM | 0 | 42,000 | 0 | 0 | 0 | 0% | 0 | 0 | 42,000 | - | 0% |
| SCHOOL EDUCATION | 0 | 30,000 | 6,260 | 0 | 6,260 | 0% | 0 | 6,260 | 30,000 | - | 0% |
| Sub-Total Special Programs | 20,000 | 122,000 | 32,228 | 19,071 | 13,157 | 69% | 19,071 | 32,228 | 102,000 | 20,000 | 16% |
| TOTAL EXPENDITURES | \$ 7,383,600 | \$ 8,619,009 | \$ 8,205,395 | \$ 7,103,186 | \$ 1,102,209 | 16% | \$ 7,101,977 | \$ 7,985,883 | \$ 8,472,009 | \$ 147,000 | 2% |

**Expenditure Analysis
Wastewater Fund
Through 6/30/2025**

| | Adopted BUDGET as of July 1 | Amended BUDGET '24-25 | Expenditures | | Change | | Full Year '23-24 | Run-Rate Projection Full Year | -Full Year- Finance Projections | Finance Projected Variance | Finance Proj. % Remaining |
|--|-----------------------------------|-----------------------------|---------------------|---------------------|---------------------------|-------------------|---------------------|-------------------------------------|---------------------------------------|----------------------------------|---------------------------------|
| | | | YTD 6/30/2025 | YTD 6/29/2024 | YTD 23-24 to YTD 24-25 | Percent Change | | | | | |
| <u>EXPENDITURES</u> | | | | | | | | | | | |
| <u>Personnel</u> | | | | | | | | | | | |
| SALARIES FULL-TIME | 2,092,000 | 2,103,900 | 2,022,697 | 1,748,729 | 273,968 | 16% | 1,748,729 | 2,022,697 | 2,023,000 | 80,900 | 4% |
| SALARIES BOARD | 85,000 | 85,000 | 65,774 | 66,221 | (447) | -1% | 66,221 | 65,774 | 66,000 | 19,000 | 22% |
| OVERTIME | 62,000 | 71,000 | 90,296 | 68,645 | 21,651 | 32% | 68,645 | 90,296 | 90,300 | (19,300) | -27% |
| BENEFITS | 820,800 | 784,800 | 691,578 | 671,030 | 20,548 | 3% | 671,030 | 691,578 | 739,400 | 45,400 | 6% |
| Sub-Total Personnel | 3,084,800 | 3,069,700 | 2,890,802 | 2,560,582 | 330,221 | 13% | 2,560,582 | 2,890,802 | 2,939,700 | 130,000 | 4% |
| <u>Maintenance & Operations</u> | | | | | | | | | | | |
| PROFESSIONAL SERVICES | 163,700 | 201,223 | 151,820 | 174,184 | (22,364) | -13% | 174,184 | 151,820 | 160,723 | 40,500 | 20% |
| LEGAL SERVICES | 100,000 | 100,000 | 45,934 | 56,807 | (10,873) | -19% | 56,807 | 45,934 | 46,000 | 54,000 | 54% |
| ENGINEERING/ARCHIT SERV | 102,300 | 32,429 | 31,355 | 62,610 | (31,255) | -50% | 62,610 | 31,355 | 32,429 | - | 0% |
| PLAN CHECK/INSPECTIONS | 87,700 | 157,700 | 161,174 | 100,510 | 60,663 | 60% | 100,510 | 161,174 | 161,200 | (3,500) | -2% |
| FISCAL SERVICES | 33,000 | 33,000 | 18,694 | 17,485 | 1,209 | 7% | 17,485 | 18,694 | 19,000 | 14,000 | 42% |
| MEDICAL/EMPLOY SERVICES | 9,900 | 8,640 | 4,302 | 4,485 | (183) | -4% | 4,485 | 4,302 | 4,640 | 4,000 | 46% |
| CONTRACT SERVICES | 16,000 | 20,000 | 20,529 | 59,030 | (38,502) | -65% | 59,030 | 20,529 | 21,000 | (1,000) | -5% |
| COUNTY COLLECTION FEE | 29,000 | 29,000 | 23,306 | 23,290 | 16 | 0% | 23,290 | 23,306 | 24,000 | 5,000 | 17% |
| PUMP STN MAINT CONTRACT | 189,400 | 251,120 | 99,153 | 88,594 | 10,559 | 12% | 88,594 | 99,153 | 231,120 | 20,000 | 8% |
| SEWER LINE MAINTENANCE | 43,000 | 73,000 | 36,172 | 0 | 36,172 | 0% | 0 | 36,172 | 37,000 | 36,000 | 49% |
| BLDG MAINTENANCE | 67,900 | 98,050 | 71,445 | 63,178 | 8,267 | 13% | 63,178 | 71,445 | 73,550 | 24,500 | 25% |
| EQUIP MAINTENANCE | 173,500 | 118,500 | 110,532 | 142,618 | (32,086) | -22% | 142,618 | 110,532 | 113,000 | 5,500 | 5% |
| GIS MAINTENANCE | 53,600 | 53,600 | 55,489 | 76,752 | (21,263) | -28% | 76,752 | 55,489 | 56,100 | (2,500) | -5% |
| TELEVISION SEWER LINES | 10,000 | 18,700 | 6,175 | 1,300 | 4,875 | 375% | 1,300 | 6,175 | 6,700 | 12,000 | 64% |
| ANNUAL SEWER MAINT | 155,000 | 142,310 | 130,995 | 67,492 | 63,503 | 94% | 67,492 | 130,995 | 131,310 | 11,000 | 8% |
| FOG PROGRAM | 114,500 | 114,500 | 111,562 | 111,960 | (398) | 0% | 111,960 | 111,562 | 114,500 | - | 0% |
| SIRP | 30,000 | 26,000 | 6,400 | 4,950 | 1,450 | 29% | 4,950 | 6,400 | 6,500 | 19,500 | 75% |
| OFFICE SUPPLIES | 7,800 | 9,800 | 6,407 | 7,146 | (738) | -10% | 7,146 | 6,407 | 6,800 | 3,000 | 31% |
| MISC COPY | 900 | 900 | 512 | 492 | 19 | 4% | 492 | 512 | 900 | - | 0% |
| POSTAGE | 2,700 | 2,700 | 2,573 | 2,580 | (8) | 0% | 2,580 | 2,573 | 2,700 | - | 0% |
| COMMUNITY OUTREACH | 46,800 | 46,800 | 42,711 | 49,168 | (6,457) | -13% | 49,168 | 42,711 | 46,800 | - | 0% |
| SMALL TOOLS/EQUIP | 32,900 | 84,780 | 52,323 | 55,338 | (3,015) | -5% | 55,338 | 52,323 | 63,780 | 21,000 | 25% |
| MAINT MATERIAL/SUPPLIES | 27,000 | 25,000 | 20,106 | 17,248 | 2,858 | 17% | 17,248 | 20,106 | 21,000 | 4,000 | 16% |
| EOC EQPT & SUPPLIES | 10,950 | 21,750 | 16,722 | 11,267 | 5,454 | 48% | 11,267 | 16,722 | 17,750 | 4,000 | 18% |
| COMPUTER LICENSES & MAINT | 236,650 | 244,060 | 208,772 | 184,809 | 23,963 | 13% | 184,809 | 208,772 | 212,660 | 31,400 | 13% |
| PROF DEVELOPMENT/TRAINING | 179,550 | 189,550 | 141,585 | 114,474 | 27,111 | 24% | 112,633 | 141,585 | 142,550 | 47,000 | 25% |
| LIABILITY INSURANCE | 326,700 | 349,200 | 343,953 | 327,095 | 16,858 | 5% | 327,095 | 343,953 | 344,000 | 5,200 | 1% |
| TELEPHONE | 45,750 | 45,750 | 42,252 | 36,136 | 6,117 | 17% | 36,136 | 42,252 | 43,250 | 2,500 | 5% |
| UTILITIES | 39,400 | 39,400 | 26,841 | 23,044 | 3,797 | 16% | 23,044 | 26,841 | 29,900 | 9,500 | 24% |
| WATER PUMP MAINTENANCE | 1,600 | 1,600 | 2,938 | 2,765 | 172 | 6% | 2,765 | 2,938 | 3,000 | (1,400) | -88% |
| ELECTRIC PUMP MAINTENANCE | 105,000 | 105,000 | 88,803 | 96,152 | (7,350) | -8% | 96,152 | 88,803 | 89,000 | 16,000 | 15% |
| ASSET REPLACEMENT | 420,000 | 420,000 | 420,000 | 389,000 | 31,000 | 8% | 389,000 | 420,000 | 420,000 | - | 0% |
| CONTINGENCY | 0 | 0 | 0 | 0 | 0 | 0% | 0 | 0 | 0 | - | 0% |
| BANK MERCHANTS FEES | 10,000 | 14,000 | 15,130 | 10,587 | 4,542 | 43% | 10,587 | 15,130 | 15,200 | (1,200) | -9% |
| Sub-Total M & O | 2,915,200 | 3,121,062 | 2,532,717 | 2,382,548 | 150,169 | 6% | 2,382,548 | 2,532,717 | 2,741,062 | 380,000 | 12% |
| <u>Capital Outlay</u> | | | | | | | | | | | |
| EQUIPMENT | 550,000 | 348,125 | 304,261 | 663,580 | (359,319) | -54% | 663,580 | 304,261 | 338,125 | 10,000 | 3% |
| Sub-Total Capital Outlay | 550,000 | 348,125 | 304,261 | 663,580 | (359,319) | -54% | 663,580 | 304,261 | 338,125 | 10,000 | 3% |
| TOTAL EXPENDITURES | \$ 6,550,000 | \$ 6,538,887 | \$ 5,727,781 | \$ 5,606,710 | \$ 121,070 | 2% | \$ 5,606,710 | \$ 5,727,781 | \$ 6,018,887 | \$ 520,000 | 8% |

| <u>Directors</u> | <u>Description</u> | <u>Amount</u> | <u>Total</u> |
|------------------|--|---|---------------------|
| A. Perry | CSDA Annual Conference Meals and Mileage (200.38), September 2024 | \$ 200.38 | \$ 200.38 |
| B. Ooten | CSDA Annual Conference Mileage (286), August 2024 | \$ 191.62 | \$ 191.62 |
| M. Scheafer | CSDLF Training Mileage (966) and Meals, May 2024 | \$ 757.97 | \$ 757.97 |
| <u>Staff</u> | | | |
| A. Arreola | Tri-State Seminar Meals, August 2024 | \$ 171.22 | \$ 171.22 |
| B. Prenger | CWEA Conference Registration, Workshop, Awards Lunch, April 2025 CWEA Conference Lodging, Meals, Mileage (185.4), Parking, April 2025 | \$ 1,715.00 909.73 | \$ 2,624.73 |
| C. Johnson | #1004, Crane Truck Load Testing Reimbursement, July 2024 | \$ 113.85 | \$ 113.85 |
| J. Blakely | Tri-State Seminar Meals, August 2024 Purchase Steel-Toed Safety Boots, October 2024 | \$ 180.32 195.70 | \$ 376.02 |
| J. Ortiz | WEFTEC Conference Lodging, Transportation, and Meals, October 2024 Purchase Steel-Toed Safety Boots, February 2025 | \$ 1,210.89 200.00 | \$ 1,410.89 |
| J. Gomez | WEFTEC Conference Registration, Lodging, and Transportation, October 2024 WWETT Conference Lodging, Transportation, and Meals, February 2025 | \$ 2,525.47 1,589.63 | \$ 4,115.10 |
| K. Tran | Springbrook Conference Transportation, Lodging, and Meals, October 2024 CSMFO Conference Transportation, Airfare, Lodging, and Meal, February 2025 | \$ 1,129.98 1,184.80 | \$ 2,314.78 |
| L. Tran | CSMFO Conference Transportation, Airfare, Lodging, and Meal, February 2025 | \$ 1,361.71 | \$ 1,361.71 |
| M. Pereyda | SCWMF Membership Dues (2), Fiscal Year 2024-25 CRRRA Conference Recycling Facility Tour and Mileage (73.5), August 2024 MMASC Annual Conference Lodging, Meals, and Mileage (265), November 2024 | \$ 130.00 215.25 1,316.31 | \$ 1,661.56 |
| S. Phan | Springbrook Conference Transportation, Lodging, and Meal, October 2024 LCW Conference Lodging, Meals, and Mileage (166.8), January 2025 | \$ 968.96 1,008.81 | \$ 1,977.77 |
| T. Tingling | LCW Conference Lodging, Meals, and Mileage (145.9), January 2025 Employee Appreciation \$25 Gift Card (3) and Treats (22), March 2025 Engineering Department Administrative Assistant Interview Panel Lunch (5), June 2025 Wellness Program, Steps Challenge Gift Card (3), June 2025 | \$ 822.11 120.83 108.31 192.85 | \$ 1,244.10 |
| Total | | \$ 18,521.70 | \$ 18,521.70 |



COSTA MESA SANITARY DISTRICT

Staff Report

To: Board of Directors

From: Mark Esquer, District Engineer *Mark Esquer*

Date: September 22, 2025

Subject: **Receive and File the District Engineer's Monthly Report and Capital Improvement Projects Status**

Summary

The District Engineer has provided a memorandum with a brief summary of major capital or other engineering activities for the subject period. The District Engineer's memorandum is attached. Also attached is a detailed summary of the Capital Improvement Project cost report ending the previous calendar month.

Staff Recommendation

That the Board of Directors receive and file the Capital Improvement Status Report.

Analysis

The Board of Directors receive and file the Capital Improvement Status Report.

Legal Review

Not Applicable

Environmental Review

Subject activity is exempt from the requirements of the California Environmental Quality Act (CEQA) (Public Resources Code Section 21000 et. seq.). Section 15300.4 of CEQA allows an agency while establishing its own procedures "to list those specific activities which fall within each of the exempt classes", and the District has adopted "CEQA Guidelines and Implementing Procedures" that state on page 6 "Projects" does not include C. Continuing administrative or maintenance activities."

Financial Review

The cost of preparing this report is contained within the operating budget. There are sufficient funds available in the adopted budget.

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The attached CIP Financial Update has been prepared by the Finance Department.

Public Notice Process

Copies of this report are on file and will be included with the complete agenda packet for the August 18, 2025 Board of Directors Regular meeting at District Headquarters and posted on the District's website www.cmsdca.gov.

Alternative Actions

Refer item back to District staff with further instructions.



Costa Mesa Sanitary District

...an Independent Special District

Memorandum

To: Board of Directors
From: Mark Esquer, District Engineer
Date: September 22, 2025
Subject: Engineer's Report August 16 to September 15, 2025, Reporting Period

Capital Project Work

The District had several projects during the reporting period. Active projects are indicated in a **BOLD statement**, below. They include:

1. **Project 329 Aviemore FM Replacement (Easement Process)**
2. Project 330 West bluff PS Rehab (Complete)
3. Project 334 Gisler FM Replacement (On-Hold)
4. **Project 341 Elden Forcemain Redundancy (In Design)**
5. Project 346 Harbor Generator Addition (**Started Pre-Design Work**)
6. **Project 347 Elden Odor (Construction Almost Complete (99%))**
7. **Project 349A Mendoza Sewer Extension (Complete)**
8. **Project 349 Mendoza FM Rehab/Redundancy (In Design)**
9. Project 350 Hitch Crafter Building Demolition (Complete)
10. **Project 354 Elden Fan Improvement (Construction Complete/In Close Out)**
11. Project 355 SCP Urgent Capital Repair (Complete)
12. Project 505 MH Cover Replacement (**Bids Opened**)
13. Project 510 MH Rehabilitation (New Project)
14. Project 515 Grade 4 & 5 Sewer Repair and Replacements (New Project)
15. Project 525 HQ Parking/Landscaping Renovation (New Project)
16. Project 530 SCP Urgent Sewer 136136 & 136138 Sewer Replace (**Construction Done**)
17. Project 535 Irvine Harbor Pump Station Electrical Improvements (**Awarded**)
18. Project 605 MH Cover Replacements (**Bids Opened**)
19. Project 610 MH Refurbishment (On Hold)
20. Project 620 SeaBluff PS Rehab (Not Started)
21. Project 630 Sewer Condition Assessment (Not Started)

A capital project budget report, prepared by Finance, is attached to this report and included herein.



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Project 329 Aviemore Force Main Replacement: Easement Work Started

No progress during the reporting period as higher priority work occurred.

The project generally consists of replacing the existing forcemain. The design work on the original project is generally complete and our consultant has prepared the bid documents. However, a replacement retaining wall must be designed so that the project may be installed.

The District Engineer must prepare a Resolution with Legal Counsel for turning over the City Easement to the District. This process must be completed prior to moving forward. The District Engineer will provide information to the District Legal Counsel for preparing the Resolution.

Project 330 WestBluff Pump Station

All work completed. Waiting for HOA invoice for the planted tree. The District will reimburse the \$1,200 upon receiving an invoice.

Project 334 Gisler Forcemain Replacement (On-Hold)

This project generally consists of replacing the existing iron forcemain with new forcemain. The District completed the project design and placed the project on hold. Funding may become available this fiscal year. If not, the project will be restarted during FY27.

Project 341 Elden Forcemain Redundancy (minimal progress)

The project is anticipated to consist of 3,100 feet of new 18-inch pressure pipe and will rejuvenate about 2,100 feet of existing 18-inch thin-walled fiberglass-composite (Techite) pipe. The Design work will determine the exact scope of pipe installation and location.

The 60% design plans are complete. Preliminary drawings have been sent to the City and the OC Fairgrounds for review. The design is scheduled for completion during the Winter 2026.

A Grant Application was submitted by the General Manager. The District is requesting Federal money to fund the project.

Project 346 Harbor Overflow Sewer Addition (New)

Utility drawings have been requested from the various utility companies. This Project consists of installing an overflow sewer to the downstream receiving sewer. This project will minimize the potential from a sewer spill resulting from a pump station outage.

The Project initially involved installation of a generator at the Harbor Pump Station. Due to the cost of land and associated easements, the District staff plan to rescope the Project to an emergency overflow. The rescope project is preparing to move forward. The project has not started.

Project 347 Elden Odor Scrubber was installed, and scrubber installation work is complete. The Scrubber has been started up.

Project 349A Mendoza Sewer Extension

The District Engineer prepared and bid a rush-job to install the 18" Mendoza sewer extension in Mendoza Drive. **The work was completed as of Monday, July 21st, four days ahead of schedule.** The completed work is a subset of the 349 Mendoza Forcemain Redundancy Project.

Project 349 Mendoza Forcemain Redundancy and Overflow Project

The Project generally consists of installing a secondary/redundant forcemain along with an overflow. The Project will also extend the gravity sewer to the pump station and convert the pump station to a lift station. This project will significantly increase reliability and significantly decrease the likelihood of a sewer spill resulting from a station outage. It is anticipated that the wastewater staff will have over 12 hours, perhaps longer, before a response is required.

The Project will be bid in October for a December bid opening.

Project 354 Elden Fan Improvement & Project 347 Elden Odor Scrubber

The Project work and upgraded electrical panel to accommodate a new fan is completed.

Project 500 Sewer Siphon Rehabilitation (New)

Project on Hold and the budget was used for the P355 SCP Emergency Sewer Replacement. The Project consists of assessing the condition of the remaining siphons and the remaining Auto Plex Siphon pipes prior to designing the rehabilitation plans. The assessment work will help provide an improved basis for developing scopes of work for rehabilitation work. **No work completed.**

Project 515 Grade 4 & 5 Sewer Repairs/Replacements (Industrial Way Sewer Pipe Bursting)

The project generally consists of repairing several Grade 5 (failed) and critical Grade 4 sewer pipe defects over the next few years. The 2025 fiscal year has about \$200,000 dedicated to rehabilitation or replacement sewer work.

The District may conduct a pipe bursting project on Industrial Way and Newport Blvd to replace a severely 8" corroded ductile iron pipe that has closed to a 6" opening.

Project 525 HQ Parking/Landscaping Renovation (New)

No progress in this period.

The Project will generally consist of HQ parking and landscaping improvements and upgrades to meet the latest ADA requirements. Only survey work has been completed. Design work has not started.

Project 530 SCP Urgent Sewer Replacement #136136/136138

The project generally consists of removing and replacing about 20 feet of failed 8-inch sewer pipe (Sewer #136138) and lining a failed section of 8-inch sewer pipe (Sewer 136136).

All work except punch-list items are completed.

Rainfall

No significant precipitation during this period to report.

Miscellaneous Information The District Engineer was out of the office (time off) during the first two weeks of September. Minimal work was conducted during the reporting period.

| Project Start Date (Fiscal Year) | Project Account Number | Project Name | Approve Project Budget Accumulated | Accumulated Cost as of June 30, 2025 | Year to Date Expenditures as of August 31, 2025 | Encumbrances as of August 31, 2025 | Available Balance as of August 31, 2025 |
|-------------------------------------|---------------------------|--------------------------------|---------------------------------------|---|--|---------------------------------------|--|
| FY2014-15 | 20-201309-4300 | City MH Adjustment Prgm #309 | 648,877 | 572,708 | - | - | 76,169 |
| FY2019-20 | 20-201311-4300 | MH Cover Repairs #311 | 228,998 | 228,911 | - | - | 87 |
| FY2020-21 | 20-201327-4300 | Calcium Removal Ph1 #327 | 193,876 | 193,877 | - | - | (0) |
| FY2020-21 | 20-201329-4300 | Aviemore Force Main Repl #329 | 145,262 | 19,064 | - | 15,989 | 110,209 |
| FY2020-21 | 20-201330-4300 | Westbluff PS Rehab #330 | 453,693 | 437,108 | - | 16,586 | (0) |
| FY2021-22 | 20-201336-4300 | Grade 4 Sewer Repairs #336 | 143,926 | 143,926 | - | - | - |
| FY2021-22 | 20-201341-4300 | Elden FM Redundancy #341 | 1,831,291 | 580,503 | 13,641 | 294,644 | 942,504 |
| FY2021-22 | 20-201342-4300 | HQ Drought Tol Landscape #342 | 547,286 | 547,286 | - | - | 0 |
| FY2022-23 | 20-201343-4300 | Elden Emergency Bypass #343 | 1,137,267 | 1,110,290 | - | 12,884 | 14,094 |
| FY2023-24 | 20-201346-4300 | Harbor Generator Addition #346 | 858,625 | 11,571 | - | 58,625 | 788,429 |
| FY2023-24 | 20-201347-4300 | Elden Odor Project #347 | 98,142 | 69,033 | 7,780 | 509 | 20,820 |
| FY2024-25 | 20-201349-4300 | Mendoza FM Rehab/Redun #349 | 804,140 | 52,344 | 148,708 | 29,827 | 573,261 |
| FY2023-24 | 20-201350-4300 | Demolish Hitch Crafter #350 | 119,908 | 119,908 | - | - | (0) |
| FY2023-24 | 20-201353-4300 | Gisler #150136 Swr G5 Rep #353 | 30,016 | 30,016 | - | - | (0) |
| FY2023-24 | 20-201354-4300 | Elden Fan Replacement #354 | 132,726 | 45,236 | 17,450 | 5,276 | 64,764 |
| FY2023-24 | 20-201355-4300 | SCP Urgent Capital Repair #355 | 1,822,559 | 1,816,846 | - | - | 5,713 |
| FY2024-25 | 20-202505-4300 | FY25 MH Cover Replacement #505 | 88,153 | 13,965 | - | 12,035 | 62,153 |
| FY2024-25 | 20-202510-4300 | FY25 MH Rehab #510 | 100,217 | - | - | - | 100,217 |
| FY2024-25 | 20-202515-4300 | FY25 G4&5 Swr Repl/Repair #515 | 215,000 | - | - | - | 215,000 |
| FY2024-25 | 20-202525-4300 | HQ Parking/Landsc Renv P2 #525 | 54,100 | 4,100 | - | 4,100 | 45,900 |
| FY2024-25 | 20-202530-4300 | SCP UrgRep #136136/136138 #530 | 131,274 | 10,101 | - | 46,274 | 74,899 |
| FY2024-25 | 20-202535-4300 | Irvine/Harbor PS Elec Imp #535 | 167,023 | 1,566 | - | - | 165,456 |
| FY2025-26 | 20-202605-4300 | MH Cover Replacements #605 | 90,000 | - | - | - | 90,000 |
| FY2025-26 | 20-202610-4300 | MH Refurbishment #610 | 100,000 | - | - | - | 100,000 |
| FY2025-26 | 20-202615-4300 | Grade 4 Swr Rehabs & Rpr #615 | 380,000 | - | - | - | 380,000 |
| FY2025-26 | 20-202620-4300 | Seabluff PS Rehab #620 | 220,000 | - | - | - | 220,000 |
| FY2025-26 | 20-202630-4300 | Swr Condition Assessment #630 | 150,000 | - | - | - | 150,000 |
| | | | \$ 10,892,361 | \$ 6,008,359 | \$ 187,579 | \$ 496,749 | \$ 4,199,674.12 |