CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board of Directors
Al E. Fox
Division 1
Jeffrey C. Brown
Division 2
Timothy H. Hoag
Division 3
Eugene F. West
Division 4
Terry L. Foreman
Division 5
General Manager
Tony L. Stafford

Board Agenda

Regular Meeting

Thursday, September 26, 2019
Camrosa Board Room
5:00 P.M.

Call to Order

Public Comments

At this time, the public may address the Board on any item not appearing on the agenda which is subject to the jurisdiction of the Board. Persons wishing to address the Board should fill out a white comment card and submit it to the Board Chairman prior to the meeting. All comments are subject to a 5 minute time limit.

Matters appearing on the Consent Agenda are expected to be non-controversial and will be acted upon by the Board at one time, without discussion, unless a member of Board or the Staff requests an opportunity to address any given item. Items removed from the Consent Agenda will be discussed at the beginning of the Administrative Items. Approval by the Board of Consent Items means that the recommendation of the Staff is approved along with the terms and conditions described in the Board Memorandum.

Consent Agenda

1. **Approve Minutes of the Regular Meeting of September 12, 2019**

2. ****Approve Vendor Payments**

   Objective: Approve the payments as presented by staff.

   Action Required: Approve accounts payable in the amount of $1,502,148.69.

3. **Upgrade of MS-Office and Host-Server Operating Systems**

   Objective: Upgrade from Microsoft (MS) Office 2010 to MS-Office 365 and upgrade the host servers to MS Windows Server 2016.

   Action Required:

   1) Deobligate the remaining amount of $20,680.00 from the Office 365 budgeted fixed asset, and
   2) Create a new fixed asset to upgrade 10 host-server operating systems to Microsoft Windows Server 2016 in the amount of $20,680.00.

Primary Agenda

4. ****Fiscal Year 2018-19 Draft Comprehensive Annual Financial Report**

   Objective: Receive briefing from Staff on the Fiscal Year (FY) 2018-19 Draft Comprehensive Annual Financial Report (CAFR).

   Action Required: No action necessary; for information only.

5. ****Fiscal Year 2018-19 Budget Status Report**

   Objective: Receive a report from staff regarding the status of the Fiscal Year (FY) 2018-19 budget.

   Action Required: No action necessary; for information only.

6. ****Regional Brine Management Study**

   Objective: Participate in a Regional Brine Management Study.

   Action Required: Authorize the General Manager to enter into the attached Multiagency Cooperative Funding Agreement and issue a purchase order in the amount of $37,473.50 to fund Camrosa's portion of a Regional Brine Management Study.

Comments by General Manager; Comments by Directors; Adjournment

Closed Session: The Board may enter into a closed session to confidentially discuss anticipated litigation matters as authorized by Government code 54956.9.

7. **Closed Session Conference with Legal Counsel – Anticipated Litigation**

   Objective: To confer with and receive advice from counsel regarding anticipated litigation.

   Action Required: No action necessary; for information only.

PLEASE NOTE: The Board of Directors may hold a closed session to discuss personnel matters or litigation, pursuant to the attorney/client privilege, as authorized by Government Codes. Any of the items that involve pending litigation may require discussion in closed session on the recommendation of the Board's Legal Counsel.

Note: ** indicates agenda items for which a staff report has been prepared or backup information has been provided to the Board. Copies of the full agenda are available for review at the District Office and on our website at www.camrosa.com.

CAMROSA WATER DISTRICT

BUILDING WATER SELF-RELIANCE

September 26, 2019

Board of Directors Agenda Packet

CAMROSA WATER DISTRICT
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General Manager
Tony L. Stafford

Board Minutes

Regular Meeting

Thursday, September 12, 2019

Camrosa Board Room
5:00 P.M.

Call to Order The meeting was convened at 5:00 P.M.

Present: Eugene F. West, President
Terry L. Foreman, Vice-President
Jeffrey C. Brown, Director
Al E. Fox, Director
Timothy H. Hoag, Director

Staff: Tony Stafford, General Manager
Ian Prichard, Water Resource Manager
Jozi Scholl, Manager of Customer Accounts/Business
Kevin Wahl, Superintendent of Operations
Mike Phelps, Water Quality Supervisor
Greg Jones, Legal Counsel

Public Comments

None

Consent Agenda

1. **Approve Minutes of the Regular Meeting of August 29, 2019**

   This item was pulled from the Consent Agenda and moved to the Primary Agenda.

2. **Approve Vendor Payments**

   A summary of accounts payable in the amount of $963,140.99 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of $963,140.99.

   Motion: Hoag **Second:** Brown
   Motion carried unanimously.

Primary Agenda

1. **Approve Minutes of the Regular Meeting of August 29, 2019** *(Item pulled from the Consent Agenda)*

   Amendments: None.

   The Board approved the Minutes of the Regular Meeting of August 29, 2019.

   Motion: Foreman **Second:** Hoag
   Motion carried unanimously.

3. **Lynnwood Drive – Sewer Line Replacement**

   The Board authorized the General Manager to negotiate a contract and issue a purchase order to Water Resource Engineering Associates (WREA), in the amount not-to-exceed $50,930.00, to provide professional engineering services to analyze and develop plans and specification for replacement of a section of sewer line near the intersection of Lynnwood Drive and Woodcreek Avenue.

   Motion: Fox **Second:** Brown
   Motion carried unanimously.

4. **Employee Handbook Update**

   Director Hoag requested District staff review timesheet certification to ensure the language is consistent with the District's rest and break time policy. The Board adopted a Resolution of the Board Amending the District's Employee Handbook.

   Motion: Hoag **Second:** Fox
   Roll Call: Fox-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

Comments by General Manager

- Informed the Board of a meeting discussing the District's unfunded liability and will bring the matter to the Board at a later date.

Comments by Directors

- Director Brown requested a facility security update.
- Director Hoag said he failed to mention during the handbook item that he would like to see the tuition reimbursement policy be updated to include a "pass/fail" requirement in addition to a letter grade minimum.

Closed Session: The Board adjourned to closed session at 5:15 P.M. to confidentially discuss the salary schedule, terms and conditions of employment, and anticipated litigation matters, as authorized by Government codes 54957, et seq. and 54956.9.

5. **Closed Session Conference with Board - Salary and Classification Schedule**

   The Board discussed adjusting the Salary and Classification Schedule.

   No action was taken in closed session.

6. **Closed Session Conference with Board – Terms and Conditions of Employment**

   This item was pulled from the Agenda.

7. **Closed Session Conference with Legal Counsel – Anticipated Litigation**

   The Board conferred with and received advice from counsel regarding anticipated litigation.

   No action was taken in closed session.

The Board returned to open session at approximately 6:05 P.M.

5. **Closed Session Conference with Board - Salary and Classification Schedule**

   After the Board came out of closed session, the Board adopted a Resolution Adjusting the District's Salary and Classification Schedule for Employees.

   Motion: Brown **Second:** Fox
   Roll Call: Fox-Yes; Brown-Yes; Hoag-Yes; Foreman-No; West-Yes

7. **Closed Session Conference with Legal Counsel – Anticipated Litigation**

After the Board came out of closed session, the Board approved the execution of a Legal Service Agreement for contemplated litigation. Director Foreman opposed entering into the legal services agreement based on a Contingency Fee, but recommended negotiating the agreement based on a Time and Materials-based contract.

Motion: Fox **Second:** Brown
Roll Call: Fox-Yes; Brown-Yes; Hoag-Yes; Foreman-No; West-Yes

Adjournment

There being no further business, the meeting was adjourned at 6:10 P.M.

_____ _____ (ATTEST)

Tony L. Stafford, Secretary/Manager
Board of Directors
Camrosa Water District

Eugene F. West, President
Board of Directors
Camrosa Water District

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Board Memorandum

September 26, 2019

To: General Manager

From: Sandra Llamas, Sr. Accountant

Subject: Approve Vendor Payments

Objective: Approve the payments as presented by Staff.

Action Required: Approve accounts payable in the amount of $1,502,148.69.

Discussion: A summary of accounts payable is provided for Board information and approval.

Payroll PR 9-1 2019	$ 41,476.73
Accounts Payable 09/05/2019-09/18/2019	$ 1,460,671.96
Total Disbursements	$ 1,502,148.69

DISBURSEMENT APPROVAL

BOARD MEMBER DATE

BOARD MEMBER DATE

BOARD MEMBER DATE

Tony L. Stafford, General Manager

Camrosa Water District

Accounts Payable Period:

09/05/2019-09/18/2019

Expense	Account Description	Amount
11100	Accounts Rec-Other	
41220	Misc. Credit	
11700	Meter Inventory	
11910	Prepaid Unfunded Liability	
11905	Prepaid Maintenance Ag	
13000	Land	
400	General Capital Projects	28.87
900	Sewer Capital Projects	
800	Water Capital Projects	1250.75
650	Water Capital Rep Projects	47795.00
750	NP Water Capital Rep Projects	49257.78
20053	Current LTD Bond 2016	
20052	Current LTD Bond 2012	
20250	Non-Potable Water Purchases	
23001	Refunds Payable	343.07
20400	Contractor's Retention	
50110	Payroll FLSA Overtime-Retro	
50010	Water Purchases & SMP	1023659.74
50020	Pumping Power	199551.44
50100	Federal Tax 941 1st QTR	
50140	Unemployment	
50153	Social Security Tax	
50200	Utilities	10356.36
50210	Communications	6921.04
50220	Outside Contracts	33338.46
50230	Professional Services	1280.00
50240	Pipeline Repairs	27939.65
50250	Small Tool & Equipment	272.01
50260	Materials & Supplies	12844.45
50270	Repair Parts & Equip Maint	38647.27
50280	Legal Services	3179.90
50290	Dues & Subscriptions	530.21
50300	Conference & Travel	2502.61
50310	Safety & Training	843.70
50330	Board Expenses	
50340	Bad Debt	
50350	Fees & Charges	45.21
50360	Insurance Expense	
50500	Misc Expense	
50600	Fixed Assets	
50700	Interest Expense	
	TOTAL	**$1,460,671.96**

Agenda Item #2

Payment Numb	Post Date	Vendor Name	Payable Number	Description (Item)	Account Name	Purchase Or	Amount
Vendor: *CAM* - DEPOSIT ONLY-CAMROSA WTR							
3190	09/12/2019	DEPOSIT ONLY-CAMROSA WTR	9-12-19-PR	Transfer to disbursements account-PR	Transfer to disbursements-holding account		93000
3191	09/12/2019	DEPOSIT ONLY-CAMROSA WTR	9-12-19-AP2	Transfer to disbursements account -AP2	Transfer to disbursements-holding account		550000
3192	09/12/2019	DEPOSIT ONLY-CAMROSA WTR	9-12-19-AP	Transfer to disburssements account-AP	Transfer to disbursements-holding account		1380000
					Vendor *CAM* - DEPOSIT ONLY-CAMROSA WTR Total:		**2023000**
Vendor: AGR00 - AG RX INC.							
54491	09/18/2019	AG RX INC.	94586	Weed Abatement	Outsd contracts	FY20-0061	1529.39
54491	09/18/2019	AG RX INC.	94587	Weed Abatement	Outsd contracts	FY20-0061	2707.55
54491	09/18/2019	AG RX INC.	94588	Weed Abatement	Outsd contracts	FY20-0061	1943.32
					Vendor AGR00 - AG RX INC. Total:		**6180.26**
54492	09/10/2019	ANDREA CHUNG	00002351	Deposit Refund Act 2351- 6150 Calle Bodega	Refunds payable		65.78
54493	09/10/2019	BRUCE CONGER	00002033	Deposit Refund Act 2033- 30 Deloz Dr	Refunds payable		36.48
Vendor: CAL03 - CALLEGUAS MUNICIPAL WATER							
497	09/11/2019	CALLEGUAS MUNICIPAL WATER	088219	Water Purchase-Potable	Water purchases		878482.97
497	09/11/2019	CALLEGUAS MUNICIPAL WATER	088219	Water Purchase	CMWD Fixed Charges		63131
497	09/11/2019	CALLEGUAS MUNICIPAL WATER	088219	Water Purchase-Non-Potable	Water purchases		80189.12
497	09/11/2019	CALLEGUAS MUNICIPAL WATER	SMP085719	SMP CMWD - SMP Pipeline Fee	SMP CWD-RMWTP		928.32
497	09/11/2019	CALLEGUAS MUNICIPAL WATER	SMP085719	SMP CMWD - SMP Pipeline Fee	SMP CMWD		928.33
					Vendor CAL03 - CALLEGUAS MUNICIPAL WATER Total:		**1023659.74**
54494	09/13/2019	Central Courier LLC	44786	Courier Services	Outsd contracts		517.26
54495	09/13/2019	CENTRAL PROPERTY SERVICES	00003428	Refund Overpayment Final Acct-#3428- 5072 Laurel P	Refunds payable		25.72
54496	09/11/2019	CHARLES LEE.	00002342-2	Deposit Refund Act 2342- 6242 Calle Bodega	Refunds payable		3.46
498	09/16/2019	CHARLOTTE LOPEZ	TrvlReimb-9-10-19	Travel Reimbursement WCVC Propositon Presentation	Conf. & travel		62.64
54497	09/11/2019	CITY OF THOUSAND OAKS	70119-90119	Sewer Charges for Read Rd, City Thousand Oaks	Outsd contracts		1057.32
54498	09/11/2019	CORELOGIC INFORMATION SOLUTIONS, INC	81979695	Ventura County Assessors Parcel Info	Outsd contracts		150
54499	09/09/2019	CUSTOM PRINTING	154068	Business Card for Charlotte	Materials & supplies		112.61
Vendor: DAV01 - DAVMAR AIR, INC							
54500	09/17/2019	DAVMAR AIR, INC	10235	Air Compressor Maintenance	Outsd contracts	FY20-0058	3414.84
54500	09/17/2019	DAVMAR AIR, INC	10243	Air Compressor Maintenance	Outsd contracts	FY20-0058	847.73
					Vendor DAV01 - DAVMAR AIR, INC Total:		**4262.57**
54501	09/17/2019	E.J. HARRISON & SONS INC	1682	Trash Removal- CWRF	Outsd contracts		411.16
499	09/17/2019	ENTERPRISE FLEET SERV INC	FBN3790720	Vehicle Lease	Outsd contracts		5462.25
54502	09/17/2019	FAMCON PIPE & SUPPLY, INC	S100011073-002	Sewer Manhole Covers	Outsd contracts	FY20-0046	1780.35
54503	09/11/2019	FERGUSON WATERWORKS #1083	0687357	Repair Parts Diversion	Repair parts & equipment	FY20-0043	6980.05
Vendor: FRU01 - FRUIT GROWERS LAB. INC.							
54504	09/17/2019	FRUIT GROWERS LAB. INC.	911132A	Outside Lab Analysis	Outsd contracts		421
54504	09/17/2019	FRUIT GROWERS LAB. INC.	911136A	Outside Lab Analysis	Outsd contracts		421
54504	09/17/2019	FRUIT GROWERS LAB. INC.	911138A	Outside Lab Analysis	Outsd contracts		824
54504	09/10/2019	FRUIT GROWERS LAB. INC.	911139A	Outside Lab Analysis	Outsd contracts		54
54504	09/10/2019	FRUIT GROWERS LAB. INC.	911142A	Outside Lab analysis	Outsd contracts		117
54504	09/09/2019	FRUIT GROWERS LAB. INC.	911143A	Outside Lab Analysis	Outsd contracts		483
54504	09/10/2019	FRUIT GROWERS LAB. INC.	911515A	Outside Lab analysis	Outsd contracts		495
					Vendor FRU01 - FRUIT GROWERS LAB. INC. Total:		**2815**

54505	09/11/2019	GENERAL PUMP COMPANY, INC	27359	Pump Station #4 Booster #3	Construction in progress	FY19-0278-R	49031.16
Vendor: CUL02 - HARRIS WATER COND. INC.							
54506	09/11/2019	HARRIS WATER COND. INC.	Sep19-400093	Water Softener Account Ref#400093	Outsd contracts		36
54506	09/11/2019	HARRIS WATER COND. INC.	Sep19-643908	Water Softener Account Ref#643908	Outsd contracts		54.5
					Vendor CUL02 - HARRIS WATER COND. INC. Total:		**90.5**
54507	09/18/2019	HATHAWAY, PERRETT,WEBSTER, POWERS & CHRISMAN	105961	Legal Counsel	Legal services		3179.9
500	09/10/2019	HealthEquity	Sept 2019	Consumer Drive Health Savings Admin Fees Sep19	Fees & charges		17.7
54508	09/11/2019	HERCULES INDUSTRIES, INC	107789	Materials & Supplies - Locks	Materials & supplies		976.33
54509	09/18/2019	IDEXX LABORATORIES, INC	3053405091	Lab Supplies	Materials & supplies		173.67
54510	09/18/2019	Innovyze	USIN016504	Water Model Application Sofrware, License & Traini	Construction in progress	FY20-0055	27655
54511	09/10/2019	JOSEPH WARCHOL	00007345	Final Account Overpayment Refund	Refunds payable		7.95
54512	09/11/2019	KIMBERLY POHOSKI	00003650	Deposit Refund Act 3650- 1220 Mission Verde DR	Refunds payable		50.54
54513	09/18/2019	LASER TONER & COMPUTER SUPPLY, INC	154288	Ink for Plotter Printer	Materials & supplies		82.3
54514	09/11/2019	LIBERTY COMPOSTING, INC	205852	Sludge Removal	Outsd contracts	FY20-0017	4954.32
54515	09/11/2019	LINTON CLARKE	00003814	Deposit Refund	Customer Refund		66.85
54516	09/10/2019	MARY WRIGHT	00002144-2	Deposit Refund Act 2144- 274 Calle Tamega	Refunds payable		57.19
54517	09/17/2019	McMASTER-CARR SUPPLY CO	15216954	Repair Parts - VFD Replacement Parts	Repair parts & equipment		539.86
54518	09/18/2019	MNS ENGINEERS, INC.	73385	Engineering Services evaluate PZ1 and future 1C	Prof services	FY19-0175-R	1215
54519	09/18/2019	NEOPOST INC	N7905568	Postage Equip Rental from 10-10-19/01-09-20	Materials & supplies		371.45
Vendor: NOR07 - NORTHSTAR CHEMICAL							
54520	09/17/2019	NORTHSTAR CHEMICAL	153540	Materials - Chlorine TR Well	Materials & supplies		1092.22
54520	09/17/2019	NORTHSTAR CHEMICAL	153541	Materials - Chlorine Conejo	Materials & supplies		2878.65
					Vendor NOR07 - NORTHSTAR CHEMICAL Total:		**3970.87**
54521	09/11/2019	OAKRIDGE GEOSCIENCE, INC.	047-003-01	Leak Repair - 4681 Calle Bollero	Pipeline repairs		745
Vendor: PER02 - PERLITER & INGALSBE							
54522	09/18/2019	PERLITER & INGALSBE	18427	Reservoir 3D Slope Stabilization	Construction in progress	FY19-0176-R	1890
54522	09/18/2019	PERLITER & INGALSBE	18428	Support Services during construction	Construction in progress	FY18-0357-R	1250.75
					Vendor PER02 - PERLITER & INGALSBE Total:		**3140.75**
Vendor: ROY03 - ROYAL INDUSTRIAL SOLUTIONS							
54523	09/13/2019	ROYAL INDUSTRIAL SOLUTIONS	9009-796545	Repair Parts Ponds SoftStarter	Repair parts & equipment	FY20-0049	11375.11
54523	09/13/2019	ROYAL INDUSTRIAL SOLUTIONS	9009-796546	Repair Parts VFD CSUCI PS	Repair parts & equipment	FY20-0050	14066.55
54523	09/11/2019	ROYAL INDUSTRIAL SOLUTIONS	9009-796829	rEPAIR pARTS 2 b sOLAR	Repair parts & equipment		307.53
					Vendor ROY03 - ROYAL INDUSTRIAL SOLUTIONS Total:		**25749.19**
54524	09/18/2019	RT LAWRENCE CORPORATION	43095	Monthly Processing of August 2019 Payments-LockBox	Outsd contracts		757.41
Vendor: SAM01 - SAM HILL & SONS, INC.							
54525	09/17/2019	SAM HILL & SONS, INC.	3079	Raise Valve Stacking	Outsd contracts	FY20-0057	3723.3
54525	09/17/2019	SAM HILL & SONS, INC.	3080	Leak Repair Abandon BlowOff	Pipeline repairs	FY20-0056	5342.11
54525	09/17/2019	SAM HILL & SONS, INC.	3091	Leak Repair 5356 Buena Mesa Dr.	Pipeline repairs	FY20-0059	9449.59
					Vendor SAM01 - SAM HILL & SONS, INC. Total:		**18515**
54526	09/11/2019	SAWYER PETROLEUM	S128779	Petroleum Lubricants	Materials & supplies		727.19
Vendor: SCE01 - SOUTHERN CALIF. EDISON							
501	09/09/2019	SOUTHERN CALIF. EDISON	Aug19	Monthly Usage Charges- August 2019	Pumping power		196149.22
501	09/09/2019	SOUTHERN CALIF. EDISON	Aug19	Monthly Usage Charges- August 2019	Pumping Power-RMWTP		3402.22
501	09/09/2019	SOUTHERN CALIF. EDISON	Aug19	Monthly Usage Charges- August 2019	Utilities		10356.36
					Vendor SCE01 - SOUTHERN CALIF. EDISON Total:		**209907.8**
Vendor: SCF01 - SOUTHERN COUNTIES OIL							
54527	09/11/2019	SOUTHERN COUNTIES OIL	1500296IN	Materias & Supplies - Fuel	Materials & supplies		1167.63
54527	09/13/2019	SOUTHERN COUNTIES OIL	1503491IN	Material & Supplies - Fuel	Materials & supplies		1094.93
					Vendor SCF01 - SOUTHERN COUNTIES OIL Total:		**2262.56**
54528	09/11/2019	SPARKLETTS	4667386-090819	Distilled Bottled Water	Outsd contracts		155.87

54529	09/17/2019	THE CAPRICORN GROUP	16459	Lab Supplies	Materials & supplies		1079.21
54530	09/10/2019	TIFFANY ALLEN-POWERS	00001037	Deposit Refund Act 1037- 6053 Paseo Encantada	Refunds payable		29.1
Vendor: TRA02 - TRAVIS AGRICULTURAL, INC							
54531	09/18/2019	TRAVIS AGRICULTURAL, INC	19782F	Leak Repair	Pipeline repairs	FY20-0062	4664
54531	09/13/2019	TRAVIS AGRICULTURAL, INC	19808F	RMWTP Filter Rehabilitation Concrete Pad	Construction in progress	FY20-0036	18250
					Vendor TRA02 - TRAVIS AGRICULTURAL, INC Total:		**22914**
54532	09/17/2019	TRI COUNTY OFFICE FURNITURE	142520	Ergonmic Office Supplies for Charlotte's Desk	Materials & supplies		694.21
54533	09/17/2019	TURF CONSTRUCTION, INC.	13804	Leak Repair 741 Calle Plano	Pipeline repairs	FY20-0060	7738.95
502	09/09/2019	U.S. BANK CORPORATE	August19	Credit Card Charges August 2019	Credit Card Payment		17557.71
Vendor: UND01 - UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA, INC							
54534	09/16/2019	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA, IN	18dsbfe4418	Dig Alert Annual Fee per Month	Outsd contracts		52.05
54534	09/16/2019	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA, IN	820190200	Dig Alert Monthly Ticket Charges	Outsd contracts		146.95
					Vendor UND01 - UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA, INC Total:		**199**
Vendor: UNI08 - UNIFIRST CORPORATION							
54535	09/11/2019	UNIFIRST CORPORATION	328-1116072	Uniform Cleaning Service	Outsd contracts		246.78
54535	09/11/2019	UNIFIRST CORPORATION	328-1116095	Office Supplies - Cleaning Supplies	Materials & supplies		99.13
54535	09/17/2019	UNIFIRST CORPORATION	328-1117901	Uniform Cleaning Service	Outsd contracts		236.56
54535	09/17/2019	UNIFIRST CORPORATION	328-1117926	Office Supplies - Cleaning Supplies	Materials & supplies		99.13
					Vendor UNI08 - UNIFIRST CORPORATION Total:		**681.6**
54536	09/18/2019	VCSDA	2019-20 VCSDA Dues	VCSDA Annual Dues FY 2019-20	Dues & subscrip		150
54537	09/17/2019	VERIZON BUSINESS, INC	71224034	VOIP T1 (Verizon)	Communications		1204.56
54538	09/17/2019	W W GRAINGER, INC.	9293994746	Materials & Supplies TR Well Spare Parts Cabinet	Materials & supplies		439.61

TOTAL VENDOR PAYMENTS $ 1,460,671.96

DFT0002222	09/12/2019	CAL PERS 457 PLAN	INV0007819	Deferred Compensation	Deferred comp - ee paid	2461.54
DFT0002233	09/12/2019	EMPLOYMENT DEVELOP. DEPT.	INV0007833	Payroll-SIT	P/R-sit	4318.08
DFT0002225	09/12/2019	HealthEquity	INV0007823	HSA-Employee Contribution	HSA Contributions Payable	426.93
496	09/12/2019	LINCOLN FINANCIAL GROUP	INV0007820	Deferred Compensation	Deferred comp - ee paid	1094
495	09/12/2019	LINCOLN FINANCIAL GROUP	INV0007830	Profit Share Contribution	Profit share contributions	2853.52
DFT0002223	09/12/2019	PUBLIC EMPLOYEES	INV0007821	PERS-Classic Employee Portion	P/R-state ret.	16358.18
Vendor: UNI10 - UNITED STATES TREASURY						
DFT0002231	09/12/2019	UNITED STATES TREASURY	INV0007831	FIT	P/R-fit	11186.18
DFT0002232	09/12/2019	UNITED STATES TREASURY	INV0007832	Payroll- Medicare Tax	P/R - ee medicare	2743.3
					Vendor UNI10 - UNITED STATES TREASURY Total:	**13929.48**
54490	09/12/2019	UNITED WAY OF VENTURA CO.	INV0007818	Charity-United Way	P/R-charity	35

TOTAL PAYROLL VENDOR PAYMENTS $ 41,476.73

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

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Division 5
General Manager
Tony L. Stafford

Board Memorandum

September 26, 2019

To: General Manager

From: Joe Willingham, Manager of Engineering & Operations

Subject: **Upgrade of MS-Office 365 and Host-Server Operating Systems**

Objective: Upgrade from Microsoft (MS) Office 2010 to MS-Office 365 and upgrade the host servers to MS Windows Server 2016.

Action Required:

1) Deobligate the remaining amount of $20,680.00 from the Office 365 budgeted fixed asset, and
2) Create a new fixed asset to upgrade 10 host-server operating systems to Microsoft Windows Server 2016 in the amount of $20,680.00.

Discussion: The approved Fiscal Year 2019-20 budget included a fixed asset procurement for upgrading all client workstations to a government subscription of MS-Office 365. It was intended that this fixed asset include the upgrade of the host-servers and although the funds for the servers were included, it was not specified in the scope language. The procurement for the MS-Office 365 upgrade was completed on July 26, 2019 with funds remaining in the amount of $20,680.00. It is therefore requested that the remaining funds in the amount of $20,680.00 be reallocated for procurement and upgrade of all host-servers to Microsoft Windows Server 2016.

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board of Directors
Al E. Fox
Division 1
Jeffrey C. Brown
Division 2
Timothy H. Hoag
Division 3
Eugene F. West
Division 4
Terry L. Foreman
Division 5
General Manager
Tony L. Stafford

Board Memorandum

September 26, 2019

To: General Manager

From: Tamara Sexton, Manager of Finance

Subject: **Fiscal Year 2018-19 Draft Comprehensive Annual Financial Report**

Objective: Receive briefing from Staff on the Fiscal Year (FY) 2018-19 Draft Comprehensive Annual Financial Report (CAFR).

Action Required: No action necessary; for information only.

Discussion: The Draft CAFR contains the FY 2018-19 end-of-year financial statements for the District and contains an unmodified audit opinion.

Included in the CAFR is a Management Discussion and Analysis (MD&A) of the financial statements, as required under the provisions of Governmental Accounting Standards Board (GASB) Statement 34. The MD&A immediately precedes the draft audited financial statements.

The report is presented for information and discussion at this time. The Final CAFR will be presented for acceptance at the Board Meeting scheduled for October 10, 2019, and the auditor, Cindy Fanning of Fanning & Karrh, will be present to answer questions.

Comprehensive Annual Financial Report

For the Fiscal Year Ended June 30, 2019
and June 30, 2018

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CAMROSA
WATER DISTRICT

Board of Directors

Eugene F. West, *President*

Terry L. Foreman, *Vice-President*

Al E. Fox, *Director*

Jeffrey C. Brown, *Director*

Timothy H. Hoag, *Director*

BUILDING WATER
SELF-RELIANCE

General Manager

Tony L. Stafford

Prepared By:

Tamara Sexton, Manager of Finance
and
Sandra Llamas, Senior Accountant

Camrosa Water District

Comprehensive Annual Financial Report

For the Fiscal Years Ended June 30, 2019 and June 2018

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Introductory Section

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CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board of Directors
Al E. Fox
Division 1
Jeffrey C. Brown
Division 2
Timothy H. Hoag
Division 3
Eugene F. West
Division 4
Terry L. Foreman
Division 5
General Manager
Tony L. Stafford

October 10, 2019

Members of the Board of Directors
Camrosa Water District

Letter of Transmittal

It is our pleasure to submit Camrosa Water District's Annual Financial Report for the fiscal year ending June 30, 2019 (FY2018-19). This report was prepared pursuant to the guidelines set forth by the Governmental Accounting Standards Board (GASB).

District staff prepared this financial report in conjunction with an unmodified opinion issued by the independent audit firm Fanning & Karrh. The Independent Auditor's Report is located at the front of the Financial Section of this document. Management's Discussion and Analysis (MD&A) immediately follows the Independent Auditor's Report and provides a narrative introduction to, and overview and analysis of, the basic financial statements. The MD&A complements this letter of transmittal and should be read in conjunction with it.

This report consists of management's representations concerning the finances of Camrosa Water District. Consequently, management assumes full responsibility for the completeness and reliability of the information presented in this report. To provide a reasonable basis for making these representations, the District has established a comprehensive internal control framework that is designed both to protect the District's assets from loss, theft or misuse, and to compile sufficient reliable information for the preparation of the District's financial statements in conformity with generally accepted accounting practices (GAAP). Because the cost of internal control should not outweigh its benefits, the District's comprehensive framework of internal controls has been designed to provide reasonable, rather than absolute, assurance that the financial statements will be free from material misstatement. Management asserts that to the best of our knowledge, this financial report is complete and reliable in all material aspects.

District Structure and Leadership

The Camrosa Water District is an independent special district, which operates under the authority of Division 12 of the California Water Code. The District is governed by a five-member Board of Directors, elected at large from within the District's service area.

Director	Title	Division	Expiration of Term	Occupation
Eugene F. West	President	Division 4	November 2020	Attorney
Terry L. Foreman	Vice-President	Division 5	November 2022	Geologist/Hydrogeologist
Al E. Fox	Director	Division 1	November 2022	Realtor
Jeffrey C. Brown	Director	Division 2	November 2022	Investment Consultant
Timothy H. Hoag	Director	Division 3	November 2020	Pharmacist/Teacher

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General Manager

Daily operation of the District falls under the responsibility of the General Manager, Tony Stafford. The General Manager administers the day-to-day operations of the District in accordance with policies and procedures established by the Board of Directors. As General Manager, Mr. Stafford is responsible for the general oversight of the production and distribution of potable and non-potable water, as well as wastewater collection, treatment and water recycling at the Camrosa Water Reclamation Facility (CWRF).

The District employs a full-time staff of 25 employees as of June 30, 2019. The District's Board of Directors meets on the second and fourth Thursday of each month. Meetings are publicly noticed and the public are welcome to attend.

District Services

Currently, the District provides three classes of water (potable, non-potable, and recycled) to a population of more than 30,000 people through approximately 11,095 meters, which includes three master-metered communities. The majority of these connections are municipal and industrial, and the remainder (132 as of June 2019) is agricultural.

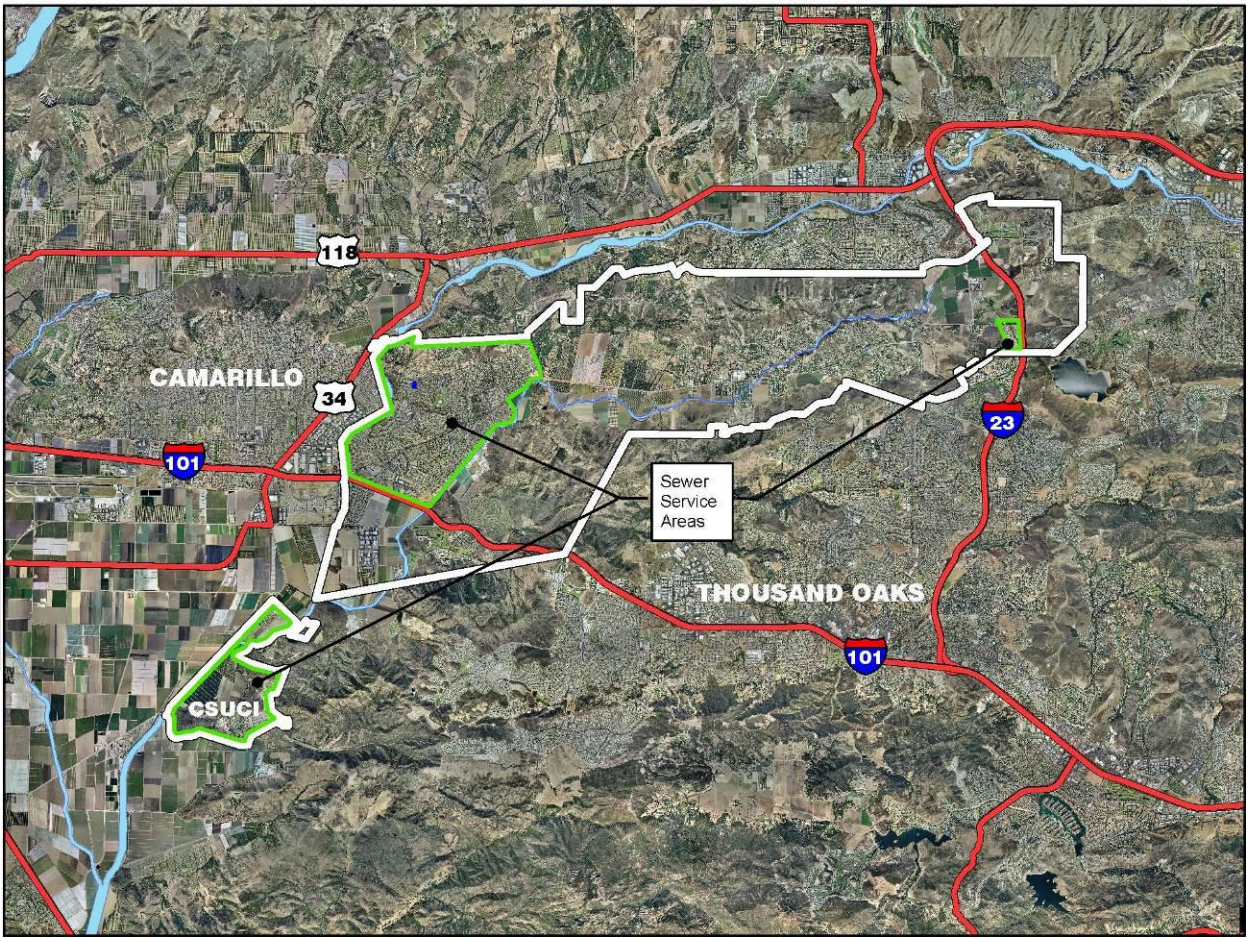

Figure 1 – District Boundaries

Potable water is a blend of local groundwater and imported water, primarily State Water Project (SWP) water from the Sacramento-San Joaquin Delta with a small percentage from the Colorado River Aqueduct (CRA). SWP and CRA water is imported via Metropolitan Water District (MWD) and accounts for approximately 59% of potable supplies. The remaining 41% is

groundwater that is treated at the wellhead and then pumped into the distribution system, either directly or after blending. The non-potable water the District serves is a combination of surface water diverted from Conejo Creek and local groundwater, and recycled water, which is a tertiary-treated product from the CWRF. In FY2018-19 the District delivered 6,657 acre-feet (AF) potable water, 5,671 AF non-potable water and 850 AF of recycled water, totaling 13,178 AF to its customers.

Residential customers make up approximately 90% (number of metered connections) of the District's customer base and consume approximately 33% of the water provided annually by the District.

Wastewater service is limited to 5,041 connections, which includes 8,927 equivalent dwelling units (EDUs), in a portion of the City of Camarillo and a sliver of the City of Thousand Oaks; the remainder of the District is either served by the Camarillo Sanitary District or on septic systems.

Mission and Vision Statement

In October 2008, the Board of Directors completed a long-range Strategic Plan. The Board reevaluated the core business services the District provides to its customers and established the following objectives as the primary strategy to fulfill the District's mission:

- Develop independence from imported water deliveries
- Develop water reliability
- Affordable water and wastewater services
- Provide high quality water
- Strengthen the District's financial position
- Fully develop staff potential
- Improve systems operations and maintenance
- Educate customers
- Protect water supplies
- Exceed all regulatory standards

Our Mission

The Mission of Camrosa Water District is to meet the current and future needs of the community for water and sanitary services. Our products and services will be reliable, affordable, responsive and of high quality. At the same time, the District will prudently manage and maintain the District's assets, honor the public's trust, and maintain public awareness and confidence in the District's activities.

Our Vision

Camrosa is a dynamic, resource-independent public entity that provides highly efficient and responsive service to its water and wastewater customers. The Board is prudent in the management of public resources and innovative in using modern tools to maintain system reliability and financial strength. The District is a lean organization, led by a cohesive Board and staffed by an honest, enthusiastic, highly competent and focused team, who find their work challenging and enjoyable and who have earned the trust of their well-informed customers.

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Economic Condition and Outlook

Four main issues continue to impact the FY2019-20 operating revenues and expenses budget: California's variable weather, the increasing cost of imported water, effective management of the District's capital assets to provide high-quality service and reliability at affordable rates, and new state mandates. These issues require that the District continue to pursue self-reliance to maximize flexibility in its water supply sources, maintain its infrastructure assets, promote water use efficiency, and proactively engage with state regulatory agencies.

California's Variable Weather

California experiences significant weather volatility. In the last eight years, Southern California has seen the wettest and driest months on record, and this fall experienced the Hill Fire which broke out at Hill Canyon Road, west of Santa Rosa Road, just before the Woolsey Fire began to grow out of control nearby, followed by a long, cool rainfall season. These dramatic weather swings exemplify the difficulty of forecasting water sales and highlight the necessity of maintaining a conservative financial outlook.

The FY2018-19 rainy season delivered above-average precipitation. DWR's Final Snow Survey of 2019 reports that the water content of California snowpack is 162 percent of normal, a significant increase from the Snow Survey of 2018 that reported 52 percent of average. Barring any extended periods of hot weather in the high altitude, this above-normal snowpack should produce runoff into late summer. Based on the banner winter, DWR announced that it will set SWP allocations at 75 percent, up from the initial 10 percent allocation in December and the 35 percent announced in February. (A 100-percent allocation is rare even in wet years due to Delta pumping restrictions to protect threatened and endangered fish species; the last 100-percent allocation was in 2006.)

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Locally, rainfall through June 30 was 21.12 inches, recorded from the Leisure Village CIMIS station, which is greater than the ten-year average rainfall for the District of 10.7 inches a year and above the historical average of 15.2 inches a year. By comparison, in FY2017-18, the area received 6.84 inches of rain. After two years of decent rainfall, Californians appear to have developed the sense that the state drought is over and have begun lessening conservation practices, resulting in higher water demands beginning in FY2016-17.

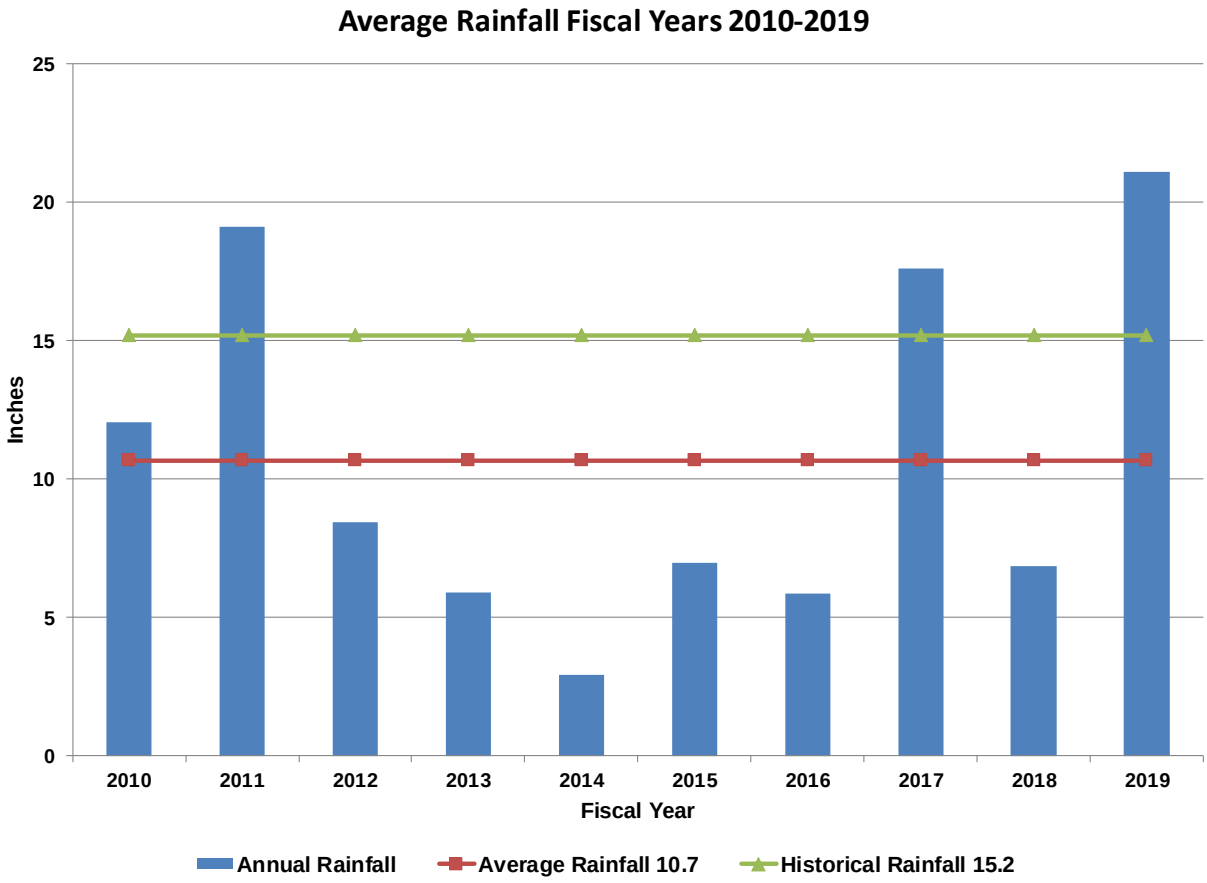

Figure 2 – Historical Rainfall

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In general terms, the District went from delivering approximately 17,000 AFY before the drought to less than 13,000 AFY in FY2015-16. Camrosa experienced increased water sales beginning in FY2016-17, after the Water Supply Shortage was completely removed in May of 2017, through FY2017-18, as concerted conservation practices waned. However, FY2018-19 water sales again decreased, to 13,177 AF, from 15,571 AF in FY2017-18, most likely due to increased rainfall.

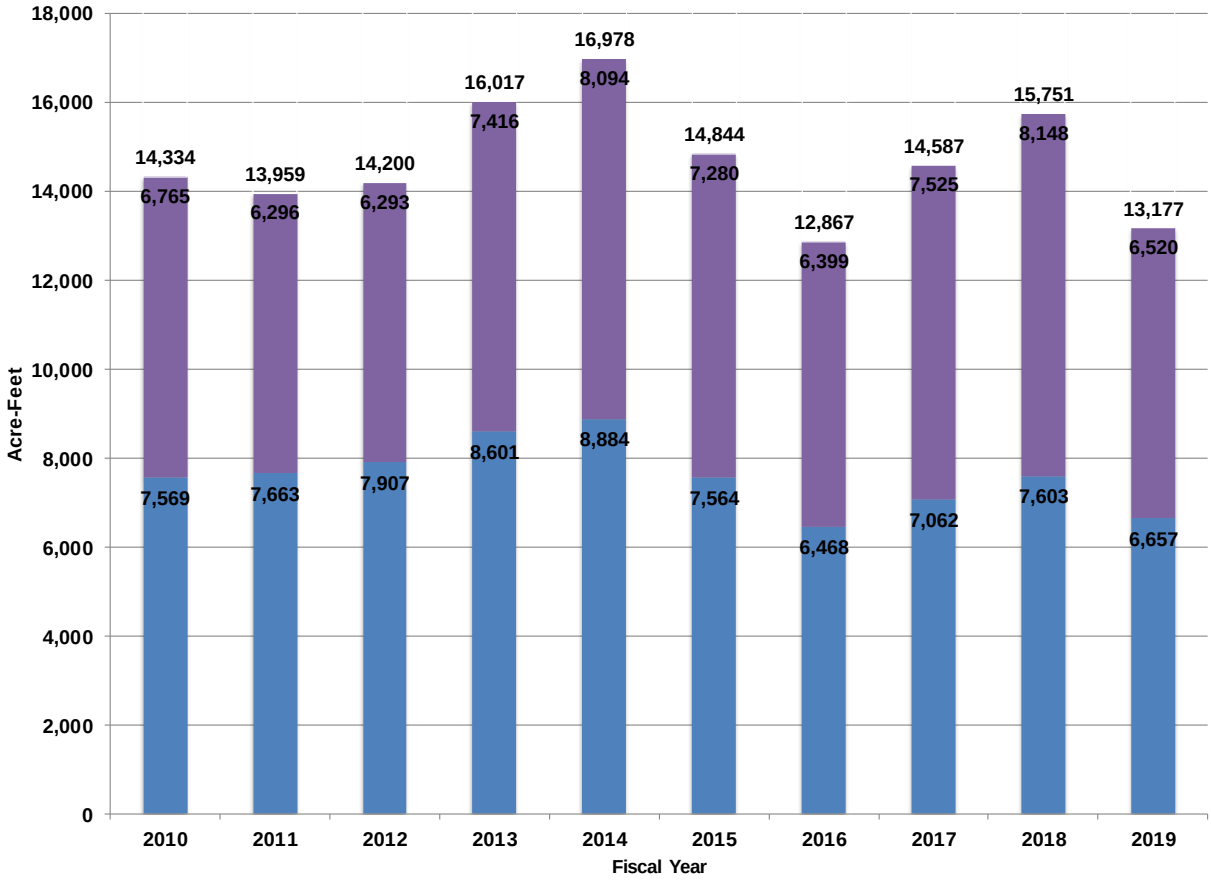

Figure 3 – Historical Acre-Feet Deliveries

Imported Water Rates

Camrosa's potable water supply is a combination of local groundwater and imported water from Metropolitan Water District (MWD) delivered via Calleguas Municipal Water District (CMWD). Based on where CMWD and Camrosa are in the MWD service area, imported water is by and large State Water Project (SWP) water from the Sacramento-San Joaquin Delta; during SWP maintenance or periods of reduced Delta supply, as during the height of the drought, CMWD and Camrosa receive an increased amount of Colorado River water from MWD.

Imported water is the most expensive water in Camrosa's supply portfolio. Reducing the proportion of Camrosa's water supply that comes from imported sources helps mitigate the effects of reduced water sales as less revenue goes to cover the cost of imported water and more can be directed to additional local-resource projects. This has been the strategy of the District for the past twenty years, and Figures 4 and 5 reflect the District's efforts; at FY2018-19 year-end, imported water constituted 59 percent of Camrosa's potable water supply and 33 percent of its total supply (potable and non-potable).

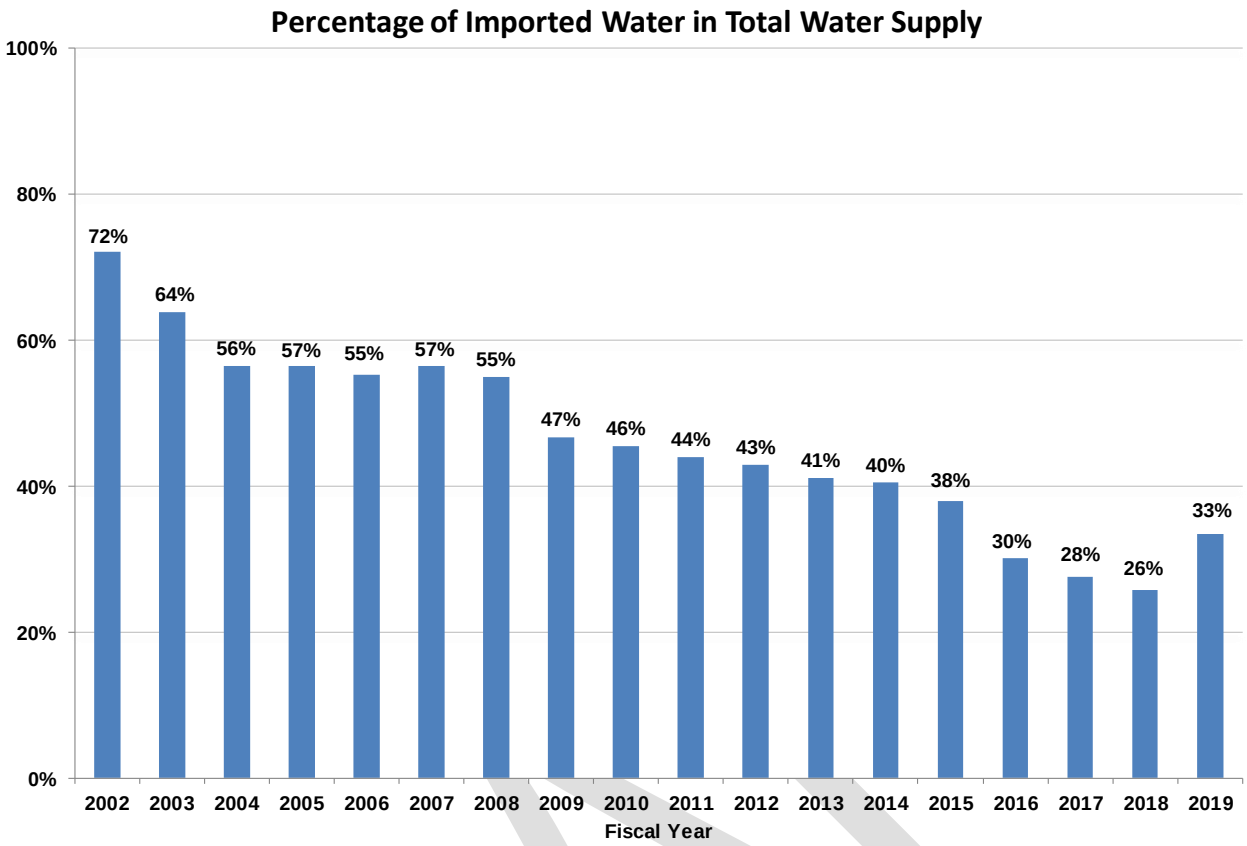

Figure 4 – Percentage of Imported Water in Total Water Supply

That 33% was an increase from 26% in FY2018-19, resulting from reduced groundwater production. In 2018, the State Water Resource Control Board (SWRCB) promulgated a new maximum contaminant level (MCL) for 1,2,3-Trichloropropane (TCP). Three of Camrosa's wells that produce water into the potable system exceeded the new MCL and were taken offline, which required a corresponding increase in imported water. From a financial forecasting perspective, this development reinforces the need to be conservative on imported water projections.

It also underscores the necessity of diversifying Camrosa's supply portfolio; simply reducing dependence on imported water doesn't automatically equate to increased supply reliability. As such, Camrosa continues to move towards self-reliance. FY2019-20 should see the addition of a new well--in a different basin than those impacted by TCP.

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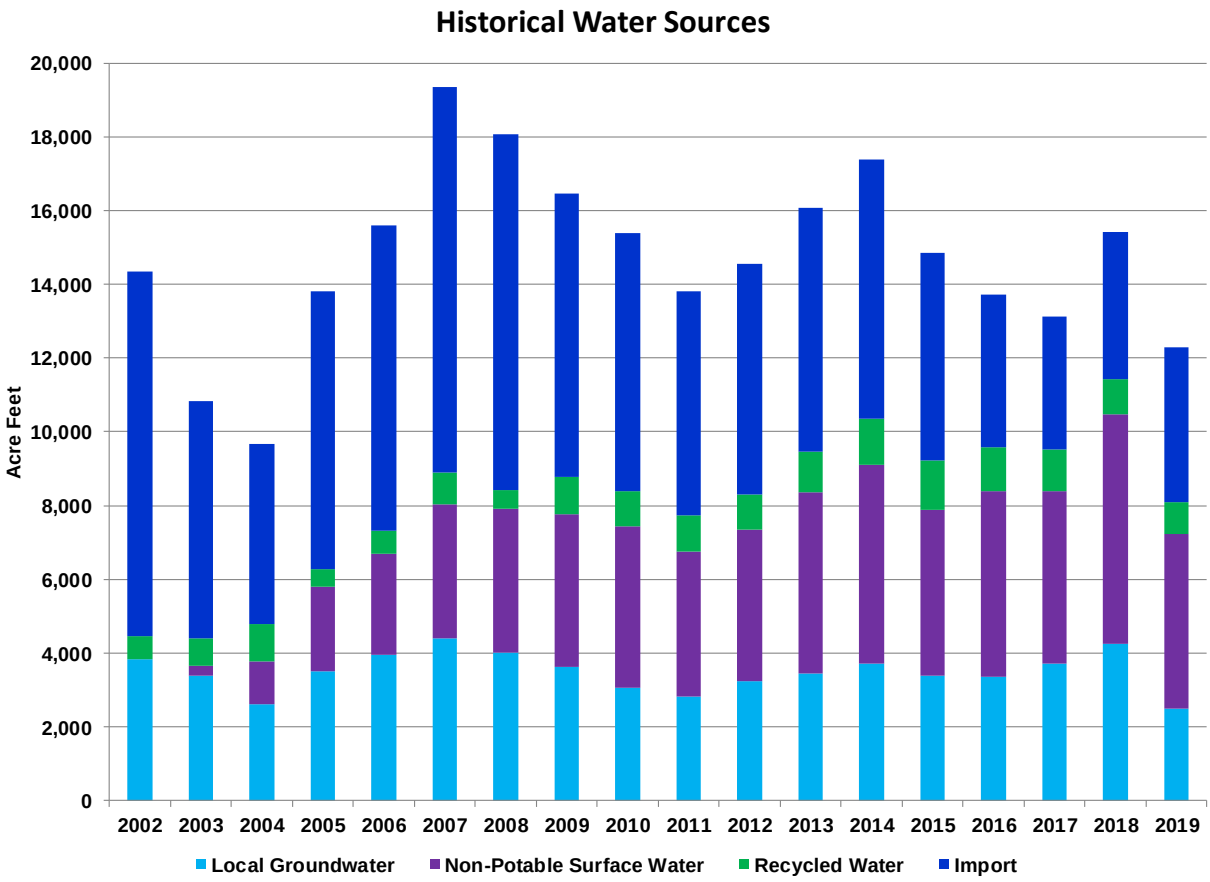

Figure 5 – Historical Water Sources

In addition to being the most expensive source of supply, imported water is also the single largest expense of the District, and the expectation that wholesale rates will continue to escalate provides another incentive to increase self-reliance. In 2019, the MWD Tier 1 wholesale rates increased by 3.44 percent and in 2020 the Tier 1 wholesale rates will increase by an additional 2.7 percent. In addition to MWD's rate increases, CMWD increased its Capital Construction Surcharge, Readiness-to-Serve Charge, and Capacity Reservation Charge, for a combined wholesale rate increase to the District of approximately 3.6 percent in 2019 and 5.6 percent in 2020.

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The following graph illustrates the projected cost of imported water.

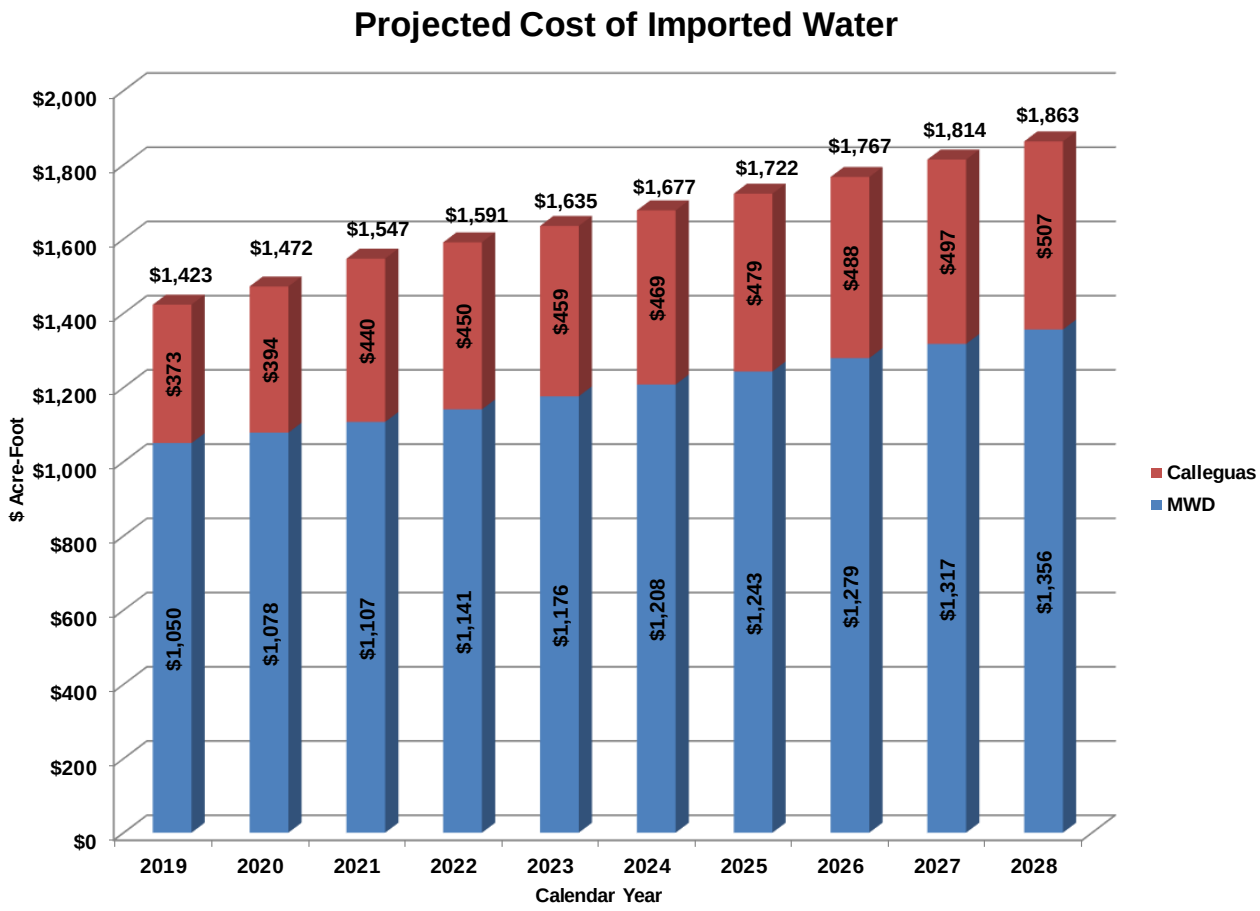

Figure 6 – Projected Cost of Imported Water

Water Supply Regulation

The State Water Project, which provides the majority of Camrosa's imported water supply, depends on Sierra snowmelt and functional capacity of the Sacramento-San Joaquin Delta. Numberless variables impact Delta supply and a plurality of water users depend on it, rendering the SWP vulnerable to a host of interrelated pressures. Climatic variations, environmental legislation, and multiparty litigation have combined over the last decade to reduce SWP allocations to as low as five percent of contracted volumes. Solutions proposed to shore up this critical supply, in particular alternative conveyance, are nearly as old as the SWP itself—and remain as controversial as ever. The latest proposal, the California WaterFix project, is central to the current discussion of south-of-Delta supply reliability and, despite encouraging movement last year, exists today as nothing so much as an open question.

In years past, groundwater was for Camrosa, like much of the state, our "other" supply; cheaper, within our control, and essentially unregulated, at least from a quantity perspective. The Sustainable Groundwater Management Act (SGMA) changed that. Passed in 2014, SGMA requires the formation of local groundwater sustainability agencies (GSAs) for basins the state determined were high- or medium-priority. GSAs are required to assess conditions in their local basins and develop groundwater sustainability plans (GSPs). These GSPs are intended to define sustainability in the context of the respective basin and chart a path to achieving that by 2040, for basins in critical overdraft, or 2042, for high- and medium-priority basins not in critical overdraft. Camrosa overlies five groundwater basins; four of them have GSAs that will be writing GSPs.

Delta Conveyance

In July 2018, the Metropolitan Water District board voted to contribute $10.8 billion to help fund construction of the California WaterFix, the nearly $17 billion project that, at that time, proposed constructing two tunnels to convey Sacramento River water under the Delta. MWD predicted the program would add $4.80 to the average monthly bill of ratepayers and would be less expensive than recycling, desalination, and other local projects. MWD considers the two-tunnel project to be the cheapest and least speculative option for Southern California to secure a continuing water supply in the face of climate variability, environmental restoration efforts, and increasing demands both within California and in neighboring states.

In his first State of the State Address, however, on February 12, 2019, Governor Newsom indicated that his administration would not support a twin-tunnel version of WaterFix. He claimed California can "build on the important work that's already been done," but what that will look like after additional design, environmental review, and permitting—and how reduced-capacity conveyance will impact imported supply reliability—is unclear. As such, the impact of Delta conveyance, including its absence, on imported water costs constitutes one of the most critical of the multiplying uncertainties Southern California water suppliers face.

Sustainable Groundwater Management

The Arroyo Santa Rosa Groundwater Basin was originally designated as a medium-priority basin due to high nitrate concentrations, and the County of Ventura and Camrosa formed a GSA in 2016 to manage the portion of the basin east of the Bailey Fault, outside the Fox Canyon Groundwater Management Agency (FCGMA). Administrative fees to support the operation of the Arroyo Santa Rosa GSA will come from contributions by the County of Ventura and Camrosa. These costs are estimated at $250,000 for FY2019-20 (Appendix 1) as they include the development of the GSP but are expected to drop significantly after the plan is written. In April 2018, DWR awarded the Arroyo Santa Rosa GSA a Sustainable Groundwater Planning Grant for half the cost of developing the Santa Rosa GSP, up to $177,081. In 2018, the basin was provisionally recategorized as a very low-priority basin, though as of this writing that reprioritization is still in draft form. Regardless of the outcome, the ASRGSA will continue down the path of developing a GSP as such a plan provides a framework for sustainable management of Camrosa's highest-producing groundwater basin. Projects to reach sustainability will be developed in the GSP process. Because Camrosa is the primary groundwater producer in the Santa Rosa Basin, the District has a vested interest in developing projects that ensure sustainability. Once the GSP has been developed, estimated costs of sustainability projects will be included in the budgeting process.

The Pleasant Valley Basin and Oxnard Subbasin are both high-priority basins in critical overdraft, meaning their GSPs are due in 2020. FCGMA is listed as an "exclusive" GSA in SGMA and has taken the lead in writing the GSPs for those basins. The same is true for the Las Posas Basin, though it is not in critical overdraft and its plan is not due until 2022. Camrosa overlies small portions of these basins that extend beyond the boundaries of the FCGMA, and has filed notice as the GSA for these areas, in order to protect our resources: the University Well that feeds the Round Mountain Water Treatment Plant is located in the Pleasant Valley Basin; the plant itself in the Oxnard subbasin; and Camrosa has a long history of importing water to customers within the Las Posas Basin. At the time of this writing, GSPs for the basins the FCGMA is writing are in draft form and no allocation systems have been developed; how SGMA will impact Camrosa operationally or financially is unknown at this time.

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Predictable, Competitive Rates

Due to prudent financial planning, the District was able to provide significantly less volumes of water over the drought without needing to implement revenue-recovery rates, as many districts throughout the state were forced to do. The District kicked off a comprehensive utility rate study for both water and wastewater in FY2016-17 and held a public rate hearing on June 13, 2019, to adopt an updated five-year rate schedule. Included in the study was a review of the commodity component of rates, fixed meter service fees, and the District's aging infrastructure and preventative maintenance requirements. Even with the July 2019 increases, the District's rates continue to be among the lowest in Ventura County.

Effective Asset Management

Camrosa Water District was established in 1962; some of what became the District's infrastructure predates even that. As the system ages, its decreases through depreciation while the costs of keeping the system functioning increases. An asset management plan that supports the development, security, preservation, renewal, and replacement of the District's assets is included in the comprehensive rate study, to ensure adequate reserves are set aside to utilize for the investment in the aging infrastructure. Such projects include replacing pipeline segments, maintaining and upgrading treatment facilities, repairing reservoirs and pump station equipment, and rehabilitating the wastewater collection system. Setting aside reserves today for these repairs will prevent the District from being susceptible to untimely financial burdens and ultimately having to excessively raise rates.

State Mandates

In May 2018, Governor Brown signed SB 606 and AB 1668, collectively known as the Water Conservation and Drought Planning Act. The act built upon Governor Brown's 2016 Executive Order B-37-16, "Making Conservation a Way of Life," and represents a new paradigm in urban retail water management in the state.

The Human Right to Water Act of 2012 (AB 685 [Eng]), signed by Governor Brown in 2012, established as state policy that the access to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes is a human right. Stemming from this, the accessibility and affordability of safe, clean drinking water remain as central as ever at the State Water Board and California Legislature under the Newsom administration. The programs resulting from the conservation and human right to water policy developments could have significant impacts on California's water agencies.

Conservation as a Way of Life

The permanent regulations being developed by the SWRCB and other state agencies based on the Water Conservation and Drought Planning Act effectively impose allocation-based water management on urban water agencies across the state. By the end of 2021, the State anticipates providing each urban water agency with guidelines for how to determine their "water use objective," an agency-wide water budget comprising residential indoor water use, outdoor irrigation, and a water loss component. Commercial/industrial/institutional water use will be subtracted from total water production, but the State anticipates developing performance measures for that sector. There will be some allowance for recycled/non-potable water use, but it is unclear how that will factor into the calculation.

It is unknown at this time how such budgets will compare to historical water-use patterns, though the assumption is they are likely to constitute moderate to significant reductions from historical averages. Financial forecasting will be impacted by the

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imposition of state-mandated water budgets, and by the uncertainty that can be expected over the next few years as the industry transitions to a new management mode.

Safe and Affordable Water

Following three years of intense debate over the size and funding source of a statewide clean drinking water program, Governor Newsom signed SB 200 (Monning) into law on July 24, 2019, establishing the Safe and Affordable Drinking Water Fund in the State Treasury to "help water systems provide an adequate and affordable supply of safe drinking water." The Fund will receive continuous appropriations from the general fund, the Greenhouse Gas Fund, and others—without relying on a tax on water ratepayers, which serves to minimize the direct impact on water agencies.

AB 401 (Dodd), enacted in 2015, requires that the State establish a low-income rate assistance (LIRA) program to protect Californians who struggle to pay for their water bills. The draft report proposes subsidizing households that make less than 200 percent of the Federal Poverty Level, which amounts to approximately 34 percent of households. In the wake of the drinking water tax's failure earlier this year, it's unlikely a tax will be proposed to fund the program anytime soon; considering that the draft report proposes a combination of programs estimated to cost between $400M and a billion dollars per year, it remains to be seen what actions the Legislature will take in response to the report to raise the necessary funds and prove the program's feasibility.

While Camrosa supports all communities having safe and reliable drinking water, we don't believe that using residential water bills as the funding mechanism for a statewide social issue is an appropriate way to distribute the responsibility. We joined a large contingent of water suppliers and advocacy groups to communicate our opposition to the drinking water tax through comment letters and public testimony and were gratified the Legislature adopted an alternative funding mechanism. Camrosa will remain active in opposition to any efforts to unduly burden our ratepayers with the cost of programs that do not directly benefit them.

Major Accomplishments during FY2018-19

The District completed a number of capital projects during FY2018-19 that improved potable water and non-potable water operations.

Potable Capital Projects

Santa Rosa 8 Well Rehabilitation This project included pulling, inspection, assessment, minor maintenance and re-installation.

Non-Potable Capital Projects

Non-Potable Freeway Crossing This project replaced a damaged section of non-potable steel casing under US Highway 101 at Conejo Creek.

Pond Rip-Rap This project replaced rip-rap at the Diversion Creek storage ponds to prevent wind/water erosion.

Internal Control Structure

District management is responsible for the establishment and maintenance of the internal control structure that ensures the assets of the District are protected from loss, theft or misuse. The internal control structure also ensures adequate accounting data is compiled to allow for the

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preparation of financial statements in conformity with GAAP. The District's internal control structure is designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes (1) the cost of a control should not exceed the benefits likely to be derived, and (2) the valuation of costs and benefits requires estimates and judgments by management.

Budgetary Control

The District views the budget as an essential tool for proper financial management. The budget is developed with input from the various program managers of the organization and is adopted prior to the start of each fiscal year. Any and all supplemental appropriations to the budget must be approved by the Board of Directors. The Board monitors the budget through Quarterly Financial Reports, Quarterly Investment Reports, and Year-End Budget Reports.

Financial Policies

The District's Reserve Policy, the most recent version of which was adopted by Resolution of the Board on May 30, 2019, is intended to assure adequate reserves for ongoing needs while minimizing the need for new debt. The reserve levels established in the policy also help provide rate stabilization and ensure adequate fund levels to meet aging infrastructure replacements, unanticipated emergencies, and future growth. The Board receives reports of the reserve levels during the budget preparation process to ensure continued conformance with long-term Board strategy.

The District's Investment Policy, the most recent version of which was adopted by Resolution of the Board on January 10, 2019, is intended to provide guidelines and restrictions for prudent investment of the District's cash reserves. The District's portfolio is carefully monitored by a four-member committee that includes the General Manager, the Manager of Finance, and two Board members. The full Board receives quarterly reports on the type of investments, the current yield, maturity dates, and market value, as appropriate. The criteria for selecting investment options are, in order of priority: safety, liquidity, and yield. Generally, maturities are limited to two-year periods, and at least 25% of the portfolio will be invested in securities that can be liquidated on one day's notice. Investments are generally limited to government-issued or government-insured securities; for instance, the District currently has approximately $26.9 million invested in the State's Local Agency Investment Fund (LAIF) as of June 30, 2019.

The District formalized and adopted a Debt Management Policy on August 11, 2016. The policy provides the following: 1. establishes criteria for the issuance of debt obligations so that acceptable levels of indebtedness are maintained; 2. transmits the message to investors and rating agencies that the District is committed to sound financial management; and 3. provides consistency and continuity to public policy development when the elected Board of Directors work from guidelines that govern the planning and execution of transactions and projects.

The District's budget is presented as a policy document, an operational tool, a financial planning tool, a link to the Strategic Plan, and a method of communication with the District's community and stakeholders. The purpose of the Budget Policy is to provide guidelines that will influence and direct the financial management practice of the District. The District's Budget Policy was adopted by Resolution of the Board on January 26, 2017 to establish procedures ensuring consistent practices for developing the yearly budget.

In addition to the basic financial statements, the District includes a Statistical Section, which provides both financial and non-financial trend data about the District and its operations.

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Audit and Financial Reporting

State law and bond covenants require the District to obtain an annual audit of its financial statements by an independent certified public accountant. The accounting firm of Fanning & Karrh has conducted the audit of the District's financial statements. Their unmodified (clean) Independent Auditor's Report follows.

Other Information

More information is contained in the Management's Discussion and Analysis and the Notes to the Basic Financial Statements which follow the Independent Auditor's Report.

Awards and Acknowledgements

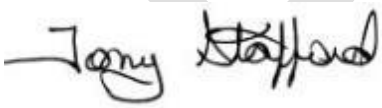
The Government Finance Officers Association of the United States and Canada (GFOA) awarded the Certificate of Achievement for Excellence in Financial Reporting to the District for its Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ended June 30, 2018. This was the fourth year the District has received this national prestigious award. In order to be awarded a Certificate of Achievement, a government agency must publish an easily readable and efficiently organized CAFR that satisfies both GAAP and applicable legal requirements.

A Certificate of Achievement is only valid for a period of one year. Staff believes that its current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements and will submit it to the GFOA to determine its eligibility for another certificate.

In addition, the District also received the California Society of Municipal Financial Officer's (CSMFO) Operating Budgeting Excellence Award for its FY2018-19 annual operating budget document. This program is intended to "encourage and assist local governments to prepare budget documents of the very highest quality that reflect the guidelines established by the National Advisory Council on State and Local Budgeting."

I would like to thank the Board of Directors for their continued interest and support towards achieving excellence in financial management. Additionally, this report could not have been accomplished without the hard work and dedication of staff. Special recognition is extended to Tamara Sexton, Manager of Finance, and Sandra Llamas, Senior Accountant. I would also like to thank all staff members for the efforts they put into the preparation of this report. District staff is dedicated to upholding the District's mission, implementing necessary improvements to operations and infrastructure, and pursuing alternatives to increase self-reliance, while remaining fiscally responsible and accountable to all those whom we serve.

Respectfully submitted,



Tony L. Stafford
General Manager

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Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

Camrosa Water District

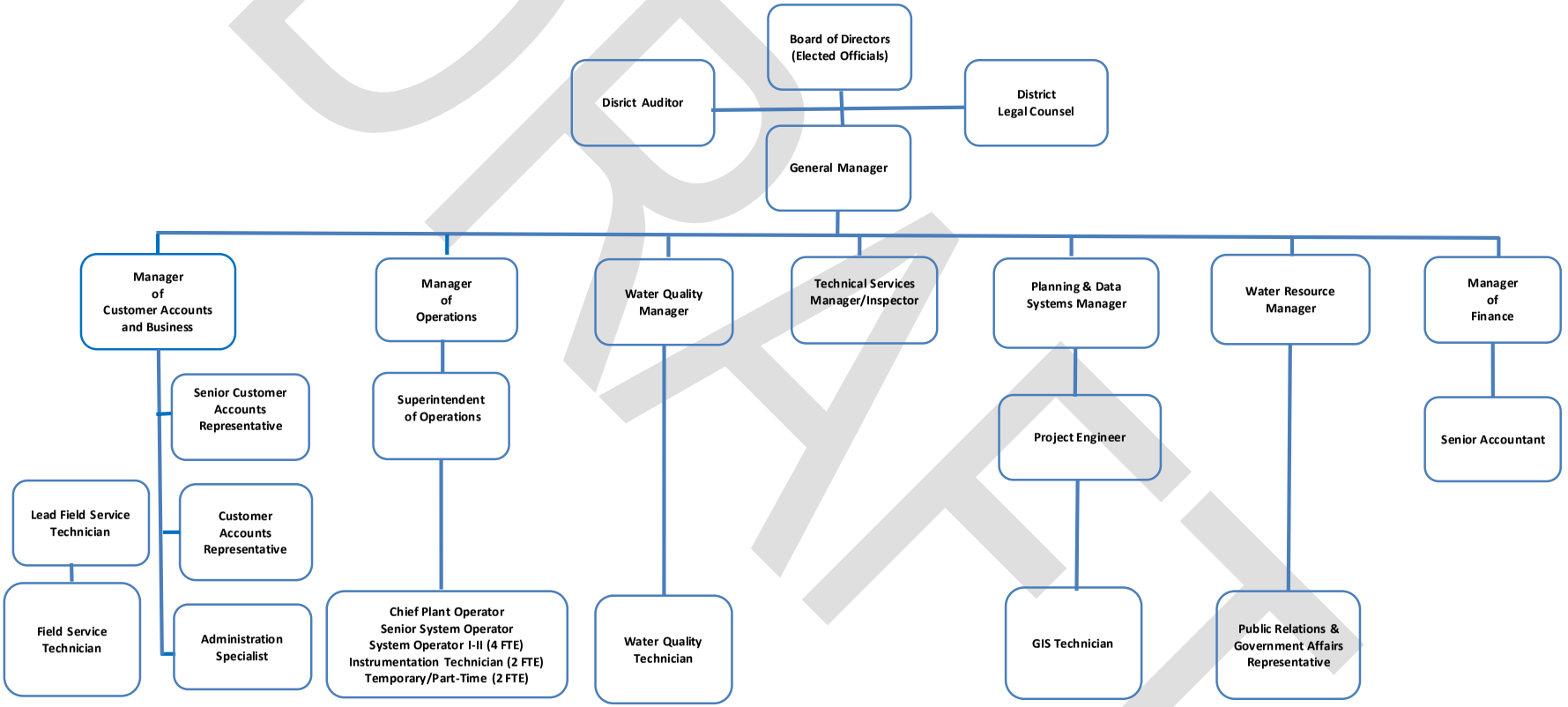
California

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2018

Christopher P. Morrill

Executive Director/CEO


Board of Directors
(Elected Officials)
Disrict Auditor
District
Legal Counsel
General Manager
Manager
of
Customer Accounts
and Business
Manager
of
Operations
Water Quality
Manager
Technical Services
Manager/Inspector
Planning & Data
Systems Manager
Water Resource
Manager
Manager
of
Finance
Senior Customer
Accounts
Representative
Superintendent
of Operations
Project Engineer
Senior Accountant
Lead Field Service
Technician
Customer
Accounts
Representative
Field Service
Technician
Administration
Specialist
Chief Plant Operator
Senior System Operator
System Operator I-II (4 FTE)
Instrumentation Technician (2 FTE)
Temporary/Part-Time (2 FTE)
Water Quality
Technician
GIS Technician
Public Relations &
Government Affairs
Representative

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CAMROSA
WATER DISTRICT
BUILDING WATER
SELF-RELIANCE

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Financial Section

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Management's Discussion and Analysis (MD&A)
(For the Fiscal Years Ended June 30, 2019 and June 30, 2018)

The following discussion and analysis of the Camrosa Water District's (District) financial performance during FY2018-19 provides an overview of the District's operational activities that impacted the financial performance of the District. It should be reviewed in conjunction with the transmittal letter and the District's basic financial statements that begin on page 13.

Financial Highlights

The following chart displays FY2018-19 financial changes in comparison to FY2017-18 and FY2016-17:

- In FY2018-19, the District's net position increased 12%, or $7.9 million, to $73.5 million. In FY2017-18, the District's net position increased by 5.8%, or $3.6 million to $65.6 million.

- In FY2018-19, the District's total revenues increased by 16.4%, or $3.9 million, due primarily to receipt of capital and mitigation fees from new developments.. In FY2017-18, the District's total revenues increased by 9.7%, or $2.1 million.

- In FY2018-19, the District's expenses decreased by 1.5%, or $0.3 million, which is mostly due to decreased pipeline repairs compared to the prior year. In FY2017-18, the District's expenses increased 14.7%, or $2.6 million.

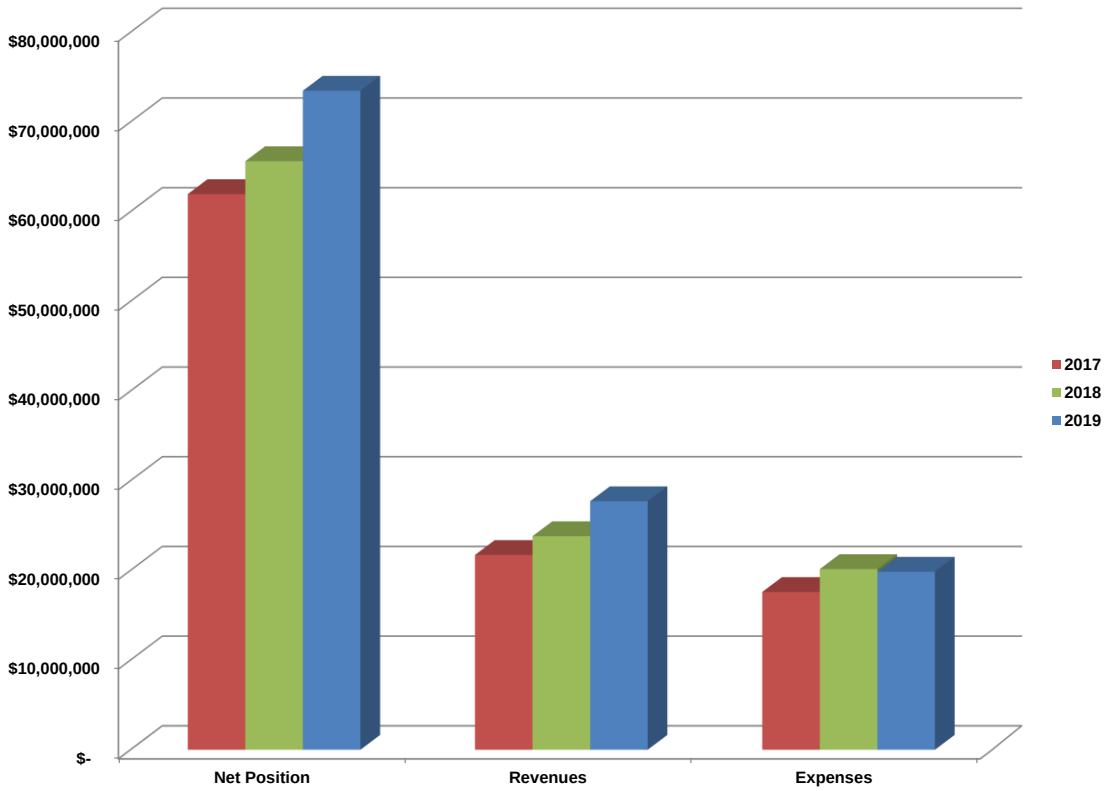

Figure 7 – Financial Highlights

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Required Financial Statements

This annual report consists of a series of financial statements with accompanying notes. The *Statements of Net Position* reflects the solubility of the District at the end of FY2018-19 and provides a comparison of assets and liabilities as they existed at the end of the prior fiscal year. The *Statements of Revenues, Expenses and Changes in Net Position* compares operational results from FY2018-19 with FY2017-18. The *Statements of Cash Flows* provides information about the District's cash receipts and cash payments during the reporting periods.

Method of Accounting: The District uses a single enterprise fund for accounting and reporting the results of all operations. The statements referenced above include all assets and liabilities using an accrual basis of accounting, which is similar to accounting used by most private-sector companies. Accrual of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

Notes to Financial Statements: The notes that follow the financial statements provide additional information that is essential to a full understanding of the data provided in the financial statements. The notes to the financial statements can be found on pages 18-38.

District as a Whole

The District is operated and reported as a single enterprise fund. The operating results reported in the accompanying financial statements reflect the total performance of the District as a whole.

Net Position Analysis

One way of evaluating the District's financial health is through the *Statements of Net Position*. Over time, increases or decreases in the District's *net position* – the difference between assets (what the District owns) and deferred outflows of resources and liabilities (what the District owes) and deferred inflows of resources – indicate whether its financial health is improving or deteriorating. Other non-financial factors, such as changes in the District's jurisdiction, the status of capital projects, and the level of continuing constituent support, must always be considered in assessing the overall health of the District.

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The following is a summary of the *Statements of Net Position* of the District and the change in comparison to the two prior fiscal years:

Net Position

(in millions)

Assets	2019	2018	Change	2017	Change
Current Assets	$32.1	$25.8	$6.3	$21.8	$4.0
Restricted Cash	7.7	7.8	(0.1)	8.3	(0.5)
Capital Assets (net of depreciation)	54.2	53.9	0.3	54.5	(0.6)
Other Non-Current Assets	0.8	0.9	(0.1)	1.0	(0.1)
Total Assets	94.8	88.4	6.4	85.6	2.8
Deferred Outflows of Resources	1.9	2.1	(0.2)	1.9	0.2
Total Assets and Deferred Outflows of Resources	$96.7	$90.5	$6.2	$87.5	$3.0
Liabilities					
Long-Term Debt	$15.0	$16.7	$1.7	$18.4	$1.7
Net Pension Liability	4.5	4.5	0.0	3.9	(0.6)
Other Liabilities	3.4	3.3	(0.1)	2.7	(0.6)
Total Liabilities	22.9	24.5	1.6	25.0	0.5
Deferred Inflows of Resources	0.3	0.4	0.1	0.5	0.1
Total Liabilities and Deferred Inflows of Resources	$23.2	$24.9	$1.7	$25.5	$0.6
Net Position					
Net Investment in Capital Assets	$45.8	$43.9	$1.9	$43.5	$0.4
Unrestricted Net Position	27.7	21.7	6.0	18.5	3.2
Total Net Position	$73.5	$65.6	$7.9	$62.0	$3.6

If net position serves as a useful indicator of an institution's financial position, the District's assets and deferred outflows of resources exceeded its liabilities and deferred inflows of resources by $73.5 million at June 30, 2019 and by $65.6 million at June 30, 2018, which indicate it is of sound financial health.

By far the largest portion of the District's net position reflect Net Investment in Capital Assets, which represent Capital Assets, net of accumulated depreciation, less any related debt used to acquire those assets plus any unspent funds. The District uses these capital assets to provide services to customers within the District's service area; consequently, these assets are not available for future spending.

For the year ended June 30, 2019, Total Net Position increased by $7.9 million and by $3.6 million for the year ended June 30, 2018. In FY2018-19 Current Assets increased by $6.3 million mainly due to the receipt of capital and mitigation fees from new developments. The decrease of $0.2 million in Deferred Outflows of Resources is related to pension liability activities. Restricted Cash, Capital Assets and Other Current Assets increase by $0.1 million. Liabilities decreased by $1.6 million mainly as a result of principal payment of existing long term debt.

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In FY2017-18, Current Assets increased by $4.0 million due to increased Net Operating and Non-Operating Revenues. Restricted Cash, Capital Assets and Other Assets decreased by $1.2 million. Deferred Outflows of Resources increased by $0.2 million due to pension liability related activities. Long-Term Debt decreased by $1.7 million as a result of principal payment on existing long term debt, and Net Pension Liability and Deferred Inflows of Resources had a combined increase of $0.5 million.

The following is a summary of the *Statements of Revenues, Expenses and Changes in Net Position* of the District with a comparison to the two prior fiscal years:

Changes in Net Position

(in millions)

	2019	2018	Change	2017	Change
Beginning Balance	$65.6	$62.0	$3.6	$57.8	$4.2
Operating Revenues	20.3	22.4	(2.1)	19.0	3.4
Operating Expenses	(19.3)	(19.6)	0.3	(16.9)	(2.7)
Non-Operating Revenues	1.4	1.0	0.4	0.8	0.2
Non-Operating Expenses	(0.5)	(0.6)	0.1	(0.7)	0.1
Capital Contributions	5.7	0.3	5.4	1.9	(1.6)
Grants	0.3	0.1	0.2	0.1	0.0
*Total Net Position	$73.5	$65.6	$7.9	$62.0	$3.6

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Revenue

Revenue generated from operations produces more than 73% of total revenue. Capital Contributions and Grants contribute to more than 21% of total revenue. Non-Operating Revenues, such as taxes and interest revenue make up the remainder.

Water rates are comprised of a commodity (usage) charge and a fixed meter service fee. Sewer rates are a fixed fee, billed monthly. The District conducted a Proposition 218 public hearing on June 13, 2019, at which the Board adopted a five-year rate schedule that includes various increases for the commodity and meter service charges for both water and wastewater services.

The Statement of Revenues, Expenses and Changes in Net Position provides answers as to the nature and source of the changes of financial position. The following summary of revenues by source is provided for the past three fiscal years:

Total Revenues
(in millions)

Operating Revenues	2019	2018	Change	2017	Change
Water Revenue	$14.1	$16.2	($2.1)	$13.1	$3.1
Meter Revenue	2.6	2.6	0.0	2.5	0.1
Sewer Revenue	3.3	3.3	0.0	3.2	0.1
Other	0.3	0.3	0.0	0.2	0.1
Total Operating Revenues	$20.3	$22.4	($2.1)	$19.0	$3.4
Non-Operating Revenues					
Property Taxes	$0.6	$0.6	$0.0	$0.6	$0.0
Interest Income	0.8	0.4	0.4	0.2	0.2
Gain on Sale of Asset	0.0	0.0	0.0	0.0	0.0
Total Non-Operating Revenues	$1.4	$1.0	$0.4	$0.8	$0.2
Total Revenues Before Capital Contributions and Grants	$21.7	$23.4	($1.7)	$19.8	$3.6
Capital Contributions	$5.7	$0.3	$5.4	$1.8	($1.5)
Capital Grant Income	0.3	0.1	0.2	0.1	0.0
Total Revenues After Capital Contributions and Grants	$27.7	$23.8	$3.9	$21.7	$2.1

The District's Operating Revenue decreased by $2.1 million in FY2018-19 and increased by $3.4million in FY2017-18. The decrease in FY2018-19 was due to decreased water sales as a result of increased rain, which resulted in less water deliveries. The increase in FY2017-18 was due to increased water sales as a result of dry weather conditions, increased demand, and an increase in the volumetric water and fixed meter service fee rates effective July 2017.

The District's Non-Operating Revenue increased by $0.4 in FY2018-19 and by $0.2 in FY2017-18. The increase in both years is due to increased interest income as a result of increasing interest rates.

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Expenses

Expenses for Water Purchases and Utilities represent 55% of total Direct Operating Expenses while Salaries and Benefits account for 24%. All other expenses account for 21% of the total Direct Operating Expenses for the period. The following summary of expenses by category is provided for the past three fiscal years:

Total Expenses
(in millions)

Operating Expenses	2019	2018	Change	2017	Change
Water Purchases	$7.8	$7.9	($0.1)	$6.5	$1.4
Salaries and Benefits	3.9	3.7	0.2	3.4	0.3
Utilities	1.3	1.4	(0.1)	1.2	0.2
Other	3.5	3.9	(0.4)	3.2	0.7
Direct Operating Expenses	$16.5	$16.9	($0.4)	$14.3	$2.6
Depreciation	2.8	2.7	0.1	2.6	0.1
Total Operating Expenses	$19.3	$19.6	($0.3)	$16.9	$2.7
Non-Operating Expenses					
Debt Issuance Cost	$0.0	$0.0	$0.0	$0.2	($0.2)
Loss of Asset	0.1	0.0	0.1	0.0	0.0
Interest Expense	0.5	0.6	(0.1)	0.5	0.1
Total Non-Operating Expenses	$0.6	$0.6	$0.0	$0.7	($0.1)
Total Expenses	$19.9	$20.2	($0.3)	$17.6	$2.6

Total Direct Operating Expenses decreased by $0.4 million in FY2018-19 and increased by $2.6 in FY2017-18. The decrease in FY2018-19 is a result of lower pumping power usage due to decreased water deliveries. Also, unpredictable pipeline repairs were less than in the prior year. The increase in FY2017-18 is a result of higher water demand, water production and imported water purchases.

Total Non-Operating Expenses remained the same in FY2018-19 and decreased by $0.1 million in FY2017-18. The decrease in FY 2017-8 was due to debt issuance cost related to the 2016A Revenue Bonds in FY2016-17. No debt was issued in FY2017-18, and therefore, there were no debt issuance costs.

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Capital Assets and Debt Administration

Net Capital Assets
(in millions)

Capital Assets	2019	2018	Change	2017	Change
Water Plant	$68.0	$66.9	$1.1	$64.8	$2.1
Sanitation Plant	30.8	30.8	0.0	29.8	1.0
Buildings & Equipment	3.5	3.3	0.2	3.1	0.2
Land and Easements	1.7	1.6	0.1	1.3	0.3
Construction in Progress	3.5	1.9	1.6	3.4	(1.5)
	$107.5	$104.5	$3.0	$102.4	$2.1
Less Accumulated Depreciation	53.3	50.5	2.8	47.9	2.6
Net Capital Assets	$54.2	$54.0	$0.2	$54.5	($0.5)

Total Capital Assets increased $3.0 million (before depreciation) during the FY2018-19 and by $2.1 million during FY2017-18, reflecting a net increase in the value of the Water Plant, Sanitation Plant and Construction in Progress. Please see note 4, page 25, to the basic financial statements for further detail.

Water system projects completed during the fiscal year include the Non-Potable Water Freeway Crossing, which required the installation of approximately 250-feet of new steel casing under highway 101 at Conejo Creek to allow the installation of a new 24" non-potable water line. Other water projects completed during FY2018-19 include the Santa Rosa #8 Well Rehabilitation and Pond Rip Rap.

Debt Administration

At year-end, the District had the following long-term debt obligations:

2016A Water and Wastewater Refunding Revenue Bonds	$ 13,858,439
2012 Water and Wastewater Refunding Revenue Bonds	1,120,010
Total Long-term Debt	$14,978,449.00
Less current portion	1,754,197.00
Net Long-Term Debt	$13,224,252.00

The Series 2012 Refunding Revenue Bond will be paid off in FY2019-20. It represents the refunding of the 2001 Refunding Revenue Bond. Refunding resulted in more than $784,000 in net present value savings and in lower debt service payments to the District.

The District issued $9,630,000 in 2011A project bonds in September 2011. Proceeds of the bonds were designated to fund $6,508,000 of water capital projects and $2,447,000 of wastewater capital projects. In September 2016, District advance refunded the 2011A bonds and obtained additional funding in the amount of $6,000,000, with the issuance of the Water and Wastewater Refunding Revenue Bonds Series 2016A, for water projects. Please see note 5, page 26, to the basic financial statements for further discussion.

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Significant Effect

Local Water Supplies

In 2018, the State Water Resource Control Board (SWRCB) promulgated a new maximum contaminant level (MCL) for 1,2,3-Trichloropropane (TCP). Three Camrosa wells were taken out of service after detections of 1,2,3-TCP, which required a corresponding increase in imported water. From a financial forecasting perspective, this development has resulted in reductions in local water production and increased imported water purchases. This will result in a significant effect on the financial position. The District is evaluating new treatment technologies to resume local water production.

Requests for Information

This financial report is designed to provide a general overview for all those with an interest in the District's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the General Manager, 7385 Santa Rosa Road, Camarillo, CA 93012.

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Financial Statements

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Camrosa Water District
Statements of Net Position
June 30, 2019 and 2018

Assets	Notes	2019	2018
Current Assets			
Cash and Cash Equivalents	2	$ 28,556,655	$ 22,420,563
Restricted Cash and Cash Equivalents	2	499,488	427,897
Receivables:			
Customer - Net of Allowance for Doubtful Accounts of $19,500 and $7,500 at June 30, 2019 and 2018, respectively		2,087,424	2,324,395
Interest		194,123	114,737
Property Taxes		15,810	32,200
Grants and Other Reimbursements		407,085	152,486
Prepaid Expenses and Other Current Assets		290,131	256,968
Current Portion of Note Receivable	3	87,672	82,991
Total Current Assets		32,138,388	25,812,237
Non-current Assets			
Restricted Cash and Cash Equivalents	2	7,707,332	7,792,083
Certificates of Deposit	2	740,943	738,935
Capital Assets Not Being Depreciated	4	5,157,557	3,512,448
Capital Assets Being Depreciated	4	48,994,915	50,411,949
Note Receivable, Net of Current Portion	3	30,308	117,980
Total Non-current Assets		62,631,055	62,573,395
Total Assets		94,769,443	88,385,632
Deferred Outflows of Resources			
Deferred Loss From Debt Refunding		733,546	824,997
Deferred Outflows Related to Pensions	8	1,173,959	1,295,359
Total Deferred Outflows of Resources		1,907,505	2,120,356

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Liabilities	Notes	2019	2018
Current Liabilities			
Accounts Payable		2,311,743	2,314,349
Accrued Interest Payable		234,958	263,788
Wages, Benefits and Payroll Taxes Payable		118,027	114,618
Current Portion of Compensated Absences		248,051	212,844
Customer Surety Deposits		262,164	157,378
Other Liabilities		145,694	51,061
Current Portion of Long-Term Debt	5	1,754,198	1,736,208
Total Current Liabilities		5,074,835	4,850,246
Long-Term Liabilities			
Long-Term Debt, Net of Current Portion	5	13,224,252	14,978,450
Compensated Absences, Net of Current Portion		108,539	148,307
Net Pension Liability	8	4,462,042	4,521,229
Total Long-Term Liabilities		17,794,833	19,647,986
Total Liabilities		22,869,668	24,498,232
Deferred Inflows of Resources			
Deferred Inflows Related to Pensions	8	330,212	386,540
Net Position			
Net Investment in Capital Assets		45,772,455	43,930,663
Unrestricted Net Position		27,704,613	21,690,553
Total Net Position		$ 73,477,068	$ 65,621,216

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Camrosa Water District

Statements of Revenues, Expenses and Changes in Net Position

For the Fiscal Year Ended June 30, 2019 and June 30, 2018

	Notes	2019	2018
Operating Revenues			
Potable Water Sales		$ 9,480,862	$ 10,834,922
Non-Potable Water Sales		4,647,217	5,400,519
Meter Service Fees		2,615,301	2,557,753
Sewer Service Fess		3,336,794	3,314,305
Other Revenue		249,548	324,256
Total Operating Revenues		20,329,722	22,431,755
Operating Expenses			
Potable Water Purchases		6,660,630	6,191,640
Non-Potable Water Purchases		1,168,281	1,699,343
Salaries		2,611,738	2,457,385
Employee Benefits		1,265,853	1,282,627
Outside Contracts		1,110,930	1,200,415
Professional Services		121,235	177,493
Utilities		1,257,242	1,426,842
Communications		57,353	67,431
Repairs and Maintenance		1,247,224	1,435,959
Supplies		411,385	471,982
Legal Services		75,956	26,263
Dues and Subscriptions		43,474	38,245
Conference and Travel		31,752	23,313
Safety and Training		37,037	38,762
Board		114,302	113,720
Bad Debt		19,598	6,994
Fees andCharges		133,753	156,170
Insurance		87,261	83,305
Depreciation		2,842,512	2,684,495
Total Operating Expenses		19,297,516	19,582,384
Operating Income		1,032,206	2,849,371
Non-Operating Revenues			
Investment Income		777,536	391,082
Gain on Sale of Asset		-	10,146
Property Taxes		620,590	657,620
Total Non-Operating Revenues		1,398,126	1,058,848
Non-Operating Expenses			
Interest Expense		(497,004)	(561,227)
Loss on Disposal of Asset		(57,615)	-
Total Non-Operating Expenses		(554,619)	(561,227)
Income Before Capital Contributions and Grants		1,875,713	3,346,992
Capital Contributions	6	5,689,517	255,935
Capital Grant Income		290,622	67,519
Change in Net Position		7,855,852	3,670,446
Net Position at Beginning of Year		65,621,216	61,950,770
Net Position at End of Year		$ 73,477,068	$ 65,621,216

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The Notes To The Financial Statements Are An Integral Part Of These Statements.

Camrosa Water District
Statements of Cash Flows
For the Fiscal Year Ended June 30, 2019 and June 30, 2018

	2019	2018
Cash Flows From Operating Activities		
Cash Received from User Charges	$ 20,411,778	$ 21,965,521
Other Operating Receipts	249,548	196,200
Cash Payments to Employees	(2,616,021)	(2,442,189)
Cash Payments for Operating Expenses	(13,870,017)	(13,854,700)
Net Cash Provided/(Used) By Operating Activities	4,175,288	5,864,832
Cash Flows From Noncapital Financing Activities		
Property Taxes	636,980	643,106
Surety Deposits	104,786	113,563
Net Cash Provided/(Used) By Non-Capital Financing Activities	741,766	756,669
Cash Flows From Capital and Related Financing Activities		
Purchases of Capital Assets	(3,104,802)	(2,051,997)
Proceeds from Water and Sewer Capital Fees	5,666,117	158,549
Receipt of Grants and Other Reimbursements	36,023	102,933
Payments Received on Capital Note Receivable	82,991	78,559
Proceeds from Sale of Capital Assets	-	10,146
Repayment of Long-Term Debt	(1,590,000)	(1,525,000)
Interest Payments	(580,591)	(641,187)
Net Cash Provided/(Used) By Capital and Related Financing Activities	509,738	(3,867,997)
Cash Flows From Investing Activities		
Interest Income	696,140	336,783
Net Cash Provided/(Used) By Investing Activities	696,140	336,783
Net Increase/(Decrease) in Cash and Cash Equivalents	6,122,932	3,090,287
Cash and Cash Equivalents at Beginning of Year	30,640,543	27,550,256
Cash and Cash Equivalents at End of Year	$ 36,763,475	$ 30,640,543

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Camrosa Water District
Statements of Cash Flows (Continued)
For the Fiscal Year Ended June 30, 2019 and June 30, 2018

	2019	2018
Cash Flows From Operating Activities		
Operating Income	$ 1,032,206	$ 2,849,371
Adjustments to Reconcile Operating Net Income to Net Cash Provided/(Used) by Operating Activities		
Depreciation	2,842,512	2,684,495
Pension Contribution in Excess of Pension Expense	5,887	177,714
(Increase)/Decrease in Operating Assets		
Customer Receivables	236,971	(254,767)
Prepaid Expenses and Other Current Assets	(33,163)	(71,723)
Increase/(Decrease) in Operating Liabilities		
Accounts Payable	(2,606)	477,552
Wages, Benefits and Payroll Taxes Payable	3,409	10,841
Compensated Absences	(4,561)	6,617
Other Current Liabilities	94,633	(15,268)
Net Cash Provided/(Used) By Operating Activities	$ 4,175,288	$ 5,864,832
Non-Cash Capital and Related Financing Activities		
Donated Easements	$ 23,400	$ 97,386

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Note 1 - Summary of Significant Accounting Policies

A. Organization and Operation of the Reporting Entity

The Camrosa Water District (District), a special district of the State of California, was created in 1962 and operates under the authority of Division 12 of the California Water Code. The District is primarily engaged in the activities of selling and delivering water and collecting and treating sewage. The District's service area includes portions of the cities of Camarillo, Thousand Oaks and Moorpark, and an unincorporated portion of the County of Ventura. The District's five-member Board of Directors comprises representatives from five geographical divisions of the District who are elected at large.

The District's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The more significant accounting policies established in GAAP and used by the District is discussed below.

These financial statements present the District and its component units, the Camrosa Water District Financing Authority and the Arroyo Santa Rosa Groundwater Sustainability Agency. As defined by GASB, the financial reporting entity consists of the primary government, as well as component units, for which the District is considered to be financially accountable. The District is financially accountable if it appoints a voting majority of the organization's governing board and (1) is able to impose its will on the organization, (2) there is a potential for the organization to provide specific financial benefit to or impose specific financial burden on the District, (3) management (below the level of elected officials) of the primary government have operational responsibility for the activities of the component unit, or (4) the component unit's total debt is expected to be repaid entirely with resources of the primary government.

The Camrosa Water District Financing Authority (Authority) is authorized to buy, sell and lease property and to issue bonds, expend bond proceeds, and borrow and loan money for any of its corporate purposes pursuant to the Act and a Joint Exercise of Powers Agreement Relating to the California Municipal Finance Authority, dated as of January 1, 2004, by and among the cities, counties, districts and other political subdivisions that are parties to that agreement. The District's Board of Directors acts as the governing body of the Authority. The decision to blend the Authority was reached due to the District's Board of Directors governing the Authority, as well as the District's management responsibility of the operations.

The Arroyo Santa Rosa Groundwater Basin was originally designated as a medium-priority basin due to high nitrate concentrations, and the County of Ventura and Camrosa formed a GSA in 2016 to manage the portion of the basin east of the Bailey Fault, outside the Fox Canyon Groundwater Management Agency (FCGMA). Administrative fees to support the operation of the Arroyo Santa Rosa GSA will come from contributions by the County of Ventura and Camrosa. These costs are estimated at $250,000 for FY2019-20 as they include the development of the GSP but are expected to drop significantly after the plan is written. The decision to blend the Arroyo Santa Rosa Valley Basin GSA was reached due to the fact that the component unit has substantively the same governing body as the District, and the operational responsibility for the Component Unit rest with management of the District. Five of six board members are board members of the District and the General Manager of the District is also the Executive Officer of the GSA.

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B. Basis of Accounting

The Camrosa Water District is accounted for as an enterprise fund in accordance with GAAP as applied to governmental units. Enterprise funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises where the expenses, including depreciation, of providing goods or services to the general public are recovered through user charges, or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and net income is appropriate for capital maintenance, public policy, management control, and other purposes. Because the Camrosa Water District is accounted for as an enterprise fund, the District uses the economic resources measurement focus and the accrual basis of accounting is used for financial statement reporting purposes.

Revenues are recognized when they are earned, and expenses are recognized when they are incurred.

Enterprise funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing goods and delivering goods in connection with an enterprise funds' principal ongoing operations. The principal operating revenues of the District are charges to customers for sales and services. Operating expenses include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

C. Basic Financial Statements

The basic financial statements provide information about the District's proprietary fund. The focus of proprietary fund measurement is upon determination of operating income, changes in net position and cash flows. The generally accepted accounting principles applicable are those similar to businesses in the private sector.

D. Use of Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect certain reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

Significant estimates used in preparing these financial statements include:

- Depreciation expense
- Accrual of net pension liability

The District believes the techniques and assumptions used in establishing these estimates are appropriate.

E. Cash and Cash Equivalents

For purposes of the statements of cash flows, the District considers all highly liquid investments with original maturities of three months or less to be cash equivalents.

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F. Investments

Investments are carried at fair value.

G. Accounts Receivables and Allowance for Uncollectible Accounts

Water and Wastewater revenues are billed on the tenth of every month. Revenues resulting from customer usage occurring after the last meter reading date and prior to the end of the year are accrued. This accrual is reflected under customer receivables in the Statement of Net Position. As of June 30, 2019 the accrued customer receivables were approximately $1,813,665 and $1,918,591 at June 30, 2018.

The District uses the allowance method, and a provision has been made for bad debts. Accounts for which no payments have been received are written off at the discretion of management. Accounts receivable as reflected in the financial statements are from customers located within the cities of Camarillo, Thousand Oaks and Moorpark, and an unincorporated portion of the County of Ventura.

H. Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items. Examples of prepaid items for the District are property and liability insurance premiums and payments for software maintenance.

I. Capital Assets

Capital assets that are acquired and/or constructed are capitalized at historical cost. District policy has set the capitalization threshold for reporting capital assets at $5,000. Upon retirement or other disposition of capital assets, the cost and related accumulated depreciation are removed from the respective balances and any gains or losses are recognized. Depreciation is recorded on a straight-line basis over the estimated useful lives of the assets as follows:

Water Plant	20-40 years
Sanitation Plant	20-50 years
Buildings and Equipment	3-50 years

J. Construction in Progress

Construction in progress represents cost accumulated for the replacement and improvement of the District's water and wastewater systems as well as the rehabilitation of structures and other projects that were not completed as of year-end.

K. Deferred Outflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net assets by the government that is applicable to a future reporting period. A deferred loss on refunding results from the difference in the carrying value of the refunded debt and the reacquisition price. This amount is deferred and amortized as a component of interest expense over the shorter of the life of the refunded or refunding debt. The District also recognizes deferred outflows of resources related to pensions.

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L. Compensated Absences

The District's personnel policies provide for accumulation of annual leave. Liabilities for annual leave are recorded when benefits are earned. Cash payment of unused annual leave is available to those qualified employees eligible to cash out or when retired or terminated.

The changes in compensated absences were as follows:

Balance July 1, 2018	Earned	Taken	Balance June 30, 2019	Current Portion	Long-Term Portion
$ 361,151	$ 284,022	$ (288,583)	$ 356,590	$ 248,051	$ 108,539

Balance July 1, 2017	Earned	Taken	Balance June 30, 2019	Current Portion	Long-Term Portion
$ 354,534	$ 293,853	$ (287,236)	$ 361,151	$ 212,844	$ 148,307

M. Pensions

For purposes of measuring the net pension liability, deferred outflows and inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) Plan (Plan) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by the CalPERS Financial Office. For this purpose, benefit payments (including refunds of employee contributions) are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

N. Deferred Inflows of Resources

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until then. The District reports deferred inflows related to pensions.

O. Contributed Capital

Deeded facilities received from developers are recorded at acquisition value, which is the price that would be paid to acquire an asset with equivalent service potential in an orderly market transaction at the acquisition date. Such facilities are recorded as District assets and are depreciated in accordance with established policies for similar capital assets. Easements granted are recorded at fair market value.

The District requires prepayment of water and sewer capital fees prior to commencement of construction of residential and commercial developments. Such fees, which are nonrefundable, are recorded as contributed capital upon receipt. Grants for capital asset acquisition, facility development and rehabilitation are reported as capital grant income.

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P. Net Position

Net Position represents the difference between assets and deferred outflows of resources, and liabilities and deferred inflows of resources on the financial statements.
Net position is classified in the following categories:

- Net investment in capital assets – Consists of capital assets, net of accumulated depreciation and reduced by any outstanding debt related to the acquisition, construction or improvement of those assets.
- Restricted net position – Consists of net position with legal limitations imposed on their use by external restrictions by other governments, creditors, grantors, contributors, laws, or regulations, or through constitutional provision, or enabling legislation.
- Unrestricted net position – Consists of all other net position that does not meet the definition of restricted or invested in capital assets.

Note 2 - Deposits and Investments

The District's carrying value of deposits was $1,948,064 and $1,934,987 at June 30, 2019 and 2018, respectively. The corresponding bank balance was $2,101,129 and $2,154,202 respectively. Of the bank balance, $500,000 was covered by Federal deposit insurance at both June 30, 2019 and 2018. The California Government Code requires all financial institutions to secure a local governmental agency's deposits by pledging governmental securities as collateral. The market value of pledged securities must equal 110% of an agency's deposits. California law also allows financial institutions to secure an agency's deposits by pledging first trust deeds mortgage notes having a value of 150% of an agency's total deposits, and collateral is considered to be held in the name of the District. All cash held by financial institutions is, therefore, entirely insured or collateralized.

Fair Value Measurement The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses Level 1 inputs, which are quoted prices in active markets for identical assets. Certificates of deposit in the amount of $740,943 are valued using quoted market prices (Level 1 inputs).

At June 30, the District had the following investments:

	2019	2018
State of California - Local Agency Investment Fund (LAIF)	$ 26,870,480	$ 20,642,679
Money Market Funds	7,130,152	7,173,206
Insured Cash Shelter Account	814,502	889,397
Total Included in Cash and Cash Equivalents	34,815,134	28,705,282
Certificates of Deposit	740,943	738,935
Total Investments	$ 35,556,077	$ 29,444,217

The District is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by the California Government Code Section 16429 under the oversight of the Treasurer of the State of California.

The State Treasurer's Office audits the fund annually. The fair value of the position in the investment pool is the same as the value of the pool shares. The fair value of the District's investment in this pool is reported at amounts based upon the District's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio. The share value of the District's investment in LAIF is $26,870,480 and $20,642,679 at June 30, 2019 and 2018, respectively.

The District's investment policy provides guidelines for the prudent investment of the District's funds as allowed per statutes. Under the provision of the District's Investment Policy, and in accordance with Section 53601 of the California Government Code, the District may invest in the following types of investments:

- Securities of the U.S. Government or its agencies
- Certificates of Deposit (or Time Deposits placed with commercial banks and or/savings & loan companies)
- State of California Local Agency Investment Fund (State Pool) Deposits
- Interest bearing demand accounts with commercial banks and/or savings & loan companies

The insured cash shelter account, money market funds, and time certificates of deposit are held with Wilmington Trust. Wilmington Trust has a Standard & Poor's and Fitch credit rating of A and A3 with Moody's. The certificates of deposit are subject to an Investment Agreement for the maintenance of reserve funds for the District's revenue bonds. The State of California Local Agency Investment Fund is an unrated external investment pool.

Credit Risk. To address credit risk, the District invests its funds in accordance with state statutes and the District's investment policy. The criteria for selecting investments are, in order of priority, (1) **safety** – the consideration of the potential loss of principal or interest; (2) **liquidity** – the ability to have funds available at any moment in time with a minimal potential loss; and (3) **yield** – the optimum rate of return while preserving capital.

Concentration of Credit Risk. The District's investment policy provides that no more than 33% of the District's portfolio may be invested with a single firm or institution with the exception of the State of California Local Agency Investment Fund.

Interest-Rate Risk. Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the District manages its exposure to interest rates risk is by structuring the District's portfolio so that securities mature to meet the District's cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to their maturity, investing primarily in short-term securities, and occasionally restructuring the portfolio to minimize the loss of fair value and/or to maximize cash flow. Investments in LAIF are liquid and deposits can generally be converted to cash within twenty-four hours without loss of interest.

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Note 3 - Note Receivable

The District has a note receivable from California State University, Channel Islands (CSUCI) for the construction of the water system on the premises of CSUCI. The note requires monthly payments of $7,664.41 including interest of 5.5% through October 2020. The note receivable is comprised of the following at June 30th:

	2019	2018
CSUCI	$ 117,980	$ 200,971
Less Current Portion	(87,672)	(82,991)
Net Note Receivable	$ 30,308	$ 117,980

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Note 4 - Capital Assets

The activity for each of the major classes of capital assets and accumulated depreciation for the fiscal years ended June 30, 2019 and 2018 are shown in the following tables:

Capital Assets by Major Class:	June 30, 2018	Increases	Transfers/ Decreases	June 30, 2019
Capital Assets Not Being Depreciated:				
Land and Easements	$ 1,618,170	$ 51,210	$ -	$ 1,669,380
Construction in Progress	1,894,278	2,799,532	(1,205,633)	3,488,177
Total Capital Assets Not Being Depreciated	3,512,448	2,850,742	(1,205,633)	5,157,557
Capital Assets Being Depreciated:				
Water Plant	66,919,253	1,147,270	(14,085)	68,052,438
Sanitation Plant	30,767,634	-	-	30,767,634
Buildings and Equipment	3,253,617	278,208	(7,566)	3,524,259
Total Capital Assets Being Depreciated	100,940,504	1,425,478	(21,651)	102,344,331
Less Accumulated Depreciation for:				
Water Plant	33,426,469	1,857,095	(14,085)	35,269,479
Sanitation Plant	14,959,367	738,091	-	15,697,458
Buildings and Equipment	2,142,719	247,326	(7,566)	2,382,479
Total Accumulated Depreciation	50,528,555	2,842,512	(21,651)	53,349,416
Total Capital Assets Being Depreciated, Net	50,411,949	(1,417,034)	-	48,994,915
Capital Assets, Net	$ 53,924,397	$ 1,433,708	$ (1,205,633)	$ 54,152,472

Capital Assets by Major Class:	June 30, 2017	Increases	Transfers/ Decreases	June 30, 2018
Capital Assets Not Being Depreciated:				
Land and Easements	$ 1,372,984	$ 245,186	$ -	$ 1,618,170
Construction in Progress	3,359,879	1,644,132	(3,109,733)	1,894,278
Total Capital Assets Not Being Depreciated	4,732,863	1,889,318	(3,109,733)	3,512,448
Capital Assets Being Depreciated:				
Water Plant	64,799,973	2,129,571	(10,291)	66,919,253
Sanitation Plant	29,782,538	985,096	-	30,767,634
Buildings and Equipment	3,053,596	255,131	(55,110)	3,253,617
Total Capital Assets Being Depreciated	97,636,107	3,369,798	(65,401)	100,940,504
Less Accumulated Depreciation for:				
Water Plant	31,645,534	1,791,226	(10,291)	33,426,469
Sanitation Plant	14,248,676	710,691	-	14,959,367
Buildings and Equipment	2,015,251	182,578	(55,110)	2,142,719
Total Accumulated Depreciation	47,909,461	2,684,495	(65,401)	50,528,555
Total Capital Assets Being Depreciated, Net	49,726,646	685,303	-	50,411,949
Capital Assets, Net	$ 54,459,509	$ 2,574,621	$ (3,109,733)	$ 53,924,397

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Note 5 - Long-Term Debt

The District generally incurs long-term debt to finance projects or purchase assets that will have useful lives equal to or greater than the related debt. The District's debt rating is "AA" from Standard & Poor's.

The net revenues of the Water System are pledged toward the repayment of the Water Revenue Bonds. FY2018-19, net water revenues totaled $8,364,764 and principal and interest payments for water revenue bonds were $1,536,881. FY2017-18, net revenues totaled $5,673,563, and principal and interest payments were $1,533,881. Also, the net revenues of the Wastewater System are pledged toward the repayment of the Wastewater Revenue Bonds. During FY2018-19, net wastewater revenues totaled $2,584,931 and principal and interest payments for wastewater revenue bonds totaled $633,250. FY2017-18, net revenues totaled $1,080,188 and principal and interest payments were $633,350.

The District is subject to certain revenue bond covenants on outstanding debt, as defined, equal to at least 115% of the current annual debt service requirements. As of June 30, 2019, the debt service coverage for Water was 544% and for Wastewater was 408%. As of June 30, 2018, the debt service coverage for Water was 370% and for Wastewater was 171%.

The outstanding balances for each of these long-term obligations are reported as liabilities on the statement of net position. The amount of the obligation that is due within one year is shown as a current liability and the balance as a noncurrent liability.

Bond premiums are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premiums.

Water and Wastewater Revenue Bonds Series 2016A

In September 2016, the District issued Revenue Bonds, Series 2016A, in an aggregate principal amount of $14,020,000. The proceeds from the sale of the bonds is being used to finance additional improvements to the Water System, and were also used to refund all of the outstanding Water and Wastewater Revenue Bonds, Series 2011A, of which $8,150,000 was outstanding, (3) fund a reserve account established for the bonds and (4) to pay costs incurred in connection with the issuance, sale, and delivery of bonds. The bonds require semi-annual payments, with interest ranging from 2.00% to 5.00%, through January 2046.

Proceeds, bond premiums and remaining 2011A reserve accounts amounting to $9,261,855 were placed in escrow to pay the principal and interest of the 2011A bonds when due, resulting in a deferred loss of debt refunding $885,000. The net present value savings (economic gain) amounted to $420,427.

Water and Wastewater Refunding Revenue Bonds Series 2012

In February 2012, the District issued $7,575,000 Water and Wastewater Refunding Revenue Bonds, Series 2012. The proceeds from the sale of the bonds were used to refund all of the outstanding Water and Wastewater Systems Refunding Revenue Bonds, Series 2001, previously issued by the District in the amount of $11,700,000, of which $8,085,000 was outstanding. The refunding of the bonds resulted in more than $784,000 in net present value

savings and in lowering the District's annual debt service payment. The bonds require semi-annual payments, with interest ranging from 2.00% to 5.00%, through January 2020.

The District's debt issues and transactions are summarized below:

	Balance June 30, 2018	Additions/ New Debt	Proceeds/ Retirement	Balance June 30, 2019	Current	Long-Term
2012 Refunding Bonds	$ 2,100,000	$ -	$ (1,030,000)	$ 1,070,000	$ 1,070,000	$ -
2012 Refunding Bonds Premium	142,031	-	(92,020)	50,011	50,011	-
2016 Refunding Bonds	12,980,000	-	(560,000)	12,420,000	580,000	11,840,000
2016 Refunding Bonds Premium	1,492,627	-	(54,188)	1,438,439	54,188	1,384,251
	$ 16,714,658	$ -	$ (1,736,208)	$ 14,978,450	$ 1,754,199	$13,224,251

	Balance June 30, 2017	Additions/ New Debt	Proceeds/ Retirement	Balance June 30, 2018	Current	Long-Term
2012 Refunding Bonds	$ 3,085,000	$ -	$ (985,000)	$ 2,100,000	$ 1,030,000	$ 1,070,000
2012 Refunding Bonds Premium	234,051	-	(92,020)	142,031	92,020	50,011
2016 Refunding Bonds	13,520,000	-	(540,000)	12,980,000	560,000	12,420,000
2016 Refunding Bonds Premium	1,546,815	-	(54,188)	1,492,627	54,188	1,438,439
	$ 18,385,866	$ -	$ (1,671,208)	$ 16,714,658	$ 1,736,208	$14,978,450

Future debt service requirements through maturity are as follows:

Fiscal Year Ending June 30	2012 Refunding Bonds	2016 Revenue Bonds	Total Interest	Total
2020	1,070,000	580,000	518,331	2,168,331
2021	-	605,000	441,631	1,046,631
2022	-	640,000	417,431	1,057,431
2023	-	660,000	391,831	1,051,831
2024		695,000	358,831	1,053,831
2025-2029	-	3,905,000	1,385,181	5,290,181
2030-2034	-	2,255,000	897,900	3,152,900
2035-2039	-	1,075,000	661,450	1,736,450
2040-2044		1,360,000	372,000	1,732,000
2045-2046		645,000	48,750	693,750
	$ 1,070,000	$ 12,420,000	$ 5,493,336	$ 18,983,336

Debt Service Reserve The trust agreement of the revenue bonds series 2016A and refunding revenue bonds series 2012 require a reserve account to be created and held in trust by the Trustee for an amount equal to the Reserve Account Requirement. Moneys in the Reserve Account shall be used solely for the purpose of replenishing the Interest Account or the Principal Account under the Trust Agreement. The reserve accounts balance as of June 30, 2019 was $879,529 and $809,527 for the 2016A and 2012 issuance, respectively.

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Arbitrage At June 30, 2019, the District has revenue bonds outstanding that are subject to arbitrage limitations. Arbitrage rebate refers to the required payment to the U.S. Treasury Department of excess earnings received on applicable tax-exempt bond proceeds that are invested at a higher yield than the yield of the tax-exempt bond issue. The District does not anticipate an arbitrage rebate liability.

Note 6 - Capital Fees and Capital Contributions

Capital Fees and Capital Contributions consisted of the following at June 30:

	2019	2018
Potable Water Capital Contributions:		
Capital Fees	$ 1,986,350	$ 82,225
Mitigation Fees	1,686,260	34,249
In-Kind Capital Contributions	23,400	97,386
Total Potable Water Capital Contributions	3,696,010	213,860
Non-Potable Water Mitigation Fees	637,597	-
Sewer Capital Fees	1,355,910	42,075
Total Capital Contributions	$ 5,689,517	$ 255,935

Note 7 - Deferred Compensation Plan

For the benefit of its employees, the District participates in three 457 Deferred Compensation Programs (Programs). The multiple Programs were created in accordance with Internal Revenue Code Section 457. The purpose of these Programs is to provide deferred compensation for employees that elect to participate in the Programs. Generally, eligible employees may defer a receipt of a portion of their salary until termination, retirement, death or unforeseeable emergency. Until the funds are paid or otherwise made available to the employee, the employee is not obligated to report the deferred salary for income tax purposes. The trusts hold the assets for the exclusive benefit of plan participants and their beneficiaries. Plan assets are not the property of the District, or subject to the claims of the District's general creditors. The District has placed $2,294,945 and $2,311,243 in trust as of June 30, 2019 and 2018, respectively.

Note 8 - Defined Benefit Pension Plan

A. General Information about the Pension Plan

Plan Descriptions, Benefits Provided and Employees Covered All qualified permanent and probationary employees are eligible to participate in the Camrosa Water District's Miscellaneous Plan (Plan). The Plan is a cost-sharing multiple-employer defined benefit pension plan administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plan are established by State and Local Government resolution. The plan provides retirement, death and disability benefits to plan members and beneficiaries. The benefit provisions of the plan's employees are established by statute. A full description regarding number of employees covered, benefit provisions, assumptions, and membership

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information for the Camrosa's rate plan is listed in Camrosa's rate plan's June 30, 2016 Annual Valuation Report. Details of the benefits provided can be obtained in Appendix B of the funding valuation report. This report and CalPERS' audited financial statements are publicly available reports that can be found on CalPERS' website.

The Plan's provisions and benefits in effect at June 30, 2019, are summarized as follows:

Hire Date	Prior January 1, 2013	On or after January 1, 2013
Benefit Formula	2% @ 55	2% @ 62
Benefit Vesting Schedule	5 years of service	5 years of service
Benefit Payments	monthly for life	monthly for life
Retirement Age	50	52
Required Employee Contribution Rates	7%	6.25%
Required Employer Contribution Rates	8.892%	6.842%

Contributions Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers are determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through the CalPERS' annual actuarial valuation process. The Plan's actuarially determined rate is based on the estimated amount necessary to pay the Plan's allocated share of the risk pool's costs of benefits earned by employees during the year. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. For the measurement period ended June 30, 2016 (the measurement date), the active employee contribution rate is 7% of annual pay and the employers' contribution rate is 8.892% of annual payroll.

Beginning in FY2015-16, CalPERS collected employer contributions towards unfunded liability and side fund as a dollar amount instead of the prior method of a contribution rate. The pool's unfunded liability is allocated to each individual plan based on the plan's total liability rather than by plan individual payroll. This allows employers to track their own unfunded liability and pay it down faster if they choose. Camrosa's unfunded liability payment for FY2018-19 had been determined to be $265,076. However, was prepaid in a lump sum of $255,811.

For the year ended June 30, 2019, the contributions recognized by the plan from the employer were as follows:

Contributions - employer	$219,923
Unfunded Liability - employer	$255,811
Contributions - employee (paid by employer)	$154,943

B. Pension Liabilities, Pension Expense and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2019, the District's reported net liability for its proportionate share of the net pension liability was $4,462,042.

The District's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability is measured as of June 30, 2018, and the total pension

liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2017 rolled forward to June 30, 2018 using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined.

The District's proportionate share of the net pension liability as of June 30, 2017 and 2018 was as follows:

Proportion - June 30, 2017	0.11469%
Proportion - June 30, 2018	0.11840%
Change - Increase (Decrease)	0.00371%

For the year ended June 30, 2019, the District recognized pension expense of $464,757. At June 30, 2019, the District reported deferred outflows and inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Contributions paid after measurement date	$ 458,869	$ -
Net Difference between Projected and Actual Earnings on Pension Plan Investments	22,060	-
Differences between Expected and Actual Experiences	171,201	58,259
Changes in Assumptions	508,686	124,669
Changes in Proportion and Difference between Actual Contributions and Proportionate Share of Contributions	13,143	147,284
Total	$ 1,173,959	$ 330,212

The $458,869 reported as deferred outflows of resources is related to pensions the District contributed after the measurement date and will be recognized as a reduction of the net pension liability in the year ending June 30, 2020.

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Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Measurement Period Ended June 30:	Deferred Outflows/(inflows) of Resources
2020	375,029
2021	204,857
2022	(154,876)
2023	(40,133)
Thereafter	0

Actuarial Methods and Assumptions For the measurement period ended June 30, 2018 (the measurement date); the total pension liability was determined by rolling forward the June 30, 2017 total pension liability determined in the June 30, 2017 actuarial accounting valuation. The June 30, 2018 total pension liability was based on the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal in accordance with the requirements of GASB Statement No. 68
Actuarial Assumptions	
Discount Rate	7.15%
Inflation	2.75%
Salary Increases	Varies by Entry Age and Services
Mortality Rate Table	Derived using CalPERS' Membership Data for all Funds
Post Retirement Benefit Increase	Contract COLA up to 2.50% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.50% thereafter

Discount Rate The discount rate used to measure the total pension liability was 7.375%. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.375% discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.375% is applied to all plans in the Public Employees Retirement Fund. The stress test results are presented in a detailed report called “GASB Crossover Testing Report” that can be obtained at CalPERS’ website under the GASB 68 section.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

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In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building–block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation.

Asset Class	Current Target Allocation	Real Return Years 1-10 *	Real Return Years 11+ **
Global Equity	50.0%	4.80%	5.98%
Fixed Income	28.0%	1.00%	2.62%
Inflation Assets	0.0%	0.77%	1.81%
Private Equity	8.0%	6.30%	7.23%
Real Estate	13.0%	3.75%	4.93%
Liquidity	1.0%	0.00 %	(0.92)%

* An expected inflation of 2% used for this period
**An expected inflation of 2.92% used for this period

Amortization of Deferred Outflows and Deferred Inflows of Resources Under GASB 68, actuarial gains and losses related to changes in total pension liability and fiduciary net position are recognized in pension expense systematically over time.

The first amortized amounts are recognized in pension expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to pension and are to be recognized in future pension expense.

The amortization period differs depending on the source of the gain or loss:

Net difference between projected and actual earnings on pension plan investments	5 year straight-line amortization
All other amounts	Straight-line amortization over the expcted average remaining service lifetime (EARSL) of all members that are provided with pensions (active, inactive, and retired) as of the beginning of the measurement period

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The net difference between projected and actual investment earnings on pension plan investments is amortized over a five-year period on a straight-line basis. One-fifth is recognized in pension expense during measurement period, and the remaining net difference between projected and actual investment earnings on pension plan investments at the measurement date is to be amortized over the remaining four-year period. The net difference between projected and actual investment earnings on pension plan investments in the schedule of collective pension amounts represents the unamortized balance relating to the current measurement period and the prior measurement period on a net basis.

Deferred outflows of resources and deferred inflows of resources relating to differences between expected and actual experience, changes of assumptions and employer-specific amounts should be amortized over EARSL of members provided with pensions through the Plan.

Sensitivity of the Net Pension Liability to Changes in Discount Rate The following presents the District's proportionate share of the net pension liability for the Plan, calculated using the discount rate for the Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

1% Decrease	6.15%
Net Pension Liability	$6,669,242
Current Discount Rate	7.15%
Net Pension Liability	$4,462,042
1% Increase	8.15%
Net Pension Liability	$2,640,034

Pension Plan Fiduciary Net Position The plan fiduciary net position disclosed in the District's GASB 68 accounting valuation report may differ from the plan assets reported in the District's funding actuarial valuation report due to several reasons. First, for the accounting valuations, CalPERS must keep items such as deficiency reserves and fiduciary self-insurance included in fiduciary net position. These amounts are excluded for rate setting purposes in the District's funding actuarial valuation. Detailed information about the Plan's fiduciary net position is available in the separately issued CalPERS financial reports.

C. Payable to the Pension Plan

At June 30, 2019, the District reported a payable of $15,179 for the outstanding amount of contributions to the pension plan required for the year ended June 30, 2019.

Note 9 - Profit Share Plan

The District has a profit sharing plan, pursuant to Section 401 of the Internal Revenue Code. The plan includes a provision under Section 414(h)(2) whereby each plan participant that is classified as management is required to contribute 5% of salary. Mandatory contributions totaled $75,928 and $74,661 in 2019 and 2018, respectively.

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Note 10 - Major Customers

The District's top ten water customers represent 21% of the water revenue sales during the fiscal year ended June 30, 2019. The District's top ten wastewater customers represent 43% of the wastewater revenue during the fiscal year ended June 30, 2019.

Note 11 - Risk Management

The District is exposed to potential losses from claims arising from its business operations. Significant losses are covered by commercial insurance. There have been no significant reductions in insured coverage. Settlement amounts have not exceeded insurance coverage for the current year or the three prior years.

Note 12 - Joint Powers Insurance Authority

The District participates in the property, liability and worker's compensation program organized by the Association of California Water Agencies/Joint Powers Insurance Authority (JPIA) created to provide self-insurance program to water agencies in the State of California. The JPIA is not a component unit of the District for financial reporting purposes, as explained below.

JPIA provides liability, property, and worker's compensation insurance for the District, which is one of approximately 370 participating water districts and agencies, for losses in excess of the member districts' specified self-insurance retention levels. Individual claims (and aggregate public liability and property claims) in excess of specified levels are covered by excess insurance policies purchased from commercial carriers. JPIA is governed by a board composed of members from participating districts. The board controls the operations of JPIA, including selection of management and approval of operating budgets, independent of any influence by the members from beyond their representation on the board. Each member shares surpluses and deficiencies proportionately to its participation in JPIA.

Based on audited financial statements, at September 30, 2018, JPIA had total assets and deferred outflows of $189,442,532, liabilities and deferred inflows of $102,976,928 and net position of $86,465,604, respectively. The District paid premiums of $131,533 and $121,500 to JPIA for property, liability and worker's compensation insurance during the years ended June 30, 2019 and 2018, respectively.

The District's specified self-insurance retention level under JPIA program is $5,000 per claim. Assistance with disposition of claims within the self-insured retentions is provided through the JPIA. The District had no outstanding claims under JPIA and no liabilities relating to outstanding claims (including estimates for incurred but not reported claims) were recorded as of June 30, 2019 and 2018.

Note 13 - Joint Powers Agreement creating the Arroyo Santa Rosa Valley Basin Groundwater Sustainability Agency (GSA)

The District, along with the County of Ventura, participate as members of the Arroyo Santa Rosa Valley Basin Groundwater Sustainability Agency (GSA), to provide sustainable management of the Arroyo Santa Rosa Valley Basin pursuant to the Sustainable Groundwater Management Act of 2014 (SGMA). The Basin underlies the Santa Rosa Valley.

At June 30, 2018, the GSA had total assets of $89,208, total liabilities of $14,238 and net position of $74,970.

The GSA will develop, adopt, and implement a Groundwater Sustainability Plan (GSP) for the Basin pursuant to SGMA and other applicable provisions of law. It has been determined that the GSA is a blended component unit of the District.

Note 14 - Leases

The District has various leases for vehicles and equipment that are classified as operating leases. Total rent expense for all operating leases for 2019 and 2018 were $62,096 and $60,332, respectively.

Future minimum lease payments under the operating leases with initial or remaining terms of one year or more are as follows:

Year Ending June 30:		
2020	$	53,523
2021		12,666
2022		8,458
2023		7,056
2024		5,292
Total	$	86,995

Note 15 - Commitments and Contingencies

Grant Award Grant funds received by the District are subject to audit by the grantor agencies. Such audits could lead to requests for reimbursements to the grantor agencies for expenditures disallowed under terms of the grant. Management of the District believes that such disallowances, if any, would not be significant.

Litigation In the ordinary course of operations, the District is subject to claims and litigation from outside parties. After consultation with legal counsel, the District believes the ultimate outcome of such matters, if any, will not materially affect its financial condition.

Long Term Commitments The District has an agreement with the City of Thousand Oaks to purchase non-potable surface water. The term of the agreement is for 40 years, effective June 5, 2013. The parties, by mutual consent, may extend the term of the agreement for additional five-year periods. The average yearly purchase of non-potable water for the last four years is $577,126. Upon the effective date of the agreement, the price per acre foot of non-potable water was $104.89, and the parties agreed to adjust the unit price per acre foot on September 1st of each year by adjusting the unit price by the annual percentage change from the preceding July to July period of the Consumer Price Index of Los Angeles-Riverside-Orange County. The FY2018-19 price per acre foot of non-potable water is $118.42.

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Note 16 - Upcoming Governmental Accounting Standards Board Statements

GASB Statement No. 87 - Leases

The objective of this statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This statement increases the usefulness of government's financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this statement, a lessee is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

This statement will increase the usefulness of governments' financial statements by requiring reporting of certain lease liabilities that currently are not reported. It will enhance comparability of financial statements among governments by requiring lessees and lessors to report leases under a single model. This statement also will enhance the decision-usefulness of the information provided to financial statement users by requiring notes to financial statements related to timing, significance, and purpose of a government's leasing arrangements. The requirements of this statement are effective for reporting periods beginning after December 15, 2019.

GASB Statement No. 88 – Certain Disclosures Related to Debt, Including Direct Borrowing and Direct Placements

The objective of this Statement is to improve the information that is disclosed in notes to government financial statements related to debt, including direct borrowings and direct placements. It also clarifies which liabilities governments should include when disclosing information related to debt. The statement requires that additional essential information related to debt be disclosed in the notes to the financial statements, including unused lines of credit, assets pledged as collateral for the debt, and terms specified in debt agreements related to significant events of default with finance-related consequences, significant termination events with finance-related consequences, and significant subjective acceleration clauses. It also requires that existing and additional information be provided for direct borrowings and direct placements of debt separately from other debt.

The requirements of this Statement will improve financial reporting by providing users of financial statements with essential information that currently is not consistently provided. In addition, information about resources to liquidate debt and risk associated with changes in terms associated with debt will be disclosed. The effective date of this statement is for reporting periods beginning June 15, 2018.

GASB Statement No. 89 – Accounting for Interest Cost Incurred Before the End of a Construction Period.

The objective of this statement is to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and to simplify accounting for interest cost incurred before the end of a construction period.

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This statement requires the interest cost incurred before the end of a construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. As a result, interest cost incurred before the end of a construction period will not be included in the historical cost of a capital asset reported in a business-type activity or enterprise fund.

The requirements of this statement will improve financial reporting by providing users of financial statements with more relevant information about capital assets and the cost of borrowing for a reporting period. The requirements of this Statement are effective for reporting periods beginning after December 15, 2019.

GASB Statement No. 90 – Accounting and Financial Reporting for Majority Equity Interest.

The objective of this statement is to improve the consistency and comparability of reporting a government's majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units.

A government's majority equity interest in a legally separate organization should be reported as an investment if that equity interest meets the GASB's definition of an investment. An investment is defined as a security or other asset that a government holds primarily for the purpose of income or profit and has a present service capacity based solely on its ability to generate cash or to be sold to generate cash. For majority equity interest in a legally separate entity that does not meet the definition of an investment, GASB 90 requires a government to report the legally separate entity as a component unit.

For purposes of applying this statement, an equity interest is a financial interest in a legally separate organization evidenced by the ownership of shares of the organization's stock or by otherwise having an explicit, measurable right to the net resources of the organization that is usually based on an investment of financial or capital resources by a government. An equity interest is explicit and measurable if the government has a present or future claim to the net resources of the entity and the method for measuring the government's share of the entity's net resources is determinable.

This statement requires that a component unit in which a government has a 100 percent equity interest accounts for its assets, deferred outflows of resources, liabilities, and deferred inflows of resources at acquisition value at the date the government acquired 100 percent equity interest in the component unit.

The requirements of this statement will improve financial reporting by providing users of financial statements with essential information related to presentation of majority equity interest in legally separate organizations. In addition, requiring reporting of information about component units if the government acquires a 100 percent equity interest provides information about the cost of services to be provided by the component unit in relation to the consideration provided to acquire the component unit. The effective date of this statement is for reporting periods beginning after December 15, 2018.

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Note 17 - Subsequent Events

Events occurring after June 30, 2019 have been evaluated for possible adjustment to the financial statements or disclosure as of October 10, 2019, which is the date the financial statements were available to be issued. No subsequent events occurred.

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Camrosa Water District
Required Supplementary Information
California Public Employees' Retirement System
June 30, 2019 and 2018

Schedule of Proportionate Share of the Net Pension Liability

Year Ended*	Proportion of the Net Pension Liability	Proportionate Share (amount) of Net Pension Liability	Actual Covered Member Payroll	Net Pension Liability as a Percentage of Covered Payroll	Fiduciary Net Position as a Percentage of Total Pension Liability
6/30/2015	0.04777%	$ 2,972,338	$ 1,793,513	165.73%	78.74%
6/30/2016	0.09775%	$ 2,681,851	$ 1,855,543	144.53%	78.40%
6/30/2017	0.11286%	$ 3,920,511	$ 1,801,650	217.61%	74.03%
6/30/2018	0.11469%	$ 4,521,229	$ 2,073,238	218.08%	72.83%
6/30/2019	0.11840%	$ 4,462,042	$ 2,251,315	198.10%	72.65%

Note: This schedule is intended to show information for ten years. Additional years will be displayed as they become available.

* The data provided in the schedule is based as of the measurement date of CalPERS net pension liability, which is as of the beginning of the District's fiscal year.

Schedule of Contributions

Year Ending	Statutorily Required Contributions	Actual Employer Contributions	Contribution Excess/ (Deficiency)	Actual Covered Member Payroll	Contributions as a Percentage of Covered Payroll
6/30/2010	$ 196,089	$ 196,089	0	$ 1,790,608	10.95%
6/30/2011	$ 210,545	$ 210,545	0	$ 1,847,747	11.39%
6/30/2012	$ 229,055	$ 229,055	0	$ 1,837,194	12.47%
6/30/2013	$ 219,919	$ 219,919	0	$ 1,741,459	12.63%
6/30/2014	$ 238,130	$ 238,130	0	$ 1,793,513	13.28%
6/30/2015	$ 268,188	$ 268,188	0	$ 1,855,543	14.45%
6/30/2016	$ 299,168	$ 299,168	0	$ 1,801,650	16.61%
6/30/2017	$ 358,336	$ 358,336	0	$ 2,073,238	17.28%
6/30/2018	$ 406,564	$ 406,564	0	$ 2,251,315	18.06%
6/30/2019	$ 458,869	$ 458,869	0	$ 2,412,241	19.02%

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CAMROSA
WATER DISTRICT
BUILDING WATER
SELF-RELIANCE

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Camrosa Water District
Other Supplementary Information
Budgetary Comparison Schedule
For the Fiscal Year Ended June 30, 2019

	Budget	Actual Budget Basis	Variance with Budget Positive (Negative)
Operating Revenue			
Potable Water Sales	$ 10,044,700	$ 9,451,209	$ (593,491)
Recycle/Non-Potable Water Sales	4,355,000	3,951,614	(403,386)
Water Sales to PV	444,500	678,598	234,098
Sewer Revenue	2,572,700	3,336,794	764,094
Meter Revenue	3,319,300	2,615,301	(703,999)
Special Services	151,343	224,468	73,125
Pump Zone/Miscellaneous	47,257	55,913	8,656
Total Operating Revenue	**20,934,800**	**20,313,897**	**(620,903)**
Non-Operating Revenue			-
Property Taxes	626,167	620,590	(5,577)
Interest Income	313,462	777,592	464,130
Total Non-Operating Revenues	**939,629**	**1,398,182**	**458,553**
Operating Expenses			
Water Purchases - CMWD	6,708,625	6,279,972	428,653
CMWD Fixed Charges	797,578	790,926	6,652
CCP	600,935	645,223	(44,288)
SMP CMWD	207,281	112,790	94,491
Utilities	1,607,516	1,257,243	350,273
Salaries & Benefits	4,110,457	3,877,592	232,865
Contract/Prof. Svcs	1,880,634	1,209,398	671,236
Supplies & Services	2,430,176	2,255,358	174,818
Total Operating Expenses	**18,343,202**	**16,428,502**	**1,914,700**
Non-Operating Expenses			
Debt Service 2011A/2016	1,046,031	1,046,031	-
Debt Service 2012	1,124,100	1,124,100	-
Capital Replacement Contribution	1,270,000	2,950,000	(1,680,000)
Total Non-Operating Expenses	**3,440,131**	**5,120,131**	**(1,680,000)**
Net Operating Results	**91,096**	**163,446**	**72,350**
Capital Fees	-	5,666,117	5,666,117
Grants	-	290,622	290,622
Net Operating Results	**$ 91,096**	**$ 6,120,185**	**$ 6,029,089**
Adjustments to Accounting Principles Generally Accepted in The United States of America			
Depreciation Expense		(2,842,511)	
Loss of Asset		(57,615)	
Unrealized Loss on Investments		(56)	
Blended component unit activity-Arroyo Santa Rosa GSA		(10,678)	
Capital Replacement Contribution		2,950,000	
Contributed Capital In-Kind		23,400	
Principal Payments on Debt		1,620,000	
Amortization of Bonds Premium		53,127	
Change in Net Position		7,855,852	
Net Position at Beginning of Year		65,621,216	
Net Position at End of Year		**$ 73,477,068**	

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Camrosa Water District
Other Supplementary Information
Budgetary Comparison Schedule
For the Fiscal Year Ended June 30, 2018

	Budget	Actual Budget Basis	Variance with Budget Positive (Negative)
Operating Revenue			
Potable Water Sales	$ 9,801,200	$ 10,801,589	$ 1,000,389
Recycle/Non-Potable Water Sales	4,108,300	4,822,286	713,986
Water Sales to PV	299,729	558,575	258,846
Sewer Revenue	3,324,700	3,314,305	(10,395)
Meter Revenue	2,534,700	2,557,753	23,053
Special Services	58,615	277,468	218,853
Pump Zone/Miscellaneous	43,700	81,786	38,086
Total Operating Revenue	**20,170,944**	**22,413,762**	**2,242,818**
Non-Operating Revenue			-
Property Taxes	536,013	657,620	121,607
Interest Income	130,000	393,147	263,147
Total Non-Operating Revenues	**666,013**	**1,050,767**	**384,754**
Operating Expenses			
Water Purchases - CMWD	6,497,778	6,423,455	74,323
CMWD Fixed Charges	833,625	828,462	5,163
CCP	600,153	622,485	(22,332)
SMP CMWD	195,441	16,581	178,860
Utilities	1,423,162	1,426,842	(3,680)
Salaries & Benefits	3,805,520	3,740,012	65,508
Contract/Prof. Svcs	1,843,322	1,353,653	489,669
Supplies & Services	2,275,845	2,457,838	(181,993)
Total Operating Expenses	**17,474,846**	**16,869,328**	**605,518**
Non-Operating Expenses			
Debt Service 2011A/2016	1,045,331	1,045,331	-
Debt Service 2012	1,121,900	1,121,900	-
Capital Replacement Contribution	1,100,000	4,390,000	(3,290,000)
Total Non-Operating Expenses	**3,267,231**	**6,557,231**	**(3,290,000)**
Net Operating Results	**94,880**	**37,970**	**(56,910)**
Capital Fees	-	158,549	158,549
Grants	-	67,519	67,519
Net Operating Results	**$ 94,880**	**$ 264,038**	**$ 169,158**
Adjustments to Accounting Principles Generally Accepted in The United States of America			
Depreciation Expense		(2,684,495)	
Gain on Sale of Asset		10,146	
Unrealized Loss on Investments		(2,065)	
Blended component unit activity-Arroyo Santa Rosa GSA		(10,568)	
Capital Replacement Contribution		4,390,000	
Contributed Capital In-Kind		97,386	
Principal Payments on Debt		1,525,000	
Amortization of Bonds Premium		81,004	
Change in Net Position		3,670,446	
Net Position at Beginning of Year		61,950,770	
Net Position at End of Year		**$ 65,621,216**	

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Budgetary Policy The District prepares annual operating budgets for planning, control, and evaluation purposes. Project-length budgets, which generally encompass more than one fiscal year, are also prepared for major construction projects.

Adopted Operating and Capital Budget In June 2018, the Board of Directors adopted a $22.3 million budget for FY2018-19. The District adheres to the budget policies and budgetary controls. The schedule on the previous page presents the Adopted Operating Budget amounts and compares them to actual amounts as presented on a modified accrual basis, which are different from the amounts presented in the Statements of Revenues, Expenses, and Changes in Net Position for the Fiscal Years ended June 30, 2019 and 2018.

Monthly and Quarterly Financial Reporting In accordance with best financial management practices, Finance provides monthly financial reports to District Staff and quarterly financial reports to the Board of Directors. Performance compared to the budget is monitored throughout the year. These monthly financial reports are prepared to provide timely information on the financial progress of the District.

Annual Financial Reporting The District elects to present the budgetary schedule, optional for Enterprise Funds, in accordance with best practices recommended by professional accounting organizations and in keeping the District's commitment to transparency in financial reporting and disclosure. The schedule is prepared on a budgetary basis and compares the adopted budget to actual expenses for the period as presented on Budgetary Comparison Schedule in Other Supplementary Information.

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CAMROSA
WATER DISTRICT

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Statistical Section

This part of the District's annual financial report presents detailed background to the financial statements and preceding narrative sections, and corroboration of statements as to the District's overall financial health.

Contents:	**Pages:**
Financial Trends schedules contain trend information to help the reader understand how the District's financial performance and well-being have changed over time.	48-55
Revenue Capacity schedules contain information to help the reader assess the District's most significant local revenue source; water sales.	56-67
Debt Capacity schedules present information to help the reader assess the affordability of the District's current levels of outstanding debt and the District's ability to issue additional debt in the future.	68-70
Operational Information schedules present historical water demand, water Source and District's facilities to help the reader understand how the information in the District's financial reports relates to the services the District provides and the activities it performs.	72-76
Demographic and Economic Information schedules assist reader to understand the environment within which the District's financial activities take place.	78-79

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Financial Trends

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Camrosa Water District
Net Position by Component
Last Ten Fiscal Years
(accrual basis of accounting)

	2010	2011	2012	2013
Net Position				
Net investment in capital assets	$ 38,292,496	$ 38,692,636	$ 30,139,020	$ 32,243,467
Restricted	-	-	-	-
Unrestricted	9,130,997	9,168,791	18,808,381	19,597,906
Total Net Position	$ 47,423,493	$ 47,861,427	$ 48,947,401	$ 51,841,373

Table 1 – Net Position by Component (1 of 2)

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Camrosa Water District

Net Position by Component

Last Ten Fiscal Years

(accrual basis of accounting)

2014	2015	2016	2017	2018	2019
$ 41,338,152	$ 41,644,267	$ 43,002,970	$ 43,454,256	$ 43,930,663	$ 45,772,455
-	-	-	-	-	-
14,197,247	11,883,870	14,821,731	18,496,514	21,690,553	27,704,613
$ 55,535,399	$ 53,528,137	$ 57,824,701	$ 61,950,770	$ 65,621,216	$ 73,477,068

Table 1 – Net Position by Component (2 of 2)

DRAFT

Camrosa Water District
Changes in Net Position
Last Ten Fiscal Years

	2010	2011	2012	2013
Water Revenue	$ 10,012,122	$ 10,314,160	$ 10,925,574	$ 12,263,213
Sewer Revenue	2,480,174	2,715,834	2,860,876	2,886,205
Meter Revenue	1,628,975	1,628,392	1,622,818	1,642,204
Other	150,235	173,426	113,114	77,870
Total Operating Revenues	14,271,506	14,831,812	15,522,382	16,869,492
Operating Expenses				
Water Purchases	6,429,288	6,595,635	7,039,814	8,058,511
Utilities	1,075,069	1,103,378	1,019,844	1,066,593
Salaries & Benefits	2,442,034	2,611,732	2,646,411	2,462,314
Outside Contract/Professional Services	986,798	983,420	1,058,357	946,930
Supplies & Services	821,618	1,032,974	848,344	847,752
Amortization	-	-	14,191	-
Depreciation	2,044,529	2,065,661	2,077,598	2,123,625
Operating Expenses	13,799,336	14,392,800	14,704,559	15,505,725
Operating Income	472,170	439,012	817,823	1,363,767
Non-Operating Revenues				
Property Taxes	526,832	506,299	499,273	498,948
Interest Income	126,871	104,910	61,341	87,209
Unrealized Gain on Investments	-	-	-	-
Gain on Disposal of Fixed Asset	-	-	-	-
Non-Operating Revenues	653,703	611,209	560,614	586,157
Non-Operating Expenses				
Loss of Capital Asset	-	73,920	14	423
Debt Issuance Costs	-	-	-	-
Unrealized loss on Investment	-	-	-	-
Interest Expense	488,170	444,148	573,241	567,140
Non-Operating Expenses	488,170	518,068	573,255	567,563
Income Before Capital Contributions	637,703	532,153	805,182	1,382,361
Capital Contributions	780,358	92,737	280,792	51,400
Grants	-	-	-	1,460,211
	780,358	92,737	280,792	1,511,611
Change in Net Position before Cumulative	1,418,061	624,890	1,085,974	2,893,972
Cummulative Effect of Accounting Changes	-	(186,956)	-	-
Change in Net Position	1,418,061	437,934	1,085,974	2,893,972
Net Position Beginning of Year	46,005,432	47,423,493	47,861,427	48,947,401
Net Position at End of Year	$ 47,423,493	$ 47,861,427	$ 48,947,401	$ 51,841,373

Table 2 – Changes in Net Position (1 of 2)

DRAFT

Camrosa Water District
Changes in Net Position
Last Ten Fiscal Years

2014	2015	2016	2017	2018	2019
$ 13,563,401	$ 12,870,854	$ 12,059,982	$ 13,084,503	$ 16,235,441	$ 14,128,079
3,121,845	3,189,312	3,233,519	3,267,395	3,314,305	3,336,794
2,146,078	2,289,890	2,338,102	2,488,157	2,557,753	2,615,301
123,790	90,392	157,472	159,719	324,256	249,548
18,955,114	18,440,448	17,789,075	18,999,774	22,431,755	20,329,722
9,008,654	8,305,257	7,147,319	6,500,815	7,890,983	7,828,911
1,393,717	1,477,011	1,335,096	1,240,947	1,426,842	1,257,242
2,619,886	2,709,587	2,553,178	3,392,976	3,740,012	3,877,591
821,497	1,015,370	1,154,828	1,313,596	1,377,908	1,232,165
1,064,287	1,502,354	1,864,428	1,827,780	2,462,144	2,259,095
-	-	-	-	-	-
2,133,668	2,179,599	2,354,424	2,601,408	2,684,495	2,842,512
17,041,709	17,189,178	16,409,273	16,877,522	19,582,384	19,297,516
1,913,405	1,251,270	1,379,802	2,122,252	2,849,371	1,032,206
509,066	544,911	559,558	582,211	657,620	620,590
86,291	87,466	105,523	186,302	393,147	777,593
-	-	27,581	2,194	-	-
-	-	-	11,260	10,146	-
595,357	632,377	692,662	781,967	1,060,913	1,398,183
246	110,092	-	-	-	57,615
-	-	-	227,159	-	-
-	-	-	-	2,065	57
542,633	515,489	475,167	486,119	561,227	497,004
542,879	625,581	475,167	713,278	563,292	554,676
1,965,883	1,258,066	1,597,298	2,190,941	3,346,992	1,875,713
1,201,427	116,963	2,107,391	1,842,037	255,935	5,689,517
839,789	76,298	633,159	93,091	67,519	290,622
2,041,216	193,261	2,740,550	1,935,128	323,454	5,980,139
4,007,099	1,451,327	4,337,848	4,126,069	3,670,446	7,855,852
(313,073)	(3,458,589)	-	-	-	-
3,694,026	(2,007,262)	4,337,848	4,126,069	3,670,446	7,855,852
51,841,373	55,535,399	53,528,137	57,824,701	61,950,770	65,621,216
$ 55,535,399	$ 53,528,137	$ 57,865,985	$ 61,950,770	$ 65,621,216	$ 73,477,068

Table 2 – Changes in Net Position (2 of 2)

DRAFT

Revenues and Capital Contributions by Source
Last Ten Fiscal Years

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Operating Revenue										
Water Revenue	$ 10,012,122	$ 10,314,160	$ 10,925,574	$ 12,263,213	$ 13,563,401	$ 12,870,854	$ 12,059,982	$ 13,084,503	$ 16,235,441	$ 14,128,079
Sewer Revenue	2,480,174	2,715,834	2,860,876	2,886,205	3,121,845	3,189,312	3,233,519	3,267,395	3,314,305	3,336,794
Meter Revenue	1,628,975	1,628,392	1,622,818	1,642,204	2,146,078	2,289,890	2,338,102	2,488,157	2,557,753	2,615,301
Other	150,235	173,426	113,114	77,870	123,790	90,392	157,472	159,719	324,256	249,548
Non-Operating Revenue										
Property Taxes	526,832	506,299	499,273	498,948	509,066	544,911	559,558	582,211	657,620	620,590
Interest Income	126,871	104,910	61,341	87,209	86,291	87,466	105,523	186,302	393,147	777,593
Unrealized Gain on Investments	-	-	-	-	-	-	27,581	2,194	-	-
Capital Contributions	780,358	92,737	280,792	51,400	1,201,427	116,963	2,107,391	1,842,037	255,935	5,689,517
Capital Grant Income	-	-	-	1,460,211	839,789	76,298	633,159	93,091	67,519	290,622
Total Revenue	**$ 15,705,567**	**$ 15,535,758**	**$ 16,363,788**	**$ 18,967,260**	**$ 21,591,687**	**$ 19,266,086**	**$ 21,222,287**	**$ 21,705,609**	**$ 23,805,976**	**$ 27,708,044**

Table 3 – Revenues and Capital Contributions by Source

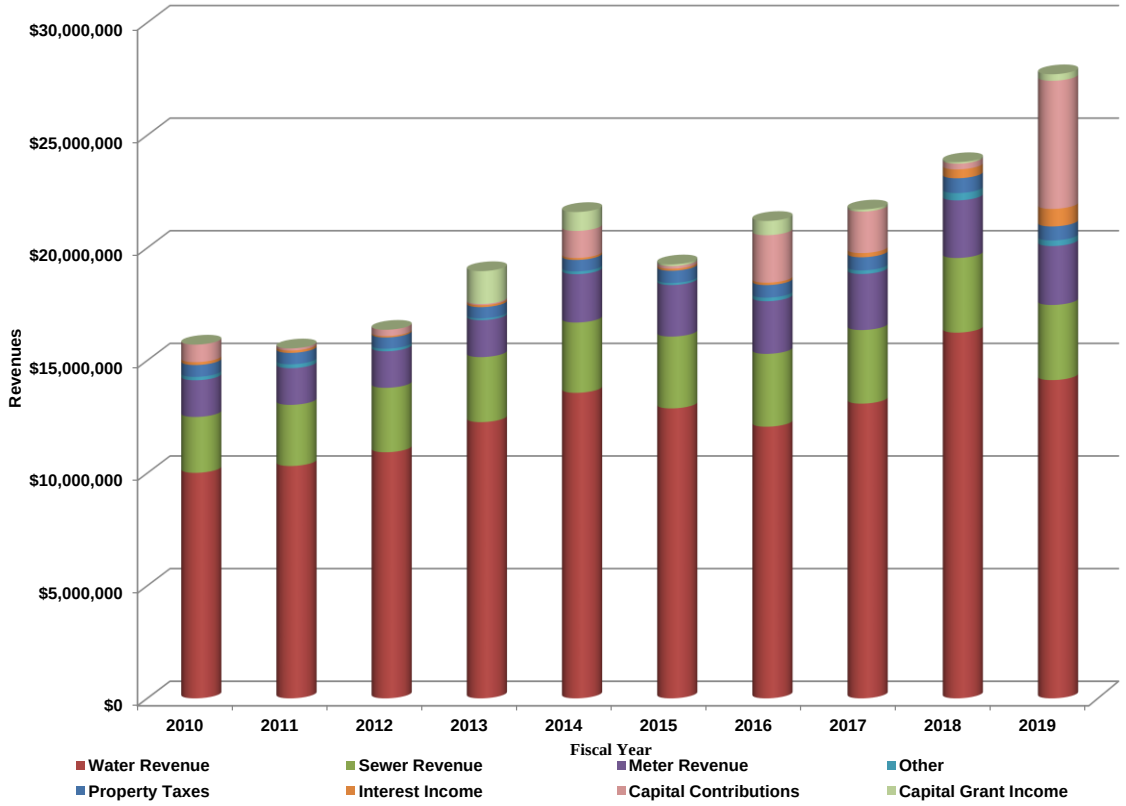

Figure 8 – Historical Revenues and Capital Contributions

Connection Fees & Other Contributions

Last Ten Fiscal Years

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Connection Fees	$ 121,000	$ 92,737	$ 121,438	$ 51,400	$ -	$ 82,113	$ 2,104,091	$ 1,484,132	$ 158,549	$ 5,666,117
CSUCI Recycle Line	50,646	53,503	56,521	59,709	63,077	66,635	70,394	74,365	78,559	82,991
In-Kind Contributions	659,358	-	159,354	-	1,201,427	34,850	3,300	357,905	97,386	23,400
Grant	-	-	-	1,460,211	839,789	76,298	633,159	93,091	67,519	290,622
Totals	**$ 831,004**	**$ 146,240**	**$ 337,313**	**$ 1,571,320**	**$ 2,104,293**	**$ 259,896**	**$ 2,810,944**	**$ 2,009,492**	**$ 402,013**	**$ 6,063,130**

Table 4 – Connection Fees & Other Contributions

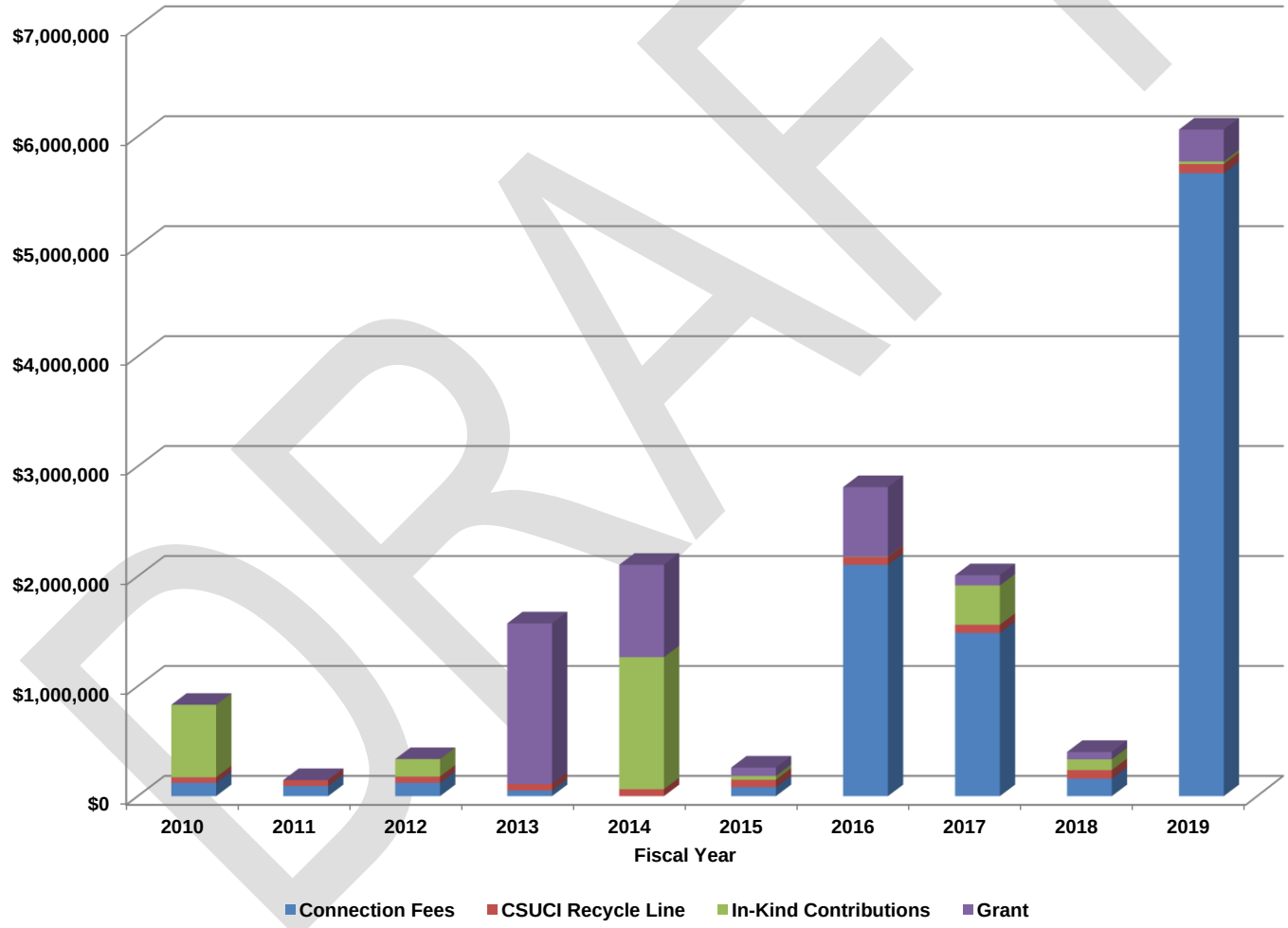

Figure 9 – Historical Connection Fees & Other Contributions

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Operating Expenses
Last Ten Fiscal Years

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Water Purchases	$ 6,429,288	$ 6,595,635	$ 7,039,814	$ 8,058,511	$ 9,008,654	$ 8,305,257	$ 7,147,319	$ 6,500,815	$ 7,890,983	$ 7,828,911
Utilities	1,075,069	1,103,378	1,019,844	1,066,593	1,393,717	1,477,011	1,335,096	1,240,947	1,426,842	1,257,242
Salaries & Benefits	2,442,034	2,611,732	2,646,411	2,462,314	2,619,886	2,709,587	2,553,178	3,392,976	3,740,012	3,877,591
Contract/Prof. Svcs	986,798	983,420	1,058,357	946,930	821,497	1,015,370	1,154,828	1,313,596	1,377,908	1,232,165
Supplies & Services	821,618	1,032,974	848,344	847,752	1,064,287	1,502,354	1,864,428	1,827,780	2,462,144	2,259,095
Total Operating Expenses	11,754,807	12,327,139	12,612,770	13,382,100	14,908,041	15,009,579	14,054,849	14,276,114	16,897,889	16,455,004
Non-Operating Expenses										
Interest Expense	488,170	444,148	573,241	567,140	542,633	515,489	475,167	486,119	561,227	497,004
Loss on Disposal of Capital Assets	-	73,920	14	423	246	-	-	-	-	-
Debt Issuance Costs					-	-	-	227,159	-	-
Loss on Capital Asset	-	-	-	-	-	110,092	-	-	-	57,615
Total Non-Op Expenses	488,170	518,068	573,255	567,563	542,879	625,581	475,167	713,278	561,227	554,619
Depreciation & Amortization	2,044,529	2,065,661	2,091,789	2,123,625	2,133,668	2,179,599	2,354,424	2,601,408	2,684,495	2,842,512
Debt Service	900,000	950,000	500,000	1,245,000	1,225,000	1,265,000	1,317,500	1,465,000	1,525,000	1,590,000
Total Expenses	**$ 15,187,506**	**$ 15,860,868**	**$ 15,777,814**	**$ 17,318,288**	**$ 18,809,588**	**$ 19,079,759**	**$ 18,201,940**	**$ 19,055,800**	**$ 21,668,611**	**$ 21,442,135**

Table 5 – Historical Operating Expenses

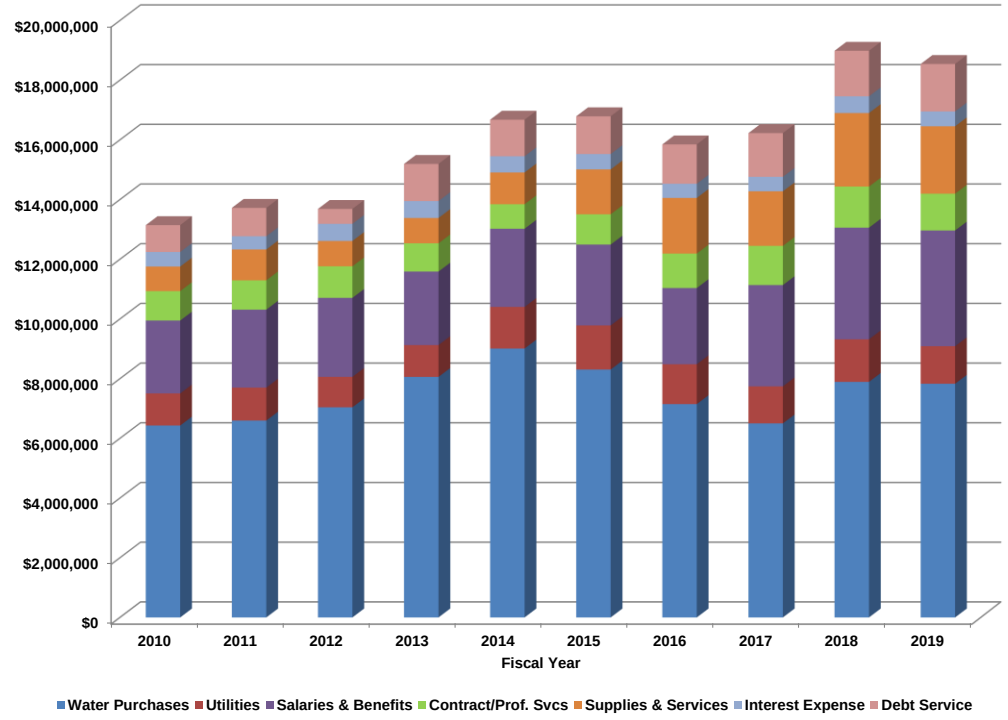

Figure 10 – Historical Operating Expenses

Revenue Capacity

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Import Water Rates
Last Ten Years

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
MWD	$701	$744	$794	$847	$890	$923	$942	$979	$1,015	1,050
Calleguas	$237	$237	$262	$272	$283	$287	$315	$321	$360	373
$ A/F	**$938**	**$981**	**$1,056**	**$1,119**	**$1,173**	**$1,210**	**$1,257**	**$1,300**	**$1,375**	**$1,423**

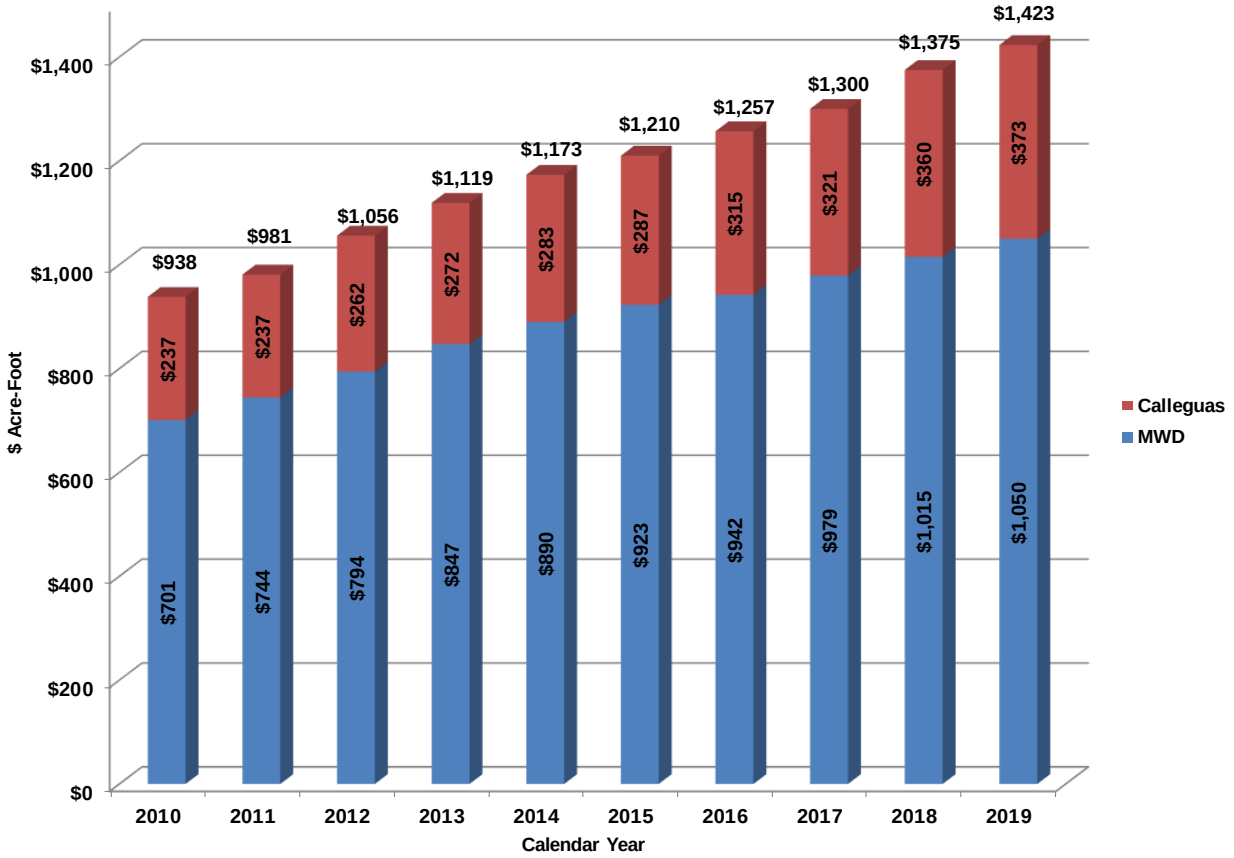

Figure 11 – Historical Imported Water Rates

Historical Water Commodity Rates

Potable Water	January 2009	February 2009	January 2010	January 2011	February 2013	July 2013	July 2014	July 2015	July 2016	July 2017	July 2019
Residential/Master Meter/Domestic Agricultural First 12 Units	$1.49	$1.75	$2.18	$2.26	$2.37	$2.46	$2.66	$2.80	$2.94	$3.08	$3.28
Residential/Master Meter/Domestic Agricultural 13 Units and Higher	$1.84	$2.07	$2.53	$2.63	$2.69	$2.69	$2.90	$3.05	$3.19	$3.34	$3.65
Commercial/Industrial/Public	$1.72	$2.07	$2.53	$2.63	$2.69	$2.69	$2.90	$3.05	$3.19	$3.34	$3.65
Municipal Irrigation/Residential Irrigation	$1.84	$2.07	$2.53	$2.63	$2.69	$2.69	$2.90	$3.05	$3.19	$3.34	$3.65
Fire Service/Other	$1.84	$2.07	$2.53	$2.63	$2.90	$2.69	$2.90	$3.05	$3.19	$3.34	$3.65
Agricultural Irrigation											
MWD Agricultural Discount Rate	$1.49	$1.75	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
MWD Full Service Rate	$1.84	$2.07	$2.53	$2.63	$3.29	$2.69	$2.90	$3.05	$3.19	$3.34	$3.65
MWD Tier 2 Rate	$2.27	$2.33	$2.84	$2.95	$2.69	$3.28	$3.54	$3.72	$3.90	$4.08	n/a
Temporary Construction/Temporary Agricultural	$1.84	$2.07	$2.53	$2.63	$3.28	$2.69	$2.90	$3.05	$3.19	$3.34	$4.91
Temporary Municipal	$2.39	$2.53	$3.09	$3.21	$3.28	$3.28	$3.54	$3.72	$3.90	$4.08	$4.91
Emergency Water Service	$2.95	$3.13	$3.82	$3.97	$4.06	$4.06	$4.37	$4.60	$4.82	$5.05	$4.91
Commercial/Industrial/Public Out of Bounds	$2.17	$2.17	$2.65	$2.75	$2.81	$3.32	$3.58	$3.76	$3.94	$4.13	$4.91
Residential Out of Bounds First 12 Units	$1.77	$2.12	$2.65	$2.75	$2.81	$2.81	$3.03	$3.19	$3.34	$3.50	$4.91

Non-Potable/Recycled Water Service	January 2009	February 2009	January 2010	January 2011	February 2013	July 2013	July 2014	July 2015	July 2016	July 2017	July 2019
Non-Potable Commercial Agricultural	$0.55	$0.60	$0.70	$0.70	$0.70	$0.89	$1.08	$1.26	$1.45	$1.64	$1.92
Non-Potable Landscape Irrigation Water	$0.55	$0.60	$0.70	$0.70	$0.70	$0.89	$1.08	$1.26	$1.45	$1.64	$1.92
Non-Potable Residential Landscape	$0.55	$0.60	$0.70	$0.70	$0.70	$0.89	$1.08	$1.26	$1.45	$1.64	$1.92
Non-Potable Temporary Construction	$0.55	$0.60	$0.70	$0.70	$0.70	$0.89	$1.08	$1.26	$1.45	$1.64	$1.92
Non-Potable Commercial Agricultural (contractual)	$0.46	$0.46	$0.46	$0.46	$0.46	$0.50	$0.54	$0.59	$0.60	$0.61	$0.61
Blended Non-Potable Agricultural	$0.96	$1.09	$1.25	$1.76	$1.92	$2.03	$2.24	$2.46	$2.67	$2.88	$2.46
MWD Agricultural Discount Rate	$0.96	$1.09									
MWD Full Service Rate	$1.14	$1.25	$1.76		$1.92	$2.03	$2.24	$2.46	$2.67	$2.88	n/a
MWD Tier 2 Rate	$1.33	$1.38	$1.98		$2.17	$2.29	$2.53	$2.78	$3.02	$3.25	n/a
Recycled Commercial Agricultural					$0.37	$0.89	$1.08	$1.26	$1.45	$1.64	$1.92
Recycled Landscape Irrigation	$0.40	$0.40	$0.55	$0.55	$0.55	$0.89	$1.08	$1.26	$1.45	$1.64	$1.92
Recycled Commercial Agricultural (contractual)	$0.24	$0.27	$0.37	$0.37	$0.37	$0.37	$0.38	$0.38	$0.39	$0.40	$0.40
Recycled Surplus Water (Served Outside District)	$0.36	$0.36	$0.49	$0.49	$0.49	$0.89	$1.08	$1.26	$1.45	$1.64	$1.92

Table 7 – Historical Water Commodity Rates

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Camrosa Water District

Historical Water Meter Service Charge

Potable/Non-Potable Irrigation/Blended Agricultural	Janaury 2009	February 2009	July 2013	July 2014	July 2015	July 2016	July 2017	July 2019
3/4" (MM)	$7.45	$8.43	$5.55	$5.90	$6.11	$6.32	$6.55	$6.21
3/4"	$7.60	$8.60	$11.56	$12.29	$12.72	$13.17	$13.64	$12.79
1"	$11.79	$14.33	$19.26	$20.48	$21.20	$21.95	$22.72	$21.41
1.5"	$21.93	$28.67	$38.54	$40.98	$42.42	$43.91	$45.46	$42.94
2"	$34.18	$45.87	$61.66	$65.57	$67.87	$70.25	$72.73	$68.89
3"	$73.24	$100.33	$134.87	$143.41	$148.44	$153.66	$159.09	$151.09
4"	$152.00	$172.00	$231.21	$245.86	$254.48	$263.43	$272.73	$259.02
6"	$228.00	$258.00	$346.82	$368.79	$381.72	$395.15	$409.10	$388.69
8"	n/a	n/a	$578.03	$614.65	$636.19	$358.58	$681.83	$647.90
Domestic								
3/4"	$15.05	$17.03	$17.11	$18.19	$18.83	$19.49	$20.18	$12.79
1"	$19.24	$22.76	$24.81	$26.38	$27.31	$28.27	$29.27	$21.41
1.5"	$29.38	$37.10	$44.09	$46.88	$48.53	$50.23	$52.01	$42.94
2"	$41.63	$54.30	$67.21	$71.47	$73.97	$76.58	$79.28	$68.89
3"	$80.69	$108.76	$140.42	$149.31	$154.55	$159.99	$165.60	$151.09
4"	$159.45	$180.43	$236.76	$251.76	$260.58	$269.75	$279.28	$259.02
6"	n/a	n/a	$352.37	$374.69	$387.82	$401.47	$415.64	$388.69
8"	n/a	n/a	$583.58	$620.55	$642.30	$664.90	$688.37	$647.90
Non-Potable								
3/4" (MM)	$7.45	$8.43	$5.55	$5.90	$6.11	$6.32	$6.55	$4.89
3/4"	$7.60	$8.60	$11.56	$12.29	$12.72	$13.17	$13.64	$7.51
1"	$11.79	$14.33	$19.26	$20.48	$21.20	$21.95	$22.72	$10.28
1.5"	$21.93	$28.67	$38.54	$40.98	$42.42	$43.91	$45.46	$17.19
2"	$34.18	$45.87	$61.66	$65.57	$67.87	$70.25	$72.73	$25.52
3"	$73.24	$100.33	$134.87	$143.41	$148.44	$153.66	$159.09	$51.90
4"	$152.00	$172.00	$231.21	$245.86	$254.48	$263.43	$272.73	$86.54
6"	$228.00	$258.00	$346.82	$368.79	$381.72	$395.15	$409.10	$128.16
8"	n/a	n/a	$578.03	$614.65	$636.19	$358.58	$681.83	$211.35
Blended Agricultural								
1"	$11.79	$14.33	n/a	n/a	n/a	n/a	n/a	n/a
1.5"	$18.34	$22.30	n/a	n/a	n/a	n/a	n/a	n/a
2"	$23.91	$29.06	n/a	n/a	n/a	n/a	n/a	n/a
3"	$30.31	$36.63	n/a	n/a	n/a	n/a	n/a	n/a
4"	$51.42	$62.51	n/a	n/a	n/a	n/a	n/a	n/a
6"	$89.08	$108.30	n/a	n/a	n/a	n/a	n/a	n/a
Fire Service								
1"	$40.00	$40.00	$43.61	$46.38	$48.00	$49.69	$51.45	$51.03
1.5"	$40.00	$40.00	$43.61	$46.38	$48.00	$49.69	$51.45	$51.03
2"	$40.00	$40.00	$43.61	$46.38	$48.00	$49.69	$51.45	$51.03
3"	$40.00	$40.00	$43.61	$46.38	$48.00	$49.69	$51.45	$51.03
4"	$40.00	$40.00	$43.61	$46.38	$48.00	$49.69	$51.45	$51.03
6"	$40.00	$40.00	$87.20	$92.73	$95.98	$99.35	$102.86	$77.09
8"	$40.00	$40.00	$156.98	$166.92	$172.77	$178.85	$185.17	$129.17
10"	$40.00	$40.00	$261.68	$278.26	$288.01	$298.15	$308.67	$343.45

Table 8 – Historical Water Meter Service Charge

July 2009	January 2010	July 2010	July 2011	July 2013	July 2014	July 2015	July 2016	July 2019
$22.25	$25.10	$26.10	$27.35	$29.51	$30.10	$30.70	$31.32	$33.49

Table 9 – Historical Sewer Rates

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Historical Billed Wastewater Connections
Last Ten Fiscal Years

Fiscal Year	Number of Connections	Percentage Increase
2010	8,722	-5.23%
2011	8,698	-0.28%
2012	8,752	0.62%
2013	8,810	0.66%
2014	8,857	0.53%
2015	8,858	0.01%
2016	8,811	-0.53%
2017	8,768	-0.49%
2018	8,843	0.86%
2019	8,926	0.94%

Table 10 – Historical Billed Wastewater Connections

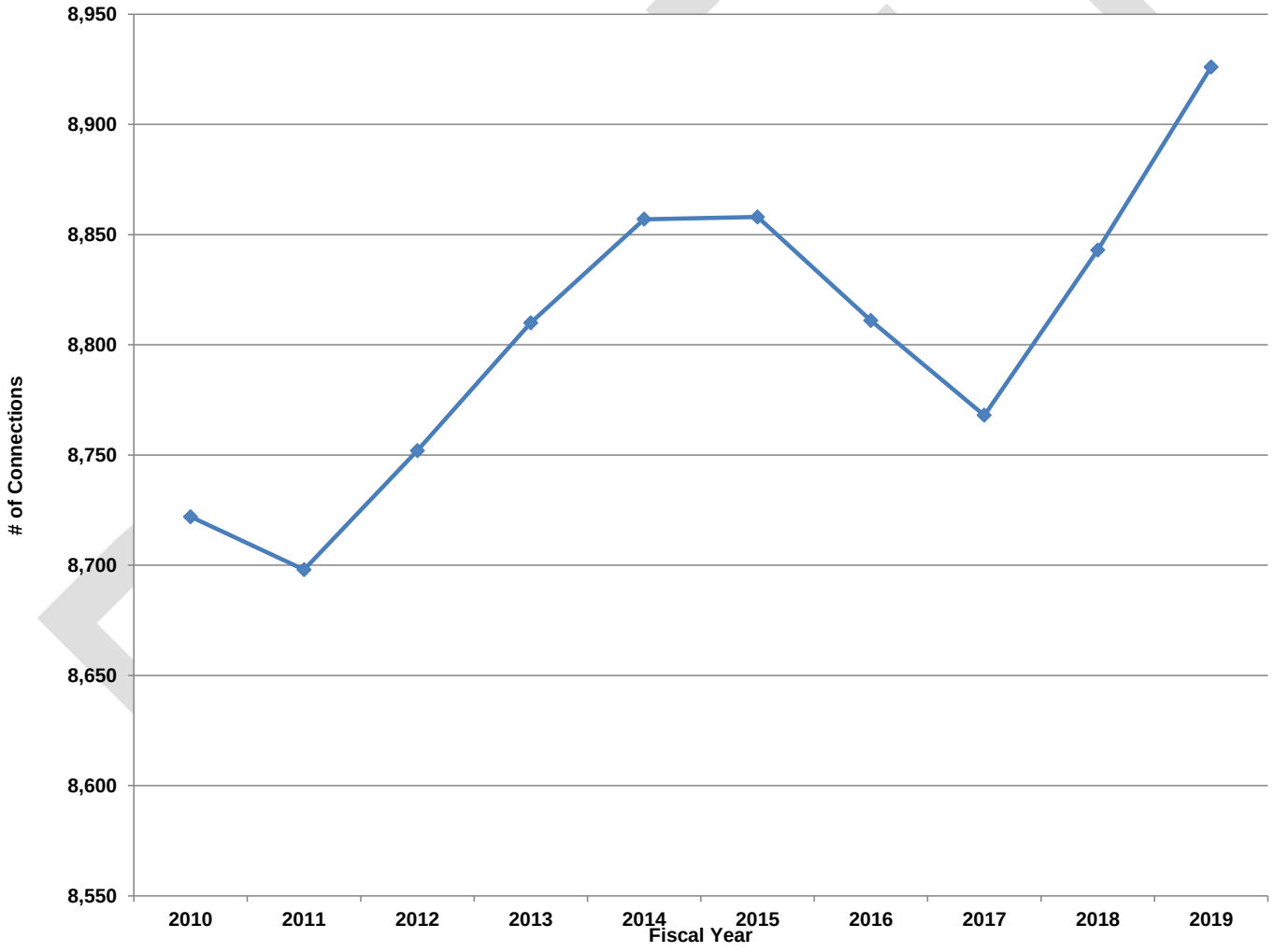

Figure 12 – Historical Billed Wastewater Connections

Note: Beginning in 2008 through 2011, the decline of EDUs is directly related to the effort made by CSUCI to upgrade aging sewer system on campus to minimize infiltration and otherwise reduce wastewater flows.

Last Ten Fiscal Years

Fiscal Year	Single Family Residential	Multi-Family Residential	Commercial/ Industrial/Public	Irrigation	Agricultural	Other	Total
2010	7,322	3	222	494	129	112	8,282
2011	7,332	3	216	497	131	115	8,294
2012	7,387	3	217	496	125	112	8,340
2013	7,309	3	219	495	128	114	8,268
2014	7,288	3	217	493	128	112	8,241
2015	7,343	3	219	498	122	115	8,300
2016	7,304	3	204	504	123	115	8,253
2017	7,276	3	224	518	115	118	8,254
2018	7,326	3	228	529	133	117	8,336
2019	7,398	3	221	532	132	139	8,425

Table 11 – Historical Billed Water Connections

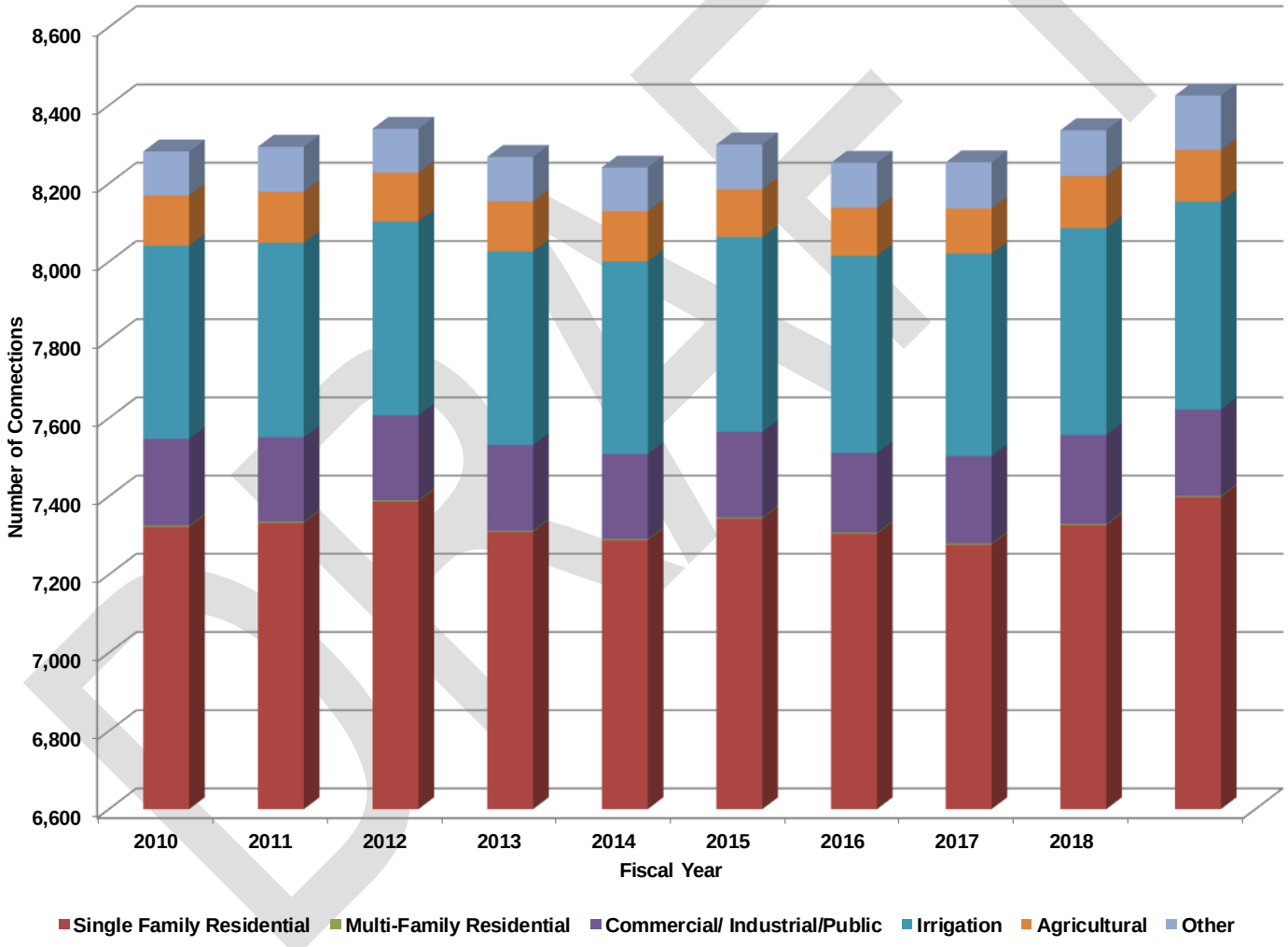

Figure 13 – Historical Billed Water Connections

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Ten Largest Water Cutsomers - Current Year and Nine Years Ago

Fiscal Year 2019

	Customer	Customer Type	Acre-Feet	Annual Revenues	% of Water Sales
1	Leisure Village	Residential	918	$ 971,778	5.80%
2	Reiter Brother Inc	Agricultural	1048	682,567	4.08%
3	Calif. State University CI	Public	361	388,882	2.32%
4	A Hartman Ranch, Inc.	Agricultural	359	261,220	1.56%
5	Laubacher Farms	Agricultural	345	255,935	1.53%
6	Mahan Ranch Golf Club LLC.	Commercial	167	247,627	1.48%
7	Waters Family Farm Inc.	Agricultural	158	210,552	1.26%
8	Marz Farms Inc.	Agricultural	266	193,400	1.16%
9	Camlam Farms Inc.	Agricultural	605	185,392	1.11%
10	Alfonso Lopez	Commercial	239	181,507	1.08%
	Total Ten Largest Customers		**4,466**	**3,578,858**	**21.37%**
	All Other Customers		11,227	13,164,522	78.63%
	Total Water Revenue for		**15,693**	**$ 16,743,380**	**100.00%**

Fiscal Year 2010

	Customer	Customer Type	Acre-Feet	Annual Revenues	% of Water Sales
1	Leisure Village	Residential	913	$622,608.11	5.35%
2	Reiter Brother Inc	Agricultural	1,122	$471,428.77	4.05%
3	Kruger	Commercial	298	$292,391.03	2.51%
4	Calif. State University CI	Public	289	$290,424.40	2.49%
5	Boskovich	Agricultural	848	$258,121.56	2.22%
6	Mike Brucker Ranch Co.	Agricultural	821	$165,911.58	1.43%
7	Bordiers Nursery	Agricultural	153	$141,389.63	1.21%
8	A Hartman Ranch	Agricultural	388	$127,443.31	1.09%
9	Tierra Cavo LLC	Agricultural	166	$104,347.69	0.90%
10	Pleasant Valley Park & Recreation	Public	102	$103,372.66	0.89%
	Total Ten Largest Customers		**5,101**	**$2,577,438.74**	**22.14%**
	All Other Customers		10,184	9,063,658.26	77.86%
	Total Water Revenue for District		**15,286**	**11,641,097.00**	**100.00%**

Table 12 – Ten Largest Water Customers

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Ten Largest Wastewater Cutsomers - Current Year and Nine Years Ago

Fiscal Year 2019

	Customer	EDUs	Annual Revenue	% of Wastewater Sales
1	Leisure Village	2,162	$ 812,378	24.51%
2	CSUCI	810	304,430	9.19%
3	Rancho Adolfo Mobile Home Estates	255	95,839	2.89%
4	Avalon Bay	161	60,510	1.83%
5	Essex Camino Inc.	161	60,510	1.83%
6	Adolfo Camarillo High School	59	22,175	0.67%
7	Emeritus at Camarillo	56	21,047	0.64%
8	Camino Ruiz LLC	47	17,664	0.53%
9	Marriott Brighton Gardens	42	15,785	0.48%
10	Pleasant Valley School	38	14,282	0.43%
	Total Ten Largest Wastewater Customers	**3,791**	**$ 1,424,622**	**42.69%**
	All Other Customers	5,136	1,912,172	57.31%
	Total Wastewater Revenue for District	**8,927**	**$ 3,336,794**	**100.00%**

Fiscal Year 2010

	Customer	EDUs	Annual Revenue	% of Wastewater Sales
1	Leisure Village	2,149	$ 610,531	24.62%
2	CSUCI	732	207,961	8.38%
3	Rancho Adolfo Mobile Home Estates	255	72,446	2.92%
4	Essex Camino Inc.	161	45,740	1.84%
5	Corte Madera Appartments	161	45,740	1.84%
6	Adolfo Camarillo High School	59	16,762	0.68%
7	Marriot Brighten Gardens	56	15,910	0.64%
8	Kilroy Realty	47	13,353	0.54%
9	Marriot Corp.	42	11,932	0.48%
10	Pleasant Valley School	38	10,796	0.44%
	Total Ten Largest Wastewater Customers	**3,700**	**$ 1,051,170**	**42.38%**
	All Other Customers	4,978	1,429,004	57.62%
	Total Wastewater Revenue for District	**8,678**	**$ 2,480,174**	**100.00%**

Table 13 – Ten Largest Wastewater Customers

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Water Deliveries By Class - Acre-Feet
Last Ten Fiscal Years

Potable Water	**2010**	**2011**	**2012**	**2013**	**2014**	**2015**	**2016**	**2017**	**2018**	**2019**
Residential	5,397	5,464	5,663	5,988	6,388	5,449	4,610	5,139	5,486	4,854
Commercial/Industrial	579	570	594	672	677	584	539	545	562	500
Institutional and Governmental	422	413	390	432	408	352	336	332	368	286
Landscape	653	669	698	795	887	745	567	665	783	650
Agriculture	506	534	550	694	488	396	401	360	374	333
Other (Misc)	12	13	12	20	36	38	15	21	30	34
Total Potable Water	**7,569**	**7,663**	**7,907**	**8,601**	**8,884**	**7,564**	**6,468**	**7,062**	**7,603**	**6,657**
Non-Potable Water										
Landscape	1,253	1,146	1,182	1,359	1,505	1,327	1,233	1,328	1,418	1,207
Agriculture	4,567	4,150	4,166	4,953	5,340	4,630	3,962	5,093	5,772	4,463
Recycled Water	945	1,000	945	1,104	1,249	1,323	1,204	1,104	958	850
Total Non-Potable Water	**6,765**	**6,296**	**6,293**	**7,416**	**8,094**	**7,280**	**6,399**	**7,525**	**8,148**	**6,520**
Total Acre-Feet Deliveries	**14,334**	**13,959**	**14,200**	**16,017**	**16,978**	**14,844**	**12,867**	**14,587**	**15,751**	**13,177**

Table 14 – Water Deliveries by Class

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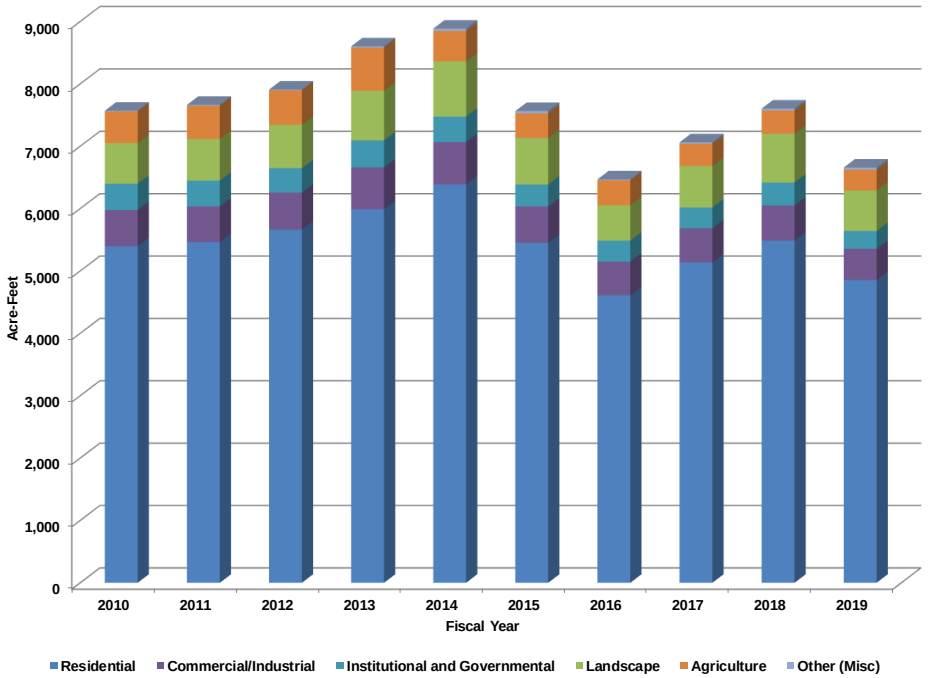

Figure 14 – Historical Potable Water Deliveries

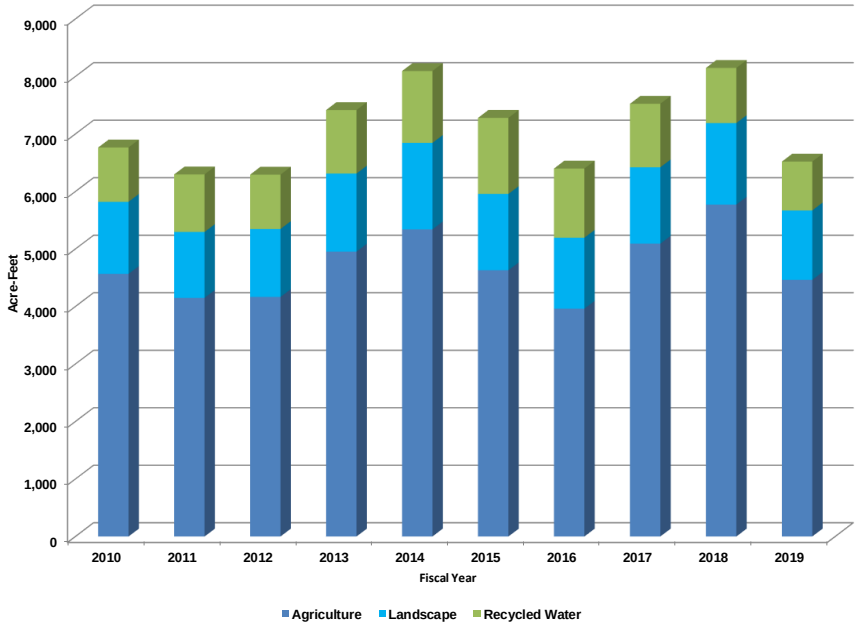

Figure 15 – Historical Potable Water Deliveries

Assessed Valuations

Fiscal Year	Secured Assessed Valuation	Unsecured Assessed Valuation	Total	% Change
2010	4,598,449,550	276,492,368	4,874,941,918	-1.68%
2011	4,562,003,372	261,933,824	4,823,937,196	-1.05%
2012	4,539,279,662	216,151,708	4,755,431,370	-1.42%
2013	4,567,072,569	209,920,926	4,776,993,495	0.45%
2014	4,678,271,589	139,077,637	4,817,349,226	0.84%
2015	4,907,112,472	128,877,820	5,035,990,292	4.54%
2016	5,145,103,092	115,142,342	5,260,245,434	4.45%
2017	5,330,477,983	121,837,738	5,452,315,721	3.65%
2018	5,583,931,181	165,603,337	5,749,534,518	5.45%
2019	5,821,051,039	168,334,118	5,989,385,157	4.17%

Secured Tax Charges and Delinquencies

Fiscal Year	Secured Assessed Charge	Amount Delinquent June 30	% Delinquent June 30
2010	492,411	$26,862	5%
2011	488,083	$20,315	4%
2012	482,308	$11,761	2%
2013	484,896	$6,987	1.44%
2014	489,840	$5,749	1.17%
2015	512,858	$4,255	0.83%
2016	540,450	$7,397	1.37%
2017	567,163	$4,543	0.80%
2018	591,316	$4,466	0.76%
2019	614,392	$11,173	1.82%

Table 15 – Historical Assessed Valuations

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Debt Capacity

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Fiscal Year	2001	2011A	2011A Bond Premium	2012 Refunding	2012 Refunding Bond Premium	2016A	2016 Refunding Bond Premium	Total Outstanding Debt	Per Capita
2010	10,035,000	-	-	-	-	-	-	10,035,000	$ 150.47
2011	9,085,000	-	-	-	-	-	-	9,085,000	$ 138.01
2012	-	9,630,000	289,259	7,575,000	694,152	-	-	18,188,410	$ 273.89
2013	-	9,275,000	273,658	6,685,000	602,131	-	-	16,835,789	$ 253.44
2014	-	8,910,000	258,057	5,825,000	510,111	-	-	15,503,168	$ 232.25
2015	-	8,535,000	242,456	4,935,000	418,091	-	-	14,130,547	$ 210.42
2016	-	8,150,000	226,854	4,030,000	326,071	-	-	12,732,925	$ 182.10
2017	-	-	-	3,085,000	234,051	13,520,000	1,546,815	18,385,866	$ 264.70
2018	-	-	-	2,100,000	142,031	12,980,000	1,492,627	16,714,658	$ 241.44
2019	-	-	-	1,070,000	5,010	12,420,000	1,438,439	14,933,449	$ 215.49

Table 16 – Total Outstanding Debt

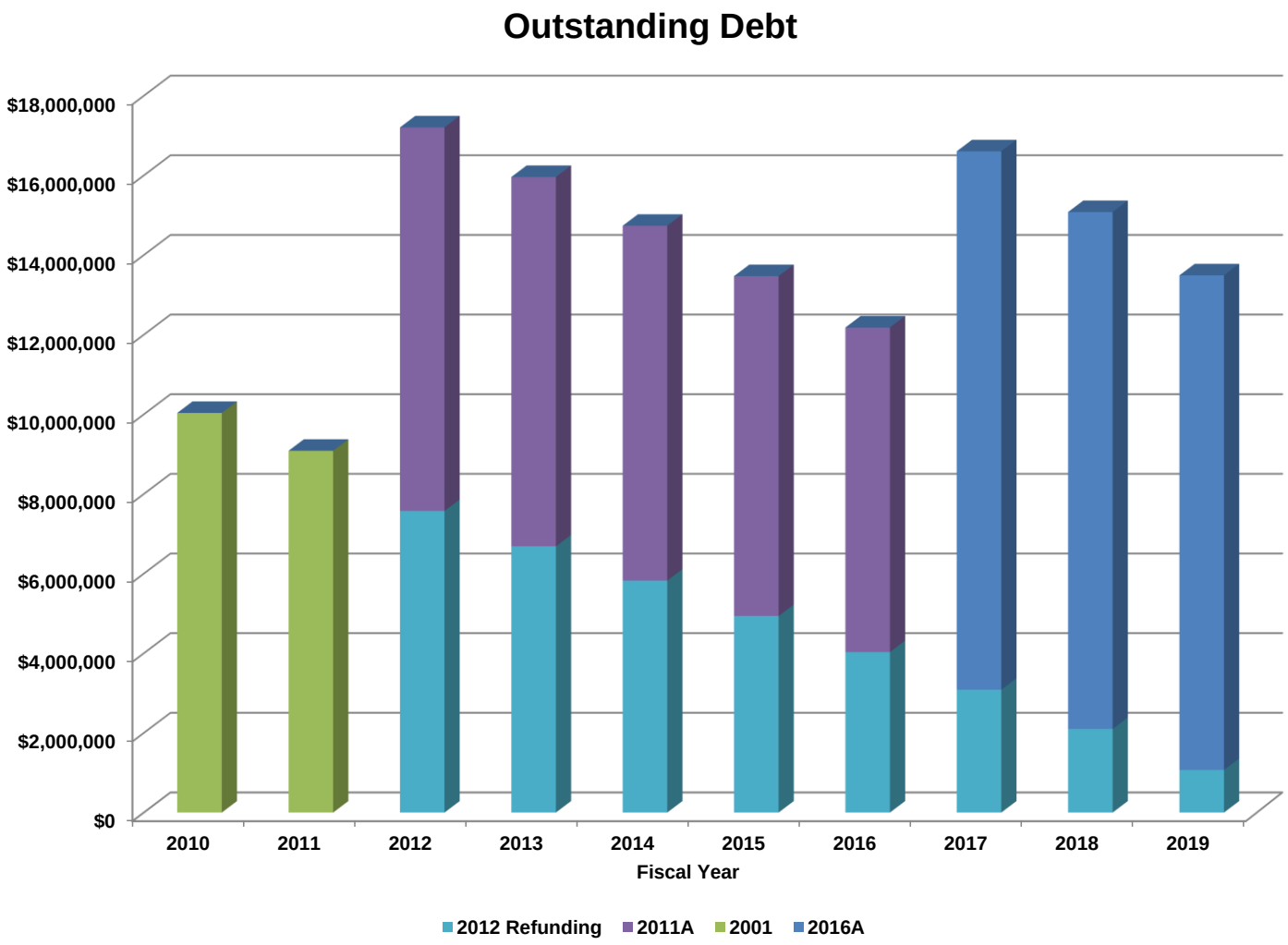

Figure 16 – Outstanding Debt

Camrosa Water District
Water Debt Coverage

Fiscal Year	Revenues	Operating & Maint. Costs	Net Revenues	Principal	Interest	Total	Coverage Ratio
2010	12,329,460	9,954,143	2,375,317	546,300	288,184	834,484	2.85
2011	12,550,739	10,396,830	2,153,909	576,650	261,359	838,009	2.57
2012	13,033,994	10,696,641	2,337,353	303,500	406,810	710,310	3.29
2013	14,318,654	11,606,550	2,712,104	795,000	442,000	1,237,000	2.19
2014	16,362,572	13,206,095	3,156,477	785,000	423,600	1,208,600	2.61
2015	15,858,152	13,150,593	2,707,559	810,000	404,975	1,214,975	2.23
2016	16,651,844	12,294,192	4,357,652	847,500	380,325	1,227,825	3.55
2017	17,864,464	11,983,683	5,880,781	980,000	412,969	1,392,969	4.22
2018	20,041,849	14,368,286	5,673,563	1,040,000	493,881	1,533,881	3.70
2019	22,369,158	14,004,394	8,364,764	1,082,500	454,381	1,536,881	5.44

Table 17 – Historical Water Debt Coverage

Camrosa Water District
Wastewater Debt Coverage

Fiscal Year	Revenues	Operating & Maint. Costs	Net Revenues	Principal	Interest	Total	Coverage Ratio
2010	2,716,748	1,800,663	916,085	353,700	186,583	540,283	1.70
2011	2,985,019	1,930,308	1,054,711	373,350	169,216	542,566	1.94
2012	3,170,439	1,919,638	1,250,801	196,500	201,559	398,059	3.14
2013	3,188,395	1,779,060	1,409,335	450,000	205,800	655,800	2.15
2014	3,187,900	1,705,455	1,482,445	440,000	195,900	635,900	2.33
2015	3,296,787	1,858,986	1,437,801	455,000	185,925	640,925	2.24
2016	3,905,306	1,760,668	2,144,638	470,000	172,175	642,175	3.34
2017	3,385,467	2,292,431	1,093,036	505,000	114,399	619,399	1.76
2018	3,581,230	2,501,042	1,080,188	517,500	115,850	633,350	1.71
2019	5,009,039	2,424,108	2,584,931	537,500	95,750	633,250	4.08

Table 18 – Historical Wastewater Debt Coverage

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Operational Information

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Camrosa Water District
Historical Water Demand/Sources
Last Ten Fiscal Years
(Acre-Feet)

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Total Demand - Acre-Feet	**14,334**	**13,959**	**14,200**	**16,017**	**16,978**	**14,845**	**12,867**	**14,587**	**15,751**	**13,177**
Groundwater/Wells										
Tierra Rejada Basin	482	435	514	428	443	367	36	164	350	827
Santa Rosa Basin	1,755	1,666	1,908	2,822	2,981	1,997	1,462	2,123	2,995	1,416
Pleasant Valley Basin	819	720	809	183	295	761	972	777	902	827
Perched Aquifer	-	-	-	-	10	263	883	664	1	363
Groundwater/Wells	**3,056**	**2,821**	**3,231**	**3,433**	**3,729**	**3,388**	**3,353**	**3,728**	**4,248**	**3,433**
Imported Water										
Calleguas	6,267	5,551	5,594	5,910	6,196	4,978	4,125	3,612	3,979	4,194
Imported Water	**6,267**	**5,551**	**5,594**	**5,910**	**6,196**	**4,978**	**4,125**	**3,612**	**3,979**	**4,194**
Non-Potable/Recycled Water										
Conejo Creek	4,465	3,743	4,061	4,930	5,736	5,109	4,886	4,718	5,849	4,373
Santa Rosa Basin	845	1,178	1,009	1,109	883	722	586	542	513	728
Imported Water	741	530	695	701	837	997	1,412	975	1,459	695
Camrosa WRF (Recycled)	926	899	1,071	1,006	1,250	1,323	1,204	1,104	958	850
CamSan WWTP (Recycled)	-	-	-	-	-	-	-	-	-	-
Non-Potable/Recycled Water	**6,977**	**6,350**	**6,836**	**7,746**	**8,706**	**8,151**	**8,088**	**7,339**	**8,780**	**6,646**
Total Sources of Production	**16,300**	**14,722**	**15,661**	**17,089**	**18,631**	**16,517**	**15,566**	**14,679**	**17,007**	**14,273**

Table 19 – Historical Water Demand/Sources

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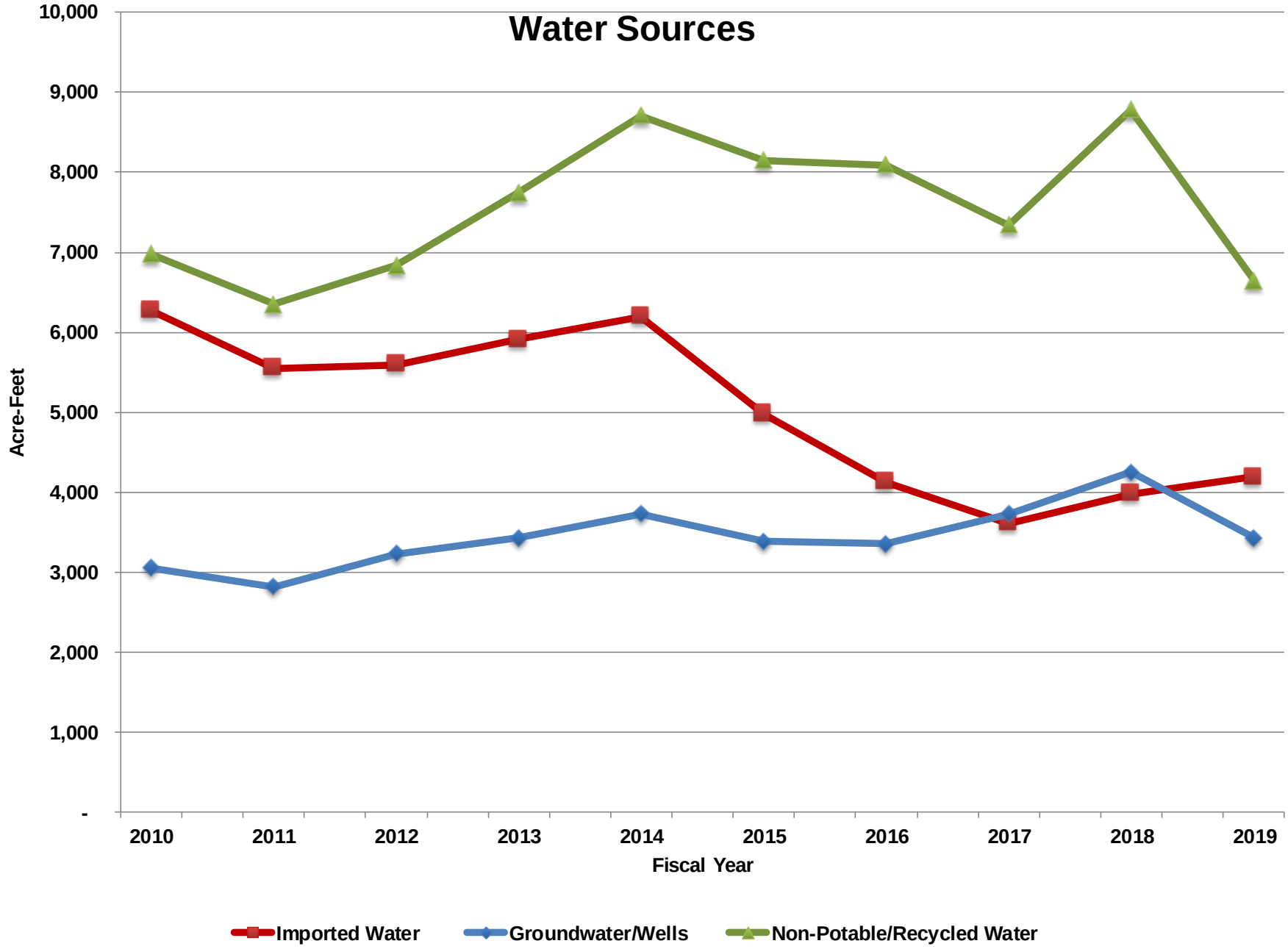

Figure 17 – Historical Water Demand by Source

Camrosa Water District
Facilities Information

	Water System
Established	**1962**
Water System	
Service Area 31 (Square miles)	

Water Facilities:	**Potable**	**Non-Potable**
Miles of pipeline	188	34
Number of groundwater wells	8	4
Number of pumping stations	8	5
Number of meter stations	13	
Number of reservoirs	10	4
Number of treatment plants	1	
Number of fire hydrants	1083	43.00
Average Daily Water Production, MGD	7.38	6.46
Maximum Daily Water Production, MGD	9.98	14.68
Minimum Daily Water Production, MGD	2.48	0.10
Wastewater Facilities:		
Tertiary-treated Title 22 water		
Sewer Lift Stations	5	
Primary treatment, MGD	1.50	
Average Daily Wastewater Flow, MGD	1.23	
Maximum Daily Wastewater Flow, MGD	2.09	
Minimum Daily Wastewater Flow, MGD	1.11	

Table 20 – District Facilities Information

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Camrosa Water District

Historical Capital Assets

Fiscal Year	Water Plant	Sanitation Plant	Buildings & Equipment	Accumulated Depreciation	Net Capital Assets (less Construction in Progress)	Construtcion in Progress
2010	47,262,538	28,948,327	3,142,255	(33,097,851)	46,255,269	1,092,822
2011	48,533,925	29,287,966	2,264,143	(34,812,429)	45,273,605	1,548,836
2012	50,240,680	28,208,866	2,364,852	(36,878,808)	43,935,590	2,806,680
2013	50,859,678	28,305,869	2,485,603	(38,902,145)	42,749,005	4,773,887
2014	52,739,159	28,412,029	2,507,268	(41,010,945)	42,647,511	10,601,204
2015	53,155,862	28,411,372	2,579,360	(43,152,352)	40,994,242	11,306,033
2016	63,438,656	29,108,335	2,830,255	(45,455,622)	49,921,624	2,544,641
2017	64,799,973	29,782,538	3,053,596	(47,909,462)	49,726,646	3,359,879
2018	66,919,253	30,767,634	3,253,617	(50,528,555)	50,411,949	1,894,279
2019	68,052,438	30,767,634	3,524,259	(53,349,416)	48,994,915	3,488,177

Table 21 – Historical Capital Assets

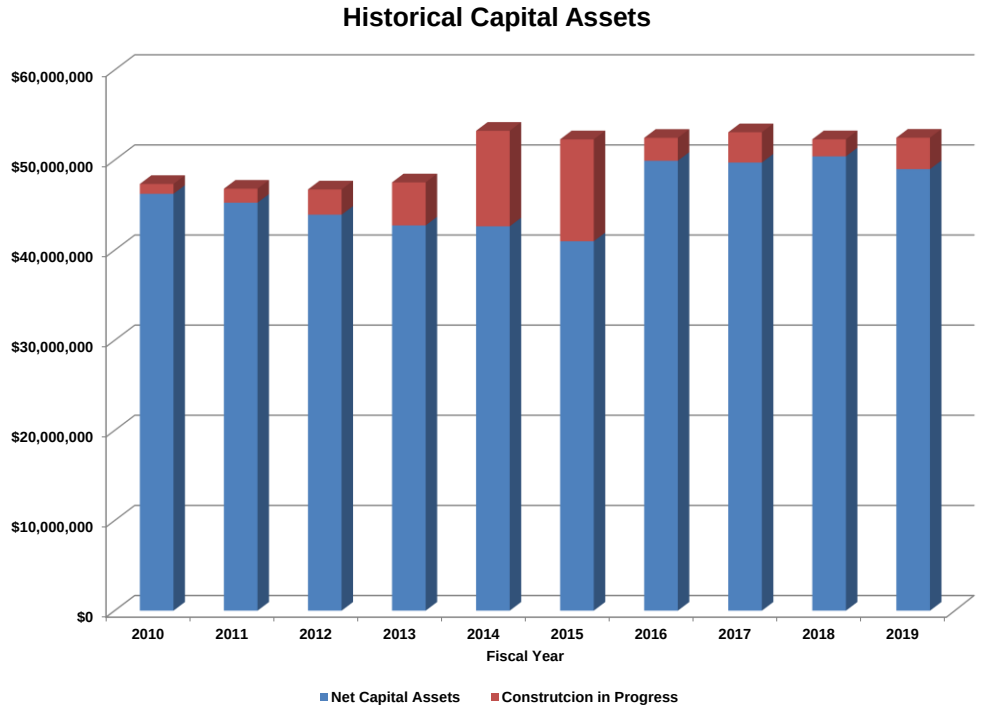

Figure 18 – Historical Capital Assets

CAMROSA
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BUILDING WATER
SELF-RELIANCE

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Demographic and Economic Information

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Camrosa Water District

Demographic and Economic Statistics
Last Ten Calendar Years

City of Camarillo (1)

Year	Unemployment Rate	Population	Personal Income (in thousands)	Per Capital Personal Income
2010	7.6%	66,690	2,646,326	39,681
2011	7.3%	65,830	2,477,973	37,642
2012	6.6%	66,407	2,439,394	36,734
2013	5.6%	66,428	2,613,278	39,340
2014	4.4%	66,752	2,572,222	38,534
2015	4.4%	67,154	2,586,638	38,518
2016	5.8%	69,924	2,963,380	42,380
2017	4.5%	69,460	2,958,440	42,592
2018	3.6%	69,229	3,271,440	47,225
2019	4.3%	69,301	3,231,171	46,625

Source: City of Camarillo CAFR and UCSB Economic Forecast Project

Note (1) The District has chosen to use the City of Camarillo's data as a representative of the Distri

Table 22 – Demographic and Economic Statistics

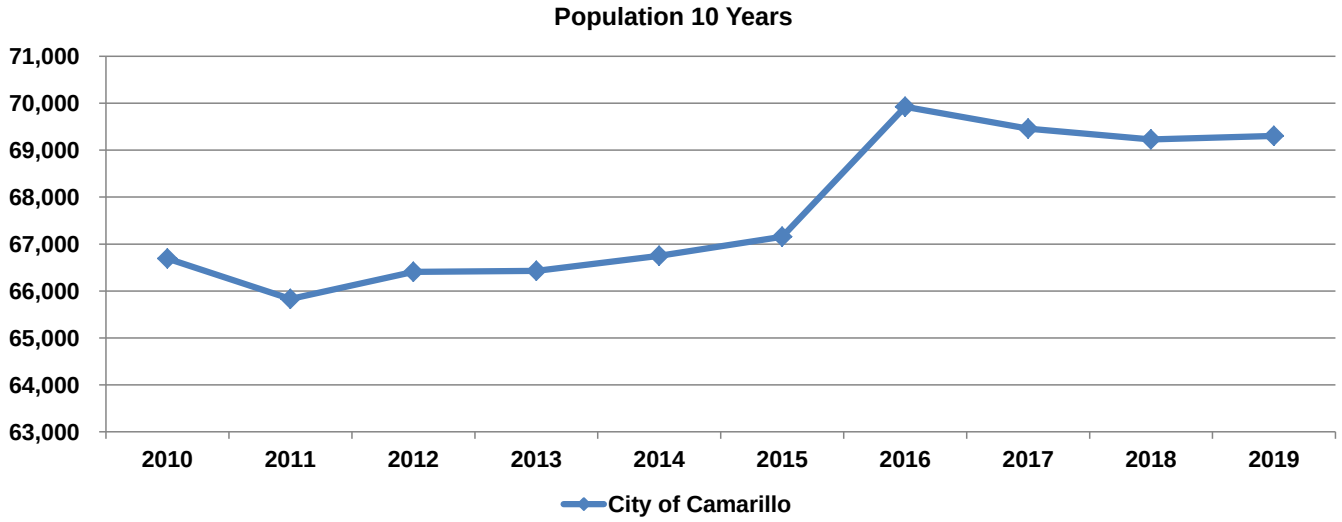


Figure 19 – City of Camarillo Population

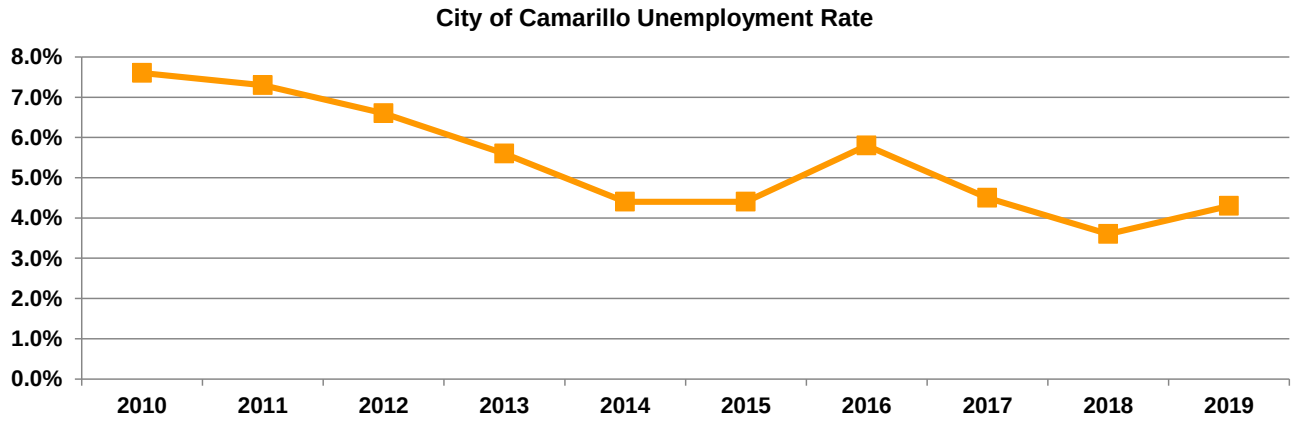


Figure 20 – City of Camarillo Unemployment Rate

DRAFT

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board of Directors
Al E. Fox
Division 1
Jeffrey C. Brown
Division 2
Timothy H. Hoag
Division 3
Eugene F. West
Division 4
Terry L. Foreman
Division 5
General Manager
Tony L. Stafford

Board Memorandum

September 26, 2019

To: General Manager

From: Sandra Llamas, Sr. Accountant

Subject: **Fiscal Year 2018-19 Budget Status Report**

Objective: Receive a report from staff regarding the status of the Fiscal Year (FY) 2018-19 budget.

Action Required: No action necessary; for information only.

Discussion: Staff has prepared a "budget to actual" financial status report reflecting FY 2018-19 Year-end results for the Board's information and review. The attached budget status report provides Year-end "budget to actual" comparisons and variance from the budget amounts.

Water Program: The Potable Water Program's water deliveries through the month of June were 6,657 acre feet (AF) and budgeted deliveries were 7,065 AF. Total Operating Revenues are 96% of budget. Total Expenses are 93% of budget. Net Operating Results before capital fees and grant receivable is $9,231 greater than budget and $1,550,000 will be contributed to the Potable Water Capital Replacement Fund. The District received $3,672,610 in capital and mitigation fees from development and $62,904 from Proposition 84 grant revenues for the PV Well project.

The Non-Potable Water Program's water deliveries through the month of June were 6,520 acre-feet (AF) and budgeted deliveries were 7,497 AF. Total Operating Revenues are 97% of budget. Total Expenses are 81% of budget. Net Operating Results before mitigation and in-lieu fees is $27,109 greater than budget and $900,000 will be contributed to the Non-Potable Water Capital Replacement Fund. The District received $637,597 in mitigation fees from development and $227,718 from Proposition 84 grant revenues for the Camrosa Recycled Water Pipeline project.

Wastewater Program: The Wastewater Program's Total Operating Revenues are 101% of budget and Total Expenses are 91% of budget. Net Operating Results before capital fees is $36,011 greater than budget and $500,000 will be contributed to the Wastewater Capital Replacement Fund. The District received $1,355,910 in capital fees from development.

Water Program	FY18-19 Budget	FY18-19 Actuals	Variance	Actual % FY Budget
Revenues				
Water Sales:				
Potable	$ 10,044,700	$ 9,451,209	$ (593,491)	94%
Recycle/Non-Potable	4,355,000	3,951,614	(403,386)	91%
Water Sales to Pleasant Valley	444,500	678,598	234,098	153%
Meter Service Charge	2,572,700	2,615,301	42,601	102%
Special Services	98,373	145,904	47,531	148%
Pump Zone/Miscellaneous	47,257	55,014	7,757	116%
Total Operating Revenues	**$ 17,562,530**	**$ 16,897,640**	**$ (664,890)**	**96%**
Operating Expenses				
Import Water Purchases-Calleguas	$ 6,708,625	$ 6,279,972	$ 428,653	94%
Calleguas Fixed Charge	797,578	790,926	6,652	99%
Conejo Creek Project	600,935	645,223	(44,288)	107%
Salinity Management Pipeline-Calleguas	198,861	84,407	114,454	42%
Production Power	1,521,516	1,171,888	349,628	77%
Total Production	**$ 9,827,515**	**$ 8,972,416**	**$ 855,099**	**91%**
Regular Salaries	$ 1,754,243	$ 1,621,506	$ 132,737	92%
Overtime/Standby	53,041	37,360	15,681	70%
Part Time	25,309	38,763	(13,454)	153%
Benefits	839,204	822,805	16,399	98%
Total Salaries & Benefits	**$ 2,671,797**	**$ 2,520,434**	**$ 151,363**	**94%**
Outside Contracts	$ 841,431	$ 619,050	$ 222,381	74%
Professional Services	333,256	55,053	278,203	17%
Total Outside Cont/Profess Services	**$ 1,174,687**	**$ 674,103**	**$ 500,584**	**57%**
Utilities	$ 60,850	$ 60,899	$ (49)	100%
Communications	35,896	37,279	(1,383)	104%
Pipeline Repairs	162,000	361,666	(199,666)	223%
Small Tools & Equipment	23,002	17,867	5,135	78%
Materials & Supplies	487,195	319,469	167,726	66%
Repair Parts & Equipment Maintenance	852,500	683,850	168,650	80%
Legal Services	29,250	48,358	(19,108)	165%
Dues & Subscriptions	28,515	27,892	623	98%
Conference & Travel	20,930	20,639	291	99%
Safety & Training	16,315	24,073	(7,758)	148%
Board Expense	91,000	74,296	16,704	82%
Bad Debt	5,525	12,739	(7,214)	231%
Fees & Charges	115,100	92,425	22,675	80%
Insurance	68,250	55,989	12,261	82%
Total Supplies & Services	**$ 1,996,328**	**$ 1,837,441**	**$ 158,887**	**92%**
Total Expenses	**$ 15,670,327**	**$ 14,004,394**	**$ 1,665,933**	**89%**
Net Operating Revenues	**$ 1,892,203**	**$ 2,893,246**	**$ 1,001,043**	**153%**
Less: Non-Operating Expenses				
Debt Service 2011A/2016	$ 854,381	$ 854,381	$ -	100%
Debt Service 2012	682,500	682,500	-	100%
Capital Replacement Contribution	1,170,000	2,450,000	(1,280,000)	209%
Total Non-Operating Expenses	**$ 2,706,881**	**$ 3,986,881**	**$ (1,280,000)**	**147%**
Add: Non-Operating Revenues				
Interest Revenues	$ 219,847	$ 540,721	$ 320,874	246%
Taxes	626,167	620,590	(5,577)	99%
Total Non-Operating Revenues	**$ 846,014**	**$ 1,161,311**	**$ 315,297**	**137%**
Net Operating Results	**$ 31,336**	**$ 67,676**	**$ 36,340**	**216%**
Capital Fees	-	1,986,350	1,986,350	
Mitigation & In-Lieu Fees	-	2,323,857	2,323,857	
Grants	-	290,622	290,622	
	$ -	**$ 4,600,829**	**$ 4,600,829**	**-**
Net Operating Results After Capital Fees & Grants	**$ 31,336**	**$ 4,668,505**	**$ 4,637,169**	
Debt Ratio	**1.78**	**5.44**		

Potable Water Program	FY18-19 Budget	FY18-19 Actuals	Variance	Actual % FY Budget
Revenues				
Water Sales:				
Potable	$10,044,700	$ 9,451,209	$ (593,491)	94%
Meter Service Charge	2,354,400	2,358,515	4,115	100%
Special Services	65,515	114,456	48,941	175%
Pump Zone/Miscellaneous	29,942	36,340	6,398	121%
Total Operating Revenues	**$ 12,494,557**	**$ 11,960,520**	**$ (534,037)**	**96%**
Operating Expenses				
Import Water Purchases-Calleguas	$ 5,962,425	$ 5,756,914	$ 205,511	97%
Calleguas Fixed Charge	797,578	790,926	6,652	99%
Salinity Management Pipeline-Calleguas	198,861	84,407	114,454	42%
Production Power	489,626	422,847	66,779	86%
Total Production	**$ 7,448,490**	**$ 7,055,094**	**$ 393,396**	**95%**
Regular Salaries	$ 1,140,258	$ 1,053,979	$ 86,279	92%
Overtime/Standby	34,477	24,284	10,193	70%
Part Time	16,451	25,196	(8,745)	153%
Benefits	545,483	534,823	10,660	98%
Total Salaries & Benefits	**$ 1,736,669**	**$ 1,638,282**	**$ 98,387**	**94%**
Outside Contracts	$ 536,584	$ 376,421	$ 160,163	70%
Professional Services	168,293	28,575	139,718	17%
Total Outside Cont/Profess Services	**$ 704,877**	**$ 404,996**	**$ 299,881**	**57%**
Utilities	$ 51,802	$ 53,663	$ (1,861)	104%
Communications	18,666	19,385	(719)	104%
Pipeline Repairs	130,000	321,304	(191,304)	247%
Small Tools & Equipment	15,761	12,385	3,376	79%
Materials & Supplies	406,381	265,776	140,605	65%
Repair Parts & Equipment Maintenance	476,440	405,330	71,110	85%
Legal Services	15,210	25,146	(9,936)	165%
Dues & Subscriptions	14,828	14,504	324	98%
Conference & Travel	10,884	10,732	152	99%
Safety & Training	8,484	12,518	(4,034)	148%
Board Expense	47,320	38,634	8,686	82%
Bad Debt	2,873	6,624	(3,751)	231%
Fees & Charges	87,820	72,330	15,490	82%
Insurance	35,490	29,114	6,376	82%
Total Supplies & Services	**$ 1,321,959**	**$ 1,287,445**	**$ 34,514**	**97%**
Total Expenses	**$ 11,211,995**	**$ 10,385,817**	**$ 826,178**	**93%**
Net Operating Revenues	**$ 1,282,562**	**$ 1,574,703**	**$ 292,141**	**123%**
Less: Non-Operating Expenses				
Debt Service 2011A/2016	$ 823,790	$ 823,790	$ -	100%
Capital Replacement Contribution	996,000	1,550,000	(554,000)	156%
Total Non-Operating Expenses	**$ 1,819,790**	**$ 2,373,790**	**$ (554,000)**	**130%**
Add: Non-Operating Revenues				
Interest Revenues	192,265	466,701	274,436	243%
Taxes	375,700	372,354	(3,346)	99%
Total Non-Operating Revenues	**$ 567,965**	**$ 839,055**	**$ 271,090**	**148%**
Net Operating Results	**$ 30,737**	**$ 39,968**	**$ 9,231**	**130%**
Capital Fees	$ -	$ 1,986,350	$ 1,986,350	
Mitigation & In-Lieu Fees	-	1,686,260	1,686,260	
Grants	-	62,904	62,904	
	$ -	**$ 3,735,514**	**$ 3,735,514**	**-**
Net Operating Results After Capital Fees & Grants	**$ 30,737**	**$ 3,775,482**	**$ 3,744,745**	

Non-Potable Water Program	FY18-19 Budget	FY18-19 Actuals	Variance	Actual % FY Budget
Revenues				
Water Sales:				
Recycle/Non-Potable	$ 4,355,000	$ 3,951,614	$ (403,386)	91%
Water Sales to Pleasant Valley	444,500	678,598	234,098	153%
Meter Service Charge	218,300	256,786	38,486	118%
Special Services	32,858	31,448	(1,410)	96%
Pump Zone/Miscellaneous	17,315	18,674	1,359	108%
Total Operating Revenues	**$ 5,067,973**	**$ 4,937,120**	**$ (130,853)**	**97%**
Operating Expenses				
Import Water Purchases-Calleguas	$ 746,200	$ 523,058	$ 223,142	70%
Conejo Creek Project	600,935	645,223	(44,288)	107%
Production Power	1,031,890	749,041	282,849	73%
Total Production	**$ 2,379,025**	**$ 1,917,322**	**$ 461,703**	**81%**
Regular Salaries	$ 613,985	$ 567,527	$ 46,458	92%
Overtime/Standby	18,564	13,076	5,488	70%
Part Time	8,858	13,567	(4,709)	153%
Benefits	293,721	287,982	5,739	98%
Total Salaries & Benefits	**$ 935,128**	**$ 882,152**	**$ 52,976**	**94%**
Outside Contracts	$ 304,847	$ 242,629	$ 62,218	80%
Professional Services	164,963	26,478	138,485	16%
Total Outside Cont/Profess Services	**$ 469,810**	**$ 269,107**	**$ 200,703**	**57%**
Utilities	$ 9,048	$ 7,236	$ 1,812	80%
Communications	17,230	17,894	(664)	104%
Pipeline Repairs	32,000	40,362	(8,362)	126%
Small Tools & Equipment	7,241	5,482	1,759	76%
Materials & Supplies	80,814	53,693	27,121	66%
Repair Parts & Equipment Maintenance	376,060	278,520	97,540	74%
Legal Services	14,040	23,212	(9,172)	165%
Dues & Subscriptions	13,687	13,388	299	98%
Conference & Travel	10,046	9,907	139	99%
Safety & Training	7,831	11,555	(3,724)	148%
Board Expense	43,680	35,662	8,018	82%
Bad Debt	2,652	6,115	(3,463)	231%
Fees & Charges	27,280	20,095	7,185	74%
Insurance	32,760	26,875	5,885	82%
Total Supplies & Services	**$ 674,369**	**$ 549,996**	**$ 124,373**	**82%**
Total Expenses	**$ 4,458,332**	**$ 3,618,577**	**$ 839,755**	**81%**
Net Operating Revenues	**$ 609,641**	**$ 1,318,543**	**$ 708,902**	**216%**
Less: Non-Operating Expenses				
Debt Service 2011A/2016	$ 30,591	$ 30,591	$ -	100%
Debt Service 2012	682,500	682,500	-	100%
Capital Replacement Contribution	174,000	900,000	(726,000)	517%
Total Non-Operating Expenses	**$ 887,091**	**$ 1,613,091**	**$ (726,000)**	**182%**
Add: Non-Operating Revenues				
Interest Revenues	$ 27,582	$ 74,020	$ 46,438	268%
Taxes	250,467	248,236	(2,231)	99%
Total Non-Operating Revenues	**$ 278,049**	**$ 322,256**	**$ 44,207**	**116%**
Net Operating Results	**$ 599**	**$ 27,708**	**$ 27,109**	**4626%**
Capital Fees	-	-	-	
Mitigation & In-Lieu Fees	-	637,597	637,597	
Grants	-	227,718	227,718	
	$ -	**$ 865,315**	**$ 865,315**	**-**
Net Operating Results After Capital Fees & Grants	**$ 599**	**$ 893,023**	**$ 892,424**	

Wastewater Program	FY18-19 Budget	FY18-19 Actuals	Variance	Actual % FY Budget
Revenues				
Sewer Service Charge	$ 3,319,300	$ 3,336,794	$ 17,494	101%
Special Services	52,970	78,564	25,594	148%
Pump Zone/Miscellaneous	-	899	899	
Total Operating Revenues	**$ 3,372,270**	**$ 3,416,258**	**$ 43,988**	**101%**
Operating Expenses				
Salinity Management Pipeline-Calleguas	$ 8,420	$ 28,383	$ (19,963)	337%
Total Production	**$ 8,420**	**$ 28,383**	**$ (19,963)**	**337%**
Regular Salaries	$ 944,593	$ 873,119	$ 71,474	92%
Overtime/Standby	28,560	20,117	8,443	70%
Part Time	13,628	20,873	(7,245)	153%
Benefits	451,879	443,049	8,830	98%
Total Salaries & Benefits	**$ 1,438,660**	**$ 1,357,158**	**$ 81,502**	**94%**
Outside Contracts	$ 633,117	$ 491,879	$ 141,238	78%
Professional Services	72,830	43,416	29,414	60%
Total Outside Cont/Profess Services	**$ 705,947**	**$ 535,295**	**$ 170,652**	**76%**
Utilities	$ 25,150	$ 24,456	$ 694	97%
Communications	19,328	20,074	(746)	104%
Pipeline Repairs	10,000	-	10,000	0%
Small Tools & Equipment	7,348	6,156	1,192	84%
Materials & Supplies	120,255	91,916	28,339	76%
Repair Parts & Equipment Maintenance	146,500	177,685	(31,185)	121%
Legal Services	15,750	26,039	(10,289)	165%
Dues & Subscriptions	18,354	15,019	3,335	82%
Conference & Travel	11,270	11,113	157	99%
Safety & Training	8,785	12,963	(4,178)	148%
Board Expense	49,000	40,006	8,994	82%
Bad Debt	2,975	6,859	(3,884)	231%
Fees & Charges	48,383	40,838	7,545	84%
Insurance	36,750	30,148	6,602	82%
Total Supplies & Services	**$ 519,848**	**$ 503,272**	**$ 16,576**	**97%**
Total Expenses	**$ 2,672,875**	**$ 2,424,108**	**$ 248,767**	**91%**
Net Operating Revenues	**$ 699,395**	**$ 992,150**	**$ 292,755**	**142%**
Less: Non-Operating Expenses				
Debt Service 2011A/2016	$ 191,650	$ 191,650	$ -	100%
Debt Service 2012	441,600	441,600	-	100%
Capital Replacement Contribution	100,000	500,000	(400,000)	500%
Total Non-Operating Expenses	**$ 733,250**	**$ 1,133,250**	**$ (400,000)**	**155%**
Add: Non-Operating Revenues				
Interest Revenues	$ 93,615	$ 236,871	$ 143,256	253%
Total Non-Operating Revenues	**$ 93,615**	**$ 236,871**	**$ 143,256**	**253%**
Net Operating Results	**$ 59,760**	**$ 95,771**	**$ 36,011**	**160%**
Capital Fees	-	1,355,910	1,355,910	
	$ -	**$ 1,355,910**	**$ 1,355,910**	**-**
Net Operating Results After Capital Fees & Grants	**$ 59,760**	**$ 1,451,681**	**$ 1,391,921**	
Debt Ratio	**1.25**	**4.08**		

	Actuals July 1, 2018	Actuals June 30, 2019
Unrestricted Reserves		
Rate Stabilization Fund-Water-Potable	$341,250	$341,250
Rate Stabilization Fund-Wastewater	$183,750	$183,750
Potable Water Capital Replacement Fund (PWCRF)	$8,285,287	$10,232,931
Non-Potable Water Capital Replacement Fund (NPWCRF)	$714,771	$1,474,153
Mitigation Fees Pegh Investements	$0	$637,597
Wastewater Capital Replacement Fund (WWCRF)	$4,400,409	$4,843,797
Potable Water Capital Improvement Fund (PWCIF)	$1,496,994	$3,566,335
Non-Potable Water Capital Improvement Fund (NPWCIF)		
Non-Potable Water In-lieu Fees (Wildwood Preserve)	$318,538	$318,538
Wastewater Capital Improvement Fund (WWCIF)	$939,710	$2,295,620
New Demand Mitigation Fees Ventura County Office of Education	$34,249	$34,249
Water Project Fund	$4,928,000	$4,680,000
Wastewater Project Fund	$635,337	$617,863
Total	**$22,278,295**	**$29,226,083**
Restricted Assets		
CSUCI Recycleline Repayment	$200,970	$117,979
Grant Receivable PV Well	$204,275	$192,110
Grant Receivable CamSan Recycle Line	$526,838	$478,516
Total Receivables	**$932,083**	**$788,605**
Debt Reserves 2012	$760,516	$760,516
Debt Reserves 2016	$879,529	$879,529
	$1,640,045	**$1,640,045**
CIP		
Potable Water Capital Replacements	$2,727,804	$1,649,755
Non-Potable Water Capital Replacements	$1,886,173	$384,199
Wastewater Capital Replacements	$15	$46,735
Potable Water Capital Improvements	$372,878	$355,222
New Demand Mitigation Fee (Wildwood Preserve Project)	$494,340	$423,167
New Demand Mitigation Fee (SR Valley)	$62,365	$62,365
New Demand Mitigation Fee (Shea Homes)	$0	$1,686,260
Total CIP	**$5,543,575**	**$4,607,703**
Bonds		
Water Improvements	$1,003,984	$948,370
Wastewater Improvements	$171,135	$77,708
Total Bond CIP	**$1,175,119**	**$1,026,078**
Total	**$9,290,822**	**$8,062,431**
Grand Total minus Receivables	**$30,637,034**	**$36,499,908**

Capital Project Listing 4th Quarter Results						
CIP No.	**Description**	**Budget**	**Expenses**	**Encumbrance**	**Balance**	**Expense/Enc to Budget %**
	Potable Capital Improvement					
600-15-01	Pump Station 2 to 3	1,280,000.00	75,778.68	-	1,204,221.32	6%
	Total Potable Capital Improvement	**$ 1,280,000.00**	**$ 75,778.68**	**$ -**	**$ 1,204,221.32**	**6%**
	General Replacements					
400-19-01	Incident Command Center	150,000.00	16,473.23	-	133,526.77	11%
	General Replacements	**$ 150,000.00**	**$ 16,473.23**	**$ -**	**$ 133,526.77**	**11%**
	Potable Capital Replacement				-	
650-15-01	PV Well #1	4,467,000.00	1,359,302.92	-	3,107,697.08	30%
650-17-05	Chloramination Project	193,500.00	187,657.39	-	5,842.61	97%
650-19-01	Meter Station Rehabilitation (MS #6)	200,000.00	52,662.84	-	147,337.16	26%
650-19-02	Well Rehabilitation (Conejo Well #3)	247,500.00	92,913.24	-	154,586.76	38%
650-19-03	RMWTP Pretreatment Remediation	452,000.00	244,714.44	-	207,285.56	54%
650-19-05	Reservoir 3D Slope Stabilization and Drainage Impr	240,000.00	38,574.50	-	201,425.50	16%
650-19-06	Distribution Valve Replacement	200,000.00	64,305.00	-	135,695.00	32%
650-19-07	Pump Station #5 VFD Replacement	25,000.00	18,455.27	-	6,544.73	74%
	Total Potable Capital Replacement	**$ 6,025,000.00**	**$ 2,058,585.60**	**$ -**	**$ 3,966,414.40**	**34%**
	Non-Potable Capital Replacement				-	
750-16-01	CamSan Recycle Line	1,025,000.00	757,574.83	13,338.79	254,086.38	75%
750-19-02	Pump Station #4 Booster #3 and VFD Replacement	80,000.00	4,885.81	-	75,114.19	6%
	Total Non-Potable Capital Replacement	**$ 1,105,000.00**	**$ 762,460.64**	**$ 13,338.79**	**$ 329,200.57**	**70%**
	Wastewater Bond Funds				-	
900-18-01	CWRF Upgrades	82,500.00	58,819.48	-	23,680.52	71%
900-18-02	De-Watering Press	108,000.00	58,401.40	-	49,598.60	54%
900-18-03	Effluent Pond Relining	869,000.00	99,572.92	-	769,427.08	11%
	Total Wastewater Bonds	**$ 1,059,500.00**	**$ 216,793.80**	**$ -**	**$ 842,706.20**	**20%**
	Water Bond Funds				-	
800-18-03	University Well & RMWTP Generators	670,000.00	371,630.20	278,100.21	20,269.59	97%
	Total Water Bonds	**$ 670,000.00**	**$ 371,630.20**	**$ 278,100.21**	**$ 20,269.59**	**97%**
	Total CIPs	**$ 10,289,500.00**	**$ 3,501,722.15**	**$ 291,439.00**	**$ 6,496,338.85**	**37%**

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board of Directors
Al E. Fox
Division 1
Jeffrey C. Brown
Division 2
Timothy H. Hoag
Division 3
Eugene F. West
Division 4
Terry L. Foreman
Division 5
General Manager
Tony L. Stafford

Board Memorandum

September 26, 2019

To: General Manager

From: Ian Prichard, Assistant General Manager

Subject: **Regional Brine Management Study**

Objective: Participate in a Regional Brine Management Study.

Action Required: Authorize the General Manager to enter into the attached Multiagency Cooperative Funding Agreement and issue a purchase order in the amount of $37,473.50 to fund Camrosa's portion of a Regional Brine Management Study.

Discussion: On August 8, 2019, the Camrosa Board authorized the General Manager to commit funds to a Regional Brine Management Study. This agenda item is authorizing the General Manager to execute that agreement.

The following is a recap of the project:

Camrosa intends to join Las Virgenes Municipal Water District (LVMWD), the City of Thousand Oaks (T.O.), and Calleguas Municipal Water District (CMWD) in a Regional Brine Management Study.

T.O. plans to build a reverse-osmosis treatment plant to develop a brackish groundwater well (at Los Robles Golf Course) as a local alternative to imported water and dispose of its brine in its sewer system. No adverse impacts are anticipated at the Hill Canyon Treatment Plant (HCTP) based on the small increase in the salinity of the total plant influent the brine will represent, and effluent salinity levels are anticipated to remain below TDML requirements in the Conejo Creek. Camrosa is concerned, however, about impacts to the District's non-potable (creek) water quality.

The LVMWD/Triunfo Sanitation District JPA plans to build a reservoir augmentation potable reuse project at the Triunfo plant and Las Virgenes Reservoir. The treatment plant will include a reverse-osmosis train, which will require the disposal of brine. LVMWD has narrowed their brine disposal options to two for further investigation: build a pipeline through T.O. to meet an extended CMWD Salinity Management Pipeline in the Tierra Rejada Valley, or dump the brine into T.O.'s sewer system.

Sewer disposal currently appears more favorable. It may, however, impact treatment processes at HCTP and it will cause HCTP effluent to exceed TMDL requirements and render Camrosa's non-potable creek water unusable. Thus, LVMWD and T.O. are motivated to investigate additional treatment at HCTP to desalinate HCTP effluent. Locating treatment at HCTP would provide for a short pipeline connection for brine disposal to the CMWD Salinity Management Pipeline (SMP) in Santa Rosa Road; CMWD has approved, in concept, running a spur of the SMP down Santa Rosa Road in response to Camrosa's exploration of desalinating Santa Rosa Basin groundwater.

Adding customers to their SMP is one motivator for CMWD's involvement; others include facilitating regional projects among purveyors and partner agencies (CMWD and LVMWD are both MWD member agencies and are currently pursuing a system interconnection project) and investing in projects that increase local supply and local supply reliability.

The latter is where Camrosa's interests lie. The Regional Brine Management Study should provide an understanding of the incremental cost of various stages of effluent water quality improvement: maintaining current Conejo Creek water quality; improving creek water quality (to 90 mg/L chloride); directly connecting HCTP effluent to Camrosa's non-potable distribution system and converting it to a recycled water system; and advanced treating HCTP effluent for groundwater augmentation in the Santa Rosa Valley.

The Regional Brine Management Study will explore the size and cost of treatment facilities that would be necessary to achieve these various levels of effluent water quality.

Four proposals were received:

- Carollo $171,794.00
- Kennedy/Jenks $159,980.00
- Stantec $179,961.00
- **Woodard & Curran $149,894.00**

In addition to being the most responsive bid, Woodard & Curran also demonstrated the best understanding of the project, and the four organizations were unanimous in their preference.

LVMWD will execute a contract with Woodard & Curran and bill the other participants for each invoice on a pro rata basis.

MULTI-AGENCY COOPERATIVE FUNDING AGREEMENT

This Agreement is made and entered into by and between the following public agencies (hereinafter referred to individually as "Party" and collectively as "Parties") to cooperatively prepare and fund a Regional Brine Management Study to identify the most cost-effective strategy to manage regional brine solutions for brine disposal in support of local water supply projects identified by each agency including, but not limited to, the Las Virgenes-Triunfo Pure Water Project:

- Las Virgenes-Triunfo Joint Powers Authority (JPA);
- City of Thousand Oaks (TO);
- Camrosa Water District (CWD);
- Calleguas Municipal Water District (CMWD);

RECITALS

WHEREAS, the Parties desire to collaboratively prepare and fund a Regional Brine Management Study (hereinafter referred to as "Study").

	Cost	Las Virgenes - Triunfo JPA	City of Thousand Oaks	Camrosa WD	Calleguas MWD
Base Price	$149,894.00	$37,473.50	$37,473.50	$37,473.50	$37,473.50
Option 2	$25,000.00	$12,500.00	$12,500.00		
Task 8	$36,051.00	$18,025.50	$18,025.50		
Total	**$210,945.00**	**$67,999.00**	**$67,999.00**	**$37,473.50**	**$37,473.50**

NOW, THEREFORE, in consideration of the mutual benefits to be derived by the Parties and of the promises herein contained, it is hereby agreed as follows:

SECTION 1: OBLIGATIONS OF THE PARTIES

1.1 Obligations of LVMWD:

1.1.1 Scope of Services. LVMWD shall execute and administer a professional services agreement for the preparation of the Study on behalf of the Parties, for a not-to-exceed amount of $210,945.00 (hereinafter referred to as "Consultant Costs"), in accordance with the scope of work and fee proposal included as Exhibit "A."

1.1.2 Data, Reports, and Documents. Within five (5) business days of receipt of deliverables and completion of the Study, LVMWD shall electronically deliver to the Parties the Study, materials and documents created under this Agreement. If the Parties use any of the data, reports and documents furnished or prepared for projects other than the project shown on Exhibit "A," LVMWD shall be released from responsibility to third parties concerning the use of the data, reports and documents.

1.1.3 Invoicing. LVMWD shall invoice the Parties for their respective contributions toward the Consultant Costs for the Study upon receipt of deliverables and invoicing from Consultant, as more fully described on Exhibit “A.”

1.1.4 Consideration. LVMWD shall contribute $67,999.00 toward the Consultant Costs for the Study, as more fully described on Exhibit "A."

1.1.5 Attribution. LVMWD shall ensure that attribution for the Study is provided to all Parties, unless a Party requests otherwise in writing. Attribution will not be provided to a Party that fails to provide payment, in full or in part, as required by this Agreement.

1.2 Obligations of City of Thousand Oaks:

1.2.1 Consideration. The City of Thousand Oaks shall contribute $67,999.00 toward the Consultant Costs for the Study, as more fully described on Exhibit "A." The City of Thousand Oaks shall pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.3 Obligations of Camrosa Water District:

1.3.1 Consideration. Camrosa Water District shall contribute $37,473.50 toward the Consultant Costs for the Study, as more fully described on Exhibit "A." Camrosa Water District shall pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

1.4 Obligations of Calleguas Municipal Water District:

1.4.1 Consideration. CMWD shall contribute $37,473.50 toward the Consultant Costs for the Study, as more fully described on Exhibit "A." Calleguas Municipal Water District shall pay said amount to LVMWD within forty-five (45) calendar days of receipt of an invoice.

SECTION 2: GENERAL PROVISIONS

2.1 Term. This agreement shall be effective upon the date it is executed by all Parties and shall expire two years after full execution, unless extended or sooner terminated by mutual written consent by all Parties. All work described in Section 1.1, above, and Exhibit "A" shall be completed by the expiration of this Agreement.

2.2 Termination. LVMWD may terminate this Agreement, effective thirty (30) days from the date of written notice, upon any Party's failure to provide payment, in full or in part, as required by this Agreement, after having failed to cure such failure to pay within thirty (30) days of the date of notice provided by LVMWD. In the event of termination of this Agreement, LVMWD shall not be responsible for further preparation or completion of the Study. In the event LVMWD terminates this Agreement pursuant to this section, LVMWD shall refund all unused funds to the respective, non-defaulting parties, in proportion to the non-defaulting parties' respective contributions made prior to the time of the termination.

2.3 Governing Law. This Agreement is made under and will be governed by the laws of the State of California. Further, the Parties shall comply with all applicable laws, ordinances, codes, and regulations of the federal, state, and local governments.

2.4 Good Faith. Each Party shall use reasonable efforts and work in good faith for the expeditious completion of the Study. In the event that the Consultant Costs to prepare the Study are greater than those described herein, the Parties agree to meet and confer in good faith to determine a mutually agreeable allocation of the additional costs.

2.5 No Third-Party Beneficiary. This Agreement is for the sole benefit of the Parties and does not grant rights to any non-Party or impose obligations on a Party beyond those specified herein or in favor of any non-party.

2.6 Severability. The provisions of this Agreement are severable, and the invalidity, illegality or unenforceability of any provision of this Agreement will not affect the validity or enforceability of any other provisions. If any provision of this Agreement is found to be invalid, illegal, or unenforceable, the Parties shall endeavor to modify that clause in a manner that gives effect to the intent of the Parties entering into this Agreement.

2.7 Amendments. This Agreement may be amended or modified only by written mutual consent of all Parties.

2.8 Notice. Any correspondence, communication, or contact concerning this Agreement must be directed to the Parties at the following addresses. Notice will be deemed as given upon personal delivery, receipt of e-mail, receipt of fax

confirmation, or five days after deposit in U.S. Mail, first-class postage, prepaid, and addressed as shown below:

Las Virgenes-Triunfo Joint Powers Authority (JPA):
David W. Pedersen
General Manager
Las Virgenes Municipal Water District
4232 Las Virgenes Road
Calabasas, CA 91302
dpedersen@lvmwd.com

City of Thousand Oaks (TO):
Ayda Forouzan, P.E., QSD
Engineering Associate
Public Works Department
City of Thousand Oaks
2100 Thousand Oaks Boulevard
Thousand Oaks, CA 91362
aforouzan@toaks.org

Camrosa Water District (CWD):
Ian Prichard
Water Resources Manager
Camrosa Water District
7385 Santa Rosa Road
Camarillo, CA 93012
ianp@camrosa.com

Calleguas Municipal Water District (CMWD):
Kristine McCaffrey, P.E.
Manager of Engineering
Calleguas Municipal Water District
2100 Olsen Road
Thousand Oaks CA 91360
kmccaffrey@calleguas.com

2.9 Counterparts. This Agreement may be executed in counterparts and the signed counterparts will constitute a single instrument. The signatories to this Agreement represent that they have the authority to bind their respective Party.

2.10 Confidentiality. Except when disclosure is required for public records pursuant to the California Public Records Act or other applicable law, the Parties will not disclose or cause their respective officers, directors, employees, representatives ,

agents, or advisors to disclose or use any Confidential Information furnished , or otherwise permitted for review, by one party to the other in connection with the proposed transactions. For purposes of this paragraph, "Confidential Information" means information supplied by one party to the other that is clearly marked by the supplying party as "confidential", except information that is part of public record.

2.11 Attorney's Fees. In any action or proceeding for the purpose of enforcing any provision of this Agreement, or to recover damages hereunder, or to obtain injunctive or other relief, or for a declaration of rights or obligations hereunder, or for any other judicial or equitable remedy, the prevailing Party shall be entitled, in addition to such other relief as may be granted to an award in the same or a subsequent proceeding, to its reasonable attorneys' fees and costs.

2.12 No Partnership. LVMWD and any other Party to this Agreement shall not, by virtue of this Agreement, in any way or for any purpose, be deemed to have become a partner of each other or a joint venture in the conduct of their respective businesses or otherwise , nor shall there be deemed to have occurred a merger or any joint enterprise by and between the Parties to this Agreement. LVMWD shall have no authority, expressed or implied, to act on behalf of any other Party to this Agreement in any capacity whatsoever as an agent.

2.13 Integration. This Agreement represents the entire understanding of the Parties as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder.

2.14 Captions, Headings, and Abbreviations. The captions and headings of this Agreement are included for reference purposes only, and not intended to be a part of this Agreement or any way to define, limit, or describe the scope or intent of the particular provision to which they refer.

2.15 Indemnification. Except for the sole negligence of any Party to this agreement, each Party agrees to indemnify and hold the other Parties harmless from and against any and all suits and causes of action, claims, charges, damages, demands, judgments , civil fines and penalties, or losses of any kind or nature whatsoever, for death, bodily injury or personal injury to any person, or damage or destruction to any property of either Party hereto, or third persons in any manner arising by reason of the negligent acts, errors, omissions or willful misconduct of a Party and arising out of or in connection with this Agreement or the services performed in connection with this Agreement. Moreover, no Party shall have liability imputed upon them in this Agreement based solely on its having contributed to a study/report under a separate contract with an independent consultant or vendor.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

LAS VIRGENES MUNICIPAL
WATER DISTRICT

By: _____

Date: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

THE CITY OF THOUSAND OAKS

By: _____

Date: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

CAMROSA WATER DISTRICT

By: _____

Date: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized, as of the dates opposite their respective signatures.

CALLEGUAS MUNICIPAL WATER DISTRICT

By: _____

Date: _____

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____

SCOPE OF WORK

Task 1 | Project Management

1.1 Project Meetings and Workshops

Woodard & Curran will prepare for and attend up to six project meetings with the Las Virgenes-Triunfo Joint Powers Authority (JPA), City of Thousand Oaks (City), Camrosa Water District (CWD), and Calleguas Municipal Water District (CMWD) at key points throughout the project. The meetings are anticipated to include the following:

- Project Kickoff/Brainstorming Meeting
- Draft Report Workshop
- Presentations – up to four meetings, one with each of the governing Boards or Council of the JPA, City, CWD, and CWMD.

Woodard & Curran will prepare an agenda and meeting summaries for each meeting and distribute to the JPA project manager. At a minimum, Woodard & Curran's principal-in-charge, project manager, and project engineer will attend each meeting. It is assumed that other project coordination and meetings can occur through conference calls, which may also include web-based presentations.

1.2 Project Tracking and Communication

Woodard & Curran will prepare and submit progress reports and an updated project schedule with the monthly project invoice. Woodard & Curran will provide regular project coordination, communication, and updates to the JPA and track the project scope, budget, and schedule.

1.3 Quality Assurance and Quality Control

Woodard & Curran will implement its Quality Assurance and Quality Control Plan requirements for the project, which will include a senior level technical review of major project deliverables. The Plan will outline specific technical protocols, methods and checklists for Woodard & Curran staff to use in preparing work products. Where applicable, the QA/QC Plan will refer to Woodard & Curran's Quality Assurance Manual, supplemented with project-specific deliverable information, staff and procedures.

Task 1 Assumptions:

- Monthly progress meetings will be via teleconference call or combined with the scoped meetings
- Project duration is approximately six months

Task 1 Deliverables:

- Meeting Agenda (6) (.pdf or Microsoft Word files by email)
- Meeting Summaries (6) (.pdf or Microsoft Word files by email)
- Monthly Project Schedule (6) (hard copy with invoice)
- Monthly Progress Report (6) (hard copy with invoice)
- Microsoft PowerPoint presentation of final report (Microsoft PowerPoint files by email)

Task 2 | Data Gathering and Evaluation

Woodard & Curran will prepare a data request for the JPA that will include (but not be limited to) water quality data for Hill Canyon Treatment Plant (HCTP) influent and effluent, City groundwater wells, CWD Non-Potable System (NPS), and JPA Advanced Water Treatment Plant (AWTP) influent. The data request will also include existing and proposed pipeline and facility information (as-builts, utility mapping, planning documents), previous reports related to the project, and GIS data. Woodard & Curran will maintain and update the data request list as additional needs are identified and data are received.

Woodard & Curran will use the data obtained to prepare a spreadsheet-based water quality model for the regional brine system. A working version of this model has already been developed. This model will be used to determine the water quality impacts caused by JPA and City brine discharges on HCTP influent and the amount of salt removal required for the following scenarios:

1. JPA brine discharges
2. City brine discharges
3. CWD NPS system water quality improvement (chloride concentrations as low as 90 mg/l)

Each of these scenarios will be evaluated based on current and future (build-out) HCTP influent volumes. The model will also be used to predict the water quality of other regional brine management components under the same scenarios.

Task 2 Assumptions:

- JPA will provide information in electronic format.
- System will be evaluated based on monthly-average flows and concentrations

Task 3 | Santa Rosa Basin Augmentation

Woodard & Curran will evaluate utilizing a portion of the HCTP effluent for groundwater augmentation within the Santa Rosa Valley. The evaluation will include the following:

- Current and anticipated regulatory requirements
- Proposed treatment components (i.e., an AWTP)
- Location and types of facilities required
- Sizing considerations and expected yield for current and build-out HCTP flows

The evaluation will be summarized in the draft and final reports under Task 7.

Task 3 Assumptions:

- Groundwater augmentation sites and configurations presented will be limited to three options
- The AWTP will also treat permeate from the HCTP Desalter and no additional reverse osmosis will be required

Task 4 | Desalter Sizing

Woodard & Curran will use the spreadsheet model developed in Task 2 to determine the size of desalter required for the following conditions:

- JPA brine discharges
- City brine discharges
- CWD NPS water quality improvement (chloride concentrations as low as 90 mg/l)

Desalter sizing will be evaluated based on current and future (build-out) HCTP influent volumes. CWD water quality improvements will consider the advantages of a direct, piped connection between HCTP and CWD's NPS system.

Woodard & Curran will also use the model to compare predicted project brine water quality with the discharge requirements of the Salinity Management Pipeline (SMP). SMP discharge configuration and monitoring requirements will also be presented.

The sizing analysis will be summarized in the draft and final reports under Task 7.

Task 5 | Preliminary Engineering Concept

Woodard & Curran will use the information developed in Tasks 2 through 4 to develop a preliminary engineering concept of facilities required for the following project components:

- Brine line from JPA AWTP to City sewer
- Desalter
- Brine line from Desalter to SMP
- AWTP facilities for a GWA project

Pipeline components will be developed considering pipeline alignment, pipeline diameters, pipeline materials, and pressure ratings. The SMP discharge station conceptual design will be based on CWMD standard drawings. Components of the desalter to be developed include location (including plan view layout), treatment technology, energy needs, operational needs, and space for additional treatment steps required for groundwater augmentation. Similar components will be developed for the groundwater augmentation AWTP, which may be remotely located from the desalter.

The conceptual design will be included the draft and final reports under Task 7.

Task 5 Assumptions:

- Alignment of JPA brine discharge line to City collection system will be as currently proposed in the Pure Water project's Basis of Design Report. Discharge point will be evaluated based on readily-available sewer flow and capacity information.
- Discharge configuration of JPA brine line will be based on City standard drawings.
- SMP discharge station will be based on CWMD standard drawings.

Task 6 | Preliminary Cost Estimate

Woodard & Curran will prepare an engineer's opinion of cost. The cost estimate will be a Class 5 estimate (0-2% project definition) as defined by the Association for the Advancement of Cost Engineering (AACE) International Recommended Practice No. 56R-08 with an expected accuracy range of -35% to +65% of actual costs. The cost estimate will include costs for initial capital costs and the range of treatment costs for ongoing operations and maintenance (O&M).

The cost estimate will be included in the draft and final reports under Task 7.

Task 6 Deliverables:

- Draft and final cost estimate (.pdf or Microsoft Excel file by email)

Task 7 | Regional Brine Management Study Report

Woodard & Curran will summarize findings from tasks 2 through 6 into the Regional Brine Management Report. The Report will be submitted in draft form and Woodard & Curran will attend and facilitate a workshop with the JPA, City, CWD, and CMWD (see Task 1) to present and discuss the findings of the report. Comments received from the group will be incorporated into the final Report.

Task 7 Deliverables:

- Draft and final Report (four (4) hard copies and .pdf or Microsoft Word file by email)
- Regional Water Quality Model (Microsoft Word file by email)

Project Schecule

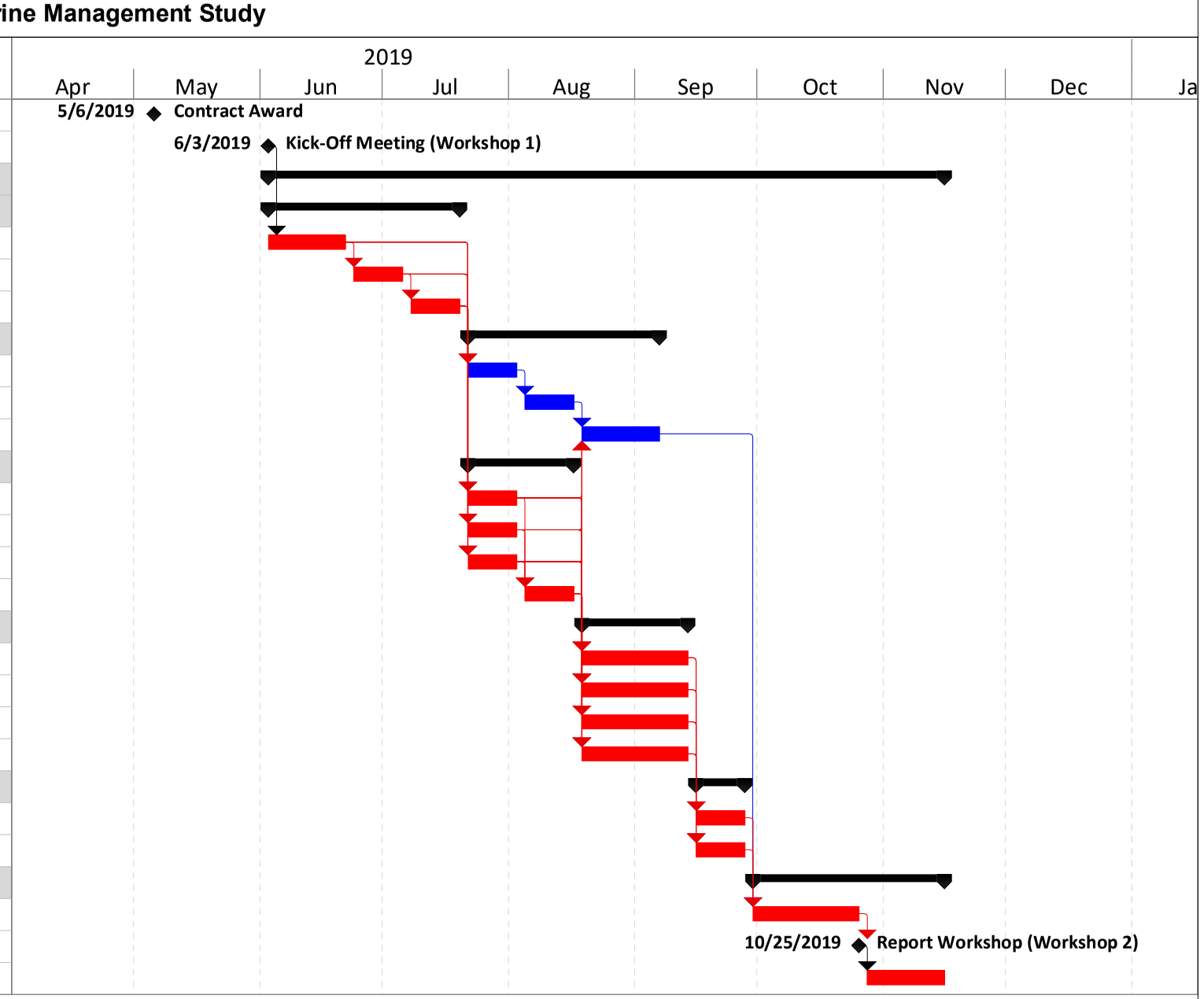
On the following page, Woodard & Curran has developed a detailed 6-month schedule for completion of the Regional Brine Management Study. We believe the schedule is feasible to complete the scope of work outlined in our proposal. As with any project, schedules may be delayed or expedited depending on the following factors:

- Responsiveness to requests for information
- Availability for meetings
- Timely review of comments on draft materials

Woodard & Curran prides itself on proactive schedule management, and if selected for the Study we will work closely with the JPA and its partners to ensure the project stays on track.

Las Virgenes - Triunfo Joint Powers Authority
Regional Brine Management Study

ID	Task Name	Duration	Start	Finish
1	***Contract Award***	***0 days***	***Mon 5/6/19***	***Mon 5/6/19***
2	***Kick-Off Meeting (Workshop 1)***	***0 days***	***Mon 6/3/19***	***Mon 6/3/19***
3	**Task 1 - Project Management**	**24 wks**	**Mon 6/3/19**	**Fri 11/15/19**
6	**Task 2 - Data Gathering and Evaluation**	**7 wks**	**Mon 6/3/19**	**Fri 7/19/19**
7	2.1 Characterize New Brine Discharges	3 wks	Mon 6/3/19	Fri 6/21/19
8	2.2 Determine Effect of Brine Discharges on HCTP Influent	2 wks	Mon 6/24/19	Fri 7/5/19
9	2.3 Analyze Salt Removal Requirements	2 wks	Mon 7/8/19	Fri 7/19/19
10	**Task 3 - Santa Rosa Basin Augmentation**	**7 wks**	**Mon 7/22/19**	**Fri 9/6/19**
11	3.1 Regulatory/Treatment Requirements	2 wks	Mon 7/22/19	Fri 8/2/19
12	3.2 Siting	2 wks	Mon 8/5/19	Fri 8/16/19
13	3.3 Facility Sizing	3 wks	Mon 8/19/19	Fri 9/6/19
14	**Task 4 - Desalter Sizing**	**4 wks**	**Mon 7/22/19**	**Fri 8/16/19**
15	4.1 JPA Brine Addition	2 wks	Mon 7/22/19	Fri 8/2/19
16	4.2 TO Brine Addition	2 wks	Mon 7/22/19	Fri 8/2/19
17	4.3 CWD WQ Improvement	2 wks	Mon 7/22/19	Fri 8/2/19
18	4.4 Evaluate SMP Discharge Requirements	2 wks	Mon 8/5/19	Fri 8/16/19
19	**Task 5 - Preliminary Engineering Concept**	**4 wks**	**Mon 8/19/19**	**Fri 9/13/19**
20	5.1 Desalter	4 wks	Mon 8/19/19	Fri 9/13/19
21	5.2 AWTP	4 wks	Mon 8/19/19	Fri 9/13/19
22	5.3 Brine Line from Desalter	4 wks	Mon 8/19/19	Fri 9/13/19
23	5.4 Brine Line from JPA to TO Sewer	4 wks	Mon 8/19/19	Fri 9/13/19
24	**Task 6 - Preliminary Cost Estimate**	**2 wks**	**Mon 9/16/19**	**Fri 9/27/19**
25	6.1 Capital	2 wks	Mon 9/16/19	Fri 9/27/19
26	6.2 O&M	2 wks	Mon 9/16/19	Fri 9/27/19
27	**Task 7 - Regional Brine Management Study Report**	**7 wks**	**Mon 9/30/19**	**Fri 11/15/19**
28	7.1 Draft Report	4 wks	Mon 9/30/19	Fri 10/25/19
29	Report Workshop (Workshop 2)	0 wks	Fri 10/25/19	Fri 10/25/19
30	7.2 Final Report	3 wks	Mon 10/28/19	Fri 11/15/19



Las Virgenes-Triumfo Joint Powers Authority
Regional Brine Management Study
Cost Estimate

WOODARD &CURRAN	Brian Dietrick	Matt Elsner	Rich Bichette	Sunny Huang	Erica Wolski	Jehan Anketell	Ally Davis	TBD	Project Admin	Total W&C Hours	Total Labor Costs (1)	Total ODCs (2)	Total Cost
	Principal In Charge	Project Manager	Pipeline Lead	Treatment	Water Quality	Engineer 2	Engineer 1	Designer 1	Admin.				
	$282	$282	$282	$282	$266	$187	$162	$125	$110				
Task 1: Project Management													
1.1 Project Meetings and Workshops													
Project Kickoff/Brainstorming/Workshop 1	6	8					8	4		26	$5,744	$110	$5,854
Draft Report Presentation/Workshop 2	6	8					8	4		26	$5,744	$110	$5,854
Board/Council Presentations (includes 4)	16	16					4	8		44	$10,672	$440	$11,112
1.2 Project Tracking and Communication		6					12		6	24	$4,296	$0	$4,296
1.3 Quality Assurance and Quality Control	4	2	2	2	2					12	$3,352	$0	$3,352
Subtotal Task 1:	32	40	2	2	2	0	32	16	6	132	$29,808	660	30,468
Task 2: Data Gathering and Evaluation													
2.1 Characterize New Brine Discharges		4					24			28	$5,016	$0	$5,016
2.2 Determine Effect of Brine Discharge on HCTP Influent		4					24			28	$5,016	$0	$5,016
2.3 Analyze Salt Removal Requirements		4					24			28	$5,016	$0	$5,016
Subtotal Task 2:	0	12	0	0	0	0	72	0	0	84	$15,048	$0	$15,048
Task 3: Santa Rosa Basin Augmentation													
3.1 Regulatory/Treatment Requirements	4				12		16			32	$6,912	$0	$6,912
3.2 Facility Siting	2	8					16	4		30	$5,912	$0	$5,912
3.3 Facility Sizing		2		8			24	4		38	$7,208	$0	$7,208
Subtotal Task 3:	6	10	0	8	12	0	56	8	0	100	$20,032	$0	$20,032
Task 4: Desalter Sizing													
4.1 JPA Brine Addition				4			8			12	$2,424	$0	$2,424
4.2 TO Brine Addition				4			8			12	$2,424	$0	$2,424
4.3 CWD WQ Improvement				4			8			12	$2,424	$0	$2,424
4.4 Evaluate SMP Discharge Requirements					8		16			24	$4,720	$0	$4,720
Subtotal Task 4:	0	0	0	12	8	0	40	0	0	60	$11,992	$0	$11,992
Task 5: Preliminary Engineering Concept													
5.1 Desalter		2		4		24		4		34	$6,680	$0	$6,680
5.2 AWTP		2		4		24		4		34	$6,680	$0	$6,680
5.3 Brine Line from Desalter		2	8			16		4		30	$6,312	$0	$6,312
5.4 Brine Line from JPA to City Sewer		2	8			16		4		30	$6,312	$0	$6,312
Subtotal Task 5:	0	8	16	8	0	80	0	16	0	128	$25,984	$0	$25,984
Task 6: Preliminary Cost Estimate													
6.1 Capital		4	8	8		8	32		2	62	$12,540	$0	$12,540
6.2 O&M		4		4		8	8		2	26	$5,268	$0	$5,268
Subtotal Task 6:	0	8	8	12	0	16	40	0	4	88	$17,808	$0	$17,808
Task 7: Regional Brine Management Study Report													
7.1 Draft Report	4	8	4	4	4	20	40	16	2	102	$19,144	$55	$19,199
7.2 Final Report	2	4	2	2	2	8	20	8	2	50	$9,308	$55	$9,363
Subtotal Task 7:	6	12	6	6	6	28	60	24	4	152	$28,452	$110	$28,562
TOTAL	**44**	**90**	**32**	**48**	**28**	**124**	**300**	**64**	**14**	**744**	**$149,124**	**$770**	**$149,894**

1. The individual hourly rates include salary, overhead and profit.
2. Other direct costs (ODCs) such as reproduction, delivery, mileage (rates will be those allowed by current IRS guidelines), and travel expenses, will be billed at actual cost plus 10%.

WOODARD &CURRAN

2019 Standard Rates	
Labor Category	**Rate**
Engineer 1 (E1) Scientist 1 (S1) Geologist 1 (G1) Planner 1 (P1) Technical Specialist 1 (TS1)	162
Engineer 2 (E2) Scientist 2 (S2) Geologist 2 (G2) Planner 2 (P2) Technical Specialist 2 (TS2)	187
Engineer 3 (E3) Scientist 3 (S3) Geologist 3 (G3) Planner 3 (P3) Technical Specialist 3 (TS3)	212
Project Engineer 1 (PE1) Project Specialist 1 (PS1) Project Geologist 1 (PG1) Project Planner 1 (PP1) Project Technical Specialist 1 (PTS1)	221
Project Engineer 2 (PE2) Project Specialist 2 (PS2) Project Geologist 2 (PG2) Project Planner 2 (PP2) Project Technical Specialist 2 (TS2)	236
Project Manager 1 (PM1) Technical Manager 1 (TM1)	251
Project Manager 2 (PM2) Technical Manager 2 (TM2)	266
Senior Project Manager (SPM) Senior Technical Manager (STM)	282
Senior Technical Practice Leader (STPL)	310
National Practice Leader (NPL) Strategic Business Unit Leader (SBUL)	320
Software Engineer 1 (SE1)	147
Software Engineer 2 (SE2)	170
Designer 1 (D1)	125
Designer 2 (D2)	155
Designer 3 (D3) Senior Software Developer (SSD)	160
Senior Designer (SD)	165
Project Assistant (PA)	110
Marketing Assistant (MA) Graphic Artist (GA)	118
Senior Accountant (SA) Senior Project Assistant Billing Manager (BM)	129
Marketing Manager (MM) Graphics Manager (GM)	149

Note: The individual hourly rates include salary, overhead and profit. Other direct costs (ODCs) such as reproduction, delivery, mileage (as allowed by IRS guidelines), and travel expenses will be billed at actual cost plus 10%. Subconsultants will be billed as actual cost plus 10%. Woodard & Curran, Inc., reserves the right to adjust its hourly rate structure at the beginning of each year for all ongoing contracts.

OPTIONAL TASKS

Assumptions:

The following assumptions have been incorporated into the proposed scope and fee.

- Monthly progress meetings will be via teleconference call or combined with the scoped meetings.
- Project duration is approximately six months.
- JPA will provide information in electronic format.
- System will be evaluated based on monthly-average flows and concentrations.
- Groundwater augmentation sites and configurations presented will be limited to three options.
- The AWPF will treat permeate from the HCTP Desalter and no additional reverse osmosis will be required.
- Alignment of JPA brine discharge line to City collection system will be as currently proposed in the Pure Water project's Basis of Design Report. Discharge point will be evaluated based on readily-available sewer flow and capacity information.
- Discharge configuration of JPA brine line will be based on City standard drawings.
- SMP discharge station will be based on CWMD standard drawings.

Optional Scope Items:

The following tasks are not included in the proposed scope and might provide value to some or all of the project participants. These services are described in Section 2 – Approach and are summarized in the table below.

Number	Optional Task	Reasoning	Anticipated Level of Effort[1]
O-1	**Evaluation of JPA Title 22 discharges to brine line**	The Las Virgenes-Triunfo JPA has periods of time during the year when they have excess Title 22 water. This water could be discharged to HCTP through the JPA brine line to avoid "shoulder" month discharges to Malibu Creek.	$5,000–$10,000
O-2	**Evaluation of effects of brine discharge on HCTP treatment processes**	Brine discharges to HCTP will affect influent concentrations. Some of these constituents may have an adverse effect on the physical or biological treatment processes at HCTP.	$15,000–$25,000
O-3	**Materials (corrosion) evaluation of T.O. sewer path to HCTP**	The addition of large quantities of brine into the City collection system will increase the corrosivity of the sewage in localized areas, potentially leading to increased maintenance and/or structural failure.	$5,000–$10,000
O-4	**Preparation of a funding/ financing plan for the project**	A funding/ financing plan would help maximize the potential for grant awards, lowering costs for participants. It would also help determine and justify the allocation of capital and O&M costs between the participating project partners.	$15,000–$25,000
O-5	**Additional workshops**	Additional workshops would help facilitate stakeholder participation in the project and allow additional time to deliberate technical, institutional, and other topics.	$3,000–$8,000 per workshop

1 These are initial estimates only and will ultimately depend on the needs of the JPA and project partners. W&C will provide a formalized scope and fee for any of these upon request.

Via Electronic Mail

June 28, 2019

Eric Schlageter, PE, ENV SP
Senior Engineer
Las Virgenes Municipal Water District
4232 Las Virgenes Road
Calabasas, CA 91302

Re: Proposal for Las Virgenes Pure Water Project Regional Brine Management Study – Hydraulic Analysis of the Thousand Oaks Existing Wastewater Collection System

Dear Mr. Schlageter:

Thank you for the opportunity to present our proposal to provide professional engineering services for the Hydraulic Analysis of the Thousand Oaks Existing Wastewater Collection System. This work is intended as an additional set of tasks to be performed as part of the Las Virgenes Pure Water Project Regional Brine Management Study, awarded to Woodard & Curran in May of 2019.

The focus of the study is to evaluate the hydraulic capacity of the sewer collection system within portions of the system that will be impacted by brine flows from the Las Virgenes Pure Water project (assumed to be Units V and W). The analysis will be based on the City's sewer GIS and flows estimated as part of the 2002 City of Thousand Oaks Wastewater Interceptor Master Plan (2002 Master Plan). The work will be directed by our project manager for the Regional Brine Management Study, Matt Elsner, and will be primarily conducted by one of our most experienced sewer master planners, Andy Baldwin (resume enclosed) and his support staff.

The following describes the scope of work. Since this work will be incorporated into the Regional Brine Management Study, which included Tasks 1 through 7, the scope of work for the hydraulic analysis will be identified as "Task 8".

SCOPE

Task 8.1: Review of existing Wastewater Master Plan

- Kickoff Meeting – This includes time for Andy Baldwin to participate by phone in the kickoff meeting already planned for the Regional Brine Management Study. Attendance of other Woodard & Curran personnel at this meeting is already included in the Regional Brine Management Study scope.
- Review of 2002 Master Plan – Focus will be on areas of the Thousand Oaks Wastewater Collection System which would be impacted by approximately 1.0 MGD of brine flow, assumed to be Units V & W on the east side of the collection system.
- Preparation of a Data Request, currently anticipated to include:
    - GIS data – sewer pipe and manhole locations; pipe diameters
    - Wastewater flow metering data (January – April 2019, 15-minute increments): meters at V59-3, W50-13B, U3-5, W24-2
    - 2002 Master Plan (Woodard & Curran has a scanned copy)

Task 8.2: Perform the hydraulic analysis of Unit V and Unit W with the additional brine flows

- Develop a hydraulic model:
  - It is assumed that the existing HydroWorks model is unavailable. A new model will be developed for this analysis using the InfoWorks ICM platform.
  - Pipes and manholes for the sewers downstream of the proposed brine flow will be extracted from the City's current GIS data.
  - Flows will be applied according to the estimates prepared in Table 6 of the 2002 Master Plan for units E, G, U, V, and W.
- Compare current flows:
  - Flows from the current meters will be compared to the flow estimates prepared for the 2002 Master Plan. If necessary, adjustments to the modeled flows will be proposed.
- Perform hydraulic analysis:
  - The capacity of the existing sewers will be evaluated under PDWF and PWWF conditions with and without the proposed brine flow.
  - Three (3) selected locations for a sewer connection in the vicinity of Units V and W. Our team will select these locations in collaboration with LVMWD and Thousand Oaks staff.

Assumptions:

1. GIS data for pipes and manholes are available and can be linked through an ID field. Potential errors in elevation or connectivity data will be referred to the City.
2. Data used to generate the design storm for the 2002 Master Plan are not available. Therefore, the model will be run using steady state conditions with the flows documented in the 2002 Master Plan. If necessary, flows will be subdivided proportionally to tributary area.

Task 8.3: Identify system deficiencies and required improvements (if any)

- Evaluate existing and future capacity deficiencies
  - Quantify available capacities for:
    - Peak flow period
    - Typical dry day (winter)
    - Future (buildout) flow scenario
- Documentation and communication
  - Prepare a draft chapter for inclusion in the draft Regional Brine Management Study Report summarizing findings including tables and maps
  - Project meetings (assumes 2, via telephone conference)
  - Prepare and provide a presentation to LVMWD and Thousand Oaks staff

Assumptions:

1. Buildout flow scenario will be based on flows documented in the 2002 Master Plan. New estimates of potential future flows will not be developed.

Optional Task: Recommend Needed Improvements

- Identify improvements needed to accommodate Las Virgenes Pure Water project brine flows in the Thousand Oaks sewer system

BUDGET

Woodard & Curran proposes to provide LVMWD the above scope of work for a fee not to exceed **$29,667** to be billed on a time and materials basis according to our contract terms. There is also an optional task for recommendations about needed improvements for **$6,384**. A proposed fee estimate is shown in the attached table.

SCHEDULE

Our team proposes to complete the draft chapter in 4 weeks, starting from NTP for the Regional Brine Management Study. Conference calls are anticipated at week two and week four.

Sincerely,

WOODARD & CURRAN

Brian Dietrick, P.E.
Principal-in-Charge

Matt Elsner, P.E.
Project Manager

Tasks	Woodard & Curran							
	Labor					ODCs		
	Matt Elsner	Andy Baldwin	Jaclyn Lemieux	Total Hours	Total Labor Costs (1)	ODCs	Total ODCs (2)	Total Fee
	PM	Sewer Model Lead	Wastewater Modeler					
	$282	$282	$187					
Task 8.1: Review of existing Wastewater Master Plan								
Kickoff Meeting		2		2	$564	$175	$193	$757
Data Collection		2	4	6	$1,314		$0	$1,314
Review of WW Master Plan		4	2	6	$1,504		$0	$1,504
Subtotal Task 1:	0	8	6	14	$3,383	$175	$193	$3,576
Task 8.2: Perform hydraulic analysis of Units V and W								
Develop hydraulic model		8	40	48	$9,756		$0	$9,756
Compare Current Flows		4	4	8	$1,879		$0	$1,879
Evaluate hydraulics for connections at three (3) locations	2	4	24	30	$6,192		$0	$6,192
Subtotal Task 2:	2	16	68	86	$17,827	$0	$0	$17,827
Task 8.3: Identify system deficiencies and required improvements								
Evaluate system deficiencies		6	8	14	$3,193		$0	$3,193
Prepare draft chapter for Regional Brine Mgmt Study Report		4	8	12	$2,629		$0	$2,629
Project meetings (2 conf. calls)	2	2		4	$1,128		$0	$1,128
Prepare presentation for LVMWD/TO staff		2	4	6	$1,314		$0	$1,314
Subtotal Task 3:	2	14	20	36	$8,264	$0	$0	$8,264
TOTAL (without Optional Task):	4	38	94	136	$29,474	$175	$193	$29,667
Optional Tasks:								
Recommend Needed Improvements	8	4	16	28	$6,384		$0	$6,384
Subtotal Optional Tasks:	8	4	16	28	$6,384	$0	$0	$6,384

1. The individual hourly rates include salary, overhead and profit.
2. Other direct costs (ODCs) such as reproduction, delivery, mileage (rates will be those allowed by current IRS guidelines), and travel expenses, will be billed at actual cost plus10%.

.

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board of Directors
Al E. Fox
Division 1
Jeffrey C. Brown
Division 2
Timothy H. Hoag
Division 3
Eugene F. West
Division 4
Terry L. Foreman
Division 5
General Manager
Tony L. Stafford

Board Memorandum

September 26, 2019

To: Board of Directors

From: General Manager

Subject: **Closed Session Conference with Legal Counsel - Anticipated Litigation**

Objective: To confer with and receive advice from counsel regarding anticipated litigation.

Action Required: No action necessary; for information only.

Discussion: Potential litigation may be discussed in closed session pursuant to paragraph (4) of subdivision (d) of Government Code section 54956.9: one matter.

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Read File

The following material is provided to members of the Board for information only and is not formally a part of the published agenda.

a. Cash Position Report (August 2019)
b. 2019 Board Calendar

FUNDS FY 19-20

UNRESTRICTED FUNDS	JULY	AUGUST		SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	FEBRUARY
LAIF	28,045,173.03	27,745,173.03	1					
UNION BANK DEPOSIT ACCOUNT	379,943.36	473,856.84						
UNION BANK DISBURSEMENTS ACCOUNT	256,731.86	1,024,908.80						
BANK OF AMERICA-RTL ACCOUNT	521,809.78	348,765.74						
TOTAL	$ 29,203,658.03	$ 29,592,704.41		$ -	$ -	$ -	$ -	$ -
RESTRICTED FUNDS								
PAYMENT FUND 2012	38.19	60.64	2					
RESERVES 2012	817,517.98	818,302.30	3					
PAYMENT FUND 2016	25,202.28	37,909.81	4,5,6					
RESERVES 2016	879,528.68	879,528.68						
WATER ACQUISITION FUND 2016	5,910,230.37	5,910,230.37						
INSURED CASH SHELTER ACCOUNT (Wastewater Fund)	815,888.15	817,100.81	7					
TOTAL	$ 8,448,405.65	$ 8,463,132.61		$ -	$ -	$ -	$ -	$ -
GRAND TOTAL	$ 37,652,063.68	$ 38,055,837.02		$ -	$ -	$ -	$ -	$ -

Series 2012-Reserve Fund

Cusip Number	Financial Institution	Settlement Date	Coupon Rate	Maturity	Amount	Accrued Income
0924U445	Blackrock Liquidity Funds	3/4/2016	2.20%		818,302.30	1,348.44
TOTAL					$818,302.30	$1,348.44
*Variable Rate						

Series 2016-Reserve Fund

Cusip Number	Financial Institution	Settlement Date	Coupon Rate	Maturity	Amount	Accrued Income
09248u445	Blackrock Liquidity Funds	10/19/2016	2.20%	N/A	879,528.68	1,449.37

Series 2016-Water Acquisition Fund

Cusip Number	Financial Institution	Settlement Date	Coupon Rate	Maturity	Amount	Accrued Income
09248u445	Blackrock Liquidity Funds	10/19/2016	2.20%	N/A	5,910,230.37	9,739.48

ANTICIPATED OUTFLOWS	
Water Purchases August 2019	1,021,803.09
Payroll PR 9-1, 9-2 & ME	300,000.00
AP Check Run 9/4/19, 9/18/19	1,500,000.00
Large CIP Project Payments	-
Bond Payments	
	$ 2,821,803.09

FINANCE MEETING	
DATE	9/17/2019
Tony Stafford-General Manager	TS
Tamara Sexton-Manager of Finance	Yes
Sandra Llamas/Senior Accountant	SLL

MEETING NOTES:

1. $300,000 from LAIF were transferred to operations
2. The Payment fund 2012 received interest earnings in the amount of $22.45
3. The 2012 Reserve fund received interest earnings in the amount of $784.32
4. The Payment fund 2016 earned interest in the amount of $240.43
5. Interest earnings from the 2016 Water Acquisition Fund in the amount of $10,852.15 were transferred to the 2016 payment fund
6. Interest earnings from the 2016 reserve fund in the amount of $1,614.95 were transferred to the 2016 payment fund
7. The Insured Cash Shelter Account received interest earnings in the amount of $1,212.66.

2019 Camrosa Board Calendar

JANUARY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

MARCH						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JULY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2019 Observed Holidays

- January 1st - New Year's Day
- February 18th - Presidents' Day
- May 27th - Memorial Day
- July 4th - Independence Day
- September 2nd - Labor Day
- November 11th - Veteran's Day
- November 28th & 29th - Thanksgiving
- December 24th & 25th - Christmas
- December 31st - New Year's Eve

2019 Conferences

- CASA Winter Conf. (Indian Wells) - Jan 23rd - 25th
- ACWA Spring Conf. (Monterey) May 7th - 10th
- CASA Annual Conf. (San Diego) Aug 21st - 23rd
- ACWA Fall Conf. (San Diego) Dec 3rd - Dec 6th

2019 AWA Meetings

- *"Water Issues" 3rd Tuesday (except Apr., Aug., Dec.)*
- Waterwise Breakfast (See yellow on calendar)
- AWA Board Meetings (See orange on calendar)
- April 18th- Annual Symposium
- ***August - DARK (No Meetings or Events)***
- September 19th - Reagan Library Reception
- December 12th - Holiday Mixer

2019 VCSDA Meetings

- February 5th - Annual Dinner
- April 2nd
- June 4th
- August 6th
- October 1st
- December 3rd

Camrosa Water District
7385 Santa Rosa Road
Camarillo, CA 93012

Note: Board of Directors meetings are highlighted in RED. Board Meetings are held on the **2nd & 4th Thursday** of each month at 5pm unless indicated.

Calleguas Board Meetings are held 1st & 3rd Wednesday - 5:00 PM

Read File